

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, December 15, 2020

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

Others Present: K. Pahlow, A. Nizzia, S. Johnson, C. Maricque, N. Kohls

1. Action Item: Call to Order
S. King called the meeting to order at 3:30 PM
2. Open Forum – Parent, Pamela Hencke, spoke in favor of school moving onto the next phase.
3. Action Item: Approval of the November 24, 2020 Board Meeting Minutes
Motion made by J. Jansch, seconded by L. Franke, that the minutes from November 24, 2020 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by L. Franke, seconded by J. Jansch, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Donations
A. Nizzia highlighted the annual honey donation that we receive for the holiday gift bags and donations we receive in honor of past graduates and student family members making donations to classrooms.
Motion made by J. Jansch, seconded by J. Mitchell, that the December donations be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Payment of Bills
Disbursements for November 1, 2020 thru November 30, 2020 were presented. Expenses were routine for the month.
Motion made by J. Mitchell, seconded by L. Franke, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Financial Report
October Revenue Summary reflected the large donation from the Greater Green Bay Community Foundation for the purchase of laptops for the Instructional Aides. Expenditures showed overages in areas due to the COVID preparations that took place to prepare the school for the fall opening.
Motion made by J. Mitchell, seconded by K. Lukens, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.
8. Action Item: Audited Financial Statement
The 2019-2020 audit was presented. There was an increase in funds due to interest being more than expected and a Medicaid payment from 2017. Savings were reflected in transportation and fuel costs due to COVID.
Motion made by K. Lukens, seconded by L. Franke, that the Board receive and place on file the 2020 Audited Financial Statements.
9. Action Item: 2021-2022 Student School Year Calendar
K. Pahlow presented the student calendar of 2021-2022. Spring break coincides with West De Pere as they provide food service to us. Last day is scheduled for June 3rd allowing summer programming to begin shortly afterwards.
Motion made by J. Mitchell, seconded by J. Wieland, that the Board approve the 2021-2022 School Year Calendar.

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10. Action Item: Resignation

Motion made by J. Mitchell, seconded by J. Jansch, that the Board approve the resignation of Matt Schmidt from the IT, Pool Supervisor and Maintenance Support position.

11. Action Item: Technology Support Position

C. Maricque presented the need for a full time (12 months) IT position at school. Technical support is needed throughout the building daily. This position would increase from .30 to 1.0 with a Grade G that is inline with the Brown County grade scale. This position would support both the hardware and software needs in the building.

Motion made by J. Wieland, seconded by J. Jansch, that the Board approve the recommended Technology Support Position at a Grade G, ranging from \$19.65/hour to \$25.93/hour on the Brown County Compensation Plan.

12. Discussion Item: Current Status of Phase 4 Learning/Support Model and Next Steps/Timeline.

K. Pahlow presented information on the current status of both Syble Hopp and Brown County COVID data regarding positivity rates, outbreaks and quarantines during phase 4. Overall, there continues to be no transmission at Hopp since the start of the school year. Community spread decreasing and parent screening will be critical in continuing this status. CDC changed their guidelines to a 7, 10 or 14 day quarantine. Hopp will remain with the 14 day quarantine. At the next Board meeting we will have an action item regarding the move to Phase 5. This will result in doubling both class sizes and increasing the number of students in the building overall. Areas of consideration will need to be around the potential of more limited physical distancing, food service and bussing logistics, cleaning capabilities, substitute availability, community and building transmission and other logistical needs.

The Board will meet again on January 19th to determine whether we move into Phase 5 (4 full days/week). K. Pahlow invited all the board members to visit a classroom in person and/or attend a class virtually before the next Board meeting.

13. Discussion Item: Administrator's Report

S. Johnson has been working with Nissan Barr-Lev, the Director of Special Education at CESA #7 and other directors, and will represent BCCDEB as a panelist with other Directors of Special Education regarding the unique challenges faced by smaller schools or districts during the Spring 2020 school closure at the Wisconsin School Board Association's annual convention next month. It will be held virtually.

As one of our Speech-Language Pathologists was looking into a more expensive communication device for one of our students, she was able to connect with the company regarding an extended trial so that the devices can be trialed with a variety of students at no cost.

A. Nizzia reported that even through there was not a holiday program this year, we were still able to spread holiday cheer. Santa and Mrs. Claus (a staff member and her husband) went around the outside of the building waving outside each classroom and leaving a bag of treats for all the students. These bags are made up of items donated from area businesses and individual donors. We shared our good fortune with the school across the street as Santa and Mrs. Clause waved at them also. Remote families were invited and lined the street so their child could see Santa too.

There will be a virtual tree trimming and sing-along at the Northern Building with a visit

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from Santa on December 16th. On December 22nd, we will have a virtual sign-along with Miss D. All are invited to participate. These links will be shared with members of the Board.

C. Maricque has been interviewing candidates for the open IT position. There have been some very good candidates. She expects a decision in the next few weeks.

K. Pahlow reported on the Food Service, Financial and Medicaid Monitoring Audit. All audits were completed and in good standing. Kim thanked all who were involved with the audits.

14. Discussion Item: Parent Organization Report

The Parent Organization Golf Outing is still underway.

