

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
August 21, 2017

I. Call to order

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

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: Jay Behnke, Dave Strysick, Tracy Malterer, Steve Weinheimer (entered at 6:32), John Bohonek, and Barb May. Lisa Bosse 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: No one present.

V. Consent Agenda

- A. Approval of Minutes of the Regular Board Meeting – July 17, 2017
- B. Approval of Minutes from August 2017 Committee Meeting
- C. Approval of Financial Business: Approval of Bills (#38720-38769) Funds 10, 27, 38, 41, 50, 80
- F. Approval of Student Activity Accounts

A motion was made by John Bohonek and seconded by Barb May to approve the Consent Agenda items as presented. Motion passed 5 - 0 by roll call vote.

VI. Regular Agenda

A motion was made by Jay Behnke and seconded by Tracy Malterer to approve the Regular Agenda as Presented. Motion passed by voice vote.

VII. Reports

A. Principals' Reports:

Ms. Bell Reported: Ms. Bell reported on JHE enrollment. She also talked about the office update at JHE that was done over the summer. She commented on PTC and their first meeting of the year. Finally, she talked about teachers and custodians getting the school and classrooms ready for the upcoming school year.

B. Athletic Director's Report: Mr. Falkenthal reported that the fall sports season is in full swing. All teams are currently practicing. The football numbers for the HS are at 50 with it being split almost even between the two schools. There are 20 boys out for soccer, 8 of them are from Hustisford.

C. Superintendent's Report: Mrs. Cramer reported on upcoming events in the district including registration and the community fair. She congratulated the football team on their early success as well as the volleyball and soccer teams. She updated the board on the various projects being done throughout the district. She congratulated all of the Husty kids who exhibited at the Dodge County Fair and recognized Fay Hildebrandt for her dedication to the FFA program.

VIII. Board Development:

- A. WIAA Shot Clock Implementation: Mrs. Cramer and Mr. Falkenthal provided information to the board about the upcoming implementation from WIAA for a shot clock for the 2019-2020 basketball season. The board discussed the plan and were not in favor of the implementation. The board will have a resolution opposing the implementation in September.
- B. Director of Finance Position: Mrs. Cramer updated the board on the vacancy in the business office. She provided information to the board about alternatives for the position. The board discussed options and felt

that the possibility of looking for a bookkeeper rather than a licensed business manager may work for the district.

- C. Strategic Planning: Mrs. Cramer presented options for strategic planning to the board. The board decided that they would like a presentation from CESA 6 on strategic planning. CESA 6 will present information at the September board meeting.
- D. Ag Education Program at Hustisford: The agriculture education program was discussed at the board meeting. Mrs. Cramer provided information in regards to the delivery of the program this past year and the challenges that were encountered with the delivery method. She also provided updates on the plans for the upcoming year. She provided alternative ideas to the board and the board encouraged her to explore other options.

IX. Committee Reports:

Building and Grounds Committee: Steve Weinheimer, Committee member reported on the August 9, 2017 meeting:

Buildings and Grounds Committee Meeting Minutes of Monday, August 9, 2017

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Wednesday, August 9, 2017, at 4:00 p.m., at Hustisford Jr./Sr. High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, chair; Steve Weinheimer, board member; Heather Cramer, Superintendent of Schools; Kris Roeseler, Director of Buildings and Grounds

Old Business:

- Update from Kris Roeseler, Supervisor of Buildings and Grounds: Mr. Roeseler updated the committee on the various projects that have been completed. He updated the committee on the projects being worked on throughout the summer and provided an update on the door project at the high school. He also provided an update on the cleaning schedule and the wax being applied to the floors in each building. He provided information on timelines for the various projects being completed at both schools.
- Summer Maintenance Projects Update: The committee discussed the JHE roof project, the HS bathroom project, the HS door project, some concrete maintenance at JHE, and work with the air conditioning units at the high school.
- Bathroom Project HS: Mrs. Cramer updated the committee on the progress of the project. The project is moving along nicely. The district has provided a completion date of no later than August 22.
- JHE Roof: Mrs. Cramer provided the committee with updated information on completion. The project is looking to be completed in mid-September.
- Clean Sweep: The district is completing a clean sweep project. The project will take place on August 14. Veolia will be doing the day long cleanup. All substances for disposal have currently been identified.

