

Hustisford School District

District Office

845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-8109

Jr./Sr. High School

845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-3261

John Hustis Elementary

600 S. Hustis. St · P.O. Box 386
Hustisford, WI 53034
(920) 349-3228

Heather Cramer

District Administrator

Clint Bushey

Principal

Margaret Bell

Principal

John Kiefer

Director Financial Services

Terri Kreitzman

Director of Special Education

Personnel and Policy Committee Minutes from Monday, August 5, 2019

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, August 5, 2019, at 5:00 p.m., in the conference room within the offices, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Tracy Malterer, board member (chair); David Stryck, board member; and Heather Cramer, Superintendent of Schools
New Business:

- Job Descriptions—The job descriptions that are complete will be taken to board for approval in August. The committee will continue to work on job descriptions.
- Kids Club—The committee discussed the status of Kid's Club. The jobs will be posted in the Watertown Daily Times and the Hartford Booster.
- Employee Handbook—The committee discussed the updates to the Employee Handbook. The committee will bring recommendations to the board for approval in August.
- Kids Club Handbook—The Kid's Club Handbook will go to full board for approval in August.
- Staffing Updates—Food Service Assistant and Custodial—Mrs. Cramer updated the committee on the two individuals that have reached verbal agreements with the district. Devon Riley for food service and Steven Kelsey for custodial.
- Other Staffing Updates—Mrs. Cramer updated the committee on staffing issues being dealt with in the office.