

**NORTH CAPE SCHOOL DISTRICT**  
**BOARD OF EDUCATION REGULAR MEETING**  
**11926 W. HWY K**  
**FRANKSVILLE, WI 53126**

**November 20 , 2023 5:00 p.m.**

**AGENDA**

**North Cape Conference Room**

1. Call meeting to order. President Dan Hying called the meeting to order at 5:01 p.m. School Board Members present were: Tom Henningfeld, Tom Halter, Ryan Menken. Also present, Dr. Lehnen, Ms. Hansen, Mrs. Holden, Mrs. Brown and Mrs. Menken
2. Approval of minutes from October 23, 2023 School Board Meeting and Budget Meeting. No discussion. Motion to approve as posted. Ryan Menken made a motion and Tom Henningfeld second for October regular school board minutes. All in favor, motion carries. Tom Henningfeld made a motion and Tom Halter second for budget meeting minutes. All in favor, motion carries.
3. Good News for the school board: Mrs. Brown and Mrs Menken. Mrs Menken had good news from music. The middle school band performed the star spangled banner at the veterans assembly, and did a really great job. Ms. Rago is really looking forward to the winter concert, and the students are excited to show their talents to everyone. Mrs. Menken has been in the classroom more often, helping with various technology projects, including BeeBots, Ozobots and turkey coding games. It has been fun to be in the classrooms with the kids. At this point, they are mostly working on coding, but are working towards additional areas in the future. Mrs. Brown discussed how parent teacher conferences went really well. Second grade is getting into a new math unit, and it is really nice to see the progress with the iReady system. Impressive to see flexibility. Leaders in Action held a one day bake sale and raised over \$240 for Veterans Outreach, and they started a food drive today, also benefiting Veterans Outreach.
4. Superintendent Report:
  - a. State Report Card - North Cape School Exceeds Expectations-our achievement is high. We are the same or better than 85% of K-8 schools in Wisconsin.
  - b. Parent/Teacher Conferences went really well. We celebrated these conferences at 5 minute Friday with the staff. Parent and teacher connection in our district is great.
  - c. Quarterly District Newsletter-We want to let people see the great things that North Cape is doing. Make an additional connection to our school community.
5. Treasurer's Report:
  - a. Review of Financials (Revenue, Expenditure, Balance Sheet)  
Halter. CDs renewed in November. Best deal was on 7 month at 4%. No discussion.

Motion to approve financials as posted made by Tom Halter, seconded by Ryan Menken.  
Motion carries

B. Approval of payroll and disbursement checks-Halter No discussion. Motion made to approve as posted by Tom Henningfeld, second by Tom Halter. Motion carries.

## 6. Old Business

- a. Facilities Update-nothing to report. Discussion at a later date for the furnaces above the library. Make sure to get Honeywell brand for filters. Snowplow bids were done a few months ago. Going with Snow Solutions again this year. There was a minimal increase for salt. No other changes.
- b. Update on 2022-23 Financial Audit-completed. Went very smoothly this year. Less time with the auditors. We do not have the segregation of duties. No significant difficulties. No disagreements arose. Normal audit deficiencies.

## 7. New Business

- a. Discussion on Pros and Cons to Fund 46-Fund 46 is used to plan for facility improvements long term. First step to creating a Fund 46 is creating a capital improvement plan. Fund 46 spreads out the expense over years, gradually affecting state aid loss when large capital expenditures are made in one year.
  - b. Motion and Approval of Office of School Safety Plan and Written Evaluation of School Safety Drills ,(ALICE) evacuation and rally points and also enhanced lockdown procedures. No discussion. Motion to approve as posted by Ryan Menken and second by Tom Halter. Motion carries.
8. Closed Session: Motion to adjourn to Executive Session under State Statute 19.85(1)(f) to discuss a student's specific academic needs made by Tom Halter at 6:05 p.m. and second by Ryan Menken.
9. Motion to return to open session at 6:18pm. Made by Tom Halter, second by Ryan Menken.
10. Motion to approve up to a 1.0 instructional assistant made by Ryan Menken, second by Tom Henningfeld. All in favor. Motion carries.
10. Motion to Adjourn Tom Henningfeld, Ryan Menken second at 6:21p.m.