



**Board of Education Meeting Minutes  
January 16, 2023 - 6:30 p.m. - Middle/High School Library**

**I. Pledge of Allegiance, Call to Order, and Roll Call**

The meeting was called to order by President Wayne Vanderploeg at 6:30 p.m.

Board Members Present:

Mike Biel, Barb Braker, Gary DeVries, Allen Drews, Josh Jens, Keith Medema, Wayne Vanderploeg

Board Members Absent:

None

Administrative Team Members Present:

Ryan Cashman, Director of Business Services, Christy Fay, Elementary Principal, Jennifer Kurtz, Middle/High School Principal, Vincent Propson, Activities Director and Brian Zacho, District Administrator

Others Present:

Carri Hinz and Nikki Buwalda

**II. Verification of Meeting Notice**

Proof of publication was presented in the form of a Certificate of Proof of Giving Public Notice.

**III. Citizens and Delegations**

*Per the Public Comment policy, members of the public are able to speak for up to three minutes.*

*The Board will take no action on these issues at this meeting and this portion of the meeting shall not exceed 30 minutes.*

Carri Hinz addressed the board concerning property tax levy.

**IV. Reports - Information Only**

**A. Administrative Reports**

**1. Elementary School Principal - Ms. Christy Fay**

**a) Summer School Update**

Enrichment is scheduled to start June 5 and jump start is scheduled to start on July 31 both sessions will run for 2 weeks.

**2. Middle/High School Principal - Mrs. Jennifer Kurtz**

**a) Course Handbook**

The course handbook has been reformatted, and updated removing classes no longer offered and adding new classes.

**3. Activities Director - Mr. Vince Propson**

**a) Activities/Athletics Update** - Updated the board on FFA, 17 students went to Nationals and 3 went to State. Drama will be performing "Clue". Band & Choir will be hosting Solo Ensemble in March. Yearbook meeting deadlines.

Forensics will be having their first meet soon. Boys basketball is currently 6-6 and Girls basketball is currently 12-3. JV State Wrestling will be the weekend of January 21 and 2 Randolph students will be participating.

**b) MS Softball Co-op** - working with Cambria.

**c) Softball Co-op 2024** - talks in progress

**d) Baseball Co-op 2024** - talks in progress

**e) HS Football Realignment and Update** - Possible conference changes for 2024-25 football season.

4. **Director of Business Services - Mr. Ryan Cashman**
  - a) **2022-2023 Budget Update**  
On track with projections of budget
5. **WASB - Mr. Mike Biel**  
**Legal and security** - The state convention will take place in Milwaukee starting on Wednesday, January 18.
6. **District Administrator - Mr. Brian Zacho**
  - a) **Senior Class Trip Update** - The seniors are looking at going to Chicago for their class trip.
  - b) **Chamber Update**
    - (1) **Annual Dinner 1/20.23** - Nest event will be in May.

**B. Board Reports**

1. **Building and Grounds Committee - Mr. Allen Drews**  
Updates on the Langdon Mills Solar Project, softball fence and lunch tables. Cory Smits reported to the board on work in progress.
2. **Community Outreach Committee - Mr. Josh Jens**  
The committee met to discuss "Wall of Fame". One nomination has been received. Presentation will be at the Honors Banquet in May.
3. **Curriculum Committee - Mr. Keith Medema**  
Did not meet.
4. **Employee Relations Committee - Mr. Gary DeVries**  
Did not meet
5. **Finance Committee - Mr. Mike Biel**  
The committee met and reviewed regular monthly items
6. **Personnel Committee - Mr. Wayne Vanderploeg**  
The committee met, discussion on personnel was conducted in closed session
7. **Policy Committee - Mrs. Barb Braker**  
Did not meet.

