PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: November 16, 2023
Board Members Present: J. Wieland, H. Mathes, L. Franke, K. Lukens, T. Hansen (virtual), N. Gomes (virtual)
Excused: P. Hopkins
Others Present: E. Martini, S. Johnson, S. Cleveland, A. LaBine, N. Kohls, T. Widmer, J. Titera

Action Item: Call to Order

1. T. Hansen called the meeting to order at 3:59 PM. **Motion made by T. Hansen, seconded by J. Wieland, to have L. Franke chair today's meeting. MOTION CARRIED UNANIMOUSLY.**

2. Open Forum – None

3. Action Item: Approval of Minutes
   Motion made by J. Wieland, seconded by H. Mathes, that the minutes of the October 19, 2023 meeting be approved. MOTION CARRIED UNANIMOUSLY.

4. Action Item: Approval of Agenda
   Motion made by H. Mathes, seconded by J. Wieland, that the agenda for the November 16, 2023 meeting be approved. MOTION CARRIED ANIMOUSLY.

5. Action Item: Donations
   S. Cleveland reviewed the donations for November.
   Motion made by K. Lukens, seconded by J. Wieland, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.

6. Action Item: Payment of Bills
   Disbursement for October 1, 2023 thru October 31, 2023 were presented. A large payment to August Winter & Sons was the final payment for the HVAC system. ARPA funds will offset this expense. Other large expenditures included the annual audit and Nonviolent Crisis classes that ESSER funds will compensate us for.
   Motion made by J. Wieland, seconded by T. Hansen, that the payment of bills be approved. MOTION CARRIED UNANIMOUSLY.

7. Action Item: Financial Report
   Expenditures and revenues for October were reviewed. Questions were entertained.
   Motion made by J. Wieland, seconded by K. Lukens, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.

8. Action Item: Resignations and Retirements
   Motion made by H. Mathes, seconded by J. Wieland that the Board approve the resignation of Erin DeGrand, BCCDEB Instructional Aide. MOTION CARRIED UNANIMOUSLY.

9. Action Item: Hires
   E. Martini announced two new instructional aides that will be joining us.
   Motion made by N. Gomes, seconded by T. Hansen, that the Board approve the hiring of Maryah Roeder and Sophia Zerilla, both BCCDEB Instructional Aides. MOTION CARRIED UNANIMOUSLY.

10. Action Item: Increasing Instructional Aide FTE
    E. Martini stated that three more instructional aides will be hired for one-on-one aide positions. These will be paid for by the school districts.
    Motion made by J. Wieland, seconded by K. Lukens, that the Board approve five 1.0

FTE BCCDEB Instructional Aide positions to support incoming placements. MOTION CARRIED UNANIMOUSLY.

11. Discussion Item: Facilities Updates
    E. Martini reported:
    - Still waiting to hear from Jan Pro and Liberty Mutual regarding the flooring.
    - L. Mullen, our current housekeeper, will be increasing her hours from 15 to 40 per week.
    - Our pool rental rates for De Pere Park and Recreation will be going up from $10 to $25/hour.
    - A group from WDP will be using the school gym for basketball practice.

12. Discussion Item: Administrator's Report
    S. Cleveland
    - 15-20 staff members completed a Nonviolent/Ukera training at school.
    - Homecoming was a lot of fun and well attended.
    - Students/Staff will be attending caroling and tree trimming at the De Pere City Hall and the Northern Building next month.
    - The holiday program is scheduled for December 20th at 9:30 AM and 1 PM
    - Graduation has been scheduled for Thursday, May 23rd.
    - Camp Week has moved to May 13-17th.

    S. Johnson
    - The first trimester is finishing up.
    - De Pere Lions Club will be at school on January 30th for vision screening.

    E. Martini
    - We are moving forward with the purchasing of a new vehicle. Hoping to order one in January.
    - A contract with Neolla has been signed to start work on our school policies.
    - A meeting has been set up next month with Drew Howick Associates to go over our Mission, Vision and Value Statement agendas and parameters. We are looking for a completion date of March/April.

13. Discussion Item: Parent Organization Report
    - President, T. Widmer reported that 545 cases of nuts have been sold. Down from previous years.
    - Homecoming was well done and a fun event.
    - 19 families signed up for the SibShop last weekend.
    - PO is planning a Family Engagement Event in January
    - The healthy snack stand that is usually held with the Scholastic Bookfair is being revamped and will be an in-house event.
    - The Golf Outing Committee will be meeting next month to begin planning for the next golf event.

14. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction pursuant to Wis. Stats. Sec. 118.22. **Motion made by J. Wieland, seconded by H. Mathes that the Board move into Executive Session at 4:32 PM. MOTION CARRIED UNANIMOUSLY**

15. Adjournment:
    Motion made K. Lukens, seconded by N. Gomes that the November 16, 2023 Brown County Children with Disability Education Board meeting be adjourned at 5:30 PM. MOTION CARRIED UNANIMOUSLY.