

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
December 16, 2024

I. Call to order/Pledge of Allegiance

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, Steve Weinheimer, Brian Thimm and Tim Simmons.

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.

Hustisford School District teacher spoke on what opportunities are available at the high school. We want to be the best we can be.

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 –November 18, 2024
- B. Approval of Minutes of December 2024 Committee Meeting
- C. Approval of Financial Business: Approval of Bills (#44495-44525) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Resignation of HS Special Education Teacher

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

Motion passed 7-0 by roll call vote.

VI. Regular Agenda

A motion was made by Steve Weinheimer and seconded by Brian Thimm to approve the Regular Agenda as presented.

Motion passed 7-0 by roll call vote.

VII. Reports

A. Student Citizen of the month:

High School – Rosa Dominguez

Middle School - Alana Sperla

John Hustis Elementary – Wyatt Stark

B. Staff Member Recognition:

Dawn Wohling – District Choral Teacher

Danielle Lenhardt – 3K Teacher

C. Music Update:

Band and Choral students invited the school board to the winter concert on December 17, 2024. The Junior High Choral students will be caroling at the Hustisford State Bank on December 18 & 19.

D. Principal's Reports:

Mr. Bushey Reported:

Points of Interest:

- Student Council ran a food drive before Thanksgiving. 724 items were donated. 6th grade brought in the most items for the drive. This was one of the most successful food drives. Thank you to all that donated.
- NHS ran a toy drive for the Dodge County Toy Bank and delivered the collected gifts on Friday, 50 + items were collected for the toy drive.
- A very big thank you to the Hustisford Lions Club for their generous donation. The club donated \$1000 towards the cost of the Washington D.C. trip for the students.
- A very big thank you to St. Olaf's Church of Ashippun for making the Holidays special for 28 families and 56 students in the district. This year St. Olaf's donated \$2800 to students and families.
- Falcon Future Talks will take place on Wednesday, December 18th during Falcon Time. Thank you to these individuals for taking time out of their busy schedules to speak to our students.
 - Jeremy Cramer, Wastewater Treatment and Conveyance Director
 - Jason Hensler, Senior Territory Manager for Marvin
 - Andy Key, Horicon Bank Branch Manager
 - Sgt. Connor Hanson, US Marine Corps Recruiting

8 students participated in the fundraiser for their Washington D.C. trip. Students sold \$4848 of Butter Braid products. In return students received \$1969.50 towards their cost of the trip.

Congratulations to Dawn Wohling and Maggie Ferrando for successfully meeting the accreditation standards determined by the Wisconsin School Music Association for excellence in their Jr. / Sr. High School music programs.

Senior Project Update

- 6 students successfully completed their Senior Project presentations on Wednesday, December 11th.
Thank you Steve for attending the presentations.
- On Monday, December 9th the Jr / Sr. High School CSET team met with program instructors to continue completion of the program.
- On Wednesday, December 11th, I took 6 Sr. High students to attend the CESA 6 Leadership Academy held in Oshkosh.
- Winter break celebration week dress up days begin on Monday, December 16th. This year students and staff will dress up as: Winter White Out, Ugly Sweater, Favorite Movie Character, Teacher / Student Swap, Pajama Day / Friday activity
- The Choir/Band concert will take place tomorrow starting at 6:00 p.m.
- I hope everyone has a wonderful and joyful Holiday Season.

Mrs. Cramer Reported:

Points of Interest:

- Poinsettia orders arrived. We made just over \$1200 on the sale. All proceeds go into the JHE Playground Fund.
- JHE Winter Concert is December 17th at 6 pm—Hope to see you there tomorrow night!

