

## HUSTISFORD SCHOOL DISTRICT

### Regular Board of Education Meeting Minutes

February 21, 2022

#### 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, Kevin Muche, Brian Thimm (entered late), John Bohonek, Tracy Malterer, 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 Hearing –Input on use of District Use of ESSER Funding-- Purpose: Per state law, the district is holding a public hearing under s.118.38 (1) (b) to formally seek public input in regards to the utilization of ESSER III funds. The forum time is used for community members to provide input to the District on what they feel would be a priority for the District. The public has also received a survey to voice their input.

Mrs. Cramer presented information relative to ESSER III funding in the District and its use.

No one from the community spoke during public forum.

V. 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 board was addressed by a parent with concerns over Falcon Time at the HS.

#### VI. 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 17, 2021
- B. Approval of Minutes of February 2022 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#42299-42371) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts

A motion was made by Tracy Malterer and seconded by Steve Weinheimer to approve the Consent Agenda items as presented. Approved 7-0 Roll Call Vote

#### VII. Regular Agenda

A motion was made by Brian Thimm and seconded by Lisa Bosse to approve the Regular Agenda as presented. Passed voice vote.

#### VIII. Reports

- A. Citizen of the Month: Students were not recognized this month due to inclement weather.
- B. Principal's Report:  
Mr. Bushey provided a written report to the board:

- On February 2nd, all teaching staff participated in professional development that focused on adding and improving lessons used for instruction.
- On February 7th Autumn Rennhack, Kayla Millikin, Ariel Nelson, and Erin Lenhardt competed in the Conference Forensics Meet at Williams Bay. Ariel Nelson took first place for the fourth year in a row.
- Around 30 students attended the Winter Snowball dance held on February 5th.
- AmeriCorp and the student council teamed up for a stuffed animal drive. Items collected will be donated to local Law Enforcement to hand to children after incidents. The drive was extended to receive more donations.
- The Americorp representative presented the dangers of vaping to the 6th grade on Thursday, February 17th. The 7th and 8th graders will also be presented with the information in the coming weeks.
- On March 8th, the 11th graders will be taking the ACT exam. Because of the strict testing guidelines school will have to be closed for grades 6-10 and 12. Staff that are not proctoring the exam will be participating in professional development.
- 24 out of 27 Seniors have turned in a Senior Project proposal. The presentations will take place on April 25th.
- 75 + letters were sent out to area businesses in preparation for the Career Fair being held on Wednesday, March 23rd. At this time, we have 22 companies confirming attendance for the event. The ACP team is planning on making follow-up calls to companies that have not responded.

#### Mrs. Cramer Reported:

- JHE students are learning about the character trait cooperation this month. They watched a video about cooperation created by first and fourth grade at the monthly assembly and have been earning Falcon tickets for their positive choices this month.
- Parent-Teacher Conferences are on Thursday, Feb. 24 from 4-7:30.
- Teachers had an in-service day today, Feb. 21. They participated in workshops throughout the morning, had lunch together as a staff, and then had a large group activity following lunch. They were then provided time to work in their classrooms.
- Students will be celebrating 2-22-22 tomorrow (Twosday)! They are wearing tutus, tie dye, and ties!
- The staff is busy planning a school glow dance in March. Students and families are invited to an all school dance on March 18<sup>th</sup>!
- 4K/5K open house is March 2 from 5:30-6:30. This is a time when new 4K families will be able to come in and meet the teachers as well as visit the classroom. Students currently in 4K can visit 5K as well.
- A huge shout-out to the staff at JHE for stepping up several times throughout the month when we have been short on subs. They always take the extra step and do a bit more and we are appreciative of those efforts.
- A huge shout-out to PTC for providing dinner for staff in both buildings for conferences on Thursday night.
- At JHE we are having weekly consultation meetings where we bring up student issues and work as a team to provide insight and resources to each other. It is a great time to use the expertise from across the building to support each other and help provide students with the best resources possible.
- As always....it is a great day to be a Falcon! #HustyProud

#### Athletic Director's Report:

Mr. Falkenthal provided a written report:

Girls Basketball: Our Ladies finished up their regular season last week with a Conference record of 7-5, 13-10 overall. They received an 8 seed for our WIAA Division 5 Regional, hosting Reedsville tomorrow night, 7:00.

