

**HUSTISFORD SCHOOL DISTRICT**  
Regular Board of Education Meeting Minutes  
**April 24, 2017**

**I. Call to order**

The meeting was called to order by President Dave Strynick at 6:32 p.m.

**II. Roll call of members**

Board members signed the attendance roster at the start of the meeting. Members present: Barbara May, Jay Behnke, Dave Strynick, Lisa Bosse, Tracy Malterer, and Mike Beisbier. Newly voted member Steve Weinheimer was also in attendance. John Bohonek 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:** Amber Bosse, a senior at Hustisford High School addressed the board on the topic of AP class offerings and the potential of weighting classes in the future.

**V.Consent Agenda**

- A. Approval of Minutes of the Regular Board Meeting – March 20, 2017
- B. Approval of Minutes from April 2017 Committee Meetings
- C. Approval of Minutes from Special Committee Meeting—March 28, 2017
- D. Approval of Financial Business: Approval of Bills (#38471 – 38535) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts
- F. Approval of Resignations—Michael Gerlach, Director of Financial Services; Hilary Prokop, Art Teacher; Hildur Miller, JHE Educational Assistant; and Megan Moeller, Elementary Special Education Teacher

A motion was made by Tracy Malterer and seconded by Mike Beisbier to approve the **Consent Agenda** items as presented. Motion passed 6 - 0 by roll call vote.

**VI. Regular Agenda**

A motion was made by Barb May and seconded by Jay Behnke to approve the **Regular Agenda as Presented**. Motion passed by voice vote.

**VII. Reports**

**A. Student Recognition:** The following students were recognized as Citizen of the Month recipients for April: Morgan Kehl, grade 6; Amber Bosse, grade 12; Anthony Kluck, First grade; and Olivia Murphy, Fourth grade.

**B. Principals' Reports:**

**Mr. Wichman Reported:** A report was given on the Forward Test being administered to JHE students. Many important dates were provided about upcoming events and end of the year happenings at JHE. Summer school sign-up is underway; classes continue to fill each day.

**Mr. Bushey Reported:** A report was given on various events happening at the Jr./Sr. high. Mr. Bushey provided information on upcoming dates as well. Senior project presentations are occurring on May 1. Sixth grade orientation is being held on May 9. Mr. Bushey also included information on the topics of each student's senior project.

**C. Athletic Director's Report:** The spring sports season has been challenging due to weather. Games are being rescheduled and happening weekly. Mr. Falkenthal attended the WIAA annual meeting on April 26.

**D. Superintendent's Report:** Mrs. Cramer reported on the status of the Jr./Sr. high scheduling process. She updated the board on the emergency plan with the county and what will be done this summer with the plan and updates. She talked about the 8<sup>th</sup> grade Washington DC trip and the success of the trip.

**E. Director of Financial Services Report:** Mr. Gerlach provided an update on the budget for this year. He also updated on the Skyward conversion. He updated the board on next year's budget development. An update was provided on the status of the JHE roof.

## **VIII. Board Development:**

- A. April 4 Referendum:** The board discussed the outcome of the referendum. Although disappointed in the outcome the board reiterated the importance of keeping communication lines open and continuing to explore the needs at the district buildings.

## **IX. Committee Reports:**

### **Building and Grounds Committee:**

Dave Strysick, Committee Chair reported on the April 3, 2017 meeting:

#### **Buildings and Grounds Committee Meeting Minutes of Monday, April 3, 2017**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, April 3, 2017, at 4:00 p.m., at Hustisford Jr./Sr. High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Dave Strysick; Committee Chairperson; John Bohonek, board member; Mike Gerlach, Director of Financial Services; Heather Cramer, Superintendent of Schools; Kris Roeseler, Director of Buildings and Grounds

#### Old Business:

- Update from Kris Roeseler, Director of Buildings and Grounds: Mr. Roeseler updated the committee on preparing for spring and the field work that will be completed such as rolling the fields. He updated the committee via email on completion of projects that was being done.
- April 4 Referendum Discussion: Mrs. Cramer updated the committee on the final push being made for the referendum on Tuesday. She indicated that a Blackboard message as well as several Facebook messages were being sent out. She updated the committee on the media coverage that has also occurred including a story in the Watertown Daily Times as well as a radio interview with WTKM.

