

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, May 7, 2019

Board Members Present: S. King, B. Clancy, J. Wieland, J. Mitchell, L. Franke, J. Jansch, K. Lukens, A. Tran

Others Present: K. Pahlow, A. Nizzia, S. Johnson, C. Maricque, N. Kohls, L. Larson, J. Titera, C. Jensky

Action Item: Call to Order

1. S. King called the meeting to order at 3:31 PM.
2. Open Forum - None
3. Action Item: Approval of April 16, 2019 Minutes
Motion made by J. Mitchell, seconded by L. Franke, that the minutes from the April 16, 2019 board meeting approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by L. Franke, seconded by J. Wieland, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Donations
K. Pahlow highlighted the larger donations to Lions Camp and Hopp Needs.
Motion made by B. Clancy, seconded by J. Wieland, that the April donations be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Payment of Bills
Payments for April 1, 2019 to April 30, 2019 were reviewed and discussed. Larger expenses included ADA signage to make the school ADA compliant.
Motion made by L. Franke, seconded by J. Jansch, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Financial Report
Summaries of the Revenue and Expenditures ending March 31, 2019 were reviewed. There is an overage in substitute teachers/aides. Staff vacancies will offset this expense. Due to required repairs, Facilities continues to be over budget. The overages in Facilities have been offset by savings in other areas.
Motion made by B. Clancy, seconded J. Mitchell, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.
8. Action Item: Resignation
Motion made by K. Lukens, seconded by J. Mitchell, that the resignation of Kiara Nelson and Carla Jo Schneider, BCCDEB Teachers, be approved at the end of their contract year. MOTION CARRIED UNANIMOUSLY.
9. Action Item: Hiring
K. Pahlow recommended the hiring of Cynthia Nieheisel, Rachel Lunn and Jessina Holloway.
Motion made by B. Clancy, seconded by L. Franke, that the Board approved the hiring of the recommended BCCDEB teacher and instructional aides. MOTION CARRIED UNANIMOUSLY.

10. Action Item: Teacher/Therapist/Pupil Services Staff Contracts
Board members signed the 2019-2020 Teacher/Therapist/Pupil Services contracts.
Motion made by J. Wieland, seconded by L. Franke, that the teacher, therapist and pupil services contracts for the 2019-2020 school year be approved. MOTION CARRIED UNANIMOUSLY.
11. Action Item: Job Description Approved
Motion made by J. Wieland, seconded by J. Jansch, that the Board approve the Classroom Aide (with an Emphasis on Student Medical, Health and Personal Care) job description. MOTION CARRIED UNANIMOUSLY.
12. Action Item: Brown County Human Resources Memorandum of Understanding
Motion made by B. Clancy, seconded by J. Wieland, that the Board agree to the Brown County Human Resources Department Memorandum of Understanding (MOU). MOTION CARRIED UNANIMOUSLY.
13. Discussion Item: Strategic Plan – School Perceptions Survey Status
K. Pahlow reported that survey results are in and 80 staff from Hopp and 14 district staff completed the surveys. Goal is to share the results and local comparisons with the staff at an upcoming staff meeting and the Board at the June 18th meeting.
14. Discussion Item: Administrator's Report
K. Pahlow, Administrator –
- Staff Appreciation Week was this week. A huge thank you to all of our staff for what they do every day and a special thank you to the Board for the treats. S. King asked her to extend a thank you to staff from the Board.
 - DPI visited last week and that went very well. Discussion included topics such as assessments, seclusion/restraint and curriculum.
 - A professional taping company will be here tomorrow to put together a promotional video. This is being done without a cost to us as a part of the Leadership Green Bay group that is fundraising for the landscaping/raised sandbox/pergola project. The hope is that the video will be general enough in nature that we can use it for other projects, fundraising efforts, etc. in the future.
 - Five minutes was added to the end of the school day to make up for the last 2 hour delay.
 - The 2019-2020 budget went to the County administration and now it will go to the Human Services Department for approval on May 20th.
- C. Maricque, Business Manager –
- The 2019-20 levy that was approved by the CDEB was reduced by \$31,641, so the use of fund balance increased by \$31,641. The \$31,641 levy was attributed to the 2018-19 portion of the County's Compensation plan. The County determined that the funds will be transferred in 2018-19, so the additional levy is not required.
- A. Nizzia, Principal –
- Seven staff members went to CESA 7 for FBA/BIP Training.
 - Funds from a fundraising effort of a past graduate were used to purchase a traverse climbing wall in the gym. It is a wonderful addition to the school.
 - Prom was held in the afternoon this year rather than the evening like previous years and was a very successful event.
 - Lions Camp plans are underway.
- S. Johnson, Director of Special Education/Pupil Services
- DLM testing is done. Testing went very smoothly. Test results are shared with parents.

- Planning for summer Camp Hopp is going well.
- Additional staff have gone through the Eating with Ease Training.
- The board inquired about additional staff training. K. Pahlow explained that administration is looking the overall and individual needs, priorities and relevance. Collaborative learning can be the best way to learn professionally if done well. We do have to meet the requirements of the Non-Violent Crisis Intervention training model.

