

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
March 19, 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, Dave Strysick, Tracy Malterer, John Bohonek, Lisa Bosse, Steve Weinheimer (entered at 6:32 pm), 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 – February 19, 2018
- B. Approval of Minutes from March 2018 Committee Meeting
- C. Approval of Financial Business: Approval of Bills (#39135-39190) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Resignation—JV Volleyball Coach

A motion was made by Tracy Malterer 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 Jay Behnke to approve the Amended Regular Agenda. Motion passed by 7-0 roll call vote. Moved all recognitions to one spot in the agenda, changed order of agenda to meet needs of those in attendance.

VII. Reports

A. **Monthly Student Recognition**: Student Recognitions JHE: Maddix Schreiber, Annabelle Leitzke, Layla Thimm, Devin Strube, and Abigail Cookson. MS/HS: Katelyn Rinehart, Halle Grulke, Aria O'Neil, Ben Schiller, and Vanessa Harris.

B. **Principals' Reports**:

Ms. Bell Reported: Ms. Bell reported about a recent fundraiser done at JHE. She discussed upcoming state testing. She discussed the upcoming lock-in on April 6. She discussed summer school. She also informed the board about 4K/5K parent information night on April 11 from 5-6 pm. She made the board aware of 5th grade graduation on May 29th at 6:30.

Mr. Bushey Reported: Mr. Bushey told the board about recent assemblies at the MS/HS. He updated the board on the recent Professional Development opportunities that he has had. He discussed truancy issues in the building. He updated the board on the state testing coming up in April. He also updated the board on the DC trip.

C. **Athletic Director's Report**: Mr. Falkenthal discussed spring sports numbers. Soccer has 33 girls. Baseball has 28, and softball has 15. . 4 girls received all conference recognition in basketball. Julia Peplinski was first team, Alisha Peplinski, second team, and Brittany Fredrick and Cass Ewert were honorable mention. Three boys received recognition as well. Justin Kuehl was first team, Dylan Schmitt was second team, and Nick Bloedel was honorable mention.

D. **Financial Director's Report**: Mr. Kiefer discussed expenses and revenues through March 19, 2018. He updated the board on athletic admissions and that they were up from last year. He also talked about revenue from student fees. To date we have received about 71% of our tax income. He updated the board on the trainings that he is attending. He also updated the board on the budget status for next year. He provided an overview of all district accounts.

E. **Superintendent's Report**: Mrs. Cramer reported on the employee compensation committee progress. She also welcomed Mr. Dennis Krueger to the custodial staff. She updated the board on the facility study status. She updated the board on the progress of the strategic plan with CESA 6. She discussed the various accomplishments of students including Maria Noll and Sophia Hamden on qualifying for state forensics and 6 students who were featured in the Beaver Dam student art show. She updated the board on the various meetings that she has attended over the past month including superintendent meetings at the conference and county level, legislative updates with CESA 6, and Trailways Executive committee meetings. She also updated the board on the mailings and information going out for the referendum.

VIII. Board Development:

A. Community Recognition—Signicast Machine Donation for Tech. Ed. Department: Signicast Investment Castings from Hartford made a donation to the district tech ed. program. They donated a CNC Machining Center. The donation is valued at \$25,000. This includes the machine, tool holders, tools, cooling tray, and all instructional manuals. They also have sent individuals over to train the students on how to use the machine.

B. Concession Stand Project—The board discussed the concession stand project and the funding for it. The board discussed helping the booster club with the project.

C. Dodge County Video—Mrs. Cramer updated the board on a video being done for the Dodge County website. The company doing the video had contacted her. She updated the board on the cost and the other districts that will be participating.

D. Operational Referendum Discussion—The board discussed the operational referendum and the mailings that have gone out.

E. Athletic Updates and Information/Discussion—Mrs. Cramer provided information on the hockey cooperative and information on Track and Field and costs associated. The board would like to have more concrete numbers brought to them in April in regards to Track and Field for the 2018-2019 school year.

IX. Committee Reports:

Building and Grounds Committee: John Bohonek, Committee Chair reported on the March 5, 2018 meeting:

Buildings and Grounds Committee Meeting Minutes of Monday, March 5, 2018

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Monday, March 5, 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. He talked about various bids that he is working on securing for projects. He talked about lighting projects that he is working on. He updated the board on the new position and the coverage within the department.

New Business:

- Facilities Study Discussion: Mrs. Cramer updated the committee on the schedule proposed by Unesco. She will be meeting with them for a kickoff meeting on March 14. They will be in the buildings conducting walk-throughs over the next couple of weeks.
- Operational Referendum: The committee talked about how to get the information out to the community in regards to the referendum. The committee talked about the various mailing options. .
- Custodial Position: The interviews were conducted and the committee will be bringing a candidate forward for the March 19 board meeting.
- Request from Athletic Booster Club: The committee discussed the proposal from the booster club to help with funds toward the concession stand project.
- Electrical Issues in commons: Mrs. Cramer updated the committee that she will be seeking bids for an electrical project in the cafeteria at the HS. There is an issue with the electrical work on the north wall in the commons when events are held.
- Plumbing JHE: Mrs. Cramer updated the committee that she is seeking bids for a plumbing project at JHE to hook up the donated washer and dryer.

