

REGULAR BOARD MEETING
RICHMOND SCHOOL DISTRICT
N56W26530 Richmond Road, Sussex, WI 53089
Library Media Center (LMC)
August 24, 2020
Immediately following the Annual Meeting
Minutes

I Call to Order/Statement of Public Notice

Cindy Milgram called the meeting to order at 6:30 pm. Jeanne Siegenthaler noted that the meeting was properly posted.

II Roll Call

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

III Public Comments on Current Agenda Items

None

IV Approval of Minutes

- A. Regular Board of Education Meeting – July 13, 2020-Adam Wozniak motioned to approve the regular Board of Education meeting minutes of July 13, 2020 as presented. Chris Fogel seconded. All ayes, motion carried 4-0.
- B. Special Board Meeting - August 3, 2020-Adam Wozniak motioned to approve the special Board meeting minutes of August 3, 2020 as presented. Cindy Milgram seconded. All ayes, motion carried 4-0.

V Treasurer's Report

Mike Reagan motioned to approve ACH #'s 9000002078-9000002119, regular check #'s 46249-46274, and wire transfers 00285-00316. Adam Wozniak seconded. All ayes, motion carried 4-0.

VI District Communications

- A. Student Council Report-None
- B. Administrative Reports
 1. Annual Seclusion/Physical Restraint Report-Jeanne Siegenthaler presented the annual seclusion/physical restraint report for 2019-20 and noted that Richmond School is in compliance with DPI and State mandates. Richmond had zero incidents of seclusion/restraint in 2019-20.
 2. Safer Start-Steve Behrendt presented updates about Safer Start procedures and protocols.
- C. Committee Minutes and Reports
 1. C&I – Chairperson – Chris Fogel *Next meeting – September 24, 2020*
 2. Facilities – Chairperson – Adam Wozniak *Next meeting – September 10, 2020*
Finance – Chairperson – Mike Reagan Meeting Minutes – July 7, 2020 & August 10, 2020 *Next meeting – September 10, 2020*
 3. Personnel – Chairperson – Cindy Milgram *Next meeting – September 16, 2020*
 4. Policy – Chairperson – Lisa Puskas *Next meeting – September 23, 2020*
 5. Board Work Session Meeting Minutes – August 10, 2020
- D. Board Operations and Reports
President's Report-Cindy Milgram presented information and updates pertaining to Board members and Board of Education meeting effectiveness.

VII Items for Consideration

- A. C&I
 1. Policy – 2nd read-Adam Wozniak motioned to approve Policy #377 – Interscholastic Athletics, as presented. Chris Fogel seconded. All ayes, motion carried 4-0.
- B. Facilities
 1. Policy – 2nd read-Adam Wozniak motioned to approve Policy #723.3 - Emergency School Closing, as presented. Cindy Milgram seconded. All ayes, motion carried 4-0.
 2. Annual sale of school property- Adam Wozniak amended his motion to authorize administration to sell district property up to \$3000/transaction. Chris Fogel seconded. All ayes, motion carried 4-0.

3. Otis Elevator Contract-Jeanne Siegenthaler noted that contract language detailing automatic renewal after 8 years will be deleted from the final copy. Adam Wozniak motioned to approve the Otis Elevator contract. Chris Fogel seconded. All ayes, motion carried 4-0.
4. JC Cleaning- Adam Wozniak motioned to approve the JC Cleaning contract, as presented. Cindy Milgram seconded. All ayes, motion carried 4-0.
- C. Finance-Adam Wozniak motioned to approve Policies #656 – Student Fees, #661.1 – Electronic Transfers of Funds, #662.1 – Student Activities Fund management, #672.1 – Procurement Methods for Services, Supplies, Equipment and other Property, #672.2 – Standards of Conduct in Purchasing and Contracting, as presented. Chris Fogel seconded. All ayes, motion carried 4-0.
- D. Personnel
 1. ELA Teacher Hire-Adam Wozniak motioned to approve the hiring of Ellen Buchert as the 8th grade ELA teacher. Chris Fogel seconded. All ayes, motion carried 4-0.
 2. RtI Hire-Adam Wozniak motioned to approve the RtI letter of assignment for Kelly Kolo. Chris Fogel seconded. All ayes, motion carried 4-0.
 3. RTI/ Special Education Assistant Resignations-Cindy Milgram motioned to approve the resignations of Special Education assistant Mrs. Jane Szecsy, and RtI interventionists Mrs. Kelly Herbst, Mrs. Lynn Walters, and Ms. Martha Kujak. Adam Wozniak seconded. All ayes, motion carried 4-0.
 4. 66.0301 Physical Therapy Agreement-Adam Wozniak motioned to approve the 66.0301 agreement for PT services as needed. Cindy Milgram seconded. All ayes, motion carried 4-0.
- E. Policy-Chris Fogel motioned to approve Policies #189 – Virtual Board Meetings in Emergency Situation and #751.5 – Use of Alternative Vehicles to Transport Students, as presented. Adam Wozniak seconded. All ayes, motion carried 4-0.

Adam Wozniak motioned to recess the meeting at 7:00 pm. Chris Fogel seconded. All ayes, motion carried 4-0.

Adam Wozniak motioned to reconvene at 7:05pm. Cindy Milgram seconded. All ayes, motion carried 4-0.

VIII At 7:05pm, Cindy Milgram motioned to go into closed session pursuant to Wisconsin Statutes 19.85 (1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to discuss:

Delivery of District Administrator yearly performance evaluation

Chris Fogel, Seconded. All ayes, motioned carried 4-0.

Roll call to go into closed session: Cindy Milgram – In, Mike Reagan – In, Adam Wozniak – In, Chris Fogel – In. Jeanne Siegenthaler was invited to join in closed session.

At 7:47pm, Adam Wozniak motioned to return to open session. Chris Fogel seconded. All ayes, motion carried 4-0. Roll call to go out to open session: Cindy Milgram – out, Mike Reagan – out, Adam Wozniak – out, Chris Fogel – out.

No action was taken in closed session.

IX CESA 6 +/-Delta Form

X Adjourn

Adam Wozniak motioned to adjourn at 7:47pm. Cindy Milgram seconded. All ayes, motion carried 4-0.

Respectfully submitted by
Jane Vetter
Recording Secretary