

SCHOOL DISTRICT OF HOLMEN
REGULAR SCHOOL BOARD MEETING MINUTES
Monday, April 8, 2024 7:00 p.m.
School Board Meeting Room
1019 McHugh Road
Holmen, Wisconsin 54636

01. CALL TO ORDER by J. Dieck, Board President

02. PLEDGE OF ALLEGIANCE

03. ROLL CALL by M. Smith, Board Clerk

Board members present were Bridget Todd-Robbins, Barb Wuensch, Krystal Lee (Student Representative), Jennifer Dieck, Khadijah Islam, Chris Lau, Lindsay Nied, and Maggie Smith.

04. NOTICE OF QUORUM by J. Dieck, Board President

With seven Board members present, J. Dieck declared a quorum.

05. APPROVAL OF AGENDA

BE IT RESOLVED that the Board of Education approves the agenda for the April 8, 2024 Board meeting. Motion made by C. Lau, seconded by K. Islam. Motion carried.

06. PUBLIC PARTICIPATION

No one addressed the Board.

07. DISTRICT ADMINISTRATOR'S REPORT

- 7.1 Drill After Action Reports
 - a. Evergreen Elementary
 - b. Prairie View Elementary
 - c. Sand Lake Elementary
 - d. Viking Elementary
 - e. Holmen Middle School
 - f. Holmen High School
 - g. Ace Academy

08. RECOGNITION/THANK YOU

- 8.1 Recognition of WIAA Winter Officials
Activities Directors Jason Lulloff (HHS) and Ben Tashner (HMS) recognized and thanked officials for making it possible for student-athletes to compete during the winter sports season.
- 8.2 Volunteer Recognition Week (April 22-26, 2024)
District Administrator Dr. Kristin Mueller invited the Board to join school districts and organizations across the nation in celebrating volunteers who share their time and talents to ensure a positive learning environment for our students.
- 8.3 Outdoor Tomorrow Foundation Donation
Dr. Mueller thanked Outdoor Tomorrow Foundation for their donation of outdoor adventure school sets for physical education. The sets were donated to elementary, middle, and high schools.
- 8.4 Recognition of Board Service: Krystal Lee (Student Representative)
The Board recognized Krystal Lee for her service as the student representative on the Board during the 2023-24 school year.

09. REPORTS/DISCUSSION

- 9.1 Long Range LMC Plan
LMC Director Jaci Pankhurst presented to the Board for approval on April 22 the District Long Range LMC Plan. J. Pankhurst reviewed the plan and shared how it aligned with the District Strategic Plan and the Future Ready Librarians model.
- 9.2 2024-25 Base Wage Rates
 - a. Hourly and Non-Affiliated

- b. Nurses
- c. Administrators/Directors
- d. Educators

Director of Human Resources Melissa Kaatz presented to the Board for approval on the 4/22/24 consent agenda the base wage rate recommendations for hourly and non-affiliated staff, nurses, administrators/directors, and educators. The recommendation uses the Board-approved base wage increase for 2024-25 and CPI-U of 4.12% distributed across all hourly and salaried pay staff groups. The distribution takes the form of an equal \$0.86/hour increase to the base wage rate for all hourly staff and non-affiliated and 4.12% increase of base wages for nurses, administrators/directors, and educators. In addition, the recommendation includes approval of supplemental increases within specified groups. Approved base wage rates would be effective July 1, 2024 through June 30, 2025.

9.3 2024-25 CESA Contracted Services

Dr. Mueller shared with the Board for approval at the April 22 meeting the annual renewal of the 2024-25 CESA #4 contract and additional services provided through CESA #10.

9.4 Adoption of Record Retention Schedules

- a. Wisconsin Public School District and Related Records GRS
- b. Administrative and Related Records GRS
- c. Budget and Related Records GRS
- d. Facilities Management and Related Records GRS
- e. Fiscal and Accounting and Related Records GRS
- f. Human Resources and Related Records GRS
- g. Information Technology and Related Records GRS
- h. Payroll and Benefits and Related Records GRS
- i. Purchasing & Procurement and Related Records GRS
- j. Risk Management and Related Records GRS
- k. Wisconsin Municipal and Related Records GRS

Dr. Mueller presented to the Board for approval on tonight's consent agenda the recommendation to adopt the eleven record retention schedules listed that have been provided by the Public Records Board.

9.5 Unusually Hazardous Transportation Plan Update

Director of Transportation Dan Garrett updated the Board on the UHT presentation previously provided on February 12, 2024. A final review of the District's UHT plan (required to receive funding for transportation of students in UHT areas within two miles of their school) was completed with the La Crosse County Sheriff and approved. The UHT plan will appear on the April 22 consent agenda for Board approval.

