

HUSTISFORD SCHOOL DISTRICT  
Regular Board of Education Meeting Minutes  
June 18, 2018

I. Call to order

The meeting was called to order by 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: Jay Behnke, Dave Stryck, Tracy Malterer, John Bohonek, Lisa Bosse, and Barb May. Steve Weinheimer entered the meeting at 6:35 pm.

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: None

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 this body.

- A. Approval of Minutes of the Regular Board Meeting –May 22, 2018
- B. Approval of Minutes from June 2018 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#39318 - #39394) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts

A motion was made by Jay Behnke and seconded by Barb May 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 Lisa Bosse to approve the Regular Agenda. Motion passed by voice vote.

VII. Reports

A. Monthly Student Recognition: Student Recognitions HS: Cheyenne Aasen

B. Principals' Reports:

Ms. Bell Reported: Ms. Bell reported on JHE Field Day and all school picnic. She also updated on the end of the year awards assembly. She talked about the reading curriculum training that all elementary teachers participated in on June 4<sup>th</sup> and 5<sup>th</sup>. Summer school is up and running and going very well. The current enrollment counts at JHE for next year is 162 which is down from this year, but kids are registering weekly. Finally, Kid's Club is running for the summer and families have been very gracious that we are providing this service.

Mr. Bushey Reported: Not present

C. Athletic Director's Report: Mr. Falkenthal reported that the baseball team had 5 Husty students receive all-conference honors, one softball player, and 6 soccer players. Our girls soccer team ended their season as regional champs.

D. Financial Director's Report: Mr. Kiefer provided information to the board on revenue and expenses so far this year. He showed various accounts and their budget details. He also reported that the district has not had to utilize the line of credit at all this year. He provided some information on various projects that are being considered moving forward. He also provided an update on the end of the year budget status as the fiscal year ends on June 30, 2018.

E. Superintendent's Report: Mrs. Cramer reported that the district submitted a DOJ safety grant and are waiting to hear about it from the Department of Justice. She reported on the policy work being done with NEOLA. She updated on the Watertown Community Health Foundation grant written by Curtis Koch that the

district received for an outdoor portable hockey rink. She provided an update on the facility study process as well as the strategic planning process.

VIII. Board Development:

- A. History Club—Cheyenne Aason presented information to the board on the start of a History Club for high school students. She indicated that Mr. Jones will be the club advisor. She provided information on the various activities that they would like to see as well as the things that they could offer to the district.
- B. Graduation Date—The board discussed the graduation date for Hustisford High School. Currently the students graduate on a Friday night. With the inclusion of a track and field program next year, if a senior student made it to the state meet; they would potentially miss the graduation ceremony. The board introduced various ideas about a Sunday graduation or maybe a week night. The board will continue to have the discussion. Mrs. Cramer will provide a survey to the staff to gauge their thoughts on graduation.

IX. Committee Reports:

Building and Grounds Committee: John Bohonek, Committee Chair reported on the June 4, 2018 meeting:

Buildings and Grounds Committee Meeting  
Minutes of Monday, June 4, 2018

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Monday, June 4, 2018, at 3:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, Chair; Steve Weinheimer, member; Kris Roeseler, District Maintenance Coordinator; John Kiefer, Finance Coordinator; and Heather Cramer, District Administrator; and Team from UNESCO presenting information on Facility Study

New Business:

- Unesco presentation of building study findings—A team from Unesco presented information that they found when surveying teachers and staff about the buildings. They led an ideation session finding out the beliefs of the buildings and grounds team and the focal points that the district has. The session lasted for approximately one hour, allowing for open dialogue between the district team members and the Unesco team. A date will be established to continue the process and move the district forward in regards to facilities.
- Parking Lot Maintenance Bid—Kris Roeseler presented a bid for fixing the parking lot at the HS and for maintenance on the other parking and hard surface. The district is seeking more information from other companies as well in regards to the repair and maintenance that needs to be complete.
- Summer Projects—The committee discussed the various summer projects that are being done including the wall in the SPED room at the HS, gym floor refinishing, various relocation of classrooms, changing of conference room into classroom space, new flooring in library office space at HS.
- School Safety Grant—Mrs. Cramer updated the committee on the school safety grant process. The grant is due on June 8, 2018. The district is eligible for \$20,000 for each school potentially for safety and security upgrades. The main focus of the grant will be to secure classrooms with more effective locks.

