

## **HUSTISFORD SCHOOL DISTRICT**

Regular Board of Education Meeting Minutes  
June 17, 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, Barb May, John Bohonek, and Lisa Bosse. Steve Weinheimer (absent, excused prior).

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 20, 2019
- B. Approval of Special Board Meeting –June 3, 2019
- C. Approval of Minutes from June 2019 Committee Meetings
- D. Approval of Financial Business: Approval of Bills (#40193- #40267) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts
- F. Approval of Resignation of Christine Beavers, Food Service

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

### VI. Regular Agenda

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

### VII. Reports.

#### A. Principals' Reports:

##### Mr. Bushey Reported:

- 14 out of 40 Juniors turned in and have an accepted Senior Project.
- We have been awarded The Kohl's Foundation grant for our Middle School students to attend the Milwaukee County Zoo & Zoological Society in the Spring of 2020.
- Attendance Update
  - 10 or more days
    - 16-17 - 89 out of 241 students or 36.9%
    - 17-18 - 92 out of 251 students or 36.6%
    - 18-19 - 79 out of 258 students or 30.6%
  - Parent letters
    - 16-17 - 37 began process during 2nd Semester
    - 17-18 - 163
    - 18-19 - 138
  - Tickets Issued
    - 16-17 - No tickets issued
    - 17-18 - 11 tickets issued
    - 18-19 - 4 tickets issued

- Jr. / Sr. High initiatives and goals for the 2019 / 2020 school year
  - Reading strategies - Incorporated into Falcon Time
  - ACP - Final stages and full implementation to meet DPI requirements
  - SEL - Incorporated into classroom lessons
  - Consistency - Rules / Falcon Time protocol
  - Improve Intervention Strategies - Possible Implementation of Edequity

Ms. Bell Reported: John Hustis had 35 students sign up for the Memorial Day parade. In spite of inclement weather, we still had a large representation at the ceremony in the gym. • 5th grade graduation was nicely attended. Afterwards, we had cake thanks to our wonderful PTC. • JHE students and staff enjoyed an afternoon at the TAG Center in Mayville. Thank you Steve Weinheimer for your help getting the boys ready to go home! • The school year was supposed to end with Field Day and an all-school picnic lunch outside. The rainy weather had staff quickly shifting the events to indoors. The students had fun playing games in classrooms, the gym and hallways. • At our award assembly, the fifth graders challenged staff to a game of tug-o-war. It was noted that staff did not have the proper footwear for this activity, and there were more fifth grade students participating than staff. We are all proud of the great character training throughout their time at JHE, because the students demonstrated good sportsmanship when they, once again, won. • Summer School is going great! Kids leave JHE everyday smiling and thoroughly exhausted! We have 189 students enrolled, 136 in-district, 29 non-residents, and 24 open enrolled students. New this year, we have Intro to Cooking being held in the FACE room at the high school. • JHE will have one of the kindergarten classrooms tiled this summer. It's exciting to see more light in the room and the ability to keep it clean will be much easier for our custodians. • I would like to thank the School Board for supporting an interventionist position at John Hustis. Tammy Schellpffer is going to be perfect with this new role. Her scores consistently demonstrate student growth, and students will work well with her teaching style. Due to only one track in 5th grade, Jayne Schuett will teach 2nd grade. • Current enrollment at John Hustis for next school year is 147 students. • Courtney Hildebrandt will start on Monday, July 8th. • With a thankful heart we say goodbye to Sue Girten. Sue and Ron are excited to begin their retirement by traveling to the National Parks, and spending time in Florida over the winter. We are so grateful for the time she dedicated to JHE and she will be missed.

Athletic Director's Report: Mr. Falkenthal reported that Varsity Girls Basketball interviews will be at the end of June. He provided a spring sports season wrap-up. Softball ended their season and will have a co-op program next year with Dodgeland. Mr. Falkenthal and Mrs. Modaff continue to have discussions about the co-op. Baseball was conference champs. They lost in the regional final. The girl's soccer team ended their season as regional champs. Track had a great first season and sent two individuals to the state track meet—Ari Hildebrandt and Matthew Greeb. The 2019-2020 code meeting will be held on Sunday, July 28<sup>th</sup> at 6 pm.

Financial Director's Report: Mr. Kiefer deferred his report until his preliminary budget presentation.

