



# RICHMOND SCHOOL DISTRICT

**Board Meeting Minutes | 6/12/2023 | 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 6:00pm. Jeanne Siegenthaler noted that the meeting was properly posted.

## II. Roll Call

Chris Fogel-here, Jennifer Miller-here, Matt Krasucki-here, Laura Bradin-here. Travis Suss-here. Administration present: Steve Behrendt, Rob Nelson and Dr. Siegenthaler.

## III. Public Comments on Current Agenda Items - None

**IV. Approval of Minutes** - Laura Bradin motioned to approve the regular Board of Education meeting minutes from May 8th, 2023. Matt Krasucki seconded. All ayes, motion carried 5-0.

## V. Treasurer's Report

Laura Bradin motioned to approve ACH checks 9000006311 to 9000006456 totaling \$215,186.51, regular checks 48211 to 48266, totaling \$96,326.26, and wire transfers 01048 to 01066 totaling \$111,439.15. Jennifer Miller seconded. All ayes, motion carried 5-0.

## VI. District Communications

### A. Student Council Report - None

**B. Staff "Spotlight on Learning" Report** - Fourth grade teachers Heather Treu and Laura Callen presented a year in review, sharing highlights of learning month by month.

### C. Administrative Reports

1. District Administrator Report - Jeanne Siegenthaler shared the celebration of becoming a Milwaukee Journal Sentinel Top Workplaces for 2023 along with updating the board with all the building improvement projects to start mid-June.
2. Principal's Report - Steve Behrendt reported on the end of year celebrations the students/staff partook in to close the School year. Steve also shared about the onboarding of four new staff members along with highlighting the summer planning ahead from the principal's office.
3. Business Manager Report - Rob Nelson updated the board on the state of the closing out the current budget year (and provided details in items of information later in the meeting). He also shared about the upcoming preliminary audit on June 13th along with the final audit days in August.

### D. Committee Minutes and Reports

**C&I** - Chairperson – Laura Bradin

No Meeting

Next Meeting - August 7, 2023

**F&O** – Chairperson – Jennifer Miller summarized meeting minutes from May 17, 2023

Next Meeting - July 7, 2023

**HR** – Chairperson – Matt Krasucki summarized meeting minutes from May 15, 2023

Next Meeting - July 10, 2023

### E. Board Operations and Reports

1. President's Report - Chris Fogel shared that WASB is holding a summer leadership institute and provided the CESA 1 delegate report. He closed the president's report by reviewing the upcoming board calendar items for June and July.

## VII. Items of Information

### A. C&I

1. Dr. Siegenthaler and Steve Behrendt shared the spring MAP assessment update.

### B. Finance and Operations

1. Rob Nelson detailed the preliminary budget report for the 2022-23 school year
2. Dr. Siegenthaler provided the fire, safety and weather drill certification under Act 143 WI State Statute 118.07.
3. Dr. Siegenthaler reviewed policies 652, 662.3, 671.2 and 672 for a first read.

### **C. Human Resources**

1. Dr. Siegenthaler reviewed policies 181 and 832 for a first read.
2. Dr. Siegenthaler and Steve Behrendt overviewed and discussed the School Perceptions Survey results, celebrating strengths and highlighting opportunities for improvement.

## **VIII. Items for Consideration**

### **A. C&I**

1. Parent/Student Handbook
  - a. Chris Fogel motioned to approve the 23-24 Parent/Student Handbook Laura Bradin seconded, motion carried 5-0.

### **B. Finance and Operations**

1. IT Managed Services Contract
  - a. Laura Bradin motioned to approve the managed services agreement and statement of work with K-12 for tech services. Jennifer Miller seconded, motion carried 5-0.
2. Health Insurance Plan
  - a. Laura Bradin motioned to approve the new insurance plan with UHC. Travis Suss seconded, motion carried 5-0.
3. CESA 1 Contract
  - a. Matt Krasucki motioned to approve the 2023-24 CESA #1 contract. Laura Bradin seconded, motion carried 5-0.
4. 66.0301 Summer Band Camp Agreement
  - a. Laura Bradin motioned to approve the 66.0301 Summer Band Agreement. Jennifer Miller seconded, motion carried 5-0.

### **C. Human Resources - None**

1. 66.0301 Summer Band Camp Agreement
  - a. Laura Bradin motioned to approve 66.03 Contract with Hartland Lakeside for PT Services for the 23-24 school year. Jennifer Miller seconded, motion carried 5-0.
2. Teacher Retirements and Resignations
  - a. Laura Bradin motioned to approve the retirements of Lori Horvate and Wendy Rheineck and resignations of Heather Treu, Stephanie Harms and Heidi Williams. Jennifer Miller seconded, motion carried 5-0.
3. New Hires
  - a. Matt Krasucki motioned to approve the contract for Mrs. Natalie Denboer, 3rd grade teacher and Angelia Vogt, 4th grade teacher, full-time Regular Education Teachers for the 23-24 school year and Ms. Kelly Flynn and Mrs. Trish McCullough, special education teachers. Travis Suss seconded, motion carried 5-0.

## **IX. Adjourn**

Chris Fogel motioned to adjourn the meeting at 7:04 PM, Laura Bradin seconded, all ayes 5-0.

**Next Meeting: July 12th, 2023 at 6:00PM in the Community Room**