

SCHOOL DISTRICT OF RIB LAKE BOARD OF EDUCATION MEETING MINUTES

Wednesday, May 15, 2024

Rib Lake Boardroom

Board President Tlusty called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

Roll Call: Thums, Meyer, Glenzer, Grzanna, Scheller, Treffinger, Tlusty.

Glenzer made a motion to approve the minutes of the April 17, 2024 Regular meeting minutes, seconded by Treffinger. Motion carried with a 7-0 voice vote.

Students

- a. Student Council Update - Student Council did not attend the meeting.
- b. Summer School 2024 - Administrator Grubbs reported that we have 211 students signed up for summer school and we are offering two sessions of swimming lessons.
- c. Policy Update (2nd Reading) Board Policy 411 Rule - Student Discrimination Complaint Procedure - Scheller made a motion to approve the Board Policy 411 Rule - Student Discrimination Complaint Procedure, seconded by Grzanna. Motion carried with a 7-0 voice vote.
- d. Graduation Week - Principal Budimlija reported that Seniors will have the elementary walk on May 21, Action City Trip and Senior Awards on May 22, Senior breakfast and practice will be May 24 with Graduation on May 24 at 7pm.
- e. Open Enrollment - Administrator Grubbs reported the district usually has a negative open enrollment, this year we will finish at minus five students for open enrollment.
- f. Pupil Nondiscrimination Self-Evaluation Report SY 23-24 - Administrator Grubbs reported that the district has completed all the actions required by the CRDC audit that took place last school year. Glenzer made a motion to approve the Pupil Nondiscrimination Self Evaluation, seconded by Treffinger. Motion carried with a 7-0 voice vote.

Community

- a. Citizens Input - None
- b. Review of Correspondence - WASB Conference flyer
- c. Organizational Business: Election of President, Vice-President, Clerk, Treasurer: Scheller nominated Tlusty for President. Motion carried with a roll call vote Thums, Meyer, Glenzer, Grzanna, Scheller, Treffinger. Tlusty nominated Thums for Vice-President. Motion carried with a roll call vote Meyer, Glenzer, Grzanna, Scheller, Treffinger, Tlusty. Treffinger nominated Glenzer for Clerk. Motion carried with a roll call vote Grzanna, Scheller, Treffinger, Tlusty, Thums, Meyer. Scheller nominated Treffinger for Treasurer. Motion carried with a roll call vote Tlusty, Thums, Meyer, Glenzer, Grzanna, Scheller.
- d. Designation of Recording Secretary, Depository, Newspaper, WASB Delegate, WASB Alternate, CESA 9 Representative - Treffinger made a motion to approve Recording Secretary JoAnne Peterson, Newspaper - Star News, Depository Forward Bank, WASB Delegate Tlusty, WASB Alternate Thums, CESA 9 Representative Grzanna, seconded by Scheller, motion carried with a 7-0 voice vote.
- e. Committee Assignments (Personnel, Facility, Policy, School Forest, Safety, Athletic Committee) - Glenzer made a motion to approve the following committee assignments: Personnel Committee - Tlusty, Glenzer and Meyer, Facility - Thums, Grzanna and Glenzer, Policy - Treffinger, School Forest - Thums, Safety - Scheller and Tlusty, Athletic - Grzanna and Tlusty, seconded by Grzanna. Motion carried with a 7-0 voice vote.

Staff

- a. Personal Contracts: Resignations/Hires- Thums made a motion to approve the resignation of Assistant AD and Athletic Trainer, Cassie Semon, seconded by Treffinger. Motion carried with a 7-0 voice vote. Grzanna made a motion to approve the hire to Mindy Martin 3-5 Special Education Teacher and Mikayla Kosmer, MS Math Teacher, seconded by Glenzer. Motion carried with a 7-0 voice vote.