Boys Basketball: Our Boys are currently 11-2 in the Conference, 16-5 overall, tied right now with Oakfield (11-2). We will host Oakfield this Thursday, for the East Division Conference Championship!! Tip off 7:15/7:30. They have received a 3 seed for our WIAA Division 5 Regional and will host Valley Christian on Tuesday, March 1, 7:00.

Wrestling: We had one wrestler, Joe Beavers, who captured 1<sup>st</sup> Place for our WIAA Division 3 Regional! Unfortunately, Joe did lose his first match this past Saturday at the Sectionals.

Spring Sports: Won't be too much longer and we'll be switching gears to Spring Sports! We have had real nice sign up numbers for Baseball, so I am currently lining up JV games. Otherwise the other schedules are set and ready.

**Financial Director's Report:**

Mrs. Holtz provided a written report:

**Monthly Highlights:**

- Completed W2's, 1099s, ACA forms
- We have begun to receive our February tax payments from the municipalities
- We are estimated to receive \$33,209 for the Rural Schools Grant next year
- Terri, Dena & I will be attending the Federal Funding Conference next week
  - This is focused on Title, Early Childhood and Special Education funding

<b>Hustisford School District Bank Accounts</b>	
<b>Hustisford State Bank</b>	
	<b>Balance as of</b>
<b>Checking / Savings Accounts</b>	<b>02/21/2022</b>
District Checking	\$ 254,107
Fund 10 - Money Market Account	\$ 1,542,637
Fund 41 - Money Market Account	\$ 9,319
Benefits Design Group Acct-FLEX	\$ 11,699
<b>Investment Accounts</b>	
1-year CD Maturity date 1/29/23	\$ 20,000
1-year CD Maturity date 7/5/22	\$ 5,000
<b>Loan Accounts</b>	
Loan - Unfunded Liability	\$ 42,703
Loan - Bassett	\$ 98,433
Loan - Gym Improvements	\$ 70,944
<b>Local Government Investment Pool</b>	
Fund 10 Savings Acct 2	\$ 12,906

**Superintendent's Report:**

Mrs. Cramer Reported:

- Tuesday Dodge County Superintendent meetings continue. It has been a welcome relief that our meetings can once again focus on other issues that districts are facing beyond COVID. We still get an update from the county, but the updates are truly a quick 5-minute check in rather than an hour long conversation.
- The ESSER survey has been sent out. We allowed for paper copies to be turned in, we provided a link, and a QR code. We sent the survey out to all students in 6-12 as well to get student input. We are doing well with survey responses. We currently are at 136 responses. The paper copies will be input into the computer system if they come in so that the results feed in. We will take feedback from the hearing and the information in the survey to help guide the discussion as we build the budget for the funding. Our projected amount in Wise grants is \$318,975.00.
- Two board members and myself attended the WI State Education Convention on Wednesday, January 19. I serve on the small school committee for the state. We had our meeting that morning. It is a great committee to participate in as we all have similar issues that we are able to discuss and share.