15. 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 and (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting of other specified public business, whenever competitive or bargaining reason require a closed session. **Motion made by B. Clancy, seconded by J. Wieland, that the Board move into Executive Session at 5:00 PM. MOTION CARRIED UNANIMOUSLY.**

Board returned to open session at 6:10 PM.

16. Action Item: Adjournment

Motion made by B. Clancy, seconded by L. Franke, that the December 15, 2020 Brown County Children with Disabilities Board meeting be adjourned at 6:10 PM. MOTION CARRIED UNANIMOUSLY.

Support Information #6

Report Date 01/10/21 11:46 AM

SYBLE HOPP SCHOOL

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Check Date 12/01/20 - 12/31/20

Vendor Detail Report

FMVEN10A

Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
APPLETON AREA SCHOOL DISTRICT			112329				
	0100002200	12/15/20	APT-12-1		Transit of Aide to District	1-27-800-936-491000-019-000000-2	1,002.00
					Check Total		1,002.00
					Vendor Total		1,002.00
BROWN COUNTY			112266				
	0100002201	12/15/20	4087579		Real Estate Tax	1-10-100-381-253200-019-000000-2	4,009.93
	0100002201	12/15/20	4087678		Real Estate Tax-Patriot Way	1-10-100-324-254310-019-000000-2	142.80
					Check Total		4,152.73
					Vendor Total		4,152.73
CAMERA CORNER			101244				
	0100002210	12/28/20	528097A-IN		33 HP Elitebooks	1-10-100-482-295000-019-000000-2	46,167.00
					Check Total		46,167.00
					Vendor Total		46,167.00
CELLCOM			101353				
	0100002211	12/28/20	195431		Monthly Service 12/16-1/15	1-10-100-355-263300-019-000000-2	530.53
					Check Total		530.53
					Vendor Total		530.53
COUNTRY VISIONS COOPERATIVE			112876				
	0100002190	12/08/20	1036914 11/20		Super Glue/WD40 /Oil	1-10-100-411-253300-019-000000-2	23.26
	0100002190	12/08/20	1036914 11/20		Fuel for Bus	1-27-100-348-256610-011-000000-2	104.00
					Check Total		127.26
					Vendor Total		127.26
DE PERE Y-MART			114547				
	0100002197	12/15/20	YMARTSHS 11/20		Fuel for Vehicles	1-27-100-348-256610-011-000000-2	468.40
					Check Total		468.40
					Vendor Total		468.40
DENMARK SCHOOL DISTRICT			101990				
	0100002202	12/15/20	DMK-21-1		Transit of Aide to Districts	1-27-800-936-491000-019-000000-2	1,392.00
					Check Total		1,392.00
					Vendor Total		1,392.00

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
EDF ENERGY SERVICES LLC	116946						
	0100002198	12/15/20	112591ES		Gas Usage 11/1-11/30/20	1-10-100-331-253300-019-000000-2	1,158.64
						Check Total	1,158.64
						Vendor Total	1,158.64
GREAT AMERICAN DISPOSAL OF WISCONSIN	110385						
	0100002203	12/15/20	0C101818		Dec Trash Collection/Recycling	1-10-100-324-253300-019-000000-2	124.00
						Check Total	124.00
						Vendor Total	124.00
IRON MOUNTAIN	116712						
	0100002191	12/08/20	DCNB592		Paper Shredding	1-10-100-329-253300-019-000000-2	20.95
	0100002191	12/08/20	DBC6688		Paper Recycling Surcharge	1-10-100-329-253300-019-000000-2	.49
						Check Total	21.44
						Vendor Total	21.44
JOHNSON CONTROLS (SIMPLEXGRINNEL)	107363						
	0100002212	12/28/20	87344072		Service Work on Simplex Prog	1-10-100-324-253300-019-000000-2	679.99
						Check Total	679.99
						Vendor Total	679.99
KYLES CONSULTING	114953						
	0100002192	12/08/20	KYLESSH 11/20		November SBS/MAC Fees	1-27-800-310-223300-019-000000-2	900.00
						Check Total	900.00
						Vendor Total	900.00
LA FORCE INC	104511						
	0100002204	12/15/20	1149046		Repair Pool Door Entrance	1-10-100-324-253300-019-000000-2	335.00
						Check Total	335.00
						Vendor Total	335.00

