SHEBOYGAN AREA
SCHOOL DISTRICT

NOTE: This meeting will be held in the Boardroom.

**Starting/ending times may vary*

Tuesday, January 13, 2026
Starting Time: 6:00 – 6:20 p.m.*
CHAIR: Ms. Robbins, Chair
MEMBERS: Ms. Tasche, Vice Chair
Ms. Wittstock
Ms. Hibl

(A quorum of the Board may be present)

The Curriculum and Instruction Committee meeting will be held in the Board of Education meeting room, 3330 Stahl Road, Sheboygan, Wisconsin on **Tuesday, January 13, 2026, at 6:00 p.m.** The following items will be presented for consideration at that time:

Please note that some Board members may be participating in this Board meeting via teleconference or other remote access technology. Members of the public who attend the meeting will be able to hear any open session dialogue between such members and the Board members present in the Boardroom.

REPORT TO THE CURRICULUM & INSTRUCTION COMMITTEE
AGENDA

2 Min. 1. **DIPLOMAS (EARLY GRADUATION) – Ms. Rachel Ledezma** (Information/Action)

Administration recommends that high school diplomas be awarded to students from Central, North, South, Étude, and George D. Warriner High Schools who are members of the class of 2026. They have met all Sheboygan Area School District requirements for early graduation. The list of graduates is available at the Administrative Services Building for review.

	Total
Central High School	2
North High School	12
South High School	13
Étude High School	2
George D. Warriner High School	6
Total	**35**

2 Min. 2. **DIPLOMAS – Ms. Rachel Ledezma** (Information/Action)

Administration at Central High School recommends that high school diplomas be awarded to Arianna Lewis, Class of 2024, and Aliyah Lyles and Blanca Olivas, Class of 2025. The students have met all requirements to receive their diplomas.

2 Min. 3. **INTERNATIONAL MODEL UNITED NATIONS CONFERENCE FIELDTRIP – Ms. Rachel Ledezma** (Information/Action)

Administration recommends the approval of North High School students to travel to Chicago, Illinois, February 5-8, 2026, to participate in the International Model United Nations Conference, as per Policy 2340.

10 Min. 4. **REGULAR AND SPECIAL EDUCATION ENROLLMENT CAPS – Ms. Rachel Ledezma/Mr. Jason Ledermann** (Information/Action)

Administration recommends approval of the regular education and special education open enrollment caps for the 2026-2027 school year.

EXTENDED TRAVEL, REGIONAL/NATIONAL COMPETITION, OR INTERNATIONAL FIELD TRIP PRE-APPROVAL FORM

Guidelines:

If the field trip meets even one of the following criteria, complete this form and the Estimated Costs Worksheet and route them for approval.

- Over 300 miles round trip
- Includes an overnight stay
- More than 24 hours
- Is a regional or national competition

Deadlines for Approval:

SASD policy requires the Board of Education to be informed of all extended travel and to approve all travel for regional/national competitions and international travel before the trip occurs.

To meet these requirements, please follow these deadlines:

- Identify the date of a Curriculum & Instruction (C&I) meeting at least four weeks before the field trip's departure date.
- Completed forms must be routed at least two weeks before that C&I meeting.
- C&I meetings occur on the second Tuesday of each month.

Routing Instructions:

- Advisor: Email this form and the Estimated Costs Worksheet to your principal, copying the principal's secretary and the secretary for the Assistant Superintendent of Student & Instructional Services, Pam Warriner. Include a brief message in the email stating, "I recommend this field trip."
- Principal: Review the information. If you recommend the field trip, FORWARD the email to the secretary for the Assistant Superintendent of Student & Instructional Services, Pam Warriner. Include a brief message in the email stating, "I recommend this field trip."
- Assistant Superintendent's Secretary, S&I: Review the documents and prepare hard copies for signatures from all remaining approvers.
- Superintendent's Secretary: When all approvals have been attained, return the document to Pam Warriner, who will forward a copy of the signed document to the Advisor, Principal, and Activities Director.

Questions? Need help with formatting?

- Call the secretary for the Assistant Superintendent – Student & Instructional Services, Pam Warriner, at 459-3781.

EXTENDED TRAVEL, REGIONAL/NATIONAL COMPETITION, AND/OR INTERNATIONAL FIELD TRIP PRE-APPROVAL FORM

1. Name of Group: Sheboygan North Model United Nations
2. Date of Application: 11/3/25
3. Person Making Application: Riley McLeod Clappes
4. School: Sheboygan North

5. Proposed Event: MUN University of Chicago International Conference
6. Destination: University of Chicago, Hyatt Regency Chicago
7. Dates of Travel: 02/05/26-02/08/26
8. Purpose: International Model UN Conference
9. # of students (estimate): 28
10. # of chaperones: 2

11. Is this field trip a regional/national competition? [x] Yes [ ] No
12. If yes, what are the qualifying criteria for participation? Maintaining an active Model UN team

13. Estimated Costs

Use the appropriate worksheet to calculate the cost of the trip. Use the results from the worksheet to complete the section below. The worksheet must be submitted along with this form to the Assistant Superintendent Student & Instructional Services.

