

THE SCHOOL DISTRICT OF STURGEON BAY
Regular Board of Education Meeting
Wednesday, August 19, 2020
Sturgeon Bay High School Library

6:15 P.M. Work Session

Sturgeon Bay High School Library

Note: The Board typically has a work session prior to the August Board meeting to review budgetary matters again between the preliminary approval which occurs in June and formal approval which occurs in October, following the October 15 aide certification from the State.

CALL TO ORDER:

1. Roll Call
2. Motion to Adopt Agenda

OPERATIONS

1. Budget planning and potential human resources challenges for 2020-2021
 2. Adjourn
-

7:00 P.M. Board of Education Meeting

Sturgeon Bay High School Library

CALL TO ORDER:

1. Pledge of Allegiance
2. Roll Call
3. Motion to Adopt Agenda

AUDIENCE TO VISITORS AND DELEGATIONS:

MINUTES:

1. Regular Meeting of July 15, 2020
2. Special Meeting of July 27, 2020
3. Special Meeting of August 5, 2020

BILLS:

1. Approve July bills

CONSENT AGENDA:

1. Accept grants and donations
2. Approve resignations and retirements
3. Approve Seclusion and Restraint Annual Report

OPERATIONS AGENDA:

1. Consent Agenda items requiring attention (if any)
2. School Reopening Updates and Discussion
3. Approve Resolution regarding Protective Facial Coverings During Pandemic/Epidemic Event
4. Approve TJ Walker Volleyball Coaches
5. Approve TJ Walker Track Coach

6. Approve High School Assistant Volleyball Coaches
7. Approve High School Assistant Football Coaches
8. Approve Strategic Action Plan for 2020-2021
9. Reports:
 - a. Legislative
 - b. CESA
 - c. Committee/Seminars
 - d. Principals and/or Special Education
 - e. Business Manager
 - f. Superintendent
10. Adjourn

NOTE: This notice may be supplemented with additions to the agenda that come to the attention of the board prior to the meeting. If there are changes, a final agenda will be posted and provided to the media no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting in the event of an emergency.

To: Board of Education
From: Dan Tjernagel
Date: August 12, 2020
RE: Background Information for the August 19, 2020 Meeting

Note: We'll plan to have a budget & HR-related discussion at 6:15 P.M. similar to what we usually do in August.

CONSENT AGENDA:

1. **Grants and Donations** – *As of the meeting packet preparation, there are no donations or grants to report and ask the Board to accept at this time.*
2. **Resignations and Retirements** – Tim Beck has resigned as an assistant volleyball coach (JV1). Jacqueline Herlache has resigned as an assistant volleyball coach (JV2). *As of the preparation of the meeting packet, there is the possibility of a retirement request, but that should be known prior to the August 19 meeting.*

3. Approve Seclusion and Restraint Annual Report

Act 125 requires that schools report annually to the school board by September 1 about any incidents from the previous school year. Most incidents of seclusions and restraint in school districts occur at the elementary level. Overall, there was one incident of restraint at Sunset, one incident of restraint at Sawyer, and no incidents of restraint at Sunrise. There were no seclusion incidents to report at the elementary level.

At the middle school and high school levels, there were no incidents of seclusion or restraint.

A motion to accept the seclusion and restraint annual report is recommended.

OPERATIONS AGENDA:

1. Consent Agenda items requiring attention (if any)
This is a standing agenda item and utilized only if needed.

2. School Reopening Updates and Discussion

The process of continuing to work through a wide variety of preparation for the upcoming school year continues. Given the importance of the school reopening topic, as well as both the unprecedented nature of the pandemic and also the speed at which things are subject to change, having multiple conversations and opportunities for open dialogue with the Board in addition to the various school or district-level conversations continues to be important.

As indicated in the district communication to families and staff back on June 25, the Board, district-level task force, and administration have believed that planning for in-person instruction five days per week is very important. Providing a virtual option for those families who prefer such an option was deemed to be important as well. Plus, we acknowledged that circumstances could change as we've seen throughout recent months.

The Board and administration appreciate the various messages we've received regarding all the work that has occurred to date and the various stances that people have on topics involved with reopening schools.

I also would like to add that while we usually plan months and even a year in advance, this pandemic has reminded us of the wisdom associated with not making a major decision too early in the process only to have to backtrack and adjust, which causes not only communication challenges, but also can undermine the very trust people have in an institution. Of course, we'd all like to know weeks ago exactly what is going to happen or what the "plan" definitely is. That being stated, we've worked to put out there already back in June what we believed and were working toward, as well as provided various updates and communications along the way. We attempted to be thoughtful and deliberate in our planning and our communication.

Something we need to gain a better understanding about is the decision-making process that could move us from one model to another throughout the year. There is a statewide meeting on August 12 and I am hopeful there will be information which is helpful to this process that is shared with us. Before asking the Board to endorse the approach for the first day of school, it makes sense to me for everyone to have a better understanding about the decision-making process.

The next special meeting is planned for Wednesday, August 26, and based upon that discussion and information we know at that point, we'll continue to communicate about what our plans are for September 1, 2020 and beyond. I also believe that formal Board endorsement is appropriate at that point.

3. Approve Resolution regarding Protective Facial Coverings During Pandemic/Epidemic Event

We initially discussed facial coverings in the July 15 board meeting, followed by more intensive discussion at the special July 27 board meeting. On the night of July 27, there was consensus to develop some sort of Board-level endorsement of requiring facial coverings for students and staff.

On the evening of August 5, a number of Board members got together to work through that process further. We have received legal guidance on the use of a resolution rather than actual policy, as well as wording for such a resolution. Special thanks to everyone involved with this process, as well as trying to handle a very important and challenging topic in the right way.

By the time we get to the August 19 Board meeting, we should have had the opportunity to review the draft resolution in the special August 12 Board meeting.

A motion to approve the Resolution Regarding Protective Facial Coverings During Pandemic/Epidemic Event is recommended.

Note: The next few agenda items deal with the approval of coaches. While fall sports have not been called off as of the preparation of the meeting packet, it would appear likely that fall sports will be moved to spring. I simply don't know this for certain while preparing these notes. In any case, while fall sports may not be likely this fall, hopefully those sports can still occur even if during a different time frame. We'll see how things progress.

4. Approve TJ Walker Volleyball Coaches

Principal Mark Smullen and Athletic Director Todd Meikle recommend the following individuals as volleyball coaches:

- A. 7th grade – Jennifer Angeli
- B. 8th grade - TBD

5. Approve TJ Walker Track Coach

Principal Mark Smullen and Athletic Director Todd Meikle recommend Jennifer Angeli as a middle school track coach.

6. Approve High School Assistant Volleyball Coaches

Principal Bob Nickel and Athletic Director Todd Meikle recommend the following assistant volleyball coaches:

- A. Jaclyn Jeanquart (JV1)
- B. Marnie Ostrand (JV2)

7. Approve High School Assistant Football Coach

Principal Bob Nickel and Athletic Director Todd Meikle recommend the following assistant football coaches:

- A. William Carlson
- B. Sam Mueller

8. Strategic Action Plan for 2020-2021

In last month's meeting we looked at the updated draft I had prepared. Obviously our focus has been on school reopening matters rather than this sort of document as in past summers. We can plan to formally approve the action plan tonight, or can wait until next month if the Board prefers.

9. Reports

10. Adjourn

THE SCHOOL DISTRICT OF STURGEON BAY

Regular Board of Education Meeting

Wednesday, July 15, 2020

President Hooker called the regular meeting to order at 7:13 PM in the high school library. Present were Hooker, Alger, Stephani, Chisholm, Holland, Miller, Stephens, & Jennerjohn. Hougaard was excused. Also present were Superintendent Tjernagel, Holtz, O’Handley, Smejkal, R. Nickel, Ferry, Smullen, A DeMeuse and Spude. Representatives from DCMC in attendance were Dr. Fogarty, Dr. Heise and Vicki Zenz-LeFave. The Pledge of Allegiance was recited.

Motion: Alger/Stephens to adopt the agenda as presented with roll call vote. 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): None.

CONSENT AGENDA:

1. Approve minutes from June 17, 2020.
2. Approve June bills.
3. Accept Resignations: Jenny Spude has let us know that William Weber is officially resigning from his limited hour position at Sunset Elementary. Kyle Sheehy is resigning from his assistant football coaching position at SBHS. We thank William and Kyle for their service to our young people.
4. 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.
5. 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.

