

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

Monday, February 8, 2021

6:00 PM

Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, subject to space limitations, as well as guidelines and orders that are in place for indoor gatherings. Members of the public who choose to access the meeting via live stream video may do so at: <https://www.waunakee.k12.wi.us/district/Agendas.cfm>

Public comments will be limited to 3 minutes. The Board will allow 1 hour for public comments. Public comments may be sent to Rebecca McDonough

at [district\\_administrator@waunakee.k12.wi.us](mailto:district_administrator@waunakee.k12.wi.us) up to one hour before the start of the Board meeting. All comments will be reviewed by the Board members. Emailed comments will be reviewed by the board but not read out loud. Comments must include the commentator's name, address, and must identify their connection to the District (if any) and any group they are representing in order to be considered by the Board.

If you would like to address the Board in-person during the public comments section of the meeting, you will be greeted outside the boardroom and brought into the meeting individually to present; if you are attending the Board meeting in person, you will be asked to check in with District personnel when you arrive so that you can be recognized and address the Board when your name is called.

You will be required to abide by guidelines and/or orders required for indoor public locations in Dane County and Wisconsin. If in-person attendance is unexpectedly high at a Board meeting, adhering to social distancing guidelines may not be possible in the limited space available in the District Office; when this does occur, the District will provide access to an alternative location where the meeting will be presented and accessed through live stream video.

**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 January 11, 2021 Meeting
- B. Review Individual Teacher/Administrator Contract Recommendations, Resignations, Leaves and Retirements
- C. Review Individual Co-Curricular Contract Recommendations
- D. Review Individual Support Staff/Custodial Recommendations, Resignations and Retirements

E. Follow up on a human resource related concern

**IV. RETURN TO OPEN SESSION – BEGIN REGULAR AGENDA**

9

**V. BOARD DEVELOPMENT WORKSHOP**

Any available time not used for closed session will be used for Board Development.

**VI. APPROVAL OF MINUTES**

- A. Review Minutes from 01/11/21 regular meeting. 10

**VII. APPROVAL OF AGENDA AND ADDITIONS**

Action should be taken to approve the agenda as presented (or) with changes as recommended.

**VIII. PUBLIC COMMENTS** 19

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. TEACHING STAFF, STUDENTS, & BOARD REPORTS/RECOMMENDATION/ACTION ITEMS**

A. Student Report

Anna Englebert and Quinn Bogost are the high school student representatives and will provide an update on activities from the high school.

B. Teacher Report

Kyle Emmert and Ashley Taylor will provide 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

This section is reserved for any comments from members of the board on meetings they attended or other informational items.

2. State Convention Report

Brian Hoefer attended the State School Board Convention in January and can provide an update on the Delegate Assembly and other aspects of the virtual convention.

3. Discuss Timeline for Board and Superintendent Evaluations 22

The following schedule has been used for the Board and Superintendent Evaluations:

- School Perceptions Survey due by February BOE meeting
- Superintendent Evaluation & Priorities Evaluation are distributed at the February BOE meeting and returned by end of March
- After March BOE meeting an individual reminder will sent to each BOE member sharing what they still needed to turn in by the end of March.
- April Special BOE Meeting - Evaluations

Attached please find the Superintendent Evaluation Form and the Board Goals Evaluation Form from 2019-2020. For the current year, our goals were targeted at managing the school district through the Covid pandemic, and reviewing our approach to referendum issues. Before we move forward with evaluating the goals for 2020-2021, we should check for clarity on these two items. For future planning,

it may make sense to review any follow up that may be appropriate from the 2019-2020 document.

4. Board Retreat Follow up

a. Listening and Informational Meetings with Staff and Community

At the Board Retreat it was discussed that we conduct informational listening sessions with the staff and parents, respectively. The purpose of this agenda item is to solidify when we want to schedule these opportunities this semester.

b. Goals Committee to Review Goals Development

Tonight you will be reviewing Budget Goals that were developed to identify priorities as we enter the budget process. At the Board Retreat it was discussed that the Goals Committee should meet to further develop other priorities for the district to focus this year. The purpose of this agenda item is to discuss the process and timing for moving this item forward with the Goals Committee.

c. Review Streaming and Recording Practices of School Board Meetings and Committees 37

Per recent discussion and questions we have received from some community members, the purpose of this agenda item is to clarify the District's practices and plans for streaming and/or recording board and committee meetings. At this point, we are streaming and recording the full board meetings and the medical ad hoc meetings. The committee meetings have not been recorded or live streamed since December.

Attached is our policy on Broadcasting of School Board Meetings.

The purpose of this agenda item is to discuss, consider, and clarify which meetings of the Board we want to record and/or live stream.

5. Board Resolution for Black History Month 39

Attached please find a resolution submitted by Mike Brandt for consideration by the Board to formally commemorate Black History Month.

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

A. Human Resources Committee

1. Review January 12, 2021 Meeting Minutes 41

B. Diversity, Equity, Inclusion Committee

1. Review January 19, 2021 and February 2, 2021 Committee Meeting Minutes 45

C. Budget Committee

1. Review Committee Minutes from 02/01/21 Meeting 49

2. Review Draft Budget Priorities 51

Per the Budget Committee's request, budget priorities were drafted for review by the committee at their January meeting. Attached please find the draft budget priorities

for the 2021-2022 budget cycle. There will be greater detail put to the priorities as the budget moves forward in preparation for the 1st draft of the budget going to the full board in May. The Budget Committee reviewed these priorities and is recommending them to the full Board for consideration and adoption on a 3-0 vote.

D. Medical Advisory Ad Hoc Committee

1. Review Minutes from the 02/01/21 Meeting. 53

E. Co-Curricular Committee

1. Review Minutes from the February 4, 2021 Meeting. 56
2. Committee Report/Consideration on Co-Curricular Programs 59  
- Winter to Spring and Spring Activities

The Co-Curricular Committee met on Thursday, February 4th. The Committee reviewed how athletic programs progressed this fall and winter, and had a dialog around the direction for Fall to Spring Sports and for the traditional Spring sports.

Attached is a report on Fall and Winter Sports from a participation and achievement perspective. The committee also discussed how our programs have operated within the Covid pandemic. We will provide an update on this topic also at the Board meeting on Monday.

Additionally, please find attached a recent report from the National Federation of State High School Associations (NFHS) Sports Medicine Advisory Committee (SMAC). This document is also being reviewed by PHMDC and provides additional current insight into athletic activities and the spread of Covid.

After discussion with administration and the head coaches, the Committee approved on a 3-0 vote the following items for consideration by the full Board:

1. The remaining athletic programs for Fall to Spring and the traditional Spring sports, can compete during their designated season, including travel outside of Dane County.
2. As a condition of these programs moving forward and competing, they will adhere to face covering requirements as outlined by Public Health and WIAA, and through collaboration between the athletic administration of competing schools, ensure that with or without a State Mask Order, we protect our students and operate our programs safely with regard to face coverings.
3. As a condition of these programs moving forward and competing, collaboration will take place between competing schools to minimize spectators. For example, winter sports have either a 2-person per athlete maximum attendance, or more restrictive rules that do not allow the visiting team to have any spectators. The committee is not in favor of competition that does not work to limit spectators.

The Committee is prepared to discuss their recommendation on Monday to provide greater clarity to their thoughts.

Additionally, attached please find a matrix that illustrates the general timelines for when practices and competitions can take place.

Finally, the next Order by PHMDC is expected to be released prior to February 10th. Upon release and review of that document we may need to schedule an additional Board Meeting in a few weeks to address any lingering issues.

3. Consideration of Mountain Bike Club 66

Attached please find the application for the addition of a Mountain Bike Club in the school district that could serve students in grades 6-12. The Co-Curricular Committee reviewed this request at their February 4th meeting and is recommending to the Board approval of the club as a Category C activity. The Committee endorsed this recommendation on a 3-0 vote.

Additionally, once the club becomes established, they can return to the Board for consideration of the middle school and high school being moved to a Category A. This move in distinction would bring additional requirements per the athletic code, and would allow our high school mountain bike athletes to be able to earn a Major Letter in their sport, similar to our Equestrian Team.

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

A. Report on Return of Grades 5-12 and Other Related Issues Such as Public Health Orders and Vaccines.

A report will be presented at the Board Meeting on Monday regarding the start of the second semester and our returning of our grade 5-12 students to school, in their respective hybrid models.

We will also discuss the upcoming release of the next PHMDC Order and a current update on vaccines for our staff.

Additional information on student progress and items related to students returning to school are included in the Academic Achievement Report later in the agenda.

B. Academic Achievement Report 68

Attached please find reports from Tim Schell and Amy Johnson regarding an update on curriculum, instruction, and student achievement. They will be present at Monday's

Board Meeting to review this data and provide greater context to the information.  
C. 2021 Summer School Classes/Fees 105

Sheila Weihert will be present at Monday's Board Meeting to present the course offerings and fees for Summer School 2021. The courses and fees are attached for your review.

D. Request for Planning for Post-Covid Remote Learning 106

Attached please find a memo from Tim Schell and Amy Johnson regarding a desire and intention of the school district to formulate a plan for offering a virtual learning option for students/families post-Covid. This agenda item is not a proposal of a specific program, but rather a notification of our desire to further plan for the expansion of virtual learning and to seek you support for this work.

If approved to move forward, we will devote time to developing a plan to present to the Board for consideration.

E. Request to Solicit Mental Health Partners through a RFP process. 107

Attached please find a memo from Kurt Eley and Chris Mand regarding the desire to begin a Request for Proposals process to solicit proposals from potential mental health partners to create an on-site mental health clinic to service our students, families, and support the professional work of our staff.

Kurt and/or Chris will be present at the meeting on Monday to share additional background on this partnership idea and how this program could provide needed services to our students and families.

The administration is not proposing a specific carrier at this time, and want to go through the RFP process to look competitively at partnership options. We want to assess how potential partners can meet our organizational needs, the needs of our students/families, and the cost of offerings such service.

Our research of other school districts indicates that partnerships of this nature have varying cost structures and different approaches to how/what they accept for insurance from families.

If approved, we would work submit an RFP to mental health providers in our area which could lead to an interview process and potential recommendation to the Board.

F. 2nd Friday Count 108

Attached is the 2nd Friday in January Student Count. As you see, we have gained 15 students from September to January. This positive change in student population is a net change based on students who moved in, moved away, changed schools from private school to public, or the result of open enrollment. In reviewing the list of students who

are part of this change in numbers, there is no specific trend that articulates one motive for the growth in students. As you can see from the attached document, the growth of 15 students from September to January is in line with trends from previous years.

G. Exchange Students 109

Attached please find our policy on acceptance of exchange students. This is the time of year when we begin to hear from placement agencies about the need to place exchange students in our schools. With the unknowns associated with Covid worldwide, I recommend that we not host exchange students for the 2021-2022 school year.

H. Correspondence

**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 January 2021.

B. Finance

1. Monthly Finance Reports 112

Attached you will find the 2020-21 Budget Status report as of January 31, 2021, and the Cash Reconciliation report for December2020.

Also attached please find the SSM Health Wellness Clinic Performance Report for December as well as the District Financial report for the Wellness Clinic for your review. This report tracks expenditures over time beginning with the first month of the clinic.

C. Safety Logs 120

The safety log report is required to be presented and approved by the Board per the safety grants that we received. It tracks the requisite drills that we need to perform in the school buildings.

D. Gifts and Field Trips

1. Gifts 128

Monetary Gifts for the Student Financial Assistance Fund from:

Hometown Pharmacy

McPherson Family Trust

David Boetcher

Donation of Leg Press from Steve & Nicole Stricker for WCSD Intermediate School Fitness Center

2. Field Trips

E. Approve Individual Teacher, Co-Curricular, Support Staff and Custodial Recommendations, resignations, Leaves & Retirements

**XIII. BOARD BUSINESS**

A. Conventions/Workshops

B. Legislative Update

**XIV. FUTURE AGENDAS AND MEETINGS**

A. Special Board Meeting

B. Agenda Items for Next 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

**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.”

# Minutes of Regular Meeting

## The Board of Education Waunakee Community School District

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A Regular Meeting of the Board of Education of Waunakee Community School District was held Monday, January 11, 2021, beginning at 7:00 PM in the Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597.

### **I. CALL TO ORDER**

President Boetcher called the meeting to order. A motion was made by Brandt, second by Heinemann, to adjourn to closed session pursuant to Wisconsin Statutes 19.85 (1)(c) and(f) to review individual teacher contract recommendations, resignations and retirements, review individual co-curricular contract recommendations, review individual support staff/custodial staff recommendations, resignations, and retirements, and review student requests. Motion carried 7-0 on a roll call vote. Time 6:57PM

### **II. ROLL CALL**

Boetcher- Yes, Brandt - Yes, Engebretson - Yes, Ensign- Yes, Heinemann – Yes, Hetzel- Yes, Hoefler- Yes (Virtual)

Also Present: Randy Guttenberg, Brian Grabarski

### **III. CLOSED SESSION - ADJOURN TO CLOSED SESSION PER WISCONSIN STATUTES 19.85 (1) (c) AND (f)**

- A. Review Minutes of December 14, 2020 Meeting and January 4, 2021 Special Meeting
- B. Review Individual Administrator, Teacher Contract Recommendations, Resignations and Retirements, Succession Plans, and Organizational Structure.
- C. Review Individual Support Staff/Custodial Staff Recommendations, Resignations and Retirements
- D. Review Individual Co-Curricular Contract Recommendations
- E. Discuss Administrative Contracts.
- F. Discuss Tentative Agreement with Waunakee Teacher's Association and Related Compensation for Employee Groups

### **IV. RETURN TO OPEN SESSION**

A motion was made by Engebretson, second by Heinemann to adjourn closed session and reconvened in open session. Motion carried 7-0. Time: 7:16 PM.

Respectfully submitted,

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Judith Engebretson, Clerk

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Date  
JE:rm

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- E. Discuss Administrative Contracts.
- F. Discuss Tentative Agreement with Waunakee Teacher's Association and Related Compensation for Employee Groups

### **IV. RETURN TO OPEN SESSION**

A motion was made by Engebretson, second by Heinemann to adjourn closed session.

Motion carried 7-0. Time: 7:16 PM. The Board reconvened in open session at 7:24 PM

### **V. BOARD DEVELOPMENT WORKSHOP**

There was no Board Development Workshop

### **VI. APPROVAL OF MINUTES**

- A. Review minutes from the 12/14/20 regular meeting and 12/17/20 meeting and 1/4/21 Special meeting.

A motion was made by Hetzel, second by Heinemann, to approve the minutes as posted. Motion carried 7-0.

## **VII. APPROVAL OF AGENDA AND ADDITIONS**

A motion was made by Heinemann, second by Ensign, to approve the minutes as posted.  
Motion carried 7-0.

## **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. Emailed comments will be shared and reviewed by all the board members but will not be read out loud.

Comments emailed to the board are attached to the agenda and are as follows:

Bill Fulton – Support Children returning to school

Jen and Bob Proudfit – In favor to bring children back to school

## **IX. TEACHING STAFF, STUDENT, & BOARD REPORTS/RECOMMENDATIONS/ACTION ITEMS**

### **A. Student Report**

Anna Englebert provided the student report. She reported on the upcoming Student council blood drive, the arts and crafts events for elementary aged kids in February, that students will be allowed to apply to be part of student council for the 2<sup>nd</sup> semester only, Student council and other organizations have been making/sending reminders on appropriate hallway behavior when we return in the Hybrid at the end of January.

Anna reported that the students are super excited to start in the Hybrid. As a member of the student council, she and others, were asked to come into the school to see how it is set up. She feels it is super-efficient. She also reported that students who feel more comfortable remaining virtual is very nice as well and knows those students appreciate that also. She reported that being allowed to go in for some labs has been so nice. Finals are coming up, students are not feeling as anxious due mainly to the way finals are being approached this year. By the end of the semester, students have been asked to complete the Dane County Youth Assessment. The SATs and ACTs will be taken now through the beginning of March.

She was asked how non-athletic co-curriculars have been going. Anna reported that she is involved in many clubs and she has not had any problems with the virtual meetings or the technology. They have worked very efficiently.

### **B. Teacher Update**

Ashley Taylor provided an update on items related to the teaching staff.

Some Staff have received COVID Vaccine. This has added much excitement and hope for light at the end of the tunnel with the staff.

### **C. Board Reports/Action Items**

#### **1. 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 over the last month or other informational items.

There were no events attended by the board, most likely primarily due to the pandemic.

2. 2021 WASB Resolutions

The WASB Resolutions for 2021 are attached with the agenda. Please review these Resolutions and connect with Brian Hoefler, who is the WCSB BOE Rep this year, if you have any feedback regarding any resolution.

3. Spring Election Update and Related items

The memo to the municipality & county clerks for candidates for the 2021 spring elections is attached to the agenda.

The Candidates for the Spring 2021 Election are:

Town of Westport, City of Middleton, City of Madison Seat -

Anne Luebke

Ted Frey

Town of Vienna Seat -

Mark Hetzel

Also the Exemption from Filing Campaign Finance Reports was shared with all board members, as per requirements.

The board members asked that the candidates are told how they can watch the meetings prior the election.

4. Review Timelines for Board and Superintendent Evaluation Process

**As a guide -- traditional timeline was as follows:**

\* School Perceptions Survey (hard copy in folder) and Open ended Questions (attached) due by February BOE meeting

\* Superintendent Eval & Priorities Eval given out at Feb BOE meeting and asked to be returned by end of March

\* After March BOE meeting Individual Reminder sent to each BOE member sharing what they still needed to turn in by the end of March.

**X. COVID-19 RELATED UPDATES, RECOMMENDATIONS AND DECISIONS POINTS INCLUDING BUT NOT LIMITED TO REOPENING PLANS , CO-CURRICULAR OPTIONS, REQUIRED POLICIES AND PRACTICES, HUMAN RESOURCES IMPLICATIONS, AND OTHER RELATED TOPICS REQUIRING TIMELY ATTENTION BY THE SCHOOL BOARD.**

**A. Review of Data Dashboard**

The Current COVID Data Dashboard from January 11, 2021 was shared with the board.

This will also be attached to the agenda. We are in a good place and numbers appear to be trending down after holidays. The need for subs have been low. A huge Thank you to Kurt Eley for all his work at pulling these numbers together.

**B. Consider 5-12 Return to School Plan**

The Board considered the final approval of the return of students in grades 5-12 to school in a hybrid model at the beginning of the 2nd Semester of the 2020-2021 school year on January 26, 2021.

The administration presented, at previous school board meetings, the detailed plans and procedures for the return of students in grades 5-12 to school. The communication to parents on the instructional plans, logistical processes, and finalization of transportation needs was shared with the board. The cleaning and sanitization products/process was approved at the December Board Meeting is being put in place this week.

Upon approval of the return of students on January 26th, administration will continue to assess and plan for the future. Next steps in our planning include movement to a 5-day week at the 7-12 level and extension of the school day to a full-day (7-12), in the future, as well.

Heinemann made a motion, second by Hetzel, to move grades 5-12 back at semester which is 1/26/21.

The board asked questions or clarification, of the administration regarding the different times (Advisory, Homeroom, Contact), the COVID Team (specifically contact tracers), substitute teachers, and hours of instruction.

The motion carried 7-0 on a roll call vote.

Brandt - Yes, Engebretson - Yes, Ensign- Yes, Heinemann – Yes, Hetzel- Yes, Hoefler- Yes, Boetcher- Yes

## **XI. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS**

### **A. Diversity, Equity, Inclusion Committee**

#### **1. Review minutes from the 12/15/20 and 12/22/20 meetings.**

Brandt reported that the committee is currently completing an equity audit and will be discussing items to bring to the board for consideration.

### **B. Budget Committee Meeting**

#### **1. Reviewed the Minutes from the 1/4/21 Budget Committee Meeting**

Heinemann reported that the budget committee discussed salary increases, referendum funding and budget planning process.

Guttenberg added that the board would look closer and have action on these items during the HR committee and the Facility committee report.

The Budget committee will meet on February 1<sup>st</sup> to begin this planning.

#### **2. 2020-2021 Budget**

The board reviewed the 2020-21 Budget.

The following three documents are attached:

1. Summary of November 2020 Referendum Funds, including the Facility Committee recommendation on additional plumbing enhancements.
2. Revenue Replacement which identifies funds that can be reallocated within the 2020-21 budget towards salary and benefits increases.
3. Salary and Benefit recommendation from the HR Committee to the School Board on January 11th.

### 3. 2021-2022 Budget Planning Process

The Board reviewed a draft of the budget timeline for the 2021-22 school year and the Wisconsin DPI School Funding Proposal.

The Budget Committee supports having a budget engagement meeting with the full Board, Administration, and Teacher Leadership Team prior to the presentation of the first draft of the budget in May. Projected time for the meeting is after spring break in March or early April.

The Administration will bring draft budget priorities to the Budget Committee at their February 1<sup>st</sup> meeting.

### C. Human Resources Committee Meeting.

#### 1. Reviewed the 12/21/20 Meeting minutes

#### 2. The Board Considered the Tentative Agreement Between Waunakee Teacher's Association and Waunakee Board Negotiations Team for 2020-2021 Contract Year.

The Waunakee Community School District Human Resource Committee and the Waunakee Teachers Association met on December 7, 2020 for purposes of negotiations. Negotiations are limited to consideration of base wages with a maximum rate set by the Wisconsin Employment Relations Commission which for Collective Bargaining Agreements starting on July 1, 2020 is capped at 1.81%. The HR Committee and the WTA came to a tentative agreement on a 1.81% base wage increase which was recommended to the full Board.

Hetzel made a motion, second by Brandt to accept the tentative agreement with the WTA on a 1.81% base wage increase.

Motion carried on a 7-0 roll call vote.

Brandt - Yes, Engebretson - Yes, Ensign- Yes, Heinemann – Yes, Hetzel- Yes, Hoefler- Yes, Boetcher- Yes

#### 3. The Board consider compensation for all employee groups for 2020-2021 school year.

Attached please find the staff compensation recommendation from the Human Resource Committee for your consideration. This proposal was approved by a 3-0 vote by the HR Committee. The Budget Committee also reviewed this proposal and is recommending it to the Board on a 2-1 vote.

Specifically this proposal, includes:

1. 1.81% base wage increase for teachers (previous agenda item).
2. \$900 in supplemental pay to teachers who earned their Points.
3. 2.75% base wage increase for administration and administrative support staff.
4. 2.75% base wage for hourly staff plus \$.10 per hour supplemental pay to increase competitiveness of their wage scale.
5. Completion of the Classified Staff's Pay Schedule for 5-15 years (multiple year plan to complete salary schedule restructure for veteran hourly staff).
6. Increase the daily substitute teacher pay rate from \$120 to \$130.

Guttenberg explained each of the listed items to consider.

Ensign made a motion, second by Hetzel to accept the compensation for all staff as outlined by administration. This would include items 2-6 listed above.

The board asked questions regarding the teacher's supplemental pay they also asked about requiring subs to be vaccinated.

The motion carried 7-0 on a roll call vote.

Brandt - Yes, Engebretson - Yes, Ensign- Yes, Heinemann – Yes, Hetzel- Yes, Hoefler- Yes, Boetcher- Yes

4. Consider Equivalent Emergency Paid Sick Leave After January 1, 2021 for Remainder of the 2020-2021 School Year.

The Families First Coronavirus Response Act expired on December 31, 2020. EPSL provided up to 80 hours of paid leave (total hours equal to number of hours they work on average over a two-week period). Administration proposes making this EPSL-like leave available to employees who did not use it during the start of the 20/21 school year. This recommendation was endorsed by the Human Resource Committee and was recommended to the full Board for consideration.

Brian Grabarski presented and answered questions regarding this proposal.

Hetzel made a motion, second by Brandt, to approve the EPSL-like leave be available to employees who did not use it during the start of the 2020-2021 school years, as it was presented. Motion carried 6-1.

D. Facility Committee

1. Review Minutes from the 12/21/20 Meeting.

2. Consider Fund 10 Capital Maintenance Projects

Dave Boetcher shared information regarding the additional plumbing enhancements. The Facility Committee is recommending that administration prioritize the plumbing enhancements and approved/recommends an allocation up to \$90,000 for this project.

Boetcher made a motion, second by Heinemann to move forward with the plumbing enhancements giving the administration the latitude to prioritize this work not to exceed a cost of \$90,000. Motion carried 7-0.

3. Consider Fund 41 Capital Maintenance Projects.

Dave Boetcher introduced the Fund 41 Capital Maintenance Projects discussions. The Fund 41 budget was approved by the School Board back in July. Since July, the School Board approved funding elementary plumbing enhancements and district-wide HVAC enhancements out of Fund 41, and then subsequently reallocating these costs to the November 2020 referendum. As a result we are back to the budget from July, with the exception of the High School gym reconfiguration. The funds remaining in Fund 41 is equal to \$625,880.

The Facility Committee reviewed a set of projects presented by the administration and is recommending the following projects to the Board for approval:

A. High School Boiler

- B. Prairie Elementary Oven
- C. High School Steamer
- D. District Administrative Office Security
- E. 911 Activation from Panic Button

Boetcher made a motion, second by Heinemann to move forward with the projects A-E as presented. Motion carried 7-0.

E. Co-Curricular Committee Meeting

- 1. The Minutes from the 12/22/20 Meeting were reviewed

F. Medical Ad Hoc Committee

- 1. The Minutes from the 12/14/20 Meeting were reviewed.

**XII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS**

A. Administrative Reports/Action Items

- 1. 2021-2022 Open Enrollment Capacity Recommendations

Guttenberg presented and answered questions regarding 2021-2022 Open Enrollment Capacity. Attached are the calculations for both regular and special education, by grade level. Administration is required to provide the calculated open enrollment openings as attached, and the School Board may opt to modify the calculations.

Heineman made a motion, second by Engebretson, to accept the 2021-2022 open enrollment capacity as presented. Motion carried 7-0.

- 2. Summer School

Sheila Weihert reviewed the data from Summer School 2020 and highlighted some plans for Summer School 2021.

- 3. School District Audit Services

Guttenberg explained that the District recently learned that Wegner CPAs, our audit firm, is phasing out of government audits, and will no longer be able to serve as our auditor for the coming audit cycle. Wegner has developed a relationship with WIPFLI and will refer clients to them. We also have an option of conducting a Request for Proposal process to select our next audit firm. Guttenberg recommend an RFP process for audit services and working with the Budget Committee on making a recommendation to the full Board. The board was agreeable to this recommendation

- 4. Announcements/Correspondence

Attached to the agenda are letters from the WI High School Forensic Association recognizing three groups of our High School Students who, under the direction of Rick Braun, competed and received two Critic's Choice awards, a Directing award, three Ensemble awards and one All State award at the 2020 State Theatre Festival, held virtually. Also receiving Outstanding Acting awards are Ruby Hlathein, Allison Smith, and Allison Horvatin. Congratulations to all these students and to Rick Braun.

**XIII. CONSENT AGENDA**

The board acknowledged the generous donations from the University Book store for youth masks for all 4k-4 students and also Nord Gear for their monetary donation toward curriculum for Arboretum Elementary.

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 December 2020.

B. Finance

1. Monthly Finance Reports

Attached you will find the 2020-21 Budget Status report as of December 31, 2020, and the Cash Reconciliation report for November 2020.

Also attached please find the SSM Health Wellness Clinic Performance Report for November as well as the District Financial report for the Wellness Clinic for your review. This report tracks expenditures over time beginning with the first month of the clinic.

C. Safety Drill Logs

D. Gifts and Field Trips

1. Gifts

Attached please find the memos regarding the following gifts.

Youth masks from University Book Store received by Prairie for all 4K-4 building sites.

Monetary donation from Nord Gear to Arboretum

2. Field Trips

E. Approve Individual Teacher, Co-curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements – Co-curricular sheet attached to agenda.

**New Support Staff**

**Brian Hagen**, Custodian, IS

Jessica Lane, Technology Assistant, IS

**Gina Wherley**, Administrative Assistant to the Principal, HES

**Retirements**

Kurt Eley, Director of Student Services

Jay Guelker, Library Media Specialist, PES

Herb Haubrich, Technology Director

Kim Newhouse, Para-Educator Special Education, PES

A motion was made by Hetzel, second by Ensign to approve the consent agenda as presented. Motion carried 7-0.

XIV. **BOARD BUSINESS**

A. Legislative Update

The board discussed the Coronavirus bill. The board will keep reviewing this action especially the final bill to see if there is anything in it that may be of concern to the district.

B. Board Retreat Follow-up

The board discussed having a follow up to the retreat to continue some of the good discussion. It was decided that they would have a follow up retreat this summer.

C. Discuss Referendum Planning

The board discussed referendum planning and where we were at before everything was put on hold. The board did discuss that they would like to enter into this planning as a full board. Guttenberg also let them know that the work that was done, is still there.

D. Conventions/Workshops

Budget Committee 2/1 4:30 - 6pm  
Med. Ad Hoc at 6pm 2/1

**XV. FUTURE AGENDAS AND MEETINGS**

- A. Agenda Items for Next Meeting
- B. Special Meeting
- C. Budget Committee – 2/1/21 @ 4:30PM
- D. Co-Curricular Committee
- E. Curriculum Committee
- F. Facility Committee
- G. Human Resources Committee
- H. Policy Committee
- I. Goals Committee

Medical Advisory Committee – 2/1/21 @ 6:00pm

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

**XVII. RETURN TO OPEN SESSION NA**

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

**XIX. ADJOURN**

The Board of Education adjourned at 9:08 PM on a motion by Heinemann, second by Ensign and passed unanimously by a voice vote 7-0.

Respectfully submitted,

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Judith Engebretson, Clerk

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Date  
JE:rm

# PUBLIC COMMENT PERIODS DURING BOARD MEETINGS

Policy 187

Waunakee Community School District

Page 1 of 3

While the public has the right to attend meetings of the Board of Education that have not been convened in a closed session, individuals or groups generally do not have a right to be included on a Board meeting agenda or a right to enter into the discussions or deliberations of the Board. However, without affecting the Board's discretion to authorize other forms of input or participation during Board meetings from persons who are not Board members, the Board expressly authorizes and directs limited public participation during duly-noticed public comment periods as follows:

1. The Superintendent and Board President shall ensure that the agenda and public notice of the Board's primary regular business meeting each month includes a period for public comment. During a public comment period noticed under this paragraph, interested persons may briefly address the Board on topics that are reasonably germane to some aspect of the District's policies, practices, programs, or operations, regardless of whether the speaker's topic is otherwise noticed as a specific subject matter of the meeting in question.
2. Subject to any more specific decision or directive of the Board, the Board President has discretion to include a period of public comment on the agenda and public notice of additional Board meetings. In exercising such discretion, the President may specify on the public notice of the meeting that speaker comments during the public comment period will be limited to topics that are sufficiently germane to the noticed subject matter of the meeting.