A. Total Cost of Trip

# of Students	28
Cost Per Student	$481.75
Total for all Students	$13489

# of Chaperones	2
Cost Per Chaperone	$523.5
Total for All Chaperones	$1047

Total Cost of Trip	$14536

B. Cost by Funding Source

Source			**Total**
Students	($ 466.75	each	$13069
Chaperones	($ 180	each	$360
Student Group/Fundraising			$1107
Grants			
Building Funds			
District/Central Admin Funds			
Other - specify here:			
Total Cost of Trip			$14536

Continued on the next page

14. Use the space below to answer the following questions. Do not submit additional pages. The space below will expand to fit your needs.

a.	What activities will the students be engaged in while on the trip? *The students will compete in an International Model United Nations conference representing multiple countries. These countries were assigned to the students after they submitted their preferences. Students will compete in committees modeled on the United Nations' actual committees. They will be writing, speaking, and collaborating with other students from around the world.*
b.	How will students demonstrate what they learned from this experience? (Please describe specific activities that will take place after the field trip.) *We will prepare for this trip by fundraising and studying. Students will become experts on their country and its contributions to the UN.*
c.	How will SASD staff members involved in the field trip use their experiences during this field trip to enhance their classroom activities? *This will be Mrs. McLeod Clappes' 4th year taking students to this conference. She saw firsthand how it helped students practice their writing, public speaking, and problem-solving skills. Mrs. Hansen became Co-Advisor this year at McLeod's request because of the club's great growth and Hedstrom's departure. Both chaperones involved in the trip are from the Social Studies department. They know the content involved in MUN, and will be great resources to the students as they prepare and compete.*
d.	Who will the chaperones be, and how were they selected? *The Model UN advisors will be leading the trip. Parents are welcome to come if they so choose, but they must pay for their own accommodations.*

15. Verify that the appropriate documentation will be provided for this field trip.

a. The school's extended travel rules and a detailed itinerary will be provided to each student and parent/guardian before the trip. x Yes ___ No

b. Parents/guardians will review and complete the following forms, returning them to the school, before the trip takes place:

• Consent for Treatment of Student (fm 2340f2)	x	Yes	___	No
• Student Travel Notice and Consent form (fm2340gf4)	x	Yes	___	No
• The Parent/Legal Guardian Excursion Waiver form (applies only to trips outside the continental US) (fm2340gf2)	___	Yes	x	No
• Parental Consent to Travel outside the US	___	Yes	x	No

16. Route this form for approval. Follow the guidelines on the cover page of this form.

For Central Administration Use Only				
Signature	**Title**	**Recommended:**		**Comments**
		Yes	No	
Riley McLeod Clappes Emma Hansen	Advisor Co-advisor	x		approved
Nicholas B. Collins	Principal	x		appproved
Randal C. Laetz	Asst Supt – S&I	X		
	Superintendent			
	Board of Education			

8/27/13
New Form Number 9/18/14
Updated 8/12/2024

SHEBOYGAN AREA
SCHOOL DISTRICT

Date: January 13, 2026
To: Sheboygan Area School District, Board of Education
Jake Konrath, Superintendent
From: Rachel Ledezma, Assistant Superintendent of Student & Instructional Services
Re: Open Enrollment Regular & Special Education Space Determination for the 26-27 School Year

Introduction
Open enrollment allows parents to apply for their children to attend public school in a district other than the one in which they live. The regular application period for the **2026-2027 school year is February 2, 2026 - April 30, 2026.**

Regular Education Open-Enrollment Availability
At the January board meeting, the Wisconsin ACT 55 requires that school districts set open-enrollment space availability for both regular and special education for the next school year.

The Sheboygan Area School District monitors open enrollment closely, as we value offering choices to families when space allows, and fiscal ramifications do not exist. The SASD has not denied non-resident student applications for regular education in the District due to lack of space.

Simply stated, the District has sufficient spaces in the District's regular education program to accommodate non-resident open-enrollment applications for regular education within our district. While all past regular education applicants have been accepted into the District's regular education program, the District may not have granted the applicant's specific requested program or school.

The District will not deny non-resident open-enrollment applications for regular education due to space availability within the district. The District reserves the right to grant or deny requests for specific programs or schools based on space availability of such programs or schools and appropriate and relevant prerequisites for such programs and/or schools.

Acceptance or denial at an individual school is based upon 90% of district class size recommendation per teacher for each grade level as follows:

Grade	Capacity Per Reg. Ed. Teacher	90% Open Enrollment Capacity Per Reg. Ed. Teacher
4K	20	18
K	23	20.7
1	19	17.1
2	23	20.7
3-5	28	25.2
6-8	25	22.5
9-12	25	22.5

SHEBOYGAN AREA
SCHOOL DISTRICT

Special Education

pecial Education Open-Enrollment Availability - The Sheboygan Area School District nitors the available space for students within Special Education. The district reviews the current number of students in special education, the student's IEP, and how it lates to current staffing. Students with an IEP have a wide range of needs as required hrough their IEP. This range of needs is considered when developing the capacity of programs.

PROGRAM/SERVICE	TAFF FTE	PACITY OF SEATS	ROJECTED ATS 2026-2027	SPACE VAILABLE 026-2027
Elementary Cross Categorical	33	359	385	0
Middle School Cross Categorical	21	273	292	0
High School Cross Categorical	23	368	434	0
Kidship Program Elementary	3	15	16	0
Teenship Middle School Program	2	14	14	0
Teenship High School Program	2	14	16	0
CHANGE Academy Middle/High School	4	20	24	0
INSPIRE Elementary	3	15	20	0
INSPIRE Middle School	3	18	18	0
INSPIRE High School	3	21	26	0
HOPE Transition Program	1	4	4	0
ASPIRE Adult Learners	3	24	24	0
Speech/Language	21.5	871	927	0
Occupation Therapy	8.3	299	300	0
Physical Therapy	2.9	73	81	0
Vision Impairment	1	10	15	0
Deaf and Hard of Hearing	2	26	34	0

Submitted by:

Rachel C. Ledezma
Asst. Superintendent of Student & Instructional Services

Jason Ledermann
Director of Special Education & Pupil Services