

HUSTISFORD SCHOOL DISTRICT

Regular Board of Education Meeting Minutes

April 19, 2021

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: Dave Strysick, Lisa Bosse, Tracy Malterer, John Bohonek, and Kevin Muche. Barb May and Steve Weinheimer were present via phone in.

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. Oath of Office for New Members: Chistine Kuehl, Executive Administrative Assistant and Notary, read the oath of office for the newly elected board members David Strysick, Tracy Malterer, and Kevin Muche.

V. Board Reorganization

For the office of President, Lisa Bosse nominated John Bohonek. Tracy Malterer moved to close the nomination and to cast a unanimous ballot. Kevin Muche seconded that motion. Vote passed via voice vote.

For the office of Vice President Lisa Bosse nominated David Strysick. This nomination was seconded by Tracy Malterer.

John Bohonek moved to close the nomination and cast a unanimous ballot. Kevin Muche seconded. Vote passed via voice vote.

For the office of Clerk, David Strysick nominated Tracy Malterer. This nomination was seconded by Lisa Bosse. John Bohonek moved to close the nomination and cast a unanimous ballot. Kevin Muche seconded. Vote passed via voice vote.

For the office of Treasurer, Tracy Malterer nominated Lisa Bosse. This nomination was seconded by David Strysick. John Bohonek moved to close the nomination and cast a unanimous ballot. Kevin Muche seconded. Vote passed via voice vote.

Committee formation for Board Committees is as follows:

Buildings and Grounds—Kevin Muche and John Bohonek (Chair)

Policy and Personnel—David Strysick and Tracy Malterer (Chair)

Curriculum and Technology—Steve Weinheimer and Barb May (Chair)

Business and Finance—John Bohonek and Lisa Bosse (Chair)

Tracy Malterer will be the board representative on the Delegate Assembly with Steve Weinheimer as the alternate.

The CESA 6 Representative will be Kevin Muche.

VI. Public Forum--Citizen input is vital to the improvement of our School District. Most times your remarks may be listened to without comment from the board members or superintendent. This does not mean they are heard with any less intensity or concern. The Board retains the option of limiting public comments to three (3) minutes. Where appropriate district staff will investigate your comments and report back to you and the school board. We thank you for taking the time to address the Board of Education

The topics brought before the board during public forum were staff morale within the MS/HS building, curriculum at MS/HS building, board replies to emails and questions, concerns with administration and supervision of staff, inquiry on which policies are being updated, grant funding for the district, a walking path between the MS/HS and JHE, and inquiry regarding the Community Education Dance Program. These items were brought to the board from one MS/HS staff member, two community members, and the dance program Director.

VII. 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 –March 15, 2021

B. Approval of Minutes of Board of Canvassing April 8, 2021

C. Approval of Minutes from April 2021 Committee Meetings

D. Approval of Financial Business: Approval of Bills (#41657-41707) Funds 10, 27, 38, 41, 50, 80

- E. Approval of Student Activity Accounts
- F. Acceptance of Resignation of MS Language Arts Teacher
- G. Acknowledgement of Retirement of Brian Bischoff, MS Social Studies Teacher

A motion was made by Lisa Bosse and seconded by Barb May to approve the Consent Agenda items as presented. Approved 7-0 Roll Call Vote

VIII. Regular Agenda

A motion was made by Lisa Bosse and seconded by Steve Weinheimer to approve the Regular Agenda with the removal of Resolution #1945. Motion passed by voice vote.

IX. Reports

- A. Citizen of the Month: JHE recognized Kiara Tucek and Abby Neu-Hartwig. The HS recognized Tia Hildebrandt.
- B. Principals' Reports:

Mr. Bushey Reported:

- This month the students participated in a penny war to raise money for Play4Cade. The 7th grade class brought in the most amount of money for the cause. They will be having a pizza party and presenting a check of \$722 to Cade's mother on April 26th.
- 2 students qualified for State in Forensics this year. Ariel Nelson took a Gold medal in Oratory and Kayla Millikin took a Bronze medal in Poetry.
- 15 students participated in the Academic Bowl competition during the week of April 5th. The team placed 5th this year in the competition.
- 11 students participated in the District Festival Solo & Ensemble. Congratulations to Ariel Nelson for qualifying for the State level competition.
- ACT Aspire testing was successfully completed on April 7th.
- The Forward Exam is underway this week.
- A Prom parent informational letter was sent out last week explaining the protocol for the event. Prom will be held on Saturday April 24th in the gym.
- Course requests for the 2021-2022 school year are completed for grades 7-12. Preliminary requests for 6th graders have occurred as well.
- Senior Project update
 - Presentations will take place Monday April 26th from 6:00 - 8:30
 - 3 - 4 students will not be presenting at this time.
 - Waiting on 2 students to turn in proposals.
 - The Senior Project Committee will be sharing project information with the class of 2022 in the upcoming weeks.
- The AODA grant was submitted on Friday. If chosen to be a recipient of the grant the school will receive \$15,000 to be used to reduce AODA incidents. The grant will focus on intervention and prevention with several new curriculums and programs being introduced to students.
- FFA Awards will take place Thursday April 22 at 7:00 p.m.
- Jr. / Sr. High Choir concert will be held on May 11th at 7:00 p.m.
- The Band concert will take place May 17th at 6:00 p.m.
- The Trailways Academic All-Conference Award ceremony will be virtual this year. A slideshow announcing all of the conference winners will be posted on the District website.
- The Senior Scholarship/Awards ceremony will take place on May 19th at 6:30.
- AP exams will take place in the next several weeks. We will be housing those exams here this year.