D. Superintendent's Report:

- We conducted interviews for the Science position at the HS today, which was vacated by our first candidate. We will be talking with other candidates within the next day or so to finish up the process. I will keep you posted on the details.
- I am busy planning the beginning of the year in-service days for staff.
- The district will be offering CPI training which is strategies in de-escalation to all staff the week of August 19. 27 staff members have already signed up for the training. Last year we were able to send Taylor Burns to be trained as a trainer through our school safety grant. This is a huge benefit to the district.
- Staff are in this week working on information for teachers for the 2019-2020 school year in regards to our Trauma Informed care training. The shift next year will be toward resiliency and how to help students who have experienced trauma. The team is working on building materials for all staff to utilize.
- I continue to work with the Kids Club schedule. We are off to a great start. There have been on average 10 kids in the morning and about 15 in the afternoons. The afternoons are covered with a high school student and an adult and the mornings are an adult only.
- The demolition of the north bank of bleachers will begin on Wednesday. The floor will begin on Monday. The gym will be closed through July 12. Currently painting is being done in the gym as well. It will look amazing when complete. The south bank of bleachers will remain in the gym until the new bleachers arrive.
- The doors at JHE are scheduled to be completed starting June 24.
- The maintenance crew is working hard to get the schools looking great. Currently they are mostly at the MS/HS due to summer school. Come August, all work will shift to JHE.
- I attended the last legislative breakfast of the year at CESA on Friday. It was interesting to hear about JFC and the budget and the implications of a rumored veto from both sides of the fence.

- The support staff received their letter last week indicating the days that they will work for the 2019-2020 school year. I wanted to ensure that they had their schedule for the year well in advance for planning purposes. My goal is to have the teacher letter out as well as the letter for the beginning of the year out by mid-July.
- As always....it is a great day to be a Falcon! #HustyProud

VIII. Board Development:

- A. SRO Position—Mrs. Cramer introduced Jessica Rynearson, the Village officer assigned as the District SRO. Ms. Rynerson presented information to the board on the purpose of the position and the benefits that the district and the village are seeing from the program.
- B. Board Goal Review—Mrs. Cramer reviewed the goals that the board discussed in a special meeting on June 3. The board updated a few of the goals to be more board driven. They will come back to the board at the July board meeting.

IX. Committee Reports:

Building and Grounds Committee: John Bohonek, Committee Chair reported on the June 3, 2019 meeting:

Buildings and Grounds Committee Meeting  
**Buildings and Grounds Committee Meeting**  
**Minutes of Monday, June 3, 2019**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, June 3, 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; John Kiefer, Financial Manager; Heather Cramer, District Administrator; and Kris Roeseler, District Maintenance Coordinator

New Business:

- Update Kris Roeseler—Mr. Roeseler updated the committee on the various event set up necessary for end of the school year events. He updated that graduation took time for set up and take down. He discussed flooring for classrooms at JHE. Summer help has started and he reported that they are off to a great start.
- Summer Maintenance Schedules and Projects—Mr. Roeseler updated on the door project at JHE. They should easily be completed prior to the end of June. Mrs. Cramer asked him to inquire about the project in the kitchen that needs to be completed. Floors at JHE were discussed as well. Mr. Roeseler updated that he is going to be able to remove the carpeting from the kindergarten room himself and potentially do the flooring in that specific room.
- Gym Floor Refinishing Schedule—Mrs. Cramer updated that the flooring project will start on June 24. The gym will be closed through July 12.
- Custodial Position Posting—The 8-hour custodial position is once again posted.
- Community Group for Facility Study—The committee discussed the Citizen’s Advisory Committee for facilities. This group will be made up of community members. We are hopeful that the first meeting can be June 24 at 6:30 pm.

Curriculum and Technology Committee: Barb May, committee chair reported on the June 4, 2019 meeting:

Curriculum and Technology Committee  
**Curriculum and Technology Committee**  
**Minutes of Tuesday, June 4, 2019**

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Tuesday, June 4, 2019, 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, Fred Miller, Director of Technology, and Heather Cramer, Superintendent

**Absent:** Jay Behnke, member

New Business:

- Update from Fred Miller-Director of Technology –Mr. Miller updated the committee on the work being done over the summer. He will be working with Camera Corner to complete the new server update. The phone system software will be updated during the week of July 1. Cleaning of labs and carts is already complete. New equipment is coming in or has already arrived and will be prepped for use. Old items are being inventoried for possible resale purposes. The district Technology Replacement Plan is nearing completion.
- Security Camera Software Update—The security camera system is in need of a new software update. The committee recommends taking this to full board for action in June.

Business and Finance Committee: Lisa Bosse, Committee Chair reported on the June 4, 2019 meeting:

Business and Finance Committee Meeting  
**Business and Finance Committee Meeting**  
**Minutes of Tuesday, June 4, 2019**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, June 4, 2019, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Lisa Bosse, Chair; John Bohonek, member; John Kiefer, Financial Manager; and Heather Cramer, District Administrator

New Business:

- Budget Update—Mr. Kiefer provided a budget update to the committee.
- SRO position and Funding 2019-2020—Mrs. Cramer discussed the SRO position for the 2019-2020 school year. Chief Link provided some information on calls within the district and what that meant to the position. Ms. Rynearson will be at the meeting to answer any questions in June.
- Milk Bid for 2019-2020—Kemp's was the only bid received by the district. The committee recommended moving the bid for board approval. The committee wanted to know the comparison to last year's bid.

