

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
March 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, Barb May, 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 –February 18, 2019
- B. Approval of Minutes from March 2019 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#39967 - #40045) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of retirement—Hank Isabelle, HS Science

A motion was made by Barb May and seconded by Lisa Bosse to approve the Consent Agenda items as presented. Motion passed 7 - 0 by roll call vote.

VI. Regular Agenda

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

VII. Reports

A. Citizen of the Month: Paul Kaiser, Ethan Wagner, Madeline Schmidt, and Abby Neu-Hartwig were honored from JHE. Craig Gotz was honored from the middle school. Sidney Stigler was honored from the high school.

B. Principals' Reports:

Mr. Bushey Reported: Mr. Bushey announced the Class of 2019 Valedictorian and Salutatorian as Sidney Stigler and Sophia Hamden. Ariel Nelson and Sophia Hamden qualified for state forensics. 13 parents attended parent teacher conferences at the MS/HS. Ariel Nelson, Sam Simmons, Josey Kadinger, and Aria O'Neil qualified for state solo/ensemble. He reported that the master schedule is being worked on. Forward testing is coming up April 15-18. Aspire testing will be May 1-3 for 10th grade and April 23-25 for 9th grade. Senior project presentations are April 29. The juniors are being prepped for next year. Freshman orientation for students and parents will be April 24.

Ms. Bell Reported: Ms. Bell reported students are preparing for the Forward exam. Community Coffee continues at JHE. Report cards will go home April 5. The students are participating in the Timber Rattler Reading program. Summer school registration is April 10 from 4-6 pm. April 8-12 is Severe Weather Awareness week. VIP day and the science fair are on April 26. May 9 FFA will host a petting zoo at JHE. May 28th is 5th grade graduation at 6:30.

C. Athletic Director's Report: Mr. Falkenthal provided a written report to the board. The boys and girls basketball teams were both regional champions this year! Cassidy Ewert was named first team all-conference, Brittney Fredrick was second team, and Alisha Peplinski was honorable mention for the girls. On the boy's side, Justin Kuehl and Dylan Schmitt were named first team and Zach Kehl and Dylan Kuehl received honorable mention. 3 boys advanced to sectional wrestling—Logan Nicholls, Evan Nicholls, and Gavan Stark. Spring sports are just around the corner and we have many athletes out for various sports.

D. Financial Director's Report: Mr. Kiefer provided a written report for the board. He provided a snapshot of the current budget for the remainder of the year. He also showed various funds and where the funds were at in regards to current budget. He reported that he is attending several trainings. He also verified the employee time off information and ensured that all is up to date and correct.

D. Superintendent's Report: Mrs. Cramer reported that there was a K-9 search for drugs at the MS/HS and nothing was found. She updated the board on the WIAA Board of Controls meeting in Madison. She updated the board on the Trailways Conference Executive team. The MS/HS had an issue with a pump in the boiler system. The pump failed and caused a large water leak into the girl's locker room and gym storage area. The open enrollment window is currently open. Mrs. Cramer updated the board on the bus routes that have been affected by flooding and the solution to the issues. Kylie Firari and Joe Beavers qualified for the state youth wrestling meet. The FFA Dairy Judging team qualified for state as well. April 1, the district will be conducting an evacuation drill in cooperation with Dodge County Emergency Management, Hustisford PD, and other local law enforcement agencies. Spring Break is next week!

