SHEBOYGAN AREA SCHOOL DISTRICT

BOARD OF EDUCATION
SHEBOYGAN AREA SCHOOL DISRICT
Sheboygan, Wisconsin

REGULAR MEETING AGENDA
Tuesday, April 22, 2025
6:00 p.m.

The regular meeting of the Board of Education of the Sheboygan Area School District will be held in the Board of Education meeting room, 3330 Stahl Road, Sheboygan, Wisconsin on **Tuesday, April 22, 2025, at 6:00 p.m.** The following items will be presented for consideration at that time:

Please note that 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. In addition, the District is offering audio and video access to the meeting via livestream https://www.youtube.com/user/SheboyganSchools at the scheduled meeting time.

(*times may vary)

6:00 **I.** **CALL TO ORDER:** President

6:01 **II.** **PLEDGE OF ALLEGIANCE**

6:02 **III.** **APPROVAL OF THE AGENDA** (Action)

6:03 **IV.** **ROLL CALL** (Informal)

6:04 **V.** **APPROVAL OF MINUTES** (Discussion/Action)

Action on the Regular Board of Education meeting minutes of March 11, 2025.

6:05 **VI.** **DIPLOMA (EARLY GRADUATION) – Ms. Heidi Boehmer/Ms. Rachel Ledezma** (Information/Action)

The Curriculum and Instruction Committee recommends that a high school diploma (early graduation) be awarded to Nevaeh Sharpe, North High School Class of 2026.

6:07 **VII.** **ADMINISTER THE OATH OF OFFICE – Mr. Santino Laster** (Information)

President Laster will introduce Ms. Denise Wittstock, newly elected school board member, and re-elected members Ms. Mary Lynne Donohue and Ms. Allie Tasche. Dr. Hein, Clerk, will publicly administer the Oath of Office to Ms. Wittstock, Ms. Donohue, and Ms. Tasche.

6:10 **VIII.** **STUDENT REPRESENTATIVES** (Information)

Reports will be provided by:

North High School: Kweku Korankye **South High School:** Jansunee Moua

6:15 **IX. COMMUNITY INPUT – President** (Information)

Citizens may be recognized and make statements at this time, indicating their names and addresses before speaking. Please refer to Community Input Guidelines on the last page of the agenda.

6:16 **X. SUPERINTENDENT'S REPORT – Dr. Jacob Konrath** (Information)

A report of events/activities in the District will be provided.

6:20 **XI. MISCELLANEOUS**

5 min. **A. RECOGNITION – Mr. Santino Laster** (Information/Discussion)

Dr. Susan Hein will be recognized for her service as a member of the Board of Education.

15 min. **B. PRESENTATION OF THE 2025-2026 PROPOSED PRELIMINARY BUDGET – Mr. Mark Boehlke/Dr. Jacob Konrath/Ms. Rachel Ledezma/Ms. Jami Hintz** (Information/Discussion)

Administration will present a first draft of the 2025-2026 proposed preliminary budget that will be presented to the Board for approval in June, 2025.

2 min. **C. ADOPTION (SECOND READING) OF REVISED BOARD OF EDUCATION POLICY 3440 – JOB-RELATED EXPENSES – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following revised policy:

- Policy 3440 – Professional Staff; Job-Related Expenses

2 min. **D. ADOPTION (SECOND READING) OF REVISED BOARD OF EDUCATION POLICY 4440 – JOB-RELATED EXPENSES – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following revised policy:

- Policy 4440 – Support Staff; Job-Related Expenses

2 min. **E. ADOPTION (SECOND READING) OF REVISED BOARD OF EDUCATION POLICY 6110 – FEDERAL FUNDS – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following revised policy:

- Policy 6110 – Finances; Federal Funds

2 min. **F. ADOPTION (SECOND READING) OF NEW BOARD OF EDUCATION POLICY 6111 – INTERNAL CONTROLS – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following new policy:

- Policy 6111 – Finances; Internal Controls

2 min. **G. ADOPTION (SECOND READING) OF NEW BOARD OF EDUCATION POLICY 6112 – CASH MANAGEMENT OF GRANTS – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following new policy:

- Policy 6112 – Finances; Cash Management of Grants

2 min. **H. ADOPTION (SECOND READING) OF REVISED BOARD OF EDUCATION POLICY 6610 – NONDISTRICT-SUPPORTED STUDENT ACTIVITY ACCOUNTS – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following revised policy:

- Policy 6610 - Finances; Nondistrict-Supported Student Activity Accounts

2 min. **I. ADOPTION (SECOND READING) OF NEW BOARD OF EDUCATION POLICY 6611 – DISTRICT SUPPORTED/SPONSORED STUDENT ACTIVITY ACCOUNTS – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following new policy:

- Policy 6611 – Finances; District Supported/Sponsored Student Activity Accounts

2 min. **J. ADOPTION (SECOND READING) OF REVISED BOARD OF EDUCATION POLICY 7310 – DISPOSITION OF PERSONAL PROPERTY – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following revised policy:

- Policy 7310 – Property; Disposition of Personal Property

2 min. **K. ADOPTION (SECOND READING) OF REVISED BOARD OF EDUCATION POLICY 7450 – PROPERTY INVENTORY – Mr. Mark Boehlke** (Discussion/Possible Action)

Administration recommends the adoption (second reading) of the following revised policy:

- Policy 7450 – Property; Property Inventory

2 min. **L. ANNUAL PLANNING SESSION – Dr. Jacob Konrath** (Information/Discussion)

Dr. Konrath will discuss the annual planning session scheduled for June 10, 2025.

7:00 **XII. REPORT OF COMMITTEES**

A. CURRICULUM AND INSTRUCTION COMMITTEE – Ms. Kay Robbins, Chair

1. Diploma (Early Graduation) (Information/Action)
2. Distributive Education Clubs of America (DECA) International Career Development Conference Fieldtrip (Information/Action)
3. At-Risk Programming and Graduation Rate Improvement Plan (GRIP) Update (Information/Discussion)
4. Introduction (First Reading) of Revised Board of Education Policy 7440 – Facility Security (Discussion/Possible Action)
5. Introduction (First Reading) of Revised Board of Education Policy 8330 – Student Records (Discussion/Possible Action)
6. Introduction (First Reading) of Revised Board of Education Policy 9150 – School Visitors (Discussion/Possible Action)

B. HUMAN RESOURCES COMMITTEE – Dr. Susan Hein, Chair

1. Appointments (Confirming Action)
2. Leave of Absence (Action)
3. Separations (Information)
4. Retirements (Action)
5. Internal Administrative Transfer (Information)

C. FACILITIES/RECREATION/THEATRE COMMITTEE – Mr. Peter Madden, Chair

1. Tabulation of Bids – South High School Auditorium Lighting System Replacement (Action)
2. Tabulation of Bids – North High School Auditorium Lighting System Replacement (Action)
3. Tabulation of Bids – Horace Mann Middle School Auditorium Lighting System (Action)
4. Sheboygan Theatre Company 91st (2024-2025) and 92nd (2025-2026) Season Update (Information)
5. Community Recreation Department Able in Action Program Update (Information)
6. Sheboygan Theatre Company Financial Report (Action)
7. Community Recreation Department Financial Report (Action)
8. Facility Permit Report (Information)

D. FINANCE AND BUDGET COMMITTEE – Ms. Sarah Ruiz-Harrison, Chair

1. Fund 41 Capital Projects (Action)
2. Statement of Cash Flow (Action)
3. Revenues and Expenditures Reports (Action)

4. Budget Revisions and Transfers of Appropriations (Action)
5. Nutritional Services Update (Information)
6. Rental of Garden Plots (Information/Possible Action)
7. Gifts (Information)

E. COMMITTEE OF THE WHOLE – Ms. Heidi Boehmer, Vice President

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Agenda (Action)
4. Roll Call (Informal)
5. Farnsworth and Urban Middle Schools Referendum Update (Information/Discussion)
6. Adjourn (Action)

F. SPECIAL BOARD COMMITTEES/ASSIGNMENTS

1. Legislative Roundtable – Dr. Jacob Konrath (Information)
   Information from the April 21, 2025 meeting will be shared.
2. Sheboygan Public Education Foundation – Ms. Leah Hibl (Information)
   Information from the March 12 meeting will be shared.
3. Human Growth and Development Citizens' Advisory Committee – Ms. Kay Robbins (Information)
   Information from the March 10, 2025 meeting will be shared.

7:15 **XIII. COMMUNICATIONS** (Information)

7:16 **XIV. FUTURE MEETING DATES** (Information/Possible Action)
May 13, 2025 – Annual Reorganization Meeting at 6:00 p.m.; Committee meetings at 6:15 p.m.
May 27, 2025 – Regular Board of Education meeting at 6:30 p.m.

XV. ADJOURN (Action)

Jacob Konrath, Ph.D.
Superintendent & Secretary of the Board

JK/jjh

Please note that the special needs of individuals with disabilities, who wish to attend the meeting will be accommodated through appropriate aids and services. For additional information, or to request assistance, please contact Assistant Superintendent Mark Boehlke, at the Department of Business and Operational Services, 3330 Stahl Road, Sheboygan, WI 53081 (920) 459-3955.

Community Input Guidelines
At
Board of Education Meetings

Welcome to this meeting of the Sheboygan Area School District Board of Education. We are pleased that you are interested in educational issues. We are interested in your comments and concerns about the school district. There will be a part of this meeting for community input. (please refer to the agenda). Individuals who live or work within the Sheboygan Area School District may address the Board. Others may address the Board at the discretion of the Board president.

In order for the meeting to flow smoothly, we would appreciate that the following guidelines be followed by anyone wishing to address the Board of Education this evening.

1. Please limit comments or suggestions to three minutes or less because we do have a full agenda to follow.

2. Comments and suggestions on the school district are welcome. Personal criticism of members of the Board of Education or employees of the school district is out of order.

3. If you are a resident within the Sheboygan Area School District or work within the Sheboygan community and would like to be recognized, **please raise your hand**. After being recognized, **please stand, and clearly state and spell your name and address for the record. Also, for the record, please sign your name and address on the clipboard after you have spoken.**

The Board normally receives citizen input and does not respond or debate. If there is a need for an answer or a response to a concern or issue, the Superintendent or one of the administrative staff members will get back to you within the next week.

Thank you for your assistance.

SHEBOYGAN AREA SCHOOL DISTRICT

DRAFT

BOARD OF EDUCATION
SHEBOYGAN AREA SCHOOL DISTRICT
Sheboygan, Wisconsin
REGULAR MEETING MINUTES
Tuesday, March 11, 2025

The regular meeting of the Board of Education of the Sheboygan Area School District was held on Tuesday, the 11th day of March, 2025, at 6:30 p.m. at the Administrative Services Building (Boardroom), 3330 Stahl Road, Sheboygan, Wisconsin, as well as members attending via teleconference or other remote access technology. This regular meeting was announced in compliance with the Open Meeting Law of the Wisconsin State Statutes.

President Laster called the meeting to order at 6:49 p.m.

President Laster requested that everyone stand and join him in the Pledge of Allegiance.

Moved by Dr. Hein, seconded by Ms. Donohue to approve the agenda. All ayes. Motion carried unanimously.

Present: Ms. Allie Tasche, Ms. Leah Hibl, Mr. Peter Madden, Ms. Kay Robbins, Mr. Santino Laster, Ms. Heidi Boehmer, Dr. Susan Hein, Ms. Mary Lynne Donohue

Excused: Ms. Sarah Ruiz-Harrison

APPROVAL OF MINUTES

Moved by Ms. Tasche, seconded by Mr. Madden to approve the Regular Board of Education meeting minutes of February 25, 2025, and Closed Session meeting minutes of February 25, 2025. All ayes. Motion carried unanimously.

Mr. Laster reflected on the life and service of Mr. Mark Mancl not only in his role as a school board member but also for his many years of service to the community. Our condolences go out to his family and friends. Ms. Donohue added that we are going to miss Mark. He was always certain, and usually correct.

STUDENT REPRESENTATIVES

Mr. Derek DiBona, Warriner High School student representative provided a report of events including the National Honor Society competing in the Sturgeon Bowl - an ocean science bowl trivia competition. Warriner Middle and High School presented a Women in STEM fair, Esports wrapped up their season, and there will be a Junior Achievement competition with some students from Warriner High School competing. It is a busy time of year for work-based opportunities. Two students from Warriner High School will start coops at Rockline and PolyFab, and other workplace learning hiring events are happening. The average GPA of students participating in the Rising Phoenix program is 3.5 and 757 college credits have been accumulated by students since they began participation in the Rising Phoenix program.

COMMUNITY INPUT

There was no community input.

SUPERINTENDENT'S REPORT

Dr. Konrath recently had the opportunity to read to several classes during Read Across America Week. Two art students from South High School, Evelyn Meyer and Koi Vang launched a soda can label in collaboration with 3 Sheeps Brewing for their root beer with all proceeds from the root beer sales going back to the high school arts department. North High School's Varsity Esports took first place in the Esports state tournament for Fortnite, Warriner Middle and High School presented a Women in STEM (Science, Technology, Engineering, and Math) fair at the Mead Public Library, Ms. Donohue recently attended the WASB (Wisconsin Association of School Boards) Law Conference and Ms. Tasche and Mr. Madden will be attending the Day at the Capital event.

MISCELLANEOUS

A. Strategic (Long-Range) Plan Quarterly Review

Administration provided a summary of evidence that supports the goals/objectives of their reports to the Board.

Ms. Donohue asked if there were going to be community meetings for the middle school referendum projects and Mr. Boehlke responded that he is not aware of any but can discuss with Bray. He added that most likely updates will go out to the public once there are more concrete designs. Administration plans to have a more detailed update at the April school board meeting.

Dr. Hein asked about Wayfinder and Mr. Boehlke responded that we will be able to identify each child and a card could be attached to their backpack that can be scanned when getting on and off the bus. Mr. Santino asked how we verify the parent that is calling is the actual parent, and Mr. Boehlke responded that a simple question can be asked to verify it is the parent; however, that does not happen very often. Some type of verification process will be in place.

B. Mental Health Framework Update

Mr. Ledermann reported that many in our community struggle with mental health issues. This is an update of what supports we provide for our students. They will discuss new initiatives they implemented this year as well as new partnerships that have been formed. He talked about the mental health Steering Committee and who that group is comprised of. Mental health work is not done using a silo approach – it is continuous levels of supports. We try to provide early intervention once we see students are having some struggles and there are three tiers of supports. Tier 1 – Universal Levels of Support is designed to promote positive mental health, social-emotional learning, and positive behavior for every student, regardless of background or individual need. Tier 2 – Early Intervention supports are more focused and individualized, helping students build skills, address challenges, and connect with trusted adults. The supports aim to prevent escalation of concerns and help students succeed socially, emotionally, and academically. Tier 3 – Individualized Intervention represents the most intensive level of intervention. These students may face complex mental health challenges, behavioral issues, or academic barriers that require individualized, in-depth support. These interventions are highly personalized and often involve collaboration between families, external service providers, and district staff. Ms. Hibl asked how kids are referred to the Catch My Breath program which is designed to support students dealing with nicotine addiction. Mr. Ledermann responded that if a student is caught vaping for example, they are referred to the program which is educational based and is a process they can go through without consequences. Ms. Lepak talked about the mental health newsletter that is published monthly and noted that they hope to provide the information to the entire community when the newly designed website for the District is in place. Mr. Ledermann talked about the PATH (Providing Access to Healing) program that aims to provide comprehensive mental health support to students directly within the school setting. There is no financial burden to families who utilize the program. Ms. Robbins commented that she does not know how all of these programs are funded and whether the District can sustain the programs if funding is lost through the Department of Education. Mr. Ledermann is confident that the District can hold on to these programs regardless of some of those issues. Other programs the District offers are Return to Learn, Suicide Task Force, Coaching for Success and the Roger's Behavioral partnership which expands mental health services into the school setting to address challenges students are facing. It is designed to provide an Intensive Outpatient Program. There is no cost to the District for this program. Families need to use their insurance or other means of financing. We are on target for implementation for the fall of 2025 and happy to be partnering with Rogers.

Mr. Laster noted he would like one motion for agenda items C., D., E., and F. and asked if the Board had any questions on any of the policies.

Mr. Madden asked whether a toxic preparedness officer was identified, and Mr. Boehlke responded Mr. Joe Vollmer. Mr. Vollmer will be working to determine who the chemical hygiene officer will be. Mr. Madden asked about industrial accidents and Mr. Boehlke responded that falls under the THP officer and we have worked with those departments but have not had an official named – NEOLA is stating we are required to name a person.

Moved by Dr. Hein, seconded by Ms. Tasche to approve agenda items C., D., E., and F. All ayes. Motion carried unanimously.

C. Adoption (Second Reading) of Revised Board of Education Policy 6325 – Finances; Procurement-Federal Grants/Funds
D. Adoption (Second Reading) of Revised Board of Education Policy 8431 – Operations; Preparedness for Toxic Hazards
E. Adoption (Second Reading) of Revised Board of Education Policy 3215 – Professional Staff; Use of Tobacco and Nicotine by Professional Staff
F. Adoption (Second Reading) of Revised Board of Education Policy 4215 – Support Staff; Use of Tobacco and Nicotine by Support Staff

REPORT OF COMMITTEES

A. CURRICULUM & INSTRUCTION COMMITTEE

1. Journey Through History: Washington, D.C. to Williamsburg, VA Fieldtrip

   Moved by Ms. Robbins, seconded by Ms. Donohue to accept the Curriculum and Instruction's recommendation for Horace Mann and Urban Middle School students to travel to Washington, D.C. and Williamsburg, VA, June 15-18, 2026. All ayes. Motion carried unanimously.

   From the committee meeting:
   Moved by Ms. Donohue, seconded by Ms. Boehmer to accept administration's recommendation for Horace Mann and Urban Middle School students to travel to Washington, D.C. and Williamsburg, VA, June 15-18, 2026 to immerse students in a hands-on exploration of American history, government, and culture, as per Policy 2340. All ayes. Motion carried unanimously.

