



## Sugar Maple Nature School Governance Council Meeting Minutes

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### Date and Time

Thursday, December 21, 2023 at 7pm **ONLINE Meeting**

**Attendance:** Brian Fortney, Adam Eader, Ryan Reilly, Korinne Haeffel, Michelle Travis, 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.*

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### Agenda

- I. Opening Items
  - A. Call the Meeting to Order
  - B. Record Attendance
  - C. Agenda Approval
    1. Motion to approve the agenda: Michelle Travis
    2. Second: Adam Eader
    3. Discussion: N/A
    4. Vote: Motion carried
  - D. Approval of Meeting Minutes
    1. [12-07-23 GC Meeting Minutes](#)
      - a) Motion to approve the Minutes: Ryan Reilly
      - b) Second: Brian Fortney
      - c) Discussion: N/A
      - d) Vote: Motion carried
  - E. Approve check register
    1. Motion to approve the check register: Ryan Reilly
    2. Second: Brian
    3. Discussion: N/A
    4. Vote: Motion carried.
  - F. Approve Financial Report
    1. No vote needed.
- II. Public Comment
- III. Admin. Report
  - A. DPI expansion grant progress update
  - B. Determine Date of School Lottery

1. Have to hold the lottery after April 30th
2. Need to have a GC quorum
3. GC member has to be the one to draw the balls from the hopper
4. Cindy recommends that we hold the lottery second week of May, week of May 6th
  - a) Ryan recommends Friday the 10th
- C. Motion to set the date of the School Lottery to **Friday, May 10th at 11:00AM.**
- D. Second: Brian
- E. Discussion: Ryan requested to set it to 11:00AM vs 10:00AM
- F. Vote: Motion carried

#### IV. Committee Reports

- A. Finance & Fundraising (FAFC)
  1. Audit Information
  2. DPI Monitoring-Authorizer Report
  3. Draw on Funds
    - a) No vote needed as we will wait to do the next draw until January.
  4. 990 Extension Granted
- B. Facilities and Safety Committee (FASC)
  1. Hawthorne Hills Facility Planning
    - a) Hawthorne Hills County Park starting in 2024
    - b) Looking at buildings - modular school building
  2. Modular building tour
    - a) Windy, blustery day - the unit's didn't transfer much of the sound at all
    - b) School administrators commented that adding an add-on after the initial set up was a little bit of a hassle, and the new piece didn't match perfectly with their existing buildings
    - c) Bathrooms are way nicer than even the current main building's bathrooms
    - d) They had 26 students/classroom and there was still plenty of room and windows for light
    - e) Everyone who toured were pleasantly surprised
    - f) The modules exceeded all expectations
  3. Modular building options update
  4. Facilities task list
  5. ERate and technology
  6. Safety Assessment with OZ Sheriff Dept.
    - a) It has been noted that the new site shares a physical address with 3 different entities on the property. May need to work with the county to establish a unique address for SMNS.
      - (1) Motion to approve the addition to the EOP as presented by Cindy: Ryan
      - (2) Second: Adam
      - (3) Discussion: Revise item 4 under the bomb threat section language to refer to Riveredge Nature Center vs Oz County
      - (4) Vote: Motion carried.
  7. Wis. Stat. § 118.07 Office of School Safety
    - a) **SMNS School Recovery Plan\_ Resumption of Teaching and Learning - Go...**
- C. Exec Committee
  1. Approval of MOA with OZ County
  2. NOSD Charter Contract
  3. HR/Financial Service Provider
    - a) Motion to permit Korinne to sign on behalf of the SMNS GC to execute the MOA as passed by the Oz County board to include any amendments that were passed with that package: Ryan
    - b) Second: Adam
    - c) Discussion: N/A
    - d) Vote: Motion carried

- D. Parent Advisory Committee (PAC)
  - 1. Parent Forum Planning Update-
    - a) Thursday, Jan. 25th
    - b) Not all GC members need to be present for the forum
  - 2. Topics:
    - a) Open Enrollment
    - b) Grant
    - c) New site
    - d) Capital Campaign
  
- E. Academic Excellence Committee (AEC)
  - 1. Math Curriculum update
  - 2. Checking into a free curriculum that has been proven among some other local districts
  - 3. Teachers are/can use the curriculum for enrichment complimentary to Bridge's to assess effectiveness
  - 4. Formal recommendation to come to the GC for a vote later in the year
  
- F. PTO
  - 1. Meeting Dec. 11th
  - 2. PTO Name Change Decision
  
- 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: N/A
      - d) Roll Call Vote:
        - (1) Brian Fortney - Aye
        - (2) Adam Eader - Aye
        - (3) Ryan Reilly - Aye
        - (4) Michelle Travis - Aye
        - (5) Korinne Haeffel - Aye
      - e) Motion to go into open session: Adam
      - f) Second: Michelle
      - g) Discussion: N/A
      - h) Roll Call Vote:
        - (1) Brian Fortney - Aye
        - (2) Adam Eader - Aye
        - (3) Ryan Reilly - Aye
        - (4) Michelle Travis - Aye
        - (5) Korinne Haeffel - Aye
  
- VI. Items up for vote from closed session
  - A. Motion to approve the quarterly financials as presented by Michelle during closed session: Brian
  - B. Second: Ryan
  - C. Discussion: N/A
  - D. Vote: Motion carried
  - E. Motion to provide guidance to the tech guy from NOSD to help write the E-Rate Grant: Brian

- F. Second: Adam
- G. Discussion: N/A
- H. Vote: Motion carried
- I.

VII. Closing Items

- A. Adjourn Meeting
  - 1. Motion to adjourn: Brian
  - 2. Second: Ryan
  - 3. Discussion:N/A
  - 4. Vote: Motion carried

**Governance Council (GC) Meetings**

- SMNS GC meets on the 2nd and 4th Thursdays of each month. The next meeting is scheduled on Thursday, January 11, 2024, 6pm Online.