

SCHOOL DISTRICT OF CRIVITZ
400 SOUTH AVENUE
CRIVITZ, WISCONSIN 54114

OFFICIAL MINUTES

Regular Meeting of the Board of Education.....August 19, 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, and Rebecca Zillges were present. Others present: Kelly Robinson – District Administrator, Justin Lauber – MS/HS Principal, Sarah Jones – Finance Manager, Tom White – Director of Buildings, Grounds and Transportation, Nick Schramm – Technology Coordinator, and Jannie Marsolek – Administrative Secretary. Also attending were teachers Bryan Anderson, Carrie Klitzke, Heather and Scott Russell, Jeff Ott, and Traci Plucker.
- IV. APPROVAL OF AGENDA: Motion by Heidewald, seconded by Hanson to approve agenda as presented. Motion carried 7-0.
- V. CONSIDER MOTION TO APPROVE CONSENT AGENDA
 - A. MINUTES OF REGULAR MEETING JULY 15, 2026
 - B. GENERAL FUND VOUCHERS AND FINANCIAL REPORTMotion by Deschane, seconded by Zillges to approve consent agenda as read, including ACH numbers 262700001-262700005 in the amount of \$949,643.01, checks 111427 – 111573 in the amount of \$597,830.19, wire transfers 202600001 - 202600019 in the amount of \$505,209.97, voids 111179 and 111429 in the amount of \$22,726.66, and donations of \$1,000 from the Masonic Light Lodge for Title I/Special Ed for a total of \$2,076,409.83. Motion carried 7-0.
- VI. PUBLIC INPUT: Teachers Bryan Anderson and Carrie Klitzke were registered speakers.
- VII. CORRESPONDENCE/RECOGNITION: There was none.
- VIII. REPORTS
 - A. COMMITTEE REPORT(S)
 1. BUILDINGS, GROUNDS, TRANSPORTATION & TECHNOLOGY: Mr. Siebert reported that the committee met earlier in the evening to review phone system upgrade bids. The committee is recommending Marco Technologies bid in the amount of \$57,867.88.
 - B. ADMINISTRATIVE REPORTS
 1. KELLY ROBINSON – SUPERINTENDENT: Mrs. Robinson updated the board members on the renovations and the return of staff, on upcoming staff in-service, and on a DNR/school forest management update for one of our school forests in the Town of Lake, where the town is the deed-holder, with the school district in charge of management.
 2. JUSTIN LAUBER – MIDDLE/HIGH SCHOOL PRINCIPAL: Mr. Lauber updated the board on the upcoming school year, and is looking forward to getting to work with the staff and students.
 3. KAM DAMA – ELEMENTARY SCHOOL PRINCIPAL: Mrs. Robinson reported for Mrs. Dama that the staff is excited to get back into the building, and she and Colleen are also excited to get into their new office space.
 4. TOM WHITE – BUILDINGS, GROUNDS & TRANSPORTATION DIRECTOR: Mr. White updated the board on the renovations and thanked his staff for all of the extra work this has created, thanked Aaron

Patefield for his time as maintenance employee, and reported on the necessary updates to the concession stand.

5. NICK SCHRAMM – TECHNOLOGY COORDINATOR: Mr. Schramm reported on the proposals for the aging phone system, with bid selection later in the meeting, that he recently received a \$4500 check from the sale of retired Chromebooks taken out of the normal rotation, and that he is waiting to prepare classrooms and offices at the elementary school, and are as far as they can go at the MS/HS building. This building should be back in full working order by the end of the week.

IX. ITEMS FOR DISCUSSION

- A. REVIEW PHONE SYSTEM UPGRADE BIDS: As discussed during the committee reports, the committee is recommending Marco Technologies' bid in the amount of \$57,867.88.
- B. 2026-27 COACHES HANDBOOK UPDATES: Mrs. Robinson updated that board on the updates that were made per the requests from July. Copies of the updates were included in the board packets. Mrs. Roman commented on the conflict-of-interest hierarchy, with the remaining board members satisfied with the wording at this time.

