

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
September 19, 2022

I. Call to order

The Meeting was called to order by Board 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: John Bohonek, Tracy Malterer, Steve Weinheimer, David Strysick, Brian Thimm and Kevin Muche. Absent - Lisa Bosse

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.

One community member asked if the flag outside of the high school could be replaced.

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 the body.

- A. Approval of Minutes of the Regular Board Meeting – August 15, 2022
- B. Approval of Minutes of Board Workshop – August 15, 2022
- C. Approval of Minutes of September 2022 Committee Meetings
- D. Approval of Financial Business: Approval of Bills (#42769-42841) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts
- F. Approval of Resignation of John Hustis Elementary Teacher and Athletic Coach

A motion was made Tracy Malterer and seconded by Kevin Muche to approve the Consent Agenda as presented.

Motion passes 6-0 by roll call vote. Absent Lisa Bosse

VI. Regular Agenda

A motion was made by Steve Weinheimer and seconded by Brian Thimm to approve the Regular Agenda as presented.

Motion passed 6-0 by voice vote. Absent Lisa Bosse

VII. Reports

- A. Principals' Report

Mr. Bushey Reported:

- 58 families attended the Open House at the Jr. / Sr. High School on August 31st. 4 gallons of ice cream were consumed in the process.
- As of 9/16/22 enrollment for the Jr. / Sr. High School is at 167 students.
- On Wednesday, September 7th, the Jr. / Sr. High teachers met to evaluate curriculums and work on scope and sequence correlated to State and National standards.
- On Wednesday, September 14th, 11 Jr. High and 16 Sr. High School students participated in the Student Engagement session with HSR Associates. Several students indicated to me how glad they felt that they were able to share their thoughts and provide input in the process.
- 14 out of 22 Seniors have an accepted Senior Project proposal. Deadline to submit is October 17th.

- On Tuesday, September 13th, the Jr. / Sr. High Academic and Career Planning team met to discuss lessons and activities that students will be completing every Wednesday during Falcon Time. This year we are planning on bringing in guest speakers once a month to discuss different career paths.
- Homecoming activities September 19th - 24th.
 - Dress up days - Pajamas, Tacky tourist, Class color, Gone fishing, Spirit wear
 - Monday - Bonfire 8-10pm
 - Tuesday - Away Volleyball game
 - Wednesday - Volleybuff 7pm
 - Thursday - Powderpuff 7pm
 - Friday - Pep Rally, Parade 5pm, Game 7pm
 - Saturday - Dance 7-11pm
- On Thursday, September 29th, Mr. Telkamp will be chaperoning 11th and 12th graders who wish to attend the Wisconsin Education Fair (WEF). This event has students exploring many post secondary education options. The event will be held at the University of Wisconsin Oshkosh.
- The Jr. / Sr. High School now offers AP Chemistry. Missi Schall has taught this course prior and we had student interest. The Jr. / Sr. High School now offers AP Biology, AP Chemistry, AP Calculus, AP Psychology, AP Human Geography, and many more AP offerings through Wisconsin Virtual School.
- 13 students are completing additional courses through Wisconsin Virtual School. These courses include: Medical Terminology, Vet Science, Criminology, Human Anatomy, Nutrition, Health Careers, Geography, Advertising and Sales, AP Calculus A/B, AP Calculus B/C.
- We have been asked if we are interested in offering the Washington DC trip for 8th grade students. Cost has increased to \$950 for students and \$1000 for adults.

Mrs. Cramer Reported:

- We currently have 129 students enrolled at JHE
- Fastbridge testing is underway. Pals testing is just around the corner. We will be having our team meetings within the next couple of weeks to place students for intervention and enrichment.
- The first PTC meeting of the year was on Monday, September 12. It is a zoom meeting. The group started discussion on fundraising efforts as well as meals for conferences for both schools.
- Our student council kids are busy planning for Homecoming and other fun events. They did a great job working with HSR on facilities information last week.
- JHE students at all grade levels created great drawings and writings in regards to facilities.
- During open house, all but 10 JHE students attended, it was an amazing turnout.
- JHE weekly updates have been going out on Friday or over the weekend to keep parents up to date on what is going on at JHE. This update is digital and replaced the Friday folders that happened in the past.
- JHE students will be in the parade on Friday in Horicon. Depending on the number of students and staff signed up, will determine how many vehicles we have for kids.
- JHE is participating in dress-up days as well as the pep rally on Friday.
- JHE staff is busy planning a literacy event in October. It is a fun event where students and families will get academic information while they TRICK OR TRUNK around the parking lot to the various teachers.
- Our first Falcon Way assembly will be on September 30.
- We are currently working on PD related to curriculum. We are working to ensure alignment, first within our building and then moving toward the district. We are also reviewing curriculum related to Phonics, Spelling, and Grammar
- Kids Club is off to a great start. There are currently 11 students enrolled in wrap-around care and about 15 in after school care.
- JHE staff meetings are the 2nd Wednesday of the month. We had our first one this past week.
- JHE Parent Band Meeting is on Wednesday, September 21 at 6 pm.
- As always....it is a great day to be a Falcon! #HustyProud