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

OPERATIONS AGENDA:

1. Consent Agenda items requiring attention (if any): None
2. School Reopening Plan Presentation and Discussion (informational item):
 - a. Recommendations from community partners at Public Health and DCMC-Dr. Fogarty presented to the group and provided background information as it relates to young people and the effects of the pandemic on their physical and mental health. Dr. Fogarty also reviewed current recommendations from the CDC and American College of Pediatrics. Discussion followed.
 - b. District-level Planning Updates were provided. An overview of: collaboration with other school districts, task force work, and transportation planning, was given. Principals then gave a presentation on planning work that is being done in each building as processes differ due to the age of the students and the way that they move in their buildings.

Discussion followed. There will be additional information provided to staff and families from both the district level as well as coming from the principals. The summer registration mailer is going out June 27, 2020.

Discussion followed on whether a vote was necessary versus approval of, support of, or acceptance of these plans and procedures. It was also noted that this plan is quite fluid as information changes and new information is learned on a daily basis. Discussion also followed regarding masking and whether the term used should be recommend, expect, encourage, require. It is not a mandate at this time.

3. Approve TJ Walker Band Teacher

Motion Stephens/Jennerjohn to approve Andrew Pagel as the TJ Walker Middle School Band teacher beginning with the 2020-2021 school year. Motion carried unanimously.

4. Approve TJ Walker Social Studies Teacher

Motion Chisholm/Alger to approve Jennifer Angeli as the TJ Walker Middle School Social Studies teacher beginning in January 2021. Motion carried unanimously.

Motion Alger/Stephani make a motion to reconsider the motion to hire Jennifer Angeli for the Social Studies second semester position. Motion carried unanimously.

Motion Chisholm/Alger to amend motion to approve Jennifer Angeli as a TJ Walker Middle School teacher for the 2020-2021 school year. Motion carried unanimously. Motion Amendment passes.

5. Approve 4K Teacher

Motion Holland/Jennerjohn to approve Anika Bastian as a 4K Teacher beginning with the 2020-2021 school year. Motion carried unanimously.

6. Approve Technology Director-Tabled.

7. Approve Annual Public Notice of Academic Standards

The 2015-2017 state budget (a.k.a. 2015 Wisconsin Act 55) added several notice requirements for school districts. The items involve notice regarding academic standards, school report cards and ranking levels, educational options, and the special needs voucher program.

As we've been reminded by WASB in the past, "School Boards are reminded that they must include an item on the agenda of the first school board meeting of the school year (the first board meeting after July 1) that clearly identifies the student academic standards . . . that will be in effect for the school year . . . In addition, school boards are required . . . to notify the parents/guardians of students . . . This notice may be provided electronically, including by posting the notice or a link to the specific academic standards on the school district's website."

Once a new curriculum for a particular academic area has been adopted, that curriculum stays in place until a change is approved at a later date. Again, the requirement that we need to notify the public annually of these standards began just a few years ago.

In gathering feedback from various individuals and in alignment with our discussion on the topic in the past, it continues to appear that the clearest way of communicating this is that we follow "Sturgeon Bay Standards." Work in recent years has involved the Wisconsin Academic Standards in most areas. Calling them Sturgeon Bay Standards gives us flexibility to be able to address any areas that may cause concern within our school community, and also avoids the perception of having to adopt something without the flexibility to adapt if and when concerns may arise when it comes to national or state standards conversations, if you will.

I am including a link to the DPI website and Academic Standards page for your convenience:

<http://dpi.wi.gov/standards>.

Motion: Miller/Holland to give the required annual notice pertaining to academic standards utilized in the School District of Sturgeon Bay for the 2020-2021 school year. Motion carried unanimously.

8. Approve Sunrise Flooring Project at Sunrise Elementary
Motion Stephens/Stephani to approve Sunrise Flooring Project at Sunrise Elementary not to exceed \$18,000. Motion carried unanimously.

9. Approve Employee Assistance Program
From Jake Holtz: What the Employee Resource Center offers in their EAP program is quite impressive - it's more than just a number of meetings with certified counselors. They have online tools for our staff and our leadership team, as well as a crisis response team that would be at our fingertips. We would like to contract with them to offer our employees up to 8 counseling sessions, as needed. For a two year rate lock, our annual price would be \$5,568. (Currently, we pay \$1,890 a year for a single local doctor, for up to two visits for our employees.)

Motion Stephani/Jennerjohn to approve an employee assistance program through the Employee Resource Center. Motion carried unanimously.

10. Approve Assistant Boys Soccer Coach
Motion: Stephens/Holland to approved Matt Broomhall as an assistant boy's soccer coach. Motion carried unanimously.

11. Strategic Action Plan Draft for 2020-2021 (informational item)
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. A draft plan is offered as an informational item this month, and then having the Board approve the 2020-2021 version of the Strategic Action Plan next month would be wise. Typically, the Admin Team would spend some June Retreat time focusing on this document and related planning for the next school year. This year, wrapping up the 2019-2020 school year and continuing with COVID-19 and school reopening planning has dominated our time, so we really haven't spent nearly the time on the document we usually would.

As we've said in the past, feedback is welcome on the strategic action plan as we consider our priorities, and overall focus for the upcoming year, as well as our ability to appropriately communicate those priorities to our families, staff members, and community members.

12. Facility Project Update (informational item)
EUA put together an update and additional information shared in Superintendent's report.

13. Reports:

- a. Legislative – none
- b. CESA – Stephens attended meeting last week and has materials for those interested.
- c. Committee/Seminars – none.
- d. Administrative Reports presented. Holtz gave an overview of the audit process to date. It is being done remotely this year and the process takes a couple of weeks.
- e. Superintendent's Report presented.

14. Adjourn Motion: Jennerjohn/Chisholm to adjourn at 9:33 PM. Motion carried unanimously.

Date: _____

President's Signature: _____

THE SCHOOL DISTRICT OF STURGEON BAY
Board of Education Meeting
Monday, July 27, 2020

6:00 P.M. Board of Education Meeting

High School IMC

CALL TO ORDER:

1. Roll Call at 6:03 PM: Present: Hooker, Alger, Stephani, Chisholm, Miller, Holland, Hougaard, Stephens & Jennerjohn. Also present were Superintendent Tjernagel, Holtz, Smejkal, B. O’Handley, Smullen, B. Nickel, Ferry, A. DeMeuse, & Quaderer.
2. **Motion:** Hougaard/Alger to adopt the agenda (6:05 PM). Roll call vote. Motion carried unanimously.

PUBLIC PARTICIPATION SECTION-ALSO KNOWN AS AUDIENCE TO VISITORS AND DELEGATIONS: Tess Johnson spoke.

AGENDA AND DISCUSSION

1. Approve Teacher Associates:
 - a) Motion Stephens/Hougaard to approve Moi Zahler as a teacher associate beginning with the 2020-2021 school year. Motion carried unanimously.
 - b) Motion Hougaard/Chisholm to approve Michelle Forrest as a teacher associate beginning with the 2020-2021 school year. Motion carried unanimously.
 - c) Motion Holland/Jennerjohn to approve Anne Herring as a teacher associate beginning with the 2020-2021 school year. Motion carried unanimously.
 - d) Motion Holland/Hougaard to approve Allyson Gary as a teacher associate beginning with the 2020-2021 school year. Motion carried unanimously.
2. Approve Director of Technology: Motion Chisholm/Hougaard to approve Amy Sterckx as our Director of Technology. Motion carried unanimously.
3. Approve PPE Order: Motion Holland/Stephani to move the item until after the school Reopening discussion. Motion carried unanimously. Motion Hougaard/Jennerjohn to approve the purchase of Facial Coverings and other PPE, in an amount not to exceed \$115,000. Motion carried unanimously.
4. School Reopening Plan Discussion: At the July 15 meeting, the board received a presentation about a variety of aspects of the school reopening planning and progress to date. As part of the discussion, there was not only the opportunity to provide feedback, ask questions, and discuss wording on an important topic like masking/facial coverings, we also talked about whether or not the board felt taking formal action on the plans would be appropriate at a future date. A couple of things worth noting from that meeting are:

- The way things were left in the meeting, masking would be “recommended” and we also talked about words like “encouraged.” At some point either in the evening or hours that followed the meeting the word “promoted” was suggested and utilized as well.
- For future action, the discussion seemed to focus on accepting the plans in August (Note: the regular August board meeting is scheduled for August 19.).