X. ITEMS SCHEDULED FOR ACTION

A. RESIGNATION(S)

1. MAINTENANCE EMPLOYEE: Motion by Grandaw, seconded by Hanson to approve the resignation of Aaron Patefield as maintenance employee. Motion carried 7-0.
2. ELEMENTARY SPECIAL ED PARAPROFESSIONAL: Motion by Heidewald, seconded by Grandaw to approve the resignation of Victoria Chapman as ES SpEd paraprofessional. Motion carried 7-0.

B. APPOINTMENTS

1. HIGH SCHOOL ENGLISH TEACHER: Motion by Grandaw, seconded by Deschane to approve Abigail Vanderwege as HS English teacher. Motion carried 7-0.
2. FULL-TIME FOOD SERVICE EMPLOYEE: Motion by Heidewald, seconded by Hanson to approve Tammy Orlando as full-time food service employee. Motion carried 7-0.
3. PART-TIME MIDDLE/HIGH SCHOOL SECRETARY: Motion by Zillges, seconded by Hanson to approve Lindsey Schramm as part-time MS/HS secretary. Motion carried 7-0.
4. SPECIAL EDUCATION PARAPROFESSIONAL: There was none at this time.
5. CUSTODIAL EMPLOYEE(S): Motion by Heidewald, seconded by Roman to approve Joshua Gillis and Jason Roberts as part-time/4 hour custodial employees. Motion carried 7-0.
6. SUBSTITUTE PARAPROFESSIONAL: Motion by Grandaw, seconded by Deschane to approve Olivia Cherry as substitute paraprofessional. Motion carried 7-0.
7. YOUTH APPRENTICESHIP STUDENTS – EDUCATION: Motion by Zillges, seconded by Hanson to approve Marli Meyers, Eva Van Lanen, Madelyn Heidewald, and Addyson Winters as youth apprenticeship students – education. Motion carried 6-0-1 with Heidewald abstaining.
8. STUDENT TEACHER - ELEMENTARY SCHOOL: Motion by Deschane, seconded by Grandaw to approve Sierra Pashek as student teacher at the elementary school. Motion carried 7-0.
9. VOLUNTEERS/CHAPERONES: Motion by Grandaw, seconded by Roman to approve the list of volunteers/chaperones as presented. Motion carried 7-0.

- C. PHONE SYSTEM UPGRADE BID: Motion by Grandaw, seconded by Heidewald to approve Marco Technologies bid in the amount of \$57, 867.88 as discussed earlier. Motion carried 7-0.
 - D. 2026-27 COACHES HANDBOOK UPDATES: Motion by Hanson, seconded by Roman to approve the 2026-27 coaches handbook updates as discussed earlier. Motion carried 7-0.
 - E. 2026-2027 SUBSTITUTE STAFF LIST: Motion by Heidewald, seconded by Deschane to approve the list of 2026-27 substitute staff as presented. Motion carried 7-0.
- 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. SUPERINTENDENT 2025-26 INTERIM MS/HS PRINCIPAL DUTIES
 - 2. 2025-26 EXTRA CURRICULAR COACHES/ADVISORS 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-Yes. Closed session began at 6:28 pm.
- XII. RECONVENE INTO OPEN SESSION AND TAKE ANY NECESSARY PUBLIC ACTION AS PER WISCONSIN STATUTE 19.85(2)
- Motion by Grandaw, seconded by Heidewald to reconvene into open session at 7:13 pm. Motion carried 7-0.
- A. SUPERINTENDENT 2025-26 INTERIM MS/HS PRINCIPAL STIPEND: No action was taken
 - B. 2026-2027 WINTER/SPRING SEASON EXTRA CURRICULAR COACHES/ADVISORS: Motion by Grandaw, seconded by Heidewald to approve the list of 2026-27 Winter/Spring coaches and advisors as presented. Motion carried 7-0.
- XIII. ADJOURNMENT: Motion by Grandaw, seconded by Roman to adjourn at 7:14 pm. Motion carried 7-0.

Prepared by:

Jannie Marsolek
Recording Secretary

Kris Heidewald
Clerk

Cory Siebert
President