B. Athletic Director's Report

Mr. Falkenthal Reported:

Football:

- Currently 1-3 overall, 1-1 for the Eastern Suburban Conference. Homecoming week this week. Hosting Cambridge on Friday, at Horicon's field, 7:00 p.m. kickoff.

Volleyball:

- Currently 1-2 in the Trailways Conference East Division. Only 1 match this week, at Valley Christian on Tuesday.

Middle School FB & VB:

- Both teams continue their season, which will wrap up mid October.

Boys Soccer:

- Having conversations with AD's from both Dodgeand & Horicon to try to form a Tri-Op so we can hopefully improve our participation numbers for this team. Currently we are a Co-Op with Dodgeand.

C. Financial Director's Report

Mrs. Holtz Reported:

Monthly Highlights:

- Completed and Submitted the PI-1505 AC Aid Certification to DPI
 - Preliminary numbers for the Annual Report
- Still working with the Auditors to get 21-22 closed out
- Working with CESA to get our Budget imported so we can start working on the PI-1505 Annual Report
- At the beginning of the month, Gov. Evers announced additional funding
 - Get Kids Ahead Initiative \$15,066
 - Back to School Supplemental Aid \$34,728
- Just received \$400,000 from DPI
 - Sparsity Aid \$136,000 (95%, remaining 5% in Nov)
 - Equalization Aid \$267,000

Hustisford School District Bank Accounts	
Hustisford State Bank	
	Balance as of
Checking / Savings Accounts	09/19/2022
District Checking	\$ 802,189
Fund 10 - Money Market Account	\$ 721,279
Fund 41 - Money Market Account	\$ 9,330
Benefits Design Group Acct-FLEX	\$ 9,614
Investment Accounts	
1-year CD Maturity date 1/29/23	\$ 20,000
1-year CD Maturity date 7/5/23	\$ 5,000
Loan Accounts	
Loan - Unfunded Liability	\$ 29,695
Loan - Bassett	\$ 93,100
Loan - Gym Improvements	\$ 58,981
Local Government Investment Pool	
Fund 10 Savings Acct 2	\$ 12,946

D. Superintendent's Report

Mrs. Cramer Reported:

- We had a nice turn out for the first community engagement session. The survey for more feedback went out today on social media and was emailed to all district families. The survey is also posted to the district website.
- The summer school report was submitted for 2022. We are up one FTE from last year. The report calculates, but does not provide funding for out of district students. If we were to be able to count the OOD students, we would have had an additional 3 FTEs.
- We interviewed for boys' basketball for the head coach position. The information is on for board approval.
- We had two custodial applications, both candidates were called twice to schedule interviews and neither have returned any phone calls.
- Our educator effectiveness software is nearly up and ready. We have a few glitches that I am working through. These glitches tend to happen when teachers are already in the system from another entity. Teacher goal setting is due at the end of October.
- I had a Trailways Superintendent meeting on Wednesday of last week. There are a few issues that the conference is working through in regards to scheduling of athletics. It is always nice to touch base at the beginning of the year.
- I had a Dodge County Superintendent meeting on Thursday of last week. We talked about DPI's proposed budget and the status of area school district budgets. There are many challenges that districts are facing. We are truly in control of our narrative and are in good fiscal shape as well as other areas. I am so proud of the work we have done. Our message this fall will be very different than surrounding districts
- It was a great day in the Dunk Tank for Founder John's Day. I really enjoyed my time and I am pretty sure that I helped raise quite a bit of money. I loved to see the kids that were so excited to hit the target!
- We were notified by UW Madison that our project was chosen by their School of Design. We will be kicking the project off in the next week or so. The project is for design purposes only and will provide insight into the grounds. It will allow for some of the information from the community engagement sessions to be drawn to life. The main goal is to have the students engage in sessions to help design a playground so that a capital campaign can be started.
- The HVAC systems in both buildings continue to cause some issues. We are working through issues in both buildings. As more and more items fail, we are faced with bigger challenges.
- We had two roof leaks at JHE and the north wall at the HS leaked during the last large rainfall.
- We continue to have parent meetings to work through challenges within each of the buildings. These meetings are an important piece of the beginning of the year to help students adjust to the new year
- and at times new surroundings.
- The third Friday count was this past Friday. Mrs. Kuehl will be completing that report in the near future.
- As some of you may have seen, the red van is in for repair. There was an issue with the brakes.
- Bus routes are beginning to calm down. The beginning of the year is always a challenge to get counts correct and routes settled in. It seems that things are going well.
- It was fun to see the new Falcon mascot at the football game on Friday night. Hopefully we will get to see more of it!
- I had a WASDA meeting this past week. Much of the time was spent on DPI's proposed budget.
- I was selected to sit on the WASDA Small Schools Committee once again this school year.
- We continue to have our Core team meetings with Kraemer and HSR to keep the momentum moving. We have a core meeting tomorrow and will likely be getting information on the facility study.
- I have begun to work in WISE Grants for this year's Title information. Allocations and various forms are just updated and we will work through this process to ensure that all of our information is accurate and up to date.
- I am working with our school nurse and Walgreens to provide an employee vaccination clinic for the district. It will likely take place on October 14. Employees will be able to receive flu vaccines, COVID boosters, pneumonia, or shingles shots.
- The annual meeting is October 10 at 7 PM!
- It is a great day to be a Falcon! #HustyProud

