

**SCHOOL DISTRICT OF CRIVITZ**  
**400 SOUTH AVENUE**  
**CRIVITZ, WISCONSIN 54114**

**OFFICIAL MINUTES**

Regular Meeting of the Board of Education.....January 15, 2025

- I. **CALL TO ORDER:** The regular meeting of the Board of Education was called to order by President Grandaw at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Board members Amy Grandaw, Kayla Ihde, Kris Heidewald, Lyle Cherry, Sonny Graese, Kim Hanson, and Sara Roman were present. Others present: Kelly Robinson – District Administrator, Jeff Baumann – Middle/High School Principal, Kam Dama – Elementary Principal, Sarah Jones – Business Administrative Assistant, Tom White – Buildings, Grounds, & Transportation Director, Nick Schramm – Technology Coordinator, Jannie Marsolek – Administrative Secretary, Scott Russell – Teacher, Heather Russell – Teacher, Alexandria Graves – HS Counselor, and Marli Novy, SkillsUSA student president. There were also many parents with 7<sup>th</sup> grade Civics and High School Tech Ed students in attendance.
- IV. **APPROVAL OF AGENDA:** Motion by Heidewald, seconded by Ihde to approve agenda as presented. Motion carried 7-0.
- V. **CONSIDER MOTION TO APPROVE CONSENT AGENDA**
  - A. **MINUTES OF REGULAR MEETING DECEMBER 18, 2024**
  - B. **MINUTES OF SPECIAL MEETING JANUARY 2, 2025**
  - C. **GENERAL FUND VOUCHERS AND FINANCIAL REPORT**Motion by Cherry, seconded by Hanson to approve consent agenda as read, including general fund vouchers 107293, 108259-108448 in the amount of \$451,967.54, ACH numbers 242500111-242500130 in the amount of \$57,010.11, wire transfers 202400033- 202400039 in the amount of \$201,630.87, and voids of 108250 and 108227 in the amount of \$0 for a total of \$710,608.52. Motion carried 7-0.
- VI. **PUBLIC INPUT:** None
- VII. **CORRESPONDENCE/RECOGNITION:** None.
- VIII. **REPORTS**
  - A. **COMMITTEE REPORT(S)**
    1. **POLICY/CURRICULUM:** Mrs. Heidewald reported that the committee met earlier in the evening to discuss proposed changes. The committee is recommending all proposed changes as presented.
  - B. **ADMINISTRATIVE REPORTS**
    1. **STUDENT COUNCIL REPRESENTATIVE:** None
    2. **KELLY ROBINSON – SUPERINTENDENT:** Mrs. Robinson reported that key administrative staff members continue to meet with Bray regarding referendum construction planning. She reported on the 2025-26 school calendar with the approved DPI waiver to start before Sept. 1, on the combined in-service on Feb 7, where we will host Wausaukee and Lena, with Damian LaCroix as scheduled speaker. Finally, she read a list of technical corrections to the NEOLA board policies.
    3. **JEFF BAUMANN – MIDDLE/HIGH SCHOOL PRINCIPAL:** Mr. Baumann reported on the close of the 1<sup>st</sup> semester, with exams starting today through Friday. He also congratulated the December Students of the Month and Lunch Bunch award winners, as well as reporting on the completion of MAPS testing in grades 7-12.
    4. **KAM DAMA – ELEMENTARY SCHOOL PRINCIPAL:** Mrs. Dama reported that they have started the midyear literacy and math testing right after the winter break, with the testing window

ending January 24<sup>th</sup>. She also congratulated Laura Lesperance for being awarded the elementary school staff member for December.

5. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White reported that they are taking preliminary steps into replacing the roof at the elementary school. Core samples have been taken and Bray’s engineers are in the process of preparing a bid specification. He recently conducted interviews for the vacant custodial position, and has selected a candidate to be approved later in the meeting. Finally, he reported on recent Tech Ed tours at different schools with Mr. Baumann, Mrs. Robinson, and Mr. Russell to gather ideas and information for the new high school addition.
6. NICK SCHRAMM – TECHNOLOGY COORDINATOR: Mr. Schramm reported that he is applying the final touches to our wireless infrastructure renewal for E-Rate filing. The RFP will be released soon. He reported that he met with a vendor recently to evaluate a situation that will allow him to manage and streamline the ever-growing digital needs. He will report back on further developments soon. Finally, he reported that the wrestling department purchased new digital score clocks. They can be connected and run from any laptop, desktop, or Chromebook. Since they are brand new, he configured and deployed them for use for middle school and high school meets to iron out any bugs before they are heavily used for the youth tournament coming up soon.
7. STEPHANIE LEHNER - COMMUNITY EDUCATION SUPERVISOR: None