Ms. Bell Reported:

- Fifth Grade Graduation!—Students from fifth grade presented the board with invitations to their graduation.
- The second Triple P virtual training occurred last Wednesday. The discussion was focused on raising resilient children. The third, and final, presentation will be on Wednesday, May 12, 5:30 - 7:00 p.m. with a discussion about raising confident, competent children.
- Our Severe Weather Drill took place last Thursday, it went very smoothly and the students responded well to the drill.
- Forward Testing is finished for third and fifth grades. Fourth grade started today and will test for two weeks.

- The Scholastic Book Fair is virtual again this spring. It will run from April 26 – May 9
- Staff Appreciation Week is May 3-7. I have planned a week-long celebration of all staff at JHE. They are truly a wonderful group of people and I am very proud to be able to celebrate them.
- Mrs. Wohling and Mrs. Kuehl are busy planning our all-school choir concert and 5th grade band concert. It is scheduled for May 13th. Grades 4K-2 will perform at 6:00pm and grades 3-5 will perform at 7:15pm. All safety guidelines are in place.
- Flower Sale Pick Up is on Saturday, May 15th. At this time sales are up by about 300.00 more than last year. We thank the community and staff for continued support with this fundraiser.
- PTC is holding a Fun Run fundraiser on May 17th and 18th. The run will take place during gym class and is sure to be not only a lot of fun, but provide funds for PTC to continue supporting JHE.
- We have many fun activities for children at the end of the school year to celebrate the end of a full year in school!
 - Field Day will take place on Wednesday, May 26th
 - An all-school hot dog picnic on Thursday, May 27th
 - Ice Cream will be served on Friday, May 28th

Athletic Director's Report:

Mr. Falkenthal's Report was presented by Mrs. Cramer as he was unable to attend.

Baseball, Softball, and Track began today.

Soccer starts on Monday, April 26.

All of the teams have been holding contact days for the past couple of weeks as WIAA allowed extra contact due to the alternate fall season happening right now.

Numbers currently for spring sports:

Softball : 4

Baseball: 13

Track: 13—6 girls, 7 boys

Soccer: 11 girls, one manager

Financial Director's Report:

Mr. Duhr Reported:

Monthly Highlights:

- Reran projected Revenue Limit worksheet
 - Current year (20-21)
 - Revenue Limit: \$4.854 mil
 - Tax Levy: \$9.58
 - Projected 21-22
 - Revenue Limit:\$4.642 mil
 - Tax Levy: \$9.68
 - Projected 21-22 w/ Governor's Budget:
 - Revenue Limit: \$4.564 mil
 - Tax Levy: \$9.09
- Very initial projection of 2021-22 expenses increasing by approximately \$160,000
- Food Service/Lunch has been going well
 - Devan continues to step up and has been doing great in her new role
 - Completed part 2 of the annual Food Safety Inspection
 - Continued thanks to all who have helped with the transition
- Preliminary current year (20-21) budget analysis shows a conservative amount of \$120,000 in unspent funds and additional/extra funding.
- ESSER II funds application opened last week, Husty has been awarded \$142,129 in ESSER II funding.

