

**EAST TROY COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION  
Regular Meeting Minutes – November 18 , 2024**

The East Troy Community School District Board met in regular session on November 18, 2024. 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 Adam Witkiewicz, Kevin Bong and Steve Lambrechts. Also present were Amy Foszpanczyk, Amy Jenquin, Taylor Baumeister, Kirstin Kanoff, Amanda Jones, administrators/supervisors, and two 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***

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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***

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A motion was made by Adam Witkiewicz and seconded by Steve Lambrechts for the approval of the regular board meeting minutes from October 21, 2024. Motion carried unanimously.

***VI. PUBLIC PARTICIPATION PER BOARD POLICY***

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None.

***VII. FINANCIAL REPORT***

A motion was made by Adam Witkiewicz and seconded by Steve Lambrechts for the approval of October 2024 payments in the amount of \$2,055,198.40 and receipts in the amount of \$177,935.01 as reflected on the financial statements. Motion carried unanimously.

***VIII. DISCUSSION/ACTION ITEMS***

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- A. Approval of donation: Amy Jenquin, Director of Business Services, presented four donations to the district. The first donation for the amount of \$500.00 from Bingo Club will go to the East Troy Middle School's Angel Fund for Food Service. The second donation for the amount of \$370.00 was made by GFWC-Woman's Club of East Troy, which will be deposited into the

Economic Assistance/Angel Fund for food service at East Troy High School. The third donation for the amount of \$1,300.00 from Three Taps Saloon, which will go to the Economic Assistance/Angel Fund for food service at East Troy High School. The fourth donation for the amount of \$422.09 from TrueNorth Organization for the “Giving Pump” initiative. The fifth donation from Assurance Roofing for the amount of \$5,000.00, which will support science-related projects and other needs at Little Prairie Primary. High School Athletic Director Brian O’Leary also presented a new sponsorship request from Citizens Bank. The sponsorship would include 3 years on the football pressbox for \$3,000.00, 3 years on the soccer sign for \$3,000.00, and 4 years of a sign on the baseball field for \$750.00 per year. Citizens Bank is requesting that the soccer field sign be made now and put up for the spring season; the sponsorship cost for this half of a year will be \$500.00. The total sponsorship from Citizens Bank will be in the amount of \$9,500.00, which will be paid in December and the signs will be added for the remainder of this year and the years they sponsor hereafter. A motion was made by Ted Zess and seconded by Adam Witkiewicz for the approval of donations and the sponsorships as proposed. Motion carried unanimously with the board’s thanks.

- B. Approved Capital Referendum update: Amy Jenquin, Director of Business Services, shared the thanks of the district to all East Troy residents who voted on November 5th. The \$19.4 million Capital Referendum passed with 52% of the vote. She also shared thanks to the community members, residents, and staff members who contributed to the process and visited the district’s website to gain information. She read a statement from Dr. Hibner, “We want to thank our community for the support of the Capital Referendum. We are incredibly pleased that our community recognizes the importance of addressing our most critical needs for the betterment of our schools and students. I know I speak on behalf of the Board of Education in thanking the community and all the people who have been directly or indirectly involved in helping to develop this solution and ensuring that our community members were informed throughout the process.”
- C. Approval of installation contract with PSI: Amy Jenquin, Director of Business Services, presented information regarding Performance Services (PSI) and their work with the district in conducting facilities studies and helping the district in assessing needs through attending community meetings, providing quotes and bids, and aiding in the creation of the critical needs list. The Board was asked to approve PSI as the general contractor for the projects related to the Capital Referendum. The contract price matches the referendum for \$19.4 million. Jake Hernandez, Director of Buildings and Grounds and Safety Coordinator, shared the tentative

schedule from PSI. Phase 1 of the proposed construction is proposed to take place during summer 2025 and will include roof replacements at the Middle School and Prairie View; partial roof replacement at the High School; and HVAC, windows and masonry, and secure entry at Prairie View. The design team will begin on December 2nd, 2024 to review needed design aspects. Follow up design meetings are proposed through January and will be conducted as needed. The schedule proposes the bidding process will begin in February 2025, pricing will be reviewed and brought to the Board of Education around March to allow for materials to be ordered and delivered for summer installation. A motion was made by Adam Witkiewicz and seconded by Steve Lambrechts for the approval of contract with PSI. Motion carried unanimously.

- D. All Sports Booster Club Athletic Hall of Fame proposal: Rosemary Martin presented to the board about the inaugural induction class to the East Troy All Sports Booster Club Athletic Hall of Fame. She shared about the ceremony, which took place at the homecoming football game. The All Sports Booster Club is proposing an Honor Wall for the Hall of Fame outside of the high school main entrance. They are seeking the Board of Education's approval before moving forward with the planning and creation process. Donations will be gathered to fund the wall and they are proposing selling bricks as a part of the funding for the wall. Cost to the district would include the utility cost of lighting for the plaques and uplighting for the wall. The Board of Education asked questions about how many honoree plaques there would be, the size of the plaques, and how the plaques would be affixed to the wall. A motion was made by Ted Zess and seconded by Adam Witkiewicz for the approval of an Honor Wall for the All Sports Booster Club Hall of Fame. Motion carried unanimously.
- E. Approval of new course proposals at East Troy High School in Agriculture and English: Taylor Baumeister, Director of Secondary Teaching and Learning, presented three new course proposals. Shannon Venegas initiated the new course Writing for New Media. Ryan Holle initiated the new course Equine and Large Animal Management. Katy Vacula initiated the new course Biotechnology. A motion was made by Ted Zess and seconded by Steve Lambrechts for the approval of the three new courses. Motion carried unanimously.
- F. Approval of course change proposals at East Troy High School that result in changes to Laude or AP status and prerequisites: Taylor Baumeister, Director of Secondary Teaching and Learning, presented three course change proposals. Andrea Belka Van Buren initiated the course change Accelerated Chemistry - asked that Accelerated Biology be listed as a recommendation instead of a prerequisite to Accelerated Chemistry. Shannon Venegas initiated the course change Speech