A board-level request to consider discussion of a mask mandate, with the appropriate exceptions, came forward. After reviewing legal memos to guide the board from two different legal firms, the board continued to discuss reopening planning. It was also noted that implementing a mask/facial coverings mandate rises to the policy level, and as such falls under the umbrella of board action. Put another way, it is a significant issue that deserves the consideration of action by our elected officials, in this case, the Board of Education. The masking issue has certainly gained clarity since mid-July. Additionally, we continue to work through a wide variety of details and anticipate updates from our health partners and the county districts.

After hearing all the information, the board decided to have a workgroup meeting to develop an initial masking plan for the district. More information to follow.

5. Future Meeting Dates: Future discussions, work to do with numerous developments. Pencil in dates: August 19, 2020 is next regular meeting. Workgroup on August 5 a 6:00 PM. Additional meetings in August will be set up for Aug. 12 and Aug. 26. @ 6:00 PM.
6. Adjourn: Stephens/Hougaard to adjourn at 8:20 PM. Roll call vote. Motion carried unanimously.

Date: _____

President’s Signature: _____

THE SCHOOL DISTRICT OF STURGEON BAY
Board of Education Learning Session
Wednesday, August 5, 2020

6:00 P.M. Board of Education Meeting

High School IMC

CALL TO ORDER:

1. Roll Call at 6:08 PM: Present: Holland, Chisholm, Stephens, Hooker, Miller, Jennerjohn, Alger. Excused: Stephani, Hougaard. Also present Superintendent Tjernagel, R. Nickel, Smejkal, B. O’Handley, Smullen, & Holtz.

2. **Motion:** Holland/Chisholm to adopt the agenda. Motion carried unanimously.

AGENDA AND DISCUSSION

1. Develop Mask Requirement Policy Draft: Provided by Commissioner Hooker for review by Administrative Team and Board.

2. Motion to adjourn: Stephens/Holland to adjourn at 8:18 PM. Motion carried unanimously.

Date: _____

President’s Signature: _____

CHECK DATE	CHECK NUMBER	CHE TYP	AMOUNT	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION
07/01/2020	202100001	A	100.00	10 E 400 310 221300 000	CESA 7	Registration for Virtual Learning Session- A.Canilho, N.Townsend
07/01/2020	202100001	A	25.00	10 E 400 310 221300 000	CESA 7	Registration for Virtual Learning Session- A.Canilho
07/01/2020	202100002	A	15,827.00	10 E 800 480 252100 000	SKYWARD	License Fee 2020-21
07/01/2020	99850	R	117.07	10 E 140 411 115000 000	STAPLES ADVANTAGE	Customer# DET 70109924 Classroom Supplies
07/09/2020	99851	R	100.00	10 E 200 411 120000 000	GT CONSORTIUM OF CES	Annual renewal
07/09/2020	202100003	A	17,000.00	49 E 800 310 239000 000	MOODYS INVESTOR SERV	Customer# 9000006554
07/09/2020	202100004	A	303.92	10 E 800 355 263300 000	SPECTRUM BUSINESS	Account# 8245 11 120 0173238 Monthly Charges for services
07/16/2020	99873	R	123.00	10 E 800 324 253000 000	A-1 ELEVATOR SERVICE	Quarterly maintenance dues-Sunrise 07/01/20 - 09/30/20
07/16/2020	99873	R	192.00	10 E 800 324 253000 000	A-1 ELEVATOR SERVICE	Quarterly maintenance dues and hydraulic test- TJ Walker MS 07/01/20 - 09/30/20
07/16/2020	202100015	A	927.30	10 E 800 411 253000 000	BELSON CO	District Paper Towels
07/16/2020	99874	R	50.00	10 E 800 411 239000 000	DOYLE, DEBRA	Memorial Gift
07/16/2020	202100016	A	420.00	10 E 800 324 253000 000	EAGLE MECHANICAL	Work Order 10735
07/16/2020	99875	R	113,249.21	49 E 800 310 239000 000	EUA	Project# 318509-01
07/16/2020	202100017	A	400.00	27 E 800 941 223300 341	FERRY, LINDSAY	6/5/2020 Membership Join-WCASS Professional (through June 2021)
07/16/2020	99876	R	5,380.00	49 E 800 310 239000 000	GILES ENGINEERING AS	Sturgeon Bay Schools Renovation Project
07/16/2020	99877	R	50.00	10 E 800 411 239000 000	HRUBECKY, THERESA	Memorial Gift
07/16/2020	202100018	A	838.80	10 E 800 480 295000 000	MARCIA BRENNER & ASS	Powerschool Plugin- Annual Support
07/16/2020	99878	R	2,100.00	10 E 800 943 162000 000	PACKERLAND CONFERENC	Packerland Conference Dues for 2020-21
07/16/2020	99879	R	2,730.20	10 E 800 411 253000 000	SAN-A-CARE INC	Sanitation Supplies
07/16/2020	202100019	A	100.00	27 E 800 941 159100 341	VOGEL, STACEY	7/8/2020 Renewal Special Ed Associate License
07/16/2020	99880	R	1,635.00	21 E 800 310 161942 000	WI SCTP FOUNDATION	State Tournament Fees 2020
07/21/2020	99883	R	65.76	21 R 400 291 163902 000	ANN, POLLY	Reimbursement for NY Trip Payments- Shelby LaViolette
07/21/2020	99884	R	80.42	21 R 400 291 163902 000	BELL, KIM	Reimbursement for NY Trip Payments- Kayley Bell
07/21/2020	99885	R	74.35	21 R 400 291 163902 000	BLAHNIK, CHRISTIANNA	Reimbursement for NY Trip Payments- Madeline Blahnik
07/21/2020	99886	R	114.56	21 R 400 291 163902 000	BLEVINS, KATIE	Reimbursement for NY Trip Payments- Tristan Blevins
07/21/2020	99887	R	65.81	21 R 400 291 163902 000	BOHN, KRISTINA	Reimbursement for NY Trip Payments- Claire Bohn
07/21/2020	99888	R	114.37	21 R 400 291 163902 000	CARTER, WENDI	Reimbursement for NY Trip Payments- Graycia Carter
07/21/2020	99889	R	111.89	21 R 400 291 163902 000	DIPPEL, ROSS	Reimbursement for NY Trip Payments- Isabella Dippel
07/21/2020	99889	R	192.99	21 R 400 291 163902 000	DIPPEL, ROSS	Reimbursement for NY Trip Payments- Ross Dippel
07/21/2020	99890	R	122.83	21 R 400 291 163902 000	FELHOFER, TONYA	Reimbursement for NY Trip Payments- Sydney Felhofer
07/21/2020	99881	R	191.87	98 L 000 000 811680 000	GURSTEL LAW FIRM PC	Case No. 12-CV-224; File #802986
07/21/2020	99881	R	225.23	98 L 000 000 811680 000	GURSTEL LAW FIRM PC	Case No. 12-CV-224; File