Curriculum and Technology Committee: Barb May, Committee chair reported on the March 13, 2018 meeting:

Curriculum and Technology Committee

Minutes of Tuesday, March 13, 2018

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Tuesday, March 13, 2018, at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Jay Behnke, member and Heather Cramer, Superintendent

Old Business:

- Update from Fred Miller—Director of Technology—No Update was provided.

New Business:

- Technology Planning 2018-2019—Tabled to April Meeting
- Operational Referendum Question: The committee discussed the mailing options for the referendum.
- Staffing for 2018-2019—Projections: Tabled to April
- School Calendar 2018-2019: Mrs. Cramer provided the committee the proposed calendar.
- Youth Options Request: The committee reviewed two requests under the Early Education Credit program. The committee recommends that the board take action at the March meeting.
- Request from Booster Club: The committee discussed the request from the booster club and reviewed the bids that were provided for the project from Donegon Construction.
- UNESCO: Mrs. Cramer updated the committee on the timeline for Unesco. The first meeting for the district is on March 14.

Business and Finance Committee: John Bohonek, Committee chair reported on the March 13, 2018 meeting:

Business and Finance Committee Meeting
Minutes of Tuesday, March 13, 2018

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, March 13, 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: An update was not provided.

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. The committee discussed starting salary for the district and explored models created to reflect the district and options that the district would have.
- Operational Referendum and Publicity: The committee discussed how to get information out to community members through mailings.
- Benefits Update: Mrs. Cramer updated the board on the UBenefit process that staff members are going through to input their health information. She also informed the board that the dental increase is expected to be at 6%.
- 2018-2019 Budget Process: Mrs. Cramer updated the committee on the process being discussed with the administrative team. She also updated the committee on the transparency within the financial office. She updated the committee on the monthly meetings being held between department heads and Mr. Kiefer. She complimented his dedication to the position and his methods and work.
- Athletic Offerings for Students: Mrs. Cramer updated the committee on the athletic offerings in the district and the future offerings that are being explored.
- Capital Policy Update: Mrs. Cramer asked the committee to rethink the capital threshold for the district. Currently the capital threshold is \$1,000 but the federal grant threshold for capital items is \$5,000. She is asking that the board make the district uniform for the capital threshold and change the district threshold to \$5,000.
- Salary Discussions for 2018-2019: Mrs. Cramer started the discussion with the committee about where the district will go in regards to salary for the 18-19 school year. She talked with the committee about 2 administrative salaries and also talked

about where the district would like to be for beginning teacher salary. She also talked about how to place teachers on the new compensation plan when rolled out. She discussed the formula that they was being considered.

- UNESCO: Mrs. Cramer updated the committee on UNESCO and their timeline. She indicated that the first meeting is on March 14.
- Request from Booster Club: The committee discussed the proposal from the booster club to help pay for the fixtures in the bathrooms in the concession stand.
- 2018-2019 School Calendar: Mrs. Cramer provided a proposed calendar for next school year. It reflects the calendar from this year.

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

Personnel and Policy Committee
Minutes from Monday, March 5, 2018

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, March 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 April
- Athletic Code Handbook—Tabled to April
- Coaching Handbook—Tabled to April

New Business

- Operational Referendum—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. She updated that the committee continues to make great progress and that the finance committee will begin reviewing the numbers part of the plan.
- WASB Survey—The committee discussed that the board will discuss at the March or April meeting.
- Coaching Resignation—Mrs. Cramer informed the committee that the JV Volleyball Coach sent in a letter of resignation.
- Hustisford Athletic Offerings—The committee talked about the various athletic offerings in the district. The committee also discussed future athletic offerings.
- Legal Updates from WASB—Mrs. Cramer updated the committee on the information received on the National walkout planned for March 14. The committee discussed the walk out and the plan for the district.
- Request from Athletic Booster Club—The committee discussed the request from the athletic booster club for help in completing the bathroom project.

X. Old Business: NA

XI. New Business

A. Buildings and Grounds:

1. Resolution #1576: Approval of 4 Hour Custodial Position Hire.

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

Approval of Hire for 4-Hour Custodial Position
School Board Resolution
#1576

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the hiring of Dennis Krueger for the 4 Hour per day custodial position.

Approved 7-0 Roll Call Vote

2. Resolution #1577: Approval of Funding for Concession Stand Project

A motion was made by Lisa Bosse and seconded by Jay Behnke to approve the following resolution:

Approval of Concession Stand Funding
School Board Resolution
#1577

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the assistance in funding the concession stand project. The project will be funded through Fund 80 and not to exceed \$18,000.

