

The regular meeting of the Board of Education of the School District of Elkhart Lake-Glenbeulah was called to order by the president at 7:03 p.m. on Monday, December 16, 2019.

Roll call was taken and the following members were present: Jim Henschel, Mike Meeusen, Kim Viglietti, Joel Schuler, Erica Spatz, Sarah Rudnick, Sarah Tegen, and District Administrator Dr. Ann Buechel Haack.

Also in attendance at the meeting were Ryan Faris, Todd Fischer, Anthony Summers, Emily Summers, Anders Waage, and Sarah Hall.

Mrs. Rudnick offered a motion to approve the agenda as the official order of business. Mrs. Tegen seconded the motion. Motion carried, 7 ayes.

Mr. Schuler offered a motion to approve the minutes of the November 18, 2019, regular school board meeting with the exception of changing “foundations” to “fountains” on page 2. Mrs. Viglietti seconded the motion. Motion carried, 7 ayes.

The treasurer’s report and voucher review were presented showing the cash balance of \$940,267.24 on November 1, 2019. November receipts totaled \$95,523.93, interest received of \$811.79. November disbursements totaled \$974,831.28, leaving the cash balance on November 30, 2019, of \$61,771.68. The \$61,771.68 is comprised of \$26,969.68 in Local Government Investment Pool account #1 (general), \$2,948.59 in account #2 (technology), \$3,495.19 in account #3 (HVAC), and a general fund checking account balance of \$28,358.22. Mr. Meeusen offered a motion to approve the monthly financial report and voucher review. Mrs. Spatz seconded the motion. Motion carried, 7 ayes.

Mrs. Groh-Bardon presented the estimated cash flow for the month of November. She noted that funds were used out of the Local Government Investment Pool Accounts #2 and #3 for cash flow purposes. These funds will be paid back when the January tax settlement comes in. Receipts are slightly more than estimated due to grant claiming. She added there is a difference in the non-salary disbursements and the ending cash due to the timing of projects and when project invoices are received and paid.

Under review of the 2018-19 District financial statement, Dr. Buechel Haack noted that a meeting was held with Dave Hamann to review the District’s 2018-19 year-end financial statement. There are no material weaknesses with our audit, but Mr. Hamann identified two significant deficiencies we have each year due to our small District size: segregation of duties and preparation of our financial statements by our auditor. Mrs. Rudnick offered a motion to accept receipt of the 2018-19 District financial statement as presented. Mrs. Viglietti seconded the motion. Motion carried, 7 ayes.

Under donation recognition and acceptance, Dr. Buechel Haack noted the following:

*FCCLA – Thanksgiving Luncheon:	
Josh and Kayla Groh-Bardon	\$40
Roger and Kelly Mehre	\$100
*Dr. Phillip & Mrs. Charla Beukema:	\$1,000

- Donation to the Beukema Enhancing Teaching and Learning Grant Program
- \*Sheboygan County Reads: Donated bus cost of \$190.22 for 16 HS students to attend “Literally Acuity Event”
- \*Dean and Donna Wendlandt: Donation of \$152.96 to cover the MS Girls’ Bball bus cost to Random Lake (team bust-up event)
- \*Neva Hodge-Lemorande: \$100
  - Used to buy student supplies/extra clothing for Day Care/Health Room (Emergency Fund)
- \*Various Non-Monetary Donations for the Thanksgiving Day Luncheon:
  - Jason and Melanie Bunyea: 2 loaves of gluten free bread
  - Grace Lutheran Church: 2 – 25 lb. turkeys
  - Roger and Carol Wordell: 1 – 25 lb. turkey
  - Gary and Kathy Roehrig: 1 – 25 lb. turkey, 8 cans of pumpkin, and 120 oz. of frozen vegetables
  - Chris and Amy Sitko: 7 turkey bags, 6 crock pot bags, and 6 nesco bags
  - Pepsi Corporation: 4 cases of water
  - Dave and Marlyne Coulter: Werthers candy, pumpkin, and potatoes
  - Greg and Roxanne Ruechel: 5 lbs. of carrots, 2 bags of celery and 1 quart of half-and-half
  - John and Kayla Ostermann: 250 oz. of vegetables
  - Tom and Beth Roehl: 25 lb. turkey
  - Off the Rail: All of the stuffing ingredients
  - Travis and Lindsay Moore: 4 lbs. of butter
  - Bill and Susan Kuru: 1 – 25 lb. turkey
  - Anchor Lanes: 250 styrofoam dinner plates
  - Tim and Ann Buechel Haack: Miscellaneous items
  - Wendy Spangenberg: 18 cans of cream cheese frosting
  - Fudgieknuckles: Frozen hash browns
  - Clayton Henschel and Anita Schwobke Family: 1 – 25 lb. turkey
  - Texas Roadhouse: Bread/rolls
  - Jeremy Green, Lynn and Sydney Shovan, and Sue Watry for their time helping with the event

Mrs. Spatz offered a motion to accept the above-mentioned donations and thanked the donors for their generosity. Mrs. Viglietti seconded the motion. Motion carried, 7 ayes.

