

**MINUTES OF BOARD OF EDUCATION  
SCHOOL DISTRICT OF ARCADIA  
SPECIAL MEETING  
FEBRUARY 28, 2018**

A special meeting of the Board of Education of the School District of Arcadia was held in the high school room 219 in the City of Arcadia, County of Trempealeau, Wisconsin, on Wednesday, February 28, 2018. The meeting was called to order at 7:02 p.m. by Board Vice President, Randy Nilsestuen. Board members present were Dana Conrad, Brian Steinlicht, Rodney Walters, Randy Nilsestuen, Paul Servais, and Mike Edmunds. Also present was Louie Ferguson, Carmen Lee, Allie Appel, Ellen Bartow.

Randy Nilsestuen called the meeting to order at 7:02 pm.

A motion was made by Brian Steinlicht and seconded by Dana Conrad to approve the agenda. Motion carried 6-0.

Carmen Lee gave the roles and responsibilities of the teachers related to the Reading and ELL departments. Discussion on program changes over time. When teachers attend professional development, it is brought back and shared with all staff. The Welcome Room was discussed; what it is there for and who utilizes it.

Carmen and Allie left at 8:05 p.m.

Ellen Bartow, Food Services Director gave a department update. She stated that the high school will need a half time position added to help with washing dishes. Ellen has been through the hiring process which has required more time for Ellen to help out on the floor. There was some discussion on the elementary kitchen regarding having a plan in place to replace equipment (freezer, oven, dishwasher, etc.) The school kitchen is looking into planning for staff to work with the public when students are involved with school organizations that need to use the kitchen for preparing food. Ellen also went through the DPI requirements and that second proteins can be taken right away, not at the end of the line. There was a discussion on having a FAQ sheet for food service at student orientation.

A motion was made by Rodney Walters and seconded by Brian Steinlicht to adjourn at 9:14 p.m. Motion carried 6-0.

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Brian Steinlicht, Clerk