Curriculum and Technology Committee: Barb May, Committee chair reported on the June 6, 2018 meeting:

Curriculum and Technology Committee  
Minutes of Wednesday, June 6, 2018

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Wednesday, June 6, 2018, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford,

Present: Barb May, Chair; Fred Miller, Director of Technology; and Heather Cramer, Superintendent

Old Business:

- Update from Fred Miller—Director of Technology—Mr. Miller provided an update for the committee on the various projects that will need to be complete in the area of technology. He updated on the laptops for teachers that are needed and the server issues that will need to have an upgrade. He also updated on the various summer projects that he will be doing.

New Business:

- Technology Planning 2018-2019—Mr. Miller continues to work on the technology plan.
- Needed Technology Updates and Funding—Mr. Miller and Mrs. Cramer updated the committee on the need to upgrade our servers. The estimate was around \$37,000. This is something that could be done this summer or potentially wait until next summer.
- ERate Update—Mr. Miller provided information on our ERate grant and the items that we will be able to get with the funds.
- Social Studies Adoption Update—Mrs. Cramer updated the committee on the Social Studies curriculum and updated that some books are beginning to get purchased.
- Senior Project Update—2018 and 2019—Mrs. Cramer provided an update on the seniors remaining to complete this year's project as well as the juniors that have received their information and are already getting excited to get started.
- Agriculture Ed. Update—Mrs. Cramer updated the committee on the new ag. Teacher and the classes being offered at both the ms and hs level.
- Summer School Update—Mrs. Cramer provided an update on summer school numbers and the courses being offered at all levels.

Business and Finance Committee: John Bohonek, Committee member reported on the June 5, 2018 meeting:

Business and Finance Committee Meeting  
Minutes of Tuesday, June 5, 2018

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, June 5, 2018, 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 and Heather Cramer, District Administrator

New Business:

- Staff Alternative Compensation Committee Update and Discussion—Teacher Plan updates and options—The committee discussed the teacher compensation plan and the presentation that the compensation committee gave to the board. The committee wants to see the various numbers that will be presented at the board meeting and what it will mean for the district financially. The numbers will be calculated for each teacher at the various increments for increases each year following successful completion of the plan presented to the board in May.
- 2018-2019 Budget Process—Mrs. Cramer updated the committee on the timeline for presentation of the preliminary budget for the June Board meeting.
- Youth Football—Mrs. Cramer provided information that she still did not have the final numbers needed from Horicon, but she would work with Mr. Falkenthal to help secure numbers for the fall.
- Salary Discussions for 2018-2019—Superintendent Contract—Mrs. Cramer reminded the committee that her contract would be on the June agenda for approval.
- Technology Needs: The committee discussed the various technology needs within the district. The servers in the district need to be replaced within the next two years. It will be taken to the June meeting to look for guidance on when to purchase the servers in the 2017-2018 budget or with next year's budget. Also, the district is updating teacher computers as many have failed or are deteriorating due to

wear and tear. This is something that has been budgeted for and will be done this summer so that new laptops are ready for the fall for teaching staff.

Policy and Personnel Committee: Tracy Malterer, Committee Chair reported on the June 7, 2018 meeting:

Personnel and Policy Committee  
Minutes from Thursday, June 7, 2018

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Thursday, June 7, 2018, 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 Strynick, board member; and Heather Cramer, superintendent of schools

Old Business:

- Teacher Handbook—The committee will review the handbook at the July committee meeting for final view prior to sending to the board for approval.
- Coaching Handbook—The committee will review the handbook in July.
- Volunteer Handbook—Mrs. Cramer will work on creating a district volunteer handbook that will be ready for the start of the 2018-2019 school year.