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
LAMERS BUS LINES INC			104534				
	0100002195	12/08/20	575860		December Transportation	1-27-100-341-256750-011-000000-2	37,599.34
					Check Total		37,599.34
	0100002199	12/15/20	576062		EDP November Transportation	1-27-101-341-256750-011-000000-2	3,170.08
	0100002199	12/15/20	576062		WDP November Transportation	1-27-101-341-256750-011-000000-2	2,241.45
	0100002199	12/15/20	65420		November Transportation ILP	1-27-100-341-256750-011-000000-2	68.88
	0100002199	12/15/20	576063		SH November Route Transportation	1-27-100-341-256750-011-000000-2	8,632.05
					Check Total		14,112.46
					Vendor Total		51,711.80
MODERN BUSINESS MACHINES			105423				
	0100002213	12/28/20	IN522416		Contract Meter Charges 7/1-9/30/20	1-27-100-322-158000-019-000000-2	2,730.26
					Check Total		2,730.26
					Vendor Total		2,730.26
NUMOTION			113458				
	0100002193	12/08/20	50524380		Repair/Service/Inspection of equipment	1-27-100-310-218100-019-000000-2	900.00
					Check Total		900.00
	0100002209	12/18/20	50613466		Batteries & Charger for Ceiling Lifts	1-27-100-310-218100-019-000000-2	692.28
					Check Total		692.28
					Vendor Total		1,592.28
FULASKI SCHOOL DISTRICT			106517				
	0100002205	12/15/20	PUL-21-1		Transit of Aide to Districts	1-27-800-936-491000-019-000000-2	2,089.00
					Check Total		2,089.00
					Vendor Total		2,089.00
SAN A CARE INC			112498				
	0100002196	12/08/20	527248-2		Purtabs for cleaning	1-10-100-411-253300-019-000000-2	280.00
					Check Total		280.00
	0100002214	12/28/20	532672		Telescoping Wands & Vacuum Bags	1-10-100-411-253300-019-000000-2	1,144.32
					Check Total		1,144.32
					Vendor Total		1,424.32

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
UNUM LIFE INSURANCE COMPANY OF AMER:	116335						
	0100002188	12/01/20	0880914-0017	12/	ST Int EC Teacher	1-27-101-252-152000-011-000000-2	153.65
	0100002188	12/01/20	0880914-0017	12/	ST Int S/L	1-27-101-252-156600-011-000000-2	18.06
	0100002188	12/01/20	0880914-0017	12/	ST Int CD Teacher	1-27-101-252-158000-011-000000-2	138.94
	0100002188	12/01/20	0880914-0017	12/	ST Int EC Aide	1-27-101-252-159120-011-000000-2	11.16
	0100002188	12/01/20	0880914-0017	12/	ST Int Aide	1-27-101-252-159150-011-000000-2	13.31
	0100002188	12/01/20	0880914-0017	12/	ST Int OT	1-27-101-252-218100-011-000000-2	27.12
	0100002188	12/01/20	0880914-0017	12/	ST Dir Spec Ed	1-27-800-252-223300-011-000000-2	124.63
	0100002188	12/01/20	0880914-0017	12/	ST Secretary	1-27-800-252-223300-019-000000-2	26.63
	0100002188	12/01/20	0880914-0017	12/	LT SW	1-27-100-251-212100-011-000000-2	24.09
	0100002188	12/01/20	0880914-0017	12/	ST SW	1-27-100-252-212100-011-000000-2	42.87
	0100002188	12/01/20	0880914-0017	12/	LT Nurse	1-27-100-251-214400-011-000000-2	19.85
	0100002188	12/01/20	0880914-0017	12/	ST Nurse	1-27-100-252-214400-011-000000-2	35.29
	0100002188	12/01/20	0880914-0017	12/	LT PT	1-27-100-251-218200-011-000000-2	25.99
	0100002188	12/01/20	0880914-0017	12/	ST PT	1-27-100-252-218200-011-000000-2	46.08
	0100002188	12/01/20	0880914-0017	12/	LT Technology	1-10-100-251-295000-019-000000-2	-5.61
	0100002188	12/01/20	0880914-0017	12/	ST Technology	1-10-100-252-295000-019-000000-2	-9.98
	0100002188	12/01/20	0880914-0017	12/	LT Maintenance	1-10-100-251-253100-019-000000-2	6.69
	0100002188	12/01/20	0880914-0017	12/	LT Accounting	1-10-800-251-252000-019-000000-2	35.00
	0100002188	12/01/20	0880914-0017	12/	LT EC Teacher	1-27-100-251-152000-011-000000-2	15.54
	0100002188	12/01/20	0880914-0017	12/	LT S/L	1-27-100-251-156600-011-000000-2	108.15
	0100002188	12/01/20	0880914-0017	12/	LT ID Teacher	1-27-100-251-158000-011-000000-2	423.52
	0100002188	12/01/20	0880914-0017	12/	LT CD Aide	1-27-100-251-159150-011-000000-2	171.76
	0100002188	12/01/20	0880914-0017	12/	LT Specialty Teacher	1-27-100-251-159300-011-000000-2	29.08
	0100002188	12/01/20	0880914-0017	12/	LT OT	1-27-100-251-218100-011-000000-2	62.54
	0100002188	12/01/20	0880914-0017	12/	LT Int EC Teacher	1-27-101-251-152000-011-000000-2	86.51
	0100002188	12/01/20	0880914-0017	12/	LT Int S/L	1-27-101-251-156600-011-000000-2	10.17
	0100002188	12/01/20	0880914-0017	12/	LT Int CD Teacher	1-27-101-251-158000-011-000000-2	78.23
	0100002188	12/01/20	0880914-0017	12/	LT Int EC Aide	1-27-101-251-159120-011-000000-2	6.28
	0100002188	12/01/20	0880914-0017	12/	LT Int Aide	1-27-101-251-159150-011-000000-2	7.45
	0100002188	12/01/20	0880914-0017	12/	LT Int OT	1-27-101-251-218100-011-000000-2	15.26
	0100002188	12/01/20	0880914-0017	12/	LT Dir Spec Ed	1-27-800-251-223300-011-000000-2	70.11
	0100002188	12/01/20	0880914-0017	12/	LT Secretary	1-27-800-251-223300-019-000000-2	15.00
	0100002188	12/01/20	0880914-0017	12/	LT Admin	1-27-800-251-232100-011-000000-2	58.18
	0100002188	12/01/20	0880914-0017	12/	ST Admin	1-27-800-252-232100-011-000000-2	66.00
	0100002188	12/01/20	0880914-0017	12/	ST Maintenance	1-10-100-252-253100-019-000000-2	11.97
	0100002188	12/01/20	0880914-0017	12/	ST Accounting	1-10-800-252-252000-019-000000-2	62.26
	0100002188	12/01/20	0880914-0017	12/	ST EC Teacher	1-27-100-252-152000-011-000000-2	27.68
	0100002188	12/01/20	0880914-0017	12/	ST S/L	1-27-100-252-156600-011-000000-2	192.01
	0100002188	12/01/20	0880914-0017	12/	ST ID Teacher	1-27-100-252-158000-011-000000-2	752.20
	0100002188	12/01/20	0880914-0017	12/	ST CD Aide	1-27-100-252-159150-011-000000-2	305.01
	0100002188	12/01/20	0880914-0017	12/	ST Specialty Teacher	1-27-100-252-159300-011-000000-2	51.56
	0100002188	12/01/20	0880914-0017	12/	ST OT	1-27-100-252-218100-011-000000-2	111.13
Check Total							3,471.37

