

Manitowoc Public School District
Board of Education Meeting Minutes
May 28, 2024

The Special Meeting of the Board of Education was called to order at 6:01 p.m. by Board President Chris Able. Members present were: Mr. Chris Able, Mr. Biff Hansen, Mr. Matthew Phipps, Mr. Keith Shaw, and Mr. Matthew Spaulding. Board members absent were Mr. Kerry Trask and Mr. Tony Vlastelica. Also present were Directors, and Board Secretary Laurie Braun.

The meeting began with the Pledge of Allegiance. Network connection and access to BoardBook were confirmed.

Director of Business Services Angela Erdmann introduced Randy Miller with Hawkins Ash CPA's who provided the 2022-2023 Fiscal Year Audit Report and Presentation. Mr. Miller shared the Independent Auditors' Report and the Financial Statements with the Independent Auditors' Report. The report included an overview of the journal entries needed, timeliness of requests, original and final budget amounts, and any advisory comments or suggestions. The District had three financial findings questioned; Preparation of Financial Statements, Material Audit Adjustments, and District Aid Certification. Each of these findings included a recommendation and response from the district. Mr. Miller commented that our district has zero notes payable which is a huge positive for our district. MPSD has notably been frugal with borrowing and spending which reflects on our aging buildings and the needs presented by the facilities audit. A motion to accept the auditor's report was made by Keith Shaw, seconded by Matthew Spaulding, and unanimously carried (5-0).

Items brought forward to the full Board from the 5-20-24 Finance & Facilities Committee Meeting included the Pupil Transportation Contract and the Student Accident Insurance. Committee Chairperson Keith Shaw provided a summary of the meeting. A motion was made by Matthew Phipps seconded by Matthew Spaulding, and unanimously carried (5-0) to accept the Pupil Transportation Contract with Brandt Buses as presented. A motion was made by Biff Hansen, seconded by Matthew Phipps, and unanimously carried (5-0) to accept the Student Accident Insurance as presented.

Director Erdmann presented the recommendation of the Food Service Bid. Director Erdmann shared a summary of the bid process and the guideline requirements from DPI with significant discussion surrounding CEP and how MPSD utilizes this program. A motion was made by Matthe Spaulding, seconded by Biff Hansen, and carried (4-1), with Matthew Phipps opposing, to accept the recommended bid from Chartwells for the Food Service Contract as presented,

The 2024-2025 Food Service Community Eligibility Provision (CEP) Program recommendation was discussed. Each year school districts are required to confirm their participation in the program. Director Erdmann shared that MPSD currently has an estimated Identified Student Percentage (ISP) rate of 42.1% and is estimated to be 48.91% for the 2024-2025 school year. This would mean that 78.26% of all meals would be reimbursed at the free rate and 21.74% reimbursement at the paid rate. A motion to approve the participation of the CEP program for the 2024-2025 school year was made by Biff Hansen, seconded by Chris Able. Lengthy discussion regarding the CEP program took place regarding the dynamics of how and where breakfast would be made available to students and concern for food waste. Biff Hansen made a friendly amendment to the motion to include the leadership team

would look at ways to enhance participation in the breakfast program, Matthew Phipps seconded the friendly amendment. The amended motion carried (3-2) with Board members Phipps and Spaulding opposing.

The updated Printing Services MSC Production Machines Bid was presented to the Board. A motion was made by Keith Shaw, seconded by Chris Able, and unanimously carried (5-0) to accept the bid as presented by Wisconsin Document Imaging for the next 5 years, 2024-2029 School years.

Director of Human Resources Mike Nault presented the Personnel Report. Clarification was provided to the SFA Teacher Interventionist position. Mr. Nault also noted a correction to the building assignment for the Special Education Teacher is at Wilson rather than Lincoln as listed. A motion was made by Matthew Spaulding, seconded by Biff Hansen, and unanimously carried (4-1), with Chris Able opposing, to approve the Personnel Report noting the correction to the building location of Wilson Middle School for the Special Education position.

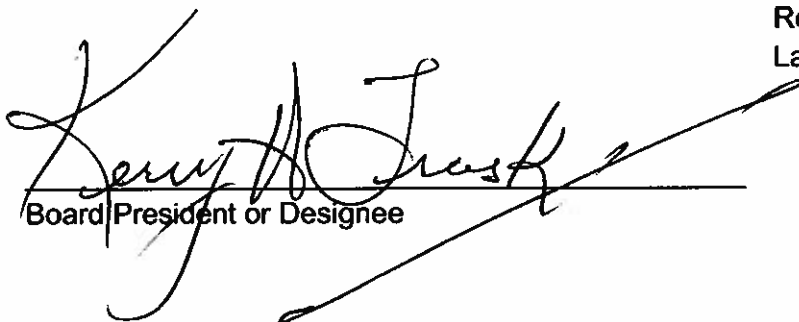
A new .5 FTE Social Worker position at Riverview Elementary School was presented to the Board, including the rationale and budget expenditure for the district. A motion was made by Biff Hansen, seconded by Keith Shaw, and unanimously carried (5-0) to approve the new .5 FTE Social Worker position for Riverview Elementary School.

Future meeting dates include the Personnel & Policy Committee Meeting, June 3, 2024 at 3:30 p.m., the Curriculum & Instruction Committee Meeting June 3, 2024 at 5:00 p.m., and the Regular Meeting of the Board of Education on Tuesday, June 11, 2024 at 6:00 p.m.

A motion was made by Keith Shaw, seconded by Biff Hansen, and carried (3-2) by a roll call vote, with Matthew Phipps and Matthew Spaulding opposing, to move into closed session at 7:26 p.m., to consider the following matter: the employment, promotion, compensation, or performance evaluation of a public employee over which the government body has jurisdiction or exercises responsibility, under section 19.85(1)(c) of the Wisconsin Statutes: Superintendent Summative Performance Evaluation and Process. The Board allowed a brief recess for the public to exit the Board Room and resumed the closed session at 7:31 p.m.

The Board of Education reconvened in open session at 8:06 p.m. and did not take action on any of the matters discussed in closed session. A motion to adjourn the May 28, 2024, Special Board of Education meeting was made by Keith Shaw, seconded by Biff Hansen, and carried (5-0). The meeting adjourned at 8:07 p.m.

Respectfully submitted,
Laurie Braun, Board Secretary


Kerry A. Trush
Board President or Designee