

**NORTH CAPE SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING**

**11926 W. HWY K  
FRANKSVILLE, WI 53126**

**5:00 p.m.**

**MINUTES**

**December 15, 2025**

**North Cape Library**

1. Call meeting to order. President Dan Hying called meeting to order at 5:02 p.m. School Board members present were: Dan Hying, Tom Henningfeld, Keith Jacobson, Ryan Menken and Ryan Malchine. Also present were: Dr. Lehnen, Ms. Hansen, Ms. Harris, Ms. Witzeling, and Mrs. Holden.

2. Approval of Minutes from November 17, 2025. Motion to approve minutes as presented by Ryan Malchine, second by Tom Henningfeld . No additional discussion. All in favor, Motion carries.

3. Good News Ms. Harris and Ms. Witzeling: Leaders in Action will be going to Elder Care Cottages in Tichigan on Wednesday to make holiday crafts with the residents! The Raymond Fire Department will be here on January 30th to train interested middle school students in basic first aid and CPR. We appreciate their help!

3rd Grade has just finished publishing our information books with the help of Mrs. Menken. The kids worked really hard on creating text features that match their writing and using technology and AI tools to get really specific pictures that match their books. Parents were given a digital PDF copy of the book so they could be shared easily with friends and family, and students were thrilled to get a printed copy to keep for years to come!

On December 11th, we held our 4k-4th grade winter concert and 5th grade musical! It was a huge success. All of the students did such a fantastic job! Ms. Childers couldn't be more proud of them. The middle schoolers are preparing for their choir concert on December 16th. They have been working very hard!

Today Dr. Lehnen provided teachers time for professional development during the school day. We were able to do this due to the fact that we have obtained 3 amazing substitute teachers! Teachers worked hard today to analyze Forward data from 2025. K-2nd grade teachers looked at 3rd grade data to determine how their grade level standards aligned to 3rd grade standards and wrote down "next steps" to ensure that standards are solidified. 3rd through 8th grade teachers looked specifically at their grade level and content data to see if there are changes that need to be made to their timeline of teaching specific lessons. It was an amazing day of learning and collaborating! The teachers at North Cape ARE the best on the planet!

I (Jessica Harris) I was honored to be invited to participate in a panel discussion at the SLATE conference where I shared my capstone project on the use of artificial intelligence with first-grade students. As one of five panelists selected by DPI, it was a meaningful opportunity to represent elementary educators and highlight innovative instructional practices at the primary

level. I am especially grateful for the support of Dr. Lehnen and Dawn Menken who sat in on this session, as well as numerous colleagues who texted positive messages - their encouragement made this opportunity even more rewarding.

The SLATE Conference itself was an inspiring experience, filled with learning about innovative practices and ideas that will positively impact our district.

4. Superintendent Report: SLATE Conference. Jessica has been here for 25 years, and to have her on the panel as a testimonial to the new teachers was amazing. She took the opportunity when it was presented and really learned a lot. We have to give her a lot of credit as this is something completely new.

5. Treasurer's Report:

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

Menken

Have received a few really small revenues. Benefits and compensation are on track. Motion to approve as presented by Tom Henningfeld . Second by Keith Jacobson. No additional discussion. All in favor, motion carries.

b. Approval of payroll and disbursement checks

Menken

First 30% payment for special education services is always a significant amount. Final gym floor payment was also made. Motion to approve as presented by Dan Hying . Second by Ryan Menken. No additional discussion. All in favor, motion carries.

6. Old Business

a. Facilities Update: Pioneer is on board for roof. Nothing else at this time.

7. New Business

- a. Discuss contracting professional development for iReady Math, coaching by Matt Hayden, CESA 2-this was not an anticipated expense at the time of the approval of the budget. Coaching will help to improve instruction. Coaching was done with literacy and this was a great help. Matt has worked with Graded. We have exhausted what Curriculum Associates can provide as far as coaching. This will not be an expense that would exceed \$10,000. Wanted to make the board aware that we were pursuing a resource relative to our Math PD goals. Dr. Lehnen will keep the Board informed. Dr. Lehnen informed the Board that the anticipated SPED revenue allocation agreed upon by the state, the 42% SpEd funding that was approved for this year and 45% for next year, is going to fall short at an estimated 35% which will have a negative impact upon our revenue, resulting in a higher operating expense transfer from fund 10. This has been reduced by 7%. This will have a big effect on districts, as budgets have been based on the original amount of 42%.

8. Motion to adjourn to executive session under State Statute 19.85 (1)(f) for discussion on

specific students' behavioral, social/emotional needs.5:23 p.m. by Ryan Menken, second Tom Henningfeld. All in favor, motion carries

9. Motion to reconvene in open session.

10. Motion to dismiss.Keith Jacobson, Tom Henningfed at 5:33 p.m.