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Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Pa No	Description	Account No	Amount
UNUM LIFE INSURANCE COMPANY OF AMER:116335							
US Bank PCard Only							
		115950					
						Vendor Total	3,471.37
	0100002189	12/04/20	PCARD 11/20		Lab Coats for Staff-Covid Protection	1-27-100-416-214400-019-000000-2	396.54
	0100002189	12/04/20	PCARD 11/20		Take Out Lunch Boxes	1-50-800-411-257100-000-000000-2	209.95
	0100002189	12/04/20	PCARD 11/20		Copy Paper	1-27-800-411-232100-019-000000-2	230.52
	0100002189	12/04/20	PCARD 11/20		Velcro Dots & Strips-Adaptations OT/PT	1-27-100-411-218100-019-000000-2	217.12
	0100002189	12/04/20	PCARD 11/20		Keyboards for OT Students/Meet IEP Goals	1-27-100-411-218100-019-000000-2	55.98
	0100002189	12/04/20	PCARD 11/20		Keys Rm 137 & Latch Bathroom Rm 133	1-10-100-324-253300-019-000000-2	48.69
	0100002189	12/04/20	PCARD 11/20		Garbage Disposal-Room 122	1-10-100-324-253300-019-000000-2	69.54
	0100002189	12/04/20	PCARD 11/20		Sneeze Guards-Protect Food	1-50-800-411-257100-000-000000-2	620.19
	0100002189	12/04/20	PCARD 11/20		Lab Coats for Staff-Covid Protection	1-27-100-416-214400-019-000000-2	396.54
	0100002189	12/04/20	PCARD 11/20		Lab Coats for Staff-Covid Protection	1-27-100-416-214400-019-000000-2	501.84
	0100002189	12/04/20	PCARD 11/20		KN95 Disposable Masks for Staff-COVID	1-27-100-416-214400-019-000000-2	641.85
	0100002189	12/04/20	PCARD 11/20		Lab Coats for Staff-Covid Protection	1-27-100-416-214400-019-000000-2	575.94
	0100002189	12/04/20	PCARD 11/20		Infinite Campus Training-M Nysen	1-27-100-310-264400-019-000000-2	55.00
	0100002189	12/04/20	PCARD 11/20		Administration Title IX Training	1-27-800-310-264400-019-000000-2	450.00
	0100002189	12/04/20	PCARD 11/20		Snack/Cooking Gift Card for Teacher	1-27-110-415-152000-317-000000-2	150.00
	0100002189	12/04/20	PCARD 11/20		Dust/Wet Mop/Frames, Door Mats	1-10-100-324-253300-019-000000-2	134.30
	0100002189	12/04/20	PCARD 11/20		Spot Treat Areas/Ck Rodent Equip	1-10-100-324-253300-019-000000-2	36.00
					Check Total		4,790.00
					Vendor Total		4,790.00
WEST DE PERE SCHOOL DISTRICT							
		108893					
	0100002208	12/15/20	WDP 21-1		Transit of Aide to Districts	1-27-800-936-491000-019-000000-2	3,790.00
					Check Total		3,790.00
					Vendor Total		3,790.00

