

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, December 3, 2018

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, December 3, 2018, 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:

- **Teacher Handbook**—The committee did not do any further work on the teacher handbook. The District Compensation Committee is going to meet to discuss items this month.
- **Job Descriptions**—Mrs. Cramer handed out the current job descriptions that are in the district. The committee began working on updates on the job descriptions. The process will be a long process, but it is imperative to ensure that the job descriptions are up to date and meeting expectations.
- **JV Girls Basketball Coach**—The board will vote on the JV Girls' basketball hire at the December meeting.
- **Additional Baseball coach for Spring**—The baseball coaches made a request to Mrs. Cramer and Mr. Falkenthal to add an additional coach for spring season due to the increasing number of students participating from both Hustisford and Dodge. The committee discussed the option and the board will make a decision at the December board meeting.
- **Open Enrollment Policy for 2019-2020**—The district must set policy for the 2019-2020 school year on open enrollment. It is the committee's recommendation that the policy remains as it has in the past with no caps on open enrollment. This policy will be on the board agenda in December.
- **School Safety Plan and Information**—Mrs. Cramer provided the committee with a copy of the school safety plan. The board will review the plan at the December meeting.