

REGULAR BOARD MEETING
RICHMOND SCHOOL DISTRICT
N56W26530 Richmond Road, Sussex, WI 53089
Library Media Center (LMC)

July 13, 2020

6:00 pm

Minutes

I Call to Order/Statement of Public Notice

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

II Roll Call

Chris Fogel-here, Adam Wozniak-here, Cindy Milgram-here, Mike Reagan-here, Lisa Puskas-here; Administration present: Jeanne Siegenthaler, Steve Behrendt

III Public Comments on Current Agenda Items-None

IV Approval of Minutes:

Regular Board of Education Meeting – June 8, 2020-Adam Wozniak motioned to approve the Regular Board of Education meeting minutes from June 8, 2020 as presented. Cindy Milgram seconded. All ayes, motion carried 5-0.

V Treasurer's Report

Mike Reagan motioned to approve ACH #s 9000001839-9000002077, regular check #'s 46209-46248, wire transfers 00262-00300, voided checks for reissue #'s 46191-46227, and reissued check #'s 46191-46245. Adam Wozniak seconded. All ayes, motion carried 5-0.

VI District Communications

A. Student Council Report-None

B. Administrative Reports

1. Welcome Steve Behrendt-Jeanne Siegenthaler and the Board of Education welcomed Steve Behrendt as our new K-8 principal.
2. 8th grade graduation-Jeanne Siegenthaler noted that, due to the pandemic, this year's 8th grade graduation will be celebrated as a "drive through" parade with staff members at school to distribute diplomas and wave farewell to the class of 2020. The celebration will begin at 6 pm on July 28.

C. Committee Minutes and Reports

C&I – Chairperson – Chris Fogel
Meeting Minutes – June 15, 2020
Next meeting – August 11, 2020

Facilities – Chairperson – Adam Wozniak
Meeting Minutes – June 8, 2020
Next meeting – Fall

Finance – Chairperson – Mike Reagan
Meeting Minutes – June 8, 2020
Next meeting – August 6, 2020

Personnel – Chairperson – Cindy Milgram
Meeting Minutes – June 24, 2020
Next meeting – August 19, 2020

Policy – Chairperson – Lisa Puskas
Meeting Minutes – June 22, 2020
Next meeting – July 22, 2020

Board Work Session - June 8, 2020

Board Work Session - June 23, 2020

D. Board Operations and Reports

1. President's Report-Cindy Milgram presented information on topics including the Dept. of Justice/Office of School Safety program, SUSO-"Speak Up, Speak Out", the WASB webinar: How to Return to Work Safely, WASB's 2019-20 annual report to Board presidents and District Administrators, upcoming WASB governance and advocacy workshops, WASB's annual school district meeting booklet and supplement, CESA 6/Ted Neitzke update regarding Board meeting efficiency and effectiveness, and Richmond's own meeting effectiveness update.
2. Review Next Month Board Calendar

VII Items of Information

- A. C&I
 - 1. Policy – 1st read-This policy is presented for a first read. Please send any comments and suggestions to Dr. Jeanne Siegenthaler.
 - a. 377 – Interscholastic Athletics
- B. Facilities
 - 1. Policy – 1st read-This policy is presented for a first read. Please send any comments and suggestions to Dr. Jeanne Siegenthaler.
 - a. 723.3 - Emergency School Closing
- C. Finance
 - 1. Policy – 1st read-This policy is presented for a first read. Please send any comments and suggestions to Dr. Jeanne Siegenthaler.
 - a. 656 – Student Fees
 - b. 661.1 – Electronic Transfers of Funds
 - c. 662.1 – Student Activities Fund management
 - d. 672.1 – Procurement Methods for Services, Supplies, Equipment and other Property
 - e. 672.2 – Standards of Conduct in Purchasing and Contracting
- D. Policy
 - 1. Policy – 1st read-This policy is presented for a first read. Please send any comments and suggestions to Dr. Jeanne Siegenthaler.
 - a. 189 – Virtual Board Meetings in Emergency Situation
 - b. 751.5 – Use of Private Vehicle to Transport Students
 - 2. District Goals – 3rd Trimester Update-Jeanne Siegenthaler presented the trimester 3 District Goals update. In June, one outcome was not achieved. The Food Service fund (Fund 50) was not balanced/self-sustaining by June 12, 2020. On June 30, 2020, Fund 50 required a transfer of funds from Fund 10, most likely due to the COVID shutdown and its negative impact on Fund 50. All remaining District Goal outcomes are either in progress or completed.

VIII Items for Consideration

- A. Items for Consideration
 - 1. C&I

Annual Academic Standards Adoption-Adam Wozniak motioned to approve the following statement: *The Richmond School District's academic standards have been developed over the course of the years, blending the Wisconsin Model Academic Standards, Common Core Curriculum Standards, Essential Elements (alternate standards for students with severe disabilities), Next Generation Science Standards, Wisconsin Standards for Social Studies, and locally developed standards.* Lisa Puskas seconded. All ayes, motion carried 5-0.
 - 2. Facilities