- The Christmas Shop at JHE was once again a huge success. 84% of the children participated in the event. The items were picked out by the kids and then we had a wonderful group of ladies who came in to wrap all of the gifts. The kids were very excited. We have already started planning for next year. We received our first donations of wrapping supplies and gifts today. I want to personally thank our generous donors who help to make this a success every year. From shopping to wrapping, we could not do it without them.
- JHE students sold \$28,000 in scrip cards this month. These funds help to provide things to students at JHE. Thank you to the PTC for doing this, especially Miranda Weinheimer.
- The JHE craft and vendor fair was a huge success on Saturday. Shout out to Cassie Key on her hard work to make this event successful.
- At JHE the staff is enjoying the 12 Days of Christmas. Each year they receive a small gift each day for 12 days.
- The students are excited as our Elf, Merry, is hiding out with her pal Rudolph around JHE. They are excited every morning to see where she pops up next.
- Student Council has worked to have dress up days each day this month. The students are having fun dressing up and wearing their Christmas gear.
- This week student council will host a fun day on Thursday of activities in the morning for the students.
- Thank you to the JHE PTC who provided each staff member with a gift card for Christmas. Their thoughtfulness is appreciated.
- JHE students and staff are collecting supplies and toys to be donated to the Ronald McDonald House at Children's in Milwaukee. Thank you to Tim, Sam, and Cain Simmons for taking the items in this Saturday to donate.
- Our students in grades K-3 will be using a new screener this winter. The screener is mandated by the state due to Act 20. This will be our first time using it. I have been working on making sure things are set up correctly and ready to go.
- We are certainly excited for Winter Break, but look forward to welcoming back all of our Falcons on January 2.
- I want to take this time to say Merry Christmas and Happy New Year from the staff and students at JHE!

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

E. Athletic Director's Report

The Winter Sports Season has begun!

Boys Basketball; 19 boys are out, so we are fielding JV & Varsity Teams. They are hosting CWC tonight. Over the Christmas Break, they will play at Ozaukee on Dec. 30.

Wrestling; Total of 9 out (7 boys, 2 girls) We hosted a Tri-Angular on Dec. 3, and have gone to 1 Invite thus far. The next Invites will be Dec. 20 (Girls) & Dec. 21 (Girls & Boys)

The Middle School Basketball Teams have begun to play games. 5/6 Girls=10, 7/8 Girls=8, 5/6 Boys=7, 7/8 Boys=11.

F. Financial Director's Report

Monthly Highlights:

- **Personal Items:**
 - On December 3rd, I attended our 3rd of 6 conferences for the WASBO Year of Success. This one was virtual and focused on preparing ourselves for the end of the year reporting along with budgeting for the next school year.
 - This past Thursday and Friday, I went to SBOP Conference at the Kalahari in the Wisconsin Dells. The main reason for attending was to learn more efficient ways to perform the task that is expected out of my position. Overall, I was able to receive tools and resources to effectively communicate with the Board

to meet their expectations – Dashboard and Actual vs. Budget. This conference also provided me with more depth and details with payroll liabilities, Payroll 101, end of the year reporting (W2s, 1099s, and WRS), bank reconciliations, Accounting 101, special education accounting, and WISEgrants.

- I was able to acquire multiple resources that I'll be gradually implementing starting now and in January.

- **Insurance:**

- We are working with our two insurance companies (R&R and M3) to provide us with an insurance quote.
 - See the secondary documents from R&R and M3
- Review:

Community insurance renewal:

- Rates are flat and exposure is down (student Count and # of Employees) So cost is down 151.00

State Fund Mutual/Work Comp:

- Cost is up \$620.00 because payroll is up slightly and the Experience mod is up from .80 to .82, remember this is the multiplier against your standard premium. (Payroll X rate which is set by the state). Rates set by the state have gone down again for the 6th year in a row, which is great news for school districts.

Property /Selective Insurance A++ company.

- Save \$4,276 versus Hartford/M3's quote
- No big Wind Hail Deductible on Selective (10,000), Hartford is 50k.
- Selective provided \$2 million for Business Income/Extra Expense, Hartford is only offering \$1,000,000, it's really the extra Expense that is important if we had to find a suitable place for education if we lost our facilities, the cost to rent, transport, set up computers etc.
- Selective has a total blanket limit of \$34,323,024 versus Hartford at \$34,106,901.

- **Finances:**

- Review of major expenses during this month
- Short-Term Borrowing – we have used \$700,000 of our \$905,000 loan from Hustisford State Bank
 - We have \$205,000 left
- Lines of Credits – renewing both for \$300,000 for a 1-year term at 4.9%
 - Before the end of the year, we will be clearing up the interest charged. Already paid \$4,465.35 to LOC1 - 8810. Need to pay another \$3,500+/- to LOC2 - 8814.
- The financial components of the audit are completed. Logan will be virtual this evening.
- Providing a quick review of our past 6 month expenditures. Provide a brief overview and how things are trending.