When a public comment period is expressly included on the public notice of a Board meeting and there is sufficient interest in addressing the Board, the period shall either include at least 10 individual speakers or extend for 30 actual minutes, whichever limitation permits the greater total number of speakers. However, the Board may extend the total duration of a noticed public comment period at any meeting by a majority vote.

The Superintendent, or his/her designee, will implement a viewpoint-neutral speaker registration process that establishes an order for speaking in the event that the interest in appearing before the Board at any meeting may exceed the time that is allocated for the public comment period. Each speaker, upon being recognized by the presiding officer, will state his/her name and identify his/her connection to the District (if any) and to any group they are representing in connection with their remarks.

Each speaker's presentation is normally limited to a maximum of 3 minutes. However, at a meeting the Board may vote to reduce the time limit to no shorter than 2 minutes per speaker in order to accommodate a greater total number of speakers. In addition, at the Board's discretion, a speaker's time may be briefly extended provided that, upon request, a similar extension shall be granted to other speakers at the same meeting. Any individual may speak only once during the public comment period at any meeting.

Speakers generally should not expect an immediate response or reaction to their comments from the Board. Further:

1. If, at applicable meetings, a speaker raises a topic during a public comment period that was not among the publicly-noticed subject matter of the meeting, the extent of any response to

# PUBLIC COMMENT PERIODS DURING BOARD MEETINGS

Policy 187

Waunakee Community School District

Page 2 of 3

the speaker and his/her remarks shall be limited in accordance with applicable law.

2. During a public comment period, Board members will not engage in a substantive discussion of or otherwise attempt to materially investigate or reach a Board resolution of either (a) complaints or grievances regarding the conduct of individual staff members or individual students; or (b) attempts to appeal staff or administrative decisions relating to individual District employees or students. A public comment period during a Board meeting is not the preferred or established means of processing such issues or bringing such matters to the Board's attention.
3. If time or other limitations preclude an interested person from addressing the Board at a specific meeting, the person may submit written information to the Board and/or attempt to utilize a public comment period at a future meeting.

Subject to an appeal to the Board that is made by a Board member, the presiding officer of the Board meeting shall have the authority to conduct and maintain proper order in connection with any authorized public comment period, including the authority to (1) recognize speakers; (2) enforce established time limits; (3) interject and request that speakers voluntarily redirect specific complaints, grievances, or attempted appeals to more appropriate District procedures; and (4) terminate the remarks of any individual who does not adhere to established rules and procedures for public participation, who speaks in a threatening or profane manner, whose comments are repetitive of that person's previous comments, or whose conduct is disruptive and impedes the Board's ability to conduct its business in an orderly and timely fashion.

Individuals who are permitted to address the Board during a meeting are responsible for the content of their comments. The forum represented by a public comment period does not exempt a speaker from any liability arising from his/her comments (e.g., for defamation or for any breach of legally-protected confidentiality).

This policy and any rules and/or procedures that may be adopted related to the administration of public comment periods under this policy are not intended to apply to the following:

1. A meeting or any portion of a meeting that constitutes a formal public hearing on a particular topic or issue.
2. Instances where the Board seeks or agrees, by majority vote, to accept input that is relevant to a noticed agenda item from a person who is not a Board member in order to (for example) resolve a formal or informal point of information that arises during the Board's discussion of an agenda item.
3. Meetings of any standing or ad hoc committee that may be established by the Board.

## Legal References:

### Wisconsin Statutes

- [Section 19.81](#) [state policy on open meetings]  
[Section 19.83\(2\)](#) [discussion during period of public comment]

# PUBLIC COMMENT PERIODS DURING BOARD MEETINGS

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Waunakee Community School District

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[Section 19.84\(2\)](#) [public notice of board meetings, including public comment period]  
[Section 19.85](#) [exemptions to open meetings]

## Cross References:

WASB PRG 187 Sample Policy 4 (with substantial local adaptation)

## Adoption/Revision Date(s):

October 1989  
March 1994  
September 1994  
January 2000  
February 2002  
May 2020

# ***Waunakee Community School District Superintendent Evaluation Forms***

## ***Part I: Performance Standards***

### ***Instructions:***

1. Attached are forms to be completed by each board member rating each of the eight (8) performance standards. A separate page is provided for each performance standard.
2. Each board member should rate all eight of the standards. Each performance standard has performance indicators listed below it. These performance indicators suggest objective measures to consider. Do not rate each performance indicator separately; only rate the overall performance standard.
3. **Ratings do not have to be whole numbers. If a member thinks a 2.5 or 3.7 is representative of their rating, that is acceptable.**
4. Your comments in support of your rating will be helpful during the preparation of a summary evaluation form.
5. Please return your completed forms to the board chair or designated representative for compilation. The designated representative or chair will compile the results on a preliminary summary evaluation form.
6. The board will meet in executive session to discuss the results and prepare a final summary evaluation form representing the consensus of the board – or – the board and superintendent will meet in executive session to discuss the evaluation results and begin to identify priorities for the following year.
7. The superintendent will be presented with the final summary report from the full board, not the individual evaluation forms. It is important that the board speak with one voice when evaluating the superintendent.

Current practice has been for an annual joint evaluation/planning meeting to review results & the compiled summary report in closed session, without a prior meeting of board members. The board can schedule a special meeting to discuss the superintendent's job performance in closed session at any time of the year deemed necessary, with or without the superintendent present, with a summary report of such meeting prepared and shared with the superintendent for review and discussion by the board chair or designated representative(s). In such cases, it is recommended the board seek the advice of legal counsel.

Policy 225

## ***Standard 1: VISIONARY LEADERSHIP***

The superintendent is an educational leader who promotes the academic success and well-being of each student by facilitating the development, articulation, implementation and advocacy of a vision of learning that is shared and supported by all.

### ***Performance Indicators:***

(Do not rate individual indicators. These are listed only to help you think about the standard.)

The superintendent:

- 1.1 Collaboratively develops and implements a shared vision and mission;
- 1.2 Collects and uses data to identify strategic priorities/goals, assess organizational effectiveness, and promote organizational learning;
- 1.3 Creates and implements plans to achieve goals;
- 1.4 Promotes continuous and sustainable improvement; and
- 1.5 Monitors and evaluates progress and revises plans.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
<p>Little or no evidence exists of a district vision implemented in the work of the district.</p> <p>Actions, staffing and resources have little connection to a vision.</p> <p>It is difficult to know what the district stands for.</p>	<p>References the district vision and is beginning to develop a strategic plan for aligning resources, actions and staffing to that vision.</p> <p>Is engaged in learning and occasionally incorporates new ideas to support the vision.</p>	<p>Articulates the vision and strategic plan of the district in writing and speech.</p> <p>Works to create strategic alignment within actions, staffing and resources designed to enroll all stakeholders in the vision.</p> <p>Exhibits the disposition of a learner, practices and applies new learning to further the mission of the district and the vision of the school.</p> <p>The district vision is focused on academic success and the well-being of each student.</p>	<p>Articulates a clear and coherent vision and strategic plan for the district through words and actions.</p> <p>Exhibits the disposition of a learner, practices and applies new learning to further the mission of the district and the vision of the district.</p> <p>Leadership actions, staffing and resources are clearly aligned to invest in the accomplishment of the vision.</p> <p>The vision is lively and evident in the culture, focused on student success and articulates the excellence that distinguishes student achievement throughout the district.</p>
<p>Rating: _____ Comments:</p>			

## ***Standard 2: ETHICAL LEADERSHIP***

The superintendent integrates principles of cultural competency and equitable practice and promotes the academic success and well-being of each student by acting with integrity, fairness and in an ethical manner.

### ***Performance Indicators:***

(Do not rate individual indicators. These are listed only to help you think about the standard.)

The superintendent:

- 2.1 Ensures a system of accountability for each student’s academic and social success;
- 2.2 Models principles of self-awareness, reflective practice, transparency, ethical and professional behavior;
- 2.3 Safeguards the values of democracy, equity and diversity;
- 2.4 Ensures individual student needs drives all aspects of leadership and learning.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
<p>Actions and intention are not always grounded in shared district values.</p> <p>Has demonstrated inconsistent or unethical behavior and does not always stand by their word.</p> <p>Is not self-aware and does not reflect on their practice.</p>	<p>Actions and intentions are not always clear and transparent.</p> <p>Fairness to staff and students is frequently raised as an issue.</p> <p>Reflects on practice but does not always implement changes from that learning.</p>	<p>Treats students and staff fairly and shows respect at all times.</p> <p>Is grounded in shared district values for how to do the work of leadership and learning.</p> <p>Acts to support all students and staff to raise academic rigor while simultaneously closing opportunity gaps.</p> <p>Demonstrates self-awareness and uses reflection to improve practice.</p>	<p>Operates with an ethic of excellence and is grounded in shared district values for how to do the work of leadership and learning.</p> <p>Values are demonstrated each day as students and staff experience deep respect, as complex decisions are made with integrity, kindness, compassion and courage.</p> <p>Works for equity by raising rigor for all and simultaneously closing opportunity gaps.</p> <p>Demonstrates a high-level of self-awareness and regularly reflects on practice to improve.</p>

Rating: \_\_\_\_\_ Comments:

### **Standard 3: COMMUNICATIONS & COMMUNITY RELATIONS**

The superintendent promotes the academic success and well-being of each student by understanding, responding to, and influencing the larger political, social, economic, legal and cultural context. The superintendent establishes effective two-way communications and engagement with students, staff, parents, media and the community as-a-whole, responding to community feedback and building community support for and engagement with the district.

**Performance Indicators:**

(Do not rate individual indicators. These are listed only to help you think about the standard.)

The superintendent:

- 3.1 Develops formal and informal techniques to gain internal and external perceptions of district;
- 3.2 Demonstrates effective communication skills (written, listening, verbal and non-verbal contexts, formal and informal settings, large and small groups and one-on-one environments);
- 3.3 Promotes stakeholder involvement, engagement and participation in the process of education;
- 3.4 Establishes effective school/community relations, school/business partnerships and public service;
- 3.5 Understands the role of media in shaping and forming opinions as well as how to work with the media.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
<p>Ineffective in communication with staff, parents and students.</p> <p>Staff and students feel undermined by the lack of leadership in the district.</p> <p>Not aware of the undercurrents with staff or the school environment.</p>	<p>Advocates for some students and families.</p> <p>Stakeholders frequently feel out-of-the-loop.</p> <p>Many staff members do not feel positive about district leadership.</p> <p>Staff and students do not feel stimulated to do their best work.</p>	<p>Keeps staff, students and parents informed on a regular basis.</p> <p>Communication with individuals and groups is seen as clear and effective.</p> <p>The majority of staff and students identify positively with district leadership.</p> <p>Works as a member of a district team to positively influence education decisions.</p>	<p>Communicates key information to all stakeholders in an appropriate and timely manner.</p> <p>Alert to potential issues; predicts and shares possibilities with school board in advance.</p> <p>Constituent groups report a positive relationship with district leadership.</p> <p>Has influence in the school, district and beyond in supporting student academic success &amp; well-being.</p>

Rating: \_\_\_\_\_ Comments:

## ***Standard 4: POLICY AND GOVERNANCE***

The superintendent works with the board to identify, prioritize and follow policies and governance procedures that maximize the goal of ensuring a high quality education for each student. The superintendent follows and enforces policies with fidelity and equity, promoting transparency, trust and organizational fairness. The superintendent values the importance of a healthy working relationship with the board and understands the impact on student achievement when board & superintendent work together in a collaborative and systematic way.

### ***Performance Indicators:***

(Do not rate individual indicators. These are listed only to help you think about the standard.)

The superintendent:

- 4.1 Understands and articulates the system of public school governance and differentiates between policy-making and administrative roles;
- 4.2 Establishes procedures for superintendent/board interpersonal and working relationships and provides information and resources the board needs to perform its responsibilities;
- 4.3 Understands and interprets the role of federal, state and regional governments, policies and politics and their relationships to local districts and schools;
- 4.4 Uses legal counsel in governance and procedures to avoid civil and criminal liabilities.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
<p>Not engaged in work related to policies nor enforces district policies.</p> <p>Behavior indicates a lack of value in a healthy working relationship with the board.</p> <p>Does not engage the board in the work of advancing organizational goals and priorities.</p>	<p>Engages minimally in policy work.</p> <p>Unevenly or inequitably enforces policies.</p> <p>Occasionally demonstrates behavior indicating a value of a healthy working relationship with the board.</p> <p>Unevenly engages the board in the work of advancing organizational goals and priorities.</p>	<p>Fully engaged in policy work.</p> <p>Appropriately and equitably enforces policies.</p> <p>Demonstrates reasonable value of a healthy working relationship with the board.</p> <p>Effectively engages the board in the work of advancing organizational goals and priorities.</p>	<p>Develops an exemplary system of policy consideration and revision.</p> <p>The district takes pride in the equitable enforcement of district policies.</p> <p>Proactively and effectively engages the board in the work of advancing organizational goals and priorities.</p>
<p>Rating: _____ Comments:</p>			

## ***Standard 5: CURRICULUM PLANNING / DEVELOPMENT***

This standard addresses the superintendent’s skills in staying up-to-date in curriculum, teaching, learning and testing theories. It requires the superintendent to make sound recommendations for teaching and learning technologies.

### ***Performance Indicators:***

(Do not rate individual indicators. These are listed only to help you in thinking about the standard.)

The superintendent:

- 5.1 Develops curriculum design and delivery systems based on content and assessment standards and best practices;
- 5.2 Establishes curriculum planning to anticipate occupational trends, school-to-career needs and college preparation;
- 5.3 Uses child development and learning theories in the creation of developmentally appropriate curriculum and instruction;
- 5.4 Includes the use of computers, the Internet, distance learning and other technologies in educational programming;
- 5.5 Assesses student progress using a variety of appropriate techniques;
- 5.6 Involves faculty and stakeholders in enhancement and renewal of curriculum and assessments to ensure alignment of curriculum, instruction and assessment.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
<p>Primary focus is not teaching and learning.</p> <p>Fails at creating an organizational culture focused on teaching and learning.</p> <p>Does not put in place systems to ensure curricular alignment to standards.</p> <p>Does not create systems to customize learning to students.</p>	<p>Peripherally focused on teaching and learning.</p> <p>Discusses teaching and learning, but no real systemic organizational focus exists.</p> <p>Puts in place an uneven and sometimes chaotic process to align curriculum to assessments.</p> <p>Discusses customized learning, but execution is uneven, unclear and chaotic.</p>	<p>Primary focus is teaching and learning.</p> <p>Keeps the organization primarily focused on teaching and learning.</p> <p>Puts in place systems to align curriculum to standards.</p> <p>Puts in place systems to customize instruction to students.</p>	<p>Continuously stresses the importance of quality teaching and learning as the organization’s primary strategic objective.</p> <p>Creates an organizational culture attentively focused on teaching and learning that grows and evolves dynamically.</p> <p>Creates clear and systemic systems curricular alignment to standards that result in curricula and assessments of exceptional quality.</p> <p>Establishes individualized learning systems, where appropriate.</p>
<p>Rating: _____ Comments:</p>			

**Standard 6: INSTRUCTIONAL LEADERSHIP**

Standard #5 addresses what is to be taught; this standard emphasizes *how* it should be taught. The superintendent promotes the academic success and well-being of each student by sustaining a positive, supportive, collaborative district culture and instructional program conducive to student learning and staff professional growth.

**Performance Indicators:**

(Do not rate individual indicators. These are listed only to help you think about the standard.)

The superintendent:

- 6.1 Nurtures and sustains a culture of collaboration, trust, learning and high expectations;
- 6.2 Establish a supervision & evaluation system for teaching staff.
- 6.3 Develops the instructional and leadership capacity of staff;
- 6.4 Maximizes time spent on instruction;
- 6.5 Promotes the use of the most effective and appropriate technologies to support teaching and learning; and
- 6.6 Monitors and evaluates the impact of instruction.

Ineffective (1)	Minimally Effective (2)	Effective (3)	Highly Effective (4)
<p>No performance evaluation system is in place and/or not all evaluations have been completed as required.</p> <p>Staff development isn't consistently provided. Staff members are responsible for their own improvement.</p> <p>School improvement efforts are limited. There is no comprehensive plan in place.</p> <p>There is little to no focus on instruction. Technology is not utilized in classroom instruction.</p>	<p>Evaluations are completed but not entirely in compliance or are inconsistent with state law.</p> <p>Staff development programs are offered based upon available opportunities.</p> <p>School improvement plans are in place at the building level but lack district-wide coordination.</p> <p>Teachers are encouraged to enhance their instructional skills and embrace technology, but no comprehensive program(s) is in place.</p>	<p>Evaluations are completed in a timely manner. Some less than "effective" staff lack individualized development plans.</p> <p>Staff development programs are offered based upon available opportunities that are targeted toward staff growth and increasing student achievement.</p> <p>School improvement plans are in place at all buildings and align to the district-wide goals.</p> <p>Effort is made to accommodate diverse learning styles, needs and levels of readiness. Some effort is made to incorporate technology into learning.</p>	<p>Performance evaluation system in place that is in compliance with state law. Required evaluations completed. Necessary development plans in place. Evaluations are consistent across district.</p> <p>Staff development programs are individualized, targeted toward district-specific goals and are sustained to increase student achievement.</p> <p>School improvement plans are in place at all buildings and align to the district-wide goals. Systems are in place for implementation of improvement efforts and monitoring of progress.</p> <p>Instructional practices in place that are differentiated and personalized to student needs. Technology is used to enhance teaching and learning.</p>

Rating: \_\_\_\_\_ Comments:

## **Standard 7: EFFECTIVE ORGANIZATION MANAGEMENT**

The superintendent promotes the academic success and well-being of each student by ensuring overall management of the organization, operation and resources for a safe, efficient and effective learning environment.

### **Performance Indicators:**

(Do not rate individual indicators. These are listed only to help you think about the standard.)

The superintendent:

- 7.1 Monitors and evaluates the management of operations and administrative systems;
- 7.2 Obtains, allocates, aligns and efficiently uses human, fiscal and technological resources;
- 7.3 Promotes and protects the welfare and safety of students and staff;
- 7.4 Develops the capacity, opportunities & support for staff leadership;
- 7.5 Ensures teacher and organizational time is focused to support quality instruction and student success.
- 7.6 Gathers & analyzes data to inform decision making and for making recommendations to the board.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
<p>Management of the operations of the district is poor or non-existent.</p> <p>The district is disorderly, disorganized and there is a feeling that the district is “out-of-control.”</p> <p>Budget guidelines are not adhered to and/or the budget is not related to a vision for the district.</p>	<p>Expectations for staff and students are inconsistent and not well known.</p> <p>The daily operating procedures are occasionally followed but are frequently changed.</p> <p>The budget does not support the district’s priorities and budget category limits are not always followed.</p>	<p>Establishes a clear set of operating procedures for effective operation of the district.</p> <p>Discipline of students is handled fairly and consequences are used to maximize student learning.</p> <p>Students and staff are held accountable for their performance and conduct.</p> <p>The annual budget is adhered to with only approved variances.</p>	<p>Establishes a clear set of standard operating procedures and routines that exemplify the district vision and values and maximize the opportunity for each student’s learning.</p> <p>Students and staff are able to articulate expectations and inspired to strive for excellence in conduct and performance.</p> <p>Students and staff hold each other accountable for high quality performance.</p> <p>Develops and manages a budget that maximizes the learning goals of the district.</p> <p>Supportive partnerships are developed and managed to enhance learning experiences.</p>

Rating: \_\_\_\_\_ Comments:

**Standard 8. RESOURCE MANAGEMENT**

Standard #7 focuses on overall management of the organization and expectations. In this standard, the superintendent effectively organizes and manages operational aspects of the district - including finance, human resources, food services, transportation, maintenance and facilities and other outside agencies - so that students are able to attend and learn in quality environments staffed by quality professionals.

**Performance Indicators:**

(Do not rate individual indicators. These are listed only to help you think about the standard.)

The superintendent:

- 8.1 Demonstrates use of system and staff evaluation data for HR policies, decision-making, promotion of career growth and professional development;
- 8.2 Identifies and applies appropriate polices, criteria and processes for the recruitment, selection, induction, retention and separation of personnel with attention to issues of equity and diversity;
- 8.3 Makes sound fiscal decisions, in line with the organization’s strategic goals, and establishes clear and transparent systems of fiscal control and accountability.
- 8.4 Coordinates with social agencies & human services to help students grow & develop as caring informed citizens

Ineffective (1)	Minimally Effective (2)	Effective (3)	Highly Effective (4)
<p>Does not effectively manage or appropriately staff operational aspects of the organization, resulting in poor quality and/or unsafe services and learning environments for staff and students.</p> <p>Irresponsibly and imprudently manages the fiscal aspects of the organization.</p>	<p>Unevenly manages and staffs the operational aspects of the organization, resulting in situations where poor quality learning environments and/or unsafe situations arise for staff and students.</p> <p>Makes avoidable errors in fiscally managing the organization and the organization has inconsistent fiscal lines of control and accountability.</p>	<p>Puts in place systems and staff so that environments are conducive to learning and are consistently safe.</p> <p>Makes sound fiscal decisions in line with the organization’s strategic goals and establishes clear and transparent systems of fiscal control and accountability.</p>	<p>Puts in place systems that create environments that inspire learning and that are highly reliably safe.</p> <p>Makes quality fiscal decisions in line with the organization’s strategic goals that are innovative and will move the district forward-</p> <p>Clear and transparent systems of financial control and accountability are universally followed.</p>

Rating: \_\_\_\_\_ Comments:

***Evaluation of Superintendent & BOE Priorities Forms***  
***Waunakee Community School District***

***Instructions:***

Each year, in conjunction with the evaluation processes, the board and superintendent meet to develop a clear set of system-wide, board governance and individual professional practice priorities/goals for the following year. Performance indicators are developed & approved for each priority area.

**Important note: Superintendent professional practice priorities serve as the basis for Part 2 of the superintendent evaluation.**

1. Attached are forms to be completed by each board member rating each of the identified priorities for the past year.
2. Each priority has performance indicators listed below it. These performance indicators suggest objective measures to consider. Do not rate each performance indicator separately; only rate the overall priority/goal.
- 3. Ratings do not have to be whole numbers. If a member thinks a 2.5 or 3.7 is representative of their rating, that is acceptable.**
4. Your comments in support of your rating will be helpful during the preparation of a summary evaluation form.
5. Please return your completed forms to the board chair or designated representative for compilation. The designated representative or chair will compile the results.
6. The board and superintendent will meet in executive session to discuss the superintendent evaluation results.
7. The board and superintendent will meet in open session to discuss results from the evaluation of progress on priorities and begin to identify priorities for the following year.

**Evaluation of Progress on BOE & Superintendent  
Priorities System-Wide, Professional Practice &  
Governance  
School Year: 2019-20**

**1. System-Wide Priority # 1: Joint BOE/Superintendent Responsibility**

Referendum Planning — Referendum Planning will include the vetting of options, definition of scope, staff and community involvement, and the necessary work for the Board to approve a referendum resolution in July / August 2020.

**Performance Indicators:**

The board & superintendent will:

1.1 At the December 2019 School Board Meeting a timeline of necessary work will be outlined for the Board by the Administration and EUA. This timeline will become the actionable performance indicators for this priority.

1.2 The variables that will be included in the timeline include:

- New Middle School
- High School Campus - Current middle school and high school
- Renovations of Heritage
- Facility Maintenance
- Bethel Circle
- Program Shifts
- Exceed the Cap for Operations and Growth

1.3 The Board will set a Referendum Resolution in July / August 2020.

Ineffective (1)	Minimally Effective (2)	Effective (3)	Highly Effective (4)
No progress made on priority.  No explanation(s) provided to help manage expectations as to why no progress was made.	Some progress made on priority.  Little evidence of action(s) taken to move forward with the stated priority/plan.	Major progress made on priority and/or priority met.  Periodic updates provided on progress made to help manage expectations and justify need for change(s) to plan.	Exceeded expectations in meeting priority.  Stakeholders were aware of progress on the priority and what comes next.
Rating: _____ Comments:			

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**2. System-Wide Priority # 2: Joint BOE/Superintendent Responsibility**

Stronger Connections with School Buildings and Staff — The Board has determined that a priority for 2019-2020 is to build stronger connections with the staff and the work that is occurring in the school buildings per their goals.

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**Performance Indicators:**

The board & superintendent will:

- 2.1 The Board will hold staff listening sessions in November.
  - The Board will follow up and work with administration on the information shared at the listening sessions.
- 2.2 Updates/Reports from the schools on what is going well, what challenges exist, and priorities and goals for the year — Spring 2020
  - The Board will be provided with a copy of the building goals as an informational item prior to the goal update presentations to the Board.
- 2.3 BOE visits to schools - defining what the BOE wants to see and learn more about.
  - Minimum - one visit per semester per Board Member
- 2.4 The Board President will work with the WTA Leadership to determine how to interface with them.

Ineffective (1)	Minimally Effective (2)	Effective (3)	Highly Effective (4)
No progress made on priority.  No explanation(s) provided to help manage expectations as to why no progress was made.	Some progress made on priority.  Little evidence of action(s) taken to move forward with the stated priority/plan.	Major progress made on priority and/or priority met.  Periodic updates provided on progress made to help manage expectations and justify need for change(s) to plan.	Exceeded expectations in meeting priority.  Stakeholders were aware of progress on the priority and what comes next.
Rating: _____ Comments:			

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### 3. System-Wide Priority # 3: Joint BOE/Superintendent Responsibility

#### Strategic Planning and Budget Connection

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#### Performance Indicators:

The board & superintendent will:

- 3.1 The Administration will identify strategic priority areas that have budget impact.
- 3.2 The Administration and Board will hold a joint budget planning workshop in March / April.
- 3.3 The Administration will present to the Board the Vision for their strategic work and its connection to budget requests.
- 3.4 The Board will work with the Administration to determine which priorities fit within our Joint Vision for the District.
- 3.5 The Board and Administration will determine which budget request have a place in the budget process and/or the scope of the 2020 referendum.
- 3.6 The scope of the Exceed the Cap question will be defined.

Ineffective (1)	Minimally Effective (2)	Effective (3)	Highly Effective (4)
<p>No progress made on priority.</p> <p>No explanation(s) provided to help manage expectations as to why no progress was made.</p>	<p>Some progress made on priority.</p> <p>Little evidence of action(s) taken to move forward with the stated priority/plan.</p>	<p>Major progress made on priority and/or priority met.</p> <p>Periodic updates provided on progress made to help manage expectations and justify need for change(s) to plan.</p>	<p>Exceeded expectations in meeting priority.</p> <p>Stakeholders were aware of progress on the priority and what comes next.</p>
<p>Rating: _____ Comments:</p>			

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**4. System-Wide Priority # 4: Joint BOE/Superintendent Responsibility**

**Board Policy Review/Revision/Adoption**

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**Performance Indicators:**

The board & superintendent will:

- 4.1 Review, revise, and adopt policies for Series 100, 200, and those policies identified by WASB as needing revision per statutory requirements.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
<p>No progress made on priority.</p> <p>No explanation(s) provided to help manage expectations as to why no progress was made.</p>	<p>Some progress made on priority.</p> <p>Little evidence of action(s) taken to move forward with the stated priority/plan.</p>	<p>Major progress made on priority and/or priority met.</p> <p>Periodic updates provided on progress made to help manage expectations and justify need for change(s) to plan.</p>	<p>Exceeded expectations in meeting priority.</p> <p>Stakeholders were aware of progress on the priority and what comes next.</p>
<p>Rating: _____ Comments:</p>			

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**5. System-Wide Priority # 5: Joint BOE/Superintendent Responsibility**

**Review of Employee Compensation and Benefits**

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**Performance Indicators:**

The board & superintendent will:

- 5.1 With the Director of HR and the Teacher Compensation Committee, develop and consider a revised teacher compensation system.
- 5.2 With the Director of HR, establish a system for salary advancement for the Classified Staff.

<b>Ineffective (1)</b>	<b>Minimally Effective (2)</b>	<b>Effective (3)</b>	<b>Highly Effective (4)</b>
No progress made on priority.  No explanation(s) provided to help manage expectations as to why no progress was made.	Some progress made on priority.  Little evidence of action(s) taken to move forward with the stated priority/plan.	Major progress made on priority and/or priority met.  Periodic updates provided on progress made to help manage expectations and justify need for change(s) to plan.	Exceeded expectations in meeting priority.  Stakeholders were aware of progress on the priority and what comes next.
Rating: _____ Comments:			

# BROADCASTING OF SCHOOL BOARD MEETINGS

Policy 189

Waunakee Community School District

Page 1 of 2

The Waunakee Community School District Board of Education encourages all students, parents, staff and district residents to be well informed about school district business. Therefore, the School Board shall broadcast the following Board meetings: Regular Board Meetings, Special Board Meetings, Public Hearings, and, Public Listening Sessions. Board committee meetings may be taped and broadcast upon the vote of a majority of the committee. Executive sessions of the Board will not be videotaped or otherwise recorded for purposes of public dissemination under this policy. The taping and broadcasting of meetings will be subject to the guidelines and conditions outlined below.

1. The taping and broadcasting of meetings should not interfere with the ability of the Board to conduct the regular business of the school district. Therefore, the Board president shall exercise his/her authority to control the length of comments and the number of times an individual can speak on an agenda item to avoid any attempts to monopolize time on camera or discuss business not on the agenda.
2. Due to the possibility of individuals making comments that could be defamatory all individuals wishing to speak at a regular or special board meeting or recorded committee meeting shall complete a "Request to Speak" form which contains a statement that the Board is not responsible for their comments and that as such any slanderous or defamatory statements are their sole responsibility and that the district, with the advice of its attorney and its record's custodian, may edit the tape to remove the comments before broadcasting the meeting. The Board president will make a statement at the beginning of public hearings and listening sessions to the same effect, as it would be impractical to have all those present complete a request form. The Board President or meeting chair shall make a public statement at the outset of all recorded meetings that it is being recorded and livestreamed.
3. Each taped board meeting will be posted indefinitely on the school district's YouTube channel and Facebook account. District staff shall endeavor to livestream all meetings through an online video service, such as YouTube, Twitch, or Facebook Live, and to post visible links to said livestreams in advance on the district's webpage and social media accounts upon the posting of public notice of all recorded public meetings.
4. The broadcasts of Board meetings shall be of sufficient video and audio quality so viewers can easily hear the comments and be able to identify who is making the comments. In the event that meetings are not held in a location with sufficient access to quality audio/video equipment, all aforementioned requirements in this policy shall be deemed suspended due to limitation of the location except that the Board, at its sole discretion may vote to adjourn the meeting. Further, technical or other unforeseen difficulties associated with recording or transmitting video and/or audio as intended under this policy shall not prevent a meeting from continuing unless the Board votes to adjourn the meeting at its sole discretion.
5. Given the omnipresence of personal recording devices through mobile devices, nothing in this policy shall be interpreted to prevent any member of the public, the press, or any Board member from recording and distributing any personal recording of any district meeting that is held in public (open) session. Closed sessions of the Board shall not be recorded or distributed by any individual, unless expressly authorized or directed by the

# BROADCASTING OF SCHOOL BOARD MEETINGS

Policy 189

Waunakee Community School District

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Board (e.g., for purposes of recording a due process hearing to serve as or facilitate the production of minutes of the hearing.