CHECK DATE	CHECK CHE		ACCOUNT				VENDOR	INVOICE
	NUMBER	TYP	AMOUNT	NUMBER				DESCRIPTION
07/21/2020	99891	R	96.50	21 R 400 291 163902 000			HANSON, PAULA	#802986 Reimbursement for NY Trip Payments- Avery Bies
07/21/2020	99891	R	192.99	21 R 400 291 163902 000			HANSON, PAULA	Reimbursement for NY Trip Payments- Paula Hanson
07/21/2020	99892	R	82.53	21 R 400 291 163902 000			HEGNET, ABBY	Reimbursement for NY Trip Payments- Maia Fall
07/21/2020	99893	R	192.99	21 R 400 291 163902 000			HOOKER, WILLIAM OR T	Reimbursement for NY Trip Payments- Teri Hooker
07/21/2020	99893	R	83.22	21 R 400 291 163902 000			HOOKER, WILLIAM OR T	Reimbursement for NY Trip Payments- Jacob Lawrey-Hooker
07/21/2020	99894	R	162.48	21 R 400 291 163902 000			HOWARD, NICOLE	Reimbursement for NY Trip Payments- Damion Howard
07/21/2020	99894	R	63.28	21 R 400 291 163902 000			HOWARD, NICOLE	Reimbursement for NY Trip Payments- Keon Howard
07/21/2020	99894	R	153.39	21 R 400 291 163902 000			HOWARD, NICOLE	Reimbursement for NY Trip Payments- Nikkie Howard
07/21/2020	99895	R	55.47	21 R 400 291 163902 000			KLAUBAUF, TIMOTHY	Reimbursement for NY Trip Payments- Kalei Klaubauf
07/21/2020	99895	R	73.85	21 R 400 291 163902 000			KLAUBAUF, TIMOTHY	Reimbursement for NY Trip Payments- Nathan Klaubauf
07/21/2020	99896	R	98.38	21 R 400 291 163902 000			KONOP, AMY	Reimbursement for NY Trip Payments- Andrew Konop
07/21/2020	99897	R	101.05	21 R 400 291 163902 000			KONRAD, AMBER	Reimbursement for NY Trip Payments- Silviamae Konrad
07/21/2020	99898	R	103.07	21 R 400 291 163902 000			KYLE, CHRISTINE	Reimbursement for NY Trip Payments- Kelli Dietel
07/21/2020	99899	R	122.83	21 R 400 291 163902 000			LAUTENBACH, HEIDI	Reimbursement for NY Trip Payments- Greenlee Lautenbach
07/21/2020	99900	R	109.60	21 R 400 291 163902 000			LEMIEUX, HEATHER	Reimbursement for NY Trip Payments- Tia LeMieux
07/21/2020	99901	R	53.01	21 R 400 291 163902 000			LOKKEN, BETH	Reimbursement for NY Trip Payments- Bjorn Lokken
07/21/2020	99902	R	108.13	21 R 400 291 163902 000			OCOKOLJICH, ELIZABET	Reimbursement for NY Trip Payments- Lydia Greenlaw
07/21/2020	99903	R	108.86	21 R 400 291 163902 000			SARGENT, MELANIE	Reimbursement for NY Trip Payments- Allie Sargent
07/21/2020	99904	R	9.19	21 R 400 291 163902 000			SCHULTZ, KENNETH	Reimbursement for NY Trip Payments- Ken Schultz
07/21/2020	99904	R	9.19	21 R 400 291 163902 000			SCHULTZ, KENNETH	Reimbursement for NY Trip Payments- Dylan Zivalich-Schultz
07/21/2020	99905	R	128.66	21 R 400 291 163902 000			STOLLER, KAREN	Reimbursement for NY Trip Payments- Lydiya Baier
07/21/2020	99906	R	60.43	21 R 400 291 163902 000			STRACKA, BETH	Reimbursement for NY Trip Payments- Grace Alberts
07/21/2020	99906	R	175.17	21 R 400 291 163902 000			STRACKA, BETH	Reimbursement for NY Trip Payments- Marybeth Stracka
07/21/2020	99907	R	20.31	21 R 400 291 163902 000			STUDE, CONNIE	Reimbursement for NY Trip Payments- Sebastian Stude
07/21/2020	99908	R	76.10	21 R 400 291 163902 000			TREMPER, NATALIE	Reimbursement for NY Trip Payments- Natalie Trempere
07/21/2020	99909	R	19.95	21 R 400 291 163902 000			TURRITTIN, NATASHA	Reimbursement for NY Trip Payments- Savannah Turrittin
07/21/2020	99910	R	54.55	21 R 400 291 163902 000			UMBERHAM, SILVER	Reimbursement for NY Trip Payments- Cheyenne Umberham

CHECK DATE	CHECK NUMBER	CHE TYP	AMOUNT	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION
07/21/2020	99882	R	6.00	98 L 000 000 811690 000	UNITED WAY	Employee Donations
07/21/2020	99882	R	21.00	98 L 000 000 811690 000	UNITED WAY	Employee Donations
07/21/2020	99882	R	29.00	98 L 000 000 811690 000	UNITED WAY	Employee Donations
07/21/2020	99911	R	46.55	21 R 400 291 163902 000	VITELA, KATIE	Reimbursement for NY Trip Payments- Ian Vitela
07/28/2020	99931	R	3,602.72	98 L 000 000 811634 000	MADISON NATIONAL LIF	Acct. # 101213300000000 - Group Life - August 2020
07/28/2020	99932	R	2,831.23	98 L 000 000 811635 000	MADISON NATIONAL LIF	Acct. # 101213300000000, LTD & STD Coverage - August 2020
07/28/2020	99932	R	1,075.52	98 L 000 000 811639 000	MADISON NATIONAL LIF	Acct. # 101213300000000, LTD & STD Coverage - August 2020
07/28/2020	99933	R	437.80	98 L 000 000 811637 000	MADISON NATIONAL LIF	Acct. # 101213300000000Voluntary Life - 24 Pay
07/28/2020	99934	R	1,171.90	98 L 000 000 811647 000	SUPERIOR VISION INSU	Policy Holder #03928901 Billing Period 8/1-8/31/2020
07/28/2020	99935	R	1,015.20	98 L 000 000 811646 000	UNITEDHEALTHCARE SPE	Group #303472 - 8/1 - 8/31/20
07/28/2020	99935	R	1,168.62	98 L 000 000 811648 000	UNITEDHEALTHCARE SPE	Group #303472 - 8/1 - 8/31/20
07/30/2020	99941	R	178.19	10 E 800 355 263300 000	AT&T	Service for Account# 920 743-5493 930 7- 7/19/20 - 8/18/20
07/30/2020	99942	R	515.00	10 E 800 941 239000 000	ASSOC OF WISC SCH AD	AWSA & NAESP Membership renewal 20-21- B.O'Handley
07/30/2020	99942	R	235.00	10 E 800 941 239000 000	ASSOC OF WISC SCH AD	AWSA & NAESP Membership renewal 20-21- B.O'Handley
07/30/2020	99942	R	515.00	10 E 800 941 239000 000	ASSOC OF WISC SCH AD	Membership Renewal 20-21- M.Smullen
07/30/2020	99942	R	515.00	10 E 800 941 239000 000	ASSOC OF WISC SCH AD	Membership Renewal 20-21- A.Smejkal
07/30/2020	202100030	A	65.00	10 E 400 310 221300 000	BLAHNIK, BROCK	7/16/2020 econ wisconsin conference that I paid for
07/30/2020	202100031	A	393.75	10 E 800 310 239000 000	CESA 11	E-Rate Services
07/30/2020	202100032	A	3,073.00	10 E 800 386 436000 000	CESA 6	CMS4schools 2020-21 Annual Fee
07/30/2020	99943	R	4,895.00	27 E 800 386 436000 341	CESA 8	HI/OM
07/30/2020	99943	R	1,691.00	27 E 800 386 436000 341	CESA 8	HI/OM
07/30/2020	99944	R	77.42	10 E 800 434 222200 031	EBSCO	EBSCO Magazines-SW
07/30/2020	99944	R	170.11	10 E 800 434 222200 031	EBSCO	EBSCO Magazines-MS
07/30/2020	99944	R	72.66	10 E 800 434 222200 031	EBSCO	EBSCO Magazines-SR
07/30/2020	99945	R	234,818.02	49 E 800 310 239000 000	EUA	Professional Services- Project #318509-01
07/30/2020	99946	R	5,000.00	10 E 800 411 253000 000	FASTENAL COMPANY	District Disposable Face Masks
07/30/2020	99947	R	344.92	10 E 400 449 126000 000	FLINN SCIENTIFIC INC	Science Supplies- Order# 20-44723
07/30/2020	202100033	A	1,140.00	10 E 800 480 221500 000	HOUGHTON MIFFLIN	Technology Renewal 2020- Reading Inventory Transition Student License
07/30/2020	99948	R	7,653.75	49 E 800 310 239000 000	KAPUR & ASSOCIATES I	Professional Services- Project #20.0394.01
07/30/2020	99948	R	7,940.00	49 E 800 310 239000 000	KAPUR & ASSOCIATES I	Professional Services- Project# 20.0393.01
07/30/2020	99949	R	35,048.25	10 E 800 711 270000 000	M3 INSURANCE	District insurance premiums 20-21
07/30/2020	99949	R	44,182.00	10 E 800 712 270000 000	M3 INSURANCE	District insurance premiums 20-21

