

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
November 20, 2023

I. Call to order

The Meeting was called to order by Board President John Bohonek 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, David Strysick, Brian Thimm, Jamie Kulkee, Kevin Muche, Tracy Malterer and Steve Weinheimer.

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 Citizen input is vital to the improvement of our School District. Most times your remarks may be listened to without comment from the board members or superintendent. This does not mean they are heard with any less intensity or concern. The Board retains the option of limiting public comments to three (3) minutes. Where appropriate district staff will investigate your comments and report back to you and the school board. We thank you for taking the time to address the Board of Education. No Comments.

V. Consent Agenda

The purpose of the Consent Agenda is to provide a mechanism where the Board can dispose of routine matters that must by law come before the body.

- A. Approval of Minutes of the Regular Board Meeting –October 16, 2023
- B. Approval of Minutes of November 2023 Committee Meeting
- C. Approval of Financial Business: Approval of Bills (#43704-43777) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Resignation of Varsity Girls Basketball Coach, JV Girls Basketball Coach

A motion was made by Steve Weinheimer and seconded by Kevin Muche to approve the Consent Agenda as presented.

Motion passed 7-0 by roll call vote.

VI. Regular Agenda

A motion was made by Tracy Malterer and seconded by Jamie Kulkee to approve the Regular Agenda as presented.

Motion passed 7-0 by voice vote.

VII. Reports

A. Staff Member Recognition and Introduction of New Staff Members

The outstanding educator for November is Kristen Anglemyer – Spanish Teacher at the Jr./Sr. High School.

B. Citizen of the Month

Hustisford High School – Hailey Pieper

Hustisford Junior High School – Everett Ottery

John Hustis Elementary – Mollie Dretske

C. Principal's Reports:

Mr. Bushey Reported:

Points of Interest:

- 39 parents attended Parent Teacher Conferences on October 17th and 19th.
- On October 26th, Coach Fiacco was named Packers High School Coach of the Week and most recently Eastern Suburban Conference Coach of the Year. Congratulations Coach Fiacco.
- The student council put together a penny war in the Jr. / Sr. High School held November 1st through the 10th to raise money for Children's Hospital for diabetes awareness month. The event raised \$492.
- Falcon Future talks will take place on Wednesday, November 29th during Falcon Time. Thank you to these individuals for taking time out of their busy schedules to speak to our students about their profession.
 - 1. Anthony Rodriguez - MPTC Recruiter
 - 2. Purity Hale - Linde Gas
 - 3. Otto Hopfinger, owner - Otto Hopfinger & Sons, Inc
 - 4. Morgan Deitrich - Underwriter for BMO
- On Monday, November 13th, Madison Fetzer, Jadelynn Thull, Layla Thimm, Ben Lindstrom, and Kiera Leinen participated in the Trailways Conference Honors Choir held at Pardeeville.
- 13 students are taking 17 out of 19 possible AP exams this coming Spring. This is a large increase in the percentage of students taking the exam from previous years.
- Senior Project Presentations will take place Wednesday, December 6th, starting at 6:00 p.m.
- The Jr. / Sr. Choir / Band concert - starts at 7:30 p.m.
- I hope everyone has a wonderful Thanksgiving.

Mrs. Cramer Reported:

Points of Interest:

- Poinsettia delivery is next week. Our students raised over \$1400 in this sale.
- JHE students did an amazing job reading and singing for the Veteran's Day program.
- We had our lockdown drill on November 3, this is on for board approval this evening, the students and staff did a fantastic job following the protocols.
- We had a great time with the trunk or treat event, we had over 100 students participate. The weather did not cooperate so we moved it indoors and heard lots of compliments. The event was a fun and educational experience.
- The students had fun dressing up for Halloween.
- We had a Falcon Assembly on November 3. Lots of fun classroom prizes were given out. The students were excited to cheer on some of our football players who are also JHE mentors at the assembly as well.
- PTC meeting was held on November 6
- PTC will be holding a vendor/craft fair on December 9. This is at the HS from 9-3. There are over 50 vendors signed up. All proceeds will go to the playground. There will also be concessions from the Booster Club. JHE students will Christmas Carol at 11:00. Santa will visit at 11:30. It will be a fun-filled day! Stop on in to get some Holiday shopping done!
- Report Cards went home with students on November 10.
- Exciting news for JHE, we were named in the top 50 elementary schools in the State of WI by US News and World Report. This came out last week in a press release from them. I will share more about this at our December meetings. We were the highest ranked elementary school in our area. This is a great accomplishment coming in at #44 out of 951!
- Christmas Concert is December 19 at 6:00 at the HS.
- Happy Thanksgiving from the students and staff at JHE!
- As always....it is a great day to be a Falcon! #HustyProud