#### IX. INFORMATION/DISCUSSION

- A. 2023-2024 AUDIT REPORT: Brianna Olson, auditor with Kerber Rose, presented via phone conference, a short slide presentation with review of highlights of the 2023-2024 audit report.
- B. SKILLSUSA PRESENTATION: SkillsUSA Wisconsin student president Marli Novy was in attendance to present a video presentation with SkillsUSA Association Director Jake Mihm, introducing the board to the club and its value in the Tech Ed field.
- C. 2025-2026 OPEN ENROLLMENT LIMITS FOR REGULAR AND SPECIAL EDUCATION: Mrs. Robinson reminded the board that we are required every January to set any open enrollment limits as needed. She reviewed the caseload recommendations for limiting Special Education Open Enrollment students, and recommends following the DPI caseload formulas, while setting no regular education limits.
- D. NEOLA POLICY UPDATES
  1. 1100-DISTRICT ORGANIZATION
  2. 1130-ETHICS AND CONFLICT OF INTEREST
  3. 1241-NON-REEMPLOYMENT OF THE DISTRICT ADMINISTRATOR
  4. 2210-CURRICULUM DEVELOPMENT
  5. 2270-RELIGION IN THE CLASSROOM
  6. 2271.01-START COLLEGE NOW PROGRAM
  7. 2416-STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION
  8. 2464-REPLACEMENT POLICY
  9. 3214-STAFF GIFTS
  10. 3230-ETHICS AND CONFLICT OF INTEREST
  11. 3281-PERSONAL PROPERTY OF STAFF MEMBERS
  12. 4124-LETTER OF REASONABLE ASSURANCE
  13. 4214-STAFF GIFTS
  14. 4230-ETHICS AND CONFLICT OF INTEREST
  15. 5113-OPEN ENROLLMENT PROGRAM (INTER-DISTRICT)
  16. 5330-ADMINISTRATION OF MEDICATION/EMERGENCY USE
  17. 5341-EMERGENCY MEDICAL AUTHORIZATION (RESCIND)
  18. 5512-USE OF TOBACCO AND NICOTINE BY STUDENTS
  19. 5611-DUE PROCESS RIGHTS (RESCIND)
  20. 5710-STUDENT COMPLAINTS (RESCIND)
  21. 6231-BUDGET IMPLEMENTATION
  22. 6235-FUND BALANCE
  23. 6620-PETTY CASH

24. 7410-MAINTENANCE
25. 7430-SAFETY STANDARDS
26. 7440-FACILITY SECURITY
27. 7440.02-SMART MONITORING EQUIPMENT
28. 7540.03-STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY
29. 7540.04-STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY
30. 7540.07-DISTRICT-ISSUED STUDENT E-MAIL ACCOUNT
31. 8120-VOLUNTEERS
32. 8125-CONSULTANTS
33. 8305-INFORMATION SECURITY
34. 8395-STUDENT MENTAL HEALTH SERVICES
35. 8531-FREE AND REDUCED-PRICE MEALS
36. 8600-TRANSPORTATION
37. 3440-JOB-RELATED EXPENSES
38. 4440-JOB-RELATED EXPENSES
39. 6110-GRANT FUNDS
40. 6111-INTERNAL CONTROLS
41. 6112-CASH MANAGEMENT OF GRANTS
42. 6114-COST PRINCIPLES-SPENDING FEDERAL FUNDS
43. 6325-PROCUREMENT-FEDERAL GRANTS/FUNDS
44. 7310-DISPOSITION OF PERSONAL PROPERTY
45. 7450-PROPERTY INVENTORY
46. 6144-INVESTMENT INCOME

The policy changes were reviewed at the committee level earlier in the evening, with the committee recommending the proposed changes as presented.

- E. REFERENDUM BANK ACCOUNT AT STEPHENSON NATIONAL BANK & TRUST: Mrs. Robinson explained the need to open a separate referendum capital account at Stephenson National Bank & Trust in order to keep referendum expenses separate from the general fund.

