

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
September 18, 2017

I. Call to order

The meeting was called to order by President Dave Stryck at 6:31 p.m.

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: Jay Behnke, Dave Stryck, Tracy Malterer, Steve Weinheimer (entered at 6:32), Lisa Bosse, and Barb May. 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: Christa Gavin addressed the board in regards to 7/8 Grade Football. She asked the board for future support of the program and provided an update on the program. She also asked the board to consider a donation for this year's costs.

V.Consent Agenda

- A. Approval of Minutes of the Regular Board Meeting – August 21, 2017
- B. Approval of Minutes from September 2017 Committee Meeting
- C. Approval of Financial Business: Approval of Bills (#38770-38804) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Resignation of April Lindert, Food Service Assistant

A motion was made by Jay Behnke and seconded by Barb May to approve the Consent Agenda items as presented. Motion passed 6 - 0 by roll call vote.

VI. Regular Agenda

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

VII. Reports

A. Principals' Reports:

Ms. Bell Reported: Ms. Bell reported on a successful open house at JHE. She talked to the board about the theme for the elementary school for the year. She talked about the screenings being done and the schedule of the upcoming screenings as well. She indicated that the teachers will be participating in Harvest Fest downtown as well.

Mr. Bushey Reported: Mr. Bushey reported on training opportunities that HS and Jr. High staff have taken advantage of during late summer. He shared the Jr./Sr. high initiatives for the school year, focusing on ACT writing, Trauma Sensitive Educaiton, and Academic and Career Planning. He provided a schedule of dress up days for Homecoming. He updated the board on where the seniors were in regards to senior projects.

B. Athletic Director's Report: Mr. Falkenthal reported that the fall sports season is in full swing. All teams are currently in conference play. Volleyball is off to a 3-0 start in conference, football is off to a 3-0 start as well. Soccer is in the middle of the pack for conference play with a record of 1-1-1. Junior high volleyball is off to a quick start and the girls are playing well and being very competitive. Mr. Falkenthal reported on the area WIAA meeting that he attended on September 18 in Oconomowoc.

C. Superintendent's Report: Mrs. Cramer reported that CESA 6 will be providing school psychologist services within the district. She reported on teacher inservice week and its success. She updated the board on several maintenance issues and update projects that have been completed or are nearing completion throughout both buildings. She updated the board on where the district is at in regards to the emergency plan. She also updated the board on educator effectiveness.

VIII. Board Development:

- A. Introduction of New Teaching Staff for 2017-2018: Mrs. Cramer introduced the new teachers that have joined the district. Teachers include:
 - Megan Love—Grade 4
 - Jayne Schuett—Grade 5
 - Megan Rennhack—K-12 Art
 - Tony Scallon—Business Education
 - Andrew Powers—Elementary Physical Education
 - Taylor Burns—Elementary Special Education
 - Bruce Haan—HS Math
- B. Strategic Planning Presentation from CESA 6: Mrs. Cramer introduced Mr. Ted Neitzke to the board. He is the director of CESA 6. Mr. Neitzke presented information to the board on the process that they would be using for strategic planning. He indicated that they would begin in early October. Mrs. Cramer will be scheduling the first meeting for the admin team to start the process. There will be room for community involvement and information as well as time for the board to build the capacity of the district.
- C. Village of Hustisford TIF district: Mr. Strysick updated the board that the village will be seeking a TIF district within the village. This district will help to create tax incentives to bring industry and retail into the village. The village is looking to approve this district in late September. Mr. Strysick will be representing the district on the village advisory committee.

IX. Committee Reports:

Building and Grounds Committee: Steve Weinheimer, Committee member reported on the September 12, 2017 meeting:

Buildings and Grounds Committee Meeting
Minutes of Tuesday, September 12, 2017

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Tuesday, September 12, 2017, at 4:00 p.m., at Hustisford Jr./Sr. High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, chair; Steve Weinheimer, board member; Heather Cramer, Superintendent of Schools; Kris Roeseler, Director of Buildings and Grounds

Old Business:

- Update from Kris Roeseler, Supervisor of Buildings and Grounds: Mr. Roeseler updated the committee on the various projects that had been completed as summer work. He also updated on the Cintas contract and how things were going. He also updated on coverage for employees while vacations are being filled.
- Summer Maintenance Projects Update: All summer maintenance projects were completed.
- Bathroom Project HS: Mrs. Cramer updated the committee that the project is complete and that it cleared all inspection.
- JHE Roof: Mr. Roeseler provided an update on the finishing touches happening on the roof as it nears completion. He also provided an update on the process for completing the insurance claim.
- Clean Sweep: The district completed the clean sweep in August. All of the process is finalized.
- Door Project HS: The door project for the outside doors near the band room at the HS is complete.

