

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

Monday, November 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), (e), and (f)**

A. Review Closed Session Minutes for 10/14/19 regular meeting and 10/28/19  
Special meeting.

B. Discuss Specific Student Behavior Plans.

C. Review Individual Teacher Contract Recommendations, Resignations and  
Retirements

D. Review Individual Co-Curricular Contract Recommendations

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

F. Review the Tentative Agreement with the Waunakee Teachers Association

**IV. RETURN TO OPEN SESSION**

**V. BOARD DEVELOPMENT WORKSHOP**

If time allows, after adjourning from closed session, the school board will use this  
time for a board development workshop.

The topics for the Board Workshop are as follows:

1. Review Board Priorities for 2019-2020 (Randy and Joan will send out via e-  
mail to the board, if complete, or will bring to the meeting)

2. Board Listening Session Follow-up -- We will send the notes from the listening  
sessions that we have thus far to the Board on Friday morning, and will discuss  
what to do with the notes and information obtained from the listening sessions.

**VI. APPROVAL OF MINUTES**

- A. Review Open Session Minutes for 10/14/19 regular meeting and 10/28/19 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 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. TEACHING STAFF, STUDENT, & BOARD REPORTS/RECOMMENDATIONS/ACTION ITEMS**

A. Student Report

Shawn Paul and Anna Englebert are the high school student representatives who will provide an update of events from the high school.

B. Teacher's Update

Kyle Emmert and Ashley Taylor, WTA representatives, will provide an update on some of the work they are doing in the district.

C. 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 of the April 2020 School Board Election. Joan Ensign (Town of Westport/City of Middleton and Madison), Julie Waner (Village of Waunakee) 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. The deadline for an incumbent to file the non-candidacy form is December 27, 2019 at 5:00 p.m.

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

A. Budget Committee

1. Review October 23, 2019 Meeting Minutes

B. Curriculum Committee

1. Review October 28, 2019 Meeting Minutes

C. Human Resources Committee

1. Review October 21, 2019 and October 29, 2019 Meeting Minutes
2. Consideration of Tentative Agreement with Waunakee Teachers Association for 2019-2020

Negotiations with the Waunakee Teachers Association took place on October 29th. The tentative agreement that resulted from this meeting has been attached. Per our parameter discussions, the HR Committee is proposing a 2.44% base wage increase, the maximum allowed by law. Supplemental Pay (Points) will be discussed in the next agenda item as "other pay" for teachers (supplemental pay).

3. Consideration of 2019-2020 Compensation for All Employee Groups

The purpose of this agenda item is to review and consider the staff compensation increase recommendations for 2019-20.

Please see the attached documents that provides an overview of the 2019-20 compensation increase recommendation as reviewed and approved by the HR Committee on October 21st and reviewed by the full Board on October 28th.

Brian Grabarski, Steve Summers, and I will further review these recommendations with the Board on Monday evening.

D. Facility Committee

1. Review October 21, 2019 and October 29, 2019 Meeting Minutes
2. Consideration of Construction Manager Recommendation  
The purpose of this agenda item is to approve the Construction Manager Recommendation from the Facility Committee. The Facility Committee is recommending, on a 3-0 motion, approval of the Construction Management Proposal from Vogel Brothers.

The Facility Committee met on October 29th to interview construction management firms. Six construction management firms provided proposals

and four firms were selected for interviews. All Board members can access the presentations and the proposals under the October 29th BoardBook for the Facility Committee.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 ext 8012 if you have any questions. Thanks.

#### E. Goals Committee

##### 1. Review November 4, 2019 Meeting Minutes

##### 2. Review Board of Education Priorities 2019-20

The Goals Committee met on November 4th to review the Board Priorities for 2019-2020. The committee requested that these identified priorities be placed into our rubric format and details be broken out about specific priority areas. Joan Ensign and I will compile this document bring it to Board Development on Monday night.

#### F. Policy Committee

##### 1. Second Reading of Policy 165.1

Attached is Policy 165.1 Conflict of Interest. This policy was reviewed for a first reading and is coming back for second reading and action.

A question was posed if this policy in any way prohibits our working and contracting with local businesses or vendors?

In my read, I do not see this policy impacting local businesses and our relationships with them, unless an individual board member had a financial interest in a local business, by which this policy states then that information must be disclosed.

