

**HUSTISFORD SCHOOL DISTRICT**  
Regular Board of Education Meeting Minutes  
**Tuesday, September 20, 2016**

**I. Call to order**

The meeting was called to order by President Dave Strysick at 6:10 p.m.

**II. Roll call of members**

Board members signed the attendance roster at the start of the meeting. Members present: Barbara May, Tracy Malterer, Jay Behnke, Dave Strysick, Lisa Bosse, and Mike Beisbier. John Bohonek was absent

**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 – August 15, 2016
- B. Approval of Minutes of the Special Board Meeting – August 18, 2016
- C. Approval of Minutes from September 2016 Committee Meetings
- D. Approval of Financial Business: Approval of Bills (#36836 - #36922) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts

A motion was made by Jay Behnke and seconded by Mike Beisbier to approve the **Consent Agenda** items as presented. Motion passed 6 - 0 by roll call vote.

**VI. Regular Agenda**

A motion was made by Tracy Malterer and seconded by Barbara May 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. JHE student council announced their participation days for spirit week. He talked about the PAWS program at JHE. After school study hall is beginning for students on October 10. Child find will take place October 25 from 3:30-5:30 at JHE.

- Mrs. Cramer reported on a number of different items. Students are excited for homecoming festivities. The fall sports teams continue to have success. The Jr./Sr. high staff meeting will be this week. The school year is off to a great start.

**B. Athletic Director's Report:** Glen Falkenthal was not present, but included a report. The football team is currently 4-1 overall, 2-0 in conference play. Homecoming game is in Horicon beginning at 7:00. Volleyball is currently 5-0 in conference play and in first place in our division. Boys Soccer Co-op is going well, the team is 7-4 overall. They are playing an independent schedule and we currently have 7 boys playing on the team. Jr. High Volleyball is under the direction of Tanya Ewert, the girls are doing a great job, having fun, and winning!

**C. Superintendent's Report:** Heather Cramer reported on projects that are in their final stages of completion in the district. A custodial position is open and we are hoping to fill it quickly. Neola will be in the district to work on policy updates. Educator Effectiveness software is ready to use and teachers are ready to get going. Very positive feedback was received from the beginning of the year kick off. Our professional development focus will be on mental health awareness. Ms. Cramer presented the seclusion/restraint report per state statute.

**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 numerous projects going on this summer throughout the district. He also shared information on the preliminary student pupil count.

**VIII. Board Development:**

- A. Referendum Discussion –The board discussed the local organizations that they would like to present referendum information to. The board members signed up for meetings. Open house dates at John Hustis are Oct. 11 and Oct. 27. The board also talked about the message that they want citizens to hear.

**IX. Committee Reports:**

**Buildings and Grounds Committee:** Dave Stryck, committee chair, reported on the Buildings and Grounds Committee Meeting held on September 12, 2016.

**Buildings and Grounds Committee Meeting  
Minutes of Monday, September 12, 2016**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, September 12, 2016, at 4:00 p.m., at Hustisford Jr./Sr. High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Dave Stryck; Committee Chairperson; John Bohonek, board member; Mike Gerlach, Director of Financial Services; Kris Roeseler, Supervisor of Buildings and Grounds; 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.

**New Business:**

- **Referendum for Facilities Improvement Discussion:** The committee discussed the public view that they have been hearing about in regards to the referendum. The committee discussed the process for moving forward into October and ensuring board participation for upcoming meetings and publicity. The first mailing is scheduled to go out the week of September 19.

**Curriculum and Technology Committee:** Barb May, committee chair reported on the Curriculum and Technology Committee meeting held on September 6, 2016.

**Curriculum and Technology Committee  
Minutes of Monday, September 6, 2016**

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Monday, September 6, 2016, at 5:30 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.

**Old Business:**

- **Agriculture Program/Classes Co-op with Dodgeland:** An update was provided about the classes and the FFA program. The classes are able to connect to Dodgeland. Students will be using I Pads as part of the process so that they can connect through Schoology, just as the Dodgeland students do.

**New Business:**

- **Professional Development:** An update was provided about the PD plans for the district for the school year. The focus will be on mental health awareness and educator effectiveness.
- **Safety Plan:** An update was provided about the informational session held about school evacuation during in-service at the beginning of school. All staff participated and visited the evacuation site. The emergency plan will be getting updated throughout the year.
- **Technology Upgrades:** The technology projects are still underway. Updates will be made as they are available.

**Business and Finance Committee:** John Bohonek, committee chair reported on the Business and Finance Committee meeting held on Tuesday, September 6, 2016.

