



RICHMOND SCHOOL DISTRICT

Board Meeting Minutes 12/13/2023 | 6:00 PM

N56W26530 Richmond Rd, Sussex, WI 53089 | Community Room

Call to Order/Statement of Public Notice - Chris Fogel called the meeting to order at 6:00 pm. Steve Behrendt (standing in for Dr. Siegenthaler) noted that the meeting was properly posted.

Roll Call - Cindy Milgram-here, Jenni Miller-here, Matt Krasucki-here and Chris Fogel-here. Laura Bradin-absent. Administration present: Steve Behrendt and Rob Nelson. Jeanne Siegenthaler-absent (attending National Ed Convention).

Public Comments on Current Agenda Items - None

Approval of Minutes - Moved by Cindy Milgram, motion seconded by Matt Krasucki to approve the Regular Board of Education Meeting Minutes– January 9th, 2022. All ayes, motion carried 4-0.

Treasurer's Report -Moved by Chris Fogel and seconded by Matt Krasucki to approve ACH checks 9000005769 to 9000005897 for a total of \$165,384.59. Regular checks 48011 to 48055 for a total of \$114,609.12. Void checks 48051 to 48051 for a total of \$620.00. Wire transfers 00963 to 00986 for a total of \$128,842.20. Void for reissue and reissue of checks 48028 to 48030 for a total of \$8,852.40. All ayes, motion carried 4-0.

District Communications

A. Student Council Report - None

B. Staff Report- None

C. Administrative Reports - Steve Behrendt reported the second Friday of January count to be 387 for the 2023 school year. The district will be deploying the school perceptions survey for the 2022-23 school year; scheduled to be distributed electronically April 3rd-14th. Principal Behrendt reported on a number of student happenings including the 100th day of school, the middle school leadership training at CESA 6, the fourth grade field trip to Discovery world, and other extracurricular activities.

Rob Nelson, Director of Business Services reported on a number of highlights from his first two months at Richmond. He has put in place fraud protections for the district bank accounts. Mr. Nelson also made changes to the district savings accounts so that they are now interest bearing, earning \$4,868.32 in interest in the month of January. Mr. Nelson anticipates that if the district stays on the current trajectory, approximately \$115,000 of the fund balance will be spent as opposed to the approved \$262,000. Five-year budget projections are forthcoming.

D. Committee Minutes and Reports - Board chairs reported out on prior meeting minutes.

E. Board Operations and Reports - Board members all shared their learning from the 102nd State Education Convention on January 18-20th. All board members attended the conference. Chris Fogel shared a board development tool of interest and reminded the board of policy #161. Upcoming board calendar items were overviewed.

Items of Information

A. C&I - Policy Updates - 1st read of policies #443, #453.1 and #453.4. These policies were moved from Items for Consideration from the agenda to items of information on the minutes as these are all first read and no motions could be made.

Items for Consideration

A. F&O

1. Policy Updates 2nd Read - Cindy Milgram motioned, seconded by Chris Fogel, to approve policies #665, #690, #760, #761 and #763 All ayes, motion carried 4-0.
2. Classroom Cabinets - Chris Fogel motioned, seconded by Matt Krasucki to send the classroom countertop and cabinet facility project back to committee. All ayes, motion carried 4-0.
3. Indoor Air Quality Monitoring Sensors and Software Upgrades - Chris Fogel motioned, seconded by Jennifer Miller to Approve the seven Indoor Air Quality sensors and software monitoring upgrades in the amount of \$14,925.00. All ayes, motion carried 4-0.

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

1. 2023-2025 Administrator Contract - Cindy Milgram motioned, seconded by Chris Fogel to approve the 2023-2025 District Administrator's Contract that was presented in the January 9th Closed Session. All ayes, motion carried 4-0.
2. 2023-2024 Staffing - Cindy Milgram motioned, seconded by Chris Fogel to approve the posting for an additional full-time Special Education Teacher. All ayes, motion carried 4-0.
3. Job Descriptions - Cindy Milgram motioned, seconded by Chris Fogel to approve the updated job descriptions for all employee groups as presented. All ayes, motion carried 4-0.

Motion to adjourn by Chris Fogel at 6:58PM. Seconded by Cindy Milgram, All ayes, motion carried 4-0.

Next Meeting: March 13th, 2023 at 6:00PM Community Room