#### New Business:

- Lawn Mowing Bids: Two sealed lawn mowing bids were received. The bids were opened and discussed at the meeting. The committee will forward the information on to the full board for a decision at the April meeting.
- Potential Summer Maintenance Projects: Mr. Gerlach provided a potential list of projects that could be done throughout the summer. The list will be further reviewed as the spring progresses. Mr. Wichman and Mr. Narlock created a list of projects to be considered at John Hustis as well. The list would depend on the passing of the referendum or not.
- JHE Roof Update: Mr. Gerlach indicated that he has received information from our insurance company in regards to the roof at JHE. He will be putting together a request for proposal to secure bids on the roof replacement.
- Jr/Sr High Bathroom Project: Mrs. Cramer met with Bray to finalize some details of the project. Mr. Gerlach will be providing prints of the plumbing layout to finalize the project and secure final information. Mrs. Cramer indicated that she is wanting a presentation to the board on the project for the May board meeting.

**Curriculum and Technology Committee:** Barb May, Committee Chair reported on the April 3, 2017 meeting:

#### **Curriculum and Technology Committee Minutes of Monday, April 3, 2017**

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Monday, April 3, 2017, at 5:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Barb May (Chair); Jay Behnke, board member; Heather Cramer, superintendent; Jacob Wichman, JHE Principal

Old Business:

- Update from Mr. Fred Miller, Technology Director: Mr. Miller was not present for an update.
- April 4 referendum discussion: Mrs. Cramer shared with the committee the final push for coverage and information for the referendum on Tuesday. She indicated that a Blackboard message and several Facebook messages were being sent out. She also updated on the media coverage that the district has received.

New Business:

- Summer School Registration: Mr. Wichman shared information about the upcoming Summer School Registration. He provided a timeline of information.
- Assessment Update: Mr. Wichman updated the committee on the Forward Exam. Mrs. Cramer provided an update on the Forward Exam at the HS/MS to the committee as well as an update on ACT.
- Jr/Sr High Course Description Book: Mrs. Cramer provided information to the committee on the changes that would be presented to the full board for approval on April 24.
- Staffing for 2017-2018: There are several jobs posted currently. The Elementary PE position is posted, a K-12 Art Position is posted, and a HS Math position is posted. We are receiving applicants, but it is still slow at this time.
- Wisconsin Virtual Options and ITV Information: The ITV options were discussed and will be ready for approval in April or May at the board meetings. Wisconsin Virtual School information was shared and will be ready for a May approval.
- AP Options: The committee was updated on the various AP offerings that we will be providing next year at the HS.

**Business and Finance Committee:** John Bohonek, Committee Chair reported on the April 4, 2017 meeting and Mrs. Cramer reported on the March 28, 2017 and April Employee Compensation Meeting:

### **Business and Finance Committee Meeting Minutes of Tuesday, April 4, 2017**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, April 4, 2017, at 4:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** John Bohonek, member, Mike Gerlach, Director of Financial Services,

**Absent:** Lisa Bosse, member, Heather Cramer, District Administrator

Old Business:

- Budget Review: Month-to-Date and Year-to-Date: Mr. Gerlach updated the committee on the district year-to-date budget.
- Budget Update - Baird Model: Nothing had changed since the previous month.
- April 4 Referendum Question: The committee discussed the referendum question.

New Business:

- Employee Compensation Committee Update: The committee will be meeting every other week to continue discussion on the future of the employee compensation plan.

- Employee Health Insurance Committee Update : Employees were asked to fill out their health information documents. The committee has not met since the information was submitted.
- JHE Roof Update: Mr. Gerlach provided information in regards to the claim on the roof at JHE. He updated the committee on the roof and the process moving forward.
- Teacher Contracts/Personnel Agreements: Mr. Gerlach prepared preliminary information in regards to contracts that will be extended for next school year. The committee agreed to move forward on getting contracts out to staff members.

**Business and Finance  
Compensation Study Committee Meeting  
Minutes of Tuesday, April 26, 2017**

The **Business and Finance Committee's Teacher Compensation Committee** met on Tuesday, April 26, 2017, at 3:30 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Heather Cramer, superintendent of schools; Mike Gerlach, Director of Financial Services; Tracy Malterer, school board member; Lisa Bosse, school board member; Clint Bushey, teacher; Michelle Stewart, teacher; Jaime Hardgrove, teacher; Matt Jones, teacher, and Brian Bischoff, teacher

**Review of Compensation Models:** The committee continued to review compensation models. They took a look at specific criteria within the models first as a means for advancement on a plan. The committee discussed and reviewed a plan from Dodgeand. The group would like to have a discussion with Dr. Annette Thompson in regards to their model and how they are sustaining the model and how the staff is adjusting to the model. The group also looked at a plan from West Salem. The committee looked at different concepts within the plan and discussed the pros and cons of each of the concepts.

