

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

Monday, November 14, 2016

6:30 PM

District Administration & Maintenance Center
905 Bethel Circle
Waunakee, Wisconsin 53597

AGENDA

I. CALL TO ORDER

II. ROLL CALL

**III. CLOSED SESSION - ADJOURN TO CLOSED SESSION PER WISCONSIN
STATUTES 19.85 (1) (c) (e) AND (f)**

- A. Review Closed Session Minutes of October 10, 2016 Meetings
- B. Review Individual Teacher Contract Recommendations, Resignations and Retirements
- C. Review Individual Co-Curricular Contract Recommendations
- D. Review Individual Support Staff/Custodial Staff Recommendations, Resignations and Retirements

IV. RETURN TO OPEN SESSION

V. PLEDGE OF ALLEGIANCE

VI. APPROVAL OF MINUTES

- A. Approve October 10, 2016 Meeting Minutes and October 24, 2016 Special Meeting Minutes

VII. APPROVAL OF AGENDA AND ADDITIONS

A motion will be necessary to approve the agenda as presented (or) with changes as recommended.

VIII. PUBLIC COMMENTS

Individuals may use this time to comment on any items listed as part of the meeting agenda. A copy of Board Policy 187 —Public Participation at Board Meetings is enclosed for your reference. Past practice has allowed 30 minutes for this section of the agenda.

IX. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Student Report

Amanda Koenig and Mikayla Ripp are the high school student representatives who will provide an update of events from the high school.

B. Board Reports/Action Items

1. Board Reports on Educational Related Events, Meetings, or Trainings Attended by Individual Board Members

This section is reserved for any comments from members of the board on meetings they attended or other informational items.

2. Spring Board Election

a. Notice of School Board Election

Attached is the Notice for the April 2017 School Board Election. Joan Ensign's and Julie Waner's seats are on the ballot this spring.

b. Notification of Non-Candidacy

Attached is the Notification of Non-Candidacy should an incumbent choose not to run for reelection this spring.

C. Strategic Planning

1. District Wellness Clinic Recommendation

Attached please find a presentation on the wellness/health clinic strategic planning initiative. The focus of this presentation is providing the final details on the wellness/health clinic model, and requesting School Board approval to move forward with a trial period from January 2017 to June 2018. Please also feel free to reference the prior two presentations on the topic of health care from the September 2016 and June 2016 School Board meeting. The Budget Committee voted 3-0 to recommend the use of the district fund balance to fund the trial period of the health/ wellness clinic. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

2. Linkage Meeting on Student Mental Health/AODA - Date and Plan

Attached please find the agenda for a December 5th Linkage Meeting developed by the Goals Committee along with members of the student services staff, Waunakee Cares Coalition, High School Above the Influence Club, and administration. Upon your approval of this agenda we will proceed with specific communication and invitations to attendees.

3. Report on Multi-Level Systems of Support - Student Behavior

Attached please find a report on the Multi-Level Systems of Support for Behavior. Janet Thomas, Assistant Director of Student Services, will define

this area of work for the Board and share with you our plan for moving this effort forward in all schools.

D. Administrative Reports/Action Items

1. Summer School Report

Sheila Weihert, Arboretum Principal and Summer School Coordinator, will share with you a report on Summer School 2016. Her report is attached.

2. Announcements

X. **COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS**

A. Budget Committee

Attached please find the Budget Committee meeting minutes from October 17th, 2016

and from November 9th, 2016. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

1. Review October 17, 2016 and November 9, 2016 Meeting Minutes

B. Curriculum Committee

1. Review October 26, 2016 Meeting Minutes

2. New Course Approvals

All new course proposals have been reviewed by the high school leadership team, Brian Kersten, Systemwide, Tim Schell, Randy Guttenberg, and the Curriculum Committee. The Curriculum Committee has approved each of the course proposals and is forwarding them on to the full board for consideration.

They are all contingent upon enrollment and budget availability. Please refer to the summary memo and individual proposal documents for detail.

C. Human Resources Committee

1. Review October 19, 2016 Meeting Minutes

a. Consider Community Ed. Aquatics Supervisor Position

Attached please find a Community Education staffing request for an Aquatics Center Supervisor. This position is being developed with the intent of having another person who has knowledge and skills on how to operate the pool, chemicals, etc. and who can be a supervisor on site during events or times when Kristy Nacker is on vacation or not available during nights and/or weekends. This position is only part-time and will be used only when Kristy is not available and is paid for through Fund 80, so it will not have an impact on other programs or priorities. The HR Committee reviewed this request and had a conversation with Kristy Nacker regarding

the structure of this position. This position will not exceed 700 hours in any given year without the consent of the Business Manager. The HR Committee is recommending this position to the full board.

