

HUSTISFORD SCHOOL DISTRICT  
Regular Board of Education Meeting Minutes  
July 21, 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, Tracy Malterer, Scott Firari. Absent: Tim Simmons.

III. 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.

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 –June 16, 2025
- B. Approval of Minutes of July 2025 Committee Meetings—Building and Grounds, Policy and Personnel, Business and Finance, Curriculum and Technology
- C. Approval of Financial Business: Approval of Bills (#44840-44878) Funds 10, 27, 38, 41, 50, 80
- D. Approval of Student Activity Accounts
- E. Approval of Resignation
- F. Approval of Special Board Meeting Minutes – July 8, 2025

A motion was made by Scott Firari and seconded by Tracy Malterer, with correction on June 16, 2025 of incorrect name on minutes, to approve the Consent Agenda as presented.

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

VI. Regular Agenda

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

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

VII. Reports

- A. Principals Reports

**Mr. Bushey Reported:**

## Points of Interest:

- School Device Coverage insurance.
  - Cost for computer coverage will be \$59 or \$69 with charger coverage.
  - Cost for computer and charger coverage last year was \$32.
  - Cost increase was due to the number of claims made last year.
- I contacted the NFHS network to gather subscription information for the 2025-2026 sport seasons. When I receive that information it will be going out to families to sign up for the service.
- Senior Project Update
  - 12 out of 26 students have an accepted Senior Project proposal.
  - I sent an email to each Senior that has not turned in a proposal.
- Summer School Credit Recovery
  - 4 students are attending session 2
- Thank you Dean Maas, Dave Bridgham, James Powell, Kevin Miller, and Don Leu for your work in dismantling the old trophy case.

**Mr. Moe Reported:**

## Points of Interest:

- Summer School Session 2 began on Monday, July 7.
- Over 100 students are actively participating in the second session of Summer School.
- This session offers 38 diverse classes, providing students with a range of engaging and enriching learning opportunities
- Thirteen staff members are supporting and teaching our variety of classes offered this session.
- A small number of middle school student helpers are participating in our mentoring program, helping to foster leadership and peer support.

## Celebrations:

- We successfully completed Summer School Session 1—a big thank you to all the dedicated teachers and staff who made it possible!

## Looking Ahead:

- New Teacher Inservice: August 22
- Staff Inservice: August 25–28
- JHE Open House: August 27
- First Day of School!: September 2

We're excited about the energy and preparation going into the new school year. Thank you to everyone for their continued commitment to student success!

**B. Athletic Director's Report**

## Mr. Falkenthal Reported:

Discussion on student transportation for spring practices.

**C. Financial Director's Report**

## Mr. Manlick Reported:

**Monthly Highlights:****→ Business Office:**

- ◆ Transition from 2024-2025 to 2025-2026
  - Staff, Skyward, Health and Dental Insurances, Contracts
  - Onboarding and Offboarding Staff

→ **Finances:**





- ◆ 2025-2026 Fees
  - As a Finance Committee, we are checking into sports fees and lunch fees with the surrounding districts.
    - Lunch Fees:
      - ◆ Mayville: Early Learning and Elementary = \$3.10; Jr/Sr High = \$3.25
      - ◆ Dodgeand: 4K-5 = \$2.80; 6th-8th = \$2.95, 9th-12th = \$3.10
      - ◆ Hartford Joint 1 = Elementary = \$3.10; Middle School \$3.25
      - ◆ Horicon = No Charge
      - ◆ Hustisford: JHE = \$3.00; MS/HS = \$3.10
    - Sports Fees:
      - ◆ Mayville: \$40/ for HS; \$25/ for MS
      - ◆ Horicon: No Charge
      - ◆ Watertown: \$75/sport
      - ◆ Hustisford: \$30 = for the 1st, \$10 for the 2nd and 3rd; MS = \$20
- ◆ Lines of Credits –
  - #8810 - \$300,000 balance (MAX)
  - #8814 - \$300,000 balance (MAX)
  - #8817 - \$400,000 balance (\$530,000)
- ◆ Current Balance on Interest (July Board packet, Finance Committee minutes shows maturity)
  - #8810 – \$4,208.63 (balance at \$300,000)
  - #8814 – \$2,389.59 (balance at \$300,000)
  - #8817 – \$751.78 (balance at \$400,000)
    - **TOTAL = \$7,350 as of 07/21/2025**
- ◆ Bill review of June/July
  - See the bills document
- ◆ Review of our past 12 month expenditures. Provide a brief overview and how things are trending.
  - Additional \$88,747.06 (June Board report was \$552,087.56)
  - Increase our total expenditures to \$452,411.63
  - See the chart below
  - **2025-2026**
    - July Expenditures = \$384,822.29
      - ◆ Not included is \$88,333.68
      - ◆ Total for July 2025 = \$473,155.97

