

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

Monday, March 11, 2019

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) and (f)**

A. Review Minutes of February 11, 2019 Meeting

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

This agenda item includes the annual 1-year contract extensions for the administrators and administrator support positions.

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

This agenda item includes the annual 1-year contract extensions for teaching positions.

D. Review Individual Co-Curricular Contract Recommendations

E. Review Summer School Contract Recommendations

F. Review Teacher Request or 1 year leave of absence

Attached please find a 1-year leave of absence request from a teacher. This request shall be approved per the employment guidelines for our teaching staff.

G. Review and Take Action on Student Discipline/Expulsion Recommendations

Attached please find a memo from Brian Borowski as a follow up to a expulsion recommendation.

H. Provide an update on administrative staff structure and recommendations for future consideration

I. Discuss Prairie Elementary Water Management Concerns and potential actions

The administration will discuss with the Board an update on discussions with the Village of Waunakee and options being considered by district administration.

IV. RETURN TO OPEN SESSION - BEGIN REGULAR AGENDA

V. BOARD DEVELOPMENT WORKSHOP

- A. Staff Survey of Holiday and Religious Observance Policy Implementation
Board Development time is set aside at each board meeting in the event there is time after Closed Session. If time allows and results are available, the administration will update the Board on the results of a survey of staff on the implementation of the Holiday and Religious Observance Policy.

VI. APPROVAL OF MINUTES

- A. Review minutes of February 11, 2019 Regular meeting and February 26, 2019 Special meeting.

VII. APPROVAL OF AGENDA AND ADDITIONS

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

VIII. 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.

IX. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Student Reports
Anaiiah Kenas and Sophie Kutz are the student representatives from the high school and will be present to report to the Board on what is occurring at the high school.
- B. Teacher Report
Kyler Emmert and Ashley Taylor will provide an update to the Board from the teachers.
- C. Board Reports/Action Items
1. Individual Board Reports on Educational Related Events, Meetings, or Trainings Attended by Individual Board Members
This section of the agenda is reserved for any comments from members of the board on meetings they attended or other informational items.
 2. Discuss Resignation of Board Seat
Following the February Regular Board of Education Meeting, David Boetcher submitted his resignation from the Board. He resigned in order to apply for

the Director of Facilities position, that is currently open in the school district. Randy Guttenberg and Joan Ensign have been in contact with the school district's attorney, and at the Board Meeting on Monday, March 11th, will update the Board and the Community on the current Board vacancy, and pathways for filling this vacancy, given that Mr. Boetcher is on the ballot for the April election.

3. Evaluation Schedule

Evaluation of the Superintendent and the Board's Self-Evaluation will take place at a Special Board Meeting scheduled for April 16th.

4. Human Growth and Development Committee

An update to the Human Growth and Development Committee will be brought forward by Janet Thomas, Assistant Director of Student Services. Ms. Thomas will be in attendance at the meeting on Monday night.

D. Strategic Planning

1. Budget Planning/ Resource Allocation

Attached please find a presentation on the budget planning/resource allocation strategic planning initiative. The focus of this presentation is what has been accomplished since last February, and what the goals are for the 19-20 school year and beyond. In addition, please find information from the public school section of the recently proposed 2019-2021 state budget. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 if you have any questions. Thanks.

E. Administration Report/Action Items

1. Consideration of Scoreboard Purchases for the Baseball program

This purpose of this agenda item is to request approval of scoreboard purchases for the baseball program. If approved, these scoreboards will be purchased through fundraising funds. As a reminder, Randy recommended, and the Board approved, the following action last spring regarding the baseball field:

"I recommend that the Board provide latitude for the Booster Club to work on planning with Aaron May and Joe Bellomo for phase 1. I also recommend that before any work begins on this project that the plans, cost, and funding plan be presented to the Board for consideration. I further recommend that the Booster Club be allowed to continue to plan for phase 2, and that further details on the project scope, cost, timing, and funding be brought back to the

Board as details are developed. "

Based on this recommendation last year, we are bringing forward the attached information on phase 2 of this project. The only request at this time is the purchase of new scoreboards with use of funds raised as part of Phase 2.

