

**Vision:** *Preparing and supporting today's students for tomorrow's workforce.*  
**Mission:** *Uniting schools and businesses to help students prepare for their futures.*

**SUN PRAIRIE BUSINESS AND EDUCATION PARTNERSHIP**  
**February 14, 2023 – Minutes (taken by Betsy Butler)**

**BEP Board Members:** Tiffany Yapp, Jen Ploeger, Dianne Metz, Karen Bailey, Stephanie Leonard-Witte, Carol Albright, Katie Mould, Chris Swenson, Sharlot Bogart, Steven Case, Prisha Poddar, Devoid Thwing, Katrina Collins, Ray Koepcke, Betsy Butler, Patrick Malinowski, Seth Degnan, Lauri Isaacson, Sarah Chaja-Clardy, Shirley Statz, Craig Smith. **Additional BEP Members/Guests:** Dan McIlroy, Nina Knorr from PPA for Nicole Sconiers

**Call to Order:** The meeting was called to order at 7:35 am by Patrick Malinowski, Past President standing in for Blattner/Coulthart at SP West High School.

**Host Business Feature:** Jen Ploeger welcomed us all to West High School and explained that our meeting is being held in the lovely Performing Arts Center Lobby. The PAC at West holds about 800 people, designed for a smaller feel than the PAC at East. Ploeger acknowledged that Betsy Wolffe, the West PAC Director, had helped set up today's meetings and hospitality. Thanks to them both for hosting today's meeting.

**Approval of January 2023 BEP Minutes:** Butler made a correction at the end of the January minutes where it listed the wrong monthly's date and location. This has been corrected in the original document of the minutes. Motion made to approve by Bogart; seconded by Koepcke. Motion carried.

**Introduction of Guests:** Malinowski welcomed Dan McIlroy--current BEP member, former BEP board member and past president (2001-2002)--to the meeting. Dan is here to discuss the signage for Reality Rocks. Welcome, Dan.

**Introduction of Board Members:** Members introduced themselves

**Student Feature:** Steven Case, East HS rep, shared that the National Honor Society members are working on getting their volunteer hours in, that the DECA United Club (east HS and West HS) are sending several members to the state competition, and that the second semester classes have now started. He also shared that he will be attending UW Madison in the fall. Prisha Poddar, West HS Rep, shared that during the recent FBLA competition, there were numerous winners and 9 will be advancing to state competition. She also shared that winter sports are getting into playoffs and tournament competitions while spring sports are starting sign ups, with practices starting in March. Poddar shared that she has received a full scholarship to UW Madison and will most likely be attending there in the fall.

**Treasurer's Report:** Malinowski made a motion to install Ray Koepcke as interim treasurer while Everson is recovering; Swenson seconded the motion. The motion carried. Koepcke reported that the accounts are good: \$100 came in from Talent Insurance & Financial Solutions for Reading Buddies via PayPal. Butler reported she has 2 recent checks to deposit and Swenson reported that he is working with Everson to set up ACH electronic transfer capabilities from our general fund, endowment, and Adopt-a-Future accounts so we are able to move money as designated by the board. Koepcke will be added as a signer for the Bank of Sun Prairie account; Butler is currently a

signer with Everson. Standing of accounts currently as of 1/31: Checking \$7239.07; General Fund \$29,477.80; Adopt-a-Future \$30,924.08; and Endowment \$56,926.46.

**SPASD [Student Voice](#) Data Presentation:** Leonard-Witte and Chaja-Clardy presented what the district has in place for obtaining student feedback, explaining the types of data gathered and how it is used to inform change, focusing on the district's core values. The data comes from 2 avenues: interviews (people's stories) and surveys (a broader gathering of information), speaking with students in grades 3-12, with inverse representation of 60% non-white and 40% white. This data is pulled into theme strands to be used in 2 facets in the district - through the Curriculum Renewal & Design process and the Instructional Framework. The next step is for the pulled data to be shared with the student who provided the input data to ask them if this is indeed what they meant. As far as business input, yesterday a survey was sent out to garner input related to the teaching of science. Previously, a similar survey was sent to BEP members regarding math instruction and needs.

Malinowski commented that this presentation was very helpful in his understanding of how the district uses data to improve instruction. Thank you to Leonard-Witte and Chaja-Clardy for this.

**BEP Committee Structure:** Butler shared the [Past](#) committee structure from 2018-2019 that was in place and proposed a revised structure for 2022-2023 based on current programs and changes. Butler stated in thinking about it recently in the capacity of changes that the designation of Volunteer Committee did not make sense as that should be handled by each committee based on its needs and using the database we have of members. As far as the Tech Committee, it would involve the website (which she has taken on to update/revise platforms) and social media (thanks to Degnan for the current Facebook site) -- both of which Butler felt would be best part of the Marketing Committee. Butler asked members to personally reflect on the structure so as to revisit at the end of the meeting.

**Feedback from Goals for BEP 2022-23 and Annual Meeting:** This item has been tabled for this month as Blattner is on vacation.

