

**PALMYRA-EAGLE AREA SCHOOL DISTRICT  
SPECIAL BOARD MEETING  
P-EMS/HS - Irving L. Young Community Center- 123 Burr Oak Street, Palmyra, WI  
Wednesday, August 19, 2020, 5:30 PM**

---

*Please be advised that this meeting is being held in public and individuals choosing to attend and participate will be expected to practice "social distancing". The middle school gymnasium offers ample space to do so. This meeting also will be recorded and the proceedings posted in keeping with current district practices.*

**Mission Statement**

*"To ensure that students excel with intellect and virtue, inspired by innovative educators who engage and challenge each individual."*

**Minutes**

- I. **CALL TO ORDER** - The meeting was called to order by Doris Parsons at 5:30PM.
- II. **ROLL CALL** Doris Parsons, Jean Reith, Michael Eddy, Mitzi Roscizewski, Tara LeRoy, Zachary Rutkowski, and Kristiana Williams.
  - A. Others Present: Business Manager - Alfredo Balmaseda, Board Secretary - Karlin West, Elementary Principal - Katie Robertson
- III. **DECLARATION OF QUORUM** Doris Parsons stated that a quorum was established.
- IV. **APPROVAL OF AGENDA**
- V. **PUBLIC COMMENT** - As an alternative for being physically present at the board meeting please note this option for offering Public Comments by use of the following dedicated gmail account: [publiccomments@peasd.org](mailto:publiccomments@peasd.org). Comments received in this manner will be read into the record during the established time for public comments to be heard and received. Please note that the following protocols will be maintained by the school board regarding such commentary: *Public Comment should be limited to three (3) minutes per subject. Although the public may speak on any item that is not included on this agenda, the school board may not respond or discuss the issue brought forward at this time. In accordance with open meeting laws, the board must notice an item on the agenda to allow discussion on that matter. Your comments will be considered and may be placed on a future agenda for further discussion.*
- VI. **BOARD MONITORING**
  - A. Discussion regarding the restructuring of the District's Office  
The Business Manager presented a shift in positions at the District office and hire a third person full time to help with day to day items and move the current Administrative Assistant to the HR position along with other responsibilities. This restructure also had a fourth person being the Interim District Administrator to help grow our school. The Interim District Administrator would be a part time person but someone with some experience that has some hands on experience. This restructure would keep cost savings by hiring a part time Interim District Administrator while shifting inner office positions. Mitzi was wondering if the District could only hire a part time employee to help the district during the school year and the Business Manager said that the District Office really needs a third person in the office as soon as possible.
  - B. Discussion regarding the Interim District Administrator  
Board President, Doris Parsons explained that if the Board was onboard she has some prospective Interim District Administrators with prior experience who would be interested in this part time position. The Board would like to hold interviews soon while discussing what percentage the Interim District Administrator would work.
  - C. Discussion regarding the District's modified Covid response



The Board believes that it would be best to follow some of the Jefferson County health recommendations but to modify them that work best for our smaller district. One question that they still have is what to do if someone is tested positive. The Board said that they would meet up with the Administration and have some options presented to them so they could finalize what will be done if someone does get a positive report back.

**VII. COMMITTEE REPORTS**

A. None at this time.

**VIII. ACTION ITEMS.**

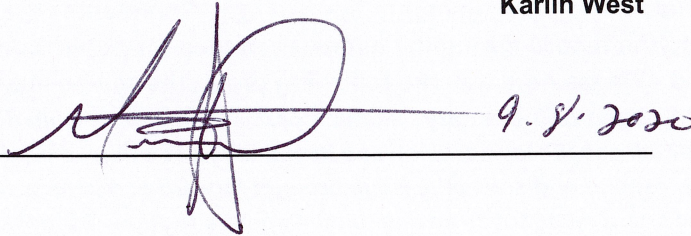
- A. A motion was made by Tara LeRoy and seconded by Kristiana Williams to consider Approval of the PEASD Student Academic Standards Notice for the 2020-2021 School Year. Motion Carries.
- B. A motion was made by Kristiana Williams and seconded by Jean Reith to Consider Approval of cost savings by restructuring the District's Office. Dorris requested a roll call vote taken: Zach Rutkowski and Mitzi Roscizewski voted no. Michael Eddy abstention. Jean Reith, Kristiana Williams, Tara LeRoy, and Doris Parsons voted yes. Motion Carries.
- C. A motion was made by Kristiana Williams and seconded by Jean Reith to Consider Approval of the District's modified Covid response. Motion Carries.

**IX. ADJOURN** A motion was made by Tara LeRoy and seconded by Michael Eddy to adjourn the meeting. Motion carries at 7:18PM.

**Respectfully submitted,  
Administrative Assistant**

**Karlin West**

Michael Eddy, Board Clerk:



9.8.2020