D. Athletic Director's Report

Volleyball

Post season awards;

Kayla Millikin & Layla Thimm both received Trailways East Division All-Conference Honorable Mention.

Football

Our 'Husticon' Football Team had a great run in the WIAA Division 5 Tournament, winning the Level 1 thru 3 games, but coming up short in the Level 4 State Semi-Final game.

Post season awards;

Eastern Suburban Conference

Post season awards;

Head Coach of the Year=Jason Fiacco

Co-Offense Lineman of the Year=Austin Peplinski

Athletes of the Year=Andy Maas

1st Team Offense

Alex Davis, Running Back

Caleb Peplinski, TE/FB

Austin Peplinski, Offense Line

1st Team Defense

Austin Peplinski, Defense Line

Andy Maas, Defense End

2nd Team Defense

Casey Grudzinski, Inside Linebacker

Wisconsin Football Coaches Association Awards

All-Region; Austin Peplinski, Offense Line

Caleb Peplinski, TE/FB

The Winter Sports season has begun. Girls Basketball already a scrimmage & 2 games in. Boys at Rio today for a scrimmage. Wrestling's first Invite Dec. 8 at St. John's NWM. Middle School games will begin in December.

E. Financial Director's Report

Monthly Highlights:

- Completed and Submitted the PI-401 Tax Levy Certifications
 - Were all sent to the local municipalities
- Annual Report & 1505's have been completed
- All staff have been entered into WISEstaff
- Revolving Line of Credit has been renewed for 1 year - \$300,000 at 4.50%
- As of this morning, our bank account is at a yearly low of \$119,246. It is normal to be low this time of year but due to the boiler replacement project bills coming due this month & next, we are lower than usual and will more than likely have to use the line of credit and incur interest costs.
- We did receive our remaining ESSER funds today, \$241,822
- We are projected to receive \$350,000 of state aid the first week of December
- Auditors have sent me the draft financial statements for the 2022-23 audit so I will complete the look-through this week

Hustisford School District Bank Accounts	
Hustisford State Bank	
	Balance as of
Checking / Savings Accounts	11/20/2023
District Checking	\$ 150,000
Fund 10 - Money Market Account	\$ 372,723
Fund 41 - Money Market Account	\$ 9,389
Fund 46 - Money Market Account	\$ 5,002
Benefits Design Group Acct-FLEX	\$ 10,587
Investment Accounts	
1-year CD Maturity date 1/29/24	\$ 20,000
1-year CD Maturity date 7/5/24	\$ 5,000
Loan Accounts	
Loan - Bassett	\$ 82,155
Loan - Gym Improvements	\$ 34,484
Local Government Investment Pool	
Fund 10 Savings Acct 2	\$ 13,663

F. Superintendent's Report

Points of Interest:

- The boilers are complete. Insulation was complete this past week. We will have the epoxy flooring completed in December and that will be the final piece. Their engineers were here this past week to work with getting the digital controls ready with our server. The final touches are finishing up.
- I met with EMC Environmental in regards to a proposal for our services for compliance issues such as asbestos, etc. I will be bringing the information to Buildings and Grounds in December.
- We had our Trailways Superintendents Meeting on November 8.
- We had a WASDA meeting on November 8. The meeting focused on legislation that is out there as well as upcoming elections and DPI changes.
- I attended a WASB meeting on November 15. This meeting focused on elections and board updates in regards to legal requirements, etc.
- I submitted a grant application to the Fond du lac Community Foundation. This grant application was written to help fund a 3-Year-Old Program within the district. Great news, we received the grant in the amount of \$15,000.00. We will begin planning for this implementation of this program for fall 2024.
- The new copy machines are ordered and will likely be installed near the end of December. The new copiers are part of our current lease with James Imaging. We will be saving around \$200 per month with the new lease.
- I had a Trailways Exec meeting on November 1 and we had a Trailways meeting for Athletic Directors and Administrators on November 15. A big focus of the meeting was sportsmanship as we begin our winter season. Also, we talked about all-conference voting.
- Jessica and I had an insurance meeting for our health renewal on October 31. We were told to plan for an increase. We are hopeful to be near 5%, but that is still unknown. Our experience is high again this year, especially in the area of prescription meds. This is for the consortium as a whole, but we are hoping for a positive end of the calendar year.

- I continue to meet with our outside partners in relation to the federal grant for improving schools. The concept paper will be due in January with further guidance following. This process is time consuming and complex. We are working to secure our local partners as well as input all of the data for our energy star rating, etc. This is exciting for us as we move forward. While it is a highly competitive grant, we are working to put ourselves into a good situation for the application process.
- I had a Sinissippi Rec Board meeting on November 8.
- School report cards were released; I will be doing a presentation on report cards at the December meeting.
- The district received a grant for a social emotional screener this year from Marshfield Clinic. The screener is ready to be rolled out. I will be rolling out the information to staff at our December 6 in-service. This is a great tool for us to have data to support our work with children in the realm of social-emotional wellness and growth.
- I had a library board meeting on November 14.
- I had a winter weather readiness meeting with the National Weather Service on November 16. This meeting was to get school administrators ready for weather related calls throughout the winter.
- I have a Dodge County Sups meeting tomorrow, November 21.
- Students at JHE will be making decorations for the Village Christmas Tree for the tree lighting on December 2.
- Jessica and I will be meeting to finalize our insurance quotes for 2024. We will be reviewing our property, worker's comp, and liability and auto insurances.
- The District Newsletter is complete and finished copying. We will try to get it out on November 21 otherwise, it will go out on Monday, the 27th for sure. Thank you to Laura Schrier for taking this project over, she did a fantastic job. Also thank you to all who contributed. It takes a team to make this happen!
- Happy Thanksgiving to all!
- We truly have so much to be thankful for within our schools. I am thankful for the amazing staff that we work with each day. To see their unwavering dedication to our students is amazing. Each and every teacher and assistant gives freely of their time to help ensure that our students are successful. Our office staff work tirelessly to ensure that things run smoothly and efficiently. They work to make sure that all of the other staff have what they need to be successful. Our custodial crew work hard to make sure our buildings are up and running and that all supplies are stocked for use. They also make sure that our learning environments are ready to go each day. Our team of administrators work to ensure that everything is ready to go each day. They work to ensure that students and staff needs are met. They are an integral part of what is done each day, ensuring that resources are being placed in the right ways and that all have what they need. Finally, our board, they work to ensure that it all moves and works together. They provide us with what we need and the support that is needed to do more. They are working to find ways to make improvements. They have a thankless job that many do not completely understand. They work to ensure that as a district we can move forward, but with less and less each year. What we do for kids is great work, it takes our whole team to accomplish it. It is certainly not an easy task, it is full of challenges, but it makes us stronger and more effective each year. Thank you for all that is done for kids and staff each day! But most of all, thank you to our students who work hard each day to learn new things and who seize the opportunities to make themselves better. Students who are working hard each day to learn more and be more. Students who continue to move forward even though it is hard. I am so appreciative for each and every Falcon who is in our care. Thank you to our families for entrusting them to us. It takes a community to make our schools great, we truly are blessed!
- It is a great day to be a Falcon!

VIII. Board Development

A. Presentation from Hustisford FFA – A presentation was given by Hustisford FFA advisor Cierra Essock and member Hailey Pieper.

B. Future Facility Planning - The board discussed a potential referendum in Spring of 2024 for specific projects for both buildings. The board received information on cost from Kramer Brothers in regards to where the board would need to be in regards to cost on the projects. The board will continue the discussion in December.