CHECK DATE	CHECK NUMBER	CHE TYP	AMOUNT	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION
07/30/2020	99949	R	72,250.00	10 E 800 713 270000 000	M3 INSURANCE	District insurance premiums 20-21
07/30/2020	202100034	A	1,325.83	10 E 800 411 162000 000	MEDCO SUPPLY COMPANY	Athletic Trainer Supplies-SO# SOMD10018169
07/30/2020	202100034	A	5.28	10 E 800 411 162000 000	MEDCO SUPPLY COMPANY	Athletic Trainer Supplies-SO# SOMD10018169
07/30/2020	202100034	A	28.09	10 E 800 411 162000 000	MEDCO SUPPLY COMPANY	Athletic Trainer Supplies-SO# SOMD10018169
07/30/2020	202100034	A	9.90	10 E 800 411 162000 000	MEDCO SUPPLY COMPANY	Athletic Trainer Supplies-SO# SOMD10018169
07/30/2020	202100035	A	100.00	27 E 800 941 159100 341	NELSON, MEREDYTH	7/28/2020 DPI Receipt - License Renewal
07/30/2020	99950	R	2,100.00	10 E 800 411 253000 000	PIKE SYSTEMS INC	Sanitation/Maintenance Supplies
07/30/2020	99951	R	621.00	10 E 800 411 253000 000	PROFESSIONAL SUPPLY	District Sanitation Supplies
07/30/2020	99951	R	621.00	10 E 800 411 253000 000	PROFESSIONAL SUPPLY	District sanitation supplies
07/30/2020	99953	R	116.16	10 E 120 411 241000 000	QUILL	Sawyer office supplies-Order# 138663824
07/30/2020	99953	R	33.18	10 E 120 411 241000 000	QUILL	Sawyer office supplies-order# 138663909
07/30/2020	99953	R	449.67	10 E 120 411 241000 000	QUILL	Sawyer office supplies-Order# 138663823
07/30/2020	99953	R	74.56	10 E 110 411 241000 000	QUILL	Sunset Office Supplies-Order# 138663917
07/30/2020	99953	R	68.80	10 E 110 411 241000 000	QUILL	Sunset Office Supplies-Order# 138663916
07/30/2020	99953	R	190.08	10 E 110 411 241000 000	QUILL	Sunset Office Supplies-Order# 138663894
07/30/2020	99953	R	232.54	10 E 140 411 241000 000	QUILL	office and school supplies-Order# 138663856
07/30/2020	202100036	A	21.64	27 E 120 411 156602 341	SCHOOL SPECIALTY INC	Card rings- Order# 55957142
07/30/2020	202100036	A	28.20	10 E 110 411 241000 000	SCHOOL SPECIALTY INC	Sunset Office- Order# 55957163
07/30/2020	99954	R	76.91	27 E 600 411 156602 341	SPEECH CORNER	Learning Materials
07/30/2020	99955	R	422.95	10 E 800 353 258000 000	SUNSHINE HOUSE INC	District printing and mailing services
07/30/2020	99956	R	202.19	27 E 120 411 156602 341	SUPER DUPER PUBLICAT	Wordy Wheels- Customer# 17889
07/30/2020	99957	R	240.00	10 E 800 411 231000 000	WISCONSIN ASSOCIATIO	FOCUS Fee 20-21
07/30/2020	202100037	A	8,844.97	10 E 800 360 222200 031	WILS - WIS LIBRARY S	WiLS Database Subscriptions
07/01/2020	202100002	V	-15,827.00	10 E 800 480 252100 000	SKYWARD	License Fee 2020-21
07/05/2020	202000005	W	25.40	50 E 800 411 257000 000	AMAZON.COM	Credit Card Payment AP Invoice.
07/05/2020	202000005	W	29.90	10 E 800 411 252100 000	AMAZON.COM	Credit Card Payment AP Invoice.
07/05/2020	202000005	W	69.12	10 E 400 411 132000 000	AMAZON.COM	Credit Card Payment AP Invoice.
07/05/2020	202000005	W	27.99	10 E 400 449 127000 000	AMAZON.COM	Credit Card Payment AP Invoice.
07/05/2020	202000005	W	186.13	27 E 400 411 158110 341	AMAZON.COM	Credit Card Payment AP Invoice.
07/05/2020	202000005	W	163.99	10 E 140 449 110000 000	AMAZON.COM	Credit Card Payment AP Invoice.
07/05/2020	202000005	W	236.24	10 E 400 411 135200 000	AMAZON.COM	Credit Card Payment AP Invoice.
07/06/2020	202000017	W	209.95	10 E 800 449 253000 000	CPO COMMERCE LLC	Credit Card Payment AP Invoice.

CHECK DATE	CHECK NUMBER	CHE TYP	AMOUNT	ACCOUNT NUMBER	VENDOR	INVOICE DESCRIPTION
07/06/2020	202000015	W	178.53	10 E 800 353 258000 000	PITNEY BOWES REMIT	Credit Card Payment AP Invoice.
07/06/2020	202000014	W	25.00	10 E 120 411 241000 000	US BANK	Credit Card Payment AP Invoice.
07/06/2020	202000016	W	300.57	10 E 800 411 253000 000	WALMART COMMUNITY	Credit Card Payment AP Invoice.
07/06/2020	202000016	W	468.29	10 E 800 449 253000 000	WALMART COMMUNITY	Credit Card Payment AP Invoice.
07/06/2020	202000016	W	14.58	10 E 800 411 253000 000	WALMART COMMUNITY	Credit Card Payment AP Invoice.
07/06/2020	202000016	W	180.34	10 E 800 411 253000 000	WALMART COMMUNITY	Credit Card Payment AP Invoice.
07/06/2020	202000018	W	90.15	10 E 800 449 253000 000	ZORO.COM	Credit Card Payment AP Invoice.
07/08/2020	202000003	W	300.00	98 L 000 000 811676 000	WEA TRUST ADVANTAGE	WEA Tax Sheltered Annuity
07/08/2020	202000003	W	50.00	98 L 000 000 811642 000	WEA TRUST ADVANTAGE	WEA Roth IRA
07/08/2020	202000002	W	175.00	98 L 000 000 811672 000	WISCONSIN DEFERRED C	Plan #98971-01 Employee Contributions
07/08/2020	202000004	W	60.00	98 L 000 000 811672 000	WISCONSIN DEFERRED C	Plan #98971-01 Employee Contributions
07/22/2020	202000008	W	50.00	98 L 000 000 811642 000	WEA TRUST ADVANTAGE	WEA Roth IRA
07/22/2020	202000008	W	75.00	98 L 000 000 811642 000	WEA TRUST ADVANTAGE	WEA Roth TSA
07/22/2020	202000008	W	300.00	98 L 000 000 811676 000	WEA TRUST ADVANTAGE	WEA Tax Sheltered Annuity
07/22/2020	202000009	W	235.00	98 L 000 000 811672 000	WISCONSIN DEFERRED C	Plan #98971-01 Employee Contributions
07/28/2020	202000011	W	17,786.07	98 L 000 000 811901 000	DEAN HEALTH INC	August 2020 Health Insurance
07/28/2020	202000011	W	116,358.98	98 L 000 000 811630 000	DEAN HEALTH INC	August 2020 Health Insurance
07/28/2020	202000011	W	16,938.08	10 E 800 290 292000 000	DEAN HEALTH INC	August 2020 Health Insurance
07/28/2020	202000010	W	13,537.40	98 L 000 000 811632 000	DELTA DENTAL	Master #07414 - Group # 07514-000-00000-00008
07/28/2020	202000010	W	2,305.34	98 L 000 000 811902 000	DELTA DENTAL	Master #07414 - Group # 07514-000-00000-00008
07/28/2020	202000010	W	264.19	10 E 800 290 292000 000	DELTA DENTAL	Master #07414 - Group # 07514-000-00000-00008

768,349.56 Totals for checks

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	0.00	0.00	206,461.72	206,461.72
21	SPECIAL REVENUE - GIFTS	0.00	3,504.71	1,635.00	5,139.71
27	SPECIAL EDUCATION	0.00	0.00	7,672.87	7,672.87
49	CAPITAL PROJECTS FUND	0.00	0.00	386,040.98	386,040.98
50	FOOD SERVICE FUND	0.00	0.00	25.40	25.40
98	PAYROLL CLEARING FUND	163,008.88	0.00	0.00	163,008.88
***	Fund Summary Totals ***	163,008.88	3,504.71	601,835.97	768,349.56

***** End of report *****

Resolution regarding PROTECTIVE FACIAL COVERINGS DURING PANDEMIC/EPIDEMIC EVENT

As per existing policy 8450 - **CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES**, which states in part that:

- The Board of Education recognizes that control of the spread of communicable disease spread through casual-contact is essential to the well-being of the school community and to the efficient District operation.
- For purposes of this policy, "casual-contact communicable disease" shall include diphtheria, scarlet fever and other strep infections, whooping cough, mumps, measles, rubella, and others designated by the Wisconsin Department of Public Health.
- In order to protect the health and safety of the students, District personnel, and the community at large, the Board shall follow all State statutes and Health Department regulations which pertain to immunization and other means for controlling casual-contact communicable disease spread through normal interaction in the school setting.

