

HUSTISFORD SCHOOL DISTRICT  
Regular Board of Education Meeting Minutes  
June 17, 2024

I. Call to order

The Meeting was called to order by Board President John Bohonek at 6:30 P.M.

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: John Bohonek, Jamie Kulkee, Kevin Muche, Scott Firari and Tim Simmons. Absent Brian Thimm, Steve Weinheimer

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 Citizen input is vital to the improvement of our School District. Most times your remarks may be listened to without comment from the board members or superintendent. This does not mean they are heard with any less intensity or concern. The Board retains the option of limiting public comments to three (3) minutes. Where appropriate district staff will investigate your comments and report back to you and the school board. We thank you for taking the time to address the Board of Education.

Roy Stern commented that the resolutions on the Agenda have costs and what funds they are being paid from.

V. Consent Agenda

The purpose of the Consent Agenda is to provide a mechanism where the Board can dispose of routine matters that must by law come before the body.

- A. Approval of Minutes of the Regular Board Meeting –May 20, 2024
- B. Approval of Minutes of June 2024 Committee Meeting
- C. Approval of Minutes of Special Board Meetings – June 10, 2024
- D. Approval of Financial Business: Approval of Bills (#44153-44214) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts
- F. Approval of Resignation – Varsity Baseball Coach

A motion was made by Tim Simmons and seconded by Jamie Kulkee to approve the Consent Agenda as presented.

Motion passed 5-0 by roll call vote. Absent Brian Thimm, Steve Weinheimer

VI. Regular Agenda

A motion was made by Scott Firari and seconded by Kevin Muche to approve the Regular Agenda as presented.

Motion passed 5-0 by voice vote. Absent Brian Thimm, Steve Weinheimer

VII. Reports

A. **Principal's Reports:**

**Mr. Bushey Reported:**

Points of Interest:

- 5 out of 25 Seniors have an accepted Senior Project proposal. Two more students are in the process of approval.
- The Sr. High School CSET team met on Thursday, June 13th, to continue work on completion of the coursework. The process of data collection has begun.
- On Tuesday, June 11th, Scott Jacquart, Matt Pieper and I met with several representatives from Moraine Park Technical College to further discuss the High School Fire Academy course offering here at the Jr. / Sr. High School.

Unfortunately, student interest in the program wasn't strong enough to meet the enrollment requirements set by Moraine Park. We will continue to pursue this opportunity for the students in the future.

- 7 students are attending the 1st session of summer school credit recovery.
- The custodial staff have been doing an excellent job cleaning and waxing the floors in the Jr. / Sr. High School. All but one of the classrooms have been completed and work has begun on the hallways.
- The Jr. / Sr. High School gym floor was refinished on Monday, June 10th.

### **Mrs. Cramer Reported:**

#### **Points of Interest:**

- We currently have 160 students in summer school at JHE. Out of that 160, 40 are from outside our district. We are having a ton of fun at JHE and learning so much.
- We ended our first 6 months of playground fundraising just under \$20,000.00
- The JHE students did a great job participating in the Memorial Day festivities despite the weather.
- Shout out to St. Michael's Church for the donation of snacks for our summer school kids. They generously gathered items for families for the summer months and for kids at Summer School.
- JHE is HOT! The main AC unit is down and we are working through it with fans, but the building was nearing 90 in some places.
- Renee Donegon's last day is June 28. We are working through the transition in the office at JHE. It is going very well. She will be missed but we are excited for her to start her next adventure.
- Summer school runs through June 28. We have off for the week from July 1-5. We begin second session on July 8 and run through July 26.
- There are currently 27 students using Kids Club this summer.

As always....it is a great day to be a Falcon! #HustyProud

### **B. Athletic Director's Report**

Spring Sports All-Conference recognition;

Baseball; Casey Grudzinski, 1<sup>st</sup> Team Outfield  
Alex Davis, 2<sup>nd</sup> Team Flex Player  
Andy Maas, Honorable Mention Outfield  
Austin Peplinski, Honorable Mention Catcher

Softball; Maddy Maas, 2<sup>nd</sup> Team

Soccer; Addy Raue, 1<sup>st</sup> team Attacker  
Kiera Leinen, 2<sup>nd</sup> Team Defender

