SCHOOL DISTRICT OF CRIVITZ

400 SOUTH AVENUE
CRIVITZ, WISCONSIN 54114

OFFICIAL MINUTES

Regular Meeting of the Board of Education……….………………………….…….…………….……July 15, 2026

I. CALL TO ORDER: The regular meeting of the Board of Education was called to order by President Siebert at 6:00 pm.

II. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

III. ROLL CALL: Board members Cory Siebert, Kim Hanson, Kris Heidewald, Kaitlin Deschane, Amy Grandaw, and Sara Roman were present. Rebecca Zillges was absent. Others present: Kelly Robinson – District Administrator, Justin Lauber – MS/HS Principal, Kam Dama – Elementary Principal, Sarah Jones – Finance Manager, Tom White – Director of Buildings, Grounds and Transportation, Nick Schramm – Technology Coordinator, and Jannie Marsolek – Administrative Secretary. Also attending was community member Justin Pusick as a registered public commenter, as well as a few unregistered community members.

IV. APPROVAL OF AGENDA: Motion by Grandaw, seconded by Hanson to approve agenda as presented. Motion carried 6-0.

V. CONSIDER MOTION TO APPROVE CONSENT AGENDA
   A. MINUTES OF REGULAR MEETING JUNE 17, 2026
   B. GENERAL FUND VOUCHERS AND FINANCIAL REPORT

Motion by Deschane, seconded by Heidewald to approve consent agenda as read, including ACH numbers 252600248-252600264 in the amount of $18,591.35, checks 111313-111426, and 111448-111465 in the amount of $453,909.00, wire transfers 202500207-202500227 in the amount of $11,774,510.22, voids 111350 and 111365 in the amount of $3,898.83, and donations of $145 from Darlene Donovan/Ladies' Club for Golf, and $5,272 from the Launchathon Fundraiser for Track, for a total of $12,250,909.40. Motion carried 6-0.

VI. PUBLIC INPUT: Justin Pusick commented during public input.

VII. CORRESPONDENCE/RECOGNITION: Mrs. Robinson recognized the student athletes who were nominated "all-state".

VIII. REPORT(S)

A. COMMITTEE REPORTS

1. PERSONNEL/NEGOTIATIONS COMMITTEE: Mrs. Grandaw reported that the committee met earlier in the evening and is recommending that a part-time custodial position be changed to full-time as requested.

2. POLICY/CURRICULUM COMMITTEE: Mrs. Hanson reported that the committee met earlier in the evening and is recommending all changes as presented except for one, to be discussed with the whole board first.

B. ADMINISTRATIVE REPORTS

1. KELLY ROBINSON – SUPERINTENDENT: Mrs. Robinson reported that the Wolverine Sports Boosters will be dissolving, but there is already a plan in place to run the concession stands in-house with a stipend issued to the person handling the duties that the boosters provided. She also updated the board members on the state aid projections, showing a decrease in funding for the second year in a row.

2. JUSTIN LAUBER – MIDDLE/HIGH SCHOOL PRINCIPAL: Mr. Lauber gave his first report as a principal, so he has been preparing for his duties, including meeting some of the staff members. He also commented on the high school advance placement scores, with 42 students earning college credit.

3. KAM DAMA - ELEMENTARY SCHOOL PRINCIPAL: Mrs. Dama recognized the Crivitz Area Women's Club and the Crivitz Masonic Lodge #218 for their generous support. She also recognized Mrs. Patefield and her efforts in connecting our school and community through the many programs offered through Community Education.

4. TOM WHITE - BUILDINGS, GROUNDS AND TRANSPORTATION DIRECTOR: Mr. White gave updates on the construction activities at both schools, and updated the board on the replacement of the MS/HS stage curtain. He also updated them on the summer cleaning and maintenance at the middle/high school building, since no work can be done yet at the elementary school building. Once contractors have finished, the custodial staff will move to that building to prepare for the return of staff and students.

5. NICK SCHRAMM – TECHNOLOGY COORDINATOR: Mr. Schramm updated the board members on the progress with the implementation of the ParentSquare system, on the Skyward year-end process completed with the school secretaries, and finally, on the transition of the traditional fax lines to a web-based platform.