New Business:

- Strategic Planning: The committee discussed the importance of the strategic planning process. They talked about looking into the various options out there in regards to a facility study. Mrs. Cramer will continue to research this and bring options to the committee.
- Maintenance Issues/Concerns: Mrs. Cramer updated the committee that they will work to implement a maintenance request form for all employees to use. This request form will assist in tracking the maintenance completed as well as prioritizing requests. It will help to track what issues are being seen at both buildings.

- Project for room 211 at Jr./Sr. High: The committee heard an update on a wall that the special education room would need. This will help reduce interruptions in the room. Mr. Roeseler will work to secure bids on this project for the room.
- Disposal of Items: The committee discussed the disposal of items around the district that are either no longer used or in disrepair. The committee is ok with Mr. Roeseler and Mrs. Cramer following district policy to dispose of items no longer needed for the benefit of the district.
- Building use for outside entities: The committee discussed outside entities using facilities. The committee felt that as long as it did not conflict with our own district events, it was a great way to bring in revenue and help promote the district and community.

Curriculum and Technology Committee: Barb May, Committee Chair reported on the September 5, 2017 meeting:

Curriculum and Technology Committee
Minutes of Tuesday, September 5, 2017

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Tuesday, September 5, 2017, at 4:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Barb May (Chair) and Heather Cramer, Superintendent

Old Business:

- Update from Fred Miller—Director of Technology: Excused due to district needs
- Strategic Plan—Curricular Cycle: The committee discussed the curricular rotation that the district needs in regards to updating and maintaining curriculum. Mrs. Cramer will work on a plan for the committee to review.

New Business:

- Science Update—Sr. High—New science classes are up and running. Enrollment in new classes was high enough to run both new classes.
- Math Update—Sr. High—The Calculus class is being broadcast to Horicon. Overall it is going very well. The new Consumer Math class is getting high reviews from students who are feeling success in math. They have been grateful for the new offerings.
- AP Psychology—The new AP class is up and running. Students are excited about the new offering.
- Parent Concern—Did not attend, rescheduled
- Agriculture Program—Mrs. Cramer updated the committee that the AG cooperative with Dodgeland will end at semester. We currently have 6 students in a small animal class that will run for the first semester. Mrs. Cramer will update next month with options.
- Technology Planning—The committee discussed the need to start thinking ahead for technology planning for the future of the district.

Business and Finance Committee: Did not meet

Policy and Personnel Committee: Tracy Malterer, Committee Chair reported on the September 11, 2017 meeting:

Personnel and Policy Committee
Minutes from Monday, September 11, 2017

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, September 11, 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 (chair); David Strynick, board member; and Heather Cramer, superintendent of schools

Old Business:

New Business:

- Neola Policy Update: Mrs. Cramer updated that the committee will be receiving updates shortly for policies that will need to go through board readings. Mrs. Cramer will be meeting with a Neola representative in early October.
- Athletic Code Handbook: Mrs. Cramer provided copies of the code handbook to the committee. She will also be working with the HS Dean of Students, a coach, and the Athletic Director to start the revision process. Tentatively the book will be brought back to committee level in December, 2017.
- Coaches Handbook: The committee will also be reviewing the district Coaches Handbook and will bring back to the committee in February, 2018.
- Volunteer Handbook: Mrs. Cramer will work on creating a district volunteer handbook for the 2018-2019 school year. This will be handed out with all guidelines for those individuals wanting to volunteer in any form for the district.
- Teacher Handbook: The committee will start to look at the teacher handbook and will bring it back monthly as they go over the book and work to match board policy to the current district needs.
- Substitute Teacher Handbook: Mrs. Cramer will update the substitute teacher handbook for approval in October.
- Annual Evaluations—Support Staff: Mrs. Cramer sought feedback on forms for support staff evaluations. The committee provided feedback. Mrs. Cramer will implement these forms this year for the evaluation of support staff.
- Update on Staffing: All staff in place for teaching positions. The district is still seeking a School Psychologist and Business Manager. They will look to CESA 6 as a possibility for School Psych services.
- Extra Duty Schedule: The extra duty schedule for both buildings was provided for review and will move to board approval.

