

HUSTISFORD SCHOOL DISTRICT  
Regular Board of Education Meeting Minutes  
February 19, 2018

I. Call to order

The meeting was called to order by President Dave Strysick at 6:34 p.m.

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: Jay Behnke, Dave Strysick, Tracy Malterer, and John Bohonek. Absent were Lisa Bosse, Steve Weinheimer, and Barbara 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 – January 15, 2018
- B. Approval of Minutes from February 2018 Committee Meeting
- C. Approval of Financial Business: Approval of Bills (#39064 - 3939134) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Retirements—Dan Simon, Wrestling Coach and Karen McEvoy, Library Assistant

A motion was made by Tracy Malterer and seconded by John Bohonek to approve the Consent Agenda items as presented. Motion passed 4 - 0 by roll call vote.

VI. Regular Agenda

A motion was made by John Bohonek and seconded by Jay Behnke to approve the Amended Regular Agenda. Motion passed by voice vote.

VII. Reports

A. **Monthly Student Recognition**: Student Recognitions were postponed due to inclement weather.

B. **Principals' Reports**:

**Ms. Bell Reported**: Mrs. Cramer provided copies of the Principal report. JHE students are participating in a TimberRattler reading program. The 100<sup>th</sup> day of school was a lot of fun for staff and students. P/T Conferences are coming up on February 22. Dr. Seuss Night is on March 1. On March 2, a dog sled group from Door County will be visiting school.

**Mr. Bushey Reported**: Mrs. Cramer provided a copy of the report. February 17<sup>th</sup> the student council held a winter dance. February 17<sup>th</sup> choir and band students participated in solo/ensemble in. On April 28, 6 of the events will participate in the state competition. On February 21 Trauma Sensitive PD with all staff will take place. P/T conferences will be held on February 22. The ACT is on February 27 and 28. On February 26 students will participate in a texting and driving assembly.

C. **Athletic Director's Report**: Mr. Falkenthal discussed that three boys had made it to sectionals in wrestling. Although their season ended, they had a successful season. He thanked Mr. Simon for his years of service. Spring sports season is just around the corner. Basketball is finishing up their season. Hustisford will be hosting the All-Conference meetings for all winter sports on March 5. Our girls basketball team hosts the first regional game, receiving a 3 seed.

D. **Financial Director's Report**: Mrs. Cramer provided a written report. The report outlined the current budget state and outlined the income and expenses through February 15.

E. **Superintendent's Report**: Mrs. Cramer reported on the compensation committee. She also updated the board on the budget process for 2018-2019. She updated the board on health insurance renewal for 2018-2019. She updated the board on a meeting held with all custodial staff. Mrs. Cramer met with CESA 6 to work on the new ESSA reporting requirements. Mrs. Cramer congratulated Sarah Schmidt, Aria O'Neil, Ariel Nelson, Julia Bamke, and Allison Noll on their state qualifying solo/ensemble performances. Mrs. Cramer congratulated Maria Noll and Sophia Hamden on advancing in forensics. Mrs. Cramer updated the board on the various meetings that she attended throughout the month.

VIII. Board Development:

- A. Presentation of Senior Class Trip: Mrs. Cramer provided the board with information prepared by Seniors Molly Lang and Kellee Held on their planned trip to Wisconsin Dells.

- B. Presentation from Karen Kuehl, Hustisford Athletic Booster Club: Karen Kuehl and Susie Bedford presented information to the board on the completion of the concession stand project. They are in their final stages and asked the board to help in funding the bathrooms.
- C. 2016-2017 Audit Presentation: Christine Taylor from Huberty and Associates presented the district audit via telephone.
- D. Facility Study Discussion/Information: The board listened to a telephone presentation from CESA 10. The board discussed the two presentations, one from CESA 10 and one from UNESCO.
- E. Operational Referendum Discussion: The board asked to have a Blackboard Connect message sent out to families on April 2 reminding them all to vote. The board would like a mid-March flyer sent out emphasizing the mill rate drop even if the referendum passes. They also discussed the importance of defining an operational referendum and emphasizing that it is not a building referendum.
- F. Athletic Updates and Information/Discussion: Youth Football asked the board to fund \$2-3,000 for the program. The wrestling coach position will be posted. The board will consider a hockey cooperative for boys with Beaver Dam and Dodgeford. The board will consider a track program for boys and girls for the spring of 2019.

