

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
August 18, 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. Pledge of Allegiance

III. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: Jamie Kulkee, Steve Weinheimer, Kevin Muche, Tracy Malterer, Scott Firari, Tim Simmons, Jay Huncosky.

IV. Verification of public notice: Todd Bugnacki, Interim Superintendent, verified that the meeting was noticed to the public appropriately as required by S. 19.84 (1), (2), (3), & (4) Wis. Stats.

V. 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.

VI. 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 Special Board Meeting –July 21, 2025
- B. Approval of Minutes of the Regular Board Meeting –July 21, 2025
- C. Approval of Minutes of August 2025 Committee Meetings—Building and Grounds, Policy and Personnel, Business and Finance, Curriculum and Technology
- D. Approval of Financial Business: Approval of Bills (#44879-44961) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts
- F. Approval of Resignations: Food Service Assistant, Kid's Club Coordinator, Middle School ELA Teacher, JHE Paraprofessional, Director of Financial Services.
- G. Approval of Supportive Staff and Coaches: MS Volleyball Coach, Food Service Assistants (2), JHE Administrative Assistant, JHE Paraprofessional.

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

Motion passed 7-0 by roll call vote.

VII. Reports

- A. Principals Reports

Mr. Bushey Reported:

1. Thank you to the Booster club for all of your hard work with removal and installation of the trophy case.
2. Thank you Scott Firari with your help putting a patch on the Jr. / Sr. High roof.
3. We continue to work at filling teaching and paraprofessional positions. 9 teaching/administration positions have currently been filled.
4. Building cleaning is near completion and ready for the new school year to begin. A big thank you Steve Kelsey, Don Leu, and Kevin Miller for all your hard work.
5. Parents were notified of the changes in the bell schedule and upcoming 6th grade orientation last week.
6. 10 staff members will attend Non Violent Crisis Intervention training on Tuesday, August 19th.
7. 2 new staff members will attend training in Infinite Campus on Thursday, August 21st.
8. On Thursday, August 14th the Jr. / Sr. High School received a school supply donation from the United Way of Dodge County.

Mr. Moe Reported:

1. Summer School Session 2 ended Friday, August 1st.
2. We have made offers to individuals for the JHE Office Administrative Assistant Special Education Para positions.
3. Teachers are starting to trickle into the building to set-up class rooms and prepare for the new school year.
4. Steve and the custodial staff are working diligently to clean classrooms, wax floors, and have the building ready for staff and students before the start of the school year.
5. New teacher inservice takes place Friday, August 22nd.
6. Inservice for all staff starts Monday, August 25th.
7. I'm feeling energized by the planning underway for the new school year. A big thank you to teachers for their unwavering dedication to our students' success this school year. Let's make it a great year—Go Falcons!

B. Athletic Director's Report

Mr. Falkenthal Reported:

1. Football began August 5. Scrimmage @ Fall River August 15.
2. Volleyball will begin August 18. Scrimmage @ Horicon August 23.

C. Financial Director's Report

Mr. Manlick Reported:

1. Budget and projected budget
2. Short term borrowing
3. Baird Forecasting Model

D. Superintendent's Report

Mr. Bugnacki Reported:

1. Baird Forecasting Model
2. Short term financial goals, long term financial goals
3. Referendum timeline
4. Plan to communicate and engage with our community

VIII. Committee Reports

Buildings and Grounds Committee Minutes

Notice is hereby given that the **Buildings and Grounds Committee** of the Hustisford School District Board of Education will meet on Monday, August 4, 2025, at 4:00 p.m. in the Conference Room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

A quorum of the School Board may be present at this committee meeting; however, no official School Board action will be taken at this committee meeting.

School board members on this committee include Kevin Muche, Chair, and Scott Firari, Board Member, Todd Bugnacki, interim Superintendent

Meeting called to order at: 4:05

AGENDA:

1. Building and Grounds Update
2. Gas meter replacements update - WE Energies will conduct a comprehensive gas load update on all equipment in the district. Meters in both buildings will be replaced, underground boring will occur at JHE location at WE Energies expense.
3. Lift station update - station warning alarm was triggered, Helm technician investigating alarm. The Station will be pumped out at a cost of \$275 - \$325 and the inspection will take place simultaneously.
4. JHE AC unit and van update - motors on AC unit were tested and worked properly, fan blades will be repaired by Quality Electric at an estimated cost of \$1000.00 for each fan for a total cost of \$2000.00. Cost will most likely be less than that amount due to our maintenance crew installing vans and donation of Board member's assistance on repair.
5. Ice Machine discussion - the ice machine, primarily used for athletics failed. \$1506 repair for a machine that is over 12 years old or \$3178 to purchase a new machine. Consider approaching Booster Club and Wrestling Club on splitting the cost of a new machine with the district. Confirm warranty on new machine includes parts.
6. Jr./Sr. High School Rooms 110 and 301 update - AC unit needs repairing, Bassett quote for \$1885. Schedule repair to replace blower motor and contactor.
7. Facility Overview
 - a. Bring facilities plan back to the next meeting and discuss possible updates.

