

Hustisford School District

District Office

845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-8109

Jr./Sr. High School

845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-3261

John Hustis Elementary

600 S. Hustis. St · P.O. Box 386
Hustisford, WI 53034
(920) 349-3228

Heather Cramer

District Administrator

Clint Bushey

Principal

Margaret Bell

Principal

Jon Duhr

Director Financial Services

Terri Kreitzman

Director of Special Education

Buildings and Grounds Committee Meeting Minutes of Monday, May 3, 2021

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, May 3, 2021, 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; Heather Cramer, District Administrator; Jon Duhr, Business Manager; Kevin Muche, member; and Don Leu, Maintenance Staff Member

New Business:

- Covid Protocols—The committee discussed the protocols that the district is currently using and following. The committee discussed summer school and the board will review summer school protocols at the May board meeting.
- HVAC Update—Mr. Duhr updated the committee that Bassett will be coming in to do a final walk-through of the project. They will also be doing a training with the maintenance staff. Mrs. Cramer stated that she has sent the scope of the project into our Focus on Energy Representative to see if there are any incentive dollars that can help with project costs. Finally, the committee discussed the payment of the project and the final billing of the project.
- Summer Maintenance Discussion—Indoor and Outdoor—The committee discussed three classrooms at JHE that still have carpeting in them. The committee will seek information on tiling the classrooms and look at the expense of that type of project. Mrs. Cramer indicated that she will work to schedule the finishing on the HS Gym floor, this is a yearly maintenance item to help maintain the integrity of the floor. Mr. Leu indicated that they will be working on issues with toilets and urinals in each building where leaks have occurred. There are parts that will need to be replaced. Mr. Leu also indicated that the locker rooms at the HS are in need of tile repairs that can be done by the maintenance staff.
- Summer School—The maintenance staff inquired about room assignments for summer school, Mrs. Cramer will be handling those assignments and will update the team on those assignments when completed. Summer school registration is on track. The registration numbers were just over 100 students at the time of the meeting.
- Storage Areas—Mrs. Cramer discussed storage areas at both buildings with the committee. The storage areas in both buildings are very full and need to be cleaned out. This is due to cleaning out classroom this year due to COVID, however, she will work to keep items out of rooms that do not need to be in there. If there are items that can be disposed of, the district will work to redistribute the items to others in need, sell them, or dispose of them if they are no longer in useable order.
- Maintenance Purchasing—Mr. Duhr and the maintenance team are looking into the contracts currently in the District. The contract with Cintas has expired and they are looking into other options to ensure that the District is getting the most for the money being spent.
- Graduation—Mrs. Cramer inquired about how many board members would be attending graduation. She also updated the board on the protocols for graduation this year and the communication that went out to families.
- Walking Path between 2 schools—At the April board meeting an individual inquired about a path being constructed between the two buildings to help keep the kids walking safe due to increased traffic. The committee discussed this idea

and will continue to investigate the potential. The various surface types were discussed, the feasibility of the path and location were discussed as well. The committee also discussed funding for a project such as this. The committee would like the administration team to further investigate the feasibility and possible costs related for future reference.