2. ACT 20 Update

   From the committee meeting:
   Mr. Renzelmann provided a review of the key requirements of Act 20 as well as the progress in educator training, and early literacy assessment. Work is currently being done on districtwide data and he talked about the screening process and timeline for the assessment process. Through those processes were some celebrations as well as challenges and next steps were discussed. The District is on track, the schools did a great job with screening, and training is also right on track.

3. 2025 Summer School Recommendation

   Moved by Ms. Robbins, seconded by Ms. Donohue to accept the Curriculum and Instruction Committee recommendation to approve the 2025 summer school program and course offerings. All ayes. Motion carried unanimously.

   From the committee meeting:
   Moved by Ms. Boehmer, seconded by Mr. Laster to accept administration's recommendation to approve the 2025 summer school program and course offerings. All ayes. Motion carried unanimously.

   Ms. Foerster reported that summer school will run June 12-August 21 with no classes the week of July 4. This item will be discussed in 2026 at the January committee meeting in order to get the information out to families sooner. Jackson Elementary School program will be relocated to Wilson Elementary School and Madison Elementary School program will be relocated to Horace Mann Middle School due to maintenance projects. Ms. Foerster provided program highlights and that there is continual focus on strengthening reading, writing, and math skills. Enrichment classes were narrowed down to ensure we have full class sizes. There have also been operational updates such as electronic registration for families, Frontline Access for substitute teachers, free meals (breakfast and lunch) served on site at all locations, childcare support which will be offered by the Boys and Girls Club at Longfellow and Jefferson Elementary School which will also including bussing to and from sites pending Prigge's availability, and updates to the staff handbook for consistency. Ms. Boehmer is happy to see they are moving this discussion to January as it will give parents more options during a time that other programs/organizations are putting their information out for student participation.

4. Adoption of Textbooks/Instructional Materials

   Moved by Ms. Robbins, seconded by Ms. Boehmer to accept the Curriculum and Instruction Committee recommendation to adopt textbooks/instructional materials for English Language Arts – Benchmark Education Advance and Adelante (Kindergarten-Grade 5). All ayes. Motion carried unanimously.

   From the committee meeting:
   Moved by Ms. Donohue, seconded by Ms. Tasche to accept administration's recommendation to adopt textbooks/instructional materials for English Language Arts – Benchmark Education Advance and Adelante (Kindergarten-Grade 5). All ayes. Motion carried unanimously.

   Mr. Renzelmann reported that this adoption will provide key strengths in systematic phonics, knowledge-building, differentiated instruction, and robust teacher support which makes it a highly viable and effective option for enhancing literacy outcomes in the District. The adoption will position the District to meet literacy goals while providing teachers with high-quality instructional resources that support student achievement. This adoption supports all Kindergarten through Fifth grade students and will also support Sheridan Elementary School's Dual Language Program. It includes resources for all students and teachers for a six-year contract. Ms. Foerster, Ms. Athorp, and Ms. Cotter talked about the strengths of the

adoption and that they appreciated the rigor of it. The program spirals through the years and having the same resource amongst the students is important as they all have the common language. There is no need for a filler – everything the teacher needs is there.

Ms. Donohue asked about the writing component of the adoption, and it was explained that students are able to formulate a response which is handwritten or printing. Cursive is introduced in Third Grade, and we utilize Zaner-Bloser to be more intentional with the handwriting component of the curriculum.

Ms. Tasche asked whether it was considered to include Grade 6 as part of the adoption. While the curriculum does include Grade 6, our middle schools are using a different program; however, this curriculum will work well moving forward up to Grade 8. Students have consumables so there are multiple units – but it finds a balance of what our standards expect.

B. HUMAN RESOURCES COMMITTEE

Moved by Dr. Hein, seconded by Ms. Tasche to accept the Human Resources Committee recommendation to approve agenda items #1 and #2, and #4. All ayes. Motion carried unanimously.

1. Appointments

From the committee meeting:
Moved by Ms. Tasche, seconded by Ms. Hibl to confirm the following appointments. All ayes. Motion carried unanimously.

EDUCATIONAL ASSISTANTS

Jean Caldwell	South High	February 25, 2025	$18.26 per hour
Rebecca Dahmer	Pigeon River	February 17, 2025	$17.48 per hour
Mensija Ganija	Horace Mann	February 10, 2025	$16.74 per hour
Zaylie Kleinman	Madison	February 13, 2025	$17.75 per hour
Cali McAndrews	Longfellow	February 10, 2025	$17.20 per hour
Julie Wilke	Jackson	February 03, 2025	$18.20 per hour

*Relative of SASD employee

2. Leave of Absence

From the committee meeting:
Moved by Ms. Robbins, seconded by Ms. Tasche to approve the following requests for a personal leave of absence without compensation. All ayes. Motion carried unanimously.

Carrie Doebler	Educational Assistant	Jackson	December 16, 2024 – June 4, 2025
Julia Ellinger	Cook	Pigeon River	February 6, 2025 – May 30, 2025
Jill Hirschmann	Educational Assistant	Urban	February 5, 2025 – April 30, 2025
Heather Ordonez	Teacher	Early Learning Center	March 4, 2025 – April 25, 2025

3. Separations

From the committee meeting:
The following separations have been granted:

Justin Dekker	Educational Assistant	South High	December 20, 2024
Natalie Fines	Safety Educational Assistant	Horace Mann	January 9, 2025
Christina Jentsch	Educational Assistant	Jackson	December 19, 2024
Jack Kuznacic	Educational Assistant	Horace Mann	December 19, 2024
Sonya Miller	Food Service Worker	Central Support	January 22, 2025
Troy Schoblaske	Recreation Supervisor	Community Recreation	January 17, 2025

4. Retirements

Dr. Hein thanked all staff for their years of service which in total amounts to more than 945 years.

From the committee meeting:
Moved by Ms. Hibl, seconded by Ms. Tasche to grant the following requests to retire and the employees be recognized for their years of service per board policy. All ayes. Motion carried unanimously.

Karl Bekkum	Teacher	Farnsworth	32.00 years of service
Victoria Binder	Teacher	Lincoln-Erdman	30.00 years of service
Debra Campbell	Teacher	Jefferson	22.88 years of service
Dena Cooper	Teacher	Cleveland	25.00 years of service
Marjorie Crawford	Teacher	South High	18.00 years of service
Jane Doll	Teacher	Horace Mann	31.00 years of service
Barbara Fuhrmann	Teacher	Pigeon River	34.00 years of service
Melinda Galbraith Witting	Teacher	Grant	24.00 years of service
Cheryl Gerstner	Teacher	Farnsworth	30.00 years of service
Nicole Herrmann	Teacher	Grant	25.00 years of service
Julie Jurss	Speech Pathologist	Wilson	31.00 years of service
Kay Kertscher	Teacher	Jackson	33.00 years of service
Karen Kiehl	Teacher	Lincoln-Erdman	35.56 years of service
Scott Klemme	Teacher	Jefferson	22.79 years of service
Amy Knuth	Speech Pathologist	Early Learning Center	27.80 years of service
Kathleen Kobelsky	School Psychologist	Student Instructional Services	29.50 years of service
Brian Londre	Teacher	Urban	34.00 years of service
Leigh Lorge	Teacher	Cooper	35.00 years of service
Laurie Lucero	Teacher	Madison	16.89 years of service
William Meyer	Teacher	Farnsworth	31.00 years of service
John Matczak	Principal	North High	09.00 years of service
Nan Minster	Teacher	Grant	10.00 years of service
Karl Nienhuis	Teacher	North High	14.75 years of service
Sara Opgenorth	Teacher	Farnsworth	33.00 years of service
Elizabeth Pauly Marzouki	Teacher	Madison	29.56 years of service
Kimberly Plautz	Teacher	Horace Mann	33.00 years of service
Kim Preder	Teacher	Urban	33.00 years of service
Nicholas Scharrer	Teacher	North High	32.90 years of service
Stephen Schneider	School Counselor	South High	22.00 years of service
Andrea Thorpe	Teacher	Horace Mann	32.00 years of service
Rebecca Van Zeeland	Teacher	North High	19.75 years of service
Kristine Waite	Teacher	Lincoln-Erdman	32.00 years of service
Joni Werner	Physical Therapist	Early Learning Center	24.00 years of service
Diane Wolowicz	Teacher	Wilson	32.00 years of service
Tamara Zelm-Joosse	Speech Pathologist	Pigeon River	19.00 years of service

C. FACILITIES/RECREATION/THEATRE COMMITTEE

Moved by Mr. Madden, seconded by Ms. Donohue to accept the Facilities/Recreation/Theatre Committee recommendation to approve agenda items #1 and #2. All ayes. Motion carried unanimously.

1. Sheboygan Theatre Company Financial Report

   From the committee meeting:
   Moved by Mr. Laster, seconded by Ms. Boehmer to accept the Sheboygan Theatre Company Financial Report through January 31, 2025. All ayes. Motion carried unanimously.

   Mr. Brooks reported that the revenue goal was met for Alice by Heart. He will not be attending the April 8 Committee meeting. Ms. Stacy Hayon will be in attendance and Ms. Patricia Roberts will provide an update of the 2026 theatre schedule.

2. Community Recreation Department Financial Report

   From the committee meeting:
   Moved by Ms. Donohue, seconded by Ms. Boehmer to accept the Community Recreation Department Financial Report through January 31, 2025. All ayes. Motion carried unanimously.

   Mr. Brooks reported that a future update will be given to the committee with regards to the open supervisor position that they have conducted interviews for and hired.

D. FINANCE & BUDGET COMMITTEE

Moved by Dr. Hein, seconded by Ms. Donohue to accept the Finance and Budget Committee recommendation to approve agenda items #5, #6, #7, and #8. All ayes. Motion carried unanimously.

Moved by Dr. Hein, seconded by Mr. Madden to accept the Finance and Budget Committee recommendation to approve agenda items #9, #10, #11, #12, and #13. All ayes. Motion carried unanimously.

1. Fund 41 Capital Projects

Moved by Dr. Hein, seconded by Ms. Boehmer to accept the Finance and Budget Committee recommendation to accept the Fund 41 Capital Projects through January 31, 2025. All ayes. Motion carried unanimously.

From the committee meeting:
Moved by Ms. Hibl, seconded by Mr. Madden to approve the Fund 41 Capital Projects through January 31, 2025, as presented. All ayes. Motion carried unanimously.

2. Statement of Cash Flow

Moved by Dr. Hein, seconded by Ms. Donohue to accept the Finance and Budget Committee recommendation to accept the Statement of Cash Flow through January 31, 2025. All ayes. Motion carried unanimously.

From the committee meeting:
Moved by Mr. Madden, seconded by Ms. Hibl to approve the Statement of Cash Flow through January 31, 2025, as presented. All ayes. Motion carried unanimously.

3. Revenues & Expenditures Reports

Moved by Dr. Hein, seconded by Mr. Madden to accept the Finance and Budget Committee recommendation to accept the Revenue and Expenditures reports through January 31, 2025. All ayes. Motion carried unanimously.

From the committee meeting:
Moved by Ms. Hibl, seconded by Mr. Madden to approve the Revenue & Expenditures reports through January 31, 2025, as presented. All ayes. Motion carried unanimously.

4. Budget Revisions and Transfers of Appropriations

Moved by Dr. Hein, seconded by Ms. Boehmer to accept the Finance and Budget Committee recommendation to accept the Budget Revisions and Transfers reports through January 31, 2025. All ayes. Motion carried unanimously.

From the committee meeting:
Moved by Mr. Madden, seconded by Ms. Hibl to approve the Budget Revisions and Transfers reports through January 31, 2025, as presented. All ayes. Motion carried unanimously.

GENERAL FUND (FUND 10)	**Revised Budget 12-31-24**	**Revised Budget 1-31-25**	**Budget Increase (Decrease)**
REVENUES			
100 Transfers-in	**0.00**	**0.00**	0.00
Local Sources 210 Taxes	22,978,621.00	22,978,621.00	0.00
240 Payments for Services Provided Local Governments	0.00	0.00	0.00
260 Non-Capital Sales	405,901.72	409,809.58	3,907.86
270 School Activity Income	155,708.62	173,061.87	17,353.25
280 Interest on Investments	2,268,155.14	2,268,155.14	0.00
290 Other Revenue, Local Sources	196,625.00	207,207.25	10,582.25

Subtotal Local Sources	**26,005,011.48**	**26,036,854.84**	31,843.36
Other School Districts Within Wisconsin 340 Payments for Services	**1,899,944.00**	**1,899,944.00**	0.00
Revenue from Intermediate Sources 510 Transit of Aids	**18,172.00**	**18,172.00**	0.00
State Sources 610 State Aid -- Categorical	1,028,148.00	1,028,148.00	0.00
620 State Aid -- General	92,186,717.00	92,186,717.00	0.00
630 DPI Special Project Grants	47,295.00	48,273.00	978.00
640 Payments for Services	130,000.00	130,000.00	0.00
650 Student Achievement Guarantee in Education	2,314,236.91	2,314,236.91	0.00
660 Other State Revenue Through Local Units	15,000.00	15,000.00	0.00
690 Other Revenue	7,592,638.00	7,592,638.00	0.00
Subtotal State Sources	**103,314,034.91**	**103,315,012.91**	978.00
Federal Sources 710 Transit of Aids	115,948.00	115,948.00	0.00
730 DPI Special Project Grants	2,884,515.00	2,884,515.00	0.00
750 IASA Grants	2,375,973.00	2,375,973.00	0.00
780 Other Federal Revenue Through State	0.00	0.00	0.00
790 Other Revenue from Federal Sources	0.00	0.00	0.00
Subtotal Federal Sources	**5,376,436.00**	**5,376,436.00**	0.00
Other Financing Sources 860 Compensation, Fixed Assets	**25,920.00**	**27,733.00**	1,813.00
Other Revenues 960 Adjustments	0.00	0.00	0.00
970 Refund of Disbursement	137,583.50	137,583.50	0.00
990 Miscellaneous	332,370.56	332,370.56	0.00
Subtotal Other Revenues	**469,954.06**	**469,954.06**	0.00
TOTAL REVENUES	**137,109,472.45**	**137,144,106.81**	34,634.36
EXPENDITURES	**Revised Budget 12-31-24**	**Revised Budget 1-31-25**	**Budget Increase (Decrease)**
Instruction 110 000 Undifferentiated Curriculum	25,910,512.58	25,901,729.58	(8,783.00)
120 000 Regular Curriculum	31,140,283.16	31,167,705.16	27,422.00
130 000 Vocational Curriculum	3,201,893.23	3,206,015.09	4,121.86
140 000 Physical Curriculum	3,061,381.00	3,062,245.00	864.00
160 000 Co-Curricular Activities	1,523,319.32	1,552,164.57	28,845.25
170 000 Other Special Needs	524,901.00	520,688.00	(4,213.00)
Subtotal Instruction	**65,362,290.29**	**65,410,547.40**	48,257.11
Support Sources 210 000 Pupil Services	6,461,130.06	6,453,175.06	(7,955.00)
220 000 Instructional Staff Services	5,713,783.54	5,757,158.79	43,375.25
230 000 General Administration	2,087,941.52	2,093,298.52	5,357.00
240 000 School Building Administration	8,313,870.39	8,293,222.39	(20,648.00)
250 000 Business Administration	16,728,104.17	17,657,290.98	929,186.81
260 000 Central Services	593,726.35	593,926.35	200.00
270 000 Insurance & Judgments	1,240,737.00	1,240,737.00	0.00

280 000 Debt Services	1,700.00	1,700.00	0.00
290 000 Other Support Services	2,679,135.58	2,699,920.39	20,784.81
Subtotal Support Sources	**43,820,128.61**	**44,790,429.48**	970,300.87
Non-Program Transactions 410 000 Inter-fund Transfers	14,675,631.77	14,675,631.77	0.00
430 000 Instructional Service Payments	18,830,520.37	18,830,646.37	126.00
490 000 Other Non-Program Transactions	0.00	0.00	0.00
Subtotal Non-Program Transactions	**33,506,152.14**	**33,506,278.14**	126.00
TOTAL EXPENDITURES	**142,688,571.04**	**143,707,255.02**	1,018,683.98
SPECIAL EDUCATION (FUND 27)	**Revised Budget 12-31-24**	**Revised Budget 1-31-25**	**Change in Budget**
TOTAL REVENUES	**24,133,484.77**	**24,133,484.77**	-
100 000 Instruction	19,879,389.00	19,884,889.00	5,500.00
200 000 Support Services	4,181,845.77	4,176,345.77	(5,500.00)
400 000 Non-Program Transactions	72,250.00	72,250.00	-
TOTAL EXPENDITURES	**24,133,484.77**	**24,133,484.77**	-

5. Introduction (First Reading) of Revised Board of Education Policy 6610 – Nondistrict-Supported Student Activity Accounts

   From the committee meeting:
   Moved by Ms. Hibl, seconded by Mr. Madden to approve the introduction (first reading) of revised Policy 6610 – Finances; Nondistrict-Supported Student Activity Accounts. All ayes. Motion carried unanimously.

6. Introduction (First Reading) of Revised Board of Education Policy 6611 – District-Supported/Sponsored Student Activity Accounts

   From the committee meeting:
   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of new Policy 6611 – Finances; District Supported/Sponsored Student Activity Accounts. All ayes. Motion carried unanimously.

7. Introduction (First Reading) of Revised Board of Education Policy 3440 – Job-Related Expenses

   From the committee meeting:
   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 3440 – Professional Staff; Job-Related Expenses. All ayes. Motion carried unanimously.

8. Introduction (First Reading) of Revised Board of Education Policy 4440 – Job-Related Expenses

   From the committee meeting:
   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 4440 – Support Staff; Job-Related Expenses. All ayes. Motion carried unanimously.

9. Introduction (First Reading) of Revised Board of Education Policy 6110 – Federal Funds

   From the committee meeting:
   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 6110 – Finances; Federal Funds. All ayes. Motion carried unanimously.

   Mr. Madden noted the word "Insurance" is misspelled under Finance Management, letter H. This correction will be made to the revised policy.