Expenditures through Past Months	
July	\$ 291,702.05
August	\$ 446,472.94
September	\$ 301,009.61
October	\$ 547,681.44
November	\$ 485,816.96
December	\$ 404,335.79
Total	\$ 2,477,018.79

- **Budget:**

- In January, Heather and I will start looking into the 2025-2026 budget to prepare for upcoming decisions.

- **Human Resources:**

- Started the WRS Annual Reconciliation - only Active Employees portion.

- Kids Club timesheets became digital

Account Balances: (On the Back)

<u>Hustisford School District Bank Accounts</u>			
Hustisford State Bank			
Checking / Saving Accounts		Balance as of 12/16/2024	
District Checking		\$ 284,939.727	
Fund 10 - Money Market Account		\$ 4,800.488	
Fund 41 - Money Market Account		\$ 9,491.78	
Fund 46 - Money Market Account		\$ 5,056.60	
Benefits Design Group Acct - FLEX		\$ 5,902.62	
Investment Accounts			
1-year CD Maturity date 01/29/2025		\$ 20,000.00	
1-year CD Maturity date 07/05/2025		\$ 5,000.00	
Loan Accounts			
Loan - Bassett		\$ 71,722.94	
Loan - Gym Improvements		\$ 12,819.26	
Local Government Investment Pool			
Fund 10 Savings Account 2		\$ 14,467.56	

G. Superintendent's Report

Points of Interest:

- I had a Trailways Superintendent meeting on the 11th. We really focused on budgets and on the upcoming budgets and where we will go with the State. We also discussed school calendars and what they were looking like for next year. This is something that will be presented to the committees in January to review and look for approval later in the month.
- State report cards were released. I am pleased with our results overall. JHE Exceeded Expectations while the MS/HS met expectations and as a district we also met expectations. I will be giving a more in-depth report on the report cards at the January board meeting.
- I have a WASDA meeting on December 18. Tom McCarthy, DPI Deputy superintendent and Josh Robinson, Assistant State Superintendent for Division of Academic Excellence will be present. They will provide important updates on topics including, but not limited to: DPI Budget Information from the Office of State Superintendent, DPI Proposed Retention Policy as a part of ACT 20 and other Current Initiatives and Information. We will also hear about the upcoming April election.

- I met with Senator Jagler on November 22. He, along with one of his staffers, toured JHE and met with me and Corey to discuss our district and learn more about us. We discussed special education funding and Act 20 along with other initiatives that impact our district.
- We had an interview for the Tech Ed position. I have a call into DPI to hear about licensing to see if he is a viable candidate for the district. As soon as I hear, we will continue through the process.
- Ballweg Implement came to the HS and fixed the recall on the tractor. It is all set to go.
- Corey and I met with Vesta to go over a quick glance at the audit. You will hear more on the audit this evening.
- I attended the mandatory meeting on Title Equitable Services on December 5. It was a refresher on how to work with our private schools and ensure that they are utilizing the funds that are available to them.
- Thank you to the community members who came out to the open forum sessions to talk about a potential referendum in April. It is great to hear from our community.
- I attended a webinar on Act 10 on December 10. The message is clear to hold on and see what happens.
- I have had multiple library board meetings this past month.
- Merry Christmas and Happy New Year to you all from all of us here. We hope you enjoy time with family and friends.
- It is a great day to be a Falcon!

VIII. Board Development

A. Audit Presentation from SY 2023-2024

The auditor from Vesta did a virtual presentation on the audit from the school year 2023-2024.

B. Discussion on Potential April Referendum

What will question be on the referendum? It will be an operational referendum for \$800,000.00 for 3 years.

C. Discussion of Football Cooperative with Horicon

We are in a Co-op for football with Horicon. Horicon wants all games played in Horicon. This is still in the discussion stage. The School board is not in favor of this. Mr. Falkenthal will be having a meeting with Horicon to discuss this.

