

SCHOOL DISTRICT OF CRIVITZ
400 SOUTH AVENUE
CRIVITZ, WISCONSIN 54114

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....November 19, 2025

- I. CALL TO ORDER: The regular meeting of the Board of Education was called to order by President Grandaw at 6:00 pm.
- II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.
- III. ROLL CALL: Board members Amy Grandaw, Sonny Graese, Kris Heidewald, Kim Hanson, Kaitlin Deschane, and Cory Siebert were present. Lyle Cherry was absent. Others present: Kelly Robinson – District Administrator, Kam Dama – Elementary Principal, Bob Berndt – MS/HS Principal Sub, Sarah Jones – Finance Manager, Tom White – Director of Buildings, Grounds and Transportation, Nick Schramm – Technology Coordinator, Jannie Marsolek – Administrative Secretary, Julie Patefield – Community Ed Supervisor. Also attending were various other community members.
- IV. APPROVAL OF AGENDA: Motion by Heidewald, seconded by Hanson to approve agenda as presented. Motion carried 6-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA
 - A. MINUTES OF REGULAR MEETING OCTOBER 20, 2025
 - B. MINUTES OF SPECIAL MEETING OCTOBER 27, 2025
 - C. GENERAL FUND VOUCHERS AND FINANCIAL REPORTMotion by Deschane, seconded by Hanson to approve consent agenda as read, including general fund vouchers 109908-110071 in the amount of \$445,960.53, ACH numbers 252600066-25260092 in the amount of \$18,765.46, wire transfers 202500051-202500067 in the amount of \$227,169.62, and voids 109030, 109200, and 109974 in the amount of \$694.92 for a total of \$691,200.69. Motion carried 6-0.
- VI. PUBLIC INPUT: There were various public input comments by Justin Pusick, Damon Roman, Carrie Guarisco, Sara Roman, Bonnie Beamer, and Becky Arpke.
- VII. CORRESPONDENCE/RECOGNITION: Mrs. Robinson thanked Mr. Allard, Mr. Kopfhammer, Mr. White, Mr. Patefield, and all the MS/HS staff for making the Veteran’s Day program a great success. She also announced that the HS has been chosen as a WI DPI Blue Ribbon award winner for closing achievement gaps, and we are the only HS to receive this honor this year of the 8 winners. In the past 10 years, there were only two or three high schools to be recognized for this award.
- VIII. REPORTS
 - A. COMMITTEE REPORT(S)
 1. POLICY/CURRICULUM: Mrs. Heidewald reported that the committee met earlier in the evening and will be bringing forward recommended changes to listed policies, including changes to public comment that no one can speak more than once, and possible other changes to be discussed with the board members. Also, wording changes were made from Library Media Center to Library.
 - B. ADMINISTRATIVE REPORTS
 1. KELLY ROBINSON – SUPERINTENDENT: Mrs. Robinson reported on Thanksgiving break, on the elementary Christmas concert on December 9, and the MS/HS concert will be on December 15. She also reported on an abundant list of NEOLA policy technical changes.
 2. KELLY ROBINSON - MIDDLE/HIGH SCHOOL PRINCIPAL: Mrs. Robinson reported on the October students of the month and Lunch Bunch winners, as well as the winners of the Patriots’ Pen and Voices of Democracy essay contests, awarded and recognized at the Veteran’s Day program. She also reported that

fall sports have wrapped up, including year-end banquets, with winter sports beginning. She then announced Mr. Berndt, who has been filling in with Mr. Baumann's absence, and he reported that he is getting to know the students and teachers, and is impressed with them all. He thanked the board for their trust in allowing him to fill in.

