

HUSTISFORD SCHOOL DISTRICT  
Regular Board of Education Meeting Minutes  
April 16, 2018

I. Call to order

The meeting was called to order by President Dave Strysick at 6:30 p.m.

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: Jay Behnke (arrived at 6:34 pm), Dave Strysick, Tracy Malterer, John Bohonek, Lisa Bosse, and Steve Weinheimer. Absent was Barb May.

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: None

V. Consent Agenda

- A. Approval of Minutes of the Regular Board Meeting –March 19, 2018 and Special Board Meeting March 26, 2018
- B. Approval of Minutes from April 2018 Committee Meetings
- C. Approval of Financial Business: Approval of Bills (#39191- #39252) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Resignations— Caitlin McPherson (HS Math, JV Girls Basketball) and Megan McPherson (HS Special Education Assistant)
- F. Approval of Teacher Retirement—Linda Feutz, JHE

A motion was made by John Bohonek and seconded by Tracy Malterer to approve the Consent Agenda items as presented. Motion passed 5 - 0 by roll call vote.

VI. Regular Agenda

A motion was made by John Bohonek and seconded by Lisa Bosse to approve the Regular Agenda. Motion passed by voice vote.

VII. Reports

- A. Monthly Student Recognition: Student Recognitions JHE: Zoey Guentenberger, Maverick Stratman, Addalyn Raue  
High School: Koalyen Her, Trent Kehl
- B. Principals' Reports:

Ms. Bell Reported: Ms. Bell reported on volunteer appreciation week. She also discussed intervention at JHE as well as Forward Testing. They had a reading night for families in coordination with summer school registration. There are several teachers that will be touring a school near Milwaukee in regards to using the Zones of Regulation. Students have several upcoming adventures into the community and for field trips, all of which will be exciting days for the students. Fifth grade students Trey Hildebrandt and Adelyn Beisbier invited the board to the 5<sup>th</sup> grade graduation ceremony on May 29 at 6:30 pm.

Mr. Bushey Reported: Mr. Bushey reported on the DC trip. He discussed the math meet where our team took 2<sup>nd</sup> in conference. He discussed the conference honors banquet. He reported on the Aspire test. He also updated on the various upcoming meetings and important dates at the Jr./Sr. high.

C. Athletic Director's Report: Mr. Falkenthal issues with getting games in due to the weather. The conference had a meeting to discuss make ups and what districts will be doing. Each team has only had two games so far this season.

D. Financial Director's Report: Mr. Kiefer provided information to the board on revenue and expenses so far this year. He showed various accounts and their budget details. He also reported that the district has not had to utilize the line of credit at all this year. Finally, he reported that he continues to train in the Skyward software

to become more familiar with its extensive capabilities.

E. Superintendent's Report: Mrs. Cramer reported on the employee compensation committee. She also alluded that the district has started to receive health care bids. She updated the board on a workshop that she attended with Dave Strysick and Tracy Malterer on bullying and harassment in the workplace. She discussed the meeting that she attended with Dodge County Emergency Management and the Trailways Conference Superintendents meeting. She updated the board on the food service audit. She also discussed the WBEV Community Comment show that they discussed the referendum on. Finally, she updated that she would be traveling to Washington DC with Jenny Nettesheim to attend the National Trauma Informed Care summit with partners from Watertown Community Health Foundation.

#### VIII. Board Development:

- A. FFA Update: FFA members (Calvin Grudzinski, Collin Grudzinski, and Cassidy Ewert), along with Fay Hildebrandt, FFA advisor addressed the board on their annual activities of the club.
- B. Athletic Updates and Information/Discussion: Mrs. Cramer provided detailed cost factors for adding track and field to the offerings at Hustisford next spring. She also discussed that the district is still waiting to receive final numbers from Horicon to make a decision on Youth Football.

#### IX. Committee Reports:

Building and Grounds Committee: John Bohonek, Committee Chair reported on the April 2, 2018 meeting:

##### Buildings and Grounds Committee Meeting Minutes of Monday, April 2, 2018

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Monday, April 2, 2018, 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; Steve Weinheimer, member, Kris Roeseler, District Maintenance Coordinator, and Heather Cramer, District Administrator

#### Old Business:

- Update from Kris Roeseler – Supervisor of Buildings and Grounds: Mr. Roeseler updated the committee on the items that the maintenance crew is working on. He updated on various projects within both buildings and on the grounds. He updated on the work being done with the concession stand.

#### New Business:

- Facilities Study Discussion: Mrs. Cramer updated the committee on the progress of Unesco and the process being used. They have been working in the district and will start to go through reports. The first meeting of the team is in June.
- Electrical Issues in commons: This item was tabled as we are still waiting on a bid.
- Plumbing JHE: One bid has come in for this project; the team is waiting for another.
- Classroom Configurations: Mrs. Cramer updated the committee on the ideas for reconfiguring classrooms at the Jr./Sr. High to address space issues for next school year.
- Lawn Mowing Bid: The district reviewed the one lawn mowing bid received and will forward it to the board for approval.

