

**HUSTISFORD SCHOOL DISTRICT**  
Regular Board of Education Meeting Minutes  
**Monday, December 19, 2016**

**I. Call to order**

The meeting was called to order by President Dave Strysick at 6:30 p.m.

**II. Roll call of members**

Board members signed the attendance roster at the start of the meeting. Members present: Barbara May, Jay Behnke, Dave Strysick, Lisa Bosse, and Mike Beisbier. John Bohonek and Tracy Malterer were excused from the meeting, John Bohonek entered the meeting at 7:13 p.m.

**III. Verification of public notice:** Heather Cramer, superintendent of schools, verified that the meeting was noticed to the public appropriately as required by S. 19.84 (1), (2), (3), & (4) Wis. Stats.

**IV. Public Forum:** There was no one present wishing to speak to the school board.

**V. Consent Agenda**

- A. **Approval of Minutes of the Regular Board Meeting – November 21, 2016**
- B. **Approval of Minutes from December 2016 Committee Meetings**
- C. **Approval of Financial Business: Approval of Bills (#37094-37170) Funds 10, 27, 38, 41, 50, 80**
- D. **Approval of Student Activity Accounts**

A motion was made by Barbara May and seconded by Jay Behnke to approve the **Consent Agenda** items as presented. Motion passed 5 - 0 by roll call vote.

**VI. Regular Agenda**

A motion was made by Lisa Bosse and seconded by Mike Beisbier to approve the **Regular Agenda**. Motion passed by voice vote.

**VII. Reports**

**A. Principals' Reports:**

- Jacob Wichman, JHE principal, reported on a number of different items. The Polar Express shop will be at John Hustis to help kids shop for family members for Christmas. The Christmas concert was a great success, thank you to the music, art, and office staff. Mr. Wichman attended the SLATE conference and is bringing ideas back to the staff to use in their classrooms in regards to technology. Kids are enjoying the snow at JHE!
- Clint Bushey, Dean of Students, reported on a number of different items. The students participated in the mannequin challenge and had a great time doing so. Five seniors have completed and presented on their senior projects. The winter band and choir concert are coming up on December 20<sup>th</sup>. The final cameras have been installed in the building and are being used daily.

**B. Athletic Director's Report:** No new updates to report.

**C. Superintendent's Report:** Heather Cramer reported that the district is able to utilize Blackboard as its mass notification system. The final stages of implementation will happen shortly. ACCESS testing for students is occurring and will be finished by the end of the month. Content filter issues have been resolved. Math changes are being discussed for next year in regards to course offerings. She met with Governor Scott Walker in a meeting at CESA 6 on December 1 to discuss issues with him in regards to education and the overall health of Wisconsin.

**D. Director of Financial Services Report:** Mr. Gerlach provided information on the revenues and expenditures this school year. He also provided information on the upcoming insurance renewals. He also began to outline budget development for the 2017-2018 school year.

**E. Student Recognitions:** Three district students were recognized for their outstanding character, work ethic, and citizenship at the meeting: Lillian Jeffers from John Hustis, Elliot Stratman from John Hustis, and Joshua Oldenhoff from Hustisford Senior High. Due to a scheduling conflict the Junior High nominee will be recognized at the January meeting.

## **VIII. Board Development:**

- A. **2017 School Board Convention:** The dates of the convention are January 17-20. Several members are planning on attending.
- B. **Discussion of John Hustis Elementary Building Improvements:** Discussion amongst members about what has been heard out in the community. A Special Board Meeting will be on January 9, 2017 to finalize a decision on whether to place a question on the April 4 ballot.

## **IX. Committee Reports:**

**Building and Grounds Committee:** Dave Strysick, Committee Chair reported on the December 5, 2016 meeting:

### **Buildings and Grounds Committee Meeting Minutes of Monday, December 5, 2016**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, December 5, 2016, at 4:00 p.m., at Hustisford Jr./Sr. High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Dave Strysick; Committee Chairperson; John Bohonek, board member; Mike Gerlach, Director of Financial Services; Heather Cramer, Superintendent of Schools; and Kris Roeseler, Director of Buildings and Grounds

#### **Old Business:**

- **Update from Kris Roeseler:** Mr. Roeseler updated the committee on the various projects going on throughout the two buildings. He discussed the plans for winter with snow removal. He discussed several projects that they are working to complete and those that have been completed.
- **HSD Facilities Improvement Project :** The committee discussed the referendum and what they have heard about the vote. They discussed the project and talked about the future of the project.

#### **New Business:**

- **Jr./Sr. High Facilities Discussion:** Mrs. Cramer updated the committee on the ADA compliance issue at the Jr./Sr. High school. There is a need for an accessible bathroom at this building. Options for the location of the bathroom were discussed.

**Curriculum and Technology Committee:** Barb May, Committee Chair reported on the December 12, 2016 meeting:

### **Curriculum and Technology Committee Minutes of Monday, December 12, 2016**

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Monday, December 12, 2016, at 4:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Barb May (Chair); Jay Behnke, board member; Heather Cramer, superintendent.; Tammy Schellpfeffer, JHE Teacher; and Jamie Hardgrove, JHE teacher

#### **Old Business:**

- **Update from Technology Director—Fred Miller:** Mr. Miller was unable to attend. Mrs. Cramer updated the committee on the technology updates that have been happening.

### **New Business:**

- **Update on Lucy Calkins Units of Writing at JHE**—Jamie Hardgrove and Tammy Schellpfeffer updated the committee on the implementation of Lucy Calkins Units of Writing which began last year at JHE. They presented the benefits of the program, the differences in what was done in the past, and the remaining implementation plan.