15. Discussion Item: Parent Organization Report

A. Nizzia commented that the Parent Organization has a Book Fair going on at this time. The Golf Outing is coming up in July and new parents have signed up to help. The Parent Organization is putting together a calendar of learning opportunities for parents next year. They plan to hold a Parent Organization Kick Off at the beginning of the school year.

16. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Reasons require a closed session at 4:08 PM.

Motion made by J. Mitchell, seconded by J. Wieland, that the Board move into Executive Session. MOTION CARRIED UNANIMOUSLY.

Motion made by J. Mitchell, seconded by B. Clancy, that the Board move back into Executive Session at 4:34 PM. MOTION CARRIED UNANIMOUSLY.

17. Action Item: Adjournment

Motion made by J. Wieland, seconded by J. Jansch, to adjourn the May 7, 2019 Brown County Children with Disabilities Board meeting at 4:35 PM. MOTION CARRIED UNANIMOUSLY.

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A special meeting was held on: Tuesday, February 28, 2019

Board Members Present: B. Clancy, L. Franke, J. Jansch, S. King, K. Lukens, J. Mitchell, J. Wieland

Others Present: K. Pahlow

Action Item: Call to Order

1. B. Clancy called the meeting to order at 3:30 PM.

2. Open Forum – None

3. Approval of Agenda

Motion made by J. Mitchell, seconded by J. Wieland that the agenda be approved. MOTION CARRIED UNANIMOUSLY.

4. Executive Session: The Board will move to executive session as allowed by Wisconsin State Statute 19.85(1)(c)(f), to consider the employment and performance of certified staff members.

Motion made by J. Mitchell, seconded by L. Franke, that the Board move into Executive Session. MOTION CARRIED UNANIMOUSLY.

The Board returned to Open Session at 4:12 PM.

5. Action: Resignation

Motion made by J. Wieland, seconded by J. Mitchell, that the Board approve the resignation of Karen Klister, BCCDEB Teacher, effective May 31, 2019. MOTION CARRIED UNANIMOUSLY.

6. Action Item: Adjournment

Motion made by L. Franke, seconded by J. Mitchell, to adjourn the February 28, 2019 Brown County Children with Disabilities Board meeting at 4:12 PM. MOTION CARRIED UNANIMOUSLY.

Syble Hopp School

DONATIONS – June 2019 BOARD MEETING		
DONOR	AMOUNT	ITEM/PURPOSE
Tim Watermolen	\$18	To help pay for student camping fees
Anonymous	\$200	Hopp Needs
The Lions Club of DePere	\$500	New bikes
Tyler Buzza	\$100	Hopp Needs
Anonymous	\$500	Negative Lunch Balances
Brad & Janet Champion		Everything to make s'mores at camp
Danny Buchholz		20# of brats for camp
Dr. Goolsby	\$120	Hopp Needs
John Hettrich	\$20	Gehring/Fry Classroom
Edible Arrangements		30 Mother's Day balloons
Starbucks		10# of coffee for Lions Camp
Darlene Gauger/Carol Borchart		Ice cream and ice cream cones of Lions Camp
Leesha Rieder		Theatre costumes and equipment
Notre Dame Academy	\$1,036.01	Enhance Library
Thomas Gauthier	\$2,000	Enhance Library
Brown County Tavern League		Rides/Food at Bay Beach
Total Donation	\$4,494.01	

Support Information #6

SYBLE HOPP SCHOOL

Vendor Detail Report

Report Date 06/07/19 10:39 AM

Check Date 05/01/19 - 05/31/19

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
BADGERLAND PRINTING INC	0100001626	05/07/19	33283		May/June Connection Newsletter	9-27-100-354-158000-019-000000-2	220.00
						Check Total	220.00
	0100001632	05/07/19	33304		Thank you cards and envelopes-school use	9-27-100-354-158000-019-000000-2	125.00
						Check Total	125.00
						Vendor Total	345.00
CANABEO LAMN CARE LLC	0100001647	05/28/19	890521		Spring Fertilizer/Crabgrass Control	9-10-100-330-253000-019-000000-2	225.00
						Check Total	225.00
						Vendor Total	225.00
CELUCOM	0100001648	05/28/19	709731		Monthly Service 5/16-6/15	9-10-100-355-263300-019-000000-2	77.84
						Check Total	77.84
						Vendor Total	77.84
CS&A #10	0100001627	05/07/19	10823		Software Hosting Support	9-10-800-386-252000-019-000000-2	512.50
						Check Total	512.50
						Vendor Total	512.50
CS&A #7	0100001633	05/07/19	90730		Registration Fee F&A/BIP 5/2 & 5/3	9-27-100-313-158000-019-000000-2	1,393.00
						Check Total	1,393.00
						Vendor Total	1,393.00
CITY OF DE PERE	0100001635	05/14/19	138HSAT70X6TJ 5/		Food Safety Inspection	9-50-800-310-257100-000-000000-2	185.00
						Check Total	185.00
						Vendor Total	185.00
COOPERATIVE EDUCATION SERVICE AGENC. 116599	0100001643	05/21/19	0000010149		TSS Awareness Training	9-27-100-313-158000-019-000000-2	500.00
						Check Total	500.00
						Vendor Total	500.00