Next meeting: September 3, 2025 at 4:00 PM

Adjourned: 5:03

Curriculum and Technology Committee Minutes August 4, 2025 - CANCELLED

Personnel and Policy Committee Minutes August 5, 2025

Notice is hereby given that the **Personnel and Policy Committee** of the Hustisford School District Board of Education will meet on Tuesday, August 5, 2025, at 4:00 p.m. in the Conference Room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

A quorum of the School Board may be present at this committee meeting; however, no official School Board action will be taken at this committee meeting.

School board members on this committee include Tracy Malterer, Chair, Todd Bugnacki, interim Superintendent.

Meeting called to order: 4:01 PM

AGENDA:

1. Staffing Updates - discussion on filling current vacancies for the 25-26 school year

Next meeting: September 2, 2025 at 4:00 PM

Adjourn: 4:59 PM

Business and Finance Committee Minutes

Notice is hereby given that the **Business and Finance Committee** of the Hustisford School District Board of Education will meet on Tuesday, August 5, 2025, at 5:00 p.m., in the Conference Room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

A quorum of the School Board may be present at this committee meeting; however, no official School Board action will be taken at this committee meeting.

School board members on this committee include Tracy Malterer, Chair, and Jamie Kulkee, Member.

Meeting called to order: 5:03 PM

AGENDA:

1. Budget Update - discussion ensued regarding the financial forecast for the 2025-26 school year. The district will pass a deficit budget in October.
2. Baird Forecasting Model update
 - a. Committee members present during Baird onboarding and planning. Tracy will be the Board member present during the Baird Forecasting when discussing predictions and assumptions
3. CESA 6 - discussion on referendum timeline and associated tasks that CESA 6 can support. More information will be shared at the September meeting
4. Current Staff Compensation Compilation - discussion
5. Short-term borrowing update - information provided on current cost. \$650,000 has been borrowed of the \$930,000.00. Current interest cost as of 8/5 is \$1957.99, which will be paid in mid-Aug.
6. School, lunch and athletic fees - discussion. Research appropriate comparables, bring back in February 2026 for action in March 2026. Projected fee increase in all areas for the 2026-27 school year
7. Fitness Center Expense - discussion on how to manage expenses in operating the fitness center M-F. Estimated cost for the 2024-25 calendar year was \$5,545
 - a. Committee may take action. No action taken for the 2025-26 school year. Discussion ensued on how to market the fitness center to our community to improve awareness.

Next meeting: September 2, 2025 at 5:00 PM

Adjourned: 5:54 PM

IX. Old Business: N/A

X. New Business

A. Personnel and Policy:

1. Resolution #2391: Approval of 2025-2026 Annual Notices to Students, Parents, Guardians, Staff and Community Residents.

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

Approval of 2025-2026 Annual Notices to Students, Parents, Guardians, Staff and Community Residents
School Board Resolution
#2391

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Annual Notices to Students, Parents, Guardians, Staff and Community Residents

Motion passed 7-0 by roll call vote.

2. Resolution #2392: Approval of the 2025-2026 School Resource Officer Agreement.

A motion was made by Tim Simmons and seconded by Jay Huncosky to approve the following resolution:

Approval of the 2025-2026 School Resource Officer Agreement
School Board Resolution
#2392

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 School Resource Officer Agreement.

Motion passed 7-0 by roll call vote.

3. Resolution #2393: Approval of 2025-2026 Employment Contract for Sabrina Anderson.

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

Approval of 2025-2026 Employment Contract for Sabrina Anderson
School Board Resolution
#2393

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Employment Contract for Sabrina Anderson.

Motion passed 7-0 by roll call vote.

B. Business and Finance:

1. No Action

C. Curriculum and Technology

1. No Action

D. Buildings and Grounds

1. No Action

XII. Informational/Discussion Items

A. Tentative/Suggested Meetings/Events:

- Buildings/Grounds – Wednesday, September 3, 2025, at 4:00 p.m.
- Curriculum/Technology – Wednesday, September 3, 2025, at 5:00 p.m.
- Policy/Personnel – Tuesday, September 2, 2025, at 4:00 p.m.
- Business/Finance – Tuesday, September 2, 2025, at 5:00 p.m.
- August Regular Board Meeting: Monday, September 15, 2025, at 6:30 p.m.

XII. Motion to Adjourn to Closed Session

A motion was made by Scott Firari and seconded by Tracy Malterer to adjourn to closed session at 7:40 p.m.

A. Call to order

Closed Session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility pursuant to 19.85(1)(c) of the Wisconsin Statutes.

1. Consider employment and compensation of Director of Business Services.

XIII. Return to Open Session

A motion was made by Jamie Kulkee and seconded by Jay Huncosky to return to open session at 8:55 p.m.

Motion passed

XIV. Motion to Adjourn

A motion was made by Jamie Kulkee and seconded by Scott Firari to adjourn at 8:56 p.m.

Motion passed.

Laura Schreier – Recorder

Jamie Kulkee – School Board Clerk

Approved September 15, 2025