

Hustisford School District

District Office

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Clint Bushey

MS/HS Principal

John Hustis Elementary

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Elementary Principal

Dena Serwe

Director of Special Education/School Psychologist

Buildings and Grounds Committee Meeting Minutes of Monday, September 12, 2022

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, September 12, 2022, 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; Heather Cramer, District Administrator; and Clint Bushey, MS/HS Principal

New Business:

- **Maintenance Update**—Mr. Bushey is seeking quotes to replace a shut off valve in the HS for the bathrooms on the west side of the building. JHE experienced a leak in the roof from the recent rain, Mrs. Cramer will have HIS take a look at it. The HS had a leak along the north wall in the ag room area. A new employee has started on 2nd shift for custodial. This is staffed through an agency in Watertown.
- **Staffing Update**—Mrs. Cramer updated that the interviews for Varsity Boys Basketball will be on Thursday at 10 am. She also indicated that her and Mr. Bushey will be conducting custodial interviews soon as well to hire on a final staff member.
- **Facilities Planning**—Mrs. Cramer updated on the valuation increase for the district. She also updated on last year's mill rate comparisons. The committee briefly discussed the community engagement session and the format.
- **Current Building Projects/Maintenance**—Discussed in previous maintenance update.
- **HVAC Update**—Mrs. Cramer updated on the compressor at JHE as well as other HVAC issues that the building is experiencing. There are several air leaks that need to be repaired. There was also an issue with the fiberboard used as duct work. There is an area of collapsed fiberboard that caused the airflow to be reduced drastically in the four north classrooms. A temporary fix is put in place.
- **District Purchasing**—The committee discussed local purchasing and the factors involved. Mrs. Cramer indicated that there are many local businesses that the district purchases from, however, the goal of the district is remaining fiscally responsible and purchasing items that help reduce costs in all areas. The committee discussed items purchased for maintenance and where items are purchased and what vendors are used. The committee also discussed that administrators are using their own time to make purchases out of town not using time of hourly employees for traveling for purchases. Local purchases are made for items needed immediately for a maintenance issue.
- **School Safety Plan**—There were updates in the safety plan in regards to numbers and a chain of command. The plan is set for approval in September, this is an annual approval for the board.
- **Donations to the District**—The technical education area has received several donations. Xcel tooling out of Iron Ridge donated \$7000 worth of CNC routers machines to the district, Pivot Point provided funding for tech ed supplies, and Linde and Miller Welding provided a portable welder, welding jackets, gloves, and eye protection. Rol-Air provided an exceptional price on an air compressor for the HVAC system at JHE.