

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
June 16, 2025

I. Call to order/Pledge of Allegiance

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

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: Jamie Kulkee, Steve Weinheimer, Kevin Muche, Tim Simmons, Tracy Malterer, Scott Firari. Absent: None.

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.

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 12, 2025
- B. Approval of Minutes of the Special Board Meetings – May 12, May 19, and June 2, 2025
- C. Approval of Minutes of June 2025 Committee Meetings
- D. Approval of Financial Business: Approval of Bills (#44781-44839) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts
- F. Approval of Resignations

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

Motion passed 6-0 by roll call vote.

VI. Regular Agenda

- A. motion was made by Jamie Kulkee and seconded by Tracy Malterer to approve the Regular Agenda as presented.

Motion passed 6-0 by roll call vote.

VII. Board Development

- A. Board Vacancy Procedure

VIII. Reports

- A. Principals Reports

Mr. Bushey Reported:

Points of Interest:

- 12 Parents attended the Senior Project Parent meeting held on Wednesday, May 21st.
- 10 out of 26 Seniors have an accepted Senior Project Proposal.
- On Thursday, May 22nd, the Sr. High School CSET team met with the course facilitators to continue work on completion of the coursework.

- Thank you Steve and the other Board members that attended the Graduation Ceremony on Friday, May 30th.
- Maddy Maas and Noah Gouvion attended the Wisconsin State Fair FFA Convention at the Alliant Energy Center in Madison on June 10th - 12th.
- 5 students are attending the 1st session of summer school credit recovery.
- I completed the staff Educator Effectiveness evaluations last week.
- The custodial staff have been doing an excellent job cleaning and spot waxing the floors in the Jr. / Sr. High School.

Mrs. Cramer Reported:**Points of Interest:**

- Summer School is one week in and we are having a blast. Current enrollment is 147.
- The register round-up at Piggly Wiggly in Juneau this month is for the JHE playground. Thank you to Dan for doing this for our kids.
- The year ended with amazing field trips and events at JHE. Kids who earned it were able to silly string Mr. Powers and duct tape me to the wall. It was a ton of fun and we had lots of laughs. The last day of school was a blast with yearbook signing and a water balloon fight. Thank you to Jean Haan for her work on the JHE yearbook, it was amazing!
- Maddie is coming to summer school. All families who were not part of the district during the school year received permission slips and we had all permission to have her at JHE. She has been in for two days already and ready for more.
- JHE is filled with students and staff. Mr. Steve is working to clean the building, but maintenance will not start until after summer school. There is a chance that after first session he may be able to get into a couple of classrooms.
- The gardens are being worked on at JHE by the gardening class. They have put pollinators in the garden by the sign. They have also been taking care of the flowers that were planted from the plant sale.
- Staff have been in getting classrooms cleaned up and some moved out. All teachers and staff who are leaving will be out by June 30. I will take care of final check out and equipment return.
- This past year was a great year at JHE. Thank you to all who helped us along the way and supported us! JHE is an amazing place due to the support that our kids and staff receive.

B. Athletic Director's Report**Mr. Falkenthal Reported:****All-Conference awards;****Softball**

Maddy Maas; 1st Team & All-Sportsmanship Team

Alex Justmann; 2nd Team

Mady Schreiber; 2nd Team

Baseball

Caleb Peplinski; 1st Team Infield

Trey Hildebrandt; 1st Team Outfield

Austin Peplinski; 2nd Team Catcher

AJ Kluck; 2nd Team Infield

Soccer

Addy Raue; 1st Team Attacker

Izzy Burbach; Honorable Mention Midfielder

Kiera Leinen; 2nd Team Defender

Annual Athletic Code Meeting is set for Sunday, July 20, 7:00 PM.