### **Activity Reports:**

Reality Rocks: Report - Summary: *The next Reality Rocks will be held at SP West High School on April 19.* Action: Malinowski shared that he will be working soon with the Econ teachers to get the framework set-up and Butler has already sent out a "save the date" for volunteers. The vast majority of volunteers are returning. Albright shared her work with McIlroy (ProAdSpec) in obtaining information/quotes for the creation of signage for West HS and possible replacement of worn East HS signage. ProAdSpec would donate the artwork time as usual, while costs are coming in at \$129/sign plus shipping with 30 signs needed. Discussion was held that included whether or not to have signage that moved between buildings, signs that represented each building or instead represented the BEP sponsorship, and how to fund the costs of new signage. The current East HS signs were purchased through the SP Education Foundation grant process, coming from the George Conom Fund. Albright checked on this, but we have missed the current grant cycle; Swenson confirmed this as he is SPEF president. Malinowski stated and others agreed that we have the money needed to fund this project. Albright made a motion to go ahead with purchasing signage for each building that would be stored locally by each building and the signage would be in a neutral or BEP-branded color, a total cost not to exceed \$8000. Bogart seconded the motion. The motion carried. McIlroy said that later this week or early next he would forward more particulars of the project. Ploeger suggested that

those on this committee look at the space proposed to be used here at West HS to make sure it will work as is needed. Members who can will do so at the completion of the meeting.

Reading Buddies: Report--Summary: *The February Books, How to Catch a Snowman, by Adam Wallace and Andy Elkerton were shipped to all schools on Tuesday, January 31, 2023. The March books are a non-fiction book about owls that have arrived and are being labeled. The remaining books for April and May will be ordered soon.* Action: No board action today.

BEP Student Employee Excellence (SEE) Award: Report--Summary: *Student recognitions have taken place at Kicks Unlimited, the Bank of Sun Prairie, and Goodwill. Jeromey Hodsdon and The Star published a great article about the recognitions. Promotional slides featuring the students have been shared with East HS and West HS for use in the buildings..* Action: No board action today. Butler will email members and local businesses soon to generate more nominees.

Working Wednesdays: Report- - Summary: *Craig Smith reported that he and Laura Leja have been coordinating this project, and requests to participate are in a dry spell right now.* Action: As Smith was here, there was discussion today. It was suggested that there be a flier about BEP membership given to participants. Smith asked as to if non BEP members could participate; Swenson reminded all that he had wanted that but had been told we could not discriminate access per the district. Smith will work with the district to clarify the process.

Mock Interviews: Report - Summary: *Nothing at this time.* Action: No board action today.

Job Fair: Report - Summary: *Smith is on the Chamber board and is working with Barbara Behling on this project; one Job Fair will be held at West HS on April 26th and another one held at East HS with a tentative date of May 17. More information will be forthcoming.* Action: No board action at this time.

## **Committee Reports:**

Marketing/Membership/PR: Report - Summary: *The committee met iJanuary 23rd and discussed various aspects of membership & marketing. The committee minutes are [HERE](#).* Action: Lauri Isaacson shared a report of their meeting: They discussed the need to focus on our prospects/target members, the need to figure out the value proposition for a member business, to determine engagement opportunities, and up our branding and content tools for marketing. It was also discussed that we need to have actively involved board members who promote our various projects. The Program Evaluation Committee must also determine student/teacher needs to complete the picture.

Program Evaluation Committee: Report - Summary: You may access the notes from the committee [HERE](#). Theresa Wisden has scheduled our next meeting for February 28, 2023 to focus on the “how” of the standards. Action: No board action today.

Bylaws Committee: Butler explained that at our next board meeting we must present the 2023-2024 BEP Slate of Officers. If interested in the VP (president-elect), treasurer, or secretary position, please contact any Exec Team member (Blattner, Coulthart, Koepcke for Everson, or Butler). We also will look at board vacancies next month.

Finance Committee: Nothing new at this time.

Adopt-a-Future Committee: Report - Summary: *A planning meeting occurred last week, ProStart at SP West is willing to create the breakfast; location will be here in the PAC Lobby on a date to be determined in April.* Action: Nothing at this time. Butler shared that we will have at least 3 scholarships to give, possibly 4-5 total. More information at the next meeting with dates and a request for members to stand in as the BEP At-Large sponsors.

**Other Items of Importance:**

Revisit Subcommittee Structure - Feedback was that the structure makes sense with modifications. Butler would like to see each and every board member listed on a committee as tied in with the Membership & Marketing Committee's promotional growth plan as discussed earlier.

Old GRIT T-shirts and folders - Swenson asked what can be done with them. Folders/pencils can go to the district office when ready for distribution through schools in the fall. The board agreed that the t-shirts should be given to CARDS Closet in order to be used.

**Appreciations and Adjournment:** Motion to adjourn made by Albright, seconded by Leonard-Witte. Motion carried at 8:59 am.

**Next meeting:** Our next board meeting is Tuesday, March 14, 2023, 7:30 a.m. at Sun Prairie East High School, 888 Grove Street.

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