VIII. Board Development

A. Facilities Master Planning Update – The September 14, 2022 community session had a good turnout. Some of the topics that the community mentioned that need to be addressed we were already aware of. Two families that just moved into the school district were at the meeting. HSR is working on an outreach to the 40 year old and under group, local businesses and community organizations. The next community session will be held on September 28, 2022 at 6:30 p.m. at John Hustis Elementary. The next steps will be to set up tours of the schools on nights and Saturdays.

B. Current Maintenance Update – We purchased a new air compressor from Rolair to be used at JHE. Air duct being held up to get air into the four north classrooms. At the High School the air handler stopped and needed to be reset.

C. Donations to the District - The technical education area has received several donations. Xcel tooling out of Iron Ridge donated 2 CNC router machines worth \$7000 to the district, Pivot Point provided funding for Tech Ed supplies, and Linde and Miller Welding provided a portable welder, welding jackets, gloves, and eye protection. Rolair provided an exceptional price on an air compressor for the HVAC system at JHE.

D. High School Sign – Discussion of whether to put the old school sign at JHE. Will need to get bid on what it would cost to move to JHE, repairs and paint. Is it repairable? If families are interested in the sign, it should get put out for bid.

IX. Committee Reports

Buildings and Grounds Committee – Mr. Bohonek updated the board on September 12, 2022

Buildings and Grounds Committee Meeting Minutes of Monday, September 12, 2022

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, September 12, 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; Heather Cramer, District Administrator; and Clint Bushey, MS/HS Principal

New Business:

- Maintenance Update—Mr. Bushey is seeking quotes to replace a shut off valve in the HS for the bathrooms on the west side of the building. JHE experienced a leak in the roof from the recent rain, Mrs. Cramer will have HIS take a look at it. The HS had a leak along the north wall in the ag room area. A new employee has started on 2nd shift for custodial. This is staffed through an agency in Watertown.
- Staffing Update—Mrs. Cramer updated that the interviews for Varsity Boys Basketball will be on Thursday at 10 am. She also indicated that her and Mr. Bushey will be conducting custodial interviews soon as well to hire on a final staff member.
- Facilities Planning—Mrs. Cramer updated on the valuation increase for the district. She also updated on last year's mill rate comparisons. The committee briefly discussed the community engagement session and the format.
- Current Building Projects/Maintenance—Discussed in previous maintenance update.
- HVAC Update—Mrs. Cramer updated on the compressor at JHE as well as other HVAC issues that the building is experiencing. There are several air leaks that need to be repaired. There was also an issue with the fiberboard used as duct work. There is an area of collapsed fiberboard that caused the airflow to be reduced drastically in the four north classrooms. A temporary fix is put in place.
- District Purchasing—The committee discussed local purchasing and the factors involved. Mrs. Cramer indicated that there are many local businesses that the district purchases from, however, the goal of the district is remaining fiscally responsible and purchasing items that help reduce costs in all areas. The committee discussed items purchased for maintenance and where items are purchased and what vendors are used. The committee also discussed that

administrators are using their own time to make purchases out of town not using time of hourly employees for traveling for purchases. Local purchases are made for items needed immediately for a maintenance issue.

