

HUSTISFORD SCHOOL DISTRICT

Regular Board of Education Meeting Minutes

January 17, 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, John Bohonek, Tracy Malterer, and Steve Weinheimer. Lisa Bosse was absent.

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-- 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.

No one addressed the board.

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 –December 20, 2021
- B. Approval of Minutes of January 2022 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#42239- 42298) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Acceptance of Resignation of Varsity Volleyball Coach

A motion was made by Kevin Muche and seconded by Steve Weinheimer to approve the Consent Agenda items as presented. Approved 6-0 Roll Call Vote

VI. Regular Agenda

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

VII. Reports

- A. Citizen of the Month: Joe Promersberger was recognized by the middle school. Jada Pieper was recognized by the high school and the elementary student was unable to attend.
- B. Principal's Report:
Mr. Bushey Reported:
 - The Academic Career Planning team met on January 6th to discuss classroom lessons and began planning the Career Fair which is tentatively scheduled for March 23rd.
 - 24 out of 28 Seniors have an accepted Senior Project proposal.
 - Haley Schultz will be starting her student teaching placement with Michelle Stewart on January 24th. Haley comes to us from the University of Wisconsin Oshkosh.

- The Jr. High School classes will be participating in their annual fundraiser February 7th - February 21st.
- NFHS Cameras will be installed on Friday the 21st. A monthly subscription will cost \$10.99 and a yearly subscription will be \$69.99. Information will be sent out to families as soon as a subscription becomes available.
- 2nd Semester Alternative Learning Program information.
- Thank you Berlon Industries for the two donations made to the Hustisford High School Tech. Ed. Department. Tony Kolb and Bill Depies worked with Dave Jaspersen to replace the welding curtains that provide eyesight safety protection for students and donated sheet steel for students to work with.
- On January 21st the entire teaching staff will participate in professional development aimed at improving communication within the district. This is the second date devoted to this topic with the staff.
- The Jr. / Sr. High School recorded 183 students on the 1/14/22 count.

Mrs. Cramer Reported:

- JHE students enjoyed a theatrical presentation from the Kohl's Wild Theater on Friday. There were lots of laugh and fun had by all.
- Shout out to Mrs. Wohling, Mr. Roberson, and the JHE students on an amazing performance for the winter concert.
- On Friday, January 21, we will be meeting in regards to interventions and student progress at JHE. These important meetings really help us focus on the needs of the students and reflect on their growth and struggles.
- Our 5th Grade students have taken over morning announcements. They do them live on a google meet each morning.
- This past week we celebrated Adult Crossing Guard Recognition week. We want to thank Mrs. Patterson for her dedication to student safety each day. Students recognized her with a banner and flowers.
- We are nearing the end of the quarter, teachers are working on report cards and student progress notes.
- This month we are working on the character trait of flexibility. Students in first and fourth grade created a video to teach students about being flexible. Students continue to earn tickets and rewards with the Falcon Way program. This month the 4th graders won a pizza party on me!
- At JHE we continue to have consultation meetings for students who demonstrate need. These meetings help us create a plan moving forward and allow us to work as a team to approach challenges. These meetings have been very valuable in moving students forward.
- PTC met this past week, they are working on a fun-run fundraiser. There are lots of fun things in the works with PTC for spring.
- We have been working through some sub shortages at JHE. I want to personally thank each of the staff members who fill in and step up to ensure a smooth day for students.
- As always....it is a great day to be a Falcon! #HustyProud

Athletic Director's Report:

Girls Basketball:

Current Conference record 1-3, 6-7 overall.

Upcoming games; Tuesday (Jan 18) host Johnson Creek, JV's 6:00

Thursday (Jan 20) @ Horicon, JV's 6:00

Tuesday (Jan 25) @ DodgeLand, JV's 6:00

Boys Basketball:

Current Conference record 4-1, 8-3 overall.

Upcoming games; Saturday (Jan 22) Conference Cross-Over game at Fall River HS,

playing Princeton/Green Lake, 3:00

Monday (Jan 24) @ Wayland, JV's 6:00

Thursday (Jan 27) @ Valley Christian, JV's 6:00

Wrestling:

Current Conference Dual record 0-1

Upcoming duals/meets; Thursday (Jan 20) dual hosting Johnson Creek, 7:00

Thursday (Jan 27) Triangular @ Deerfield (also Horicon), 6:00

Note; we have canceled our Girls Invite for here, Saturday, Jan. 22, due to low sign ups.