### **C. Financial Director's Report**

#### **Monthly Highlights:**

- Preparing for the end of the fiscal year
- Working on Cash Reconciliation and final Grant Claiming
- 23-24 Preliminary Budget is on the agenda for tonight
- Had my pre-audit planning call with Vesta, July 22-23
- I recently had my regional CESA Meeting. Talked about Property Insurance increases (anywhere from 12%-55% increase in premiums due to property value increases of 0-34% increase). Last year we had a 16% increase, anticipating another large increase in December..
- Friday is the monthly WASBO Money Talks webinar and we will discuss the July 1 Equalization Aid Estimate

#### **Budget Update:**

- Fund 10 - \$4,543,743 out of \$5,738,779 (79%)
- Fund 27 - \$570,410 out of \$712,959 (80%)
- Fund 50 - \$176,810 out of \$189,329 (93%)
- Fund 80 - \$71,477 out of \$84,988 (84%)

<b>Hustisford School District Bank Accounts</b>	
<b>Hustisford State Bank</b>	
	<b>Balance as of</b>
<b>Checking / Savings Accounts</b>	<b>06/17/2024</b>
District Checking	\$ 69,420
Fund 10 - Money Market Account	\$ 64,575
Fund 41 - Money Market Account	\$ 9,444
Fund 46 - Money Market Account	\$ 5,031
Benefits Design Group Acct-FLEX	\$ 11,977
<b>Investment Accounts</b>	
1-year CD Maturity date 1/29/25	\$ 20,000
1-year CD Maturity date 7/5/24	\$ 5,000
<b>Loan Accounts</b>	
Loan - Bassett	\$ 76,572
Loan - Gym Improvements	\$ 23,741
<b>Local Government Investment Pool</b>	
Fund 10 Savings Acct 2	\$ 14,034

#### **D. Superintendent's Report**

##### Points of Interest:

- I had a WASDA update on June 12. The update covered DPI changes, Act 20, reading legislation, Title IX training and deadlines.
- I attended an online webinar on May 29 on being an effective board member. This is part of a series that I am attending.
- We completed interviews for Band, which is on for tonight, for Speech which was approved last week, for MS Science which was approved last week, and for Tech Ed. The tech ed position is still being reviewed.
- I have my monthly library meeting on June 18.
- The PA system at JHE was updated with a new amplifier and microphone. It is working nicely.
- We will have a Neola update soon. I will be meeting with our rep. The main focus is Title IX updates. The federal government has put a tight deadline on these updates and we may need to have special meetings to fast-track our policies to ensure that we are in compliance by August. 1.
- I submitted a grant to WI DOJ for digital mapping of our schools. This grant is for \$10,000. We have not yet heard if we received it yet or not. The grant was submitted on June 10.
- I attended an emergency meeting for the Trailways Exec Commission due to an issue with the conference golf tournament. It was interesting and we resolved the issues.
- I updated numbers in Wise Grants in relation to Title I and funding with the parochial school. I will meet with them this month yet to go over the lack of spent funds this year as well as planning for next year.
- I, along with relevant staff members, completed the 5-Year Self Eval Non Discrimination Report. The assurance was submitted to DPI and the board approved the plan on June 10.
- We had our annual property insurance walk-through. The only two things that they asked for corrective action on were having the stage curtains flame tested. This is now scheduled. Also, they asked for us to look at fire suppression in the kitchen above the stove. This is not something that we have to do, but they would prefer it. It is something that

would have been looked at if updates would happen, but not at this time. I indicated that to the company. It may just give us a slight ding on our policy. It is nothing major.

- We had a Trailways Superintendent meeting on June 12. This meeting focused on hiring, compensation, and policy.
- I am currently working on finalizing our wellness plan for the foodservice audit. This will be complete by the end of the week.
- The end of the year newsletter is getting ready to go out. We are finalizing articles for that. We are hoping it will go out next week.
- Tomorrow we have our annual Dodge County School Safety meeting.
- I am meeting with the Rhonda Maas and Point of Beginning in regards to the softball field project. The booster club will present in July.
- I have a WASB webinar coming up on June 26 to prep for the Annual Meeting.
- The Athletic Code Meeting is on 28 at 7 pm. This is for all athletes grades 5-12.
- Registration for the 2024-2025 School Year is July 17- August 9, online.
- Our audit is scheduled for July 22-23.
- It is a great day to be a Falcon!

## VIII. Board Development

### A. Future Facilities Planning

Board member's discussed some ideas for a possible referendum.

HSR will be contacted regarding discussion on a possible referendum.

