



Board of Education Meeting Minutes

April 22, 2024 - 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, Diane Pertzborn, 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:

Katelyn Saeman, Fred Saeman, Stacy Saeman, Leah Vander Galien, Josh Vander Galien, Dawn Vander Galien, Pearl Micheel, Gail Tietzz, Kari Gorr, Sawn Bright, Marie Davidson, Jacki Drews, Billie Jo Brusveen, Ashton Brusveen and Briella Brusveen.

II. Verification of Meeting Notice

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

III. Recognition of the Valedictorian, Katelyn Saeman and Salutatorian, Leah Vander Galien. The

Valedictorian and Salutatorian were presented to the board by MS/HS Principal, Mrs. Kurtz. The board took a short break to recognize Katelyn and Leah and speak with them about their future plans.

IV. 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.

V. Reports - Information Only

A. Student Groups & Organizations

FFA students, Ashton and Briella Brusveen were present and reported on upcoming events. Donkey basketball on May 2, green house sale on May 11 and sandbox fill on May 18. They just had their annual FFA banquet on April 15. They will also be attending the state FFA convention in June, and reviewed chapter information.

B. Administrative Reports

1. Elementary Principal - MS. Christy Fay

a) Elementary Title 1 Action Plan 2024-2025

Received notification that Randolph Elementary, Middle School and High School are all now Title 1 schools. Ms. Fay reviewed the 2024-25 Title 1 action plan with the board.

b) Children's Festival

Children's festival was held on April 19. Proceeds raised will go to support better/brighter lighting over the crosswalks. Title night will be held on April 25

2. MS/HS Principal - Mrs. Jennifer Kurtz

a) Candidates for Graduation

There are 39 seniors that will be graduating this year. Graduation will be held on Friday, May 24

b) Board Representatives for Graduation and 8th Grade Promotion

Josh Jens and Wayne Vanderploeg will be the board representatives for 8th grade promotion. Barb Braker and Allen Drews will be the board representatives for graduation.

c) High School Title 1 Action Plan 2024-2025

Mrs. Kurtz reviewed the high school Title 1 action plan for 2024-25 with the board.

d) Middle School Title 1 Action plan 2024-2025

Mrs. Kurtz reviewed the middle school Title 1 action plan for 2024-25 with the board.

3. Activities Director - Mr. Rob Nill

a) Activities/Athletics Update

Spring sports are underway. Middle school and high school track have had several meets. Golf just hosted its only home meet of the year. Softball is 1-3 in conference. Baseball has a very young team this year. Middle school baseball has 11 out for the team.

b) MS Baseball Coaches

Middle school baseball coaches will be acted upon later in the meeting.

4. Director of Business Services -

a) 2023-2024 Budget Update

Looking good. Have been reviewing year to date expenditures, revenues and wages. There will be revisions to the budget that the board will need to approve in May.

b) 2024-2025 Budget Update

Continuing to work the 2024-2025 budget.

5. WASB - Mr. Mike Biel -

a) WASB Update

Spring meetings are available in person and some online. May 15 is the annual CESA meeting. The leadership conference will be in Green Bay July 12-13.

6. District Administrator - Mr. Brian Zacho

a) Spring School Board Election

There were three candidates on the ballot for this spring election. Gary DeVries, Barbara Braker and John Stampfli. Gary DeVries and Barbara Braker were re-elected to a three-year term.

b) Employee Recognition Banquet - May 21, 2024

There are no retirees that will be recognized at this year's gathering. We are looking at which employees will be recognized for their years of service. The employee recognition banquet will be May 21 at Feil's Supper Club.

c) FFA Banquet

The FFA banquet was held on April 15, and was very well attended.

d) Auditor's (RFP's)

Notified by our current auditors that due to staffing they will no longer be doing audits for school districts. We will be sending out an RFP (request for proposal) in an effort to secure a new auditing firm.

e) Food Service Audit DPI

Food service audits are done by DPI every five years. The audit went well.

f) WIAA Small School Advisory Council

Mr. Zacho was elected to the WIAA Small School Advisory Council.

g) Principal Interview Timeline

More discussion during executive session. Mrs. Jennifer Kurtz will be retiring at the end of the school year. Looking at starting interviewing May 6

h) RCS Track meet

The original date for the RCS track meet was May 17. Due to an RCS conflict the date has been changed to May 10.

C. Board Reports

1. Building and Grounds Committee - Mr. Allen Drews

a) Parking Lot Discussion -

- (1) Hallman Bid
- (2) Doctor Asphalt Bid

Buildings and grounds met on April 8. Reviewed the bids that were received. This item is on the

2. Community Outreach Committee - Mr. Josh Jen

- a) Wall of Fame -** Mrs. Jackie Drews will be presenting the award to Pearl Micheel at the Honors Banquet on May 15.

3. Curriculum Committee - Mr. Keith Medema

Did not meet.

4. Employee Relations Committee - Mr. Gary DeVries

Met on April 8. Items will be discussed in executive session.

5. Finance Committee - Mr. Mike Biel

Met on April 8, items for approval on the consent agenda. Did review the current budget, budget projections and what and how circumstances affect and change budgets.

6. Personnel Committee - Mr. Wayne Vandeploeg

Met on April 8, items will be discussed in executive session

7. Policy Committee - Mrs. Barb Braker

Met on April 8, reviewed the updates recommended by NEOLA. The policies that were reviewed are on the agenda for approval.

