

THE SCHOOL DISTRICT OF STURGEON BAY

Regular Board of Education Meeting

Wednesday, April 19, 2023

President Stephani called the regular meeting to order at 7:02 PM in the Sturgeon Bay High School library. Present were Commissioners Stephani, Jennerjohn, Chisholm, Howard, Schulz & Kruse. Excused: Wood and Holland. Also present for swearing in was incoming board member Haus. Staff present were Superintendent Tjernagel, J. Holtz, K. Nerby, L. Ferry, M. Smullen, K. Smullen, K. DeVillers, J. Paye-Weber & M. Rankin. The Pledge of Allegiance was recited.

**Motion: Chisholm/Jennerjohn to adopt the agenda as presented noting the board will be going into closed session per S.S.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.**

**i. Review of Staff Evaluations for Nomination of 2022 Hervey Hauser Award**

**Action may take place in closed session on closed session's topics. Motion carried unanimously.**

STUDENT COUNCIL REPRESENTATIVE REPORT—Christy Braun reported they are working on finishing up the end of the year projects.

PUBLIC COMMENT SECTION—(as noted in Board Policy 0167.3 Public Comment at Board Meetings):  
None.

RECOGNITION:

1. Sturgeon Bay High School Honor Graduates were recognized.

CONSENT AGENDA:

1. Approve Minutes
  - a. Regular meeting of March 15, 2023
  - b. Learning session meeting of April 5, 2023
2. Approve March Bills  
A motion to approve the bills from last month will be recommended at the end of the Consent Agenda.
3. Accept Grants and Donations
  - Fincantieri Bay Shipbuilding donated \$800 for High School Tech Ed program for welding helmets and a rod oven.
  - Fincantieri donated \$1,242 to the Sunrise Ambassador Program
  - Geoffrey Grainger donated \$136 to the lunch program.
  - TTX donated \$540 for PPE in the Tech Department
  - NEW Industries pending/waiting on \$1,000
  - Glidden Lodge donated \$50 to the high school art program
  - Forestville Builders donated 120 pre-cut 2 x 4 studs to the Building Construction program
  - Anonymous Donation of \$30,000 for lunch account debt
  - PTG donated \$270 to 2<sup>nd</sup> grade Weidner trip
  - Anonymous Donation of \$105 for the HS Daily Living Skills Program
  - The following donations have been received for the band program in memory of Mary Mueller: \$25 from the Bill Birtschinger family and \$500 from Lisa Hartl and the family of Mary Mueller.
  - Joyce and Daniel Williams donated \$40 to school meal program in memory of Hans Feld

Thank you to everyone associated with providing this support to our district and young people.

4. Accept Resignations and Retirements – Madeline Woldt resigned from her Assistant Varsity Boys Golf Coach position. Mikki Rankin is retiring from her Administrative Assistant position in the high school at the end of the school year. Gary Grahl is retiring from his Counseling position at Sunrise at the end of the school year
5. Second Reading Board Policy Updates
  - a. 8510 Wellness
  - b. 5722 School-Sponsored Publications and Productions
  - c. 2414 Human Growth and Development

**Motion Jennerjohn/Kruse to approve the consent agenda items as presented. Motion carried unanimously.**

OPERATIONS AGENDA:

1. Consent Agenda items requiring attention (if any)  
*This is a standing agenda item and utilized only if needed.*
2. Filing of Oath of Office by Newly Elected Board Members – The Board of Canvassers met April 10, 2023. This is a required step that verifies election results. The group’s canvass of the results provided to the district did indeed match what was reported previously.

The new terms of office begin April 24, 2023 (the 4<sup>th</sup> Monday in April). Board Clerk Beth Chisholm administered the Oath of Office for Tina Jennerjohn and Allison Haus who will serve three-year terms expiring in April of 2026. Scott Alger was not sworn in due to his address being outside the district.

3. Update on April Election and Vacancy Announcement (informational item)  
Formal announcement of Board vacancy: Candidates interested in interviewing with the School District of Sturgeon Board of Education regarding the vacant Board seat (reflected on the ballot by Mr. Scott Alger who has moved out of the district since the deadline associated with the filing of candidacy paperwork) should express their interest in writing to Superintendent of Schools Mr. Dan Tjernagel and/or Board of Education President Mr. Mike Stephani no later than 8:00 A.M. on Monday, May 1, 2023.

The Board of Education currently plans to interview each interested candidate on the evening of Wednesday, May 3, 2023. It is the intention of the Board of Education to make a special appointment to fill the currently vacant seat, with the appointed individual participating in the May 17, 2023, Board of Education meeting. Provided a suitable candidate is found and appointed, the candidate would fill the seat until April of 2024.

