

PALMYRA-EAGLE AREA SCHOOL DISTRICT
SPECIAL BOARD MEETING - BOARD REORGANIZATION MEETING
Palmyra-Eagle Middle School Gymnasium- 123 Burr Oak Street, Palmyra, WI
Wednesday, April 29, 2020, 5:30 PM

MINUTES

- I. **CALL TO ORDER:** The meeting was called to order by School Board Vice President, Doris Parsons, at 5:35 PM.
- II. **ROLL CALL:** Jean Reith, Doris Parsons, Mitzi Roscizewski, Zachary Rutkowski and Tara LeRoy, Jeff Tortomasi - Interim Superintendent, Board Secretary - Traci Plotz.
- III. **DECLARATION OF QUORUM**
- VI. **APPROVAL OF AGENDA**
School Board Vice President, Doris Parsons, asked if there were any adjustments to the agenda. A request was made by Mitzi Roscizewski to add in XII.C. Administer Oath of Office to appointed board members. Mitzi Roscizewski also requested to move XI.F. Consider Approval of 2020-2021 Contract for District Administrator.and XI.G. Consider Approval of 2020-2021 Contract for Business Manager. A motion was made by Jean Reith and seconded by Tara LeRoy to approve the agenda with the requested changes. Motion Carries.
- VII. **APPOINTMENT TO EXISTING BOARD VACANCIES**
- A. The Board reviewed the application that we made for the existing board vacancies
- B. Consider Appointments for Existing Board Vacancies:
1. A motion was made by Mitzi Roscizewski and seconded by Jean Reith to appoint Kristiana Williams to the School Board. Motion Carries.
 2. A motion was made by Mitzi Roscizewski and seconded by Jean Reith to appoint Michael Eddy to the School Board. Motion Carries.
- C. The Oath of Office was administered to Kristiana Williams and Michael Eddy.
- VIII. **ELECTION OF OFFICERS**
- A. Current Board Vice President, Doris Parsons, asked for nominations for Board President, Jean Reith, nominated Doris Parsons to be Board President. The nomination was seconded by Mitzi Roscizewski. Doris Parsons asked if there were any other nominations, hearing none, Mitzi Roscizewski moved that nominations be closed and a unanimous ballot be cast for Doris Parsons. Motion Carries.
- B. Doris Parsons asked for nominations for Vice-President, Mitzi Roscizewski nominated Jean Reith. The nomination was seconded by Tara LeRoy. Doris Parsons asked if there were any other nominations, hearing none, Mitzi Roscizewski moved that nominations be closed and a unanimous ballot be cast for Jean Reith. Motion Carries.
- C. Doris Parsons asked for nominations for Board Treasurer, Michael Eddy nominated Mitzi Roscizewski. The nomination was seconded by Zachary Rutkowski. Doris Parsons asked if there were any other nominations, hearing none, Doris Parsons moved that nominations be closed and a unanimous ballot be cast for Mitzi Roscizewski. Motion Carries.
- D. Doris Parsons asked for nominations for Board Clerk, Mitzi Roscizewski nominated Michael Eddy. The nomination was seconded by Zachary Rutkowski. Doris Parsons asked if there were any other nominations, hearing none, Mitzi Roscizewski moved that nominations be closed and a unanimous ballot be cast for Michael Eddy. Motion Carries.
- IX. **ANNUAL APPOINTMENTS**
- A. Requests were made by the board to submit their committee interests to the Board President and

the committees will be determined by the next meeting.

- B. Tara LeRoy was asked to be WASB Delegate and she agreed.
- C. Mitzi Roscizewski volunteered to be the CESA Representative
- D. A motion was made by Zachary Rutkowski and seconded by Jean Reith to have the District Administrative Assistant act as Board Secretary. Motion Carries.

X. ANNUAL DESIGNATIONS

- A. A motion was made by Zachary Rutkowski and seconded by Mitzi Roscizewski to Designate the Second Tuesday of each month, at 7:00 PM, at the Palmyra-Eagle Haigh School/Middle School Community Center as the Regular Meeting Time, Day and Place for the Monthly Board Meetings. Motion Carries.
- B. A motion was made by Mitzi Roscizewski and seconded by Jean Reith to designate Boardman & Clark LLC as the legal and labor relations consultants for the district. Motion Carries.
- C. A motion was made by Mitzi Roscizewski and seconded by Zachary Rutkowski to designate First Citizens State Bank as the district depository. Motion Carries.
- D. A motion was made by Mitzi Roscizewski and seconded by Kristiana Williams to designate the Business Manager/Comptroller and District Administrator as persons authorized to Sign Checks, Contracts, Agreements and Purchase Orders. Motion Carries.
- E. A motion was made by Jean Reith and seconded by Mitzi Roscizewski to designate the District Administrator and Business Manager/Comptroller as Administrators to Assume Specified Responsibilities of the Treasurer and/or of the Clerk. Motion Carries.