3. KAM DAMA - ELEMENTARY SCHOOL PRINCIPAL: Mrs. Dama reported that Ms. Sullivan's 3rd graders were randomly selected to join a live Storyvoice event with author Pasha Westbrook and illustrator Madelyn Goodnight. She recognized Joey DeTemple and Hank Arndt for raising \$3300 for the Kids Heart Challenge, and they get the honor of having the elementary gym named after them for the entire school year. She reported that the elementary students celebrated World Kindness Day by creating a colorful school-wide Kindness Paper Chain. Finally, she recognized Mrs. Sarah Smith as the Staff Member of the Month.
4. TOM WHITE - BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White reported that he and Mrs. Robinson met with a representative from Martin Security to discuss planned upgrades to the district's security infrastructure as part of the upcoming renovations. He also reported on bleacher inspections, and some pre-construction meetings happening during Thanksgiving break involving CD Smith and Bray.
5. NICK SCHRAMM - TECHNOLOGY COORDINATOR: Mr. Schramm reported on the new website progress, eRate funding, and on Thanksgiving break.
6. JULIE PATEFIELD - COMMUNITY EDUCATION SUPERVISOR: Mrs. Patefield updated the board members on happenings in the CE department over the past month, including thanking key staff for helping support and grow the CE department. She will continue working on new programs to fill January & February.

IX. INFORMATION/DISCUSSION

- A. 2024-2025 AUDIT REPORT: Brianna Olson from Kerber Rose presented a summary of the 2024-2025 audit report. There were no questions from board members.
- B. PRESENTATION OF DISTRICT'S STATE REPORT CARDS: Mrs. Robinson presented the 2024-25 district and HS state report cards, and Mrs. Dama presented the elementary school. Overall, the district score was 75.9, which exceeds expectations. The overall scores were 80.9 at the elementary school (exceeds expectations), 65.7 at the middle school (meets expectations), and 80.9 at the high school (exceeds expectations).
- C. NEOLA POLICY UPDATES
 1. 0100 - DEFINITIONS
 2. 0144.5 - BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT
 3. 0166.1 - CONSENT AGENDA
 4. 0167.3 - PUBLIC COMMENT AT BOARD MEETINGS
 5. 1461 - UNREQUESTED LEAVES OF ABSENCE/FITNESS FOR DUTY
 6. 2440.01 - SUMMER OR INTERIM SCHOOL ATTENDANCE
 7. 2522 - LIBRARIES
 8. 3120.04 - EMPLOYMENT OF SUBSTITUTES
 9. 3431 - EMPLOYEE LEAVES
 10. 4431 - EMPLOYEE LEAVES
 11. 3432 - EMPLOYEE SICK LEAVE
 12. 4432 - EMPLOYEE SICK LEAVE
 13. 4124 - NOTICE OF REASONABLE ASSURANCE OF EMPLOYMENT
 14. 4140 - TERMINATION AND RESIGNATION
 15. 4213 - STUDENT SUPERVISION AND WELFARE
 16. 5112 - ENTRANCE AGE
 17. 5310.01 - EMERGENCY NURSING SERVICES/PLAN
 18. 5410 - PROMOTION, PLACEMENT, AND RETENTION
 19. 5411 - THIRD GRADE PROMOTION AND RETENTION: AT-RISK STUDENTS
 20. 5464 - EARLY GRADUATION
 21. 5505 - ACADEMIC HONESTY

22. 5530 - STUDENT USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA
23. 7440.03 - SMALL UNMANNED AIRCRAFT SYSTEMS
24. 7450 - PROPERTY INVENTORY
25. 7455 - ACCOUNTING SYSTEM FOR CAPITAL ASSETS
26. 7460 - ENERGY MANAGEMENT
27. 7530.02 - STAFF AND SCHOOL OFFICIALS USE OF PERSONAL COMMUNICATION DEVICES
28. 8120 - VOLUNTEERS
29. 8420 - SCHOOL SAFETY
30. 8500 - FOOD SERVICES
31. 8510 - WELLNESS
32. 8531 - FREE AND REDUCED-PRICED MEALS
33. 8540 - VENDING MACHINES
34. 9151 - USE OF CAMERAS AND OTHER RECORDING DEVICES IN LOCKER ROOMS

Mrs. Robinson reviewed the changes to policies, including recommendations made at the committee level earlier in the evening. Most were required changes, with an additional request to change wording from Library Media Center to Library, adding a drone policy, and asked to board for input on changes to the public comment at board meetings policy.