**Compensation Plan Structure:** The committee once again reviewed the difference in structure between a step and lane grid vs. a ladder structure. The committee looked at different district models to see the set-up and what that would mean for Hustisford. The team looked at a model from West Salem and indicated that they felt that it took too long to attain the steps on the scale and that while they liked the concept, it would be nice to reduce the number of years needed to accomplish the end of the scale.

**Criteria for Advancement – Items for Consideration/Discussion:** The committee continued to discuss the various ways that teachers could move within a compensation plan. The committee discussed providing a monetary value to obtaining a master's degree. The committee also discussed criteria used for advancement either in a point system or checklist system. The committee briefly discussed providing stipends for certain situations and staff for duties or criteria that is laid out.

**Upcoming Meeting Date:**

- Tentative meeting date of Tuesday, May 16, 2017 at 3:30

The Meeting adjourned at 4:25 pm.

**Policy and Personnel Committee:** Mike Beisbier, Committee Chair reported on the April 5, 2017 meeting:

**Personnel and Policy Committee  
Minutes of April 5, 2017**

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Wednesday, April 5, 2017, at 5:00 p.m., in the conference room off of the library/media center, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Mike Beisbier, board member (chair); Tracy Malterer, board member; Heather Cramer, superintendent of schools; Mike Gerlach, Director of Financial Services

Old Business:

- April 4 Referendum Discussion: The committee discussed the outcome of the referendum. The committee also discussed moving forward and the next steps.

New Business:

- Staffing 2017-2018: Mrs. Cramer updated the committee on the vacancies that are currently posted both internally and externally.
- Jr/Sr High Course Description Book: Mrs. Cramer updated the committee on the changes that they will look at as a full board at the April board meeting.
- Discussion of potential cooperative options for HS/MS athletics: Students in grades 8-11 have been asked to complete a survey in regards to offering Track for students.
- Resignation Information: Two resignations were reviewed. Hildur Miller resigned her library aide position effective April 14. Hilary Prokop resigned her 64% art position.
- Summer School Registration: Information was provided in regards to registration. A timeline was provided to the committee for summer school.
- Transportation of Students: The committee discussed the transportation of students and district policy regarding transporting students.
- Vacation Time for Year-round Employees: The committee discussed the support staff handbook and the need for it to be reviewed. The committee also looked at the standards set within the handbook in regards to how an employee receives vacation time. The committee will continue discussing this topic.

X. **Old Business:** NA

XI. **New Business**

A. Curriculum and Technology:

B.

- Resolution #1462: Approval of Physics Class Field Trip

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

**Approval of Physics Day Trip**

**School Board Resolution  
#1462**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Physics Day Trip to Great America in Gurnee, IL for approximately 7 students on April 27, 2017. This is an annual trip taken by Physics students throughout the mid-west.

Approved 6-0 Roll Call Vote.

- Resolution # 1463: Approval of Jr./Sr. High Course Book

**A motion was made by Barb May and seconded by Tracy Malterer to approve the following resolution.**

**Approval of 2017/18 Hustisford Jr. and Sr. High School Course Description Book**

**School Board Resolution  
#1463**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Hustisford Jr. and Sr. High School Course Description Book as presented to the Policy and Personnel Committee, and the Curriculum and Technology Committee, at their April meetings, and to the Board of Education on April 24, 2017. These approved course description books which include updates in the course offerings to middle and high school students, will be used by students, parents and staff in planning the course of study and registration for courses by students for the 2017 – 2018 school year.

**Approved 6 – 0 Roll Call Vote**

- C. Buildings and Grounds:
- Resolution # 1464: Approval of Lawn Mowing Bid for 2017-2018
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**A motion was made by Mike Beisbier and seconded by Jay Behnke to approve the following resolution.**

**Approval of Lawn Mowing Contract for 2017**

**School Board Resolution  
#1464**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a lawn mowing contract with Falcon Properties for the 2017 spring/summer/fall mowing season at a cost of \$275 per complete mowing/trimming.

**Approved 6 – 0 Roll Call Vote**

- D. Business and Finance:
- Resolution#1465: Approve Horicon Early Childhood Cooperative Agreement

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

**Approval of Early Childhood Cooperative Agreement with Horicon School District**

**School Board Resolution  
#1465**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve a cooperative agreement with the Horicon School District to provide Early Childhood Educational services for the remainder of the 2016-2017 school year as presented.