SYBLE HOPP SCHOOL

FMVEN10A

Report Date 06/07/19 10:39 AM

Check Date 05/01/19 - 05/31/19

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	Account No	Description	Amount
COUNTRY VISIONS COOPERATIVE	0100001638	05/14/19	1036914 4/19	9-10-100-411-253000-019-0000000-2	Gas for Lawn Tractor	27.75
					Check Total	27.75
					Vendor Total	27.75
DAVIS & KUELTZAU SC	0100001639	05/14/19	435260	9-27-800-314-232100-019-0000000-2	April Legal Matters	1,383.25
					Check Total	1,383.25
					Vendor Total	1,383.25
DE PERE Y-MART	0100001640	05/14/19	YMARTSHS 4/19	9-27-100-348-256610-011-0000000-2	April Fuel Charges	292.21
					Check Total	292.21
					Vendor Total	292.21
GREAT AMERICAN DISPOSAL OF WISCONSIN	0100001636	05/14/19	95100253	9-10-100-323-253000-019-0000000-3	Recycling 4/30 & May Trash Removal	124.00
					Check Total	124.00
					Vendor Total	124.00
KYLES CONSULTING	0100001628	05/07/19	KYLES SH 4/19	9-27-800-310-223300-019-0000000-2	April SBS/MAC Fee	900.00
					Check Total	900.00
					Vendor Total	900.00

SYBLE HOPP SCHOOL

Vendor Detail Report

Report Date 06/07/19 10:39 AM

Check Date 05/01/19 - 05/31/19

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
LAMERS BUS LINES INC	0100001634	05/07/19	553810		May Route Transportation	9-27-100-341-256750-011-000000-2	35,805.06
						Check Total	35,805.06
	0100001641	05/14/19	554194		Transportation Ashwaubenon Lanes 4/10	9-27-100-341-256750-011-000000-2	32.22
	0100001641	05/14/19	554762		April RT 3642 Transportation	9-27-100-341-256750-011-000000-2	9,274.86
	0100001641	05/14/19	554762		April Syble Hopp Transportation	9-27-100-341-256750-011-000000-2	12,821.06
	0100001641	05/14/19	554762		April Work Shuttle	9-27-100-341-256750-011-000000-2	2,544.40
	0100001641	05/14/19	554762		April EDP Transportation M-TH	9-27-101-341-256750-011-000000-2	5,701.64
	0100001641	05/14/19	554762		April WDP Transportation	9-27-101-341-256750-011-000000-2	3,450.10
						Check Total	33,824.28
	0100001644	05/21/19	554155		Transportation Ashwaubenon Lanes 4/18	9-27-100-341-256750-011-000000-2	97.43
	0100001644	05/21/19	554150		Transportation Ashwaubenon Lanes 4/17	9-27-100-341-256750-011-000000-2	104.43
	0100001644	05/21/19	554148		Transportation Ashwaubenon Lanes 4/11	9-27-100-341-256750-011-000000-2	62.40
	0100001644	05/21/19	554154		Transportation Mulva 4/11, Bowling 4/4	9-27-100-341-256750-011-000000-2	132.46
	0100001644	05/21/19	554151		Transportation Ashwaubenon Lanes 4/3	9-27-100-341-256750-011-000000-2	37.97
	0100001644	05/21/19	554149		Transportation Ashwaubenon Lanes 4/9	9-27-100-341-256750-011-000000-2	35.73
	0100001644	05/21/19	64292		April Transportation ILP	9-27-100-341-256750-011-000000-2	934.50
	0100001644	05/21/19	64294		April Transportation TL	9-27-100-341-256750-011-000000-2	1,043.40
						Check Total	2,448.32
ProGuard						Vendor Total	72,077.66
	0100001649	05/28/19	3519269		Machine Detergent All Temp	9-50-800-411-257100-000-000000-2	141.66
						Check Total	141.66
						Vendor Total	141.66
School Perceptions LLC						Vendor Total	141.66
	0100001645	05/21/19	3462		Staff Survey Results	9-27-800-323-223300-019-000000-2	2,300.00
						Check Total	2,300.00
						Vendor Total	2,300.00

SYBLE HOPP SCHOOL

FVVEN10A

Report Date 06/07/19 10:39 AM

Check Date 05/01/19 - 05/31/19

Vendor Detail Report

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
TDS METROCOM	0100001637	05/14/19	9203364367	5/19	Monthly Service 5-10 to 6/9	9-10-100-355-263300-019-000000-2	142.47
						Check Total	142.47
						Vendor Total	142.47
THRETT GAROT MECHANICAL INC	0100001650	05/28/19	74613		Repair Sink Faucet	9-10-100-324-253000-019-000000-2	195.00
						Check Total	195.00
						Vendor Total	195.00