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- b. Staff Handbook 2024-25 - Administrator Grubbs reported that they will include the teacher salary schedule in the handbook and for compassionate care, we will remove volunteers will be sought among staff to donate sick days for an individual involved in a specific situation and update to read that upon approval, the district will provide up to 30 days for that specific event. Remove Athletic Director pay. Treffinger made a motion to approve a \$2 increase in bus driver pay per hour, seconded by Scheller. Motion carried with a 7-0 voice vote.
- c. Bus Driver Appreciation - Administrator Grubbs thanked the bus drivers for their dedication and time driving this past school year. Glenzer made a motion to purchase \$10 gift cards for our bus drivers, seconded by Treffinger. Motion carried with a 6-0 voice vote, Thums abstain.

Facilities and Finance

- a. Review Current Bills and Possible Approval for Payment of the Same - Glenzer made a motion to pay May bills in the amount of \$159,179.17 seconded by Scheller. Motion carried with a roll call vote Meyer, Glenzer, Grzanna, Scheller, Treffinger, Tlusty, Thums (abstain).
- b. Consideration and Possible Approval of Bond Counsel - Administrator Grubbs recommends Quarles and Brady for our Bond Counsel, we have worked with them for many years and they represent the majority of school districts and municipalities in the state. They will handle all the legal filings and notices required for the referendum and the sale of municipal bonds. Glenzer made a motion to approve Quarles and Brady as our Bond Counsel for \$28,575, seconded by Grzanna. Motion carried with a 7-0 voice vote.
- c. Consideration and Possible Approval of Underwriter - Administrator Grubbs recommends Baird, we have worked with Baird in the past for short term borrowing, Baird has helped us up to this point and they work with many schools in the state. Grzanna made a motion to approve Baird as our underwriter at a fee not to exceed 1.25%, seconded by Treffinger. Motion carried with a 7-0 voice vote.
- d. Consideration and Possible Approval of S&P Bond Rating - Administrator Grubbs reported that the district will need to work with Baird and Bond Counsel to prepare documents to receive a S&P bond rating. Scheller made a motion to approve the cost of \$23,000 for the S&P Bond Rating, seconded by Glenzer. Motion carried with a roll call vote Meyer, Glenzer, Grzanna, Scheller, Treffinger, Tlusty, Thums.
- e. Resolution Establishing Parameters for the Sale Not to Exceed \$15,000,000 General Obligation Promissory Notes - Administrator Grubbs introduced Kevin Mullen from Baird, Mr. Mullen reviewed the bond parameters. Thums made a motion to approve the Resolution Establishing Parameters for the Sale Not to Exceed \$15,000,000 General Obligation Promissory Notes, seconded by Treffinger. Motion carried with a roll call vote Glenzer, Grzanna, Scheller, Treffinger, Tlusty, Thums, Meyer.
- f. Consideration and Possible Approval of 2023-24 Budget Revision - Peterson reviewed the possible budget revisions for 2023-24. There are increases to revenues for Funds 10, 27, 46 and 73. In Fund 10 there were increases to revenues in local sources from additional grants the district received and additional revenue for an increase in the number of open enrollments into the district. Expenses were reallocated for Funds 10, 27, 50 and 73. Fund 10 saw a decrease in instructional spending as the initial budget accounted for more curriculum purchases through ESSER. This was reallocated to cover additional technology and HVAC expenses in the district. Additional funds also increased the Fund 10 expense to Fund 46 and Fund 73. Scheller made a motion to approve the 2023-24 budget revisions, seconded by Grzanna. Motion carried with a 7-0 voice vote.
- g. Consideration and Possible Approval of District HVAC Preventative Maintenance Contract - Administrator Grubbs received four bids for the annual HVAC Preventative Maintenance Contract. The facilities committee recommends the district continue with August Winters. Thums made a motion to approve August Winters for our HVAC Preventative Maintenance Contract, seconded by Grzanna. Motion carried with a 7-0 voice vote.
- h. Consideration and Possible Approval of Bond Proceeds Management Service - Administrator Grubbs reviewed five options for Bond Proceed Management Services. This company will help manage and track our funds from the bond borrow and safely invest proceeds until we need the funds for

