



NORTHERN OZAUKEE SCHOOL DISTRICT  
BOARD of EDUCATION MEETING MINUTES  
REGULAR SESSION  
Monday, May 8, 2023 · 6:30 p.m.  
OMS/OHS Library

**Call to Order:** 6:30 p.m. by B. Neis. Roll call was taken and a quorum was present. Pledge of Allegiance was recited, followed by the reading of the District's Strategic Plan.

**Members Present:** Brent Neis, Dan Large, Jennifer Clark, Suzanne Miller, Steve Burmesch, Jeff Decker, Rick Hamm Kevin Klas and Hal Steffen

**Others Present:** Dave Karrels, Josh McDaniel, Mike Leach, Charlie Schwartz, Lynn Kucharski, Kelley Janowski, Brian Conrad, Linda Conrad, Kelly Briggs, Keri Eichner, Lindsey Holstad Andy McKee (arrived at 7:02 p.m.)

**Agenda:** Item #11 - Approval of Co-Op with Random Lake for Golf has been tabled. Motion to adopt the agenda in print was made by S. Burmesch, seconded by H. Steffen. ***Motion carried unanimously.***

**Board Reorganization:** Listed below are the board positions for 2023-2024:

- Board President - Brent Neis was nominated by S. Burmesch, seconded by H. Steffen. B. Neis accepted the nomination. ***Unanimous vote cast for B. Neis.***
- Board Vice President - Dan Large was nominated by S. Burmesch, seconded by H. Steffen. D. Large accepted the nomination. ***Unanimous vote cast for D. Large.***
- Board Clerk - Suzanne Miller was nominated by S. Burmesch, seconded by D. Large. S. Miller accepted the nomination. ***Unanimous vote cast for S. Miller.***
- Board Treasurer - Jennifer Clark was nominated by S. Burmesch, seconded by J. Decker. J. Clark accepted the nomination. ***Unanimous vote cast for J. Clark.***
- Board Secretary - Kelley Janowski was nominated by S. Burmesch, seconded by J. Clark. K. Janowski accepted the nomination. ***Unanimous vote cast for K. Janowski.***

Listed below are the representatives for 2023-2024:

WASB Delegate - Steve Burmesch

CESA #1 Delegate - Suzanne Miller

WVL Board Liaison - Suzanne Miller

ROLES Board Liaison - Hal Steffen

**Public Forum:** None

**Celebrations and Announcements:** Members of the Administrative Team shared celebrations/announcements with the board. If you would like to read the details, see page 7 of the board packet.

**Consent Agendas:** Motion to approve Consent Agenda Part I was made by D. Large, seconded by J. Clark. ***Motion carried unanimously.***

**Monthly Reports:**

Board chairpersons in attendance provided an update on recent committee meeting activities.

**Personnel:** The Personnel Committee met on May 1<sup>st</sup> to discuss employee handbooks and health insurance planning.

**Finance/Buildings & Grounds:** Finance/Buildings & Grounds met prior to this meeting. The committee discussed health insurance planning and the lack of bussing/extra-curricular transportation options. One option is the purchase of two buses (agenda item #9). By purchasing our own buses, we would be saving a substantial sum of money.

**Information/Action Items:**

**Summer School Staffing:** D. Karrels presented the projected Summer School staffing document. Summer School will be in-person from 8:00 a.m. - 12:15 p.m. five days a week from June 12<sup>th</sup> through July 7<sup>th</sup> (no school July 4<sup>th</sup> or July 5<sup>th</sup>). Summer School does help the district further educational efforts and provide an environment for continued learning. Motion to approve the staffing proposal for the 2023 Summer School session in the amount not to exceed \$64,139 was made by S. Burmesch, seconded by S. Miller. **Motion carried unanimously.**

**Health Insurance Carrier of 2023-2024:** The District has been working with our advisor, National Insurance Services (NIS), to find the best overall health insurance option. J. Decker explained that within the upcoming year, Humana will no longer provide health insurance to schools. At this time, United Healthcare was the best option. Motion to approve United Healthcare as the District's health insurance carrier for the 2023-2024 fiscal year as outlined was made by S. Burmesch, seconded by J. Decker. **Motion carried with 8 approved and 1 opposed (D. Large).**

**Employee Handbooks:** On an annual basis, the board approves any updates to our employee handbooks. Included in the board book are the revised pages from the *Supplement for Auxiliary Employees* and *Supplement for Exempt (At-Will) Employees*. Motion to approve the changes to the employee handbooks was made by R. Hamm, seconded by S. Burmesch. **Motion carried unanimously.**

**Student Handbooks:** Included in the board book are the proposed updates to the 2023-2024 OES, OMS and OHS Student Handbooks. While there are no major changes, the building principals have identified a few minor adjustments. Our goal is to make the student handbooks concise, easy to understand and applicable to our students. Motion to approve the changes to the OES, OMS and OHS Student Handbooks was made by J. Decker, seconded by H. Steffen. **Motion carried unanimously.**