Hustisford School District Bank Accounts	
Hustisford State Bank	
	Balance as of
Checking / Savings Accounts	4/16/21
District Checking	\$ 219,485
Fund 10 - Money Market Account	\$ 1,688,873
Fund 41 - Money Market Account	\$ 9,304
Benefits Design Group Acct-FLEX	\$ 5,182
Investment Accounts	
1-year CD Maturity date 1/29/21	\$ 20,000
1-year CD Maturity date 7/5/21	\$ 5,000
Loan Accounts	
Loan - Unfunded Liability	\$ 60,927
Loan - Technology	\$ -
Loan - Gym Improvements	\$ 87,686
Municipal Loan(LOC \$300K)	\$ -
Local Government Investment Pool	
Fund 10 Savings Acct 2	\$ 12,900

Superintendent's Report:

Mrs. Cramer Reported:

- I want to start off by highlighting donations that we have received over the past month. The track long jump pit is complete. The digging and filling of the pit was donated to the school district. The district has incurred the cost of the sand, but all of the labor was provided as a donation to the district.
- We were notified this week that Dodge County Health and Human Services has received a grant from the Greater Watertown Community Health Foundation. This grant will help fund mental health counselors for schools. The Hustisford School District is a part of this amazing grant. This service will start next school year.
- I continue to participate weekly on conference calls with CESA 6. The calls are really focused on the state budget and talking with our legislators as well as ESSER funding and how to talk with legislation about this source of income.
- I continue to work closely with the Dodge County Sups and Dodge County Health Dept. group weekly to make sure that we are all on the same page in regards to protocols and we discuss in length how each district is progressing. These calls help us to gauge COVID infection rates in each district and community. It also helps us to have others who are dealing with similar issues to bounce things off of. The focus of these meetings has really started to focus on planning for spring and events and moving into summer. The numbers in Dodge County have seen a decline, but the numbers are still high enough that the County has not moved into Phase 3 of the startup plan.
- I am participating weekly on COVID-19 vaccination update meetings through Dodge County.
- We continue to meet as Trailways superintendents to go over athletics and our conference. The Trailways Superintendents meet bi-weekly. We are excited as spring sports start this week and next week. The seasons, although delayed a bit will all begin with athletes ready to compete. All of our teams have enjoyed the extended contact days awarded by WIAA this spring.
- WASB hosts lunch time sessions on a regular basis that allow district admin and school board members to learn about hot topics. They are a great resource. This past week we were able to listen in on a topic of board reorganization and election of officers. It was a timely meeting with great information.
- Jon and I met with our health care consortium on March 25 and met again with our broker on April 9. This meeting provided us with an update on our insurance bid process. The district received great news in regards to insurance for next school year. The information will be several resolutions in the agenda.
- I held a meeting with the District Insurance Committee to discuss the changes that employees may see in the upcoming year as well as the renewal information.
- Mark Born visited the school district on March 26. We enjoyed a wonderful discussion focused on our district and where we are at financially. He understood the challenges that we face as a district and reiterated that many small districts are in the same situation as we are. We had a wonderful discussion on the Governor's proposed budget and the impact on our district. We were able to emphasize the areas that would help us out within the budget and the areas that are a shortfall for us as a district.

Finally, we were able to share all of the amazing work that our staff does each and every day. Mr. Born was impressed by the dedication of our staff and administrative team as well as the school board in our efforts to ensure that our kids were learning face to face and having opportunities that although a bit different were like other years.

- I had a Zoom meeting with MPTC in regards to CTE facility needs for our area and the MPTC communities that they serve. This meeting was an opportunity for us to showcase all that we offer in Hustisford and have discussions with those that can help us discover new avenues to serve our students. The meeting was a great start to a collaboration that will not only benefit our kids, but our community and workforce.
- Summer school planning is finalized. Registration for summer school will take place on Tuesday, April 20. We are very excited to offer a wide range of classes this year. There are several of our own staff members teaching summer school this year as several out of district members who have taught before and some who will be new to us. This is always an exciting time. Sinissippi Rec will be offering Rec and Swimming Lessons again this year. Sign up for Rec will also take place on April 20.
- On April 14, Jon and I attended a meeting with CESA 5 on ESSER funds and how to code them through our system as well as the impact on districts. The meeting went over uses and the legalities as well as the application process. Jon and I began the application process for ESSER II funds. The application opened on Friday, April 16.
- I have been in contact with those families who are participating in our virtual option this year to discuss transition back to learning and work through their individual family needs.
- I continue to meet with families who have filed open enrollment paperwork for next year with our district. We have had 7 new students who have committed to attending Hustisford Public Schools.
- Jenny Nettesheim and I have completed the McKinney-Vento Audit for DPI. Our final phone meeting with DPI is April 20.
- Prom is this weekend. It is such an exciting time of the year for our students as we move into spring and all the activities that there are.
- The Dance Program is having their recital this weekend as well. Again, what a great opportunity for our young students to showcase their talent.
- The Music Department will be holding spring concerts. The dates are: May 11—MS/HS Choir, May 13—Elementary, and May 17—MS/HS Band
- The District is in the process of recruiting an individual to serve as an AmeriCorps Employee in our District. Through the generosity of the Marshfield Clinic, Mr. Bushey was able to secure this grant to host this position. The position will focus on substance use among students, student mental health, and healthy living.
- On Friday, April 16, in coordination with the Dodge County Sherriff's Office, Village of Hustisford Police Department, and the Hustisford School District, two K-9 officers conducted a search of our locker areas and parking lot. This is done in a coordinated effort yearly to help ensure our student's health and safety.
- I am serving as the head of the hiring committee for the Hustisford Village Library Director. This vacancy will be filled within the next couple of weeks. I am serving on this committee due to my legal requirement to sit on the library board for the Village. I am honored to participate in this and look forward to finding the best new candidate for our library.
- We have several students who are participating on the Horicon Youth Trap Shooting Team. They compete within the Kettle Moraine Conference and attend various tournaments on the weekends. This team is a collaborative effort with students from public and parochial schools in the Hustisford, Dodgeland, and Horicon School Districts. The team is off to a strong start and have many more meets to go. Their home range is the Horicon Rod and Gun Club.
- As always....it is a great day to be a Falcon! #HustyProud