10. Introduction (First Reading) of New Board of Education Policy 6111 – Internal Controls

    From the committee meeting:
    Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of new Policy 6111 – Finances; Internal Controls. All ayes. Motion carried unanimously.

11. Introduction (First Reading) of New Board of Education Policy 6112 – Cash Management of Grants

    From the committee meeting:
    Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of new Policy 6112 – Finances; Cash Management of Grants. All ayes. Motion carried unanimously.

12. Introduction (First Reading) of Revised Board of Education Policy 7310 – Disposition of Personal Property

    From the committee meeting:
    Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 7310 – Property; Disposition of Personal Property. All ayes. Motion carried unanimously.

13. Introduction (First Reading) of Revised Board of Education Policy 7450 – Property Inventory

    From the committee meeting:
    Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 7450 – Property; Property Inventory. All ayes. Motion carried unanimously.

14. Gifts

    Moved by Dr. Hein, seconded by Ms. Hibl to accept the Finance and Budget Committee recommendation to accept all gifts to the District. All ayes. Motion carried unanimously.

    From the committee meeting:
    Moved by Ms. Hibl, seconded by Mr. Madden to accept all gifts to the District, approving those $2,500 and greater. All ayes. Motion carried unanimously.

    Dr. Hein acknowledged and thanked all the generous donors.

Gift	Donor	Building/Program	Amount
For Information			
Monetary	Prevea Health	North	1,000.00
Monetary	Diamond Dawgs	North	1,040.00
Monetary	Michael Fredrion	North	1,250.00
Monetary	The Golfers Club @ T & C	South	100.00
Monetary	Susan Lawrence	Sheboygan Theatre Company	60.00
Monetary	Sarah Engel-Streicher	Sheboygan Theatre Company	35.00
Monetary	Randy Stache	Sheboygan Theatre Company	35.00
Monetary	Amy Lydolph	Sheboygan Theatre Company	35.00
Monetary	Mark Gomez	Sheboygan Theatre Company	35.00
Monetary	Rachel Raflik	Sheboygan Theatre Company	35.00
Monetary	Sandy Kasten	Sheboygan Theatre Company	35.00
Monetary	Tim Keenan	Sheboygan Theatre Company	60.00
Monetary	Adriana Vargas	Sheboygan Theatre Company	35.00
Monetary	Denise Kelly	Sheboygan Theatre Company	60.00
Monetary	Nancy Brown	Sheboygan Theatre Company	35.00
Monetary	Debbie Schmalfeldt	Sheboygan Theatre Company	60.00
Monetary	Scott Gill	Sheboygan Theatre Company	35.00
Monetary	Elena Brion	Sheboygan Theatre Company	35.00
Monetary	Slotke Lydia	Sheboygan Theatre Company	35.00
Action			
Monetary	Anonymous	North/Luxembourg Program	29,000.00
Monetary	Anonymous	South/Luxembourg Program	30,000.00

FUTURE MEETING DATES

April 8, 2025 - Committee meetings at 6:00 p.m.; April 22, 2025 – Annual Reorganization meeting at 6:00 p.m.; Regular Board of Education meeting at 6:30 p.m.

ADJOURN

Moved by Dr. Hein, seconded by Ms. Donohue to adjourn at 8:15 p.m. All ayes. Motion carried unanimously.

Jacob Konrath, Ph.D.
Superintendent & Secretary of the Board

EXECUTIVE SUMMARY

FOR THE SHEBOYGAN AREA SCHOOL BOARD

Topic: 2025-26 Proposed Preliminary Budget Update

Date: April 22, 2025

Prepared by: Mark Boehlke/Jami Hintz/Jacob Konrath/Rachel Ledezma

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Recommended action:

Information only

X Presentation/discussion

Discussion/action by committee

Discussion/action by Board of Education

Presentation/action next meeting

Purpose:

The purpose of this summary is to present a first draft of the 2025-26 proposed preliminary budget that will be presented to the Board in June for approval.

Recommendation:

It is the recommendation of Administration that the Board provide feedback on the items included in the proposed preliminary budget.

Background:

Budget planning for the 2025-26 fiscal year began in November 2024 with an enrollment projection for the 2025-26 school year. The enrollment projection is used in the Department of Public Instruction (DPI) 2025-26 revenue limit worksheet in order to determine the 2024-25 revenue limit. The revenue limit is determined by taking a three-year average of the September and Summer School Resident Full-Time Equivalent (FTE) membership and multiplying by the allowed revenue per member. It is projected that the District's three-year resident membership average will decrease by 104 FTE. The

declining enrollment exemption will allow the District to use the previous year's three-year average FTE in the revenue limit calculation.

The per pupil revenue amount for 2024-25 was $11,441. Until the new state biennial budget is passed, we will not know for certain the per pupil amount for 2025-26. This first draft of the preliminary budget includes a $325 increase to the per pupil amount.

There has been much advocacy from districts around the State to significantly increase the State's reimbursement for special education costs that districts pay for with local dollars. Current reimbursement is approximately 30%. At this reimbursement rate, the SASD budget includes $14m of General Fund money to be transferred into the Special Education Fund to cover the costs that are not covered by grants or reimbursed by the State. Governor Evers budget proposal includes a sum sufficient amount that would guarantee a 60% reimbursement rate. This first draft of the preliminary budget includes a 10% increase to the State reimbursement rate.

With these revenue assumptions, a cost to go forward with no changes to salaries results in a $1,509,673 surplus. The cost to go forward does not include any inflationary increases to department or building budgets with the exception of contracted services that we know are increasing. The following items result in a balanced 2025-26 proposed preliminary budget:

1. Staff Turnover **Expense Reduction of $764,208**

Each year through retirements and resignations of our employees, salary expenses are reduced as new hires generally begin with a lower salary than the employee they are replacing. The projected savings will change as these open positions are actually filled.

2. Enrollment Driven 4.2 FTE Net Teacher Reduction **Expense Reduction of $294,000**

These full-time equivalent teacher reductions and additions are based on enrollment projections of specific grade levels within each school. With teacher retirements and resignations, there will be no layoffs related to these reductions.

- South High School 1.0 reduction
- Farnsworth Middle School 1.0 reduction
- Cleveland Elementary 0.5 reduction
- Grant Elementary 1.0 reduction
- Jackson Elementary 1.0 reduction
- Madison Elementary 1.0 reduction
- Horace Mann Middle School 1.0 addition
- Wilson Elementary 0.3 addition

3. 2.95% Total Salary Increase for the Teacher Group **Expense Addition of $1,633,651**

This cost will include step increases, and any possible cell increases or other changes to the salary schedule. This increase is equal to the CPI increase of 2.95%

4. 2.95% Increase to Support Staff **Expense Addition of $455,732**

This is the cost of a 2.95% salary increase for all support staff.

5. 2.95% Salary Increase to Administrative Staff **Expense Addition of $203,498**

This is the cost of a 2.95% salary increase for all administrative staff.

6. Teacher Group Switch to Paid Time Off **Expense Addition of $150,000**

Through the meet and confer process, administration is developing teacher handbook language that would eliminate the current 10 sick days and 2 personal days and replace it with 10 paid time off (PTO) days. Details of this language will be shared with the Board in May.

7. Capital Projects Fund 41 Increase **Expense Addition of $125,000**

During the preparation leading up to the 2016 referendum, it was determined that a $2m annual Fund 41 budget was needed to eliminate deferred maintenance on our district buildings and property. At that time, the current Fund 41 budget was $1m. With state revenue increases continually falling well below inflation, the District has still been able to gradually increase the Fund 41 budget. The current Fund 41 budget is $1.375m. The Administration recommends continuing to work towards the goal of a $2m budget with this addition for 2025-26.

*****

Administration will continue to adjust the proposed preliminary budget based on new information and feedback from the Board and staff. Grant budgets are currently being completed. Grant related expenses are offset by grant revenue, so changes will not affect the bottom line of the overall budget. Updates to this budget proposal will be brought back to the Board in May for discussion. The proposed preliminary budget will be presented to the Board at the June board meeting for possible approval. The State 2025-2027 budget may not be passed by the Assembly and Senate and signed by the Governor before the preliminary SASD budget is presented to the Board for possible approval. In this case, adjustments to the budget will be brought to the Board before the original budget and levy is approved in October. As in past years, going into a new state biennial budget, salary increases approved in the June preliminary budget would be delayed and contingent on the State budget. Any salary increases would then be paid retroactively back to July 1, 2025.

Attachments:

Projected 2025-26 Preliminary Budget

DATED 3/10/2025	Original Budget 2024-25	Projected Budget 2025-26	
3rd Friday Pupil FTE	9,471	9,268	(203)
Summer FTE (40%)	58	63	5
Total FTE	9,529	9,331	(198)
3 Year Avg. FTE	9,581	9,477	(104)
Per Pupil Revenue Amount	$ 11,441	$ 11,766	+$325
Membership x Per Pupil Amount =	$ 109,619,547	$ 111,509,699	
Hold Harmless Non-Recurring Exemption	$ -	$ -	
Revenue Limit, No Exemptions	$ 109,619,574	$ 111,509,699	
Adjustment for Refunded Taxes	$ 9,939	$ 9,939	
Prior Year Open Enrollment	$ 72,392	$ 72,392	
Declining Enrollment Exemption	$ 686,481	$ 1,235,467	
Adjustment for Private School Voucher Program	$ 5,592,963	$ 5,592,963	
Adjustment for Private School SE Voucher Program	$ 980,354	$ 980,354	
Total Revenue Cap	**$ 116,961,703**	**$ 119,400,814**	**2.09%**
Less Fund 41 Levy	$ (1,375,000)	$ (1,375,000)	
Total Revenue Limit Available for Funds 10 & 27	**$ 115,586,703**	**$ 118,025,814**	**2.11%**
REVENUES			
Local Revenue	26,012,220	28,451,331	
Interdistrict Revenue	1,899,944	1,899,944	
Intermediate Revenue	48,968	48,968	
State Revenue	106,526,184	108,846,257	*10% Increase to SE reimbursement*
Federal Revenue (not through the state)	770,000	770,000	
Other Revenue	450,822	450,822	
Grant Revenue	10,075,515	9,544,430	
TOTAL REVENUE	**$ 145,783,653**	**$ 150,011,752**	**2.90%**
EXPENSES			
Salaries	68,848,176	69,159,327	*Last of ESSER grant put back into budget*
Employee Benefits	31,886,627	34,070,020	*10% health premium increase for 2026*
Purchased Services	28,722,795	29,252,852	
Non-Capital Objects	4,114,916	4,114,916	
Capital Objects	580,389	625,187	
Capital Leases	1,700	1,700	
Insurance	1,240,737	1,420,849	
Other Expenses	312,798	312,798	
Grant Expenses	10,075,515	9,544,430	
TOTAL EXPENSES	**$ 145,783,653**	**$ 148,502,079**	**1.86%**
NET SURPLUS/(DEFICIT)	$ -	**$ 1,509,673**	
Expense Reductions			
1. Staff Turnover		764,208	
2. Enrollment Driven 4.2 FTE Teacher Reductions		294,000	
Expense Additions			
3. 2.95% Total Salary Increase for the Teacher Group		(1,633,651)	
4. 2.95% Support Staff Salary Increase		(455,732)	
5. 2.95% Administration Salary Increase		(203,498)	
6. Teacher Goup Switch to Paid Time Off		(150,000)	
7. Capital Projects Fund 41 Increase		(125,000)	
NET SURPLUS/(DEFICIT)		**$ -**	

Book	Policy Manual
Section	3000 Professional Staff
Title	JOB-RELATED EXPENSES
Code	po3440*mb
Status	Second Reading
Adopted	October 22, 2013
Last Revised	August 2, 2022

3440 **- JOB-RELATED EXPENSES**

The Board may, when feasible and appropriate, provide for the payment of the actual and necessary expenses, including traveling expenses, of any professional staff member of the District incurred in the course of performing services for the District, whether within or outside the District, under the direction of the Board and in accordance with the District Administrator's administrative guidelines.

The validity of payments for job-related expenses shall be determined by the ~~Business Services office~~Assistant Superintendent of Business and Operational Services.

Payment and reimbursement rates for mileage shall be in accordance with the Federal Internal Revenue Service prescribed mileage rate.

Employees are expected to exercise the same care incurring travel expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Unauthorized costs and additional expenses incurred for personal preference or convenience will not be reimbursed.

Unauthorized expenses include, but are not limited to, alcohol, movies, fines for traffic violations, and the entertainment/meals/lodging of spouses or guests.

Travel payment and reimbursement provided from Federal funds must be authorized in advance and must be reasonable and consistent with the District's travel policy and administrative guidelines. For travel paid for with Federal funds, the travel authorization must include documentation that demonstrates 1) the participation in the event by the individual traveling is necessary to the Federal awards; and 2) the costs are reasonable and consistent with the District's travel policy.

The Board shall pay the expenses of professional staff members when they attend professional meetings approved in accordance with the policy of this Board and in accordance with the administrative guidelines of the District Administrator.

All travel shall comply with the travel procedures and rates established in the administrative guidelines. All costs incurred with Federal funds must meet the cost allowability standards within Board Policy 6110 - Federal Funds.

To the extent that the District's policy does not establish the allowability of a particular type of travel cost, the rates and amounts established under 5 U.S.C. 5701-11, ("Travel and Subsistence Expenses; Mileage Allowances"), or by the Administrator of General Services or the President (or designee), must apply to travel under Federal awards.

T.C. 8/2/22

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Legal	2 C.F.R. 200.464
	2 C.F.R. 200.474
	2 C.F.R. 200.475

Book	Policy Manual
Section	4000 Support Staff
Title	JOB-RELATED EXPENSES
Code	po4440*mb
Status	Second Reading
Adopted	October 22, 2013
Last Revised	August 2, 2022

4440 - **JOB-RELATED EXPENSES**

The Board may, when feasible and appropriate, provide for the payment of the actual and necessary expenses, including traveling expenses, of any support staff member of the District incurred in the course of performing services for the District, whether within or outside the District, under the direction of the Board and in accordance with the District Administrator's administrative guidelines.

The validity of payments for job-related expenses shall be determined by the Assistant Superintendent of Business and Operational Services.

Payment and reimbursement rates for mileage shall be in accordance with the Federal Internal Revenue Service prescribed mileage rate.

Employees are expected to exercise the same care incurring travel expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Unauthorized costs and additional expenses incurred for personal preference or convenience will not be reimbursed.

Unauthorized expenses include but are not limited to alcohol, movies, fines for traffic violations, and the entertainment/meals/lodging of spouses or guests.

Travel payment and reimbursement provided from Federal funds must be authorized in advance and must be reasonable and consistent with the District's travel policy and administrative guidelines. For travel paid for with Federal funds, the travel authorization must include documentation that demonstrates 1) the participation in the event by the individual traveling is necessary to the Federal awards; and 2) the costs are reasonable and consistent with the District's travel policy.

The Board shall pay the expenses of support staff members when they attend professional meetings approved in accordance with the policy of this Board and in accordance with the administrative guidelines of the District Administrator.

All travel shall comply with the travel procedures and rates established in the administrative guidelines. All costs incurred with Federal funds must meet the cost allowability standards within Board Policy 6110 - Federal Funds.

To the extent that the District's policy does not establish the allowability of a particular type of travel cost, the rates and amounts established under 5 U.S.C. 5701-11 ("Travel and Subsistence Expenses; Mileage Allowances"), or by the Administrator of General Services or the President (or designee), must apply to travel under Federal awards.

Revised 12/11/18

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Legal	2 C.F.R. 200.464
	2 C.F.R. 200.474
	2 C.F.R. 200.475

Book	Policy Manual
Section	6000 Finances
Title	FEDERAL FUNDS
Code	po6110*mb
Status	Second Reading
Adopted	October 22, 2013

6110 - **FEDERAL FUNDS**

It is the objective of the Board ~~of Education~~ to provide equal educational opportunities for all District students ~~within the District~~. Government agencies, as well as foundations, businesses, and individuals, periodically offer both human and material resources to the District that benefit students and the educational program. Therefore, it is the intent of the Board to ~~study Federal legislation~~consider grant proposals and applications for their potential to enhance educational opportunities, the educational environment, and the physical and mental growth for each student.

The District Administrator shall review new Federal education legislation and prepare proposals for programs ~~s/he~~the District Administrator deems would be of aid to the students of this District. The District Administrator shall approve each such proposal prior to its submission, and the Board shall approve all grants resulting from such proposals.

The Board regards available Federal funds of aid to local school districts and communities as a public trust. It forbids the use of Federal monies for partisan political activities and for any use that would not be in accord with Federal guidelines on discrimination. All Federal funds received by the District will be used in accordance with the applicable Federal law. The District Administrator shall ensure that each draw of Federal monies is as close as administratively feasible to the related program expenditures.

No Federal funds received by the District shall be used (1) to develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual; (2) to distribute or to aid in the distribution by any organization of legally obscene materials to minors on school grounds; (3) to provide sex education or HIV-prevention education in schools unless the instruction is age appropriate and includes the health benefits of abstinence; or (4) to operate a program of contraceptive distribution in the schools.

Grant Proposal Development

A. All grant proposals must support at least one (1) District goal or priority

B. For projects where grant funds will not cover the entire cost of project implementation, additional fund sources must be identified, documented, and approved during the internal review process.

Grant Proposal Internal Review

A. Each grant proposal shall be reviewed and approved by the District Administrator prior to submission to the funding source.

B. The District Administrator shall present the following proposals to the Board for approval:

1. government-funded proposals, regardless of the amount;
2. proposals with budgets exceeding $10,000 or more

Mandatory Disclosures

The District must promptly disclose whenever they have credible evidence of a violation of Federal criminal law potentially affecting the Federal award including, but not limited to, any fraud, embezzlement, bribery, gratuity violations, identity theft, or sexual assault and exploitation, or a violation of the Civil False Claims Act (2 C.F.R. 200.113) regarding the

obligation to report credible information related to conduct prohibited by the Trafficking Victims Protection Act, 22 U.S.C. 7104c.