X. ITEMS SCHEDULED FOR ACTION

A. RESIGNATIONS

1. PART-TIME PARAPROFESSIONAL: Motion by Ihde, seconded by Roman to approve the resignation of Breanna Bevier as part-time paraprofessional. Motion carried 7-0.

B. APPOINTMENTS

1. PART-TIME CUSTODIAN: Motion by Hanson, seconded by Graese to approve Beverly Ruether as part-time custodian. Motion carried 7-0.
2. SUBSTITUTE CUSTODIAL EMPLOYEE: Motion by Cherry, seconded by Heidewald to approve Devin Hoff as a substitute custodial employee. Motion carried 7-0.
3. SUBSTITUTE PARAPROFESSIONAL EMPLOYEE: Motion by Ihde, seconded by Hanson to approve Jennifer Huth as substitute paraprofessional. Motion carried 7-0.
4. SUBSTITUTE CLERICAL EMPLOYEE: Motion by Heidewald, seconded by Roman to approve Jennifer Huth as substitute clerical employee. Motion carried 7-0.
5. SUBSTITUTE FOOD SERVICE EMPLOYEE: Motion by Ihde, seconded by Heidewald to approve Jennifer Huth as substitute food service employee. Motion carried 7-0.
6. VARSITY BASEBALL ASSISTANT COACH: Motion by Hanson, seconded by Cherry to approve Jaden Werner as varsity baseball assistant coach. Motion carried 7-0.
7. VOLUNTEERS/CHAPERONES: Motion by Cherry, seconded by Hanson to approve the list of volunteers/chaperones as presented. Motion carried 7-0.

- C. 2023-2024 AUDIT REPORT: Motion by Heidewald, seconded by Roman to approve the 2023-24 audit report as presented earlier. Motion carried 7-0.
  - D. 2025-2026 OPEN ENROLLMENT LIMITS FOR REGULAR AND SPECIAL EDUCATION: Motion by Ihde, seconded by Roman to approve the 2025-26 open enrollment limits as read by Mrs. Robinson, following the recommended DPI special education caseload formulas to special education students, with no limits set for regular education students. Motion carried 7-0.
  - E. NEOLA POLICY UPDATES: Motion by Roman, seconded by Hanson to approve the NEOLA policy updates as presented. Motion carried 7-0.
  - F. REFERENDUM BANK ACCOUNT AT STEPHENSON NATIONAL BANK & TRUST: Motion by Heidewald, seconded by Ihde to approve of the opening of a separate referendum bank account at Stephenson National Bank & Trust. Motion carried 7-0.
- XI. RECESS TO CLOSED SESSION AS PROVIDED BY STATE STATUTE 19.85(1)(c)(f)  
CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY. CONSIDERING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OR DISCIPLINARY DATA OF SPECIFIC PERSONS...
- A. PERFORMANCE EVALUATIONS
    - 1. PRINCIPALS
    - 2. SCHOOL PSYCHOLOGIST/STUDENT SERVICES DIRECTOR
  - B. CUSTODIAL EMPLOYEE
- Motion by Graese, seconded by Heidewald to recess to closed session as read. Roll call vote was taken: Grandaw-Yes, Ihde-Yes, Heidewald-Yes, Cherry-Yes, Graese-Yes, Hanson-Yes, and Roman-Yes. Motion carried and closed session began at 6:45 p.m.
- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATE STATUTE 19.85(2): Motion by Graese, seconded by Heidewald to reconvene into open session at 7:28 p.m. Motion carried 7-0.
- A. CONTRACT EXTENSIONS
    - 1. PRINCIPALS
    - 2. SCHOOL PSYCHOLOGIST/STUDENT SERVICES DIRECTOR
    - 3. SUPERINTENDENT
  - B. CUSTODIAL EMPLOYEE: Motion by Cherry, seconded by Hanson to terminate Jay Julian's employment effective immediately. Motion carried 7-0.
- XIII. ADJOURNMENT: Motion by Ihde, seconded by Graese to adjourn at 7:30 p.m. Motion carried 7-0.

Prepared by:

Jannie Marsolek  
Recording Secretary

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Kris Heidewald  
Clerk

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Amy Grandaw  
President