**Business and Finance Committee:** John Bohonek, Committee Chair reported on the December 13, 2016 meeting:

### **Business and Finance Committee Meeting Minutes of Tuesday, December 13, 2016**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, December 13, 2016, at 4:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** John Bohonek, member, Mike Gerlach, Director of Financial Services, Lisa Bosse, member, Heather Cramer, District Administrator

### **Old Business:**

- **Budget Review: Month-to-Date and Year-to-Date:** A year to date review was provided along with the new Baird Projection Model for the district.
- **Facilities improvement project discussion:** The committee talked about the referendum and what they see as the future of the project. They discussed feedback that they have been hearing within the community.

### **New Business:**

- **Property insurance recommendation:** It was recommended by administration to remain with our current carrier. The district is very pleased with the service and pricing from the company. The committee discussed the option and will move it to full board for vote.
- **Liability and Workers Compensation Insurance:** It was recommended by administration to remain with our current carrier. The district is very pleased with the service and pricing from the company. The committee discussed the option and will move it to full board for vote.
- **Parent transportation contracts:** The district has several parent transportation contracts that will go to the board for approval.
- **Audit Report**—Our annual audit will not appear on the December agenda, it will be moved to January due to a delay from our auditing firm.

**Policy and Personnel Committee:** Mike Beisbier, Committee Chair reported on the December 13, 2016 meeting:

### **Personnel and Policy Committee Minutes of December 13, 2016**

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Tuesday December 13, 2016, at 5:00 p.m., in the conference room off of the library/media center, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Mike Beisbier, chair; Tracy Malterer, board member; Heather Cramer, superintendent of schools.

### **Old Business:**

- **Open Enrollment—Special Education**—The committee revisited the policy on open enrollment and the caps that the district can set in regards to open enrollment. The committee will recommend for a vote in January.

### **New Business:**

- **Coaching Recommendations**—Several coaches will be recommended for hire at the December board meeting, those positions were discussed.

- **Board Development Survey Tool—WASB and School Perceptions**—Information was provided to the committee about the survey tool used for board development. The tool is provided free of charge from WASB. The committee will make a recommendation at the January Board of Education monthly meeting.

**X. Old Business:** NA

**XI. New Business**

A. Curriculum and Technology: NA

B. Buildings and Grounds: NA

C. Business and Finance:

1. Resolution #1442: Approval of Parent Transportation Contracts

A motion was made by Jay Behnke and seconded by Barbara May to approve the following resolution.

**Approval of Parent Transportation Contracts**

**School Board Resolution  
#1442**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve parent transportation contracts (as presented to the Business and Finance Committee) for public and private school students and homeless students residing in the Hustisford School District.

(The Hustisford School District is required to transport students to public and private schools who live within our district boundaries. These contracts represent a savings over regular bus transportation. Parents will be transporting students to and/or from Lebanon Lutheran School, Victory Christian High School, and a special contract for students).

Approved 5-0 Roll Call

2. Resolution #1443: Approval of Property Insurance

A motion was made by Mike Beisbier and seconded by Barbara May to approve the following resolution:

**Approval of Property Insurance**

**School Board Resolution  
#1443**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the purchase of property insurance for the Hustisford School District for 2017 (January 1 through December 31, 2017) with EMC Insurance as represented by M3 insurance agency for a total annual premium of \$12,419.

Approved 5-0 Roll Call

3. Resolution #1444: Approval of Liability and Worker's Compensation Insurance

A motion was made by Jay Behnke and seconded by Barbara May to approve the following resolution:

## Approval of District Liability and Worker's Compensation Insurance Policies

### School Board Resolution #1444

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve renewal of district insurance policies with Community Insurance Corporation for general liability and State Fund Mutual for worker's compensation, as represented by R&R Insurance for the 2017 policy year. **Premium Summary**

Liability	
• General and Educator's Legal Liability	\$4,458
• Auto	\$200
• Crime	\$608
Worker's Compensation	\$22,553
<b>Total Annual Premium/s</b>	<b>\$27,819</b>

Approved 6-0 Roll Call

#### D. Personnel and Policy:

##### 1. Resolution #1445: Approval of Winter Coaches—5/6 and 7/8 Boys Basketball

A motion was made by John Bohonek and seconded by Mike Beisbier to approve the following resolution.

#### Approval of Appointment of 5/6 and 7/8 Boys Basketball Coaches

### School Board Resolution #1445

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the appointment of Jerry Feilbach as the 7<sup>th</sup> and 8<sup>th</sup> grade boys basketball coach and Ryan Connolly as the 5<sup>th</sup> and 6<sup>th</sup> grade boys basketball coach for the 2016 – 2017 winter season.

Approved 6-0 Roll Call

##### 2. Resolution #1446: Approval of Girls Varsity Softball Coach

A motion was made by John Bohonek and seconded by Barbara May to approve the following resolution:

#### Approval of Varsity Girls Softball Coach

### School Board Resolution #1446

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the appointment of Emma Sawdey at the girls varsity softball coach for the 2017 spring season.

Approved 6-0 Roll Call

**XII. Informational/Discussion Items:**

a. Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, January 9, 2017, at 4:00 p.m.*
- *Curriculum/Technology– Monday, January 9, 2017, at 5:00 p.m.*
- *Business/Finance – Tuesday, January 3, 2017, at 4:00 p.m.*
- *Policy/Personnel – Tuesday, January 3, 2017, at 5:00 p.m.*
- *January Board Meeting: Monday, January 16, 2017, at 6:30 p.m.*
- *Add: Special Board Meeting: Monday, January 9, 2017 at 7:00 p.m.*

**XII. Motion to Adjourn**

A motion was made by Jay Behnke and seconded by Lisa Bosse to adjourn the meeting at 7:23 p.m. Motion passed by voice vote.

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Heather J. Cramer, Superintendent of Schools – Recorder

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Barbara May - School Board Clerk