During the reports from administration, the following questions were asked:

HS—Mr. Bushey was asked about the FFA Banquet, livestreaming of upcoming events, and the AODA grant

JHE—Ms. Bell was asked where the spring concert was being held

Athletics—The board inquired about the Softball and Baseball Coop programs and the number of students participating

Business—Mr. Duhr was asked about COVID relief funds and their potential total--Cares was about \$37,000. ESSER II is \$142,129. ESSER III is approximately \$300,000 projected.

District—Mrs. Cramer was asked about the AmeriCorps hiring process and about the Trap team.

X. Board Development:

A. April Referendum Recap: The board discussed the failed April referendum. Ms. Malterer discussed that the referendum failed by just over 100 votes. The board discussed reviewing the budget and knowing that it is likely that the district will need to operate out of the fund balance once again. The district will be making needed cuts. The board discussed the incoming ESSER funds, but that they are only a one time give and cannot fix a budget. Business and Finance will continue to work on the 21-22 budget. Jon Duhr cited declining enrollment and the uncertainty of the Governor's Budget as issues that the district will face. Ms. Malterer discussed the need to talk to our legislators in regards to special education funding and the increased funding needed to help the district. Mr. Strysick inquired about another referendum next year and Mr. Bohonek indicated that it will likely be needed next spring. The board discussed the money in the fund balance. The board discussed that now it is ok because we are where DPI recommends, however with a continued deficit, it will dip below that level. Short term borrowing will likely be needed to continue operations throughout the year. The board discussed the need to get information out to the public and how we best do that. Also, Ms. Malterer discussed the need to stay ahead of the messaging and control the messaging as a board.

B. Wrestling Update and Information from Coach Malterer: Mr. Malterer provided an update to the board about the HS Wrestling Program. This past year there were 11 kids out. They participated in 6 duals and were 3-3 on the season. Three wrestlers went onto the sectional tournament, but did not advance to state. Kylie Firari participated in the Girls State tournament and was 1-2 at the tournament. The wrestling club practiced downtown this past year and were practicing 6 days per week. There were 41 students who participate this past year. There was a girls only practice which was 14 girls. Next year they are looking to have a boys and girls wrestling program recognized at the HS level. Girls uniforms will be donated by the Booster Club and Cedar Road Meats. The program is losing 2 seniors for next year.

C. Technology Education Update from Dave Jasperson: Mr. Jasperson updated the board about the increased offerings in the HS Tech Ed program. He discussed the CAD and CAM programs and the real-world applications that student experience within the classroom. He discussed the increase scope and sequence for the HS program. Small Engines were offered this past year and this year and the numbers in the class were a significant increase. Students are learning 6 different programming languages in the shop at this time. The district has seen community support from Pivot Point, Berlon, Rolaire, Bullseye, and companies in Milwaukee, Hartford, and Germantown. All of the kids who leave the program are leaving with the skills that they need to perform in the workforce. Mr. Jasperson is looking to update the lathes and CNC machines.

XI. Committee Reports

Building and Grounds Committee: Mr. Bohonek updated the board on the April 12, 2021 meeting.