There was no guest correspondence – public comment.

Under guest correspondence – written comment, thank you notes were received from Linda Martin, Erica Spatz, and the Fischer Family.

Dr. Buechel Haack gave an update on maintenance/facility projects:

A. Project Updates:

-Auditorium:

- The middle stage curtain and electrical whips have been installed

Board of Education Meeting Minutes

Page 3

**December 16, 2019**

- Gating between the stage area and band room will be installed over the holiday break
  - Replacement heating grilles have been ordered
- Culinary Arts/FCS Classroom:
- Sliding doors on the pantry have been replaced
- Back hall entryway carpet for the high school has been ordered
- The four HS and MS water fountains with bottle fillers will be replaced over the holiday break
- The District will continue to request estimates on possible upcoming projects

**B. Replacement Van:**

-The District purchased a used 2016 Dodge Caravan to replace the 2003 Dodge Caravan work van. After searching area dealerships, it was determined the 2016 replacement van had the best mileage for the best price. The old, 2003 van was donated to Rawhide.

There were no early graduation requests.

Under approval of high school course offerings, Mr. Faris noted the following updates:

**-Class Changes:**

- Agriculture – Certification class options has been added
- Art – Visioneer Design class has been added
- Distance Learning courses from NWTC – Business Principles, Culture of Healthcare, and Digital Literacy for Healthcare have all been added
- Wildlife & Natural Resources course description has been revised

**-Additional Changes:**

- Renaming of classes
- Removal of classes no longer offered
- Grammar-based changes

Mr. Schuler offered a motion to approve the 2020-21 High School Course Catalog as presented. Mrs. Spatz seconded the motion. Motion carried, 7 ayes.

Dr. Buechel Haack explained that there are Sheboygan County School Closure Guidelines for delaying and closing schools. The determining factors are wind, temperature, ice, fog, and snow. The District also contacts the county highway department, bus company, and other area schools in determining a delay or school closure.

Per the 2015 Budget Bill, districts must annually report their school accountability results and inform parents of all educational options available. Dr. Buechel Haack noted that this information is posted on the school website. Mrs. Rudnick offered a motion to accept the school accountability and educational options notice. Mr. Meeusen seconded the motion. Motion carried, 7 ayes.

Under personnel resignation acceptance/contract revision approval:

Board of Education Meeting Minutes

Page 4

**December 16, 2019**

A. Mr. Schuler offered a motion to accept the resignation of Shelly Pfeil, Child Care Aide. Mrs. Viglietti seconded the motion. Motion carried, 7 ayes. The Board thanked her for her service.

B. Mr. Schuler offered a motion to approve the recommendation of increasing the Director of Food Service position (Bridget Reiss) to a full-year position, having the position assist with summer cleaning, and splitting the salary between Fund 50 and Fund 10 starting in July 2020. Mrs. Rudnick seconded the motion. Motion carried, 7 ayes.

C. Mrs. Viglietti offered a motion to approve the recommendation of increasing Michelle Arbuckle's contract from 87.5% to 100% for 2<sup>nd</sup> semester to add in one period a day to be a School-to-Work Co-coordinator with Mrs. Roehl. Mr. Schuler seconded the motion. Motion carried, 7 ayes.

Student Council representative, Anders Waage, reported that this week is Christmas week. Activities include dress up days, a potluck lunch, and volunteering opportunities for Community Service Day on Friday.

Mr. Fischer reported on JK-8 activities including parent/teacher conferences, field trips, winter concerts, Fire Prevention Poster winners, and JK cookie decorating night.

Mr. Faris reported on high school activities including the Thanksgiving Day Luncheon, the band and choir Renaissance Show, and the practice ACT test that was given to all Juniors, and to Freshman and Sophomores who wanted to take the test. He thanked everyone involving in planning and helping with the Thanksgiving Day Luncheon and Renaissance Show.

Under Administrative Team Goals Update, Dr. Buechel Haack noted the Tech Ed area will be open to adults in the community during the months of January and February. She added the six open enrollment marketing ads are outlined.

There being no further business to come before the meeting, Mrs. Viglitti offered a motion to adjourn. Mr. Meeusen seconded the motion. Motion carried, 7 ayes.

Meeting adjourned at 8:06 p.m.

Respectfully submitted,

Kayla Groh-Bardon  
Secretary of the Meeting