

PORT EDWARDS PUBLIC SCHOOLS

Business Meeting of the Board of Education

4:45 p.m., Wednesday, June 12, 2024 – Elementary School, 5th Street., Port Edwards, WI

MINUTES

Meeting called to order by President John Daven at 4:45 p.m.

Roll Call

PRESENT: John Daven, Leo Thomasgard, Kathy McGrath, Cary Hildebrandt, Dana Duncan (arrived at 4:55)

ABSENT: None

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

OTHERS PRESENT: Katie Mork, Teresa Guillemot

1. Consider Approval of Agenda

Motion by Hildebrandt, second by Thomasgard 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 exercises responsibility

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

A. Consider Approval of Minutes of Past Executive Session – May 8, 2024

B. Program Review

C. Discuss 2024-25 Support Staff Compensation

D. Discuss 2024-25 Administrative and Administrative Support Contracts

E. Discuss 2024-25 Absences from Work

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

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

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, Heath Stoltz, Kristen Winters, Marissa Rebischke, Jodi Waltenberg, Jen Moore, Shane Steltenpohl

5:30 p.m. – Business Session

4. President's Report

A. Board Member Attendance

President Daven reported that all Board members were in attendance.

B. Next Board Meeting

President Daven reported that the meeting of the Board of Education will be July 10, 2024.

5. Administrative Reports

A. Superintendent's Report – Superintendent Bena

Superintendent Bena gave an update on the referendum projects. Mr. Bena reported that the curriculum committee met and discussed goals for the 2024-25 school year. He also reported that the district's social media exposure is up 25% from last year. The 18th annual Blackhawk Scramble, which raises money for the Port Edwards Education Foundation, is scheduled for Monday, June 24th at Lake Arrowhead Golf Course.

Mr. Bena reported that the 4K will be moved to the elementary building and will have class on the west end of the building. At this time there are 7 students in the morning and 7 students in the afternoon program.

Superintendent Bena introduced Heath Stoltz, District Computer Network Technician, from CESA 5 to present on cybersecurity.

Mr. Stoltz presented a PowerPoint to the Board on the district's cybersecurity incident response plan. Mr. Stoltz stated that cyber incidents are happening more often and close to home and therefore, the district must have a plan in place should an attack occur. The district will be finalizing the plan in August.

B. Middle/High School Principal's Report – Principal Shroda

Principal Shroda reported on the end of the year activities which included Senior Dessert, the Variety Show, community concert and band performance on Memorial Day weekend. Ms. Shroda also stated that the end-of-the-year activities were a success which included the middle school students going to Mount Olympus and an outdoor gathering for the high school students and staff.

Principal Shroda reported that summer school started this past Monday.

Ms. Shroda shared memories of her years with the district and thanked the Board for their support.

6. Questions and Comments from People in Attendance

None

CONSENT AGENDA:

7. Consider Approval of Minutes of Past Meetings – May 8, 2024

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

8. Consider Approval of Financial Reports

- A. Check Summaries..... May 1-31, 2024
#34853 - 34962 & 202301179 -202301293 - \$420,992.96
- B. District Revenue Report..... May 1-31, 2024
- C. District Expenditures Report..... May 1-31, 2024
- D. May Cash Receipts Report..... May 1-31, 2024
- E. May Cash Balance Report
- F. May Substitutes Report
- G. Budget Revisions
- H. Consider Approval of Gifts

Business Director Miller reported that Kathy McGrath donated two poetry books written by Jeffrey Johannes to the MS/HS Library.

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

UNFINISHED BUSINESS

None

NEW BUSINESS:

9. Consider Approval of 2024-25 Co-Curricular Staffing Plan

Motion by Thomasgard, second by Hildebrandt to approve the 2024-25 Co-Curricular Staffing Plan. Voting yes – all. Motion carried.

10. Authorize 2024-25 Spending at 2023-24 Budget Levels Beginning July 1, 2024

Motion by Duncan, second by Thomasgard to authorize 2024-25 spending at 2023-24 budget levels beginning July 1, 2024. Voting yes- all. Motion carried.

11. Consider Approval of Release of 2024-25 Purchase Orders

Motion by McGrath, second by Thomasgard to approve the release of 2024-25 purchase orders. Voting yes – all. Motion carried.

12. Consider Approval of Summer Contract – Jennifer Moore, School Counselor

Motion by Duncan, second by McGrath to approve the Summer Contract for Jennifer Moore. Voting yes – all. Motion carried.

13. Consider Approval of Special Education Director – Jodi Waltenberg

Motion by McGrath, second by Hildebrandt to approve Jodi Waltenberg as Special Education Director. Voting yes – all. Motion carried.

14. Consider Approval of 4K Teacher - Keisha Moldenhauer

Motion by McGrath, second by Thomasgard to approve Keisha Moldenhauer as 4K Teacher. Voting yes – all. Motion carried.

15. Consider Approval of 2024-25 Support Staff Compensation

Motion by Duncan, second by Thomasgard to approve the 2024-25 Support Staff Compensation. Voting yes – all. Motion carried.

16. Consider Approval of 2024-25 Administrative and Administrative Support Contracts

Motion by Duncan, second by McGrath to approve the 2024-25 Administrative and Administrative Support Contracts. Voting yes – all. Motion carried.

17. Consider Approval of 2023-24 MS Track Coach – Robert Panter

Motion by Duncan, second by McGrath to approve Robert Panter as the 2023-24 MS Track Coach. Voting yes – all. Motion carried.

18. Consider Approval of 2024-25 Breakfast, Lunch & Milk Prices

Motion by McGrath, second by Hildebrandt to approve the 2024-25 Breakfast, Lunch & Milk Prices. Voting yes – all. Motion carried.

19. Consider Approval of WIAA Senior High Membership Renewal

Motion by Hildebrandt, second by Duncan to approve the WIAA Senior High Membership Renewal. Voting yes – all. Motion carried.

20. Opportunity for Individual Board Member Comment

McGrath – Stated that both 4K and the high school graduation were wonderful and thanked Marissa Rebischke for the idea of having the kindergartners give the seniors advice.

Hildebrandt – Congratulated Donna Shroda on her retirement and thanked her for the years she dedicated to the district.

Thomasgard – Congratulated Donna Shroda on her retirement and praised her for all that she has given to the district.

Daven – Congratulated Donna Shroda and thanked her for her many years of dedication and for the impact she had on the students.

21. Establish Future Board Meetings

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

Wednesday, August 21, 2024, Executive Session at 5:00 (if needed); Business Meeting at 5:30 p.m. – Elementary IMC

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

- A. Administration Evaluation

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

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

Thomasgard, McGrath, Hildebrandt, Duncan. Motion carried.

24. Call for Adjournment

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

Motion carried.

Meeting adjourned at 7:30 p.m.

Lisa Miller, acting secretary