

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
Monday, July 18, 2016

I. Call to order

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

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: John Bohonek, Barbara May, Tracy Malterer, Jay Behnke, Dave Stryck, and Mike Beisbier. Lisa Bosse was not in attendance.

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 – June 20, 2016
- B. Approval of Minutes from July 2016 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#36709 – 36768) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Minutes of Special Board Meeting – July 11, 2016

A motion was made by John Bohonek and seconded by Tracy Malterer to approve the **Consent Agenda** items as presented. Motion passed 6 - 0 by roll call vote.

VI. Regular Agenda

A motion was made by Barb May 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. Summer school is underway. The gardens look great, a lot of time has been dedicated to working in them and cleaning them up. Mr. Wichman provided an enrollment update. Summer projects are going as scheduled, cleaning at JHE has been started.
- Meg Perron, Jr./Sr. High School principal, was not present, her report discussed times of schedules for the upcoming year, an update on senior project proposals in prior to the end of the school year, and student information for upcoming year.
- **B. Athletic Director's Report:** Glen Falkenthal was not present, it was reported that Homecoming Week is September 19-23, 2016. Volleyball starts August 15. Football is ready to go for the cooperative program.

C. Superintendent's Report: Heather Cramer updated the school board on the work being done around the new district website and the tentative launch date of August 1. She provided an update on health discussions that will be happening in the upcoming year. She updated the board on summer projects and timelines.

D. Director of Financial Services Report: Mr. Gerlach provided information on the revenues and expenditures this school year; development of the 2016 – 2017 school year budget and an update on our e-rate application and the need to move forward with the projects and the reimbursement will come into the district.

VII. Board Development:

- A. Discussion –Questions for November Referendum: Mr. Stryck provided an overview of the past special board meeting regarding the referendum. Maas Brothers will be firming up the numbers on the projects. A final decision will need to be made by the board at the August meeting.
- B. Discussion—Community Fair Booth: The BOE indicated that they will be having a booth at the community fair.

IX. Committee Reports:

Buildings and Grounds Committee: Dave Stryck, committee chair, reported on the Buildings and Grounds Committee Meeting held on July 11, 2016.

**Buildings and Grounds Committee Meeting
Minutes of Monday, July 11, 2016**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, July 11, 2016, at 4:00 p.m., at Hustisford Jr./Sr. High School, 845 South Lake Street, Hustisford, WI 53034.

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

Old Business:

- **Update from Kris Roeseler:** Kris Roeseler updated the committee on a number of projects that he and his staff have completed and continue to work on. He outlined several items in particular these included: cleaning rooms around the summer school schedule, updating emergency preparedness binders for each of the schools, refrigeration maintenance, ceiling tile replacement, and some repainting.
- **Summer Maintenance Projects:** Kris Roeseler and Mike Gerlach updated the committee on summer projects, including the gym floor resurfacing, installation of basketball backboard lifts, installation of network switches, cameras and door access, crack sealing the parking lots, painting lockers, and upcoming replacement of the gym roof at JHES.

New Business:

- **Discussion of 2016 Community Survey on Facilities Improvement:** There was discussion about how we will get the word out about the possible referendum. There will need to be a component dealing with public education. The timing of the project was discussed. Various ideas were discussed in regards to updates needed and the information from the advisory committee, survey, and past referendum discussions.

Curriculum and Technology Committee: No July Committee Meeting

Business and Finance Committee: John Bohonek, committee chair reported on the Business and Finance Committee meeting held on July 12, 2016.

**Business and Finance Committee Meeting
Minutes of Tuesday, July 12, 2016**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, July 12, 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, chairperson; Heather Cramer, superintendent, and Mike Gerlach, Director of Financial Services.

Old Business:

- **Budget Review – Month to Date and Year to Date:** Mike Gerlach reviewed the revenues and expenditures in the 2015-2016 budget.
- **2015-2016 Budget Update:** Mike Gerlach shared that the auditors are continuing to work on our year end as is the office staff.