C. Financial Director's Report
Mr. Manlick Reported:

Monthly Highlights:

→ **Finances:**

- ◆ Preliminary Budget
 - What is being presented this evening?
- ◆ Lines of Credits –
 - #8810 - \$300,000 balance (MAX)
 - #8814 - \$300,00 balance (MAX)
- ◆ Bill review of May/June
 - See the bills document,
 - Outstanding bills remaining – Hustisford Utilities, Husky Lawn, Cintas, Parent Transportation contract, Sports Co-op (Dodgeland and Horicon) - Estimated around \$50,000
- ◆ Review of our past 12 month expenditures. Provide a brief overview and how things are trending.
 - See the second chart
- ◆ Grant submissions:
 - Carl Perkins - \$1,373.58 (Support CTE Programs - Business and AG Classes, CTE Trainings)
 - CESA 6 Mini Grant - \$888.54 (Substitutes for CTE Teachers, Student College and Technical School Trips)
 - Technical Incentive Grant - \$5,620.59 (CTE Students that are in Youth Apprentice programs that graduated in 2024) We had 9 students.

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	
January	\$ 545,000.96	
February	\$ 489,158.57	
March	\$ 470,438.97	
April	\$ 450,884.85	
May	\$ 355,602.74	
June	\$ 552,087.51	

Total	\$ 5,340,192.39	\$ 445,016.03
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<u>Expenses by Month 3 Years vs. Projected 25-26</u>					<u>Revenue last 6 Months</u>
	22-23	23-24	24-25	25-26	End of the 2025
July	\$ 509,164.92	\$ 569,989.17	\$ 291,702.05	\$ 456,952.05	
August	\$ 404,263.85	\$ 493,501.54	\$ 446,472.94	\$ 448,079.44	\$ 721,000.00
September	\$ 458,735.89	\$ 449,479.43	\$ 301,009.61	\$ 403,074.98	\$ 235,000.00
					\$ 120,000.00
October	\$ 462,490.92	\$ 484,783.24	\$ 547,681.44	\$ 498,318.53	
November	\$ 442,168.20	\$ 683,691.21	\$ 485,816.96	\$ 537,225.46	\$ 25,000.00
December	\$ 454,095.50	\$ 523,685.66	\$ 404,335.79	\$ 460,705.65	\$ 325,000.00
					\$ 25,000.00
					<u>\$ 1,451,000.00</u>
January	\$ 447,870.80	\$ 472,721.53	\$ 545,000.96	\$ 488,531.10	<u>\$ 1,100,000.00</u>
February	\$ 509,834.38	\$ 575,680.56	\$ 489,158.57	\$ 524,891.17	<u>\$ 920,000.00</u>
March	\$ 436,815.24	\$ 500,271.70	\$ 470,438.97	\$ 469,175.30	<u>\$ 2,020,000.00</u>
April	\$ 488,118.75	\$ 475,590.33	\$ 450,884.85	\$ 471,531.31	
May	\$ 441,279.44	\$ 496,754.62	\$ 355,602.74	\$ 431,212.27	
June	\$ 501,643.24	\$ 478,833.17	\$ 552,087.56	\$ 510,854.66	
Total	\$ 5,556,481.13	\$ 6,204,982.16	\$ 5,340,192.44	\$ 5,700,551.91	
Average/Month	\$ 463,040.09	\$ 517,081.85	\$ 445,016.04	\$ 475,045.99	

<u>Hustisford School District Bank Accounts</u>	
Hustisford State Bank	
Checking / Saving Accounts	Balance as of 06/16/2025
District Checking	\$ 130,920.125
Fund 10 - Money Market Account	\$ 4,834.67
Fund 41 - Money Market Account	\$ 9,539.20
Fund 46 - Money Market Account	\$ 5,955.795
Benefits Design Group Acct - FLEX	\$ 9,169.69

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		\$ 66,803.23	
Loan - Gym Improvements		\$ 1,812.623	
Local Government Investment Pool			
Fund 10 Savings Account 2		\$ 14,789.436	

D. Superintendent's Report**Mrs. Cramer Reported:****Points of Interest:**

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- The register round-up at Piggly Wiggly in Juneau this month is for the JHE playground. Thank you to Dan for doing this for our kids.
- The year ended with amazing field trips and events at JHE. Kids who earned it were able to silly string Mr. Powers and duct tape me to the wall. It was a ton of fun and we had lots of laughs. The last day of school was a blast with yearbook signing and a water balloon fight. Thank you to Jean Haan for her work on the JHE yearbook, it was amazing!
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- The gardens are being worked on at JHE by the gardening class. They have put pollinators in the garden by the sign. They have also been taking care of the flowers that were planted from the plant sale.
- Staff have been in getting classrooms cleaned up and some moved out. All teachers and staff who are leaving will be out by June 30. I will take care of final check out and equipment return.
- This past year was a great year at JHE. Thank you to all who helped us along the way and supported us! JHE is an amazing place due to the support that our kids and staff receive.