SYBLE HOPP SCHOOL
Vendor Detail Report

Report Date 06/07/19 10:39 AM

Check Date 05/01/19 - 05/31/19

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
UNION LIFE INSURANCE COMPANY OF AMER.	0100001624	05/01/19	0880914-0017 5/1		ST EC Teacher	9-27-100-252-152000-011-000000-2	20.81
	0100001624	05/01/19	0880914-0017 5/1		ST S/L	9-27-100-252-156600-011-000000-2	171.02
	0100001624	05/01/19	0880914-0017 5/1		ST CD Teacher	9-27-100-252-158000-011-000000-2	635.82
	0100001624	05/01/19	0880914-0017 5/1		ST CD Aide	9-27-100-252-159150-011-000000-2	375.93
	0100001624	05/01/19	0880914-0017 5/1		ST Specialty Teacher	9-27-100-252-159300-011-000000-2	56.14
	0100001624	05/01/19	0880914-0017 5/1		ST OT	9-27-100-252-218100-011-000000-2	96.71
	0100001624	05/01/19	0880914-0017 5/1		ST Int EC Teacher	9-27-101-252-152000-011-000000-2	131.56
	0100001624	05/01/19	0880914-0017 5/1		ST Int S/L	9-27-101-252-156600-011-000000-2	24.87
	0100001624	05/01/19	0880914-0017 5/1		ST Int CD Teacher	9-27-101-252-158000-011-000000-2	147.19
	0100001624	05/01/19	0880914-0017 5/1		ST Int EC Aide	9-27-101-252-159120-011-000000-2	9.50
	0100001624	05/01/19	0880914-0017 5/1		ST Int Aide	9-27-101-252-159150-011-000000-2	12.23
	0100001624	05/01/19	0880914-0017 5/1		ST Int OT	9-27-101-252-218100-011-000000-2	24.55
	0100001624	05/01/19	0880914-0017 5/1		ST Dir Spec Ed	9-27-800-252-223300-011-000000-2	109.87
	0100001624	05/01/19	0880914-0017 5/1		ST Secretary	9-27-800-252-223300-019-000000-2	8.76
	0100001624	05/01/19	0880914-0017 5/1		LT SW	9-27-100-251-212100-011-000000-2	20.78
	0100001624	05/01/19	0880914-0017 5/1		LT SW	9-27-100-252-212100-011-000000-2	36.92
	0100001624	05/01/19	0880914-0017 5/1		LT Nurse	9-27-100-251-214400-011-000000-2	17.41
	0100001624	05/01/19	0880914-0017 5/1		LT Nurse	9-27-100-252-214400-011-000000-2	30.93
	0100001624	05/01/19	0880914-0017 5/1		LT PT	9-27-100-251-218200-011-000000-2	22.91
	0100001624	05/01/19	0880914-0017 5/1		ST PT	9-27-100-252-218200-011-000000-2	40.70
	0100001624	05/01/19	0880914-0017 5/1		ST Accounting	9-10-800-252-222000-019-000000-2	53.64
	0100001624	05/01/19	0880914-0017 5/1		LT Int Aide	9-27-101-251-159150-011-000000-2	6.88
	0100001624	05/01/19	0880914-0017 5/1		ST Maintenance	9-10-100-252-223100-019-000000-2	38.28
	0100001624	05/01/19	0880914-0017 5/1		LT Int EC Aide	9-27-101-251-159120-011-000000-2	5.34
	0100001624	05/01/19	0880914-0017 5/1		LT Int CD Teacher	9-27-101-251-158000-011-000000-2	82.81
	0100001624	05/01/19	0880914-0017 5/1		LT Int S/L	9-27-101-251-156600-011-000000-2	13.99
	0100001624	05/01/19	0880914-0017 5/1		LT Int EC Teacher	9-27-101-251-152000-011-000000-2	74.02
	0100001624	05/01/19	0880914-0017 5/1		LT Int OT	9-27-101-251-218100-011-000000-2	13.81
	0100001624	05/01/19	0880914-0017 5/1		LT OT	9-27-101-251-156600-011-000000-2	54.44
	0100001624	05/01/19	0880914-0017 5/1		LT Specialty Teacher	9-27-100-251-159300-011-000000-2	31.58
	0100001624	05/01/19	0880914-0017 5/1		LT CD Aide	9-27-100-251-159150-011-000000-2	211.54
	0100001624	05/01/19	0880914-0017 5/1		LT CD Teacher	9-27-100-251-158000-011-000000-2	357.80
	0100001624	05/01/19	0880914-0017 5/1		LT S/L	9-27-100-251-156600-011-000000-2	96.27
	0100001624	05/01/19	0880914-0017 5/1		LT EC Teacher	9-27-100-251-152000-011-000000-2	11.72
	0100001624	05/01/19	0880914-0017 5/1		LT Technology	9-10-100-251-295000-019-000000-2	2.74
	0100001624	05/01/19	0880914-0017 5/1		ST Technology	9-10-100-252-295000-019-000000-2	4.87
	0100001624	05/01/19	0880914-0017 5/1		LT Maintenance	9-10-100-251-253100-019-000000-2	21.56
	0100001624	05/01/19	0880914-0017 5/1		ST Admin	9-27-800-251-232100-011-000000-2	66.00
	0100001624	05/01/19	0880914-0017 5/1		LT Admin	9-27-800-251-232100-011-000000-2	41.12
	0100001624	05/01/19	0880914-0017 5/1		LT Secretary	9-27-800-251-223300-019-000000-2	4.93
	0100001624	05/01/19	0880914-0017 5/1		LT Dir Spec Ed	9-27-800-251-223300-011-000000-2	61.82
	0100001624	05/01/19	0880914-0017 5/1		LT Accounting	9-10-800-251-252000-019-000000-2	30.18

