

**SCHOOL DISTRICT OF CRIVITZ  
400 SOUTH AVENUE  
CRIVITZ, WISCONSIN 54114**

**OFFICIAL MINUTES**

Regular and Organizational Meeting of the Board of Education.....May 18, 2022

- I. **CALL TO ORDER:** The regular meeting of the Board of Education was called to order by President Grandaw at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Board members Amy Grandaw, Kris Heidewald, Kayla Ihde, Lyle Cherry, Mike Dama, Gary Huc, and Sonny Graese were present. Others present: Patrick Mans – District Administrator, Jeff Baumann – MS/HS Principal, Kelly Robinson – Elementary School Principal, Sarah Jones – Business Administrative Assistant, Tom White – Buildings, Grounds, and Transportation Director, Nick Schramm – Technology Coordinator, Jannie Marsolek – Administrative Secretary, and Stacey Caine – Special Education Director. Others include Maggie Dama – Student Council Representative, and Alex Bournonville – Peshtigo Times reporter.
- IV. **APPROVAL OF AGENDA:** Motion by Heidewald, seconded by Ihde to approve agenda as presented. Motion carried 7-0. Motion then made by Dama, seconded by Cherry to appoint Mr. Mans as chairperson until a president is appointed. Motion carried 7-0.
- V. **BOARD ORGANIZATION – ELECTION OF OFFICERS**
  - A. **PRESIDENT:** Nomination by Heidewald, seconded by Cherry to elect Grandaw as president. There were no other nominations, and Grandaw was elected 7-0. She then resumed as chairperson of the meeting.
  - B. **VICE PRESIDENT:** Nomination by Cherry, seconded by Heidewald to elect Ihde as vice president. There were no other nominations, and Ihde was elected 7-0.
  - C. **CLERK:** Nomination by Ihde, seconded by Cherry to elect Heidewald as clerk. There were no other nominations, and Heidewald was elected 7-0.
  - D. **TREASURER:** Nomination by Dama, seconded by Heidewald to elect Cherry as treasurer. There were no other nominations, and Cherry was elected 7-0.
- VI. **COMMITTEE APPOINTMENTS:** After discussion among Board members, all members decided to stay on the same committees as the previous year, with Graese stepping into Frievault's position on Building, Grounds, Transportation & Technology Committee, and on Personnel/Negotiations Committee.
- VII. **DESIGNATION OF BANKS:** Motion by Dama, seconded by Huc to approve Associated Bank, Stephenson National Bank, and Local Government Investment Pool as banks for the District. Motion carried 7-0.
- VIII. **INTERNAL BOARD POLICY:** Motion by Ihde, seconded by Huc to approve NEOLA internal Board policies. Motion carried 7-0.
- IX. **CONSIDER MOTION TO APPROVE CONSENT AGENDA**
  - A. **MINUTES OF REGULAR MEETING APRIL 20, 2022**
  - B. **GENERAL FUND VOUCHERS AND FINANCIAL REPORT**

Motion by Cherry, seconded by Ihde to approve consent agenda as read, including general fund vouchers 102638-102845 in the amount of \$438,042.07 and wire transfers 202100130-202100142 in the amount of \$157,499.66, with no voids and cash receipts 29033-29093, and 29096 in the amount of \$404,155.69. Motion carried 7-0.