New Business:

- Senior Project Update—Mrs. Cramer updated the committee on the status of the remaining students to present senior projects.
- Staffing 2018-2019—Mrs. Cramer updated the committee on hiring for 2018-2019. All teaching positions are filled. There are coaching positions and assistant positions available.
- Superintendent Contract—Mrs. Cramer provided a reminder that the contract would be on the June board meeting.

X. Old Business: NA

XI. New Business

A. Buildings and Grounds:

1. Resolution #1613: Approval of Gym Floor Refinishing

A motion was made by Steve Weinheimer and seconded by Barb May to approve the following resolution:

Approval of Gym Floor Refinishing  
School Board Resolution  
#1613

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the bid from Prostar Services to refinish the HS gym floor in the amount of \$1,785.00.

Approved 7-0 Roll Call Vote

- B. Personnel and Policy: N/A
- C. Business and Finance

1. Resolution #1614: Approval of WASB Annual Membership

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

Approval of WASB Annual Membership  
School Board Resolution  
#1614

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve membership with the Wisconsin Association of School Boards for the 2018-2019 school year with dues in the amount of \$2,468.00.

Approved 7-0 Roll Call Vote

**2. Resolution #1615: Approval of District Audit Services**

A motion was made by John Bohonek and seconded by Jay Behnke to approve the following resolution:

Approval of District Audit Services for 2017-2018 Audit Services  
School Board Resolution  
#1615

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve an agreement with Huberty and Associates for audit services for the 2017-2018 Audit Year in the amount of \$14,300.00

Approved 7-0 Roll Call Vote

**3. Resolution #1616: Approval of District Financial Institutions**

A motion was made by Jay Behnke and seconded by Steve Weinheimer to approve the following resolution:

Approval of District Financial Institutions for 2018-2019  
School Board Resolution  
#1616

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve designation of the Hustisford State Bank and the Local Government Investment Pool as the district's financial institutions for the 2018-2019 school year.

Approved 6-0-1 Roll Call Vote

**4. Resolution #1617: Approval of Teacher Compensation Point Model**

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

Approval of Teacher Compensation Point Model starting with the 2018-2019 School Year  
School Board Resolution  
#1617

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the teacher compensation point model as presented to the Board of Education starting in the 2018-2019 school year.

Approved 7-0 Roll Call Vote

**5. Resolution #1618: Approval of Preliminary Budget for 2018-2019**

A motion was made by Tracy Malterer and seconded by Lisa Bosse to approve the following resolution:

Approval of Preliminary Budget for 2018-2019 School Year  
School Board Resolution  
#1618

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Hustisford School District preliminary budget for the 2018-2019 school year as presented to the full Board of Education on June 18, 2018.

Fund 10	
Revenues	\$5,830,989
Expenditures	\$5,830,989

Fund 27	
Revenues	\$706,647
Expenditures	\$706,647

Fund 38	
Revenues	\$53,505
Expenditures	\$53,505

Fund 41	
Revenues	\$400
Expenditures	\$0

Fund 49	
Revenues	\$0
Expenditures	\$0

Fund 50	
Revenues	\$189,226
Expenditures	\$189,226

Fund 80	
Revenues	\$71,552
Expenditures	\$71,552

Approved 7-0 Roll Call Vote

D. Curriculum and Technology

1. Resolution # 1619: Approval of Purchase of Servers to update District Technology Infrastructure

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

Approval of Server Purchase to Update District Technology Infrastructure  
School Board Resolution  
#1619

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the purchase of servers and software to update the district technology infrastructure not to exceed \$40,000.00.

Approved 7-0 Roll Call Vote

2. Resolution #1620: Approval of Purchase of Computers for Teaching Staff  
A motion was made by Barb May and seconded by Jay Behnke to approve the following resolution:

Approval of Teacher Computers  
School Board Resolution  
#1620

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the purchase of 40 laptops for staff from Dell. The total cost for the purchase is \$24,800.00.

