

HUSTISFORD SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
September 15, 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 –August 18, 2025
- B. Approval of Minutes of the Regular Board Meeting –August 18, 2025
- C. Approval of Minutes of September 2025 Committee Meetings—Building and Grounds, Policy and Personnel, Business and Finance, Curriculum and Technology
- D. Approval of Financial Business: Approval of Bills (#44962-45015) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts

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

Motion passed.

VII. Reports

A. Principals Reports

JHE Principal, Peter Moe:

1. Student Council started meeting this week. Our Student Council advisor is Erin Hensler.
2. Safety Patrol information was sent out this week. Our Safety Patrol advisor is Rachel Rutta.
3. Attended first PTC meeting of the school year.
4. Culture, PBIS, and Family Engagement committees all meet this month to plan and coordinate a variety of topics at JHE.
5. JHE Picture day Tuesday, September 16th

6. Ned's Resiliency Ride Assembly Tuesday, September 30th. The assembly emphasizes teaching resilience and bouncing back when students face challenges and empowers them to become champions in school and in life.

Jr./Sr. Principal, Clint Bushey:

1. 14 out of 17 or 82% of the families attended the 6th Grade orientation held on Tuesday, August 26th. 13 staff members attended the orientation to introduce themselves, show students their classrooms, and help with lockers.
2. 97 out of 138 or 70% of the students and families attended the Open House at the Jr. / Sr. High School on Wednesday, August 27th.
3. Thank you to Kevin Muche for your help in fixing the fan blades to restore air conditioning at JHE.
4. A very large thank you to the Booster club for their generous donation of the purchase of a new ice machine for the district.
5. Student Council hosted a Versiti Blood drive Monday, September 15th. If 50 individuals donate blood \$250 will be given to a student scholarship in the Spring. If 100 individuals donate blood a \$500 student scholarship will be given out in the Spring. The Students Council is planning 4 blood drives this year to try to reach those donation goals.
6. This year the Homecoming football game will be held here at Husty on Friday, September 26th. Fun activities will take place Monday the 22nd through the 26th and include: dress up days, parade, volleybuff, powderpuff, an assembly, dance on Saturday, and a bonfire after the football game.

Athletic Director, Glen Falkenthal:

1. Fall Sports seasons under way.
2. Upcoming games for the week of Sept. 15
3. Monday; JV Football @ Columbus, 5:00
4. Tuesday; Middle School Volleyball host Rio, 4:30
5. Thursday; Middle School Volleyball @ Bambria, 4:30. Middle School Football @ Markesan, 6:00. JV/Varsity Volleyball will host Madison Country Day, 5:45.
6. Friday; Varsity Football home (Horicon) vs. Manitowoc Lutheran, 7:00.
7. I will be attending the WIAA Area Meeting on Tuesday, Sept. 16, Oconomowoc H.S.

Director of Business Services: (see Superintendent notes)

Superintendent, Todd Bugnacki:

1. Budget and projected budget
2. Short term borrowing
3. School Financing 101 - Baird

VIII. Committee Reports

Buildings and Grounds Committee MINUTES

Notice is here given that the **Buildings and Grounds Committee** of the Hustisford School District Board of Education will meet on Wednesday, **September 3, 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

Meeting called to order: 4:00

AGENDA:

1. Building and Grounds Update - Update provided on miscellaneous B&G items and discussion ensued.
 - a. No action required
2. Ice Machine update - the ice machine, primarily used for athletics failed. \$3178 to purchase a new machine. The Booster Club will be covering roughly half the cost and the district will pick up the other half. The machine has been ordered and will be installed by the district. The old machine we recycled.
 - a. No action required
3. Jr./Sr. High School Rooms 110 and 301 update - AC will not be repaired at a cost of \$1885, as it is not necessary after further investigation. The unit is no longer needed to cool the existing spaces based on the current use of the spaces. The unit will not be repaired.
 - a. No action required
4. JHE boilers - The gas bleeder valve needs to be replaced and the touch screen panel on the boiler is no longer operating. Bassett provided a quote of \$1400 for the Honeywell Control Link Interface. Administration will proceed with repair.
 - a. No action required
5. Filter replacements cost analysis of filters for both buildings - Jr./Sr. High School 4 cycles of replacement cost \$1529, JHE 4 cycles of replacement \$1512. Bassett will provide an updated maintenance plan with new pricing that does not include filter replacements, and other adjustments that will lead to additional savings. A new maintenance contract will be provided at the next B&G meeting.
 - a. No action required
6. Johnson Controls fire alarm system quote discussion - the cost to replace the fire alarm system at the high school is estimated to be around \$22,684.66. (See accompanying documents). An additional quote will be sought from Total Mechanical on replacement of the fire alarm system. Discussion will continue at the next B&G meeting.
 - a. No action required.
7. Facility Overview - review current facilities master plan and update as necessary. (See accompanying 10 year plan). Update the master plan, starting with reviewing the prioritization at the next meeting.
 - a. No action required

Tentative next meeting: October 6, 2025 at 4:00 PM

Adjourned: 4:57 PM

Curriculum and Technology Committee MINUTES

Notice is hereby given that the **Curriculum and Technology** of the Hustisford School District Board of Education will meet on Wednesday, **September 3, 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 Steve Weinheimer, Chair and Tim Simmons, Member

Meeting called to order: 5:03

AGENDA:

Curriculum Topics

1. Phlebotomy Academy - discussion on required prerequisites and cost. Students in the fall will be taking a prerequisite dual credit Genetics course at the high school. Cost of the Academy will be \$426.20 + \$85.72 (Ebook) or \$120.48 (Textbook) for a total of \$511.92 (Ebook) or \$546.68 (Textbook). Class registration deadline is October 22nd. Class will begin in November, and is held outside of regular school hours. The school will be eligible for ACT 59 reimbursement funds, when students successfully complete the program. The school only receives money for 1 credential that the student earned. This amount varies from year to year based on the formula used to establish reimbursement to the districts and the number of schools applying. The ACT 59 reimbursement from last year was \$703 per senior who earned a credential.
 - a. The Committee approved participation in the Academy with the stipulation that the students must pass the course. If the course is not successfully passed, then the district must be reimbursed the full amount of the course.
2. Field trip request - discussion on the request for the Hustisford FFA to attend the 98th National FFA Convention in Indianapolis, Indiana from October 29th-November 1st. The National FFA will be hosting FFA members from across the nation at this year's convention. The cost is \$500.00 per student. Fundraising efforts will be explored. (See accompanying document)
 - a. The Committee approved the field trip and will forward to the full Board for approval at the Sept. meeting.

Technology Topics

1. Technology Update - update on start of the year and technology distribution. Discussions ensued.
 - a. No action required
2. Future Program/Technology Planning - update was provided on status of the technology equipment replacement. No current budgeted plan to replace any of the existing computer technology. Phones are currently at the end of life. Security videos needing replacement. Discussion ensued on life expectancy of other equipment. (See attachment)
 - a. No action required

Next tentative meeting: Monday, October 6, 2025 at 5:00 PM

Adjourned: 5:31 PM

Personnel and Policy Committee MINUTES

Notice is hereby given that the **Personnel and Policy Committee** of the Hustisford School District Board of Education will meet on Tuesday, **September 2, 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, Jay Huncosky, Member.

AGENDA:

1. NEOLA Policy update process - discussion on reviewing and processing NEOLA policy updates for the 25-26 school year. Discussed having updated policies brought before the Policy Committee prior to going to the full Board for approval. The Committee revision and reading would be considered the first reading and the full Board review would be considered the second and final reading. Further discussion needed with the full Board.
 - a. No action required
2. Staffing updates - discussion on 25-26 school year staffing. Discussion ensued regarding staffing, class size and sections.
 - a. No action required

Next tentative meeting: October 7, 2025 at 4:00 PM

Adjourned: 4:56 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, **September 2, 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 on current deficit and potential options to address the deficit. Further discussion needed with the full Board.
 - a. No action required
2. Baird Forecasting Model update - discussion on current budget trajectory and presentation at the Sept. 15th Board meeting by Baird. Discussion ensued on presenting to the Board on Sept. 15th. The presentation entitled School Financing 101, will be presented by Baird.
3. Referendum calendar and timeline - discussion and forecast possible dates to go to the public for an operational referendum and the timeline to complete the work leading up to the referendum. (See accompanying document). Discussion on timelines and respective possible next steps to address the deficit. Additional discussion needed with the full Board.
 - a. No action required
4. CESA 6 proposal - discussion on referendum timeline and associated tasks. Discussion ensued, topic tabled indefinitely.
 - a. No action required

Next tentative meeting: October 7, 2025 at 5:00 PM

Adjourned: 5:50 PM

IX. Business:

A. Personnel and Policy:

1. No Action

B. Business and Finance

1. No Action

C. Curriculum and Technology

1. Resolution #2394 Field Trip Request - discussion on the request for the Hustisford FFA to attend the 98th National FFA Convention in Indianapolis, Indiana from October 29th-November 1st. The National FFA will be hosting FFA members from across the nation at this year's convention. The cost is \$500.00 per student. Fundraising efforts will be explored.
 - a. Recommendation to approve Hustisford FFA to attend the 98th National Convention in Indianapolis, Indiana from October 29th-November 1st.

A motion was made by Jay Huncosky and seconded by Tracy Malterer to approve the the Hustisford FFA to attend the 98th National FFA Convention in Indianapolis, Indiana from October 29th-November 1st.

Motion passed.

D. Buildings and Grounds

1. No Action

XII. Informational/Discussion Items

A. Tentative/Suggested Meetings/Events:

- Buildings/Grounds – Monday, October 6, 2025, at 4:00 p.m.
- Curriculum/Technology – Monday, October 6, 2025, at 5:00 p.m.
- Policy/Personnel – Tuesday, October 7, 2025, at 4:00 p.m.
- Business/Finance – Tuesday, October 7, 2025, at 5:00 p.m.
- Annual Meeting – Monday, October 20, 2025 at 7:00 p.m.
- October Regular Board Meeting: Monday, October 27, 2025, at 6:30 p.m.

XII. Motion to Adjourn to Closed Session

A motion was made by Scott Firari and seconded by Jay Huncosky to adjourn to closed session at 7:54 p.m.

Motion passed 7-0 roll call vote.

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.

The Board will adjourn into Closed Session to consider employment, promotion, or compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility pursuant to 19.85(1)(c) of the Wisconsin Statutes. We will: consider employment and compensation of the Director of Business Services; discuss performance and hourly pay rates of support staff; discuss employment status of certified and support staff.

It is anticipated that the Board may reconvene into Open Session and may take action on one or more of the Closed Session items one of which will be to approve the Closed Session Minutes of August 18, 2025.

XIII. Return to Open Session

A motion was made by Jay Huncosky and seconded by Scott Firari to return to open session at 9:30 p.m.

Motion passed.

A motion was made by Tracy Malterer and seconded by Tim Simmons to approve the August 18, 2025 Closed Session Meeting Minutes.

Motion passed.

XIV. Motion to Adjourn

A motion was made by Jamie Kulkee and seconded by Jay Huncosky to adjourn at 9:35 p.m.

Motion passed.

Laura Schreier – Recorder

Jamie Kulkee – School Board Clerk

Approved October 27, 2025