

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
May 22, 2018

I. Call to order

The meeting was called to order by President John Bohonek at 6:03 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, Steve Weinheimer and Barb May.

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. Senior Project Presentation to the School Board—One student, Noah Christian, presented his senior project to the board.

V. Public Forum: None

VI. Consent Agenda

- A. Approval of Minutes of the Regular Board Meeting –April 16, 2018 and Special Board Meeting May 7, 2018
- B. Approval of Minutes from May 2018 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#39253- #39317) 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 7 - 0 by roll call vote.

VII. Regular Agenda

A motion was made by Steve Weinheimer and seconded by Tracy Malterer to approve the Regular Agenda. Motion passed by voice vote.

VIII. Reports

- A. Monthly Student Recognition: Student Recognitions JHE: Trey Hildebrandt and Elizabeth Murphy
High School/Middle School: Riley Collien
- B. Principals' Reports:

Ms. Bell Reported: Ms. Bell reported on the numerous end of the year events that are coming up this month. She also provided an update on summer school registration. She talked about the middle school service project that provided JHE with new playground balls and games.

Mr. Bushey Reported: Mr. Bushey reported on the students that competed at state solo/ensemble as well as state forensics. He also informed the board that Milana Malterer made the State FFA Choir for the second year. The AP tests are upcoming. The end of the year is full of events. Many scholarships were given out at the Jr./Sr. banquet. He also updated on service projects being done by the various Falcon Time groups.

C. Athletic Director's Report: Not present, no report given.

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 updated on how budget requests were being handled and how he met with all department heads to go over budgeting information. He provided a brief update on contracts for next school year as well.

E. Superintendent's Report: Mrs. Cramer reported on the progress of the MS and HS scheduling process. She also updated on the DOJ grant opportunity. She gave a shout out to the foods classes for their great work with the restaurant project. She discussed the various meetings she has attended. She provided an update on the facility study project with Unesco.

IX. Board Development:

- A. Teacher Compensation Plan Discussion: Brian Bischoff, Bruce Haan, Megan Soldner, Matt Jones, and Michelle Stewart provided detailed information to the board about the proposed point system for teacher compensation. The plan would provide opportunities for professional growth individually that would benefit our students. The teachers would have to attain 10 points per year to move on the salary ladder. The plan took over two years to develop. There was teacher and administration representation along with board representation on the committee to develop the plan.

IX. Committee Reports:

Building and Grounds Committee: John Bohonek, Committee Chair reported on the May 7, 2018 meeting:

Buildings and Grounds Committee Meeting Minutes of Monday, May 7, 2018

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Monday, May 7, 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; Steve Weinheimer, member; Kris Roeseler, District Maintenance Coordinator; John Kiefer, Finance Coordinator; and Heather Cramer, District Administrator

Old Business:

- Update from Kris Roeseler – Supervisor of Buildings and Grounds: Mr. Roeseler updated the committee on the items that the maintenance crew is working on. He updated on various projects within both buildings and on the grounds.

New Business:

- Facilities Study Discussion Update—Mrs. Cramer provided an update from Unesco on the progress being made. Unesco will be meeting with the committee in June to discuss findings of the study.
- Electrical Issues in commons—The project to update electrical outlets in the commons will move forward to the board for approval in May.
- Plumbing JHE-Bid—The project to install the washer and dryer at JHE will be moved forward to the board for approval in May.
- Summer Projects- The committee discussed possible summer projects that will need to be done. Gym floor refinishing needs to be scheduled. The committee also discussed other options for projects at both buildings.
- Kitchen project HS—The project for the grease trap replacement in the kitchen will move forward for board approval in May.
- Weight Room Door project—The covering for the doors of the fitness center was discussed to help deal with shading. The project will move forward to the board in May.
- HS Roof Issues—Mrs. Cramer and Mr. Roeseler updated the committee on the leaks that have happened at the high school.

Curriculum and Technology Committee: Barb May, Committee chair reported on the May 1, 2018 meeting:

Curriculum and Technology Committee Minutes of Tuesday, May 1, 2018

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Tuesday,

May 1, 2018, at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Barb May, Chair; Jay Behnke, member; and Heather Cramer, Superintendent

Old Business:

- Update from Fred Miller—Director of Technology—Mr. Miller provided us a detailed written report of the technology department. The HS/MS has continued to see issues with vandalism on laptop computers. A new policy has gone into place to help with this issue.

