

# PORT EDWARDS PUBLIC SCHOOLS

## Business Meeting of the Board of Education

5:00 p.m., Wednesday, December 13, 2023 – Elementary IMC, Fifth Street, Port Edwards, WI

# MINUTES

Meeting called to order by President John Daven at 5:00 p.m.

Roll Call

**PRESENT:** John Daven, Leo Thomasgard, Kathy McGrath, Cary Hildebrandt, Dana Duncan

**ABSENT:** None

**ALSO PRESENT:** James Bena, Superintendent, Lisa Miller, Business Director

### 1. Consider Approval of Agenda

Motion by Thomasgard, second by Duncan to approve the agenda as posted. Voting yes – all. Motion carried.

### 2. Consideration of motion to adjourn into closed session pursuant to Wisconsin Statute:

**19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility.**

Motion by McGrath, second by Duncan to adjourn into closed session. Voting yes – Daven, Thomasgard, McGrath, Hildebrandt, Duncan. Motion carried.

A. Consider Approval of Past Executive Session Minutes – October 30, 2023

B. Employee Requests: Discussion/Approval

### 3. Adjourn Executive Session and Reconvene into Open Session to take any action deemed necessary from the closed session.

Motion by Hildebrandt, second by Duncan to adjourn the executive session and reconvene into open session. Voting yes - Daven, Thomasgard, McGrath, Hildebrandt, Duncan. Motion carried.

5:30 p.m. – Business Session

**PRESENT:** John Daven, Leo Thomasgard, Kathy McGrath, Cary Hildebrandt, Dana Duncan

**ABSENT:** None

**ALSO PRESENT:** James Bena, Superintendent, Lisa Miller, Business Director

**OTHERS PRESENT:** Donna Shroda, Amy McMillen

### 4. Report from Student Representatives; Student & Staff Recognition

Cari LaCour, Felicity Clouse and Jason Doebereiner updated the Board on the latest activities at JEHS. They reported that JEHS has two girls participating in the joint wrestling program. The band and choir performed at the end of November and the Ecology Club will be hosting the holiday dinner tomorrow. The students also reported that on Saturday the pep band will team up with the band from Tri-County and go to the Milwaukee Bucks game. On Friday, December 22<sup>nd</sup>, all middle school and high school students will go to the movie theater.

### 5. President's Report

A. Board Member Attendance

President Daven reported that Board members, Daven, Thomasgard, McGrath, Hildebrandt and Duncan were in attendance.

B. Next Board Meeting

President Daven reported that the next meeting of the School Board will be Monday, January 10, 2024.

### 6. Administrative Reports

A. Elementary Principal Report – Principal Bena

Principal Bena reported on the current activities at the elementary school. This month's character trait is empathy. Each day it is discussed with the students and then students are nominated that exemplify this trait. Mr. Bena congratulated Mr. Erdman on a very successful music concert.

B. MS/HS Principal Report – Principal Shroda

Principal Shroda gave a report on our At-Risk program and our teacher Amy McMillen. Mrs. McMillen has 28 years of experience and 6 years here at JEHS. Mrs. McMillen works with our at-risk students to help them find success. The district is very fortunate to have Mrs. McMillen. Principal Shroda and Ms. Moore nominated Mrs. McMillen for an award and tonight she was awarded \$250 to use for her classroom. Ms. Shroda introduced Pat Peterson from NAREN (National At Risk Educational Network) who presented the award to Mrs. McMillen.

C. District Administrator Report – Superintendent Bena

Superintendent Bena reported that on November 30<sup>th</sup> he and Lisa Miller attended a Baird budget forecast model workshop at Northcentral Technical College in Wausau. Superintendent Bena stated that the calendar committee will be meeting in January to begin preparing next year's calendar. Mr. Bena stated that the first two community referendum information meetings will be held on February 27<sup>th</sup> and March 5<sup>th</sup>. These meetings will begin at 6:00, the first meeting will be held at the middle/high

school building and the second will be held at the elementary. Superintendent Bena stated that the referendum website is growing and building each day and can be found on the front page of the school website.

Mr. Bena congratulated custodian, John Buchholz on his 35 years of service to the Port Edwards School District.