- asked that Speech be a laude class. Colleen Heitl initiated the course change Pre-Calculus - asked that Pre-Calculus be aligned to the CED for AP Pre-Calculus. A motion was made by Ted Zess and seconded by Kevin Bong for the approval of the three course changes. Motion carried unanimously.

- G. District and Building Strategic Priorities presentation: A presentation was made to the Board of Education and community on how the district and the school buildings will be working to advance the district's four Strategic Priorities: Support conditions for learner empowerment; Cultivate a healthy organizational culture that supports learning through the values of: relationships and trust, communications, commitments, ongoing learning (growth mindset), voice, joy/happiness, compassion, gratefulness, self-reflection, feedback, accountability, and results; Maximize the value of our educational institution via families that attend ETCSD as well as the greater East Troy community through increased communication and engagement; and Ensure the district continues to act as a good steward of district resources toward fostering and supporting our mottos, other strategic areas, and district goals. The presentation made to the board can be found on the district website.
- H. Notice of School Board election: Amy Foszpanczyk read the notice of the school board election on Tuesday, April 1, 2025. There are two offices to be elected to succeed the present incumbents: Ted Zess (3 year term) and Adam Witkiewicz (3 year term). The candidates receiving the highest number of votes will fill the regular term up for election and serve a three-year term beginning April 28, 2025 and ending the 4th Monday in April 2028. Notice is hereby given that a Campaign Registration Statement and a Declaration of Candidacy, must be filed no later than 5:00 pm on Tuesday, January 7, 2025 in the office of the school district clerk: 2040 Beulah Ave., East Troy, WI. Notice is further given that if a primary is necessary, the primary will be held on Tuesday, February 18, 2025. A description of the school district boundaries can be obtained from the school district office.
- I. Employee leave of absence request for consideration: Moved to executive session.

## ***IX. ADMINISTRATIVE REPORTS***

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- A. District Administrator Report: None
- B. Business Manager Report: None
- C. Director(s) of Teaching and Continuous Improvement of Student Learning Report:
- i. Student Learning Subcommittee minutes from October meeting - Amy Foszpanczyk, Director of Elementary Teaching and Learning, presented the minutes from the October meeting of the

Student Learning Subcommittee of the board. The subcommittee met on October 21st, 2024, and the meeting included Adam Witkiewicz, Anna Janusz, Amy Foszpanczyk, Taylor Baumeister, Adam Trindl, and Mark Weerts. At the meeting, Amy Foszpanczyk shared an update on Act 20 professional development and assessment, Taylor Baumeister shared an update on the K-12 English Language Arts resource audit taking place this school year, and Amy and Taylor updated the subcommittee on changes to the Wisconsin Forward Exam and WSAS Data. Minutes from the subcommittee meeting can be found on the district website.

- ii. Presentation related to Standardized Assessments from 2023-2024 school year will occur at December board meeting - Amy Foszpanczyk shared with the board and community that at the December regular board meeting a presentation will be made related to the WSAS assessments from 2023-2024, including school and district report cards from the state. School and district report cards are currently embargoed by the state, but will be released tomorrow, November 19, 2024.

D. Director of Pupil Services: None

E. School Board President's Report: None.

#### ***X. POLICY REVIEW AND DEVELOPMENT***

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*2nd Reading of Neola Policies - 000 Bylaws* - 3rd reading will occur in December at the regular board meeting

*1st Reading of Neola Policies - 1000s Administration* - The 1st reading of the 1000s policies was tabled and will occur at a future Board of Education meeting.

#### ***XI. COMMUNICATION / ANNOUNCEMENTS***

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None

#### ***XII. BOARD OF EDUCATION – FUTURE ITEMS***

None.

#### ***XIII. ADJOURN TO EXECUTIVE SESSION***

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A motion was made by Ted Zess and seconded by Adam Witkiewicz to adjourn to executive session for discussion pertaining to employment leave of absence request for consideration as provided under s.s.19.85 (1)(b), 19.85(1)(c), and 19.85(1)(f). Roll call vote to adjourn to executive session: Steve

Lambrechts-Yes, Adam Witkiewicz - Yes, Kevin Bong - Yes, and Ted Zess - Yes. Motion carried unanimously and the Board moved to executive session at 7:23 p.m.

**XIV. RECONVENE TO OPEN SESSION**

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At 7:40, a motion was made by Ted Zess and seconded by Steve Lambrechts to resume to open session per s.s. 19.85 (1)(b), 19.85(1)(c), and 19.85(1)(f). Motion carried unanimously.

A motion was made by Ted Zess and seconded by Adam Witkiewicz to approve the leave of absence as presented. Motion carried unanimously.

**XV. ADJOURNMENT**

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A motion was made by Ted Zess and seconded by Adam Witkiewicz to adjourn. Motion carried unanimously. The meeting adjourned at 7:41 p.m.

Respectfully submitted,

Steve Lambrechts