

**RICE LAKE AREA SCHOOL DISTRICT  
30 PHIPPS AVENUE  
RICE LAKE, WI 54868**

**BOARD OF EDUCATION  
REGULAR SESSION  
Monday, August 28, 2023  
ADMINISTRATION BUILDING**

**MINUTES**

- I. **CALL TO ORDER:** The Board of Education of the Rice Lake Area School District met in regular session at 7:00 p.m. on Monday, August 28, 2023 in the Board Room of the Rice Lake Area School District Administration Building, 30 Phipps Avenue, Rice Lake, Wisconsin, with Keven Jensen, President presiding.
- II. **ROLL CALL:** Present - Board Members: Steve Bowman, Phil Henkel, Keven Jensen, Dianne Koser, Doug Kucko, Bert Richard, Nellie Scheurer, Miriam Vavra  
Absent- Don Cuskey  
Others Present- Randy Drost, District Administrator  
Student Representatives: NA
- III. **NOTICE OF POSTING:** President, Keven Jensen announced the Board hereby finds communication and public notice of the open meeting, as required by section 19.84 of the Wisconsin Statutes, had been properly given by the presiding officer's designee, Randy Drost. Such a notice and agenda to the official newspaper, the Rice Lake Chronotype, to the Eau Claire Leader-Telegram, and to radio stations WJMC and WAQE, indicating the date, time, and place of the meeting and such notice was given more than 24 hours prior to the meeting.
- IV. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited.
- V. **APPEARANCES:** No appearances were made.
- VI. **APPROVAL OF MINUTES [action]:** Bert Richard and Dianne Koser motioned to approve the regular session and closed session meeting minutes from Monday, August 14, 2023. All present voting yes. Motion approved.
- VII. **CONSENT AGENDA [action]:** Phil Henkel and Doug Kucko motioned to approve the consent agenda. All present voting yes. Motion approved.
- A. Employment Resignations:**
1. Alexa Robinson, Full-Time Teacher Substitute at RLMS, effective August 21, 2023
  2. Don Pashby, Forensics Advisor at RLHS
- B. Employment Recommendations:**
1. Pat Swanson, Math Teacher at Warriors on Wisconsin, overload assignment for the first semester of the 2023-2024 school year \*This increase in time would be an addition to the 2023-2024 staffing report
  2. Tabatha Myers, Custodian at Hilltop Elementary
  3. James Toborg, Custodian at Tainter Elementary
  4. William Good, Head Custodian at RLMS/Hilltop Elementary
  5. Nicole Murawski, Cook-Kitchen Assistant 2 at Tainter Elementary

6. Daniel Huppert, Police School Liaison Officer
7. Kaylie Richter, Seventh Grade Girls Basketball Coach at RLMS
8. Jacob Jondreau, Part-time Lifeguard at the Rice Lake Swimming Pool

#### **VIII. REPORTS:**

- A. 2023-2024 Warriors on Wisconsin (W.O.W.) Program Student Informational Booklet-second reading-Mark Beise [action]:** On Monday, August 14, 2023 the Board of Education reviewed the draft 2023-2024 Warriors on Wisconsin Program Student Informational Booklet as a first reading. Phil Henkel and Dianne Koser motioned to approve the 2023-2024 Warriors on Wisconsin Program Student Informational Booklet as reviewed. All present voting yes. Motion approved.
- B. Building Goals and Plans for 2023-2024 School Year-Building Principals:** Building principals reviewed their building goals and plans for the 2023-2024 school year.
- C. Approval of Fund 46 Segregated Bank Account-Randy Drost [action]:** Steve Bowman and Miriam Vavra motioned to approve the Fund 46 segregated bank account. All present voting yes. Motion approved.
- D. Approval of the Long-term Capital Improvement Plan-Randy Drost [action]:** Doug Kucko and Nellie Scheurer motioned to approve the long-term capital improvement plan as reviewed. All present voting yes. Motion approved.
- E. BOE Public Relations Committee Meeting Update-Bert Richard:** The BOE Public Relations Committee met on Monday, August 21, 2023. The committee nominated a chairperson, reviewed the work completed with the Donovan Group, discussed areas to promote in the district and how to promote them, and discussed a monthly radio show. Bert Richard Provided an update from the meeting.
- F. BOE Policy and Legislative Advocacy Committee Meeting Update-second reading-Keven Jensen [action]:** The Board of Education reviewed the following policies as a first reading on Monday, August 14, 2023.

Phil Henkel and Doug Kucko motioned to pull policy #723.4, Emergency School Closings and rule #723.4, Inclement Weather Procedures to go back to the committee for further review. All present voting yes. Motion approved.

Bert Richard and Phil Henkel motioned to approve the following policies as reviewed. All present voting yes. Motion approved.

- Policy #710, Support Services Goals (review)
- Policy #721, Buildings and Grounds Inspection (review)
- ~~Policy #723.4, Emergency School Closings (revise)~~
- ~~Rule #723.4, Inclement Weather Procedures (revise)~~
- Policy #730, Buildings and Grounds Management (review)
- Policy #731, Buildings and Grounds Security (review)
- Policy #731.3, Building Key/Access Card Control (review)
- Rule #731.3, Building Key/Access Card Control (review)
- Exhibit #731.3, Building Key/Access Card Request Form (review)
- Policy #732, Building and Grounds Maintenance (review)
- Policy #732.1, Capital Outlay (review)
- Policy #733, Energy Conservation (review)

- Policy #740, Materials Resource Management (review)
- Policy #742, Use of School Equipment off School Premises (review)
- Exhibit #742, District Equipment Release Form (review)
- Policy #743, Waste Management and Recycling (revise)
- Policy #752, Use of District-Owned Vehicles (review)
- Policy #780, Insurance Management (review)

**IX. INFORMATION:**

**A. 2023-2024 Student Enrollment Update:** The Board of Education reviewed the current 2023-2024 student enrollment numbers.

**B. WASB Public Policy Correspondent Update:** Phil Henkel provided an update from the Legislative Update blog.

**C. Upcoming Meeting Schedule:** The Board reviewed a schedule of upcoming meetings/events.

**X. STUDENT REPRESENTATIVE COMMENTS ON PROGRAMS AND ACTIVITIES: NA**

**XI. DISTRICT ADMINISTRATOR COMMENTS:**

- **Upcoming District Events:** District Administrator Randy Drost shared the following information:
  - Friday, September 1 is parent/teacher conferences for the elementary level, as well as the first day for fifth grade and new middle school students and ninth grade and new high school students.
  - To find the schedule of upcoming sporting events, please visit the district website.
  - The Forrest Run is scheduled for September 16<sup>th</sup>.

**XII. MEETING ADJOURNED:** Doug Kucko and Steve Bowman motioned to adjourn the meeting. All present voting yes. Motion Approved. Meeting adjourned at 8:09 p.m.

Miriam Vavra, Clerk