VI. Consent Agenda

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

- A. Approve Minutes from March 11, 2024 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**

VII. Action Items - Discussion/Approval

A. Discussion and possible action on resealing/re-striping the parking lot.

A motion by Allen Drews, seconded by Josh Jens to approve the bid from Hallman at \$34,700 as presented. Motion carried.

B. Discussion and possible action on land lease to the FFA Alumni.

Motion by Gary Wayne Vanderploeg, seconded by Keith Medema to the land lease to the FFA Alumni as presented. Motion carried.

C. Discussion and possible action on the CESA delegate to the CESA 5 annual convention.

No action was taken.

D. Discussion and possible action on committee assignments for 24-25.

Will review at the May meeting. No action was taken.

E. Discussion and possible action on approval of school board policies:

Motion by Allen Drews, seconded by Barb Braker to approve NEOLA update 33.1 including policies 0100 - Definitions; 0122 - Board Powers; 0144.3 - Conflict of Interest; 0171.3 - Clerk; 2250 - Innovative and Pilot Programs; 2413 - Health Education; 2415 - Tutoring; 2460.03 - Independent Educational Evaluation (IEE); 3431 - Employee Leaves; 4431 - Employee Leaves; 5517 - Student Anti-Harassment; 5610 - Suspension and Expulsion; 6325 - Procurement; 6610 - Non District-Supported Student Activity Accounts; 6611 - District-Supported/Sponsored Student Activity Accounts; 7440 - Facility Security; 7540 - Technology; 7544 - Use of Social Media; 8120 - Volunteers; 8310 - Public Records; 8330 - Student Records; 8407 - School Resource Officer Program; 8431 - Preparedness for Toxic Hazards; 8700 - Lactating Employees; 9130 - Public Requests, Suggestions, or Complaints; 9140 - Citizens's Advisory Committees as presented. Motion carried.

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

Motion by Gary DeVries, second by Mike Biel 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 8:02 p.m.

Executive Session Agenda Items Discussed:

A. Retirements/Resignations:

1. Jennifer Kurtz - MS/HS Principal
2. Mackenzie Gehrke - K-12 General Music/Choir
3. Brad Bacik - MS Science
4. Brandi Parades - MS/HS Special Ed Aide
5. Elizabeth Kelm - MS/HS Administrative Assistant
6. Brittany Cashman - NHS Advisor

B. Recommend to Hire:

1. Leon Hopkins - MS Baseball Coach
2. Josh Jens - MS Baseball Volunteer - unpaid volunteer
3. Discussion and possible action on counseling Intern contacts

C. Employee Relations Committee - Mr. Gary DeVries

1. Continued meetings with RTA
2. Discussion on CPI and next steps - Keith Medema and Allen Drews left executive session at 8:26 pm during the discussion on CPI and returned to executive session at 8:33 pm

D. Spring Sports Discussion

E. District Administrator Evaluation

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

Motion by Mike Biel, and seconded by Allen Drews to adjourn Executive Session and reconvene to Open Session. Motion carried at 8:45 p.m.

Open session reconvened at 8:45 p.m.

A. Retirements/Resignations:

1. Jennifer Kurtz - MS/HS Principal

Motion by Gary DeVries, seconded by Mike Biel to approve the retirement of Jennifer Kurtz, MS/HS Principal. Motion carried.

2. Mackenzie Gehrke - K-12 General Music/Choir

Motion by Josh Jens, seconded by Allen Drews to approve the resignation of Mackenzie Gehrke, K-12 General Music/Choir. Motion carried.

3. Brad Bacik - MS Science

No action.

4. Brandi Parades - MS/HS Special Ed Aide

Motion by Keith Medema, seconded by Allen Drews to approve the resignation of Brandi Parades, MS/HS Special Ed Aide. Motion carried.

5. Elizabeth Kelm - MS/HS Administrative Assistant

No action

6. Brittany Cashman - NHS Advisor

Motion by Keith Medema, seconded by Gary DeVries to approve the resignation of Brittany Cashman, NHS Advisor. Motion carried.

B. Recommend to Hire:

1. Leon Hopkins - MS Baseball Coach

Motion by Allen Drews, seconded by Keith Medema to approve Leon Hopkins as MS baseball coach. Josh Jens abstained. Motion carried.

2. Josh Jens - MS Baseball Volunteer - unpaid volunteer

Motion by Keith Mediema, seconded by Allen Drews to approve Josh Jens as an unpaid MS baseball coach volunteer. Josh Jens abstained. Motion carried.

3. Discussion and possible action on counseling Intern contacts.

Motion by Mike Biel, seconded by Wayne Vanderploeg to approve the counseling intern contracts for Jordyn Vanzeeland and Christine Denny. Motion carried.

C. Employee Relations Committee - Mr. Gary DeVries

1. Continued meetings with RTA

No action

2. Discussion on CPI and next steps

No action

D. Spring Sports Discussion

No action

E. District Administrator Evaluation

No Action

X. Correspondence

Thank you notes

XI. Board Agenda Items for May, 2024

XII. Adjournment

Motion by Mike Biel, second by Allen Drews to adjourn. Motion carried.

Meeting adjourned at 9:03 p.m.

Date

Clerk (Barb Braker)

Board President (Wayne Vanderploeg)

APPROVED