

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

Monday, April 11, 2022

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. 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 30 minutes for public comments.

Public comments may be sent to Rebecca McDonough at 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. Emailed comments sent during any part of the board meeting (Board Development, Closed session, Open session) will be forwarded to the board but may not be reviewed by the board until after the board adjourns. 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 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.

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

Closed Session Starts at 6:00PM

Open Session Starts at 7:00 PM

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. CLOSED SESSION - ADJOURN TO CLOSED SESSION - PER WISCONSIN STATUTES 19.85 (1)(c)(e) and (f)

- A. Review Minutes of March 14, 2022 meeting
- B. Review Individual Teacher/Administrator Contract Recommendations, Leave Requests, Resignations and Retirements
- C. Review Individual Support Staff/Custodial Staff Recommendations, Resignations and Retirements
- D. Review Individual Co-Curricular Contract Recommendations
There are no Co-Curricular Staff updates this month.
- E. Review Summer School Contract Recommendations
- F. Review and Take Action on Student Discipline/Expulsion Recommendation
- G. Discuss and Review the Board's financial offer for Negotiations with the Waunakee

Teacher's Association.

H. Discuss the Implications for the District of the Reversionary Clause in the Deed for Village Property --Former Library Building, and the Subsequent Parameters of the Board for Future Leasing Agreements of the Parking Spaces.

IV. RETURN TO OPEN SESSION - BEGIN REGULAR AGENDA

V. BOARD DEVELOPMENT WORKSHOP

If time allows between the Closed Session and the start of the Regular Meeting Agenda, the Board may use this time to set dates for future Board and Committee Meetings.

VI. APPROVAL OF MINUTES

A. Review Minutes of March 14, 2022 Regular Meeting. 9

VII. APPROVAL OF AGENDA AND ADDITIONS

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

VIII. PUBLIC COMMENTS 16

Individuals may use this time to comment on any topic. A copy of Board Policy 187 —Public Participation at Board Meetings is enclosed for your reference. Each speaker will be allowed 3 minutes to speak for a total of 30 minutes. . Emailed comments will be shared and reviewed by all the board members but will not be read out loud.

IX. PUBLIC HEARING ON THE USE OF FEDERAL ESSER FUNDS 19

The purpose of this agenda item is to provide interested parties with an opportunity to share feedback regarding the District's use of Federal Esser III funding. The district is not able to submit a budget request to the DPI until public input is considered. Attached please find a brief presentation that will be reviewed by the administration. We will then ask any members of the public to share feedback on this topic.

X. TEACHING STAFF, STUDENTS, & BOARD REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Staff Report

Members of the WTA will provide an update to the Board from the Teachers.

B. Student Report

Isabelle Hahn and Marissa Loether are the student representatives from the high school and will be present to report to the board on what is occurring at the high school.

C. Board Reports/Action Items

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

2. National Teacher Appreciation Week Board Correspondence 25
Board member, Mark Hetzel, has drafted a correspondence he would like to propose be sent out to all district staff during the week of 5/2/22. Please see attached. Mr. Hetzel is seeking board feedback and consideration.

3. Spring Election Update

The Canvass of the April 5th Election Results will take place on Monday April 11th. Rebecca McDonough will announce the final results to the Board and to the

candidates once the canvass is complete.

XI. COVID-19 UPDATE

The administration will provide a brief report on the COVID data for our school and community from the last month.

XII. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Curriculum Committee

1. Review the minutes of the 3/29/22 meeting. 26

2. Summer Curriculum Project Requests. 28

Attached please find the Summer Curriculum Writing Project Requests. This list of proposed curriculum work was reviewed by the Curriculum Committee and is being recommended to the Board for consideration.

B. Policy Committee

1. Review the minutes from the 3/29/22 meeting 29

2. Consideration of New or Updated Policies

a. Advertising in the Schools - Policy 851 31

Attached please find revised language to the policy related to Advertising in Schools.

Additionally, the administration had a meeting on April 4th with teaching staff to establish the advertising process, procedures, and parameters for the Marketing Class and the Digital Communication Class, related to the selling of advertising within their curriculum. Following this meeting, the proposal will run through the Curriculum Committee and then the Full Board.

b. School Property Disposal - Policy 690 33

Attached please find the current and the revised School Property Disposal Policies. The proposed policy follows the guidelines from the WASB model policy and incorporates feedback from the Policy Committee. The Committee reviewed this policy at their last meeting and approved it for consideration by the full Board.

c. Transportation in Areas of Unusual Hazard - Policy 751.6 38

Attached please find a new policy that the administration is recommending for consideration related to Transportation in Areas of Unusual Hazard. This item was discussed at two meetings of the Policy Committee, and is being recommended by the Committee to the full Board for consideration.

The administration will discuss with the Board the rationale for having this policy in place.

3. Consideration of Mental Health Awareness Flag Resolution - May 40

Dave Boetcher requested that an agenda item be added to the Policy Committee Meeting related to Mental Health Awareness Month in May, and is seeking

consideration for a flag that represents Mental Health Awareness to be flown at schools during the month of May. Mr. Boetcher represented this item at the Committee Meeting.

No action was taken by the Committee and it has been moved to the full Board for discussion and consideration.

Attached please find the Resolution and a picture of the flag. The cost of the flags, if approved, will be raised by the community IDEA group.

C. Co-Curricular Committee

1. Review the minutes from the 4/4/22 meeting. 42

2. Consideration of New Clubs

a. Teens Against Trafficking 44

See attachments for documentation related to Teens Against Trafficking.

The Co-Curricular Committee has reviewed this request and is recommending approval.

b. Women's Issues Club 50

See attachments for documentation related to Women's Issues Club.

The Co-Curricular Committee has reviewed this request and is recommending approval.

c. Future Educators Club 58

See attachment for documentation related to Future Educators Club.

The Co-Curricular Committee has reviewed this request and is recommending approval.

d. FFA Trap Shooting Club 63

See attachment for documentation related to FFA Trap Shooting Club.

The Co-Curricular Committee has reviewed this request and is recommending approval.

The Committee asked if this is open to all students or just those who are part of FFA. As of this writing, it appears as if this opportunity is an extension of the FFA program and is through FFA. Administration will clarify on Monday.

3. Consideration of Current Clubs Application for Paid Advisor
- a. Consider Civics Games Club for a paid advisor 68
 This club was approved by the Board of Education as a WHS Club on 10/14/2019. The request is to consider this club for a paid advisor starting with the 2022-2023 school year.

The Co-Curricular Committee has reviewed this request and is recommending approval.

- b. Consider Mental Wellness Club (Formally NAMI) for a paid Advisor 73
 This club was approved by the Board of Education as a WHS Club on 2/8/2016. The request is to consider this club for a paid advisor starting with the 2021-2022 school year.

The Co-Curricular Committee has reviewed this request and is recommending approval.

- c. Consider Young Conservatives Club for a paid advisor 77
 This club was approved by the Board of Education as a WHS Club on 8/8/16. The request is to consider this club for a paid advisor starting with the 2021-2022 school year.

The Co-Curricular Committee has reviewed this request and is recommending approval.

- D. Diversity, Equity, Inclusion Board Committee
1. Review the minutes from the 4/5/22 meeting. 81
- E. Budget Committee
1. Review the minutes from the 4/6/22 meeting. 83
2. 2022-2023 Budget Planning 85
 The purpose of this agenda item is to review the budget planning process for 2022-23. Attached please find the options for budget planning for 2022-23.

The options for budget planning document was discussed at the budget committee meeting. Decisions that have already been made by the School Board are highlighted in Green. Administration requested feedback on the items highlighted in Yellow. The Budget committee is recommending limiting purchase orders to essential purchases only for the remainder of the 2021-2022 school year so that the savings can be utilized in the 2022-2023 budget process. Motion passed 3:0.

XIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Administration Reports/Action Items
1. District Branding Report, Reveal and Consideration

One of the district's goals for this year is to complete the branding process for the district and, as a result, have a consistent visual logo and representation for the district and the high school/ school spirit.

Per a recommendation from Anne Blackburn, Communications Specialist, the Board approved hiring Nathan Chow to lead this work. As part of this process, the district desired a plan with community input, which was accomplished through several focus groups led by Mr. Chow.

Once the focus groups were complete, Mr. Chow took what he heard and put together options to work with the administration's Branding Core Committee. Over the last several months, the Core Committee has provided continued feedback that has led to the recommendation that will be revealed on Monday evening.

Nathan Chow and members of the Core Committee will be present at Monday's Board Meeting to share the process of their work that began last fall, and to reveal the new branding proposal for the District Logo and HS/School Spirit Logo.

Nathan Chow, Kayla Proctor, Deanne Lensert, and Troy Meffert (who has another commitment so he may not be able to attend) will be part of the presentation to the Board regarding the work of the Core Committee and the recommendation to the Board.

The administration will be seeking the Board's approval of the brand being presented on Monday evening.

At the May Board Meeting, the administration will further this work by outlining in more detail the plan moving forward for prioritization of areas to change in the short-term and in the future, where the logo is visible in various ways.

We look forward to sharing the work of the committee with the Board and the Community on Monday night.

2. Referendum Planning Timeline -- Update 86

The administration will provide an update to the Board on the next steps and timeline for referendum planning. We will also discuss the need for additional meetings in June, July, and August as the referendum resolution gets further defined and finalized.

3. Consideration of Softball Advertising Request 87

Attached please find a fundraising request from the Girl's Softball Program to sell advertising banners on the junior varsity and varsity softball field fences. A representative of the softball program will be present at Monday's meeting to answer questions regarding this request.

4. Announcements

XIV. CONSENT AGENDA

A. Approval of Checks

Attached in the "extras" section of BoardBook, please find a list of the accounts payable payments issued during the month of March 2022.

B. Finance

1. Monthly Finance Reports 89

Attached you will find the 2021-22 Budget Status report as of March 31, 2022, and the Cash Reconciliation report for February 2022.

Please contact Allie Dye at alexandradye@waunakee.k12.wi.us if you have questions on any of these reports.

C. Safety Drills Report 93

D. Consideration of Fund Raising Requests

1. Concert Grand Piano Classmunity Fundraising Campaign 101

E. Consideration of Part Time Open Enrollment application

Mr. Brian Borowski and the WHS Counseling office have indicated there will be room to accomodate this request.

F. 2021-2022 Dane County New Teacher Project Shared Service Contract 102

G. Consideration of the 2022-2023 CESA 2 Contract 107

H. Gifts and Field Trips

1. Gifts

2. Field Trips

a. Waunakee Cares Coalition CADCA Training, Orlando FL, July 2022 117

I. Approve Individual Teacher, Co-Curricular, Support Staff & Custodial 118

Recommendations, Resignations, Leaves & Retirements

There were no Co-Curricular Staff Updates this month.

J. Approve Summer School Contract Recommendations 121

XV. BOARD BUSINESS

A. Board Reorganization

For the Board Reorganization, Rebecca will provide all Board Members with a document to choose their committee preferences.

B. Correspondence

XVI. FUTURE AGENDAS AND MEETINGS

A. Agenda Items for Next Board Meeting

1. Plan BOE Meetings for May - August.

B. Special Meetings

C. Budget Committee

D. Co-Curricular Committee

E. Curriculum Committee

F. Facilities Committee

G. Insurance Committee

H. Human Resources Committee

I. Policy Committee

J. Goals & Objectives Committee

XVII. **RETURN TO CLOSED SESSION** - (if necessary) to complete agenda as listed under Agenda Item III

XVIII. **RETURN TO OPEN SESSION**

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

XX. **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 - Open

The Board of Education Waunakee Community School District

A Regular Meeting of the Board of Education of Waunakee Community School District was held Monday, March 14, 2022, beginning at 5:30 PM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

President Ensign called the meeting to order. A motion was made by Hetzel, second by Hoefler, to adjourn to closed session pursuant to Wisconsin Statutes 19.85 (1)(c),(e),(f) and (g) 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 6-0 on a roll call vote. Time 5:30 PM

II. ROLL CALL

Boetcher- (arrived at 5:33pm), Engebretson – Yes, Ensign- Yes, Frey - Yes Heinemann – Yes , Hetzel- Yes, Hoefler- Yes

Also Present: Randy Guttenberg, Steve Summers, Brian Grabarski, Kirk Strang District Attorney from Strang Law LLC

III. CLOSED SESSION - ADJOURN TO CLOSED SESSION - PER WISCONSIN STATUTES 19.85 (1)(c) (e)(f) and (g)

- A. Review Minutes of February 14, 2022 Meeting
- B. Review Individual Administrator/ Administrative Support Contract, Contract Extensions, and Recommendations.
- C. Review Individual Teacher Contract Recommendations, Contract Extensions, and Resignations
- D. Review Individual Co-Curricular Contract Recommendations
- E. Review Summer School Contract Recommendations
- F. Review and Take Action on Student Discipline/Expulsion Recommendation
- G. Confer with and Receive Advice from the District's Legal Counsel Regarding District Policy Language, along with Consideration of Matters Involving Title IX, and Potential Litigation Related to these Subjects.
- H. Annual Report to the Board of Education on Administrator Performance
- I. Review the Board of Education Strategy for Negotiations with the Waunakee Teachers Association.

IV. RETURN TO OPEN SESSION - BEGIN REGULAR AGENDA

A motion was made by Engebretson, second by Hetzel, to adjourn closed session, and reconvene in open session. Motion Carried 7-0 Time: 7:08PM Open session reconvened at 7:10PM

V. BOARD DEVELOPMENT WORKSHOP

There was no time for Board Development Workshop.

VI. APPROVAL OF MINUTES

A. Review minutes of February 14, 2022 Regular meeting

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

VII. APPROVAL OF AGENDA AND ADDITIONS

A request was made to move the student update before the public comments in the agenda.

A motion was made by Engebretson, second by Heinemann, to approve the agenda as posted with the change requested. Motion carried 7-0.

