

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

**July 15, 2024 5:00 p.m.**

**MINUTES**

**North Cape Conference Room**

1. Call meeting to order. President Dan Hying called meeting to order at 5:02 p.m. Board Members present were Dan Hying, Tom Halter, Keith Jacobson, Ryan Menken. Also present were Dr. Lehnem, Ms. Hansen and Mrs. Holden

2. Approval of minutes from June 17, 2024 School Board Meeting. Approve as posted Keith Jacobson, second by Tom Halter. No discussion. All in favor, motion carries.

3. Treasurer's Report:

a. Review of Financials (Revenue, Expenditure, Balance Sheet) Halter

Final as of the end of June. A few smaller things to come in until August. No unassigned balance to be used to balance the budget for next year. Approve as posted by Tom Halter, second by Keith Jacobson. No discussion. Motion carries.

b. Approval of payroll and disbursement checks Halter

Heinemann is part of the reading curriculum. Motion to approve as posted by Ryan Menken, second by Keith Jacobson. No discussion. All in favor, motion carries.

4. Old Business

a. Facilities Update-discuss summer projects. Water heater and electric installed. Washer/dryer unit also installed. Only complaint from others is that the drying time takes too long, but this will not affect us. Fencing companies have contacted us about fixing the fence around the manhole on the playground. Blacktop is scheduled for next Wednesday, July 24. Will take 3 to 4 days. Mulch will be in before asphalt. Got the mulch cheaper by going customer direct. For keys, Dr Lehnem spoke with sheriff's dept. on what their requirements are. Exterior rekey and multiple drop boxes. 3 sets of keys per dropbox. Majority of internal doors are keyed to master. Recommend changing a few areas to master.

b. Discussion, motion and approval of quotes from All-Pro in the amount of \$22,758 for the "art room"/reading intervention room and \$17,320 for the library, to be paid from Building Improvements designated funds. Art room and intervention room has a huge rooftop unit. Suggestion for that unit to come off and vent furnace to that area. Air ducts would be removed also. Drawing a lot of power. New disconnect switch had to be installed as it is drawing a lot of power. Not efficient. Unit above the library has also outlived its lifetime.

Unit above the gym is functioning well at this time. Tom Halter asked if there was a way to add air to the gym. At this point, nothing can be done that would be beneficial. Dan Hying suggests moving forward to keep maintenance current. Harvey is also in agreement. Discussion took place regarding new \$\$ limits and procedures to the bidding process for building projects. Motion to approve All Pro quotes, using designated funds, by Ryan Menken, second by Keith Jacobson for HVAC quote in art/intervention room. NO discussion. All in favor, motion carries. Motion to approve All Pro quote, using designated funds, by Tom Halter, second by Keith Jacobson for HVAC quote in library . No discussion. All in favor, Motion carries. Motion to approve paid out of building improvements designated funds. Motion was amended by Ryan and 2nd by Halter and made clear that the approval of All Pro Quotes for the library and art/intervention room will be paid out of the building improvements fund. It was unanimously approved by the Super Majority, all four board members present.

## 5. New Business

- a. Motion and Approval of Teacher Contract for Anna Main, 4th Grade Teacher Position. 3rd year teacher, compensation is consistent with other 3rd year teachers. Dr. Lehnen provided background information of Anna's experience. Motion to approve as posted by Ryan Menken, second by Tom Halter. No discussion. All in favor, motion carries.
- b. Welcome Hannah Owen, New Instructional Assistant. Hannah will primarily support a large 3rd grade class. Dr. Lehnen provided background information of Hannah's experience. She is a volunteer EMT for Raymond Fire & Rescue. She also worked several years for "Your Place to Grow".
- c. Discuss projected open enrollment 2024-2025. 3 students that were attending Trailside moved into NC boundary and become new open enrolled out because they will continue to attend Trailside. We still have more revenue coming in for special education vs going out. We were initially in really good shape. We have gotten new residents also. Membership is at 199, Membership is good. We are always keeping under 204.1. Revenue limit is good also. Third year of increased enrollment. This has never happened before.
- d. Discuss preliminary 2024-2025 budget. State Aid, we received an increase over last year. We are over 1M in state aid. Revenue limit is increasing due to increased 3 yr. Average membership count. Property taxes are consistent. DOR property value projections will come out in the first week of August. Numbers may change before the October Annual Meeting.
- e. Set Annual Meeting date for October 28, 2024. Motion to approve by Tom Halter, Second by Keith Jacobson. No discussion. All in favor, motion carries.

6. Motion to Adjourn. At 6:16pm by Tom Halter, Ryan Menken second. All in favor, motion carries.