Middle School Basketball:

Upcoming games; Thursday (Jan 20) Boys @ Richfield, 4:00/5:00

Monday (Jan 24) Boys host CWC, 4:00/5:00

Tuesday (Jan 25) Girls host Central, 4:00/5:00

Financial Director's Report:

Monthly Highlights:

- Completed the tax table change and the WRS rate change
- Working on the WRS Annual Report, 941 Quarterly Unemployment Report, W2's and 1099's
- We have begun to receive tax payments from the municipalities
- As of 01/17 the current MM & Checking combined balance is \$1,002,124

Hustisford School District Bank Accounts	
Hustisford State Bank	
	Balance as of 01/17/2022
Checking / Savings Accounts	
District Checking	\$ 659,754
Fund 10 - Money Market Account	\$ 342,370
Fund 41 - Money Market Account	\$ 9,318
Benefits Design Group Acct-FLEX	\$ 10,534
Investment Accounts	
1-year CD Maturity date 1/29/22	\$ 20,000
1-year CD Maturity date 7/5/22	\$ 5,000
Loan Accounts	
Loan - Unfunded Liability	\$ 44,551
Loan - Bassett	\$ 99,186
Loan - Gym Improvements	\$ 74,319
Local Government Investment Pool	
Fund 10 Savings Acct 2	\$ 12,905

Superintendent's Report:

Mrs. Cramer Reported:

- Thank you to the Booster Club for the generous donation of signs on the light posts on Lake Street approaching the

HS, they look amazing. Also, thank you to the Booster Club for the donation of a new table covering for events with our logo and for the new tent for the track team. Thank you to the Greater Watertown Community Health Foundation for their generous donation of \$5000 to help defray COVID associated costs within the district.

- Tuesday Dodge County Superintendent meetings continue. This is a time when we are provided updates through Dodge County Health Department as well. This past week we met the new nurse that will serve as our advisor.
- I meet on Tuesday mornings with a team of stakeholders throughout the county in regards to COVID updates. This update provides stakeholders with information in regards to hospitalizations and how the area healthcare providers are doing.
- We had a WASDA meeting this past week that discussed staffing shortages and challenges and various legislation that is going on right now.
- I attended the Hustisford Library Board meeting this past week. We continue to partner with the library in providing a means for getting the word out for programming. It is a great partnership for the community.
- The ESSER portal has opened for the application process in WISE grants. I have completed the first steps of the application. We will be discussing the survey and what that process will look like during board development. That process is the next step. Finally, our budget will be entered and claims will be able to be processed. The state is still working through some revisions with the federal government to gain final approval of the state plan. Our projected amount in Wise grants is \$318,975.00.
- In a partnership with the Village of Hustisford, we are excited to have our SRO position once again in the schools. Working together is an important piece of school safety.
- The district has been experiencing shortages when ordering for the food service program. These shortages are affecting menus on a weekly basis. Devan is working to ensure that a suitable substitute is found, but it is creating challenges that cannot be helped.
- We held interviews for a speech and language pathologist. The approval is on the board agenda later this evening.
- School report card information will be sent out to families in the coming weeks. We are excited to share this information.
- This past week I attended the Traffic Safety Commission meeting for Dodge County. I serve as the school representative for this committee. This quarter part of the meeting focused on young driver safety and it was great to bring in the school perspective in regards to driver's education.
- This past week there was a webinar by Neola on Title IX information and implementation.
- This past Friday was the second Friday count for student membership.
- As always....it is a great day to be a Falcon! #HustyProud

VIII. Board Development:

- A. District Financial Audit Presentation—The board was presented the district audit from Huberty and Associates.
- B. Update on COVID 19 plan—Mrs. Cramer presented information on the current numbers of COVID cases in the district. The board had a lengthy discussion about how to proceed with updates to the protocols since the CDC had new information that had come out. The district focused on the length of time that students were out being a house hold contact. There is an update to the household contact to 10 quarantine rather than 14 and possibly an additional 10. The COVID plan will be updated as our numbers and data show that adjustments are appropriate. Mrs. Cramer provided several documents with information related to updates and new protocols being looked at.