**Business and Finance Committee Meeting  
Minutes of Tuesday, September 6, 2016**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, September 6, 2016, at 4:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Lisa Boss, member, Mike Gerlach, Director of Financial Services, and Heather Cramer, Superintendent

**Absent:** John Bohonek, connected to the meeting via phone.

**Old Business:**

- **Budget Review: Month-to-Date and Year-to-Date:** A year to date review was provided
- **2015 – 2016 Budget Update:** The 2015-2016 budget has been closed out
- **2016 – 2017 Budget Update:** The 2016-2017 preliminary budget is being looked at. The 3<sup>rd</sup> Friday count is September 16, 2016.

**New Business:**

- **Baird Financial Advisory Services Agreement:** The committee reviewed the financial advisory agreement with Baird Financial. This is an agreement that will take place if the November referendum is passed.
- **Football Coaching Contracts:** Horicon School District contacted us to discuss the football coaches for the season. The coaches that are our employees will be paid by our district in order to alleviate the issues that arise when placing them on a separate payroll. The totals will be used in the final calculations and accountability. Although we are paying them, the final finances will figure out to be a 50/50 split just as indicated.

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

**Personnel and Policy Committee  
Minutes of September 12, 2016**

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, September 12 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:**

- **Neola Policy Guidelines Update:** Heather Cramer reported updates need to be complete to particular policies that contain names within the policy as a contact point for the district. She will be updating these for a future meeting. Richard Zimman from Neola will be in the district for a day in September to help Heather learn the updating process.

**New Business:**

- **Special Education Assistant:** The committee discussed the new hire for the special education assistant position at Hustisford MS/HS.
- **FFA Advisor:** The committee discussed the FFA Advisor position within the district. The committee discussed the candidate and the amount to pay for the program.
- **Agriculture program and classes co-op with DodgeLand:** The program is up and running. The students have been connected to DodgeLand for class time. The district obtained IPADS for the students so that they can access the class through Schoology just as the DodgeLand students do.
- **ELL Programming:** The ELL program was discussed. An update was provided in regards to the hours needed for the program, the testing process, and finalizing the school year.

**X. Old Business: NA**

**XI. New Business**

- A. Curriculum and Technology:
- B. Buildings and Grounds:
- C. Business and Finance:

1. **Resolution #1426: Approval of Fall Football Coaches**

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

## **Approval of Fall Football Coaches**

### **School Board Resolution #1426**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve agreements for Fall Football Coaches for the 2016-2017 school year as presented.

- Shannon Mueller, Head Coach, \$3,150
- Brandon Holtz, Varsity Assistant, \$2,400
- Curtis Koch, Varsity Assistant, \$2,400
- Ryan Connelly, Varsity Assistant, \$2,250

Approved Roll Call vote of 6-0

#### **2. Resolution #1427: Approval of Baird Financial Services Agreement**

A motion was made by Barbara May and seconded by Tracy Beisbier to approve the following resolution.

### **Approval of Financial Services Agreement**

#### **School Board Resolution #1427**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the financial services agreement with Baird, Inc., as presented.

Approved Roll Call vote of 6-0

#### **D. Personnel and Policy**

##### **1. Resolution #1428: Approval of FFA Advisor for the 2016-2017 School Year**

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

#### **Approval of FFA Advisor**

#### **School Board Resolution #1428**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the agreement for FFA Advisor for the 2016-2017 school year and summer 2017 as presented.

- Fay Hildebrandt-\$2,400

Approved Roll Call vote of 6-0

##### **2. Resolution #1429: Approval of Special Education Assistant**

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

### **Approval of Special Education Assistant**

#### **School Board Resolution #1429**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the agreement for Megan McPherson as a special education assistant for the 2016-2017 school year as presented.

Approved Roll Call vote 6-0

## **XII. Informational/Discussion Items:**

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

- *Buildings/Grounds – Monday, October 3, 2016, at 4:00 p.m.*
- *Policy/Personnel --Tuesday, October 4, 2016, at 5:00 p.m.*
- *Business/Finance – Tuesday, October 4, 2016, at 4:00 p.m.*
- *Curriculum/Technology – Monday, October 3, 2016, at 5:00 p.m.*
- *October Board Meeting: Monday, October 17, 2016, at 6:30 p.m.*
- *Special Board Meeting: Annual Meeting: October 10, 2016 at 6:30 p.m.*

## **XIII. 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

### **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 Barbara May and seconded by Mike Beisbier 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 7:15 p.m.

The school board addressed the topics listed above.

## **XIV. Return to Open Session**

A motion was made by Barbara May and seconded by Jay Behnke to return to open session. Motion passed on a roll call vote of 6 – 0. Entered back into open session at 7:45 p.m.

## **XV. Motion to Adjourn**

A motion was made by Tracy Malterer and seconded by Mike Beisbier to adjourn the meeting at 7:45 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