2. Consideration of Fiscal Agent for Drug Free Schools Grant.
The purpose of this agenda item is to request consideration of the district becoming the fiscal agent for the Drug Free Schools Grant that is associated with the work of the Waunakee Cares Coalition. Attached please find a presentation that explains the background of the grant, and the request of the district. Administration is recommending approval of this request.
3. Consideration of two para-educator positions for Prairie Elementary
Attached please find a memo from Kurt Eley regarding a request to hire two para-educators based on student needs at Prairie Elementary. The funding part of this request was discussed at the Budget Committee.
4. Correspondence

X. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Budget Committee

1. Review March 4, 2019 Meeting Minutes
Attached please find the minutes from the March 4th, 2019 Budget Committee meeting for your review. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 if you have any questions.
Thanks.
2. Consideration of Budget Planning Process 2019-2020
The purpose of this agenda item is to request approval of the 2019-2020 budget planning process. The Budget Committee is recommending approval of the budget planning process on a 3-0 vote. Administration is recommending approval of 5.90 FTE in additional teaching staff, and a 1.0 increase in an assistant principal position at the high school. The budget planning process is based on a \$200/student increase in funding. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 if you have any questions.
Thanks.
3. Consideration of MOU with Village of Waunakee on Ripp Park Tennis Courts
The purpose of this agenda item is to request approval of a memorandum of understanding with the Village of Waunakee regarding the Ripp Park tennis

courts. The Budget Committee is recommending the following:

Recommending approval of the proposed memorandum of understanding, with the district reimbursing the Village of Waunakee evenly for 5 fiscal years, with a goal of reimbursing the Village sooner if possible. In addition, the committee directs administration to meet with Village staff to discuss the long term arrangements regarding facilities and facility use. Motion passed 3-0.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 if you have any questions. Thanks.

B. Curriculum Committee

1. Review February 28, 2019 and March 7, 2019 Meeting Minutes
Minutes for the February 28 meeting are attached in Boardbook. Minutes for the March 7 meeting will be available as paper copies at the March 11 meeting. Please contact Tim Schell at timschell@waunakee.k12.wi.us or 849-2000 x8026 if you have any questions. Thank you.
2. Consideration of 8th Grade's last day of school
The proposal is for the last day to be a day with only the 8th grade in attendance. This would allow for the 8th grade's departure from the Middle School to be the sole focus of school activities that final morning. There is some parallel to the 7th grade being the sole focus on attention on the first day of school. This was a staff generated proposal and parents of current 7th grade students were surveyed. The parent survey asked for feedback on not only the last day of school proposal but also their perspective on the first day of school. 7th grade parents were surveyed to obtain this dual perspective and because they would be the most impacted by 7th grade students not attending the final morning of the school year. Parent feedback is substantially favorable and we are recommending we implement this change effective this year (June 2019).
Presenter: Tim Schell
3. Final Version Digital Learning Plan
Herb Haubrich and the LMTC and Technology department presented an

update of digital learning at the February 28 Curriculum Committee. The presentation is attached for your information. Please consider for Monday if the full board would like to hear an in person update on digital learning at a future meeting?

Presenter: Tim Schell

C. Goals Committee

1. Review February, 19 2019 Meeting Minutes

D. Human Resources Committee

1. Review February 19, 2019 Meeting Minutes
2. Consideration of Employment Guideline Changes for Compensation for Elementary Teachers Who Substitute During the Day
The following language was discussed at the HR Committee and is being recommended to the full Board for consideration regarding compensation for K-6 teachers who sub during the school day.

“Grade 7-12 teachers may substitute during their scheduled prep time. Grade K-6 teachers may substitute during non-supervisory and non-teaching times, for up to 2 hours per day.”

The HR Committee is recommending approval of this language change.

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 February 2019. Please contact Steve

Summers at stevesummers@waunakee.k12.wi.us or 849-2000 if you have any questions. Thanks.

B. Finance

Attached you will find the 2018-19 Budget Status report as of February 28th, 2019, and the Cash Reconciliation report for January 2019. In addition, please note that the Dean/SSM wellness clinic report for January has also been attached. A new financial report for the wellness clinic has been included for your review. This report tracks expenditures over time beginning with the first month of the clinic. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 if you have any questions. Thanks.

1. Monthly Finance Reports

C. Early College Credit Program

D. Gymnastics Cooperative Team Renewal

The Gymnastics Co-Op Request with Deforest is to continue this cooperative relationship as it has been a good partnership for both schools.

E. Gifts & Field Trips

1. Gifts

2. Field Trips

a. MS/HS Mandarin Field Trip to Chicago. 04/18/19

b. HS Science Club Day to Chicago 4/27/19

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

G. Approve Summer School Contract Recommendations

XII. BOARD BUSINESS

A. Legislative Update

XIII. 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

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.”