The disclosure must be made in writing to the Federal agency and the agency's Office of Inspector General, and to the pass-through entity, such as the Department of Public Instruction.

Whistleblower Protections

An employee of the District may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing information to the appropriate agency or individual that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract or grant. See Policy 1211/Policy 3211/Policy 4211 - Whistleblower Protection and Policy 8900 - Fraud.

Grant Administration

A. The administration of grants will adhere to all applicable Federal, State, local and grantor rules and regulations, including the terms and conditions of the Federal awards, as well as District policies and administrative guidelines.

B. The District Administrator is responsible for the efficient and effective administration of grant awards through the application of sound management practices.

C. The District Administrator is responsible for administering grant funds in a manner consistent with underlying agreements, applicable statutes, regulations and objectives, and the terms and conditions of the grant award.

D. The District, in recognition of its unique combination of staff, facilities, and experience, shall employ internal controls, including organization and management strategies necessary to assure proper and efficient administration of grant awards.

E. All Federal funds received by the District will be used in accordance with the applicable Federal law and regulations and the terms and conditions of the Federal award. The District Administrator shall require that each draw of Federal monies be aligned with the District's payment process (whether reimbursement, cash advance, or a combination). If funds are permitted to be drawn in advance, all draws will be as close as administratively feasible to the related program expenditures and that, when restricted, such monies are used to supplement programs and funding and not to supplant or replace existing programming or current funding.

Maintenance of Effort (MOE) and Maintenance of Equity (MOEquity) requirements of the Federal program will be met in accordance with the requirements of the specific funded program. The District shall maintain appropriate documentation and records to substantiate compliance or to justify allowable exceptions, exemptions, or waivers.

F. The District Administrator is authorized to sign related documents for grant administration, including documents required for submittal of grant proposals.

Financial Management

The financial management of grant funds shall be in compliance with all applicable Federal, State, local and grantor rules, regulations, and assurances as well as District policies and administrative guidelines.

The District Administrator shall provide for the following:

A. Identification of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the Assistance Listings title and number, Federal award identification number, the year the Federal award was issued, and name of the Federal agency or pass-through entity.

B. Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements of the grant.

Maintaining records that sufficiently identify the amount, source, and expenditure of Federal funds for Federal awards. These records must contain information necessary to identify Federal awards, authorizations, financial obligations, unobligated balances, as well as assets, expenditures, income, and interest. All records must be supported by source documentation.

C. Effective control over and accountability for all funds, property, and other assets.

The District must adequately safeguard all assets and ensure they are used solely for authorized purposes.

Further, the District must:

1. establish and maintain effective internal control over the Federal award that provides reasonable assurance that the District is managing the Federal award in compliance with the U.S. Constitution, Federal statutes, regulations, and the terms and conditions of the Federal award;
2. comply with the U.S. Constitution, Federal statutes, regulations and the terms and conditions of the Federal award;
3. evaluate and monitor the District's compliance with statutes, regulations and the terms and conditions of the Federal award; and
4. take prompt action when instances of noncompliance are identified.

D. Take reasonable cybersecurity and other measures to safeguard information including protected personally identifiable information (PII) and other types of information. This also includes information the Federal awarding agency or pass-through entity designates as sensitive or other information the District considers sensitive and is consistent with applicable Federal, State, local, and tribal laws regarding privacy and obligations of confidentiality.

E. Actual expenditures or outlays must be compared with budgeted amounts for each Federal award.

F. Recordkeeping and written procedures to the extent required by Federal, State, local, and grantor rules and regulations pertaining to the grant award and accountability including, but not limited to the following areas:

1. cash management
2. allowability of costs in accordance with subpart D and the terms and conditions of the Federal award
3. conflict of interest
4. procurement
5. equipment management
6. conducting technical evaluations of proposals and selecting recipients
7. compensation and fringe benefits
8. travel

G. Disclosure of any potential conflict of interest and all mandatory violation disclosures potentially affecting the Federal award/grant to the Federal awarding agency or pass-through agency in accordance with applicable Federal policy.

H. Insurance coverage for real property and equipment, if applicable, equivalent to such property owned by the District.

Auditing Requirements

A single or program-specific audit (2 C.F.R. 200.514, 2 C.F.R. 200.507) is required for any year if the District expends $1,000,000 or more in Federal awards during the District's fiscal year. When Federal awards expended are less than $1,000,000, the District may be exempt from Federal audit requirements (2 C.F.R. 200.501) for that year. However, in all instances, the District's records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and the Government Accountability Office (GAO).

The District shall:

A. arrange for the audit required in accordance with 2 C.F.R. 200.509 and make sure that the audit is properly performed and submitted in accordance with 2 C.F.R. 200.512;

B. prepare financial statements including the schedule of expenditures of Federal awards in accordance with 2 C.F.R. 200.510;

C. promptly follow up and take corrective action on audit findings, including preparing a summary schedule of prior audit findings and a corrective action plan (2 C.F.R. 200.511); and

D. provide the auditor access to personnel, accounts, books, records, supporting documentation, and any other information needed for the auditor to perform the audit.

Certifications and Records Retention

Financial reports must include a certification, signed by an official who is authorized to legally bind the District. The certification should state:

"I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to, violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812"

Each certification must be maintained pursuant to the requirements of 2 C.F.R. 200.334. The District shall retain all Federal award records for three (3) years from the date of submission of the final financial report or longer if required by the Board-adopted retention schedule.

Program Income

Program income means gross income earned by a grant recipient that is directly generated by a supported activity or earned as a result of the Federal award during the grant's period of performance.

It includes, but is not limited to, income from fees for services performed, the use or rental of real or personal property acquired under Federal awards, the sale of commodities or items fabricated under a Federal award, license fees and royalties on patents and copyrights, and principal and interest on loans made with Federal award funds. Interest earned on advances of Federal funds is not program income. Except as otherwise provided in Federal statutes, regulations or the terms and conditions of the Federal award, program income does not include rebates, credits, discounts and interest earned on any of them. Additionally, taxes, special assessments, levies, fines and similar revenues raised by a recipient from the sale of real property, equipment or supplies are not program income. Finally, license fees and royalties for copyrighted material, patents, patent applications, trademarks, and inventions made under the Federal award subject to 37 C.F.R. Part 401 are not program income.

Unless the District has received prior approval to use a different method or the terms and conditions of the grant authorize a different method, the District uses the deduction method of accounting for program income. Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the Federal agency or pass-through entity.

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31 U.S.C. 3729-3733

34 C.F.R. 75.707, 76.563, 76.565, 76.707

2 C.F.R. 200.404 and 200.406, 200.501-511

2 C.F.R. 200.309, 200.310, 200.313, 200.318 - .320, 200.343(b) & (e), 200.403

2 C.F.R. 200.56, 200.71, 200.77, 200.80, 200.112, 200.113, 200.302, 200.307

Compliance Supplement for Single Audits of State and Local Governments

20 U.S.C. 7906

Book	Policy Manual
Section	6000 Finances
Title	INTERNAL CONTROLS
Code	po6111*mb
Status	Second Reading

6111 - **INTERNAL CONTROLS**

The District Administrator shall establish, document, and maintain effective internal controls over Federal awards that provide reasonable assurance that the District is managing all Federal awards in compliance with the U.S. Constitution, statutes, regulations, and the terms and conditions of the awards. The District will have a process that provides reasonable assurance regarding the achievement of the following objectives:

A. effectiveness and efficiency of operations;

B. reliability of reporting for internal and external use; and

C. compliance with applicable laws and regulations.

These internal controls should comply with the guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control-Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The internal controls must provide reasonable assurance that transactions are property recorded and accounted for in order to permit the preparation of reliable financial statements and Federal reports; maintain accountability over assets; and demonstrate compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. The internal controls must also provide reasonable assurance that these transactions are executed in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award that could have a direct and material effect on a Federal award, as well as any other Federal statutes and regulations that are identified in the Compliance Supplement. Finally, the District's internal controls must provide reasonable assurance that all Federal funds, property, and other assets are safeguarded against loss from unauthorized use or disposition.

The District shall:

A. comply with the U.S. Constitution, Federal statutes, regulations, and the terms and conditions of the Federal award;

B. evaluate and monitor its compliance with the U.S. Constitution, statutes, regulations, and the terms and conditions of the award;

C. take prompt action when instances of noncompliance are identified; and

D. take reasonable cybersecurity and other measures to safeguard protected information including protected "personally identifiable information" (PII) and other types of information. This also includes information the Federal agency or pass-through entity designates as sensitive or other information the District considers sensitive and is consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

PII is defined at 2 C.F.R. Section 200.1 as "information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual."

However, the definition of PII is not attached to any single category of information or technology. Rather, it requires a case-by-case assessment of the specific risk that an individual can be identified.

Suggested Resources:

A. "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States;

B. "Internal Control Integrated Framework" (commonly referred to as the Green Book) issued by the Committee of Sponsoring Organizations of the Treadway Commission;

C. "Compliance Supplement" issued by the U.S. Office of Management and Budget; and

D. Internal control guidance issued by the U.S. Department of Education.

Legal 2 C.F.R. 200.303

2 C.F.R. 200.1

Book	Policy Manual
Section	6000 Finances
Title	CASH MANAGEMENT OF GRANTS
Code	po6112*mb
Status	Second Reading

6112 **CASH MANAGEMENT OF GRANTS**

In order to provide reasonable assurance that all assets, including Federal, State, and local funds, are safeguarded against waste, loss, unauthorized use, or misappropriation, the District Administrator shall implement internal controls in the area of cash management.

The District's payment methods shall minimize the time elapsing between the transfer of funds from the Federal agency or the Department of Public Instruction (pass-through entity) and disbursement by the District, regardless of whether the payment is made by electronic funds transfer, or issuance or redemption of checks, warrants, or payment by other means.

The District shall use forms and procedures required by the grantor agency or pass-through entity to request payment. The District shall request grant funds payments in accordance with the provisions of the grant. Additionally, the District's financial management systems shall meet the standards for fund control and accountability as established by the awarding agency.

The District Administrator is authorized to submit payment requests as often as necessary when electronic fund transfers are used or at least monthly when electronic transfers are not used. See Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

When the District uses a cash advance payment method, the following standards shall apply:

A. The timing and amount of the advance payment requested must be as close as is administratively feasible to the actual disbursements by the District for direct program or project costs and the proportionate share of any allowable indirect costs.

B. The District shall make timely payments to contractors in accordance with contract provisions.

C. Whenever possible, advance payment requests by the District must be consolidated to cover anticipated cash needs for all Federal awards received by the recipient from the awarding Federal agency or Wisconsin Department of Public Instruction (DPI).

D. If available, the District shall disburse funds available from program income (including repayments to a revolving fund), rebates, refunds, contract settlements, audit recoveries, and interest earned on Federal funds before requesting additional cash payments.

E. The District shall account for the receipt, obligation, and expenditure of funds.

F. Advance payments will be deposited and maintained in insured accounts whenever possible.

G. Advance payments will be maintained in interest-bearing accounts unless the following apply:

1. The District receives less than $250,000 in Federal funding per year.
2. The best available interest-bearing account would not reasonably be expected to earn interest in excess of $500 per year on Federal cash balances.
3. The depository would require an average or minimum balance so high that it would not be feasible within the expected Federal and non-Federal cash resources.

4. A foreign government or banking system prohibits or precludes interest-bearing accounts.

5. An interest-bearing account is not readily accessible (for example, due to public or political unrest in a foreign country).

H. Pursuant to Federal law and regulations, the District may retain interest earned in an amount up to $500 per year for administrative costs. Any additional interest earned on Federal funds must be returned annually to the Department of Health and Human Services Payment Management System (PMS) through an electronic medium using either the Automated Clearing House (ACH) network or a Fedwire Funds Service payment.

I. All interest in excess of $500 per year must be returned to PMS regardless of whether the District was paid through PMS. Instructions for returning interest can be found at https://pms.psc.gov/grant-recipients/returning-funds-interest.html.

J. All other Federal funds must be returned to the payment system of the Federal agency. Returns should follow the instructions provided by the Federal agency. All returns to PMS should follow the instructions provided at https://pms.psc.gov/grant-recipients/returning-funds-interest.html.

Legal 2 C.F.R. 200.305

Book	Policy Manual
Section	6000 Finances
Title	NONDISTRICT-SUPPORTED STUDENT ACTIVITY ACCOUNTS
Code	po6610*mb
Status	Second Reading
Adopted	October 22, 2013
Last Revised	February 27, 2024

6610 - **NONDISTRICT-SUPPORTED STUDENT ACTIVITY ACCOUNTS**

The Board authorizes the maintenance of approved student activity accounts for nondistrict-supported student activities as allowed by DPI regulations and the auditor's recommendations in accordance with GASB 84. Approval of the establishment of any student activity account for a nondistrict-supported student activity, after the student activity is approved, without District financial support, in accordance with Policy 2430 - District-Sponsored Clubs and Activities, shall be determined by the School Administration before monies can be collected or disbursed in the name of said activity.

Definitions

The following definitions are provided for these terms within the context of this policy:

A. **District-sponsored student activity:** All student activities recognized by the District as approved co-curricular/extra-curricular activities are designated as District-sponsored, including both District-supported and nondistrict-supported student activities. (~~s~~See Policy 2430 - District-Sponsored Clubs and Activities and Policy 6611 - District-Supported/Sponsored Student Activity Accounts)

B. **District-supported student activity:** The District provides financial support of the student activity and exercises administrative control over dispersal of the activity's funds. (See Policy 6611 - District-Supported/Sponsored Student Activity Accounts)

C. **Nondistrict-supported student activity:** The District does not provide financial support of the student activity and does not exercise administrative control over dispersal of funds.

Other terms are used as defined in Bylaw 0100 - Definitions.

Nondistrict-supported Student Activities

Nondistrict-supported student activity accounts are intended to provide a custodial account for an approved student activity for which the District does not provide funds (i.e., have financial involvement) or exercise administrative control over the funds. Such nondistrict-supported student activities may not be required by any course or provide any academic credit. These student activities are established for District students and may have a District-assigned and/or a District-compensated staff advisor/coach for supervisory purposes. While these student activities may use District facilities, equipment, and materials, the funds for these activities are self-managed by the students. Assistance from parents or other volunteers is permissible (see Policy 8120 - Volunteers). Fund-raising is permissible in accordance with District policies (see Policy 5830 - Student Fund-Raising and Policy 9700 - Relations with Non-School Affiliated Groups). Equal access shall be provided in accordance with Policy 5730 - Equal Access for Nondistrict-Sponsored Student Clubs and Activities. A District staff member may serve as an advisor/coach, but decisions regarding money must be made by the students, as long as such expenditures do not violate District policies (e.g., purchase of illegal items, purchase of nonconforming technology, purchase from a non-approved vendor). As a fiduciary in accordance with GASB 84, the District maintains custodial accounts for the student activity, but does not determine or approve how account monies are used since financial decisions are made by the students without administrative control or endorsement from District staff.

Criteria for Nondistrict-Supported Student Activity Accounts

Nondistrict-supported student activity accounts may be established if all of the following criteria are met:

A. The student activity account has been approved in accordance with this policy.

B. The activity's students or student officers make all decisions regarding revenues, budgeting, and expenditures.

C. Any request to expend money from the account must be endorsed in writing by the activity's President and Treasurer.

D. The activity's advisor/coach is NOT permitted to make decisions regarding money, nor may the advisor/coach initiate or endorse any expenditure request.

E. The student activity account is not under the District's control, nor subject to District oversight.

~~**Accounts for District-Supported Clubs, Activities, and Athletics**~~

~~District-supported clubs, activities, and athletics are supported, at least in part, with District funds and are therefore subject to District oversight and management. In addition, any club, activity, or athletic team that does not directly receive designated District funds but is required for a course or provides academic credit is also considered District-supported and is subject to District oversight and management.~~

~~District-supported clubs, activities, or athletics are not affected by this policy.~~

~~Typically, District-supported student co-curricular activities have designated activity funds established either in Fund 10 or Fund 21 in accordance with GASB 84, DPI regulations, and auditor recommendations. Financial support includes, but is not limited to, budgeted funds allocated by the District or school, an advisor/coach paid for by the District or school who exercises control over the activity's fund, some activities offered to students paid for by the District or school, and transportation paid for by the District or school. Also, financial support includes indirect financial assistance as part of the District's educational program when student participation is required by a course or academic credit is awarded for participation in the activity.~~

General Provisions

The purpose of District-sponsored activities is to enable students to explore a wider range of individual interests than may be available in the District's courses of study but are still related to accomplishing the educational outcomes for students as adopted by the Board in Policy 2131 - Educational Outcome Goals and Expectations. District-sponsored activities must be approved in accordance with Policy 2430 - District-Sponsored Clubs and Activities or Policy 2431 - Interscholastic Athletics.

District-sponsored student activities are authorized to use the District name, logo, mascot, or any other name which would associate an activity with the District provided such use is consistent with other applicable District policies.

Student fund-raising shall be conducted in accordance with Policy 5830 - Student Fund-Raising and Policy 9700 - Relations with Non-School Affiliated Groups.

All collected money shall be handled, secured, and deposited in accordance with Policy 6630 - Cash Handling and Deposits. Misappropriation of activity monies, which includes theft or any other misuse of monies, will result in discipline up to and including suspension, expulsion, and/or termination of employment.

Discontinued Student Activities

After one (1) full school year of inactivity, the unexpended funds of a discontinued nondistrict-supported student activity shall be transferred to the Student Council's account unless the discontinued student activity had provided other instructions for dispersal of its unexpended funds.

After one (1) full school year of inactivity, the unexpended funds of a discontinued District-supported student activity shall be transferred to the District's General Fund - Fund 10.

Revised 2/28/23

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Legal 120.16(2), Wis. Stats.