Policy and Personnel Committee: Tracy Malterer, Committee Chair reported on June 3, 2019 meeting:

Personnel and Policy Committee  
**Personnel and Policy Committee**  
**Minutes from Monday, June 3, 2019**

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, June 3, 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 worked on job descriptions for Food Service Assistant and Instructional Aide positions. The goal is to have all job descriptions updated for Fall 2019. Each employee will receive an updated job description at the beginning of the school year.
- Kids Club—Mrs. Cramer continues to work on filling the Kids Club positions for summer. There are currently no applicants for the 2019-2020 School year.

- Resignation—Custodial—The committee read the resignation notice from Dan Baney.

X. Old Business: NA

XI. New Business

A. Buildings and Grounds: NA

B. Personnel and Policy

1. Resolution #1738: Approval of 2019 Summer School Contracts

A motion was made by Barb May and seconded by Lisa Bosse to approve the following resolution:

**Approval of 2019 Summer School Contracts  
School Board Resolution  
#1738**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the summer school contracts for educational assistants and summer school coordinator.

Approved 6-0 Roll Call Vote

2. Resolution #1739: Approval of 2019-2020 WIAA Membership

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

**Approval of 2019-2020 WIAA Annual Membership  
School Board Resolution  
#1739**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2019-2020 WIAA Annual Membership. There is no annual fee associated with the membership.

Approved 6-0 Roll Call Vote

3. Resolution #1740: Approval of Short Term Summer 2019 Employment

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

**Approval of Short Term Summer 2019 Employment  
School Board Resolution  
#1740**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the Short Term Summer 2019 Employment.

**Custodial**

Cole Guenther

Ryan Knoke

Dalton Klentz

**Kids Club**

Amber Bosse

Hollie Lenhardt

Samantha Peplinski

**Technology:**

Bria Cramer

Approved 5-0-1 Roll Call Vote

C. Business and Finance

1. Resolution #1741: Approval of District Financial Institutions

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

**Approval of District Financial Institutions for 2019-2020  
School Board Resolution  
#1741**

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 2019-2020 school year.

Approved 5-0-1 Roll Call Vote

2. Resolution #1724: Approval of District Audit Services

A motion was made by Dave Strysick and seconded by Tracy Malterer to approve the following resolution:

**Approval of District Audit Services for 2018-2019 Audit Services  
School Board Resolution  
#1742**

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 2018-2019 Audit Year in the amount of \$14,750.

Approved 6-0 Roll Call Vote

3. Resolution #1743: Approval of 2019-2020 WASB Membership

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

**Approval of WASB Annual Membership  
School Board Resolution  
#1743**

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 2019-2020 school year with dues in the amount of \$2,672.00.

Approved 6-0 Roll Call Vote

4. Resolution #1744: Approval of 2019-2020 Milk Bid

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

**Approval of Milk Bid for 2019-2020  
School Board Resolution  
#1744**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve milk bid from Kemp's, LLC for the 2019-2020 school year.

1% white--\$.2280  
Fat Free White--\$.2180  
Fat Free Chocolate--S.2280

Approved 6-0 Roll Call Vote

5. Resolution #1745: Approval of 2019-2020 Preliminary Budget

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

**Approval of Preliminary Budget for 2019-2020 School Year  
School Board Resolution  
#1745**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Hustisford School District preliminary budget for the 2019-2020 school year as presented to the full Board of Education on June 17, 2019.

<b>Fund 10</b>	
Revenues	\$6,001,659
Expenditures	\$6,001,659

<b>Fund 27</b>	
Revenues	\$761,275
Expenditures	\$761,275

<b>Fund 38</b>	
Revenues	\$71,253
Expenditures	\$71,253

<b>Fund 41</b>	
Revenues	\$20
Expenditures	\$0

<b>Fund 49</b>	
Revenues	\$0
Expenditures	\$0

<b>Fund 50</b>	
Revenues	\$202,462
Expenditures	\$202,462

<b>Fund 80</b>	
Revenues	\$78,595
Expenditures	\$78,595

Approved 6-0 Roll Call Vote

D. Curriculum and Technology

1. Resolution #1746: Approval of Security Camera Software Upgrade

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

**Approval of Security Camera Software Upgrade  
School Board Resolution  
#1746**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the security camera system software update for JHE and Hustisford MS/HS.

Elementary Cost: \$172.20

MS/HS Cost: \$273.00

Total for Project: \$445.20

Approved 6-0 Roll Call Vote

XII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, July 8, 2019, at 4:00 p.m.*
- *Policy/Personnel – Monday, July 8, 2019, at 5:00 p.m.*
- *Business/Finance – Tuesday, July 9, 2019, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, July 9, 2019, at 5:00 p.m.*
- *July Regular Board Meeting: Monday, July 15, 2019, at 6:30 p.m.*
- *Citizen's Advisory Committee: Monday, July 8, 2019 at 6:00 p.m.*

XIII. Motion to Adjourn

A motion was made by Tracy Malterer and seconded by Lisa Bosse to adjourn at 7:50 p.m.

Approved by Voice Vote

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Heather J. Cramer, Superintendent of Schools – Recorder

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Tracy Malterer - School Board Clerk