

**SCHOOL DISTRICT OF HOLMEN**  
**REGULAR SCHOOL BOARD MEETING MINUTES**  
**Tuesday, May 28, 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 Chris Lau, Lindsay Nied, Maggie Smith, Bridget Todd-Robbins, Barb Wuensch, Keiven Zielke (Student Representative), Jennifer Dieck, and Khadijah Islam.

**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 May 28, 2024 Board meeting. Motion made by C. Lau, seconded by M. Smith. Motion carried.

**06. PUBLIC PARTICIPATION**

No one addressed the Board.

**07. DISTRICT ADMINISTRATOR'S REPORT**

7.1 District Administrator Status Report Summary

District Administrator Dr. Kristin Mueller reported the commencement ceremony for the Holmen High School Class of 2024 was held on May 25. She congratulated graduates and thanked staff for their hard work with the ceremony. She congratulated spring student-athletes and wished good luck to those still competing. Dr. Mueller noted the 18 Holes for Holmen golf outing will take place on June 19.

7.2 Police Liaison Report

**08. RECOGNITION/THANK YOU**

8.1 2023-24 School District of Holmen Retirees

The Board recognized the 2023-24 District retirees. The 16 retirees have a combined 382 years of service and immeasurable contributions that will leave a lasting impact on the District.

**09. REPORTS/DISCUSSION**

9.1 Holmen Middle School Student Council

Holmen Middle School (HMS) students Nora Aliesch-Swanson, Charlotte Randles, Brynlee Ammerman, and Ellie Monroe shared with the Board of the work of the Student Council at HMS including beginning of the year activities, serving the school and community through fundraisers and service projects, honoring veterans, and focusing on student wellness and belonging.

9.2 Math Curriculum

Executive Director of Instructional Services Kim Edwards and Instructional Coach Brenda Geier, along with educators Ryan Kaus and Bethany Schultz presented for consent on June 10 proposed changes to District math curriculum. The speakers shared key shifts in Wisconsin's math standards, as well as District math team members, key considerations, course offerings, and curriculum plans for the elementary, middle, and high school levels.

9.3 Employee Handbook Language

- a. Round 14, Part I, Section 3: Employees Child at Work
- b. Round 14, Part I, Section 6: Payroll Dates
- c. Round 14, Part I, Section 11: Personal Leave Increments
- d. Round 14, Part I, Section 13: Unpaid Leaves of Absence
- e. Round 14, Part I, Section 17: Evaluations
- f. Round 14, Part II, Section 1: Representation

- g. Round 14, Part II, Section 2: Work Schedule
- h. Round 14, Part II, Section 4: Teacher Absence and Substitutes
- i. Round 14, Part II, Section 6: Professional Compensation
- j. Round 14, Part IIA, Section 1: Representation
- k. Round 14, Part III, Section 1: Representation
- l. Round 14, Part III, Section 2: Conference Attendance, Travel and Other Compensable Time
- m. Round 14, Part III, Section 2: Emergency School Closing & Inclement Weather Days
- n. Round 14, Part III, Section 2: Meal Period
- o. Round 14, Part III, Section 4: Employee Absence and Substitutes
- p. Round 14, Part III, Section 6: Expenses
- q. Round 14, Part III, Section 7: License Renewal Reimbursement for Special Education Assistants and Drivers
- r. Round 14, Part III, Section 8: Notice of Termination of Employment
- s. Round 14, Part IV, Section 5: Professional Compensation Beyond Base Salary
- t. Round 14, Part VI, Section 2: Substitute Teacher & Nurse Pay Schedule
- u. Round 14, Part VI, Section 3: Substitute Employee Pay Rates

Director of Human Resources Melissa Kaatz presented to the Board for approval on June 10 multiple updates to the Employee Handbook that have previously been reviewed by the Policy Committee. If approved, the changes would take effect on July 1, 2024.