Book	Policy Manual
Section	6000 Finances
Title	DISTRICT-SUPPORTED/SPONSORED STUDENT ACTIVITY ACCOUNTS
Code	po6611*mb
Status	Second Reading
Last Revised	January 28, 2025

6611 - **DISTRICT-SUPPORTED/SPONSORED STUDENT ACTIVITY ACCOUNTS**

The Board authorizes the maintenance of approved student activity accounts for District-supported student activities as allowed by DPI regulations and the auditor's recommendations in accordance with GASB 84. Approval of the establishment of any student activity account for District-supported student activity, after the student activity is approved, without District financial support, in accordance with Policy 2430 - District-Sponsored Clubs and Activities, shall be determined by the School Administration before monies can be collected or disbursed in the name of said activity.

District-supported clubs, activities, and athletics are supported, at least in part, with District funds and are therefore subject to District oversight and management. In addition, any club, activity, or athletic team that does not directly receive designated District funds but is required for a course or provides academic credit is also considered District-supported and is subject to District oversight and management. Typically, District-supported student co-curricular activities have designated activity funds established either in Fund 10 or Fund 21 in accordance with GASB 84, DPI regulations, and auditor recommendations. Financial support includes, but is not limited to, budgeted funds allocated by the District or school, an advisor/coach paid for by the District or school who exercises control over the activity's fund, some activities offered to students paid for by the District or school, and transportation paid for by the District or school. Also, financial support includes indirect financial assistance as part of the District's educational program when student participation is required by a course or academic credit is awarded for participation in the activity.

Definitions

The following definitions are provided for these terms within the context of this policy:

A. **District-sponsored student activity:** All student activities recognized by the District as approved co-curricular/extra-curricular activities are designated as District-sponsored, including both District-supported and District-supported student activities. (see Policy 2430 - District-Sponsored Clubs and Activities)

B. **District-supported student activity:** The District provides financial support of the student activity and exercises administrative control over the dispersal of the activity's funds.

C. **Nondistrict-supported student activity:** The District does not provide financial support of the student activity and does not exercise administrative control over the dispersal of funds.

Other terms are used as defined in Bylaw 0100 - Definitions.

All activities described in this policy are sponsored by the District and are authorized to use the District name, logo, mascot, or any other name which would associate an activity with the District provided such use is consistent with other applicable District policy.

Fund-raising for all student activities will be in accordance with Board Policy 5830 - Student Fund-Raising and Policy 9700 - Relations with Non-School Affiliated Groups.

All collected money shall be handled, secured, and deposited in accordance with Policy 6630 - Cash Handling and Deposits. Misappropriation of activity accounts, which includes theft or any other misuse of funds, will result in discipline up to and including suspension, expulsion, and/or termination.

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Legal

120.16(2) Wis. Stats.

Book	Policy Manual
Section	7000 Property
Title	DISPOSITION OF PERSONAL PROPERTY
Code	po7310*mb
Status	Second Reading
Adopted	October 22, 2013
Last Revised	August 3, 2021

7310 - **DISPOSITION OF PERSONAL PROPERTY**

The Board requires the District Administrator to review the personal property of the District periodically and to dispose of that material and equipment which is no longer usable in accordance with the terms of this policy. The disposition of real property is governed by Policy 7300 - Disposition of Real Property.

"Personal property" means property other than real property. It may be tangible, having physical existence, such as vehicles, equipment, or instructional materials or intangible, such as intellectual property.

"Real property" means land, including land improvements, structures, and appurtenances thereto, but excludes moveable machinery and equipment.

A. **Instructional Material**

The District shall review instructional materials (i.e., textbooks, library books, manuals, support materials, etc.) periodically to determine the relevance of such materials to the present world and current instructional programs. The following criteria will be used to review instructional materials for redistribution and possible disposal:

1. concepts or content that does not support the current goals of the curriculum;
2. information that may not be current~~;~~, or
3. worn beyond salvage.

B. **Equipment**

For purpose of this policy, equipment shall mean tangible personal property (including information technology systems), a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, having a useful life of more than one (1) year, and a per-unit cost that equals or exceeds $1,000 as a single unit and does not lose its identity when incorporated into a more complex unit.

The District shall inspect the equipment used in the ~~instructional~~educational program~~and other equipment owned by the District~~ periodically, to determine the condition and usability of such equipment in the current educational program~~ or other District operations~~. Should the equipment be deemed no longer serviceable or usable, the following criteria will be used to determine possible disposal:

1. repair parts for the equipment no longer readily available;
2. repair records indicate the equipment has no usable life remaining;
3. obsolete ~~and~~and/or no longer contributing to the educational program~~ or in use for other operational purposes~~;
4. some potential for sale; or
5. creates a safety or environmental hazard.

C. **Disposition**

The District Administrator is authorized to dispose of obsolete instructional and other property by selling it to the highest bidder, by donation to appropriate parties, or by proper waste removal in compliance with 2 C.F.R. 200.313(e) and 200.314. Disposal of ~~personal~~surplus property purchased with Federal funds shall be disposed of in accordance with Federal guidelines.

~~All monies received from the sales of items purchased with non-grant money will be deposited in the General Fund.~~When there is a residual inventory of unused supplies exceeding $10,000 in aggregate value at the end of the period of performance and the supplies are not needed for any other Federal award, the District may retain or sell the unused supplies. Unused supplies means supplies that are in new condition, not having been used or opened before. The aggregate value of unused supplies consists of all supply types, not just like-item supplies. The Federal agency or pass-through entity may be entitled to compensation in an amount prescribed in 2 C.F.R. 200.314.

When original or replacement equipment acquired under Federal award is no longer needed for the original project or program or for other activities currently or previously supported by a Federal agency, the District shall request disposition instructions from the Federal agency if required by the terms and conditions of the Federal award. Disposition of the equipment will be made in accordance with disposition instructions of the Federal agency.

Except as provided in 200.313 Federally-owned and exempt property, paragraph (b), or if the Federal awarding agency fails to provide requested disposition instructions within 120 days, items of equipment with a current fair market value in excess of $10,000 (per unit) may be retained by the non-Federal entity or sold. The Federal agency is entitled to an amount calculated by multiplying the current market value or proceeds from sale. If the equipment is sold, the Federal agency may permit the non-Federal entity to deduct and retain from the Federal share $1,000 or ten percent (10%) of the proceeds, whichever is less, to cover expenses associated with the selling and handling of the equipment.

The District may transfer title to the property to the Federal Government or to an eligible third party provided that, in such cases, the District shall be entitled to compensation for its attributable percentage of the current fair market value of the property.

When included in the terms and conditions of the Federal award, the Federal agency may permit the District to retain equipment, or authorize the Wisconsin Department of Public Instruction (DPI) to permit the District to retain equipment, with no further obligation to the Federal Government unless prohibited by Federal statute or regulation.

Revised 6/26/12
Revised 12/10/19
T.C. 8/3/21

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Legal	2 C.F.R. 200.313, 200.314
	120.10(12), Wis. Stats.
	120.13(19m), Wis. Stats.

Book	Policy Manual
Section	7000 Property
Title	PROPERTY INVENTORY
Code	po7450*mb
Status	Second Reading
Adopted	October 22, 2013
Last Revised	March 28, 2023

7450 - **PROPERTY INVENTORY**

As steward of this District's property, the Board recognizes that efficient management and full replacement upon loss requires accurate inventory and properly maintained property records.

The Board shall maintain a continuous inventory of all District-owned equipment, including computing devices.

~~For purposes of this policy, "equipment" means tangible personal property (including information technology systems) having a useful life if more than one (1) year and a per unity acquisition cost which equals or exceeds $1,000.~~For purposes of this policy, equipment shall mean tangible personal property (including information technology systems), a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, having a useful life of more than one (1) year and a per-unit cost that equals or exceeds $1,000 as a single unit and does not lose its identity when incorporated into a more complex unit.

Capital assets include equipment as well as the following:

A. land, buildings (facilities), and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases

B. additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance)

Capital expenditures, which are expenditures for capital assets, require prior written approval in order to be allowable in certain situations. General-purpose equipment, buildings, and land, as well as improvements to land, buildings, or equipment which materially increase their value or useful life, are unallowable as direct charges unless the Federal awarding agency or pass-through entity provides prior written approval. Whereas capital expenditures for special purpose equipment are allowable as direct costs, provided that terms with a unit cost of $5,000 or more have the prior written approval of the Federal awarding agency or pass-through entity.

"Computing devices" are machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories for printing, transmitting and receiving, or storing electronic information. Examples of computing devices include laptops, smartphones, tablets, etc. Computing devices are classified as equipment if their acquisition cost meets the above-mentioned equipment threshold. Computing devices that do not meet the acquisition cost threshold are considered supplies. Regardless of whether a computing device is classified as an equipment or supply, it must be counted during the inventory.

It shall be the duty of the Assistant Superintendent of Business and Operational Services to ensure that inventories are recorded systematically and accurately and property records of equipment are updated and adjusted annually by reference to purchase orders and withdrawal reports.

Major items of equipment shall be subject to annual spot check inventory to determine loss, mislocation, or depreciation; any major loss shall be reported to the Board.

The Assistant Superintendent of Business and Operational Services shall maintain a system of property records which shall show, as appropriate to the item recorded, the:

A. description ~~and identification,~~of the property

B. ~~manufacturer,~~serial number or other identification number;

C. ~~year of purchase,~~source of funding for the property;

D. ~~initial cost,~~acquisition date;

E. ~~location,~~acquisition cost;

F. ~~condition and depreciation,~~percentage of Federal particiartion in the project costs for the Federal award under which the property was acquired;

G. ~~evaluation in conformity with insurance requirements.~~location;

H. use and conitition of property;

I. ultimate disposition data including the date of disposal and sales price; and

J. manufacturer

The District is responsible for maintaining and updating property records when there is a change in the status of the property.

Equipment and computing devices acquired in whole or in part under a Federal award will vest upon acquisition to the District, subject to the following conditions:

A. ~~The property shall be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the Federal award.~~The equipment shall be used for the authorized purposes of the award project during the period of performance or until the equipment is no longer needed for the purposes of the project.

1. ~~When no longer needed for the original program or project, the property may be used in other activities in the following order of priority: 1) activities under a Federal award from the Federal awarding agency which funded the original program or project; then 2) activities under Federal awards from other Federal awarding agencies.~~

2. ~~During the time that property is used on the project or program for which it was acquired, the District must also make the property available for use on other projects or programs currently or previously supported by the Federal program, provided that the use will not interfere with the work on the original project or program.~~

B. ~~The property shall not be encumbered without the approval of the Federal awarding agency or the pass through entity.~~While the equipment is being used for the originally-authorized purpose, the District (or subrecipient) must not dispose of or encumber its title or other interests without the approval of the Federal agency or pass-through entity.

C. ~~The property may only be used and disposed of in accordance with the provisions of the Federal awarding agency or the pass through entity and Policy 7300 and Policy 7310.~~The equipment may only be used and disposed of in accordance with the provisions of the Federal agency or the pass-through entity and Policy 7300 - Disposition of Real Property/Personal Property and Policy 7310 - Disposition of Personal Property, and AG 7310 - Disposal of District Property.

D. ~~Property records shall be maintained that include a description of the property, a serial number or other identification number, the source of funding for the property (including the FAIN), title entity, acquisition date, cost of the property percentage of Federal participation in the project costs for the award under which the property was acquired, the location, use, and condition of the property, and ultimate disposition data, including date of disposal and sale price of the property, in accordance with this policy.~~The District must use equipment or the project or program for which it was acquired and for as long as needed, whether or not the project or program continues to be supported by the Federal award. The District must not encumber the equipment without prior approval of the Federal agency or pass-through entity.

E. ~~A physical inventory of the property must be taken and results reconciled with property records at least once every two (2) years, in accordance with this policy.~~When no longer needed for the original project or program, the equipment may be used in other activities in the following order of priority:

1. activities under other Federal awards from the Federal agency that funded the original program or project; then

2. activities under Federal awards from other Federal agencies. These activities include consolidated equipment for information technology systems.

F. ~~A control system shall be developed to provide adequate safeguards to prevent loss, damage, or theft of the property. Any such loss, damage, or theft shall be investigated.~~During the time that equipment is used on the project or program for which it was acquired, the District must also make the equipment available for use on other programs or projects supported by the Federal Government, provided that such use will not interfere with the purpose for which it was originally acquired. First preference for other use of the equipment must be given to other programs or projects supported by the Federal agency that financed the equipment. Second preference must be given to programs or projects under Federal awards from other Federal agencies. Use for non-Federally funded projects is also permissible, provided such use will not interfere with the purpose for which it was originally acquired. The District should consider charging user fees as appropriate. If the District does use equipment to earn program income, it must not charge a fee that is less than a private company would charge for similar services unless specifically authorized by Federal statute.

G. ~~Adequate maintenance procedures shall be implemented to keep the property in good condition.~~When acquiring replacement equipment, the District may either trade-in or sell the equipment and use the proceeds to offset the cost of the replacement equipment.

H. ~~Property sales procedures shall be established to ensure the highest possible return, in the event the District is authorized or required to sell the equipment/property.~~Property records shall be maintained that include a description of the equipment, a serial number or other identification number, the source of funding for the equipment (including the Federal Award Identification Number ("FAIN")), title holder, acquisition date, cost of the property, percentage of Federal agency contribution towards the original purchase, the location, use, and condition of the property, and ultimate disposition data, including date of disposal and sale price of the property.

I. ~~When original or replacement equipment acquired under a Federal award is no longer needed for the original project/program or for activities currently or previously supported by a Federal awarding agency, and except as otherwise provided by Federal statutes, regulations, or Federal awarding agency disposition instructions, the District shall request disposition instructions from the Federal awarding agency if required by the terms and conditions of the Federal award. Disposition of the equipment shall be made in accordance with the provisions of 2 C.F.R. 200.313.~~A physical inventory of the property must be conducted and results reconciled with property records at least once every two (2) years.

J. A control system shall be in place to provide safeguards for preventing loss, damage, or theft of the property. Any such loss, damage, or theft of the property must be investigated. The District must notify the Federal agency or pass-through entity of any loss, damage, or theft of equipment that will have an impact on the program.

K. Regular maintenance procedures shall be implemented to keep the property in proper working condition.

L. Proper sales procedures shall be established to ensure the highest possible return in the event the District is authorized or required to sell the equipment/property.

M. When equipment acquired under a Federal award is no longer needed for the original project/program or for activities currently or previously supported by a Federal agency, the District shall request disposition instructions from the Federal agency or the pass-through entity if required by the terms and conditions of the Federal award. Disposition of the equipment shall be made in accordance with the provisions of 2 C.F.R. 200. 313.

Revised 4/26/16

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Legal 2 C.F.R. 200.313

Sheboygan Public Education Foundation

Board of Directors - MINUTES

Meeting - March 12, 2025

In attendance:

Anne Holzem, Jennifer Scapellato, Kris Fritz, Leah Hibl, Laurie VanVeghel, Roxanne Pauls, Chloe Renzelmann, Dave Freitag, Rayna Rokicki, Chris Conway, Jodi Mazza. The meeting was held in the Civics Room, US Bank Building.

Absent:

Tina Brunmeier, Jake Konrath, Kurt Kober, Jerry Jones

Report of the President (Ann filling in for Jerry - President)

Ann asked for approval of the minutes of the Feb. 12th meeting. It was approved.

School Board Report - Leah Hibl

Leah shared that the school district is testing out an AI pilot program. AI policies are being reviewed by the school district for guidelines to be put in place for the 25-26 school year.

South High Art students worked together with local company 3 Sheeps to design their rootbeer label. South Art students are now creating ceramic mugs for all of the teachers retiring this year.

There are 35 teachers retiring this year who have a combined 945 years of service teaching in the district, with an average of 25 years. They will be hard to replace.

The district is continuing to work on a new website for 2025-26 which will bolster communication between teachers, parents and students.

Leah discussed the tiered mental health system the district has in place. Students in grades 4k-8 get screened yearly and 83% have good mental health. For those who are struggling, their is the PATH program to help. 4% of students are enrolled and receiving help.

Finance Committee - Anne Holzem

Anne reviewed the Treasurer's Report, Variance Report and Operation Budget.

Operation Budget: SPEF currently under budget thru Jan. 2024

Treasurer's Report: approved

The Budget was unanimously approved by the board.

Monthly Staff Report - Roxanne Pauls and Rayna Rokicki

All the SPEF scholarships have been processed and distributed to their respective families and committees for review. If you are on a scholarship committee, make sure to decide on your final selections before the April 16th board meeting with the others on your committee. This applies to all SPEF Scholarship committees except for the Kistner or Denn-Kroeff committees, which will meet following the board meeting.

268 total students applied for a total of 1606 scholarships. This is an average of 7.4 scholarships per student. Students who applied by school are as follows: 124 North, 61 South, 11 Charters, 72 from the County. While there is a big difference in the numbers between North and South, North has a larger senior population than South. To compare, 30% of North seniors applied vs 28% of South seniors, there is not a big difference. We did see a big increase in applications coming from the County.

Next year, we want to continue our efforts to increase the number of students applying for these scholarships by more outreach to students, parents and counselors, simplifying the application process so it is easier to know which scholarships relate to which careers, universities, etc.

Chris Conway reported that our social media efforts have been paying off. The video on how to apply for scholarships and the social media reels were helpful to students in January and February. We discussed keeping up these efforts next year and getting students and parents to join our social media during the fall meetings so they can get important updates. We also plan to join TikTok next year to connect with students where they are at.

Jen brought up that South counselors are still reluctant to push the SPEF scholarships since they feel we are separate from them with the change in scholarship night. Rox brought up that there needs to be more communication with South guidance, we do help them by processing scholarship funds and also that we have the same goal in mind: helping eligible students pay for college.

Scholarship night on May 14th at the Weill Center is our big night. Rayna is sending an email to SPEF board members asking if they or someone they know (spouse) would like to present or help out that evening. Please hold this date in your calendar.

Ann brought up that both middle and high school students were performing in the jazz band on May 14th. SPEF will need to determine who the jazz students are so they can be awarded their scholarships first on May 14th.

Rayna is sending out an email to Board members asking for volunteers to serve on the Teacher Grants committee. Teacher grant proposals are due April 30th. The Teacher Grants committee will meet to review the grant applications sometime between May 14th and June 2nd, 2025, in order to let teachers know the grant status before the school year gets out.