## Legal References:

### Wisconsin Statutes

[Section 19.81](#) [state policy on open meetings]

[Section 19.85](#) [exemptions to open meetings]

[Section 19.90](#) [use of recording and photography equipment in open session]

## Cross References:

### Adoption Date:

August 2001

January 2002

February 2019

May 2020

Waunakee Community School District

Celebrating Black History Month.

Whereas, in 1776, the founders devised the United States as a nation dedicated to the proposition that “all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness...”

Whereas African slaves were kidnapped, sold and involuntarily brought to the United States as early as the 17th century;

Whereas these individuals and their descendants suffered enslavement, murder, rape, abuse, segregation, legitimized violence by the state, institutional and systemic racism and were denied the basic and fundamental rights of citizenship for hundreds of years;

Whereas, in 2021, the echoes of those injustices and inequalities remain evident in the society of the United States, in Wisconsin, and in municipalities that make up the Waunakee Community School District, from the state murder of innocent black men and women, to racial slurs shouted in schools, out of cars and circulated on social media;

Whereas, in the face of injustices, good people cannot remain silent, and therefore have an ethical imperative to distinguish themselves with a commitment to fight for the noble ideals on which the United States was claimed to have been founded and to fight for the rights and freedom for all;

Whereas the contributions of African Americans from all walks of life throughout the history of the United States reflect the greatness of the United States;

Whereas many African Americans lived, toiled, and died in obscurity, never achieving the recognition those individuals deserved, yet paved the way for future generations to succeed;

Whereas Black History Month, celebrated during the month of February, originated in 1926 when Dr. Carter G. Woodson set aside a month to recognize the heritage and achievements of Black people in the United States;

**Now, therefore, be it known that the Waunakee Community School District:**

- 1) Acknowledges that all people of the United States and the municipalities that make up the Waunakee Community School District are the recipients of the wealth of history provided by Black culture;
- 2) Recognizes the importance of Black History Month as an opportunity for students, staff and community to reflect on the complex history of the United States, while remaining hopeful and confident about the path ahead;
- 3) Acknowledges the significance of Black History Month as an important opportunity to commemorate the tremendous contributions of African Americans to our community

4) Encourages the celebration of Black History Month to provide a continuing opportunity for all people in the United States to learn from the past and understand the experiences that have shaped the United States;

(5) Advocates for the abolition of policies, practices, laws and procedures that produce an illegal negative disparate impact on people of color in our community and in our neighboring communities; and

(6) Agrees that, while the United States began as a divided country, the United States must honor the contribution of all pioneers in the United States who have helped to ensure the legacy of the great United States; and move forward with purpose, united tirelessly as a nation indivisible, with liberty and justice for all, by.

# Minutes of Human Resources Committee

## The Board of Education Waunakee Community School District

A Human Resources Committee of the Board of Education of Waunakee Community School District was held Tuesday, January 12, 2021, beginning at 4:00 PM in the Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597.

### **I. CALL TO ORDER**

Chairperson Ensign called the meeting to order at 4:02pm.

### **II. ROLL CALL**

Engbretson – Yes, Ensign – Yes, Hoefer – Yes

Also present: Randy Guttenberg, Brian Grabarski, Gina Pagel, Todd Shucha, John Wedge

### **III. APPROVE AGENDA**

Engbretson made a motion, second by Hoefer to approve the agenda as posted.

### **IV. PUBLIC COMMENTS**

No Public Comments were received.

### **V. MEET AND CONFER WITH ALL INTERESTED TEACHERS (WTA MEMBERS AND NON-MEMBERS) REGARDING THE FOLLOWING TOPICS**

#### **A. 2020 Topics**

##### **1. Teacher retention & recruitment**

The WTA representatives shared that supplemental pay is part of what motivates teachers to come to Waunakee and also stay at Waunakee. They suggested, for this year only, that all teaching staff are granted enough points to allow them to make the salary step for the 21-22 school year wage increase. They reasoned that teaching staff have put in a lot of extra professional development time to prepare and offer the best instruction for our students on the platform they have this year. They shared that this extra professional development is not always points eligible or the teachers are not taking the necessary time to submit for the points for the professional development they are engaging in. They feel this would be a positive impact for any teachers to show that the district recognizes the work they have put in to make this school year successful. Ensign commented appreciation for the suggestion and she would like to discuss this at the committee level closer.

Grabarski indicated that teacher retention is very important to the district administration as well. There has been good work toward teacher retention with the Teacher/HR handbook committee and other teacher leadership voices.

##### **2. Continued progress with Salary System Review and Revision Work Group**

The WTA representatives stated that the Teacher Compensation committee has met regularly and they are pleased with the progress to date. The WTA wants to insure this work continues. It is a priority for teachers to know what their salary will look like at the beginning of the school year and without that, faith in the compensation system continues to decline. The teaching staff invest time and money to earn points and then they have to wait to see what is offered.

In response to Hoefler's question about what, besides money, draws teachers to come to and stay at Waunakee, representatives shared working with the community and community support, but it can also add extra pressure as well. Worksite relationships and quality of leadership are also attractive. Climate and priorities of the district are also positives.

Grabarski added that the Human Resources office has been told new teachers come to Waunakee for the educational reputation, resources available, and the way we operate using the PLC structure / cohesiveness of teams.

### 3. Professional leadership opportunities & processes (committees, department chairs, coordinators)

WTA representatives shared there is not a sense of how some of the leadership committees are created or who are a part of the committees. It also seems like once you are on a committee it isn't clear how to move off, if needed. If there was clear communication on how to be a part of a committee, what the expectations are, what the term is, and who is currently on each committee, it would be more inviting for other teaching staff to be a part of these committees.

Grabarski shared this topic has been brought up by the administration as well, as a frustration in trying to recruit committee members. District administrations asked the WTA for any suggestions on ways this communication gap could be bridged and ways to promote and draw in participation. WTA offered to come back with suggestions. It was also suggested that perhaps the handbook committee could work on more clarification of the process and review the compensation piece.

Administration also offered to bring the topic forward at the systemwide leadership level for their input.

### 4. Consideration of spring negotiations timeline

The WTA reiterated the past years' request to know what their salary will look like at the beginning of the contract period. Administration agreed that this was a goal of theirs too, to have a more normal cycle and knowing the pay increases in spring or summer. The unknowns of our district enrollment after the 2020/21 enrollment dip may make this more challenging. The budget planning process is just beginning and once process is moving along the district will know if this will be a possibility or not.

### 5. Strengthened two-way communication with staff

This item was shared to be a summary of a number of topics already discussed. The WTA shared that two-way communication is very important and that the latest Superintendent

webinar that was open to questions at the end was very helpful. Guttenberg mentioned that this is a learning curve. Even beyond COVID he may have these updates in this format because it reaches so many more staff either at the time of the meeting or watching the recording. This is much more efficient than meeting with six building reps and trying to make sure the notes from the meeting make it back to the staff accurately.

In addition to these webinars with the open question section at the end, Brian Grabarski has been conducting building listening/office hours and Grabarski, Guttenberg, the board president have been meeting with the WTA representatives on a monthly basis.

The WTA said that communication is more important now than ever before. It is important that what is shared from the District office is relayed equally throughout all the buildings. They've noticed inconsistency between buildings/departments. Administration shared that once we get past COVID times our District Communication and Engagement Specialist is working on a comprehensive communication review and plan that will be implemented district-wide.

#### 6. Support for the Diversity, Equity, and Inclusion Ad Hoc Committee

The WTA has an ongoing goal for equity, and this year the work seems to be taking off with all the professional development opportunities and the association with the Nehemiah Project.

The board and administration agree that this is an important topic and they are supportive of everything this entails, including looking at WCSD as an organization and making any adjustments as necessary.

#### 7. Transparency regarding the Medical Ad Hoc Committee

WTA representatives shared there was confusion on the topics of the committee and its purpose. They also shared that staff have been misinformed of what the conversations or recommendations of this committee have been. They also indicated that they believed recommendations would originate from this committee for the board to address but that doesn't appear to be what is happening.

The administration and board indicated that from the beginning this committee was to be used more as a sounding board to make sure as a district we were on the right path. There have been many processes and policies that have been enacted that the medical professionals on the committee have helped to organize, edit and inform. They were pulled together to advise from their professional perspectives.

Administration shared that meetings are being live-streamed, later repeated at the full board meetings, which are also live-streamed, and also sent out to staff and families afterwards. District administration shared an openness to further transparency, if suggestions were offered.

## VI. ADJOURN

A motion was made by Engebretson to adjourn the meeting at 5:26 PM. Motion carried.

# Minutes of Diversity, Equity, Inclusion Ad Hoc Committee

## The Board of Education Waunakee Community School District

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A Diversity, Equity, Inclusion Ad Hoc Committee of the Board of Education of Waunakee Community School District was held Tuesday, January 19, 2021, beginning at 6:00 PM in the Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597.

### **I. CALL TO ORDER**

Chairman Brandt called the meeting to order at 6:04 PM.

### **II. ROLL CALL**

Bethany Pottinger, Cathy Kittel, Christina Sheppleman, Diane Treis Rusk, Izabella Moore, Joel Lewis, Katie Grundahl, Lara Ostrander, Leslie Petty, Melanie Meister, Melissa Hernandez, Mike Brandt, Mike Pisani, Michelle Berg, Monique Mobley, Nia Vang, Pamela Potter, Paul Whitley, Gina Pagel, Sam Kaufmann, Tim Schell, Allison Voeller.

Also present: Randy Guttenberg, Kurt Eley

### **III. APPROVAL OF MINUTES**

A motion was made by Joel Lewis, second by Sam Kaufmann, to approve the minutes of the 12/15/20 & 12/22/20 meetings as presented. Motion carried

### **IV. APPROVE AGENDA**

A motion was made by Joel Lewis, second by Leslie Petty, to approve the agenda as posted.

### **V. DISCUSSION OF EVENTS WITHIN THE WAUNAKEE SCHOOL DISTRICT AND IN THE STATE AND NATION AS IT RELATES TO DIVERSITY, EQUITY AND INCLUSION**

#### **30 Minutes Allowed**

The committee discussed what the process is and how WCSD staff react to an inequitable or racial incident. There was discussion regarding training of staff and how this should at a minimum be an annual event. There appears to be some breaks/cracks in the process. The burden of responsibility should not be on the victim to make sure there is follow through. The committee discussed what is offered by the WDOJ and what other districts use. There should be a short term and a long term goal to improve the reporting process. Joel Lewis and Leslie Petty will meet with Tim Schell to discuss some follow up information regarding reporting processes. The highlights of this discussion will be reported to the committee in February. If anyone else would like to be included in this discussion, please just let Tim know.

#### **A. Anonymous Reporting System - Tim Schell**

Tim shared this information within the discussion outlined above.

**VI. DISCUSSION AND POSSIBLE ACTION ON INTERIM RECOMMENDATIONS TO THE WCSD BOARD OF EDUCATION REGARDING ISSUES OF IMMEDIATE CONCERN**

**30 Minutes Allowed**

Mike Brandt shared that if there was anything that the committee would like to see the board consider, they should discuss and bring to the boards attention. Items that he asked the committee to consider are:

- 1) A Districtwide Facility Audit for disability Access – this would include all buildings and websites.
- 2) Hiring a 3<sup>rd</sup> party auditor to review the district’s compliance with IDEA requirements
- 3) The creation of a specific district reporting system for incidents that interfere with a student’s or staff member’s education/employment.
- 4) A policy that precludes any sale, display or promulgation of inappropriate or stereotyped ethnic imagery by any district entity (student, staff, team, booster club)

The committee discussed these items. These are all good items, but the committee indicated that perhaps 1 or 2 should be the focus. The Equity audit will uncover some of these or will be in parrale with some of these items. There is work that is being done or about to be done on some of these areas – Website review, Rebranding, Facilities audit to name a few. Kurt Eley was able to share information regarding a DPI audit that was just completed regarding student special educatoin services, and we are waiting for these results. Some of these discussion need to be addresses with sensitivity, because there are many sides and feelings related to them. Perhaps a subcommittee should be formed to investigate any of them in more detail.

**VII. NEA EQUITY AUDIT**

**60 minutes Allowed**

Katie Grundahl, Gina Pagel, Allison Voeller, and Tim Schell reviewed norms, went through the items on Criteria 2 and explained the process to the committee. The committee completed this portion of the audit and started discussing/reviewing each item. Due to time they decided to pause and complete the rest of the review process of Criteria 2 at an additional meeting. A doodle poll will be put out to determine when this will take place.

**VIII. FUTURE MEETINGS**

Next regular meeting is scheduled for 2/16/21

**IX. ADJOURN**

A motion was made by Tim Schell, second by Sam Kaufmann, to adjourn the meeting at 8:05PM. Motion carried.

# Minutes of Diversity, Equity, Inclusion Committee

## The Board of Education Waunakee Community School District

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A Diversity, Equity, Inclusion Committee of the Board of Education of Waunakee Community School District was held Tuesday, February 2, 2021, beginning at 6:00 PM in the Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597.

### **I. CALL TO ORDER**

II. Chairperson Mike Brandt called the meeting to order at 6:03PM

### **III. ROLL CALL**

Bethany Pottinger, Christy Sheppleman, Diane Treis-Rusk, Emily Meier, Joel Lewis, Lara Ostrander, Leslie Petty, Melanie Meister, Melissa Hernandez, Mike Brandt, Michelle Berg, Mike Pisani, Monique Mobley, Gina Pagel, Sam Kaufmann, Stephanie Shefchik, Allison Voeller.

### **IV. APPROVAL OF MINUTES**

A motion was made by Joel Lewis, second by Emily Meier, to approve the minutes of the last meeting. Motion Carried

### **V. APPROVE AGENDA**

A motion was made by Joel Lewis, second by Sam Kaufmann, to approve the agenda as posted.

### **VI. NEA EQUITY AUDIT**

The purpose of this agenda item is to finish the review process of completing the second portion of the equity audit that was started on 01/19/21.

Gina Pagel explained the process the committee would use to continue this portion of the audit.(Items Bi-D) She reviewed the norms the committee agreed on. Melanie Meister was the time keeper, Mike Brandt watched for raised hands and comments, and Allison Voeller took notes on the discussion.

The committee determined that they needed more information for items C and item D. The exact information needed was recorded by the facilitation team.

Gina previewed Criteria 3. After the preview the committee discussed that this Criteria required more information and ways they could acquire this information perhaps by conducting a survey or reviewing old surveys.

It was decided that an update would be shared with the full board at the 2/8/21 meeting and the information the committee is looking for. Then the board or administration would be able to direct the committee on how to obtain this additional information.

For the 2/16 meeting the committee will take a pause from the audit and will discuss some of the other topics they have shared in more detail.

**VII. FUTURE MEETINGS**

The next meeting is Feb. 16, 2021

The committee discussed developing a time line of direction/decisions to share/make recommendations to the board. This may help the work get started so achievement or progress may begin.

The committee also wanted to discuss how the items from the audit that they needed more information for would be brought back and also if they could take action or develop a timeline for the items from the audit that they have already found to be emerging.

**VIII. ADJOURN**

A motion was made by Joel Lewis, second by Leslie Petty, to adjourn the meeting at 7:53 PM.

# Minutes of Budget Committee Meeting

## The Board of Education Waunakee Community School District

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A Budget Committee Meeting of the Board of Education of Waunakee Community School District was held Monday, February 1, 2021, beginning at 4:30 PM in the Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597.

### **I. CALL TO ORDER**

II. The Budget Committee was called to order by Jack Heinemann at 4:28pm

### **III. ROLL CALL**

Present: Heinemann, Ensign, Hetzel

Also present: Randy Guttenberg, Brian Grabarski, Diane Pertzborn

### **IV. APPROVAL OF AGENDA**

A motion was made by Ensign, seconded by Hetzel to approve the agenda as posted. Motion carried 3-0.

### **V. PUBLIC COMMENTS**

There were no public comments.

### **VI. REVIEW AND PROVIDE INPUT ON 2021-2022 BUDGET PRIORITIES**

Randy Guttenberg presented and answered questions regarding the budget priorities for the 2021-2022 budget cycle. These goals are attached to the agenda.

The committee felt that these were goals were comprehensive. They discussed using these goals and Forecast5 to help with budget planning.

Hetzel made a motion, second by Ensign, to present these goals to the full board. Motion carried. 3-0.

### **VII. FORECAST 5 EARLY BUDGET OUTLOOK FOR 2021-2022**

Randy Guttenberg and Diane Pertzborn explained and answered questions regarding the work done on the budget for the 2021-2022 fiscal year in December using forecast parameters and assumptions. It is anticipated that this draft of assumptions will change as we proceed through the next months of the planning process.

The committee discussed that enrollment, while increased, seems flat and how this effects the budget planning. They also discussed variables such as Food service, Fund 41, and what any potential funds received and continues expenses due to COVID may look like.

### **VIII. REVIEW RFP FOR AUDIT SERVICES**

Diane Pertzborn walked through the RFP for Audit Services. Due to timing of the Audit process, it would be best if this RFP could go out tomorrow, so that a recommendation may be made to the full board at the March 8, 2021 meeting.

After some discussion and questions, Hetzel made a motion, second by Ensign to proceed with the Audit RFP as presented. Motion carried 3-0.

**IX. FUTURE AGENDA ITEMS**

NA

**X. ADJOURN**

A motion was made to adjourn the meeting at 5:10PM. Motion carried 3-0.

## **DRAFT--Budget Priorities for 2021-2022 School Year**

The budget process for the 2021-2022 school year begins with a review of district budgetary priorities that are set in collaboration between the administration and the Budget Committee, and then presented to the full board.

The following parameters guide the budget process and serve as the framework for more specific priorities:

- The budget process will be grounded in strategic financial planning to manage expenditure and revenues to best serve the financial and programmatic needs of the district.
- The budget process will align resources with strategic planning initiatives.
- The budget process will move the district forward with improvements and enhancements to educational programs and processes, to meet the needs of a growing, and increasingly diverse, student population
- The budget process will recognize that schools are a people driven business and will support efforts to enhance the recruitment and retention of highly qualified staff.

The more specific funding priorities are broken down into three categories: *Financial Priorities, Strategic Priorities, and Programmatic Priorities.*

### **Financial Priorities**

Financial priorities represent those areas that need to be addressed through the budget process that specifically relate to the financial health of the school district.

1. By the 2022-2023 budget cycle, the operational accounts that were impacted with budget transfers and referendum funds throughout the COVID-19 pandemic will be reestablished at sustainable levels.
2. The Fund Balance Policy will be reviewed as part of the 2021-2022 budget process, and a plan will be put in place to address the fund balance percentage needed to establish a solid bond rating for future borrowings.
3. A plan for years 2-5 will be established for the use of the \$2.1M five-year operational referendum funds that were approved in November 2020.

### **Programmatic Priorities**

Programmatic priorities are those areas of need to be addressed through the budget process and specifically relate to the strengthening of educational programs.

1. A remote learning model will be designed for K-12 post-Covid for students/families that will be seeking an alternative educational delivery model.
2. Budget Requests and Staff -- Requests were received on 1-27-21. Recommendations will be forthcoming and will be based on programmatic needs and staffing allocation.

## **Strategic Priorities**

Strategic priorities are those areas of need to be addressed through the budget process and specifically relate to the items that are within the strategic plan and need budget allocation to be successful.

1. Staff compensation will be considered from the start of the budget process, with data, to recruit, support, and retain highly qualified staff.
2. A district branding process will be established and implemented.
3. The District will review and reestablish the long-range facility plan as it relates to future referendum issues.
4. Funds will be strategically allocated to address high level needs from the 20-year facility maintenance plan.

# Minutes of Medical Advisory Ad Hoc Committee

## The Board of Education Waunakee Community School District

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A Medical Advisory Ad Hoc Committee of the Board of Education of Waunakee Community School District was held Monday, February 1, 2021, beginning at 6:00 PM in the Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597.

### **I. CALL TO ORDER**

David Boetcher called the meeting to order at 6:03PM

### **II. ROLL CALL**

In Person: David Boetcher, Lauren Dallman, Sarah Goecks (6:19pm), Randy Guttenberg, Jack Heinemann, Kurt Eley, Brian Grabarski

Virtually: Dr. Jeff Pothof, Valerie Clevenger, Jenny Sydow, Dr. Matt Anderson, Aaron Pavao,

Also in Attendance: Tim Schell

### **III. APPROVAL OF MINUTES**

A motion was made by Pavao, second by Heinemann to approve the minutes of the last meeting as posted. Motion carried.

### **IV. APPROVE AGENDA**

A motion was made by Heinemann, second by Grabarski, to approve the agenda as posted.

### **V. REVIEW PROGRESS OF GUIDING PRINCIPLES AND DASHBOARD DATA FOR SCHOOL REOPENING**

Randy Guttenber started this discussion by Thanking the committee for being such a vital part of the process to bring back 5-12 this past week. The feedback provided by the committee allowed the administration and others to do the work to bring students back this far.

Eley explained the most recent data and mentioned WCSO did adopt the 7 and 10 day quarantines. The medical professionals indicated that the trends WCSO are seeing are similar to what they are seeing at the clinical level too.

Grabarski reported that as of today staffing situations have been manageable.

A. Internal Processes

B. Internal Data

C. Community Wide Data

### **VI. QUESTION FOR THE COMMITTEE**

A. Antigen testing available through PHMDC and UW

Randy Guttenberg asked what are the committee's thoughts on the district participating and receiving antigen tests to utilize for symptomatic individuals. The UW is offering free antigen tests to school district for this purpose. As we assess if we should participate in this program, how should we use these tests?

Drs. Anderson and Pothoff both indicated that the benefit would be for any students and families who do not have easy access to health services. If it is a positive test – it is positive, but if it comes back negative then they will have to follow up with another test. The bigger question is if this benefit would be worth the cost for the space and staff to run this test.

There was discussion around this and Guttenberg indicated that given the feedback, WCSD will hold at this time on this test. Other districts are doing experimentation with this and if they find value, we can always bring this back for more discussion. The committee agreed that at this time, holding makes sense.

#### B. Vaccine Update

Guttenberg advised the committee that the school district has been informed that we are going to be part of Tier 1b beginning on/after March 1st. Brian Grabarski has been working with SSM/Dean on a plan for our staff. Grabarski advised the committee of the details as he knows them right now.

Guttenberg asked a few questions for the committee:

1. What protection does the vaccine provide? What does the vaccine not provide?
2. What is the status of vaccines for individuals under the age of 16?

Drs. Anderson and Pothoff advised that by receiving the full vaccine you are covered from getting most symptoms of COVID but it does not completely eliminate it. It does keep you from getting the worst or most severe symptoms. You still must wear a mask, social distance, be cautious. Once the majority of people are vaccinated and the burden rate begins to go down things will be able to open up more.

There are still testing happening for people under 16 years of age. We need to wait to see/hear the details of these tests.

They were asked about the Johnson and Johnson vaccine. J&J vaccine will keep you from death by COVID.

Even if you are vaccinated and become a close contact you should still quarantine. You could carry the virus.

#### C. Concerns about student privacy with COVID-19 school notices

Kurt Eley explained that the school district has received feedback on student privacy issues related to our COVID-19 notices. Pre-pandemic: if a student was called in sick the Attendance Admin assistant took the call about the illness, it was entered into Infinite Campus and the Health assistant and Principal were notified if needed. The Teacher found out from the entry in Infinite Campus. Initially if a student was out of school due to a positive test or a close contact the Attendance Admin. Assistant, Principal, Health Assistant, and Teacher were notified via email. Due to the nature of attendance we have codes if a student is out but virtual due to a COVID situation or out and unable to attend class. Recently the practice has changed and the email only goes to the Principal, Attendance

Admin. Asst. & Health Asst. The proper code is entered and that is how the teacher knows. The teaching staff on the committee felt this was sufficient. As long as there is a way for the teacher to know who is out.

D. What mental health services are most needed for students?

The committee discussed how to help the students and staff with mental health issues. During normal years the Student Services Staff (School Psychologist, Social Workers, Counselors) are more involved with the students and interact with them. During this year, they have relied on the teachers to report if they see or hear something that the Student Services Professionals should follow up on. These staff members have resources and can help a student or family find the best resources for their situation. As we become more and more “open” some students will have many more anxieties.

Jenny Sydow, School Nurse said that often the health office is a place where students with high anxiety go to the health office to regroup, or reset. This is not as available with distancing and ect. Are there other areas that can be designated for this purpose. The Health office staff and Student services staff have come up with some solutions in some buildings. This will be something that is brought up with all administrators at their next meeting to make sure there is a spot in all buildings.

The committee also asked that some of the Student Services Staff at all levels come to the next meeting to give any update they have regarding mental health and students.

E. What process/protocols do we need to plan for should we move to offering lunch at school in our 7-12 model?

Guttenberg explained that if the 7-12 model is successful and comfortable to expand the day to include lunch, and if guidelines allow, we need to have a plan in place. What feedback do you have that we could include in our planning.

The medical professionals gave several items to consider when planning for lunch. Keep the volume of students down in any area, have either individual desk spaced appropriately or have tables in rows and only facing one direction, make sure the food is pre-packaged and no self serve items.

**VII. FUTURE MEETINGS**

The next meeting will be Tuesday March 2, 2021 at 6:00PM.

**VIII. ADJOURN**

A motion was made by Heinemann, second by Grabarski, to adjourn the meeting at 7:16PM  
Motion carried.

## Minutes of Co-Curricular Meeting

### The Board of Education Waunakee Community School District

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A Co-Curricular Meeting of the Board of Education of Waunakee Community School District was held Thursday, February 4, 2021, beginning at 4:30 PM in the Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597.

#### I. CALL TO ORDER

Chairperson Hoefler called the meeting to order at 4:36PM

#### II. ROLL CALL

Present: Hoefler, Boetcher, Engebretson (Virtually arrived at 4:39 due to technical difficulties)

Also Present: Randy Guttenberg, Brian Borowski(Virtually) Aaron May(Virtually), Various coaches from the fall to spring sports and traditional spring sports.

#### III. APPROVE THE AGENDA

A motion was made by Boetcher to approve the agenda as posted. Motion Carried 2-0.

#### IV. PUBLIC COMMENTS

Public comments were made by:

August Johnson – student – In favor of Mountain Biking Club

Cole Goscho – Student - In favor of Mountain Biking Club

Andrea Dluger – parent – In favor of Mountain Biking Club

Samuel Anderson – Student – In favor of Mountain Biking Club

AJ Beery – Student – In favor of Mountain Biking Club

John Cramer – Parent/Coach/WCSD Employee – In favor of Mountain Biking Club

Em Meier – Coach/WCSD Employee – In favor of Mountain Biking Club

**\*\*Due to the number of guest present regarding the mountain bike club, this item (Item VII) was moved to be the first item discussed.**

#### V. UPDATE ON WINTER SPORTS

Aaron May walked through the summary of participation numbers, events held for each activity, and GPA values for our fall and winter sports. Aaron also gave an update on how we have navigated COVID during these seasons.

#### VI. DISCUSS PLANS FOR FALL TO SPRING AND SPRING SPORTS

Randy Guttenberg introduced the head coaches from our Fall to Spring, and our Spring sports that attended the meeting via zoom. They were there to answer any questions and to share any concerns/considerations..

The purpose of this agenda item is to be proactive in our planning for the Fall to Spring

Season (soccer, swim, and football) which begins in early March, and for our traditional spring sports that begin in April.

The committee discussed participation inside and outside of Dane County, the status of PHMDC Order, and review recent recommendations from NFHS (attached).

Randy gave credit to the coaches who have been able to work with the student athletes while following the guidelines that have been placed. There have been positive cases but with the cooperation of the coaches and families we have been able to work through these situations easily. There have been a few pauses that had to take place but over all it has worked well. The positive cases often occur outside of sport participation or practices.

Some positive casdes happened not do to the team or the travel.

Aaron May shared the time line for the Fall to Spring sports. There are some competitions starting in early March. Guttenberg explained due to this schedule we are meeting now even though a new order will come out in about a week.

The Fall to Spring coaches were asked if the order doesn't change at all could they prepare for competitions with these orders in place. All the coaches indicated they could, however Football would have difficulty because the order doesn't allow them to practice (specifically) blocking and tackling correctly to stay safe in a competition. It may only be a couple days a week but they have 80 athletes on Varsity and 50 freshmen and 50 sophmore athletes.

Boetcher commented that he was hearing the biggest problems were not the sport or athletes during the competition but the spectators or even the athletes after a practice or competition. The coaches all indicated that the athletes and coaches are adopting theses safety measures as part of being a team and are reminded often of the measures needed to be allowed to play. They were not sure how to control the spectators other than sharing the safety guidelines with them as well. Aaron May indicated as with the Winter Sports, he works with the Athletic Directors where they are competing. Usually they have a spectator guideline that both teams agree to. Most of the time it is either only two spectators per athlete or even no visting spectators.

Hoefler asked the coaches if football, was allowed to practice a couple times a week outside of the county, how many others would also want to request that. He was asking due to the additional costs involved. The other coaches indicated that they would be able to prepare for competitions working within the order as it is currently, they would not need to practice outside of the county.

Regarding the legislative action regarding mask mandates. Aaron advised that WIAA that the board of control did pass a resolution for masks to be worn for all indoor sports. They will be reviewing and making a decision for masks mandates for outdoor sports by the end of the month. Aaron has reached out to the rest of the Badget Conference and many have indicated that they would require masks with or without a mandate.

The outdoor coaches indicated that while they would prefer not to have to be masked during participation, they would be able to compete with a mask if needed.

After this discussion, a motion was made by Hoefler, second by Boetcher to the the following items to the full board for consideration:

1. The remaining athletic programs for Fall to Spring and the traditional Spring sports, can compete during their designated season, including travel outside of Dane County.

2. As a condition of these programs moving forward and competing, they will adhere to face covering requirements as outlined by Public Health and WIAA, and through collaboration between the athletic administration of competing schools, ensure that with or without a State Mask Order, we protect our students and operate our programs safely with regard to face coverings.

Commented [MR1]:

3. As a condition of these programs moving forward and competing, collaboration will take place between competing schools to minimize spectators. For example, winter sports have either a 2-person per athlete maximum attendance, or more restrictive rules that do not allow the visiting team to have any spectators. The committee is not in favor of competition that does not work to limit spectators.

The motion carried 3-0.

The committee also indicated that they would wait to see what the new order allowed, and would meet again to review what the new order would or wouldn't allow for the Fall to Spring and traditional Spring sports and make any adjustments as may be needed.

