

REGULAR SCHOOL BOARD MEETING
School District of Webster
Webster 5-12 School IMC
July 21, 2025 - 5:00 pm

Board Members Present: President Chaz Heinz, Vice President Terry Larsen, Clerk Kim Johnson, Directors Galina Werdier and Jerry Metcalf

Board Members Absent: Clerk Kim Johnson

Board President Chaz Heinz called the regular meeting to order at 5:00 pm. President Heinz was informed that the meeting was posted and the press was notified on July 17, 2025.

The full board and audience recited the pledge of allegiance.

Motion by Katie Smith/Galina Werdier to approve the minutes of the Open and Executive Sessions of the June 16, 2025 Regular Board Meeting, the Policy Committee Meeting of July 02, 2025, the Open and Executive Sessions of the July 14, 2025 Personnel Committee Meeting, the Policy Committee Meeting of July 15, 2025, and the Open and Executive Sessions of the July 16, 2025 Budget Committee Meeting. Motion carried.

Motion by Terry Larsen/Jerry Metcalf to approve financial report for the month ending June 30, 2025 as reported by Pamela Peterson. Motion carried.

Motion by Pamela Peterson/Galina Werdier to approve payroll expenditures of \$407,994.58 and vouchers numbered 1134836-1134933 plus ACH Transfers totaling \$919,808.11 for the month of June 2025. Motion carried.

Motion by Terry Larsen/Pamela Peterson to approve and release vouchers numbered 1134944-1134968 plus ACH payments dated July 21, 2025 totaling \$144,777.02. Motion carried.

Audience Recognition: None.

High School Volleyball Overnight Field Trip Request: Coach (Stefanie) Janssen has requested for the volleyball team to attend an overnight camp at Faith's Lodge from July 29 – July 31, 2025. Funds will be taken from the Volleyball Activity Fund for this event.

Motion by Galina Werdier/Chaz Heinz to approve the High School Volleyball overnight trip as presented. Motion carried.

The above motion was later rescinded to reflect an error in the reported dates.

Motion by Katie Smith/Pamela Peterson to approve The High School Volleyball overnight trip on August 26th-August 28th. Motion carried.

Staff Resignations

Motion by Terry Larsen/Jerry Metcalf to approve the resignation of Bus Driver/Part Time Instructional Assistant, April Cydell, effective at the end of the 2024-2025 school year. Motion carried.

Motion by Pamela Peterson/Katie Smith to approve the resignation of Middle School Counselor, Ashley Schmidt, effective July 29, 2025. Motion carried.

Committee Reports

Policy: Jerry Metcalf, Committee Chair, reported that the Policy Committee met on July 2 and July 15 to complete the review of the 2000 policy series. To stay on track for full policy book adoption in August, the committee assigned the review and editing of the 7000 and 8000 series to the Administrative Office Staff. These policies are now being presented for a first reading.

The Board conducted a first reading of the following Neola policy series: Series 2000 – Program, Series 7000 – Property, and Series 8000 – Operations

In addition, the Board completed a first reading of Policy 5780 – Student/Parent Rights, which had been tabled at the June Regular School Board Meeting.

Student/Staff/Employee Handbooks: The Board agreed to allow the committee to review all handbooks to ensure alignment with the newly adopted policy book, with the intention of establishing an annual review process moving forward.

Budget: Mr. Hetfeld reported that the Budget Committee met on July 16th to review the 2024–2025 budget in light of the fiscal year ending June 30th. The committee focused on proposed revisions and adjustments to ensure alignment with year-end financial data in preparation for the annual audit. These changes aim to support transparency and accuracy in financial reporting.

The committee also revisited the possibility of increasing the debt service levy as a potential defeasance strategy. A follow-up meeting will be scheduled with Baird to further explore this option and gather additional information.

Additionally, the committee discussed administrative compensation for the 2025–2026 school year. Further details on this topic will be addressed in executive session.

Mr. Hetfeld presented the proposed 2024–2025 budget revisions, highlighting the following:

Revenue Increases:

- Higher-than-anticipated Activity Attendance, increased Cub Club revenue, additional Common School Funds, and increased High-Cost Transportation Aid.