IX. Committee Reports:

Building and Grounds Committee: John Bohonek, Committee Chair reported on the February 12, 2018 meeting:

**Buildings and Grounds Committee Meeting  
Minutes of Monday, February 12, 2018**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, February 12, 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, John Kiefer, Finance Coordinator; and Heather Cramer, District Administrator

Old Business:

- Update from Kris Roeseler – Supervisor of Buildings and Grounds: Mr. Roeseler provided an update in regards to what has been accomplished in regards to maintenance. It has been a busy month with snowfall. Weekend snowfall has been an issue as well with the various events going on.

New Business:

- Facilities Study Discussion/Presentation from CESA 10: A representative from CESA 10 provided information to the committee on their facility study component. The board will hear a presentation from CESA 10 at their regular board meeting.
- Wall in SPED Room Review Bids to forward to Board: There was only one bid and it was reviewed and will be forwarded to the board for approval. Work will be completed over spring break.
- Operational Referendum: The committee talked about how to get the information out to the community in regards to the referendum.
- Land Lease Sealed Bid: The bid was sent to the committee for review and will be placed on the agenda for the board to approve.
- Custodial Position: The applications were reviewed and interviews will take place the week of February 26<sup>th</sup>.
- Community Input: A community member had contacted Mrs. Cramer with a suggestion about the vacant building across from the High School. Committee members reviewed the information and will be looking at the building in the near future.
- Summer Maintenance Schedule/Projects: The committee started to talk about projects that will be upcoming and the budgetary impact of projects that need to be completed.

Curriculum and Technology Committee: Did not meet in February

Business and Finance Committee: John Bohonek, Committee chair reported on the February 12, 2018 meeting:

**Business and Finance Committee Meeting  
Minutes of Monday, February 12, 2018**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Monday, February 12, 2018, at 5:00 p.m., in the library/media center at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** John Bohonek, Chair; John Kiefer, Finance Coordinator; and Heather Cramer, District Administrator

Old Business:

- Budget Review: Month to Date: Mr. Kiefer provided an update on several budget items.

New Business:

- Staff Alternative Compensation Committee Update and Discussion: Mrs. Cramer updated the committee on the current status of the committee and where they were at in the process.
- Operational Referendum and Publicity: The committee discussed how to get information out to community members.
- 2016-2017 Audit Report: Mr. Kiefer updated that Huberty and Associates will be present to present the audit report at the February board meeting.
- Wall in SPED room: The committee reviewed the one bid and will take the bid to full board for approval.
- Benefits Update: Mrs. Cramer updated the board on the plans for the district moving forward in relation to health benefits. She updated that she had met with several representatives from M3 to discuss the direction for the district.
- 2018-2019 Budget Process: Mr. Kiefer provided an update on the process being used and the items that he was currently working on.
- CD: Mr. Kiefer is checking with the bank to find out the status of the CD that came due at the end of January.
- Youth Football : Mrs. Cramer updated the committee that the Youth Football group along with Sinnissippi Recreation will be approaching the board to help share in football related costs.
- Athletic Offerings for Students: Mrs. Cramer updated the committee on the athletic offerings in the district and the future offerings that are being explored.

Policy and Personnel Committee: Tracy Malterer, Committee Chair reported on the February 5, 2018 meeting:

**Personnel and Policy Committee  
Minutes from Monday, February 5, 2018**

The **Personnel and Policy Committee** of the Hustisford School District Board of Education met on Monday, February 5, 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 Stryck, board member; and Heather Cramer, superintendent of schools

Old Business:

- Teacher Handbook—Tabled to March
- Athletic Code Handbook—Tabled to March
- Coaching Handbook—Tabled to March

New Business

- Parent Concern—Parents talked with the committee about a concern that they had in regards to personnel.
- Operational Referendum and Publicity—The committee talked about how to publicize the referendum and the information that should be emphasized to community members.
- Employee Compensation Committee Update—Mrs. Cramer provided an update on the Compensation Committee and where the committee was at in planning.
- WASB Survey—Mrs. Cramer updated the committee that one board member had not yet taken the survey.

- Custodial Position—Mrs. Cramer updated the committee on the applicants for the position. She indicated that interviews would be the week of February 26, 2018.
- Senior Projects—Mrs. Cramer updated the committee on the status of senior projects for the Class of 2018.
- Employee Retirement—Mrs. Cramer updated the committee and let them know that a letter had been presented to the district from Dan Simon, Hustisford Wrestling Coach.
- Hustisford Athletic Offerings—The committee talked about the various athletic offerings in the district. The committee also discussed future athletic offerings.
- Summer School Update—Tabled to March
- Discuss Superintendent Evaluation—The Board of Education will receive the Superintendent's evaluation form at the February meeting and will then fill out the evaluation and bring it back to the March meeting to present it to Mrs. Cramer.