Approved 7-0 Roll Call Vote

3. Resolution #1621: Approval of Stationary Laptop Cart and Laptops  
A motion was made by Jay Behnke and seconded by Lisa Bosse to approve the following resolution:

Approval of Computers and Carts  
School Board Resolution  
#1621

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the purchase of library computers and carts using Common School Funds in 2017-2018 as presented.

Approved 7-0 Roll Call Vote

XII. Informational/Discussion Items:

a. Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, July 2, 2018, at 4:00 p.m. –Changed to Monday, July 9 at 3:00 pm*
- *Policy/Personnel – Monday, July 2, 2018, at 5:00 p.m.—Changed to Wednesday, July 11 at 5:00 pm*
- *Business/Finance – Tuesday, July 3, 2018, at 4:00 p.m.—Changed to Tuesday, July 10 at 4:00 pm*
- *Curriculum/Technology – Tuesday, July 3, 2018, at 5:00 p.m.—Changed to Tuesday, July 10 at 4:00 pm*
- *July Regular Board Meeting: Monday, July 16, 2018, 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 over which the governmental body has jurisdiction or exercises responsibility.

Discussion Teacher Compensation  
Superintendent Contract

A motion was made by Steve Weinheimer and seconded by Lisa Bosse to enter into closed session.

Approved 7-0 Roll Call Vote

XIV. Return to Open Session

A motion was made by Jay Behnke and seconded by Tracy Malterer to return to open session.

Approved 7-0 Roll Call Vote

XV. Business and Finance

1. Resolution #1622: Approval of teacher compensation for 2018-2019 using the \$1,000 per year increase scale

A motion was made by Lisa Bosse and seconded by Steve Weinheimer to approve the following resolution

Approval of Teacher Compensation for 2018-2019  
School Board Resolution  
#1622

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve salary increases and working agreements as well as placement onto the compensation grid for the following teachers for the 2018-2019 school year as presented.

KRISTEN ANGLEMYER  
BRIAN BISCHOFF  
TAYLOR BURNS  
LORI COLLIEN  
HOLLY DALEY  
BRUCE HAAN  
NIIKI HAKALA  
JAIME HARDGROVE  
GWEN HENNING  
ERIN HENSLER  
BRANDON HOLTZ  
COURTNEY HOWELL  
HENRY ISABELLE  
DAVID JASPERSON  
MATTHEW JONES  
ANNE KLOMBERG  
CURTIS KOCH  
MEGAN LOVE  
JENNIFER  
NETTESHEIM  
JODIE NEU  
JOY PAMPERIN  
KIM PORZKY  
ANDREW POWERS  
JASON REIMES  
EMMA SAWDEY  
TONY SCALLON  
TAMMY  
SCHELLPFEFFER  
JAYNE SCHUETT  
MEGAN SOLDNER  
MICHELLE STEWART  
RACHEL WEINHEIMER  
SUZANNA WELLS-  
DIXON  
DAWN WOHLING  
SCOTT WOHLING

Approved 7-0 Roll Call Vote

2. Resolution #1623: Approval of Superintendent Contract for 2018-2020 with a 2.13% increase contingent upon lawyer review  
A motion was made by Steve Weinheimer and seconded by Jay Behnke to approve the following resolution

Approval of Superintendent Contract for 2018-2020  
School Board Resolution  
#1623



BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a two-year contract with Heather Cramer -- Superintendent of Schools for the Hustisford School District from July 1, 2018 through June 30, 2020.

(This resolution will be acted upon after a closed session discussion on compensation)

Approved 7-0 Roll Call Vote

XVI. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Jay Behnke to adjourn at 8:46 pm.  
Approved by Voice Vote

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Heather J. Cramer, Superintendent of Schools – Recorder

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Tracy Malterer - School Board Clerk