# Minutes of Regular Meeting of the Board of Education

May 18, 2022

Page -2-

- X. PUBLIC INPUT: There was no public input.
- XI. CORRESPONDENCE/RECOGNITION: Mr. Mans reported on teacher/support staff appreciation week, and recognized the staff for their efforts. He then recognized the retiring staff members, who had plaques presented for their years of service.
- XII. REPORT(S)
  - A. COMMITTEE REPORT(S)
    - 1. POLICY/CURRICULUM: Mrs. Heidewald reported that the committee met earlier in the evening. They were moving forward the recommended changes to the full Board for approval.
    - 2. PERSONNEL/NEGOTIATIONS: Mrs. Grandaw reported that the committee met earlier in the evening to discuss items on the agenda.
    - 3. BUILDINGS, GROUNDS, TRANSPORTATION & TECHNOLOGY: Mr. Dama reported that the committee met earlier in the evening to discuss items on the agenda.
  - B. ADMINISTRATIVE REPORTS
    - 1. MAGGIE DAMA – STUDENT COUNCIL REPRESENTATIVE: Miss Dama reported that Student Council will be holding their elections for officers, National Honor Society seniors have completed their hours of service, and yearbooks will be handed out during the all-student picnic.
    - 2. PATRICK MANS – SUPERINTENDENT: Mr. Mans reported on the updates to the NEOLA policies, due to federal funding, there will be no increase on breakfast and lunch prices for the next school year, reminder on graduation, and the last student/teacher day is June 2.
    - 3. JEFF BAUMANN – MIDDLE/HIGH SCHOOL PRINCIPAL: Mr. Baumann reported on Prom and summer school. He also congratulated Mr. Dorschner on the baseball team's first conference title in school history. He commented that this is one of the busiest weeks at the MS/HS with senior exams, graduation practice and parade, senior awards ceremony, 8<sup>th</sup> grade recognition ceremony, the end of the year picnic, and graduation.
    - 4. KELLY ROBINSON – ELEMENTARY SCHOOL PRINCIPAL: Mrs. Robinson reported that summer school numbers are a bit down, with a few days yet for signing up. The 3<sup>rd</sup> round of MAPS testing has been completed. She reported on the 6<sup>th</sup> grade Camp Bird week and losing the penny war to Coleman in a fundraiser for the Rennie family.
    - 5. TOM WHITE – BUILDINGS, GROUNDS AND TRANSPORTATION DIRECTOR: Mr. White reported that his staff helped with the Prom setup, the bidders meeting for the EIFS project, on overseeing the spring craft show with thanks to volunteer Tina Baye, on tornado drills held at each building, and on graduation preparations and setup.
    - 6. NICK SCHRAMM – TECHNOLOGY COORDINATOR: Mr. Schramm reported that he has found an applicant for the assistant position in technology, on a \$6,000 error in the vendor's math calculation found in the recent bid for Chromebooks, which will be adjusted per advice from the Buildings, Grounds, Transportation & Technology committee members. He reported that the Chromebooks and desktop computers have arrived for the 2022-23 school year, and finally, the Google platform audit has been completed, and he will be reviewing the 125 page documents to make any recommended adjustments to further secure our systems.