VIII. PUBLIC COMMENTS

Public comments made in person from:

Linda Ashmore – In favor of Flag Policy & DEI Committee

Dan Feldmeier – Against Commemorative Flags

Joel Lewis – In support of Flag Policy

Robert McPherson – In support of Flag Policy

Caeli Rice – In support of commemorative flags

Rebecca Rode – In favor of DEI

Christa Schmeelk – Flag policy

Josie Tepp – Opposed to Flag display

Email public comments have been reviewed by all board members. They are posted in the extras section of the agenda. Email comments were received by the following:

Linda Ashmore

Michael Brandt

Mary Ann Heimbecker

Brian Malich

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

A. Teacher Report

Rebecca Davis represented the WTA and gave an update on preparing for conferences and spring break, thanks for shifting 2/25/22 from a PD day to a work day, the WTA Board Candidate Forum, HS Senior Scholarship for students going into education.

B. Student Reports - *this items was addressed before item VIII**

Marissa Loether and Isabelle Hahn gave an update. Students are happy to be mask optional, Jr's took the ACT last week, Theater students are going on a NYC trip, Forensics made it to state. Spring sports are in full swing and doing well. The students are ready for spring break.

C. Board Reports/Action Items

1. Individual Board Reports on Educational Related Events, Meetings, or Trainings Attended by Individual Board Members. Boetcher, Ensign, and Heinemann commented on the student listening sessions. Students showed up in large numbers. There are incidents in the school that are affecting them. The students are making efforts to reach across the aisle and showing great leadership. The committee will schedule a meeting soon to so we can start moving forward with these concerns. .

2. Evaluation Schedule

Evaluation of the Superintendent and the Board's Self-Evaluation will take place at a Special Board Meeting scheduled for a date yet to be determined, and prior to the Board reorganization.

3. Spring Listening Session Schedule

After some discussion the board decided to conduct Spring Listening Sessions and include a Zoom session in the evening.

D. Review Community Engagement Meeting Agenda for March 28, 2022

The next Community Engagement Meeting is scheduled to be on the topic of School Safety and Student Behavioral Support. The meeting is scheduled for March 28, 2022 at 6:30 p.m. in the High School PAC.

After much discussion the board decided to focus on School Safety for the March 28, 2022 meeting.

X. REVIEW CURRENT COVID DASHBOARD DATA

Guttenberg gave an update on the data related to COVID in our schools and area. Over all the numbers are very low.

XI. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Curriculum Committee

1. The February 28, 2022 Meeting Minutes were reviewed

2. Eliminate Introduction to Industrial Technology Course

Tim Schell presented and answered questions regarding the proposal to eliminate the Introduction to Industrial Tech class beginning this upcoming 2022-2023 school year. A motion was made by Heinemann, second by Engebretson to move forward with eliminating this class as presented. Motion carried 7-0.

3. Eliminate K-6 Virtual Learning Option for 2022-2023

Tim Schell presented and answered questions regarding the recommendation to eliminate the K-6 Virtual Learning option for the fall of 2022. A motion was made by Heinemann, second by Frey to proceed as presented. Motion carried 7-0.

B. Policy Committee

1. The February 28, 2022 Meeting Minutes were reviewed

2. Eliminate Policy 434.1 Exhibit Form for Junior/Senior Release

Guttenberg explained that the high school administration has indicated that the attached form is no longer used by the high school for Junior/Senior Release. A motion was made by Hetzel, second by Hoefler to eliminate policy 434.1 Exhibit as presented. Motion carried 7-0.

3. Flag Policy

Guttenberg presented and answered questions on the Policy Committee's work to develop a policy for the flying of flags on school grounds. After much discussion the board would like the policy committee to review this policy as a set of guidelines.

C. Facility Committee

1. The Minutes of February 28, 2022 Meeting Minutes were reviewed.

2. Referendum Planning Process - Community Survey

Summers presented and answered questions regarding the drafting a community survey on the November 2022 referendum planning process. This also includes two versions of an additional question regarding the operational referendum.

Summers also presented a draft of a community-wide postcard designed to create awareness of the upcoming community survey.

After much discussion a motion was made by Hetzel, second by Engebretson to not include either of the additional questions regarding the operational referendum. Motion carried Y=6-N=1

A motion was made by Boetcher, second by Hoefer to accept the entire survey, without any additional questions, as presented. Motion carried 7-0.

A motion was made by Heinemann, second by Hoefer to send the postcard out to every household prior to the survey. Motion carried 7-0.

3. 2022-2023 Capital Maintenance Projects

Boetcher presented and answered questions regarding the 2022-2023 capital maintenance projects list.

A motion was made by Hetzel, second by Boetcher to approve the Capital Maintenance Projects for 2022-2023. Motion carried 7-0.

D. Human Resources Committee

Grabarski and Summers presented and answered questions regarding the strategies related to 2022-2023 compensation increases. These strategies are outlined in the agenda.

1. The March 2, 2022 Meeting Minutes were reviewed

E. Budget Committee

1. The March 3, 2022 Meeting Minutes were reviewed

2. Aquatic Center Fees

Summers explained and answered questions regarding The Aquatic Center fees and the alignment of the fee increases for residents and non-residents and then bring the fees back for consideration at the March board meeting. A motion was made by Hoefer, second by Hetzel to approve as presented. Motion carried 7-0.

3. 2022-2023 Budget Planning Process

Summers presented and answered questions regarding the review of a potential budget option for the 2022-2023 school year. This budget option aligns with compensation strategy #2 (see HR Committee meeting).

4. Positions for the 2022-2023 School Year.

Summers presented and answered questions regarding the potential budget strategy for 2022-23. The July 1st column identified several additional positions. These positions include: First Grade Teacher, Sixth Grade Teacher, Fifth-Eighth Grade Guidance Counselor, and Arboretum Assistant Principal/4K Coordinator. The 1st & 6th grade teacher requests are related to class size goals. We have attached the current enrollment numbers for the 2022-23 school year. Grades 1 & 6 have the potential to meet or exceed the class size maximum as defined in school board policy.

In addition, please see a request to add two bilingual English learner teachers. A motion was made by Hetzel, second by Engebretson to approve moving forward with the hiring process for the positions as presented. Motion carried 7-0.

5. **RESOLUTION AUTHORIZING THE REDEMPTION OF THE TAXABLE GENERAL OBLIGATION REFUNDING BONDS (BUILD AMERICA BONDS - DIRECT PAYMENT), DATED OCTOBER 4, 2010**

Summers introduced Erik Kass from PMA who explained and answered questions regarding a resolution to redeem existing debt.

A motion was made by Boetcher, second by Frey to approve the Resolution as presented. Motion carried 7-0 on a roll call vote:

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

XII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Administration Report/Action Items

1. Correspondence

a. National Merit Finalists 2022

Brian Borowski, HS Principal would like to share that Lincoln Ogren and Thomas Troester have qualified to be National Merit Finalists.

XIII. CONSENT AGENDA

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

A. Approval of Checks

Attached in the "extras" section of BoardBook, please find a list of the accounts payable payments issued during the month of February 2022.

B. Finance

1. Monthly Finance Reports

Attached you will find the 2021-22 Budget Status report as of February 28, 2022, and the Cash Reconciliation report for January 2022.

Please contact Allie Dye at alexandradye@waunakee.k12.wi.us if you have questions on any of these reports.

C. Early College Credit Program and Start College Now Applications

The applications and student summary provided by Michelle McGlynn, School to Career & CTE coordinator can be found under the Extras tab for this agenda item. These attachments will be blocked from public view due to pupil privacy

D. Safety Drills

Attached please find the safety drill report for the past month. This report is required by the DOJ for board of education review.

E. Consideration of the 2022-2023 CESA 5 Services Contract

Tiffany Lokin has reviewed and agreed with the contract as presented.

F. Consider Facility Usage Fee Waiver

Attached please find the fee waiver request for the Big Bill Basketball Invite that will use our facilities on March 13, 2022. The Athletic Directors office will wait until after the board

meeting on 3/14/22 to communicate with this organization regarding being billed or being allowed the waiver.

In addition to the completed waiver the policies related to this waiver are attached for your convenience.

G. Gifts & Field Trips

1. Gifts

2. Field Trips

Please find Policies related to field trips attached.

a. DECA ICDC Field Trip - Competition - Atlanta GA

b. Consideration to begin planning Orchestra San Diego CA trip March 2023

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

New Support Staff

Elizabeth Johnson, Para Educator Special Education, IS (replaces Luz Padilla Macias)

Ellen Wojtak, Semester 2 Only Para Educator Special Education, AES

Internal Staff Changes - No Action

Brenda Ray, from Para Educator Reg Ed, HES, to Para Educator Special Ed, HS

Resignations

Julie Callahan, Attendance Administrative Assistant, IS

Kathryn Emmert, 2nd Grade Teacher, AES

Jessica Hubbard, Cross Categorical Teacher, HES

Geoffrey Krentz, Para Educator Special Education, MS

Retirements

Sally Abarr, LMTC Assistant, PES

Elaine Adler, Copy Clerk

Monica Dedrick, CD Teacher, HS

Deb Endres, Physical Education Teacher, PES

William Farnsworth, 8th Grade Teacher, MS

Julie Gross, Art Teacher, HS

Darlene McGuire, Para Educator Special Education, HS

Julie Peterson, 2nd Grade Teacher, AES

Alyson Schaefer, Physical Education Teacher, HS

Tina Trumbower, Business Education Teacher, HS

Debbie Walker, 4th Grade Teacher, PES

Early Retirement Request

Heather Horn, Para Educator Special Education, IS **Withdrawn**

Ken Penfield, 4th Grade Teacher, HES

One Year Unpaid Leave

Ken Penfield, 4th Grade Teacher, HES

Jennifer Schmalz, 1st Grade Teacher, PES

Co-curricular posted on agenda

I. Approve Summer School Contract Recommendations

Summer School recommendations posted on agenda

XIV. BOARD BUSINESS

A. Legislative Update

XV. FUTURE AGENDAS AND MEETINGS

- A. Agenda Items for Next Board Meeting
- B. Special Board Meeting
 - Evaluations Meeting – April 19, 2022 @ 5:30PM
 - ReOrg Meeting - May 2, 2022 @ 5:30PM
 - Budget Committee – 4/6/22 @ 7:30AM
- C. Co-Curricular – 4/4/22 @ 5pm
- D. Curriculum Committee – 3/29/22 @ 3:30
- E. DEI Sub-Committee – 4/5/22 @ 5:30PM
- F. Facility Committee -
- G. Insurance Committee
- H. Human Resources Committee – 5/2/22 @ 6:00pm
- I. Policy Committee – 3/29/22 @ 5:00pm
- J. Goals & Objectives Committee

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

A motion was made by Boetcher, second by Hoefer to go into closed session via Roll call vote
 Boetcher- Yes, Engebretson – Yes, Ensign- Yes, Frey - Yes Heinemann – Yes , Hetzel- Yes, Hoefer- Yes

XVII. RETURN TO OPEN SESSION

A motion was made by Boetcher, second by Engebretson, to adjourn closed session, and reconvene in open session

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

XIX. ADJOURN

The board of Education adjourned at 10:00PM on a motion by Boetcher, second by Hetzel, and passed unanimously by voice vote 6-0.

Respectfully submitted,

 Judith Engebretson, Clerk

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

Policy 187

Waukegan Community School District

Page 3 of 3

[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
January 2022

**Waunakee Community School
District**

**ESSER III Listening Session
April 11, 2022**



District Use of Federal Funds

ESSER I <ul style="list-style-type: none">● Laptops to support on/off campus learning	\$63,224
ESSER II <ul style="list-style-type: none">● HVAC Maintenance - \$279,100● Reading Specialists 4.0 FTE - \$319,916	\$628,963

ESSER III Overview

Provides funding to Local Educational Agencies (LEAs) through Section 2001 of the **Elementary and Secondary School Emergency Relief** (ESSER III) Fund, to address the impact of COVID-19 on elementary and secondary schools.

All LEAs receiving funds under this provision are required under the law to reserve no less than 20 ²¹ percent of their Title I-A based ESSER III allocation for the purpose of addressing learning loss through the implementation of evidence-based interventions. Under the law, these interventions must:

1. Respond to students' academic, social, and emotional needs; and
2. Address the disproportionate impact of COVID-19 on underrepresented student subgroups, students experiencing homelessness, and children and youth in foster care.

ESSER III Allowable Expenses

1. Addressing Learning Loss (at least 20%)
2. Preparedness and Response to COVID-19
3. Continuity of Services
4. Educational Technology
5. Mental Health Supports

District Use of Federal Funds

ESSER III

(Total Allocation: \$558,025 - To be used by September of 2024)

2022-23 School Year

Reading Specialists (To address learning loss)

Math Specialists (To address learning loss)

North American Mechanical HVAC Contract (Preparedness and response to COVID-19)

Other?

Questions & Feedback



National Teacher Appreciation Week

To our amazing staff of the WCSD:

- Teachers
- Para Educators
- Administrators
- Administrative assistants
- Administrative support staff
- Custodial, maintenance, and IT staff
- Crossing guards, bus drivers and food service staff

With Monday May 2 being the start of PTO's National Teacher Appreciation Week, the WCSD School Board celebrates and thanks all of you for your outstanding and inspired commitment and service to our students, families and community.

Your extraordinary adaptability, creativity, resilience, and resourcefulness have served our students well during the challenging times you have faced. Know that all BOE members realize how difficult the past two years have been. Collaborating together, you have succeeded in putting students first and have brought out their best.

As the WCSD Board of Education, we are most appreciative of your dedication, hard work, and positivity. Thank you for sharing so generously your outstanding skills, talents, and inspired commitment to our students and their families.