- School Safety Plan—There were updates in the safety plan in regards to numbers and a chain of command. The plan is set for approval in September, this is an annual approval for the board.
- Donations to the District—The technical education area has received several donations. Xcel tooling out of Iron Ridge donated \$7000 worth of CNC routers machines to the district, Pivot Point provided funding for tech ed supplies, and Linde and Miller Welding provided a portable welder, welding jackets, gloves, and eye protection. Rol-Air provided an exceptional price on an air compressor for the HVAC system at JHE.

Policy and Personnel Committee – Ms. Malterer updated the board on September 12, 2022

Personnel and Policy Committee Minutes from Monday, September 12, 2022

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, September 12, 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; and Heather Cramer, Superintendent of Schools

New Business:

- Staffing Update—Mrs. Cramer updated the committee on current staffing. Interviews will take place this week for Varsity boys basketball. There is still a custodial position open. Interviews for that will be held within the next week.
- Facilities Planning-- Mrs. Cramer updated on the valuation increase for the district. She also updated on last year's mill rate comparisons. The committee briefly discussed the community engagement session and the format.
- Student Field Trip Request—FFA has requested to attend the National FFA Convention at the end of October in Indianapolis, IN.
- Neola Update—The committee reviewed the newest Neola policy updates. The policies will be sent to the board meeting for a first reading.
- School Safety Plan-- There were updates in the safety plan in regards to numbers and a chain of command. The plan is set for approval in September, this is an annual approval for the board.
- Donations to the District--The technical education area has received several donations. Xcel tooling out of Iron Ridge donated \$7000 worth of CNC routers machines to the district, Pivot Point provided funding for tech ed supplies, and Linde and Miller Welding provided a portable welder, welding jackets, gloves, and eye protection. Rol-Air provided an exceptional price on an air compressor for the HVAC system at JHE.
- HS Athletics—Currently, the numbers were too low to field a boys' soccer team this fall. The co-op is looking to add Horicon High School and create a tri-op for the team to help boost numbers.
- Student Activities—The post prom committee inquired about alternative sites for post prom. More information would be needed to help the district make a decision. The committee discussed the pros and cons of this possibility as well as the legalities.

Business and Finance Committee: Mr. Weinheimer updated the board on September 6, 2022

Business and Finance Committee Meeting Minutes of Tuesday, September 6, 2022

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, September 6, 2022, at 4:00 p.m., in the District Office at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Steve Weinheimer, Chair; Lisa Bosse, member; Heather Cramer, District Administrator; and Jessica Holtz, Director of Financial Services.

New Business:

- Budget Update –The auditors were in-district in mid-August. Mrs. Holtz is still working through the final steps with them to finalize everything. The district once again will receive the Get Kids Ahead Initiative Grant for \$15,000. The district was awarded \$34,700 in back-to-school supplemental aid. We will be ending the 21-22 budget cycle in the positive. The district worked to ensure that funds would be put into fund balance. We will have positive balances moving into the new budget cycle.
- Facilities Planning—The committee heard about the staff engagement session. The committee also discussed the upcoming community engagement session on Wednesday, September 14.
- HVAC Update—Mrs. Cramer updated the committee on the continuous issues surrounding the HVAC systems in both buildings. The elementary is temporarily cooling. A special thank you to Rolair in helping to get the district a new compressor in a short time.
- Staffing—Mrs. Cramer updated on the two resignations that will be on the board agenda. She also updated that a custodial position is still open. All other positions have been filled and are going well. The basketball position interview will happen shortly. The district first needed to ensure that classroom positions were filled and that was the main focus.
- Donations to the District—Mrs. Cramer updated on a tech ed. donation received from Xcel Tooling in Iron Ridge. The committee also discussed the sign at the HS and how to move forward with the disposal of the sign.
- School Safety Plan—Mrs. Cramer updated the committee with the changes within the school safety plan. The only changes were in numbers of students and staff as well as the chain of command within the plan. The SSP will be on the September agenda for consideration of approval.

Curriculum and Technology Committee – Mr. Thimm updated the board on September 6, 2022

Curriculum and Technology Committee Minutes of Tuesday, September 6, 2022

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Tuesday, September 6, 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, Member; Brian Thimm, Chair; Fred Miller, Director of Technology; and Heather Cramer, Superintendent.