<b><u>Expenditures through 2024-2025</u></b>		
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	\$ 640,834.62	
Total	\$ 5,428,939.50	\$ 452,411.63

◆ Board 101 - Referendum

- Why is the referendum so essential and vital? See the attachment for preliminary/projections expenses and revenues for 2025-2026.
  - Resources Necessary:
    - ◆ Baird Forecasting model
    - ◆ Baird Analytics

**PLANS AND PRICING**

						
PACKAGE	PACKAGE SAVINGS	BUDGET MODEL	BAIRD VIDEO LIBRARY	SCHOOL ANALYTICS*	TRAINING/CONSULTING	TOTAL
★	CHOOSE ANY ONE PRODUCT OR SERVICE AT THE REGULAR PRICE	\$4,000	\$2,000	\$3,000	CONTACT BAIRD FOR QUOTE	
★★	PURCHASE TWO & SAVE \$1,000	●	●	●		\$5,000
★★★	PURCHASE THREE & SAVE \$2,000	●	●	●		\$6,000
★★★★	PURCHASE THREE & SAVE \$2,000	●	●	●		\$7,000
To register or for more information visit <a href="https://bairdsbs.com">bairdsbs.com</a>						

\*District-specific School Analytics Add-On consisting of open-enrollment and enrollment detail, board financial reporting templates, and budget summaries with year-end estimates available for \$1,000

<b><u>Hustisford School District Bank Accounts</u></b>			
Hustisford State Bank			
<b>Checking / Saving Accounts</b>		<b>Balance as of 07/21/2025</b>	
District Checking		\$ 52,688.655	
Fund 10 - Money Market Account		\$ 4,838.67	
Fund 41 - Money Market Account		\$ 9,547.04	
Fund 46 - Money Market Account		\$ 5,960.695	
Benefits Design Group Acct - FLEX		\$ 11,280.34	
<b>Investment Accounts</b>			
1-year CD Maturity date 01/29/2025		\$ 20,000.00	
1-year CD Maturity date 07/05/2025		\$ 5,000.00	
<b>Loan Accounts</b>			
Loan - Bassett		\$ 65,981.60	
<b>Local Government Investment Pool</b>			
Fund 10 Savings Account 2		\$ 14,842.42	

## D. Superintendent's Report

Mr. Bugnacki Reported:

Mr. Bugnacki joined Mr. Manlick in discussing the financial forecast for the district. Mr. Bugnacki proposed that the district contract with Baird to develop financial forecast models for the district. The models will allow the School Board and administration to better understand and predict future financial conditions. That information will inform the Board on the changing financial landscape and provide the details to determine the future financial needs and better position the Board to discuss with our constituents the financial support needed to continue to provide a quality instructional program for our students.

## IX. Committee Reports

**Buildings and Grounds Committee Meeting****Minutes of Monday, July 14, 2025**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, July 14, 2025 at 4:00 p.m., in the conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Kevin Muche, Chair; Steve Weinheimer, Board President; Clint Bushey, HS Principal; Scott Firari, Member; and Todd Bugnacki Interim Superintendent.

**New Business:****· Maintenance Update— May, June and July 2025 Buildings and Grounds Report**

- Red van lift gate needed repairs completed on the wiring for the control pad. Repairs for control pad came in under \$20
- Warranty work completed on lift stations.
- Turned the boilers off at the Jr. / Sr. High School on 4/24. Running air handler all the time to circulate and pull outside air in.
- Door camera buzzer failed on Wednesday, April 30th. A service call was made to Gappa but canceled after repairs were made to the unit.
- We received a notice of non-compliance from the backflow inspection. I Called Bernhard plumbing to speak to them about a resolution.

**June 2025 Buildings and Grounds Report**

- Tuesday, May 20th roof leaked in the gym hallway door.
- Tuesday, May 20th Bernhard Plumbing installed necessary items to custodial closet faucets to be compliant with the backflow inspection notice.
- On Monday, June 2nd, I contacted HydroCorp to schedule our follow up inspection on the faucets in the Custodian closets.
- Mrs. Schall informed me that the Class of 2025 donated their remaining class funds for painting of the entrance retaining walls.

**July 2025 Buildings and Grounds Report**

- Thursday, June 19th, Hustisford Utilities performed the yearly backflow tests in both buildings.
- Thursday, June 19th, the follow up inspection on the non-compliance notice found in the custodial closets was completed.
- The dismantling of the trophy case will take place on Wednesday, July 16th. The new trophy case is scheduled to be completed by early August.
- Gym floor maintenance was completed on Thursday, June 26th.
- I met with Johnson Control to discuss options for the fire alarm focus panel at the High School. The meeting was to discuss replacement of the entire system.
- Volunteer grounds work completion at JHE.
- Potholes in the JHE driveway and parking lot were repaired with cold patch.
- Bassett repaired two auto drain valves on the air compressor in the boiler room at the Jr. / Sr. High School.
- Bassett informed us that the AC/Heat unit that was connected to the server room and two classrooms is in need of repair. The unit was shut off due to the new unit supplying the server room.