COVID UPDATE 1-17-22

The numbers for the month of December were:

38 tests were done for students and staff. Out of those 14 were positive. That is 37%.

10 were MS/HS, 2 JHE, and 2 Staff (2 MS/HS)

35 Students and staff members were quarantined during November. 11 of these quarantines were results of a home contact and 24 were from a school contact.

Currently for January:

32 tests have been conducted. 6 have come back positive. 5 tests are pending.

Current information by School:

6 students at JHE were tested, 2 were positive and 2 are pending

27 students at the Jr./Sr. High were tested, 4 were positive and 4 are pending

6 staff were tested and there were 3 positives. 1 was at JHE and 2 at the Jr./Sr. High.

70 students and staff have been or are currently quarantined. Out of those 70, 36 of them are due to home contacts and 34 are school related contacts.

- C. Building Update—Mrs. Cramer presented the board with a quote for installing new partitions in the bathrooms at both buildings. She also provided a quote for a new PA system at JHE. Finally, a quote from Bassett was received for a fix on an air handling unit.
- D. ESSER III Application—The board reviewed the survey that will be going out and looked at the format of the survey.

IX. Committee Reports

Building and Grounds Committee: Mr. Bohonek updated the board on the January 3, 2022 meeting.

Buildings and Grounds Committee Meeting Minutes of Monday, January 3, 2022

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Monday, January 3, 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; Kevin Muche, member; Clint Bushey, Principal; and Heather Cramer, District Administrator

New Business:

- Update with Bassett regarding HVAC—The committee heard from Bassett Mechanical in regards to the updates to the HVAC system that have been done and what the next steps are for the district. The committee discussed the status of the current system and what updates would be necessary in the next 10-15 years. The committee will continue to have conversations about the systems and receive updates. The committee has asked for Bassett to help provide data in regards to life expectancy and cost predictions.
- Maintenance and Staffing Update—The committee reviewed a bid for a new gate for the HS by the library. The gate that the district will purchase is just like the new one that was installed near the FACE room about two years ago. The current gate is outdated and does not work properly. Mr. Bushey updated that there was an outdoor faucet that got repaired. This repair dated back to about 4 years ago when it was not properly shut off in winter. The repair is complete and the faucet is now operating. A toilet at the HS was also fixed due to a clog from a student placing a bag in the toilet. New LED lighting was installed at the HS outside on the safety lights on the building. The district is seeking bids on new stalls for all of the bathrooms in both buildings.
- Return to School Plan Update—Mrs. Cramer updated the committee on the new CDC guidance and indicated that the schools were awaiting final guidance in the coming days.
- Future Facilities Planning—Mr. Bohonek has requested that Mrs. Cramer reach out to a neighboring district so that a tour can be set up to view a renovation in a science lab and tech Ed area. The committee continues to have discussions about the future and a project for the district. The conversation will continue at the board meetings.
- Summer 2022 Project Planning—This item was tabled to the next committee meeting.

- 2022-2023 School Calendar—Mrs. Cramer presented options for the school calendar for next school year. She presented an option with 172 student contact days. The committee asked her to prepare two alternative calendars as well with an increase to 174 days. The board will vote on this at the January board meeting.

Curriculum and Technology Committee: Mr. Weinheimer updated the board on the January 3, 2022 meeting.

Curriculum and Technology Committee
Minutes of Monday, January 3, 2022

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Monday, January 3, 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; and Heather Cramer, Superintendent.

- Technology Updates—Mr. Miller was not present for the meeting
- Return to School Plan Update—Mrs. Cramer updated the committee on the updates from the CDC. The committee discussed how the new guidance would impact schools and decided that waiting to see if more information came out in regards to schools was good. The committee discussed waiting to ensure that a sound decision could be made at the board meeting was good. The guidance will be discussed at the January board meeting.
- 2022-2023 School Calendar—Mrs. Cramer provided an overview of a draft calendar. She updated the committee that she will be providing three options at the board meeting for the board to review and choose on to approve. She provided her reasoning behind the option that she presented.
- At-Risk Program—Mrs. Cramer provided an update on the possibility of the at-risk program for semester. She provided an update on how the program would operate as well as how the staffing would be filled.
- 2022 Summer School Dates—Mrs. Cramer discussed summer school date options with the committee. The proposed summer school would run June 6-July 1 for a 4-week session and then be off for July 4-8. The second session would be from July 11-29.
- Future Facilities Planning—Mrs. Cramer updated the committee on the buildings and grounds conversations and then indicated that further discussion would occur at the board meeting in January.