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Vendor Detail Report

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Vendor	Check Key	Check Date	Invoice No	Po No	Description	Account No	Amount
WISCONSIN PUBLIC SERVICE		109151					
	0100002194	12/08/20	3073665057CR 10/		Duplex Credit Invoice Pd Twice	1-27-100-999-158000-019-000000-2	-122.30
	0100002194	12/08/20	3094682031		Duplex Utilities Usage 10/21-11/22	1-27-100-999-158000-019-000000-2	116.06
	0100002194	12/08/20	3073666180CR 10/		Garage Utility Credit Invoice Pd Twice	1-10-100-336-253300-019-000000-2	-31.92
	0100002194	12/08/20	3095780215		Garage Utilities	1-10-100-336-253300-019-000000-2	70.63
	0100002194	12/08/20	3096157339		SY Electricity Usage 10/21- 11/22	1-10-100-336-253300-019-000000-2	4,205.23
	0100002194	12/08/20	3099762260		Gas Service 11/1-11/30	1-10-100-331-253300-019-000000-2	397.58
					Check Total		4,635.28
					Vendor Total		4,635.28
					Grand Total		136,016.55

Syble Hopp Balance Sheet as of November 30, 2020

ACCOUNT DESCRIPTION	11/30/20
GENERAL FUND	
CASH	4,533,195.02
PREPAID EXPENSES	106.65
TOTAL ASSETS	4,533,301.67
ACCOUNTS PAYABLE	6,133.39
TOTAL LIABILITIES	6,133.39
EQUITY ACCOUNT	4,527,168.28
TOTAL FUND BALANCE	4,527,168.28
SPECIAL EDUCATION FUND	
CASH ACCOUNT	(1,249,651.63)
TOTAL ASSETS	(1,249,651.63)
PAYABLE ACCOUNT	20,149.95
TOTAL LIABILITIES	20,149.95
EQUITY ACCOUNT	(1,269,801.58)
TOTAL FUND BALANCE	(1,269,801.58)
FOOD SERVICE FUND	
CASH	5,809.58
TOTAL ASSETS	5,809.58
ACCOUNTS PAYABLE	830.14
DUE TO STATE	1,006.83
TOTAL LIABILITIES	1,836.97
EQUITY ACCOUNT	3,972.61
TOTAL FUND BALANCE	3,972.61

Support Information #7

Syble Hopp Revenue Summary for the Month Ended November 30, 2020

DESCRIPTION	2020-20201		Remaining Budget	COMMENTS
	Amended Budget	Actual Amount		
GENERAL FUND				
PAYMENT IN LEAU OF TAXES	3,087,691.00	-	3,087,691.00	
INTEREST	23,000.00	17,762.28	5,237.72	
RENT (DUPLEX)	9,000.00	3,750.00	5,250.00	
MEDICAID MAC REIMBURSEMENT	55,000.00	-	55,000.00	
SECURITY GRANT	-	-	-	
MISCELLANEOUS	38,000.00	33,072.52	4,927.48	\$30,000 donation received from Greater Green Bay Community Foundation for the purchase of laptops. \$2,993 was received from the County to fund the part-time housekeeper.
TOTAL GENERAL FUND	3,212,691.00	54,584.80	3,158,106.20	
SPECIAL REVENUE FUND				
STUDENT FEES	5,790.00	255.00	5,535.00	
SOAR STUDENT REGISTRATIONS	35,000.00	-	35,000.00	Onsite SOAR was cancelled.
EC GRANT \$'S FROM DISTRICTS	39,859.00	-	39,859.00	
DISTRICT PAYMENT FROM IDEA FUNDS	226,015.00	-	226,015.00	
TUITION-SCH DISTRICT(OUT OF COUNTY)	218,210.00	89,657.21	128,552.79	Pulaski and Denmark Tuition have been received.
TRANSIT OF STATE AIDE (CESA)	8,370.00	-	8,370.00	
CESA 7 - REIMB SUBS	3,800.00	-	3,800.00	
SPECIAL EDUCATION AID FROM STATE	1,480,100.00	250,874.00	1,229,226.00	Revenue includes the first payment.
GENERAL STATE AID	1,790,000.00	-	1,790,000.00	
HIGH COST KIDS (STATE AND FEDERAL)	5,000.00	-	5,000.00	
MEDICAID REIMBURSEMENT	260,000.00	9,369.00	250,631.00	
TOTAL SPECIAL REVENUE FUND	4,072,144.00	350,155.21	3,721,988.79	
FOOD SERVICE FUND				
STUDENT LUNCH	34,400.00	60.00	34,340.00	
ADULT LUNCH	1,300.00	-	1,300.00	
FOOD SER/STATE AID	850.00	-	850.00	
FOOD SERVICE/FED AID	30,092.00	-	30,092.00	
FED AID/COMMODITIES	6,500.00	-	6,500.00	
TOTAL FOOD SERVICE REVENUE FUND	73,142.00	60.00	73,082.00	

Syble Hopp Expenditures Summary for the Month Ended November 30, 2020 - Unaudited