IX. INFORMATION/DISCUSSION

A. ELEMENTARY SCHOOL STUDENT HANDBOOK CHANGES: Mrs. Dama reviewed the changes and updates.

B. MIDDLE/HIGH SCHOOL STUDENT HANDBOOK CHANGES: Mr. Lauber reviewed the changes and updates he made.

C. HIGH SCHOOL EXTRA-CURRICULAR ACTIVITIES CODE CHANGES: Mrs. Robinson reviewed the changes for Mr. Dorschner.

D. MIDDLE SCHOOL EXTRA-CURRICULAR ACTIVITIES CODE CHANGES: Mrs. Robinson reviewed the changes for Mr. Dorschner.

E. 2026-2027 COACHES HANDBOOK: Mrs. Robinson reviewed the changes for Mr. Dorschner. After some discussion, it was recommended to approve this version with typo corrections to start the school year, and will bring changes back to the board to amend the wording of the coaching evaluation process and the duties for locker room supervision.

F. PROFESSIONAL STAFF HANDBOOK CHANGES: Mrs. Robinson reviewed changes, and touched on the staff retention wording. The board discussed language options.

G. SUPPORT STAFF HANDBOOK CHANGES: Mrs. Robinson reviewed changes, making similar wording to the professional staff wording.

H. TRANSPORTATION HANDBOOK CHANGES: Mr. White reviewed the changes, mostly with dates and the removal of bus driver phone numbers, since Lamers is the transportation company, so their contact number will be used, as well as disciplinary rule changes.

I. TECHNOLOGY ACCEPTABLE USE POLICY CHANGES: Mr. Schramm only had date changes.

J. VISION, MISSION, VALUES FEEDBACK: Mrs. Robinson did send another survey, and received minimal feedback.

K. STRATEGIC PLANNING: Mrs. Robinson brought this item to the board so they can begin to discuss setting a new strategic plan for the district. This is usually organized using a consulting service, so now is a great time to start the discussion on setting a plan in place. Mrs. Robinson just wanted a bit of direction by the board.

L. CUSTODIAL POSITION PART TIME TO FULL TIME: This item was discussed in committee, and it was recommended that a part-time position be changed to a full-time position shared between both buildings.

M. NEOLA POLICY UPDATES
1. 0144.5- BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT
2. 1213 - STUDENT SUPERVISION AND WELFARE

3. 3213 - STUDENT SUPERVISION AND WELFARE
4. 4213 - STUDENT SUPERVISION AND WELFARE
5. 7530.02 - STAFF AND SCHOOL OFFICIALS USE OF PERSONAL COMMUNICATION DEVICES
6. 7540.03 - STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY
7. 7544 - USE OF SOCIAL MEDIA
8. 8120 - VOLUNTEERS
9. 8462 - REPORTING OF CHILD ABUSE AND NEGLECT, AND SEXUAL MISCONDUCT

This list of changes was discussed in committee, and all updates were recommended for approval except item 1, which a board member had issues with and wanted to discuss with the full board.

X. ITEMS SCHEDULED FOR ACTION

A. RESIGNATION(S)

1. PART-TIME CUSTODIAN: Motion by Grandaw, seconded by Hanson to approve the resignation of Judy Oleck as part-time custodian. Motion carried 6-0.

B. APPOINTMENTS

1. ELEMENTARY TEACHER: Motion by Heidewald, seconded by Hanson to approve Kylene Aftanas as elementary teacher. Motion carried 6-0.

2. VOLUNTEERS/CHAPERONES: Motion by Grandaw, seconded by Roman to approve the list of volunteers/chaperones as presented. Motion carried 6-0.

C. ELEMENTARY SCHOOL STUDENT HANDBOOK CHANGES: Motion by Hanson, seconded by Roman to approve the ES handbook changes as presented. Motion carried 6-0.

D. MIDDLE/HIGH SCHOOL STUDENT HANDBOOK CHANGES: Motion by Heidewald, seconded by Grandaw to approve the MS/HS handbook changes as presented. Motion carried 6-0.

E. HIGH SCHOOL EXTRA-CURRICULAR ACTIVITIES CODE CHANGES: Motion by Grandaw, seconded by Roman to approve changes as presented. Motion carried 6-0.