- We had a Trailways Leadership meeting on Feb. 2. The meeting was held virtually and is a time when conference districts are able to share what is going and ask questions as we all move forward.
- I had a meeting with DPI in regards to our Title 1 funding. The meeting was to go over our current funds and to discuss private school participation. We are in complete compliance with our funding and will continue to work with the parochial school moving forward in regards to funding and equitable shares.
- On Friday, Feb. 4 we had a state-wide superintendent zoom meeting. These meetings are sponsored by CESA 5. We heard from legal counsel, WASDA, and SAA. The updates are very timely and discuss issues facing districts across the state. The information shared at this meeting was very heavy on legislative issues that continue to come up and the stance being taken by various entities.
- On Tuesday, Feb. 8 I attended the Hustisford Library Board meeting.
- On Feb. 9, I attended our monthly WASDA meeting. Again, a time when legislative information was shared as well as legal information in regards to open records requests and various issues facing districts.
- I participated in the chili cook-off for Community Ed. I was a proud second place finisher! The crowd was a bit smaller than in the past, but a great time was had by all and the soups and chili were delicious!
- As a district, we continue to focus on the goals set in the beginning of the year by the Board. These goals carry over into our professional development opportunities for staff.
- If a weather related cancelation occurs, the regional basketball game for the girls will be played on Wed., Feb. 23 at 7 pm.
- The changes that have been made to the COVID protocols have been well received.
- When making school related closing decisions, I contact and consult with many outside entities that help in making these decisions. For example, we had a webinar from the National Weather Service at 11 am today to give us all an update. We also get an am and pm mailing from them. There is a webinar scheduled for 3:45 am tomorrow as well to help with decision making and give us the most up to date information. I also have had two webinars with not only Dodge County sups, but some Jefferson and Columbia County sups as well. We do not take the decisions lightly. We understand the hardship that it may cause families. However, I also want to ensure that our students are as safe as possible. I also talk with Schultz Bus to find out their stance on travel.
- As always....it is a great day to be a Falcon! #HustyProud

#### VIII. Board Development:

- A. Update on COVID 19 plan—Mrs. Cramer presented information on the current numbers of COVID cases in the district. The board discussed information related to COVID and how the updated have been going in the district. There were no new updates to provide.

#### COVID UPDATE 2-21-22

The numbers for the month of January were:

74 tests were conducted during the month of January.

33 were MS/HS students, out of those 33, 8 were positive. 30 tests were JHE students, 12 were positive. 11 staff members were tested, 6 were positive.

96 Students and staff members were quarantined during January. 43 of those quarantined were due to home contacts.

#### Currently for February:

12 tests have been conducted. 4 have come back positive.

Current information by School:

3 students at JHE were tested with one positive test result.

4 students at the Jr./Sr. High were tested with one positive test result.

5 staff were tested and there were 2 positives.

4 students and staff have been quarantined. All of the quarantines are due to household contacts.

- B. Building Update—The board discussed tour options and why they would pursue these tours. The board also discussed planning moving forward and potential timelines. Mrs. Cramer will work to schedule tours of various districts.

- C. ESSER III Application—Mrs. Cramer updated the committee on the application process and the March 11 deadline for the application.

## X. Committee Reports

Building and Grounds Committee: Mr. Muche updated the board on the February 7, 2022 meeting.

### Buildings and Grounds Committee Meeting Minutes of Monday, February 7, 2022

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Monday, February 7, 2022, 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 (called in); Kevin Muche, member; Clint Bushey, Principal; and Heather Cramer, District Administrator

#### New Business:

- Maintenance and Staffing Update—Mr. Bushey updated that the custodial team is using a new solution and scrubbing pad for the bathroom floors and it seems to be doing a better job. The staff did a deep clean of the bleachers. Cameras on the field and in the gym are being installed on Feb. 8. The department continues to work through staffing issues, it is challenging, but they are doing ok with it. There is a heating issue in Mr. Jones' room that Bassett continues to work on, we are waiting on parts.
- Return to School Plan Update—Mrs. Cramer updated that numbers are going down, but we still had a few cases. The change to no contact tracing within the school was well received.
- Future Facilities Planning—The committee discussed the visit to Mayville HS and various things seen within the building. The committee also discussed their feelings on the need to continue moving forward with some sort of a building referendum. The committee also discussed cost savings that would come with updated facilities.
- Summer 2022 Project Planning—New floor to wall molding will be installed in bathrooms at the HS. Mrs. Cramer indicated a few areas that the committee should consider in regards to summer projects. The areas included new library carpeting in both buildings. JHE cafeteria flooring. New cafeteria tables to replace the failing tables in both buildings. There are already some new purchased, so just finishing that project. The exterior wall cap at the HS needs to be repaired. Some was repaired last summer; the maintenance staff needs to finish that project. Painting needs to be done at JHE and in a few spots at the HS. Painting in the hallways and several classrooms at JHE should be considered. Ceiling tiles in both buildings need to be replaced in several areas. The parking lots and service road have several potholes that need to be addressed and fixed.
- 2022 Lawn Mowing Bid—The committee reviewed the bid form and documents and made minor adjustments. The bids will go out and be ready for the March board meeting.

