



Sugar Maple Nature School

Governance Council Meeting Minutes

Date and Time

Thursday, December 07, 2023 at 7pm **ONLINE Meeting**

Attendance: Brian Fortney, Michelle Travis, Korinne Haeffel, Ryan Reilly, Cindy Raimer

This is a meeting of the Sugar Maple Nature School Governance Council in public for the purpose of conducting the School's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. More than 24 hours prior to the meeting, notice of the time, place, date and subject matter of this meeting was posted at the entrance doors at Riveredge Nature Center and the Sugar Maple Nature School. A copy was also posted on the school website and sent to the Northern Ozaukee School District.

Agenda

- I. Opening Items
 - A. Call the Meeting to Order
 - B. Record Attendance
 - C. Approval of Agenda
 - 1. Motion to approve the agenda: Ryan Reilly
 - 2. Second: Michelle Travis
 - 3. Discussion: Need to accept a resignation from Diane Abbey. We thank her for her service to the GC.
 - 4. Motion carried.
 - D. Approval of Meeting Minutes
 - 1. [11/28/23 Bus. Meeting Minutes](#)
 - a) Motion to approve the minutes from the November 28th meeting: Brian
 - b) Second: Ryan
 - c) Discussion: N/A
 - d) Motion carried.
 - E. Approve check register
 - 1. Motion to approve the check register: Ryan
 - 2. Second: Brian
 - 3. Discussion: N/A
 - 4. Motion carried.
 - F. Approve Financial Report - N/A
- II. Public Comment
 - A. No members of the community were here and no one used the online form.
- III. Admin. Report
 - A. [Dec. 23 Admin Report](#)
- IV. Committee Reports

- A. Finance & Fundraising (FAFC)
 - 1. Audit Information - The individual from CESA6 who was liasoning with the auditors is no longer there. Created a slight complication in the audit.
 - 2. Establish Threshold for Fundraising Plan
 - 3. Need to set meeting dates/times for the committees and get rolling
 - 4. Nothing to vote on.

- B. Facilities and Safety Committee (FASC)
 - 1. Hawthorne Hills County Park Agreement
 - a) Korinne shared out the events from the County board meeting
 - 2. Facility Planning
 - 3. RFP for Facility and Architectural Services
 - 4. Safety Assessment with OZ Sheriff Dept. - have to file with the State of WI that we looked at our safety assessment for this year as well as coordinate with OZ Sheriff department to start one for the new site.
 - 5. Natural Playground Planning
 - 6. No vote tonight.

- C. Exec Committee
 - 1. NOSD Charter Contract
 - a) Cindy has updated the original to match current developments
 - b) Needs to be prioritized in order to give NOSD time to approve it and send it to the state in time to get it approved before we submit our expansion grant.

- D. Parent Advisory Committee (PAC)
 - 1. Parent Forum Planning
 - a) Motion to approve the Parent Forum:
 - b) Second:
 - c) Discussion:
 - d) Motion carried.

- E. Academic Excellence Committee (AEC)
 - 1. Math Curriculum samples
 - 2. Jan. NWEA Maps Testing

- F. PTO
 - 1. Meeting Dec. 11th
 - 2. PTO Name Change Vote

- V. Closed Session
 - A. Motion to go into Closed Session
 - 1. The exemption in Wis. Stat. § 19.85(1)(g) authorizes a closed session to discuss legal counsel advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
 - 2. Pursuant to section 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.
 - 3. The exemption in Wis. Stat. § 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - a) Motion to go into closed session: Ryan
 - b) Second: Michelle
 - c) Discussion: None
 - d) Roll Call Vote:
 - (1) Brian Fortney absent
 - (2) Adam Eader absent

- (3) Korinne Haeffel yay
- (4) Ryan Reilly yay
- (5) Michelle Travis yay
- e) Motion to go into open session: Ryan
- f) Second: Michelle
- g) Discussion: none
- h) Roll Call Vote:
 - (1) Brian Fortney absent
 - (2) Adam Eader absent
 - (3) Korinne Haeffel aye
 - (4) Ryan Reilly aye
 - (5) Michelle Travis aye

VI. Items up for vote from closed session

- A. Motion to: If a new student is added to 2nd grade, then we will authorize the posting of a part-time paraprofessional position at 3.5 hours day for the remainder of the year at \$15.00/hour.
 - 1. Motion: Michelle
 - 2. Second: Ryan
 - 3. Discussion: none
 - 4. Motion carried. All aye
- B. Motion to: Purchase QuickBooks with best pricing for non-profit organizations.
 - 1. Motion: Ryan
 - 2. Second: Michelle
 - 3. Discussion: none
 - 4. Motion carried: All Aye
- C. Motion to: When we request a draw, we include a surplus so that we have 1% of our total budget available as a cash balance.
 - 1. Motion: Ryan
 - 2. Second: Michelle
 - 3. Discussion: none
 - 4. Motion carried. All Aye

VII. Closing Items

- A. Adjourn Meeting
 - 1. Motion to adjourn: Michelle
 - 2. Second: Ryan
 - 3. Discussion: none
 - 4. Motion carried. unanimous

Governance Council (GC) Meetings

- Thursday, December 21, 2023, 7pm Online