

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

**OFFICIAL MINUTES**

Regular Meeting of the Board of Education.....August 20, 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, Lyle Cherry, Kim Hanson, and Cory Siebert were present. Kaitlin Deschane was absent. Others present: Kelly Robinson – District Administrator, Sarah Jones – Business Administrative Assistant, Tom White – Director of Buildings, Grounds and Transportation, Jeff Baumann – Middle/High School Principal, Nick Schramm – Technology Coordinator, Jannie Marsolek – Administrative Secretary, Julie Patefield – Community Ed Supervisor, Alexandria Graves – HS Counselor, Charlie Boivin – HS Teacher, Marissa Zahn – Bookkeeping, and Jeff Ott – HS Teacher. Also attending were Mike Frievault, Damon Roman, Sara Roman, Justin Pusick, and Bonnie Beamer, as well as a few 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 JULY 16, 2025
  - B. MINUTES OF SPECIAL MEETING AUGUST 6, 2025
  - C. GENERAL FUND VOUCHERS AND FINANCIAL REPORTMotion by Cherry, seconded by Hanson to approve consent agenda as read, including general fund vouchers 109454 - 109566 in the amount of \$418,612.25, ACH number 252600005 in the amount of \$4,948.66, wire transfers 202500001-202500013 in the amount of \$340,379.07, and no voids for a total of \$763,939.98. Motion carried 6-0.
- VI. PUBLIC INPUT: There were comments from four community members regarding complaints, public comment, sports, and coaching.
- VII. CORRESPONDENCE/RECOGNITION: There was none.
- VIII. REPORTS
  - A. ADMINISTRATIVE REPORTS
    1. KELLY ROBINSON – SUPERINTENDENT: Mrs. Robinson reported on the 8/11 teacher in-service, including staff awards for years of service, the new student drop off and pick up loop at the elementary school, on the roof project, and on the new press box at the MS/HS football field.
    2. JEFF BAUMANN – MIDDLE/HIGH SCHOOL PRINCIPAL: Mr. Baumann reported on the August early start to the new school year, an increase in student enrollment this year, and on impressive enrollment of our high school students in the work-based learning, Northwoods Lab, College Credit through outside institutions, Dual Credit, and AP classes.
    3. KAM DAMA – ELEMENTARY SCHOOL PRINCIPAL: Mrs. Robinson reported for Mrs. Dama on the Crivitz Area Women’s Club school supply giveaway, on the open house held on August 14, and the new drop off and pick up loop at the elementary school.
    4. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White reported on the wrap up to summer cleaning and maintenance, the annual busing meeting, on the updates to the baseball field irrigation and landscaping, and on annual maintenance to the gym floors.

5. NICK SCHRAMM – TECHNOLOGY COORDINATOR: Mr. Schramm thanked his staff, including summer staff, for all of their efforts to make the IT department successful again this school year. He reported that he met with new staff on 8/5 to discuss their technology use in the district, and also reported on the 8/18 meeting with a all 7-12 grade students to discuss technology rules and expectations, password changes, and to sign the electronic paperwork. They ensured that all students could log in and access the applications as needed.
6. JULIE PATEFIELD – COMMUNITY ED SUPERVISOR: Mrs. Patefield reported on the many happenings in the CE department, including youth tackle and flag football, cheer, and theater updates. She reported on dates set for Sourdough 101, Make & Take Art Class, the fall craft show, and a Board & Brush class. She is finalizing dates for piano lessons, guitar lessons, babysitting & safe-at-home classes, pottery and Cricut classes. Automotive maintenance and soccer will start in the spring. She is also reaching out to Bellin/Emplify regarding CPR classes, and will be meeting with Marinette County Elderly Services to collaborate ideas for our elderly. She is meeting with Maddison at the CYCC to help build community programs, and will continue to collect ideas to grow the department.

IX. ITEMS FOR DISCUSSION

- A. ACP/E4E PLAN OVERVIEW: Mrs. Graves and Mrs. Boivin presented an overview on the ACP/E4E plan, which must be approved every year. The plan will be up for approval later in the evening.

X. ITEMS SCHEDULED FOR ACTION

A. RESIGNATION(S)

1. NATIONAL HONOR SOCIETY ADVISOR: Motion by Heidewald, seconded by Graese to approve Traci Plucker's resignation as National Honor Society Advisor. Motion carried 6-0.
2. HIGH SCHOOL STUDENT COUNCIL ADVISOR: Motion by Cherry, seconded by Hanson to approve Charlie Boivin's resignation as HS Student Council advisor. Motion carried 6-0.

B. APPOINTMENTS

1. PART-TIME FOOD SERVICE EMPLOYEE: Motion by Cherry, seconded by Heidewald to approve Jeri Carter as part time food service employee. Motion carried 6-0.
2. YOUTH APPRENTICESHIP STUDENTS – EDUCATION: Motion by Hanson, seconded by Graese to approve Kyra Beier, Jasmine Martin, Kirsten Pusick, Eva Van Lanen, and Leah Krause as youth apprenticeship students in education. Motion carried 6-0.
3. HI-Q CO-ADVISORS: Motion by Heidewald, seconded by Graese to approve Julie Retza and Billy Retza as HI-Q co-advisors. Motion carried 6-0.
4. HIGH SCHOOL STUDENT COUNCIL CO-ADVISORS: Motion by Hanson, seconded by Graese to approve Charlie Boivin and Bethany Emler as high school student council co-advisors. Motion carried 6-0.
5. VOLUNTEERS/CHAPERONES: Motion by Heidewald, seconded by Cherry to approve the list of volunteers/chaperones as presented. Motion carried 6-0.

- C. 2025-2026 SUBSTITUTE STAFF LIST: Motion by Cherry, seconded by Siebert to approve the list of 2025-26 substitute staff as listed. Motion carried 6-0.

- D. ACP/E4E PLAN: Motion by Heidewald, seconded by Hanson to approve the ACP/E4E plan as presented earlier. Motion carried 6-0.

XI. RECESS TO CLOSED SESSION AS PROVIDED BY STATE STATUTE 19.85(1)(f): CONSIDERING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OR DISCIPLINARY DATA OF SPECIFIC PERSONS, PRELIMINARY CONSIDERATION OF SPECIFIC PERSONNEL PROBLEMS OR THE INVESTIGATION OF

CHARGES AGAINST SPECIFIC PERSONS EXCEPT WHERE PAR. (b) APPLIES WHICH, IF DISCUSSED IN PUBLIC, WOULD BE LIKELY TO HAVE A SUBSTANTIAL ADVERSE EFFECT UPON THE REPUTATION OF ANY PERSON REFERRED TO IN SUCH HISTORIES OR DATA, OR INVOLVED IN SUCH PROBLEMS OR INVESTIGATIONS:

A. REVIEW OF VOLUNTEER APPLICATION

Motion by Graese, seconded by Heidewald to recess to closed session as read. Roll call vote was taken: Grandaw-Yes, Graese-Yes, Heidewald-Yes, Cherry-Yes, Hanson-Yes, Deschane-Absent, and Siebert-Yes. Motion carried and close session began at 6:39 pm.

XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATE STATUTE 19.85(2)

A. POSSIBLE ACTION ON VOLUNTEER APPLICATION

Motion by Heidewald, seconded by Siebert to reconvene into open session at 7:15 pm. Motion carried 6-0. There was no action taken in open session.

XIII. ADJOURNMENT: Motion by Graese, seconded by Hanson to adjourn at 7:16 pm. Motion carried 6-0.

Prepared by:

Jannie Marsolek  
Recording Secretary

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Kris Heidewald  
Clerk

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Amy Grandaw  
President