Rayna reported that SPEF is able to take photos and videos of SASD students when doing events for social media, as we are covered under the image rights. Rayna will check with the office each time she takes photos/videos to see which students opted out of image rights.

Rox reported that Steve Irish is committed to taking photos for Scholarship Night. We will make sure he has a close parking spot for his equipment that evening.

Rox reported that SPEF is giving annual money to both North and South for their Day of Giving. North has a day of giving in the fall and spring organized by volunteers and staff. South has a day of giving only in the fall organized by staff.

Rox reported that beloved teacher and former advisory board member Bob Gorges passed away. In his honor, SPEF is donating a tile for him at North.

Rox reported that we are possibly moving the May 7th meeting to the Weil Center to be able to visibly go through logistics.

Adjourn

Ann noted that the agenda had been exhausted and adjourned the meeting. It was approved.

Human Growth & Development Citizens' Advisory Committee
Sheboygan Area School District
Monday, March 10, 2025; 4:00pm

The meeting of the Human Growth and Development Citizens' Advisory Committee of the Sheboygan Area School District will be held on Monday, March 10, at 4:00pm. The items below will be presented for consideration at that time. This meeting will be held in room 224 at Sheboygan North High School, 2926 N. 10th St. For those who are unfamiliar with North's layout, please plan to meet in the Main Office at 4:00 to be escorted to room 224. The office is located through door 2, off the large parking lot on N 10th St. In addition, the committee is offering video access to the meeting via the following:

Meeting ID
meet.google.com/mjh-knan-wjx

Phone Numbers
(US)+1 669-220-6419
PIN: 625 311 868#

Voting Members:
Tracy Allee - SASD Parent (2025)
Jeff Leismer - SASD Parent (2027)
Beth Lipman - SASD Parent (2026) (Zoom)
Lauren Wingender - SASD Parent (2025)
Jen Cruz - SASD Parent (2027)
Ty Smith - HS Student (2027)
Anna Seeboth - HS Student (2026)
Molly Lancelot - Health Care (2025)
Bailey Winkel - Health Care (2027)
Rev. Julie A. Mavity Maddalena - Clergy (2026)
Rev. Jeremy Hylen - Clergy (2025)
Christina Singh - Community Member (2027)
Megan Smillie - Community Member (2026)

Ex-Officio Members
MS Teacher -
Amy Teunissen - HS Teacher
Kay Robbins - SASD Board Member
Eric Spielman - SASD Coordinator

I. Call to Order - Beth
- 4:09pm

II. Approval of the Agenda (Action) - Beth
- Motion (Jeff) / Second (Jen); 13 (Yes); 0 (No)

III. Roll Call (Informal) - Beth/ Eric

- Present (Tracy, Jeff, Beth, Lauren, Jen, Ty, Anna, Molly, Bailey, Julie, Jeremy, Megan, Amy, Kay, Eric)
- Absent (Christina)

IV. Approval of Minutes (Discussion / Action) - Beth

- HG&D Meeting Notes 2/10/25
- Motion (Jeff) / Second (Jen); 12 (Yes); 0 (No)

V. Overview of Process (Discussion) - Eric

- Before the end of the school year the committee is tasked with finalizing their recommendations on what topics should be included in each grade and document that in the outline linked below.
- SASD staff will then work to pull these topics together in slides that can be presented as a draft of a formal curriculum.
- The committee will use then use the 2025-26 school year to give feedback on the slides and make revisions as needed.

VI. Continued Subcommittee work - Beth

- Committees will collaborate and document specific topics and/or resources for each grade.
- HG&D Topics by Grade Document
    - The committee split into subgroups and worked on the document linked above.
    - This document outlines the current recommendations of each subgroup.

VII. Subcommittee Share Out and Feedback - All

- Subcommittees will share their document to the large group for feedback
    - The committee shared their recommendations from the HG&D Topics by Grade Document.
        A. Anatomy & Physiology, Puberty & Adolescent Sexual Development, and Identity- Ty, Eric, Bailey
        B. Pregnancy and Reproduction - Beth, Anna, Lauren
        C. STD's and HIV- Molly, Julie, Megan
        D. Healthy Relationships- Jen, Jeremy, Christina
        E. Personal Safety - Tracy, Jeff, Kay

VIII. Next Steps (Action)- Beth

- Eric will share current recommendations with middle school teachers for feedback
- Next meeting the team will re-visit the topics highlighted in yellow and include any potential resources that should be considered.
- Next meeting will be April 7.
    - Note: This meeting was later moved to May 12.

IX. Adjournment (Action) - Beth

- Motion (Jen / Second (Jeremy); 12 (Yes); 0 (No)

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes, March 11, 2025

CURRICULUM & INSTRUCTION COMMITTEE – Ms. Kay Robbins, Chair

Ms. Kay Robbins, chair convened the meeting at 6:01 p.m.

Ms. Kay Robbins, Ms. Allie Tasche, Ms. Heidi Boehmer, and Ms. Mary Lynne Donohue were present.

1. **JOURNEY THROUGH HISTORY: WASHINGTON, D.C. TO WILLIAMSBURG, VA FIELDTRIP – Ms. Rachel Ledezma** (Information/Action)

   Moved by Ms. Donohue, seconded by Ms. Boehmer to accept administration's recommendation for Horace Mann and Urban Middle School students to travel to Washington, D.C. and Williamsburg, VA, June 15-18, 2026 to immerse students in a hands-on exploration of American history, government, and culture, as per Policy 2340. All ayes. Motion carried unanimously.

2. **ACT 20 UPDATE – Ms. Rachel Ledezma/Mr. Jim Renzelmann** (Information/Discussion)

   Mr. Renzelmann provided a review of the key requirements of Act 20 as well as the progress in educator training, and early literacy assessment. Work is currently being done on districtwide data and he talked about the screening process and timeline for the assessment process. Through those processes were some celebrations as well as challenges and next steps were discussed. The District is on track, the schools did a great job with screening, and training is also right on track.

3. **2025 SUMMER SCHOOL RECOMMENDATION – Ms. Rachel Ledezma/Ms. Alexis Foerster** (Information/Possible Action)

   Moved by Ms. Boehmer, seconded by Mr. Laster to accept administration's recommendation to approve the 2025 summer school program and course offerings. All ayes. Motion carried unanimously.

   Ms. Foerster reported that summer school will run June 12-August 21 with no classes the week of July 4. This item will be discussed in 2026 at the January committee meeting in order to get the information out to families sooner. Jackson Elementary School program will be relocated to Wilson Elementary School and Madison Elementary School program will be relocated to Horace Mann Middle School due to maintenance projects. Ms. Foerster provided program highlights and that there is continual focus on strengthening reading, writing, and math skills. Enrichment classes were narrowed down to ensure we have full class sizes. There have also been operational updates such as electronic registration for families, Frontline Access for substitute teachers, free meals (breakfast and lunch) served on site at all locations, childcare support which will be offered by the Boys and Girls Club at Longfellow and Jefferson Elementary School which will also including bussing to and from sites pending Prigge's availability, and updates to the staff handbook for consistency. Ms. Boehmer is happy to see they are moving this discussion to January as it will give parents more options during a time that other programs/organizations are putting their information out for student participation.

4. **ADOPTION OF TEXTBOOKS/INSTRUCTIONAL MATERIALS – Ms. Rachel Ledezma/Mr. Jim Renzelmann/Ms. Alexis Foerster/Ms. Courtney Athorp/Ms. Cassandra Cotter** (Discussion/Possible Action)

   Moved by Ms. Donohue, seconded by Ms. Tasche to accept administration's recommendation to adopt textbooks/instructional materials for English Language Arts – Benchmark Education Advance and Adelante (Kindergarten-Grade 5). All ayes. Motion carried unanimously.

Mr. Renzelmann reported that this adoption will provide key strengths in systematic phonics, knowledge-building, differentiated instruction, and robust teacher support which makes it a highly viable and effective option for enhancing literacy outcomes in the District. The adoption will position the District to meet literacy goals while providing teachers with high-quality instructional resources that support student achievement. This adoption supports all Kindergarten through Fifth grade students and will also support Sheridan Elementary School's Dual Language Program. It includes resources for all students and teachers for a six-year contract. Ms. Foerster, Ms. Athorp, and Ms. Cotter talked about the strengths of the adoption and that they appreciated the rigor of it. The program spirals through the years and having the same resource amongst the students is important as they all have the common language. There is no need for a filler – everything the teacher needs is there.

Ms. Donohue asked about the writing component of the adoption, and it was explained that students are able to formulate a response which is handwritten or printing. Cursive is introduced in Third Grade, and we utilize Zaner-Bloser to be more intentional with the handwriting component of the curriculum.

Ms. Tasche asked whether it was considered to include Grade 6 as part of the adoption and while the curriculum does include Grade 6, our middle schools are using a different program; however, this curriculum will work well moving forward up to Grade 8. Students have consumables so there are multiple units – but it finds a balance of what our standards expect.

Meeting adjourned at 6:41 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes of March 11, 2025

HUMAN RESOURCES COMMITTEE – Dr. Susan Hein, Chair

Dr. Susan Hein, Chair, called the meeting to order at 6:43 p.m.

Present: Dr. Susan Hein, Ms. Kay Robbins, Ms. Leah Hibl, Ms. Allie Tasche

1. APPOINTMENTS – Ms. Jami Hintz (Confirming Action)

Moved by Ms. Tasche, seconded by Ms. Hibl to confirm the following appointments. All ayes. Motion carried unanimously.

EDUCATIONAL ASSISTANTS

Jean Caldwell	South High	February 25, 2025	$18.26 per hour
Rebecca Dahmer	Pigeon River	February 17, 2025	$17.48 per hour
Mensija Ganija	Horace Mann	February 10, 2025	$16.74 per hour
Zaylie Kleinman	Madison	February 13, 2025	$17.75 per hour
Cali McAndrews	Longfellow	February 10, 2025	$17.20 per hour
Julie Wilke	Jackson	February 03, 2025	$18.20 per hour

*Relative of SASD employee

2. LEAVE OF ABSENCE – Ms. Jami Hintz (Action)

Moved by Ms. Robbins, seconded by Ms. Tasche to approve the following requests for a personal leave of absence without compensation. All ayes. Motion carried unanimously.

Carrie Doebler	Educational Assistant	Jackson	December 16, 2024 – June 4, 2025
Julia Ellinger	Cook	Pigeon River	February 6, 2025 – May 30, 2025
Jill Hirschmann	Educational Assistant	Urban	February 5, 2025 – April 30, 2025
Heather Ordonez	Teacher	Early Learning Center	March 4, 2025 – April 25, 2025

3. SEPARATIONS – Ms. Jami Hintz (Information)

The following separations have been granted:

Claire Cadwell	Teacher	Madison	March 7, 2025
Samantha Hebert	School Psychologist	Student Instructional Services	June 30, 2025
Savannah Jeske	Educational Assistant	Jefferson	January 29, 2025
Gregory Kiehl	Teacher	Lincoln-Erdman	June 5, 2025
Chelsea Ort	Teacher	Farnsworth	June 5, 2025
Anna Ruiz	Educational Assistant	Madison	February 7, 2025

4. RETIREMENTS – Ms. Jami Hintz (Action)

Moved by Ms. Hibl, seconded by Ms. Tasche to grant the following requests to retire and the employees be recognized for their years of service per board policy. All ayes. Motion carried unanimously.

Karl Bekkum	Teacher	Farnsworth	32.00 years of service

Victoria Binder	Teacher	Lincoln-Erdman	30.00 years of service
Debra Campbell	Teacher	Jefferson	22.88 years of service
Dena Cooper	Teacher	Cleveland	25.00 years of service
Marjorie Crawford	Teacher	South High	18.00 years of service
Jane Doll	Teacher	Horace Mann	31.00 years of service
Barbara Fuhrmann	Teacher	Pigeon River	34.00 years of service
Melinda Galbraith Witting	Teacher	Grant	24.00 years of service
Cheryl Gerstner	Teacher	Farnsworth	30.00 years of service
Nicole Herrmann	Teacher	Grant	25.00 years of service
Julie Jurss	Speech Pathologist	Wilson	31.00 years of service
Kay Kertscher	Teacher	Jackson	33.00 years of service
Karen Kiehl	Teacher	Lincoln-Erdman	35.56 years of service
Scott Klemme	Teacher	Jefferson	22.79 years of service
Amy Knuth	Speech Pathologist	Early Learning Center	27.80 years of service
Kathleen Kobelsky	School Psychologist	Student Instructional Services	29.50 years of service
Brian Londre	Teacher	Urban	34.00 years of service
Leigh Lorge	Teacher	Cooper	35.00 years of service
Laurie Lucero	Teacher	Madison	16.89 years of service
William Meyer	Teacher	Farnsworth	31.00 years of service
John Matczak	Principal	North High	09.00 years of service
Nan Minster	Teacher	Grant	10.00 years of service
Karl Nienhuis	Teacher	North High	14.75 years of service
Sara Opgenorth	Teacher	Farnsworth	33.00 years of service
Elizabeth Pauly Marzouki	Teacher	Madison	29.56 years of service
Kimberly Plautz	Teacher	Horace Mann	33.00 years of service
Kim Preder	Teacher	Urban	33.00 years of service
Nicholas Scharrer	Teacher	North High	32.90 years of service
Stephen Schneider	School Counselor	South High	22.00 years of service
Andrea Thorpe	Teacher	Horace Mann	32.00 years of service
Rebecca Van Zeeland	Teacher	North High	19.75 years of service
Kristine Waite	Teacher	Lincoln-Erdman	32.00 years of service
Joni Werner	Physical Therapist	Early Learning Center	24.00 years of service
Diane Wolowicz	Teacher	Wilson	32.00 years of service
Tamara Zelm-Joosse	Speech Pathologist	Pigeon River	19.00 years of service

The meeting adjourned at 6:46 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes, March 11, 2025

FACILITIES/RECREATION/THEATRE COMMITTEE – Mr. Peter Madden, Chair

Mr. Peter Madden, Chair, convened the meeting at 6:42 p.m.

Mr. Peter Madden, Ms. Heidi Boehmer, and Ms. Mary Lynne Donohue were present.

Ms. Sarah Ruiz-Harrison was excused.

1. **SHEBOYGAN THEARE COMPANY FINANCIAL REPORT – Mr. Jody Brooks** (Action)

   Moved by Mr. Laster, seconded by Ms. Boehmer to accept the Sheboygan Theatre Company Financial Report through January 31, 2025. All ayes. Motion carried unanimously.

   Mr. Brooks reported that the revenue goal was met for Alice by Heart. He will not be attending the April 8 Committee meeting. Ms. Stacy Hayon will be in attendance and Ms. Patricia Roberts will provide an update of the 2026 theatre schedule.

2. **COMMUNITY RECREATION DEPARTMENT FINANCIAL REPORT – Mr. Jody Brooks** (Action)

   Moved by Ms. Donohue, seconded by Ms. Boehmer to accept the Community Recreation Department Financial Report through January 31, 2025. All ayes. Motion carried unanimously.

   Mr. Brooks reported that a future update will be given to the committee with regards to the open supervisor position that they have conducted interviews for and hired.

Meeting adjourned at 6:44 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes of March 11, 2025

FINANCE & BUDGET COMMITTEE – Ms. Sarah Ruiz-Harrison, Chair

Dr. Susan Hein, Vice Chair, called the meeting to order at 6:03 p.m.
Present: Dr. Susan Hein, Ms. Leah Hibl, Mr. Peter Madden
Excused: Ms. Sarah Ruiz-Harrison

1. **FUND 41 CAPITAL PROJECTS – Mr. Mark Boehlke** (Action)

   Moved by Ms. Hibl, seconded by Mr. Madden to approve the Fund 41 Capital Projects through January 31, 2025, as presented. All ayes. Motion carried unanimously.

2. **STATEMENT OF CASH FLOW – Mr. Mark Boehlke** (Action)

   Moved by Mr. Madden, seconded by Ms. Hibl to approve the Statement of Cash Flow through January 31, 2025, as presented. All ayes. Motion carried unanimously.

3. **REVENUES & EXPENDITURES REPORTS – Mr. Mark Boehlke** (Action)

   Moved by Ms. Hibl, seconded by Mr. Madden to approve the Revenue & Expenditures reports through January 31, 2025, as presented. All ayes. Motion carried unanimously.

4. **BUDGET REVISIONS & TRANSFERS OF APPROPRIATIONS – Mr. Mark Boehlke** (Action)

   Moved by Mr. Madden, seconded by Ms. Hibl to approve the Budget Revisions and Transfers reports through January 31, 2025, as presented. All ayes. Motion carried unanimously.