Approved 7-0 Roll Call Vote

B. Personnel and Policy

1. Resolution #1578: Approval of Volunteer Coaches for Soccer

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

Approval of Volunteer Coaches for Girls Soccer
School Board Resolution
#1578

BE IT RESOLVED that the Board of Education of the Hustisford School District hereby approves Sarah Bedford and Michael Hopfinger as volunteer soccer coaches for the 2018 Soccer season.

Approved 7-0 Roll Call Vote

2. Resolution #1579: Approval of Great America Physics Trip

A motion was made by Steve Weinheimer and seconded by Lisa Bosse to approve the following resolution:

Approval of Great America Physics Trip
School Board Resolution
#1579

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the annual Great America trip for the HS physics class. The trip will take place on April 26, 2018. 11 students and 1 chaperone will attend.

Approved 7-0 Roll Call Vote

3. Resolution #1580: Approval of Girls Soccer Tournament in Schofield, WI

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

Approval of Soccer Tournament at DC Everest High School
School Board Resolution
#1580

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the girl's soccer team to participate in the DC Everest Soccer Tournament May 11-12, 2018 in Schofield, WI.

Approved 7-0 Roll Call Vote

4. Resolution #1581: Approval of Boys Hockey Cooperative with Beaver Dam/Dodgeland

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

Approval of Boys Hockey Cooperative
School Board Resolution
#1581

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve a boy's hockey cooperative with Beaver Dam High School beginning in the 2018-2019 school year. The cooperative will be a parent pay cooperative with no cost to the school district.

Approved 7-0 Roll Call Vote

5. Resolution #1582: Approval of 2018-2019 School Calendar

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

Approval of 2018-2019 School Calendar
School Board Resolution
#1582

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2018-2019 School Calendar as presented.

Approved 7-0 Roll Call Vote

C. Curriculum and Technology

1. Resolution # 1583: Approval of Summer School Course Description Book

A motion was made by John Bohonek and seconded by Lisa Bosse to approve the following resolution:

Approval of 2018 Summer School Course Description Book
School Board Resolution
#1583

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2018 Summer School Course Description Book as presented

Approved 7-0 Roll Call Vote

2. Resolution #1584: Approval of Courses for 2 Students through Early College Credit

A motion was made by Barb May and seconded by Lisa Bosse to approve the following resolution:

Approval of Courses for students enrolled in Early College Credit Program
School Board Resolution
#1584

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the following students to take courses under Early College Credit legislation.

Nicole Kannass—Medical Terminology
Ella Schmidt--CNA

Approved 7-0 Roll Call Vote

D. Business and Finance

1. Resolution #1585: Approval of Increase in Capital Threshold

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

Approval of Increase in District Level Capital Threshold
School Board Resolution
#1585

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the district threshold for capital items increase from \$1,000 to \$5,000 to match federal grant standards.

Approved 7-0 Roll Call Vote

XII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, April 2, 2018 at 4:00 p.m.*
- *Policy/Personnel – Monday, April 2, 2018, at 5:00 p.m.*
- *Business/Finance – Tuesday, April 3, 2018, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, April 3, 2018, at 5:00 p.m.*
- *April Board Meeting: Monday, April 16, 2018, at 6:30 p.m.*
- *Teacher Compensation Committee Meeting: Thursday, March 22, 2018 3:30 p.m.*

XIII. Closed Session

The board will enter into closed session pursuant to Wisconsin Statute 19.85 (1) (f) -- Considering financial, medical, social or personal histories or disciplinary data of specific persons. The board will be considering confidential pupil records prohibited from disclosure under state and federal law.

Consideration of Early Graduation Request(s)

A motion was made by Tracy Malterer and seconded by Lisa Bosse to enter into closed session at 8:43 pm.

Approved 7-0 Roll Call Vote

XIV. Return to Open Session

A motion was made by John Bohonek and seconded by Jay Behnke to return to open session at 9:32 pm.

Approved 7-0 Roll Call Vote

XV.

1. Resolution #1586: Approval of Early Graduation Request

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

Approval of Early Graduation
School Board Resolution
#1586

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the early graduation request for a senior from the class of 2018. The graduation date will be March 23, 2018.

Approved 7-0 Roll Call Vote

2. Resolution #1587: Approval of Early Graduation Request

A motion was made by Barb May and seconded by Lisa Bosse to approve the following resolution:

Approval of Early Graduation Request
School Board Resolution
#1587

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the graduation request for a student in the class of 2019. Graduation would occur at the end of first semester of the 2018-2019 School year.

Approved 7-0 Roll Call Vote

XVI. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Lisa Bosse to adjourn at 9:35 pm.

Approved by Voice Vote

Heather J. Cramer, Superintendent of Schools – Recorder

Barbara May - School Board Clerk