Check Total

3,379.95

SYBLE HOPP SCHOOL

Vendor Detail Report

Report Date 06/07/19 10:39 AM

Check Date 05/01/19 - 05/31/19

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Vendor Total	Amount
US Bank PCard Only	0100001625	05/07/19	PCARD 4/19		Record Forms Testing Materials	9-27-100-411-156600-019-000000-2		182.32
	0100001625	05/07/19	PCARD 4/19		Electrical Blank Plates, Electrical Tape	9-10-100-411-253000-019-000000-2		18.10
	0100001625	05/07/19	PCARD 4/19		Plumbing Repair Parts	9-10-100-411-253000-019-000000-2		22.93
	0100001625	05/07/19	PCARD 4/19		Copy Paper & Red Letter Sized Paper	9-27-100-417-158000-019-000000-2		195.53
	0100001625	05/07/19	PCARD 4/19		Backer Rods & Wall Clocks for Classroom	9-10-100-411-253000-019-000000-2		25.59
	0100001625	05/07/19	PCARD 4/19		A Muhamand Conference 4/22- A Nizzia	9-27-800-313-223300-019-000000-2		100.00
	0100001625	05/07/19	PCARD 4/19		Spot treat baseboards, ck rodent equip	9-10-100-323-253000-019-000000-2		32.00
	0100001625	05/07/19	PCARD 4/19		Mop Frames, Dust/Wet Mops/Mats	9-10-100-323-253000-019-000000-2		148.22
	0100001625	05/07/19	PCARD 4/19		Janitor Closet Keys	9-10-100-411-253000-019-000000-2		6.00
	0100001625	05/07/19	PCARD 4/19		Motor, Saw Blades, Duct Tape, Grout Repa	9-10-100-411-253000-019-000000-2		73.34
	0100001625	05/07/19	PCARD 4/19		Dust/Wet Mops, Mop Frame, Door Mat	9-10-100-323-253000-019-000000-2	Check Total	148.22
							Vendor Total	952.25
WEST DE PERE SCHOOL DISTRICT	0100001642	05/14/19	WDPPS 4/19		Food Service for April	9-50-800-310-257100-000-000000-2	Check Total	5,268.30
							Vendor Total	5,268.30
WI DEPT OF JUSTICE	0100001629	05/07/19	G2841 4/19		April Background Charges	9-27-800-310-230800-019-000000-2	Check Total	56.00
							Vendor Total	56.00
WILLEMS LANDSCAPE SERVICE INC	0100001630	05/07/19	16344		Snowplowing	9-10-100-323-253000-019-000000-2	Check Total	100.00
							Vendor Total	100.00

SYBLE HOPP SCHOOL

Vendor Detail Report

Report Date 06/07/19 10:39 AM

Check Date 05/01/19 - 05/31/19

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
WISCONSIN PUBLIC SERVICE	0100001631	109151					
		05/07/19	2662724571-00000		Garage Electric Usage	9-10-100-336-253300-019-000000-2	31.59
		05/07/19	2662724571-00000		Syble Hopp Electric Usage	9-10-100-336-253300-019-000000-2	4,183.32
		05/07/19	2662724571-00000		Syble Hopp Gas Usage	9-10-100-331-253300-019-000000-2	1,498.65
	0100001631	05/07/19	2662724571-00000		Duplex Utility Usage	9-27-100-999-150000-019-000000-2	116.88
					Check Total	5,830.44	
					Vendor Total	5,830.44	
WRIGHTSTOWN SCHOOL DISTRICT	0100001646	109266					
		05/21/19	480		Substitute Fee L Buechler 5/9/19	9-27-101-382-436000-019-000000-2	56.00
					Check Total	56.00	
					Vendor Total	56.00	
					Grand Total	96,365.28	