X. Old Business: NA

XI. New Business

A. Curriculum and Technology:

1. Resolution #1530: Approval of 66.03 Agriculture Education Agreement with Dodgeland for first semester 2017-2018 as presented

A motion was made by Barb May and seconded by Steve Weinheimer to approve the following resolution:

Approval of Agriculture Education 66.03 Agreement
School Board Resolution
#1530

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 66.03 Agreement with Dodgeland High School for Agriculture Education and FFA for the first semester of 2017-2018.

Approved 6-0 Roll Call Vote

B. Buildings and Grounds: N/A

C. Business and Finance: N/A

D. Personnel and Policy

1. Resolution # 1531: Approval of Extra Duty Schedule for 2017-2018

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

Approval of Extra Duty Schedule for 2017-2018
School Board Resolution
#1531

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the following extra duty contracts for the 2017-2018 School Year.

Type of Contract	School Year	Position	Employee Name	Years of Service Including This Year	2016-17 Salary	Notes	Pay Date(s)
Extra Duty	2017-2018	Census Taker	Chris Kuehl	5+	\$ 1,000		8/15/2017
Co & Extra Curricular	2017-2018	Drama Advisor	Joy Pamperin	5+	\$ 1,800		12/29/2017
Co & Extra Curricular	2017-2018	Academic Bowl Advisor	Kim Porzky	3	\$ 150		4/13/2018
Co & Extra Curricular	2017-2018	Forensics Advisor	Joy Pamperin	5+	\$ 1,800		2/28/2018
Co & Extra Curricular	2017-2018	Math Bowl Advisor	Caitlin McPherson	5	\$ 300	(50% Contract)	4/13/2018
Co & Extra Curricular	2017-2018	Math Bowl Advisor	Bruce Haan	1	\$ 300	(50% Contract)	4/13/2018
Co & Extra Curricular	2017-2018	Mock Trial Advisor	Joy Pamperin	5+	\$ 450		2/28/2018
Co & Extra Curricular	2017-2018	Solo/Ensemble (Inst.)	Niiki Hakala	5+	\$ 1,200		4/13/2018
Co & Extra Curricular	2017-2018	Solo/Ensemble (Voc.)	Dawn Wohling	5+	\$ 1,200		4/13/2018
Co & Extra Curricular	2017-2018	Graduation Advisor	Hank Isabelle	5+	\$ 150	(Graduation)	5/30/2018
Co & Extra Curricular	2017-2018	12th Grade Advisor	Dawn Wohling		\$ 500		5/30/2018
Co & Extra Curricular	2017-2018	12th Grade Advisor	Scott Wohling	1	\$ 500		5/30/2018
Co & Extra Curricular	2017-2018	11th Grade Advisor	Brandon Holtz		\$ 500		5/30/2018
Co & Extra Curricular	2017-2018	11th Grade Advisor	Kristen Anglemeyer		\$ 500		5/30/2018
Co & Extra Curricular	2017-2018	10th Grade Advisor	Jenny Nettesheim		\$ 200		5/30/2018
Co & Extra Curricular	2017-2018	10th Grade Advisor	Caitlin McPherson		\$ 200		5/30/2018
Co & Extra Curricular	2017-2018	9th Grade Advisor	Curtis Koch		\$ 200		5/30/2018
Co & Extra Curricular	2017-2018	9th Grade Advisor	Bruce Haan		\$ 200		5/30/2018
Co & Extra Curricular	2017-2018	8th Grade Advisor	Courtney Howell		\$ 100		5/30/2018
Co & Extra Curricular	2017-2018	7th Grade Advisor	Brian Bischoff		\$ 100		5/30/2018
Co & Extra Curricular	2017-2018	6th Grade Advisor	Holly Daley		\$ 100		5/30/2018
Co & Extra Curricular	2017-2018	NHS Advisor	Michelle Stewart	3	\$ 100		5/30/2018
Co & Extra Curricular	2017-2018	Pep Band	Niiki Hakala	5+	\$ 1,500	\$750/season	10/30/2017, 2/28/2018
Co & Extra Curricular	2017-2018	FFA Advisor	Fay Hildebrandt	2	\$ 2,400	1200/period	12/29/2017, 5/30/2018
Co & Extra Curricular	2017-2018	HS Student Council Advisor	Anglemeyer & Caitie Mc	4	\$ 450		12/29/2017, 5/30/2018
Co & Extra Curricular	2017-2018	Weight Room Supervisor	Curtis Koch	5+	\$ 600		12/29/2017, 5/30/2018
Co & Extra Curricular	2017-2018	Yearbook Advisor	Michelle Stewart	5+	\$ 1,650		12/29/2017, 5/30/2018
Co & Extra Curricular	2017-2018	JHE Safety Patrol	Jason Reimes	1	\$ 450		12/29/2017, 5/30/2018
Co & Extra Curricular	2017-2018	JHE Student Council	n Hensler/Jason Reimes		\$ 450		12/29/2017, 5/30/2018
Co & Extra Curricular	2017-2018	Substitute Caller	Chris Kuehl		\$ 2,310		12/29/2017, 5/30/2018
Extra Duty	2017-2018	Teacher Mentor	As Assigned		\$ 600	(\$300/Sem.)	12/29/2017, 5/30/2018
Extra Duty	2017-2018	After School Study Halls					
Extra Duty	2017-2018	Community Education Director	Karri Pahl		\$ 10,000		15th and 30th of Each Month
Extra Duty	2017-2018	Athletic Director	Glen Falkenthal		\$ 12,000		15th and 30th of Each Month
Extra Duty	2017-2018	Summer School Coordinator	Peggy Bell		\$2,000		7/30/2017, 8/15/2018
Extra Duty	2017-2018	Senior Project Advisor	Clint Bushey		\$ 500.00		5/30/2018
Extra Duty	2017-2018	Senior Project Advisor	Matt Jones		\$ 500.00		5/30/2018
Extra Duty	2017-2018	Senior Project Advisor	Caitlin McPherson		\$ 500.00		5/30/2018
Extra Duty							