# Minutes of Regular Meeting of the Board of Education

May 18, 2022

Page -3-

## XIII. INFORMATION/DISCUSSION

- A. 2021-2022 BUDGET REVISION: Ms. Jones presented information pertaining to changes in the 2021-22 budget revision, resulting in a net change of -\$297,293 (reduction) in the fund balance.
- B. LEARNING LOSS COACH: Mr. Mans reported on the needs of adding a learning loss coach due to the needs created from the COVID 19 pandemic. Some of our students were not able to make the necessary progress in learning, so adding a limited term learning coach would provide assistance to those needing the extra help. This would be a licensed teacher using ESSER III COVID relief money to fund the limited-term position.
- C. ESSER III RETENTION STIPEND: Mr. Mans asked the Board to consider a one-time ESSER III retention stipend for the entire staff. Full time would be given \$750, with part-time staff prorated based on their percentage of full time work, being funded from the ESSER III COVID relief funding.
- D. NEW CLASS OF SPECIAL EDUCATION AIDE: Mr. Mans asked the Board to consider the creation of an additional class/category of special education aide for the purpose of compensation. The new class/category would include aides who have duties involving medical and bathroom duties with students, offering an additional \$2 per hour.
- E. 2022-2023 ADMINISTRATIVE AND SUPPORT STAFF COMPENSATION: The Board is asked to consider a 3.5% increase for administrative and support staff compensation for the 2022-2023 school year.
- F. MID/HIGH SCHOOL EIFS REMEDIATION BID: There were no properly submitted sealed bids for this project. The one bid was emailed with an amount of \$12,000, so Mr. White will seek quotes, since this was well under the threshold for requiring bids.
- G. MID/HIGH SCHOOL ACCESS ROAD: The Board was asked to discuss the MS/HS access road.
- H. STUDENT TRANSPORTATION CONTRACTS: Pat Swick, Rich Starzer, and Dana Walters have submitted notice that they are resigning from their student transportation contracts at the end of the school year. It is recommended that the contracts be offered to the remaining providers at the existing contracted rate and duration. If more than one of the remaining contractors express interest in assuming the contracts, a winner for each route will be determined by random drawing.
- I. COMMUNITY EDUCATION: Mr. Huc asked that this item be included on the agenda for discussion. The District has the position posted, with no applications at this time. Until a suitable candidate is found, the responsibilities of the position of Community Education Supervisor have been reassigned to other staff. There is no plan to reduce, end or change Community Education. The plan is to actively search for a new supervisor so that the Community Education programs continue to serve the school and community.
- J. NEOLA BOARD POLICY UPDATES
  - 1. 0100 – DEFINITIONS (REVISE)
  - 2. 0142.1 – ELECTORAL PROCESS (REVISE)
  - 3. 0142.5 - VACANCIES (REVISE)
  - 4. 0144.5 - BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT (REVISE)
  - 5. 0152 - OFFICERS (REVISE)
  - 6. 0165.1 – NOTICE OF MEETINGS (REVISE)
  - 7. 1421 – CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENTS (NEW)
  - 8. 1460 – PHYSICAL EXAMINATION (REVISE)
  - 9. 2210 – CURRICULUM DEVELOPMENT (REVISE)
  - 10. 2266 – NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES (REVISE)
  - 11. 2414 – HUMAN GROWTH AND DEVELOPMENT (REVISE)

12. 3121 - CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENTS (REVISE)
13. 3122.01 – DRUG-FREE WORK PLACE (REVISE)
14. 3160 – PHYSICAL EXAMINATION (REVISE)
15. 3340 – GRIEVANCE PROCEDURE (REVISE)
16. 4121 - CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENTS (REVISE)
17. 4122.01 – DRUG-FREE WORK PLACE (REVISE)
18. 4160 – PHYSICAL EXAMINATION (REVISE)
19. 4340 – GRIEVANCE PROCEDURE (REVISE)
20. 5113 – OPEN ENROLLMENT PROGRAM (INTER-DISTRICT) (REVISE)
21. 5200 - ATTENDANCE (REVISE)
22. 5215 – MISSING AND ABSENT CHILDREN (REVISE)
23. 5410 – PROMOTION, PLACEMENT, AND RETENTION (REVISE)
24. 5461 – CHILDREN AT-RISK OF NOT GRADUATING FROM HIGH SCHOOL (REVISE)
25. 5722 – SCHOOL SPONSORED PUBLICATIONS AND PRODUCTIONS (REPLACEMENT)
26. 6108 – AUTHORIZATION TO MAKE ELECTRONIC FUND TRANSFERS (REVISE)
27. 6114 – COST PRINCIPLES – SPENDING FEDERAL FUNDS (REVISE)
28. 6146 – POST-ISSUANCE TAX-EXEMPT BOND COMPLIANCE (REVISE)
29. 6152 – STUDENT FEES, FINES, AND CHARGES (REVISE)
30. 7100 – FACILITIES PLANNING (REVISE)
32. 7540.06 – DISTRICT-ISSUED STAFF E-MAIL ACCOUNT (REVISE)
33. 8310 – PUBLIC RECORDS (REVISE)
34. 8450 – CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES (REVISE)

The minor policy changes were discussed at the committee level and reviewed by the full Board.