Syble Hopp Balance Sheet as of April 30, 2019

ACCOUNT DESCRIPTION	04/30/19
GENERAL FUND	
CASH	6,762,609.13
PREPAID EXPENSES	106.65
TOTAL ASSETS	6,762,715.78
ACCOUNTS PAYABLE	6,828.21
TOTAL LIABILITIES	6,828.21
EQUITY ACCOUNT	6,755,887.57
TOTAL FUND BALANCE	6,755,887.57
SPECIAL EDUCATION FUND	
CASH ACCOUNT	(2,915,791.84)
TOTAL ASSETS	(2,915,791.84)
PAYABLE ACCOUNT	37,270.47
CONTRACTS PAYABLE	-
OTHER DEFERRED REVENUE (SOAR REGISTRATION)	200.00
TOTAL LIABILITIES	37,470.47
EQUITY ACCOUNT	(2,953,262.31)
TOTAL FUND BALANCE	(2,953,262.31)
FOOD SERVICE FUND	
CASH	9,268.98
TOTAL ASSETS	9,268.98
ACCOUNTS PAYABLE	5,268.30
TOTAL LIABILITIES	5,268.30
EQUITY ACCOUNT	4,000.68
TOTAL FUND BALANCE	4,000.68

Support Information #7

Syble Hopp Revenue Summary for the Month Ended April 30, 2019

		2018-2019		Actual Amount	Remaining Budget	COMMENTS
DESCRIPTION	Amended Budget					
GENERAL FUND						
PAYMENT IN LEAU OF TAXES	3,026,614.00	3,026,614.00	-			Budgeted tax revenue was amended to reflect the increase in Casually Insurance.
INTEREST	32,000.00	44,284.97	(12,284.97)			Interest is trending higher than expected. Budget was increased for 2019-20.
RENT (DUPLEX)	9,000.00	7,500.00	1,500.00			
MEDICAID MAC REIMBURSEMENT	15,000.00	-	15,000.00			
SECURITY GRANT	-	11,158.55	(11,158.55)			Grant revenue was received for installation of cameras.
MISCELLANEOUS	21,000.00	942.12	20,057.88			
TOTAL GENERAL FUND	3,103,614.00	3,090,499.64	13,114.36			
SPECIAL REVENUE FUND						
STUDENT FEES	2,500.00	2,114.35	385.65			
SOAR STUDENT REGISTRATIONS	31,250.00	16,270.00	14,980.00			
EC GRANT \$'S FROM DISTRICTS	35,060.00	-	35,060.00			
DISTRICT PAYMENT FROM IDEA FUNDS	181,000.00	-	181,000.00			
TUITION-SCH DISTRICT(OUT OF COUNTY)	280,900.00	260,102.24	20,797.76			All tuition payments have been received.
TUITION-SCH DISTRICT(OUT OF COUNTY)	5,700.00	3,885.29	1,814.71			
TRANSIT OF STATE AIDE (CESA)	3,500.00	3,437.12	62.88			
CESA 7 - REIMB SUBS						Five payments for special education aid has been received.
HANDICAPPED AID FROM STATE	1,417,000.00	1,020,755.00	396,245.00			
GENERAL STATE AID	1,500,000.00	-	1,500,000.00			
HIGH COST KIDS (STATE AND FEDERAL)	6,000.00	-	6,000.00			
MEDICAID REIMBURSEMENT	255,000.00	131,797.10	123,202.90			
TOTAL SPECIAL REVENUE FUND	3,717,910.00	1,438,361.10	2,279,548.90			
FOOD SERVICE FUND						
STUDENT LUNCH	33,000.00	26,178.21	6,821.79			
ADULT LUNCH	1,200.00	443.00	757.00			
FOOD SERVICE/STATE AID	1,000.00	-	1,000.00			
FOOD SERVICE/FED AID	27,380.00	20,475.11	6,904.89			
FED AID/COMMODITIES	6,000.00	-	6,000.00			
TOTAL FOOD SERVICE REVENUE FUND	68,580.00	47,096.32	21,483.68			