GENERAL FUND (FUND 10)	Revised Budget 12-31-24	Revised Budget 1-31-25	Budget Increase (Decrease)
REVENUES			
100 Transfers-in	**0.00**	**0.00**	0.00
Local Sources 210 Taxes	22,978,621.00	22,978,621.00	0.00
240 Payments for Services Provided Local Governments	0.00	0.00	0.00
260 Non-Capital Sales	405,901.72	409,809.58	3,907.86
270 School Activity Income	155,708.62	173,061.87	17,353.25
280 Interest on Investments	2,268,155.14	2,268,155.14	0.00
290 Other Revenue, Local Sources	196,625.00	207,207.25	10,582.25
Subtotal Local Sources	**26,005,011.48**	**26,036,854.84**	31,843.36
Other School Districts Within Wisconsin 340 Payments for Services	**1,899,944.00**	**1,899,944.00**	0.00
Revenue from Intermediate Sources 510 Transit of Aids	**18,172.00**	**18,172.00**	0.00

State Sources 610 State Aid -- Categorical	1,028,148.00	1,028,148.00	0.00
620 State Aid -- General	92,186,717.00	92,186,717.00	0.00
630 DPI Special Project Grants	47,295.00	48,273.00	978.00
640 Payments for Services	130,000.00	130,000.00	0.00
650 Student Achievement Guarantee in Education	2,314,236.91	2,314,236.91	0.00
660 Other State Revenue Through Local Units	15,000.00	15,000.00	0.00
690 Other Revenue	7,592,638.00	7,592,638.00	0.00
Subtotal State Sources	**103,314,034.91**	**103,315,012.91**	978.00
Federal Sources 710 Transit of Aids	115,948.00	115,948.00	0.00
730 DPI Special Project Grants	2,884,515.00	2,884,515.00	0.00
750 IASA Grants	2,375,973.00	2,375,973.00	0.00
780 Other Federal Revenue Through State	0.00	0.00	0.00
790 Other Revenue from Federal Sources	0.00	0.00	0.00
Subtotal Federal Sources	**5,376,436.00**	**5,376,436.00**	0.00
Other Financing Sources 860 Compensation, Fixed Assets	**25,920.00**	**27,733.00**	1,813.00
Other Revenues 960 Adjustments	0.00	0.00	0.00
970 Refund of Disbursement	137,583.50	137,583.50	0.00
990 Miscellaneous	332,370.56	332,370.56	0.00
Subtotal Other Revenues	**469,954.06**	**469,954.06**	0.00
TOTAL REVENUES	**137,109,472.45**	**137,144,106.81**	34,634.36
EXPENDITURES	**Revised Budget 12-31-24**	**Revised Budget 1-31-25**	**Budget Increase (Decrease)**
Instruction 110 000 Undifferentiated Curriculum	25,910,512.58	25,901,729.58	(8,783.00)
120 000 Regular Curriculum	31,140,283.16	31,167,705.16	27,422.00
130 000 Vocational Curriculum	3,201,893.23	3,206,015.09	4,121.86
140 000 Physical Curriculum	3,061,381.00	3,062,245.00	864.00
160 000 Co-Curricular Activities	1,523,319.32	1,552,164.57	28,845.25
170 000 Other Special Needs	524,901.00	520,688.00	(4,213.00)
Subtotal Instruction	**65,362,290.29**	**65,410,547.40**	48,257.11
Support Sources 210 000 Pupil Services	6,461,130.06	6,453,175.06	(7,955.00)
220 000 Instructional Staff Services	5,713,783.54	5,757,158.79	43,375.25
230 000 General Administration	2,087,941.52	2,093,298.52	5,357.00
240 000 School Building Administration	8,313,870.39	8,293,222.39	(20,648.00)
250 000 Business Administration	16,728,104.17	17,657,290.98	929,186.81
260 000 Central Services	593,726.35	593,926.35	200.00
270 000 Insurance & Judgments	1,240,737.00	1,240,737.00	0.00
280 000 Debt Services	1,700.00	1,700.00	0.00
290 000 Other Support Services	2,679,135.58	2,699,920.39	20,784.81
Subtotal Support Sources	**43,820,128.61**	**44,790,429.48**	970,300.87
Non-Program Transactions 410 000 Inter-fund Transfers	14,675,631.77	14,675,631.77	0.00

430 000 Instructional Service Payments	18,830,520.37	18,830,646.37	126.00
490 000 Other Non-Program Transactions	0.00	0.00	0.00
Subtotal Non-Program Transactions	**33,506,152.14**	**33,506,278.14**	126.00
TOTAL EXPENDITURES	**142,688,571.04**	**143,707,255.02**	1,018,683.98
SPECIAL EDUCATION (FUND 27)	**Revised Budget 12-31-24**	**Revised Budget 1-31-25**	**Change in Budget**
TOTAL REVENUES	**24,133,484.77**	**24,133,484.77**	-
100 000 Instruction	19,879,389.00	19,884,889.00	5,500.00
200 000 Support Services	4,181,845.77	4,176,345.77	(5,500.00)
400 000 Non-Program Transactions	72,250.00	72,250.00	-
TOTAL EXPENDITURES	**24,133,484.77**	**24,133,484.77**	-

5. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 6610 – NONDISTRICT-SUPPORTED STUDENT ACTIVITY ACCOUNTS – Mr. Mark Boehlke** (Discussion/Possible Action)

   Moved by Ms. Hibl, seconded by Mr. Madden to approve the introduction (first reading) of revised Policy 6610 – Finances; Nondistrict-Supported Student Activity Accounts. All ayes. Motion carried unanimously.

6. **INTRODUCTION (FIRST READING) OF NEW BOARD OF EDUCATION POLICY 6611 – DISTRICT SUPPORTED/SPONSORED STUDENT ACTIVITY ACCOUNTS – Mr. Mark Boehlke** (Discussion/Possible Action)

   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of new Policy 6611 – Finances; District Supported/Sponsored Student Activity Accounts. All ayes. Motion carried unanimously.

7. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 3440 – JOB-RELATED EXPENSES - Mr. Mark Boehlke** (Discussion/Possible Action)

   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 3440 – Professional Staff; Job-Related Expenses. All ayes. Motion carried unanimously.

8. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 4440 – JOB-RELATED EXPENSES – Mr. Mark Boehlke** (Discussion/Possible Action)

   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 4440 – Support Staff; Job-Related Expenses. All ayes. Motion carried unanimously.

9. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 6110 – FEDERAL FUNDS – Mr. Mark Boehlke** (Discussion/Possible Action)

   Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 6110 – Finances; Federal Funds. All ayes. Motion carried unanimously.

   Mr. Madden noted the word “Insurance” is misspelled under Finance Management, letter H. This correction will be made to the revised policy.

10. INTRODUCTION (FIRST READING) OF NEW BOARD OF EDUCATION POLICY 6111 – INTERNAL CONTROLS – Mr. Mark Boehlke (Discussion/Possible Action)

Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of new Policy 6111 – Finances; Internal Controls. All ayes. Motion carried unanimously.

11. INTRODUCTION (FIRST READING) OF NEW BOARD OF EDUCATION POLICY 6112 – CASH MANAGEMENT OF GRANTS – Mr. Mark Boehlke (Discussion/Possible Action)

Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of new Policy 6112 – Finances; Cash Management of Grants. All ayes. Motion carried unanimously.

12. INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 7310 - DISPOSITION OF PERSONAL PROPERTY – Mr. Mark Boehlke (Discussion/Possible Action)

Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 7310 – Property; Disposition of Personal Property. All ayes. Motion carried unanimously.

13. INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 7450 – PROPERTY INVENTORY – Mr. Mark Boehlke (Discussion/Possible Action)

Moved by Mr. Madden, seconded by Ms. Hibl to approve the introduction (first reading) of revised Policy 7450 – Property; Property Inventory. All ayes. Motion carried unanimously.

14. GIFTS – Mr. Mark Boehlke (Action)

Moved by Ms. Hibl, seconded by Mr. Madden to accept all gifts to the District, approving those $2,500 and greater. All ayes. Motion carried unanimously.

Dr. Hein acknowledged and thanked all the generous donors.

Gift	Donor	Building/Program	Amount
For Information			
Monetary	Prevea Health	North	1,000.00
Monetary	Diamond Dawgs	North	1,040.00
Monetary	Michael Fredrion	North	1,250.00
Monetary	The Golfers Club @ T & C	South	100.00
Monetary	Susan Lawrence	Sheboygan Theatre Company	60.00
Monetary	Sarah Engel-Streicher	Sheboygan Theatre Company	35.00
Monetary	Randy Stache	Sheboygan Theatre Company	35.00
Monetary	Amy Lydolph	Sheboygan Theatre Company	35.00
Monetary	Mark Gomez	Sheboygan Theatre Company	35.00
Monetary	Rachel Raflik	Sheboygan Theatre Company	35.00
Monetary	Sandy Kasten	Sheboygan Theatre Company	35.00
Monetary	Tim Keenan	Sheboygan Theatre Company	60.00
Monetary	Adriana Vargas	Sheboygan Theatre Company	35.00
Monetary	Denise Kelly	Sheboygan Theatre Company	60.00
Monetary	Nancy Brown	Sheboygan Theatre Company	35.00
Monetary	Debbie Schmalfeldt	Sheboygan Theatre Company	60.00
Monetary	Scott Gill	Sheboygan Theatre Company	35.00
Monetary	Elena Brion	Sheboygan Theatre Company	35.00
Monetary	Slotke Lydia	Sheboygan Theatre Company	35.00
Action			
Monetary	Anonymous	North/Luxembourg Program	29,000.00
Monetary	Anonymous	South/Luxembourg Program	30,000.00

The meeting adjourned at 6:17 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes, April 8, 2025

CURRICULUM & INSTRUCTION COMMITTEE – Ms. Kay Robbins, Chair

Ms. Kay Robbins, chair convened the meeting at 6:01 p.m.

Ms. Kay Robbins, Ms. Allie Tasche, Ms. Heidi Boehmer, and Ms. Mary Lynne Donohue were present.

1. **DIPLOMA (EARLY GRADUATION) – Ms. Rachel Ledezma** (Information/Action)

   Moved by Ms. Donohue, seconded by Ms. Boehmer to accept North High School administration's recommendation to award a high school diploma (early graduation) to Nevaeh Sharpe, Class of 2026. All ayes. Motion carried unanimously.

2. **DISTRIBUTIVE EDUCATION CLUBS OF AMERICA (DECA) INTERNATIONAL CAREER DEVELOPMENT CONFERENCE FIELDTRIP – Ms. Rachel Ledezma** (Information/Action)

   Moved by Ms. Tasche, seconded by Ms. Boehmer to accept administration's recommendation for a North High School student to travel to Orlando, Florida from April 25-30, 2025, to compete in the Distributive Clubs of America (DECA) International Career Development Conference. All ayes. Motion carried unanimously.

3. **AT-RISK PROGRAMMING AND GRADUATION RATE IMPROVEMENT PLAN (GRIP) UPDATE – Ms. Rachel Ledezma/Mr. Nic Collins/Mr. Kevin Formolo/Mr. Joshua Kestell/Mr. Ted Hamm/Mr. Jason Duff** (Information/Discussion)

   Ms. Ledezma reported that graduation rates were released March, 2025, and the presentation is what is being done as part of the Graduation Rate Improvement Plan (GRIP). She provided the background on what the District's graduation requirements are as well as the 4-year graduation rate over a five-year period compared to the statewide graduation rate. The District had a 3-percentage point increase from 2022-23 to 2023-24. Mr. Collins talked about the completion rates by cohort year and noted that with time, students can continue to reach the graduation mark. He also talked about the peer district graduation rates. Mr. Formolo reported that our 4-year graduation rates have increased. Central High School dropped; however, there is an intervention plan in place. Dr. Konrath added that past principals at Central would not take students who were in their senior year, but Mr. Kestell is taking them. While that may hurt Central's scores overall, it does help the District. Ms. Ledezma talked about what is at stake when our students do and do not graduate, and why we have been deeply engaged in looking at every intervention and opportunity for students. Mr. Formolo talked about the potential approaches that will be considered by the Graduation Rate Improvement Plan and noted that the District does allow students to go beyond the four years to complete their graduation requirements. Ms. Tasche asked if this is the first year of this process and Mr. Formolo responded that it was and that the District moved to these criteria due to state statute and other factors like credit attainment. Mr. Duff added that the RISE Task Force, which is a collaborative effort to address the chronic absenteeism of middle/high school aged students has become a priority as well. Mr. Kestell talked about the at-risk programming continuum and that we are learning about other options that are available through the State to obtain a diploma that we currently are not using. Mr. Hamm talked about the available pathways for students and that administration continues to look beyond the General Educational Development (GED Option #2) or other option programs that allow students to graduate while using other programs available to them. Ms. Tasche asked if there will be sub-groups formed out of RISE to look at other student areas such as disabilities and Ms. Ledezma responded that the first meeting will be understanding each agencies responsibilities, to share data, and potentially have a draft action plan. It was noted that principals at the middle schools make recommendations to the eighth graders as to whether they should attend Central, but it ultimately is parental choice. Ms. Boehmer would like a future report to talk about the other options or ways by which students can graduate as it should be a board discussion before decisions are made. Ms. Ledezma commented that they are in the exploratory process, and she will keep the board updated as she reports out quarterly through the long-range plan.

4. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 7440 – FACILITY SECURITY – Ms. Rachel Ledezma** (Discussion/Possible Action)

   Moved by Ms. Boehmer, seconded by Ms. Tasche to approve the introduction (first reading) of revised Board of Education Policy 7440 – Property; Facility Security. All ayes. Motion carried unanimously.

5. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 8330 – STUDENT RECORDS – Ms. Rachel Ledezma** (Discussion/Possible Action)

   Moved by Ms. Boehmer, seconded by Ms. Tasche to approve the introduction (first reading) of revised Board of Education Policy 8330 – Operations; Student Records. All ayes. Motion carried unanimously.

6. **INTRODUCTION (FIRST READING) OF REVISED BOARD OF EDUCATION POLICY 9150 - RELATIONS – Ms. Rachel Ledezma** (Discussion/Possible Action)

   Moved by Ms. Boehmer, seconded by Ms. Tasche to approve the introduction (first reading) of revised Board of Education Policy 9150 – Relations; School Visitors. All ayes. Motion carried unanimously.

Meeting adjourned at 6:40 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes of April 8, 2025

HUMAN RESOURCES COMMITTEE – Dr. Susan Hein, Chair

Dr. Susan Hein, Chair, called the meeting to order at 6:42 p.m.

Present: Dr. Susan Hein, Ms. Kay Robbins, Ms. Leah Hibl, Ms. Allie Tasche

1. APPOINTMENTS – Ms. Jami Hintz (Confirming Action)

Moved by Ms. Hibl, seconded by Ms. Robbins to confirm the following appointments. All ayes. Motion carried unanimously.

ADMINISTRATOR

Michelle Bernhardt	Assistant Principal	UW-Oshkosh	Master's Degree
Manitowoc, WI	Urban		$74,760.00

Ms. Bernhardt has been hired as the Assistant Principal at Urban Middle School for the 2025-2026 school year. She received her master's in educational leadership and policy from the University of Wisconsin Oshkosh. Ms. Bernhardt is currently serving as a District Behavior Management Support Teacher for the Green Bay Area School District. Prior to this, she served as an IMPACT Educator and Behavior Interventionist at Farnsworth Middle School and was a Music Teacher with the Manitowoc Public School District from 2003 to 2022. Ms. Bernhardt was one of four candidates interviewed.

TEACHERS

Timothy Madler	German	University of Illinois	Master's Degree
Wauwatosa, WI	North High		$81,104.00

Mr. Madler has been hired for the 2025-2026 school year. He is certified in German, History, Political Science, Regular Education, and Social Studies. He was the only candidate interviewed.

EDUCATIONAL ASSISTANTS

Nicholas Bielski	Urban	April 01, 2025	$17.00 per hour
Karlin Bruggink	Urban	March 17, 2025	$16.74 per hour
Tyler Bubb	North High	April 01, 2025	$17.79 per hour
Emma Miller	James Madison	April 07, 2025	$19.15 per hour
Markus Schiller	South High	March 12, 2025	$17.20 per hour
Nou Yang	Horace Mann	March 10, 2025	$19.88 per hour

RECREATION DEPARTMENT

Hannah Martin*	Recreation Coordinator	March 31, 2025	$47,000 per year

*Relative of SASD employee

2. LEAVE OF ABSENCE – Ms. Jami Hintz (Action)

Moved by Ms. Tasche, seconded by Ms. Hibl to approve the following request for a personal leave of absence without compensation. All ayes. Motion carried unanimously.

Melissa Obbink	Educational Assistant	Grant	April 08, 2025 – May 05, 2025

3. SEPARATIONS – Ms. Jami Hintz (Information)

The following separations have been granted:

Jasmine Beaty	Educational Assistant	Longfellow	February 28, 2025
Pamela Gifford	Educational Assistant	Jackson	March 27, 2025
Debra Glynn	Educational Assistant	Madison	March 7, 2025
Heidi Hammond	Educational Assistant	Jackson	February 27, 2025
Jamie Kozenka	Secretary	Urban	February 28, 2025
Ashlie Lor	Educational Assistant	Horace Mann	February 21. 2025
Kristy Martin	Cook	Central High	February 18, 2025
Corrine Schultz	Educational Assistant	Pigeon River	March 20, 2025

4. RETIREMENTS – Ms. Jami Hintz (Action)

Moved by Ms. Tasche, seconded by Ms. Hibl to grant the following request to retire and the employee be recognized for their years of service per board policy. All ayes. Motion carried unanimously.

Kelly Stauss	Teacher	North High	32.00 years of service

5. INTERNAL ADMINISTRATIVE TRANSFER – Ms. Jami Hintz (Information)

The following internal transfer (an internal employee moving from one position to another position) for the 2024-2025 school year has been granted:

Nicholas Collins	Principal at Horace Mann Middle School	Principal at North High School

The meeting adjourned at 6:44 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes, April 8, 2025

FACILITIES/RECREATION/THEATRE COMMITTEE – Mr. Peter Madden, Chair

Mr. Peter Madden, Chair, convened the meeting at 6:43 p.m.

Mr. Peter Madden, Ms. Heidi Boehmer, Ms. Mary Lynne Donohue, and Ms. Sarah Ruiz-Harrison were present.

1. **TABULATION OF BIDS – SOUTH HIGH SCHOOL AUDITORIUM LIGHTING SYSTEM REPLACEMENT – Mr. Joe Vollmer/Mr. Jeremy Schwarten** (Action)

   Moved by Ms. Donohue, seconded by Ms. Ruiz-Harrison to accept administration's recommendation to enter into contract with MainStage Theatrical Supply, Inc. of Milwaukee, WI, in the amount of $119,710.00 for the replacement of the auditorium lighting system at South High School. All ayes. Motion carried unanimously.

BIDDER	BID
MainStage Theatrical Supply, Inc.	$119.710.00
Lighthouse Productions	$126,762.83
Gopher Stage Lighting	$153,731.22
Apadana Technology	$209,892.00
[Fund balance]	

2. **TABULATION OF BIDS – NORTH HIGH SCHOOL AUDITORIUM LIGHTING SYSTEM REPLACEMENT – Mr. Joe Vollmer/Mr. Jeremy Schwarten** (Action)

   Moved by Ms. Boehmer, seconded by Ms. Donohue to accept administration's recommendation to enter into contract with MainStage Theatrical Supply, Inc. of Milwaukee, WI, in the amount of $131,596.00 for the replacement of the auditorium lighting system at North High School. All ayes. Motion carried unanimously.