#### **VII. CONSIDERATION OF WAUNAKEE WARRIORS MOUNTAIN BIKE CLUB**

**\*\*Due to the number of guest present regarding the mountain bike club, this item (Item VII) was moved to be the first item discussed.**

This would be a great addition without extra costs for our students.

Aaron May explained that this would be a Category C activity which would be similar to something like Fishing Club.

The committee discussed the fact that this was for 6-12 grades. This is unique in that 6<sup>th</sup> grade activities don't fall under our current code of conduct for 7-12 grade. Also if the High School Students wanted to letter in this activity it would require the activity to be a different category.

After much discussion Boetcher made a motion, second by Hoefler to recommend approving this club to the full board as a category C so that it could start. Once some of the logistics of the club could be vetted out it could come back and request a different categorization.

Motion carried 3-0.

#### **VIII. FUTURE MEETINGS**

No Future Meetings were scheduled at this time.

#### **IX. ADJOURN**

A motion was made by Boetcher to adjourn the meeting at 6:07pm. Motion carried 3-0.

# Waunakee Middle/High Schools Athletics & Activities

## FALL ACTIVITIES

**HIGH SCHOOL: CC (co-ed), Girls Tennis, Girls Golf, One Act**

**MIDDLE SCHOOL: Football, CC, Volleyball**

462 students participated in Category A Activities

60% of these students were female

### Participation Per Grade

Grade 12 = 10%	Grade 9 = 9%
Grade 11 = 9%	Grade 8 = 34%
Grade 10 = 7%	Grade 7 = 31%

## WINTER ACTIVITIES

**HIGH SCHOOL: BBB, GBB, Dance, Gymnastics, B Hockey, Ski/Snowboard, Boys Swim, Wrestling, Forensics**

**MIDDLE SCHOOL: Basketball & Wrestling**

378 students participated in Category A Activities

36% of these students were female

### Participation Per Grade

Grade 12 = 14%	Grade 9 = 24%
Grade 11 = 19%	Grade 8 = 12%
Grade 10 = 21%	Grade 7 = 10%

HIGH SCHOOL FALL SPORTS GPA	HIGH SCHOOL WINTER SPORTS GPA
Cross Country 3.63	Boys Basketball 3.35
Girls Golf 3.5	Girls Basketball 3.78
Girls Tennis 3.59	Dance Team 3.57
	Gymnastics 3.26
	Boys Hockey 3.16
	Ski/Snowboard 3.44
	Boys Swim 3.36
	Wrestling 3.1

# Waunakee Middle/High Schools Athletics & Activities

## FALL SPORTS

37 sporting events were scheduled and coordinated

NA (events in Dane County) buses and/or vans were coordinated to provide transportation

31 coaches were working with our student-athletes

## WINTER SPORTS

59 sporting events were scheduled and coordinated

55 buses were coordinated to provide transportation

32 Coaches were working with our student-athletes

<u>FALL 2020</u>							
<u>CATEGORY A</u>	<u>7th Gr</u>	<u>8th Gr</u>	<u>9th Gr</u>	<u>10th Gr</u>	<u>11th Gr</u>	<u>12th Gr</u>	<u>Total</u>
Cross-Country B	17	31	11	8	9	6	82
Cross-Country G	25	15	7	7	6	12	72
Girls Golf	--	--	7	4	6	5	22
Girls Tennis	--	--	10	8	11	13	42
One Act	--	--	6/1*	5/1	5/4	4/4	30
Football	50	42	--	--	--	--	92
Volleyball	51	71	--	--	--	--	122
<u>WINTER 2020-21</u>							
<u>CATEGORY A</u>	<u>7th Gr</u>	<u>8th Gr</u>	<u>9th Gr</u>	<u>10th Gr</u>	<u>11th Gr</u>	<u>12th Gr</u>	<u>Total</u>
Basketball - B	17	21	26	18	11	8	101
Basketball - G	8	16	11	12	8	4	59
Dance Team	4	4	3	6	4	6	27
Gymnastics	--	--	3	8	2	3	16
Hockey - B	--	--	13	11	21	5	50
Ski Team	--	--	2/4	3/3	4/2	3	21
Snowboard Team	--	--	3	0	1/1	5	10
Swim - B	--	--	2	4	7	4	17
Wrestling	9	4/1	6/2	9	5	8	44
Forensics	--	--	8/6	2/3	5/2	5/1	32

\*F/M

# Waunakee Middle/High Schools Athletics & Activities



## **STATEMENT ON RISK OF COVID-19 DURING HIGH SCHOOL SPORTS**

### **National Federation of State High School Associations (NFHS) Sports Medicine Advisory Committee (SMAC)**

In May of 2020, the National Federation of State High School Associations (NFHS) Sports Medicine Advisory Committee (SMAC) distributed GUIDANCE FOR OPENING UP HIGH SCHOOL ATHLETICS AND ACTIVITIES to state high school associations. A key component of that document was an outline of high-, moderate- and low-risk sports under the heading “Potential Infection Risk by Sport.” The NFHS SMAC determined “potential infection risk” based upon its knowledge of the coronavirus at that time. Thus, an emphasis was placed upon avoiding close contact (for even brief periods of time) and sharing equipment. As our knowledge of how the virus that causes COVID-19 has evolved, we have increasingly recognized that transmission depends upon multiple factors that cannot be easily accounted for by simply dividing sports into three distinct categories of risk.

No individual or team sport can be determined to be solely HIGH, MODERATE or LOW risk based upon current available research. Coronavirus transmission rates in all sports vary based upon multiple factors and exist on a continuum. Prevailing community infection rates appear to be the strongest predictor for high school athletes being infected, and proven cases of direct transmission of coronavirus in the athletic setting remain relatively rare. Differences in incidence rates between sports are also relative as a “4 times greater infection rate” for one sport over the other may mean 13 per 100,000 player-days versus 52 per 100,000 player-days – both very small numbers.

Based upon a review of current Centers for Disease Control and Prevention (CDC) recommendations, the shared experiences of dozens of states participating in high school athletics, and emerging published and unpublished data, the NFHS SMAC no longer endorses the use of the tiered “Potential Infection Risk by Sport” that was included in the GUIDANCE FOR OPENING UP HIGH SCHOOL ATHLETICS AND ACTIVITIES.

The following factors should be strongly considered by stakeholders in assessing the potential for COVID-19 transmission related to high school athletics:

1. COVID-19 rates of participants in any given sport are directly proportional to prevailing community disease rates.
2. Participants in non-contact sports show lower rates of COVID-19 than contact sports.
3. Participants in outdoor sports show lower rates of COVID-19 than indoor sports.
4. Face mask use while participating in indoor sports results in COVID-19 rates comparable to the rates found in outdoor sports.

5. The great majority of sports-related spread of COVID-19 does not appear to occur during sports participation, but from social contact. Maximizing efforts to prevent this type of spread remains paramount. Social distancing, mask use, staying home while ill and proper hygiene must continue to be emphasized in the locker room, on the sidelines, and while traveling, dining and interacting in the community.

## References

Watson AM. Et al. The Association of COVID-19 Incidence with Sport and Face Mask Use in United States High School Athletes. MedRXiv.org. <https://www.medrxiv.org/content/10.1101/2021.01.19.21250116v1>.

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-sports.html>

Accessed January 21, 2021.

[https://www.amssm.org/Content/pdf-files/COVID19/UnderstandingRisks\\_Youth.pdf](https://www.amssm.org/Content/pdf-files/COVID19/UnderstandingRisks_Youth.pdf)

Accessed January 22, 2021.

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-interim-guidance-return-to-sports/>

Accessed January 24, 2021.

**Approved January 27, 2021**

### **DISCLAIMER – NFHS Position Statements and Guidelines**

The NFHS regularly distributes position statements and guidelines to promote public awareness of certain health and safety-related issues. Such information is neither exhaustive nor necessarily applicable to all circumstances or individuals and is no substitute for consultation with appropriate health-care professionals. Statutes, codes or environmental conditions may be relevant. NFHS position statements or guidelines should be considered in conjunction with other pertinent materials when taking action or planning care. The NFHS reserves the right to rescind or modify any such document at any time.

## FALL TO WINTER

	August			September				October				November				December				January				February				March	Weeks	
	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	1	8	15	22	1	
FB				P	P	X	X	X	X	X	X	X	T	T																11
G Golf	X	X	X	X	X	X	T	T	T																					9
G Tennis	X	X	X	X	X	X	X	T	T	T																				10
G Swim	P	X	X	X	X	X	X	X	X	X	X	T	T																	13
B Soccer				P	X	X	X	X	X	T	T	T																		9
B CC	P	X	X	X	X	X	X	X	X	T	T																			11
G CC	P	X	X	X	X	X	X	X	X	T	T																			11
G VB				P	X	X	X	X	X	T	T	T																		9
B WR															P	X	X	X	X	X	X	X	T	T	T	T		13		
G WR															P	X	X	X	X	X	X	X	T	T	T	T		13		
G BB													P	X	X	X	X	X	X	X	X	X	X	X	T	T	T		15	
B BB															P	X	X	X	X	X	X	X	X	X	T	T	T		15	
Dance															P	X	X	X	X	X	X	X	T	T				11		
B HKY																P	X	X	X	X	X	X	X	X	T	T	T		15	
Gym													P	X	X	X	X	X	X	X	X	X	X	X	T	T		16		
B Swim															P	X	X	X	X	X	X	X	T	T				11		
Ski/Snowbard = TBD																										64				

## WINTER TO ALT FALL

	November				December				January				February				March				April				May				Weeks	
	9	16	23	30	7	14	21	28	4	11	18	25	1	8	15	22	1	8	15	22	29	5	12	19	26	3	10	17	24	
B WR			P	X	X	X	X	X	X	X	X	T	T	T	T														13	
G WR			P	X	X	X	X	X	X	X	X	T	T	T	T														13	
G BB		P	X	X	X	X	X	X	X	X	X	X	T	T	T														15	
B BB			P	X	X	X	X	X	X	X	X	X	T	T	T														14	
Dance			P	X	X	X	X	X	X	X	X	T	T																11	
B HKY		P	P	X	X	X	X	X	X	X	X	T	T	T															15	
Gym		P	P	P	X	X	X	X	X	X	X	X	X	T	T														16	
B Swim			P	X	X	X	X	X	X	X	X	T	T																11	
FB																	P	P	X	X	X	X	X	X	X			9		
FB CHR																	P	P	X	X	X	X	X	X	X			9		
G Swim																P	X	X	X	X	T							9		
B Soccer																			P	X	X	X	X	X	X	T		8		
G VB																			P	X	X	X	X	X	T			8		



**NEW CO-CURRICULAR PROGRAM  
Guidelines/Proposal  
BOE Policy 370-Rule (4)**

**\*\*Initial Request are due by October 31<sup>st</sup> to the BOE Co-Curricular Committee\*\***

Name of Organization: Waunakee Warriors Mountain Bike Club (6th-12th grade)

Contact Person: John Cramer

Phone: 608-516-7549

Date of Request: 6/18/2020

**I.) Students & Staffing**

a. Demonstration of interest by student body.

1. Please attach a written list of students who have signed up or are interested. 

2. Date of student/parent meeting: 6/24/2020

3. Prospect of long term participation and student involvement:  
Mountain biking grows exponentially every year. The Wisconsin High School Cycling League,  
which is part of the National Interscholastic Cycling League (NICA) started in 2013 with 60 participants  
Now there are over 1200 student athletes and 700 coaches in the Wisconsin league (2019).

b. Coach/Advisor/Director: John Cramer / Dirk Horne  
(or Names of potential coach/advisor/director)

c. Description of Group Activities:

The WI League serves all Wisconsin high school- and middle school-aged students, regardless  
of ability level. The League is committed to providing a positive co-ed cycling experience. Each  
WI League season includes summer clinics, a fall race series.

**II.) Budget Implications**

a. Are district funds being requested?

(No)

b. If yes: approximately how much is being requested? \_\_\_\_\_

c. Are you requesting a paid advisor position after a three-year review period?

(No)

d. Is there Booster Club support/funding? (Yes)

Student fees and NICA scholarships

a. What District Facilities are needed for this program?

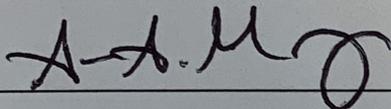
None. Practice meets are held at Blackhawk Ski Club, Middleton.

b. Are there any safety/liability factors for the student/district? Yes

If Yes, please explain:

All insurance and liability is handled by NICA, the Wisconsin High School Cycling League, and Blackhawk Ski Club.

**Principal/Activities Director**

Signature: 

Date: 6/20/2020

**District Administrator**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Approval by BOE:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Adopted: July 2004  
District

Waunakee Community School

Revised: August 2009

# Waunakee Community School District

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## Curriculum and Instruction

February 8, 2021



# 4K-6 Updates

- 4K: 13% fully remote; 87% face-to-face (M-F, typical schedule)
- Classes capped at 15 students per PHMDC
  - Range = 8-15 students, mean = 11.4 students, median = 12 students
- Typical enrollment numbers

Year/Month	Sept. DPI Count	Jan. DPI Count
2018-19	274	269
2019-20	240	252
2020-21	268	274



# 4K-6 Updates - Third Quarter Enrollment

- K-6: 31% fully remote, 69% split-day (AM/PM) hybrid

<u>Grade/Model</u>	<u>Fully Remote</u>	<u>Split-Day (AM/PM) Hybrid</u>
<b>K</b>	27%	73%
<b>1</b>	31%	69%
<b>2</b>	33%	67%
<b>3</b>	33%	67%
<b>4</b>	36%	64%
<b>5</b>	28%	72%
<b>6</b>	27%	73%



# 4K-6 Updates - Curriculum & Instruction

- District-wide Professional Learning Communities (PLC)
  - K-4 teachers from all three elementary schools meet in grade-level PLCs on Wednesdays, followed by building-level PLCs
  - 5-6 teachers meet in subject-PLCs weekly on Wednesdays
  - Specialists and special education teachers meet weekly on Wednesdays
  - Remote and hybrid teachers plan together, across the district and within a building
- Essential Learner Outcomes/Curriculum Pacing Guide
  - Together, teachers use their professional judgement and information from publishers to determine:
    - Which lessons are best for a synchronous or live format?
    - Which lessons are suited for asynchronous format?
    - Which lessons are essential and any that are non-essential?
    - How to assess standards/developing common formative assessments?

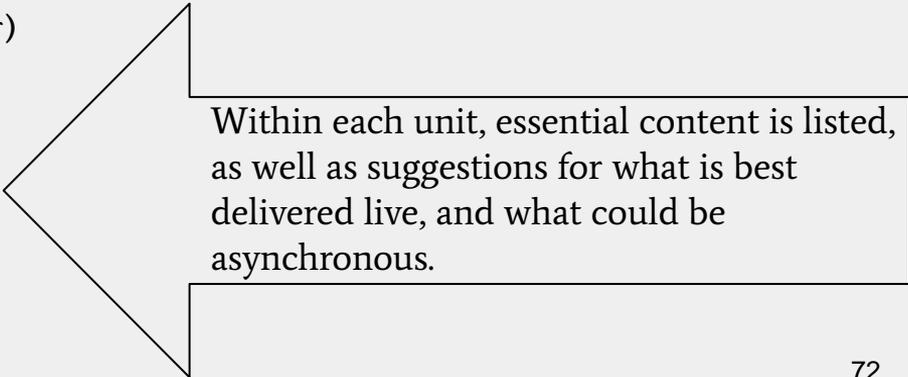


# 4K-6 Updates - Curriculum & Instruction

## Writing Curriculum Example

When a blended or fully remote format is used, consider teaching the units in the following order:

- Unit 1: The Writing Community (beginning of the year)
- Unit 2: The Writing Process (beginning of the year)
- Personal Narrative (beginning of the year)
- Opinion Writing (middle of the year)
- Functional Writing (middle of the year)
- Expository Nonfiction (middle/end of the year)
- Poetry (if time allows)
- Fiction (if time allows)
- Unit 9: Revisiting the Writing Community



Within each unit, essential content is listed, as well as suggestions for what is best delivered live, and what could be asynchronous.



# 4K-6 Updates - Curriculum & Instruction

## Math Curriculum Example - Unit 1

- Essential lessons:
  - 1-1 (place value)
  - 1-2 (place value)
  - 1-3 (rounding)
  - 1-6 (num. stories)
  - 1-7 (addition)
  - 1-9 (subtraction)
  - 1-10 (US length)
  - 1-11 (points, lines, rays)
  - 1-12 (angles, triangles, quads)
  - 1-13 (perimeter)
- Optional lessons (if needed, if time)
  - 1-4 (rounding /num. stories)
  - 1-5 (estimation)
  - 1-8 (open response)

Publisher provides suggestions about adapting and prioritizing particular practice activities for remote learning. For example:

- You might use learning menus or other formats to assign or suggest these practice activities to students for this unit: Addition Top-It, Subtraction Top-It, Number Top-It, Spin-and-Round, Fishing for Digits.
- The Remote Learning Notes column includes specific suggestions related to implementing the Focus activities in a synchronous and/or asynchronous remote format.



# 4K-6 Updates - Curriculum & Instruction

<b>Synchronous Live Teaching</b>	<b>Asynchronous Recorded Teaching Independent Practice</b>
Small group lessons	Choice boards with practice options
Direct teaching of a standard	Time to read, write, practice spelling/phonics
Demonstration	Math practice (digital games, worksheets, facts, etc.)
	Recorded lessons/demonstrations, Read-alouds



# 4K-6 Updates - Assessments

## English Language Arts

- PALS (4K-2)
- STAR (2-6)
- Informal Reading Inventory (K-6)
  - (Literacy Footprints)
- Common Formative Assessments (K-6)
- Classroom Assessments - Report Cards (4K-6)

## Mathematics

- STAR (2-6)
- Common Formative Assessments (K-6)
- Math Unit Assessments (K-6)
- Classroom Assessments - Report Cards (4K-6)

## Social-Emotional Learning

- Quarterly check-in survey with students



# 4K-6 Updates - Assessments

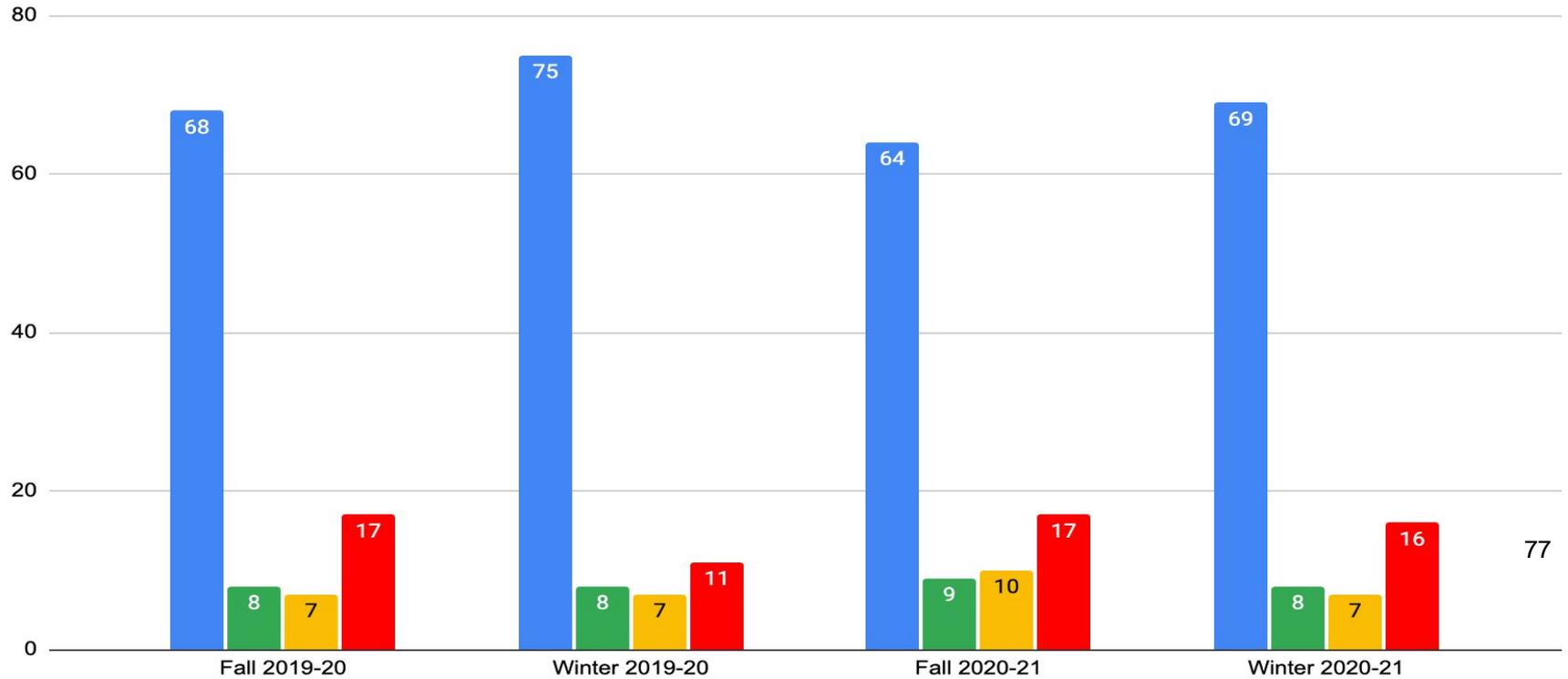
## STAR Assessment from Renaissance Learning

- Computer-based, adaptive assessment
- Short - most students spend 15-20 minutes on the assessment
- Screener - identify students needing additional support
- Use at the teacher and school level for planning for individual needs

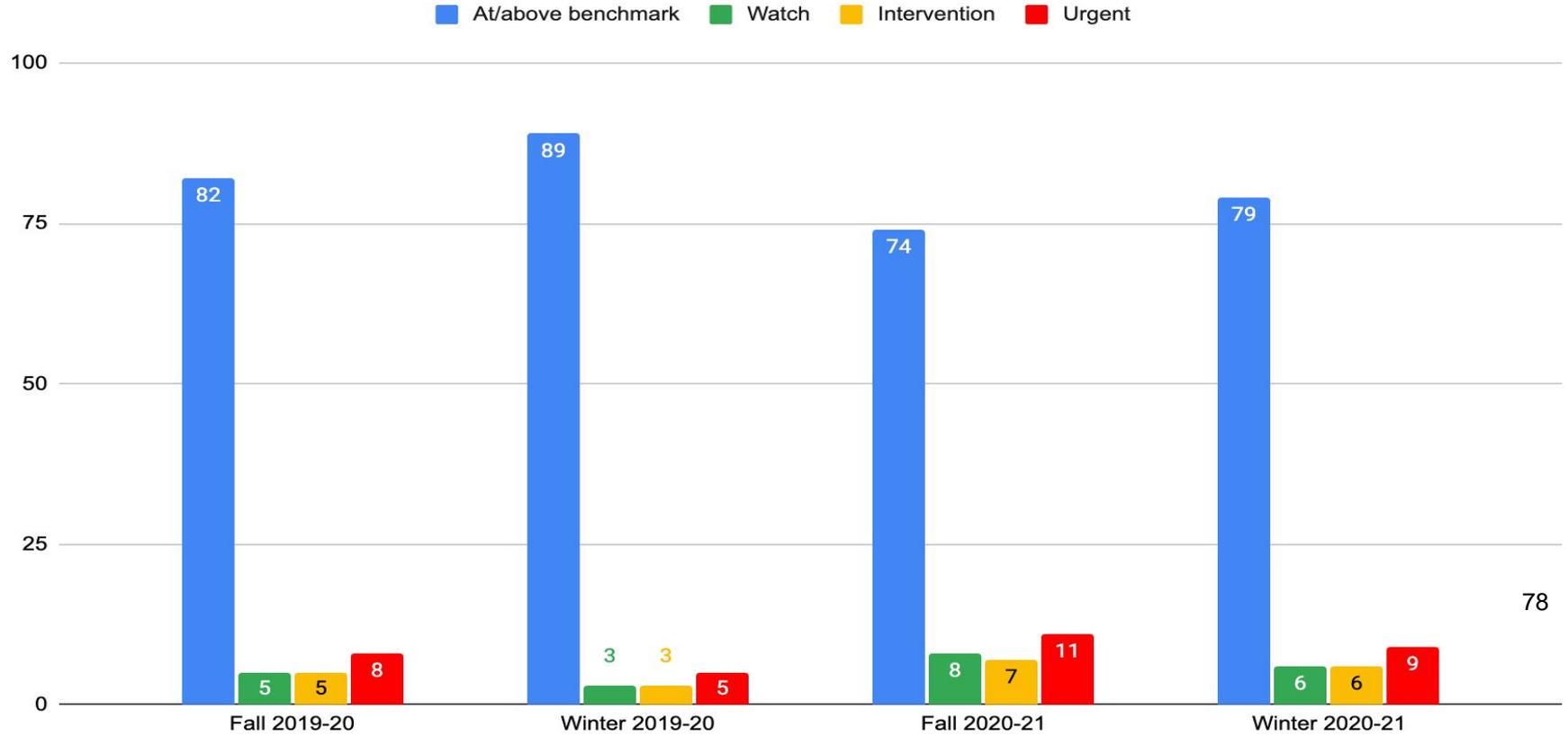


# STAR READING GRADES 2-6

At/above benchmark Watch Intervention Urgent

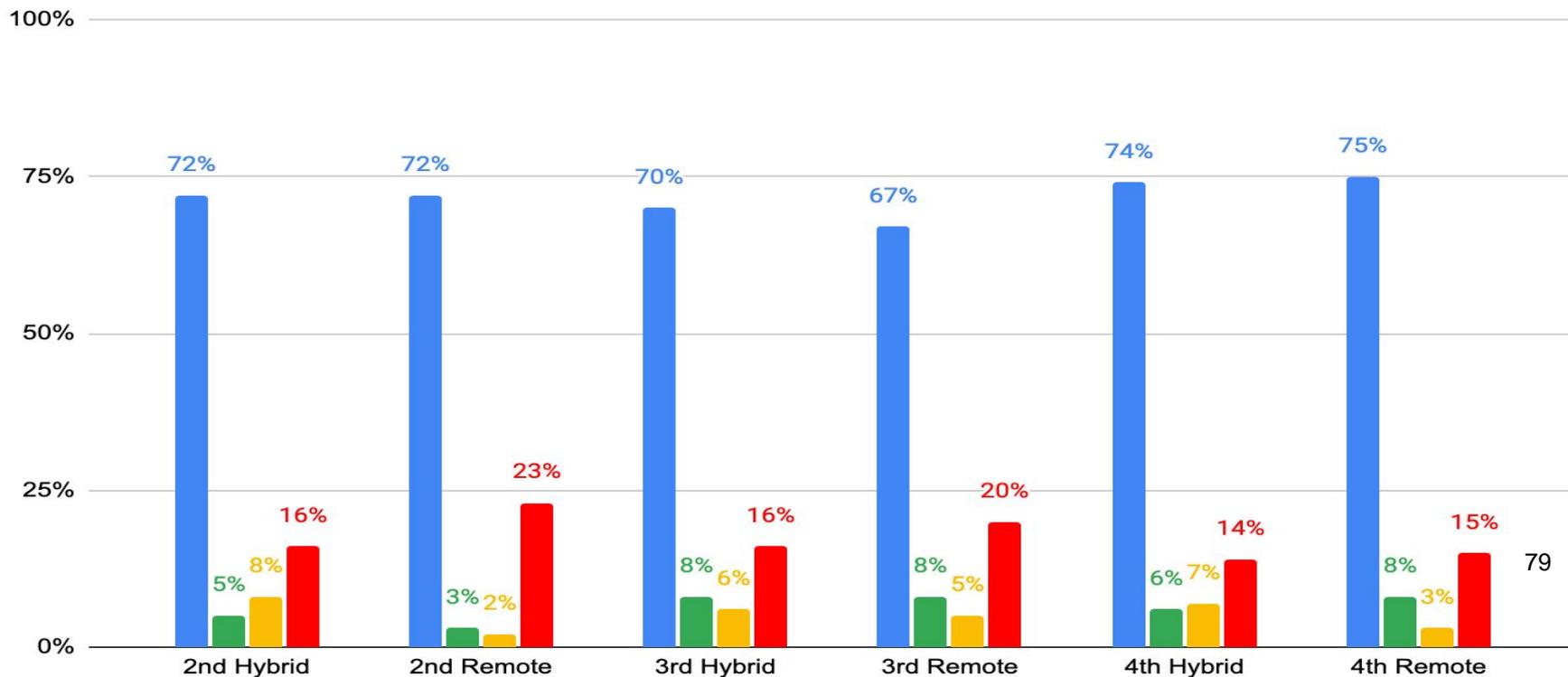


# STAR MATH GRADES 2-6



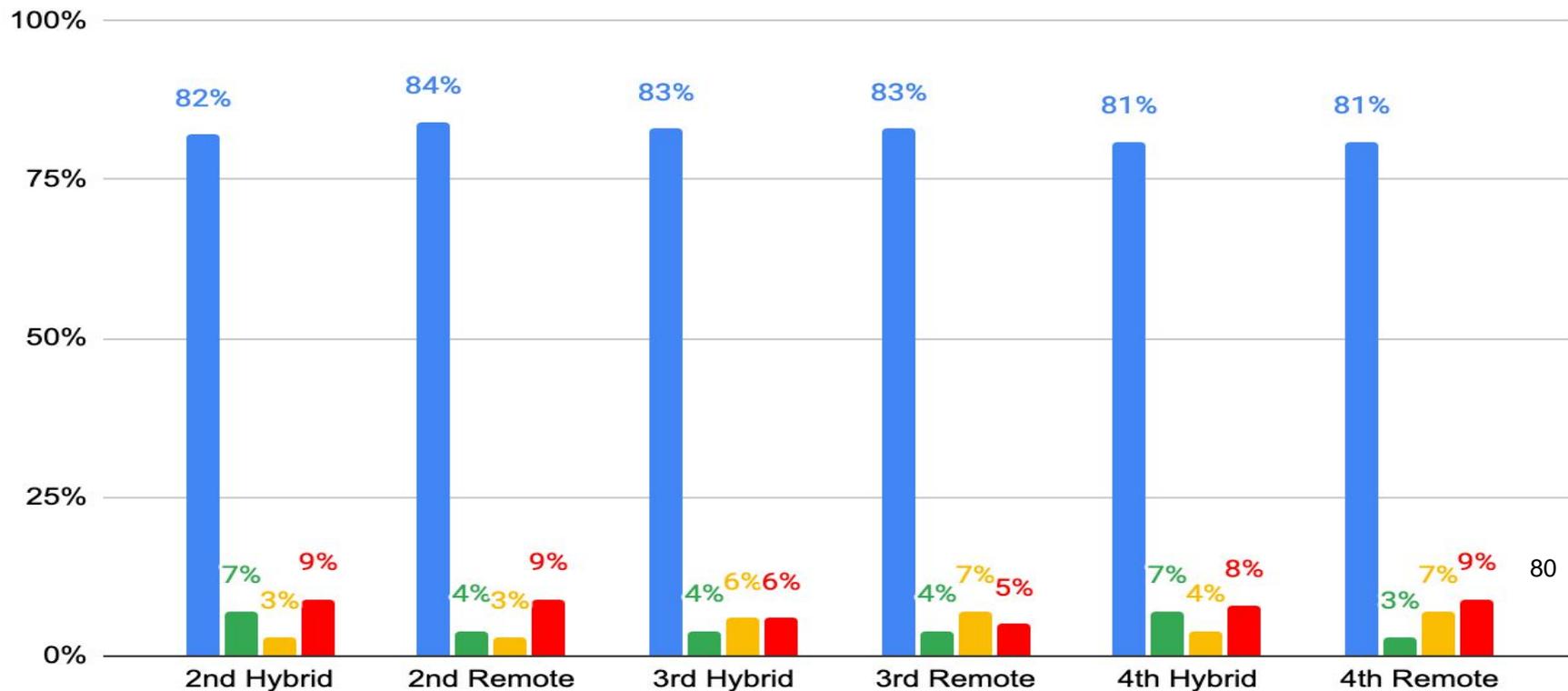
# STAR READING - HYBRID & REMOTE

At/Above Benchmark Watch Intervention Urgent



# STAR MATH - HYBRID & REMOTE

At/Above Benchmark Watch Intervention Urgent



# 4K-6 Updates - Assessments

Report Card Standard on Grade Level Reading

Key: 4 | 3 | 2 | 1

Grade	Tri I 2018-19	Tri I 2019-20	Tri 1 2020-21
1	9%   57%   12%   22%	7%   54%   17%   21%	7%   50%   18%   25%
2	31%   48%   10%   10%	15%   58%   13%   14%	16%   54%   10%   19%
3	38%   52%   7%   4%	30%   46%   8%   15%	23%   43%   21%   14%
4	41%   41%   9%   9%	35%   41%   10%   15%	18%   51%   17%   15%
5	21%   65%   7%   8%	18%   59%   18%   5%	14%   58%   22%   6%
6	35%   52%   6%   7%	20%   58%   13%   9%	12%   58%   22%   7%