10. CONSENT AGENDA ITEMS

BE IT RESOLVED that the Board of Education approves the April 8, 2024 Consent Agenda as presented, which includes: March 6 and 11, 2024 Board Minutes; Personnel Report; Financial Claims and Accounts; Budget Status Reports; Adoption of Record Retention Schedules: Wisconsin Public School District and Related Records GRS, Administrative and Related Records GRS, Budget and Related Records GRS, Facilities Management and Related Records GRS, Fiscal and Accounting and Related Records GRS, Human Resources and Related Records GRS, Information Technology and Related Records GRS, Payroll and Benefits and Related Records GRS, Purchasing & Procurement and Related Records GRS, Risk Management and Related Records GRS, and Wisconsin Municipal and Related Records GRS; Summer School Plans; 2023-24 Budget – Third Quarter Revisions; and Second Readings of Board Policies: po 6152 Student Fees, Fines, and Charges, 7300 Disposition of Real Property, 7310 Disposition of Personal Property, 7450 Property Inventory, 7455 Accounting System for Capital Assets, 7530 Lending of District-Owned Equipment, 8710 Insurance, 8740 Protection of District Funds, 8900 Fraud, and 8310 Public Records. Motion made by M. Smith and seconded by B. Wuensch. Motion carried.

11. BOARD DEBRIEF

11.1 Board Member comments/reinforcement and committee reports

B. Todd-Robbins thanked K. Lee for her time and enthusiasm. She added the heart K. Lee brought to the Board is inspiring and wished her well. B. Todd-Robbins expressed appreciation for the many community members that worked on creating a DEI long-range plan.

B. Wuensch reported the DEI Committee met tonight. She thanked District administration and leadership for taking the recommendations of the committee and putting them into the DEI long-range plan and aligning it to the District Strategic Plan. She reported that the DEI long-range plan recommendation will be presented to the Board by the end of May. B. Wuensch congratulated the HHS robotics team for their success.

K. Islam stated she is excited that a Best of La Crosse County teacher is in the District and congratulated Christy Wopat for receiving the recognition.

C. Lau thanked K. Lee for her service to the Board adding she has been enlightening and a good representative of the student body. C. Lau reported there will be a Policy Committee meeting on April 22.

L. Nied thanked all those for their work in conducting the safety drills. She encouraged schools to perform the drills in various types of situations. L. Nied commended all those that worked behind the scenes to bring forth the base wage recommendations. She stated she knows that much work goes into researching and is pleased with the result. L. Nied thanked K. Lee for her hard work and said she will do great things.

M. Smith reported the Policy Committee met on March 18 and advanced several policy recommendations to the Board. The Wellness Committee met on March 20. M. Smith congratulated C. Wopat and the robotics team and echoed the comments made regarding K. Lee. She congratulated J. Dieck and C. Lau on being reelected and thanked M. Durnin for running. She added it was very refreshing to see a positive campaign.

J. Dieck thanked K. Lee for doing a phenomenal job representing the student body. She added she is a bright light and has a great future.

K. Lee thanked all that presented tonight and said their hard work is appreciated. She reported the spring sports season started and encouraged all to support Holmen student-athletes. She welcomed all to attend graduation. In regards to her time as student representative, she thanked the student body for electing her and providing the opportunity to represent them. She thanked HHS principals Wayne Sackett, Ben Johrendt, and Nick Bakke for encouraging her and providing her with information. She thanked those on the Board for their help and guidance, as well as including her on the Wellness and DEI Committees. K. Lee added she is glad she has a voice as a student and community member.

11.2 Correspondence received

11.3 School Board Committee Written Reports

- a. January 22, 2024 Wellness Committee Notes
- b. February 26, 2024 Policy Committee Notes

11.4 First Readings of Board Policies:

- a. po 0142.1 Electoral Process
- b. po 0143.1 Public Expression of Board Members
- c. po 0144.3 Conflict of Interest
- d. po 0164 Meetings
- e. po 1260 Incapacity of the District Administrator
- f. po 2340 District-Sponsored Trips
- g. po 2451 Program or Curriculum Modifications
- h. po 2521 Selection of Instructional Materials and Equipment
- i. po 5113 Open Enrollment (Inter-District)
- j. po 5200 Attendance
- k. po 5350 Suicide Prevention, Intervention, and Postvention
- l. po 5505 Academic Honesty
- m. po 5517 Student Anti-Harassment
- n. po 5530 Student Use or Possession of Intoxicants, Drugs, or Paraphernalia
- o. po 7440.01 Video Surveillance and Electronic Monitoring
- p. po 7540.08 Artificial Intelligence
- q. po 8146 Notification of Educational Options
- r. po 8330 Student Records
- s. po 8330.01 Unauthorized Acquisition of Student Personal Information
- t. po 8350 Confidentiality
- u. po 8500 Food Services
- v. po 8531 Free and Reduced-Price Meals
- w. po 9700 Relations with Non-School Affiliated Groups
- x. po 8510 Wellness

11.5 Election Results

11.6 Board Meeting Schedule

- a. April 22, 2024 Policy Committee Meeting, 5 p.m.
- b. April 22, 2024 Board Organizational Meeting, 7 p.m.
- c. May 13, 2024 Board Meeting, 7 p.m.

12. ADJOURNMENT

BE IT RESOLVED that the Board of Education adjourns the regular meeting of April 8, 2024 at 7:38 p.m. Moved by C. Lau. Seconded M. Smith. Motion carried.

Submitted by Maggie Smith, Board Clerk.

A handwritten signature in cursive script, appearing to read "M. Smith", is written in dark ink.