Then in the April 2024 Spring Election, the three highest vote getters would receive three-year terms and fourth highest vote getter would receive a two-year term (the remainder of the term associated with the current Board vacancy).

Questions can be referred to Superintendent Tjernagel or Board of Education President Mr. Mike Stephani.

4. Appoint Delegate to the CESA 7 Annual Convention  
Each Board of Education has a “statutory duty to appoint a member as its representative for the purpose of determining the composition of the board of control and (2) to cause a convention to be convened in accordance with s. 116.02 Wis. Stats.”

**Motion Stephani/Schulz to appoint Beth Chisholm as our delegate representative to the CESA 7 annual convention. Motion carried unanimously.**

**5. Accept Annual Financial Report**

Business Manager Holtz provided a brief summary of the information that was just received. More detailed information will be presented next month. No action taken.

**6. Approve Individual Contracts for Returning Teachers**

The State of Wisconsin requires returning teacher contracts to be issued by May 15 of each year. As noted in budget preparation for this year and in recent school board learning sessions, we continue to plan to have teachers progress to the next rung on the salary ladder.

**Motion Jennerjohn/Schulz to approve individual contracts for all returning teachers. Motion carried unanimously.**

**7. Approve Teaching Positions**

**a. Motion Kruse/Chisholm to approve Ashley Hansen as a Special Education Teacher beginning with the 2023-2024. Motion carried unanimously.**

b. Teacher: Business Education Candidate  
No action taken at this time.

**c. Motion Schulz/Jennerjohn to approve Sheila Wienke as a 5<sup>th</sup> grade teacher beginning with the 2023-2024 year. Motion carried unanimously.**

**8. Approve Associate Position**

**a. Motion Schulz/Kruse to approve Jesus Jimenez-Sanchez as a Special Education Teacher Associate at Sawyer School. Motion carried unanimously.**

**9. Approve 2023-2024 Youth Apprenticeship Services Agreement**

**Motion Jennerjohn/Schulz to approve the 2023-2024 Youth Apprenticeship Service Agreement as presented. Motion carried unanimously.**

**10. Update on Student Information and Data Specialist Position (informational item)**

From Director Weber: The Student Information and Data Specialist position held by Casey Manders has not been filled at this time. Key staff members have taken the opportunity this situation provides and have worked together on a redesign to ensure we have an efficient plan moving forward. The approach currently being pursued includes the reassignment of some of the department specific and building-based duties while allowing us to retain Mr. Casey Manders on a consulting basis.

As a consultant, Casey will continue to provide the district with his expertise on items including, but not limited to, DPI reporting, data snapshots, and open enrollment monitoring. As proposed, the consultant will remain in place through July 2023, at which time we will reevaluate the status of the consultant, coverage of the various duties that have been associated with the position, etc. Stay tuned for additional updates this spring or early in the summer.

**11. Approve CESA 8 Service Contract for 2023-2024**

**Motion by Jennerjohn/Chisholm to approve the CESA 8 services contract for 2023-2024. Motion carried unanimously.**

**12. School Safety Drill Summaries (informational item)**

While districts are now required to conduct at least one school safety drill per year, the Board has heard a number of times about how we typically hold safety drills at least quarterly. Our belief is that this should also be done at the school level in a manner that is appropriate for the young people, parents, and staff members involved with that building.

Included with the meeting packet are the reports from each building. While some aspects of our usual operations are obviously not the same this school year, school safety continues to be a priority, even as other aspects of the overall safety of students, families, and staff are considered.

13. Reports:

- a. Legislative –
- b. CESA – none.
- c. Committee/Seminars – none.
- d. Administrative Reports presented.
- e. Superintendent’s Report presented.

14. Executive Session

**Motion: Jennerjohn/Kruse to adjourn to Executive Session, with roll call vote, at 8:26 PM noting the board will be going into closed session per statute 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. Items being discussed are: Review of Staff Evaluations for Nomination of 2023 Hervey Hauser Award. Present: Commissioners Stephani, Jennerjohn, Chisholm, Howard (virtual), Schulz, & Kruse. Excused: Wood and Holland. Motion carried unanimously.**

**Motion: Jennerjohn/Kruse to return to open session at 8:43 PM.**

- 1. No action taken.

15. **Adjourn Motion: Jennerjohn/Schulz to adjourn at 8:45 PM. Motion carried unanimously.**

Respectfully submitted by,  
Michele (Mikki) Rankin  
Board Recording Secretary

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

President’s Signature: \_\_\_\_\_