



**Board of Education Meeting Minutes
November 20, 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:

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

Board Members Absent:

Mike Biel

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:

Billie Jo Brusveen, Jackie Drews, Marie Davidson, Gail Tietz

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) Report Card Data

Reviewed the elementary report card data with the board.

2. MS/HS Principal - Mrs. Jennifer Kurtz

a) Report Card Data

Reviewed the MS/HS report card data with the board.

b) Veteran's Day Program

Veterans and community members were well represented.

c) HS Course Handbook

Reviewed the HS Course handbook with the board.

3. Activities Director - Mr. Rob Nill

a) Activities/Athletics Update

Fall sports are finished. Basketball for both boys and girls has started for the winter sports season, wrestling has also started. Activities have been busy. NHS has inducted new members this month, the Drama club went to the Theater Festival in Green Bay, DECA is a new program, Mr. Logan is the advisor. FFA has been busy.

b) Fitness Center Volunteers

Members of the community have reached out to help supervisor during community hours. There is interest in supervising those under 18 who don't have a parent or guardian that are able to come and supervise them.

4. Director of Business Services - Mr. Gus Knitt

- a) **Mental Health Grant update**
Reviewed with the board. The first submission for reimbursement has been completed and funds have been received.
- 5. **WASB - Mr. Mike Biel -**
 - a) **WASB Conference/Hotel**
Board members interested in attending will be registered for the convention this week.
 - b) **WASB Delegates for the Convention**
Allen Drews will serve as the delegate for the annual school board convention and Wayne Vanderpoloeg will serve as the alternate delegate.
- 6. **MHSP Grant Manager/DAC/Coach - Brittany Cashman**
 - a) **Mental Health Grant update**
Reviewed and updated the board on the mental health grant. An update was given on the elementary, middle/high school interns. The 2024-2025 hiring process was shared. An update on professional development and evaluation of the grant program was shared with the board.
 - b) **DAC update**
Fall Pre-Act on October 10. Working on ACT prep plan and preparing for ACCESS testing in December.
 - c) **Coaching Update**
Currently working with approximately 11 staff members. Supporting staff on various topics.
- 7. **District Administrator - Mr. Brian Zacho**
 - a) **Van Bids - Moving to a sale**
Sealed bids didn't not work. Will be setting a price for the vans and make that public.
 - b) **Key Update**
Updated the board. All outside doors are secure.
 - c) **Strategic Planning Night (1 left) December 6th**
Updated the board on the first planning night and preparing for the next meeting December 6.
 - d) **DPI Waiver to Start 2024-2025 School Year Prior to September 1,2024**
24 staff members participated in reviewing the calendar for the 2024-2025 school year. Option one was the favored option which would have a start date of before September 1, which will require a DPI waiver.
 - e) **Renting Housing**
Waiting on direction from legal regarding renting/purchasing housing for interns and staff to rent.
 - f) **Facility Update**
Our crew has been busy winterizing buildings, fields/grounds and vehicles along with their regular daily responsibilities.
 - g) **Chamber Update**
Busy couple of weeks, the holiday bazaar. First Saturday in December will be the Holiday Parade.

B. Board Reports

- 1. **Building and Grounds Committee - Mr. Allen Drews**
Did not meet in November.
- 2. **Community Outreach Committee - Mr. Josh Jens**

Met on November 13. Discussed the wall of fame, looking for nominations. The other topic was a possible new school website and app, looking into a platform that is more user friendly.

3. Curriculum Committee - Mr. Keith Medema

Met on November 13, reviewed the high school course handbook, the mental health grant, Pre-Act data, calendar and summer school options for the 2024-2025 school year, teacher and support staff technology cycle and school report cards were items discussed.

4. Employee Relations Committee - Mr. Gary DeVries

Did not meet in November.

5. Finance Committee - Mr. Mike Biel

Met on November 13, the items discussed are listed under the consent agenda.

6. Personnel Committee - Mr. Wayne Vandeploeg

Met on November 13, items discussed at that meeting are on the agenda and will be discussed in executive session.

7. Policy Committee - Mrs. Barb Braker

Met on November 13. Policies discussed are on the agenda for action.

V. Consent Agenda

A motion was made by Gary, DeVries and seconded by Allen Drews to approve the consent agenda. Motion carried.

- A. Approve Minutes from October 16, 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. Discussion and possible Approval of HS Course Handbook:**
No action taken.
- B. Discussion and possible Approval of Health Advisory Committee:**
Motion by Keith Medema, seconded by Josh Jens to approve the Health Advisory Committee as presented. Motion carried.
- C. Discussion and possible Approval of Policy 5410 - Promotion, Placement, and Retention, Policy 5460 - Graduation Requirements, Policy 5505 - Academic Honesty, Policy 7510.01 - Fitness Facility Rules & Procedures**
Motion by Allen Drews, second by Keith Medema to approve Policy 5410 - Promotion, Placement, and Retention, Policy 5460 - Graduation Requirements, Policy 5505 - Academic Honesty. Motion carried.
- D. Discussion and approval of 2024-2025 School Calendar with an Early Start**
Motion by Gary DeVries, seconded by Josh Jens to approve the 2024-2025 School Calendar with an early start as presented. Motion carried.
- E. Discussion on new committee assignments for 2023-2024.:**
No action taken

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

Motion by Gary DeVries, second by Allan Drews 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: Barb Braker, Gary DeVries, Allen Drews, Josh Jens, Keith Medema, and Wayne Vanderploeg

No: None

Absent: Mike Biel

Administrative Team Members Present:

Brian Zacho, District Administrator

Motion carried.

Adjourned to executive session at 7:50 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 Keith Medema, and seconded by Allen Drews to adjourn Executive Session and reconvene to Open Session. Motion carried at 8:49p.m.

Open session reconvened at 8:49 p.m.

A. Acceptance of Resignations:

1. Natalie Siedschlag - HS Agriculture Teacher/FFA Advisor

A motion was made by Gary DeVries seconded by Josh Jens to approve the resignation of Natalie Siedschlag - HS Agriculture Teacher/FFA Advisor as presented. Motion carried.

2. Candice McGregor - FCE Teacher/FCCLA Advisor

A motion was made by Keith medema, seconded by Wayne Vanderploeg to approve the resignation agreement and signing the separation agreement with Candice McGregor as presented. Motion carried.

B. Recommendation to Hire:

1. Billie Jo Brusveen - FFA Co-Advisor

A motion was made by Gary DeVries, seconded by Wayne Vanderploeg to approve Billie Jo Brusveen as temporary FFA Co-Advisor as presented. Motion carried.

2. Jill Jones - FFA Co-Advisor

A motion was made by Keith Medema, seconded by Allen Drews to approve Jill Jones as temporary FFA Co-Advisor as presented. Motion carried.

3. Head Baseball Coach

A motion was made by Josh Jens, seconded by Gary DeVries to approve Jonah Williams as head baseball coach as presented. Motion carried.

4. Janis Jovle - Long term Sub - MS Science

No action needed.

IX. Correspondence

Taxpayer concerns on defeasement; Thank you shared.

X. Board Agenda Items for December, 2023

Curriculum - course handbook; Policy - fitness center, volunteers for fitness center

XI. Adjournment

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

Meeting adjourned at 9:06 p.m.

Date

Clerk (Barb Braker)

Board President (Wayne Vanderploeg)