Sincerely,

The WCSD Board of Education

Minutes of Curriculum Committee Meeting

The Board of Education Waunakee Community School District

A Curriculum Committee Meeting of the Board of Education of Waunakee Community School District was held Tuesday, March 29, 2022, beginning at 3:30 PM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

Chairperson Hetzel called the meeting to order at 3:30PM.

II. ROLL CALL

Present: Engebretson, Frey, Hetzel

Also present: Guttenberg, Schell, Johnson

III. APPROVE AGENDA

A motion was made by Engebretson, second by Frey to approve the agenda as posed.

Motion carried 3-0.

IV. PUBLIC COMMENTS

There were no in person public comments.

Email Public comments were reviewed by the full committee and are attached to the extras section of the agenda. Email comments were made by the following:

Brian Malich – Supplemental Resources

V. TEXTBOOK AND INSTRUCTIONAL MATERIALS REQUESTS

Tim Schell presented and answered questions regarding the Textbook requests for approval and budgeting for review. Tim along with Amy Johnson explained the cost options for some of the requests. Mark Hetzel asked the committee to give strong consideration of the savings options. This will come back to the next meeting as an action item.

VI. SUMMER CURRICULUM PROJECT REQUESTS

Tim Schell presented and answered questions regarding the summer curriculum project requests for approval and budgeting.

A motion was made by Engebretson, second by Frey to recommend for the full board to consider these requests as presented. Motion carried 3-0.

VII. SUPPLEMENTAL RESOURCES AND THEIR INSTRUCTIONAL ROLE

Due to concerns from parents on how supplemental resources are approved, this agenda items was included on the agenda as a discussion topic. Schell explained various ways that teachers may acquire and use supplemental resources. Schell and Johnson were able to answer questions from the committee. Guttenberg also shared with the committee that we will be updating our website with a new website provider and there will be a new process so that a teacher will not have supplemental resources on the website. The administration and

committee agreed that the board needs to be supportive, consistent, and give more clarity to teachers regarding supplemental resources. There may be policies brought to the April committee meeting regarding this topic.

VIII. ITEMS FOR FUTURE MEETINGS

The next Curriculum meeting will be on 4/20/22 @ 3:00 PM

Topics will be the following:

Redefining ready update. Assessment participation update.

Supplemental Resources Policy/Procedure/Practice

Textbook and Instructional Materials requests

Multi Media Class

IX. ADJOURN

A motion was made by Engebretson, second by Frey, to adjourn the meeting at 4:40PM.

Motion carried 3-0

Summer 2022 Curriculum Writing Requests

Department	Title of Project	Project Coordinator	Reason for request	Select Schools, Multi-school, or Department Project	Hours	Amount
7-12 ELA	Multicultural Lit	Jennifer Johnson	New course	Department project	80	\$2,400.00
7-12 ELA	7-8 Standards Aligned Curriculum	Lynn Stenroos	Other	Department Project, 1 School only	12	\$360.00
Art	Refine K-4 Art Curriculum	Jessica Stortz	Other	Multi-schools	9	\$270.00
Art	3D Animation (Autodesk Maya)	Kayla Proctor	Other	Department Project, 1 School Only	20	\$600.00
Art	Photoshop, Illustrator, & IDEA (Adobe software)	Kayla Proctor	Major Course Revision	Department Project, 1 School Only	30	\$900.00
CTE	Principles of Management textbook revamp	Maggie Heck	Major course revision	Department project, 1 School Only	20	\$600.00
ELL	Book Study PD " Differentiation for ELLs"	Yelena Walther	Other		27	\$810.00
ELL	Newcomer History (year 2)	Yelena Walther	New course	Department project, 1-school	20	\$600.00
ELL	Intermediate English Course for ELs (year 2)	Yelena Walther	Major course revision	Department project, 1 School Only	20	\$600.00
K-6 ELA	LLT	Amy Johnson	Other	Multi-schools	100	\$3,000.00
K-6 ELA	Heritage Book Room	Heather Siedschlag	Other	1 School Only	20	\$600.00
K-6 ELA	Book Room	Heather May	Other	Department Project	20	\$600.00
K-6 ELA	Reading Curriculum Alignment	Lindsey Laufenberg	Other	1 School Only	64	\$1,920.00
K-6 ELA	Modifying Reading Units	Bob Gracia	Other	1 School Only	64	\$1,920.00
K-6 ELA	4th Grade ELA Assessment and Data	Alissa Pinne	Other	Multi-schools	36	\$1,080.00
K-6 ELA	Prairie Bookroom	Karen Staege	Other	1 School Only	20	\$600.00
LMTC & Computer Resource	K-5 Technology Curriculum Development for 2022-2023 Implementation	Cassandra Roberts	New Course	Multi-school	48	\$1,440.00
LMTC & Computer Resources	Library Curriculum Update	Brittany Phelps	Major course revision	Department project, Multi-schools	12	\$360.00
LMTC & Computer Resources	Tech Curriculum	Cassandra Roberts	Other	Department project	16	\$480.00
LMTC & Computer Resources	LMTC Curriculum	Sarah Wendorf	Other	1 School Only	8	\$240.00
Mathematics	Math Intervention K-4 Curriculum Deep Dive for New Programs	Anne Marie Paradisin	Other	Multi-schools	48	\$1,440.00
Mathematics	Grade 7 Go Math Curriculum Writing	Lynn Stenroos	Other	Department Project, 1 School Only	12	\$360.00
Mathematics	Senior Mathematics Reasoning	Brian Lussier	New course	1 School Only	40	1200
Music	New Course Curriculum Writing	Elizabeth Albrecht-Heiks	New course	1 School Only	40	\$1,200.00
Music	ELS Curriculum Resources Development	Sussanah Sasman	Other	1-School	15	\$450.00
Music	Music Department Self Study	Molly Petroff	Other	Department Project	50	\$1,500.00
Science	Creating Hands-On Activities for Amplify Curriculum	Carrie Jeschke	Other	1 School Only	48	\$1,440.00
Science	8th Grade Curriculum Organization	Jessica North	Major course revision	1-School	50	\$1,500.00
Science	Light Labs	Aimee Spahos	Other	1 School Only	15	\$450.00
Science	Kindergarten Science Pacing Guide	Kari Hartwig	Other	Multi-schools	16	\$480.00
Social Studies	Justified Anger	Gretchen Kestler	Other	1 School Only	64	\$1,920.00
Social Studies	BHFAND Debrief HS/MS	Jackson Gabriel	Major course revision	Department Project, Multi-schools	27	\$810.00
Student Support Services	District SEL	Chris Mand	Other	Multi-schools	108	\$3,240.00
Student Support Services	Guidance/Wellness Scope and Sequence	Carrie Swanson	Major course revision	Department Project, Multi- schools	48	\$1,440.00
Student Support Services	Trauma Sensitive Schools Team	Chris Mand	Other	Multi-schools	96	\$2,880.00
Health	Human Growth and Development	Tim Schell	Major course revision	Multi-schools	80	\$2,400.00
					1403	\$42,090.00

Minutes of Policy Committee

The Board of Education Waunakee Community School District

A Policy Committee of the Board of Education of Waunakee Community School District was held Tuesday, March 29, 2022, beginning at 5:00 PM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

Chairperson Frey called the meeting to order at 4:58PM

II. ROLL CALL

Present: Boetcher, Engebretson, Frey

III. APPROVE AGENDA

A motion was made by Engebretson, second by Boetcher to approve the agenda as posted.
Motion Carried 3-0.

IV. PUBLIC COMMENTS

There were no in person public comments. Email public comments were read by the full committee. Email public comments are posted in the extras section of the agenda and are from the following:

Brian Malich – Flag Policy

Mike Brandt – Political Events in Schools

V. ADVERTISING IN THE SCHOOLS -- POLICY 851

Guttenberg presented and answered questions regarding revised language to the policy related to Advertising in Schools. Guttenberg also informed the committee that the administration would be meeting with members of the teaching staff to establish the advertising process, procedures, and parameters for the Marketing Class and the Digital Communication Class, related to the selling of advertising within their curriculum. Following this meeting, the proposal will run through the Curriculum Committee and then the Full Board. There are classes, such as yearbook, that sell advertising, so this language needs to be added to the policy at this time.

A motion was made by Boetcher, second by Engebretson, to recommend this policy language to the full board for consideration. Motion carried 3-0.

VI. SCHOOL PROPERTY DISPOSAL -- POLICY 690

Summers presented and answered questions regarding the current and the revised School Property Disposal Policies.

A motion was made by Boetcher, second by Engebretson to recommend this policy to the full board for consideration. Motion carried 3-0.

VII. DISCUSS/CONSIDER GUIDELINES FOR ELECTED OFFICIALS IN SCHOOLS AND RELATED EVENTS

Guttenberg presented and answered questions regarding the committee's request for clarification on this item being a policy vs how it would be implemented if it were an

administrative guideline. After this discussion and sharing where this could be implemented as part of the required district inservice materials, the committee was in agreement that it should remain as a guideline for staff.

VIII. TRANSPORTATION IN AREAS OF UNUSUAL HAZARD

Summers presented and answered questions regarding a new policy that the administration is recommending for consideration related to Transportation in Areas of Unusual Hazard. A motion was made by Engebretson, second by Boetcher to recommend this policy to the full board for consideration. Motion carried 3-0.

IX. FLAG POLICY

A. Review and Consider Feedback from the Board on the Flag Policy

The committee discussed the draft of the flag policy. After some good discussion, the committee decided to hold on any flag policy decision until after the Supreme Court decision is made on a similar matter

B. Mental Health Awareness -- May

Boetcher requested that an agenda item be added to the Policy Committee Meeting related to Mental Health Awareness Month in May.

This is an informational item and will be brought to full board through this committee for discussion and consideration.

X. UPDATE SPECIAL EDUCATION TRANSPORTATION AID ELIGIBILITY

Summers presented and answered questions regarding the regulations related to Transportation Aid for Special Education Students.

XI. FUTURE MEETINGS

Topics for future meetings that have been discussed or requested:

- Politics/Speech in School
- WASB "Quick Look" Policies
- Next Series of Policies...
- Social media use and staff - greater clarification
- Expense reimbursement.

The next meeting will be determined after the reorganizational meeting of the board.

XII. ADJOURN

A motion was made by Engebretson, second by Boetcher to adjourn at 5:47PM. Motion carried 3-0.

ADVERTISING IN THE SCHOOLS

851

Neither the facilities, the name, the staff, nor the students of the schools, school system, nor any part thereof shall be employed in any manner for advertising or otherwise promoting the interests of any commercial or other non-school agency or organization except that:

- 1) The school may cooperate in furthering the work of any non-profit, community-wide social service agency, provided that such cooperation does not resist or impair the educational program of the schools.
- 2) The school may use films or other educational materials bearing only simple mention of the producing or sponsoring firm.
- 3) The schools may participate in radio or television programs under acceptable commercial sponsorship when such participation is supplementary or beneficial to the program of the schools.
- 4) The superintendent may, at his/her discretion, announce or authorize to be announced, any lecture or other community activity of particular educational merit.
- 5) The schools may, upon approval of the superintendent, cooperate with any governmental agency in promoting activities in the general public interest which are non-partisan and non-controversial and which promote the education or other best interests of the students.
- 6) School publications may accept and publish paid advertising under established procedures.
- 7) **School media productions may accept paid advertising under established procedures.**
- 8) **High school academic courses may involve students in the process of seeking paid advertising as a part of the course curriculum. These courses require prior approval of the School Board.**
- 9) Teachers may use source materials from commercial agencies, provided that this material has been approved by the principal. Approved source material may, from time to time, be called to the attention of the teachers by principals and the superintendent.
- 10) Other special situations as approved by the superintendent and/or Board of Education (e.g. scoreboards).

Legal Ref.: Section 118.12 Wisconsin Statutes

Cross Ref.: 363, Special Interest Materials 31
372, Student Publications
850, Public Sales and Solicitations on School Property

851-Rule, Sales/Advertising – Exceptions

851 continued

Adopted: 2/14/83

Revised: March 1994
December 1996
July 2002

Waunakee Community School District

SCHOOL PROPERTIES DISPOSAL

690

The Board of Education shall dispose of surplus, obsolete equipment, materials, or supplies no longer required to accomplish the mission of the school system. Action to dispose shall be taken when equipment, materials, or supplies:

1. have been designated obsolete by the Business Manager.
2. have been found to be in violation of ordinance or statute.
3. exist in quantities exceeding the possibility of effective educational use by the District.
4. are educationally unsound, out of date, inaccurate, or in unusable condition.

The Business Manager, serving as District property custodian, shall make the determination as to the condition of these items.

Equipment, materials, and supplies determined to be surplus or obsolete by the Business Manager shall be classified and disposed of as follows:

1. Items having minimal or no resale value may be offered without cost to charitable or civic organizations, or disposed of by the most expedient and efficient method without Board approval.
2. Items having resale value.
 - a) Those estimated to have a fair market value of less than \$5,000 may be disposed of at the most advantageous price by public sale, and without Board approval. Sale of these items should be advertised to make them available to residents of the community. Online auction sites may be utilized to sell the surplus or obsolete items.
 - b) Items estimated to have a fair market value of \$5,000 or more shall be advertised for sale in a newspaper of general circulation in the District and sold to the highest bidder. The Board reserves the right to accept or reject all bids. Online auction sites may be utilized to sell the surplus or obsolete items.

All money received from the sale of surplus, obsolete equipment, materials, or supplies shall be deposited by the business manager in the general fund of the District.

The sale of property belonging to and not needed by the District shall be authorized by the District's Annual Meeting or special District meeting.

690 continued

Legal Ref.: Section 120.10(12) Wisconsin Statutes

Approved: 4/22/91

Revised: March 1994
November 2005
January 2014

Waunakee Community School District

Sale or Other Disposition of District Real Estate, Buildings, or Property Interests

The School Board retains sole and exclusive authority to approve the sale or other disposition of any land, buildings, or other improvements to land that are owned by the District and no longer needed by the District. The Board shall also directly and expressly approve any sale, release, or modification of any District-owned or District-controlled interest in real property (e.g., an easement or covenant).

