

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

Monday, March 13, 2017

6:00 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 Minutes of February 13 and February 20, 2017 Meetings

B. Review Individual Administrator/ Administrative Support Contract, Contract Extensions, and Recommendations.

The purpose of this agenda item is to recommend extending administrative and administrative support contracts by one year, through the 2018-2019 school year.

This action does not constitute any salary adjustments. We will discuss this recommendation in more detail in closed session.

C. Review Individual Teacher Contract Recommendations, Contract Extensions, and Resignations

The purpose of this agenda item is to request approval for extending teacher contracts for one year. This is an annual process. We do not currently have any teachers who we are recommending for non-renewal.

D. Review Individual Co-Curricular Contract Recommendations

E. Discuss Response for Potential Future Land Purchase

Attached please find a map of a 30 acre parcel off of Hellenbrand Road that the Village of Waunakee is seeking our level of interest in for a future school site.

The Village is planning to purchase the entire 114 acres for green/recreational space and is willing to break off the West 30 acres if we have interest in it for a future school location.

The Village would like to know our level of interest so they can plan on how to proceed with their land purchase. They will either purchase the whole 114 acres or the eastern 84 acres.

I would like your input on how to respond to the Village of Waunakee. Our options include:

1. We are not interested in this parcel of land.
2. We are interested but are not in a position today to make a decision.
3. We are interested and want to enter into discussion with the owner on terms and options.
4. Other

My opinion....I do not think we are fully situated or need to expedite a discussion on land at this time. I think, at a minimum, we need to wait until we have updated our enrollment and facility needs report (to be done this fall). When we do get to the point of wanting to explore land options, I think we should consider going through a formal RFP process, as we have done in the past.

IV. RETURN TO OPEN SESSION - BEGIN REGULAR AGENDA - 7:00 pm

V. APPROVAL OF MINUTES

Included in your packet you will find the minutes from the February 15 and February 29, 2016 meetings for your review and approval.

- A. Review minutes of February 13, 2017 Regular meeting and February 20, 2017 Special meeting.

VI. APPROVAL OF AGENDA AND ADDITIONS

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

VII. PUBLIC LISTENING SESSION

The Board of Education provides a public listening session for the public to comment on non-agenda items related to the governance or management of the Waunakee Community School District. Individuals may use this time to also 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 for 30 minutes for this section of the agenda.

- A. County Executive Joe Parisi - Building Bridges

Dane County Executive, Joe Parisi, will be present at the Board Meeting on Monday evening and would like to speak to the Board about the Building Bridges Program. I have placed him on the agenda under public comments and he may take up to 15 minutes to discuss this partnership with you. Building Bridges is on the agenda for action on Monday night.

VIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Student Reports

Amanda Koenig and Mikayla Ripp are the student representatives from the high school for this year.

B. Board Reports/Action Items

1. Individual 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.

C. Strategic Planning

1. Wellness Clinic Update

Attached please find a presentation on the staff mental/emotional/physical health and well being strategic planning initiative. The focus of this presentation is the wellness clinic, but we will also touch on the wellness committee. We will have guests from Dean who will be participating in this presentation. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

2. Facility Maintenance - Warrior Stadium Project Bids and Financial Plan

Attached please find the Bid Summary for the Warrior Stadium Project. We are pleased that initial review of the bids is within budget parameters. The bids were received on Monday afternoon and each bid is being vetted to be sure that everything is included within the stated specifications. This vetting process will not be complete by Monday evening, so we are not asking for any votes or approvals on Monday at the Board Meeting. There are also a few items that need additional information and consideration on our end before we can finalize a recommendation:

1. Decision on upgrade to the track surface.
2. Details and details on the scoreboard.
3. Decision on the turf shock pad upgrade. Not part of original bid, but being considered after further discussion with the Facility Committee and input from coaches.
4. Finalization on the pledge amounts.

The Facility Committee has reviewed the bids and has provided guidance and feedback on what they want to know about the base bids, the track upgrade, scoreboard options, and safety mat. There is consensus at this time to hold off on the bleacher addition.

We have a Special Board Meeting scheduled for March 27th at 6:00 p.m. to act

upon the bids for the Warrior Stadium Project. If you have questions that you want answered at that meeting, please let us know by March 15th so we can get them to our engineers at Rettler so they can be prepared to present the package to the Board on the 27th.

There is a separate Pledge Document that we will be discussing with the Board under the Budget Committee Report.

D. Administration Report/Action Items

1. Community Referendum Communication

Attached is the most updated draft of a community flier we have been working on to inform the community about the success of the 2014 referendum projects. This flier is intended to be printed on legal size paper and will be sent to all households in the school district. We are seeking your input and edits to this draft.

We need to update the URL on the flier for the associated videos. As you know, we worked with our videographer to produce three videos that showcase the projects at Prairie, Heritage, and the new Intermediate School. A link to the videos is as follows: <https://vimeo.com/waunakeecsd>

Once we have your input on the flier, we will complete our edits and move it forward for printing and mailing. The intended drop date in mail boxes is in last week of March / first week of April.

2. Correspondence

Attached please find the National Merit Finalists and the exit survey data from our Budget Workshop.

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Budget Committee

1. Review February 28, 2017 Meeting Minutes

Attached please find the Budget Committee minutes from the February 28, 2017 meeting.

