

**THE SCHOOL DISTRICT OF STURGEON BAY**  
**Regular Board of Education Meeting**  
**Wednesday, July 17, 2019**

President Hooker called the meeting to order at 6:05 PM in the middle school commons. The Pledge of Allegiance was recited.

Present were Commissioners: Miller, Holland, Chisholm Jennerjohn, Hooker, Stephens and Alger. Stephani was excused. Hougaard arrived at 6:58 PM. Also present was Superintendent Tjernagel.

- A. **Motion:** Stephens/Jennerjohn to adopt the agenda, striking item 6 under the operations agenda and also noting that the board will be going into Executive Session in Room 122 of TJ Walker Room 122 per 19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, request from an administrative staff member, and will then return to open session. Motion carried unanimously.

**PUBLIC PARTICIPATION SECTION**—also known as audience to visitors and delegations (as noted in Board Policy 0167.3 Public Participation at Board Meetings): Kitchens stopped in to update the board on legislative changes and how it will effect education in the state. Among other items, Special Education will see a 25% increase in funding. Kitchens stated this is the first raise in special education funding in ten years. The Governor vetoed the minimum aide option. The low revenue limit ceiling next year will change from \$9,487 to \$9,700 per student. Then another \$300 increase the following year, reaching \$10,000.

**Motion:** Jennerjohn/Alger to approve the minutes of the June 19, 2019. Motion carried unanimously.

**Motion:** Stephens/Holland to approve the board bills. Motion carried unanimously.

**CONSENT AGENDA:**

1. Grants and Donations – Craig Sigl reported donations from the following individuals, groups, and businesses for the Clipper Fitness Zone (*from the end of the school year and beginning of summer—the June Board packet had already been prepared*): Katie and Mark Smullen (\$100), Morgan and John Kiedrowski (\$200), Jennifer Kobilca (\$6,600), TJ Walker Student Council (\$360.60), Culvers Share Night (\$912), and Sturgeon Bay Cinema (\$225). Gerry Banks reports receiving two grants for Chromebooks.

Todd Meikle received a grant for the athletic department involving the HUDL camera system. Kasee Jandrin had received a pledge for teams qualifying for DI Globals. Craig Sigl also had received a previous grant for the Clipper Fitness Zone.

A motion to accept these grants and donations is recommended.

2. Resignations & Retirements: Sally Smith resigned from her special education teacher associate position (Sally does hope to be able to sub for us next year, however, when she is able to spend time here in Door County).
3. Approve Special Education Policies and Procedures: Approval of the policies and procedures occurs annually to ensure smooth operations and that proper updates are done, communicated to the Board, and available to the public. We typically use the DPI sample guide. It was updated by DPI last year and it is the most recent version for the Board to consider.
4. Approve At-Risk Plan: Approval of the plan occurs annually to ensure smooth operations and that proper updates are done, communicated to the Board, and available to the public. At Risk regulations/requirements have not changed so there are only updates to reflect new interventions starting on page 7.

**Motion:** Chisholm/Alger to accept and approve the consent agenda items as presented. Motion carried unanimously.

## **OPERATIONS AGENDA:**

1. Consent Agenda items requiring attention (if any)
2. **Special Presentation: Facility Study Results (informational item):** Representatives from EUA and Miron presented findings of the facility study components. A press release will be released the day after the meeting to ensure that the public can be appropriately updated. The facility study presentation will be placed on the website after the meeting.
3. **Community Survey Draft Update (informational item):** Draft presented to the board. Work continues on this project. Meetings will be scheduled. Community members will be invited to assist in the development of the survey. More information to follow.
4. **Approve TJ Walker English/Language Arts Teacher:** Motion by Chisholm/Alger to approve Courtney Elm as our new English/Language Arts teacher at TJ Walker Middle School is recommended. Motion carried unanimously.
5. **Approve Food Service Hires**  
Food service director, Jenny Spude, has the following hiring recommendations for Board approval in preparation for this next school year:
  - A. Motion: Holland/Stephens to approve Sally Jilot as a full-time food service employee. Motion carried unanimously.
  - B. Motion: Jennerjohn/Chisholm to approve Theresa Kay-Meredith as a part-time food service employee. Motion carried unanimously.
6. **Approve Food Service Delivery Truck Purchase-removed from agenda.**
7. **Approve Annual Public Notice of Academic Standards:** Motion Stephens/Holland to give the required annual notice pertaining to academic standards utilized in the School District of Sturgeon Bay for the 2019-2020 school year. Motion carried unanimously.
8. **Strategic Action Plan Draft for 2018-2019 (informational item):** As we have discussed since the February 2017 Board and Administrative Team retreat, putting together a one-page document with identified priorities that can serve as a “strategic action plan” should help us not only with our internal processes and focus areas for a given year, but also should assist our work as we continue to work to communicate with our community.

The strategic action plan process is intended to:

- help provide clarity through annual priority areas for our organization,
- give us targeted items to monitor throughout the year, and
- provide a document for annual review so adjustments can be made for the following year.

The draft is an informational item in the Board packet this month, and then having the Board approve the 2018-2019 version of the Strategic Action Plan next month would be wise. I am also aware that a lot of time and energy has gone into the facility study and community survey topics, and that will most likely continue to be the case in the coming months.

9. Reports:

- a. Legislative – provided by Kitchens
  - b. CESA - none
  - c. Committee/Seminars - none
  - d. Administrative Report presented by Holtz.
  - e. Superintendent’s Report presented.
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10. Adjourn **Motion:** Jennerjohn/Stephens to adjourn to executive session at 9:17 PM with a roll call vote, per 19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility - Request from an administrative staff member and to then return to open session. Motion carried unanimously.

Board considered the request from an administrative staff member. No decision was rendered and no action was taken.

Motion: Holland/Jennerjohn to return to open session. Motion carried unanimously.

11. Motion: Jennerjohn/Hougaard to adjourn at 10:20 PM. Motion carried unanimously.

Respectfully submitted by,  
Ann DeMeuse  
Board Recording Secretary

Date: \_\_\_\_\_

President’s Signature: \_\_\_\_\_