Buildings and Grounds Committee Meeting Minutes of Monday, April 12, 2021

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, April 12, 2021, 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; Heather Cramer, District Administrator; Jon Duhr, Business Manager; and Steve Weinheimer, member

New Business:

- 2021 Lawn Mowing Bid—The committee reviewed the lawn mowing bids that were received. There were five bids received this year for the lawn mowing. The committee reviewed the bids and will forward two bids to the board for review.
- Covid Protocols—The committee discussed masking in the schools and the vaccinations of the staff members. Mrs. Cramer will have a meeting with Dodge County Health Department on Tuesday, April 13. This meeting will help guide the district in decision making moving forward. The last of the staff who have chosen to receive vaccines will receive their final dose on Tuesday, April 13. With the two week waiting period following the final vaccine, this would provide a date of April 27 when staff who have chosen would be considered fully vaccinated. This is an important date for the district when making decisions.
- 2021 Summer Help—The committee discussed summer help and the cost to have summer help with maintenance. At this time, it the recommendation of administration to not have summer help in the area of maintenance. This is a cost savings of around \$8,000. It is recommended to pursue assistance in the technology department for the summer.
- Concession Stand—The committee discussed opening the concession stand for spring soccer games. The committee feels that the booster club can offer limited concessions. Certain rules will need to be followed in order to have the stand open.

Mrs. Cramer will be following up with Karen Kuehl and Miranda Weinheimer in regards to spring concessions. The committee also discussed having the maintenance team work to get the facility open and ready for use.

- HVAC Update—Mr. Duhr provided an update on the work around the HVAC in both buildings. There is a check-in meeting with Bassett on Wednesday, April 14.
- Summer Maintenance Discussion—The committee discussed potential summer projects to complete in the buildings. The committee has asked Mrs. Cramer to seek bids on flooring at JHE in the classrooms that are still carpeted. Once bids are received, the committee will determine the scope of the work or if the work can be completed. This is in the early stages of determining if the work will be completed or not. Mrs. Cramer will seek to have bids on the project by the next committee meeting in May.

Curriculum and Technology Committee: Mr. Muche updated the board on the April 13, 2021 meeting.

Curriculum and Technology Committee Minutes of Tuesday, April 13, 2021

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Tuesday, April 13, 2021 at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Kevin Muche, member; Heather Cramer, Superintendent; and Barb May, Chair

New Business:

- Update from Fred Miller-Director of Technology—Mr. Miller was not available for the update. Mrs. Cramer provided an update that the ERATE grant was approved and the district will be moving forward with the updates into the summer. The Teach grant application will be process as well to cover all costs. Mrs. Cramer also updated on testing and which grade levels were testing.
- COVID Protocols—The committee discussed masking in regards to the schools. The committee heard information that Mrs. Cramer received from Dodge County schools and from Dodge County Public Health. The board will discuss COVID protocols at the April board meeting.
- Summer School 2021—Mrs. Cramer showed the committee the summer school booklet. She also indicated that registration will take place on April 20 at 6 pm at the HS.
- HS/MS Scheduling for 2021-2022 School Year—HS scheduling is complete. Students were able to put class selections into the IC portal. MS scheduling will begin on April 14.
- Spring Concerts—Mrs. Cramer updated that spring concerts will take place with protocols in place. The dates for the concerts are May 11 for MS/HS Choir, May 17 for MS/HS Band, and May 13 for Elementary. The elementary concert will be split into two different performances to reduce the number of spectators. Mrs. Wohling and Mrs. Kuehl will be sending more information out regarding the performances.
- Course Description Book MS/HS 2021-2022—The committee reviewed the two course description books.
- Summer Employment—The committee discussed a summer hire for the technology department. The committee feels that Mr. Miller can use the help for the summer with computer updates and work that needs to be done. The committee is hopeful that a student interested in the IT field can be found to help in this area.
- Kiel Virtual—The committee reviewed the current program with the Kiel School District. The committee discussed the pros and cons of keeping the program. Mrs. Cramer sent out an email to the current Kiel families to find out their intentions for the next school year.

Business and Finance Committee: Ms. Bosse updated the board on the April 13, 2021 meeting.

Business and Finance Committee Meeting Minutes of Tuesday, April 13, 2021

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, April 13, 2021, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, member; Jon Duhr, District Business Manager; Heather Cramer, District Administrator
Lisa Bosse, Chair

New Business:

- Budget Update 2020-2021—The committee discussed the status of the current budget for the district. Mr. Duhr is anticipating that the deficit will be less than adopted in October. He will continue to update the budget documents and keep the committee informed. The district did receive unbudgeted revenue and has been fiscally responsible in areas to reduce spending.
- Future Budget Information 2021-2022—The revenue limit is expected to be \$200,000 less than last year. If the current proposed state budget does pass, the anticipated revenue limit for the district will actually be about \$4.5 million, which is nearly \$300,000 less than this past year. The district is watching the budget closely. There are many unknowns at this time.
- Operational Referendum Recap—The committee discussed that the district will need to ask in the future for operational funds. The likelihood of going to ask in November is small, but a question could be considered for April of 2022. The failing of the referendum will cause cuts to be made. The district will continue to discuss the budget in the next several months. The preliminary budget will be presented to the board in June.
- ESSER Funds—The district already received about \$37,000 in ESSER I funds. The district used these funds to off-set the cost of the Kiel Virtual program. The application for ESSER II funds will be ready in April according to DPI but the district has not seen this yet. The district's estimated ESSER II funds are around \$142,000. ESSER III funds will likely not be available until the next budget cycle.
- 2021 Lawn Mowing Bid—There were five bids for lawn mowing received this year by the district. The committee reviewed the bids and is recommending forwarding two bids to the board for review.
- Covid Protocols—The committee discussed masking and vaccinations for the district. The committee reviewed information from Dodge County Public Health as well. The discussion of masking will be placed on board agenda for vote during the April Meeting.
- Health Insurance Update—The district will be switching health insurance for the upcoming school year. The district will then have a 0% increase for next year on both health and dental. This is very exciting news!
- Childcare program/Kids Club 2021-2022—The committee reviewed the job posting for Kid's Club. The job will be posted shortly. This program will start next school year.
- Summer Employment 2021—The committee heard information from administration in regards to summer employment of students. The administration team suggests that we do not employ students for maintenance but have one student work for Mr. Miller in the technology department.
- Staffing Updates—The board will see the retirement of Mr. Bischoff on the agenda for April. The board will have a closed session staffing discussion at the April Board meeting.
- Kiel Virtual—The committee discussed the Kiel Virtual option that the district currently offers and what to do moving forward for next school year.

Policy and Personnel Committee: Ms. Malterer updated the board on the April 12, 2021 meeting.

**Personnel and Policy Committee
Minutes from Monday, April 12, 2021**

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, April 12, 2021, 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; Jon Duhr, Business Manager; and Heather Cramer, Superintendent of Schools

New Business:

- COVID Protocols— The committee discussed masking in the schools and the vaccinations of the staff members. Mrs. Cramer will have a meeting with Dodge County Health Department on Tuesday, April 13. This meeting will help guide the district in decision making moving forward. The last of the staff who have chosen to receive vaccines will receive their final dose on

Tuesday, April 13. With the two week waiting period following the final vaccine, this would provide a date of April 27 when staff who have chosen would be considered fully vaccinated. This is an important date for the district when making decisions.

- Operational Referendum Recap—The committee discussed the failed referendum. Mr. Duhr presented the committee with information regarding the impact of the referendum not passing. He presented that the new revenue limit for the district will be \$200,000 less than last year. He also discussed the current status of the state budget and that it provides the district with more uncertainty as planning is significantly impacted by the unknowns. With the current budget proposal, the district would see an impact with the revenue limit dropping to about \$4.5 million, which is nearly \$300,000 less than this past year. There are proposals within the budget that will have negative impacts on our district and could be substantial. There are many unknowns until the state budget passes. The impact of ESSER funds is also unknown as the district does not know when funds will come into the district and what all the parameters of use will be. There are indications that the ESSER II funds application will be available soon in April, but the district has not yet received that date. ESSER III funds are not completely determined yet, the district has heard several differing numbers for the amount that will be received. The district does not know parameters yet, as they are still being determined.
- Staffing Update—Mrs. Cramer shared a retirement letter from Mr. Bischoff. Mrs. Cramer updated the committee that there will be a closed session discussion for the April board meeting to discuss staffing for 2021-2022.
- Vaccination Information-- The last of the staff who have chosen to receive vaccines will receive their final dose on Tuesday, April 13. With the two week waiting period following the final vaccine, this would provide a date of April 27 when staff who have chosen would be considered fully vaccinated. This is an important date for the district when making decisions.
- Summer School 2021—Summer School registration is set for April 20, 2021 from 6-7:30 at the HS in the commons. Registration will take place after that in the offices. Mrs. Cramer shared a preliminary copy of the information on classes with the committee for a review.
- Neola Policy Update—The committee completed a final review of NEOLA updates. The committee recommends forwarding the updates on for the full board to review and recommends approval at the April board meeting. The committee discussed putting a policy in place that would deal directly with board members and meeting attendance. Mrs. Cramer will reach out to the Neola representative to seek example policies on this subject.
- Field Trips/Chaperones—The committee discussed field trips in spring. The committee feels that at this time, the district should continue to limit trips. The committee discussed the one trip for grade 5 that has been approved and wants staff only to attend, no chaperones. The committee also discussed a senior class trip. This will not be an overnight trip, but the committee discussed options presented and felt that the rental of a facility for an activity where the only students present were from Hustisford would be appropriate and something that could be supported.
- Prom 2021—The committee reviewed information presented from Mr. Bushey. The committee discussed the time of the dance and Mrs. Cramer and the committee recommended to move the end time to 11:30. The committee discussed limiting those attending to only Hustisford students and will stick with that decision. Mr. Bushey will be sending out parent and student information in regards to prom in the upcoming days.
- Summer School Staffing Update—Mrs. Cramer updated the committee that the summer school staff is a mix from district and non-district staff members. She indicated that the board will receive the information on staffing at an upcoming meeting.
- Childcare/Kids Club 2021-2022—Mrs. Cramer had the job posting for Kid's Club for next year ready for review. She had the committee take a look at it. The posting will be up for two weeks.
- Summer Employment—The committee discussed summer employment for maintenance and technology. At this time, it is the recommendation of administration that we do not employ summer help for maintenance. This will be a cost savings of about \$8000. It is recommended that the district employ assistance for technology.
- Concession Stand Spring-- The committee discussed opening the concession stand for spring soccer games. The committee feels that the booster club can offer limited concessions. Certain rules will need to be followed in order to have the stand open. Mrs. Cramer will be following up with Karen Kuehl and Miranda Weinheimer in regards to spring concessions. The committee also discussed having the maintenance team work to get the facility open and ready for use.