# 4K-6 Updates - Assessments

## Report Card Standard on Grade Level Reading - Percent Proficient + Advanced

Grade	Tri I 2018-19	Tri I 2019-20	Tri 1 2020-21
1	66%	61%	57%
2	79%	73%	70%
3	90%	76%	66%
4	82%	76%	69%
5	86%	77%	72%
6	87%	78%	70%



# 7-12 Updates - Second Semester Enrollment

- 7-12: 28% fully remote, 72% hybrid

<u>Grade</u>	<u>Fully Remote</u>	<u>Hybrid In-Person</u>
7	24%	76%
8	27%	73%
9	31%	69%
10	28%	72%
11	25%	75%
12	30%	70%



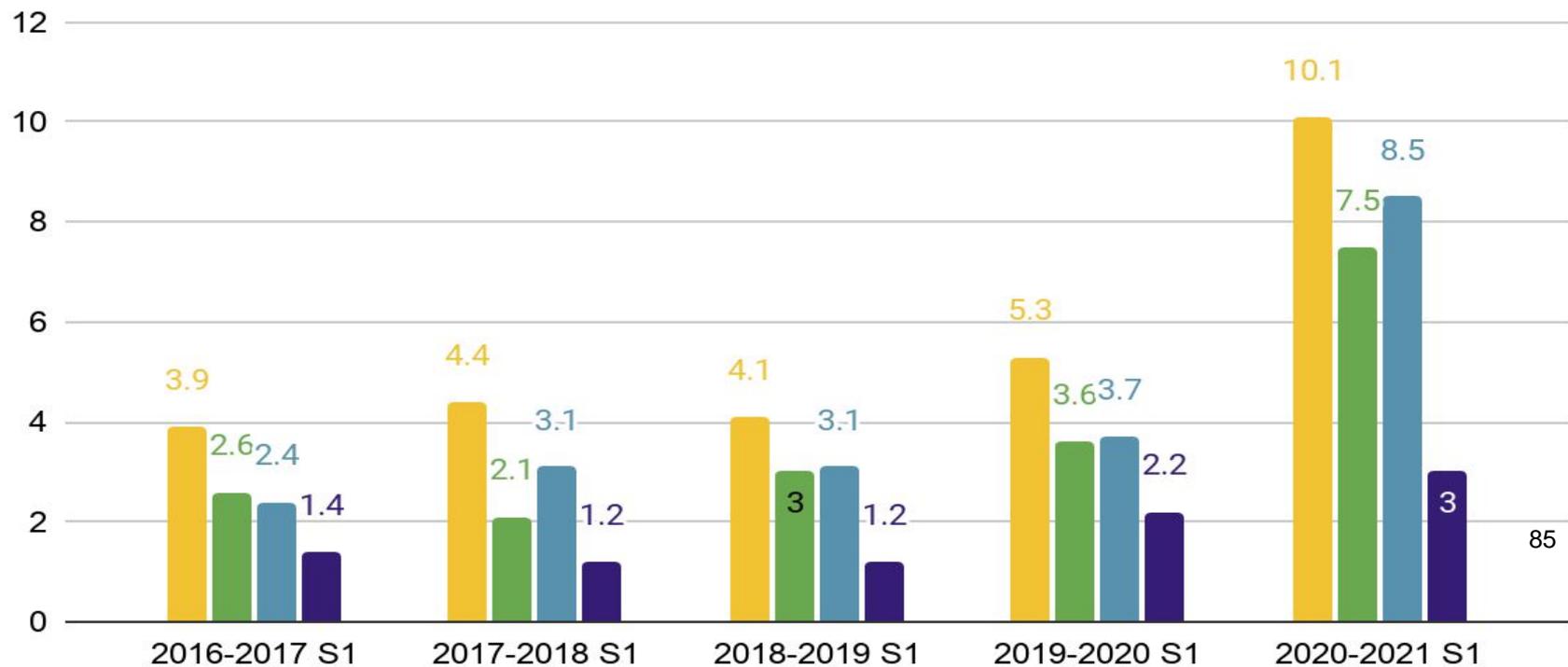
# 7-12 Updates - Curriculum & Instruction

- Professional Learning Communities (PLC)
  - Teachers meet as PLCs on Wednesdays, supplemented by additional team meetings as available and needed Monday, Tuesday, Thursday, and Friday.
  - Wednesday time for school-wide professional learning.
- Essential Learner Outcomes
  - Teachers use their professional judgment, adopted standards, and vertical alignment considerations to establish essential learning outcomes (ELO's) for each course.
  - These ELO's are organizing targets for instructional design and assessment.
  - ELO's are regularly reviewed as part of the PLC process, but prioritization has received additional attention during pandemic schooling as teachers navigate the instructional delivery models and how time is allocated for the range of tasks. If everything is important, then nothing is.
    - Endurance - Does the concept or skill have significant long-term benefit and utility for the learner?
    - Leverage - Will the concept or skill be applied in other content areas?
    - Readiness - Is the concept or skill a prerequisite for later in the course or the subsequent course?



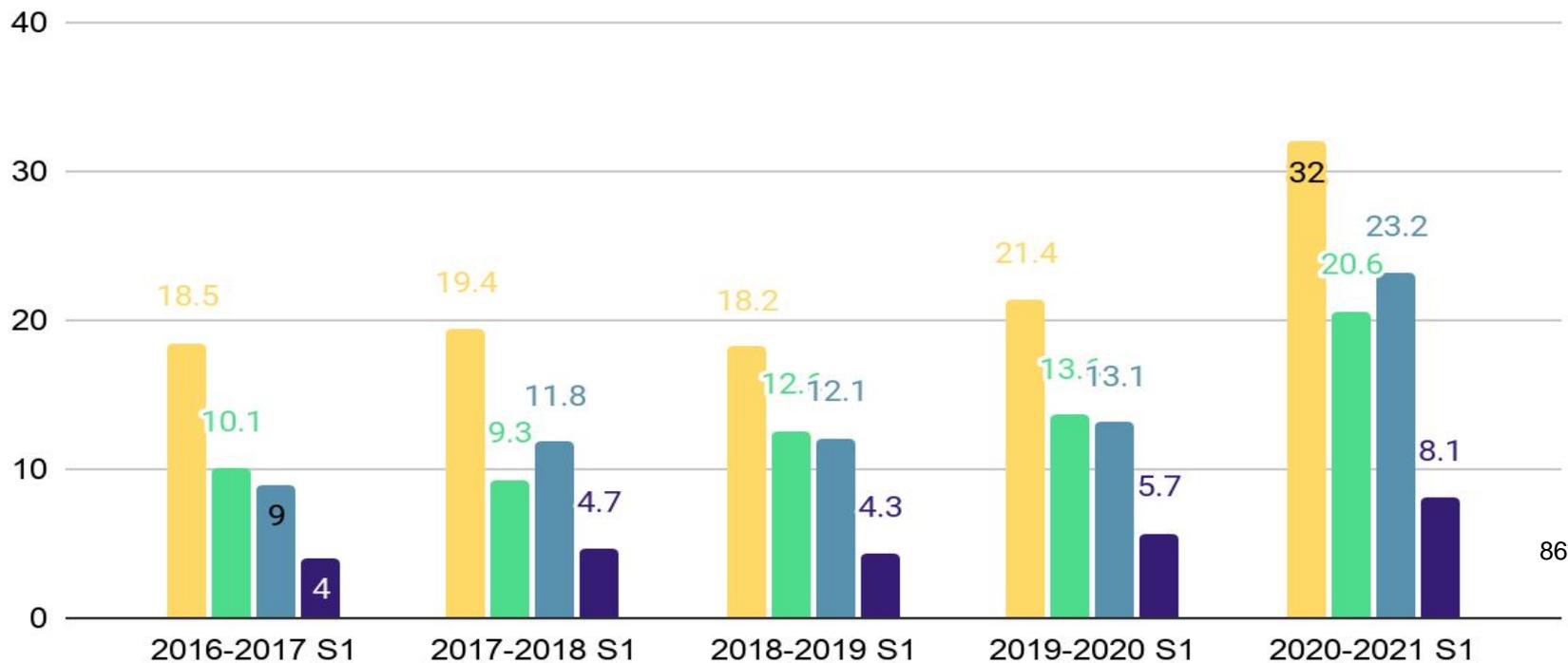
## F as % of Grades in the First Semester (High School)

F% 4wk   F% 9wk   F% 13wk   F% Semester

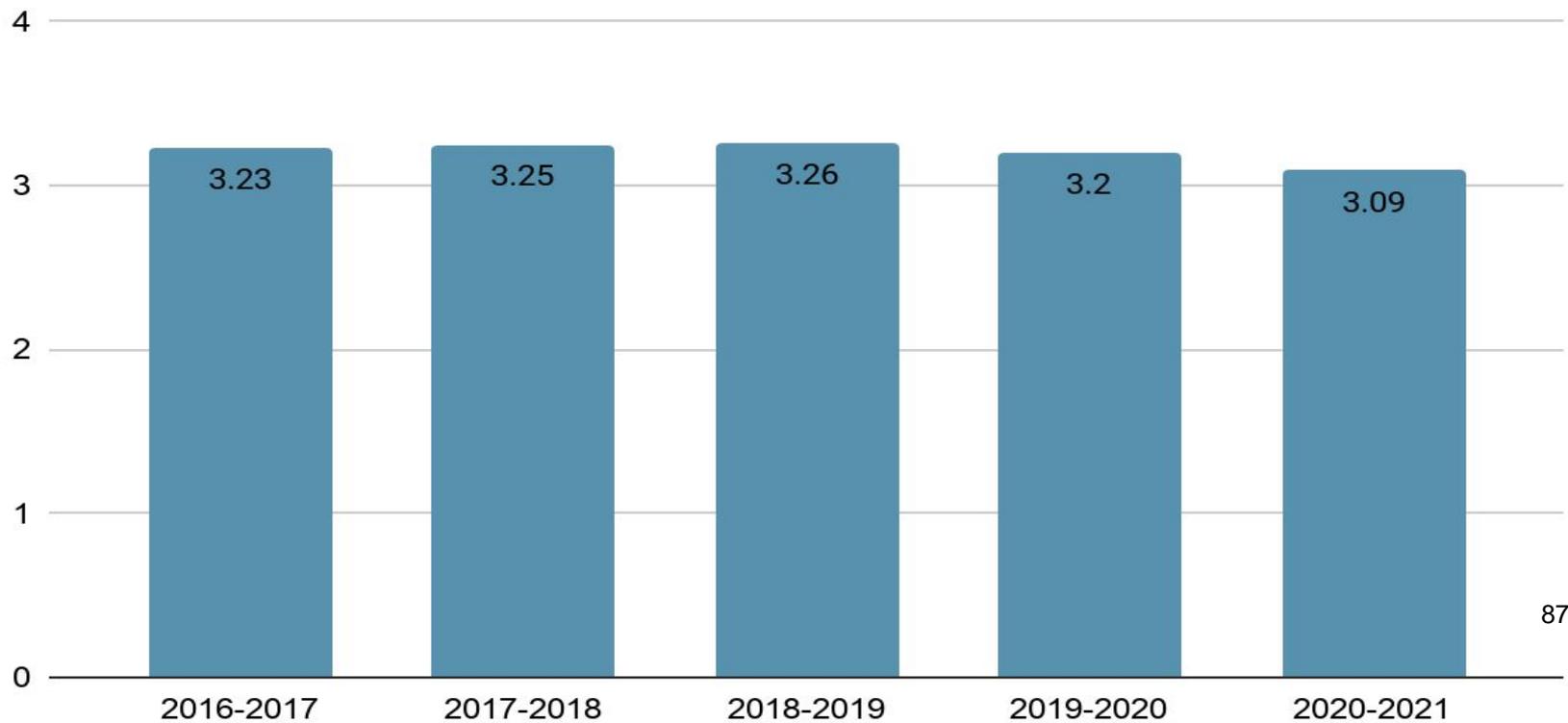


# % Students with at Least One F (High School)

4wk 9wk 13wk Semester

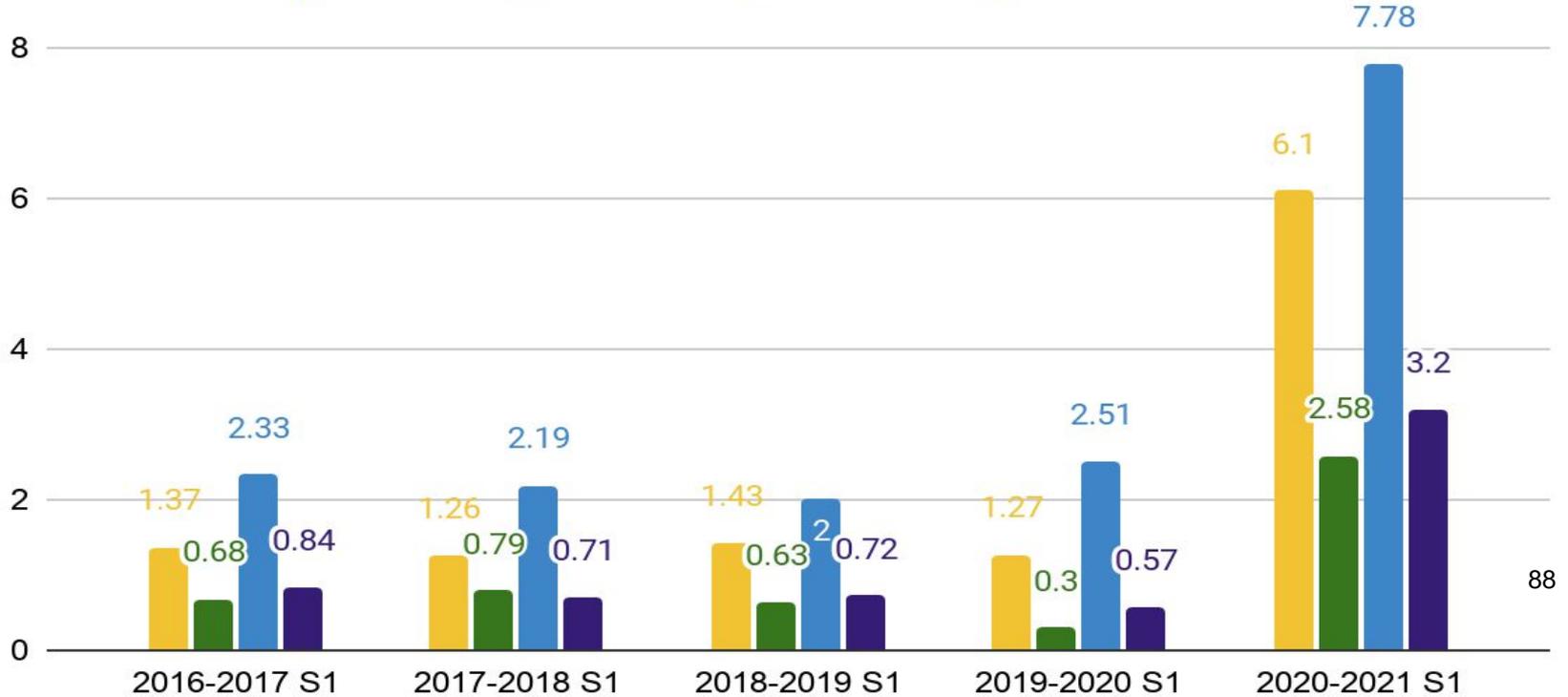


## First Semester Average GPA (High School)

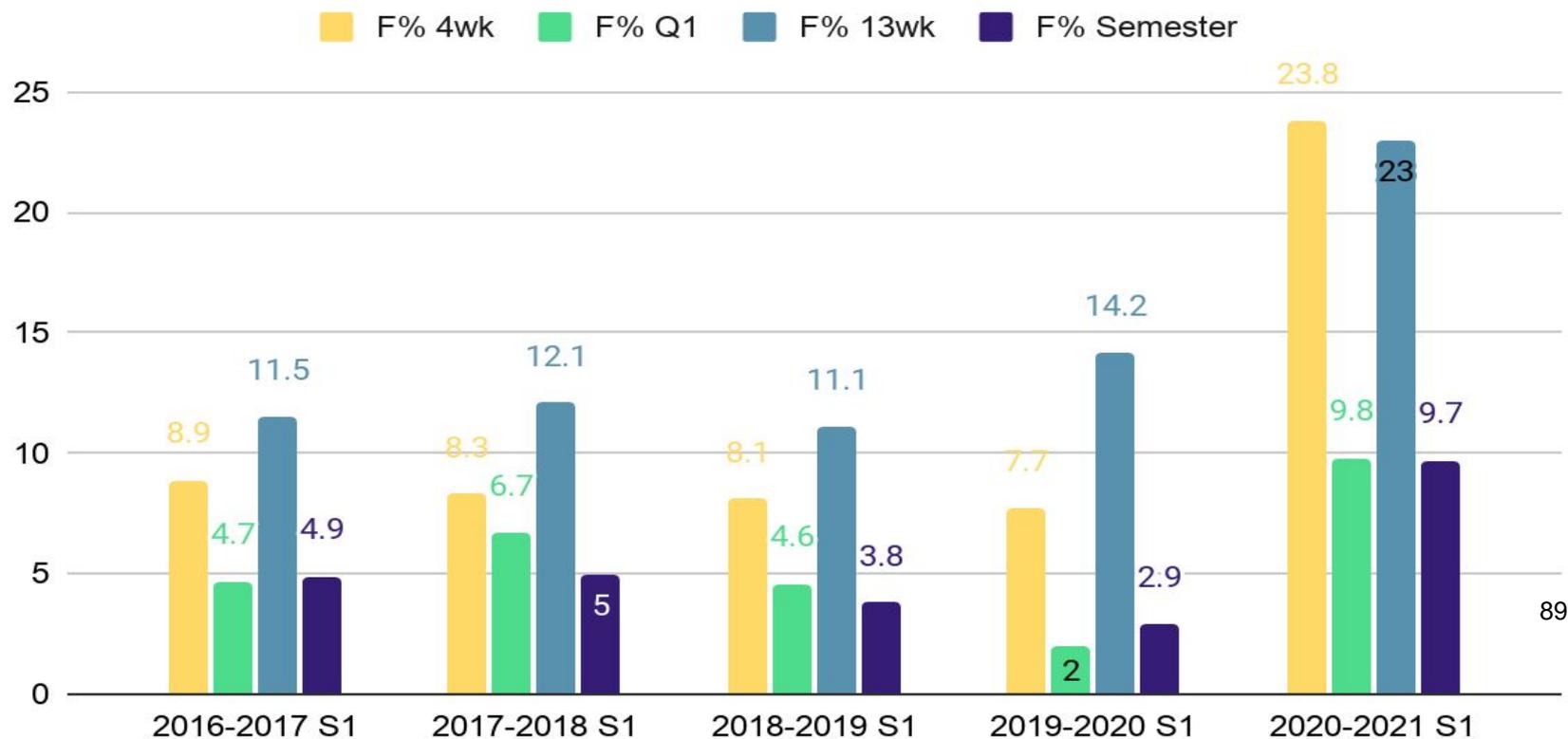


# F as % of Grades in the First Semester (Middle School)

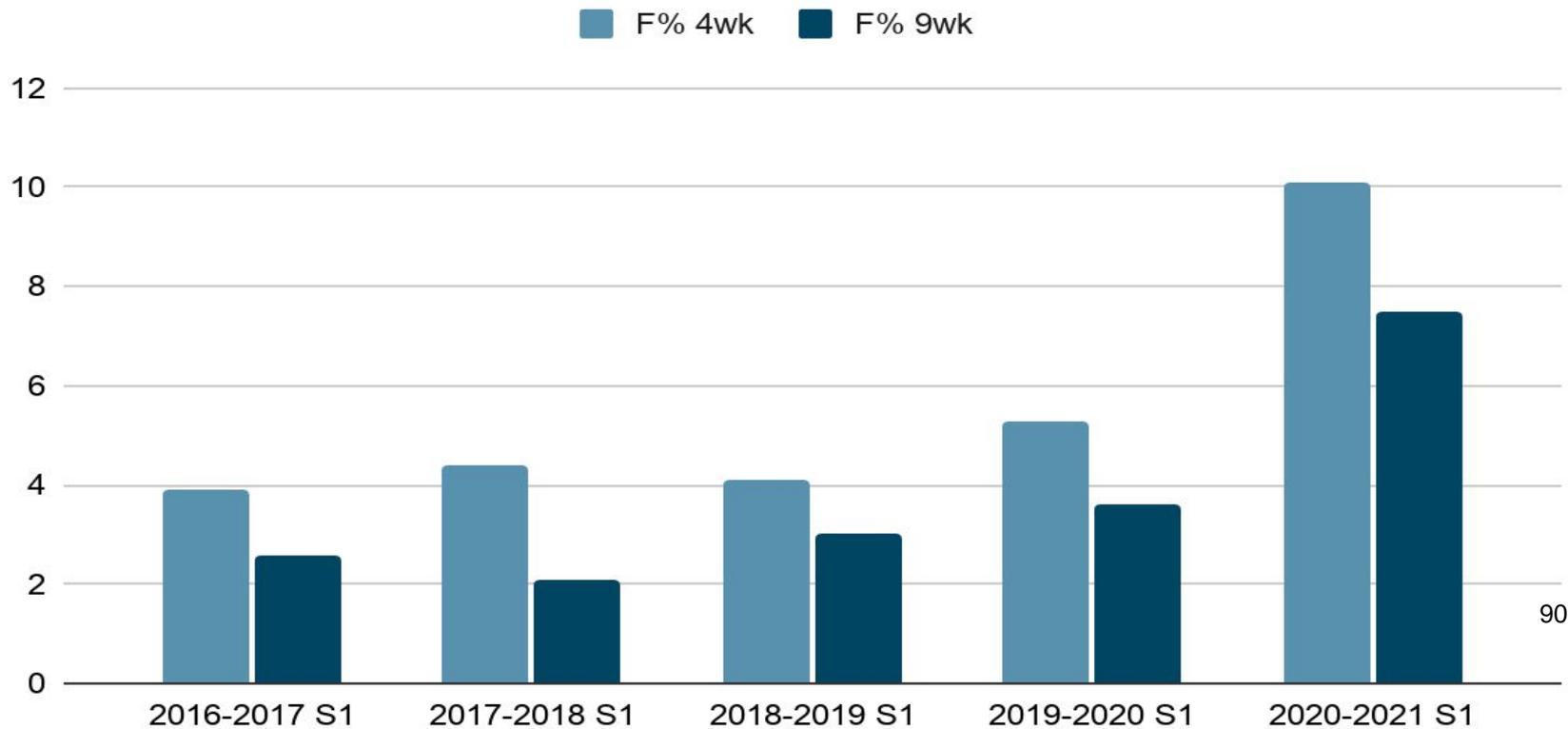
F% 4wk   F%1st Q   F% 13wk   F% Semester



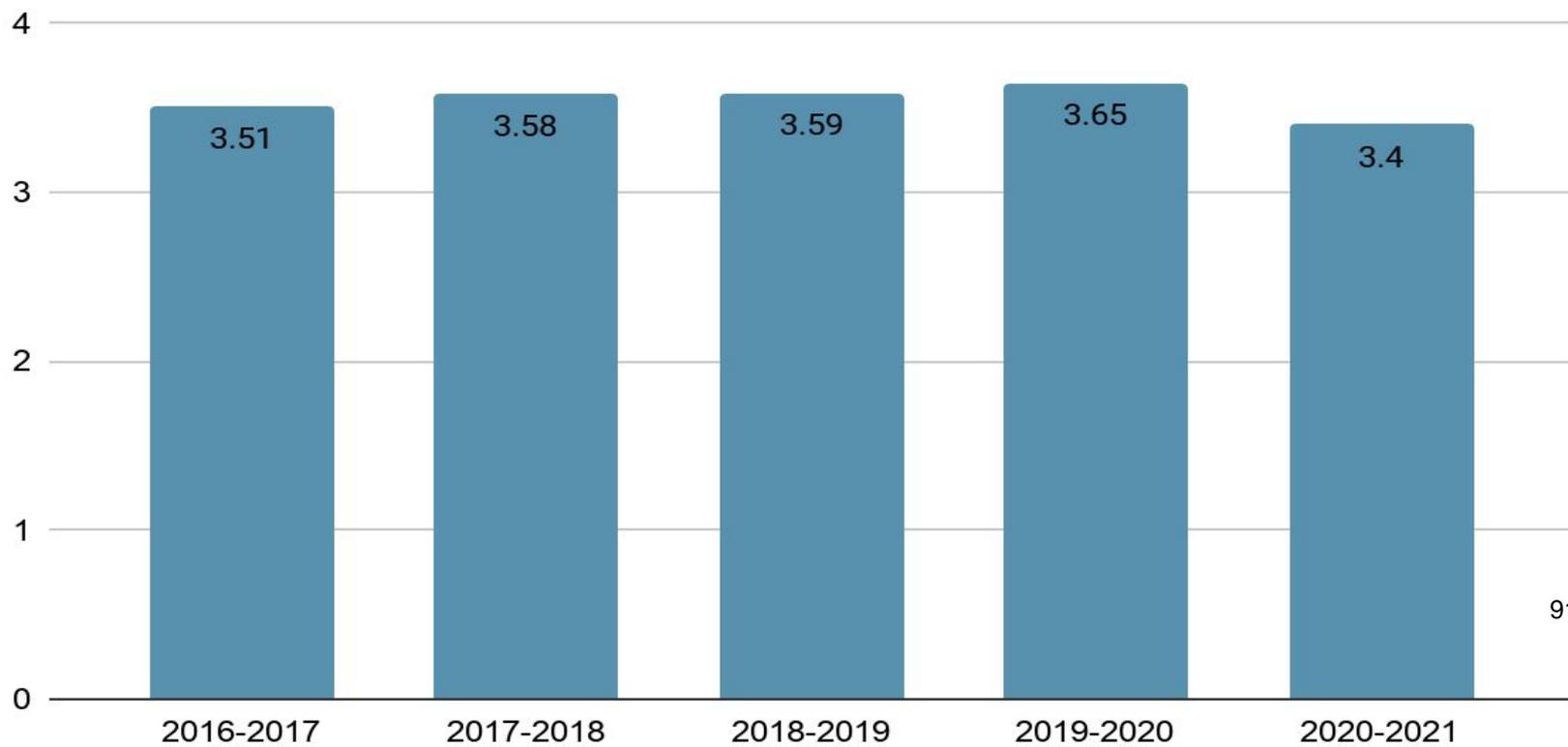
## % Students with at Least One F (Middle School)



