

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION SPECIAL MEETING - REORGANIZATION/BUDGET
WORKSHOP**

Monday, May 4, 2020
5:00 PM

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

This meeting shall be conducted as a virtual meeting due to the health emergency caused by the COVID-19 pandemic and in accordance with State of Wisconsin Emergency Order #12 Safer At Home as so declared on March 24th, 2020. Accordingly:

- Board members may be participating in the meeting from remote locations through the use of communications technology.
- Public may access the meeting via live stream video at: <https://www.waunakee.k12.wi.us/district/Agendas.cfm>
- The physical location of the meeting shall be 905 Bethel Circle, Waunakee, WI
 - Only the Executive Assistant and a member of the IT team will be physically present at that location for the purpose of video production and live-streaming.
 - Public is able to attend at the meeting location, being mindful of social distancing requirements.
- Public comments related to the agenda items are to be sent to Rebecca McDonough at district_administrator@waunakee.k12.wi.us prior to the Board meeting starting time. Those comments will be read by the Board President.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVE THE AGENDA

IV. PUBLIC COMMENTS

Public Comments should be e-mailed to the following e-mail address prior to the start of the meeting: district_administrator@waunakee.k12.wi.us

V. OATH OF OFFICE - NEW BOARD MEMBERS

For the record it should be noted that the oath has been administered to the appropriate newly elected Board members with such a notation being provided in the minutes of this meeting. Brian Hoefer and Joan Ensign took the oath of office on April 21, 2020 at 10:00 AM

VI. BOARD REORGANIZATION

Clerk Waner will initiate the process for selecting Board Officers by asking for

nominations for the office of President. After nominations are complete and a vote is taken to determine the position of Board President, the newly elected President will then continue the process by taking nominations and facilitating a vote for each of the remaining Board positions of Vice-President, Clerk and Treasurer. Votes can be by paper ballot or voice vote as determined by a majority of Board members.

A. Election of Officers

The Board will be electing the positions of President, Vice-President, Clerk, and Treasurer of the school board for the next year. The following motions are provided to give you guidance on this process.

Should multiple people be nominated for the same position, then ballots will be submitted electronically to Rebecca McDonough who will count them.

President

Motion by _____ seconded by _____ that _____ be nominated for President of the Waunakee Board of Education.

Vice-President

Motion by _____ seconded by _____ that _____ be nominated for Vice-President of the Waunakee Board of Education.

Clerk

Motion by _____ seconded by _____ that _____ be nominated for Clerk of the Waunakee Board of Education.

Treasurer

Motion by _____ seconded by _____ that _____ be nominated for Treasurer of the Waunakee Board of Education.

In the event that only one person is nominated for any position, the following motion provides you guidance on how to handle that situation.

Closing of Nominations

Motion by _____ seconded by _____ that nominations for _____ be closed and a unanimous ballot be cast.

B. Appointment Process Committees

As we have done in the past, we have asked for feedback from board members on their committee preferences. The president will use this feedback to develop committee assignments for the next year.

C. Designations and Memberships

1. Official Newspaper

The Board will need to take action to appoint the official newspaper (Waunakee Tribune) for the district.

2. Meeting Times and Dates

The past practice of the Board of Education is to hold its regular meeting on the second Monday of each month with a closed session beginning at 6:00 p.m. and the regular meeting to follow starting at 7:00 p.m. There are no legal stipulations in the State Statute 120.11 that govern when Board meetings are to be held. The statute merely states that the Board needs to hold monthly meetings at a time and date set by the Board.

3. Legal Counsel

The Board will need to take action to appoint legal counsel for the district. I recommend appointing Strang, Patteson, Renning, Lewis & Lacy s.c. as our firm, with Kirk Strang as primary contact. As you know, we also use different attorneys and firms depending on the issue requiring assistance.

4. Official Depositories

Mr. Summers has provided the following list of current banking/depository institutions for approval by the Board to carry out the financial functions of the district for the coming year.

Depository, Expenditure, and Payroll Accounts:

State Bank of Cross Plains

Investments:

State Bank of Cross Plains

Wisconsin Local Government Investment Pool

AUL Trust

PMA-Public Fund Specialists/WISC

Credit Cards:

WASBO/BMO Harris

5. WASB and WIAA Memberships

The Board will need to take action to approve district membership in the Wisconsin Association of School Boards (WASB) and the Wisconsin Interscholastic Athletic Association (W.I.A.A.).

VII. **SET ANNUAL MEETING**

The Board of Education, pending discussion, will need to determine a time and date for the annual meeting per the motion/action of the electorate at the last annual meeting authorizing the Board to set the meeting date/time of the annual meeting. State Statute 120.08(1) states: A common school district (Waunakee) shall hold an annual meeting on the 4th Monday in July at 8:00 p.m. unless the electors at the annual meeting determine to thereafter hold the annual meeting on a different date or hour, or authorize the school board to establish a different date or hour. No annual meeting may be held before May 15, 2020 or later than October 31, 2020. The motion to set the annual meeting will need to include the date, the time and the place the annual meeting will be held. Last year the meeting was held on the third Monday in October which was October 21, 2019 at 7:00 p.m. in the board room at 905 Bethel Circle. We suggest that this year's meeting be set for October 19, 2020 at 7:00 p.m.

VIII. SCHOLARSHIP DRIVE CLASSMUNITY CAMPAIGN

Since we are not able to have our students conduct their traditional scholarship drive, we have recommended that they operate the drive through our school approved Classmunity platform. Their goal is to raise \$25,000, which per our policy requires your approval. I request your approval of this campaign so the scholarship drive can move forward.

IX. LETTER TO STAFF -- NATIONAL TEACHER APPRECIATION WEEK

See attached letter that Mark Hetzel wrote and would like your feedback at Monday's meeting.

X. HIGH SCHOOL SENIORS -- RECOGNITION AND GRADUATION

See the PowerPoint under Board Reorganization for information on this agenda item.

XI. BUDGET WORKSHOP -- 2020-2021 BUDGET OVERVIEW

On Monday evening we will hold a Budget Overview of the key items for the 2020-2021 Budget Process. See the PowerPoint under Board Reorganization for information on this agenda item.

XII. DISCUSS AND REVIEW REFERENDUM DECISION AND TIMELINE

See the PowerPoint under Board Reorganization for information on this agenda item.

Also, attached please find the Pros and Cons for Three Survey Strategies.

XIII. FUTURE MEETINGS

XIV. 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.”