X. Old Business: NA

XI. New Business

A. Buildings and Grounds:

1. Resolution #1566: Approval of Remodeling Project in High School Special Education Classroom.  
A motion was made by Jay Behnke and seconded by Tracy Malterer to approve the following resolution:

**Approval of Remodeling Project in HS Special Education Classroom  
School Board Resolution  
#1566**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the addition of a wall to the high school special education classroom. The work will be completed by Donegon Construction and United Electric as presented.

Approved 4-0 Roll Call Vote

2. Resolution #1567: Approval of Land Lease for three years starting in 2018.  
A motion was made by Dave Stryck and seconded by John Bohonek to approve the following resolution:

**Approval of Land Lease  
School Board Resolution  
#1567**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the lease of land to Larry and Jesse Bischoff in the amount of \$125.00 per acre. The lease period is for three years beginning in 2018.

Approved 4-0 Roll Call Vote

3. Resolution # 1568: Approval of Facility Study for the Hustisford School District.  
A motion was made by Jay Behnke and seconded by John Bohonek to approve the following resolution:

**Approval of Facility Study for Hustisford School District  
School Board Resolution  
#1568**

BE IT RESOLVED that the Board of Education of the Hustisford School District approves a facility study to be done on the Hustisford School District as presented.

Approved 4-0 Roll Call Vote

B. Personnel and Policy

1. Resolution #1569: Approval of Spring Coaching Contracts  
A motion was made by Tracy Malterer and seconded by Dave Stryck to approve the following resolution:

**Approval of Spring Coaching Assignments for 2018  
School Board Resolution  
#1569**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the coaching assignments for Spring 2018 as presented.

Approved 4-0 Roll Call Vote

2. Resolution #1570: Approval of Class of 2018 Senior Class Trip

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

**Approval of Class of 2018 Senior Class Trip  
School Board Resolution  
#1570**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the Class of 2018 Senior Class trip to Wisconsin Dells on May 23-24. The class will be staying at the Kalahari resort.

Approved 4-0 Roll Call Vote

2. Resolution #1571: Approval of 8<sup>th</sup> Grade Washington DC Trip

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

**Approval of 8<sup>th</sup> Grade Washington DC Trip  
School Board Resolution  
#1571**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 8<sup>th</sup> grade Washington DC trip from April 16- April 20 as presented.

Approved 4-0 Roll Call Vote

3. Resolution #1572: Approval of Wrestling Team Trip to Madison

A motion was made by John Bohonek and seconded by Dave Strysick to approve the following resolution:

**Approval of Wrestling Team Trip to State Wrestling Tournament  
School Board Resolution  
#1572**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the overnight team trip to the State Wrestling Tournament in Madison from Feb. 22-24. The trip will be for 6 students and 2 chaperones.

Approved 4-0 Roll Call Vote

4. Resolution #1573: Approval of 5<sup>th</sup> Grade Safety Patrol Trip to Wisconsin Dells

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

**Approval of 5<sup>th</sup> Grade Safety Patrol Trip to Wisconsin Dells  
School Board Resolution  
#1573**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the overnight safety patrol trip for 5<sup>th</sup> grade to Wisconsin Dells as presented.

Approved 4-0 Roll Call Vote

C. Curriculum and Technology

1. Resolution # 1574: Approval of Summer School Timeline

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

**Approval of 2018 Summer School Timeline  
School Board Resolution  
#1574**

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2018 Summer School Timeline as presented.

Approved 4-0 Roll Call Vote

D. Business and Finance

2. Resolution #1575: Approval of District Financial Audit Report for 2016-2017 School Year

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

**Approval of District Financial Audit Report for 2016-2017 School Year  
School Board Resolution  
#1575**

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby accept and record the 2016-2017 Hustisford School District Audit Report as prepared and presented by Christine Taylor of Huberty & Associates at the regular school board meeting on February 19, 2018. ( A copy of the audit report is on file in the district office)

Approved 4-0 Roll Call Vote

XII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, March 5, 2018 at 4:00 p.m.*
- *Policy/Personnel – Monday, March 5, 2018, at 5:00 p.m.*
- *Business/Finance – Tuesday, March 13, 2018, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, March 13, 2018, at 5:00 p.m.*
- *March Board Meeting: Monday, March 19, 2018, at 6:30 p.m.*

**XIII. Motion to Adjourn**

A motion was made by John Bohonek and seconded by Tracy Malterer to adjourn at 9:12 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