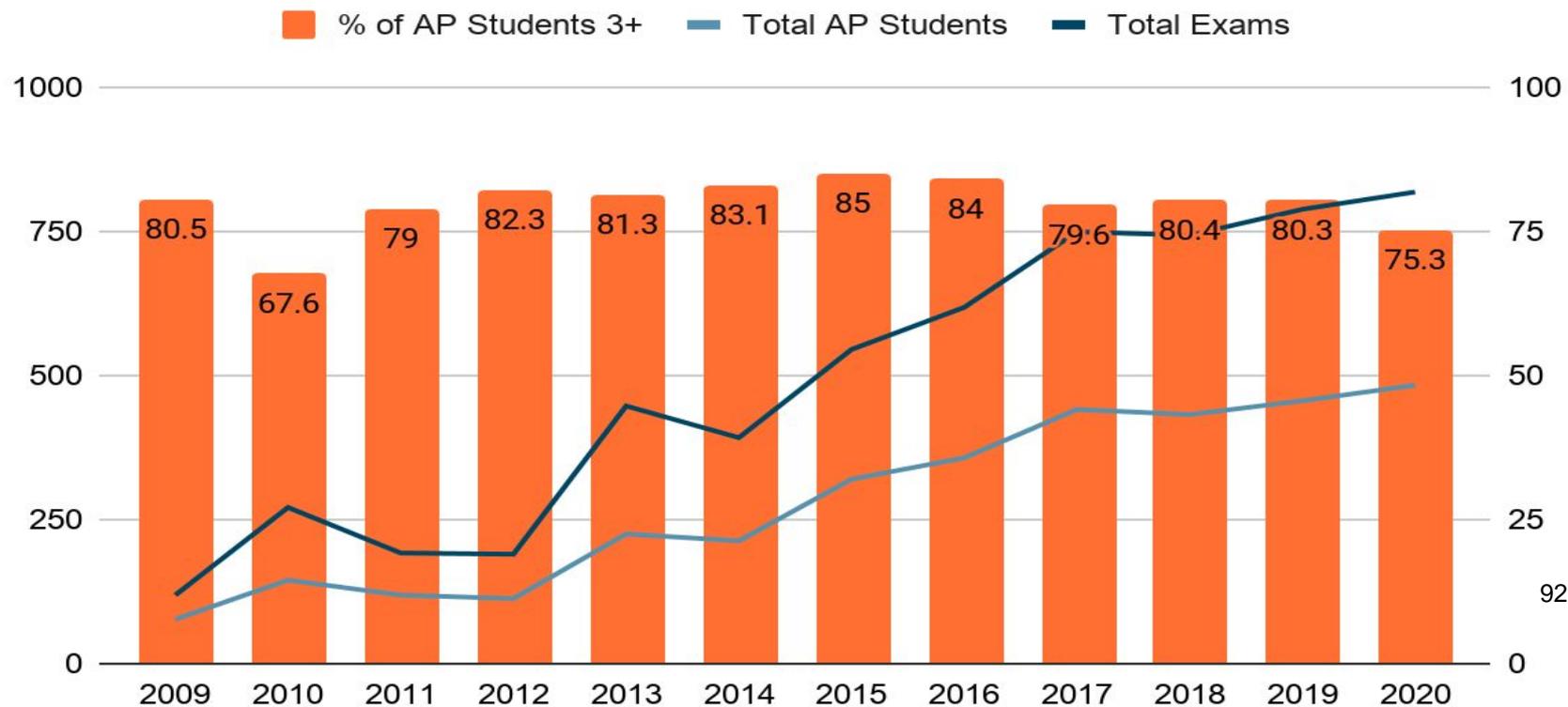
# Points scored



## First Semester Average GPA (Middle School)



# Total AP Students, Total Exams and % of AP Students 3+

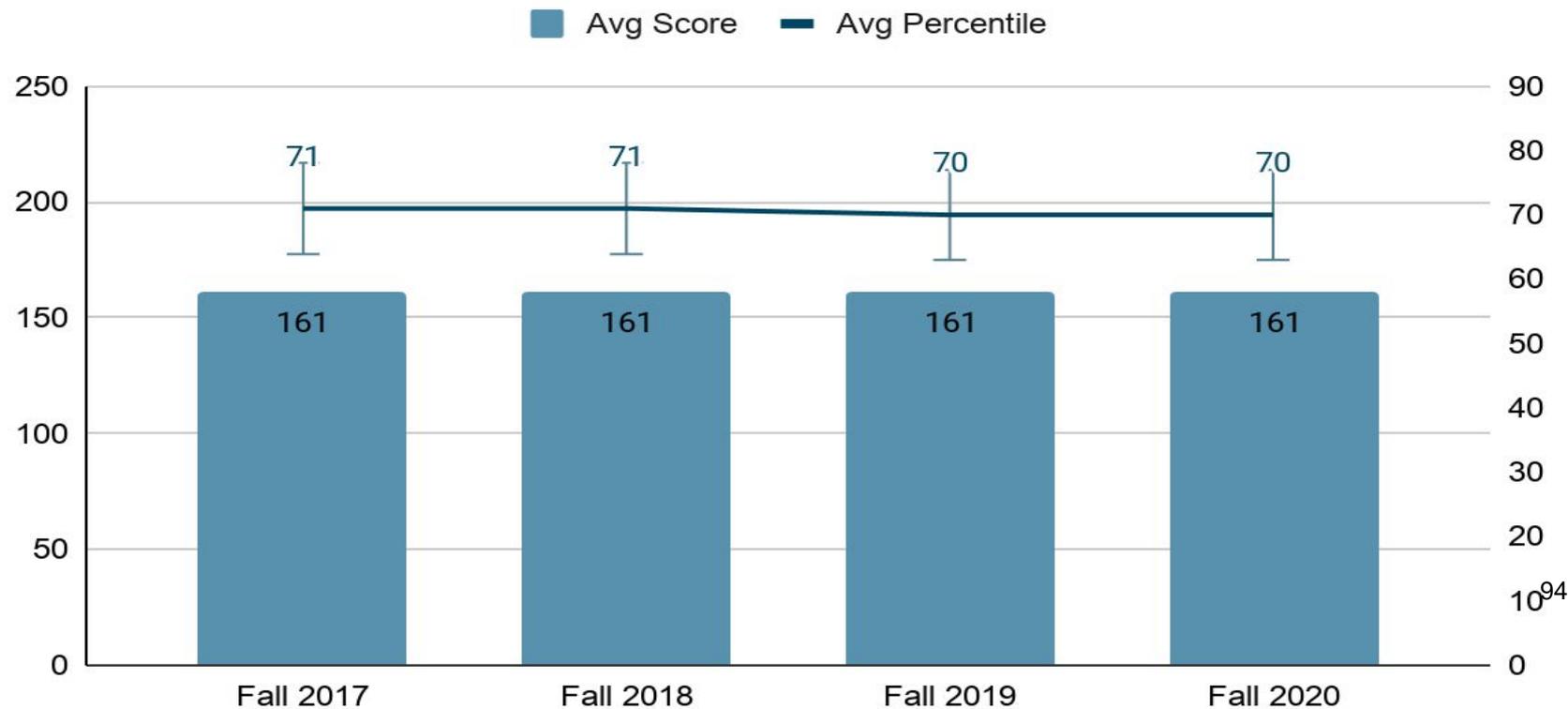


# State and National Context for AP

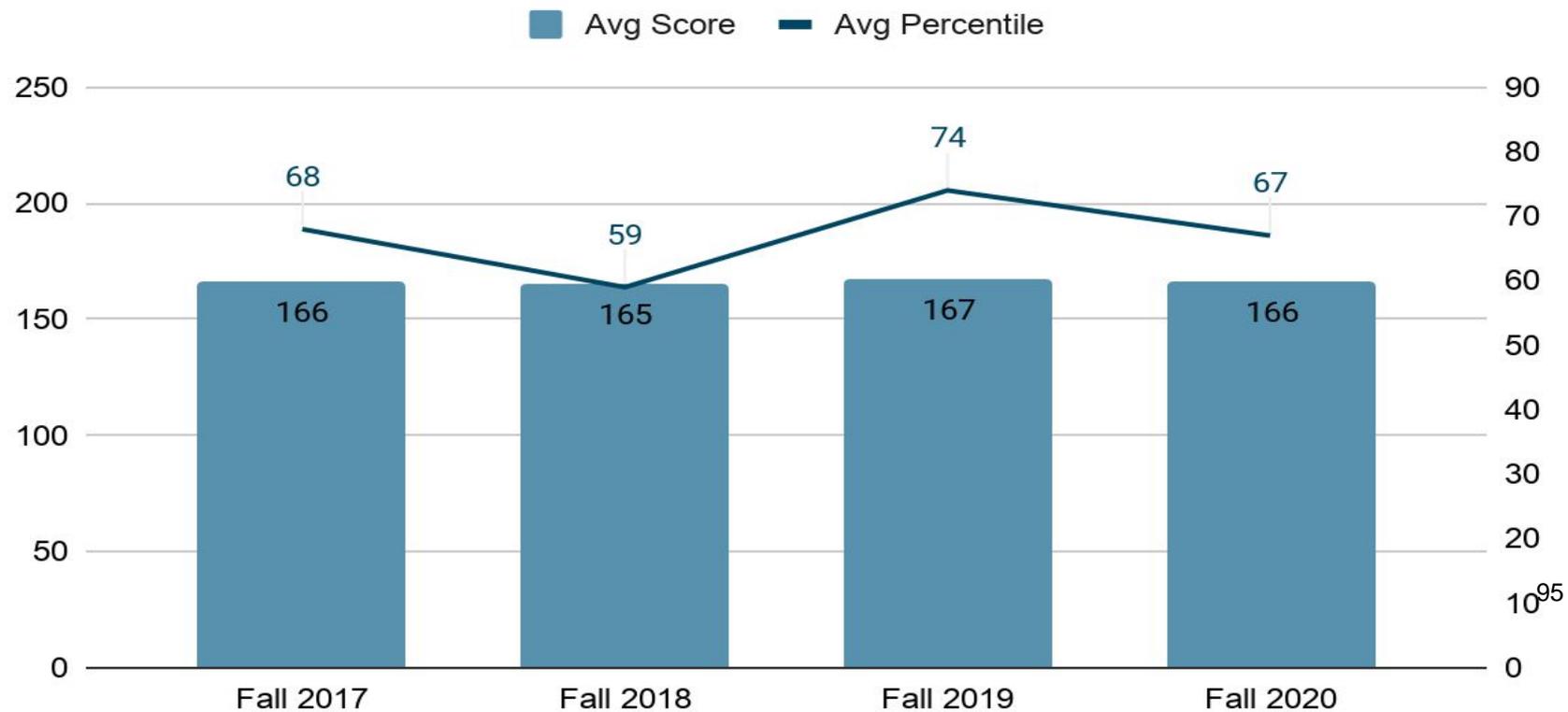
	Exams Taken 2019	Exams Taken 2020	% Scores 3+ 2019	% Scores 3+ 2020
<b>Waunakee</b>	788	818 (+4%)	80.3	75.3
<b>Wisconsin</b>	79,817	77,323 (-3%)	66.5	67.0
<b>National</b>	5,098,815	4,751,957 (-7%)	59.1	63.8



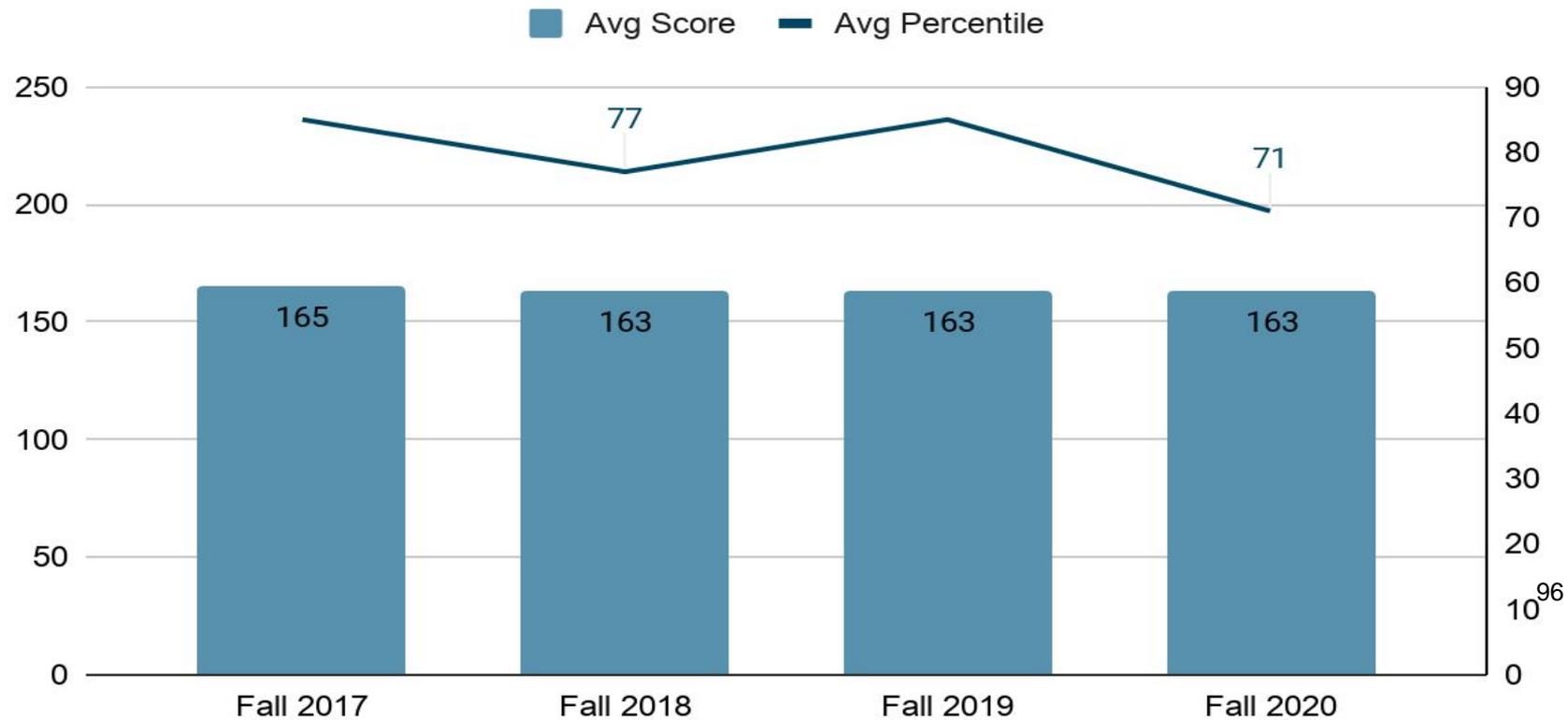
## 7th Grade Fall Aspire Reading Avg Score and Avg Percentile



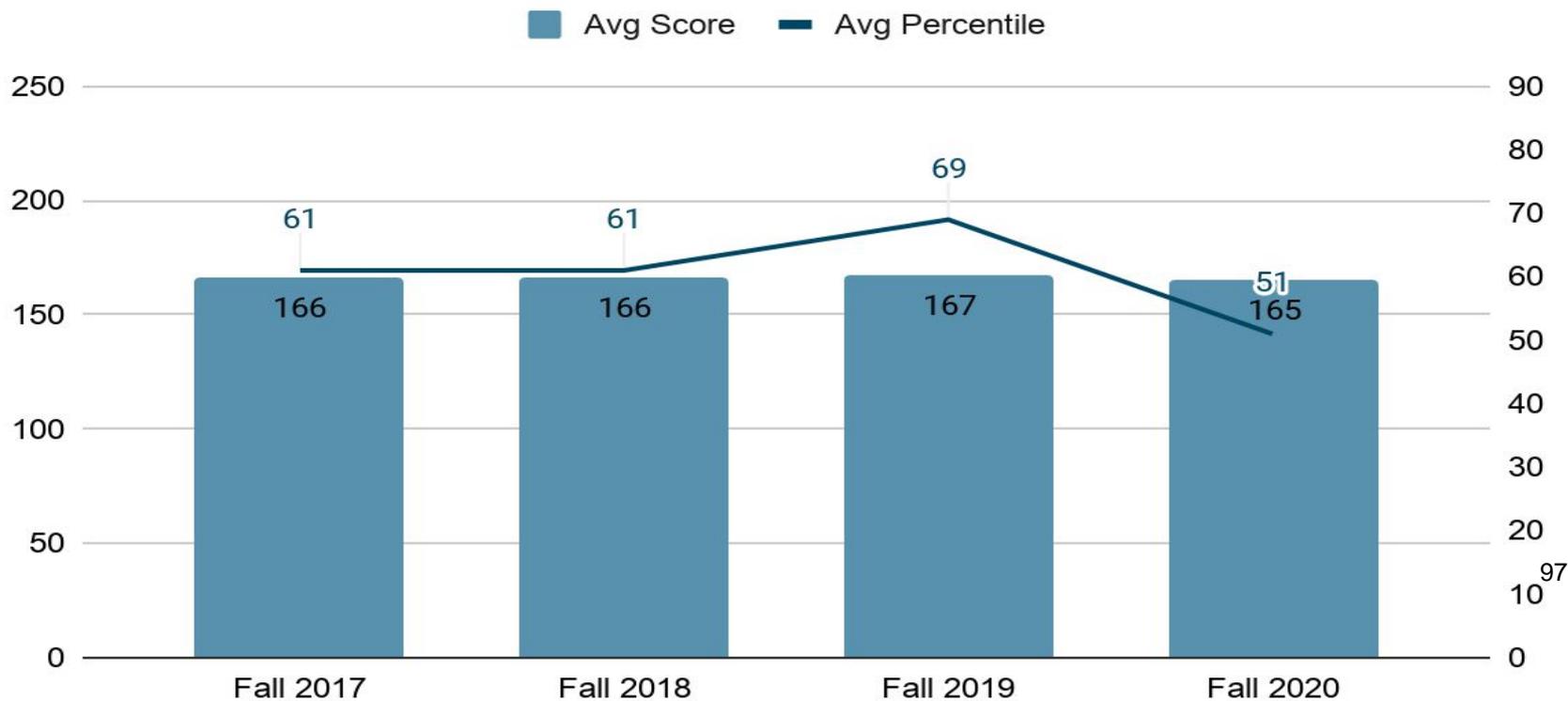
## 7th Grade Fall Aspire English Avg Score and Avg Percentile



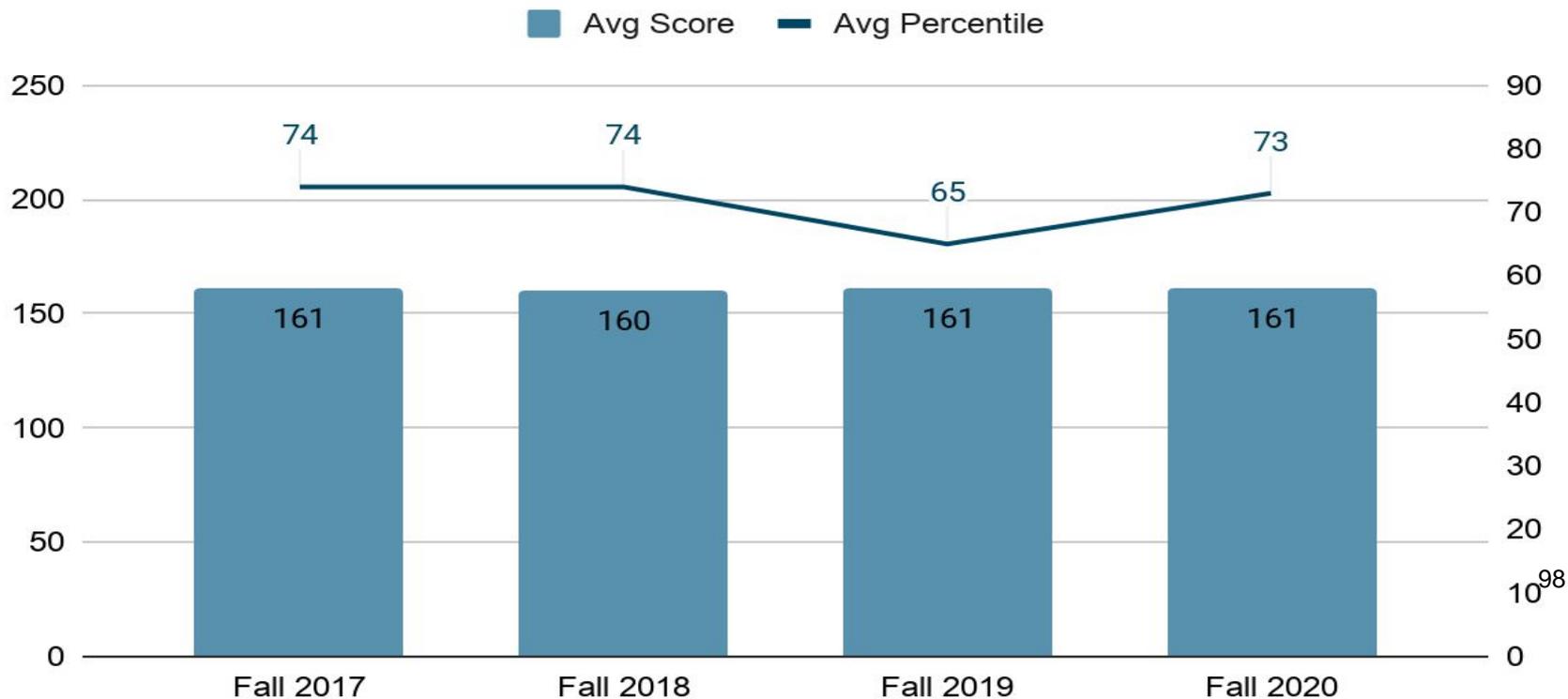
## 7th Grade Fall Aspire Math Avg Score and Avg Percentile



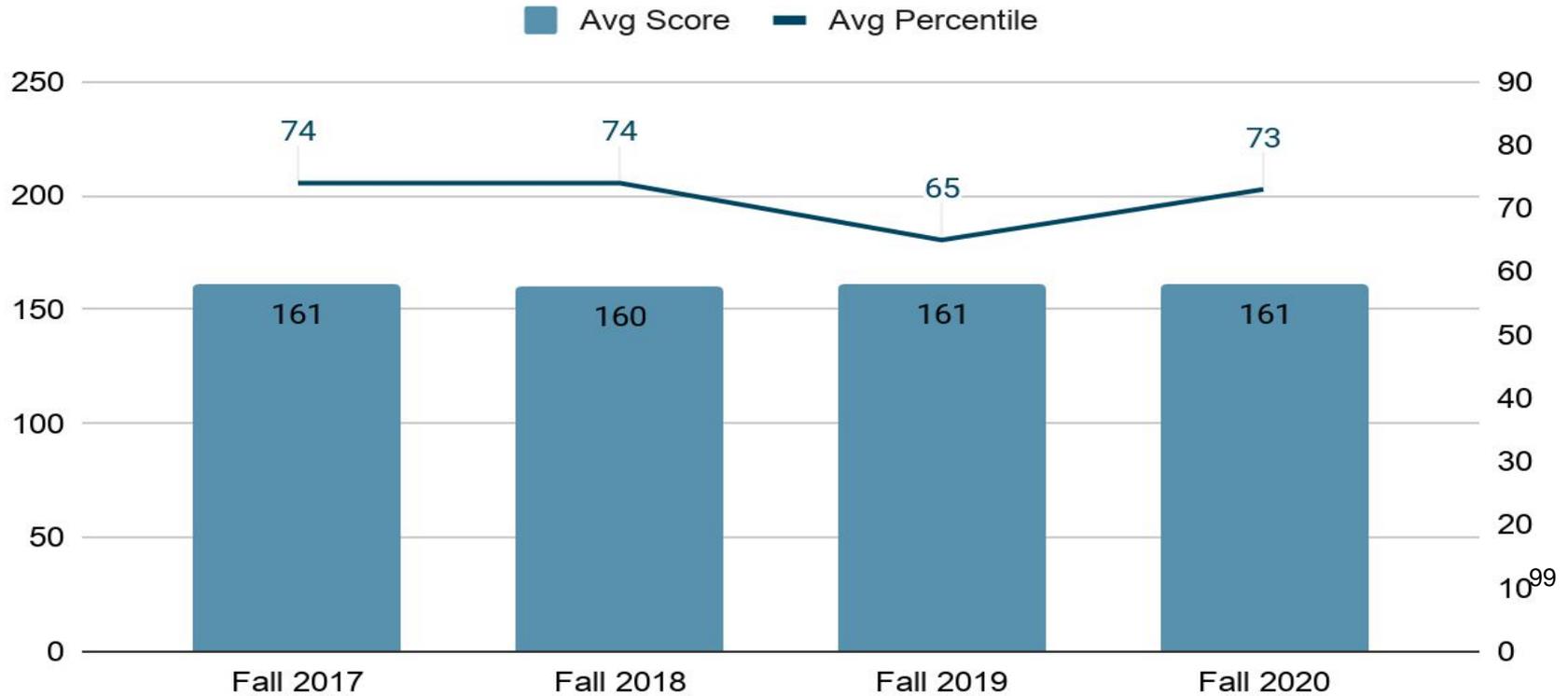
## 7th Grade Fall Aspire Science Avg Score and Avg Percentile



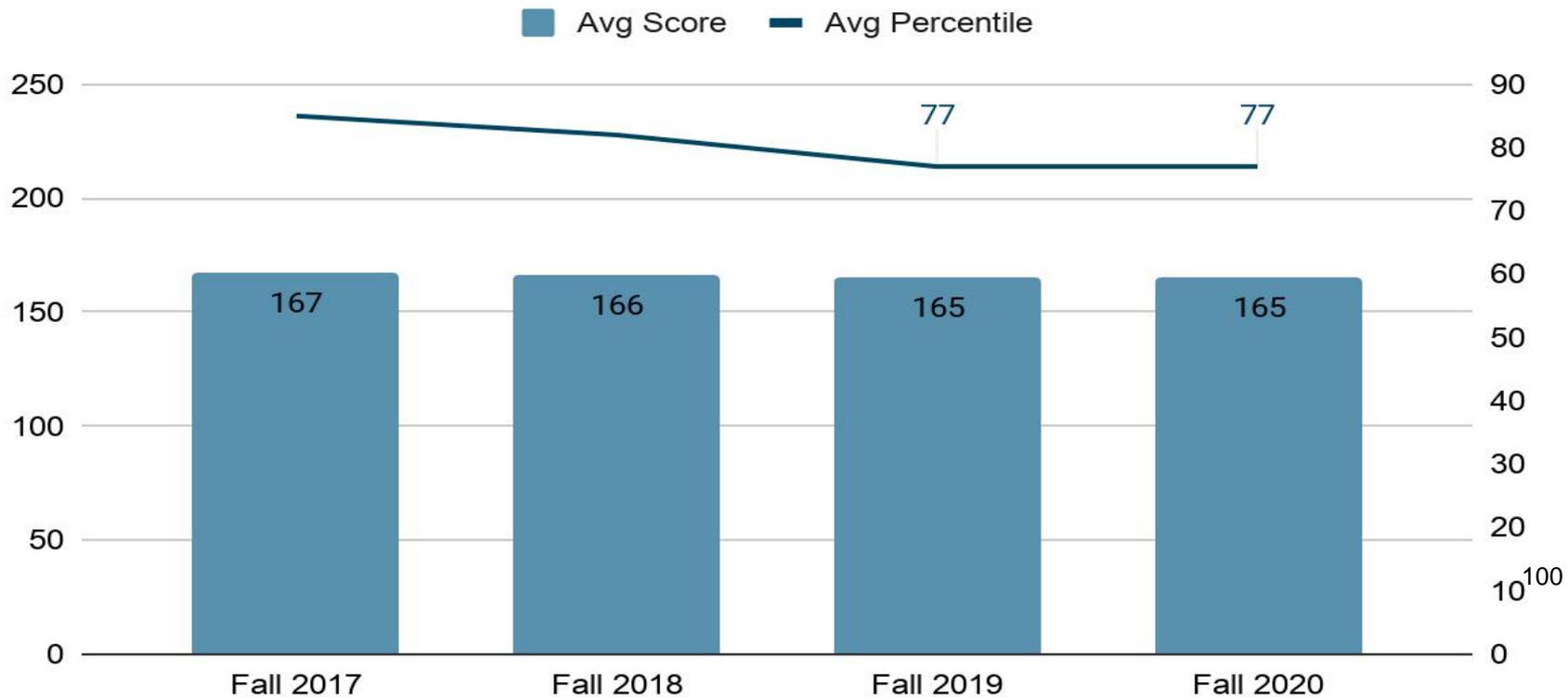
## 8th Grade Fall Aspire Reading Avg Score and Avg Percentile



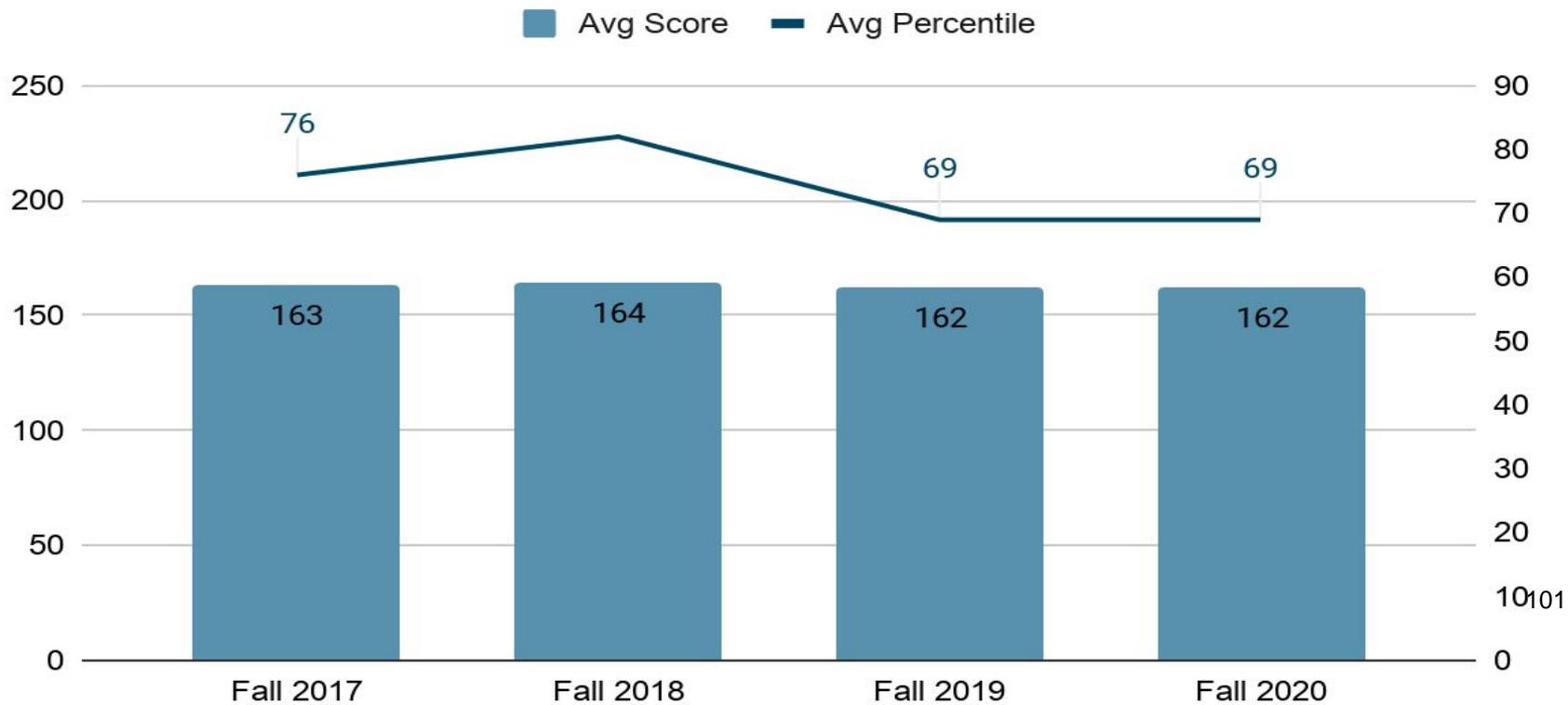
# 8th Grade Fall Aspire English Avg Score and Avg Percentile