Syble Hopp Expenditures Summary for the Month Ended April 30, 2019 - Unaudited

DESCRIPTION	2018-2019	BUDGET AS OF	TOTAL		COMMENTS
	BUDGET	04/30/2019	BUDGET REMAINING	VARIANCE TO BUDGET AS OF 4/30/2019	
		Actual Amount			
GENERAL FUND					
LIBRARY MEDIA RESOURCES	215.00	191.11	67.64	147.36	123.47
FISCAL/FINANCE	167,205.00	141,481.15	144,596.18	22,608.82	(3,115.03)
					Allo and Frontline agreements were paid in July. Annual maintenance agreements were paid in July. In addition cleaning supplies for the school year were also purchased. The flooring projects were completed during the summer. Due to lifting liles, a classroom that was not budgeted also needed to have flooring replaced. In addition, a water heater needed to be replaced that was not budgeted. \$4,425 was incurred for shatter resistant window and door film that will be offset by the Security Grant.
BUILDING OPERATION	266,363.00	224,995.83	239,583.94	28,779.06	(14,588.11)
DUPLEX	900.00	750.00	319.48	580.52	430.52
					Costs include the storage cage and classroom dry erase boards. The door lock system was completed in September which included one more door than budgeted. Medicine cabinets came in September and desks were purchased for the OT/PT staff. The asphalt seal and repair work was paid for in October. The ADA signage was installed in March.
FACILITIES ACQUISITION/REMODELING	57,347.00	47,789.17	52,355.69	4,991.31	(4,566.52)
TELEPHONE	2,800.00	2,333.33	2,072.95	727.05	260.38
					Excess expenditures are related to the Security Grant to purchase cameras for the inside and outside of the building. The cost will be offset by grant revenue. Much of the budget for IT wages was spent in July and August to complete the camera project and set-up computers for school. Additional keyboards and mounts for new PCs were purchased. The budget includes an amendment of \$18,127 for Casuality increases.
TECHNOLOGY	21,827.00	18,189.17	32,718.35	(10,891.35)	(14,528.18)
INSURANCE AND JUDGMENTS	77,846.00	64,871.67	55,012.16	22,833.84	9,859.51
COUNTY IDC AND TECH SERVICES	75,112.00	62,593.33	60,753.69	14,358.31	1,839.64
TOTAL GENERAL FUND	671,615.00	583,194.76	587,480.08	84,134.92	(24,285.32)
SPECIAL REVENUE					
EARLY CHILDHOOD	392,063.00	271,428.23	253,160.21	138,902.79	18,268.02
SPEECH/LANGUAGE	464,380.00	321,483.85	305,475.19	158,904.81	16,018.66
					Savings recognized due to staff leaves. Savings recognized in insurance selections. Savings recognized due to employees on leave and resignation of a teacher one week prior to school starting.
INTELLECTUAL DISABILITIES	2,033,074.00	1,407,512.77	1,350,414.83	672,659.17	47,097.94

Syble Hopp Expenditures Summary for the Month Ended April 30, 2019 - Unaudited

DESCRIPTION	2018-2019 BUDGET	BUDGET AS OF 04/30/2019	Actual Amount	TOTAL BUDGET REMAINING	VARIANCE TO BUDGET AS OF 4/30/2019	COMMENTS
RETIREE INSURANCE	35,000.00	29,186.67	4,039.20	30,960.80	25,127.47	
EC INSTRUCTIONAL AIDES	73,185.00	59,245.00	52,733.78	20,451.22	6,511.22	
ID INSTRUCTIONAL AIDES	1,125,373.00	779,104.38	764,842.77	360,530.23	14,261.61	Savings recognized in insurance selections. Additional substitutes have been required due to leaves and vacancies. Saving recognized in Teachers and Aides.
ID SUB TEACHERS/AIDES	58,131.00	47,058.43	113,259.54	(55,128.54)	(66,201.11)	Additional substitutes required due to leaves. Savings will be recognized in Early Childhood teacher budget.
EC SUB TEACHERS/AIDES	3,876.00	3,137.71	20,265.91	(16,389.91)	(17,128.20)	Staffing for duplex trending higher than expected.
SPECIALTY TEACHERS	166,506.00	115,273.36	116,038.41	50,467.59	(765.03)	
DIRECTION OF SOCIAL WORK	74,369.00	51,486.23	50,653.29	23,715.71	832.94	
NURSING	81,350.00	56,319.23	54,423.32	26,926.68	1,895.91	Savings recognized in insurance selections and contracted services.
OCCUPATIONAL THERAPY	293,357.00	203,093.31	193,521.36	99,835.64	9,571.95	
PHYSICAL THERAPY	81,903.00	56,702.08	56,530.98	25,372.02	171.10	
EXCEPTIONAL ED (SUPV & COORD)	272,119.00	230,254.54	222,377.22	49,741.78	7,877.32	Savings recognized in contracted services.
GENERAL ADMINISTRATION	10,115.00	8,429.17	8,430.00	1,685.00	(0.83)	
OFFICE OF THE SUPERINTENDENT	165,285.00	139,856.54	142,445.41	22,839.59	(2,588.87)	Additional legal fees incurred.
VEHICLE REPAIR AND FUEL	10,000.00	8,333.33	4,886.44	5,113.56	3,446.90	Denmark is transporting the EC students due to the small number of students, so there will be less costs for Lammers. In addition, the Friday transportation at DePere is being paid by De Pere. Savings have been recognized in bus aides.
TRANSPORTATION AND BUS AIDES	759,934.00	608,211.70	557,505.00	202,429.00	50,706.70	
UNEMPLOYMENT	10,014.00	8,345.00	3,142.69	6,871.31	5,202.31	
CESA AND DISTRICT SERVICES	25,344.00	25,344.00	23,415.17	1,928.83	1,928.83	
CAMP SOAR	73,022.00	48,681.33	41,257.69	31,764.31	7,423.64	The costs include two sessions of SOAR. The first five categorical aid payment have been transitted to the districts.
TRANSIT OF AID TO DISTRICTS	66,000.00	55,000.00	42,805.00	23,195.00	12,195.00	
TOTAL SPECIAL REVENUE FUND	6,274,400.00	4,533,476.89	4,391,623.41	1,882,776.59	141,853.48	
FOOD SERVICES						
DIRECTOR OF FOOD SERVICES	62,080.00	55,182.22	51,438.57	10,641.43	3,743.65	
FOOD - LUNCH PROG	500.00	444.44	-	500.00	444.44	
FOOD - COMMODITY	6,000.00	-	-	6,000.00	-	
TOTAL FOOD SERVICE FUND	68,580.00	55,626.67	51,438.57	17,141.43	4,188.09	

