

Regular school Board Meeting

Necedah Area School District

Necedah EC-12 – Library Media Center

September 16, 2024, 6:00 p.m.

1. President Dan Dutschek called the meeting to order. Present were board members Ard, Herried, McNally, Horak for the opening of the meeting. Also present were Pupil Service Director Matthew Sherwood, Middle School/High School Principal Mark Becker, Business Manager Lindsey Abel, and Superintendent Tanya Kotlowski.
2. President Dan Dutschek began the meeting with The Pledge of Allegiance.
3. Motion by Herried, second by Ard to approve the agenda, Motion carried.
4. Citizens Forum:
 - 1 No one came forward today.
5. Motion by Ard, second by Horak for approval of the minutes. Motion carried.
6. Motion by Herried, seconded by McNally to approve the following: **Vouchers and EFTs**
Checks for approval: Checks 84019-84160; Wire Transfers/ACH 202400XXX ending in 002, 021, 028, 030-032, 034, 036-039, 041, 080-100
7. New Business:
 - A: Capital Referendum Update
 - Guy was not present, but an update was given. They have started painting in the addition and the goal is to be operating by the first of October.
 - No board action taken.
 - B: Board Development
 - Mark Becker introduced Michelle Bulin and Heather Moore and they explained the nurturing student well-being handout.
 - No board action taken.
 - C: Employee Handbook 2024-25.
 - Motion by Herried, second by Ard to approve the Employee Handbook 2024-25, motion carried.
 - D: Health Insurance 2024-25
 - There was a proposal from USI (insurance broker) for a 10.3% health increase for the 2024-25 school year. Due to the increase, it was decided to have a small increase in the deductible is warranted.
 - Motion by Herried, second by McNally to approve Quartz Insurance as the health insurance provider with a 10.3% premium increase and an increase in the high deductible plan to \$3,200 and \$6,400 for 2024-25, motion carried.
 - E: Resolution authorizing temporary borrowing in an amount not to exceed \$1,500,000; issuance of tax revenue anticipation promissory notes; and participation in the pma levy and aid anticipation notes program.
 - Each fall there is a need to temporarily borrow money to offset the expenses of payroll and receipt of state funds. Lindsey has worked to ensure an effective/efficient approach to this lending need using a consortium (PMA).
 - Motion by Ard, second by Herried to approve the temporary borrowing resolution (above) not to exceed \$1,500,000 – Roll call taken, and all 5 board members gave an audible yes to this motion; motion carried.
 - F: Preliminary Budget
 - The board approves a preliminary budget in September.
 - Motion by McNally, second by Ard to approve the 2024-25 Preliminary budget, motion carried.
 - G: RFP FEMA Grant
 - The Transportation Committee is considering writing a FEMA grant to build a bus garage on campus, it would also serve as a severe weather shelter for the community in case of a tornado, extreme heat, or a fire. If the grant was awarded and it was accepted, the project would be

called *Necedah FEMA Community Safe Room Project*, but also serve a dual purpose as buss garage on campus.

- Motion by Herried, second by Ard to approve the RPF for Necedah FEMA Community Safe Room Project, motion carried.

H: Fund 46 Expense

- There is a need to approve the use of the interest earned to cover the expenses in the general fund.
- Motion by McNally, second by Herried to approve the use of Fund 46s up to \$250,000 for additional expenses for the parking lot project, furniture, etc. (which are all part of the capital improvement plan), motion carried.

I: Policy Updates

- Copies were provided for the NEOLA update.
- Motion by Ard and second by McNally to the first reading of the board policies in the fall NEOLA update, motion carried.

J: Resignations.

- Nothing at this time.

K: Hiring

- Nothing at this time.

J: Unpaid Leave

- Vanessa Zipperer has requested two (2) unpaid days to attend a family wedding in the Philippines on March 17th and 18th.
- Motion by Ard, second by McNally to approve the request of unpaid leave by Vanessa Zipperer, motion carried.

Hiring:

Support Staff Hiring/Resignation and teacher Reassignment report:

- Jackie Erickson was hired as a bus driver.

Acceptance of Donations/Grants:

- Nothing at this time.
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8: Administrative reports:

:Elementary Report:

- Report given by Mark Becker.

: Middle school/High School Report: by Mark Becker

- First days of school went over the procedural things and the pushback for the new cell phone policy was limited. He has been getting positive feedback from the parents.

: Business Manager report: by Lindsey Abel

- Special education came under budget \$57,000.
- Working on the wellness challenge.

: Administrative report: by Tanya Kotlowski

- Working on the school community survey. September 27th is the deadline for feedback.

Closed Session:

Motion to go to Closed Session:

Motion: Horak, second by Ard adjourn to closed session pursuant to Wisconsin Statutes Sec. 185(1)C considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and Wisconsin Statutes Sec. 19.85(1)(a) deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

Roll-call vote of five "yes". Motion carried.

Administrative Retention Plan

- Motion by McNally, second by Horak to approve the current retention plan.

Administrative Assistant position:

- Motion by Ard, second by McNally to look at using grant for ½ time job as Administrator Assistant position, motion carried.

Motion: McNally, second by Herried to adjourn in closed session. Motion carried.

Respectfully submitted by:
Matthew McNally, DC, DCCJP
Clerk