

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION SPECIAL MEETING**

Wednesday, May 11, 2016

5:30 PM

District Administration & Maintenance Center

905 Bethel Circle

Waunakee, Wisconsin 53597

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVE THE AGENDA

IV. PUBLIC COMMENTS

V. OATH OF OFFICE - NEW BOARD MEMBERS

For the record it should be noted that the oath has been administered to the appropriate newly elected Board members with such a notation being provided in the minutes of this meeting.

VI. BOARD REORGANIZATION

President Hill-Breunig will initiate the process for selecting Board Officers by asking for nominations for the office of President. After nominations are complete and a vote is taken to determine the position of Board President, the newly elected President will then continue the process by taking nominations and facilitating a vote for each of the remaining Board positions of Vice-President, Clerk and Treasurer. Votes can be by paper ballot or voice vote as determined by a majority of Board members.

A. Election of Officers

The Board will be electing the positions of President, Vice-President, Clerk, and Treasurer of the school board for the next year. The following motions are provided to give you guidance on this process.

Should multiple people be nominated for the same position, then written ballots will be provided, and Rebecca McDonough and I will count them and report the results.

President

Motion by _____ seconded by _____ that
_____ be nominated for President of the Waunakee
Board of Education.

Vice-President

Motion by _____ seconded by _____ that
_____ be nominated for Vice-President of the Waunakee
Board of Education.

Clerk

Motion by _____ seconded by _____ that
_____ be nominated for Clerk of the Waunakee Board of
Education.

Treasurer

Motion by _____ seconded by _____ that
_____ be nominated for Treasurer of the Waunakee
Board of Education.

In the event that only one person is nominated for any position, the following
motion provides you guidance on how to handle that situation.

Closing of Nominations

Motion by _____ seconded by _____ that nominations for
_____ be closed and a unanimous ballot be cast.

B. Appointment Process Committees

As we have done in the past, we have asked for feedback from board members on
their committee preferences. The president will use this feedback to develop
committee assignments for the next year. I anticipate the committee assignments
being recommended by the president at the June meeting.

C. Designations and Memberships

1. Official Newspaper

The Board will need to take action to appoint the official newspaper
(Waunakee Tribune) for the district.

2. Meeting Times and Dates

The past practice of the Board of Education is to hold its regular meeting on
the second Monday of each month with a closed session beginning at 6:00 p.m.
and the regular meeting to follow starting at 7:00 p.m. There are no legal
stipulations in the State Statute 120.11 that govern when Board meetings are to
be held. The statute merely states that the Board needs to hold monthly
meetings at a time and date set by the Board.

3. Legal Counsel

The Board will need to take action to appoint legal counsel for the district.

I recommend appointing Strang, Patteson, Renning, Lewis & Lacy s.c. as our firm, with Kirk Strang as primary contact. As you know, we also use different attorneys and firms depending on the issue requiring assistance.

4. Official Depositories

Mr. Summers has provided the following list of current banking/depository institutions for approval by the Board to carry out the financial functions of the district for the coming year.

Depository, Expenditure, and Payroll Accounts:

State Bank of Cross Plains

Investments:

State Bank of Cross Plains

Wisconsin Local Government Investment Pool

AUL Trust

PMA-Public Fund Specialists/WISC

Credit Cards:

WASBO/BMO Harris

5. WASB and WIAA Memberships

The Board will need to take action to approve district membership in the Wisconsin Association of School Boards (WASB) and the Wisconsin Interscholastic Athletic Association (W.I.A.A.).

VII. **SET ANNUAL MEETING**

The Board of Education, pending discussion, will need to determine a time and date for the annual meeting per the motion/action of the electorate at the last annual meeting authorizing the Board to set the meeting date/time of the annual meeting. State Statute 120.08(1) states: A common school district (Waunakee) shall hold an annual meeting on the 4th Monday of in July at 8:00 p.m. unless the electors at the annual meeting determine to thereafter hold the annual meeting on a different date or hour, or authorize the school board to establish a different date or hour. No annual meeting may be held before May 15, 2016 or later than October 31, 2016. The motion to set the annual meeting will need to include the date, the time and the place the annual meeting will be held. Last year the meeting was held on the third Monday in October which was October 19, 2015 at 7:00 p.m. in the board room at 905 Bethel Circle. We suggest that this year's meeting be set for October 17, 2016 at 7:00 p.m.

VIII. **ADJOURN**

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”