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- construction. Administrator Grubbs presented a hybrid option where ADM acted as the municipal advisor and managed the funds, while working with Forward more than a normal bank. Thums made a motion to approve the ADM hybrid option with them working with our local Forward Bank, seconded by Meyer. Motion carried with a 7-0 voice vote.
- i. Consideration and Possible Approval of Excel Engineering Contract - Administrator Grubbs is still working on some small details of the contract to lower the overall cost. Grzanna made a motion to approve the Excel Engineering Contract, seconded by Scheller. Motion carried with a roll call vote Treffinger, Tlusty, Thums, Meyer, Glenzer, Grzanna, Scheller.
 - j. Website Redesign & Update by CMS4Schools - Administrator Grubbs indicated that the website is out of date, CMS4Schools will redesign the website for \$4,800 plus \$600 for the landing pages. Scheller made a motion to approve the redesign of our website by CMS4Schools for \$5,400, seconded by Grzanna. Motion carried with a roll call vote Tlusty, Thums, Meyer, Glenzer, Grzanna, Scheller, Treffinger.
 - k. Base Wages for 2024-25 - Administrator Grubbs reported that the personnel committee held their annual meet and confer session this past Monday. The personnel committee recommends a 4.12% CPI increase. Scheller made a motion to approve a 4.12% base wage increase and teachers that are in row R will also receive a \$1000 step increase, seconded by Treffinger. Motion carried with a roll call vote Scheller, Grzanna, Glenzer, Meyer, Thums, Tlusty, Treffinger. The personnel committee recommends at least a 4.12% increase to the support staff wage schedule. Grzanna made a motion to approve a 5.5% increase to the support staff wage schedule and a \$.30 step increase to staff in column 6, seconded by Thums. Motion carried with a roll call vote Grzanna, Scheller, Treffinger, Tlusty, Thums, Meyer, Glenzer.

Reports

- a. District Administrators Report - Administrator Grubbs reported that we are working on hirings for the next school year, Administrator Grubbs attended the WASDA Spring Conference, roof top units will be replaced in mid to late June with a crane at the high school.
- b. ELE/HS/MS - Principal Dallmann reported that Mitchell Brookins from Wit & Wisdom connected us with another district in Kansas, most staff are LETRS trained, the band performed at the elementary school, class lists are prepared, lots of field trips the last couple of weeks, Kindergarten graduation, also thank to the Westboro and Rib Lake Fish and Game for their time and donations to our 4th grade class. Principal Budimlija reported that Mia Chimel from CESA continues to coach our staff, congratulations to our students at state forensics, we had Fine Arts Night, Spring Fling Sing Thing, thank you to Dan Winkler and Student Counsel for Day Without Hate, thank you to Dan Winkler and Leah Hoogland for all their work for Prom, post prom committee, congratulations to state solo ensemble students and to softball, baseball and track on their seasons and as they move to regionals, and 8th grade graduation on May 29 at 7:00.
- c. Special Education - Principal Dallmann reported that staff are working on caseloads, reviewing expectations for grade levels, finishing IEP's and Mindy Martin is job shadowing with Hannah.

Glenzer made a motion to go into closed session in accordance with WI Statute 19.85.(1)c. for the following items at 8:24 p.m., seconded by Treffinger. Motion carried with a roll call vote Thums, Meyer, Glenzer, Grzanna, Scheller, Treffinger, Tlusty.

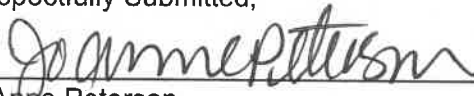
- a. 2024-2025 Wage consideration for Bookkeeper, Interpreter, Counselors, Technology Coordinator, Nurse, Head Cook, Elementary Principal, Middle/High School Principal, District Administrator

Movement into Open Session Taking Action as Necessary on Items Discussed in Closed Session. Grzanna made a motion, seconded by Scheller. Motion carried with a 7-0 voice vote.

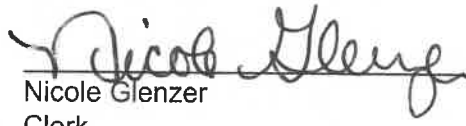
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Treffinger made a motion to adjourn at 8:50 p.m., seconded by Grzanna. Motion carried with a 7-0 voice vote.

Respectfully Submitted,



JoAnne Peterson
Recording Secretary



Nicole Glenzer
Clerk