As such and until further notice, the Board of Education **requires** that all staff, students, and visitors **wear** a facial covering when indoors on school property, when outdoors on school property if social distancing of at least six (6) feet between individuals is not maintained, while outside school buildings during loading and unloading school buses, and while being transported in school **buses and other school vehicles**.

Face coverings must:

- Fully cover the mouth, nose, and chin and fit snugly
- Be held secure through **either** a tie, elastic, etc. to prevent slipping
- Not create difficulty breathing while worn
- Meet the requirements of the appropriate dress code policies and/or codes of conduct. (Board Policy 3216, 4216, and 5511)

Implementation:

- Face coverings **must** be worn indoors at all times by students, staff, and visitors, except as otherwise provided herein.
- No face coverings will be required while eating or drinking.
- No face coverings will be required while outdoors, if social distancing of at least six (6) feet between individuals is can be maintained.
- Students who forget or lose their mask will be provided **with** a mask **by** the Sschool Ddistrict.
- Alternative options or accommodations will be considered where an individual has a medical condition, mental health condition, intellectual or developmental disability, or other sensory sensitivities that prevent the individual from wearing a face covering.~~for individuals with special needs.~~

Student Exceptions:

- ~~Anyone~~ Individuals who haves trouble breathing may be exempt.
- ~~Anyone~~ Individuals who areis unable to remove the face covering without assistance may be exempt.
- Children younger than 2 years old will be exempt.
- Individuals may be exempted from this requirement by a school administrator due to a documented medical condition, mental health condition, intellectual or developmental disability, or other sensory sensitivities that prevent the individual from wearing a face covering.
- ~~documented medical condition or disability.~~
- In instances wheref facial coverings will significantly interfere with the teaching or learning process, an exemption may be made. This may apply to students who are deaf or hard of hearing, students receiving speech/language services, young students in early education programs, and English-language learners.
- Exemptions may be made when engaging in work where a face covering would create a risk to the individual, as determined by governmental safety guidelines.

Staff Exceptions:

- Individuals who have trouble breathing may be exempt.
- Individuals who are unable to remove the face covering without assistance may be exempt.
- Individuals working alone in a personal office or other non-shared space may be exempt.
- Individuals ~~who~~that have a medical condition, mental health condition, intellectual or developmental disability, or other sensory sensitivities that prevent the individual from wearing a face covering may be exempt.
- While a single individual is giving a religious, political, media, educational, artistic, cultural, musical, or theatrical presentation for an audience, the single speaker may remove the face covering when actively speaking. While the face covering is removed, the speaker must remain at least six (6) feet away from all other individuals at all times.
- In instances where facial coverings will significantly interfere with the teaching or learning process, an exemption may be made. This exemption may apply to staff who are communicating with students who are deaf or hard of hearing, students receiving speech/language services, young students in early education programs, and English-language learners.
- When engaging in work where a face covering would create a risk to the individual, as determined by governmental safety guidelines, an exemption may be made.

Enforcement:

- The Deistrict will have face coverings available to provide to individuals.
- Non-compliance **by** a student will result in the following progression:
 1. Conference(s) **with the building principal or designee**
 2. Written warning
 3. Move to **off-site** virtual instruction for a period of time
- Unless otherwise excused or exempted, failure of an employee to wear a face covering as required herein will subject the employee to discipline.

- Visitors **refusing** to wear a face covering will be denied access to school property.

WHEREAS, the Board of Education agrees that, in light of the current health and safety emergency and pandemic, it is in the best interests of the District to accept the recommendations of the Administration related to the use of face coverings (masks) as set forth above.

NOW THEREFORE, the proposed resolution having been considered and the matter voted on at the August , 2020 regular Board meeting;

BE IT RESOLVED, pursuant to the duties and authority granted to school boards under Wis. Stat. §§ 118.001, 120.12 and 120.13, that the District’s Board of Education hereby approves the recommendations of the Administration related to the use of face coverings (masks) as set forth above, and as proposed and discussed at the regular meeting on August , 2020, and further directs the Superintendent to implement the recommended plan consistent with state and federal laws, for the 2019-2020 school year only, due to the COVID-19 public health emergency.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board of Education’s approval of this action and of the authority granted herein at a duly-noticed meeting of the Board held on August , 2020.

Dated this day of , 2020.

STURGEON BAY SCHOOLS

BOARD OF EDUCATION

Teri Hooker, Board President

Tina Jennerjohn, Board Clerk

MEMO

To: Board of Education
From: Bob Nickel
Date: August 10, 2020
Re: August 2020 Principal's Report

Teaching and Learning

Preparation for synchronous learning platform. Webcams and document projectors have been ordered to increase teacher ability to deliver lessons synchronously. As of August 10, approximately 20 students have chosen the virtual option. Our preference is to maintain a synchronous delivery system so that students are able to float between virtual and in-person as needed. We define "as needed" as those students who have a comfort level one way or the other as the year begins or those who may be identified in contact tracing and need to quarantine. While we do not have a restriction on the length of time a student must remain in the virtual setting, we do prefer the student not continually move back and forth. Some of the high school teachers also participated in professional development sessions this summer in order to better prepare themselves for virtual teaching.

Language Arts instructional materials training. The new language arts instructional materials have arrived. All four English teachers were trained in use of the materials on August 4.

Student count. As of this writing, our class counts are as follows: Grade 9 = 114, Grade 10 = 82, Grade 11 = 100, Grade 12 = 101, Total = 397. This number will fluctuate by the beginning of the school year.

Community Engagement

Freshman Parent Orientation and High School Open House. Both of these events have been cancelled. The information for orientation will be posted on the school website.

Finance / Facilities and Operations

EUA/Miron summertime meetings. Throughout the summer, I have been involved in several meetings regarding high school renovation. I am impressed with EUA's work and attention not only to detail but comments/suggestions from the high school staff. Additionally, my appreciation goes to all teachers involved in these meetings. They have been extremely diligent in preparing for meetings, attending to the discussion, and following up on requests after the meetings. Teachers involved include Natalie Townsend, Abby Jacobson, Holly Meikle, Rob Schartner, Anna Walle, Michael Byrfczynski, Scott Hockers, and Brian Pahl. In particular, Michael, Scott, and Brian have committed a significant number of onsite hours involving measuring sizes of equipment, creating and updating equipment lists, and modifying CAD files for placement of equipment.

Upcoming Meetings/Workshops

Following is a list of activities in which I will participate during the next month:

- **Packerland Principals** – Ongoing meetings. This group meets to discuss the status of athletics.

Upcoming Events

Here is a list of upcoming events:

Freshman Parent Orientation	Cancelled. Information will be posted on the high school website.
High School Open House	Cancelled
First Day of School	Tuesday, September 1
Picture Day	Wednesday, September 9
Quarter 1 Parent-Teacher Conferences	Thursday, October 8 – 4:30 to 7:00 p.m.
Teacher In-Service / No Classes	Friday, October 9
Homecoming	Friday, October 16
Homecoming Dance	Saturday, October 17 – 7:00 to 11:00 p.m.
HS Choir Broadway Cabaret Fundraiser	Saturday, October 24 – 7:00 p.m.
Quarter 1 Exams	Tuesday, November 3, and Wednesday, November 4
<p><i>November 3: Classes for Blocks 1, 2, 3, and 4 in a.m. Exams for Blocks 3 and 4 in p.m.</i></p> <p><i>November 4: Exams for Blocks 1 and 2 in a.m. Students released at 11:45 a.m. Buses will run only at the end of the day on November 4. Please note that this early release is only for high school students.</i></p>	

As of August 12, 2020, this event is scheduled but not anticipated to be held due to COVID-19 restrictions.

TJ Walker Board Report August 19, 2020

TJW Profile. 240 Students as of August 10, 2020 (Gr. 6 - 77; Gr. 7 - 75; Gr. 8- 88)

August Staff Leadership Meetings (August 3, 10, 17 and 24).