Approved 6 – 0 Roll Call Vote

- Resolution #1532: Approval of Resolution Objecting Shot Clock Implementation for Basketball
A motion was made by Tracy Malterer and seconded by Jay Behnke to approve the following resolution.

Approval of Resolution Opposing WIAA Shot Clock Implementation
School Board Resolution
#1532

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a resolution in opposition of the implementation of a shot clock for high school basketball beginning in the 2019-2020 school year.

The Hustisford Board of Education opposes the planned shot clock implementation in high school basketball that would take place and become mandatory for schools in the 2019-2020 school year. The opposition to this implementation is for numerous reasons.

- Cost of hardware for the implementation
- Cost of worker to run the shot clock for each home game for boys and girls basketball which is approximately 22 regular season games per year and possibly additional playoff games.
- Finding and training an individual or individuals that can operate the clock and have a clear understanding of rules and regulations in relation to the shot clock.
- Concern that the impact for the game of high school basketball is actually little to no impact to the game itself.
- Concern that the implementation provides another opportunity for the fans to criticize a worker for error or for fans to use count downs, etc. This is an issue that WIAA has worked with schools to alleviate with student/fans in regards to what they are allowed to chant and cheer, they are reintroducing areas for these things to again cause issues.

For these reasons, we, as the Hustisford School District, are standing united in the opposition of the shot clock implementation by the WIAA. We stand with and support the decision of the Trailways Conference to oppose this implementation as well.

Approved 6-0 Roll Call Vote

3. Resolution #1533: Approval of District Finance Coordinator

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

Approval of District Finance Coordinator Position
School Board Resolution
#1533

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve a contract for District Finance Coordinator to John Keifer as presented.

Approved 6-0 Roll Call Vote

XII. Informational/Discussion Items:

a. Tentative/Suggested Meetings/Events:

**The dates listed will be the meeting dates for October, the dates were changed from the original agenda

- *Buildings/Grounds – Monday, October 9, 2017, at 4:00 p.m.*
- *Policy/Personnel – Monday, October 9, 2017, at 5:00 p.m.*
- *Business/Finance – Tuesday, October 10, 2017, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, October 10, 2017, at 5:00 p.m.*
- *October Board Meeting: Monday, October 16, 2017, at 6:30 p.m.*
- *Special Board Meeting: Annual Meeting: Monday, October 9, at 7:00 p.m.*

XV. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Lisa Bosse to adjourn at 8:22 pm.

Passed Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Barbara May - School Board Clerk