**7. Questions and Comments from People in Attendance**

None

**CONSENT AGENDA:**

**8. Consider Approval of Minutes of Past Meetings – November 15, 2023**

Motion by McGrath, second by Duncan to approve the minutes of the past meeting, November 15 2023. Voting yes – all. Motion carried.

**9. Consider Approval of Financial Reports**

- A. Check Summaries ..... November 1-30, 2023  
#34316 – 34390 & 202300478 – 202300587 - \$440,701.19
- B. District Revenues Report ..... November 1-30, 2023
- C. District Expenditures Report..... November 1-30, 2023
- D. Cash Receipt Summary..... November 1-30, 2023
- E. November Cash Balance Report
- F. November Substitutes Report
- G. November Budget Revisions
- H. Consider Approval of Gifts

Motion by Duncan, second by Thomasgard to approve the financial reports as presented. Voting yes – Daven, Thomasgard, McGrath, Hildebrandt, Duncan. Motion carried.

**UNFINISHED BUSINESS**

**10. PESD Policy Updates (2<sup>nd</sup> Reading)**

Motion by Hildebrandt, second by Duncan to approve the 2<sup>nd</sup> reading of the PESD policy updates. Voting yes – all. Motion carried.

**NEW BUSINESS:**

**11. Review of School Violence Drill**

Motion by Thomasgard, second by Hildebrandt to approve the school violence drill report. Voting yes – all. Motion carried.

**12. Consider Approval of Teaching Contract**

A. Jennifer Johnson

Motion by Duncan, second by Hildebrandt to approve the teaching contract for Jennifer Johnson. Voting yes – all. Motion carried.

**13. Consider Approval of Co-Curricular Contracts:**

- A. Ethan Jensen – MS Girls Basketball
- B. Jordyn Schraeder – MS Girls Basketball

Motion by Duncan, second by McGrath to approve the co-curricular contracts for Ethan Jensen and Jordyn Schraeder. Voting yes – all. Motion carried.

**14. Consider Approval of the 2024-25 Course Descriptions**

Motion by Duncan, second by Hildebrandt to approve the 2024-25 Course Descriptions. Voting yes – all. Motion carried.

**15. Consider Approval of Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$850,000 Per Year for Five Years for Non-Recurring Purposes**

Motion by Duncan, second by Thomasgard to approve Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$850,000 Per Year for Five Years for Non-Recurring Purposes. Voting yes – Daven, Thomasgard, McGrath, Hildebrandt, Duncan. Motion carried.

**16. Consider Approval of Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$7,300,000**

Motion by Duncan, second by Thomasgard to approve the Initial Resolution Authorizing General Obligation Bonds in an Amount not to Exceed \$7,300,000. Voting yes - Daven, Thomasgard, McGrath, Hildebrandt, Duncan. Motion carried.

**17. Consider Approval of Resolution Providing for a Referendum Election on the Questions of the Approval of a Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$850,000 Per Year for Five Years for Non-Recurring Purposes and an Initial Resolution Authorizing the Issuance of General Obligation Bonds in an Amount Not to Exceed \$7,300,000.**

Motion by Hildebrandt, second by Duncan to approve Resolution Providing for a Referendum Election on the Questions of the Approval of a Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$850,000 Per Year for Five Years for Non-Recurring Purposes and an Initial Resolution Authorizing the Issuance of General Obligation Bonds in an Amount Not to Exceed \$7,300,000. Voting yes – Daven, Thomasgard, McGrath, Hildebrandt, Duncan. Motion carried.

**18. Opportunity for Individual Board Member Comment**

Hildebrandt – Congratulated Amy McMillen and thanked Ms. Shroda and Ms. Moore for nominating her.

Duncan – Merry Christmas to all!

McGrath – Stated how fortunate the District is with the staff we have and the community we live in. Thanked all for the wonderful things happening and appreciate everyone for their hard work.

Daven – Happy Holidays to all. Thank you to all staff that go above and beyond to make our school unique.

**19. Establish Future Board Meetings**

Wednesday, January 10, 2024, Closed Session at 5:00 (if needed); Business Meeting at 5:30 p.m. – Elementary IMC

**20. Call for Adjournment**

Motion by Hildebrandt, second by McGrath to adjourn the meeting. Voting yes – Daven, Thomsgard, Hildebrandt, Duncan.  
Motion carried.

Meeting adjourned at 6:15 p.m.