

# Hustisford School District

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**District Office**

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**Heather Cramer**  
District Administrator

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**Clint Bushey**  
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**Margaret Bell**  
Principal

## **Buildings and Grounds Committee Meeting Minutes of Monday, August 6, 2018**

The **Buildings and Grounds Committee** of the Hustisford School District Board of Education met on Monday, August 6, 2018, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

**Present:** John Bohonek, Chair; Steve Weinheimer, member; Kris Roeseler, District Maintenance Coordinator; John Kiefer, Finance Coordinator; and Heather Cramer, District Administrator

### New Business:

- Unesco update, planning for August 9 meeting: Mrs. Cramer updated the committee on the group that would be meeting with the team from Unesco.
- Update Kris Roeseler—Maintenance projects and schedule: Mr. Roeseler updated the committee on the projects being completed and those being worked on in the district. He also updated the committee on how the custodial team is doing on room and building prep. The water stations at the Jr./Sr. high and JHE have been installed. The Washer and Dryer hook-up at JHE are near completion. The grease trap project at the Jr./Sr. high is scheduled. The parking lots are in progress and we have been told they will be finished prior to community fair.
- Parking Lot Maintenance Project Update: The project has been started. Both contractors are on board. The completion date is scheduled to be prior to the community fair on August 23.
- Custodial Scheduling and Staffing: The committee discussed the current custodial staff and how to best utilize time. Mrs. Cramer and Mr. Kiefer will be meeting with Mr. Roeseler to go over scheduling.
- Building level updates/concerns—Projects in each building—Tiling the hallways at JHE was discussed. The large refrigerator at JHE is leaking and Mr. Roeseler was directed to contact Kaul to fix it.
- Air Conditioner at Jr./Sr. High: The compressor on the main air conditioning unit at the Jr./Sr. high failed and needs to be replaced.
- Classroom space update: Mrs. Cramer updated the committee on the space issues at both buildings. JHE will have to move art to being mobile again this year and if numbers rise enough a small project moving walls at JHE may be necessary to accommodate another classroom space. The Jr./Sr. high has exhausted all classroom spaces and are utilizing a conference room for a classroom. Mrs. Cramer indicated that they have also transformed two storage spaces into office spaces.
- Custodial Equipment—The floor scrubbing unit has failed and a new one needs to be purchased.
- School Safety Grant Update—Mrs. Cramer updated the committee on the school safety grant already received and also stated that she has entered an intent to apply for the second round of grants. New door locks will be installed as part of the first grant.