

PORT EDWARDS PUBLIC SCHOOLS

Business Meeting of the School Board

5:00 p.m., Wednesday, January 8, 2025 – Elementary IMC, Fifth Street, Port Edwards, WI

MINUTES

5:00 p.m. – Meeting called to order – President Daven

Roll Call

PRESENT: John Daven, Leo Thomasgard, Kathy McGrath, Dana Duncan

ABSENT: Cary Hildebrandt

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

1. Consider Approval of Agenda

Motion by McGrath, second by Thomasgard to approve the agenda as presented. 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 exercises responsibility.

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

A. Consider Approval of Minutes of Past Executive Session – October 28, 2024

B. Discuss Personnel Matter

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

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

PRESENT: John Daven, Leo Thomasgard, Kathy McGrath, Dana Duncan

ABSENT: Cary Hildebrandt

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

OTHERS PRESENT: Shane Steltenpohl, Rachel Frizzell, Emilie Anderson, Jennie Breitrick, Alison Breitrick

4. Report from Student Representatives; Student & Staff Recognition

Student Council members Nevada Rice and Cari LaCour gave an update on the current activities happening at JEHS:

Updates were given on the high school boys and girls basketball teams. The boy's record is currently 7-3 and the girl's is 2-6.

On Saturday, January 18th the band and choir will be attending the Central Wisconsin Conference All-Star Music Festival.

Last month, the Student Council hosted a coloring contest to raise money for the South Wood County Humane Society, \$125 was raised.

5. President's Report

A. Board Member Attendance

President Daven reported that board members, Daven, Thomasgard, McGrath and Duncan were in attendance. Board member Hildebrandt was absent due to personal obligation.

B. Next Board Meeting

President Daven reported that the next meeting of the School Board will be held February 12, 2025

6. Administrative Reports

A. District Administrator Report – Superintendent Bena

Superintendent Bena reported on the current plans for referendum projects this spring and summer. This includes tuck pointing, updates in the elementary gym beginning spring break, new ceiling in Spanish room and IT updates at the elementary school.

Superintendent Bena stated that February 10th will be a Professional Development Day for teachers.

B. MS/HS Principal Report - Principal Steltenpohl

Principal Steltenpohl reported that Beth Willcome will be running the annual spelling bee on January 14th. He shared that alumni night will be held at the high school girls basketball game on January 14th and alumni night for the boys basketball team will be held on January 16th.

C. Elementary Principal Report – Principal Bena

Principal Bena reported that the character trait for the month is perseverance. Students that exemplify perseverance will be recognized at the end of the month. He reported that student assessments are currently taking place in each grade. Principal Bena shared that the Opera for the Young will perform on January 31st. Mr. Erdman has been working with the company to teach the students the music as some students will be selected to perform.

D. Special Education Director Report – Jodi Waltenberg

Special Education Director Waltenberg updated the Board on the Special Education Department.

Currently, the district has two elementary and two middle school special education teachers along with eight special education paraprofessionals. Director Waltenberg stated that there are 64 students (14.6% of school population) receiving special education services in the district. She stated that this increase in numbers is a growing trend across the nation. Director Waltenberg stated that communication is extremely important in the department. Mrs. Waltenberg holds monthly meetings with teachers and paraprofessionals, has created a paraprofessional handbook, and works closely with the interventionists. Director Waltenberg thanked the Board for their support.

E. Annual Audit Report – Amber Danielski, CliftonLarsonAllen LLP

Amber Danielski, from CliftonLarsonAllen LLP reviewed the annual audit report with the Board of Education.

7. Questions and Comments from People in Attendance

None

CONSENT AGENDA:

8. Consider Approval of Minutes of Past Meeting – December 11, 2024

Motion by Thomasgard, second by Duncan to approve the minutes of the past meeting. Voting yes – all. Motion carried.

9. Consider Approval of Financial Reports

A. Check Summaries..... December 1-31, 2024

#35535 - 35649 & 202400697 – 202400786 - \$456,759.34

B. District Revenues Report December 1-31, 2024

C. District Expenditures Report December 1-31, 2024

D. District Cash Receipt Report.....December 1-31, 2024

E. December Cash Balance Report

F. December Substitutes Report

G. December Budget Revisions

Budget Revision for DPI Budget Report

Credit Expenditure – 10 E 800 550 254310: \$623

Debit Expenditure – 21 E 800 222 213200 - \$161

Debit Expenditure – 21 E 800 411 140009 923 - \$462

H. Consider Approval of Gifts

Business Director Miller reported a budget revision in December to Funds 10 and 21 to update for DPI Budget Report, see below.

