

**REGULAR BOARD MEETING  
HILBERT BOARD OF EDUCATION  
December 16, 2024**

The Hilbert Board of Education met in regular session with six school board members present; Mr. Jesse Jensen was absent. Mr. Anthony Sweere, Mrs. Amy Schmitz and Mrs. Jennifer Konen were also in attendance.

President of the Board, Mr. Jerry Franczek, called the meeting to order at 6:00 p.m.

The President stated that legal meeting notices had been posted, declared a quorum was present, and directed the board to proceed with the regular order of business.

The Pledge of Allegiance was recited.

Motion by Raymond Mueller, second by Craig Kesler to accept the submitted agenda as presented. Motion carried, six yes, one absent.

Motion by Scott Bradley, second by Holly Plate, to accept the submitted minutes of the November 18 Regular Board Meeting as presented. Motion carried, six yes, one absent.

Motion by Erin Propson, second by Raymond Mueller to approve the payment of regular vouchers 70472 through 70481, 2166 through 2181, 143551 through 143580 and 242500184 through 242500209. Motion carried, six yes, one absent.

- Financial Report
- Maintenance Report

Motion by Erin Propson, second by Raymond Mueller, to approve the Annual School Safety Drill Report submitted by District Administrator, Anthony Sweere as required under Act 143. Motion carried, six yes, one absent.

Motion by Raymond Mueller, second by Scott Bradley, to table to January 2025 meeting (to approve the use of interest earnings from the referendum project to complete lighting upgrades in the school buildings). Motion carried, six yes, one absent.

Motion by Craig Kesler, second by Raymond Mueller, to approve the second and final reading of Board Policy EDGAR Updates. Motion carried, six yes, one absent.

- Board Policy 3440 – Job Related Expenses
- Board Policy 4440 – Job Related Expenses
- Board Policy 6110 – Grant Funds
- Board Policy 6111 – Internal Controls
- Board Policy 6112 – Cash Management of Grants
- Board Policy 6114 – Cost Principles – Spending Federal Funds
- Board Policy 6325 – Procurement – Federal Grants/Funds
- Board Policy 7310 – Disposition of Personal Property
- Board Policy 7450 – Property Inventory
- Principal/Activities Director Reports (2<sup>nd</sup> meeting of the month only, unless necessary)
  - School and District Report Cards
  - ACCESS Testing Update
  - Winter Concert Review
- Superintendent's Report
  - Construction Project Update
  - Digital Mapping Grant through the Office of School Security
  - SRM Training from the Office of School Security
  - Gruett's Partnership
  - State of Education Convention January 21-24, 2025
  - Board of Education Election Papers (Scott Bradley, Holly Plate, Erin Propson)

Regular Board Meeting  
December 16, 2024

- Information and comments from board members
  - Legislative Update (Jerry Franczek)

Future Meeting Dates will be:

- Hilbert Wolves Athletic Boosters Meeting - Wednesday, January 8, 2025 at 6:00 p.m.
- Parent Network Meeting – Wednesday, January 8, 2025 at 7:00 p.m.
- Elementary PTO Meeting – Monday, January 13, 2025 at 6:00 p.m.
- Regular School Board Meeting – Monday, January 20 at 6:00 p.m. (National Honor Society Induction to follow at 7:00 p.m.)

Suggested agenda items:

- Approval of openings for open enrollment in the 2025-2026 school year according to Board Policy #5113 – Open Enrollment Program
- Staff Salary and Benefits Committee (Jerry Franczek, Erin Propson, Holly Plate)
- Administrative Contracts
- First Reading of NEOLA Board Policy Updates 34.1

Motion by Craig Kesler, second by Holly Plate, to adjourn meeting at 8:07 p.m. Motion carried, six yes, one absent.

Ms. Erin Propson – Board Clerk

Jody L. Kalkofen – Recording Secretary