New Business:

- **Staff Alternative Compensation Plan – Discussion:** The committee revisited the recommendations from the compensation study committee. These included: a starting base wage of \$38,000, steps or increments of \$1,000 to be earned by meeting specific criteria, the inclusion of supplemental or stipend pay for items deemed important by the school board – i.e. advanced degrees, new certifications, National Board Certification, etc. The

committee will continue to meet to clarify and develop the latter information for the upcoming school year. There was discussion on how to effectively place staff on the plan and ideas were explored for the upcoming school year.

- **WASB Membership:** Mike Gerlach indicated that our yearly renewal is due and needs to be approved by the board.
- **2016 – 2017 Budget Update:** Mike Gerlach indicated that budget projections are still predicting a deficit budget to cover the technology lease cost.
- **District Transportation Contract – Discussion:** The district and Schultz Bus Company are due to update the district transportation contract. Schultz had drafted a proposal that was presented to the committee. Mike Gerlach will further review the proposal and set up a meeting with Schultz to further discuss the contract renewal.
- **School Nursing Services 2016-2017:** Aurora Health will no longer be providing nursing services for the district. The district has received a proposal through CESA 6. The committee reviewed the proposal and wanted to know further details on the number of days proposed as well as contacting a local health care facility to seek out a potential proposal. This contract needs to be secured in a timely manner to take effect in August.
- **E-rate update:** Mike Gerlach provided an update of the e-rate document and where the district currently is with the request. There is a delay with the federal government and we will need to look to pay the costs up front and look for the reimbursement from the E-rate.

Policy and Personnel Committee: Mike Beisbier reported on the Policy and Personnel Committee Meeting held on July 12, 2016. The following is a summary of that meeting.

Personnel and Policy Committee Minutes of July 12, 2016

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Tuesday, July 12, 2016, at 5:00 p.m., in the library/media center, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Tracy Malterer, board member; Heather Cramer, superintendent of schools.

Old Business:

- **Neola Policy Guidelines Update:** Heather Cramer reported that new updates have arrived in the district and will be brought to the next month's meeting. Neola is working on scheduling a visit prior to school starting to review where we are at.

New Business:

- **Staff Alternative Compensation Plan Discussion:** The committee revisited the recommendations from the compensation study committee. These included: a starting base wage of \$38,000, steps or increments of \$1,000 to be earned by meeting specific criteria, the inclusion of supplemental or stipend pay for items deemed important by the school board – i.e. advanced degrees, new certifications, National Board Certification, etc. The committee will continue to meet to clarify and develop the latter information for the upcoming school year. There was discussion on how to effectively place staff on the plan and ideas were explored for the upcoming school year.
- **Update on Planning for the Coming School Year—staffing changes and assignments:** Staffing recommendations for the upcoming school year were discussed. Enrollment numbers were reviewed.
- **Student Handbooks 2016-2017:** Changes were reviewed for the John Hustis Elementary Student handbook and the Kids Club Handbook. Recommendation for approval will be moved to the board on July 18, 2016.

X. **Old Business:** NA

XI. **New Business**

- A. **Buildings and Grounds:** NA
- B. **Curriculum and Technology:**

1. **Resolution #1412: Approval of Academic Standards**

A motion was made by Tracy Malterer and seconded by Jay Behnke to approve the following resolution.

Approval of Academic Standards

School Board Resolution #1412

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the adoption of the following academic standards in reading/writing/language arts, mathematics, science, geography, and history for use in grades K – 12 in the Hustisford School District during the 2016 – 2017 school year and the parental notice relating to these standards as presented below pursuant to:

Wisconsin State Statute 120.12 (13) Declaration of educational standards. (a) Annually, prior to the beginning of the school term, notify the parents and guardians of pupils enrolled in the school district of the pupil academic standards, adopted under s. 118.30 (1g) (a) 1., that will be in effect for the school year. The school board may provide the notice required under this paragraph electronically, including by posting the notice or a link to the pupil academic standards on the school district's Internet site. (b) Annually, include as an item on the agenda of the first school board meeting of the school year a notice that clearly identifies the pupil academic standards adopted by the school board under s. 118.30 (1g) (a) 1. that will be in effect for the school year.

