

THE SCHOOL DISTRICT OF STURGEON BAY  
Regular Board of Education Meeting  
Wednesday, June 19, 2024

President Stephani called the regular meeting to order at 7:04 PM in the high school library. Present: Meyer, Jennerjohn, Howard, Kruse, Stephani, Chisholm, Haus. Excused: Spritka and Schulz. Also present were: Superintendent Tjernagel, K Nerby, M. Smullen, K. Smullen, K DeVillers, J Paye-Weber, L Ferry, J. Holtz & A. DeMeuse. The Pledge of Allegiance was recited.

**Motion: Jennerjohn/Haus to adopt the agenda as presented. Motion carried unanimously.**

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

CONSENT AGENDA:

1. Approve minutes from May 15, 2024 Regular Meeting
2. Approve May bills.
3. Approve Grants and Donations –
  - \$241 Sturgeon Bay Police Association donated to DARE Field Trip
  - \$250 PTG donated to the Sunrise orientation
  - \$19 general donation from Auto Club Group
  - Lunch Program
    - i. \$244 Shawn Wautier donated to the lunch program
    - ii. \$77 Shawn Wautier donated to the lunch program
    - iii. \$77 Shawn Wautier donated to the lunch program
    - iv. \$250 Mary Hurley for a family’s lunch balance whose oldest child was graduating
    - v. \$375 into Angel Fund from a Sawyer School Family to help support families struggling to pay lunch balances
    - vi. \$300 into Angel Fund from a Sawyer School Family who saved money as a family to donate to a cause important to them – helping others pay lunch balances
    - vii. \$300 from Senior families with a credit letting their credit roll to other families in need
  - Rock the Dock Donations
    - i. \$1,000 Anonymous
  - \$20 anonymous donation for the greenhouse
  - \$14,251 from Collin and Kristen Jeanquart towards elementary playground

Thank you to everyone involved in supporting our students and programs through grants and donations.

4. Approve Resignations and Retirements: Erin Peterson is resigning from her head coaching position for boys DCU swim (coaching girls). John Rosenthal is resigning from coaching track. Troy Hasenjager is resigning as the Head Coach for Track. Jackie Herlache is resigning from coaching varsity girls’ softball. Brenda Abrahamson is retiring from her associate position at Sawyer. RaeLynn Dalske is retiring from her associate position at Sawyer. Kris Amos is retiring from her associate position at Sawyer. Porter Gigstead is resigning from his teacher associate position in Special Education. Scott Derkez is resigning from his associate position. Yordanka Angelova is resigning from her kitchen position. Jennifer Applegate’s last day as an associate will be June 6. Carl Waterstreet is resigning from the Head Football Coaching position. Amanda Bottkol is resigning from her 4<sup>th</sup> grade teaching position.
5. Approve second readings for the following employee handbook-related items:  
Note regarding the Professional Staff Employee Handbook: There was a minor update from last

month to define health benefits to “health and dental” benefits (to mirror the set-up in the Support Staff Handbook).

- a. Professional Staff Employee Handbook
- b. Professional Staff Salary and Supplemental Pay Guide
- c. Support Staff Employee Handbook

6. Approve fundraising calendars for 2024-2025:

This is done annually as part of our operational procedures and to prepare for the next school year. Contained in your packet should be fundraising calendars for the middle and high school levels.

On a related note, the only elementary fundraiser is the PTO fall fundraiser in September and October. As elementary administrators have reviewed for us in the past, items such as cookie dough and candy may be sold but are not consumed at school. Additionally, the focus is on adults for something like a PTO fundraiser and different from some fundraisers at middle and high school levels.

*Note: Approval of the various handbooks occurs annually to ensure smooth operations and that proper updates are done, communicated to the Board, and available to the public.*

7. Approve Sturgeon Bay High School Student-Parent Handbook

Updated staffing information

8. Approve Sturgeon Bay High School Faculty and Staff Handbook

No changes

9. Approve TJ Walker Middle School Student-Parent Handbook

Added Video Surveillance information

10. Approve TJ Walker Middle School Faculty and Staff Handbook

No changes other than staffing updates.

11. Approve Sunrise Elementary Student-Parent Handbook

I collaborated with Katy DeVillers to stay consistent with Sawyer Elementary’s handbook, specifically in the following areas: Communicable Diseases, Free & Reduced Food Services, Food Services, Video Surveillance. We also updated some of the language from parents to family or guardians.

12. Approve Sunrise Elementary Faculty and Staff Handbook

The Staff Handbook contains no substantial changes.

