

**EAST TROY COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting Minutes – April 21, 2025**

The East Troy Community School District Board met in regular session on April 21, 2025. The meeting was called to order by Ted Zess at 6:00 p.m followed by the Pledge of Allegiance. Board members also present were Anna Janusz, Adam Witkiewicz, Kevin Bong, and Steve Lambrechts. Also present were Dr. Christopher Hibner, Amy Jenquin, Amy Foszpanczyk, Taylor Baumeister, Kirstin Kanoff, Amanda Jones, administrators/supervisors, and three guests. Ted Zess read the open meeting statement indicating that the meeting is open to the public as required by state statute and that notice of the meeting had been sent to the media and/or posted.

IV. APPROVAL OF AGENDA AS POSTED

A motion was made by Steve Lambrechts and seconded by Adam Witkiewicz for the approval of the agenda as posted. Motion carried unanimously.

V. APPROVAL OF MINUTES

A motion was made by Steve Lambrechts and seconded by Kevin Bong for the approval of the regular board meeting minutes from April 7, 2025. Motion carried unanimously.

VI. REORGANIZATION OF EAST TROY COMMUNITY SCHOOL BOARD

A. Recognition of School Board President - Ted Zess

- a. Dr. Hibner presented Ted Zess with a recognition plaque for his service as School Board President from 2012 through April 2025. Additionally, Dr. Hibner made a statement of positive recognition of the work that President Zess has done for ETCSD. Ted Zess followed with a departing statement to administration, the Board, teachers/staff, families and community members.

B. Swearing in of recently elected members: Dale Ames was sworn in as a newly elected Board member. Adam Witkiewicz was sworn in as a re-elected Board member.

C. Election of Officers: Nominations were made for Officer positions of the Board. Motion carried unanimously.

- i. President - A motion was made by Steve Lambrechts to nominate Adam Witkiewicz for President. Motion carried unanimously.

- ii. Vice President - A motion was made by Dale Ames to nominate Anna Janusz for Vice-President. Motion carried unanimously.
- iii. Clerk - A motion was made by Dale Ames to nominate Steve Lambrechts for Clerk. Motion carried unanimously.
- iv. Treasurer - A motion was made by Steve Lambrechts to nominate Kevin Bong for Treasurer. Motion carried unanimously.
- v. CESA Representative - Anna Janusz volunteered for this position.
- vi. WASB Delegate - Steve Lambrechts volunteered for this position.

D. Committee Appointees:

- i. Student Learning Subcommittee: Anna Janusz and Adam Witkiewicz
- ii. Facilities Subcommittee: Dale Ames and Kevin Bong
- iii. Salary Subcommittee: Adam Witkiewicz and Steve Lambrechts
- iv. Benefits: Anna Janusz and Steve Lambrechts
- v. Negotiations Representatives: Adam Witkiewicz and Steven Lambrechts

VII. PUBLIC PARTICIPATION

Anna Janusz read a statement on the behalf of the East Troy Knights Board as a thank you to the District for access to facilities in order for athletes to practice and prepare for/during their season.

VIII. FINANCIAL REPORT

Kevin Bong made a motion to approve March 2025 payments in the amount of \$1,884,137.79 and receipts in the amount of \$2,207,860.75 as reflected on the financial statements. Steve Lambrechts seconded the motion. Motion carried unanimously.

IX. DISCUSSION/ACTION ITEMS

- A. Approval of donation(s): Amy Jenquin, Director of Business Services, presented a donation from the Bingo Club for \$300.00 to the East Troy Community School's Angel Fund. Additionally, Tricia Harris, President of Education Foundation, shared an email that Amy Jenquin read aloud regarding donations made by the Education Foundation during the 2024-25 school year. A motion was made by Anna Janusz and seconded by Steve Lambrechts to accept the donations. Motion carried unanimously with the Board's thanks.
- B. Staffing Retirement(s): None
- C. Staffing Resignation(s): None

- D. Staffing Recommendation(s): A motion was made by Anna Janusz and seconded by Kevin Bong to approve the hiring of Nora Anderson for 1.0 FTE 1st grade Special Education teacher and Jennifer Woolridge for 1.0 FTE districtwide Occupational Therapist. Motion carried unanimously.
- E. Approval of 2025-2026 teacher contracts: A motion was made by Adam Witkiewicz and seconded by Steve Lambrechts to approve the complete list of teacher contracts for the 2025 - 2026 school year as presented. Motion carried unanimously.
- F. Recap of current health, dental and vision benefits: Kirstin Kanoff, Director of Human Resources, informed the Board that there is no change to dental or vision coverage/benefits into the 2025-26 school year.
- G. Approval of Wisconsin School Nutrition Purchasing Cooperative Agreement: Motion was made by Steve Lambrechts and seconded by Kevin Bong to approve the Wisconsin School Nutrition Purchasing Cooperative Agreement as presented. Motion carried unanimously.
- H. Health Curriculum adoption for grades 6-9: Taylor Baumeister, Director of Secondary Teaching and Learning, presented information about the district's Human Growth and Development curriculum as a part of the Health curriculum of the district. During the 2023-2024 school year, the district engaged in a review of Human Growth and Development programming with a community advisory team. Through this process came revisions to the district's scope and sequence and a recognition of a need for a new Health curriculum resource in grades 6-9. This school year, Health teachers engaged in a review process of health curriculum materials, and through this process and feedback from community members, staff, parents, and students, a recommendation of adopting Essential Health Skills for Middle School and Comprehensive Health Skills for High School published by Goodheart-Willcox. Motion was made by Anna Janusz and seconded by Steve Lambrechts to approve the adoption of Goodheart-Willcox Essential Health Skills for Middle School and Comprehensive Health Skills for High School. Motion carried unanimously.
- I. Approval of Neola Policies - 1000's Administration: Motion was made by Adam Witkiewicz and seconded by Kevin Bong to approve the Neola Policies - 1000's Administration as presented, with the amendment that the requirement to include the provision in all job descriptions as indicated in Policy 1400 be removed. Motion carried unanimously.
- J. Approval of Policy 528 - Drug and Alcohol Policy for CDL holders: Motion was made by Adam Witkiewicz and seconded by Steve Lambrechts for approval of Policy 528 - Drug and Alcohol Policy for CDL holders as presented. Motion carried unanimously.