### B. WASB Business Honor Roll

For the 2024 WASB Business Honor Roll, the School Board and District nominates Dan Jahnke – Piggly Wiggly – Juneau and Husty Lawns – Hustisford. These businesses were nominated because they helped with student achievement.

## IX. Committee Reports

Buildings and Grounds Committee – Mr. Muche updated the board on June 10, 2024

### **Buildings and Grounds Committee Meeting Minutes of Monday, June 10, 2024**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, June 10, 2024, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Kevin Muche, Chair; Scott Firari, Member; John Bohonek, Board President; Clint Bushey, MS/HS Principal; and Heather Cramer, District Administrator

#### New Business:

- Maintenance Update—Mr. Bushey updated on the fans in the HS gym. One fell from the ceiling and was hanging on by its safety harness. They were all inspected and all were fine but the one. It will be fixed. We did receive information about new fans, but at this time, it is not something that we will move forward with. There is a leak on the wall in a north room at the HS. The panels are being removed from the wall to check the situation further. Waxing of classrooms is nearly complete. The hallways are still needing to be done. It is dependent on weather due to the humidity of the building. The new trophy case will likely be installed at the end of June or beginning of July. The HS

gym floor was finished on June 10. The skuffers were cleaned out at the HS. There was a roof leak at JHE. It was from cracking in the chimney area of the building. Tuck pointing needs to be done. The maintenance crew is going to use caulk to patch some areas temporarily.

- HVAC –The committee discussed the various issues within the buildings. The JHE air conditioning fix for the main building ac unit is nearly \$12,000. The new unit would cost about \$250K. The technology area at the HS is in need of an AC fix. The committee is recommending that we put this fix on the June 17<sup>th</sup> agenda. This fix is just over \$14,000. The HS AC is needing to be fixed. It is not running at all. The estimate is nearly \$9,000. The committee is recommending this be on the July 17<sup>th</sup> agenda. There is an issue with the JHE boilers. The committee recommended that we wait for this fix as well as the JHE AC.
- Future building planning—The committee discussed how to proceed with a future building project. The committee discussed various ideas. The board will discuss further during board development at the June 17<sup>th</sup> meeting.
- Tree Removal—There are several dead trees that need to be removed. Husty Lawns will do the work and grind the stumps. It is \$350 to remove the trees and clean up and \$285 to grind stumps and replant the area.
- Potential parking lot repair—This was not discussed due to time. It is tabled until the next meeting.
- HS Building Needs—The committee discussed the HS roof issues. The committee reviewed issues with the roof and the pictures of the various needs. The committee agrees that the roof is at a point of needing replacement. The committee discussed what that replacement may look like and how funding would be secured. The committee agreed that a referendum would be necessary to secure this much funding.
- JHE Building Needs—This topic was not discussed at this time.

Policy and Personnel Committee – Mr. Bohonek updated the board on June 4, 2024

### **Personnel and Policy Committee Minutes from Tuesday, June 4, 2024**

**Personnel and Policy Committee** of the Hustisford School District Board of Education met on Tuesday, June 4, 2024 at 4:00 p.m., in the conference room within the offices, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** John Bohonek, Chair and Heather Cramer, Superintendent of Schools **Absent:** Brian Thimm

- Staffing Updates—Mrs. Cramer provided an update on hiring. There will be two positions on the agenda on June 10<sup>th</sup> for approval, MS Science and Speech and Language. Interviews for band are scheduled. The technology education position is still posted. Mrs. Cramer indicated that a resignation will also be on the board agenda. This is for a special education assistant.
- FFA Trip to State Convention—Mrs. Cramer provided information on the FFA State Convention Trip. The trip is from June 11-13. This will be on the June 10<sup>th</sup> agenda for approval.
- WASB Invoice—Mrs. Cramer indicated that the district received the invoice for the superintendent evaluation tool for \$675.00. This will be paid. She also received the WASB annual invoice and that will be on for board approval on June 17.
- Non Discrimination Report—Mrs. Cramer provided information on the 5-year Self-Evaluation Non-Discrimination report. She provided a copy for review and will have it ready for board approval on June 10.
- Wellness Update—Mrs. Cramer provided that this will be completed this summer.
- Early Graduation Requests—There are two early graduation requests. The students will be invited to the July board meeting for discussion.
- WASB Business Honor Roll-Mrs. Cramer discussed the WASB Business Honor Roll. She discussed ideas of who to include this year. She will bring it up at the June 17 board meeting.
- 2024-2025 Teacher Mentor Handbook—Mrs. Cramer provided the handbook to the committee for review. There are not any updates noted. This will be on the June 17 agenda for approval.