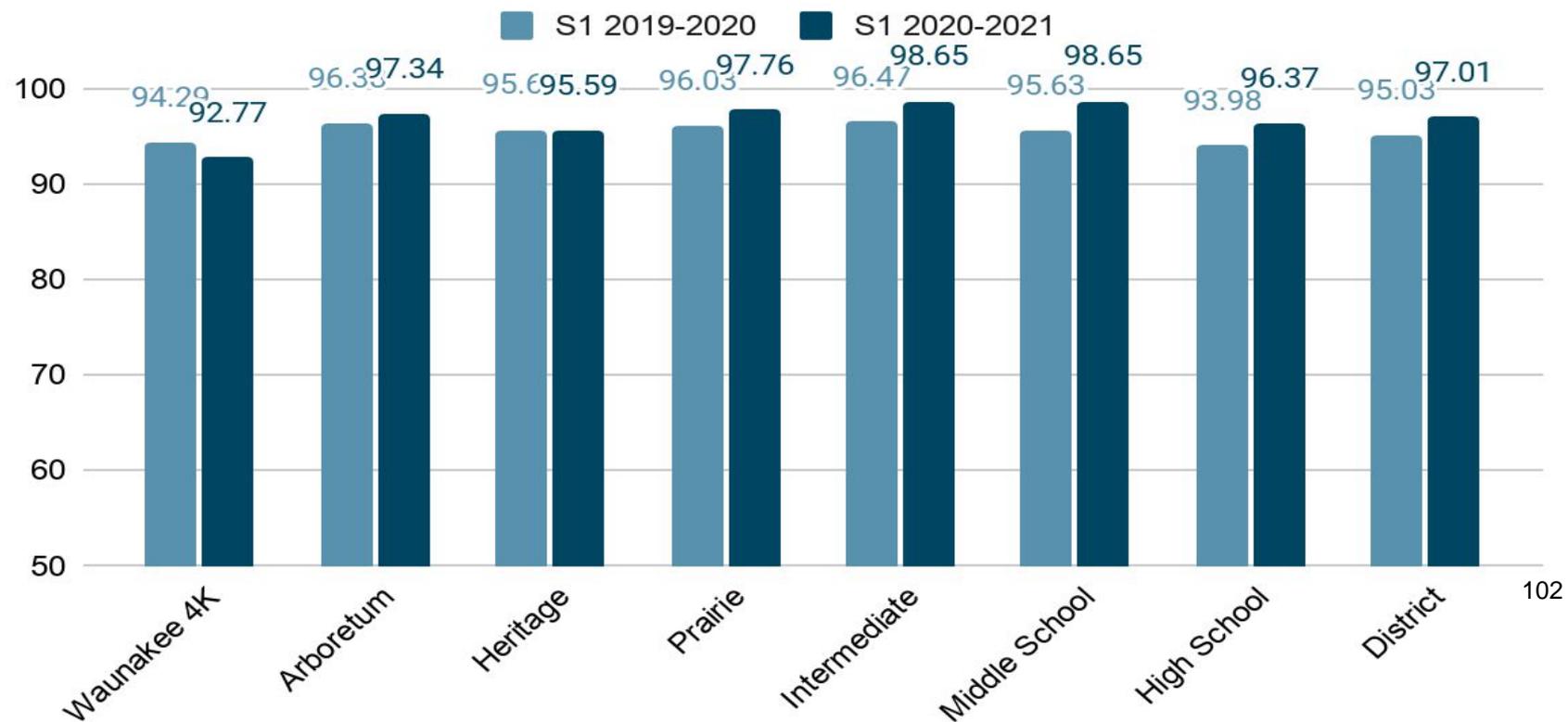
## 8th Grade Fall Aspire Math Avg Score and Avg Percentile



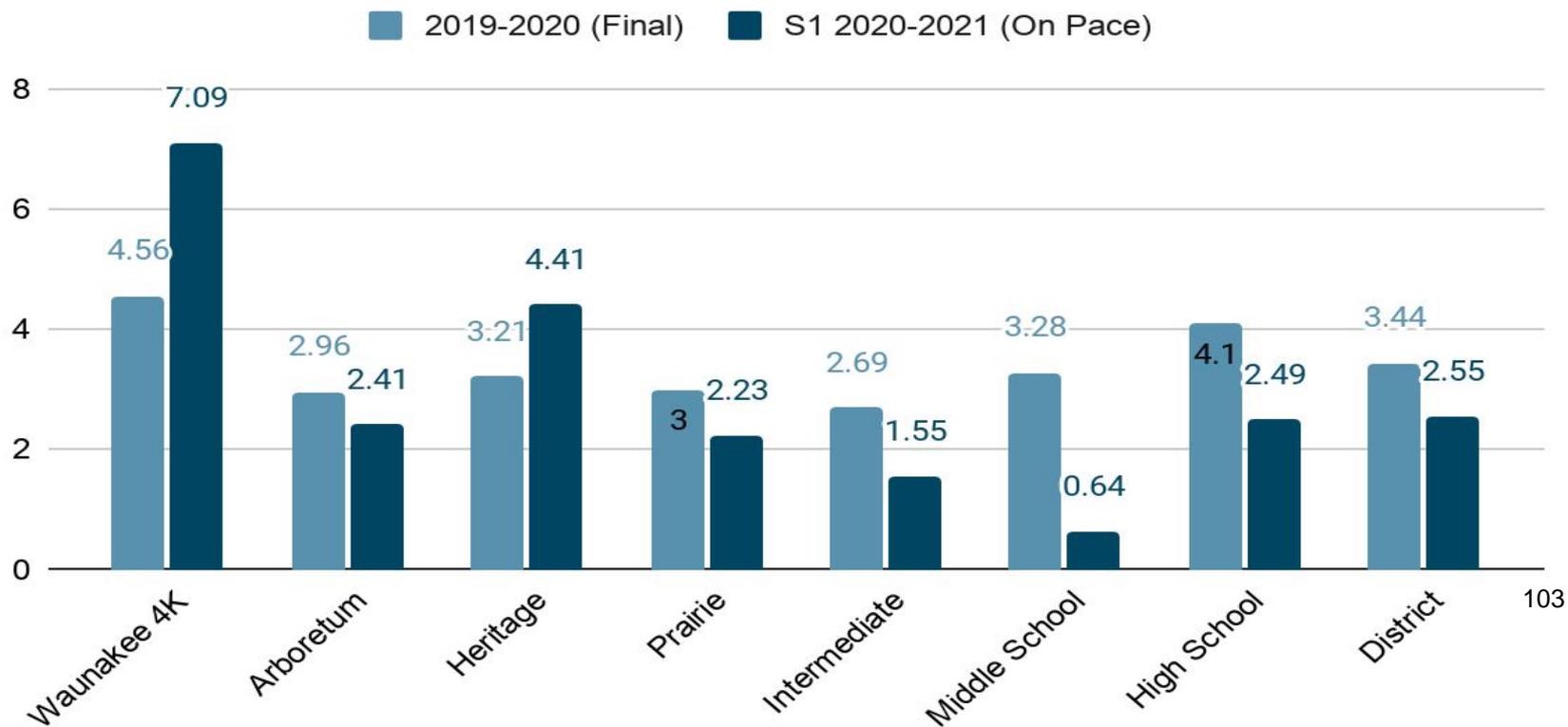
## 8th Grade Fall Aspire Science Avg Score and Avg Percentile



## Average Daily Attendance-First Semester



# Federal Chronic Absenteeism



**THANK YOU!**



## 2021 SUMMER CLASS OFFERINGS

Alpha order by grade grouping. Please refer to the catalog description for details.  
Classes should be selected based on the grade your student will be in the 2021-22 school year.

Grades K -4			
ENRICHMENT (3 week classes)	Fees	REMEDIAL (6 week classes)	Fees
CAMP KINDERGARTEN	K \$0	READY, SET, GO- READING	1 \$0
ACTIVE FUN FITNESS	1-4 \$0	READY, SET, GO- MATH	1 \$0
ARTS AND CRAFTS	1-4 \$0	JUMP START MATH(in person and virtual)	2-4 \$0
BRAIN GAMES	1-4 \$0	READING EXPRESS(in person and virtual)	2-4 \$0
BUILD IT	1-4 \$0		
GETTING READY FOR _ GRADE(in person and virtual)	1-4 \$0		
LEGOS	1-4 \$0		
MAKING MUSIC	1-4 \$0		
BOOK CLUB	1-2 \$0		
COMPUTER CAMP	1-2 \$0		
GOING BUGGY	1-2 \$0		
BOOK CLUB	3-4 \$0		
DUCTIVITY	3-4 \$0		
SCIENCE WORLD	3-4 \$0		
TECHNO FUN	3-4 \$0		
CAMP INVENTION(in person and virtual)	2-6 \$ 45		

Grades 5-6			
ENRICHMENT (6 week classes)	Fees	REMEDIAL (6 week classes)	Fees
CODING, DESIGN & ROBOTICS	5-6 \$0	COMMUNICATION ARTS 5-6	5-6 \$0
CRAFTY CREATIONS	5-6 \$0	MATH 5-6	5-6 \$0
GAMING	5-6 \$0		
GENIUS HOUR	5-6 \$0		
GET IN THE GAME	5-6 \$0		
GET READY TO BABYSIT	5-6 \$0		
GETTING READY FOR _ GRADE(in person and virtual)	5-6 \$0		
IMPROV COMEDY THEATER	5-6 \$0		
INVASION OF THE TOADS	5-6 \$0		
KEYBOARDING	5-6 \$0		
MAD SCIENTIST'S WORKSHOP	5-6 \$0		
PHOTOSHOP	5-6 \$0		
SUMMER FITNESS	5-6 \$0		
THE ARTIST IN YOU!	5-6 \$0		

Grades 7-12			
ENRICHMENT (6 week classes)	Fees	REMEDIAL (6 week classes)	Fees
ACT TEST PREP	10-12 \$0	COMMUNICATION ARTS 7-8	7-8 \$0
GETTING READY FOR _ GRADE(in person and virtual)	7-8 \$0	ENHANCING SKILLS MS	7-8 \$0
SPANISH SKILLS I	8-12 \$0	MATH 7-8	7-8 \$0
SPANISH SKILLS II	9-12 \$0	ENHANCING SKILLS HS	9-12 \$0
SUMMER ART	7-8 \$0	REMEDIAL ENGLISH	10-12 \$0
TECHNOLOGY TWIST	7-8 \$0	REMEDIAL MATH	10-12 \$0
WEIGHT TRAINING - MS BOYS	7-8 \$0	REMEDIAL SCIENCE	10-12 \$0
WT TRAINING - MS/HS GIRLS	7-12 \$0	REMEDIAL SOCIAL STUDIES	10-12 \$0
WEIGHT TRAINING - HS BOYS	9-12 \$0	TRANSITIONAL WORK PROGRAM	12+ \$0
WEIGHT TRAINING - HS GIRLS	9-12 \$0		
HS ONLINE ENRICHMENT(virtual)	10-12 \$0		
ONLINE PHY ED(virtual)	10-12 \$0		
SUMMER TEACHING ASSISTANT	10-12 \$0		

MUSIC 5-12			
ENRICHMENT (6 week classes)	Fees	ENRICHMENT (6 week classes)	Fees
BAND 6	6 \$0	ORCHESTRA 5	5 \$0
BAND 7	7 \$0	ORCHESTRA 6	6 \$0
BAND 8-9	8-9 \$0	ORCHESTRA 7-9	7-9 \$0
BAND-2ND INSTRUMENT LESSONS	8-9 \$0	ORCHESTRA 10-11	10-11 \$0
BAND-COMPUTER COMPOSING	8-9 \$0	ORCHESTRA -2ND INSTRUMENT LESSONS	7-12 \$0
BAND-IS BAND CAMP	5-6 \$0	ORCHESTRA- MS CAMP	7-9 \$0
BAND-MS BAND CAMP	7-8 \$0	ORCHESTRA- HS CAMP	10-11 \$0
BAND-HS BAND CAMP	9-12 \$0		

SWIM K - 12(Registration TBD based on COVID Regulations)			
Daytime classes are 2 weeks M - TH		REMEDIAL (2 week classes)	
Evening classes are 4 weeks T & TH	Grade Fees	ADAPTED AQUATICS	Grade Fees
LEARN-TO-SWIM LEVELS 1-6	K-11 \$0		K-12+ \$0



To: Waunakee Community School District Board of Education

From: Amy Johnson, Director of Elementary Curriculum & Instruction  
Tim Schell, Director of Secondary Curriculum & Instruction

Date: February 4, 2021

Re: Virtual Learning

Over the last year, we have been considering how best to expand our capacity to provide remote learning opportunities where appropriate to better meet the needs post-pandemic of our students and former resident students who have open-enrolled out to virtual charter schools. This involves reviewing and likely expanding access to remote course content, continued professional development for teachers, and local policies and procedures. This will be an ongoing process that will need to be monitored and adjusted based on the needs of our families, trends in remote learning, and the state environment for virtual and charter schools.

As our next step in this process, we are recommending that we continue our planning in order to provide expanding access to remote learning beginning in the 2021-22 school year and evaluate the possibility of creating a virtual charter school in later years as other school districts in our county have already done.

To be clear, we are expecting a return to full-time regular session for our students this coming fall. However, we anticipate that there will be increased interest in remote options from families. We do not expect that all students will be vaccinated by September and it is possible that some families will want to keep their children's education virtual until they are vaccinated. We know that some students have found remote learning well suited to their individual needs and learning styles and their families may want to see them continue in remote learning.



January 25, 2021

To: WCSD BOE

From: Kurt Eley and Chris Mand

Re: Request to begin RFP process for High School Mental Health Partnership

During the 2019-2020 school year, we facilitated the DPI Mental Health Needs Assessment with school teams at each of our WCSD schools. School teams then worked to create mental health action plans. This process allowed for a deeper understanding of our current practices and resources, as well as identified our current gaps within the district for meeting the mental health needs of our learners.

As a result of what we learned through the needs assessment process as well as information gathered from our Student Services staff, we have learned there is a need for additional mental health support at our high school level. We have high school students with barriers to accessing mental health support who may benefit from obtaining support from a community provider within our school building.

WCSD currently participates in the Building Bridges Program (which is a collaborative effort between WCSD, Catholic Charities and Dane County Department of Human Services), however, the Building Bridges mental health stabilization program is only available to our PreK-8th grade students and families.

We would like to move forward with the Request for Proposals (RFP) process with a vision of finding a mental health provider and/or agency who will partner with WCSD to (1) provide mental health services and support, onsite at WCHS, for our students in need, (2) collaborate with school teams to ensure the best continuity of care for students, and (3) offer professional learning for WCSD staff and family outreach around mental health topics.

**SUMMARY REPORT - STUDENT COUNT 2020-21**

	<b>January 2021</b>	<b>September 2020</b>
Residents	4085	4073
Open Enrollment In	233	233
Open Enrollment Out	55	51
DPI Count Total	4140	4124
Actual Attendance	4318	4306

The DPI count is equal to residents plus open enrollment out.

The actual attendance is equal to residents plus open enrollment in.

The DPI Count changes during the school year over the last five years are as follows.

16-17 September to January	14
17-18 September to January	8
18-19 September to January	5
19-20 September to January	16
20-21 September to January	16

**Changes by building, based on residents plus open enrollment students:**

Prairie	2
Heritage	9
Arboretum	-3
Intermediate	3
Middle	2
High	-4
4K	6
Total Change	15

**ADMISSION OF NON-RESIDENT STUDENTS**

Admission of non-resident students to the Waunakee Community School District requires the approval of the Board of Education. The Board shall make a written agreement with the parents/guardians for the payment of tuition. Transportation for nonresident students is the responsibility of the parents/guardians.

Requests for enrollment in a particular school may be granted to nonresident students with the approval of the superintendent and the principal after a review of enrollment and class size has been considered. Enrollment will be temporary until the Board approves student entrance. Tuition charges will be applied as per state statute.

Exception by Law

1. Students who have gained twelfth grade status and are residents of the Waunakee School District at the time of gaining such status shall be able to complete the twelfth grade without payment of tuition, even though they or their parents are non-residents. They shall count as residents for school membership.
2. Students who are eligible for a tuition waiver. (See 422-Rule (1))
3. Students from foreign countries who participate in exchange student programs approved by the Board may attend the Waunakee Community Schools without payment of tuition. A foreign student who is in the United States is prohibited from attending elementary school (K-8) if under an F-1 visa. A foreign student in the United States in grades 9-12 must pay full tuition in advance if the student holds an F-1 visa and is limited to a period of attendance not to exceed twelve (12) months. These restrictions do not affect foreign students in any other immigration status. The District will establish and maintain its certification as an F1 visa school.
4. A student moving into the district may request enrollment prior to establishing residency. This request can be granted for nine weeks. Tuition shall be charged in advance of enrollment and will be refunded if residency is established within nine weeks. There will be no refund of tuition if residency is not established.

An extension of nine weeks can be requested with an additional tuition payment. The additional tuition payment will be refunded if residency is established within the additional nine weeks. There will be no refund of tuition if residency is not established.

All foreign exchange students must apply for admission to Waunakee Community High School. Applications for admittance must be received by July 15<sup>th</sup> if the applications are to be considered

for approval for the start of the fall semester of the upcoming school year. All applications must be from exchange programs approved by the Board of Education. Individual applicants are subject to acceptance or rejection as determined by the high school principal.

The school district is not required to enroll a student during the term of his/her expulsion from another school district. The district shall require, in cases where students have been expelled from other school districts, that administration will obtain the following information from the former school district before recommending to the Board whether a student be enrolled in Waunakee Community Schools: 1) a copy of the expulsion findings and order, 2) a written explanation of the reasons why the student was expelled, and 3) the length of the term of the expulsion.

The District shall not discriminate in admissions to any school, class, program or activity on the basis of sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability or handicap. This does not prohibit placement in a class, program or school based on objective criteria. Discrimination complaints shall be processed in accordance with established procedures.

Legal Ref.: Sections 118.13 Wisconsin Statutes  
120.13(i)(h)  
121.77-121.84  
Illegal Immigration Reform and Immigration Responsibility Act of 1996  
PI9, Wisconsin Administrative Code

Cross Ref.: 411-Rule (1), Student Discrimination/Harassment Complaint Procedures  
420, School Admissions  
421, Entrance Age  
423, Full-time Open Enrollment  
424, Part-time Open Enrollment  
432, School Attendance Areas  
433, Assignment of Students to Classes

Adopted: 10/9/89

Revised: March 1994  
12/11/95  
9/18/97  
4/13/98  
10/12/98  
8/14/00  
March 2002  
July 2004  
July 2006  
December 2012  
May 2017

Waunakee Community School District



**2020-21 Budget Status Report-January 31, 2020**

**GENERAL FUND 10 EXPENSES**

<b>Salary &amp; Benefits (no grants)</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Spent</b>	<b>Ordered</b>	<b>% Spent/Or.</b>	<b>Available</b>
Personnel Costs: Salaries	26,678,069	26,678,069	12,828,129.55	9,156,143.91	82.41%	4,693,795.54
Personnel Costs: Benefits	9,941,025	9,941,025	4,745,379.33	3,457,391.41	82.51%	1,738,254.26
<b>Total</b>	<b>36,619,094</b>	<b>36,619,094</b>	<b>17,573,508.88</b>	<b>12,613,535.32</b>	<b>82.44%</b>	<b>6,432,049.80</b>

<b>Buildings</b>	<b>Budget</b>	<b>Revised Budget</b>	<b>Spent</b>	<b>Ordered</b>	<b>% Spent/Or.</b>	<b>Available</b>
Prairie School	88,410	88,410	45,685.98	9,791.45	62.75%	32,932.57
Prairie School CSF	21,356	26,003	9,542.93	3,764.32	51.18%	12,695.75
Heritage School	82,580	82,580	47,904.71	3,173.45	61.85%	31,501.84
Heritage School CSF	16,027	22,230	5,769.77	672.20	28.98%	15,788.03
Arboretum School	77,463	77,463	39,642.39	9,092.24	62.91%	28,728.37
Arboretum School CSF	16,749	21,836	11,070.85	3,298.95	65.81%	7,466.20
Intermediate School	148,620	148,620	43,101.25	9,352.20	35.29%	96,166.55
Intermediate School CSF	21,091	27,901	19,305.20	320.11	70.34%	8,275.69
Middle School	142,000	142,000	49,664.77	9,062.37	41.36%	83,272.86
Middle School CSF	23,467	28,066	14,883.62	1,326.59	57.76%	11,855.79
High School	563,093	563,093	92,413.58	19,374.75	19.85%	451,304.67
High School CSF	48,227	68,145	11,107.44	3,302.86	21.15%	53,734.70
Athletics	346,182	316,682	74,292.53	149,934.37	70.81%	92,455.10

<b>Departments</b>						
Utilities	982,582	982,582	540,576.30	809,970.78	137.45%	-367,965.08
Maintenance	1,172,605	1,172,605	361,562.99	410,370.77	65.83%	400,671.24
Capital Projects	278,500	278,500	244,533.56	47,844.19	100.00%	-13,877.75
Contingency Fund	100,000	100,000	52,780.41	0.00	52.78%	47,219.59
Energy Conservation	83,894	83,894	16,770.00	0.00	19.99%	67,124.00
Transportation	1,328,225	1,328,225	344,000.50	572,024.18	68.97%	412,200.32
Technology	966,179	966,179	479,669.19	6,012.43	50.27%	480,497.38
Technology Erate/Fees	25,000	25,000	97,420.40	23,489.84	483.64%	-95,910.24
Curriculum	337,771	337,771	305,349.16	14,711.17	94.76%	17,710.67
Human Resources	35,850	35,850	20,563.51	1,093.72	60.41%	14,192.77
Superintendent	84,600	84,600	41,069.92	29,812.98	83.79%	13,717.10
Student Support	31,412	31,412	8,750.69	9,517.19	58.16%	13,144.12
Business Office	421,973	421,973	215,241.16	150,361.82	86.64%	56,370.02
District Wide	1,299,357	1,299,357	583,708.01	72,003.53	50.46%	643,645.46
Special Projects	0	0	0.00	1,395.00	---	-1,395.00
Summer School	29,350	29,350	28,922.60	0.00	98.54%	427.40

<b>Grants-Fund 10</b>						
Common School Fund-District	5,799	5,799	5,799.00	0.00	100.00%	0.00
CARES Act Grant	63,244	63,244	62,488.84	0.00	98.81%	755.16
Title 1 Grant (Public)	90,061	90,061	26,143.49	16,624.51	47.49%	47,293.00
Title 1 Grant (Private)	0	4,920	26.91	0.00	0.55%	4,893.09
Title 2 Grant (Public)	42,737	51,200	23,603.32	0.00	46.10%	27,596.68
Title 2 Grant (Private)	5,692	5,655	0.00	0.00	0.00%	5,655.00
Title 3 Grant	15,784	15,784	1,694.68	0.00	10.74%	14,089.32
Title 4A Grant (Public)	8,850	9,648	9,648.00	0.00	100.00%	0.00
Title 4A Grant (Private)	1,150	351	0.00	0.00	0.00%	351.00
Peer Mentor Grant	6,000	6,000	0.00	0.00	0.00%	6,000.00
Perkins Grant	16,156	16,156	7,326.02	679.88	49.55%	8,150.10
CCEIS Federal Flo-Through	204,709	204,709	108,237.59	0.00	0.00%	96,471.41
Reading Readiness	8,373	8,373	0.00	0.00	100.00%	8,373.00
State Safety Grant - 1	0	0	0.00	0.00	---	0.00
State Safety Grant - 2	19,434	19,434	19,434.00	0.00	100.00%	0.00
Career/Tech Ed Grant	73,654	73,654	21,223.35	419.25	29.38%	52,011.40
Ed. Effectiveness Grant	27,840	27,840	0.00	0.00	0.00%	27,840.00

<b>Other Program Totals</b>						
Transfer to Fund 27	5,635,100	5,635,100	0.00	0.00	0.00%	5,635,100.00
4K Program-AD Curriculum	972,540	972,540	487,709.53	468,423.71	98.31%	16,406.76
Wellness Clinic	232,200	232,200	96,992.98	129,899.57	97.71%	5,307.45
Referendum 2020	2,127,502	2,127,502	1,513,212.59	179,589.54	79.57%	434,699.87

<b>Subtotals</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Spent</b>	<b>Ordered</b>	<b>% Spent/Or.</b>	<b>Available</b>
Salary & Benefits Totals	36,619,094	36,619,094	17,573,508.88	12,613,535.32	82.44%	6,432,049.80
Building Totals	1,595,265	1,613,029	464,385.02	222,465.86	42.58%	926,178.12
Department Totals	7,177,298	7,177,298	3,340,918.40	2,148,607.60	76.48%	1,687,772.00
Grant Totals	589,483	602,828	285,625.20	17,723.64	50.32%	299,479.16
Other Program Totals	8,967,342	8,967,342	2,062,915.10	777,912.82	32.07%	6,091,514.08
<b>Total Fund 10 Expenditures</b>	<b>54,948,482</b>	<b>54,979,591</b>	<b>23,762,352.60</b>	<b>15,780,245.24</b>	<b>71.92%</b>	<b>15,436,993.16</b>

**GENERAL FUND 10 REVENUES**

Building/Department	Original Budget	Revised Budget	Received	Ordered	% Received	Unreceived
Prairie School	11,760	11,760	2,048.90	0.00	17.42%	9,711.10
Heritage School	12,380	12,380	1,968.99	0.00	15.90%	10,411.01
Arboretum School	12,813	12,813	2,687.05	0.00	20.97%	10,125.95
Intermediate School	37,950	37,950	13,076.00	0.00	34.46%	24,874.00
Middle School	31,000	31,000	3,131.99	0.00	10.10%	27,868.01
High School	177,575	177,575	150,414.85	0.00	84.70%	27,160.15
Athletic Dept	38,000	8,500	282.60	0.00	3.32%	8,217.40
Curriculum	8,800	8,800	4,335.65	0.00	49.27%	4,464.35
Maintenance	2,000	2,000	6,878.32	0.00	343.92%	-4,878.32
Energy Savings	0	0	220.00	0.00	--%	-220.00
Human Resources	2,200	2,200	0.00	0.00	0.00%	2,200.00
Technology	2,750	2,750	3,522.82	0.00	128.10%	-772.82
E-Rate	25,000	25,000	20,560.75	0.00	82.24%	4,439.25
District	53,593,679	53,593,679	21,989,042.89	0.00	41.03%	31,604,636.11

**Grants - Fund 10**

Common School Fund-District	152,716	199,980	0.00	0.00	0.00%	199,980.00
CARES Act Grant	63,244	63,244	61,413.19	0.00	97.11%	1,830.81
Title 1 Grant (Public)	90,061	90,061	11,005.01	0.00	12.22%	79,055.99
Title 1 Grant (Private)	0	4,920	0.00	0.00	0.00%	4,920.00
Title 2 Grant (Public)	42,737	51,200	7,894.36	0.00	15.42%	43,305.64
Title 2 Grant (Private)	5,692	5,655	0.00	0.00	0.00%	5,655.00
Title 3 Grant	15,784	15,784	0.00	0.00	0.00%	15,784.00
Title 4A Grant (Public)	8,850	9,648	9,648.00	0.00	100.00%	0.00
Title 4A Grant (Private)	1,150	351	0.00	0.00	0.00%	351.00
Peer Mentor Grant	6,000	6,000	0.00	0.00	0.00%	6,000.00
Perkins Grant	16,156	16,156	0.00	0.00	0.00%	16,156.00
CCEIS Federal Flo-Through	204,709	204,709	76,112.59	0.00	37.18%	128,596.41
Reading Readiness	8,373	8,373	0.00	0.00	0.00%	8,373.00
State Safety Grant - 1	0	0	0.00	0.00	--%	0.00
State Safety Grant - 2	19,434	19,434	7,740.00	0.00	39.83%	11,694.00
Career/Tech Ed Grant	73,654	73,654	0.00	0.00	0.00%	73,654.00
Ed. Effectiveness Grant	27,840	27,840	0.00	0.00	0.00%	27,840.00

<b>Total Fund 10 Revenues</b>	<b>54,692,307</b>	<b>54,723,416</b>	<b>22,371,983.96</b>	<b>0.00</b>	<b>40.88%</b>	<b>32,351,432.04</b>
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**SPECIAL EDUCATION FUND 27 EXPENSES**

Salaries & Benefits (no grants)	Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
Salaries	5,514,116	5,514,116	2,498,947.15	1,912,821.48	80.01%	1,102,347.37
Benefits	2,123,890	2,123,890	1,000,639.12	756,049.10	82.71%	367,201.78
<b>Total</b>	<b>7,638,006</b>	<b>7,638,006</b>	<b>3,499,586.27</b>	<b>2,668,870.58</b>	<b>80.76%</b>	<b>1,469,549.15</b>

**Departments**

CWD/Pupil Services	190,094	190,094	65,465.62	116,514.39	95.73%	8,113.99
Transportation	140,000	140,000	76,486.80	63,513.20	100.00%	0.00
O&M	8,000	8,000	2,625.47	5,583.03	102.61%	-208.50
Medicaid	8,000	8,000	8,565.20	0.00	107.07%	-565.20

**Grants-Fund 27**

IDEA FlowThrough Grant	662,800	662,800	267,324.05	231,568.39	75.27%	163,907.56
IDEA PreSchool Grant	15,588	15,588	6,069.53	1,832.47	50.69%	7,686.00

<b>Total Fund 27 Expenditures</b>	<b>8,662,488</b>	<b>8,662,488</b>	<b>3,926,122.94</b>	<b>3,087,882.06</b>	<b>80.97%</b>	<b>1,648,483.00</b>
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**SPECIAL EDUCATION FUND 27 REVENUES**

Source	Budget	Revised Budget	Received	Ordered	% Received	Unreceived
IDEA FlowThrough Grant	662,800	662,800	137,360.33	0.00	20.72%	525,439.67
IDEA PreSchool Grant	15,588	15,588	2,999.93	0.00	19.25%	12,588.07
Student Support Revenues	0	0	0.00	0.00	0.00%	0.00
Other Fund 27 Revenues	7,984,100	7,984,100	628,061.86	0.00	7.87%	7,356,038.14

<b>Total Fund 27 Revenues</b>	<b>8,662,488</b>	<b>8,662,488</b>	<b>768,422.12</b>	<b>0.00</b>	<b>8.87%</b>	<b>7,894,065.88</b>
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**FOOD SERVICE FUND 50 EXPENSES**

Function	Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
All	2,493,635	2,493,635	489,150.79	1,846,344.15	93.66%	158,140.06

**FOOD SERVICE FUND 50 REVENUES**

Source	Budget	Revised Budget	Received	Ordered	% Received	Unreceived
All	2,544,507	2,544,507	290,074.04	0.00	11.40%	2,254,432.96

**CALCULATION OF BUILDING/DEPARTMENT BUDGET BALANCES**

Building/Department	19-20 Carryover	20-21 Revenue Budget	20-21 Rec'd	20-21 Revenue Balance	20-21 Expense Budget	20-21 Spent / Encumbered	20-21 Expense Balance	20-21 Balance	Funds Available
Prairie School	20,930.59	11,760.00	2,048.90	9,711.10	88,410	55,477.43	32,932.57	23,221.47	44,152.06
Heritage School	22,811.68	12,380.00	1,968.99	10,411.01	82,580	51,078.16	31,501.84	21,090.83	43,902.51
Arboretum School	26,767.07	12,813.00	2,687.05	10,125.95	77,463	48,734.63	28,728.37	18,602.42	45,369.49
Intermediate School	51,542.70	37,950.00	13,076.00	24,874.00	148,620	52,453.45	96,166.55	71,292.55	122,835.25
Middle School	40,026.43	31,000.00	3,131.99	27,868.01	142,000	58,727.14	83,272.86	55,404.85	95,431.28
High School	64,893.55	177,575.00	150,414.85	27,160.15	563,093	111,788.33	451,304.67	424,144.52	489,038.07
Athletic Dept	11,000.00	8,500.00	282.60	8,217.40	316,682	224,226.90	92,455.10	84,237.70	95,237.70
4K	14,220.36	0.00	0.00	0.00	972,540	956,133.24	16,406.76	16,406.76	30,627.12
Curriculum	30,726.65	82,454.00	4,335.65	78,118.35	411,425	341,702.93	69,722.07	-8,396.28	22,330.37
Energy Conservation	1,516.67	0.00	220.00	-220.00	83,894	16,770.00	67,124.00	67,344.00	68,860.67
Human Resources	6,591.04	2,200.00	0.00	2,200	35,850	21,657.23	14,192.77	11,992.77	18,583.81
Maintenance	55,705.29	2,000.00	6,878.32	-4,878	1,172,605	771,933.76	400,671.24	405,549.56	461,254.85
Student Support	13,580.91	0.00	0.00	0.00	221,506	200,247.89	21,258.11	21,258.11	34,839.02
Superintendent	16,610.49	0.00	0.00	0.00	84,600	70,882.90	13,717.10	13,717.10	30,327.59
Technology	50,895.63	2,750.00	3,522.82	-772.82	991,179	606,591.86	384,587.14	385,359.96	436,255.59
Capital Projects	21,267.54	0.00	0.00	0.00	278,500	292,377.75	-13,877.75	-13,877.75	-271,110.21
	449,086.60							1,597,348.57	1,767,935.11

**WAUNAKEE COMMUNITY SCHOOL DISTRICT**  
**CASH RECONCILIATION FOR THE MONTH OF December 2020**

	<b>STATE BANK</b>	<b>STATE BANK</b>	<b>STATE BANK</b>	<b>STATE POOL</b>	<b>STATE POOL</b>	<b>WISC CAPITAL PROJECTS ACCT</b>
	<b><u>PAYROLL CHECKING</u></b>	<b><u>DEPOSIT ACCT</u></b>	<b><u>OPERATING ACCT</u></b>	<b><u>GENERAL ACCOUNT</u></b>	<b><u>DENTAL ACCT</u></b>	
	(FUND 10)	(FUNDS 10,21,27,50,60,80,99)	(FUNDS 10,21,27,50,60,80,99)	(FUNDS 10,27,50,80,99)	(FUND 10)	(FUND 41)
BEGINNING BALANCE	11,535.55	122,592.46	241,919.02	219,874.20	357,138.33	38,471.73
REVENUES:						
+ DEPOSITS	3,822,424.79	134,719.73	170,000.00	5,336,964.58	63,873.70	0.00
+ INTEREST	0.00	7.74	43.11	267.92	29.40	1.55
TOTAL REVENUES	3,822,424.79	134,727.47	170,043.11	5,337,232.50	63,903.10	1.55
EXPENSES:						
ACCOUNTS PAYABLE	277.35	173,163.59	<b>124,128.76</b>	670,000.00	37,287.03	0.00
PAYROLL	<b>3,644,653.52</b>	0.00	0.00	3,821,980.93	0.00	0.00
TOTAL EXPENSES	3,644,930.87	173,163.59	124,128.76	4,491,980.93	37,287.03	0.00
ENDING BALANCE	189,029.47	84,156.34	287,833.37	1,065,125.77	383,754.40	38,473.28

**BANK BALANCES**

ENDING BANK BALANCE	536,083.85	84,156.34	287,833.37	1,065,125.77	383,754.40	38,473.28
OUTSTANDING ACH	347,141.91	0.00	1,095.00	0.00	0.00	0.00
ACTUAL BALANCE	188,941.94	84,156.34	286,738.37	1,065,125.77	383,754.40	38,473.28

SKYWARD BALANCE	<b>188,941.94</b>	84,156.34	286,738.37	1,065,125.77	383,754.40	38,473.28
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This account can have a negative balance due to the WRS pymt. outstanding due at the end of the following month.