- JHE Bassett bid to repair the blower motor and contactor.
- Elementary condenser fan work estimate. Email from Andy.
- Senior class donation to repaint main entrance exterior berm walls.
- Red van door handle and housing replaced.

Floors in the Jr. / Sr. High School are nearing completion. Work on lockers will begin after the floors are completed

**Personnel and Policy Committee****Minutes from Tuesday, July 15, 2025**

**Personnel and Policy Committee** of the Hustisford School District Board of Education met on Tuesday, July 15, 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:** Tracy Malterer, member; Steve Weinheimer, Board President and Todd Bugnacki, Interim Superintendent.

1. Staffing Updates—25-26

- a. Work continues in securing the best staff for our district. Openings fluctuate, but as of the meeting, there were five openings between certified staff and support staff.

2. Early Graduation Requests

- a. Recommendation to the School Board to approve the early graduation request for Kadie Brusveen.

3. 2025-2026 Employee Handbook

- a. Recommendation to the School Board to approve the 2025-26 Employee Handbook as presented.

4. 2025-2026 Support Staff Handbook

- a. Recommendation to the School Board to approve the 2025-26 Support Staff Handbook as presented.

5. 2025-2026 Athletic Code Handbook

- a. Recommendation to the School Board to approve the 2025-26 Athletic Code Handbook as presented.

6. 2025-2026 Jr./Sr. High Student Handbook

- a. Recommendation to the School Board to approve the 2025-26 Jr./Sr. High Student Handbook as presented.

7. Annual resolutions for July board meeting

- a. Draft presentations of the annual resolutions were presented and discussed. The resolutions will be brought to the School Board in August with a recommendation for approval.

8. Football Cooperative

- a. Discussion on the status of the Cooperative and reminders that the Cooperative Agreement is due by October 1, 2025 for the subsequent year.



## Business and Finance Committee Meeting

### Minutes of Tuesday, July 15, 2025

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, July 15, 2025 at 5:00 p.m., in the Conference Room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Todd Bugnacki, Interim Superintendent; Jamie Kulkee, member; Tracy Malterer, Chair; Steve Weinheimer, Board President; and Corey Manlick, Business Manager

New Business:

### July 15, 2025 Finance Meeting

1. Budget Review - Current
  1. Laura and I are finalizing all transactions for 2024-2025 in preparation for the audit.
  2. Auditors will be on site August 4th and 5th
2. School Finance 101:
  1. What do you want to hear about?
3. Staffing Update – 2025-2026
  1. Positionings and Openings – Food Service
    1. Teachers coming in to sign contracts
    2. Receiving paperwork for the Business Office
  2. Community Service - Weight Room - \$5,872.50
4. 2025-2026 Budget Planning/2025-2026 Preliminary Budget
  1. Equalization Aid – we are projected to see a decrease in \$195,000 (projections from July 1, 2025 DPI release)
    1. This was anticipated in the preliminary budget
  2. Superintendent adjustment to the budget
  3. Todd and I will ultimately be walking through the components of the budget to see where we have areas to reduce.
5. Grant Funding–Federal Freeze on Title Grants
  1. Title II-A and IV-A funds are currently frozen at the national level, meaning Wisconsin is not receiving those federal dollars as planned.
  2. Districts are proceeding with contingency budgeting, but without confirmation on when—or if—the funding will be released.
  3. Legal efforts are underway at the state level to compel the Department of Education to release the funds that were legally appropriated.
  4. Potential disruptions include:
    1. Teacher professional development delays
    2. Curtailment of after-school, counseling, and enrichment programs
5. 2024-2025 – Hustisford received \$17,000
6. State Budget Update
  1. General state aid is frozen, requiring continued local referendum efforts.
  2. Special ed reimbursements significantly improved, offering some relief.
  3. Support services received modest but meaningful investments (mental health, literacy, transportation)
  4. Budget reflects substantial tax cuts and voucher expansions, with mixed outcomes for public K-12 funding.

“The state budget provides historic special education relief and targeted investments in literacy and mental health, but the lack of general aid increases creates continued operational funding challenges. We will need to plan strategically for local budget sustainability and monitor federal funding developments closely.”

