

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
March 20, 2017

I. Call to order

The meeting was called to order by President Dave Strynick at 6:30 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, John Bohonek, and Mike Beisbier

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: There was no one present wishing to speak to the school board.

V. Consent Agenda

- A. **Approval of Minutes of the Regular Board Meeting – February 20, 2017**
- B. **Approval of Minutes from March 2017 Committee Meetings**
- C. **Approval of Financial Business: Approval of Bills (#38415-38470) Funds 10, 27, 38, 41, 50, 80**
- D. **Approval of Student Activity Accounts**
- E. **Approval of Resignation of Jacob Wichman, John Hustis Elementary Principal**

A motion was made by Jay Behnke and seconded by John Bohonek to approve the **Consent Agenda** items as presented. Motion passed 7 - 0 by roll call vote.

VI. Regular Agenda

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

VII. Reports

A. Principals' Reports:

Mr. Wichman Reported: The students at JHE will be taking the Forward Exam throughout the month of April. The students are participating in Jump Rope for Heart. Mr. Wichman updated the board on upcoming dates that they should be aware of including 5th grade graduation which is May 30th at 6:30 pm.

Mr. Bushey Reported: ACT testing is complete. There was a nice turnout for parent teacher conferences. The staff have applied for several grants and are waiting to hear back on them. Students will be taking the Forward Exam in late March. He congratulated Julia Peplinski and Justin Kuehl on being named Players of the Year for the Trailways South this season.

B. Athletic Director's Report: Mr. Falkenthal reported that the Winter Athletic Banquet is Sunday, March 26th. He also congratulated Julia Peplinski and Justin Kuehl on being named Trailways South Players of the Year. What a great honor for Hustisford. All Spring practices have started. The numbers in all spring sports are looking good. He also reported that he will be attending the WIAA annual meeting at the end of March.

C. Superintendent's Report: Mrs. Cramer reported that work continues on the Jr./Sr. high schedule. She provided information on the split of the conference for next year into geographical entities to help alleviate some travel issues within the conference. The conference will be split into three separate groups. She congratulated JHE on their great Dr. Seuss celebration. She discussed the meeting that the admin team along with two board members had with Representative Mark Born. She stated that the district will be featured on Community Comment on WBEV to discuss the referendum on March 22 at 12:35 pm. She reported on initiatives going on throughout the county with school safety and drug awareness that she is involved in. She provided information to the board on state report cards for next year and initial changes that DPI has implemented.

D. Director of Financial Services Report: Mr. Gerlach reported that the district budget conversion is complete in Skyward and that he continues to work on balancing and journaling all of the information. The district budget is currently on track. He is working on developing the 2017-2018 budget. He provided information on the state proposed budget and also

discussed the meeting with Representative Born. He updated the board on the roof at JHE. He also updated the board on the open house that was held at JHE.

E. Student Recognitions: The following students were recognized for their outstanding work at school and in the community: Gavin Drent, Aubrey Weber, Rachel Greeb, and Jared Kehl.

VIII. Board Development:

- A. April 4 Referendum:** Mrs. Cramer and the board thanked the Watertown Daily Times for the articles within the paper and the continued coverage of the district. The board discussed the open house attendance and talked about the upcoming referendum.
- B. WASB Board Development Tool – School Board Discussion:** The board engaged in a discussion about the results of the survey that they all took. The results were similar to last year. They discussed where they would like to focus and set goals related to their results. The areas indicated were: legislative advocacy, business partnerships, and strategic planning. All areas will be addressed by the board of education in different ways.
- C. Bathroom Project at Jr./Sr. High:** Mrs. Cramer updated the board on the status of the bathroom that will be built at the Jr./Sr. high.
- D. Senior Project Discussion/Update:** Mr. Bushey updated the board on the status of the seniors and what the progression was for all of the students. He provided information to the board members on the project and timelines for the project.
- E. FFA Yearly Update:** Two FFA students (Samantha Maas and Alisha Peplinski), along with advisor Fay Hildebrandt attended the meeting to provide an update on the yearly programming for FFA. They also extended an invitation to the board for their annual banquet, April 12.