New Business:

- Cintas Contract : Mr. Roeseler presented information on a contract agreement with Cintas for all district paper products and cleaning supplies along with other maintenance supplies. The committee recommended to move it forward to full board for approval.

Curriculum and Technology Committee: Did not meet, no report was given

Business and Finance Committee: John Bohonek, Committee Chair reported on the August 1, 2017 meeting:

Business and Finance Committee Meeting Minutes of Tuesday, August 1, 2017

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, August 1, 2017, at 4:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, member; Heather Cramer, District Administrator; Dave VanSpankeran, Interim Business Manager

Old Business:

- 2017 - 2018 Budget Update: The committee discussed the upcoming school year and the current state of the budget.
- 2016-2017 Budget Update: The committee discussed the past year budget and where the district would end. The past year is not closed out yet, it is still being worked on.
- Staff Alternative Compensation Plan Discussion: The committee discussed the information provided at the last board meeting. The committee felt that the information was valuable.
- Director of Finance Position: Mrs. Cramer presented information about CESA continuing to help in the business office and the committee wants to further discuss options.

New Business:

- 2017-2018 CESA 6 Contract for Services: The committee discussed the services that we receive from CESA 6. The contract will move to full board for the August meeting.
- Dominiczak Therapy Services Contract: The committee reviewed the contract used by the district for occupational therapy and physical therapy services. The contract will move to full board in August.

Policy and Personnel Committee: Tracy Malterer, Committee Chair reported on the August 1, 2017 meeting:

Personnel and Policy Committee
Minutes of August 1, 2017

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Tuesday, August 1, 2017, 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: Tracy Malterer, board member (chair); David Strynick, board member; and Heather Cramer, superintendent of schools
Old Business:

- Support Staff Handbook: The committee reviewed the final copy of the support staff handbook. It will be moved forward for full board approval.
- Staff Alternative Compensation Plan Discussion: The committee reviewed the information presented by the school district attorney. The alternative compensation committee will begin meeting again as school resumes. The committee felt that it is important for the alternative comp committee to hear the same message that was presented.

New Business:

- Update on Planning for the Coming School Year—staffing issues: Mrs. Cramer updated the committee on the current openings in the district and where the district is at in regards to hiring. They also discussed potential openings that still may be posted.
- Jr./Sr. High Student Handbook 2017-2018: The committee received via email a copy of the handbook for review and will seek approval of the handbook at the August meeting.
- Mentor Handbook: The committee reviewed the changes made by Mrs. Cramer on the handbook and recommend that the board take action at the August meeting.
- Strategic Planning and Goals Discussion: The committee discussed the importance of goal setting and how the board will proceed with strategic planning. The committee also heard about the options available through CESA 6 and a private entity in regards to planning.

X. Old Business: NA

XI. New Business

A. Curriculum and Technology:

NA

B. Buildings and Grounds:

1. Resolution #1518: Approval of Cintas Agreement

A motion was made by Jay Behnke and seconded by Barb May to approve the following resolution:

School Board Resolution
#1518

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the following contract with Cintas for district janitorial and maintenance supplies.

Approved 6-0 Roll Call Vote

C. Business and Finance:

1. Resolution #1519: Approval of Milk Bid for 2017-2018

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

Approval of Milk Bid for 2017-2018
School Board Resolution
#1519

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the milk contract as presented with Kemps for the 2017-2018 school year.

Approved 6-0 Roll Call Vote

2. Resolution #1520: Approval of Therapy Services Contract

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

Approval of Therapy Services Contract
School Board Resolution
#1520

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the contract with Dominiczak Therapy Associates as presented.