2. Approval of Audit Bid

The purpose of this agenda item is to request approval of the audit bid process. Please see the attached audit bidder list, cover letter, and specifications. The specifications are taken directly from the sample specifications provided by the WI Department of Public Instruction. The WI DPI optional specifications, like the management letter, have been required in our specifications. We have added a request for an hourly rate for any additional audit services requested

by the School Board. The Budget Committee recommends, on a 3-0 vote, approval of these documents. If you have any questions, please feel free to contact me at ssummers@waunakee.k12.wi.us or 608-849-2491. Thanks for your time.

3. Approval of Budget Planning Process 2017-2018

The purpose of this agenda item is to request approval of the second draft of the 2017-18 budget planning process. Please see the attached second draft budget planning process document. Please note that many revisions have been made to the second draft, based on the feedback from the Budget Committee, administrators, and staff at Forecast 5. The timeline calls for the approval of the budget planning process at the March 13th School Board meeting. The Budget Committee recommends, on a 3-0 vote, approval of this budget planning document.

If you have any questions, please feel free to contact me at ssummers@waunakee.k12.wi.us or 608-849-2491. Thanks for your time.

4. Approval of Building Bridges Program

The purpose of this agenda item is to request approval of the Building Bridges program. Please see the attached 2017-18 budget request and letter from Dane County. Dane County Executive Joe Parisi will be in attendance at the meeting to discuss this program. Kurt Eley will also be available to answer any questions that you might have as well. The Budget Committee recommends, on a 3-0 vote, approval of participating in the Building Bridges program.

Please note, this program has a cost of \$120,000 of which \$60,000 is paid by Dane County and \$60,000 is paid by Waunakee Community School District. I misspoke at our Budget Planning Meeting when speaking with Dave Boetcher -- this program provides two professionals to our district, not one as I had previously told Dave.

5. Approval of Warrior Stadium Pledge Agreement

The purpose of this agenda item is to request approval of the Warrior Stadium Pledge Agreement. Please see the attached pledge agreement. The pledge agreement basically means that the school district is agreeing to fund the difference of the Warrior Stadium turf project between the donations in hand, and the donations coming in through pledges in the future. The Facility Committee recommend review of this pledge agreement by the Budget Committee. The Budget Committee recommends, on a 3-0 vote, approval of the pledge agreement, with the addition of an interest rate clause.

Please see the blue language that has been added to the pledge agreement to reflect the interest rate clause requested by the Budget Committee. In addition, please know that the final dollar amounts, and pledge payments cannot be determined at this time. The bids for Warrior Stadium will be brought back for approval on March 27th, and the fundraising efforts are continuing at this time.

If you have any questions, please feel free to contact me at ssummers@waunakee.k12.wi.us or 608-849-2491 Thanks for your time.

B. Curriculum Committee

1. Review March 7, 2017 Meeting Minutes

C. Facilities Committee

1. Review March 6, 2017 Meeting Minutes

D. Goals & Objectives

1. Review March 6, 2017 Meeting Minutes

2. Review Spring Linkage Meeting Draft Agenda

Attached please find a draft agenda for a Spring Linkage Meeting on Co-Curricular Programs. The Goals Committee met on March 6th to discuss and plan the outline for this event. The proposed date is Monday, May 1st at 6:30 p.m. I am interested in your input and approval for this meeting, topic, and format. I will provide a more specific overview of the agenda on Monday evening, and the Goals Committee members can also share their insight into the plan.

E. Human Resources Committee

1. Review March 7, 2017 Meeting Minutes

2. Job Posting Practices

Connie Beth will provide the Board with an update on revised posting practices we plan to implement this spring to ensure that we are timely in our postings given a competitive job market.

Also, we want to share with the Board that we need to move forward with interviews for a school psychologists as the leading candidates are already receiving job offers.

X. **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 February 2017. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

B. Finance

1. Monthly Finance Reports

Attached you will find the 2016-17 Budget Status report as of February 28th, 2017, the Cash Reconciliation report for January 2017, and the 2014 referendum budget report as of February 28th, 2017. Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2012 if you have any questions. Thanks.

C. Youth Options Applications

D. Utility Easement Along County Q

Attached please find an utility easement request along County Q. Joe Bellomo has been working with Dave Dresen, from the Village of Waunakee, on the specifics of this easement. I am requesting your approval of this request and we will work through the logistics and specific details per Joe's guidance.

E. Gifts & Field Trips

1. Gifts

2. Field Trips

a. 2018 French Trip

b. MS Washington DC trip 2017

At this link is a video of the trip.

https://www.youtube.com/watch?v=2j40qs5VKZA&feature=em-upload_owner

c. HS Science Club Chicago Trip 05/2017

F. Approve Individual Administrator, Admin. Support, Teacher, Contract Extensions, Co-Curricular, Support Staff and Custodial Recommendations, Resignations, Leaves & Retirements

XI. **BOARD BUSINESS**

A. Legislative Update

XII. **FUTURE AGENDAS AND MEETINGS**

A. Agenda Items for Next Board Meeting

B. Special Board Meeting

- C. Budget Committee
- D. Co-Curricular
- E. Curriculum Committee
- F. Facility Committee
- G. Insurance Committee
- H. Human Resources Committee
- I. Policy Committee
- J. Goals & Objectives Committee

XIII. **RETURN TO CLOSED SESSION - (if necessary) to complete agenda as listed under agenda item III**

XIV. **RETURN TO OPEN SESSION**

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

XVI. **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.”