At the last Board Meeting we also heard for a first reading the policy on field trips. I will bring that back for a second reading at a future meeting as I want to review a few language aspects to ensure that it states what we want it to say in a clear manner. I also want to bring to the Board a "dashboard" document that outlines the general schedule of trips that happen on a recurring basis so you can see the impact of this policy and how we would implement it beginning in the fall of 2020.

### XI. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

#### A. Strategic Planning

1. Review Long Range Facility Growth Plan and Outline Phase 2 variables  
Attached is a diagram that visually illustrates our Phased Facility Planning Process beginning with the 2014 Referendum (Phase 1), the planning we are starting for a 2020 Referendum (Phase 2), and the future Phase 3 (Post 2025).

At Monday's meeting I want to review where we have been and what we accomplished in Phase 1, and then particularly focus on the variables that need to be considered as part of our Phase 2 planning. This agenda item is not meant to be for decision making, but to share with the Board all of the potential moving parts that we are in process or need to explore as part of our scope for 2020.

We have been working with EUA to backwards map the work that needs to take place over the next year, and we have tentative timeline set that we will vet with our CM in the coming weeks. The December Board Meeting will include a report and working session on the dates and schedules for various aspects of this work. The team from EUA will assist that that dialog.

I would also like to discuss a potential additional Board Meeting on Monday, December 16th to tour Heritage with EUA and our CM to illustrate needs, discuss scope, and share options for that school.

We also have a tentative date of January 6th set aside for an additional Board Meeting to discuss the current middle school site. We can review this data on Monday to see if we have any conflicts.

## B. Administrative Reports/Action Items

1. Summer School Report  
The Summer School Report is attached and the Summer School FTE report and FTE Effectiveness report may be found under the Extras tab.
2. Consider Recommendation from Rettler Corp. regarding Prairie Water Management  
The purpose of this agenda item is to approve the bids for the Prairie Elementary School water project. As a reminder, the School Board reviewed a report on the water management issues at Prairie Elementary School during

the regular September School Board meeting. In addition, the School Board approved a proposal from Rettler to proceed with further testing and design work at Prairie Elementary School.

Administration is recommending proceeding with construction of the following component of this project: Re-route tributary stormwater from west residential area with berm and culvert west of biofilter. Bids will be received on Thursday, November 7th and Rettler will be providing a recommendation on Friday, November 8th. This recommendation will be shared outside of BoardBook.

The final version of the budget increased the funds available for the 19-20 Capital Projects budget. Administration is recommending that the costs for this project are allocated from the additional Capital Projects funds.

Please contact Steve Summers at [stevesummers@waunakee.k12.wi.us](mailto:stevesummers@waunakee.k12.wi.us) or 849-2000 ext 8012 if you have any questions. Thanks.

### 3. Announcements

## XII. **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 2019. Please contact Steve Summers at [stevesummers@waunakee.k12.wi.us](mailto:stevesummers@waunakee.k12.wi.us) or 849-2000 ext 8012 if you have any questions. Thanks.

### B. Finance

#### 1. Monthly Finance Reports

Attached you will find the Cash Reconciliation Report for September 2019 and the Budget Status Report as of October 31, 2019. Please note the Budget Status Report has been revised to provide more detail, and additional information has been added this month. This report has been revised to better align with the District's Budget Planning Process. Also attached you will find Wellness Clinic financial report and Dean/SSM Wellness Clinic Report for September 2019. Please contact Steve Summers at [stevesummers@waunakee.k12.wi.us](mailto:stevesummers@waunakee.k12.wi.us) or 849-2000 ext 8012 if you have any questions. Thanks.

C. Consideration of Exchange Student for 2020-2021  
Student Application and Health application are under the Extras tab

D. Gifts and Field Trips

1. Gifts

a. Subaru Loves Learning Donation - Heritage

2. Field Trips

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

### **XIII. BOARD BUSINESS**

A. Conventions/Workshops

The State Education Convention is January 22-24, 2020. You may view details on WASB website at <https://wasb.org/meeting-and-events/convention/>

In order to make early bird registration, please let Rebecca know if you plan to attend no later than the Dec. BOE mtg 12/09/19. Please review all Special events/workshops & meals so you can notify Rebecca if you plan to attend any of these events.

If you have any questions, please feel free to contact Rebecca.

B. School Perceptions Logins

Your specific School Perceptions login will be given to you at the BOE meeting on Monday night.

C. Legislative Update

D. Corespondence

### **XIV. 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

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

XVI. **RETURN TO OPEN SESSION**

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

XVIII. **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.”