

Hustisford School District

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Personnel and Policy Committee Minutes from Monday, June 6, 2022

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, June 6, 2022, 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:

- **Staffing Update—New Hires, Assess Needs, Retirements, Contract Review, Resignations—**The committee reviewed recent resignations. The resignations will be on the June 20 board meeting. The committee discussed the open positions and the vision of the district to fill these positions. The committee also discussed the openings that the district has at this time and the work being done to fill the positions.
- **Future Facilities Planning—**There will be a board meeting on June 27 to interview architect firms for a future referendum. The meeting will begin at 5 pm and there will be 4 interviews.
- **NEOLA Policy Update Request due to Staffing Changes—**Mrs. Cramer updated the committee that there will need to be some policy changes due to staffing changes. Mrs. Cramer will work with NEOLA to ensure that these get updated. She also indicated that the district will house Narcan next year, similar to the Epi-Pen program, we will need to complete a policy related to this.
- **Bus Contract Renewal—**Mrs. Cramer provided the financial document from Schultz Bus. The committee reviewed the document. The administrative team continues to work on the written documents. The contract renewal will be ready in July.
- **Summer School Update—**Summer school is going well. Mrs. Cramer did not have an exact count at the meeting due to it being the first day and there were still registrations coming in.
- **Superintendent Evaluation Tool—**Mrs. Cramer's evaluation will be conducted on June 20. She will complete the self-evaluation and will send it to board members via email.
- **Administrative Contracts—**Mrs. Cramer is updating the contracts and they will be reviewed by legal counsel for approval on June 20.
- **WASB Renewal—**The renewal for WASB is ready to be renewed. WASB indicated a 5% increase. This will be on the June 20 board meeting.
- **CDC Update on COVID-19—**Mrs. Cramer provided information in regards to the new guidance put out by the CDC in regards to schools. She will provide an update during board development at the June 20 meeting. The updated relies on local numbers to help drive district level decisions. The board will need to discuss the information and if anything needs to be updated moving forward into the next school year.