IX. Committee Reports

Buildings and Grounds Committee – Mr. Muche updated the board on December 2, 2024

Buildings and Grounds Committee Meeting Minutes of Monday, December 2, 2024

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, December 2, 2024, at 4:00 p.m., in the conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Kevin Muche, Chair; John Bohonek, Board President; Scott Firari, Member; Clint Bushey, Principal; and Heather Cramer, Superintendent

New Business:

- **Maintenance Update**—A leak in the roof in the HS kitchen was fixed on November 19. The spot was fixed by maintenance and will be monitored. HS continues to have graffiti in the bathrooms. There is an issue

with some pipes at the HS. This is an issue that was looked at and will be monitored. The concession stand was winterized. Soap dispensers and paper towel dispensers were installed in the Ag room. Table leg ends were installed on cafeteria tables to keep them from scratching the floors. The snow blower was installed on the tractor. There is a recall on the tractor that Ballweg Implement will be out to fix on December 6. Salt was delivered for the walkways by Husty Lawns. New gas meters will be installed by WE Energies in December. JHE boilers are running well at this point. Mrs. Cramer ordered a new thermometer for the walk-in cooler, the maintenance team will install it.

- Discussion on potential referendum—The committee discussed dollar amounts and the impact of the dollar amounts and discussed working with one or two questions for the ballot.
- School Report Cards—Mrs. Cramer handed out the district report cards and will give a presentation at a future board meeting.

Policy and Personnel Committee – Mr. Bohonek updated the board on December 3, 2024

**Personnel and Policy Committee
Minutes from Tuesday, December 3, 2024**

Personnel and Policy Committee of the Hustisford School District Board of Education met on Tuesday, December 3, 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; Heather Cramer, Superintendent of Schools; and Brian Thimm, Member

- Staffing Updates—Mrs. Cramer updated that there is a Tech Ed interview. She will keep the board posted on this information. She updated that we have an educational assistant that will help out at JHE in December and January. There are several volunteer coaches that will need approval at the December board meeting.
- Budget Update—The committee received an update on the corrective action plan and on planning for the budget. The committee will start hearing about class offerings and staffing as we move forward into January and beyond. The committee was also updated that the audit will likely be presented in December at the board meeting.
- Referendum Information—The committee discussed options related to dollar amounts, questions, and use of funds.
- School Report Cards—Mrs. Cramer provided a copy of the school report card and will present the information at a future board meeting.
- School Board Development Survey—Mrs. Cramer indicated that she will provide an update at the December meeting for who needs to still complete the survey. The committee will review results in January and the board will review after the committee discusses them.

Business and Finance Committee – Mr. Weinheimer updated the board on December 3, 2024

**Business and Finance Committee Meeting
Minutes of Tuesday, December 3, 2024**

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, December 3, 2024 at 5:00 p.m., in the Conference Room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Heather Cramer, District Administrator; Corey Manlick, Director of Finance; John Bohonek, Board President; and Steve Weinheimer, Chair. Absent with Notice: Jamie Kulkee, Member

New Business:

- Budget Review—Current and Future—Mr. Manlick reported on the Board information portion for December. It will be how to read your tax statement. He attended a WASBO conference on the budgetary process. We will start reviewing the next budget starting in January. Equalization Aid was received on December 2. The amount was \$347,818. He discussed the interest on the LOC with the bank. Derek Sliter from CESA 5 was in-district. They worked on coding, grants, and bank reconciliations. Mr. Manlick has a conference coming up that will deal with Skyward Reporting, the new Dashboard, streamlining accounts, and liabilities.
- Corrective Action Plan—Mrs. Cramer provided a sample of the corrective action plan. The plan will be brought forward in December to the board.
- School Finance Information—Mr. Bohonek questioned where we were at with the audit. The audit will be presented in December. The committee discussed whether a more in-depth audit was needed. The committee discussed but wants to have full audit results prior to decisions being made.
- Referendum Information—The committee discussed one or two questions, the dollar amount to be asked for and how to ask the question or questions.
- School Report Cards—Mrs. Cramer provided copies of the school report card. She will provide an update at an upcoming board meeting.

Curriculum and Technology Committee – Mr. Weinheimer updated the board on December 2, 2024

Curriculum and Technology Committee Minutes of Monday, December 2, 2024

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Monday, December 2, 2024 at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Heather Cramer, Superintendent; Fred Miller, Technology Director; Steve Weinheimer, Chair; and John Bohonek, Board President and Tim Simmons, Member.