Revenue Decreases:

- Lower-than-expected Open Enrollment revenue, elimination of High Poverty Aid, and decrease in AGR Funding.

Expense Increases:

- Higher costs for Health Reimbursement Arrangements (HRAs), increased supply expenses (General and Food Service)
- \$10,000 insurance deductible related to a digital sign claim
- \$12,000 for gym divider repairs
- Unanticipated \$35,000 purchase of property at the end of Main Street

Fund Transfers and Medicaid Revenue:

- Increase in the Fund 27 Transfer due to decreased SBS Medicaid revenue. A review of claim logs has been requested, as the district has seen an increase in student service needs.

Motion by Katie Smith/Pamela Peterson to approve the 2024-2025 Budget Revisions as presented. Motion carried.

Personnel/Negotiations: Pamela Peterson, Personnel/Negotiations Chair, reported that the Committee met on July 14th to review the results of the recent Staff Retention Survey. This optional survey was distributed to all staff near the end of the school year. Jerry Metcalf asked if this survey has been completed in the past to view any trends. It was addressed that a climate survey has been completed, but not of this kind.

In addition to the survey results, the committee discussed the potential addition of two new positions within the District. The committee also reviewed administrative contracts, with a focus on compensation. Further details related to these discussions will be provided during Executive Session.

Act 12: Crime Statistic Annual Report: Board members received the 2023–2024 report in their packets, with minimal incidents noted. Due to student confidentiality, the data is not publicly shared. Board approval is not required, as this is an informational report.

Notification of Wisconsin Academic Standards: The Administration recommended the continuation of following Wisconsin's general academic state standards.

Motion by Pamela Peterson/Terry Larsen to approve the Wisconsin Academic Standards in ELA, Math, Social Studies and Science for the 2025-2026 school year. Motion carried.

2025-2026 Annual Auditor's Contract

Motion by Terry Larsen/Katie Smith to approve the 2025-2026 Annual Auditor's Contract with Two Rivers Account, LLC. Motion carried.

Employee Dental Insurance Recommendation and Approval

Motion by Pamela Peterson/Galina Werdier to approve the renewal of employee dental insurance with Health Partners for the 2025–2026 plan year. Motion carried, 5 Yes - Katie Smith Abstained.

District Administrator Report

- **SkillsUSA:** SkillsUSA students presented and shared information on their National Championship experience in Atlanta, Georgia.
- **State Budget:** Special Ed reimbursement to increase; no change in General Aids or Per Pupil Aids.
- **WASB Business Honor Roll:** Up to five local businesses can be nominated by Aug. 8—board input requested.
- **Strategic Planning:** Kick-off meeting set for Aug. 14 with Lee Pritzl.
- **Tiger Tech Duplex:** Groundbreaking planned for week of Aug. 11.

Possible Future Agenda Items: Galina Werdier shared that she would like to see data in regards to student screen time.

Motion by Galina Werdier/Katie Smith to adjourn to Executive session per *Wisconsin Statute 19.85(1)(c)(e)* at 5:33 pm. Roll call vote was taken with all members voting yes. Motion carried.

The regular session of the July 21, 2025 meeting reconvened at 6:57 pm.

Motion by Katie Smith/Galina Werdier to approve the contract with Alexander Engman for the Middle School Social Studies Teacher position. Motion carried

Motion by Galina Werdier/Terry Larsen to approve the contract with Ashley Muench for the First Grade Teacher position. Motion carried.

Motion by Katie Smith/Pamela Peterson to approve the contract with Sara Coveau for the Elementary Building Aide position. Motion carried.

Motion by Katie Smith/Pamela Peterson to approve the partial license fee reimbursement request as discussed in executive session. Motion carried.

Motion by Pamela Peterson/Katie Smith to approve the resignation of 1st Grade Teacher, Andrea Nightengale, effective June 20th, 2025. Motion carried.

Motion by Terry Larsen/Katie Smith to adjourn the meeting of July 21, 2025 at 6:59 pm. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Chaz Heinz', written in a cursive style.

Chaz Heinz, School Board President

(In absence of the School Board Clerk)