Curriculum and Technology Committee: Mr. Weinheimer updated the board on the February 1, 2022 meeting.

### Curriculum and Technology Committee Minutes of Tuesday, February 1, 2022

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Tuesday, February 1, 2022 at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Steve Weinheimer, Chair; Brian Thimm, Member; Fred Miller, Director of Technology; and Heather Cramer, Superintendent.

- Technology Updates—Mr. Miller updated the committee on the E-Rate funding for the year. Last year's funding was used to improve the wireless within the buildings. This project is slated to be completed this summer as we still do not have all of the parts needed. This year's funding will be used for a firewall update for the district. He indicated that the district received a grant of \$28,000 that was related to technology hardware related to COVID. He indicated that laptop breakage is up this year and is concerning. He also indicated that the 5 interactive boards have arrived and will be installed over summer due to the software updates that go along with them. Two will be installed at the HS and three at JHE. There will then be three in each building.
- Return to School Plan Update—Mrs. Cramer updated that numbers of infection are trending down, but not to zero yet. Mrs. Cramer also indicated that the change to no contact tracing was well received.
- Future Facilities Planning—The committee discussed the recent visit to Mayville HS and the needs of the district moving forward.
- Curricular Cycle—Tabled
- Summer School 2022—Summer school is being planned. Mrs. Cramer has requested teacher class information and is moving forward with planning for both sessions. The admin team will work with the maintenance team to ensure that summer school has minimal interference with maintenance and cleaning.
- February 21 In-Service—Mrs. Cramer updated the committee on the in-service planning for Feb. 21. She indicated that they are doing a mini-conference within the district that morning. Teachers are presenting the workshops to each other. This is something that was done in the past and has worked well.
- HS/MS Scheduling—Mrs. Cramer updated the committee on the scheduling process at the MS/HS. She also updated on a survey that was sent out to students that took a look at class offerings and students wants and needs. The survey results will be used moving forward with scheduling.

Business and Finance Committee: Ms. Bosse updated the board on the February 1, 2022 meeting:

Business and Finance Committee Meeting  
Minutes of Tuesday, February 1, 2022

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, February 1, 2022, at 4:00 p.m., in the District Office at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, member; Lisa Bosse, Chair; Jessica Holtz, Director of Financial Services; and Heather Cramer, District Administrator

New Business:

- Budget Update—Mrs. Holtz provided a budget update. She updated on the reports that were completed within the business office in the past several weeks. She provided an update of all account balances as well. She provided a breakdown of year to date balanced and the percentage of budget expenditure.
- Return to School Plan—Update—Mrs. Cramer updated the committee that numbers were declining, but cases were still present. She also indicated that the change to no contact tracing within the schools for close contacts was well received.
- ESSER III Funds—Mrs. Cramer updated the committee on the survey dissemination and the forms that it would take. The committee discussed including a paper copy in the District Newsletter. The survey is due on Feb. 25.

There will be a public hearing at the beginning of Feb. board meeting to allow public comment on the use of the funds as well.

- Future Facilities Planning—The committee discussed the visit to Mayville and the importance of the district continuing to move forward with planning for a facilities update.
- Future Budget Planning—CPI Update—Mrs. Cramer provided the update that CPI for the next budget cycle was set at 4.7%.

Policy and Personnel Committee: Ms. Malterer updated the board on the February 7, 2022 meeting.