BIDDER	BID
MainStage Theatrical Supply, Inc.	$131,596.00
Lighthouse Productions	$146,561.55
Gopher Stage Lighting	$161,809.59
Apadana Technology	$227,731.00
[Fund balance]	

3. **TABULATION OF BIDS – HORACE MANN MIDDLE SCHOOL AUDITORIUM LIGHTING SYSTEM REPLACEMENT – Mr. Joe Vollmer/Mr. Jeremy Schwarten** (Action)

   Moved by Ms. Donohue, seconded by Ms. Boehmer to accept administration's recommendation to enter into contract with MainStage Theatrical Supply, Inc. of Milwaukee, WI, in the amount of $140,644.00 for the replacement of the auditorium lighting system at Horace Mann Middle School. All ayes. Motion carried unanimously.

BIDDER	BID
MainStage Theatrical Supply, Inc.	$140,644.00
Lighthouse Productions	$154,311.00
Gopher Stage Lighting	$170,945.17
Apadana Technology	$249,407.00
[Fund balance]	

4. **SHEBOYGAN THEATRE COMPANY 91ST (2024-2025) AND 92ND (2025-2026) SEASON UPDATE – Ms. Patricia Roberts/Ms. Stacy Hayon** (Action)

   Ms. Roberts reported they are wrapping up the 91st season which started with Mary Poppins. This production was challenging and the first play they brought American Sign Language into the show. It was well received and with the help of a grant award from the Sheboygan Public Education Foundation (SPEF), one performance every production will have two interpreters present to bridge the gap with our deaf community and the theatre. Season 92 will start with Young Frankenstein, Steel Magnolias, the Play that Goes Wrong, and Mamma Mia.

5. **COMMUNITY RECREATION DEPARTMENT ABLE IN ACTION PROGRAM UPDATE – Ms. Stacy Hayon** (Information)

   Ms. Hayon reported that she noticed that our friends with special needs were not meeting anymore as The New Dawn Club, that started in 1952. She started working with Crossroads Community Church and has remapped and rebranded the program as "Able in Action". Once a month there is a different themed bingo, crafts, gym time, and young friends meeting older friends (ages range as young as 7 and as old as 72). Ms. Hayon will be joining the RCS board in an effort to keep growing the program. There are no membership fees and activities are done at a low cost. Able in Action has been meeting at the Pigeon River Recreation Center as well as Horace Mann Middle School.

6. **SHEBOYGAN THEARE COMPANY FINANCIAL REPORT – Ms. Stacy Hayon** (Action)

   Moved by Ms. Donohue, seconded by Ms. Ruiz-Harrison to accept the Sheboygan Theatre Company Financial Report through February 28, 2025. All ayes. Motion carried unanimously.

   Ms. Donohue asked about federal grants and Ms. Roberts responded that the Sheboygan Theatre Company does not qualify for federal grants because the STC is technically a part of the school district.

7. **COMMUNITY RECREATION DEPARTMENT FINANCIAL REPORT – Ms. Stacy Hayon** (Action)

   Moved by Ms. Boehmer, seconded by Ms. Ruiz-Harrison to accept the Community Recreation Department Financial Report through February 28, 2025. All ayes. Motion carried unanimously.

8. **FACILITY PERMIT REPORT – Ms. Stacy Hayon** (Information)

   Administration presented the Facility Permit Report through March 31, 2025.

Meeting adjourned at 7:02 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes of April 8, 2025

FINANCE & BUDGET COMMITTEE – Ms. Sarah Ruiz-Harrison, Chair

Ms. Sarah Ruiz-Harrison, Chair, called the meeting to order at 6:01 p.m.
Present: Ms. Sarah Ruiz-Harrison, Dr. Susan Hein, Ms. Leah Hibl, Mr. Peter Madden

1. **FUND 41 CAPITAL PROJECTS – Mr. Mark Boehlke** (Action)

   Moved by Dr. Hein, seconded by Mr. Madden to approve the Fund 41 Capital Projects through February 28, 2025, as presented. All ayes. Motion carried unanimously.

2. **STATEMENT OF CASH FLOW – Mr. Mark Boehlke** (Action)

   Moved by Ms. Hibl, seconded by Dr. Hein to approve the Statement of Cash Flow through February 28, 2025, as presented. All ayes. Motion carried unanimously.

3. **REVENUES & EXPENDITURES REPORTS – Mr. Mark Boehlke** (Action)

   Moved by Dr. Hein, seconded by Ms. Hibl to approve the Revenue & Expenditures reports through February 28, 2025, as presented. All ayes. Motion carried unanimously.

4. **BUDGET REVISIONS & TRANSFERS OF APPROPRIATIONS – Mr. Mark Boehlke** (Action)

   Moved by Ms. Hibl, seconded by Mr. Madden to approve the Budget Revisions and Transfers reports through February 28, 2025, as presented. All ayes. Motion carried unanimously.

GENERAL FUND (FUND 10)	Revised Budget 1-31-25	Revised Budget 2-28-25	Budget Increase (Decrease)
REVENUES			
100 Transfers-in	**0.00**	**0.00**	0.00
Local Sources 210 Taxes	22,978,621.00	22,978,621.00	0.00
240 Payments for Services Provided Local Governments	0.00	0.00	0.00
260 Non-Capital Sales	409,809.58	416,699.39	6,889.81
270 School Activity Income	173,061.87	181,940.62	8,878.75
280 Interest on Investments	2,268,155.14	2,268,155.14	0.00
290 Other Revenue, Local Sources	207,207.25	210,505.25	3,298.00
Subtotal Local Sources	**26,036,854.84**	**26,055,921.40**	19,066.56
Other School Districts Within Wisconsin 340 Payments for Services	**1,899,944.00**	**1,899,944.00**	0.00
Revenue from Intermediate Sources 510 Transit of Aids	**18,172.00**	**18,172.00**	0.00
State Sources 610 State Aid -- Categorical	1,028,148.00	1,028,148.00	0.00

620 State Aid -- General	92,186,717.00	92,186,717.00	0.00
630 DPI Special Project Grants	48,273.00	48,273.00	0.00
640 Payments for Services	130,000.00	130,000.00	0.00
650 Student Achievement Guarantee in Education	2,314,236.91	2,309,520.64	(4,716.27)
660 Other State Revenue Through Local Units	15,000.00	15,000.00	0.00
690 Other Revenue	7,592,638.00	7,592,638.00	0.00
Subtotal State Sources	**103,315,012.91**	**103,310,296.64**	(4,716.27)
Federal Sources 710 Transit of Aids	115,948.00	115,948.00	0.00
730 DPI Special Project Grants	2,884,515.00	2,899,514.00	14,999.00
750 IASA Grants	2,375,973.00	2,375,973.00	0.00
780 Other Federal Revenue Through State	0.00	0.00	0.00
790 Other Revenue from Federal Sources	0.00	0.00	0.00
Subtotal Federal Sources	**5,376,436.00**	**5,391,435.00**	14,999.00
Other Financing Sources 860 Compensation, Fixed Assets	**27,733.00**	**27,733.00**	0.00
Other Revenues 960 Adjustments	0.00	0.00	0.00
970 Refund of Disbursement	137,583.50	142,423.50	4,840.00
990 Miscellaneous	332,370.56	332,370.56	0.00
Subtotal Other Revenues	**469,954.06**	**474,794.06**	4,840.00
TOTAL REVENUES	**137,144,106.81**	**137,178,296.10**	34,189.29
EXPENDITURES	**Revised Budget 1-31-25**	**Revised Budget 2-28-25**	**Budget Increase (Decrease)**
Instruction 110 000 Undifferentiated Curriculum	25,901,729.58	25,900,308.31	(1,421.27)
120 000 Regular Curriculum	31,167,705.16	31,174,357.16	6,652.00
130 000 Vocational Curriculum	3,206,015.09	3,212,904.90	6,889.81
140 000 Physical Curriculum	3,062,245.00	3,062,245.00	0.00
160 000 Co-Curricular Activities	1,552,164.57	1,523,194.32	(28,970.25)
170 000 Other Special Needs	520,688.00	523,188.00	2,500.00
Subtotal Instruction	**65,410,547.40**	**65,396,197.69**	(14,349.71)
Support Sources 210 000 Pupil Services	6,453,175.06	6,459,691.06	6,516.00
220 000 Instructional Staff Services	5,757,158.79	5,980,656.57	223,497.78
230 000 General Administration	2,093,298.52	2,106,818.52	13,520.00
240 000 School Building Administration	8,293,222.39	8,255,764.39	(37,458.00)
250 000 Business Administration	17,657,290.98	17,800,716.06	143,425.08
260 000 Central Services	593,926.35	593,926.35	0.00
270 000 Insurance & Judgments	1,240,737.00	1,240,737.00	0.00
280 000 Debt Services	1,700.00	1,700.00	0.00
290 000 Other Support Services	2,699,920.39	2,791,429.51	91,509.12
Subtotal Support Sources	**44,790,429.48**	**45,231,439.46**	441,009.98
Non-Program Transactions 410 000 Inter-fund Transfers	14,675,631.77	14,675,631.77	0.00
430 000 Instructional Service Payments	18,830,646.37	18,879,020.37	48,374.00

490 000 Other Non-Program Transactions	0.00	0.00	0.00
Subtotal Non-Program Transactions	**33,506,278.14**	**33,554,652.14**	48,374.00
TOTAL EXPENDITURES	**143,707,255.02**	**144,182,289.29**	475,034.27
SPECIAL EDUCATION (FUND 27)	**Revised Budget 1-31-25**	**Revised Budget 2-28-25**	**Change in Budget**
TOTAL REVENUES	**24,133,484.77**	**24,133,484.77**	-
100 000 Instruction	19,884,889.00	19,884,889.00	-
200 000 Support Services	4,176,345.77	4,176,345.77	-
400 000 Non-Program Transactions	72,250.00	72,250.00	-
TOTAL EXPENDITURES	**24,133,484.77**	**24,133,484.77**	-

5. NUTRITIONAL SERVICES UPDATE – Ms. Grace Tesmer/Ms. Jada Ritterling (Information)

Mr. Boehlke introduced Ms. Grace Tesmer, School Nutrition Coordinator, and UW-Green Bay Dietetic Intern Jada Ritterling. He noted that one of the intern requirements is to present to a school board, and that Ms. Ritterling will be presenting the Nutritional Services Department update. Ms. Ritterling spoke about the meal counts, federal cuts, breakfast and lunch program, reimbursement and food costs, Farnsworth and Urban Middle Schools referendum kitchen designs, as well as provided an update on staffing. She highlighted that the federal funding cuts have no impact on the District at this time. They serve an average of 2,946 breakfast meals daily and approximately 5,360 lunch meals daily. In December 2024, Sheboygan Leadership Academy and Lake Country Academy transitioned from breakfast kits to bulk-item breakfast kits, and in February 2025, Longfellow Elementary School transitioned to the bulk-item breakfast kits as well. The bulk-item breakfast kits are served in the schools' cafeteria and allows for better food options, reduced waste and is more efficient for the Nutritional Service staff. They are hoping to transition to bulk-item breakfast kits at other schools in the future. Ms. Ritterling spoke about the collaboration of their staff with Bray Architects and Boelter regarding the Farnsworth and Urban Middle Schools new kitchen and serving areas, in which their staff were able to share ideas for kitchen improvements. Their staff appreciated this opportunity. Currently, they have five vacancies along with substitution positions available.

6. RENTAL OF GARDEN PLOTS – Mr. Mark Boehlke (Information/Possible Action)

Moved by Ms. Hibl, seconded by Mr. Madden to approve entering into a land rental agreement with the Hmong Mutual Assistance Association for the purpose of garden plots. The rental agreement would be for approximately 7.7 acres located adjacent to the northern border of Optimistic Park on Carmen Avenue with a rental charge in the amount of $308. The term of the agreement would be for the 2025 growing season ending on or about November 1, 2025. All ayes. Motion carried unanimously.

7. GIFTS – Mr. Mark Boehlke (Information)

Administration presented the following list of gifts to the District.

Gift	Donor	Building/Program	Amount
For Information			
Monetary	Kohler Credit Union	South	500.00
Monetary	Kapus	SASD/7th Grade Science	1,000.00
Monetary/Grant	Wisconsin State Golf Association	North/Boys Golf	1,000.00
Monetary/Grant	Wisconsin State Golf Association	North/Girls Golf	1,000.00
Mellophone w/o case	Gordon Myers	North	250.00
Monetary	Jackson Lisa	Sheboygan Community Theatre	35.00
Monetary	Lori Hanson	Sheboygan Community Theatre	35.00
Monetary	Shari Bohenstengel	Sheboygan Community Theatre	35.00
Monetary	Rosa Perez	Sheboygan Community Theatre	35.00
Monetary	Katie Schneider	Sheboygan Community Theatre	60.00
Monetary	Kaye Ploeckelman	Sheboygan Community Theatre	35.00
Monetary	Anne Beyer	Sheboygan Community Theatre	60.00
Monetary	Juli Beucher	Sheboygan Community Theatre	35.00
Monetary	Ewald Carrie	Sheboygan Community Theatre	60.00
Monetary	Kris Bovee	Sheboygan Community Theatre	60.00
Monetary	Mia Weeks	Sheboygan Community Theatre	75.00
Monetary	Hanaa Askalani	Sheboygan Community Theatre	35.00

Monetary	Terri Applekamp	Sheboygan Community Theatre	120.00

The meeting adjourned at 6:22 p.m.

SHEBOYGAN AREA SCHOOL DISTRICT

Committee Meeting Minutes of April 8, 2025

COMMITTEE OF THE WHOLE – Ms. Heidi Boehmer, Chair

1. Vice President Boehmer called the meeting to order at 7:05 p.m.

2. Vice President Boehmer requested that everyone stand and join her in the Pledge of Allegiance.

3. Moved by Dr. Hein, seconded by Ms. Donohue to approve the agenda. All ayes. Motion carried unanimously.

4. Present: Ms. Allie Tasche, Ms. Leah Hibl, Mr. Peter Madden, Ms. Kay Robbins, Ms. Heidi Boehmer, Dr. Susan Hein, Ms. Mary Lynne Donohue, Ms. Sarah Ruiz-Harrison

   Excused: Mr. Santino Laster

5. **FARNSWORTH AND URBAN MIDDLE SCHOOLS REFERENDUM UPDATE – Dr. Jacob Konrath/Mr. Mark Boehlke/Ms. Rachel Ledezma/Ms. Jami Hintz** (Information/Discussion)

   Dr. Konrath provided an update on the Farnsworth and Urban Middle Schools referendum. He noted that this is very preliminary; however, administration wanted to keep the Board informed of where we are at with the progress of the referendum. Dr. Konrath further noted that administration will provide a much more formal and in-depth update to the Board in May. He highlighted that there are two teams, which are the design team that is made up of administration, building and grounds, Bray Architects, Quasius, and CD Smith. The other team is the user groups that is made up of different teacher groups to get staff involved. He reviewed and discussed the schematic interior layout slides for Farnsworth and Urban Middle Schools that provided a general concept of how they will look. In May, Mr. Boehlke will provide a financial update regarding these projects. Dr. Konrath highlighted that there will be approximately 100 parking spots for Farnsworth and a U10 soccer field, which may possibly be a turf field, which could be utilized for South High Schools soccer practices. He explained that both schools will have open areas where students can do collaborative work. The classrooms will have sliding doors to maximize space. Dr. Konrath noted that Urban will have approximately 90 parking spots to the west of the building and adding a lot to the north of the building, doubling the parking area which will be helpful for North High Schools football games and auditorium events. There will be two gyms at Urban. Both schools will have community rooms and legacy rooms. The legacy rooms will have ping pong tables, etc., as incentive rewards. Those areas could be rented out during the weekends. Ms. Ledezma noted that the collaborative area will have areas to pull students out to work independently or with support, and there will also be small group instruction spaces. Dr. Konrath explained that the School Resource Officers were also included in discussions regarding security issues. Dr. Konrath spoke about the middle schools that administration and several staff members visited. Ms. Ledezma spoke about the involvement of the teachers. She noted the core team of administration, Bray and Quasius visited several new middle schools and the importance of having the expertise of teachers included with visits to the schools as they use the instructional spaces. She explained the people involved with the three core planning groups and how they met with representatives from Bray Architects before visiting the schools. One of the schools they visited was Vel Phillips Middle School in Oshkosh which is in their second year of the new school. First the administration team visited the school and were able to ask questions of Oshkosh's administration and teachers, which was helpful. Then they took 30 educators to Vel Phillips Middle School while it was in session, so they could see how the collaboration areas were used, how students operated and functioned in those spaces and specialty areas like technical education, family and consumer education and physical education and our educators were able to provide feedback. They also visited Muskego Lakes Middle School. Mr. Boehlke explained that as far as finances are concerned the district is currently paying percentage invoices as Bray Architects is building out the plans. He further explained that we are exploring geothermal and solar and engaging with a firm that

specializes in that area. First, we need to determine if we can do this in this space, what the costs and payback costs are. Geothermal and solar was not included in the original bid. If we decide to do this, we will need to look at how this will be funded. He added that the district does have a healthy fund balance and can look at the investment we have, and the board will be updated on this. Ms. Donohue asked if any part of Urban's current library will be transferred into the new building and Dr. Konrath responded that almost all of it will be, including the fireplace which will lead out to the courtyard. Dr. Konrath noted that administration has visited six different middle schools. Ms. Ledezma added that there is so much to be excited about with the ability to flood the spaces with natural lighting, and the flexibility of the spaces, small group instruction, sensory areas, room sharing, and air conditioning. She further noted that we are designing the spaces for all learners, sensory, physical therapy, occupational therapy, speech, and specialized programs and designed the spaces for what they need. Ms. Boehmer thanked the administration for the update and all the work they have done.

6. Moved by Ms. Donohue, seconded by Dr. Hein to adjourn at 7:32 p.m. All ayes. Motion carried unanimously.