**Bussing Contract:** The District's transportation with Riteway is up for renewal at the end of the fiscal year. Although the District reached out to other transportation companies to provide a bid for future services, none were submitted. Included in the board book is a copy of the full proposed contract (for the next three years) along with a summary of anticipated costs to the District. Future costs will be calculated based on the Consumer Price Index (CPI) changes from the prior calendar year. Motion to approve the three year contract with GoRiteway at a cost of \$390,774.61 for 2023-2024 with future rates calculated based on the CPI changes from the prior calendar year, was made by D. Large, seconded by J. Clark. **Motion carried unanimously.**

**Staff Contracts and Stipend for 2023-2024:** After discussions in both Finance/Buildings & Grounds and Personnel Committees, it is the recommendation to set compensation increase amounts and approve aggregate contracts for professional, exempt and hourly staff in the amount of up to \$250,000. We also recommend providing a one-time staff stipend (to be paid on the September 15, 2023 payroll) for all individuals who are currently employed by the District and will return for the 2023-2024 school year. Motion to approve aggregate contracts for professional, exempt and hourly staff in the amount of up to \$250,000 and provide a separate \$1,000 one-time staff stipend for all individuals who are currently employed by the District and will return for

the 2023-2024 school year was made by S. Miller, seconded by S. Burmesch. **Motion carried with 8 approved and 1 opposed to the \$1,000 one-time stipend (R.Hamm).**

**OES ELA Curriculum:** Earlier this school year, the board approved the purchase of an English Language Arts (ELA) pilot program from Benchmark Education Company for 3<sup>rd</sup> - 5<sup>th</sup> grade. OES would like to proceed with the purchase of the program. This consideration has been reviewed by the Student Learning and Achievement Committee and the Finance Committee. Motion to approve the OES ELA curriculum purchase from Benchmark Education Company in the amount of \$67,162 was made by R. Hamm, seconded by S. Miller. **Motion carried unanimously.**

**OHS Spanish Curriculum:** Over the course of this past year, our Spanish teacher, Lori Much has been working closely with M. Leach and the high school team to make sure we have a high quality and engaging Spanish curriculum in place. OHS would like to proceed with the purchase of the new Spanish curriculum. This consideration has been reviewed by the Student Learning and Achievement Committee and the Finance Committee. Motion to approve the purchase of the OHS Spanish curriculum from Vista Higher Learning in the amount of \$17,425.99 was made by R. Hamm, seconded by S. Burmesch. **Motion carried unanimously.**

**Busses Purchase:** At the November 15, 2021 board meeting, the board approved the purchase of two new Ford Transit vans in the amount of \$84,476 to alleviate the lack of extra-curricular transportation options. In July 2022, Ford notified the District that they were no longer producing the 10 passenger vans. The \$84,476 has been held in committed fund balance for the purpose of purchasing vehicles to help with transportation needs.

Recently, the District found two 2018 Chevrolet Thomas buses (28 passengers) on Facebook Marketplace at a cost of \$32,000 each. Both vehicles are in great condition and have less than 15,000 miles each. Both buses were vetted by K. Schueller and Bob Albinger from the maintenance department. It is recommended to approve the purchase of the two buses. Motion to approve the purchase of two 2018 Chevrolet Thomas buses (28 passengers) for a total cost of \$64,000 from Seventh-Day Adventist Church in Milwaukee, by utilizing committed fund balance previously set aside for the purchase of the two 10 passenger vans, made by S. Burmesch, seconded by D. Large. **Motion carried unanimously.**

**Co-Op with Random Lake for Girls Soccer:** A. McKee, OMS/OHS Athletic Director, explained the rationale of forming a Co-Op with Random Lake for Girls Soccer. The Co-Op would be a two year commitment, beginning with the 2023-2024 season. Motion to approve the Co-Op with Random Lake for Girls Soccer was made by S. Miller, seconded by J. Decker. **Motion carried unanimously.**

**Next Agenda:** Topics suggested for the June 19, 2023 Regular Board Meeting include:

- Breakfast/lunch/milk prices
- Registration/school athletic/activities fees
- Insurance and risk management update
- Resolution to commit fund balance

**Next Meeting:** Monday, June 19, 2023 OMS/OHS Library @ 6:30 p.m.

**Adjourn Regular Session/Convene**

**Closed Session:**

B. Neis made a motion at 7:59 p.m. to adjourn Regular Session and convene into closed session pursuant to Wis. Stat. 19.85(1)(c)(f), the Northern Ozaukee School Board of Education will convene in closed session for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and considering preliminary notice(s) of non-renewal(s), seconded by R. Hamm. **Motion carried by unanimous roll call vote.**

**Adjourn Closed  
Session/Reconvene  
Regular Session:**

Motion to adjourn Closed Session and reconvene Regular Session made by S. Miller seconded by R. Hamm at 8:16 p.m. ***Motion carried by unanimous roll call vote.***

**Adjournment:**

Motion to adjourn Regular Session was made by S. Burmesch, seconded by R. Hamm. Meeting adjourned at 8:16 p.m.

Respectfully submitted,

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Suzanne Miller  
Board Clerk

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Brent Neis  
Board President