Reading/Language Arts/Writing:

Reading/Writing/Language Arts:

Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science, and Technical Education – These standards cover literature, informational text, foundational skills, writing, speaking and listening, language, and literacy in history/social studies, science, technical subjects, and writing. Reading/writing/language arts standards are designed to prepare all students for success in college, career, and life by the time they graduate from high school.

<http://www.corestandards.org/ELA-Literacy/>

Mathematics:

Common Core State Standards for Mathematics – These standards cover counting and cardinality, operations and algebraic thinking, number and operations in base ten, number and operations – fractions, measurement and data, geometry, ratios and proportional relationships, the number system, expressions and equations, functions, and statistics and probability. Mathematics standards are designed to prepare all students for success in college, career, and life by the time they graduate from high school.

<http://www.corestandards.org/Math/>

Science:

Wisconsin Model Academic Standards for Science and Next Generation Science Standards – The State of Wisconsin adopted model academic standards a number of years ago that form the foundation of science education in many areas. These standards are benchmarked for grades 4, 8, and 12. The Next Generation Science Standards are a relatively new set of standards for science education that were developed through a collaboration of states to provide rich content and practices to provide all students with an internationally-benchmarked science education.

<http://dpi.wi.gov/science/standards>

<http://www.nextgenscience.org/>

Geography:

Wisconsin Model Academic Standards for Social Studies (Geography) - The State of Wisconsin adopted model academic standards a number of years ago that form the foundation for social studies education, including geography. The social studies standards include strands that cover behavioral sciences, economics, geography, history, and political science. These standards are benchmarked for grades 4, 8, and 12.

<http://education.nationalgeographic.com/national-geography-standards/>

History:

Wisconsin Model Academic Standards for Social Studies (History) - The State of Wisconsin adopted model academic standards a number of years ago that form the foundation for social studies education, including history. The social studies standards include strands that cover behavioral sciences, economics, geography, history, and political science. These standards are benchmarked for grades 4, 8, and 12.

http://cal.dpi.wi.gov/cal_ss-standards

**Notice to Parents/Guardians Regarding the Use of Academic Standards
for All Students in Grades K – 12 for the 2016 – 2017 School Year**

Wisconsin State Statute 120.12 (13) Declaration of educational standards.

The Hustisford School District Board of Education has adopted academic standards for use in the 2016 – 2017 school year for all students in grades K – 12 in reading/writing/language arts, mathematics, science, geography, and history. A description of these standards and access to them can be found below.

Reading/Language Arts/Writing:

Reading/Writing/Language Arts:

Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science, and Technical Education – These standards cover literature, informational text, foundational skills, writing, speaking and listening, language, and literacy in history/social studies, science, technical subjects, and writing. Reading/writing/language arts standards are designed to prepare all students for success in college, career, and life by the time they graduate from high school.

<http://www.corestandards.org/ELA-Literacy/>

Mathematics:

Common Core State Standards for Mathematics – These standards cover counting and cardinality, operations and algebraic thinking, number and operations in base ten, number and operations – fractions, measurement and data, geometry, ratios and proportional relationships, the number system, expressions and equations, functions, and statistics and probability. Mathematics standards are designed to prepare all students for success in college, career, and life by the time they graduate from high school.

<http://www.corestandards.org/Math/>

Science:

Wisconsin Model Academic Standards for Science and Next Generation Science Standards – The State of Wisconsin adopted model academic standards a number of years ago that form the foundation of science education in many areas. These standards are benchmarked for grades 4, 8, and 12. The Next Generation Science Standards are a relatively new set of standards for science education that were developed through a collaboration of states to provide rich content and practices to provide all students with an internationally-benchmarked science education.

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<http://education.nationalgeographic.com/national-geography-standards/>

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http://cal.dpi.wi.gov/cal_ss-standards

Approved: Roll call vote of 6-0.