XII. Old Business—NA

XIII. New Business

A. Buildings and Grounds:

1. Resolution #1936: Approval of Lawn Mowing Bid for 2021.

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

Be it resolved by the School Board of the Hustisford School District does hereby approve the lawn mowing bid from Husty Lawns and Services in the amount of \$350 per mowing for 2021.

The resolution was defeated by a roll call vote of 4 to 3. The 4 no votes were cast by David Strysick, John Bohonek, Barb May, and Steve Weinheimer.

A motion was made by David Strysick and seconded by Steve Weinheimer to approve the following resolution:

Be it resolved by the School Board of the Hustisford School District does hereby approve the lawn mowing bid from Falcon Properties in the amount of \$300 per mowing for 2021.

The resolution passed with a roll call vote of 4 to 3. The three no votes were cast by Tracy Malterer, Lisa Bosse, and Kevin Muche.

Discussion regarding the resolution focused on the price difference between the bids. Mr. Duhr reported that the savings could be estimated at about \$1200 per year with the lower bid based on last year's mowing data. The board discussed whether the bid from Husty Lawns and Services including extra items would be beneficial to the district. The board inquired about tree trimming. The board discussed making a more detailed bid for the following year if extras are wanted.

B. Business and Finance:

1. Resolution #1937: Approval of Health Insurance Renewal 2021-2022

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

Approval of Health Insurance Renewal for 2021-2022
School Board Resolution
#1937

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the district health care insurance renewal for 2021-2022.

Provider: WCA Group Health Trust
Premium for Single Plan: \$1,075.76
Premium for Family Plan: \$2,431.22

Percent Increase from 2020-2021—0%

2. Resolution # 1938: Approval of Dental Insurance Renewal 2021-2022

A motion was made by Tracy Malterer and seconded by Kevin Muche to approve the following resolution:

Approval of Dental Insurance Renewal for 2021-2022
School Board Resolution
#1938

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the dental insurance renewal for the 2021-2022 school year.

Provider: Delta Dental
Monthly Single Premium: \$41.62
Monthly Family Premium: \$107.50

Increase from 2020-2021—0%

Approved 7-0 Roll Call Vote

3. Resolution #1939: Approval of Vision Insurance Renewal 2021-2022

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

Approval of Vision Insurance Renewal for 2021-2022
School Board Resolution
#1939

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve vision insurance renewal for 2021-2022.

Provider: Delta Vision
Monthly Single Premium: \$10.05
Monthly Family Premium: \$25.01

Percent Increase from 2020-2021: 7.91%

*This plan is an optional plan for employees and is 100% employee paid if chosen

Approved 7-0 Roll Call Vote

4. Resolution #1940: Approval of Long Term Disability Renewal 2021-2022
A motion was made by Kevin Muche and seconded by John Bohonek to approve the following resolution:

Approval of LTD Insurance Renewal for 2021-2022
School Board Resolution
#1940

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the long-term disability insurance renewal for 2021-2022.

Provider: The Standard
Premium Increase: 0% from 2020-2021
Monthly District Level Premium approximately \$1400—This is the amount for the district per month as the amount paid per employee varies

Approved 7-0 Roll Call Vote

- C. Curriculum and Technology:
 1. Resolution #1941: Approval of 2021 Summer School Book and Registration Forms
A motion was made by Barb May and seconded by Lisa Bosse to approve the following resolution:

Approval of 2021 Summer School Book and Registration Forms
School Board Resolution
#1941

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2021 Summer School book and registration forms as presented.