Sale or Other Disposition of Other District Property

The Board also has authority to dispose of other District property not addressed in the previous section of this policy, including equipment, materials, or supplies found to be surplus, replaced, broken, damaged, in unusable condition, or obsolete.

The following positions are designated as authorized Director of Business Services under this policy:

1. The Director of Business Services shall oversee the allocation, review, and disposition of all equipment, materials, or supplies.

Whenever the Director of Business Services determines that District property is no longer going to be used in its current function or location, the Director of Business Services shall ensure that reasonable efforts are made to determine whether the property can be appropriately used in another District function or location. If so, the Director of Business Services shall arrange for the internal transfer/re-designation of the property.

For any property that the Director of Business Services determines is no longer going to be used in the District, the following general parameters for further disposition of the property shall apply:

1. Any items that the Director of Business Services, or his or her designee, has determined have minimal or no resale value may, without further Board approval, be (a) offered without cost to a charitable or civic organization or other governmental entity, or (b) discarded or otherwise disposed of using an efficient method.

Any per-item estimated resale value in excess of \$25 shall not be considered minimal, except that any property that does not require further Board approval prior to disposal and that remains unsold after having been offered for sale may be deemed to have minimal resale value.

2. Items (whether individually or grouped for a single transaction) that the Director of Business Services determines can be economically sold (or traded in) for value and that have an estimated resale/fair-market value below \$5,000 may be sold (or traded in) using a process approved by the Executive Director of Operations without further Board approval. Public processes intended to inform/solicit multiple potential buyers (e.g., the use of online public advertising or auctions) shall be the preferred means of attempting to sell such property, except where the Director of Business Services determines that another method of disposition is in the best interest of the District considering all relevant circumstances.
3. Items (whether individually or grouped for a single transaction) that the Director of Business Services estimates to have a resale or other fair-market value of \$5,000 or more may be disposed of only if the Board has expressly approved the specific disposition or expressly

authorized the administration to dispose of the specific piece(s) of property under approved parameters.

The disposition of District property under this policy shall be conducted in the public interest for the benefit of the District. Unless otherwise required by law or by some other special and enforceable condition, all money received from the sale or other disposition of District property shall be directed to the District's general fund.

Legal References:

Wisconsin Statutes

- [Section 77.54\(4\)](#) [sales tax treatment of certain sales of tangible personal property]
- [Section 118.12\(1\)\(b\)](#) [school board authority over sales of goods on school property]
- [Section 120.12\(21\)](#) [sales tax treatment of certain sales of tangible personal property]
- [Section 120.13\(19m\)](#) [school board authority to sell any property belonging to and not needed by the school district]
- [Section 120.13\(25\)](#) [school board lease of school district property at reasonable rental]
- [Section 175.10](#) [certain procurements for sales to employees prohibited by statute]
- [Chapter 287](#) [state solid waste reduction and recycling policy and requirements]
- [Chapter 291](#) [disposal of hazardous materials/substances; including electronic devices]

Wisconsin Administrative Code

- [NR 660 to NR 679](#) [regulations related to hazardous waste management]

Federal Law

- [2 C.F.R. §200.33](#) [definition of "equipment" tied to local capitalization threshold within the federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)]
- [2 C.F.R. §200.94](#) [definition of "supplies" tied to local capitalization threshold within the federal Uniform Guidance]
- [2 C.F.R. part 200 subpt. D](#) [general post-award requirements under the federal Uniform Guidance]
- [2 C.F.R. §200.311](#) [disposition of real property that is subject to the requirements of the federal Uniform Guidance]
- [2 C.F.R. §200.313](#) [disposition of equipment that is subject to the requirements of the federal Uniform Guidance]
- [2 C.F.R. §200.314](#) [disposition of supplies that are subject to the requirements of the federal Uniform Guidance]
- [2 C.F.R. §200.315](#) [disposition of intangible property that is subject to the requirements of the federal Uniform Guidance]
- [2 C.F.R. §200.322](#) [applicability of federal Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, under the federal Uniform Guidance]

Cross References:

[Insert appropriate cross references to the policy as applicable to your district.]

DISPOSITION OF DISTRICT PROPERTY

Policy 690

Sample Policy 1

Page 3 of 3

Adoption Date:

TRANSPORTATION IN UNUSUALLY HAZARDOUS AREAS

Policy 751.6

Sample Policy 1

Page 1 of 2

Under the ultimate direction of the District Administrator, the Executive Director of Operations shall have primary administrative responsibility for periodically reviewing and making recommendations for possible amendments to the District plan that (1) identifies areas of unusual hazard (if any) that students must face in walking to and from school; and (2) identifies procedures or other remedies that are intended as safeguards that will sufficiently remove or diminish the applicable hazard(s). District-provided transportation is a possible remedy for addressing an unusual hazard, but it is not the only possible remedy.

The District's plan shall address (1) unusual hazards in the areas surrounding any applicable public or private school, within which area the District does not provide student transportation to the students who are enrolled in that school; (2) any areas of unusual hazard that one or more students is required to traverse on the student's walking route to the student's District-designated bus stop.

In evaluating and identifying possible unusual hazards, the School Board and its designees will use the Department of Public Instruction's definition of "unusual hazard" and consider at least the following criteria:

- The ages of affected students, with the possibility that certain areas may be designated as unusually hazardous for certain age levels
- The availability of sidewalks, pedestrian paths, or similar walking space outside of the road/highway
- The availability and width of any pedestrian-use shoulder area of a road/highway
- Traffic counts/rates, to the extent reasonably available from the state, county, or applicable municipality (including at normal school arrival and dismissal times)
- Speed limits
- The presence or absence of designated pedestrian crosswalks
- The type of traffic control signs or devices (if any) at relevant areas of the road/highway
- The presence or absence of crossing guards
- If applicable, railroad crossings and the types of crossing controls that are in place
- If applicable, temporary hazards such as construction projects or street repairs

The above-listed criteria are not arranged in priority order, and no single factor is necessarily determinative of a designation. Rather, unusual hazards will be designated based on a holistic assessment of relevant facts and circumstances, which may include consideration of additional conditions/criteria not expressly listed in this policy. The District will make reasonable efforts to treat areas with materially the same circumstances in a consistent manner

TRANSPORTATION IN UNUSUALLY HAZARDOUS AREAS

Policy 751.6

Sample Policy 1

Page 2 of 2

Legal References:

Wisconsin Statutes

[Section 121.54](#)

[state mandated transportation, generally; authority of annual meeting to elect to provide additional transportation]

[Section 121.54\(9\)\(a\)](#)

[mandate to have a district plan for areas of unusual hazard; procedures for filing and review of the plan by the county sheriff and DPI]

[Section 121.54\(9\)\(am\)](#)

[complaints by aggrieved persons alleging an area of unusual hazard exists that has not been identified by the district]

[Section 121.54\(9\)\(b\)](#)

[aggrieved persons may request the state superintendent to conduct a hearing on a district plan or plan amendment]

Wisconsin Administrative Code

[Ch. PI 1](#)

[submission and processing of complaints and appeals to the state superintendent]

[Ch. PI 7](#)

[state regulatory definition of unusually hazardous areas]

Cross References:

[Insert appropriate cross references to the policy as applicable to your district.]

Adoption Date:

Flag Resolution: Mental Health Awareness Flag

Whereas, President Joseph R Biden, Jr. proclaimed May as National Mental Health Awareness Month in 2021, stating a commitment to the assurance that “everyone knows that they are not alone, that help exists, and that we will provide mental health support needed to heal, recover, and thrive.”; and

Whereas, the National Alliance on Mental Illness (NAMI) utilizes the month of May to elevate the national movement to raise awareness, fight stigma, educate and provide support for people with mental illness and their families; and

Whereas, the lack of awareness and associated cultural stigma around having and treating a mental health illness creates an average delay between symptom onset and treatment of [11 years](#), according to NAMI,; and

Whereas, the lack of treatment can lead to various [effects](#) on the person (e.g. chronic diseases like diabetes or cancer, substance use disorder, cardiometabolic disease), their family (e.g. unpaid care of a loved one), their community (e.g. homelessness, incarceration, emergency visits, disability funding); and

Whereas, coping with the unique challenges presented to communities due to [COVID-19](#) pandemic (e.g. social isolation, adapting to new learning modalities, changes in routines and sleep habits) impacted young people’s mental health; and

Whereas, the Wisconsin Department of Public Instruction indicates that school-based mental health services can mitigate the impacts in children as well as improve academic outcomes by increasing social-emotional learning opportunities

Whereas, State Superintendent, Dr. Jill K. Underly, stated that “schools must be empowered to promote student and staff mental health” which is work “championed by...school counselors, psychologists, social workers, and nurses” and yet the Waunakee Community School District and other state and national public schools do not employ enough students services staff to meet recommended staff:student ratios (e.g. School Counselors 1:250; School Psychologists 1:500; School Social Workers 1:250; School Nurses 1:750); and

Whereas, flying the mental health flag, which incorporates an ombre green (the mental health awareness) “sunrise” shifting from dark to light, will increase awareness and prompt further education on important topics around mental health (e.g. demographics, support systems, etc.).

Now, Therefore, Be It Resolved, that the Waunakee Community School District recognizes the month of May as Mental Health Awareness Month and will fly the flag at its buildings during May, stating in 2022 and in each following year, to inspire awareness and discussion in our schools and community; and that this resolution be distributed to every school in the District.



Minutes of Co-Curricular Committee Meeting

The Board of Education Waunakee Community School District

A Co-Curricular Committee Meeting of the Board of Education of Waunakee Community School District was held Monday, April 4, 2022, beginning at 5:00 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 4:57pm

II. ROLL CALL

Present: Boetcher, Hetzel, Hoefler

Also Present: Guttenberg, May, Borowski

III. APPROVE THE AGENDA

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

IV. PUBLIC COMMENTS

No public comments were received for this meeting.

V. REVISIT COACHES HANDBOOK

May presented and answered questions regarding the acknowledgment receipt for the coach's handbook. He also shared examples of handbooks from other districts. The changes to the coach's handbook will be presented to the full board for approval this summer, when handbooks are approved

VI. INTERACTIVE HALL OF FAME

May presented and answered questions regarding the process of converting student's and coach's recognitions to an interactive hall of fame. He also explained how/where physical recognitions would be displayed. The committee discussed what will happen with the awards when they are no longer physically displayed.

VII. YOUTH GIRLS PARTICIPATION (HOCKEY & WRESTLING)

May presented and answered question regarding the increased participation in youth girls hockey and wrestling programs. He shared that this is something we need to think about to develop a plan for when they come through High School athletics. There may be a point in time when there are enough Waunakee Athletes, specifically in Girls Hockey, to not be a part of the girls hockey coop, but to host our own program. The committee also discussed the growing pains of breaking away from the coop. This will be a situation that will be reviewed regularly at this committee.

VIII. BADGER CONFERENCE REALIGNMENT

May presented a brief follow-up regarding the WIAA and Badger Conference realignment.

IX. BOOSTER CLUB BYLAWS AND FINANCIAL REPORTING

May shared and answered questions regarding booster club bylaws and financial reporting.

The committee discussed the level of accountability for each club. May has a goal that this year he will work with the booster clubs to have a clear template for bylaws and financials. Guttenberg and May will ask Steve Summers to work with financial advisors regarding this information.

X. WINTER SPORTS PARTICIPATION & ACADEMIC REPORT

May presented and answered questions regarding the Winter sports update. We have active winter sport participation and our average athlete GPA for the winter sports is approximately 3.5.

XI. CLUB UPDATES

A. Consideration of New Clubs

May and Borowski presented the New clubs for consideration. A motion was made by Hetzel, second by Boetcher to recommend to the full board to consider these new clubs as presented.

The committee discussed if the FFA Trap shooting club did require that a student had to be a member of the FFA to be part of this club. Administration will bring this information to the board meeting.

Motion Carried 3-0.

Guttenberg explained that the process of a club requesting to be considered for a paid adviser was being reviewed by the Human Resources Department to be brought to the committee in the spring of the year so that budgeting may be considered. Some of the request brought to the committee at this time missed the fall request time and will involve retroactive pay and others are being considered for the 22/23 school year.

A motion was made by Boetcher, second by Hetzel to recommend that the full board consider these paid positions as follows:

Mental Wellness Club and Young Conservatives Club for a paid advisor starting with the 2021-2022 school year. Civic Game club considered for a paid advisor starting in the 2022-2023 school year. Motion carried 3-0.

XII. FUTURE MEETINGS

The committee would like to see non-athletic winter co-curricular report.

This committee will plan a summer meeting.

ADJOURN

A motion was made by Boetcher, second by Hetzel, to adjourn the meeting at 6:03pm.

Motion carried 3-0.

TO: Co-curricular Subcommittee Members, Randy Guttenberg, Steve Summers, Brian Grabarski, & Brian Borowski
FROM: Aaron May, Activities Director
RE: Co-Curricular Meeting - Club Updates
DATE: April 4th, 2022

HIGH SCHOOL CLUB UPDATES

Per Board Policy 370, additions, reductions, and changes to our co-curricular offerings are submitted to the Co-curricular subcommittee by October 31st. These club requests did not make it to the Fall Co-curricular meeting for discussion and approval. We are asking for their approval at this time for the 2022-23 school year.

ADDITIONS

Student Clubs:

- Teens Against Trafficking
- Women’s Issues Club
- Future Educators Club
- FFA Trap Shooting Club

RECOMMENDATION

The high school recommends that we approve these new student clubs and move them to the full board for final approval.

ADDITION OF PAID POSITION

Paid Student Advisor Position:

Wisconsin Civics Game Club

This club began in the 2018/19 school year and Corina Rogers has served as the advisor since that time. High School Administration is requesting an advisor stipend be added starting in the 2022-23 school year. The advisor stipend would be aligned with the Mock Trial stipend as the workload and duration are similar.