- D. COMMUNITY EDUCATION STEP PROGRAM: Mrs. Patefield is asking to implement a STEP program to help promote volunteerism, where district community members over 62 on social security can get “paid” to volunteer in the district at a rate of \$7.25/hour, earning credit to a maximum of \$500 that the district will pay toward their property tax bill directly to their municipality. The district will set the limit of how many volunteers can participate in the program, and the maximum amount of taxes to be paid out in a school year. Payments can be paid at one time, or twice each year, depending on how the volunteer requests it. This can be funded by Community Education fundraisers, etc.

X. ITEMS SCHEDULED FOR ACTION

A. RESIGNATION(S)

1. PART-TIME ELEMENTARY FOOD SERVICE EMPLOYEE: Motion by Heidewald, seconded by Hanson to approve the resignation of Carla Clarke as part-time elementary food service employee. Motion carried 6-0.
2. PART-TIME ELEMENTARY SECRETARY: Motion by Heidewald, seconded by Siebert to approve the resignation of Alyssa Wennesheimer as part-time elementary secretary. Motion carried 6-0.

B. APPOINTMENT(S)

1. IT SUPPORT SPECIALIST: Motion by Hanson, seconded by Graese to approve Alexandra Kristof as IT Support Specialist. Motion carried 6-0.
2. PART-TIME ELEMENTARY SECRETARY: Motion by Deschane, seconded by Graese to approve Allison Bujanowski as part time elementary secretary. Motion carried 6-0.
3. PART-TIME ELEMENTARY FOOD SERVICE EMPLOYEE: There was no action at this time.
4. PART-TIME ELEMENTARY SPECIAL EDUCATION PARAPROFESSIONAL: There was no action at this time.
5. MIDDLE SCHOOL GIRLS BASKETBALL COACH: Motion by Heidewald, seconded by Hanson to approve Jeff Brand as middle school girls basketball coach. Motion carried 6-0.
6. VARSITY GIRLS BASKETBALL VOLUNTEER ASSISTANT COACH (FUND 11): Motion by Hanson, seconded by Deschane to approve Rhandi Brand as varsity girls basketball volunteer assistant. Motion carried 6-0.

7. MIDDLE SCHOOL BOYS BASKETBALL VOLUNTEER ASSISTANT COACH: Motion by Heidewald, seconded by Graese to approve Andy Peplinski as middle school boys basketball volunteer assistant. Motion carried 6-0.
 8. SHORT-TERM SUBSTITUTE TEACHER(S): Motion by Hanson, seconded by Graese to approve Samantha Christensen and Emily Coveyou as short-term substitute teachers. Motion carried 6-0.
 9. IT SUPPORT SUBSTITUTE: Motion by Heidewald, seconded by Graese to approve Thomas Doering as an IT Support substitute. Motion carried 6-0.
 10. FOOD SERVICE SUBSTITUTE: Motion by Hanson, seconded by Heidewald to approve Ashley VanArk and Carla Clarke as food service substitutes. Motion carried 6-0.
 11. REGULAR ED PARAPROFESSIONAL SUBSTITUTE: Motion by Heidewald, seconded by Deschane to approve Alyssa Wennesheimer as regular education paraprofessional substitute. Motion carried 6-0.
 12. VOLUNTEERS/CHAPERONES: Motion by Hanson, seconded by Siebert to approve the list of volunteers/chaperones as presented. Motion carried 6-0.
- C. 2024-2025 AUDIT REPORT: Motion by Siebert, seconded by Hanson to approve the 2024-2025 audit report as presented by Kerber Rose earlier in the meeting. Motion carried 6-0.
- D. NEOLA POLICY UPDATES: Motion by Graese, seconded by Hanson to approve the policy updates as recommended, including changes to the public comment at board meetings of requiring anyone wanting to speak to sign in, as well as only allowing an individual to speak once during public comment. Motion carried 6-0.
- E. COMMUNITY EDUCATION STEP PROGRAM: Motion by Heidewald, seconded by Hanson to approve creating a Community Ed STEP Program as discussed earlier in the evening. Motion carried 6-0.
- XI. ADJOURNMENT: Motion by Siebert, seconded by Heidewald to adjourn at 7:19 pm. Motion carried 6-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Amy Grandaw
President