Business and Finance Committee – Mrs. Kulkee updated the board on June 4, 2024

**Business and Finance Committee Meeting  
Minutes of Tuesday, June 4, 2024**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, June 4, 2024 at 5:00 p.m., in the District Office at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Jamie Kulkee, Member and Heather Cramer, District Administrator **Absent:** Jessica Holtz, Director of Finance and Steve Weinheimer, Chair.

New Business:

- Budget Update—Mrs. Cramer provided an update from Mrs. Holtz. As of the date of the meeting we are at 74% in Fund 10, 76% in Fund 27, 91% in Fund 50, and 82% in Fund 80 of expenditures.
- Staffing Updates and Contract Updates—Mrs. Cramer updated on hires for the June 10<sup>th</sup> board meeting. Those include MS Science and Speech and Language. Interviews are set for band. Technology education is still posted. There is a resignation that will be on the June 10<sup>th</sup> meeting for a special education assistant.
- 24-25 Budget Planning/2024-2025 Preliminary Budget—Mrs. Cramer presented information on the preliminary budget for the June 17<sup>th</sup> board meeting.
- Interagency Agreement with Kiel School District—The Committee discussed the virtual option. The only time a cost is incurred is if a student enrolls. The committee recommends keeping the option.
- Apex Learning Renewal—This software needs to be renewed at the June 17<sup>th</sup> meeting. This is used for credit recovery and for some special programming if needed.
- Annual CESA Renewal—Mrs. Cramer provided information on the 2024-2025 Cesa 6 renewal. It increased since last year. Last year's annual membership cost was \$5,876.00 this year it increased to \$6,140.00. It will be on the June 17 meeting.

Curriculum and Technology Committee – Did Not Meet

X. Old Business: N/A

XI. New Business

A. Personnel and Policy:

1. Resolution #2281: Approval of K-12 Band Teacher

A motion was made by Kevin Muche and seconded by Jamie Kulkee to approve the following resolution:

Approval of K-12 Band Director  
School Board Resolution  
#2281

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the employment of Maggie Ferrando as the K-12 Band Director for the Hustisford School District beginning with the 2024-2025 school year. Her contract amount is \$42,000.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

2. Resolution #2282: Approval of 2024-2025 Teacher Mentor Handbook

A motion was made by Kevin Muche and seconded by Scott Firari to approve the following resolution:

Approval of 2024-2025 Teacher Mentor Handbook  
School Board Resolution  
#2282

BE IT RESOLVED, that the Board of Education of the Hustisford School District approves the 2024-2025 Teacher Mentor Handbook as presented.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

3. Resolution #2283: Approval of 2024 Summer FFA Advisor Summer Contract

A motion was made by Tim Simmons and seconded by Jamie Kulkee to approve the following resolution:

Approval of 2024 FFA Advisor Summer Contract  
School Board Resolution  
#2283

BE IT RESOLVED, that the Board of Education of the Hustisford School District approves the 2024 FFA Advisor Summer Contract. The contract is for time not to exceed 175 hours throughout the summer for FFA related responsibilities. The pay rate for this time is \$25/hour.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

4. Resolution #2284: Approval of 2024 Summer Counselor Contract

A motion was made by Kevin Muche and seconded by Scott Firari to approve the following resolution:

Approval of 2024 Summer Counselor Contract  
School Board Resolution  
#2284

BE IT RESOLVED, that the Board of Education of the Hustisford School District approves the 2024 summer contract for school counselor. The contract is for 10 additional days with a daily per diem rate of \$251.36.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

B. Business and Finance:

1. Resolution #2285: Approval of 66.0301 Agreement With Kiel School District for Virtual School Services

A motion was made by Scott Firari and seconded by Tim Simmons to approve the following resolution

Approval of 66.0301 Agreement with Kiel School District for Virtual Option  
School Board Resolution  
#2285

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 66.0301 agreement with the Kiel School District for virtual schooling options for Hustisford students.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

2. Resolution #2286: Approval of Preliminary 2024-2025 Budget

A motion was made by Jamie Kulkee and seconded by Kevin Muche to approve the following resolution:

Approval of 2024-2025 Preliminary Budget  
School Board Resolution  
#2286

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the preliminary budget for the 2024-2025 school year as presented.