F. MIDDLE SCHOOL EXTRA-CURRICULAR ACTIVITIES CODE CHANGES: Motion by Hanson, seconded by Heidewald to approve changes as presented. Motion carried 6-0.

G. 2026-2027 COACHES HANDBOOK: Motion by Grandaw, seconded by Heidewald to approve the handbook as presented with the correction to the “typo”, and to remove “locker room” from athlete supervision wording, and give Mrs. Robinson the authorization to make additional corrections and bring back for final approval in August as discussed. Motion carried 6-0.

H. PROFESSIONAL STAFF HANDBOOK CHANGES: Motion by Grandaw, seconded by Roman to approve of the changes as presented with a change to the wording on years of service and 24-month gap in employment as discussed earlier. Motion carried 6-0.

I. SUPPORT STAFF HANDBOOK CHANGES: Motion by Heidewald, seconded by Grandaw to approve the changes as discussed earlier, including the same retention wording as the professional staff handbook. Motion carried 6-0.

J. TRANSPORTATION HANDBOOK CHANGES: Motion by Grandaw, seconded by Roman to approve changes to the transportation handbook as discussed earlier. Motion carried 6-0.

K. TECHNOLOGY ACCEPTABLE USE POLICY CHANGES: Motion by Roman, seconded by Hanson to approve changes to the technology AUP as discussed earlier. Motion carried 6-0.

L. VISION, MISSION, VALUES REVISION: Motion by Roman, seconded by Deschane to approve the revisions to the vision, mission, and values as discussed earlier. Motion carried 6-0.

M. CUSTODIAL POSITION PART TIME TO FULL TIME: Motion by Heidewald, seconded by Roman to approve changing one part-time custodial position to full-time as discussed earlier. Motion carried 6-0.

N. 2026-2027 RESOLUTION TO ACCEPT FEDERAL FUNDING: Motion by Grandaw, seconded by Roman to approve the 2026-27 resolution to accept federal funding as read by Siebert. Roll call vote was taken: Siebert-Yes, Hanson-Yes, Heidewald-Yes, Deschane-Yes, Grandaw-Yes, Roman-Yes, and Zillges-Absent. Motion carried.

O. 2025-2026 SECLUSION AND RESTRAINT REPORT: Motion by Grandaw, seconded by Hanson to approve the 2026-26 seclusion and restraint report as presented. Motion carried 6-0.

P. 2026-2027 WI STATE ACADEMIC STANDARDS: Motion by Grandaw, seconded by Deschane to approve the 2026-2027 WI State Academic Standards as presented and updated. Motion carried 6-0.

Q. NEOLA POLICY UPDATES: Motion by Grandaw, seconded by Heidewald to approve changes to NEOLA policy updates as discussed and recommended. Motion carried 5-0-1 with Roman abstaining.

XI. RECESS TO EXECUTIVE CLOSED SESSION AS PER WISCONSIN STATUTE 19.85(1)(c)

A. CONSIDERING EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY

1. 2025-26 EXTRA CURRICULAR COACHES/ADVISORS EVALUATION
2. ATHLETIC DIRECTOR EVALUATION
3. DISTRICT ADMINISTRATOR EVALUATION

Motion by Grandaw, seconded by Roman to recess to executive closed session as read by Siebert. Roll call vote was taken: Siebert-Yes, Hanson-Yes, Heidewald-Yes, Deschane-Yes, Grandaw-Yes, Roman-Yes, and Zillges-Absent. Motion carried and closed session began at 7:24 pm.

XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATUTE 19.85(2)

A. 2026-2027 FALL SEASON EXTRA CURRICULAR COACHES/ADVISORS

Motion by Grandaw, seconded by Heidewald to reconvene into open session at 8:37 pm. Motion carried 6-0.
Motion by Grandaw, seconded by Hanson to approve the 2026-2027 fall season extra-curricular coaches and advisors as presented. Motion caried 6-0.

XIII. ADJOURNMENT: Motion by Grandaw, seconded by Roman to adjourn at 8:38 pm. Motion carried 6-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Cory Siebert
President