Proposed Pay Schedule - Wisconsin Civics Game Advisor

0-2	3-7	8+
3.5	4.5	6.0
\$1516.62	\$1949.94	\$2599.92

Recommendation:

The high school recommends that we approve this position and move it to the full board for final approval.

Paid Student Advisor Position:

Mental Wellness Club & Young Conservatives Club

These clubs were started in the 2016/17 school year and Alyson Schaefer has served as the advisor since that time. High School Administration is requesting an advisor stipend including pay for this school year. The advisor stipend would be aligned with the Justice League stipend as the workload and duration are similar.

Proposed Pay Schedule - Mental Wellness Club & Young Conservatives Club

0-2	3-7	8+
2.5	3.5	5.0
\$1083.30	\$1516.62	\$2166.60

Recommendation:

The high school recommends that we approve both positions and move it to the full board for final approval.

DATE: November 4, 2021

TO: Mr. Randy Guttenberg
Board of Education Members/Co-Curricular Committee Members

FROM: Mr. Brian Borowski

SUBJECT: Request to Establish a New Club Activity: ***Anti-Human Trafficking***

A new Co-Curricular Program Proposal was submitted by Alyson Schaefer, Health Instructor at the High School, to establish an *Anti-Human Trafficking Club*. The focus of this club is to increase awareness of Human Trafficking. We first need to educate the school and community members on the factors that make students vulnerable to trafficking and how to identify the warning signs.

It should be noted that this request does not have immediate budgetary implications as district funds are not being requested.

I am respectfully requesting that Ms. Schaefer's proposal to establish an *Anti-Human Trafficking Club* be considered at the next Board of Education Meeting of the School Board.

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

Copy: Co-Curricular File 2021-2022
Ms. Alyson Schaefer
Mr. Aaron May

Brian Borowski

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

****Initial Request are due by October 31st to the BOE Co-Curricular Committee****

Name of Organization: Anti-Human Trafficking

Contact Person: Alyson Schaefer Phone: 608 899 2100

Date of Request: 10/26/21

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: Nov. 3
 3. Prospect of long term participation and student involvement:

b. Coach/Advisor/Director: Alyson Schaefer
(or Names of potential coach/advisor/director)

c. Description of Group Activities:
Increase awareness of Human Trafficking. Educate school community and public about the signs and what people can do to help stop it.

II.) Budget Implications

- a. Are district funds being requested? Yes No
- b. If yes: approximately how much is being requested? _____
- c. Are you requesting a paid advisor position after a three-year review period?
Yes No
- d. Is there Booster Club support/funding? Yes No

III.) Facilities

a. What District Facilities are needed for this program?

My classroom

b. Are there any safety/liability factors for the student/district?
If Yes, please explain:

Yes No

Principal/Activities Director

Signature: *[Signature]*

Date: 10-26-2021

District Administrator

Signature: _____

Date: _____

Approval by BOE:

Signature: _____

Date: _____

Adopted: July 2004
District

Waunakee Community School

Revised: August 2009

The following students are interested:

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

so far...



Teens Against Trafficking Roster

1 message

Schaefer, Alyson <alysonschaef@waunakee.k12.wi.us>

Wed, Dec 15, 2021 at 11:05 AM

To: Cindy Richardson <cindyrichardson@waunakee.k12.wi.us>, Aaron May <aaronmay@waunakee.k12.wi.us>, Rebecca McDonough <rebeccamcdonough@waunakee.k12.wi.us>

Cc: Brian Borowski <brianborowski@waunakee.k12.wi.us>

Hello Everyone.

I am going ahead with our TAT club as we have been waiting patiently since November to have our club approved. I know I have Brian's approval and am just disappointed that it has not gone to the board yet. I submitted all the paperwork in November.

So here you go with the roster:

[REDACTED]

Thank you :)

Alyson Schaefer

Health/Advanced Health Instructor

Advisor for Young Conservatives, Mental Wellness and Trafficking Against Teens Clubs

President of Mental Fitness 4 Teens Non-Profit Organization

"Children must be taught how to think, not what to think."

Margaret Mead

Remember YOU matter!!!!

Be Kind, and remember manners always matter!!!

TO: Co-curricular Subcommittee Members, Randy Guttenberg, Steve Summers, Brian Grabarski, & Brian Borowski

FROM: Aaron May, Activities Director

RE: Co-Curricular Meeting - Club Updates

DATE: April 4th, 2022

HIGH SCHOOL CLUB UPDATES

Per Board Policy 370, additions, reductions, and changes to our co-curricular offerings are submitted to the Co-curricular subcommittee by October 31st. These club requests did not make it to the Fall Co-curricular meeting for discussion and approval. We are asking for their approval at this time for the 2022-23 school year.

ADDITIONS

Student Clubs:

Teens Against Trafficking

Women’s Issues Club

Future Educators Club

FFA Trap Shooting Club

RECOMMENDATION

The high school recommends that we approve these new student clubs and move them to the full board for final approval.

ADDITION OF PAID POSITION

Paid Student Advisor Position:

Wisconsin Civics Game Club

This club began in the 2018/19 school year and Corina Rogers has served as the advisor since that time. High School Administration is requesting an advisor stipend be added starting in the 2022-23 school year. The advisor stipend would be aligned with the Mock Trial stipend as the workload and duration are similar.

Proposed Pay Schedule - Wisconsin Civics Game Advisor

0-2	3-7	8+
3.5	4.5	6.0
\$1516.62	\$1949.94	\$2599.92

Recommendation:

The high school recommends that we approve this position and move it to the full board for final approval.

Paid Student Advisor Position:

Mental Wellness Club & Young Conservatives Club

These clubs were started in the 2016/17 school year and Alyson Schaefer has served as the advisor since that time. High School Administration is requesting an advisor stipend including pay for this school year. The advisor stipend would be aligned with the Justice League stipend as the workload and duration are similar.

Proposed Pay Schedule - Mental Wellness Club & Young Conservatives Club

0-2	3-7	8+
2.5	3.5	5.0
\$1083.30	\$1516.62	\$2166.60

Recommendation:

The high school recommends that we approve both positions and move it to the full board for final approval.

DATE: November 4, 2021

TO: Mr. Randy Guttenberg
Board of Education Members/Co-Curricular Committee Members

FROM: Mr. Brian Borowski

SUBJECT: Request to Establish a New Club Activity: *Women's Issues*

A new Co-Curricular Program Proposal was submitted by Laurie Veenendaal, Language Arts Instructor at the High School, to establish a *Women's Issues Club*. The focus of this club is to raise awareness of gender issues, starting with the issues at school. The club will meet weekly during contact time for group discussions.

It should be noted that this request does not have immediate budgetary implications as district funds are not being requested.

I am respectfully requesting that Mrs. Veenendaal's proposal to establish a *Women's Issues Club* be considered at the next Board of Education Meeting of the School Board.

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

Copy: Co-Curricular File 2021-2022
Mrs. Laurie Veenendaal
Mr. Aaron May

Cindy Richardson

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

****Initial Request are due by October 31st to the BOE Co-Curricular Committee****

Name of Organization: Women's Issues (Tentative name)

Contact Person: Laurie Veenendaal Phone: (608) 849-2434

Date of Request: Nov. 2, 2021 cell. (608) 512-3749

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: _____
 3. Prospect of long term participation and student involvement:

See attached "interested group"

b. Coach/Advisor/Director: Laurie Veenendaal
(or Names of potential coach/advisor/director)

c. Description of Group Activities: (see attached)
meet weekly during a contract time
Raising awareness of gender issues
Discussion + speakers (eventually)

II.) Budget Implications

a. Are district funds being requested? Yes No

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

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

Yes No

d. Is there Booster Club support/funding? Yes No

Funding was discussed in the form of concessions or fundraising

III.) Facilities

Policies of the Board of Education

Series 300: Instruction

CO-CURRICULAR REDUCTION/ADDITION GUIDELINES

370-Rule (4)

Reduction/Addition of Program Offerings Guidelines

Reduction in Offerings:

In assessing the need to reduce or cut co-curricular programs in the following "priority criteria" will be used to formulate the recommendations(s):

1. The total net cost of the program to district.
2. The total number of participants in the program.
3. The cost per participant within the program.
4. The socialization/spectator value of the co-curricular program to students.
5. The combination of a program offering both a girls and boys option (equity).

Other considerations may include:

1. The number of spectators who pay to view the program (revenue).
2. Increasing fees to offset the cost of maintaining a/all programs.
3. The program is offered by a majority of other conference schools.
4. Booster Club funding/support.
5. The Board of Education retains the right to consider the "academic" value of a program in making final budget cut decisions.

New Offerings: (Initial Requests due by October 31st to Co-Curricular Committee)

In assessing the need to add a new co-curricular activity, including the resumption of an inactive activity, the following criteria will be use to evaluate the request:

1. Sufficient demonstrated interest by the student body.
 - a. Written registration and certification with the principal/activities director of the required minimum number of students who wish to participate.
 - b. A student/parent meeting to discuss the activity.
 - c. Prospects for long-term participation and student involvement.
2. Description of the group's proposed activities including total district budget implications.
3. Availability of funds within budget guidelines as established by Board of Education.
4. Booster Club funding/support.
5. Availability of necessary facilities within which to conduct the activity.
6. Availability of a qualified advisor/coach approved by the administration.
7. Safety/liability factors for students/District.
8. Final approval of the Board of Education.

FIRST MEETING ON TUESDAY NOVEMBER 2ND!

Name	Tuesday CT	Wednesday CT	Thursday CT	Friday CT	Phone Number
[REDACTED]	x		x	x	[REDACTED]
[REDACTED]	x	x (ish)		x	[REDACTED]
[REDACTED]	x		x		[REDACTED]
[REDACTED]	x	x			[REDACTED]
[REDACTED]	x	x	x		[REDACTED]
[REDACTED]	x		x	x	[REDACTED]
[REDACTED]	x		x		[REDACTED]
[REDACTED]	x			x	[REDACTED]
[REDACTED]	x		x	x	[REDACTED]
[REDACTED]	x	x			[REDACTED]
[REDACTED]	X sometim es		X sometimes	x	[REDACTED]
[REDACTED]		x	x(sometimes)	x	[REDACTED]
[REDACTED]	X	X	X	X	[REDACTED]
[REDACTED]	x		x		[REDACTED]
[REDACTED]	x	sometimes?	x	x	[REDACTED]
[REDACTED]					
[REDACTED]	x	x	x	x	[REDACTED]
[REDACTED]	x	x	x	x	[REDACTED]
[REDACTED]			x		[REDACTED]
[REDACTED]	x		x	x	[REDACTED]
[REDACTED]					
[REDACTED]					

[REDACTED]					
[REDACTED]					
[REDACTED]			x	x	[REDACTED]
[REDACTED]					
[REDACTED]	x	x (every other)	x	x	[REDACTED]
[REDACTED]					
[REDACTED]	x-ish		x	x	[REDACTED]

Name Ideas:

- Intro to Feminism
- Feminist Propoganda
- Feminist 101
- Women's issues

Leadership roles:

- Officials:
 - [REDACTED] - president
 - [REDACTED] - vice president
 - [REDACTED] - social media manager 🗣️📱
 - [REDACTED] (I'm gonna run the discord) 🗣️
 - [REDACTED] - I can manage surveys/forms and communications/emails
 - [REDACTED] - fliers and spreading info
 - [REDACTED] secretary??????
- Representatives:
 - [REDACTED] - junior rep
 - [REDACTED] - junior rep
 - [REDACTED] senior rep
 - [REDACTED] - senior rep pt 2

- Interested in Leadership Roles (If you could put a position you are interested in or an area/committee, whether it exists yet or not, that would help out)
 - [REDACTED]
 - [REDACTED]
 - [REDACTED] Discord Mod???
 - [REDACTED] communications, group me? emailing information and taking notes of important points covered during meetings

Survey Form: <https://forms.gle/yEfF8Yxxoer33kyV6>

Discord!: https://discord.gg/u9VXmjTZcC*

*this link is gonna be open permanently, be aware of who has access to it

First "meeting" discussion topics

We are going to have a meeting next Tuesday hopefully! This one will be more official than today's.

- Possible fundraising (concessions/bake sale/something at lunch)
- Raising Awareness about gender issues - starting with issues at school
- Discussion
 - Speakers
 - Start with club then widen to a school event
 - Any ideas for speakers?
- Purple Sage article?
- International women's day is March 8, 2022.
 - Week long event?
 - Special day event
- Posters

TO: Co-curricular Subcommittee Members, Randy Guttenberg, Steve Summers, Brian Grabarski, & Brian Borowski

FROM: Aaron May, Activities Director

RE: Co-Curricular Meeting - Club Updates

DATE: April 4th, 2022

HIGH SCHOOL CLUB UPDATES

Per Board Policy 370, additions, reductions, and changes to our co-curricular offerings are submitted to the Co-curricular subcommittee by October 31st. These club requests did not make it to the Fall Co-curricular meeting for discussion and approval. We are asking for their approval at this time for the 2022-23 school year.

ADDITIONS

Student Clubs:

Teens Against Trafficking

Women’s Issues Club

Future Educators Club

FFA Trap Shooting Club

RECOMMENDATION

The high school recommends that we approve these new student clubs and move them to the full board for final approval.

ADDITION OF PAID POSITION

Paid Student Advisor Position:

Wisconsin Civics Game Club

This club began in the 2018/19 school year and Corina Rogers has served as the advisor since that time. High School Administration is requesting an advisor stipend be added starting in the 2022-23 school year. The advisor stipend would be aligned with the Mock Trial stipend as the workload and duration are similar.

Proposed Pay Schedule - Wisconsin Civics Game Advisor

0-2	3-7	8+
3.5	4.5	6.0
\$1516.62	\$1949.94	\$2599.92

Recommendation:

The high school recommends that we approve this position and move it to the full board for final approval.