2024-2025 Preliminary Budget by Fund			
Fund	Fund Description	22-23 Budgeted Revenue	24-25 Budgeted Expense
10	General Fund	\$6,250,000.00	\$6,250,000.00
21	Activity Accounts	\$150,000.00	\$150,000.00
27	Special Education	\$785,700.00	\$785,700.00
38	Debt Service	\$33,876.00	\$33,876.00
46	Capital Improvement	\$5,000.00	\$0.00
50	Food Service	\$200,000.00	\$170,600.00
80	Community Service	\$127,900.00	\$127,900.00
<b>Totals</b>		<b>\$7,552,476.00</b>	<b>\$7,518,076.00</b>
<b>Projected Surplus</b>	<b>\$34,400.00</b>		

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

3. Resolution #2287: Approval of CESA 6 Annual Membership for 2024-2025

A motion was made by Kevin Muche and seconded by Scott Firari to approve the following resolution:

Approval of CESA 6 Annual Membership for 2024-2025  
School Board Resolution  
#2287

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the CESA 6 Annual Membership for the 2024—2025 school year. The fee is \$6,140.00.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

4. Resolution #2288: Approval of WASB Dues for 2024-2025

A motion was made by Jamie Kulkee and seconded by Tim Simmons to approve the following resolution:

Approval of 2024-2025 WASB Dues  
School Board Resolution  
#2288

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve annual WASB dues for the 2024-2025 school year. The total dues are \$2,909.00.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer



5. Resolution #2289: Approval of Edmentum Learning Contract for 2024-2025

A motion was made by Tim Simmons and seconded by Kevin Muche to approve the following resolution:

Approval of Edmentum Learning Contract for 2024-2025  
School Board Resolution  
#2289

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the contract with Edmentum Learning for the 2024-2025 school year. The total is \$2,800.00.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

C. Curriculum and Technology: N/A

D. Buildings and Grounds:

1. Resolution #2290: Approval of AC Unit for Technology Server Room at HS

A motion was made by Kevin Muche and seconded by Tim Simmons to approve the following resolution:

Approval of AC Unit for Technology Server Room at HS  
School Board Resolution  
#2290

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the purchase and installation of a Ductless Split Cooling System for the IT Room at the HS. Total for the project is \$14,099.00.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

2. Resolution #2291: Approval of AC Repair at Jr./Sr. High School

A motion was made by Kevin Muche and seconded by Scott Firari to approve the following resolution:

Approval of AC Repair at the Jr./Sr. High  
School Board Resolution  
#2291

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the repair of the Jr./Sr. High AC Unit. The total is \$8,589.00.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

**XII. Informational/Discussion Items**

**A. Tentative/Suggested Meetings/Events:**

- *Buildings/Grounds – Monday, July 1, 2024, at 4:00 p.m.*
- *Policy/Personnel – Tuesday, July 2, 2024, at 4:00 p.m.*
- *Business/Finance – Tuesday, July 2, 2024, at 5:00 p.m.*
- *Curriculum/Technology – Monday, July 1, 2024, at 5:00 p.m.*
- *July Regular Board Meeting: Monday, July 15, 2024, at 6:30 p.m.*

**XIII. Closed Session:**

The board will enter into closed session pursuant to Wisconsin Statute 19.85(1) (b) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

**Superintendent Contract Discussion**

A motion was made by Kevin Muche and seconded by Jamie Kulkee to enter into closed session.

Motion passed 5-0 by voice vote. Absent: Brian Thimm, Steve Weinheimer

**XIV. Return to Open Session**

A motion was made by Jamie Kulkee and seconded by Scott Firari to return to open session.

Motion passed 5-0 by voice vote. Absent: Brian Thimm, Steve Weinheimer

**1. Resolution #2292: Approval of Superintendent Contract for 2024-2025**

A motion was made by Tim Simmons and seconded by Kevin Muche to approve the following resolution:

Approval of Superintendent Contract for 2024-2025  
School Board Resolution  
#2292

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the Superintendent contract for 2024-2025 for Heather Cramer. The total for the contract is \$141,569.00.

Motion passed 5-0 by roll call vote. Absent: Brian Thimm, Steve Weinheimer

**XV. Motion to Adjourn**

A motion was made by Tim Simmons and seconded by Jamie Kulkee to adjourn at 9:45 p.m.

Motion passed 5-0 by voice vote. Absent: Brian Thimm, Steve Weinheimer

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Chris Kuehl – Recorder

Jamie Kulkee – School Board Clerk

Approved July 15, 2024