IX. Committee Reports

Buildings and Grounds Committee – Did Not Meet

Policy and Personnel Committee – Mrs. Cramer updated the board on June 3, 2025

**Personnel and Policy Committee
Minutes from Tuesday, May 6, 2025**

Personnel and Policy Committee of the Hustisford School District Board of Education met on Tuesday, June 3, 2025 at 4:00 p.m., in the conference room within the offices, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Brian Thimm, Chair; Tracy Malterer, member; and Heather Cramer, Superintendent of Schools.

- **Staffing Updates—25-26—**The committee discussed the OT contract that will be on the May agenda for approval. The committee discussed the nursing contract for next year, that will be on the agenda for approval in May. The committee reviewed the openings in the district and reviewed potential candidates and dates for interviews. The committee discussed the request from Dodge Land to share band for the upcoming school year. Mrs. Cramer will bring a 66.0301 agreement to the board in May.
- **Neola Policy Update—**The final read of the 3rd grade retention policy per Act 20 will be on the agenda for May.
- **Senior Project Presentations—**The board will have two senior project presentations on Monday, May 12. They will be at 5:00 and 5:30 pm.
- **Summer School Staffing—**Mrs. Cramer shared the list of summer school staff for the upcoming summer.
- **Summer Hours—**The committee discussed summer hours for staff. The committee supports the 4-day week for most employees. JHE staff and summer school staff will adjust hours accordingly.

Business and Finance Committee – Mrs. Kullkee updated the board on May 6, 2025

Business and Finance Committee Meeting Minutes of Tuesday, May 6, 2025

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, May 6, 2025 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; Jamie Kulkee, member; Tracy Malterer, Chair; and Corey Manlick, Business Manager

New Business:

- **Budget Review—Current and Future—**Mr. Manlick provided an overview of where we are currently at in the budget and what is upcoming. He also discussed short-term borrowing. All of the information presented will be presented at the meeting in May.
- **School Finance 101 for May Board Meeting—**The committee discussed what to have at the next meeting and wants to hear more about each fund and what each fund is for within the district. In June, it will focus more on grants.
- **Future Program Planning—2025-2026—**The committee discussed some of the ideas presented to the board regarding cuts in the District.
- **Staffing Update—2025-2026—**The committee discussed staffing openings. The committee also discussed the nursing contract and OT contract. The committee discussed staffing compensation as well.
- **Health Insurance Premium Share—**The committee discussed the premium shares for insurance. An increase for teaching staff will be on the agenda for the May meeting.

Curriculum and Technology Committee – Did Not Meet

X. Old Business: N/A

XI. New Business

A. Personnel and Policy:

1. Resolution #2372: Approval of 2025-2026 Teacher Mentor Handbook

A motion was made by Tracy Malterer and seconded by Kevin Muche to approve the following resolution:

Approval of 2025-2026 Teacher Mentor Handbook
School Board Resolution
#2372

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Teacher Mentor handbook.

Motion passed 6-0 by roll call vote.

2. Resolution #2373: Approval of 2025-2026 Kid's Club Handbook

A motion was made by Jamie Kulkee and seconded by Scott Firari to approve the following resolution:

Approval of 2025-2026 Kid's Club Handbook
School Board Resolution
#2373

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Kid's Club Handbook.

Motion passed 6-0 by roll call vote.

3. Resolution #2374: Approval of 2025-2026 JHE Student/Parent Handbook

A motion was made by Tim Simmons and seconded by Tracy Malterer to approve the following resolution:

Approval of 2025-2026 JHE Student/Parent Handbook
School Board Resolution
#2374

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 JHE Student/Parent Handbook.

