

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, July 8 2019

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, July 8, 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—Tabled until August Meeting
- Kids Club—Mrs. Cramer updated the committee on the Kids Club.
- Employee Handbook—Tabled until August Meeting
- Coaching Handbook Update—The committee will forward to the board for approval at the July 15, 2019 Board Meeting.
- Support Staff Handbook Update-- The committee will forward to the board for approval at the July 15, 2019 Board Meeting.
- Staffing 2019-2020—Positions open—Food Service, Custodial, Kids Club—Mrs. Cramer updated the committee on the openings in the district and indicated that Custodial interviews will be July 15 and she is meeting with Mr. White to determine when food service interviews will take place.
- School Fees Jr./Sr. High and JHE 2019-2020—JHE did not have any changes for 2019-2020, the Jr. High added one fee for a composition notebook for math in 6th grade.
- JHE Student Handbook—No updates were made. The committee will forward to the board for approval at the July 15, 2019 Board Meeting.
- Jr./Sr. High Student Handbook—The committee reviewed the updates made by Mr. Bushey. Many were grammatical and related to punctuation. He clarified sections on truancy and open campus. He will present the updates to the board on July 15.
- Athletic Code Handbook—Mr. Bushey and Mr. Falkenthal updated an area of the code for clarification on attendance. The committee will forward to the board for approval at the July 15, 2019 Board Meeting.
- Substitute Teacher Handbook Updates—Mr. Kiefer updated two areas in the sub handbook. He updated information on payroll and information on distribution of info to subs. The committee will forward to the board for approval at the July 15, 2019 Board Meeting.
- Annual Notices—The committee reviewed the annual notices. The committee will forward to the board for approval at the July 15, 2019 Board Meeting.
- SRO Position—The committee reviewed the information. The committee recommends one additional day for the SRO to be funded by the school district.
- Varsity Girls Basketball Coaching Position—The committee reviewed information on Jason Hildebrandt as the new Varsity Girls Coach.