



# RICHMOND SCHOOL DISTRICT

**Board Meeting Minutes | 6/09/2025 | 6:00 PM**

N56W26530 Richmond Rd, Sussex, WI 53089 | Community Room

## **I. Call to Order/Statement of Public Notice**

Laura Bradin called the meeting to order at 6:00 pm and noted that the meeting was properly posted.

## **II. The Pledge of Allegiance was recited**

## **III. Roll Call**

Nicholas Galfano-here, Jennifer Miller-here, Matt Krasucki-here, Laura Bradin-here, Travis Suss-here. Administration present: Zach Daniels, Jennifer Sevcik, and Dr. Jeanne Siegenthaler.

## **IV. Public Comments on Current Agenda Items—none**

## **V. Approval of Minutes -**

Laura Bradin motioned to approve the regular Board of Education meeting minutes from April 28, 2025, Jennifer Miller seconded. All ayes, motion carried 5-0.

Laura Bradin motioned to approve the Special Board of Education meeting minutes from May 13, 2025, Jennifer Miller seconded. All ayes, motion carried 5-0.

Laura Bradin motioned to approve the Special Board of Education meeting minutes from May 14, 2025. Travis Suss seconded. All ayes, motion carried 5-0.

## **VII. Treasurer's Report**

Jennifer Miller motioned to approve the Treasurer's Report: 1 Balance Sheet Detail, 2 Checks Issue Summary, 3 Check Listing Detail, and 4 Expenses as presented. Nick Galfano seconded. All ayes, motion carried 5-0.

## **VIII. District Communications**

### **A. Administrative Reports**

1. President Report-None

2. **Administrative Report** - Dr. Siegenthaler presented the Board with an update on our 8th-grade graduation on Thursday, June 5th. Thank you to Board Members Laura Bradin and Nicholas Galfano, who volunteered to represent the Board and hand out diplomas. We had a great school year with fifteen service projects, a talent show, thirteen concerts, being named a Top Workplace for the third year, and remaining as a top 12 performing school district, out of 421 districts, along with several other celebrations. Our budget remains balanced, our state reports have all been filed on time, and our community remains very supportive of our school! We have a lot of summer work planned! The gym floor started renovations on June 6th, along with removing all of the 31 toilets and replacing them with commercial Kohler toilets, along with new bathroom stalls. By the time school starts in the Fall, our building will be ready with many great updates and new staff! I am excited to report that I will present at the National District Administrators' Leadership Institute conference on September 24-26th, 2025.

3. **Principal's Report** - Dr. Siegenthaler presented the Principal's report with Mr. Behrendt not in attendance. Dr. Siegenthaler reported the 2024–25 school year concluded on June 6, and the final days were filled with celebration and community. A few items were noted along with Mrs. Scheuerman's first annual 3D fashion show, the 8th graders enjoyed their incentive trip to the Kalahari and then 8th grade families also received summer reading packages last week, which included books, early literacy materials, and parent resources to support continued learning at home. Looking ahead to 2025-2026, our focus is planning professional development and refining instructional strategies, literacy remains a core priority, with continued efforts in that area alongside a renewed focus on math and preparation for our upcoming social studies curriculum adoption. We're also revisiting our assessment strategy across AIMSweb, MAP, and Wisconsin Forward.

4. **Business Managers Report** - Mr. Daniels, our Business Manager, gave an update in regards to the upcoming summer work, the closing of the books for the 2024-2025 school year, and preparing for 2025-2026. The preliminary audit is scheduled for June 24th, with the final audit day on July 30th. We are modifying our purchasing practices for the Charger Academy to align with our updated school year guidelines. As a result of our 24-25 membership audit, we will also be tracking our attendance differently to ensure that when we are audited next (membership audits are required at least once every 4 years) this information matches what the auditors expect to see. Lastly, the Preliminary Budget for 2025-26 will be presented and is an item for consideration later this evening.

## **B. Committee Minutes and Reports**

### **C&I**

Chairperson – Nicholas Galfano gave an update from the June 4, 2025 meeting  
Next Meeting - July 10, 2025

### **F&O**

Chairperson – Jennifer Miller gave an update from the June 2, 2025 meeting  
Next Meeting - July 23, 2025

### **HR**

Chairperson – Laura Bradin gave updates in regards to the May 22nd and June 5th meetings  
Next Meeting - July 10, 2025

## **IX. Items of Information**

### **1. Human Resources-None**

### **2. Curriculum and Instruction-**

Dr. Siegenthaler gave an update in regards to Curriculum & Instruction Policies that were reviewed at the June 4th C&I Committee Meeting Policy #443.4 Student Alcohol and other Drug Use, there is a new Statute defining hazardous inhalant. It has also added a new section. Discussion on Policy #443.5 Student Use of Electronic Communication Devices. This policy is similar to the prior policy, adding that a device possessed or used by a student may be subject to an appropriately limited search by a District official. Policy #460 Student Scholarships and Awards, no changes to this policy. These policies will go to the July 14th Board Meeting for approval.

