

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, January 7, 2019

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, January 7, 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 committee discussed job descriptions. Mrs. Cramer updated them on the progress of finding electronic copies of the descriptions. The committee will review the job description for Office Executive Assistant for the next committee meeting.
- **Track Coaching Staff**—The committee discussed the hiring of track coaches for the 2019 season. The recommendation to the board is Andrew Powers, head coach; Jonathan Roberts, assistant coach, and Megan Soldner, volunteer coach.
- **Resignations**—The committee reviewed the resignation letter for Brandon Holtz as the assistant girls softball coach and the retirement of Sue Girtten, JHE Secretary.
- **Compensation Plan Discussion/Update**—Mrs. Cramer updated the committee on a question that arose from a teacher regarding National Board Certification. The committee asked Mrs. Cramer to return with more information on the certification process.
- **Staffing 2019-2020**—Mrs. Cramer updated the committee on staffing needs for the 2019-2020 school year. She provided preliminary numbers to the committee as well as an update on scheduling.