**Approved 6-0 Roll Call Vote**

- E. Personnel and Policy:

- Resolution # 1466: Approval of Extension of School Day for Jr./Sr. High for 2017-2018 School Year

**A motion was made by Lisa Bosse and seconded by Mike Beisbier to approve the following resolution.**

**Approval of Extension of School Day for Jr./Sr. High for 2017-2018 School Year  
School Board Resolution  
#1466**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve a new start time for the Hustisford Jr./Sr. High for the 2017-2018 school year. The start time will be adjusted to 7:50 with the end time of 3:09 remaining.

**Approved 6-0 Roll Call Vote**

- Resolution # 1467: Approval of Individual Teaching Contracts for 2017 – 2018 School Year

**A motion was made by Tracy Malterer and seconded by Barb May to approve the following resolution.**

**Approval of Individual Teaching Contracts with the Hustisford School District Board of Education  
for the 2017 – 2018 School Year**

**School Board Resolution  
#1467**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approval the issuance of individual teaching contracts for the 2017 – 2018 school year to the following individuals pursuant to Wisconsin Statute 118.21 and 118.22.

KRISTEN ANGLEMYER  
MARGARET BELL  
BRIAN BISCHOFF  
CLINT BUSHEY  
LORI COLLIEN  
HOLLY DALEY  
LINDA FEUTZ  
NIIKI HAKALA  
JAIME HARDGROVE  
GWEN HENNING  
ERIN HENSLER  
BRANDON HOLTZ  
COURTNEY HOWELL  
HENRY ISABELLE  
DAVID JASPERSON  
MATTHEW JONES  
ANNE KLOMBERG  
CURTIS KOCH  
CAITLIN MCPHERSON

JENNIFER NETTESHEIM  
JODIE NEU  
JOY PAMPERIN  
KIM PORZKY  
JASON REIMES  
EMMA SAWDEY  
TAMMY  
SCHELLPFEFFER  
MICHELLE STEWART  
RACHEL WEINHEIMER  
SUZANNA WELLS-DIXON  
DAWN WOHLING  
SCOTT WOHLING

### Approved 6-0 Roll Call Vote

- Resolution # 1468: Recognition/Appreciation – Teacher and Staff Appreciation Week (May 8 – 12, 2017)

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

### **Recognition/Appreciation Hustisford School District Teachers and Staff**

#### **School Board Resolution #1468**

In recognition of Teacher Appreciation Week, May 8th through the 12th, 2017, 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 6-0 Roll Call Vote

#### **XII. Informational/Discussion Items:**

- a. Tentative/Suggested Meetings/Events:
- b. May School Board Meeting Date – Conflict with Choir Concert
- c. Tentative/Suggested Meetings/Events:
  - *Compensation Study Committee (Business & Finance) – Tuesday, April 25, 2017, at 3:30 p.m.*
  - *Buildings/Grounds – Monday, May 8, 2017, at 4:00 p.m.*
  - *Curriculum/Technology – Monday, May 8, 2017, at 5:00 p.m.*
  - *Business/Finance – Tuesday, May 9, 2017, at 4:00 p.m.*
  - *Policy/Personnel – Tuesday, May 9, 2017, at 5:00 p.m.*
  - *May School Board Meeting - Monday, May 15, 2017, at 6:30 p.m. (Choir Concert at 7:00)*



- *Scholarship/Awards Banquet – Wednesday, May 17, 2017 at 6:30 p.m.*
- *Special Board Meeting – Senior Projects – TBD*
- *Senior Project Presentations – Monday, May 1, 2017 at 6:00 p.m.*

### **XIII. Closed Session**

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

#### **Update/Discussion – Vacant Personnel Assignments for 2017-2018 Faculty and Staff Compensation/Negotiations Planning**

**A motion was made by Tracy Malterer and seconded by Lisa Bosse to enter into closed session to discuss the named items. The motion passed with a 6-0 roll call vote. The board entered into closed session at 7:42 pm.**

### **XIV. Return to Open Session**

**A motion was made by Mike Beisbier and seconded by Barb May to enter back into open session. The motion passed with a 6-0 roll call vote. The board entered into open session at 8:22 pm.**

### **XV. Oath of Office for new members: Lisa Bosse, Steve Weinheimer, and Barbara May**

**XVI. Board Reorganization: Board President: David Strynick; Vice-President, Jay Behnke; Clerk, Barbara May; and Treasurer, John Bohonek.**

### **XVII. Motion to Adjourn**

**A motion was made by Lisa Bosse and seconded by Steve Weinheimer to adjourn. The motion passed on a voice vote. The meeting was adjourned at 9:03 pm.**

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Heather J. Cramer, Superintendent of Schools – Recorder

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Barbara May - School Board Clerk