DESCRIPTION	2020-20201 BUDGET	BUDGET AS OF 11/30/2020	Actual Amount	TOTAL BUDGET REMAINING	VARIANCE TO BUDGET AS OF 11/30/2020	COMMENTS
GENERAL FUND						
LIBRARY MEDIA RESOURCES	320.00	177.78	443.64	(123.64)	(265.86)	Additional expenditures for laminating material due to remote learning.
FISCAL/FINANCE	179,878.00	69,183.85	80,225.10	99,652.90	(11,041.25)	Subscriptions/licenses have been paid for Absence Management and Time and Attendance. Additional hours incurred to prepare te school for remote learning and COVID mitigation.
BUILDING AND SITE OPERATION	279,894.00	113,054.78	117,675.04	162,218.96	(4,620.26)	Additional staff member hired to clean building. A portion of the expenditures will be reimbursed by COVID funds received by the County.
BUILDING AND SITE MAINTENANCE	34,690.00	34,690.00	35,358.00	(668.00)	(668.00)	Flooring was installed in August.
DUPLEX	1,750.00	729.17	14.00	1,736.00	715.17	
TELEPHONE	3,050.00	1,270.83	2,382.33	667.67	(1,111.50)	Additional costs incurred to provide WiFi access to students.
TECHNOLOGY	31,041.00	12,933.75	23,897.07	7,143.93	(10,963.32)	Additional technology hours incurred to prepare school staff for remote learning. Software subscription for Jamf was purchased to manage iPads. Additional computers were purchased due to remote learning.
INSURANCE AND JUDGMENTS	100,113.00	41,713.75	37,555.00	62,558.00	4,158.75	
COUNTY IDC AND TECH SERVICES	93,809.00	39,087.08	33,395.78	60,413.24	5,691.32	
TOTAL GENERAL FUND	724,545.00	312,840.98	330,945.94	393,599.06	(18,104.95)	
SPECIAL REVENUE						
EARLY CHILDHOOD	413,009.00	85,309.77	84,026.73	328,982.27	11,283.04	Savings recognized by a staff member on leave and a new staff, which is slightly offset by changes in insurance elections.
SPEECH/LANGUAGE	446,243.00	102,979.15	113,887.19	332,355.81	(10,908.04)	Additional training days to prepare for school due to remote learning and COVID procedures.
SPECIAL EDUCATION	2,131,397.00	491,860.85	491,627.17	1,639,769.83	233.68	Savings from staff on leave have been offset by training days to prepare for school due to remote learning and COVID procedures.
RETIREE INSURANCE	35,000.00	-	-	35,000.00	-	
EC INSTRUCTIONAL AIDES	85,359.00	19,698.23	18,463.68	66,895.32	1,234.55	Savings recognized by vacancy.
SE INSTRUCTIONAL AIDES	1,303,612.00	300,833.54	292,497.87	1,011,114.13	8,335.67	Vacancy from teacher aide on leave. Position will be filled in December.
SE SUB TEACHERS/AIDES	85,044.00	19,625.54	17,467.25	67,576.75	2,158.29	Additional training days to prepare for school due to remote learning and COVID procedures.

Syble Hopp Expenditures Summary for the Month Ended November 30, 2020 - Unaudited

DESCRIPTION	2020-20201 BUDGET	BUDGET AS OF 11/30/2020	Actual Amount	TOTAL BUDGET REMAINING	VARIANCE TO BUDGET AS OF 11/30/2020	COMMENTS
EC SUB TEACHERS/AIDES	16,794.00	3,875.54	6,490.88	10,303.12	(2,615.34)	EC teacher was on leave at the beginning of the year.
SPECIALTY TEACHERS	177,421.00	40,943.31	34,127.52	143,293.48	6,815.79	Savings due to vacancies of part-time music and lifeskills teachers.
DIRECTION OF SOCIAL WORK	75,764.00	17,484.00	20,579.28	55,184.72	(3,095.28)	Additional time to prepare for staff training.
NURSING	86,090.00	19,866.92	29,974.12	56,115.88	(10,107.20)	Additional summer hours were required due to school preparation for COVID.
OCCUPATIONAL THERAPY	300,823.00	69,420.69	75,312.79	225,510.21	(5,892.10)	Additional training days to prepare for school due to remote learning and COVID procedures.
PHYSICAL THERAPY	85,808.00	19,801.85	22,038.14	63,769.86	(2,236.29)	Additional training days to prepare for school due to remote learning and COVID procedures.
TRAINING	8,677.00	4,338.50	4,364.56	4,312.44	(26.06)	
SE AND PRINCIPAL	320,136.00	123,129.23	120,932.11	199,203.89	2,197.12	
BOARD AND AUDIT	10,965.00	4,568.75	2,828.00	8,137.00	1,740.75	
ADMINISTRATOR	189,111.00	72,735.00	81,413.81	107,697.19	(8,678.81)	Additional costs incurred for legal counsel and supplies due to COVID. In order to stay informed of CESA 7 District information, professional development and have access to licensing questions, additional costs were incurred to join the CESA 7 Membership.
VEHICLE REPAIR AND FUEL	6,300.00	2,625.00	1,076.82	5,223.18	1,548.17	
TRANSPORTATION AND BUS AIDES	715,974.00	206,197.50	164,529.08	551,444.92	41,668.42	Routes that were not run were charged at 82% of the contract.
UNEMPLOYMENT	10,919.00	4,549.58	1,060.65	9,858.35	3,488.93	
CESA SERVICES	28,640.00	28,640.00	30,203.74	(1,563.74)	(1,563.74)	Services for CESA PT have been paid for the year.
CAMP SOAR	93,628.00	93,628.00	7,055.40	86,572.60	86,572.60	Onsite Camp SOAR was cancelled.
TRANSIT OF AID TO DISTRICTS	51,764.00	-	-	51,764.00	-	First payment will be in December.
TOTAL SPECIAL REVENUE FUND	6,878,476.00	1,742,110.95	1,619,956.79	5,058,521.21	122,154.15	
FOOD SERVICES						
DIRECTOR OF FOOD SERVICES	66,242.00	13,248.40	1,011.20	65,230.80	12,237.20	Food Service is being provided by West De Pere's Summer Food Service Program in order to provide students free meal during COVID-19.
FOOD - LUNCH PROG	500.00	100.00	-	500.00	100.00	
FOOD	6,400.00	-	-	6,400.00	-	
TOTAL FOOD SERVICE FUND	73,142.00	13,348.40	1,011.20	72,130.80	12,337.20	

