



RICHMOND SCHOOL DISTRICT

Board Meeting Minutes | 11/13/2023 | 6:00 PM

N56W26530 Richmond Rd, Sussex, WI 53089 | Community Room

I. Call to Order/Statement of Public Notice

Chris Fogel called the meeting to order at 6:00 pm. Jeanne Siegenthaler noted that the meeting was properly posted.

II. Pledge of Allegiance was recited

III. Roll Call

Chris Fogel-here, Jennifer Miller-here, Matt Krasucki-here, Laura Bradin-here, Travis Suss-here. Administration present: Steve Behrendt, Jen 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 October 23, 2023, Jennifer Miller seconded. All ayes, motion carried 5-0.

VI. Treasurer's Report

Laura Bradin motioned to approve ACH checks 9000006853 to 9000006996 totaling \$220,333.37, regular checks 48486 to 48547 totaling \$135,975.81, voided checks 01150, 48333 and 48520 totaling (\$4,250.73) and wire transfers 01147 to 01167 totaling \$167,609.82, Matt Krasucki seconded. All ayes, motion carried 5-0.

VII. District Communications

A. Administrative Reports

1. District Administrator Report - Dr. Siegenthaler presented information regarding the upcoming School Board Election, which will take place on April 2, 2024, in a Primary Election in February is not required. Information was given regarding the required election paperwork, Salary Refusal documentation, and due dates, along with dates Richmond will be closed for the holidays. Richmond's upcoming 4K/5K Parent night will be held on January 16, 2023, at 5:30 pm.
2. Principal's Report - Steve Behrendt reported on the continuous improvement with 5K focusing on literacy, and the October 26th day of learning and training for staff, along with the different ways to implement resources from Savvas and MyView. The first peer observation cycle has come to a completion, and staff continues to work on enhancing building culture while boosting individual creativity and performance to learn.
3. Business Managers report - Dr. Siegenthaler gave an update, in Business Manager Zach Daniel's absence, regarding the proposed changes to the health insurance following a meeting with The Insurance Center. Due to rising health insurance costs, it has led Administration to seek out more affordable healthcare, choosing between two different carriers, which will cap our costs at no more than 25% in 2025. A date of November 21st has been set to discuss the plan changes and next steps with staff.

B. Committee Minutes and Reports

C&I - Chairperson –

F&O – Chairperson –

HR – Chairperson – Matt Krasucki gave an update from the October 9th and October 30th Personnel/Negotiations Committee meetings.

Next Meeting - December 21, 2023 @ 2:30 PM

Next Meeting - December 7, 2023 @ 2:30 PM

Next Meeting - TBD

VIII. Items of Information

A. Finance and Operations

1. 662.3 Fund Balance Policy (Action)

Chris Fogel motioned to approve the proposed changes to Policy 662.3 - Fund Balance Policy, Matt Krasucki seconded, All Ayes, motion carried 5-0.

IX. Items of Consideration

C&I Committee

1. Policy Review

361.1 Instructional Materials Selection/AP (Action)

361.2 Library C&I Materials Selection/AP (Action)

Chris Fogel motioned to approve the proposed changes to both Policy 361.1 Instructional Materials Selection with Administrative Procedure and Policy 361.2 Library C&I Materials Selection with Administrative Procedures; Laura Bradin seconded, all ayes, motion carried 5-0.

2. Human Resources

1. 2023-2024 Goals: Principal Behrendt updated the Board in regards to the C&I Goals and changes regarding how the goals are structured and presented due to DPI's report card release dates, etc.,
 2. 2023-2024 Goals: Finance & Operations: Dr. Siegenthaler gave an update regarding creating the top Facility Project list no later than December 15, 2023, for the upcoming year and future school years.
 3. 2023-24 Human Resources Goals: Dr. Siegenthaler updated the Board on building and promoting a culture and climate of excellence with high levels of teaching and learning with staff communication, different communication platforms along with listening sessions with staff. Mailings to be sent out and their impact on the residents within Richmond School District
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2. 2023-2024 Teacher Contracts -
Chris Fogel motioned to table the proposed closed session scheduled to discuss the 2023-2024 Teacher Contracts until a later date; Laura Bradin seconded, all ayes, motion carried 5-0.

X. Adjourn

Chris Fogel motioned to adjourn the meeting at 6:56 PM, Matthew Krasucki seconded, motion carried 5-0.

Next Meeting: December 11th, 2023, at 6:00 PM in the Community Room