Motion passed 6-0 by roll call vote.

4. Resolution #2375: Approval of 2025-2026 Support Staff Contracts

A motion was made by Tracy Malterer, with the exception of Fay Hildebrandt due to retirement, and seconded by Jamie Kulkee to approve the following resolution:

Approval of 2025-2026 Support Staff Contracts
School Board Resolution
#2375

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Support Staff Contracts with the exception of Fay Hildebrandt due to retirement.

Motion passed 5-0-1 by roll call vote. Abstain: Tim Simmons

5. Resolution #2376: Approval of Summer School Staffing Contracts

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

Approval of Summer School Staffing Contracts
School Board Resolution
#2376

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve 2025 Summer School Staffing Contracts as presented.

Motion passed 6-0 by roll call vote.

B. Buildings and Grounds: N/A

C. Curriculum and Technology: N/A

D. Business and Finance:

1. Resolution #2377: Approval of 2025-2026 Milk Bid

A motion was made by Tracy Malterer and seconded by Jamie Kulkee to approve the following resolution:

Approval of 2025-2026 Milk Bid
School Board Resolution
#2377

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve 2025-2026 Milk Bid as presented.

Motion passed 6-0 by roll call vote.

2. Resolution #2378: Approval/Denial of 2025-2026 CESA 6 Services

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

Approval of 2025-2026 CESA 6 Services
School Board Resolution
#2378

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve 2025-2026 CESA 6 Services.

Motion passed 5-1 by roll call vote. No: Scott Firari

3. Resolution #2379: Approval of 2025-2026 WASB Annual Membership

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

Approval of 2025-2026 WASB Annual Membership
School Board Resolution
#2379

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 WASB Annual membership.

Motion passed 6-0 by roll call vote.

4. Resolution #2380: Approval of 2025-2026 APEX Learning Contract

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

Approval of 2025-2026 APEX Learning Contract
School Board Resolution
#2380

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve 2025-2026 APEX Learning Contract.

Motion passed 6-0 by roll call vote.

5. Resolution #2381: Approval of 2025-2026 Premium Share Increase for Health Insurance for Teaching Staff

A motion was made by Kevin Muche and seconded by Scott Firari to approve 2025-2026 Premium Share Increase for Health Insurance for Teaching Staff

Approval of Summer 2025-2026 Premium Share Increase for Health Insurance for Teaching Staff
School Board Resolution
#2381

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve 2025-2026 Premium Share Increase for Health Insurance for Teaching Staff

Motion passed 5-0-1 by roll call vote. Abstain: Tim Simmons

6. Resolution #2382: Approval of 2025-2026 Preliminary Budget as presented

A motion was made by Kevin Muche and seconded by Tim Simmons to approve the 2025-2026 Preliminary Budget as presented.

Approval of Summer 2025-2026 Preliminary Budget
School Board Resolution
#2382

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve 2025-2026 Preliminary Budget as presented.

Motion passed 5-0-1 by roll call vote. Abstain: Scott Firari

XII. Informational/Discussion Items

A. Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, August 4, 2025, at 4:00 p.m.*
- *Curriculum/Technology – Monday, August 4, 2025, at 5:00 p.m.*
- *Policy/Personnel – Tuesday, August 5, 2025, at 4:00 p.m.*
- *Business/Finance – Tuesday, August 5, 2025, at 5:00 p.m.*
- *August Regular Board Meeting: Monday, August 18, 2025, 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.

Staffing 2025-2026

A motion was made by Tracy Malterer and seconded by Jamie Kulkee to enter into closed session at 8:22 p.m.

Motion passed by Voice Vote 6-0.

XIV. Return to Open Session

A motion was made by Scott Firari and seconded by Tracy Malterer to return to open session at 8:52 p.m.

Motion passed by Roll Call Vote

XV. Motion to Adjourn

A motion was made by Jamie Kulkee and seconded by Tracy Malterer to adjourn at 8:53 p.m.

Motion passed 5-0 by voice vote.

Laura Schreier – Recorder
Jamie Kulkee – School Board Clerk
Approved June 16, 2025