

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

Monday, April 8, 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 March 11, 2019

B. Review Individual Teacher/Administrator Contract Recommendations, Leave Requests, Resignations and Retirements

C. Review Individual Support Staff/Custodial Staff Recommendations, Resignations and Retirements

D. Review Individual Co-Curricular Contract Recommendations

E. Review Summer School Contract Recommendations

F. Review Administrative Structure and Staff Impact

G. Recommendation for Student Expulsion and Related Independent Hearing Officer Process

IV. RETURN TO OPEN SESSION - BEGIN REGULAR AGENDA

V. BOARD DEVELOPMENT WORKSHOP

A. Discuss Staff Survey results of Holiday and Religious Observance Policy

VI. APPROVAL OF MINUTES

Included in your packet you will find the minutes from the March 12, 2018 regular meeting.

A. Review Minutes of March 11, 2019 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 COMMENTS ON EVENING'S AGENDA

This is the general comment section of the agenda where members of the public may comment on any item contained within the evening's agenda.

IX. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Student Reports

Sophie Kutz and Anaiah Kenas will provide a student update from the high school.

B. Teacher's Report

Kyle Emmert and Ashley Taylor will share an update from the teachers.

C. Board Reports/Action Items

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

2. Spring Election Update

The canvassing of election results will take place on Tuesday, 4/9/19. The unofficial results are as follows:

Springfield Dane Seat (vote for 1)

Judith Engebretson 207

Jim Mainguth 115

Village of Waunakee Seats (vote for 2)

David Boetcher 2684

Jack Heinemann 2928

Brian Hoefler 101

For the Springfield/Dane Seat, the person with the highest number of votes will be offered the seat.

For the Village of Waunakee Seats, the two people with the highest number of votes will be offered the seat.

3. Appoint Interim Independent Hearing Officer for Pupil Expulsions

I have added this agenda item, in the event it is necessary, to appoint an interim independent hearing officer for expulsion proceedings from now until the end of the 2018-2019 school year. I will provide an update and potential recommendation at Monday's meeting.

D. Administration Reports/Action Items

1. Strategic Planning

a. Digital Learning Plan Update

Attached please find a presentation on the District's Digital Learning Plan. Jeannine Ramsey, Melissa Hill, Herb Haubrich, and others from the technology and library media department will be present at Monday's meeting to share their work and this plan with the Board.

2. Announcements

X. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Facility Committee Meeting

1. Review Minutes of Facility Committee Meeting

Attached please find the minutes from the April 1st, 2019 Facility Committee meeting for your review. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 ext 8412 if you have any questions. Thanks.

2. 2018-2019 and 2019-2020 Energy Conservation Projects

The purpose of this agenda item is to request School Board approval of the proposed 2018-19 and 2019-20 Energy Conservation Projects. As a reminder, the 2017-18 budget included a budget line item called Energy Conservation Projects in the amount of \$83,894.

These funds were reallocated from the prior loan payments on the Bethel Circle

building. We utilized these funds in 2017-18 for salary increases with the direction

from the Budget Committee to return these funds to Energy Conservation in the

2018-19 budget. Attached please find a list of proposed Energy Conservation projects that could be completed in the spring of 2019 using the 2018-19 budget

and projects that could be completed in the 2019-20 fiscal year. The Facility Committee requested

information on the payback of each project, and that information has been added to this document.

The Facility Committee voted 3-0 to recommend approval of these projects. If you have any questions, please contact Steve Summers at stevesummers@waunakee.k12.wi.us or (608) 849-2000 ext 8412.

3. 2019-20 Capital Maintenance Projects

The purpose of this agenda item is to request School Board approval of the proposed 2019-20 Capital

Maintenance projects. As a reminder, the School Board approved the 2018-19 Capital Maintenance projects based on the recommendation of the Facility Committee to move the Energy Conservation projects from 2019-20 to the 2018-

19 fiscal year. Attached please find a report on the status of the 2018-19 Capital

Maintenance Projects and the proposed 2019-20 Capital Maintenance Project List.

The 2019-20 fiscal year is the final year of the 3 year plan to draw down the Fund

10 Fund Balance while increasing the Fund 41 Fund Balance. I can review this plan at the meeting for any School Board members with questions.

The Facility Committee voted 3-0 to recommend approval of these projects. If you have any questions, please contact Steve Summers at stevsummers@waunakee.k12.wi.us or (608) 849-2000 ext 8412.

4. Athletic Field Assessment

The purpose of this agenda item is to request School Board approval of proposals for assessment of current conditions on the athletic fields. Attached please find three proposals. The proposals from Rich Riggs are to assess the current conditions of all athletic fields.