## 10. CONSENT AGENDA ITEMS

BE IT RESOLVED that the Board of Education approves the May 28, 2024 Consent Agenda as presented, which includes: April 15 and 22, 2024 Board Minutes; Personnel Report; Financial Claims and Accounts; Budget Status Reports; School Board Resolution in Support of Healthy School Meals for All in Wisconsin; Update to Summer School Offerings; 2024-2029 Refuse Bids; Long Range Capital Improvement Plan; and Second Readings of Board Policies: 1421/3121/4121 Criminal History Record Check and Employee Self-Reporting Requirements, 1630.01/3430.01/4430.01 Family & Medical Leave of Absence, 3220 Staff Evaluation and Educator Effectiveness, 3231/4231 Outside Activities of Professional/Support Staff, 4162 Controlled Substance and Alcohol Policy for Employees that Transport Students, 4220 Evaluation of Support, 8420 School Safety, 8913 Section 504/ADA Prohibition against Disability Discrimination in Employment, and 9160 Public Attendance at School Events. Motion made by C. Lau and seconded by K. Islam. Motion carried.

## 11. BOARD DEBRIEF

### 11.1 Board Member comments/reinforcement and committee reports

C. Lau reported the end of the school year is always a busy time. He attended the Project SEARCH graduation and noted it was great to see how the students are moving on with their adult lives and careers. He also attended the senior recognition night and was impressed over \$200,000 in scholarships was awarded. He attended graduation on Saturday, as well. The retiree reception was held before tonight's Board meeting with retirees combining for over 300 years in the District. He added the retirees will be missed.

L. Nied congratulated the graduates adding that they have bright futures. She acknowledged tonight's presenters, adding that she is blown away by all the work that goes into every detail such as with the math curriculum. She stated she is appreciative that her kids are able to attend a district where people are so dedicated. L. Nied stated the HMS Student Council is doing awesome things and the students did a great job presenting.

M. Smith echoed the congratulations to the Project SEARCH graduates, retirees, and student-athletes. She said she knows all are tired at this point in the year, but gave kudos for everyone going out of their way to make the end of the school year enjoyable for students.

B. Todd-Robbins reiterated the congratulations to the many groups mentioned tonight and gave kudos to HMS Student Council members. She added that it is very apparent that we have future school and community leaders at HMS. She said the advisors are amazing and it all contributes to an amazing school district.

B. Wuensch said it was a privilege to shake the hands of the more than 300 HHS graduates at the commencement ceremony. She was impressed by all the scholarships awarded at senior recognition night.

K. Zielke congratulated the graduates and their families. He reported that HHS students recently received their schedules for next year. He noted he is excited but nervous about the new schedule. He reported some students expressed frustration with the new schedule because they were not able to take classes they wanted or needed and some had to completely redo their schedules. He said some students advocated for social issues at school recently.

K. Islam said this was the first graduation she attended since her own and she enjoyed it. She thanked students and families for allowing the Board to be a part of their special day. She reported that Sand Lake Elementary recently celebrated its 25<sup>th</sup> anniversary and noted that she attended Sand Lake as a student. K. Islam congratulated graduates and urged all to drive safely with more kids out riding their bikes.

J. Dieck thanked the retirees for their incredible years of service. She reported that she attended the senior recognition night, the Village of Holmen joint meeting regarding active TIF districts, delivered a welcome speech at Sand Lake's 25<sup>th</sup> anniversary, served food at the Sand Lake picnic, attended the Project SEARCH graduation, and shook hands with graduates at the commencement ceremony. She noted the students graduating Project SEARCH were amazing. Of the 8 graduates, 4 were from Holmen, and each gave a speech. She noted graduation is the pinnacle of the Board's primary focus of student achievement and congratulated the Class of 2024.

11.2 Correspondence received

11.3 Board Meeting Schedule

- a. June 6, 2024 Last Day of School
- b. June 6, 2024 Holmen Middle School Groundbreaking Ceremony, 8 a.m.
- c. June 6, 2024 Viking Elementary Groundbreaking Ceremony, 10 a.m.
- d. June 10, 2024 Board Meeting, 7 p.m.
- e. June 24, 2024 Board Meeting, 7 p.m.

## 12. ADJOURNMENT

BE IT RESOLVED that the Board of Education adjourns the regular meeting of May 28, 2024 at 7:59 p.m. Moved by B. Wuensch. Seconded C. Lau. Motion carried.

Submitted by Maggie Smith, Board Clerk.