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

UNFINISHED BUSINESS

10. Second Reading of Policies as Previously Presented

Motion by McGrath, second by Duncan to approve the updated policies as previously presented. Voting yes – all. Motion carried.

NEW BUSINESS:

11. Consider Approval of Open Enrollment Spaces for Special Education and Regular Education Programs for the 2025-26 School Year

Motion by Duncan, second by Thomasgard to approve the Open Enrollment Spaces for Special Education and Regular Education Programs for the 2025-26 School Year. Discussion was held.

Due to the board's caseload formulas, no seats are available for any special education services at any grade level.

STUDENTS WITH DISABILITIES AVAILABLE SPACES BY GRADE LEVEL	
Elementary	0
Middle School	0
High School	0
REGULAR EDUCATION AVAILABLE SPACES BY GRADE LEVEL	
4 Year Old Kindergarten	Unlimited
Kindergarten	48(29)
1 st Grade	48 (25)
2 nd Grade	52 (29)
3 rd Grade	52 (18)
4 th Grade	56 (21)
5 th Grade	58 (24)
6 th Grade	60 (25)
7 th Grade	60 (33)

8 th Grade	60 (25)
9 th Grade	60 (32)
10 th Grade	60 (21)
11 th Grade	60 (19)
12 th Grade	60 (0)

Voting yes – all. Motion carried.

12. Consider Approval of December 2025 Band Trip

Band instructor, Emilie Anderson did a presentation on the band program and the band trip to Hawaii.

Motion by McGrath, second by Thomasgard to approve the 2025 band trip to Hawaii in December. Voting yes – all. Motion carried.

13. Consider Approval of Spring 2026 Spanish Class Trip to Costa Rica

Motion by McGrath, second by Duncan to approve the spring 2026 Spanish class trip to Costa Rica. Voting yes – all. Motion carried.

14. Consider Approval Co-Curricular Coaching Position:

a. Heather Landon – MS Girls Basketball

Motion by Duncan, second by Thomasgard to approve Heather Landon as the middle school girls basketball coach. Voting yes - all. Motion carried.

15. Consider Approval of 2025-26 Port Edwards School District Calendar

Motion by Duncan, second by Thomasgard to approve the 2025-26 District Calendar. Voting yes – all. Motion carried.

16. Consider Approval of Senior High Wrestling Co-op with Nekoosa School District for the 2025-26 and 2026-27 School Years

Motion by McGrath, second by Daven to approve the senior high wrestling co-op with Nekoosa School District for the 2025-26 and 2026-27 school years. Voting yes – all. Motion carried.

17. Opportunity for Individual Board Member Comment

McGrath – Thanked all the staff for all that they do.

Daven – Stated how fortunate we are to have a district that offers so many opportunities for our students.

18. Establish Future Board Meetings

Wednesday, February 12, 2025, Closed Session at 5:00 (if needed); Business Meeting at 5:30 p.m. – Elementary IMC

Wednesday, March 12, 2025, Closed Session at 5:00 (if needed); Business Meeting at 5:30 p.m. – Elementary IMC

19. Call for Adjournment

Motion by Thomasgard, second by McGrath to adjourn the meeting. Voting yes – all. Motion carried.

Meeting adjourned at 6:53 p.m.

Lisa Miller, acting secretary

Budget Revision:

BATCH	DESCRIPTION	FISCAL YEAR	BATCH ORIGIN	STATUS
LAM	TO UPDATE BUDGET FOR DPI BUDGET REPORT - NO N	2024-2025	Batch Entry	History

LINE	ACCOUNT/NAME	DESCRIPTION/REF	QUICK KEY	DATE	DEBIT	CREDIT
1	10 E 800 550 254310 000	UPDATE TO BUDGET FOR BUDGET REPORT		12/05/24	0.00	623.00
2	21 E 800 222 213200 000	UPDATE TO BUDGET FOR BUDGET REPORT		12/05/24	161.00	0.00
3	21 E 800 411 140009 923	UPDATE TO BUDGET FOR BUDGET REPORT		12/05/24	462.00	0.00
TOTALS					623.00	623.00