Business and Finance Committee: Ms. Bohonek updated the board on the January 4, 2022 meeting.

Business and Finance Committee Meeting
Minutes of Tuesday, January 4, 2022

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, January 4, 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 Information 2021-2022—Mrs. Holtz updated on the current budget. She updated that we are at about 34% expenditure in fund 10 at this time. She also updated on what she is currently working on at this point. She indicated that she has taken over payroll and continues to work with CESA 5 in areas related to year end items and WISE grants.
- Staffing Updates—Mrs. Cramer updated on S/L interviews and that the district is working to fill that position.

- Return to School Plan—Update—Mrs. Cramer updated on current district status and also on CDC guidance. She indicated that she felt that the guidance can easily apply to staff but that the district is waiting for further guidance on students. The board will continue to look into the new guidance at the board meeting.
- ESSER III Funds—Mrs. Cramer updated the committee with an overview of the survey for the community in relation to the use of ESSER funds.
- Future Facilities Planning—Mrs. Cramer and Mr. Bohonek updated the committee on the discussion from the Buildings and Grounds committee.
- At-Risk Program –Mrs. Cramer provided an update to the committee on potential costs for programming and how the program would serve the needs of students. She provided an overview of the program and how the district would fill the positions. This program approval and contract approval will be on the next board meeting.
- 2022-2023 School Calendar—Mrs. Cramer provided a calendar for review for next school year. She updated the committee on why she chose certain dates on the calendar. She updated that she will provide three options for the board to vote on at the meeting in January.
- Extra Duty Contracts 2021-2022—The committee reviewed the contracts for points and compensation. The contracts for the year will be on the agenda in January.

Policy and Personnel Committee: Ms. Malterer updated the board on the January 4, 2022 meeting.

Personnel and Policy Committee
Minutes from Tuesday, January 4, 2022

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Tuesday, January 4, 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 Strysick, board member; and Heather Cramer, Superintendent of Schools

New Business:

- Staffing Update –Mrs. Cramer provided an update on the S/L position and the upcoming interviews for that position. Mr. Strysick will be the board member on the interview team.
- Return to School Plan Update—Mrs. Cramer provided an update on CDC guidance. Ms. Malterer also provided an update from the county. Mrs. Cramer also provided an update from the county stakeholder meeting in regards to hospitalizations and rate of infection. The committee reviewed the new guidance and is waiting for further school guidance. The board will discuss the updates at the January board meeting.
- ESSER Funding—The committee reviewed the survey that Mrs. Cramer has for the community in regards to ESSER funds. She indicated that the survey will go out with the newsletter and be posted to families in Blackboard and on the district website.
- Future Facilities Planning—The committee was updated on the information provided by Bassett. The committee also discussed future planning and board discussion. This topic will again be on the January board agenda.
- 2022-2023 School Calendar—Mrs. Cramer provided a calendar for next school year. The committee reviewed the calendar and the options presented. Mrs. Cramer will provide three options for the board at the January board meeting.
- At-Risk Program—Mrs. Cramer provided an update in regards to the at-risk program potential for the 2nd semester. She discussed potential cost, funding, and how it would be staffed. She also provided a status of the planning that has been taking place. She indicated that the board will vote on program approval at the January meeting and on the staffing approval as well.

- 2022 Summer School –Mrs. Cramer provided an update on potential dates for summer school. She indicated that the district will once again look to operate a 4-week session in June. The dates would be June 6-July 1. The district would be off for July 4-8. The second session would operate in July from July 11-29 for a three-week session as was done last year.
- Extra Duty Contracts 2021-2022—Mrs. Cramer provided an update on contracts for points within the compensation plan and actual monetary compensation. The contracts will be submitted for approval at the January board meeting.
- Citizen Advisory Committee—Mrs. Cramer brought information to the meeting from the past Citizen Advisory Committee. The committee discussed the purpose and timing of another committee forming