VIII. Board Development:

- A. Presentation on Composting from JHE Green Team—The Green Team from JHE did a presentation on composting at the elementary school. They requested that they be able to start a compost bin. Students Ruthie Schotten and Taylor Crimmings along with advisors Jamie Hardgrove and Lori Collien presented.
- B. Presentation from Senior Class Officers regarding Senior Class Trip—The Senior Class officers presented the information in regards to the proposed senior class trip on May 1-2.
- C. Mark Born Visit March 22, 2019 at 9:45 am—Mrs. Cramer updated the board on the visit by Mark Born.
- D. Discussion of Potential Softball Coop for 2019-2020—The board discussed the option of a Coop with Dodgeland for softball and agreed to bring it to the board.
- E. Community Coffee—Mrs. Cramer updated the committee about concerns with Community Coffee by two JHE parents. The concerns were heard by the board.
- F. Custodial/Maintenance Update—Mrs. Cramer updated the board on concerns with staffing for custodial and maintenance. The District will look to fill the vacated 4 hour position that has been open since last spring.
- G. Board Goal Development—The board set a goal setting meeting for June 3, 2019 at 6 pm.

IX. Committee Reports:

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

Buildings and Grounds Committee Meeting
Minutes of Monday, March 4, 2019

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

Absent: Steve Weinheimer, Member

New Business:

- Update Kris Roeseler—Maintenance projects and schedule—Mr. Roeseler updated the committee on the various tasks currently being worked on or completed over the past month. He updated on the numerous snow removal times that he tended to. He updated on the event prep that has been ongoing. He updated the committee on the absences of staff members and the effect that it is having on projects throughout the district. He updated on HVAC issues at the HS. Johnson Controls was called to help fix the issues with the system at the HS. He also updated on an issue with an oven in the kitchen. The issue was resolved but included a wiring issue.
- Unesco Update/Discussion: Mr. Bohonek and Mrs. Cramer will work to set up a time to meet with Unesco about survey results from the meeting in February.
- Summer Maintenance Schedule/Projects—Mr. Kiefer provided a list of potential projects for the summer. Several projects are dependent on funding but some are already budgeted and the next step is scheduling them for approval. The custodial staff is in need

of a new scrubber for JHE, the other scrubber is old and not working at the time. It is the recommendation of the committee to seek board approval for a scrubber for the HS that will send the HS scrubber to JHE. The committee talked about flooring projects and door projects at JHE. The committee also discussed painting the art room floor and storage room floor in the kitchen at the HS. The committee discussed gym floor refinishing and bleacher replacement at the HS as well. There were several painting projects that were discussed in both buildings. There was also discussion on the air handling unit in the tech Ed department and the needs for repair on the system. Ceiling tile replacement in both buildings was discussed.

- Gym Floor Information—Mrs. Cramer updated the committee on the bids for the gym floor. There was only one bid in currently at the time of the meeting. She was seeking three other bids as well.
- Bleacher Bids—Mrs. Cramer updated that the bleacher bids are taking a bit longer to secure than the floor bids. She has three companies coming in for the bidding process.
- Custodial Staffing—Mrs. Cramer updated the committee on the various staffing issues within the custodial department. There are days that they are significantly short-handed. The committee feels that it should be discussed to replace the 4hour position hired for last year.
- Mark Born Visit March 22, 2019—Mark Born will be in the district on March 22 at 9:45 to meet with the admin team and interested board members.

Curriculum and Technology Committee: Jay Behnke, Committee Member reported on the March 5, 2019 meeting:

Curriculum and Technology Committee
Minutes of Tuesday, March 5, 2019

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Tuesday, March 5, 2019, at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Jay Behnke, member, and Heather Cramer, Superintendent

Absent: Barb May, Chair

New Business:

- Update from Fred Miller, Director of Technology—Not present, no update given
- AP Testing—Mrs. Cramer updated the committee on AP testing that happens in May. She updated the committee that students who have a B or higher are allowed to take the test and be paid by the district. Students who are under a B can take the test, but will need to reimburse the district.
- Staffing 2019-2020—Mrs. Cramer updated the committee on staffing needs for next year and the various options that are being explored.
- iPad Purchase—Mrs. Cramer updated the committee on the need to purchase new iPads for JHE to replace those that are outdated and failing. The total purchase cost would be \$22,344.00. The funds would be from various accounts and include funding from a DPI grant.
- Mark Born Visit March 22, 2019—Representative Born will be in the district meeting with administrators and school board members on March 22 at 9:45 am.
- CESA 9 E-Rate contract Renewal—Mrs. Cramer provided information on the CESA 9 contract for ERate funding. The district has worked with CESA 9 for the past several years to secure funding for technology projects.
- ERate Funding—Mrs. Cramer updated the committee that there is still Erate funding available to the district through the 2020 school year.
- Teach Grant Funding—Mrs. Cramer updated the committee on the teach grant funding that expired on March 8, 2019. This funding was for approximately \$3,000 that would help provide new access points for wireless internet. The committee recommended to not rush this and understood that we would be out those funds.
- Technology Grant Award from DPI—The district received a technology grant from DPI for \$4,375.00 to use for the purchase of devices.

Business and Finance Committee: Lisa Bosse, Committee Chair reported on the March 5, 2019 meeting:

Business and Finance Committee Meeting
Minutes of Tuesday, March 5, 2019

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, March 5, 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 updated the committee on the budget for the remainder of the year.
- Technology Grant Award from DPI—Mrs. Cramer updated the committee on a grant received from DPI for \$4,375.00 for device purchases.
- iPad Purchase—The district is looking to replace the iPads at JHE. The older versions are no longer able to update. To purchase new iPads for JHE it would be \$22,344.00. Funding for this would come from a variety of different accounts and the DPI grant would be applied to the purchase as well.
- Mark Born Visit March 22, 2019—Representative Born will be in the district on March 22 at 9:45 to meet with the admin team and school board members.
- Skyward Renewal—Skyward Financial is up for renewal. The cost of a three year renewal is \$4,428.50 per year. The annual cost savings is \$444.80 by doing a three-year purchase.

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

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

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, March 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; John Bohonek, board member; and Heather Cramer, Superintendent of Schools

New Business:

- Job Descriptions—Tabled to next meeting
- Retirement HS Science Teacher—Mr. Hank Isabelle submitted a letter of retirement effective at the end of the 2018-2019 school year, his 40th year in the district.
- Community Coffee—The committee discussed the Community Coffee events happening at JHE each month as it was brought up by parents concerned about the safety of the meetings. The committee discussed the measures taken for each event. The committee also discussed the benefit of the event. The event will be placed on the next board meeting for board discussion.
- Staffing 2019-2020—The committee discussed staffing for 2019-2020 in regards to student numbers in both buildings. The date for non-renewal notices for teaching staff is April 15, 2019.
- Mark Born visit March 22, 2019—Representative Born will be in the district on March 22 at 9:45 to meet with the administrative team and board members.

X. Old Business: NA

XI. New Business

A. Buildings and Grounds:

1. Resolution #1694: Approval of Floor Scrubber Purchase as presented.

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

Approval of Purchase of Floor Scrubber for Jr./Sr. High

School Board Resolution
#1694

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the purchase of a floor scrubber for the Jr./Sr. High. The purchase price from San-A-Care is \$10,527.52.

Approved 7-0 Roll Call Vote

B. Personnel and Policy

1. Resolution #1695: Approval of 2019 HS Girls Softball Assistant Coach, Girls Soccer Volunteer Coach and Boys Baseball volunteer coaches.

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

Approval of 2019 HS Girls Softball Assistant Coach, Girls Soccer Volunteer Coach and Boys Baseball Volunteer Coach
School Board Resolution
#1695

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the following coaches for the spring 2019 season.

Assistant Softball Coach: Nakoma Kohl-Blomsness
Volunteer Girls Soccer Coach: Michelle Hildebrandt
Volunteer Boys Baseball Coach: Kevin Firari and Tim Tallmann

Approved 7-0 Roll Call Vote

C. Business and Finance—

1. Resolution #1696: Approval of CESA 9 Contract for E Rate Services for 2019-2020

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

Approval of CESA 9 Contract for ERate Services for 2019-2020
School Board Resolution
#1696

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve contract with CESA 9 for ERate Services for the 2019-2020 School Year in the amount of \$1,885.00.