AGENDA:

- Technology Update—Mr. Miller—Mr. Miller updated the committee on issues with the phone line billing. He is working with Frontier to get new lines into school which will reduce the costs. We will be changing to fiber lines and the company will be paying for it. E-Rate has been submitted. Mr. Miller is working through the website and making updates. Mr. Miller will be working with Mrs. Cramer on Aims Web and the new screener for the district at the elementary level.
- Legislative Updates regarding Act 20—Mrs. Cramer updated in regards to Act 20. She provided that not much has changed in regards to curriculum funding. She updated that they are working on the new screener and getting all of our kids in and ready to go for the new update. She also discussed that she talked with Mr. Jagler about dates within Act 20 and some changes that would be helpful to districts.
- Budget Planning Curriculum and Technology—Mrs. Cramer discussed that all purchasing is on hold. The only purchases being made in this area are emergency. The budget will be monitored and if possible, we will work to get items needed or updates done, but we are working to keep things very tight this year.
- School Report Cards—Mrs. Cramer provided copies of the district report cards. A presentation will be done at a future meeting.
- Potential Referendum Discussion—The committee discussed how many questions, dollar amounts, and potential wording of questions.

X. Old Business: N/A

XI. New Business

A. Personnel and Policy:

1. Resolution #2325: Approval of Overnight Trip for Girl's Wrestling

A motion was made by Scott Firari and seconded by Steve Weinheimer to approve the following resolution:

Approval of Overnight Trip for Girls Wrestling
School Board Resolution
#2325

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the overnight trip for girls wrestling on December 20-21, 2024.

Motion passed 7-0 by roll call vote.

2. Resolution #2326: Approval of Agreement with Dodgeland School District for Musical Participation

A motion was made by Steve Weinheimer and seconded by Brian Thimm to approve the following resolution:

Approval of Agreement with Dodgeland HS for Musical Participation
School Board Resolution
#2326

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the agreement with Dodgeland HS for participation in the musical.

Motion passed 7-0 by roll call vote.

3. Resolution #2327: Approval of Volunteer Coaches

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

Approval of Winter Volunteer Coaches
School Board Resolution
#2327

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the volunteer coaches for winter.

Shania Wehrmann—5/6 Boys Basketball
Gavin Thimm—7/8 Boys Basketball
Bob Nass—HS Boys Basketball
Caleb Tracy—JV Boys Basketball
Jarred Vaughan--Wrestling

Motion passed 6-0 by roll call vote. Abstain Brian Thimm

B. Buildings and Grounds: N/A

C. Curriculum and Technology: N/A

D. Business and Finance:

1. Resolution #2328: Approval of 2023-2024 District Financial Audit

A motion was made by Steve Weinheimer and seconded by Kevin Muche to approve the following resolution:

Approval of 2023-2024 District Financial Audit
School Board Resolution #2328

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby accept and record the 2023-2024 Hustisford School District Audit Report as prepared and presented by Vesta at the regular school board meeting on December 16, 2024. (A copy of the audit report is on file in the district office)

Motion passed 7-0 by roll call vote.

2. Resolution #2329: Approval/Adoption of Corrective Action Plan

A motion was made by Kevin Muche and seconded by Brian Thimm to approve the following resolution:

Approval/Adoption of Financial Corrective Action Plan
School Board Resolution
#2329

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve/adopt the Financial Corrective Action Plan as presented.

Motion passed 7-0 by roll call vote.

3. Resolution #2330: Approval of Parent Transportation Contracts for 2024-2025

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

Approval of Parent Transportation Contracts for 2024-2025
School Board Resolution
#2330

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the parent transportation contracts for two families, a total of 2 children.

Motion passed 7-0 by roll call vote.

XII. Informational/Discussion Items

A. Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, January 6, 2025, at 4:00 p.m.*
- *Policy/Personnel – Tuesday, January 7, 2025, at 4:00 p.m.*
- *Business/Finance – Tuesday, January 7, 2025, at 5:00 p.m.*
- *Curriculum/Technology – Monday, January 6, 2025, at 5:00 p.m.*
- *January Regular Board Meeting: Monday, January 20, 2025, at 6:30 p.m..*

XIII. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Tim Simmons to adjourn at 9:27 p.m.

Motion passed 7-0 by voice vote.