IX. Committee Reports

Buildings and Grounds Committee – Mr. Bohonek updated the board on November 6, 2023

**Buildings and Grounds Committee Meeting
Minutes of Monday, November 6, 2023**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, November 6, 2023, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, Chair; Kevin Muche, member; Clint Bushey, MS/HS Principal; and Heather Cramer, District Administrator

New Business:

- Maintenance Update—Mrs. Cramer provided an update on the boiler project. Mr. Bushey provided information on flooring issues at the HS. Bassett is planning on working on the gas lines in the HS science lab on November 22.
- Staffing Update—Mr. Bushey updated that Mr. Leu is out due to a foot injury. Mr. Holtz has been picking up time. We are still searching for someone for community ed.
- HVAC Update—Boiler Project—Mrs. Cramer updated that the project is nearing completion. There are a few things left to finish including some of the more technical pieces and insulation. The epoxy floor will be completed near mid-December.
- Future Projects—The committee discussed the potential of an April referendum question. The committee discussed a project based question. Mrs. Cramer provided details regarding timeline and provided information that she had reached out to Kraemer for information regarding costs for specific projects.

Policy and Personnel Committee – Mrs. Malterer updated the board on November 6, 2023

**Personnel and Policy Committee
Minutes from Monday, November 6, 2023**

Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, November 6, 2023 at 5:00 p.m., in the conference room within the offices, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Tracy Malterer, board member (chair); David Stryck, board member; and Heather Cramer, Superintendent of Schools

- Staffing Updates—The committee discussed various openings within the academic realm and the athletic realm. The committee also discussed maintenance and will discuss this further.
- District Organizational Chart—Mrs. Cramer updated an organizational chart for District staff. This is something that is for internal use only, but will help when questions arise.
- Facility Updates/Planning—The committee discussed the possibility of an April referendum question. The committee discussed projects to include. Further discussion will happen at future board meetings.
- Public Posting of Meetings-- The committee reviewed a comment and letter from a citizen in regards to information posted. Mrs. Cramer presented information from policy. Policy does not specifically outline how to post items. Mrs. Cramer also brought agenda postings from area school districts and Hustisford's was similar to most and actually had more detail than some. At this time, no changes will be made.
- District Programs—The committee discussed the potential of starting a 3-Year-Old program. Mrs. Cramer updated the committee on a grant received for \$15,000 to help with the cost of the program.

Business and Finance Committee – Mr. Weinheimer updated the board on November 7, 2023

**Business and Finance Committee Meeting
Minutes of Tuesday, November 7, 2023**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, November 7, 2023, at 5:00 p.m., in the District Office at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Jamie Kulkee, Member; Heather Cramer, District Administrator; Steve Weinheimer, Chair; and Jessica Holtz, Director of Finance.

New Business:

- **Budget Update**—We are currently on track for our current budget. Mrs. Holtz reported that \$192,000 of the boiler cost has been paid. The district will be receiving the federal reimbursement shortly. Mrs. Cramer also reported that the paperwork has been filed for the Focus on Energy incentive funds of just over \$20,000.00. Currently CPI for this year is running at 4.25%. This is down from last year, but still something to watch for the district moving forward.
- **Staffing Updates**—Mrs. Cramer provided an update on current openings. Mrs. Cramer provided an update on coaching for winter. The updates will be on the board agenda. The newly hired coach for girls resigned and Mr. Falkenthal is working on a replacement. There will likely be a change in middle school then as well.
- **Building Updates and Planning**—The committee discussed the potential of an April referendum question. The committee discussed projects to include on the ballot if this were to move forward.
- **Line of Credit Renewal**—The line of credit renewal will be on the November agenda. The credit limit is \$300,000. The current interest rate is 4.5%.
- **Copy Machine Updates**—The district is moving forward with new copy machines. The copy machines are leased. The district will eliminate some printers and update the copiers. This move will actually save the district about \$200 per month. The contract will be on a later board agenda.
- **District Programs**—Mrs. Cramer updated that the district will be researching a 3-Year-Old program.
- **Grants—Updates**—Mrs. Cramer updated that the district received a grant for \$15,000 from Compeer Financial for the start of a 3K program.
- **Public Posting of Meetings**—The committee reviewed a comment and letter from a citizen in regards to information posted. Mrs. Cramer presented information from policy. Policy does not specifically outline how to post items. Mrs. Cramer also brought agenda postings from area school districts and Hustisford's was similar to most and actually had more detail than some. At this time, no changes will be made.