13. Approve Sawyer Elementary Student-Parent Handbook

From Principal DeVillers: I reached out to District Administrators in the Teaching and Learning/Technology Departments, the Food Service Department and the Pupil Services and Special Education Departments, as well as to Holly Selle, our District Librarian, to ensure that their information in these sections of the Parent Handbook were up-to-date. I added our new Sawyer Mission and Vision statements as well. The handbook contains no substantial changes other than minor language revisions.

14. Approve Sawyer Elementary Faculty and Staff Handbook

The Sawyer Staff Handbook contains no substantial changes other than minor language.

15. 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.

16. 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.

17. Approve Early Graduation Requests

There are 3 early graduation requests appropriately working their way through the established process and now come before the Board for formal approval in alignment with our past practice. *(Those requests are shared separately from the Board packet through our Board of Education Google folder process due to the personal nature of the requests and student information contained in the requests.)*

18. Approve Wisconsin Association of School Boards (WASB) Membership Renewal

Enclosed in the meeting packet is a scanned copy of the WASB renewal letter, as well as the Report to the Membership, a copy of complimentary subscriptions and publications we receive as part of our membership, and the dues invoice. The annual dues would become \$5,654.00 for the 2024-2025 fiscal year, which is a 5% increase as mentioned in the letter.

19. Approve Overnight Athletic Trips for the 2024-2025 School Year

Outgoing Athletic Director Todd Meikle has worked with our head coaches and Principal Nerby to assemble the overnight athletic trip request for this next school year. Obviously, a trip to State could impact this, but that would be nothing new or reason to be concerned.

As stated in the past, the thinking is to have all scheduled overnight athletic trips for the year approved at the same time at the start of the year in an organized fashion. It is appropriate to point out that special trips involve fundraising, cost to the student-athlete/family, and/or a supporting parent or community group. The school district does not use tax dollars in the form of budget dollars to pay for additional or special overnight trips and the related costs, upgrades from a school bus to a coach bus, and other such costs that may be associated with some of these trips now or in the future.

Here is a quick overview of the trips submitted by outgoing Athletic Director Meikle (see meeting packet for additional details):

- Ski and Snowboard Club: Mt. Ashwabay in Bayfield January 23-24, 2025
- Varsity Boys Soccer: Tournament at the Prairie School in Racine Aug. 30-31, 2024
- Varsity Girls Volleyball: Tournament at Kettle Moraine High School September 13-14, 2024
- Varsity Wrestling: “War on the Shore” Holiday Wrestling Tournament at UW-Oshkosh December 27-28, 2024

20. Board Policy (second readings)

- a. 0142.1 Electoral Process
- b. 0143.1 Public Expression of Board Members
- c. 0144.3 Conflict of Interest
- d. 1630.01, 3430.01, 4430.01 Family & Medical Leave of Absence (“FMLA”)
- e. 2340 District Sponsored Trips
- f. 3121, 4121 Criminal History Record Check & Employee Self-Reporting Requirements
- g. 3139, 4130 Staff Discipline
- h. 5113 Open Enrollment Program (Inter-District)
- i. 5200 Attendance
- j. 5215 Missing and Absent Children
- k. 5410 Promotion, Placement, and Retention
- l. 5517 Student Anti-Harassment
- m. 6151 Returned/Outstanding-Stale Checks

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

OPERATIONS AGENDA:

1. Consent Agenda items requiring attention (if any): None.
2. **Motion: Kruse/Jennerjohn to approve Haley Lemke as the Business Education Teacher at Sturgeon Bay High School beginning with the 2024-2025. Motion carried unanimously.**