#### XIV. ITEMS SCHEDULED FOR ACTION

##### A. RESIGNATION(S)

1. STUDENT TRANSPORTATION CONTRACTS: Motion by Dama, seconded by Cherry to approve the resignation by Pat Swick, Rich Starzer, and Dana Walters as discussed, with recommendation to order plaques of recognition. Motion carried 7-0.

##### B. APPOINTMENT(S)

1. DISTRICT NURSE: Motion by Dama, seconded by Heidewald to approve Stacie Witt as District nurse. Motion carried 7-0.
2. IT SUPPORT SPECIALIST: Motion by Ihde, seconded by Cherry to approve James Levenhagen as IT Support Specialist. Motion carried 7-0.
3. PART TIME CUSTODIAL EMPLOYEE: Motion by Heidewald, seconded by Huc to approve John Halverson as part time custodial employee. Motion carried 6-0-1 with Graese abstaining.
4. PART TIME FOOD SERVICE EMPLOYEE: Motion by Ihde, seconded by Heidewald to approve Carla Clarke as part time food service employee. Motion carried 7-0.
5. VOLUNTEERS/CHAPERONES: Motion by Heidewald, seconded by Cherry to approve the list of volunteers/chaperones as presented. Motion carried 7-0.

- C. 2021-2022 BUDGET REVISION: Motion by Cherry, seconded by Ihde to approve the 2021-2022 budget revision as presented earlier by Sarah Jones. Motion carried 7-0.

- D. LEARNING LOSS COACH: Motion by Huc, seconded by Ihde to approve the limited term 1 to 3 year position using ESSER III funds as discussed earlier. Motion carried 7-0.

Minutes of Regular Meeting of the Board of Education

May 18, 2022

Page -5-

- E. ESSER III RETENTION STIPEND: Motion by Cherry, seconded by Ihde to approve the ESSER III retention stipend as discussed. Motion carried 7-0.
  - F. NEW CLASS OF SPECIAL EDUCATION AIDE: Motion by Dama, seconded by Graese to approve creation of a new class of special education aide as discussed with a \$2/hr. increase. Motion carried 7-0.
  - G. 2022-2023 ADMINISTRATIVE AND SUPPORT STAFF COMPENSATION: Motion by Heidewald, seconded by Ihde to approve a 3.5% raise for administrative and support staff compensation as discussed earlier. Motion carried 7-0.
  - H. MID/HIGH SCHOOL EIFS REMEDIATION BID: There was not action on this item.
  - I. MID/HIGH SCHOOL ACCESS ROAD: Motion by Huc, seconded by Dama to approve a gravel access road with a gate as discussed. Motion carried 5-2 with Grandaw and Heidewald opposed.
  - J. STUDENT TRANSPORTATION CONTRACTS: Motion by Cherry, seconded by Dama to approve the offering of student transportation contracts of Pat Swick, Rich Starzer, and Dana Walters to the existing contractors as discussed earlier. Motion carried 7-0.
  - K. NEOLA BOARD POLICY UPDATES: Motion by Heidewald, seconded by Ihde to approve the NEOLA Board policy updates as discussed earlier. Motion carried 7-0.
  - L. DISTRICT WORKERS COMPENSATION AND GENERAL LIABILITY & PROPERTY INSURANCE RENEWAL: Motion by Cherry, seconded by Huc to approve the District workers compensation and general liability & property insurance renewal as discussed. Motion carried 7-0.
  - M. 2022 SUMMER EARLY COLLEGE CREDIT PROGRAM APPLICATIONS: Motion by Ihde, seconded by Heidewald to approve the 2022 summer early college credit program applications as presented. Motion carried 7-0.
  - N. 2022 FALL START COLLEGE NOW APPLICATIONS: Motion by Dama, seconded by Heidewald to approve the 2022 fall start college now applications as presented. Motion carried 7-0.
  - O. FUTURE AGENDA ITEMS: There were none
- XV. ADJOURNMENT: Motion by Dama, seconded by Ihde to adjourn at 7:21 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek  
Recording Secretary

---

Kris Heidewald  
Clerk

---

Amy Grandaw  
President