XI. ACTION ITEMS

- A. A motion was made by Jean Reith and seconded by Mitzi Roscizewski to stop payment to hourly employees at the end of April. Jeff Tortomasi stated that some hourly employees will still be needed to work in varying departments. An amended motion was made by Jean Reith and seconded by Mitzi Roscizewski to approve the payment of hourly employees for hours physically worked as determined by Administration. Motion Carries with 6 votes in favor of the motion and abstention by Zachary Rutkowski.
- B. A motion was made by Mitzi Roscizewski and seconded by Jean Reith to pay coaches that have worked on various coaching duties, in light of the Spring Sport Cancellations, 50% of their coaching fee. Motion Fails. A motion was made by Mitzi Roscizewski and seconded by Jean Reith to pay coaches based on the recommendation of the Athletic Director. Motion Fails. A motion was made by Michael Eddy and seconded by Tara LeRoy to pay coaches that have done all duties requested by the Athletic Director in light of the Spring Sport Cancellation 50% of their pay, the coaches that only completed some of the duties 25% of their pay, and those that have done none of the duties will not be paid. Motion carries with a vote of 6 in favor and 1 against.
- C. A motion was made by Mitzi Roscizewski and seconded by Zachary Rutkowski to table the Discussion and Approval of Payment of Lakeland Coachlines Contract for Remainder of 2019-2020 School Year in Light of Mandated Termination of the School Year, until the May Regular Board meeting. Motion Carries.
- D. A motion was made by Tara LeRoy and seconded by Michael Eddy to approve the Resignation of Brynn Keith, Teacher at Palmyra Elementary School, 1 FTE. Motion carries
- E. A motion was made by Mitzi Roscizewski and seconded by Michael Eddy to approve the Resignation of Boys Varsity Basketball Coach. Motion Carries

XII. CONSIDER A MOTION TO ADJOURN TO CLOSED SESSION

A motion was made by Mitzi Roscizewski and seconded by Tara LeRoy to move to closed session pursuant to Wisconsin Statute Section 19.85(1)(c) to wit: to consider employment, compensation and evaluation data regarding one or more employees over which the board exercises jurisdiction and responsibility, to wit: Consideration of Final Nonrenewal of Individual Teacher Contracts. Motion Carries with a roll call vote of all members present voting yes at 6:33 PM.

XIII. RECONVENE TO OPEN SESSION

Open Session was reconvened at 7:46 PM

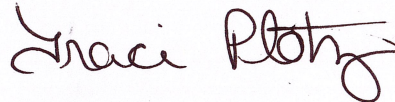
Action Items:

- F. A motion was made by Mitzi Roscizewski and seconded by Tara LeRoy to approve the 2020-2021 Contract for District Administrator to Michelle (Meronk) Hitman to begin July 1, 2020. A role call vote was taken: Zachary Rutkowski - yes, Jean Reith - yes, Doris Parsons - yes, Michael Eddy - yes, Mitzi Roscizewski - yes, Tara LeRoy - yes, and Kristiana Williams - yes. Motion Carries with a 7-0 vote.
- G. A motion was made by Kristiana Williams and seconded by Mitzi Roscizewski to approve the 2020-2021 Contract for Business Manager/Comptroller to Alfredo Balmaseda to begin July 1, 2020. A role call vote was taken: Zachary Rutkowski - yes, Jean Reith - yes, Doris Parsons - yes, Michael Eddy - yes, Mitzi Roscizewski - yes, Tara LeRoy - yes, and Kristiana Williams - yes. Motion Carries with a 7-0 vote.

XIV. ADJOURN

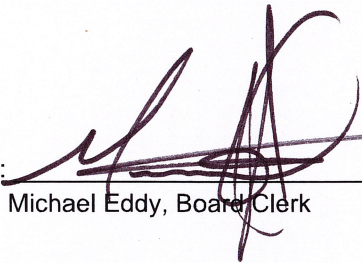
A motion was made by Zachary Rutkowski and seconded by Michael Eddy to adjourn the meeting. Motion Carries at 7:51 PM.

Respectfully submitted,



Traci Plotz
School Board Secretary

ATTEST:



Michael Eddy, Board Clerk

5.12.2020

Date