

**School District of New Auburn**  
**Regular Monthly School Board Meeting**  
**Wednesday May 22, 2024**  
**High School Library**  
**5:30 pm**

**AGENDA:**

1. Call to Order by District Administrator
2. Pledge of Allegiance
3. Approve the Agenda
4. Approve the Minutes
5. District Financial Report
  - A. District Account
  - B. Activity Accounts
6. Record of Receipts
7. Approve the Bills
8. Special Presentations/Recognitions
  - A. Enrollment Report
9. Public Comments-Limited to agenda items only and not more than three (3) minutes per speaker and thirty (30) overall. If more than ten (10) individuals would like to speak, the board chair may direct the speakers to be drawn by lots or reduce the speaking time.
10. Old Business
  - A. Policy #3431 and 4431
  - B. Hiring Language
11. New Business
  - A. Hire Special Education Director-Brian Lundgren
  - B. Hire High School Special Education Teacher-Tracey Mofle
  - C. Hire Agriculture Teacher
  - D. Pupil Nondiscrimination Self-Evaluation
  - E. Accept the Resignation of Dalton Hinke
  - F. Approve Coaches Handbook Updates
  - G. Approve Athletic and Activities Code Updates
12. Administrative Reports:
  - A. Karson Rihn
    - i. Coaches Meeting
    - ii. Activities Code Meeting
    - iii. Track (Indoor Events & Resurface)
  - B. Jim Reif
    - i. Support and Certified Staff Handbook Update June

- ii. Add new salary schedule.
- iii. Cash In Lieu
- iv. Student Handbook Update June
- v. Summer School Update
- vi. Graduation

13. Closed Session Convene to closed session under WI SS 19.85(1)(c) for consideration of employment, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility

- a. Finance Director
- b. Administrative Contracts

14. Reconvene to open session

15. Set Special Board Meeting May 29th, 2024 at 5:30 pm to discuss facility analysis by Nexus

16. Set Next Regular Meeting Date, June 17, 2024 at 5:30 pm.

17. Adjournment

**SCHOOL DISTRICT OF NEW AUBURN**  
**Regular School Board Meeting Minutes-OPEN Session**  
**Wednesday May 22, 2024**

- 1. Call to Order by President at 5:30 P.M.**
- 2. Pledge of Allegiance**  
**Roll Call:**  
**Present:** Louise Cody, Nick Jones, Tim Trowbridge, Shannon Berg, Michelle Rayburn  
**Absent:** NA  
**Also Present:** Jim Reif, HS Principal/District Administrator; Karson Rlhn, Athletic Director
- 3. Approve the Agenda-**Michelle Rayburn motioned and Louise Cody seconded to approve the agenda. Motion carried 5-0.
- 4. Approve the Minutes of Regular Board Meeting-**Nick Jones motioned and Shannon Berg second to approve the meeting minutes. Motion carried 5-0.
- 5. District Financial Report-**Working with CESA 10 as Carrie Johnson is on personal leave of absence.
- 6. Record of Receipts-**Louise Cody motioned and Shannon Berg seconded to approve the record of receipts. Motion carried 5-0.
- 7. Approve the Bills-**Louise Cody motioned and Shannon Berg seconded to approve the bills. Motion carried 5-0.
- 8. Special Presentations-**None
- 9. Public Comments-Limited to agenda items only and not more than three (3) minutes per speaker and thirty (30) overall. If more than ten (10) individuals would like to speak, the board chair may direct the speakers to be drawn by lots or reduce the speaking time.**
- 10. Old Business-**
  - a. Policy #3431 and 4431-Louise Cody motioned and Shannon Berg seconded to approve policy #3134 and 4431 for a second reading. Motion carried 5-0.
  - b. Hiring Language-Michelle Rayburn motioned and Tim Trowbridge seconded to approve the hiring language as presented. Motion carried 5-0.
- 11. New Business-**
  - a. Hire Special Education Director-Brian Lundgren-Louise Cody motioned and Michelle Rayburn seconded to approve the hiring of Brian Lundgren as Special Education Director. Motion carried 5-0.

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- b. Hire High School Special Education Teacher-Tracey Mofle-Louise Cody motioned and Michelle Rayburn seconded to approve the hiring of Tracey Mofle as High School Special Education Teacher. Motion carried 5-0.
- c. Hire Agriculture Teacher-Louise Cody motioned and Shannon Berg seconded to approve the hiring of Madeline Abbatacola as Agricultural Teacher. Motion carried 5-0.
- d. Pupil Nondiscrimination Self-Evaluation-Shannon Berg motioned and Michelle Rayburn seconded to approve the pupil nondiscrimination self-evaluation. Motion carried 5-0.
- e. Accept the Resignation of Dalton Hinke-Louise Cody motioned and Shannon Berg seconded to accept the resignation of Dalton Hinke as Building and Grounds Director. Motion carried 5-0.
- f. Approve Coaches Handbook Updates-Louise Cody motioned and Tim Trowbrige seconded to approve the coaches handbook. Motion carried 5-0.
- g. Approve Athletic and Activities Code Updates-Louise Cody motioned and Nick Jones seconded to approve the athletic and activities code with updates of \$10 per year for athletic fees and clarification of "good standing" terminology. Motion carried 5-0.

**12. Administrative Reports:**

**a. Mr. Rihn**

- i. Coaches Meeting-to be held May 29th
- ii. Activities Code Meeting-to be held May 29th and will be recorded for anyone who missed.
- iii. Track (Indoor Events & Resurface)-rubber tracks cost \$90-\$450,000. Will be looking into the use of local indoor track.

**b. Mr. Reif-**

- i. Support and Certified Staff Handbook Update June-with salary schedule
- ii. Add new salary schedule
- iii. Cash In Lieu
  - 1. Vast majority of district's offer to one spouse if both work in district
- iv. Student Handbook Update June
- v. Summer School Update
- vi. Graduation-will be live streamed

**Tim Trowbridge motioned and Michelle Rayburn seconded to convene to closed session at 6:38 PM. Motion carried 5-0.**

- 15. Closed Session Convene to closed session under WI SS 19.85(1)(c) for consideration of employment, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility**

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- a. Finance Director
- b. Administrative Contracts

**16. Reconvene to open session vote on closed session items.**

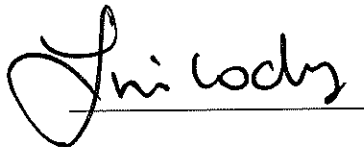
- a. Tim Trowbrige motioned and Louise Cody seconded to accept the resignation of Carrie Johnson as finance director. Motion carried 5-0.
- b. Administrative Contracts
  - i. Approved contract for Kayla Westrich

**Tim Trowbridge motioned and Michelle Rayburn seconded to reconvene to open session at 7:54 PM. Motion carried 5-0.**

**17. Set Special Board Meeting May 29th, 2024 at 5:30 pm to discuss facility analysis by Nexus-**Tim Trowbridge motioned and Shannon Berg seconded to postpone the May 29th meeting to a date that is yet to be determined. Motion carried 5-0.

**18. Set Next Regular Meeting Date, June 17, 2024 at 5:30 pm.**

**19. Adjournment-**Louise Cody motioned and Shannon Berg seconded to adjourn the meeting at 7:59 PM. Motion carried 5-0.



Louise Cody, President

New Auburn School Board



Shannon Berg, Clerk

New Auburn School Board