Support Information #8

Memo

To: Brown County Children with Disabilities Board

From: Kim Pahlow, Administrator

RE: Request to transfer funds for furniture purchase

Date: June 23, 2019

The purpose of this memo is request the transfer of funds from the Parent Organization to Donations to fund classroom furniture purchases. In addition, to request that the Duplex Account be closed and remaining funds be transferred to Donations for the classroom furniture purchases. The following is a summary of the request:

Transferred From	Funds Source	Transferred To	Purpose	Amount
Duplex Account	Closeout Account	Donations	Classroom Furniture	\$15,611.61
Parent Organization	Duplex Sale Proceeds	Donations	Classroom Furniture	\$42,703.06
Parent Organization	Winter Blast Proceeds	Donations	Classroom Furniture	\$20,000.00
			Total Funds	\$78,314.67

The transfer to Donations will allow all expenditures made on the new furniture for classrooms to be made out of the same bank account. To date, \$75,052 has been spent on furniture for the primary wing. There is an estimated \$110,000 remaining in costs to furnish the Library, secondary classrooms and high school classrooms. These transfers and current donations funds will be used for the remaining purchases.

Support Document #11

Jessica Meyer

354 Kildeer Lane, Sobieski WI 54171 * 414-429-2708* meyer.a.jessica@gmail.com

June 6th, 2019
BCCDEB
Syble Hopp School
755 Scheuring Road
De Pere, WI 54115

Dear BCCDEB,

Please accept my resignation from my position as a special education teacher at Syble Hopp School. My last day will be June 7th, 2019.

My students have given me a great pleasure over the years and I cannot thank the current staff for all the support they have given me the last few years.

I wish you all the best. As we all know, no one ever leaves Syble Hopp School, I'll see everyone soon!

Sincerely,

Jessica Meyer

Ashley Smith

asmith@syblehopp.org

Date: June 6th, 2019

To Whom It May Concern:

I wish to confirm that I am resigning from my position as a special education teacher with Syble Hopp School. My last date of employment and my last date of attendance will be June 7th, 2019.

I would like to thank everyone for the support that I given throughout my time here. I have enjoyed working as a part of this team, and appreciate the opportunities that I have had for personal and professional development. Syble Hopp is a truly amazing place. I am sad to go, but excited for my next adventure.

Yours sincerely,

Ashley Smith

Support Information #12

Memo

To: Kim Pahlow, Administrator

From: Sarah Johnson, Director of Special Education and Pupil Services
Abbie Nizzia, Principal

RE: Request to Hire New Teacher/Therapists/Instructional Aides

Date: June 18, 2019

The purpose of this memo is to recommend the hiring of the following Brown County Children with Disabilities Education Board teacher/therapists for the 2019-20 school year:

- Stephanie Remondini fill a One Year Leave of Absence vacancy in the Primary Intellectual Disabilities teacher position. This position will begin on August 26, 2019.
- Christine Gitzlaff for the vacant 1.0 Primary Intellectual Disabilities teacher position at Wrightstown Elementary School. This position will begin on August 26, 2019.
- Theresa Berg for the vacant 1.0 Intermediate Intellectual Disabilities teacher position at Syble Hopp School. This position will begin on August 26, 2019.
- Amber Gingrich for the vacant Speech and Language Pathologist position. This position will begin on August 26, 2019.
- Karen Vande Voort for the vacant 1.0 Intermediate Intellectual Disabilities teacher position. This position will begin on August 26, 2019.

We also recommend the following instructional aide positions be approved:

- Dawn Vande Voort be approved as the Health/Medical Instructional Aide.
- Jessina Holloway fill a 1.0 Instructional Aide position vacated by Dawn Vande Voort.
- Darcie Mangum fill the .4 Early Childhood position vacated by Jessina Holloway.
- Kris Brassil fill the 1.0 position vacated by Darcie Mangum.

Brown County Children With Disabilities Education Board

*Syble Hopp School
755 Scheuring Road
De Pere, WI 54115*

*Phone: (920) 336-5754
Fax: (920) 336-7262
www.syblehopp.org*

2019-20 Brown County CDEB Meetings

Meetings are held every third Tuesday of the month at 3:30 pm at Syble Hopp School (unless otherwise noted with an *).

July 16, 2019

August 20, 2019

September 17, 2019

October 15, 2019

November 19, 2019

December 17, 2019

January 21, 2020

February 18, 2020

March 17, 2020

April 21, 2020

*May 5, 2020

June 16, 2020