<u>MIDAMERICA</u>	<u>WISC</u>	<u>WISC</u>	<u>WISC</u>	
<u>TRUST ACCT</u>	<u>DEBT SERVICE</u>	<u>SCHOLARSHIP ACCT</u>	<u>GENERAL</u>	<u>TOTALS</u>
(FUND 73)	(FUNDS 38,39)	(FUND 72)	(FUNDS 39 AND 49)	
1,523,486.53	979,356.00	329,626.39	635,420.03	4,459,420.24
0.00	0.00	0.00	0.00	9,527,982.80
2,312.62	41.23	90.89	12.40	2,806.86
2,312.62	41.23	90.89	12.40	9,530,789.66
0.00	<b>1,500.00</b>	<b>3,554.74</b>	0.00	1,009,911.47
0.00	0.00	0.00	0.00	7,466,634.45
0.00	1,500.00	3,554.74	0.00	8,476,545.92
1,525,799.15	977,897.23	<b>326,162.54</b>	635,432.43	5,513,663.98

1,525,799.15	977,897.23	326,162.54	635,432.43	5,860,718.36
0.00	0.00	0.00	0.00	348,236.91
1,525,799.15	977,897.23	326,162.54	635,432.43	5,512,481.45
1,525,799.15	977,897.23	326,162.54	635,432.43	5,512,481.45

**Wellness Clinic Monthly Expenses**

	Dean/SSM	Staff	Admin	Other Prof. Services	Supplies/ Equipment	Rent	Cleaning	Utilities	District purchased supplies	Security System (annually)	Monthly Total
March 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00			2,974.17		20,004.17
April 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	27.45	52,020.78	540.00	71,118.23
May 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,612.40	113.85	22,059.98		40,816.23
June 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	107.49	22.00		18,659.49
July 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	78.90		189.00	18,797.90
August 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	70.17	5.50		18,605.67
September 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	68.84	25.50		18,624.34
October 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	68.31	7.00		18,605.31
November 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	121.01	263.00		18,914.01
December 2017	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	229.65	5.50		18,765.15
January 2018	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	340.53	25.50		18,896.03
February 2018	15,013.00	10,729.00	1,954.00		2,330.00	2,017.00	1,500.00	446.47	7.00		18,983.47
March 2018	15,013.00	10,729.00	1,954.00		2,330.00	2,059.00	1,500.00	538.96	263.00		19,373.96
April 2018	15,013.00	10,729.00	1,954.00		2,330.00	2,059.00	1,590.88	23.58	5.50		18,691.96
May 2018	15,013.00	10,729.00	1,954.00		2,330.00	2,059.00	1,545.00		25.50		18,642.50
June 2018	15,013.00	10,729.00	1,954.00		2,330.00	2,059.00	1,545.00		7.00		18,624.00
July 2018	13,213.00	10,729.00	154.00		2,330.00	2,059.00	1,545.00	195.67			17,012.67
August 2018	13,213.00	10,729.00	154.00		2,330.00	2,059.00	1,545.00	253.18	5.50		17,075.68
September 2018	13,213.00	10,729.00	154.00		2,330.00	2,059.00	1,545.00	227.99	25.50	270.00	17,340.49
October 2018	14,228.70	10,729.00	154.00		3,345.70	2,059.00	1,545.00	193.65	7.00		18,033.35
November 2018	18,213.35	10,729.00	154.00		7,330.35	2,059.00	1,545.00	140.92	263.00		22,221.27
December 2018	13,788.60	10,729.00	154.00	482.00	2,423.60	2,059.00	1,545.00	162.00	26.00		17,580.60
January 2019	13,709.95	10,729.00	154.00		2,826.95	2,059.00	1,545.00	194.93	31.50		17,540.38
February 2019	13,266.00	10,729.00	154.00		2,383.00	2,059.00	1,545.00	209.10	-		17,079.10
March 2019	13,310.00	10,729.00	154.00		2,427.00	2,374.00	1,591.35	231.90	51.75		17,559.00
April 2019	15,124.16	14,053.00		613.00	458.16	2,104.00	1,591.35	207.65	18.50		19,045.66
May 2019	14,758.02	14,053.00		65.00	640.02	2,104.00	1,591.35	172.45	7.00		18,632.82
June 2019	14,709.60	14,053.00			656.60	2,104.00	1,591.35	163.01	56.75		18,624.71
July 2019	14,709.60	14,053.00			656.60	2,104.00	1,591.35	167.72	7.00	352.80	18,932.47
August 2019	15,233.00	14,053.00			1,180.00	2,104.00	1,591.35	250.68	25.50		19,204.53
September 2019	18,794.76	14,053.00			4,741.76	2,167.00	1,591.35	220.16	21.50		22,794.77
October 2019	14,672.00	14,053.00		555.75	63.25	2,167.00	1,591.35	187.96	18.50		18,636.81
November 2019	14,988.60	14,053.00		935.60		2,167.00	1,591.35	147.67	20.25		18,914.87
December 2019	14,540.00	14,053.00		487.00		2,197.00	1,591.35	162.46	25.50		18,516.31
January 2020	15,361.00	14,053.00			1,308.00	2,197.00	1,591.35	176.69	32.50		19,358.54
February 2020	15,361.00	14,053.00			1,308.00	2,197.00	1,591.35	191.30	25.50		19,366.15
March 2020	14,509.20	14,053.00		197.00	259.20	2,197.00	1,591.35	164.89	32.25		18,494.69
April 2020	7,508.50	7,026.50		-	482.00	2,197.00	1,639.09	148.89	18.50		11,511.98
May 2020	7,134.70	7,026.50		108.20		2,197.00	1,639.09	148.89	7.00		11,126.68
June 2020	6,677.10	6,708.10		-	(31.00)	2,197.00	1,639.09	146.69	7.00		10,666.88
July 2020	7,275.50	7,026.50			249.00	2,197.00	1,639.09	146.68	25.50	360.00	11,643.77
August 2020	7,173.50	7,026.50		-	147.00	2,197.00	1,639.00	196.79	7.00		11,213.29
September 2020	13,386.50	7,026.50			6,360.00	2,197.00	1,639.09	183.26	50.50		17,456.35
October 2020	7,862.50	7,026.50		-	836.00	2,197.00	1,639.09	149.80	22.37		11,870.76
November 2020	15,820.00	15,678.00			142.00	2,262.91	1,639.09	139.85	32.25		19,894.10
December 2020	15,678.00	15,678.00		-	-	2,262.91	1,639.09	151.39	7.00		19,738.39

# Executive Summary

WCSD Wellness Clinic  
Data Jan - Dec 2020



**Waunakee Community School District**  
**Wellness Clinic**  
*In partnership with SSM Health - Dean Medical Group*

## Financial

**Annual Investment:**  
Jan 2020 - Dec 2020  
**\$133,196**  
(COVID discounts of \$ 49,503.90)

**Claims Avoidance:**  
YTD: (\$136,213)  
Rolling 12: (\$136,213)

**Med Loss Ratio:**  
July 2019 through June 2020  
**Claims/Premium/MLR%**  
\$2,471,851/\$2,368,174/104.38%

**Co-Pay Savings:**  
YTD: (\$10,660)  
Rolling 12: (\$10,660)

**Occ Med Savings:**  
Jan 2020- Dec 2020  
(\$13,828)

## Quality Metrics



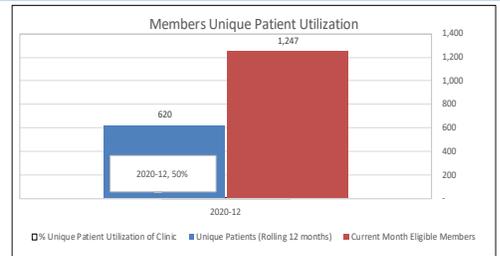
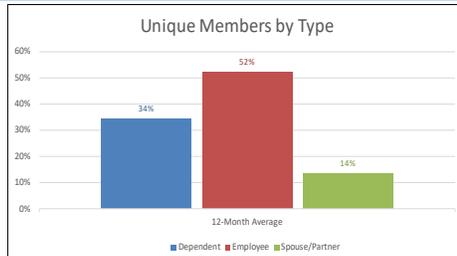
## Top Referrals (by Specialty)

- Dermatology (20%)
- Ear Nose and Throat (12%)
- Behavioral Health (8%)
- Sports Medicine (8%)
- Physical Therapy (8%)

## Top Visit Reasons

1. Immunization
2. Asthma-Related Encounter
3. Pre-Employment Examination

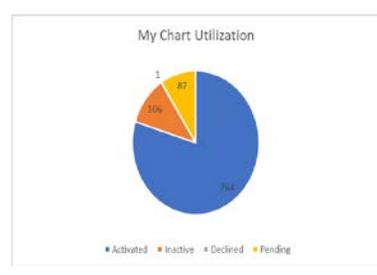
## Utilization Trends



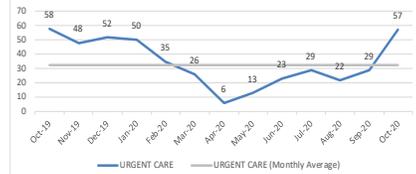
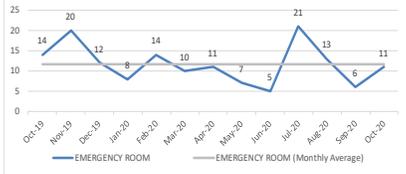
## Completed Appointments by Visit Type

Provider Type	Visit Type Detail	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	
Provider	EXTENDED OFFICE VISIT		7											1	
	NEW OFFICE VISIT		5												
	NEW PHYSICAL														
	OFFICE VISIT		79	118	90	38	6	1	9	26	3	4	10	4	
	PHYSICAL EXAM		3												
	PRE EMPLOYMENT				3	6				1	5	23	17	6	7
	PRE EMPLOYMENT BRIEF				2	2	2			2	5	2	2	2	1
	SAME DAY														3
	TELEMEDICINE					6	6	1	1	1					1
	VIDEO VISIT						2	8	2	1	2		4	2	3
WELLNESS VISIT			3	1	1			2	12	1			3	1	
<b>Provider Total</b>		<b>94</b>	<b>125</b>	<b>96</b>	<b>53</b>	<b>14</b>	<b>10</b>	<b>19</b>	<b>47</b>	<b>34</b>	<b>27</b>	<b>18</b>	<b>20</b>	<b>33</b>	
Nurse	FLU VACCINE			5	4	2						97	270	35	
	NURSE VISIT		10											9	
	OFFICE VISIT			8	9	4		1			8	10	5	1	
<b>Nurse Total</b>		<b>10</b>	<b>13</b>	<b>13</b>	<b>6</b>	<b>1</b>	<b>1</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>107</b>	<b>275</b>	<b>36</b>	<b>10</b>	
<b>Grand Total</b>		<b>104</b>	<b>138</b>	<b>109</b>	<b>59</b>	<b>14</b>	<b>11</b>	<b>19</b>	<b>47</b>	<b>42</b>	<b>134</b>	<b>293</b>	<b>56</b>	<b>43</b>	

## MyChart Utilization - 88%



## ED and Urgent Care Utilization



Avoidable ER Visits	New York University (NYU) Methodology	Current Avoidable ER Visits	Current ER Visits	ER Visits % Avoidable		
				Prior	Current	Comparative Benchmark
NYU ED Utilization Algorithm: Emergent, ED Care Needed, Preventable/Avoidable		5	137	3.42%	3.00%	4.21%
NYU ED Utilization Algorithm: Emergent, Primary Care Treatable		10	137	10.21%	13.06%	20.07%
NYU ED Utilization Algorithm: Non-Emergent		22	137	13.30%	15.72%	16.40%
<b>Sum:</b>		<b>44</b>	<b>137</b>	<b>34.92%</b>	<b>32.43%</b>	<b>41.56%</b>

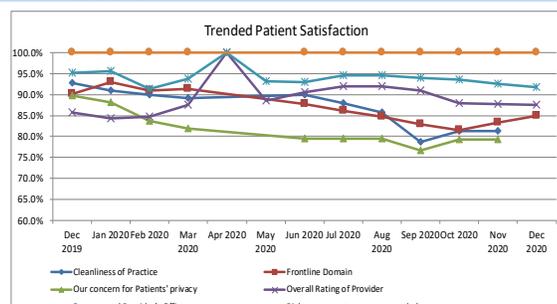
## Risk Scores

Oct 2019 - Sept 2020

## Risk Scores by Relation, Current Year and Prior Year (MARA)

RELATION	Age/Gender Factor			Average Concurrent Risk Score		
	Prior	Current	Comparative Benchmark	Prior	Current	Comparative Benchmark
SUBSCRIBER	1.38	1.38	1.32	1.68	1.57	1.43
SPOUSE	1.3	1.3	1.39	1.73	1.51	1.61
DEPENDENT	0.51	0.51	0.54	0.89	0.75	0.67
<b>Average:</b>	<b>1.06</b>	<b>1.28</b>	<b>1.08</b>	<b>1.43</b>	<b>1.28</b>	<b>1.24</b>

## Satisfaction



## **METRIC DEFINITIONS**

### **Claims Avoidance Metric:**

This value shows the dollar amount of claims that were not filed to insurance for the services delivered in the employer clinic at the provider level. Each visit aligns with a level of service value that the provider documents in the Epic record. That value is calculated based on an estimated discounted rate that the employer may have with our health plan for a fee schedule. That discounted rate, multiplied by the volume of those service levels, demonstrates a conservative value for claims that would have been submitted to an insurance carrier if the clinic did not exist. This is one metric used as a financial ROI to the investment of the clinic.

### **ER/UC Utilization:**

This report demonstrates the volume of visits based on charges from an Emergency Department or Urgent Care facility to the insurance carrier. Reviewing any increases in volumes of visits provides the opportunity for a second report for the primary diagnosis documented at the visit. For those visits deemed to be avoidable and thus treated at a lower cost of care facility, additional education and/or marketing is done to remind the eligible members to utilize the appropriate level of care to the severity of symptoms. It also provides direction on ensuring the employer clinic has access aligned to demand.

### **Member Savings:**

When employers have a benefit plan that includes a co-pay for clinic visits, the value of that co-pay is applied to the appropriate visit types at the employer clinic. As the member presents to the employer clinic for services with no or reduced copays, this metric reflects the out-of-pocket savings (at the co-pay level) for eligible members utilizing clinic services. (does not include fees applied toward deductibles which are additional member savings)

### **Med Loss Ratio:**

This value is calculated based on the variance between paid premiums and charges/claims submitted for the same period. Timing of charges and claim edits can cause variable values in this report so an average ratio trended over time is of most value as a success metric.

### **Other Occ Med Savings:**

Any service that was performed in the employer clinic that would have typically been billed (at retail rates) by a vendor (Concentra) or a medical group's occupational health department is reflected in this value. Examples are pre-employment physicals or drug screenings. These savings are a cost-shift for the employer and can be considered a ROI metric.

### **Patient Satisfaction:**

This report shows the results of various methods of survey results including a Press Ganey survey which is sent to a member shortly after a completed clinic encounter, seeking feedback on the patient experience overall. Other surveys may be collected at point of service. Member written comments are offered to the management team to address any opportunities for improvement or to convey compliments to the care team members.

### **Population Health:**

This data is provided through the Employee Group Report and compares the proportion of members with chronic disease states year over year, showing increases or decreases in the percentage of total member months for these chronic members. Evaluation of this data allows the clinic management team to focus on specific disease management strategies to improve or sustain overall population health by adjusting specialty resources.

### **Quality Metrics:**

The Epic record tracks preventive health metrics for compliance on health maintenance screenings. Percent capture of cancer screenings and percent control of disease states are reflected. Denominator includes only those members that have had at least one visit at the clinic location.

**Referral Tracking:**

Care that is referred outside the scope of care of the employer clinic is tracked by department specialty the member is referred to. The percent of total referrals that a specialty reflects may offer an opportunity to provide ad hoc specialty services to the employer clinic model. Example: Physical Therapy or Dermatology screenings.

**Risk Scores:**

Age/gender risk scores use actuarial models to determine the relative risk of each member. The Milliman Advanced Risk Adjusters (MARA) risk adjuster utilizes clinical information on each members' claims to determine the relative risk score. A relative risk score of 1.0 indicated average risk for the population. Members with relative risk scores of greater than 1.0 are expected to have higher than average costs and those with risk scores less than 1.0 are expected to have lower than average costs.

**Unique Patient Utilization:**

Employers want to know that they have reached their eligible members with knowledge of the employer clinic benefit as a convenient option for accessing health care. This metric identifies what percentage of eligible members have had an encounter with the clinic at least once. Nationally statistics identify a unique patient utilization rate of approximately 60% as a successful capture rate to sustain over time. It typically takes up to three years to reach this desired level. Marketing or health care events enhance utilization rates.



## Waunakee Community School District

Committed to Children . Committed to Community . Committed to Excellence

The Board of Education for the Waunakee Community School District has reviewed the School Violence Evaluation Reports for scheduled drills held during the month of January 2021.

	School Address	Type of Drill	Date of Drill
AES	Arboretum Elementary School 1350 Arboretum Drive Waunakee, WI 53597	Hold	1-28-2021
HES	Heritage Elementary School 501 South Street Waunakee, WI 53597	Hold	1-30-2021
PES	Prairie Elementary School 700 N. Madison Street Waunakee, WI 53597	Hold	1-12-2021
WIS	Waunakee Intermediate School 6273 Woodland Drive Waunakee, WI 53597		
WMS	Waunakee Middle School 1001 South Street Waunakee, WI 53597		
WHS	Waunakee High School 301 Community Drive Waunakee, WI 53597		

Board of Education Representative: \_\_\_\_\_

David Boetcher, President 2-8-2021

Building Drill Summary YEAR: 2020/2021

Building	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Arboretum	F	F	F	F	H					
Heritage	F	F	F	F	H					
Prairie	F	F	F	H	H					
Intermediate	F	F	H	F	F					
Middle	F	F	C	F	C					
High	N/A*	N/A*	N/A*	F	F					
*No Drill held due to virtual environment for students and staff										

Legend	Description	Additional Notes
A	<b>ALICE Drill - Lockdown</b>	<i>Written evaluation of drill submitted to BOE within 30 days of school violence drill</i>
B	Bus Evacuation	
C	Planned Drill Cancelled	
E	Evacuation	
F	Fire	
H	<b>Hold</b>	<i>Written evaluation of drill submitted to BOE within 30 days of school violence drill</i>
T	Tornado	

**School Violence Drill Evaluation Report  
Waunakee Community School District**

**Must be completed with 30 days of the drill and sent to  
Safety Coordinator for submission to Board of Education**

<b>School Site and Address</b>	<b>Arboretum Elementary</b>	<b>Drill Date</b>	1-28-2021
Type of Drill/Exercise	Hold Drill	Drill Supervisor	Sheila Weihert
Number of Students Present	141	Number of Staff Present	55
Duration of Drill	3 minutes	Assisting Staff	Bob Homan Denise Mehlhoff Miranda Moe Dyana Worrell

<b><i>Pre-Drill Planning</i></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Have Staff been trained in the procedure for this scenario?	x		
Have Students been trained in the procedures for the scenario?	x		
Were parents notified prior to the drill?		x	
Were staff notified prior to the drill?	x		
Were police, fire or other emergency responders invited to attend?		x	
<b><i>During the Drill</i></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Was plain language used to initiate the drill?	x		
Were any code words used during the drill?		x	
Was the announcement/alert heard in every location occupied by students?	x		
Were there any problems during the drill(Explain in narrative section)		x	

<b>After the Drill</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Was a debrief held with the School Safety Team?			x
Were police, fire and other included in the debrief?		x	
Will staff and students be debriefed?		x	
Will parents be informed of the drill results?		x	

Narrative - Description of the drill, problems encountered, lessons learned
<p><b>HOLD Drill</b></p> <p><b>Thursday, January 28 at 12:15 p.m.</b></p> <p>Please take time and review the Emergency/Crisis Response sheet prior to the drill. All staff should have an orange WCSD Staff Emergency/Crisis Response Action Plan 2020-2021 Please let Karen know if you need one. The crisis plan is also posted on the L Drive, Staff Information, Safety Information.</p> <p>Announcement: "Hold Procedure"</p> <p>Close Doors, closed doors should then be locked.</p> <p>All staff should enter nearest secure area. Don't release anyone, ignore bells, no restroom breaks</p> <p>Continue classroom activities</p> <p>Take Attendance - present and absent</p> <p>Check e-mail on a regular basis for available information or updates.</p> <p>Do NOT call Office UNLESS you have vital information.</p> <p>Wait patiently and listen for directions from building administration.</p> <p>BE PREPARED to implement "Lock Down" or evacuation procedure.</p> <p>All doors should be locked upon closing the door. Please let Karen know if you need a lock block for your door.</p>

Report Prepared by: Sheila Weihert/Karen Rundhaug Date:2/1/2021  
(digitally signed and dated)

**School Violence Drill Evaluation Report  
Waunakee Community School District**

**Must be completed with 30 days of the drill and sent to  
Superintendent for submission to Board of Education**

<b>School Site and Address</b>	<b>HES 501 South St. Waunakee, Wi</b>	<b>Drill Date</b>	Friday, January 30, 2021
Type of Drill/Exercise	Hold Drill	Drill Supervisor	Dan Carter
Number of Students Present	142	Number of Staff Present	65
Duration of Drill	5:03	Assisting Staff	10

<b><i>Pre-Drill Planning</i></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Have Staff been trained in the procedure for this scenario?	Yes		
Have Students been trained in the procedures for the scenario?	Yes		
Were parents notified prior to the drill?		No	
Were staff notified prior to the drill?	Yes		
Were police, fire or other emergency responders invited to attend?		No	
<b><i>During the Drill</i></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Was plain language used to initiate the drill?	Yes		
Were any code words used during the drill?		No	
Was the announcement/alert heard in every location occupied by students?	Yes		
Were there any problems during the drill(Explain in narrative section)		No	

<b><i>After the Drill</i></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Was a debrief held with the School Safety Team?	Yes		
Were police, fire and other included in the debrief?		No	
Will staff and students be debriefed?	Yes		
Will parents be informed of the drill results?		No	

Narrative - Description of the drill, problems encountered, lessons learned

Report Prepared by: Dan Carter/Gina Wherley Date: 2/2/2021  
 (digitally signed and dated)

**School Violence Drill Evaluation Report  
Waunakee Community School District**

**Must be completed with 30 days of the drill and sent to  
Superintendent for submission to Board of Education**

<b>School Site and Address</b>	<b>700 N. Madison St.</b>	<b>Drill Date</b>	1/12/2021 @ 9:00 am
Type of Drill/Exercise	Hold	Drill Supervisor	Katie Grundahl, Dean Kaminski
Number of Students Present	180	Number of Staff Present	64
Duration of Drill	5 minutes	Assisting Staff	Biddick, Grundahl, Kaminski, Frederick, Voeller, Mayrand

<b><i>Pre-Drill Planning</i></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Have Staff been trained in the procedure for this scenario?	x		
Have Students been trained in the procedures for the scenario?	x		
Were parents notified prior to the drill?		x	
Were staff notified prior to the drill?	x		
Were police, fire or other emergency responders invited to attend?	x		
<b><i>During the Drill</i></b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Was plain language used to initiate the drill?	x		
Were any code words used during the drill?		x	
Was the announcement/alert heard in every location occupied by students?	x		
Were there any problems during the drill(Explain in narrative section)		x	

<b>After the Drill</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Was a debrief held with the School Safety Team?			X (debr. with office staff)
Were police, fire and others included in the debrief?		x	
Will staff and students be debriefed?		x	
Will parents be informed of the drill results?		x	

Narrative - Description of the drill, problems encountered, lessons learned
<p>Dean announced at 9:00 - "We are in a hold drill. This is only a drill. If you are in the hallway, please proceed to the nearest classroom. All doors must be shut and locked. You may continue teaching. An announcement will be made when the drill is over."</p> <p>Emergency Button was pulled to test the notification system. Notice via email but not with Informacast App. IT will investigate.</p> <p>9:01-9:05 Doors checked. Empty room door was open. Need to connect with the teacher next door and staff who uses the room to lock the door. Door to back entry into the office left open. Will follow up with staff offices near the door to make sure it is closed.</p> <p>9:05 - announced drill is over.</p>

Report Prepared by: \_\_\_\_\_Dean Kaminski\_\_\_\_\_ Date: \_\_\_\_\_1/14/2021\_\_\_\_\_

Date submitted to Superintendent Office: \_\_\_1/14/2021\_\_\_\_\_



January 13, 2021

To: Mr. Guttenberg  
Board of Education Members

From: Steve Summers

Re: Donation for the Student Financial Assistance Fund

Hometown Pharmacy LLC has generously donated \$117.47 to the Student Financial Assistance Fund.

A thank you can be sent to 333 Lowville Rd. Rio, Wi 53960-9437

Please feel free to contact me with any questions or concerns regarding this request.

Thank you.



January 21, 2021

To: Mr. Guttenberg  
Board of Education Members

From: Steve Summers

Re: Donation for the Student Financial Assistance Fund

Robert W. McPherson and Leslie E. McPheerson Trustees of the McPherson Family Trust DTD 1/26/18 has generously donated \$1,415.00 to the Student Financial Assistance Fund.

A thank you can be sent to 1703 Alexandria Ct., Waunakee, WI 53597

Please feel free to contact me with any questions or concerns regarding this request.

Thank you.



January 21, 2021

To: Mr. Guttenberg  
Board of Education Members

From: Steve Summers

Re: Donation for the Student Financial Assistance Fund

David Boetcher has generously donated \$1,415.00 to the Student Financial Assistance Fund.

A thank you can be sent to 916 Lexington Way, Waunakee, WI 53597

Please feel free to contact me with any questions or concerns regarding this request.

Thank you.

# Waunakee Community High School Activities Department

608-849-2100 X2053 | 301 COMMUNITY DRIVE | WAUNAKEE, WI 53597



February 1, 2021

TO: Mr. Guttenberg & Board of Education Members  
FROM: Aaron May, Activities Director  
RE: Donation for the Intermediate School Fitness Center

Steve & Nicole Stricker generously donated a leg press machine for WCSD use in the Intermediate School Fitness Center. The machine is valued at \$4,000 and we received it on January 29, 2021.

A thank you can be sent to:  
Steve & Nicole Stricker  
5804 N. Sherman Avenue  
Madison, WI 53704.

Please feel free to contact me with any questions or concerns regarding this request.