Personnel and Policy Committee  
Minutes from Monday, February 7, 2022

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, February 7, 2022, 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; Clint Bushey, MS/HS Principal; and Heather Cramer, Superintendent of Schools

New Business:

- Staffing Update –CPI Update—Mrs. Cramer updated the committee that CPI is set for the upcoming budget cycle. It is set at 4.7%.
- Return to School Plan Update—Mrs. Cramer updated on the declining numbers of case. She also indicated that the change in contact tracing was well received.
- ESSER Funding—Mrs. Cramer updated the committee on the survey status and also on the format of the board meeting for the public hearing piece for the use of funds.
- Future Facilities Planning—The committee discussed the visit to Mayville HS. The committee also talked about what was heard at the state convention and what that means for the district moving forward.
- Citizen Advisory Committee—The committee discussed the need for a committee to be formed potentially down the road once the board is ready. The district is not ready for this committee yet, there is still planning that would need to be done to be able to provide a committee with clear direction. This committee would be focused on the referendum and moving it forward within the District.
- School Board Survey—Mrs. Cramer indicated that she will provide the results of the survey for the March committee meeting.
- February 21 In-Service—Mrs. Cramer explained the in-service plan for Feb. 21. The district will be conducting a mini-conference in the morning and will have a whole staff activity in the afternoon. Teachers will have some time to work in their rooms as well or attend meetings that are scheduled for various committees.
- MS/HS Scheduling and Class Information—Mr. Bushey discussed the 22-23 scheduling process. He also discussed the survey that was sent out to students. Mrs. Malterer asked a question in regards to Physical Education credits and Mr. Bushey also explained the number of credits needed and how students can get the credits. This is something that Mr. Bushey will look into in regards to how many classes per year can be taken and will make sure it is in writing in the course selection handbook.
- Athletic Programs—Mrs. Malterer inquired about end of the seasons surveys. Mr. Falkenthal is in charge of these surveys and will be reminded that they should be conducted. Mrs. Cramer indicated that the head volleyball job was still open and that candidate review will begin once the position closes. The renewal of the football cooperative agreement will be on the February board agenda.
- At-Risk Program—Mr. Bushey discussed the new program. He discussed how the program is operating and the selection process.

XI. Old Business—NA

XII. New Business

- A. Business and Finance: NA
- B. Curriculum and Technology: NA
  
- C. Personnel and Policy

1. Resolution #2037: Approval of 2022 Spring Coaches

A motion was made by Lisa Bosse and seconded by Brian Thimm to approve the following resolution:

Approval of 2022 Spring Coaches  
School Board Resolution  
#2037

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the following coaches for Spring 2022.

Track and Field

Head Coach—Andrew Powers  
Assistant Coach—Vacant

Girls Soccer

Head Coach—Otto Hopfinger  
Assistant Coach—Scott Blome

Boys Baseball

Head Coach—Rich Padron  
Assistant Coach—Curtis Koch  
JV Coaches (shared position)—Kevin Firari and Tim Tallmann

Approved 7-0 Roll Call Vote

- D. Buildings and Grounds—NA

XIII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, March 7, 2022, at 4:00 p.m.*
- *Policy/Personnel – Monday, March 7, 2022, at 5:00 p.m.*
- *Business/Finance – Tuesday, March 1, 2022, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, March 1, 2022, at 5:00 p.m.*
- *March Regular Board Meeting: Monday, March 21, 2022, at 6:30 p.m*

XIV. Closed Session: A motion was made by Lisa Bosse and seconded by Kevin Mucbe to enter into closed session at 7:42. Passed 7-0 Roll Call Vote.



The board will enter into closed session pursuant to Wisconsin Statute 19.85(1) (b) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

#### Mid-Year Superintendent Evaluation

XV. Return to Open Session: A motion was made by Tracy Malterer and seconded by Dave Strysick to return to open session at 8:17. Passed 7-0 Roll Call Vote.

#### XVI. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Brian Thimm to adjourn at 8:18 p.m.  
Approved Voice Vote

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Heather J. Cramer, Superintendent of Schools – Recorder

Tracy Malterer - School Board Clerk