**V. Consent Agenda**

*A motion was made by Gary DeVries and seconded by Josh Jens to approve the consent agenda items B, C, D & E. Motion carried.*

- A. **Approve Minutes from December 19, 2022 Regular Board Meeting - tables until February.**
- B. **Review Current Month's Vouchers**
- C. **Review Current Month's Revenue and Expenditure Reports**
- D. **Review Current Month's Cash Flow and Investments**
- E. **Review Current Month's Activity Fund Reports**

**VI. Action Items - Discussion/Approval**

- A. **Donation of \$1000 from Sadoff Iron and Metal to be used for the Science Fair:**  
*Motion by Gary DeVries second by Mike Biel to accept the donation from Sadoff Iron and Metal to be used for the science fair. Motion carried.*
- B. **Approval of the Course Handbook for 2023-2024**  
*Motion by Keith Medema, second by Allen Drews to approve the Course Handbook for 2023-2024. Motion carried.*
- C. **Discussion and Action on WASB Resolution Delegation and Resolutions**  
*Discussion of proposed resolutions.*
- D. **Open Enrollment and Special Education Caps set**  
*Motion by Keith Medema, second by Allen Drews to approve the open enrollment and special education caps for the 2023-2024 school year as presented. Motion carried.*

**VII. Move to Executive Session Under Wisconsin Statutes 19.85 (1)(c)**

*Motion by Keith Medema second by Allen Drews o move to Executive Session under Wisconsin*

*Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.*

**Roll Call:**

**Yes:** Mike Biel, Barb Braker, Gary DeVries, Allen Drews, Josh Jens, Keith Medema and Wayne Vanderploeg

**No:** None

**Absent:** None

**Administrative Team Members Present:**

Brian Zacho, District Administrator, Christy Fay, Principal, Jennifer Kurtz, Principal, [Ryan Cashman](#), Business Manger

*Motion carried at 7:56 p.m.*

**Executive Session Agenda Items Discussed:**

- A. Recommendation to Hire:**
  - a. Kanon Smit - 2nd shirt maintenance/custodian
  - b. James Katsma - Track and Field Assistant Coach
- B. Acceptance of Resignation:**
  - a. Tara Newman - Evening Custodian
- C. Fall River 66.03 Psychologist agreement for 2023-2024**
- D. Randolph Early Learning Center Contract**
- E. Update and REview of Fall Coaching Staff**
- F. Update and rEview of New Certified Teaching Staff**
- G. Update and Review on Administration**
- H. District Administrator Evaluation**

*Christy Fay, Jennifer Kurtz and Ryan Cashman left closed session at 9:13 p.m.*

**VIII. Reconvene to Open Session for Action Items Discussion/Approval as necessary**

*Motion by Mike Biehl, and seconded by Gary Devries to adjourn Executive Session and reconvene to Open Session. Motion carried.*

Open session reconvened at 9:37 p.m.

- A. Recommendation to Hire:**
  - 1. Kanon Smit - 2nd shift maintenance/custodian**  
*Motion by Keith Medema, and seconded by Josh Jens to approve the hire of Kanon Smit,as second shift maintenance/custodian with evaluation and compensation by District Administrator. Motion carried.*
  - 2. James Katsma - Track and Field Assistant Coach**  
*Motion by Gary DeVries, and seconded by Mike Biehl to approve the hire of James Katsma as track and field assistant coach. Motion carried.*
- B. Acceptance of Resignation of:**
  - 1. Tara Newman - Evening Custodian**  
*Motion by Allen Drews, seconded by Gary DeVries, to accept the resignation of Tara Newman, evening custodian. Motion carried.*
- C. Fall River 66.03 Psychologist agreement for 2023-2034:**

**1. Lisa Roche - School Psychologist - Retiring**

*No motion is needed to accept this resignation, but wanted acknowledge the great work Lisa Roche has done for our students and staff and wish her the best in the future.*

**D. Randolph Early Learning Center Contract:**

*No action.*

**E. Update and Review of Fall Coaching Staff:**

*No action required at this time.*

**F. Update and Review of New Certified Teaching Staff:**

*No action required at this time.*

**G. Update and Review of Administration:**

*No action required at this time.*

**H. District Administrator Evaluation:**

*No action required at this time.*

**IX. Correspondence**

*Thank you notes from staff for gifts of appreciation at Christmas. Thank you note for community use of the school.*

**X. Board Agenda Items for February 2023**

Building & Grounds - lunch tables; Personnel - hires?

**XI. Adjournment**

*Motion by Keith Medema, second by Josh Jens to adjourn. Motion carried. Meeting adjourned at 9:45 p.m.*

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*Date*

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*Clerk (Barb Braker)*

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*Board President (Wayne Vanderploeg)*