- K. Approval of Policy 528.1 - Drug and Alcohol Policy for non-CDL holders: Motion was made by Adam Witkiewicz and seconded by Steve Lambrechts for approval of Policy 528.1 - Drug and Alcohol Policy for non-CDL holders as presented. Motion carried unanimously.
- L. Approval of Policy 552 - Wages and Insurance: Motion was made by Adam Witkiewicz and seconded by Anna Janusz for approval of Policy 552 - Wages and Insurance as presented, with the amendment that the rate of \$11/hour is replaced with employee's regular hourly rate for professional support staff. Motion carried unanimously.
- M. Overnight field trip requests: Dale Ames made a motion for the approval of the overnight field trip request for High School Choir to New York City March 29, 2026-April 2, 2026. The motion was seconded by Kevin Bong. Motion carried unanimously.
- N. Discussion and approval of bids (phase I) of referendum project related to middle school site work for traffic patterns: Moved to executive session.
- O. Employee leave of absence request: Moved to executive session.
- P. Update on professional staff employment pertaining to extra-curricular activities: Moved to executive session.

IX. ADMINISTRATIVE REPORTS

- A. District Administrator Report:
 - i. Review of Wisconsin voters referenda in 2024 and 2025 April elections - Dr. Hibner provided information regarding Wisconsin referenda statewide. He shared data representing the ongoing high number of referenda questions and passage, but also shared statewide there is a downward trend in passed referenda for Wisconsin public school districts. This marks a ten point decline since 2022. In addition, he shared per Wisconsin Public Policy Forum, that reasons for ongoing need for referendas are due to inflation rates, tight labor market creating challenges for hiring/retaining staff, as well as economic relief funds/expenditures no longer being available. Dr. Hibner reiterated that many communities are experiencing "referendum fatigue" and encouraged community members to reach out to legislators regarding public school district funding to meet the needs of students, especially special education reimbursement and per pupil allocation.
- B. Business Manager Report: None
- C. Director(s) of Teaching and Continuous Improvement of Student Learning Report: None
- D. Director of Pupil Services: None
- E. School Board President's Report: None

X. POLICY REVIEW AND DEVELOPMENT

- A. *2 nd Reading of Policy 345.1 Rule - High School Grading System*
- B. *2 nd Reading of Policy 52345.7 - Graduation*
- C. *1 st Reading of NEOLA Policies - 2000's Programming - Tabled for future meeting.*

XI. COMMUNICATION / ANNOUNCEMENTS

None.

XII. BOARD OF EDUCATION – FUTURE ITEMS

Dale Ames, Board member, brought up the performance of our middle school as a result of a conversation in a meet and greet/conversation with parents and community members. He went on to request that potentially a conversation is warranted around this in the future. A middle school action plan /revisions share out is requested for the Board in a future meeting.

Dale Ames continued to bring up the financial status/implications in the district and stated that goal setting may be warranted to continue to be a top notch school.

XIII. ADJOURN TO EXECUTIVE SESSION

A motion was made by Adam Witkiewicz and seconded by Anna Janusz to adjourn to executive session to discuss and take action regarding discussion of bids (phase I) of referendum project related to middle school site work for traffic patterns, employee leave of absence request, and update on professional staff employment pertaining to extra-curricular activities as provided under s.s.19.85 (1)(b), 19.85(1)(c), 19.85(1)(e), and 19.85(1)(f). Roll call vote to adjourn to executive session: Adam Witkiewicz - Yes, Anna Janusz - Yes, Kevin Bong - Yes, Dale Ames- Yes, and Steve Lambrechts - Yes. Motion carried unanimously and the Board moved to executive session at 7:21 p.m.

XIV. RECONVENE TO OPEN SESSION

At 8:53 p.m., a motion was made by Adam Witkiewicz and seconded by Dale Ames to resume to open session per s.s 19.85 (1)(b), 19.85(1)(c), 19.85(1)(e), and 19.85(1)(f). Motion carried unanimously.

A motion was made by Anna Janusz and seconded by Kevin Bong to approve bids (phase I) of referendum project related to middle school site work for traffic patterns as presented below. Motion carried unanimously.

- Site Demo, Earthwork and Utilities Subcontractor - Wanasek Corporation
- Concrete Subcontractor - McPherson Construction
- Painting, Acoustic Ceilings, Floor Mat Subcontractor - Davis Painting + Productive Builders, Inc. + Badger Mats
- Electrical Subcontractor - Nelco Electric, Inc.
- Asphalt Paving Subcontractor - Wolf Paving Co, Inc.
- Site Fencing Subcontractor - Frontline Fence
- Lighting Material - Revere

XV. ADJOURNMENT

A motion was made by Anna Janusz and seconded by Adam Witkiewicz to adjourn. Motion carried unanimously. The meeting adjourned at 8:55 p.m.

Respectfully submitted,

Steve Lambrechts