Approved 6-0 Roll Call Vote

3. Resolution# 1521: Approval of CESA 6 Contract for Services for 2017-2018

A motion was made by John Bohonek and seconded by Steve Weinheimer to approve the following resolution.

Approval of CESA 6 Contract for 2017-2018
School Board Resolution
#1521

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the contract with CESA 6 as presented for the 2017-2018 school year.

Approved 6 – 0 Roll Call Vote

D. Personnel and Policy

1. Resolution # 1522: Approval of Jr./Sr. High Handbook

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

Approval of Jr./Sr. High Student Handbook
School Board Resolution
#1522

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Jr./Sr. High Student Handbook as presented for the 2017-2018 school year.

Approved 6 – 0 Roll Call Vote

2. Resolution #1523: Approval of District Mentor Handbook

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

Approval of District Mentor Handbook
School Board Resolution
#1523

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the District Mentoring Handbook as presented for the 2017-2018 school year.

Approved 6-0 Roll Call Vote

3. Resolution #1524: Approval of Support Staff Handbook

A motion was made by Dave Strysick and seconded by Jay Behnke to approve the following resolution.

Approval of Support Staff Handbook for 2017-2018
School Board Resolution
#1524

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the support staff handbook for the Hustisford School District for the 2017-2018 school year.

Approved 6-0 Roll Call Vote

4. Resolution #1525: Approval of Fourth Grade Teacher at JHE

A motion was made by Steve Weinheimer and seconded by Tracy Malterer to approve the following resolution.

Approval of Fourth Grade Teacher at John Hustis Elementary
School Board Resolution
#1525

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a teaching contract with Megan Love for the 2017-2018 School Year in the amount of \$36,000.00.

Approved 6-0 Roll Call Vote

5. Resolution #1526: Approval of fifth grade teacher at JHE
A motion was made by John Bohonek and seconded by Barb May to approve the following resolution.

Approval of Fifth Grade Teacher at John Hustis Elementary
School Board Resolution
#1526

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a teaching contract with Jayne Schuett for the 2017-2018 School Year in the amount of \$40,000.00.

Approved 6-0 Roll Call Vote

6. Resolution #1527: Approval of Business Education Teacher
A motion was made by Jay Behnke and seconded by John Bohonek to approve the following resolution.

Approval of Business Education Teacher
School Board Resolution
#1527

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a 50% teaching contract with Anthony Scallon for the 2017-2018 School Year in the amount of \$27,000.00.

Approved 6-0 Roll Call Vote

7. Resolution #1528: Approval of JHE Library Assistant
A motion was made by Barb May and second by Steve Weinheimer to approve the following resolution.

Approval of Library Educational Assistant
School Board Resolution
#1528

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a contract with Jodi Murphy for the 2017-2018 School Year as a library assistant as presented.

Approved 6-0 Roll Call Vote

8. Resolution #1529: Approval of overnight Volleyball Trip to Wisconsin Dells
A motion was made by John Bohonek and seconded by Barb May to approve the following resolution.

Approval of Overnight Volleyball Trip to Wisconsin Dells
School Board Resolution
#1529

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the overnight trip to Wisconsin Dells for a volleyball tournament as presented.

Approved 6-0 Roll Call Vote

XII. Informational/Discussion Items:

- a. Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Tuesday, September 12, 2017, at 5:00 p.m.*
- *Policy/Personnel – Monday, September 11, 2017, at 5:00 p.m.*
- *Business/Finance – Tuesday, September 12, 2017, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, September 5, 2017, at 4:00 p.m.*
- *September Board Meeting: Monday, September 18, 2017, 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/Discussion—Business Manager Position

A motion was made by Tracy Malterer and seconded by John Bohonek to enter into closed session at 8:14 pm.

Approved 6-0 Roll Call Vote

XIV. Return to Open Session

A motion was made by Jay Behnke and seconded by John Bohonek to return to open session at 8:33 pm.

Approved 6-0 Roll Call Vote

XV. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Tracy Malterer to adjourn at 8:33 pm.

Passed Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Barbara May - School Board Clerk