C. Business and Finance

1. Resolution #1413 Approval of WASB Membership for 2016-2017

A motion was made by Barb May and seconded by John Bohonek to approve the following resolution.

Approval of Membership in the WASB School Board Resolution #1413

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve membership of the Hustisford School District Board of Education in the Wisconsin Association of School Boards (WASB) for the 2016 – 2017 school year in the amount of \$2,404.00.

Approved: Roll call vote of 6 – 0.

2. Resolution #1414 Approval of Nursing Services for 2016-2017 School Year

A motion was made by Jay Behnke and seconded by Mike Beisbier to approve the following resolution.

Approval of Nursing Services 2016-2017 School Board Resolution #1414

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve an agreement with CESA 6 for school nursing services for the 2016 – 2017 school year for 15 days at \$675 per day, for a total expense of \$10,125.

Approved: Roll call vote 6-0.

D. Personnel and Policy

1. Resolution #1415 Approval of Tanya Ewert—Middle School Volleyball Coach

A motion was made by Tracy Malterer and seconded by John Bohonek to approve the following resolution.

Approval of Middle School Volleyball Coach

**School Board Resolution
#1415**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve an agreement with Tanya Ewert as a middle school volleyball coach for the 2016 – 2017 school year as presented.

Approved: Roll call vote of 6 – 0.

2. Resolution # 1416: Approval of Capital Conference for Boys Soccer for the 2017-2018 School Year

A motion was made by Mike Beisbier and seconded by Tracy Malterer to approve the following resolution.

Approval of Capital Conference Alignment for 2017-2018

**School Board Resolution
#1416**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve joining the Capital Conference for Boy's Soccer for the 2017-2018 school year.

Approved: Roll call vote of 6 – 0.

3. Resolution # 1417: Approval of Handbooks

A motion was made by Barb May and seconded by Tracy Malterer to approve the following resolution.

Approval of Handbooks for the 2016 – 2017 School Year

**School Board Resolution
#1417**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the following handbooks as presented, for use in the school district during the 2016 – 2017 school year.

- Kid's Club Handbook
- Student/Parent Handbook for JHES

Approved: Roll call vote of 6– 0.

XII. Informational/Discussion Items:

Tentative Meetings: The following meetings were scheduled by school board members.

- *Buildings/Grounds – Monday, August 1, 2016, at 4:00 p.m.*

- *Curriculum/Technology – Tuesday, August 9 2016, at 5:30 p.m.*
- *Business/Finance – Tuesday, August 2, 2016, at 4:00 p.m.*
- *Policy/Personnel – Tuesday, August 2, 2016, at 5:30 p.m.*
- *Special Board Meeting –Discussion of potential referendum in November—Thursday, August 11, 2016 at 7:00 p.m.*
- *August Board Meeting: Monday, August 15, 2016 at 6:30 p.m.*

XII. Closed Session

The board will enter into closed session pursuant to Wisconsin Statute 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee for which the governmental body has jurisdiction or exercises responsibility

**Discussion on Staff Alternative Compensation Plan
Update/Discussion—Potential Personnel Assignments 2016-2017
Update—Personnel Matter**

Dave Stryck announced the Board's intent to go into closed session for the purpose of discussing the items listed above.

A motion was made by John Bohonek and seconded by Jay Behnke to go into closed session pursuant to Wisconsin Statute 19.85 (1) (c). Motion to enter closed session carried on a roll call vote, 6 – 0. Entered closed session at 7:41 p.m.

The school board addressed the topics listed above.

XIV. Return to Open Session

A motion was made by Barb May and seconded by John Bohonek to return to open session. Motion passed on a roll call vote of 6 – 0. Entered back into open session at 8:40 p.m.

XVIII. Motion to Adjourn

A motion was made by Jay Behnke and seconded by John Bohonek to adjourn the meeting at 8:40 p.m. Motion passed by voice vote.

Heather J. Cramer, Superintendent of Schools – Recorder

Barbara May - School Board Clerk