



**Board of Education Meeting Minutes
September 18, 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, and Wayne Vanderploeg

Board Members Absent:

None

Administrative Team Members Present:

Brian Zacho, District Administrator, Gus Knitt, Director of Business Services, Christy Fay, Elementary Principal, Jennifer Kurtz, Middle/High School Principal, Rob Nill Activities Director, and Donna Waterworth, Administrative Assistant.

Others Present:

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.

IV. Reports - Information Only

A. Administrative Reports

1. Elementary Principal - MS. Christy Fay

a) Start of School Update

Transition plan with Katie Brietlow and new school nurse.

2. MS/HS Principal - Mrs. Jennifer Kurtz

a) IXL Update

Reviewed with the board.

b) School Goals for the Year

Rocket time has been added to this year's schedule. This is an intervention/resource time for students at the end of the day.

3. Activities Director - Mr. Rob Nill

a) Activities/Athletics Update

Updated board on fall sports and activities. Half way through the fall season. Homecoming this week.

b) Athletic Training

Updated board on athletic trainer.

4. Director of Business Services - Mr. Gus Knitt

a) 2023-2024 Budget

Reviewed budget to date. Finally financial information will be received from DPI by October 15.

5. WASB - Mr. Mike Biel -

Fall Legislative conference will be held at the Heidel House in Green Lake on November 4.

6. District Administrator - Mr. Brian Zacho

a) Key Update

Updated the board on building keys and looking at handbook or policy regarding lost keys and costs.

b) Diane Pertzborn - business help/training (4 hours a week)

Diane Pertzborn will be helping out with training for Brian and Tricia.

c) Keith Medema WASB Recognition

Keith Medema will be recognized on October 11, 2023 for achieving level 5 in the Wisconsin Association of School Board Members Recognition Program.

B. Board Reports

1. Building and Grounds Committee - Mr. Allen Drews

Did not meet in September. Goal posts are up, doing some patch work in October.

2. Community Outreach Committee - Mr. Josh Jens

Did not meet in September, however would like to get the Rocket minute going.

3. Curriculum Committee - Mr. Keith Medema

Met on September 10, reviewed course offerings with the board. Working on creating a health committee.

4. Employee Relations Committee - Mr. Gary DeVries

Did not meet in September.

5. Finance Committee - Mr. Mike Biel

Did meet in September, the items discussed are listed under the consent agenda.

6. Personnel Committee - Mr. Wayne Vandeploeg

Did meet in September and items discussed at that meeting are on the agenda and will be discussed in executive session.

7. Policy Committee - Mrs. Barb Braker

Did not meet in September.

V. Consent Agenda

A motion was made by Gary DeVries and seconded by Mike Biel to approve the consent agenda. Motion carried.

A. Approve Minutes from August 21, 2023 Regular Board Meeting

B. Review Current Month's Voucher

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. HSAP Students and Graduation:

Motion by Gary DeVries, seconded by Mike Biel to bring off the table. Motion carried. No action taken.

B. SRO grant and discussion:

No action taken.

C. Selling the 2005 and 2007 School Vans::

Motion by Gary DeVries, second by Allen Drews to approve the selling of the 2005 and 2007 school vans as presented. Motion carried.

D. Key and Core Replacement:

No action taken.

E. Approval of the new health form for next school year:

Motion by Gary DeVries, seconded by Josh Jens to approve the new health form for next school year as presented. Motion carried.

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

Motion by Gary DeVries second by Josh Jens to 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

Motion carried.

Adjourned to executive session at 7:40 p.m.

Executive Session Agenda Items Discussed:

A. Recommendation to Hire:

1. MS - 7th grade - Girls Basketball Coach - Ben Clark
2. Troy Ryan - Library media Specialist
3. Athletic Training Services - Beaver Dam Community Hospital MmC-BD

B. Accept Resignation:

1. Katie Brietlow - School Nurse

C. Staffing Updates::

1. MS Science update
2. MS/HS Administrative Assistant
3. 2nd Shift Custodian update
5. Paraprofessional update

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

Motion by Gary DeVries, and seconded by Allen Drews to adjourn Executive Session and reconvene to Open Session. Motion carried at p.m. 7:55 p.m.

Open session reconvened at 7:55 p.m.

A. Recommendation to Hire:

1. MS - 7th grade - Girls Basketball Coach - Ben Clark;

A motion was made by Keith Medema, seconded by Gary DeVries to approve Ben Clark as 7th grade girls basketball coach as presented. Motion carried.

2. Troy Ryan - Library Media Specialist;

A motion was made by Allen Drews, seconded by Mike Biel to approve Troy Ryan as Library Media Specialist as presented. Motion carried.

3. Athletic Training Services - Beaver Dam Community Hospital MMC-BD;

A motion was made by Keith Medema, seconded by Josh Jens to approve the athletic training services of the Beaver Dam community Hospital MMC-BD as presented. Motion carried.

4. MS/HS Administrative Assistant;

A motion was made by Keith Medema, seconded by Gary DeVries to approve Stephanie McNicol as MS/HS Administrative Assistant as presented. Motion carried.

5. 2nd Shift Custodian - Jebediah Loomans;

A motion was made by Allen Drews, seconded by Josh Jens to approve Jebediah Loomas as 2nd shift custodian as presented. Motion carried.

6. School Nurse - Kim Biel

A motion was made by Keith Medema, seconded by Gary Devries to approve Kim Biel as school nurse as presented. Mike Biel abstained. Motion carried.

B. Acceptance of Resignation:

1. Katie Brietlow - School Nurse

A motion was made by Allen Drews, seconded by Josh Jens to approve the resignation of Katie Brietlow as school nurse as presented. Motion carried.

IX. Correspondence

X. Board Agenda Items for October, 2023

XI. Adjournment

Motion by Gary DeVries, second by Allen Drewsto to adjourn. Motion carried.

Meeting adjourned at 8:00 p.m.

Date

Clerk (Barb Braker)

Board President (Wayne Vanderploeg)