### **3. Finance and Operations-**

#### **A. Discussion on engaging in future conversations on the Arrowhead consolidation**

The Arrowhead Consolidation meeting was held on May 8th and was attended by Matt Krasucki and Dr. Siegenthaler. Items discussed at this meeting were: school finance, different pros and cons connected with a possible consolidation, Board of Education member breakdown, and referendum dates and deadlines. The board discussed the next steps of who reaches out to whom, with a decision of Mr. Daniels handling the financial side of preparing a plan of what the first step should be for the July meeting prior to meeting with other schools.

#### **B. 2024-2025 Seclusion and Restraint Annual Report**

Dr. Siegenthaler updated the Board on the Annual Seclusion and Restraint report, which is filed with DPI by December 1st of each year. For the 24-25 school year, we had zero incidents of seclusion and/or restraints.

#### **C. School Safety Drills**

Dr. Siegenthaler gave the Board an update regarding the School Safety Drills, including dates, etc. The only month that drills are not held is July.

## **V. Items for Consideration**

### **1. Finance and Operations**

Jennifer Miller motioned to approve the 2025-26 Property & Casualty Insurance renewal with a premium of \$51,311 including an increase of \$631.00 Matt Krasucki seconded. All ayes, motion carried 5-0.

Laura Bradin motioned to approve the 2025-2026 budget, which is currently balanced based on the information presented to the Board with a projected tax levy of \$2,404,724, a 9.5% increase from the prior year; however, the mill rate is projected to be \$3.37, which is a 4.29% increase. Nick Galfano seconded. All ayes, motion carried 5-0.

### **2. Curriculum and Instruction**

#### **Policies for Review and Recommendation**

Laura Bradin motioned to approve Policy 345.5, 4th Grade Promotion as presented by adopting the DPI Policy. Travis Suss seconded. All ayes. Motion carried 5-0.

### **3. Human Resources**

Laura Bradin motioned to approve the 66.0301 Physical Therapy contract with Hartland Lakeside, who is the fiscal agent on this contract. The cost will be approximately \$6,500 and is based on IEP needs. Jennifer Miller seconded. All ayes, motion carried 5-0.

Laura Bradin motioned to approve the 2025-2026 Employee Handbook with proposed updates/changes, as presented. Nick Galfano seconded. All ayes, Motion carried 5-0.

Matt Krasucki motioned to approve the 2025-2026 Teacher Contracts as presented, increasing the amounts to \$8,492.00 from 24-25, totaling \$2,060,767. Laura Bradin seconded. All ayes, motion carried 5-0.

Laura Bradin motioned to approve the resignation of Ms. Schumacher. Jennifer Miller seconded. Motion carried 5-0

Laura Bradin motioned to approve the hiring of Martica Hazelwood as our Middle School Math and Science Teacher. Matt Krasucki seconded. All ayes, Motion carried 5-0.

**Personnel Matters: Resignation(s), Retirement(s), New Hire(s), Leave(s) of Absence, Contract Modification(s), Non-Renewal(s)**

- a. Motion and a roll call vote to go into closed session. Pursuant to WI Statutes 19.85 (1)(c) and (f). Discussion and potential action regarding the procedure to implement to review the conduct of an individual, which may involve the disclosure of pupil record information and employee performance record information, requires a closed session. Motion by Matt Krasucki. Seconded by Laura Bradin. Roll call into closed session - Nicholas Galfano - in, Travis Suss - in, Laura Bradin - in, Matt Krasucki - in and Jennifer Miller - in at 7:34 pm.
- b. No action taken from the closed session.

**Reconvene into Open Session**

Motion and roll call out of closed session by Laura Bradin at 9:14 PM. Seconded by Jennifer Miller. All aye's.

Roll call out of closed session - Nicholas Galfano - out, Jennifer Miller - out, Laura Bradin - out, Matt Krasucki - out, Travis Suss - out.

**XI. Adjourn**

Laura Bradin motioned to adjourn the meeting at 9:15 pm. Jennifer Miller seconded. All Ayes, motion carried 5-0.

**Next Meeting: July 14th, 2025, at 6:00 PM in the Community Room**