

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
February 18, 2019

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 Strynick, Tracy Malterer, John Bohonek, and Barb May. Absent: Lisa Bosse and Steve Weinheimer

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 –January 21, 2019
- B. Approval of Minutes from February 2019 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#39905 - #39966) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of resignation – Middle School Volleyball Coach

A motion was made by Tracy Malterer and seconded by Jay Behnke to approve the Consent Agenda items as presented. Motion passed 5 - 0 by roll call vote.

VI. Regular Agenda

A motion was made by Dave Strynick and seconded by Barb May to approve the Regular Agenda. Motion passed by voice vote.

VII. Reports

A. Citizen of the Month: Orion Westphal and Ethan Wagner were honored from JHE. Kiera Hetzel was honored from the middle school. Jared Gramlow and Allison Noll were honored from the high school.

B. Principals' Reports:

Mr. Bushey Reported: Mr. Bushey reported that 98 attendance letters have been sent out to MS and HS families regarding truancy issues. He attended the AWSA conference in February. He reported he will be attending the NAREN conference with Kristen Anglemeyer and Curtis Koch in late February. He congratulated Sophia Hamden and Ariel Nelson on both receiving first place at conference forensics. He also congratulated Ariel Nelson, Sam Simmons, Josey Kadinger, and Aria O'Neil for advancing to State for Solo/Ensemble. The ACT test is February 20 and 21. The MS and HS will be implementing ACP activities soon. FFA week kicked off with fun activities planned throughout the week.

Ms. Bell Reported: Ms. Bell reported that PTC ran the Box Tops for Education campaign. The Youth Master Gardeners presented a lesson on composting to the Green Team. Data meetings were held with all staff. Summer School planning is underway. Community Coffee is Wednesday. Parent Teacher Conferences are February 21. JHE is having a dance on Friday. The 5th grade class will be attending a kindness retreat at Juneau Community Center on Feb. 26. Dr. Seuss celebrations are coming up in the beginning of March. Brighter Smiles will be in the district on Feb. 21. NAEP testing was rescheduled and will happen on Friday due to weather. JHE students will be participating in the Timber Rattlers reading

program again this year.

C. Athletic Director's Report: Mr. Falkenthal provided a written report to the board. The Girls basketball team is a 3 seed going into tournament play. They finished 2nd in conference. The Boys team is also 2nd in conference and they received a 2 seed for tournament play. The wrestling team had three boys make it to sectionals, congratulations Logan and Evan Nicholls and Gavan Stark.

D. Financial Director's Report: Mr. Kiefer provided a written report for the board. He provided an update on the current budget to the board. He also provided an update on all bank accounts and the balances. He is continuing to review monthly data and is working to determine where the district is projected to end the fiscal year.

D. Superintendent's Report: Mrs. Cramer reported that she attended various meetings throughout the month. She thanked the board and families for the support and understanding through the challenging weather. She discussed a meeting held in regards to the Title grants for the district. She discussed that Hustisford FFA students will be participating in Donkey Basketball at Dodgeland on March 8. She congratulated the same students as Mr. Bushey. She updated the board on the conference realignment for football and that she would be going to the WIAA board of control meeting to discuss Husticon's placement. She reported that spring sports numbers are looking good and that practices are just around the corner.

VIII. Board Development:

- A. Reflection from WASB Joint State Education Convention—Tracy Malterer and John Bohonek shared various sessions that they attended.
- B. Board Goal Development—This will be placed on the March board agenda
- C. Update on weather related cancellations—Mrs. Cramer provided a brief update that students will be attending school on Feb. 18 rather than it being an inservice. Going on this day will provide all of the make-up time currently needed.
- D. Superintendent Evaluation—The board discussed that the evaluation will be completed in March.

IX. Committee Reports:

Building and Grounds Committee: John Bohonek, Committee Chair reported on the February 4, 2019 meeting:

**Buildings and Grounds Committee Meeting
Minutes of Monday, February 4, 2019**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, February 4, 2019, 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; and Heather Cramer, District Administrator

New Business:

- Update Kris Roeseler—Maintenance projects and schedule—Mr. Roeseler updated the committee on the various events that they have been prepping for including basketball games. He updated on snow removal. He is working on changing out old leaking faucets and drains in each building. He discussed the cleaning and maintenance of the HS gym heating coils. He also updated on the insulation that he installed at the HS to help with heating issues that the HS was experiencing.
- Unesco Update/Discussion—There is a meeting to discuss the facility study on February 11, 2019 at 6 pm in the HS library.