Paid Student Advisor Position:

Mental Wellness Club & Young Conservatives Club

These clubs were started in the 2016/17 school year and Alyson Schaefer has served as the advisor since that time. High School Administration is requesting an advisor stipend including pay for this school year. The advisor stipend would be aligned with the Justice League stipend as the workload and duration are similar.

Proposed Pay Schedule - Mental Wellness Club & Young Conservatives Club

0-2	3-7	8+
2.5	3.5	5.0
\$1083.30	\$1516.62	\$2166.60

Recommendation:

The high school recommends that we approve both positions and move it to the full board for final approval.

DATE: September 30, 2019

TO: Mr. Randy Guttenberg
Board of Education Members
Co-Curricular Committee Members

FROM: Mr. Brian Borowski

SUBJECT: Request to establish a new club activity: ***Future Educators Club***

I received a new Co-Curricular Program Proposal from Ms. Maggie Heck, Business Education Instructor at the High School, to establish a *Future Educators Club*. The focus of this club is to expand the students' understanding of a career in education. The club will meet monthly, members will participate in volunteer opportunities, job shadowing, and potential field trips to Madison College and UW-Madison to explore education programs.

It should be noted that district funds of \$750 are being requested for bussing and/or supplies for projects. Ms. Heck is also requesting consideration of a paid advisor position after three years.

I am respectfully requesting that Ms. Heck's proposal to establish *Future Educators Club* be considered at the April 4, 2022 Co-Curricular Meeting of the School Board.

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

Thank you.

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

****Initial Request are due by October 31st to the BOE Co-Curricular Committee****

Name of Organization: **Future Educators Club**
Contact Person: **Maggie Heck**
Phone: **(608) 772-0916**
Date of Request: **March 28, 2022**

I.) Students & Staffing

a. Demonstration of interest by the student body.

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

██████	██
██████	██████
████	██████
██████	██
████	██████
██████	██████
████	██████
████	██████
██████	██
██████	██████
████	██████
██	██████

2. Date of student/parent meeting: **Spring 2022**

3. Prospect of long term participation and student involvement:

We will always need teachers/educators and there will always be students interested in becoming teachers/educators. There is genuine interest in this organization by students that are sophomores (that's the group I have communicated with through Career Workshop) but students will be able to be a part of this their entire high school career, or join once they decide they want to explore opportunities to enter the field of education.

b. Coach/Advisor/Director: **Maggie Heck and Sarah Duhr**

c. Description of Group Activities: monthly meetings, volunteer opportunities, job shadowing, potential field trips to Madison College and UW-Madison to explore education

programs, etc. It will be student run and we will work to expand their understanding of the career - would like to host a panel of teachers to share their experiences.

II.) Budget Implications

- a. Are district funds being requested? **Yes** No
- b. If yes: approximately how much is being requested? \$750 (for bussing and/or supplies for projects)
- c. Are you requesting a paid advisor position after a three-year review period? **Yes** No
- d. Is there Booster Club support/funding? Yes **No**

III.) Facilities

- a. What District Facilities are needed for this program?
- b. Are there any safety/liability factors for the student/district? Yes No
If Yes, please explain: ‘

Principal/Activities Director Signature: _____

Date: _____

District Administrator Signature: _____

Date: _____

Approval by BOE: Signature: _____

Date: _____

TO: Co-curricular Subcommittee Members, Randy Guttenberg, Steve Summers, Brian Grabarski, & Brian Borowski

FROM: Aaron May, Activities Director

RE: Co-Curricular Meeting - Club Updates

DATE: April 4th, 2022

HIGH SCHOOL CLUB UPDATES

Per Board Policy 370, additions, reductions, and changes to our co-curricular offerings are submitted to the Co-curricular subcommittee by October 31st. These club requests did not make it to the Fall Co-curricular meeting for discussion and approval. We are asking for their approval at this time for the 2022-23 school year.

ADDITIONS

Student Clubs:

Teens Against Trafficking

Women’s Issues Club

Future Educators Club

FFA Trap Shooting Club

RECOMMENDATION

The high school recommends that we approve these new student clubs and move them to the full board for final approval.

ADDITION OF PAID POSITION

Paid Student Advisor Position:

Wisconsin Civics Game Club

This club began in the 2018/19 school year and Corina Rogers has served as the advisor since that time. High School Administration is requesting an advisor stipend be added starting in the 2022-23 school year. The advisor stipend would be aligned with the Mock Trial stipend as the workload and duration are similar.

Proposed Pay Schedule - Wisconsin Civics Game Advisor

0-2	3-7	8+
3.5	4.5	6.0
\$1516.62	\$1949.94	\$2599.92

Recommendation:

The high school recommends that we approve this position and move it to the full board for final approval.

Paid Student Advisor Position:

Mental Wellness Club & Young Conservatives Club

These clubs were started in the 2016/17 school year and Alyson Schaefer has served as the advisor since that time. High School Administration is requesting an advisor stipend including pay for this school year. The advisor stipend would be aligned with the Justice League stipend as the workload and duration are similar.

Proposed Pay Schedule - Mental Wellness Club & Young Conservatives Club

0-2	3-7	8+
2.5	3.5	5.0
\$1083.30	\$1516.62	\$2166.60

Recommendation:

The high school recommends that we approve both positions and move it to the full board for final approval.

DATE: March 29, 2022

TO: Mr. Randy Guttenberg
Board of Education Members
Co-Curricular Committee Members

FROM: Mr. Brian Borowski

SUBJECT: Request to Establish a New Club Activity: ***FFA Trap Shoot Team***

A new Co-Curricular Program Proposal was submitted by Ms. Rhonda Knapp, Ag Instructor and FFA Advisor. Ms. Knapp would like to establish an *FFA Trap Shoot Team*. The focus of this club would be to provide an extracurricular co-ed and adaptive activity for students in grades 6-12 with the understanding of:

- Safe and responsible handling and storage of firearms and ammunition is the first priority.
- Everyone should have fun.
- Participation is a privilege and not a right.
- Sportsmanship needs to have a constant presence.
- Students should have an equal opportunity to participate.
- Ethical behavior, dignity and respect are expected.
- Participants will be chemically free.
- Collaborative relationships with schools and students create a positive experience.
- Academic priorities must come before participation.
- Adults must serve as a positive role model to students.
- The success of the team is more important than individual honors.
- Gun clubs are critical to the success of the League and are positive business leaders in their community.
- Compliance with school, community, gun club and League rules are essential for all participants.
- Shooting sports strengthens connections within families and communities for life.
- Everything the League does will always be in the best interest of the students.

It should be noted that this request does not have immediate budgetary implications as district funds are not being requested.

I am respectfully requesting that Ms. Knapp's proposal to establish an *FFA Trap Shoot Team* be considered.

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

FFA Trap Shoot Team - Compiled Information

Questions	Responses
Is there an official league?	<u>US High School Clay Target League</u>
Approval @ school levels	High School, Athletics, District Office, School Board No teams without all approved
Age Levels	12-18 (grades 6-12)
Is the team under another club/organization?	Yes - FFA No - no Agriculture Departments @ school district
Team sizes/time commitment ?	No more than 25 student team/coach 5 students/45 minutes each - 2 rounds 2 hour practices (recommended time frame)
Do you follow your school's co-curricular contract for competitors?	YES Co-curricular contracts, FFA Code of Conduct, League requirements
Do you have an alternative transportation form for students (knowing firearms cannot travel within school district vehicles)	NO - school does not provide transportation of students Require students to get transportation on their own Parents drive students or students drive students to practice Stress no firearms on school grounds before practices, even in vehicles (see practice suggestions below)
When to host practices?	Saturdays/Sundays (pending gun club) Not conflict with other school sports/activities Not have to be confined to shooting light after school No students parking on school grounds
Who do you have as main contacts for the team - local hunt clubs, fire ranges, DNR	Partnerships with all Local hunt clubs - possible sponsorship for students Speakers - fire ranges, DNR
Chaperones -parents for students under 16 or does a staff member cover it?	Chaperones @ tournaments Coaches @ practices with hunt club members present Parents = chaperones, volunteers
Hunter's Safety a requirement?	YES - not able to be on team/practice without Recommended only requirement (see below) Safety course offered by league's but the coach(es) MUST be certified to be able to have students take the training

Contacts:

Name	School
James Kvalheim	Evansville HS
Jillian Beaty	Oregon HS
Kirby Kohler	Prairie du Chien
David Lorier	Brookfield Central
Mike Gross	Watertown
Jamie Rupp	Dodgeville
Luke Wiedenfeld	Lake Mills
Stacy Skemp	Milton
Melissa Knudson	Belleville
Mollie Biermeier	Stoughton
Jeff Meske	Lakeside Lutheran
Hanna Kearns	New Glarus

TO: Co-curricular Subcommittee Members, Randy Guttenberg, Steve Summers, Brian Grabarski, & Brian Borowski

FROM: Aaron May, Activities Director

RE: Co-Curricular Meeting - Club Updates

DATE: April 4th, 2022

HIGH SCHOOL CLUB UPDATES

Per Board Policy 370, additions, reductions, and changes to our co-curricular offerings are submitted to the Co-curricular subcommittee by October 31st. These club requests did not make it to the Fall Co-curricular meeting for discussion and approval. We are asking for their approval at this time for the 2022-23 school year.

ADDITIONS

Student Clubs:

Teens Against Trafficking

Women’s Issues Club

Future Educators Club

FFA Trap Shooting Club

RECOMMENDATION

The high school recommends that we approve these new student clubs and move them to the full board for final approval.

ADDITION OF PAID POSITION

Paid Student Advisor Position:

Wisconsin Civics Game Club

This club began in the 2018/19 school year and Corina Rogers has served as the advisor since that time. High School Administration is requesting an advisor stipend be added starting in the 2022-23 school year. The advisor stipend would be aligned with the Mock Trial stipend as the workload and duration are similar.

Proposed Pay Schedule - Wisconsin Civics Game Advisor

0-2	3-7	8+
3.5	4.5	6.0
\$1516.62	\$1949.94	\$2599.92

Recommendation:

The high school recommends that we approve this position and move it to the full board for final approval.

Paid Student Advisor Position:

Mental Wellness Club & Young Conservatives Club

These clubs were started in the 2016/17 school year and Alyson Schaefer has served as the advisor since that time. High School Administration is requesting an advisor stipend including pay for this school year. The advisor stipend would be aligned with the Justice League stipend as the workload and duration are similar.

Proposed Pay Schedule - Mental Wellness Club & Young Conservatives Club

0-2	3-7	8+
2.5	3.5	5.0
\$1083.30	\$1516.62	\$2166.60

Recommendation:

The high school recommends that we approve both positions and move it to the full board for final approval.



March 29, 2022

TO: Mr. Guttenberg
Board of Education Members
Co-Curricular Committee Members

FROM: Brian Borowski

RE: Request for Paid Advisor for WI Civics Games Club

Ms. Corina Rogers, High School Social Studies teacher, is requesting consideration to fund her role as Advisor for WI Civics Games Club. She has been diligent in advising the Civics Club and she has done so on a voluntary basis for the past three years. The club was proposed and approved in 2019.

The Civics Club currently consists of 12 high school students interested in government and politics. Students prepare to compete in the regional competition on UW campuses as well as for the finals at the State Capitol. Students competing demonstrate their knowledge in civic affairs and the tools they need to make significant contributions to society.

I believe that Ms. Rogers' efforts to maintain the success of the WI Civics Game Club warrants consideration for compensation and that her request for pay be approved.

Thank you for your consideration.

WI Civics Game Club Roster

[Redacted Roster List]



Per the February 2, 2019 memo from Corina Rogers to Brian Kersten -

Waunakee is going to State! The team of Seniors: Alyssa Beery & Sam Korth & Sophomores Sam Kaufmann & Thomas Pyle finished runner-up at Regionals today at Union South against Madison Memorial. Facing a final tiebreak question, Memorial hit the buzzer first. The top two teams from each regional head to the State Capitol on Saturday, February 23, 2019. Very proud of our Civic Minded Warriors.

The team is looking forward to our Fan bus 😊

Students representing Waunakee High School at the 2018-2019 State WI Civics Games:



Minutes of Regular Meeting - Open

The Board of Education Waunakee Community School District

A Regular Meeting of the Board of Education of Waunakee Community School District was held Monday, October 14, 2019, beginning at 5:30 PM in the District Administration & Maintenance Center.

I. CALL TO ORDER

Time: 5:30 PM

President Ensign called the meeting to order, with a roll call.

II. ROLL CALL

Boetcher –Yes, Brandt – Yes, Ensign – Yes, Heinemann –Yes (5:45), Hetzel – Yes, Waner – Yes

Absent : Engebretson

Also Present: Randy Guttenberg. Steve Summers, Brian Grabarski joined Closed session.

XI. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Administrative Reports/Action Items

5. Co-Curricular Club Requests

It was discussed that the Board and Administration collaborate on the process for accepting new clubs/orgs in order to continue a variety of activity for every student while also keeping these both financially and administratively manageable. A motion was made by Heinemann, second by Hetzel to accept the following as new club/orgs at the WHS. Black Student Council, Global Dance and Fitness, WI Civics Games Club, Los Sonadores/Dreamers Club, and Yoga & Meditation Club. Motion carried 6-0.

TO: Co-curricular Subcommittee Members, Randy Guttenberg, Steve Summers, Brian Grabarski, & Brian Borowski
FROM: Aaron May, Activities Director
RE: Co-Curricular Meeting - Club Updates
DATE: April 4th, 2022

HIGH SCHOOL CLUB UPDATES

Per Board Policy 370, additions, reductions, and changes to our co-curricular offerings are submitted to the Co-curricular subcommittee by October 31st. These club requests did not make it to the Fall Co-curricular meeting for discussion and approval. We are asking for their approval at this time for the 2022-23 school year.

