

JOHNSON CREEK SCHOOL DISTRICT
Regular Board of Education Meeting Minutes
Monday, December 19, 2022
6:00 p.m.
Elementary Music Room

President Richard Wrensch called the meeting to order.

Board Members Present: Duane Draeger, Ken Johnson, Janelle Kwarcianny, Mark Siewert, Wesley Trapp, and Richard Wrensch

Board Members Absent: June Kolaske

Also present: District Administrator Mark Gruen, Principal Neil O'Connell, Principal Melissa Enger, Special Education Director Stacy Pustina, Administrative Assistant Becky Stewart, Natasha Steenbergen, Tanya Richardt, and Shawn Richardt

Becky Stewart verified that the meeting was properly posted pursuant to § 19.84(1) Wis. Statutes.

Motion by Draeger/Siewert to adopt the agenda as posted. Motion Carried.

Approval of Minutes

Motion by Siewert/Trapp to approve the minutes of the Regular Board meeting of November 21, 2022. Motion Carried.

Community Viewpoint

Shawn Richardt spoke about the TNT Terror Charity Haunted House that he organized. They were able to donate \$848 to the Johnson Creek School District.

Business Affairs/Treasurer's Report

Motion by Draeger/Kwarcianny to approve Accounts Payable checks 242259-242435 in the amount of \$614,468.84, no wire transfers, Payroll checks 15723-15725 in the amount of \$1,728.68, and Payroll ETF transaction 900950635-900950866 in the amount of \$325,554.21.

Roll Call vote: Draeger (Y), Johnson (Y), Kolaske (Absent), Kwarcianny (Y), Siewert (Y), Trapp (Y), and Wrensch (Y).

Yes – 6

No – 0

Absent – 1

Motion Carried

New Business

Motion by Draeger/Kwarcianny to adopt the School Nurse job description. Motion Carried.

Motion by Johnson/Siewert to update the Food Service Director job description. Motion Carried.

The Board tabled the Administrative Rules on the protocols of Retirement/Recognition Annual Plan and In the Case of a Death of a Johnson Creek School District Family Member and referred them to the Personnel Committee.

Personnel

Motion by Personnel Committee/Kwarciany to require former Food Service Director Kassidy Wright to pay back the amount she was overpaid and to pay the \$3,000 in liquidated damages or consult 40 hours in leu of the liquidated damages, to hire Food Service Director Elizabeth Hanna, to approve three days of vacation for Melissa Christian for the extra work that she has done with regard to our curriculum, to allow a Quality Improvement Team chosen by the District Administrator, and to allow an early release day for Staff Appreciation in the Spring. Motion Carried.

Motion by Siewert/Trapp to include the four full-time Office Administrative Assistant positions to match the District Office Staff in regards to the Supplementary Retirement package, effective July 1, 2023. Motion Carried.

Motion by Siewert/Kwarciany to approve the Inclement Weather Listing and Administrative Assistant Change with the new language in the Employee Handbook. Motion Carried.

Motion by Kwarciany/Draeger to approve the Veteran Improvement Points form. Motion Carried.

Communications

Administrative Report

Mr. Gruen stated Natasha Steenbergen is running for School Board and she wants to still be the Middle School Cross Country Coach, but she has agreed to not be paid for Middle School Cross Country. Mr. Gruen gave a shout out to the Food Service staff working though the transition of Food Service Directors and to the Maintenance staff for getting many projects and orders in before the end of the year.

Mrs. Enger stated close to 20 families/business in the Community have donated gifts to elementary students.

Mr. O'Connell gave a shout out to Diane Trimborn for all the work she did with Jefferson County Christmas Neighbors. He also gave a shout out to Mr. Petersen for receiving a grant for \$1,000, which will be used to purchase 3D printers. Last, he mentioned an anonymous staff member who donated full Christmas dinners to eight families in need.

Board Member Comments

Mr. Johnson is very impressed with what is being done for Staff Appreciation. He stated it truly shows how much we care about our staff.

Mrs. Kwarciany mentioned the Johnson Creek Education Foundation received a \$3,000 donation from Linda and Dennis Rabbach in memory of Douglass Rabbach.

Committee Reports

None

Motion by Siewert/Draeger to adjourn. Motion Carried.

Respectfully submitted,

Rebecca A. Stewart
District Administrative Assistant