IX. Committee Reports:

Building and Grounds Committee: Dave Strysick, Committee Chair reported on the March 6, 2017 meeting:

Buildings and Grounds Committee Meeting Minutes of Monday, March 6, 2017

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, March 6, 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

Old Business:

- Update from Kris Roeseler, Director of Buildings and Grounds: No update provided as Mr. Roeseler was absent.
- April 4 Referendum Discussion: Mrs. Cramer updated the committee on the various literatures being distributed in regards to the referendum question. She showed a video that was created by Jay Behnke and herself in regard to the referendum. The committee talked about the upcoming open house.

New Business:

- Lawn Mowing Bids: The posting has gone out for lawn mowing bids; this will be further discussed 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.
- Snow removal equipment: Mr. Gerlach updated the committee on the issues related to the snow removal equipment. The tractor needed to go in for repair. The district relied on the village to assist with snow removal for one snow episode.
- HS Parking Lot Issues: The committee talked about the issue in regards to drainage in the Jr./Sr. High parking lot. The drainage issues are happening year round.

Curriculum and Technology Committee: Barb May, Committee Chair reported on the March 6, 2017 meeting:

**Curriculum and Technology Committee
Minutes of Monday, March 6, 2017**

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Monday, March 6, 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; Fred Miller, Technology Director

Old Business:

- Update from Mr. Fred Miller, Technology Director: Mr. Miller updated the committee on the finalization of the Blackboard Messaging system. He provided information on the work being done by him on the Skyward project as well. He also provided an update on preparing for standardized testing.
- April 4 referendum discussion: Mrs. Cramer showed the committee the new video created for the referendum. There are several informational videos posted on the website providing voters information on specific parts of the question. The committee discussed the various informational flyers being sent home with elementary students as well as the mailers being sent. The committee also discussed the open house at JHE.

New Business:

- Summer School Course Book/Offerings: The committee reviewed the summer school course book and Mrs. Cramer outlined the new classes being offered.
- Upcoming Assessments: ACT Aspire, Wisconsin Forward Exam, PALS, FastBridge and STAR: Mrs. Cramer provided updates on the various assessments for each building that are coming up in the spring.
- Class Proposals High School for 2017-2018: Mrs. Cramer discussed the potential changes to high school course offerings. She is looking into changes within the HS Science curriculum, the HS math curriculum, and adding AP courses for high school students.
- ChromeBook Information for JHE: Mrs. Cramer provided information prepared by Mr. Wichman on the potential purchase of 50 ChromeBooks for JHE.
- Staffing for 2017-2018: Mrs. Cramer updated the board on potential staffing for 2017-2018. She discussed that the district will be posting several positions for the upcoming school year.

Business and Finance Committee: John Bohonek, Committee Chair reported on the March 7, 2017 meeting and Mrs. Cramer reported on the March 14, 2017 Employee Compensation Meeting:

**Business and Finance Committee Meeting
Minutes of Tuesday, March 7, 2017**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, March 7, 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, 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. He also updated the committee on the conversion of information to the new software system.
- Budget Update - Baird Model: No update this month, nothing had changed since the previous month.
- April 4 Referendum Question: Mrs. Cramer updated the committee on the information being provided in Friday Folders as well as the mailing literature. The committee also talked about the upcoming open house at JHE.

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. The committee met to discuss meeting times that worked for all individuals on the committee. The committee also discussed the process and timeline for the project.
- 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.
- Staffing 2017-2018: Mrs. Cramer updated the committee on potential staffing needs for the upcoming school year. She indicated that there will be several positions posted for the district.

Business and Finance Compensation Study Committee Meeting Minutes of Tuesday, March 14, 2017

The **Business and Finance Committee's Teacher Compensation Committee** met on Tuesday, March 14, 2017, at 3:30 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

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

Review of Compensation Models: Five compensation models were handed out to committee members to review for the next meeting. The plans that are being looked at are from Fall River, Wausau, West Salem, Dodge Land, and Milton. The committee will review the plans, specifically looking at the criteria for advancement within each plan. The committee will then discuss the criteria at the next meeting.

Criteria for Advancement – Items for Consideration/Discussion

The group discussed a number of different things that could be included as criteria for advancement within the compensation plan. The committee felt that professional development is a key piece of documentation within the plan. They discussed different ways to look at professional development and what it would mean for educators. The group talked about the different avenues for license renewal for teachers and what that would mean for the plan. The committee talked about what it means to get better as a teacher and what that looks like in regards to the plan. The committee also felt that it is imperative to value experience, focusing on the retention of staff.

