

## Curriculum, Teaching, and Learning Committee Meeting Minutes

Hartford Union High School  
805 Cedar St., Hartford, WI 53027  
Drama Lecture Hall  
March 13, 2023  
3:30 p.m.

### I Call to Order

This meeting was called to order by Tracy Hennes at 3:39 p.m.

#### a) Roll Call

i) Board Committee Members Present: Tracy Hennes and Ross Kirley. Don Pridemore  
Absent

#### b) Attendance

i) Other Board Members Present: None

ii) Others: Erin Rife, Kathleen McClain, Valerie Verhunce, Wendy Smith, Jason Wix,  
Stacy Gahan, Kelly Lam, Mike McIntyre, Rachel Garza, Ian Gronbeck, Jon Lobert,  
Jeff Walters, and Janet Jocham

### II Tracy Hennes led the Pledge of Allegiance.

### III Approval of Agenda

Motion by Ross Kirley to approve agenda. Seconded by Tracy Hennes.

Motion carried 2-0

### IV Approval of Minutes

Motion by Ross Kirley to approve minutes of meeting dated October 4, 2022 and February  
13, 2023. Seconded by Tracy Hennes.

Motion carried 2-0

### V Introductions

a) Opportunity for attendees to introduce themselves to the group.

b) Public Comments Statement: For those in attendance not on the Committee or School  
Board nor asked to provide information to the Committee for this meeting, please know  
that this meeting is held for Committee work. The agenda is not posted for a public  
comment period. Questions or comments can be directed to the Board Committee Chair  
outside of this meeting. Contact information for the Board Committee Chair is available  
below and also posted near the meeting sign-in sheet.

Board Committee Chair: Tracy Hennes, [tracy.hennes@huhs.org](mailto:tracy.hennes@huhs.org)

### VI Meeting Business

- a) Policy 2521.01 - Selection of Library Materials - Rescind - Mike McIntyre discussed the reason to rescind this policy. The information in this policy is covered in policy 2522, which was updated in September 2022.
  
- b) Policy 2522 - Library Media Centers - Update
  - i) Age for parental access - Mike McIntyre presented a slide presentation on this policy. The age limit currently in this policy is governed by FERPA and should be changed to 18. Neola will be updating this as part of their next update as well.
  
  - ii) Selection description - Mike McIntyre discussed the process for selecting our books with our CESA consultant for the Library Media Center. A slideshow, Policy, and Administrative Guideline were provided to the attendees on the criteria and guidelines for selecting and deselecting our materials. Our gap comes in with the deselection.
  
  - iii) Deselection criteria - The Committee discussed suggested criteria for deselection that we may want to adopt to expand the criteria. The Committee put together a list of criteria that will be considered by the full School Board to update the current Administrative Guidelines.
  
- c) Library Plan Development  
Tracy Hennes made a motion to table this item until the next meeting. Second by Ross Kirley. Motion to table carried 2-0
  
- d) HUHS Reading Collection - The Committee briefly discussed the reading collection at Hartford Union High School. This leads to a future discussion on the collection within the classrooms as well.

## VII Adjourn

Motion by Tracy Hennes to adjourn. Seconded by Ross Kirley Motion carried 2-0.

The meeting adjourned at 4:53 p.m.

Approved 4/12/2023

