



RICHMOND SCHOOL DISTRICT

Board Meeting Minutes | 1/13/2025 | 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 p.m. Jeanne Siegenthaler noted that the meeting was properly posted.

II. Roll Call

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

III. Pledge of Allegiance

All stood and recited the Pledge of Allegiance.

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 December 9, 2024. Jennifer Miller seconded. All ayes, motion carried 5-0.

VI. Treasurer's Report

Travis Suss motioned to approve the Treasurer's report as presented. Jennifer Miller seconded. All ayes, motion carried 5-0.

VII. District Communications

A. Administrative Reports

1. District Administrator Report - Dr. Jeanne Siegenthaler updated the Board on the upcoming April 1, 2025 election. There are two seats and three candidates, in ballot order: Jennifer Miller, Matthew Krasucki, and Chris Fogel. Secondly, an update was given regarding bus and parent pickup/drop off. Dr. Siegenthaler is collaborating with the Waukesha County Sheriff's Department and staff to make our practices safe and streamlined. In addition, The Village of Lisbon will add a yearly 1400-gallon Martelle Water treatment to our lift station quarterly to help control odor. Lastly, there was an update regarding 4K/5K night, which is on January 29th from 5:30 to 6:30 pm.

2. Principal's Report - Principal Behrendt gave an update on various topics ranging from winter concerts, girls and boys basketball, and the after-school STEAM program, Disaster Island. Our K-5 Staff and RTI Team administered the AIMS reading assessment, ensuring our compliance with Wisconsin's Act 20. Lastly, we are looking ahead to Middle School winter MAP Assessments and our upcoming Family Literacy Night on February 5, 2025

3. Business Manager Report—Business Manager Zach Daniels reported on the final end of the year tasks; W-2's for all staff members have been completed, WT6 (State withholdings) 1099s, 1095s, 941 filings, unemployment reports and new hire documentation are all completed. In addition, after attending the Baird Workshop, Mr. Daniels has made adjustments to Richmond's multi-year financial forecast. Information regarding these changes will be presented at the February 10th Board Meeting.

B. SLATE Presentation

Mr. Holzer gave a presentation regarding the SLATE Conference he attended in December 2024, Harnessing the Power of AI. He shared how he and other staff members learned about new technologies offered to schools in the world of AI. Learning new technologies to help make planning easier for both teachers and students.

C. Committee Minutes and Reports

C&I

Chairperson – Laura Bradin informed the Board on the January 13, 2025 meeting
Next Meeting - TBD

F&O

Chairperson – Travis Suss informed the Board on the January 9, 2025 meeting
Next Meeting - TBD

HR

Chairperson – Nick Galfano informed the Board on the January 8, 2025 meeting
Next Meeting - February 5, 2025 at 3 PM

VIII. Items of Information

A. Finance and Operations -

Dr. Siegenthaler updated the Board on the following Policy up for the first read. Policy #423 Open Enrollment and AP. This Policy needs to be updated to include recommended class sizes. These policies will be presented to the Board again on February 10, 2025, for a final read.

B. Curriculum and Instruction

Dr. Siegenthaler updated the Board on the following Policies up for the first read: Policy #342.6 Programs & Curriculum Modifications for Individual Students, no changes needed. Policy 342.7 Services for English Language Learners and AP. This policy has an update to the State format for ELL Students. Policy 364 School Counseling Program. This policy has an update to the discrimination paragraph to state “any other legally-protected status or classification”. Policy 383.1 Service Animals on District Premises. The policy is the same but added US Code of Education to refer to 20 U.S.C. Chapter 33. These policies will be presented to the Board again on February 10, 2025, for a final read.

C. Human Resources

Dr. Siegenthaler updated the Board on the following Policies up for the first read: Policy 164 Board Member Compensation & Reimbursement AP and Form. The policy is the same with an addition of the Board having the authority to vote or authorize compensation as recommended. Policy 538 Professional Staff Evaluations, New Employees. There is new language which should be added based on post-ACT 10 verbiage. Policy 548 Evaluation of Support Staff Professional, no changes. These policies will be presented at the Board Meeting on February 10, 2025, for a final read.

IX. Items of Consideration

A. Curriculum and Instruction

B. Finance and Operations

- a. Laura Bradin motioned to approve the creation of Policy #662.2 Community Programs and Services (Fund 80). This new policy will assist with future financial Planning. Jennifer Miller seconded. Motion carried 5-0. All ayes.
- b. Open Enrollment Seats for the 25-26 school Year:

Laura Bradin motioned to approve zero 4K-8th grade speech-only seats for the 25-26 school year. Jennifer Miller seconded. Motion carried 5-0. All ayes.

Laura Bradin motioned to approve zero 4K-8th grade special education seats for the 25-26 school year. Jennifer Miller seconded. Motion carried 5-0. All ayes.

Laura Bradin motioned to approve the following seats for 4K-8th grade, regular education, for the 25-26 school year. Total number of seats available from 4K to 8th grade for Regular Education are 81 students. Jennifer Miller seconded. Motion carried 5-0. All ayes.

- 11 seats for 4K
- 12 seats for 5K
- 7 seats for 1st grade
- 11 seats for 2nd grade
- 3 seats for 3rd grade
- 5 seats for 4th grade
- 4 seats for 5th grade
- 9 seats for 6th grade
- 4 seats for 7th grade
- 15 seats for 8th grade

X. Adjourn

Laura Bradin motioned to adjourn the meeting at 6:40 PM. Jennifer Miller seconded. All ayes. Motion carried 5-0.

Next Meeting: February 10, 2025 at 6:00 PM in the Community Room