There was discussion on whether educator effectiveness should be used as criteria within the plan. Several voiced concern in regards to the potential subjectiveness of an evaluation. Mrs. Cramer talked to the committee about the value in the work included in educator effectiveness that teachers are doing and should that be considered in their plan? The committee also talked about how the scale will move, would it be annual or longer. Finally, the committee discussed the value of goal setting within the system. The committee will continue the discussion of criteria. This is the most important part of the plan to hash out and will take considerable time to do so.

Upcoming Meeting Date:

- Tuesday, March 28, 2017 3:30 p.m. in the library conference room at the Jr./Sr. High School
- Tuesday, April 11, 2017 3:30 p.m. in the library conference room at the Jr./Sr. High School
- Tuesday, April 25, 2017 3:30 p.m. in the library conference room at the Jr./Sr. High School

Policy and Personnel Committee: Tracy Malterer, Committee Member reported on the March 7, 2017 meeting:

**Personnel and Policy Committee
Minutes of March 7, 2017**

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Tuesday, March 7, 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: Tracy Malterer, board member; Heather Cramer, superintendent of schools

Absent: Mike Beisbier, Chair

Old Business:

- WASB Governance Survey Report, discussion: The survey results were reviewed and Ms. Malterer outlined similarities to last year's survey. The full board will discuss the survey at the upcoming board meeting.
- April 4 Referendum Discussion: The committee discussed the literature being sent home with elementary students and the mailers being sent out. The committee also discussed the upcoming Open House at JHE.

New Business:

- Staffing 2017-2018: Mrs. Cramer updated the committee on staffing needs for the 2017-2018 school year. The committee was updated that several positions will be posted for next year.
- Class Proposals High School 2017-2018: Mrs. Cramer updated the committee on the potential changes for HS course offerings for 2017-2018. The changes that are being considered are within the science and math department. The district is also considering several AP courses.
- Discussion of potential cooperative options for HS/MS athletics: Mrs. Cramer updated the committee that she would like to explore a potential track cooperative.
- Field Trip Forms: The committee reviewed field trip forms for each building. The committee wanted to ensure that the buildings were using the approved forms. Mrs. Cramer will ensure that both buildings use the forms.
- Summer School Classes and information: Mrs. Cramer updated the committee on the summer school classes being offered this summer. She outlined the new classes being offered.

X. **Old Business:** NA

XI. **New Business**

A. Curriculum and Technology:

1. Resolution # 1461: Approval of Summer School Course Book/Offerings

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

Approval of Summer School Course Offerings and Registration Book

**School Board Resolution
#1461**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2017 Hustisford School District Summer School Program and registration book for use in registration and staffing for the summer school program.

Approved 7-0 Roll Call Vote.

- B. Buildings and Grounds:
NA
- C. Business and Finance:
NA
- D. Personnel and Policy:
NA

XII. Informational/Discussion Items:

- a. Tentative/Suggested Meetings/Events:
 - *Compensation Study Committee (Business & Finance) – Tuesday, March 28, 2017 at 3:30 p.m.*
 - *Compensation Study Committee (Business & Finance) – Tuesday, April 11, 2017 at 3:30 p.m.*
 - *Buildings/Grounds – Monday, April 3, 2017, at 4:00 p.m.*
 - *Curriculum/Technology – Monday, April 3, 2017, at 5:00 p.m.*
 - *Business/Finance – Tuesday, April 4, 2017, at 4:00 p.m.*
 - *Policy/Personnel – Tuesday, April 4, 2017, at 5:00 p.m.*
 - *April Board Meeting: Monday, April 24, 2017, at 6:30 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.

**Staffing 2017-2018
HEA Negotiations for 2017-2018**

A motion was made by John Bohonek and seconded by Mike Beisbier to enter into closed session to discuss the named items. The motion passed with a 7-0 roll call vote. The board entered into closed session at 8:12 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 7-0 roll call vote. The board entered into open session at 9:12 pm.

XV. Motion to Adjourn

A motion was made by Lisa Bosse and seconded by Tracy Malterer to adjourn. The motion passed on a voice vote. The meeting was adjourned at 9:12 pm.

Heather J. Cramer, Superintendent of Schools – Recorder

Barbara May - School Board Clerk