New Business:

- Technology Planning 2018-2019—Mr. Miller provided ideas for technology for the upcoming school year. It will be more clearly defined as we move into the summer months.
- ERate Update—All of our ERate funding was approved. Funding for the projects is ready to go and Mr. Miller will begin securing bids for the work to be complete. Our new internet circuit cut over date was set to occur in June, 2018.
- Staffing for 2018-2019—projections—Mrs. Cramer updated the committee on staffing for 2018-2019. Interviews for School Psychologist, HS Math, and Agriculture will be taking place in May.
- Jr. High Course Book—Mrs. Cramer provided a copy of the Jr. High Course book. Kids will use the book for registering for classes.
- AP Class Offerings—Mrs. Cramer updated the committee on the two new AP courses being offered next year—AP Biology and AP Human Geography. Students will be taking their AP tests in May for Calculus and Psychology.
- New Class Options—Mrs. Cramer discussed new classes being offered in 2018-2019.
- HS Course Book—The HS course book is not ready for review.
- Technology Issues—Mrs. Cramer updated the committee on the vandalism issues that the district is dealing with.
- Grant Opportunities—Mrs. Cramer updated the committee on the TEACH consortium grant with Berlin and Campbellsport School District to provide technology training for staff.
- Social Studies Adoption Update—Mrs. Cramer provided an update on the social studies curriculum committee.
- Senior Project Update—2018 and 2019—Mrs. Cramer provided an updated senior project book for approval for 2019. She also updated on the class of 2018 and their progress.

Business and Finance Committee: John Bohonek, Committee member reported on the May 1, 2018 meeting:

Business and Finance Committee Meeting
Minutes of Tuesday, May 1, 2018

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, May 1, 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—The committee discussed the progress of the compensation committee and scheduled the board presentation on May 22, 2018.
- Benefits Update/Renewals—Dental, Health, Vision, LTD—Mrs. Cramer provided information in regards to the dental renewal, the health renewal, the new health plan, and the vision and long-term disability

plan. The LTD plan will go before the board for update and renewal on May 22, 2018 and the others will be up for approval on May 7, 2018.

- 2018-2019 Budget Process—Mrs. Cramer provided information on where the administrative team is in regards to the budget. Mr. Kiefer will make an initial budget presentation to the board on May 7, 2018.
- Athletic Offerings for Students—Track and Youth Football—The committee discussed adding track and field. The committee did not have any further information on Youth Football.
- Salary Discussions for 2018-2019—Support Staff, Administration, and Other—Mrs. Cramer discussed with the committee information regarding salary for all employees.
- Grant Opportunities—Mrs. Cramer updated the committee on the grants that the district is writing and what they hope to get from the funds.

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

Personnel and Policy Committee
Minutes from Monday, May 7, 2018

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, May 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 Strysick, board member; and Heather Cramer, superintendent of schools

Old Business:

- Teacher Handbook—The committee will continue to review the teacher handbook.
- Athletic Code Handbook—The committee reviewed the updates completed by Glen Falkenthal, Heather Cramer, Clint Bushey, and the committee and the book will be set for review at the May board meeting.
- Coaching Handbook—The committee will begin working on the coaching handbook.

New Business:

- Insurance Update—Mrs. Cramer updated the committee on the insurance renewals and the direction that the district should take.
- Resignations—Mrs. Cramer provided the committee with 2 resignations. They will be on the May 7 agenda for approval.
- Kids Club Summer Program—Mrs. Cramer updated the committee that there is interest in offering extended Kid's Club in the summer. The committee felt that this was a great option for parents.
- Senior Project Update—Mrs. Cramer updated the committee on next year's senior project updates and the students that will be presenting at the May board meeting.
- Update on 2018-2019 Staffing—Mrs. Cramer updated the committee on the hiring process for jobs for 2018-2019.

XI. Old Business: NA

XII. New Business

A. Buildings and Grounds:

1. Resolution #1598: Approval of Bottle Filling Station at Jr./Sr. High and JHE
A motion was made by Barb May and seconded by Steve Weinheimer to approve the following resolution:

Approval of Bottle Filling Stations for JHE and Jr./Sr. High
School Board Resolution
#1598

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the bid from Wegener Electric and Plumbing for two bottle filling stations.

Approved 7-0 Roll Call Vote

2. Resolution #1599: Approval of Electrical Upgrade in HS Commons Area
A motion was made by Tracy Malterer and seconded by Jay Behnke to approve the following resolution:

Approval of Electrical Upgrade to HS Commons Area
School Board Resolution
#1599

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the contract with United Electric for upgrades to the electrical outlets in the HS commons area.

Approved 7-0 Roll Call Vote

3. Resolution #1600: Approval of Bid to install washer/dryer at JHE
A motion was made by Barb May and seconded by John Bohonek to approve the following resolution:

Approval of Bid for Installation of Washing Machine and Dryer at JHE
School Board Resolution
#1600

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the contract with Wegener Electric and Plumbing for the installation of a washing machine and dryer at John Hustis Elementary.

Approved 7-0 Roll Call Vote

4. Resolution #1601: Approve of Bid to install new grease trap in HS kitchen
A motion was made by Jay Behnke and seconded by Tracy Malterer to approve the following resolution:

Approval of Grease Trap installation at Jr./Sr. High
School Board Resolution
#1601

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the contract with Wegener Electric and Plumbing, for installation of a new grease trap in the HS kitchen.