ADDITIONS

Student Clubs:

- Teens Against Trafficking
- Women’s Issues Club
- Future Educators Club
- FFA Trap Shooting Club

RECOMMENDATION

The high school recommends that we approve these new student clubs and move them to the full board for final approval.

ADDITION OF PAID POSITION

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This club began in the 2018/19 school year and Corina Rogers has served as the advisor since that time. High School Administration is requesting an advisor stipend be added starting in the 2022-23 school year. The advisor stipend would be aligned with the Mock Trial stipend as the workload and duration are similar.

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Proposed Pay Schedule - Mental Wellness Club & Young Conservatives Club

0-2	3-7	8+
2.5	3.5	5.0
\$1083.30	\$1516.62	\$2166.60

Recommendation:

The high school recommends that we approve both positions and move it to the full board for final approval.

**Waunakee Community School District Board of Education
Minutes of Regular Meeting**

A Regular Meeting of the Board of Trustees of Waunakee Community School District was held Monday, February 8, 2016, beginning at 6:30 PM in the District Administration & Maintenance Center.

I. CALL TO ORDER

President Hill-Breunig called the meeting to order noting proper publication/posting of the meeting agenda had occurred.

Time: 6:00 pm

II. ROLL CALL

Members present: Boetcher, Ensign, Epping, Hetzel, Hill-Breunig, and Waner
Members absent: Heinemann

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

B. Co-Curricular Committee

1. Review February 1, 2016 Meeting Minutes
The minutes of the February 1, 2016 meeting were reviewed.
2. Approval of New Clubs and Organizations
A motion was made by Epping, second by Ensign to approve of the following new clubs and organizations. Motion carried 6-0 (Heinemann absent).
 1. International Women's Rights Club
 2. National Alliance on Mental Illness
 3. United Students of America Club
 4. Fellowship of Christian Athletes
 5. Waunakee Fishing Club
 6. Science Olympiad (paid adviser request).

TO: Co-curricular Subcommittee Members, Randy Guttenberg, Steve Summers, Brian Grabarski, & Brian Borowski

FROM: Aaron May, Activities Director

RE: Co-Curricular Meeting - Club Updates

DATE: April 4th, 2022

HIGH SCHOOL CLUB UPDATES

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ADDITIONS

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Women’s Issues Club

Future Educators Club

FFA Trap Shooting Club

RECOMMENDATION

The high school recommends that we approve these new student clubs and move them to the full board for final approval.

ADDITION OF PAID POSITION

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3.5	4.5	6.0
\$1516.62	\$1949.94	\$2599.92

Recommendation:

The high school recommends that we approve this position and move it to the full board for final approval.

Paid Student Advisor Position:

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These clubs were started in the 2016/17 school year and Alyson Schaefer has served as the advisor since that time. High School Administration is requesting an advisor stipend including pay for this school year. The advisor stipend would be aligned with the Justice League stipend as the workload and duration are similar.

Proposed Pay Schedule - Mental Wellness Club & Young Conservatives Club

0-2	3-7	8+
2.5	3.5	5.0
\$1083.30	\$1516.62	\$2166.60

Recommendation:

The high school recommends that we approve both positions and move it to the full board for final approval.

Minutes of Regular Meeting – Open Session

The Board of Education Waunakee Community School District

A Regular Meeting of the Board of Education of Waunakee Community School District was held Monday, August 8, 2016, beginning at 6:30 PM in the District Administration & Maintenance Center.

I. **CALL TO ORDER**

II. **ROLL CALL**

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

President Hill-Breunig asked for a roll call vote to adjourn to closed session pursuant Wisconsin Statutes 19.85 (1)(c)(e) 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, review summer school contract recommendations. Six present. (Waner absent)

Time 6:32 p.m.

Vote:

Boetcher-Yes Ensign-Yes Epping-Yes Heinemann – Yes Hetzel-Yes
Hill-Breunig-Yes Waner-Absent

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

B. Co-Curricular Committee

1. Review July 25, 2016 minutes

2. Co-Curricular Program Report

Athletic/Activities Director. Aaron May presented and answered questions on the 2015-16 Co-Curricular Report. He explained and answered questions regarding some of the additional detail that the committee had requested regarding some booster reports. Aaron also shared observations from his first year and what is coming up for co-curricular next year.

3. New Clubs and Organizations

A motion was made by Hetzel, second by Ensign to approve the Young Republicans/TARs club and the Debate team for the 2016-17 school year. Motion carried 6-0.

Minutes of DEI Board Sub-Committee

The Board of Education Waunakee Community School District

A DEI Board Sub-Committee of the Board of Education of Waunakee Community School District was held Tuesday, April 5, 2022, beginning at 5:30 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 5:30pm

II. ROLL CALL

Present: Ensign, Heinemann, Hetzel

Also Present: Guttenberg, Schell

III. APPROVE AGENDA

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

Motion carried 3-0.

IV. PUBLIC COMMENTS

Public comments were received by the following:

Greg Gentz – DEI recommendations /Incident Reporting tool

Joe Lewis – Students/DEI

Gabriel Stanley – DEI

Public Comments emailed, were reviewed by the committee and are posted on the extras section of the agenda. Emailed public comments were received from the following:

Brian Malich

V. FOLLOW-UP DISCUSSION REGARDING THE ENGAGEMENT SESSIONS WITH THE STUDENTS

The Committee discussed the basic themes received from the High School Student Listening sessions. The committee also discussed the next steps for the committee which will include the Middle School and High School administration presenting on their disciplinary practices. A subsequent committee meeting with members of the Student Services Staff. There will also be communication with these student groups to follow up on the steps that are being taken.

VI. REVIEW BOARD COMMITTEE DELEGATION OF DEI AD HOC REPORT RECOMMENDATIONS

The committee reviewed the administration's board committee delegation of the DEI Ad Hoc committee audit items. After much discussion, the committee asked Guttenberg, and Schell to communicate these recommendations with the appropriate committees and have them include these items on their meeting agendas to review. A report will be brought to the full board this summer.

VII. UPDATE ON INCIDENT REPORTING TOOL

Tim Schell presented and answered questions regarding the new Incident Reporting Tool that has been launched in the school district. Schell also explained the plan for education of use of this tool for students, staff, and parents.

VIII. NEXT STEPS

IX. FUTURE MEETINGS

The next meeting date will be set at the April 11, 2022 meeting.

X. ADJOURN

A motion was made by Heinemann, second by Hetzel, to adjourn the meeting at 6:49pm.
Motion carried 3-0.

Minutes of Budget Committee

The Board of Education Waunakee Community School District

A Budget Committee of the Board of Education of Waunakee Community School District was held Wednesday, April 6, 2022, beginning at 7:30 AM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

Chairperson Heinemann called the meeting to order at 7:31am

II. ROLL CALL

Present: Ensign, Heinemann, Hetzel

Also Present: Guttenberg, Summers, Dye

III. APPROVAL OF AGENDA

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

IV. PUBLIC COMMENTS

There were no public comments for this meeting.

V. 2021-2022 BUDGET UPDATE

Summers presented and answered questions regarding the projected end of the year balance. As of the end of March, no expenditures have come from the contingency fund and no other significant changes to the budget have taken place. The business office is evaluating lower cost budget projection models for 2022-23 in place of Forecast 5. The committee asked Summers' team to bring back the savings for Special Education transportation from using district provided transportation instead of contracted transportation.

A. End of the Fiscal Year Strategies

Summers explained and answered questions regarding the potential end of the fiscal year strategies. The 2022-2023 budget planning process includes some options that are built around cost savings in the 2021-22 fiscal year. The Attachment under item VI.B. is associated with this item as well.

VI. 2022-2023 BUDGET PLANNING

A. Timeline

Summers answered committee questions regarding the 2022-2023 budget process timeline. The committee asked about staff input opportunities in the budget planning timeline. Guttenberg advised the committee that later this spring he and Summers will schedule a meeting at each building to explain the 2022-2023 Budget process.

B. Review Budget Planning Process

Summers explained and answered questions regarding the budget planning process for 2022-23. The committee discussed options regarding the possibility of having a PO freeze for the

remainder of this year for non-essential purchases, splitting the carryover dollars, or doing nothing in an effort to save funds.

A motion was made by Ensign, second by Hetzel, to recommend to the full board to consider implementing a PO freeze for the remainder of this fiscal year. This freeze would not include instructional or co-curricular items that are required for the end of the year. Motion carried 3-0.

C. Budget Planning Between School Board Committees

Summers presented and answered questions regarding the Human Resources Committee meeting on April 19 to negotiate the base wage increase for the 2022-2023 school year. The administrative goal is to request approval of pay increases for the 2022-2023 year at the May school board meeting for all employee groups.

D. 2022-23 Budget Planning/November 2022 Referendum Planning

Summers presented and answered questions regarding the November 2022 referendum process which includes a capital referendum and an operational referendum question.

VII. **DISCUSSION/ACTION ON PROPOSALS**

There are no proposals for review this month.

VIII. **OTHER ITEMS FOR DISCUSSION**

Summers presented and answered questions regarding a board member's request for data on student enrollment and staffing levels. The attached report provides high level data.

IX. **FUTURE AGENDA ITEMS**

The next meeting will be held on 5/2/22 at 7:30am

X. **ADJOURN**

A motion was made by Ensign, second by Hetzel, to adjourn the meeting at 8:20am. Motion carried 3-0.

	21-22	22-23 July 1	22-23 8 Nov
Beginning Fund 10 Balance	\$7,614,873.48		
Ending Fund 10 Fund Balance	\$7,614,873.48		
Beginning Fund 41 Fund Balance	\$1,173,399.37		
Ending Fund 41 Fund Balance	\$714,144.00		

Revenues (Additional)			
22-23 Revenue Increase	\$0.00	\$107,683.00	
Unemployment Refund	\$76,058.00		
Additional Student Count		\$103,282.00	
Additional Open Enrollment Students			
Operational Referendum			\$1,200,000.00
Transfer of Service	\$0.00	\$212,200.00	
Utility Refund	\$25,558.00		
Additional Revenue Total	\$101,616.00	\$423,165.00	\$1,200,000.00

Expenses (Savings)			
Payment to Fund 73 Trust	\$557,476.00	\$557,476.00	
Transportation	\$50,000.00	\$150,000.00	
Virtual Instruction - Staff	\$0.00	\$35,000.00	
Virtual Instruction - Contracted	\$50,000.00	\$128,000.00	
Building/Dept Budgets	\$250,000.00	\$250,000.00	
Copy Machine Replacement		\$55,000.00	
Energy Efficiency Budget		\$83,894.00	
Capital Maintenance Projects			\$225,000.00
Early Retirement/Resignations	\$0.00	\$200,000.00	
Savings Expense Total	\$907,476.00	\$1,459,370.00	\$225,000.00

Expenses (Additions)			
Summer School Pay Increase	\$0.00	\$107,000.00	
Aquatic Center Pay Increase	\$0.00	\$5,000.00	
Special Education - HS	\$0.00	\$136,000.00	
English Language Learner	\$0.00	\$130,000.00	
Co-curricular Programs		\$40,000.00	
Utilities (TBD)		\$31,260.00	
New FTE (7-12)		\$88,400.00	
New 6th Grade Section		\$70,000.00	
New 1st Grade Section		\$70,000.00	
Compensation System Increases		\$546,300.00	
Inflationary Increases		\$1,546,400.00	
Intermediate/MS Guidance		\$70,000.00	
Arboretum AP/4K Principal		\$110,000.00	
Payment to Fund 73 Trust			\$443,666.00
Energy Efficiency Budget			\$83,894.00
Capital Maintenance Projects			\$225,000.00
Copy Machine Replacement			\$55,000.00
Building/Dept Budgets			\$250,000.00
Additional Expense Total	\$0.00	\$2,950,360.00	\$1,057,560.00

Net Change	\$1,009,092.00	-\$1,067,825.00	-\$700,385.00
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Preliminary November 2022 Referendum Schedule																	
School Year	2021-22												2022-23				
Calendar Year	2021			2022													
Key Board Decision	Winter			Spring			Summer			Fall							
	O	N	D	J	F	M	A	M	J	J	A	S	O	N			
POTENTIAL NOVEMBER 2022 REFERENDUM																	
Confirm Facility Planning Priorities/Goals																	
Option and Budget Development																	
Board Workshop (Flexible) ★																	
Staff & Community Information Sessions																	
Staff & Community-Wide Survey ★																	
Refine and Finalize Project Scope / Budget ★																	
Adopt Resolution 70 days prior (Deadline Aug. 30, 2022) ★																	
Referendum Communications & Outreach Effort																	
Early & Absentee Voting																	
Potential Referendum (November 8, 2022)																	
Planning																	
Work/action																	
Critical referendum dates																	

Finance Committee / Board of Education Memo

Initiative 1: Outfield Fence Promotion

This initiative will include recruiting local businesses to sponsor a reusable banner (with their company logo) to hang on the Varsity and Junior Varsity outfield fences. We will combine this effort with the poster sponsorships we already coordinate for the team. The Softball Boosters will purchase a banner for the team on each field that displays the Waunakee Softball logo and will hang in a prominent position on the fence. A sample banner will be available at committee / board meetings. Here are additional details:

Banner Size: 4'x6'

Banner Material: Mesh with metal grommets for plastic zip tie installation.

Length of Promotion: Banners will hang throughout the regular season, postseason and the summer months as the youth program uses this field.

Cost to District: NONE

Cost to Sponsor Year 1: \$300 (includes \$175 for cost of banner and \$125 for softball program).

Cost to Sponsor Year 2 and forward (assuming reuse of banner): \$125 with all proceeds going directly to the softball program.

Total Annual Funds Raised for Softball Program: 20 banners x \$125 per banner = \$2,500 annually.