7. Short-Term Borrowing update

1. Short-Term Borrow update:

1. We are approved, signed, and submitted with Hustisford State Bank for \$930,000

1. Interest Rate = 4.9%

1. When maximized = \$124.89/day
2. #8817 – \$400,000 balance (\$530,000 left)

2. LOCs update:

1. #8810 - \$300,000 balance (\$0 left)
2. #8814 - \$300,000 balance (\$0 left)
3. Received for an additional \$300,000 from the Hustisford State Bank

a. Bank Board approval on 05/14/2025

(2) Interest Rate = 4.9%

(3) When maximized = \$40.27

c. Accrued Interest at Maturity –

i. #8810 –

- (1) Current \$2,960.14
- (2) Interest at maturity date (12/11/2025) - \$9,967.81

ii. #8814 –

- (1) Current \$1,141.10
- (2) Interest at maturity date (12/26/2025) - \$8,752.88

## Curriculum and Technology Committee

### Minutes of Monday, July 14, 2025

The **Curriculum and Technology Committee** of the Hustisford School District Board of Education met on Monday, July 14, 2025 at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** Todd Bugnacki, Interim Superintendent; Steve Weinheimer, Board President; Tim Simmons, Member; Kevin Muche, Member; Scott Firari, Member.

1. Technology Update – tabled until next meeting. rms to make sure that they are in sync with the phone line migration.
2. Future Program/Technology Planning – tabled until next meeting.
3. Staffing update - Work continues in securing the best staff for our district. Openings fluctuate, but as of the meeting, there were five openings between certified staff and support staff.
4. Academic Standards 2025-26 - Recommendation to the School Board to approve the 2025-26 Academic Standards.
5. Phlebotomy Academy – Discussion ensued. Additional information is needed on expectations for the prerequisites. Item may be brought back to the Committee in August 2025.

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X. Old Business: N/A

XI. New Business

**A. Personnel and Policy:**

1. Resolution #2383: Approval of Early Graduation for Kadie Brusveen

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

Approval of 2025-2026 Early Graduation Request for Kadie Brusveen  
School Board Resolution  
#2383

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Early Graduation request for Kadie Brusveen

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

2. Resolution #2384: Approval of 2025-2026 Employee Handbook for Teachers as presented

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

Approval of 2025-2026 Employee Handbook for Teachers  
School Board Resolution  
#2384

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Employee Handbook for Teachers as presented.

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

3. Resolution #2385: Approval of 2025-2026 Support Staff Handbook as presented.

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

Approval of 2025-2026 Support Staff Handbook  
School Board Resolution  
#2385

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

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

4. Resolution #2386: Approval of 2025-2026 Athletic Code Handbook as presented.

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

Approval of 2025-2026 Athletic Handbook  
School Board Resolution  
#2386

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

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

5. Resolution #2387: Approval of 2025-2026 Jr./Sr. High School Student Handbook as presented.

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

Approval of 2025-2026 Jr./Sr. High School Student Handbook  
School Board Resolution  
#2387

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Jr./Sr. High School Student handbook as presented.

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

6. Resolution #2388: Approval of 2025-2026 Educational Options as presented.

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

Approval of 2025-2026 Educational Options  
School Board Resolution  
#2388

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

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

**B. Business and Finance:**

1. Resolution #2389: Approval of 2025-2026 Employment Contracts for Director of Technology and Athletic Director.

A motion was made by Tracy Malterer and seconded by Scott Firari to approve the following resolution:

Approval of 2025-2026 Employment Contracts for Director of Technology and Athletic Director  
School Board Resolution  
#2389

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Employment Contracts for Fred Miller, Director of Technology and Glen Falkenthal, Athletic Director.

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

**C. Curriculum and Technology:**

1. Resolution #2390: Approval of 2025-2026 Academic Standards for the Hustisford School District

A motion was made by Jamie Kulkee, with the revised date on page 2, and seconded by Kevin Muche to approve the following resolution:

Approval of 2025-2026 Academic Standards for the Hustisford School District  
School Board Resolution  
#2390

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the 2025-2026 Academic Standards for the Hustisford School District.

**D. Building and Grounds: N/A****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. Oath of Office for New Member

1. Resolution #2391: Oath of Office for appointment of Jay Huncosky to Village Seat.

A motion was made by Kevin Muche and seconded by Scott Firari at the Special Board Meeting on July 21, 2025 to approve the appointment of Jay Huncosky as New School Board Member.

Approval of the appointment of Jay Huncosky as New School Board Member.  
School Board Resolution  
#2391

XV. Motion to Adjourn

A motion was made by Jamie Kulkee and seconded by Kevin Muche to adjourn at 8:12 p.m.

Motion passed 5-0 by voice vote.

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Laura Schreier – Recorder  
Jamie Kulkee – School Board Clerk  
Approved July 21, 2025