Curriculum and Technology Committee – Mr. Thimm updated the board on November 7, 2023

**Curriculum and Technology Committee
Minutes of Tuesday, November 7, 2023**

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Tuesday, November 7, 2023 at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Heather Cramer, Superintendent; and Brian Thimm, Chair.

- **Technology Update**—Mr. Miller—Mr. Miller was not present for the meeting, but Mrs. Cramer provided an update. Mr. Miller is working on copying over the server for backup purposes. MFA is being implemented. There is a cart at JHE that stopped charging Chromebooks. Mr. Miller replaced it with a working station. Mr. Miller worked through the FOB System update. There was an issue with iPads at JHE, this has been resolved. Fred is working on getting new laptops out to staff. Mrs. Cramer will remind Mr. Miller to research a new sound system for the library as well as a new Smart Board.
- **Future Facilities Planning/Facility Updates**—The committee discussed a potential referendum for April and what that may look like.

- Staffing Updates—Mrs. Cramer updated the committee on opening for school as well as athletics.
- District Programs--Mrs. Cramer updated on the potential of a 3K program that would begin next school year.

X. Old Business: N/A

XI. New Business

A. Personnel and Policy:

1. Resolution #2227: Approval of School Safety Drill

A motion was made by Kevin Muche and seconded by Tracy Malterer to approve the following resolution:

Approval of School Safety Drills
School Board Resolution
#2227

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the school safety drill information as presented.

Motion passed 7-0 by roll call vote.

2. Resolution #2228: Approval of Winter Coaches

A motion was made by Steve Weinheimer and seconded by Kevin Muche to approve the following resolution:

Approval of Winter Coaches
School Board Resolution
#2228

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the following winter coaches for 2023-2024.

Wrestling:
Tracy Peterson--Volunteer

Girls Basketball:
Ashley Christian—Varsity

Middle School Basketball:
5/6 Boys—Tristan Bischoff--Volunteer
Girls—Bria Cramer

Boys Basketball:
Bill Otte - JV

Motion passed 7-0 by roll call vote.

3. Resolution #2229: Approval of Washington DC Trip for 8th Grade

A motion was made by Dave Strynick and seconded by Tracy Malterer to approve the following resolution:

Approval of Washington DC Trip for 8th Grade
School Board Resolution
#2229

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2024 Washington DC Trip for 8th Grade as presented.

Motion passed 7-0 by roll call vote.

B. Business and Finance:

1. Resolution #2230: Approval of Line of Credit with Hustisford State Bank for 2023-2024

A motion was made by Steve Weinheimer and seconded by Jamie Kulkee to approve the following resolution:

Approval of Line of Credit Renewal with Hustisford State Bank for 2023-2024
School Board Resolution
#2230

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the line of credit renewal for 2023-2024 with Hustisford State Bank. The amount available is \$300,000.00. The interest rate is 4.5%.

Motion passed 6-0 by roll call vote. Abstain – Dave Strysick

C. Curriculum and Technology: N/A

D. Buildings and Grounds: N/A

XII. Informational/Discussion Items

A. Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, December 4, 2023, at 4:00 p.m.*
- *Policy/Personnel – Monday, December 4, 2023, at 5:00 p.m.*
- *Business/Finance – Tuesday, December 5, 2023, at 5:00 p.m.*
- *Curriculum/Technology – Tuesday, December 5, 2023, at 4:00 p.m.*
- *December Regular Board Meeting: Monday, December 18, 2023, at 6:30 p.m.*

A motion was made by Steve Weinheimer and seconded by Brian Thimm to adjourn at 7:51 p.m.

Motion passed 7-0 by Voice Vote.

Heather Cramer – Recorder

Tracy Malterer – School Board Clerk

Approved December 18, 2023