3. **Motion: Chisholm/Haus to approve Patience Wolfe as our new Part Time Business Office Assistant. Motion carried unanimously.**
4. **Motion: Jennerjohn/Haus to approve Drini Ismaili as a Food Service Staff Member, pending a 90-day evaluation period. Motion carried unanimously.**
5. **Motion: Haus/Kruse to approve Curtis Aschauer wage increase not to exceed \$12.50 effective immediately. Motion carried unanimously.**
6. Approve Teacher Associates
  - a. **Motion: Kruse/Jennerjohn to approve Caitlyn Knobloch as a Sawyer School First Grade Teaching Associate beginning with the 2024-2025 school year. Motion carried unanimously.**
  - b. **Motion: Jennerjohn/Kruse to approve Lindsay Schreiner as a Sawyer School 4K Teaching Associate beginning with the 2024-2025 school year. Motion carried unanimously.**
7. Approve High School Coaches
  - a. **Motion: Haus/Chisholm to approve Morgan Harding as the Head Track and Field Coach beginning with the 2024-2025 season. Motion carried unanimously.**
  - b. **Motion: Jennerjohn/Haus to approve Jonathan Dupuis as the Interim Head Football Coach. Motion carried unanimously.**
  - c. Assistant Football Coach: tabled
8. **Motion: Kruse/Jennerjohn to approve the preliminary budget for 2024-2025 as presented. Motion carried unanimously.**
9. **Motion: Haus/Chisholm to approve the Board meeting calendar for the 2024-2025 fiscal year as presented. Motion carried unanimously.**
10. **Motion: Jennerjohn/Stephani to approve the purchase of the High School Science curriculum, as presented, in the amount of \$72,788. Motion carried unanimously.**
11. Achievement Gap Reduction School Board Review: Reports presented, and information reviewed. No action needed.
12. Update on Review of 4K-12 Human Growth and Development Curriculum (informational item): The enclosed meeting notes summarized the work that the committee did as they reviewed the grade level standards and objectives as well as reviewed parent notification procedures. No action needed.
13. Board Policy First Readings
  - a. 0164V2 new Meetings (Unified School Districts Only)
  - b. 1260 Incapacity of the District Administrator
  - c. 1421 Criminal History Record Check and Employee Self-Reporting
  - d. 2451 Program and Curriculum Modifications
  - e. 2521 Selection of Instructional Materials and Equipment
  - f. 5350 Suicide Prevention, Intervention, and Postvention for Death by Suicide
  - g. 5505 new Academic Honesty
  - h. 5530 Student Use or Possession of Intoxicants, Drugs, or Paraphernalia
  - i. 6236 new Community Services Fund (Fund 80)
  - j. 6610 Non-district-Supported Student Activity Accounts
  - k. 7250.01 new Memorials for Staff and Students
  - l. 7440.01 Video Surveillance and Electronic Monitoring

- m. 7440.02 new Smart Monitoring Equipment
- n. 7540.08 new Artificial Intelligence (AI)
- o. 8146 Notification of Education Options
- p. 8310 Public Records
- q. 8420 School Safety
- r. 8500 Food Services
- s. 8531 Free and Reduces-Price Meals
- t. 8700 new Nursing Mothers
- u. 8913 new/renumbered Section 504/ADA Prohibition Against Disability Discrimination in Employment
- v. 9211 District-Support Organizations
- w. 3431 (moved from technical) Employee leaves

14. Board Policy – Rescinded

- a. 0164.1 Regular Meetings
- b. 0164.2 Special Meetings
- c. 0165.1 Notice of Meetings
- d. 0165.2 Change of Regular Meetings
- e. 1623, 3123, 4123 Section 504/ADA Prohibition Against Disability Discrimination
- f. 3120.07 Employment of Casual Resource Personnel
- g. 4430.05 Nursing Mothers
- h. 5250 Program or Curriculum Modification
- i. 9210 Parent Organizations

15. Board Policy – Technical Changes (single reading)

- a. 0122 Board Powers
- b. 0144.5 Board Member Behavior, Communications, and Code of Conduct
- c. 0151.2 Required Student Academic Standards
- d. 0166 Agenda
- e. 0171.1 President
- f. 3161, 4161 Unrequested Leaves of Absence/Fitness for Duty
- g. 3211, 4211 Whistleblower Protection
- h. 4120 Employment of Support Staff
- i. 4220 Evaluation of Support Staff
- j. 4431 Employee Leaves
- k. 5335 Care of Students with Chronic Health Conditions
- l. 5341 Emergency Medical Authorization
- m. 5451 Student Recognition
- n. 5460 Graduation Requirements
- o. 5463 Credits from Nonpublic Schools
- p. 5500 Student Code of Classroom Conduct
- q. 5517.01 Bullying
- r. 6146 Post-Issuance Tax-Exempt Bond Compliance
- s. 6152 Student Fees, Fines, and Charges
- t. 7440 Facility Security
- u. 8220 School Day/School Closure
- v. 8450 Control of Casual-Contact Communicable Diseases
- w. 8740 Protection of District Funds
- x. 9700.01 Advertising and Commercial Activities
- y. 9700 Relations with Non-School Affiliated Groups

16. Reports:

- a. Legislative – none.
- b. CESA – none. Haus reported she attended the CESA meeting. There was a lot of information presented. CESA talked about services offered. CESA is working hard to get the Apprenticeship Program up and running across all districts.
- c. Committee/Seminars – none.
- d. Administrative Reports presented.
- e. Superintendent’s Report presented.

**17. Motion: Jennerjohn/Haus to adjourn at 8:38 PM. Motion carried unanimously.**

Respectfully submitted by,  
Ann DeMeuse  
Board Recording Secretary

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

President’s Signature: \_\_\_\_\_