- Summer Maintenance Schedule/Projects—The committee discussed several maintenance and upgrade projects that the district is looking to complete or consider this summer. JHE has 4 classroom spaces that need to be tiled. The conference room, which is currently a classroom, also needs to be tiled. Outside doors at JHE are in need of repair or replacement. The HS bleachers in the gym need to be replaced. They are beyond repair and becoming a safety issue. The gym floor at the HS is due for refinishing and resurfacing. The art room and a kitchen storage room at the HS are in need of new painting for the floor. This is not an exhaustive list, the committee simply discussed needs in both areas.
- School Perceptions Survey Information—The committee discussed the community school perceptions survey to gauge community engagement in our schools and in future projects. This topic will be added to board development in the spring.
- Heating Issues HS—Mr. Roeseler updated the committee on the heating issues at the HS. Insulation has been added to the front office area/entrance area. He cleaned the heating coils in the gym. He closed some of the outside vents to help prevent the very cold air from entering and overpowering the internal air. The system is currently running 24/7 in order to keep the building at a reasonable temperature.

Curriculum and Technology Committee: Did not meet in February

Business and Finance Committee: Did not meet in February

Policy and Personnel Committee: Tracy Malterer, Committee Chair reported on the February 4, 2019 meeting:

Personnel and Policy Committee Minutes from Monday, February 4, 2019

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, February 4, 2019, 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 Stryck, board member; and Heather Cramer, Superintendent of Schools

New Business:

- Job Descriptions—The committee continues to work on updating all job descriptions for the District. The committee worked on the Executive Administrative Assistant description. Next month the committee will focus on the description for the athletic director and Director of Buildings and Grounds.
- Resignation MS Volleyball—The committee received a resignation letter from Connie Kurth for MS Girls' Volleyball. The resignation will be part of the consent agenda for the February board meeting.
- Comp. Model Information—The committee discussed National Board Certification for teachers. The committee reviewed information from Mrs. Cramer on the cost and process to gain National Board Certification. The committee discussed compensation related to the attainment of the certification.
- Staffing 2019-2020—Mrs. Cramer updated the committee on staffing for 19-20 in regards to enrollment and class load.
- School Perceptions Staff Survey—Mrs. Cramer provided information to the committee on a staff engagement survey done by school perceptions. She indicated the importance of the survey and the benefits to the District. The committee asked for her to bring further information on the types of questions asked. She will work with School Perceptions to get this information.
- Support Staff Compensation during weather related closings—Mrs. Cramer discussed the issue of weather related closings with the support staff. She is looking to allow for the use of leave for two of the inclement weather days. This is a one-time situation due to the number of weather days that have occurred.

X. Old Business: NA

XI. New Business

A. Buildings and Grounds: NA

B. Personnel and Policy

1. Resolution #1692: Approval of 2019 HS Girls Soccer Coaches, Boys Baseball Coaches, and Girls Softball Coaches

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

**Approval of 2019 HS Girls Soccer Coaches, Boys Baseball Coaches, and Girls Softball Coaches
School Board Resolution
#1692**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the following individuals as coaches for the 2019 Spring Sports Season.

Girls Soccer—Otto Hopfinger, Head Coach
Scott Blome, Assistant Coach

Boys Baseball—Rich Padron, Head Coach
Curtis Koch, Assistant Coach

Girls Softball—Emma Blomsness, Head Coach

Approved 5-0 Roll Call Vote

C. Business and Finance—N/A

D. Curriculum and Technology

1. Resolution #1693: Approval of 8th Grade Trip to Washington DC

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

**Approval of 8th Grade Washington DC Trip
School Board Resolution
#1693**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 8th Grade Washington DC Trip from April 8-12, 2019.

Approved 5-0 Roll Call Vote

XII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, March 4, 2019, at 4:00 p.m.*
- *Policy/Personnel – Monday, March 4, 2019, at 5:00 p.m.*
- *Business/Finance – Tuesday, March 5, 2019, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, March 5, 2019, at 5:00 p.m.*
- *March Regular Board Meeting: Monday, March 18, 2019, at 6:30 p.m.*

XIII. Motion to Adjourn

A motion was made by Tracy Malterer and seconded by Jay Behnke to adjourn at 7:35 pm.
Approved by Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Tracy Malterer - School Board Clerk