The proposal from Rettler is to provide a geo-technical review of the current conditions on the soccer stadium. The proposals from Rich Riggs and Rettler will provide a comprehensive look at the current condition of the soccer fields.

The Facility Committee voted 3-0 to recommend approval of these proposals. If you have any questions, please contact Steve Summers at stevsummers@waunakee.k12.wi.us or (608) 849-2000 ext 8412.

5. Soccer Stadium Master Planning Proposal

The purpose of this agenda item is to request School Board approval of a proposal for the soccer stadium master planning. Attached please find a proposal from Rettler. Rettler is the firm that we hired for Warrior Stadium through a competitive request for proposal process. Rettler has agreed to match the fees that were proposed for the

Warrior

Stadium project. We are recommending approval of the master planning phase, which is a \$2,500 fee. For the Warrior Stadium project, this fee was paid for by the fundraising group. As a result, we are recommending the same payment process for the soccer stadium master planing.

The Facility Committee voted 3-0 to recommend approval of this proposal. If you have any questions, please contact Steve Summers at stevesummers@waunakee.k12.wi.us or (608) 849-2000 ext 8412.

B. Budget Committee Meeting

1. Review Minutes of Budget Committee Meeting

Attached please find the minutes from the April 1st, 2019 Budget Committee meeting for your review. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 ext. 8412 if you have any questions. Thanks.

2. Actuarial Proposals

The purpose of this agenda item is to request School Board approval of the Key Benefits Concepts proposal for actuarial services.

At the conclusion of the 2016-17 audit process, our new audit firm identified challenges working with our actuarial firm, Willis. Our auditors recommended consideration of Key Benefit Concepts and Milliman's for actuarial services. We received notification from Willis that they would no longer be providing actuarial services. Proposals were received from both firms recommended by our auditors.

Attached please find the proposal from Key Benefit Concepts. Administration is recommending the proposal from Key Benefit Concepts. As a reminder, the full actuarial study is required every other year and the spring of 2019 is the year for a full study.

The Budget Committee is recommending approval of the proposal from Key Benefits Concepts on a 3-0 vote. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 608-849-2000 ext 8412 if you have any questions.

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 March 2019. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 if you have any questions. Thanks.

B. Finance

1. Monthly Finance Reports

Attached you will find the 2018-19 Budget Status report as of March 31st, 2019, and the Cash Reconciliation report for February 2019. In addition, please note that the Dean/SSM wellness clinic report for February has also been attached. A district financial report for the wellness clinic has also 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 ext 8412 if you have any questions. Thanks.

C. Part Time Open Enrollment Application

D. CESA 2 Contract

Kurt Eley will not be using two of the services on this contract. Please notice they are crossed out.

E. CESA 5 Contract

We contract with CESA 5 for our Deaf and Hard of Hearing Services.

F. Fund Raisers

1. Prairie STOMP
2. Heritage Fun Run
3. Arboretum Dash

G. Gifts and Field Trips

1. Gifts

- a. Athletic Symposium Speakers 08/05/18

2. Field Trips

- a. WHS Track Palantine Distance Night - Palentine IL 4/20/19
- b. French Club Trip Abroad to France in Summer 2020
- c. Spanish Trip Abroad to Costa Rica summer of 2019 - Final
- d. Physics trip to Gurnee, IL 05/17/19

H. Approve Individual Teacher, Co-Curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements

I. Approve Summer School Contract Recommendations

XII. BOARD BUSINESS

A. WASB Spring Workshops New School Board Members Workshop

Thursday, May 16 CESA 2, 1221 Innovation Drive, Suite 205, Whitewater,

Agenda (same in all locations)

6 pm: Dinner

6:30-8:30 pm: Legal Roles and Responsibilities of School Boards to be effective leaders, school board members must be cognizant of their legal roles and responsibilities. In this workshop, an experienced WASB school attorney will take a deeper dive into the key areas of Wisconsin law, including:

- Open meetings,
- Public records,
- Conflicts of interest, and
- A board's power and duties. Participants will gain a greater confidence in understanding the state and federal laws that directly impact service on a school board and how the implementation of those laws influences effective board governance. The workshops will provide a foundation for new school board members to begin learning their role and serve as a helpful refresher for experienced board members. Presenter: WASB Staff Attorney

B. Board Reorganization

Please indicate your individual preferences for offices by filling out the attached form. We will have hard copies at the Board Meeting on Monday for you to fill out and provide to Rebecca.

C. Correspondence

1. WCSB Recognition Banquet

XIII. FUTURE AGENDAS AND MEETINGS

A. Agenda Items for Next Board Meeting

B. Special Meetings

C. Budget Committee

D. Co-Curricular Committee

- E. Curriculum Committee
- F. Facilities 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.”