2. Review November 8, 2016 Meeting Minutes

a. Consider Language for Payout of Points at Retirement

The points system work group met on October 24th. They discussed the limitations of points payout option #2, due to WRS requirements, and unanimously recommended forwarding points payout option #1 to the full Board for approval. The language for Option #1 is attached. The HR Committee reviewed this option again and is forwarding the recommendation to the full board for consideration.

b. Consideration of Tentative Agreement with Waunakee Teachers Association for 2016-2017

The Board of Education Human Resource Committee met with representatives of the Waunakee Teachers Association and has come to a tentative agreement for 0.12% base wage increase that is being forwarded to the board for consideration and action.

c. Consideration of 2016-2017 Compensation for All Employee Groups

The purpose of this agenda item is to request School Board approval of 2016-17 compensation increases for all employee groups. Please see the attachment which provides a cover memo and supporting documents that outline the administrative recommendation. The Human Resources Committee voted 3-0 to move the administrative recommendation forward to the School Board for approval. The Budget Committee also voted 3-0 to move the administrative recommendation forward to the School Board for approval. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

D. Policy Committee

1. Review November 3, 2016 Meeting Minutes

2. Discuss Warrior Stadium Donor Recognition

The Policy Committee reviewed options to recognize donors to the Warrior Stadium Project.

The committee is comfortable with recognition on the scoreboard, pavers, donor walls, recognition on light poles and signs along the fence. The Committee did not like advertising on the field itself. I am asking the Board to provide their approval to these parameters so the community fundraising group can plan accordingly. All final plans and design will come back to the Board for approval.

E. Goals Committee

1. Review November 3, 2016 Minutes

XI. CONSENT AGENDA

A. Approval of Checks

Attached in the "extras" section of Boardbook, please find a list of the accounts payable payments issued during the month of October 2016. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2491 if you have any questions. Thanks.

B. Finance

1. Monthly Finance Reports

Attached you will find the 2016-17 Budget Status report as of October 31st, 2016, the Cash Reconciliation report for September 2016, and the 2014 referendum budget report as of October 31st, 2016. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

2. District Census Report

The purpose of this agenda item is to review the district census report. The 2016-17 district census process has been completed. The census was completed by utilizing a postcard that was mailed to all addresses in the school district. The information is then entered into the district student records database by attendance area to create a census report by elementary building. The attendance areas are based on new attendance areas for 2016-17.

Please see the attachment that includes the census numbers by attendance area and changes of census numbers between years. The following are some observations about the information that is attached:

1. The census report indicates 5 sections of kindergarten at Prairie, which is compared to 5 sections this year.
2. The census report indicates 4 sections of kindergarten at Arboretum, which is compared to 4 sections this year. Some students may need to be transferred to another elementary school if the total number of Arboretum students exceed 88.
3. The census report indicates 3 sections of kindergarten at Heritage, compared to 4 this year.

The likely number of sections is 4 after adding in new students and open enrollment students. The Heritage attendance area has the highest rate of student growth now.

4. The new elementary attendance boundaries are holding to capacity in

each attendance area.

Please contact Steve Summers if you have any questions on the attached information. You can call me at 849-2012 or email at ssummers@waunakee.k12.wi.us. Thanks.

3. Request to Purchase a Maintenance Truck

The purpose of this agenda item is to request School Board approval of an additional maintenance truck. Attached please find a cover memo outlining the request and supporting information on the bids received. The maintenance staff is recommending the purchase of the Ford truck, even though it is not the low bid, because of the speed of delivery and consistency with current vehicles owned by the district. School Board approval is required because the purchase exceeds \$25,000. The funds for this purchase are already included within the maintenance and operations Fund 10 budget. Please contact Steve Summers if you have any questions on the attached information. You can call me at 849-2012 or email at ssummers@waunakee.k12.wi.us. Thanks.

C. Gifts and Field Trips

1. Gifts

2. Field Trips

D. Approve Individual Teacher, Co-curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements

XII. BOARD BUSINESS

A. Conventions/Workshops

Early Bird Registration for Convention 2017 ends 12/9/16

B. Legislative Update

XIII. FUTURE AGENDAS AND MEETINGS

A. Agenda Items for Next Meeting

B. Special Meeting

C. Budget Committee

D. Co-Curricular Committee

E. Curriculum Committee

F. Facility Committee

G. Human Resources Committee

H. Policy Committee

I. Goals Committee

XIV. RETURN TO CLOSED SESSION - (if necessary) to complete agenda as listed

under agenda item III

XV. **RETURN TO OPEN SESSION**

XVI. **ACTION AS APPROPRIATE, ON ITEMS DISCUSSED IN CLOSED
SESSION**

XVII. **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.”