Returning to School Planning-Cindy Milgram made a motion to authorize the Administration to develop plans for two educational delivery options for parents to choose for their children, upon returning to school in the fall: 1) Face-to-face instruction, as normal as possible, five days a week, which includes infection control and mitigation practices commensurate with local COVID-19 health conditions and 2) full online (virtual) instruction for families that do not feel safe returning to school. These options are to be planned with flexibility, responding to changing health conditions in our community both prior to the beginning of the year and during the school year. All plans are contingent on local health conditions and adjustments may be made to increase or decrease infection control and mitigation efforts as needed. Adam Wozniak seconded. Mike Reagan noted that the motion, as read, would limit administration's options for development of an educational plan that doesn't align with the language of the motion. Board members discussed the intent of the motion. No amendment was made. 4 ayes, 1 nay-Mike Reagan, motion carried 4-1.
 - 3. Finance
 - a. Designating Bank Depositories-Adam Wozniak motioned to approve Town Bank as the designated bank depository for Richmond School District. Chris Fogel seconded. All ayes, motion carried 5-0.
 - b. Mared Contract Renewal-Adam Wozniak motioned to approve the Mared contract renewal at a cost of \$12,120. Cindy Milgram seconded. All ayes, motion carried 5-0.
 - c. Policy 671.5 Employee Compensation Paid from Federal Grants During Extraordinary Circumstances-Adam Wozniak motioned to approve Policy #671.5. Lisa Puskas seconded. All ayes, motion carried 5-0.

- d. CARES Grant-Adam Wozniak motioned to authorize the District Administrator to spend up to \$40,000 on approved, allowable costs to mitigate the spread of COVID-19. Cindy Milgram seconded. All ayes, motion carried 5-0.
 - e. Fund 46 Transfer for 2019-20-Adam Wozniak motioned to approve funding Fund 46 in the amount of \$100. Cindy Milgram seconded. All ayes, motion carried 5-0.
4. Policy
- a. Employee Handbook Updates-Adam Wozniak motioned to approve the 2020-2021 Employee Handbook updates as presented. Chris Fogel seconded. All ayes, motion carried 5-0.
 - b. Parent/Student Handbook--Adam Wozniak motioned to approve the 2020-21 Parent/Student Handbook as presented. Lisa Puskas seconded. All ayes, motion carried 5-0.
 - c. Policy – 2nd read
 - 1. 110 – School District Vision and Beliefs Statement-Adam Wozniak motioned to approve Policy #110. Chris Fogel seconded. All ayes, motion carried 5-0.
 - 2. 112.1 – Strategic Planning-Adam Wozniak motioned to approve Policy #112.1. Chris Fogel seconded. All ayes, motion carried 5-0.
 - 3. 120 – Legal Status-Adam Wozniak motioned to approve Policy #120. Chris Fogel seconded. All ayes, motion carried 5-0.
 - 4. 171.2 – Agenda Preparation and Dissemination-Adam Wozniak motioned to approve Policy #171.2. Lisa Puskas seconded. All ayes, motion carried 5-0.
 - d. PTOBC Donations-Adam Wozniak motioned to approve the 2019-20 PTOBC donations in the amount of \$16,479.31. Lisa Puskas seconded. All ayes, motion carried 5-0. The Board thanks the Richmond PTOBC for their fund-raising efforts that benefit Richmond School.
5. Personnel
- a. Library Media Specialist Hire-Adam Wozniak motioned to approve the hiring of Mrs. Robin Anderson for the 2020-21 school year at a 50% contract with a fiscal impact of \$29,000. Cindy Milgram seconded. All ayes, motion carried 5-0.
 - b. 2020-2021 Support Staff Letters of Assignment-Adam Wozniak motioned to approve the 2020-21 Support Staff letters of assignment for the following staff members with a cost of \$726,606.15.

Kelly Berens	Susie Hilgart	Brynn Rohde	Jane Szecsy
Ed Blake	Martha Kujak	Catherine Schaefer	Lisa Taylor
Joan Fritzler	Herb Lyons	Lumi Schartle	Jane Vetter
Cheryl Gorecki	Carol Nichols	Crissy Schiro	Jennifer Werner
Melissa Grinker	Terry Noyes	Rebecca Stolpa	Sue Williams

 Kelly Herbst
 Cindy Milgram seconded. All ayes, motion carried 5-0.
 - c. Policy –
 - 1. 511 – Equal Opportunity Employment-Adam Wozniak motioned to approve Policy #511 with the addendum to add the School Psychologist as a co-Title IX Coordinator. Cindy Milgram seconded. All ayes, motion carried 5-0.
 - 2. 512 – Employee Harassment-Adam Wozniak motioned to approve Policy #512 with the addendum to add the School Psychologist as a co-Title IX Coordinator. Chris Fogel seconded. All ayes, motion carried 5-0.
 - 3. 522.1 – Alcohol and Drug-Free Workplace-Adam Wozniak motioned to approve Policy #522.1. Cindy Milgram seconded. All ayes, motion carried 5-0.
 - 4. 523.11 – Employee Alcohol and Drug Testing-Adam Wozniak motioned to approve Policy #523.11. Cindy Milgram seconded. All ayes, motion carried 5-0.
 - 5. 526 – Personnel Records-Adam Wozniak motioned to approve Policy #526. Cindy Milgram seconded. All ayes, motion carried 5-0.

IX CESA 6 +/Delta Form

Cindy Milgram asked all Board members to submit completed forms at the conclusion of the meeting.

X Adjourn

Cindy Milgram motioned to adjourn the meeting at 7:10 pm. Adam Wozniak seconded. All ayes, motion carried 5-0.

Respectfully submitted by
 Jane Vetter
 Recording Secretary