SYBLE HOPP | 2021-2022 TEACHER/THERAPIST CALENDAR

PD/Work Days = 3

AUGUST '21						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

Feb 18 Teachers/Therapists Report (No Students)

Instructional Days = 19
PD/Work Day = 1

1 First Day of School
6 No School - Labor Day
13 Teacher/Therapist Work Day (No Students)

Instructional Days = 20
Work Days = 1

SEPTEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MARCH '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

4 End of Trimester
21-25 No School - Spring Break

Instructional Days = 18
PT Conferences = 5

25 Teachers/Therapists Report (No Students)

Instructional Days = 20
Professional Development = 1

OCTOBER '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15 No School
Instructional Days = 20

23 End of Trimester
24 No School (Teacher/Therapist Flex Day)
25/26 Thanksgiving

Instructional Days = 19
Work/Flex Day = 1

NOVEMBER '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY '22						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

23-27 Camp Week
27 2:00 Dismissal
30 Memorial Day

Instructional Days = 21

23-31 No School - Holiday Break

Instructional Days = 16
P/T Conferences = .5 (Dec. 2)

DECEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 22						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3 Last Day of School
Noon Dismissal for Students
Teacher/Therapist report 6/6

Instructional Days = 2.5
Work Days = 1.5

Instructional Days = 21

JANUARY '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JULY '22						
S	M	T	W	Th	F	S

Instructional Days = 176.5
PD/Work Days = 7.5
Flex Day = 1 Day
Non-Scheduled Comp = 1
PT Conferences = 1
Paid Holiday = 3

School Calendar Template © calendarlabs.com

Total = 190 Days

SYBLE HOPP | 2021-2022 INSTRUCTIONAL AIDE CALENDAR

AUGUST '21

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

PD/Work Days = 2

FEBRUARY '22

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

Feb 18 Aides Do Not Report
Teachers/Therapists Report
(No Students)

Instructional Days = 19

SEPTEMBER '21

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

1 First Day of School
6 No School - Labor Day

13 Prof. Development

Instructional Days = 20
PD Day = 1

MARCH '22

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

4 End of Trimester
21-25 No School - Spring Break

Instructional Days = 18

OCTOBER '21

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 Aides Do Not Report
Teachers/Therapist Do Report

Instructional Days = 20

APRIL '22

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15 No School Staff or Students

Instructional Days = 20

NOVEMBER '21

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

23 End of Trimester

24 Aides Do Not Report

25/26 Thanksgiving

Instructional Days = 19

MAY '22

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

23-27 Camp Week
27 2:00 Dismissal
30 Memorial Day

Instructional Days = 21

DECEMBER '21

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23-31 No School - Holiday Break

Instructional Days = 16

JUNE 22

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3 Last Day of School
Full Day for Inst. Aides
Noon Dismissal for Students

JANUARY '22

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Instructional Days = 21

JULY '22

S	M	T	W	Th	F	S

Instructional Days = 176.5
PD/Work Days = 3.5
Paid Holidays = 2.0

Total = 182

School Calendar Template © calendarfabs.com

Support Information #10

Memo

To: Kim Pahlow, Administrator

From: Carolyn Maricque, Business Manager

RE: Recommended Candidate for Technology Support Position

Date: January 19, 2021

The purpose of this memo is to recommend the hiring of Cameron Ratliff for the Technology Support position. Cameron comes to us with experience in both the technician and system administration technology roles for educational environments. His experience includes supporting devices running Microsoft Windows, Google Chrome OS Android and Apple/Mac iOS. Finally, his previous experience also included managed networking technologies which will be beneficial in creating efficiencies and solutions within the County Network.

To the Brown County Children with Disabilities Education Board,

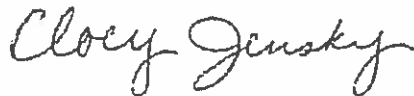
I am writing to formally request a leave of absence due to family reasons. I would like to request a leave of absence from February 13, 2021 through May 31, 2021.

I plan to return to work June 1, 2021.

Please let me know whether you require any further information or have any questions. You can reach me via email at ciensky@syblehopp.org or by phone at (920) 851-9933.

Thank you for your consideration in affording me the opportunity for this leave.

Sincerely,

A handwritten signature in cursive script that reads "Cloey Jensky".

