

**SCHOOL DISTRICT OF HOLMEN  
REGULAR SCHOOL BOARD MEETING MINUTES**

**Monday, October 23, 2023**

**To begin immediately following the conclusion of the Annual School District Meeting  
School Board Meeting Room  
1019 McHugh Road  
Holmen, Wisconsin 54636**

**01. CALL TO ORDER** by J. Dieck, Board President at 7:56 p.m.

**02. PLEDGE OF ALLEGIANCE**

**03. ROLL CALL** by M. Smith, Board Clerk

Board members present were Bridget Todd-Robbins, Barb Wuensch, Krystal Lee (Student Representative), Jennifer Dieck, Khadijah Islam, Chris Lau, Lindsay Nied, and Maggie Smith.

**04. NOTICE OF QUORUM** by J. Dieck, Board President

With seven Board members present, J. Dieck declared a quorum.

**05. APPROVAL OF AGENDA**

BE IT RESOLVED that the Board of Education approves the agenda for the October 23, 2023 Board meeting. Motion made by C. Lau, seconded by K. Islam. Motion carried.

**06. PUBLIC PARTICIPATION**

No one addressed the Board.

**07. DISTRICT ADMINISTRATOR'S REPORT**

7.1 District Administrator Status Report Summary

District Administrator Dr. Kristin Mueller congratulated all fall student-athletes on successful seasons. Boys soccer and girls volleyball are regional champions and will face sectional opponents on Thursday. The girls cross country team are sectional champs and will compete at State this weekend. Dr. Mueller also recognized the Holmen High School (HHS) Theatre's performance of *Bad Auditions by Bad Actors* this past weekend and wished them well in competition.

7.2 Police Liaison Report

**08. REPORTS/DISCUSSION**

8.1 Viking Elementary HVAC Equipment Package Bids

Director of Facility Services Chad Brandau presented for approval on tonight's consent agenda the recommendation to award bids to Fluid Handling for hydronic pumps and boilers and to Master Building Solutions for an air handler unit, roof top unit, and energy recovery ventilator unit. These Viking Elementary HVAC Equipment Package work scopes are included in the 2022 Referendum projects and are funded by ESSER III.

8.2 Contract for Interpreting Services

Director of Safety & Student Services Jennifer Gimmer presented for approval on tonight's consent agenda a contract for interpreting services in effect until June 6, 2024 to provide required interpreting services for students and families whose native language is other than English.

8.3 2023-24 Budget – Original Budget

Executive Director of Finance and Operations Julie Holman recommended the Board approve the 2023-24 Original Budget as presented at the 2023 Annual Meeting/Budget Hearing.

8.4 2023 Certification of Tax Levy

J. Holman recommended the Board set the tax levy for the 2023-24 school year at \$12,773,195 for Fund 10: General Fund, \$7,094,387 for Fund 39: Referendum Debt Service and \$100,000 for Fund 80: Community Service. This recommendation was approved by the electorate at the 2023 Annual School District Meeting.

**09. CONSENT AGENDA ITEMS**

B. Todd-Robbins asked that agenda item 9.9f po 9160 Public Attendance at School Events be pulled from the consent agenda and considered separately.

BE IT RESOLVED that the Board of Education approves the October 23, 2023 Consent Agenda as presented (excluding item 9.9f), which includes: September 25, 2023 Board Meeting Minutes; Personnel Report; Financial Claims and Accounts; Budget Status Reports; Viking Elementary HVAC Equipment Package Bids; Contract for Interpreting Services; 2023-24 Budget – Original Budget; 2023 Certification of Tax Levy; and Second Readings of Board Policies: 7440 Facility Security, 7440.01 Video Surveillance & Electronic Monitoring, 8120 Volunteers, 8305 Information Security, and 8315 Information Management. Motion made by M. Smith and seconded by C. Lau. Motion carried.

Motion made by C. Lau and seconded by K. Islam to approve item 9.9f po 9160 Public Attendance at School Events as presented. Discussion occurred. Motion made by B. Todd-Robbins and seconded by M. Smith to amend the original motion and approve item 9.9f po 9160 Public Attendance at School Events with the addition of the sentence, “No community or family member will be denied admission due to inability to pay admission.” to the inclusion/access disclosure. Motion carried.

## 10. BOARD DEBRIEF

### 10.1 Board Member comments/reinforcement and committee reports

B. Todd-Robbins thanked J. Holman for her presentation and added that she appreciates the community showing up in support of the District.

B. Wuensch also thanked J. Holman. She extended her congratulations to the HHS Advanced Placement team for receiving the Pacesetter Award from the Wisconsin Advanced Placement Advisory Council for their work.

K. Lee reported there has been a lot happening in regards to student activities and gave kudos to all fall student-athletes. She congratulated the boys soccer, girls golf, and volleyball teams on their regional championships and the girls cross country team on their sectional championship. She stated the Hmong Student Organization is currently holding a crab Rangoon fundraiser. K. Lee commended the HHS orchestra and theater for their events this weekend. She wished the theater group well as they move to the next round of competition.

K. Islam thanked all who attended and presented tonight. She added that she appreciates having experts in the various areas.

C. Lau extended that sentiment and said presenters did an excellent job.

L. Nied echoed comments by K. Islam and C. Lau and thanked all for hanging in for the long meeting.

M. Smith reported the Policy Committee met on October 16 and all policies advanced to the Board are on tonight’s agenda.

J. Dieck thanked J. Holman for all of her preparation and gave a shout out to the OHA swim team as she recently attended their meet with her daughter. J. Dieck stated she attended Pumpkin Fest and that she saw pumpkins from all fifth graders decorating the trail.

### 10.2 Correspondence received

### 10.3 School Board Committee Written Reports

- a. September 25, 2023 Policy Committee Notes

### 10.4 First Readings of Board Policies:

- a. po 2451 Program or Curriculum Modifications
- b. po 2531 Copyrighted Works
- c. po 5310 Health Services
- d. po 5540 The Schools and Law Enforcement Agencies
- e. po 5722 School-Sponsored Publications and Productions
- f. po 5730 Equal Access for Nondistrict-Sponsored Student Clubs and Activities
- g. po 8410 Crisis Intervention
- h. po 8800 Religious Activities and Observances
- i. po 8802 Patriotic Activities and Observances
- j. po 9500 Relations with Educational Institutions and Organizations

### 10.5 Board Meeting Schedule

- a. November 8, 2023 Board Workshop, 5pm
- b. November 13, 2023 DEI Committee Meeting, 5pm
- c. November 13, 2023 Board Meeting, 7pm
- d. November 27, 2023 Policy Committee Meeting, 5pm
- e. November 27, 2023 Board Meeting, 7pm
- f. January 17-19, 2024 State Education Convention – Milwaukee

## 11. ADJOURNMENT

BE IT RESOLVED that the Board of Education adjourns the regular meeting of October 23, 2023 at 8:17 p.m.  
Moved by C. Lau. Seconded M. Smith. Motion carried.

Submitted by Maggie Smith, Board Clerk.

A handwritten signature in cursive script, appearing to read "M. Smith".