Staff have been involved in planning In-person, Hybrid and Virtual models.

August 3 - reviewed all 3 plans listed above

August 10 - identified specific items to focus upon such as hand washing, distancing(staggered passing times), lunch/ recess, chromebook pick up and drop off and organizing students in "pods".

August 17 - options for staff duty free lunch, cleaning desks/chairs, virtual model

TJW Reopening Plan Updates. New items written in red

1. In-person [TJW Reopening Powerpoint as of August 10, 2020](#)
2. Hybrid -
 - a. [Suggestions for Hybrid Learning](#)
 - b. [2 Day Model](#)
3. Virtual - follow student schedule
4. 6th Grade Orientation August 27
 - a. Meet teachers, pay fees, drop off medications and receive PowerSchool Learning Information. (Facial coverings required age 3 and up).
 - i. Families with last names A - J 4:00 p.m. - 5:00 p.m.
 - ii. Families with last names K - P 5:15 p.m. - 6:15 p.m.
 - iii. Families with last names R - Z 6:30 p.m. - 7:30 p.m.
5. 6th Grade Transition "Pilot"
 - a. September 1 & 3 - Families with last names A-K Gr. 6-8 (102 students)
 - b. September 2 & 4 - Families with last names L-Z Gr. 6-8 (138 students)
 - c. Staff make Individualized Learning Plans for identified Fragile Learners

Athletics

MS Principal/AD recommends postponing all MS Fall Sports in 2020 and move to Spring 2020.

1. MS AD meeting is August 17 at 7:00 a.m. - See how Peninsula Conference Schools vote.
2. Postpone Falls sports Cross Country, Football and Volleyball (move to March or April)

Calendar of Events

August 27 6th Grade Orientation

September 1 First Day of School

September 3 Allied Arts Parents Meeting - Virtual

September 3 Washington DC 8th Gr. Trip Mtg - Virtual

September 8 First Day of Practice(if fall sports are not cancelled)

September 9 Picture Day

September 24 Open House Cancelled

September 25 First Day to Hold Games (if fall sports are not cancelled)

Memo

To: Board of Education
From: Brian O’Handley, Principal, Sawyer & Sunrise Elementary Schools
Date: August 11th, 2020
Re: June Report to the Board



Teaching and Learning

Reopening Planning

A combined Sawyer and Sunrise reopening planning team, along with planning teams at each school, have been meeting frequently to plan for reopening schools in September. Examples of this work includes the following:

- Building-wide scheduling that ensures social distancing and minimizes risks, including specials classes schedules (art, music and physical education, for example), arrival and dismissal, breakfast and lunch, and recess schedules. These schedules are nearing completion, with final drafts scheduled to be shared with staff and families as soon as they are finalized.
- Aligning the workflows for in-person learning with remote learning as much as possible, including curriculum, resources, assignments, assessment, communication with families, and managing anticipated changes from in-person to remote learning. Aligning in-person and remote learning will help make planning and preparation more efficient so teachers can focus more of their efforts on supporting student learning.
- Identifying the critical elements of each core subject’s curriculum. Staff will then map out a plan for teaching these critical elements remotely for the year, regardless of whether students are learning using an in-person or hybrid learning model.
- Identify how to rearrange each classroom space so that it maximizes social distancing and can be more easily sanitized. This includes furnishings, supplies, desk and table spacing, and establishing classroom routines and procedures for handwashing, sanitizing and mask wearing.

Hiring Updates

Due to a recent leave of absence request for a 5th grade staff member, a long-term substitute teacher posting was created in WECAN. Interviews are scheduled for August 17th, with the goal of bringing the most qualified candidate on board as soon as possible to enable time to prepare for the coming school year. Depending on Board action on the leave of absence request, we anticipate having a candidate to share with the Board prior to or for the Board’s August 26th meeting.

Remote Learning

Teaching staff have been learning how to improve remote learning based on what our district, state and nation experienced this past spring. This work has included learning a new Learning Management System, identifying and learning how to use more effective digital tools and resources, and

improvements in how remote learning is implemented. As of early August, this work is ongoing, but regular updates of this work will be included in future Board reports and updates to families.

Community Engagement

Reopening Plan Communication

Both school websites continue to have our current reopening plans posted. This information was also shared with Sawyer and Sunrise families in July. A further update is planned for after the August 12th Board meeting, which will include reopening updates, along with more detailed information about school-wide schedules, staffing, social distancing procedures, and other details that have been finalized as of mid August.

2020/2021 Family Communication Plan

Important announcements and emergency information will continue to be shared with families through School Messenger during the 2020/2021 school year. More day-to-day announcements will continue to be shared through Bloomz for Sunrise families. We are currently exploring to see if Sawyer's new Learning Management System, SeeSaw, can be used to communicate with families in a similar way as Bloomz. If so, this would mean Sawyer families would only need to look to one application for both announcements, and their child's learning. If SeeSaw does not offer the same communication abilities, we will continue using Bloomz as our communication tool for Sawyer families as well.

Finance, Facilities and Operations

Remodeling Updates

Updates were shared at our last remodeling and addition project meeting:

- The Sawyer project remains on track. EUA and Miron Builders staff are working with the city on approval of an expanded parking area. This new area would be adjacent to the current parking lot, in and around the gravel area next to the storage building. Current plans call for 40 more parking spaces, and if approved, will greatly expand spaces for not only staff, but for families during school events.
- Sunrise flooring continues to be installed in 3rd and 4th grade classrooms. Hallway flooring throughout most of the building is also being installed. Maintenance staff will then begin moving classroom furniture back into each classroom. It is anticipated that this work will be completed during the week of August 17th. This work is part of this summer's asbestos removal project, which was done to help prepare for next summer's remodeling work at Sunrise.

Upcoming Events

- 2020/2021 school year online registration begins Monday, August 10th
- New teacher in-service, August 18th, 19th and 20th
- Teacher in-service, August 25th, 26th and 27th
- 2020/2021 school year begins Tuesday, September 1st

Board of Education Report
August 2020
Ann Smejkal, Ph.D.
Sunset Principal
Director of Teaching and Learning



Teaching and Learning

Sunset

- 4K and Kindergarten teams have been meeting to begin planning for virtual instruction as well as in class instruction. They are working to become more adept at utilizing the SEESAW app and posting videos for students.
- I have been working on updating class lists - we are still gathering information from parents as to their decision to have students in person or virtual for the beginning of school.
- I have created a hybrid plan for the option of reducing class sizes if a decision is made to go this alternate day plan. Teachers have been very helpful in brainstorming ideas. This option was very well received by staff.

Office of Teaching and Learning.

- The District Literacy team continues to meet. On July 27, 2020 we held a data dig with Eric Larsen from CESA 6. We identified several areas we will work on including shoring up our approach to phonemic awareness and phonics as well as taking a look at options for literacy screeners and assessments.
- The next step for the Literacy team is to talk to potential outside consultants to assist us in evaluation of our current practice and plan for potential changes.
- The literacy team is also participating in a book study using “Know Better, Do Better” by David and Meredith Liben. They have also signed up for a reading academy through CESA 8.
- The elementary leadership team met on August 3. This group is a great team of teacher leaders that work side by side with Brian and I toward continually improving our elementary programs. We discussed the effects of COVID and how we will manage ongoing instruction. The team also gave input into our potential hybrid model.

Community Engagement

- Sunset staff are working on a letter to send to EC, 4K, and K parents to set up our initial parent conferences on September 1 by Google Meet. This will replace the in-person meetings we annually hold at the beginning of the year.

- Sunset teachers will continue to utilize BLOOMZ as our communication tool. We hope to be creative as we continue to involve our parents in their children's education during this pandemic.

Finance/ Facilities and Operations

- 4K and Kindergarten teachers have held 3 different meetings with the EUA/Miron team. I am proud of the many ideas and compromises they came up with as we planned for the new spaces at Sawyer. It is an exciting endeavor and the teachers appreciate being given an opportunity to be involved.

MEMO

To: Board of Education

From: Lindsay Ferry

Date: August 10, 2020

Re: August 2020 Director of Special Education and Pupil Services Report

Teaching and Learning:

Special Education: During the month of July and August 2020, staff met individually and/or in small groups with the new Director in an effort to establish relationships and open communication as a team. The conversations with staff proved to be beneficial for both the Director and staff and has paved the way for new innovation and collaboration going forward.