Cloey Jensky

Brown County Children with Disabilities Education Board

Brown County



305 E. WALNUT STREET
 P.O. BOX 23600
 GREEN BAY, WI 54305-3600
 PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

TO: Kim Pahlow, BCCDEB Administrator
 Carolyn Maricque, BCCDEB Business Manager

From: Sarah Johnson, BCCDEB Director of Special Education and Pupil Services

RE: District Programming

Date: January 19, 2021

It is with this memo that I am recommending we discontinue special education programming at the elementary level and transition these programs to the district in the Unified School District of DePere, West DePere School District, Denmark School District and Wrightstown Community School District. In addition, I recommend we discontinue providing Occupational Therapy Services at the Early Childhood level in the Unified School District of DePere.

We have worked collaboratively with these four districts and the Department of Public Instruction (WI DPI) to determine the best process forward to transitioning these programs and positions to the districts. A memorandum of understanding was signed by all involved parties and submitted to WI DPI for preliminary consideration in December, 2020. WI DPI indicated support in moving forward with the Transfer of Service requests from the districts.

This would impact the following positions:

	DePere	West DePere	Denmark	Wrightstown	TOTAL BCCDEB
Teacher FTE	2.0	1.0	1.0	1.0	5.0
Instructional Aide FTE	1.73				1.73
Occupational Therapist FTE	0.40				0.40
TOTAL FTE	4.13	1.0	1.0	1.0	7.13
Cost Net Categorical Aid	\$153,153	\$42,554	\$53,261	\$51,397	\$300,365

Staff members impacted have been notified and the directors of special education in the districts have connected with them regarding possible next steps for their newly created positions.



Brown County Pupil Services Directors and Brown County CDEB

Denmark
De Pere

West De Pere
Wrightstown

BCCDEB

District Programming Memorandum of Understanding (MOU) between the Brown County Children of Disabilities Education Board and the school districts of Denmark, West De Pere, De Pere, and Wrightstown

This Memorandum of Understanding is between the Brown County Children with Disabilities Education Board (BCCDEB) and the school districts. School district throughout this document means the following districts: Denmark, West De Pere, De Pere, and Wrightstown.

The purpose of this document is to provide for the orderly transition of "in-district" special education services from the BCCDEB to the school districts.

The above parties hereby make the following agreement:

1. School districts will be responsible for paying for and supervising special education programming and staff within their district for the elementary grades (K-5) beginning in the 2021-22 school year.
2. This agreement does not include the programming and staffing for EC/4K special education services (teachers and/or teaching assistants), which will continue to exist through an MOU with BCCDEB and each individual district.
 - a. It is the responsibility of the BCCDEB to oversee the Early Childhood Program and costs incurred related to staffing and substitutes for that programming as stated in the MOUs with each district.
3. This agreement may include transitioning related services (Occupational Therapy) from BCCDEB to individual school districts for elementary and EC/4K programming. This service is not currently provided to all four schools and will be determined by each district as they consider how to effectively integrate and serve their students. The fte provided below reflects these related service providers.
4. All vacancies of Special Education Staff created by this transition and any new positions that occur for Special Education Staff shall be filled by staff hired by the School District or hired through a CESA or other cooperative association. The parties agree that current BCCDEB staff may apply for any vacant position in the district but the hiring decision is at the discretion of the local school district.
5. BCCDEB will inform all current employees that are impacted by this change within two weeks of the transfer of service determination.
6. School districts will be responsible for all new costs related to these positions.

7. Any previously purchased classroom learning materials will remain the property of the entity that made the original purchase.
8. All evaluation of elementary special education staff will be the responsibility of the school districts.
9. All costs relating to substitute teachers for the elementary special education positions will shift to the school district.
10. Early Childhood- It is the responsibility of the BCCDEB to oversee the Early Childhood Program. The school district will provide input as requested as currently articulated in each individual MOU.

After reviewing current services, the Brown County Children with Disabilities Education Board (BCCDEB) will no longer be providing the elementary special education services and Occupational Therapy Services in the following table:

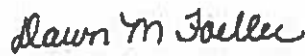
	De Pere	West De Pere	Denmark	Wrightstown
Teacher FTE	2.0	1.0	1.0	1.0
Instructional Aide FTE	1.73			
Occupational Therapist FTE	0.40			
TOTAL FTE	4.13	1.0	1.0	1.0

**District Programming Memorandum of Understanding (MOU) between the
Brown County Children of Disabilities Education Board and the school districts of
Denmark, West De Pere, De Pere, and Wrightstown**

District Signatures:



Jerry Nicholson, Director of Pupil Services
Unified School District of De Pere



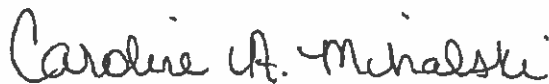
Dawn Foeller, Business Director
Unified School District of De Pere



Sarah Johnson, Director of Special Education and
Pupil Services
Brown County CDEB/Syble Hopp School



Carolyn Maricque, Business Manager
Brown County CDEB/Syble Hopp School



Caroline A. Mihalski, Director of Student
Services
Wrightstown Community School District



Dan Storch, Business Manager
Wrightstown Community School District



Amy Schuh, Director of Student Services
School District of West De Pere



Dawn Laboy, Business Manager
School District of West De Pere



Sheryl DeLarwelle, Director of Pupil Services
School District of Denmark



Janelle Marotz, Business Manager
School District of Denmark