Curriculum and Technology Committee: There was not a meeting in the month of April.

Business and Finance Committee: John Bohonek, Committee chair reported on the April 3, 2018 meeting:

##### Business and Finance Committee Meeting

## Minutes of Tuesday, April 3, 2018

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, April 3, 2018, 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; Lisa Bosse, Board Member; and Heather Cramer, District Administrator

### Old Business:

- Budget Review: Month-to-Date: Mr. Kiefer was not present for the review.

### New Business:

- Staff Alternative Compensation Committee Update and Discussion: No update was provided due to the cancellation of the last meeting. A new meeting will be scheduled soon.
- Benefits Update: Mrs. Cramer updated the committee on the status of health applications and the bid process for health insurance. She is expecting bids from 5 carriers.
- 2018-2019 Budget Process: Mrs. Cramer said that the admin team is waiting for referendum results to move forward with the budget process.
- Athletic Offerings for Students: Mrs. Cramer stated that she would have information for the full board. Track was discussed.
- Salary Discussions for 2018-2019: The committee decided to table this discussion for after the referendum.

Policy and Personnel Committee: Tracy Malterer, Committee Chair reported on the April 2, 2018 meeting:

### Personnel and Policy Committee Minutes from Monday, April 2, 2018

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, April 2, 2018, 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; Glen Falkenthal, Athletic Director; and Heather Cramer, superintendent of schools

### Old Business:

- Teacher Handbook: Tabled
- Athletic Code Handbook: The committee discussed the athletic code book and updates recommended by Mr. Bushey and Mr. Falkenthal. The committee reviewed the updates and will view an updated book at the May meeting.
- Coaching Handbook: Tabled

### New Business:

- Health Insurance Update: Mrs. Cramer provided an update on the number of applications out for the health insurance renewal. Mrs. Cramer is expecting bids from 5 different companies.
- Resignations: Mrs. Cramer provided information on two resignations.
- Update on Employee Information: Mrs. Cramer provided an update on various employee groups and their status.

X. Old Business: NA

### XI. New Business

#### A. Buildings and Grounds:

#### 1. Resolution #1588: Approval of 2018 Lawn Mowing Bid

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

Approval of Lawn Mowing Bid for 2018  
School Board Resolution  
#1588

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the lawn mowing bid from Falcon Properties. Price per mowing is \$275.00.

Approved 6-0 Roll Call Vote

B. Personnel and Policy

1. Resolution #1589: Approval of Volunteer Coach for Soccer

A motion was made by Tracy Malterer and seconded by John Bohonek to approve the following resolution:

Approval of Volunteer Soccer Coach  
School Board Resolution  
#1589

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve Michelle Hildebrandt as a volunteer coach for the girls soccer program for the 2018 season.

Approved 6-0 Roll Call Vote

2. Resolution #1590: Approval of Volunteer Softball Coach

A motion was made by John Bohonek and seconded by Jay Behnke to approve the following resolution:

Approval of Volunteer Coach for Softball  
School Board Resolution  
#1590

BE IT RESOLVED that the Board of Education of the Hustisford School District hereby approves Nakoma Kohl-Blomsness as a volunteer softball coach for the 2018 season.

Approved 6-0 Roll Call Vote

3. Resolution #1591: Approval of Recognition/Appreciation—Teacher and Staff Appreciation Week

A motion was made by Steve Weinheimer and seconded by Jay Behnke to approve the following resolution:

Recognition/Appreciation Hustisford School District Teachers and Staff  
School Board Resolution  
#1591

In recognition of Teacher Appreciation Week, May 7th through the 11th, 2018, 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:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, May 7, 2018 at 4:00 p.m.*

- *Policy/Personnel – Monday, May 7, 2018, at 5:00 p.m.*
- *Business/Finance – Tuesday, May 1, 2018, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, May 1, 2018, at 5:00 p.m.*
- *May Regular Board Meeting: Tuesday, May 22, 2018, at 6:30 p.m.*
- *May Special Board Meeting/Board Reorganization: Monday, May 7, 2018 at 6:30 p.m.*
- *Teacher Compensation Committee Meeting: Wednesday, April 18, 2018 @ 3:30 p.m.*

XIII. Closed Session

The board will enter into 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 2018-2019  
Faculty and Staff Compensation

A motion was made by John Bohonek and seconded by Lisa Bosse to enter into closed session at 7:25 pm.

Approved 6-0 Roll Call Vote

XIV. Return to Open Session

A motion was made by John Bohonek and seconded by Lisa Bosse to return to open session at 8:12 pm.

Approved 6-0 Roll Call Vote

XV. Oath of Office for New Members: Tracy Malterer and David Strysick

XVI. Motion to Adjourn

A motion was made by Tracy Malterer and seconded by Steve Weinheimer to adjourn at 8:18 pm.  
Approved by Voice Vote

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Heather J. Cramer, Superintendent of Schools – Recorder

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Barbara May - School Board Clerk