Evaluations: In an effort to be proactive and decrease the workload in the month of September, the special education Birth-3 team has committed to evaluating children entering the 4k classroom prior to the school year starting. This will allow for teachers to have the most up-to-date information regarding the new students, as well as provide timely evaluation feedback for families prior to the new school year. A huge Thank You to the team members for committing to this work during the month of August.

Additional Services: The special education team is designing an Additional Services workshop during the third week in August to help meet the needs of students who did not participate in virtual learning last spring or have shown regression in skills since school closure. Special Education teachers will work individually or in small groups of students to build on skills in preparation for the 2020-21 school year. Staff have identified 17 students in need of additional services to help bridge learning gaps.

Counseling Team: The counseling team each met individually with the Director and met as a team on August 13 to review team goals for the school year. The counseling team will focus effort on providing additional mental health support for students returning to school either in-person or virtually. On August 19, the Counseling Team in conjunction with the United Way provided a virtual coffee break for parents and guardians in

response to the mental health concerns occurring in their children and in the community.

Community Engagement:

The Counseling Team has created a virtual coffee break for parents to meet with mental health therapists in the community to address mental health needs in our students. In addition, the counseling team and supporting therapists will provide tools and strategies for maintaining a positive perspective on the school year-even when that seems impossible.

Finance/Facilities Operations

The Special Education Department has worked closely with the Business Office to ensure all teacher requests for the school year were met or will be met. In addition, the team has worked to create individual work stations equipped with proper PPE materials for our students with severe needs. A special thank you to John Sullivan for his continued support in creating this in-person learning environment that is both safe and functional.

Meetings/Workshops:

Recent and Upcoming meetings include the following:

- CESA 7 New Special Education Director Training
- SEEDS Training
- Hospital Program Meeting with Area Directors
- WCASS Special Education Director and Pupil Services Training

Upcoming Events:

- Special Education Registration Packet send out 8/21/2020
- First Day of School 9/1/2020

	18-19	19-20	20-21 (8/10/2020)
Total Students	193	196	190
Student Primary Disability Areas			
LD	30	35	36
ID	10	9	11
SDD	19	28	31
Autism	32	31	27
EBD	32	28	29
S/L	43	40	39
HI	2	2	1
VI	0	0	0
D/B	0	1	1
OHI	18	20	15
Related Services			
S/L	N/A	N/A	85 w private rec s/l
OT	N/A	N/A	38
PT	N/A	N/A	10
Evaluations	18-19	19-20	20-21 August (8/10/20)
Initial Evaluations	33	36	10
B-3 Referrals	10	13	3
Private School Evaluations	4		0
Re-Evaluations	34	32	4
Private School Re-evaluations	2	3	0
No-Re-evaluation needed/Opt out	39	45	0
Private School No Re-Evaluation/Opt Out	3	3	0
Dismissal of Services	8	8	0
Private School Dismissal of Services	2	2	0
504/Health Plans	18-19	19-20	20-21 August (8/10/20)
Current 504 Plans	31	34	38
Students Referred for 504 Plan	10	2	0
Health Plans due to Covid-19			N/A

DRAFT 2020-2021 Strategic Action Plan & Priorities

Updated 7/8/2020

These three areas and identified priorities are from ongoing work which originated at the 2017 Annual Board of Education and Administrative Team Retreat. The strategic action plan process is intended to provide clarity through annual priority areas, 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.

Teaching & Learning

- **Utilize DuFour’s guiding questions to challenge and support “every student every day”—focusing on the PLC questions through a formative assessment lens to continue unit planning work. (Year 3 of a 3-year commitment)**
 - What do we want our students to learn? How will we know? How will we respond if they did not learn it OR have already demonstrated proficiency?
 - **Unit planning templates work time** should be prioritized at the district & building levels.
- **Quality instructional practices & technology integration**
 - **How can I build my virtual teaching/learning skills?** Consider engagement, technology integration, Digital Citizenship, and more.
 - **Moving beyond navigating the pandemic.** - Consider blended instruction, virtual course opportunities, pilot programming for Fall 2021 that allows us to work with students/families in alternate ways appropriate for each school level.
 - “Design your own” PD allowing for “voice and choice” for staff just as we expect students to have voice and choice where appropriate
- **Literacy Growth**
 - Planning work in 2020-2021 to position Literacy to become the top Teaching & Learning priority beginning in 2021-2022
 - June 2020 learning session and Summer 2020 data dig as part of the upcoming three-year literacy. plan

Community Engagement

- Continue our community engagement outreach through the enhanced usage of social media and specific efforts that bring people together (*past examples: Facility Planning, Fitness Zone, Greenhouse project, Montessori-based programming, Therapy dog programming*).
- Update and engage stakeholders regarding appropriate aspects of the capital referendum project (examples: Tech Ed partnerships, Education during a pandemic, etc.)

Finance, Facilities, & Operations

- Note: Additional specialized training - Safety/hygiene training and protocols in light of COVID-19 and navigating the pandemic
- Continue the comprehensive long-term facility planning work we began in 2019 and the community supported through the April 2020 capital referendum.
- Attract and retain quality staff by supporting growth, continual improvement, and leadership, as well as continuing to develop a compensation strategy which includes but is not limited to salary, health insurance, wellness, and a sustainable approach to post-employment benefits.



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August 19, 2020 Board of Education Meeting Superintendent Report

Prepared by Dan Tjernagel, Superintendent of Schools

Updated August 11, 2020

1. Teaching & Learning

- a. **Teaching and Learning** – School reopening efforts continue. I can't say "thank you" enough to all of the staff members who have been involved in various ways at the district and school levels over the summer. After so many hours of work, in-district meetings, meetings with our community partners, and so forth one would think everything would be completely nailed down, but there is still work to go as the start of the year gets closer every day.

I also want to acknowledge the various parents and community members who have assisted with a wide variety of health, medical, safety, and human resources-related conversations.

Next, I want to thank the various parents who have communicated with the Board and/or administration about school reopening. Almost every person has been very appreciative of all the efforts to date, in addition to sharing their feelings about whatever the topic may be, whether in favor of facial coverings for example, virtual instruction, or in-person instruction five days per week.

We know we can't make every person happy every day of this coming school year, but we continue to be committed to providing the best situation possible for students, families, and staff members to have success—all while keeping safety in mind and working closely with our community partners who specialize in various medical and public health fields. While we absolutely need to continue to keep the safety and health of students and staff in mind, we know there is and will continue to be increased pressure to keep academic health and mental/emotional health in mind in our work as well.

Although working together seems to be lost in much of the national media and social media, we know that we will need to continue to work together if we are going to have a chance at the successful year all of our students, families, and employees deserve.

- b. **In-service** – With the assistance of various team members, we've modified our usual approaches to new teacher in-service and regular in-service to accommodate various trainings, additional teacher work time as we look at the various instructional delivery possibilities for the year, and more. We also won't be able to do the all district welcome back breakfast that is typically an important part of bringing our school district family together at the start of a new year. We'll all do our best with the situation and hope that next year looks more like the usual start to the school year. Time will tell—it always does.

2. Community Engagement

- a. **DCEDC Board** – I attended the monthly DCEDC Board meeting on Monday, August 10.
- b. **YMCA Board meetings** – The YMCA Board meeting is scheduled for August 13, although I will probably miss the meeting due to company in town.
- c. **Covid-19 Countywide All Call Meetings** – These meetings with key individuals and entities from around the county will now move to every other Thursday at 11:00 A.M., with the next meeting scheduled for August 20.
- d. **Public Health, DCMC, and Door County School District Meetings** – The group plans to meet again on the morning of August 13.

3. Finance, Facilities, & Operations

- a. **Capital Project Update** – We held the standing Core Team meeting with EUA and Miron staff on July 31 with the next meeting planned for August 14.
- b. **Possible Solar Project** – While fitting in yet another set of communications and meetings seems virtually impossible, we have been in communication with key local individuals and EUA staff about the possibility of a solar project with the Sawyer addition. We are rapidly approaching the time when major changes can't be made at the Sawyer campus and have more than enough other work to do, but are trying to see what type of project, grants, and incentives can be maximized as part of that project that can positively serve the community for years to come.
- c. On the **post-employment benefit** front, we know there was additional conversation in a spring learning session. Jake will continue to work with Andy when the opportunity allows about information Board members asked about, and then as President Hooker put it, since we do well with options once the Board gets to a certain point, that can help the process move forward at some point once we're through the audit and other things.

4. Additional Items and/or Updates