Approved 7-0 Roll Call Vote

2. Approval of 2021-2022 MS Course Description Book
A motion was made by Kevin Muche and seconded by Barb May to approve the following resolution:

Approval of 2021-2022 MS Course Description Book
School Board Resolution
#1942

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the MS Course Description Book for the 2021-2022 School Year.

Approved 7-0 Roll Call Vote

3. Resolution #1943: Approval of 2021-2022 HS Course Description Book
A motion was made by Tracy Malterer and seconded by David Strysick to approve the following resolution:

Approval of 2021-2022 HS Course Description Book
School Board Resolution
#1943

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2021-2022 HS Course Description Book.

Approved 7-0 Roll Call Vote

D. Policy and Personnel:

1. Resolution #1944: Approval of COVID-19 Protocols for the Remainder of the School Year
A motion was made by Lisa Bosse and seconded by Kevin Muche to approve the following resolution:

Approval of COVID-19 Protocols
School Board Resolution
#1944

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the following COVID-19 Protocols:

Beginning on May 3, 2021 students at JHE will be able to have their masks off when seated in their desks spaced at least 6 feet apart.
Masking for the Dance Recital: Masks mandatory for all guests. Masks must be worn by dancers when not on stage performing.
Dancers can remove masks to perform.
The MS/HS will remain masked at all times.
Administration has the authority to reverse the masking modifications if an increase in number of cases occurs.

Approved 6-1 Roll Call Vote. No vote cast by Barb May.

2. Resolution #1945: Approval of Final Reading and Adoption of Neola Policy Updates
Tabled this motion for a future meeting
3. Resolution #1946: Recognition of Brian Bischoff upon his Retirement from the Hustisford School District.
A motion was made by David Strysick and seconded by Tracy Malterer to approve the following resolution:

Recognition of Brian Bischoff upon his retirement from the Hustisford School District
School Board Resolution
#1946

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby recognize Brian Bischoff upon his retirement from the Hustisford School District. On behalf of the citizens of our school district, we express appreciation to Mr. Bischoff for his 34 years of dedication and commitment to the students of the Hustisford School District.

Approved 7-0 Roll Call Vote

4. Resolution #1947: Recognition of Years of Service for School Board Members
A motion was made by Tracy Malterer and seconded by Steve Weinheimer to approve the following resolution:
Recognition of Years of Service of Hustisford School Board Members

School Board Resolution
#1947

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby recognize the following school board members for their years of service to the Hustisford School District.

David Stryck—30 years
John Bohonek—15 years
Lisa Bosse—10 years

Approved 7-0 Roll Call Vote

5. Resolution #1948: Recognition/Appreciation of Teacher and Staff Appreciation Week May 3-7, 2021
A motion was made by Lisa Bosse and seconded by Barb May to approve the following resolution:

Approval of Recognition/Appreciation – Teacher and Staff Appreciation Week (May 3-7, 2021)
School Board Resolution
#1948

In recognition of Teacher Appreciation Week, May 3rd through the 7th, 2021, teachers and support staff throughout America are acknowledged for their contributions to the children of our nation and to a free and democratic society. With special thanks the Board of Education wishes to express its' gratitude to all of the faculty and staff members of the Hustisford School District who make a difference in the lives of our students.

BE IT RESOLVED, that the Board of Education of the Hustisford School District, on behalf of the citizens of our school district, does hereby express its' appreciation to the faculty and staff of the Hustisford School District for their commitment and dedication to the students and families of the Hustisford School District.

Approved 7-0 Roll Call Vote

XIV. Informational/Discussion Items:
Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, May 3, 2021 at 4:00 p.m.*
- *Policy/Personnel – Monday, May 3, 2021 at 5:00 p.m.*
- *Business/Finance – Tuesday, May 4, 2021 at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, May 4, 2021 at 5:00 p.m.*
- *May Regular Board Meeting: Tuesday, May 18, 2021 at 6:30 p.m. Special Meeting will begin at 5 pm for Senior Project Presentations.*
- *WASB Training—May 3, 2021 at 6:00 p.m.*

XV. Closed Session

The board will enter into closed session pursuant to Wisconsin Statute 19.85(1) (b) (c) to consider dismissal, demotion, licensing or discipline of any public employee or person licensed by a board, and the taking of formal action on any such matter and to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Staffing 2021-2022
Superintendent Evaluation

A motion was made by Lisa Bosse and seconded by John Bohonek to enter closed session at 9:02 pm.
Approved 7-0 Roll Call Vote.

XVI. Return to Open Session

A motion was made by Barb May and seconded by David Stryck to return to open session at 9:56 pm.
Approved 7-0 Roll Call Vote

XVII. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Kevin Muche to adjourn at 9:58 pm.

Passed Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Tracy Malterer - School Board Clerk