

Board President Karen Knospe called the meeting to order at 6:30 p.m. in the Buffalo City Municipal Building.

Board members present were Larry Cyrus, Kalene Engel, Karen Knospe, Rita Greshik, Lynn Doelle, and Bonnie Breza. Areny Bork was absent. Others present were Michele Butler, Steve Stoppelmoor, Luke Kjelland, Karen Domine, Randy Knecht, Donna Baertsch, Dave Brommerich, Lisa Engfer and Jeff Eggert.

The Pledge of Allegiance was recited.

The District Mission statement was read.

Karen Knospe attested to the publication of the meeting.

**Public Comments/Appearances:**

None.

**Consideration of Adjustments to the Agenda:**

Kalene Engel made a motion to approve the agenda as presented. Rita Greshik seconded the motion. Motion carried.

**Consent Agenda:**

- A. Approve the Board of Education minutes from the Regular Meeting on June 27, 2019.**
- B. Approve the June 28-July 17, 2019 vouchers.**
- C. Approve a resignation from Erica Johnson.**
- D. Approve a designation of Fund 10 Balance for cash flow purposes.**
- E. Approve designations as Depositories for District Funds: Waumandee State Bank, Alliance Bank, the Local Government Investment Pool, and TD Ameritrade.**
- F. Approve a Membership with WIAA for 2019-20.**

Kalene Engel made a motion to approve the consent agenda as presented. Kalene accepted a friendly motion from Bonnie Breza to remove letter C from the consent agenda and move under New Business letter F. Larry Cyrus seconded the motion. Motion carried.

**Reports:**

**A. Superintendent Report**

**1. First three week's transition**

Ms. Butler gave the Board an update on the goals she has been working on for the first three weeks as superintendent. These included: reviewing the first board retreat, looking at student data, setting up meetings with staff and the public and creating a job description.

**2. Personnel Report**

Ms. Butler reported that Linda Fetting resigned as a bus driver and that Amanda Adams resigned from her clerical position.

**Old Business:**

**A. Ad Hoc Committee Reports**

**1. POC-Progress Report of the Referendum Projects**

Larry Cyrus gave the board an update of current projects. The topics included HVAC, windows, doors, and low voltage. Kalene Engel noted that an alumni group would like to donate a sign from their tournament proceeds.

**2. Employee Handbook**

Kalene Engel noted that the handbook was being reviewed by the administration. The handbook and policies need to be discussed at a human resources committee meeting.

**3. Wellness Committee**

Rita Greshik reported that this committee will meet in September or October.

**B. Standing Committee Reports**

**1. Communications**

Bonnie Breza said the communication committee had nothing to report.

## 2. Human Resources

Karen Knospe reported that this committee needs to schedule a meeting.

## 3. Curriculum

Larry Cyrus reported that this committee will meet after school starts.

## 4. Policy

Kalene Engel said this committee did not meet.

### New Business:

#### A. 2019-20 Fee Schedule

The 2019-2020 fee schedule was presented by Ms. Butler. After discussion, Kalene Engel made a motion to approve the fee schedule as presented. Rita Greshik seconded the motion. Motion carried.

#### B. A motion to meet State Statute regarding the notification of the District's Academic Standards.

**"I move to approve the proposed "NOTICE OF THE STUDENT ACADEMIC STANDARDS THAT ARE IN EFFECT FOR THE 2019-20 SCHOOL YEAR," as said proposed notice was presented to the Board in written form as ANNUAL NOTICES, with a date of July 17, 2019, all pursuant to section 120.12(13) and section 188.30(1g)(a)1 of the state statutes."**

**Said academic standards are documented through the Build Your Own (BYO) Curriculum application and posted on the C-FC School District website under Parent/Student Links.**

Ms. Butler explained this requirement was required by statute. Rita Greshik made the motion "I move to approve the proposed "NOTICE OF THE STUDENT ACADEMIC STANDARDS THAT ARE IN EFFECT FOR THE 2019-20 SCHOOL YEAR," as said proposed notice was presented to the Board in written form as ANNUAL NOTICES, with a date of July 17, 2019, all pursuant to section 120.12(13) and section 188.30(1g)(a)1 of the state statutes." Kalene Engel seconded the motion, motion carried.

#### C. Discussion and potential action regarding the need for/use of late bus service.

Mr. Kjelland explained the data collected from the last bus that was run during the prior school year. After a discussion, Kalene Engel made a motion to discontinue running a late bus. Rita Greshik seconded the motion. Motion carried.

#### D. WASB Business Honor Roll nominations.

Kalene Engel made a motion to nominate the VFW in Cochrane, Itechra, and Jay & Dee's Special T's for the WASB Honor Roll. Bonnie Breza seconded the motion. Motion carried.

#### E. Create an ad hoc committee to develop a comprehensive superintendent job description.

Kalene Engel made a motion to form a committee to write a job description for the superintendent. Kalene accepted a friendly motion from Bonnie Breza to add evaluation with the job description. Larry Cyrus seconded the motion. Motion carried. Committee members are Bonnie Breza, Lynn Doelle, and Karen Knospe.

#### F. Approve a resignation from Erica Johnson.

Bonnie Breza made a motion to approve Erica Johnson's resignation after discussion. Kalene Engel seconded the motion. Motion carried.

### Future Business Items

- The human resource committee meeting was set for July 30, 2019 at 5:30.
- Information on the budget will be presented at the August Board meeting.
- The next POC meeting was set for July 22, 2019 at 11:00.
- Communication committee is still working on a date for a back-to-school activity.
- The first meeting of the ad hoc committee to develop a superintendent job description was set for August 5, 2019 at 5:30.

### Review Timeline and Items for Future Board Agendas and Meetings:

<b>A. Wednesday, August 21, 2019</b>	<b>Regular Meeting</b>	<b>6:30 p.m.</b>
<b>B. Wednesday, September 18, 2019</b>	<b>Regular Meeting</b>	<b>6:30 p.m.</b>
<b>C. Wednesday, October 16, 2019</b>	<b>Regular Meeting</b>	<b>6:30 p.m.</b>

**Adjourn:** The Board adjourned on a motion by Kalene Engel, seconded by Lynn Doelle at 7:40 p.m. Motion carried.