- Technology Updates—Mr. Miller provided an update on what has been happening in the world of technology. He updated the committee on all of the updates throughout the summer. The library management system was updated, the new firewall was installed, devices were ready and handed out to students, the wireless upgrade was finished, new computers were purchased and are getting ready for staff use. New VPN's will be installed for administrators following the firewall update. The beginning of the year prep is almost wrapping up.
- Facilities Planning--The committee heard about the staff engagement session. The committee also discussed the upcoming community engagement session on Wednesday, September 14.
- Elementary Curricular Update—The teachers in grades 3-5 have decided on a grammar and spelling program. Mrs. Cramer will work on getting that update ready to order. ESSER funds will be used to support this update. The teachers in PK-3 are still reviewing curricular options for a phonics update.
- Staffing--Mrs. Cramer updated on the two resignations that will be on the board agenda. She also updated that a custodial position is still open. All other positions have been filled and are going well. The basketball position interview will happen shortly. The district first needed to ensure that classroom positions were filled and that was the main focus.
- HS Curricular Update—The HS is working on a new intervention program. High School science is off to a great start and students are being offered additional electives; AP Chemistry was added for a student. The board will need to discuss alternative education options further in regards to requirements and what the district is willing to offer.
- School Safety Plan-- Mrs. Cramer updated the committee with the changes within the school safety plan. The only changes were in numbers of students and staff as well as the chain of command within the plan. The SSP will be on the September agenda for consideration of approval.

- X. Old Business
 - A. N/A

- XI. New Business

- A. Business and Finance: N/A

- B. Personnel and Policy

- 1. Resolution #2107: Approval of Hustisford School District School Safety Plan

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

Approval of Hustisford School District School Safety Plan
School Board Resolution
#2107

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the school safety plan for the Hustisford School District.

Motion passed 6-0 by roll call vote. Absent Lisa Bosse

- 2. Resolution #2108: Approval of FFA Trip for National Convention

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

Approval of FFA Trip for National Convention
School Board Resolution
#2108

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Hustisford FFA trip to National FFA Convention from October 26-28 in Indianapolis, IN.

Motion passed 6-0 by roll call vote. Absent Lisa Bosse

- 3. Resolution #2109: Approval of FFA Trip for State Level Conference and College Tour

A motion was made by Dave Strynick and seconded by Brian Thimm to approve the following resolution:

Approval of FFA State Leadership Trip
School Board Resolution
#2109

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Hustisford FFA State Leadership trip to River Falls, WI on October 7 and 8, 2022.

Motion passed 6-0 by roll call vote. Absent Lisa Bosse

- 4. Resolution #2110: Approval of First Reading of Neola Policy Update as presented

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

Approval of First Reading Neola Policy Updates
School Board Resolution
#2110

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the first reading of the updated Neola School Board Policies as presented.

Motion passed 6-0 by roll call vote. Absent Lisa Bosse

5. Resolution #2111: Approval of Winter Coaches

A motion was made by Brian Thimm and seconded by Dave Stryck to approve the following resolution:

Approval of 2022-2023 Winter Coaches
School Board Resolution
#2111

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2022-2023 winter coaches.

Girls Basketball: Varsity—Jason Hildebrandt, JV—Jesse Bischoff

Boys Basketball: Varsity—Rylee Nass

Wrestling: Head Coach—Chris Malterer, Volunteer—Eric Beavers, and Gavan Stark

7/8 Boys Basketball—Zach Ninmann

Motion passed 5-0 by roll call vote. Abstain Tracy Malterer. Absent Lisa Bosse

5. Resolution #2112: Approval of Fall Coaches

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

Approval of 2022 Fall Coaches
School Board Resolution
#2112

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

JV Volleyball (partial)—Jackie Thimm

Volleyball Volunteer Coaches: Kasie Schreiber, Jada Pieper, Braden Peplinski

Motion passed 5-0 by roll call vote. Abstain Brian Thimm. Absent Lisa Bosse

C. Buildings and Grounds: N/A

D. Curriculum and Technology: N/A

XII. Informational/Discussion Item

a. Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, October 10, 2022 at 4:00 p.m.*
- *Policy/Personnel – Monday, October 10, 2022, at 5:00 p.m.*
- *Business/Finance – Tuesday, October 11, 2022, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, October 11, 2022, at 5:00 p.m.*
- *October Regular Board Meeting: Monday, October 24, 2022, at 6:30 p.m.*
- *Annual Meeting, Monday, October 10, 2022 at 7:00 p.m.*

XIII. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Brian Thimm to adjourn at 8:08 p.m.

Motion passed 6-0 by voice vote. Absent Lisa Bosse

Christine Kuehl – Executive Assistant – Recorder

Tracy Malterer – School Board Clerk

Approved October 24, 2022