

**BOARD OF EDUCATION MEETING MINUTES**  
**ELKHART LAKE-GLENBEULAH SCHOOL DISTRICT**  
**APRIL 15, 2024**

The regular meeting of the Board of Education of the School District of Elkhart Lake-Glenbeulah was called to order by the president at 6:00pm. on Monday, April 15, 2024.

Roll call was taken and the following members were present:

- |                 |   |
|-----------------|---|
| ➤ Mike Meeusen  | ➤ Sarah Rudnick                                 |
| ➤ Sarah Tegen   | ➤ Ryan Vanderkin                                |
| ➤ Erica Spatz   | ➤ District Administrator, Dr. Adam Englebretson |
| ➤ Grant Stecker |   |

The following member was absent:

- Amanda Gebert

Also in attendance were:

- |                     |                   |
|---------------------|-------------------|
| ➤ Debbie Hammann    | ➤ Anthony Summers |
| ➤ Jeanne Courneene  | ➤ Amy Sitko       |
| ➤ Ryan Faris        | ➤ Colleen Timm    |
| ➤ Kayla Groh-Bardon | ➤ Sarah Hall      |

Mrs. Spatz offered a motion to approve the agenda as the official order of business. Mrs. Tegen seconded the motion. Motion carried, 6 ayes.

Mrs. Rudnick offered a motion to approve the minutes of the March 18, 2024, Board meeting. Mr. Vanderkin seconded the motion. Motion carried, 6 ayes.

**TREASURER'S REPORT**

The treasurer's report and voucher review were presented showing:

As of March 1, 2024 -

Cash balance on 3/1/24	\$5,331,141.97
February receipts	\$ 380,823.46
Interest received	\$ 22,691.99
February disbursements	<u>\$ 777,992.56</u>
Cash balance on 3/31/24	\$4,956,664.86

Cash balance on 3/31/24 comprised of:

Local Government Investment Pool account #1 (general)	\$4,631,335.46
Account #2 (technology)	\$ 238,040.30
Account #3 (HVAC)	\$ 58,182.38
General fund checking account	<u>\$ 29,106.72</u>
Total	\$4,956,664.86

Mrs. Rudnick offered a motion to approve the monthly financial report and voucher review. Mrs. Spatz seconded the motion. Motion carried, 6 ayes.

Mrs. Groh-Bardon presented the year-to-date status of revenues and expenses. Overall, total District revenues and expenditures are in line with the previous years. The last State Trust Fund loan payment on the current referendum was paid this month. The District is now debt free.

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

- Anonymous: \$3,000 – Library books
- Colleen and Allen Gross: \$100 – Band
- Sharon and Calvin Zorn: \$300 – Family Assistance Program
- Rebecca Johnston and Joel Schuler: \$100 – Family Assistance Program
- Matt Krier: \$500 – Wrestling Scholarship

Mr. Vanderkin offered a motion to accept the donations as presented and thanked the donors for their generosity. Mr. Stecker seconded the motion. Motion carried, 6 ayes.

### **GUEST CORRESPONDENCE**

Public Comment: None

Written Comment: None

### **SCHOOL REPORTS**

Under Celebrate Elkhart Lake-Glenbeulah Schools: Amy Sitko, co-advisor for AFS, shared current activities of the club. AFS currently has 40 active student members. Students participated in a community service collection drive for the Ronald McDonald house in January/February and held Heritage Night in early April. ELG will host a student from Norway during the 2024 - 2025 school year as well as send an ELG student to Norway to study abroad.

Mrs. Hamman's grades 4K-2 activities report included summer school registration, early riser readers program, 4K welcome meeting for next school year and the family assistance program. She congratulated the following staff members for being selected as a finalist for the Excellence in Education Award: Mariah Zawislan, Carrie Jadin and Tami Gabrielse.

Dr. Courneene's grades 3-8 activities report included Forward Exam testing, grade 3 immigration simulation experience, grades 6-8 academic pentathlon team, grade 5 BizTown and March students of the month. Davin Hill was recognized as a finalist for an Excellence in Education Award: Innovation in Work.

Mr. Faris' grades 9-12 activities report included student vs staff basketball game, students of the quarter, scheduling for the 2024-2025 school year, scholarship night, academic and fine arts night and the May spring concert. He offered his congratulations to Corynn Fromm who will represent ELGHS at the WBCA All-Star basketball game the last week of June.

Dr. Englebreton gave an update on the district leadership team to discuss teacher handbook proposals, the teacher compensation model and insurance quotes.

### **NEW BUSINESS**

**Colleen Timm**, agency administrator for CESA 7, discussed **CESA 7 operations and the services** it provides to its Districts. The agency utilizes grants and contracts to find and provide low cost services to the districts they serve.

**Newly elected School Board members**, Mike Meeusen and Grant Stecker, took their oath of office to begin their new three-year terms. Amanda Gebert was also elected, and took her oath of office on Friday, April 12, as she was unable to attend the meeting.

The **professional development schedule** for April 22, 2024 was shared with the Board. Areas of focus include facility study, referendum review, insurance update, Wit & Wisdom implantation, math curriculum, block scheduling curriculum and individual / department / grade level classroom time.

Wednesday, May 22, 2024 is the date for the **CESA 7 annual convention**. The Board was asked to review their calendars to see if anyone is available to attend.

Anthony Summers presented bids and information from three potential companies for the **copying and printing needs for the district**. Rhyme has the best overall bid. Mr. Summers likes their communication and customer service. Mrs. Rudnick offered a motion to approve the recommendation of using Rhyme for the District's copying and printing machines. Mr. Vanderkin seconded the motion. Motion carried, 6 ayes.

**Second reading of the NEOLA policy update:** volume 33. NEOLA recommends updating policies to remain current with legal language and practices. Policies were sent to review on March 4, 2024. Mrs. Spatz offered a motion to approve the updated policy changes as recommended by Neola. Mrs. Tegen seconded the motion. Motion carried, 6 ayes.

Mrs. Rudnick offered a motion to approve the **retirement** of Lois Pagelow, special education administrative assistant, as presented and to thank Mrs. Pagelow for her years of service with the District. Mrs. Tegen seconded the motion. Motion carried, 6 ayes.

Mrs. Spatz offered a motion to approve the following **staffing hires** as presented:

- Food Service Director: Christie Mabe
- Second Grade Teacher: Kelly Larson
- Elementary / Middle School Administrative Assistant: Alexis Kren
- High School Math / Science Teacher
- Extra-curricular: Volunteer Golf Coach - Garrett Mersberger

Mr. Vanderkin seconded the motion. Motion carried, 6 ayes.

There being no further business to come before the meeting, Mr. Meeusen offered a motion to move into closed session to discuss insurance quotes and teacher compensation for the 2024 - 2025 school year.

**CLOSED SESSION**

The Board moved into closed session at approximately 6:45pm.

Mr. Vanderkin made a motion to move back into open session at approximately 8:20pm. Mrs. Rudnick seconded the motion. Motion passed, 6 ayes.

No action taken on closed session discussion.

Mrs. Tegen made a motion to adjourn at approximately 8:25pm. Mr. Vanderkin seconded the motion. Motion passed, 6 ayes.

Respectfully submitted,

Diane Hassinger  
Secretary of the Meeting