

**Hortonville Area School District**  
**Personnel Committee Meeting Minutes: January 22, 2024**

The meeting was called to order at 6:31 pm by Mrs. Dana Ramshak

Committee members present was Mr. Douglas Ellerman

Absent: Mr. David Schlichting

Administrator's present were: Todd Timm, Thomas Ellenbecker, and Janna Cochran

Other's present were: Tamie Neilson

Mrs. Dana Ramshak affirmed that notice of the meeting was posted at the Greenville Elementary, Greenville Middle, North Greenville Elementary, Hortonville Elementary, Hortonville Middle, Hortonville High schools, Hortonville Public Library, Greenville Town Hall and the District website ([www.hasd.org](http://www.hasd.org)). Notice of the meeting was sent to the Press Star and the Post Crescent.

Mr. Douglas Ellerman made a motion for review and approval of Personnel Committee Minutes of April 10, 2023; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.

Mr. Thomas Ellenbecker presented the committee members with an update and recommendation for three (3) job descriptions:

- a) Middle School Football Program - Updates
- b) Elementary Literacy Coach - Updates
- c) Certified Sign Language Educational Interpreter - New

Mr. Douglas Ellerman made a motion to take the recommendations for the three (3) job descriptions to the full Board for approval; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried.

Mr. Douglas Ellerman made a motion to adjourn; Mrs. Dana Ramshak seconded the motion; roll call vote; motion carried. Time 6:49 PM.

Minutes Respectfully Submitted by,  
Mrs. Dana Ramshak – Committee Member