X. Old Business—NA

XI. New Business

A. Business and Finance:

1. Resolution #2027: Approval of 2020-2021 District Audit

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

Approval of 2020-2021 District Financial Audit
School Board Resolution
#2027

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby accept and record the 2020-2021 Hustisford School District Audit Report as prepared and presented by Huberty & Associates at the regular school board meeting on January 17, 2022. (A copy of the audit report is on file in the district office)

Approved 6-0 Roll Call Vote

2. Resolution #2028: Approval of Essential Worker Compensation for Staff

A motion was made by Tracy Malterer and seconded by Steve Weinheimer to approve the following resolution:

Approval of Essential Worker Compensation for Staff
School Board Resolution
#2028

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve essential worker compensation for all staff employed with the Hustisford School District for both the 2020-2021 and 2021-2022 school years. The total amount of compensation allocated per employee will be \$1,000.00. This one-time payment is made possible through ESSER funding.

Approved 6-0 Roll Call Vote

B. Curriculum and Technology

1. Resolution 2029: Approval of Summer School Dates for 2022

A motion was made by Brian Thimm and seconded by Kevin Muche to approve Summer School Dates for 2022 as presented.

Approval of Summer School Dates for 2022
School Board Resolution
#2029

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the summer school programming dates of June 6-July 1 and July 11-29, 2022.

Approved 6-0 Roll Call Vote

C. Personnel and Policy

1. Resolution #2030: Approval of 2022-2023 Open Enrollment Policy

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

Approval of 2022-2023 Open Enrollment Policy
School Board Resolution
#2030

BE IT RESOLVED, per Act 114, that the Board of Education of the Hustisford School District determines at this time that the Hustisford School District is able to accommodate open enrollment requests for the 2022-2023 school year, for students who would be placed in programming currently offered by the district.

Approved 6-0 Roll Call Vote

2. Resolution #2031: Approval of At-Risk Program at Jr./Sr. High

A motion was made by Dave Stryck and seconded by Steve Weinheimer to approve the following resolution:

Approval of At-Risk Program for Jr./Sr. High
School Board Resolution
#2031

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve an at-risk program to be implemented at the Jr./Sr. High beginning in the second semester of the 2021-2022 school year as presented. The staff member that will fill that position will be Curtis Koch.

Approved 6-0 Roll Call Vote

3. Resolution #2032: Approval of Teacher at Jr./Sr. High

A motion was made by Steve Weinheimer and seconded by Brian Thimm to approve the following resolution:

Approval of Teacher at Jr./Sr. High

School Board Resolution
#2032

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve Tyler Schmidt to fill a physical and health education vacancy for the remainder of the 2021-2022 school year. The vacancy is being created by Curtis Koch filling the at-risk program position. Mr. Schmidt will work hours 1-5 daily filling in Mr. Koch's previous schedule.

Approved 6-0 Roll Call Vote

4. Resolution #2033: Approval of Contract Addendum for Heather Cramer

A motion was made by Kevin Muche and seconded by Steve Weinheimer to approve the following resolution:

Approval of Contract Addendum –Heather Cramer
School Board Resolution
#2033

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the addendum presented for Heather Cramer for the remainder of the 2021-2022 school year.

Approved 6-0 Roll Call Vote

5. Resolution #2034: Approval of Extra Duty Contracts

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

Approval of Extra Duty Contracts
School Board Resolution
#2034

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the extra duty contracts for the 2021-2022 school year as presented.

Approved 6-0 Roll Call Vote

6. Resolution #2035: Approval of 2022-2023 School Calendar

A motion was made by Steve Weinheimer and seconded by Brian Thimm to approve the following resolution:

Approval of 2022-2023 School Calendar
School Board Resolution
#2035

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2022-2023 school calendar as presented.

Approved 6-0 Roll Call Vote

7. Resolution #2036: Approval of Speech and Language Pathologist

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

Approval of Speech and Language Pathologist
School Board Resolution
#2036

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve Mary Judkins as the speech and language pathologist for the remainder of the 2021-2022 school year. Her salary for this position will be \$22,080.

Approved 6-0 Roll Call Vote

D. Buildings and Grounds—NA

XII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

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

XIII. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Brian Thimm to adjourn at 9:25 p.m.

Approved Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Tracy Malterer - School Board Clerk