Approved 7-0 Roll Call Vote

2. Resolution #1697: Approval of Baseball Cooperative Agreement with Dodgeland HS for the 2019-2020 and 2020-2021 school years as presented.

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

Approval of Baseball Cooperative Agreement with Dodgeland HS for 2019-2020 and 2020-2021
School Board Resolution
#1697

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the continuation of the Boys Baseball Cooperative Agreement with Dodgeland HS through the 2019-2020 and 2020-2021 school year.

Approved 7-0 Roll Call Vote

3. Resolution #1698: Approval of Three Year Renewal with Skyward Financial Software

A motion was made by Dave Strysick and seconded by Barb May to approve the following resolution:

Approval of Three Year Renewal of Skyward Financial Software
School Board Resolution
#1698

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve a three year renewal with Skyward Financial Software. The cost per year is \$4,428.50. The three year renewal provides a cost savings of \$444.80 per year.

Approved 7-0 Roll Call Vote

D. Curriculum and Technology

1. Resolution #1699: Approval of Start College Now applications for Fall 2019.

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

Approval of Start College Now Applications for Fall 2019
School Board Resolution
#1699

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve two students for Start College Now applications for Fall 2019.

Approved 7-0 Roll Call Vote

2. Resolution #1700: Approval of Soccer Overnight Tournament Participation at DC Everest HS

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

Approval of Soccer Team Overnight Tournament Participation at DC Everest HS
School Board Resolution
#1700

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the overnight soccer tournament for girls' soccer on May 10 and 11, 2019 in Schofield, WI.

Approved 7-0 Roll Call Vote

3. Resolution #1701: Approval of JHE Safety Patrol Overnight Trip to Wisconsin Dells

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

Approval of JHE Safety Patrol Overnight Trip to Wisconsin Dells
School Board Resolution
#1701

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the overnight safety patrol trip for JHE 5th grade students to Wisconsin Dells on May 16 and 17, 2019.

Approved 7-0 Roll Call Vote

4. Resolution #1702: Approval of Class of 2019 Senior Class Trip to Wisconsin Dells

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

Approval of Class of 2019 Senior Class Trip to Wisconsin Dells
School Board Resolution
#1702

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the overnight Class of 2019 Senior Class Trip to Wisconsin Dells May 1 and May 2, 2019.

Approved 7-0 Roll Call Vote

5. Resolution #1703: Approval of Spring 2019 Physics Trip to Great America

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

Approval of the Spring 2019 Physics Trip to Great America
School Board Resolution
#1703

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the Spring 2019 Physics Trip to Great America in Gurnee, IL on April 25, 2019.

Approved 7-0 Roll Call Vote

6. Resolution #1704: Approval of 2019 Summer School handbook

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

Approval of 2019 Summer School Handbook
School Board Resolution
#1704

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2019 Summer School Class Handbook as presented.

Approved 7-0 Roll Call Vote

XII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, April 1, 2019, at 4:00 p.m.*
- *Policy/Personnel – Monday, April 1, 2019, at 5:00 p.m.*
- *Business/Finance – Tuesday, April 2, 2019, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, April 2, 2019, at 5:00 p.m.—Changed to Tuesday, April 2, 2019 at 3:00 p.m.*
- *April Regular Board Meeting: Monday, April 15, 2019, at 6:30 p.m.—Changed to Monday, April 22, 2019 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.

Update/Discussion –Personnel Assignments for 2019-2020
Superintendent Evaluation

A motion was made by Lisa Bosse and seconded by Tracy Malterer to enter into closed session
Approved by Voice Vote

XIV. Return to Open Session

A motion was made by Jay Behnke and seconded by Barb May to return to open session
Approved 7-0 Roll Call Vote

XV. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Jay Behnke to adjourn at 10:42 p.m.
Approved by Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Tracy Malterer - School Board Clerk