Approved 7-0 Roll Call Vote

5. Resolution #1602: Approval of Door project at HS
A motion was made by Jay Behnke and seconded by Lisa Bosse to approve the following resolution:

Approval of Door Project at Jr./Sr. High
School Board Resolution
#1602

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve Print Transformations for installation of shading over the Fitness Center Doors at the Jr./Sr. High and decorative application in the front and rear entrances.

Approved 7-0 Roll Call Vote

B. Personnel and Policy

1. Resolution #1603: Approval of Athletic Code Handbook
A motion was made by Steve Weinheimer and seconded by Tracy Malterer to approve the following resolution:

Approval of Athletic Code Handbook for 2018-2019

School Board Resolution
#1603

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the athletic code handbook for 2018-2019 as presented.

Approved 7-0 Roll Call Vote

2. Resolution #1604: Approval of School Psychologist for 2018-2019 School Year

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

Approval of School Psychologist
School Board Resolution
#1604

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve an individual contract with Dena Serwe for \$65,000 for the 2018-2019 school year.

Approved 7-0 Roll Call Vote

3. Resolution #1605: Approval of Agriculture Education Teacher for 2018-2019 School Year

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

Approval of Agriculture Education Teacher
School Board Resolution
#1605

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve an individual contract with Cierra Essock for Agriculture Education for the 2018-2019 school year in the amount of \$38,000.

Approved 7-0 Roll Call Vote

4. Resolution #1606: Approval of HS Math Teacher for 2018-2019 School Year

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

Approval of HS Math Teacher
School Board Resolution
#1606

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve an individual contract with Nichole Miller for HS Math Teacher for the 2018-2019 school year in the amount of \$44,000.

Approved 7-0 Roll Call Vote

5. Resolution #1607: Approval of Jr./Sr. High Principal for 2018-2020

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

Approval of Jr./Sr. High Principal
School Board Resolution
#1607

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve an individual contract with Clint Bushey as the Jr./Sr. High Principal for the 2018-2019 school year and 2019-2020 school year in the amount of \$85,000.

Approved 7-0 Roll Call Vote

C. Business and Finance

1. Resolution # 1608: Approval of Summer School Contracts

A motion was made by Jay Behnke and seconded by Lisa Bosse to approve the following resolution:

Approval of Summer School Contracts
School Board Resolution
#1608

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve contracts for the summer school employees as presented to the school board at their regular May board meeting for the Hustisford School District summer school program (Session #1: June 11-29) (Session #2: July 9-27)

Approved 7-0 Roll Call Vote

2. Resolution #1609: Approval of Staff Contracts for 2018-2019

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

Approval of Staffing Contracts for 2018-2019
School Board Resolution
#1609

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve individual contracts for employment for the 2018-2019 school year as presented. All contracts reflect a 2.13% wage increase.

Approved 7-0 Roll Call Vote

3. Resolution #1610: Approval of Long Term Disability Plan beginning in the 2018-2019 School Year

A motion was made by John Bohonek and seconded by Lisa Bosse to approve the following resolution:

Approval of Long Term Disability Plan
School Board Resolution
#1610

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve renewal of a contract from July 1, 2018 through June 30, 2019, with THE STANDARD for Long-Term Disability insurance coverage at the premium rates listed below representing a decrease from the previous contract year due to adjustments made in the benefit.

Long-Term Disability: 0.408% of insured earnings.

District monthly premium: \$819.02

Approved 7-0 Roll Call Vote

4. Resolution #1611: Approval of Open Enrollment Applications for 2018-2019 School Year
A motion was made by Tracy Malterer and seconded by Steve Weinheimer to approve the following resolution:

Approval of Open Enrollment Applications for 2018-2019
School Board Resolution
#1611

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve Open Enrollment Applications for the 2018 – 2019 school year.

Applications In to the Hustisford School District for 2018 - 2019: 18 students
Applications Out of the Hustisford School District for 2018 – 2019: 12 students

Approved 7-0 Roll Call Vote

D. Curriculum and Technology

1. Resolution #1612: Approval of HS Course Description Book for 2018-2019

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

Approval of High School Course Book for 2018-2019
School Board Resolution
#1612

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the High School Course Description book for 2018-2019 as presented.

Approved 7-0 Roll Call Vote

XIII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, June 4, 2018 at 3:00 p.m.*
- *Policy/Personnel – Monday, June 4, 2018, at 5:00 p.m.*
- *Business/Finance – Tuesday, June 5, 2018, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, June 5, 2018, at 5:00 p.m.*
- *June Regular Board Meeting: Monday, June 18, 2018, at 6:30 p.m.*

XIV. 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.

Update/Discussion Teacher Compensation Plan

A motion was made by Steve Weinheimer and seconded by Lisa Bosse to enter into closed session at 8:28 pm.

Approved 7-0 Roll Call Vote

XV. Return to Open Session

A motion was made by Lisa Bohonek and seconded by Barb May to return to open session at 9:02 pm.

Approved 7-0 Roll Call Vote

XVI. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Lisa Bosse to adjourn at 9:12 pm.

Approved by Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Barbara May - School Board Clerk