How will the Boosters use the Outfield Fence Promotion Funds? This would be a major fundraiser for the program. We have some strategic items we would funnel this money into as follows:

- **Bi-Annual Laser Leveling of Infields:** Currently, this regular maintenance is not performed consistently on the infields. These funds will help ensure our infields are safe for the girls and are in the best possible playing condition.
- **Equipment for Program:** Boosters are working to provide game helmets and bags for the entire program. This year we hope to equip Varsity. In the next couple years we hope to have enough equipment on hand for all girls in the program.

- **Wind Screen for Outfield Fence:** Boosters are working to purchase and install a wind screen (\$5,000) for the Varsity field this season and hope to equip JV field next season. Wind screen will be identical in construction to the one currently used on the varsity baseball field.

Sample Banner Image:



2021-22 Budget Status Report - March 31, 2022

GENERAL FUND 10 EXPENSES

Salary & Benefits (no grants)	Original Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
Personnel Costs: Salaries	28,256,649	28,256,649	19,049,292.58	0.00	67.42%	9,207,356.42
Personnel Costs: Benefits	10,313,596	10,313,596	6,997,216.84	0.00	67.84%	3,316,379.16
Total	38,570,245	38,570,245	26,046,509.42	0.00	67.53%	12,523,735.58
Buildings	Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
Prairie School	82,370	82,370	57,479.43	8,885.16	80.57%	16,005.41
Prairie School CSF	18,322	21,053	18,417.30	2,446.68	99.10%	189.39
Heritage School	84,700	84,700	57,274.24	23,952.58	95.90%	3,473.18
Heritage School CSF	16,046	18,688	7,957.28	5,681.58	72.98%	5,048.77
Arboretum School	71,625	71,625	54,609.65	10,905.27	91.47%	6,110.08
Arboretum School CSF	15,970	18,393	13,665.89	4,368.12	98.05%	358.89
Intermediate School	142,830	142,830	76,329.24	25,897.87	71.57%	40,602.89
Intermediate School CSF	23,746	27,263	20,436.18	6,033.28	97.09%	793.11
Middle School	153,220	153,220	106,721.05	24,193.63	85.44%	22,305.32
Middle School CSF	22,229	25,779	21,037.97	4,565.06	99.32%	176.19
High School	553,993	553,993	246,450.55	56,876.38	54.75%	250,666.07
High School CSF	50,603	57,933	27,921.05	2,922.04	53.24%	27,090.30
Athletics	354,477	354,477	250,845.49	75,639.98	92.10%	27,991.53
Departments						
Utilities	1,042,000	1,042,000	973,370.25	108,692.08	103.84%	-40,062.33
Maintenance	1,003,090	1,003,090	940,664.93	249,722.98	118.67%	-187,297.91
Capital Projects	150,000	150,000	0.00	0.00	0.00%	150,000.00
Contingency Fund	100,000	100,000	2,345.95	0.00	2.35%	97,654.05
Energy Conservation	83,894	83,894	99,718.13	0.00	118.86%	-15,824.13
Transportation	1,273,528	1,273,528	707,210.28	580,854.07	101.14%	-14,536.35
Technology	966,179	966,179	544,910.03	60,531.76	62.66%	360,737.21
Technology Erate/Fees	53,600	53,600	29,363.16	5,262.40	64.60%	18,974.44
Curriculum-Secondary	204,029	204,029	352,144.02	443.57	172.81%	-148,558.59
Curriculum-Elementary Operations	197,982	197,982	82,544.74	3,253.22	43.34%	112,184.04
Curriculum-Elementary District	945,000	945,000	714,000.00	231,000.00	100.00%	0.00
Human Resources	35,850	35,850	34,116.19	736.68	97.22%	997.13
Superintendent	84,600	84,600	97,168.58	29,255.94	149.44%	-41,824.52
Student Services-Operations	71,250	71,250	12,968.36	616.39	19.07%	57,665.25
Student Services-District	92,500	92,500	71,498.58	0.00	77.30%	21,001.42
Business Office	499,673	499,673	671,690.38	104,439.10	155.33%	-276,456.48
District Wide	1,344,610	1,344,610	614,966.89	81,083.49	51.77%	648,559.62
Special Projects	0	0	0.00	0.00	---	0.00
Summer School	69,940	69,940	54,748.04	0.00	78.28%	15,191.96
Grants-Fund 10						
Common School Fund-District	5,800	5,800	5,799.00	0.00	99.98%	1.00
Title 1 Grant (Public)	89,776	89,776	55,399.19	0.00	61.71%	34,376.81
Title 1 Grant (Private)	6,199	6,199	4,036.88	0.00	65.12%	2,162.12
Title 2 Grant (Public)	50,807	54,375	44,495.36	0.00	81.83%	9,879.64
Title 2 Grant (Private)	5,692	5,692	0.00	0.00	0.00%	5,692.00
Title 3 Grant	18,840	18,840	8,593.99	258.73	46.99%	9,987.28
Title 4A Grant (Public)	9,648	8,796	8,796.00	0.00	100.00%	0.00
Title 4A Grant (Private)	351	1,219	0.00	0.00	0.00%	1,219.00
Career/Tech Ed Grant	73,654	73,654	17,432.68	0.00	23.67%	56,221.32
CEIS Federal Flo-Through	153,367	153,302	74,927.69	292.12	49.07%	78,082.19
Ed. Effectiveness Grant	29,520	30,080	30,080.00	0.00	100.00%	0.00
ESSER2	626,122	626,122	221,089.18	0.00	35.31%	405,032.82
ESSER3	0	0	0.00	0.00	---	0.00
Peer Mentor Grant	0	0	0.00	0.00	---	0.00
Perkins Grant	18,914	18,914	10,722.01	199.90	57.75%	7,992.09
Reading Readiness	8,375	8,375	0.00	0.00	0.00%	8,375.00
Dane Co. Mental Health	20,511	20,511	20,510.65	0.00	100.00%	0.35
School-Based Mental Health	75,000	75,000	3,509.00	56,051.00	79.41%	15,440.00
SAODA	0	1,000	480.00	0.00	48.00%	520.00
Other Program Totals						
Transfer to Fund 27	6,406,644	6,406,644	0.00	0.00	0.00%	6,406,644.00
Wellness Clinic	242,250	242,250	154,853.50	87,426.48	100.01%	-29.98
Subtotals	Original Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
Salary & Benefits Totals	38,570,245	38,570,245	26,046,509.42	0.00	67.53%	12,523,735.58
Building Totals	1,590,131	1,612,324	959,145.32	252,367.63	75.14%	400,811.13
Department Totals	8,217,725	8,217,725	6,003,428.51	1,455,891.68	90.77%	758,404.81
Grant Totals	1,192,576	1,197,655	505,871.63	56,801.75	46.98%	634,981.62
Other Program Totals	6,648,894	6,648,894	154,853.50	87,426.48	3.64%	6,406,614.02
Total Fund 10 Expenditures	56,219,571	56,246,849	33,669,808.38	1,852,487.54	63.15%	20,724,547.16

2021-22 Budget Status Report - March 31, 2022

GENERAL FUND 10 REVENUES

Building/Department	Original Budget	Revised Budget	Received	Ordered	% Received	Unreceived
Prairie School	5,720	5,720	3,855.88	0.00	67.41%	1,864.12
Heritage School	5,950	5,950	4,399.19	0.00	73.94%	1,550.81
Arboretum School	6,375	6,375	4,359.24	0.00	68.38%	2,015.76
Intermediate School	33,350	33,350	17,168.65	0.00	51.48%	16,181.35
Middle School	32,600	32,600	15,476.95	0.00	47.48%	17,123.05
High School	169,750	169,750	169,714.51	0.00	99.98%	35.49
Curriculum - Elementary	0	0	251.50	0.00	---	-251.50
Curriculum - Secondary	8,800	8,800	14,137.02	0.00	160.65%	-5,337.02
Maintenance	6,000	6,000	24,013.15	0.00	400.22%	-18,013.15
Energy Conservation	0	0	11,012.95	0.00	---	-11,012.95
Athletic Dept	38,000	38,000	7,216.00	0.00	18.99%	30,784.00
Human Resources	2,200	2,200	62.93	0.00	2.86%	2,137.07
Technology	2,750	2,750	10,740.87	0.00	390.58%	-7,990.87
E-Rate	53,600	53,600	9,093.83	0.00	16.97%	44,506.17
District	54,512,009	54,512,009	37,650,529.02	0.00	69.07%	16,861,479.98

Grants - Fund 10

Common School Fund-District	152,716	162,337	0.00	0.00	0.00%	162,337.00
Title 1 Grant (Public)	89,776	89,776	33,750.36	0.00	37.59%	56,025.64
Title 1 Grant (Private)	6,199	6,199	1,905.41	0.00	30.74%	4,293.59
Title 2 Grant (Public)	50,807	54,375	30,859.68	0.00	56.75%	23,515.32
Title 2 Grant (Private)	5,692	5,692	0.00	0.00	0.00%	5,692.00
Title 3 Grant	18,840	18,840	0.00	0.00	0.00%	18,840.00
Title 4A Grant (Public)	9,648	8,796	0.00	0.00	0.00%	8,796.00
Title 4A Grant (Private)	351	1,219	0.00	0.00	0.00%	1,219.00
Career/Tech Ed Grant	73,654	73,654	0.00	0.00	0.00%	73,654.00
CEIS Federal Flo-Through	153,367	153,302	74,927.69	0.00	48.88%	78,374.31
Ed. Effectiveness Grant	29,520	30,080	0.00	0.00	0.00%	30,080.00
ESSER2	626,122	626,122	0.00	0.00	0.00%	626,122.00
ESSER3	0	0	0.00	0.00	---	0.00
Peer Mentor Grant	2,975	2,975	2,975.00	0.00	100.00%	0.00
Perkins Grant	18,914	18,914	3,294.92	0.00	17.42%	15,619.08
Reading Readiness	8,375	8,375	0.00	0.00	0.00%	8,375.00
Dane Co. Mental Health	20,511	20,511	14,510.49	0.00	70.74%	6,000.51
School-Based Mental Health	75,000	75,000	0.00	0.00	0.00%	75,000.00
SAODA	0	1,000	0.00	0.00	0.00%	1,000.00

Total Fund 10 Revenues	56,219,571	56,234,271	38,104,255.24	0.00	67.76%	18,130,015.76
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SPECIAL EDUCATION FUND 27 EXPENSES

Salaries & Benefits (no grants)	Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
Salaries	5,894,937	5,894,937	3,868,383.80	0.00	65.62%	2,026,553.20
Benefits	2,339,942	2,339,942	1,490,132.88	0.00	63.68%	849,809.12
Total	8,234,879	8,234,879	5,358,516.68	0.00	65.07%	2,876,362.32

Departments

Special Ed-Operations	28,839	28,839	4,828.06	4,668.56	32.93%	19,342.38
Special Ed-District	126,557	126,557	164,289.41	84,987.11	196.97%	-122,719.52
Transportation	323,008	323,008	168,500.91	142,855.09	96.39%	11,652.00
Medicaid	9,000	9,000	8,980.61	0.00	99.78%	19.39

Grants-Fund 27

IDEA FlowThrough Grant	778,446	778,446	462,878.74	69,500.95	68.39%	246,066.31
IDEA FlowThrough Grant-ESSER3	198,857	198,857	0.00	0.00	0.00%	198,857.00
IDEA PreSchool Grant	23,500	23,500	8,454.31	1,242.99	41.27%	13,802.70
IDEA PreSchool Grant-ESSER3	22,403	22,403	0.00	0.00	0.00%	22,403.00

Total Fund 27 Expenditures	9,745,489	9,745,489	6,176,448.72	303,254.70	66.49%	3,265,785.58
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SPECIAL EDUCATION FUND 27 REVENUES

Source	Budget	Revised Budget	Received	Ordered	% Received	Unreceived
IDEA FlowThrough Grant	778,446	778,446	265,067.84	0.00	34.05%	513,378.16
IDEA FlowThrough Grant-ESSER3	198,857	198,857	0.00	0.00	0.00%	198,857.00
IDEA PreSchool Grant	23,500	23,500	7,014.69	0.00	29.85%	16,485.31
IDEA PreSchool Grant-ESSER3	22,403	22,403	0.00	0.00	0.00%	22,403.00
Special Ed Revenues	0	0	0.00	0.00	---	0.00
Other Fund 27 Revenues	8,722,283	8,722,283	1,382,299.22	0.00	15.85%	7,339,983.78

Total Fund 27 Revenues	9,745,489	9,745,489	1,654,381.75	0.00	16.98%	8,091,107.25
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FOOD SERVICE FUND 50 EXPENSES

Function	Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
All	2,356,669	2,356,669	1,605,512.52	718,461.41	98.61%	32,695.07

FOOD SERVICE FUND 50 REVENUES

Source	Budget	Revised Budget	Received	Ordered	% Received	Unreceived
All	2,406,900	2,406,900	2,078,859.13	0.00	86.37%	328,040.87

2021-22 Budget Status Report - March 31, 2022

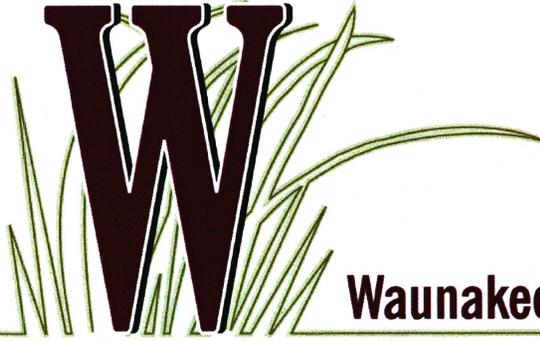
CALCULATION OF BUILDING/DEPARTMENT BUDGET BALANCES									
Building/Department	20-21 Carryover	21-22 Revenue Budget	21-22 Rec'd	21-22 Revenue Balance	21-22 Expense Budget	21-22 Spent / Encumbered	21-22 Expense Balance	21-22 Balance	Funds Available
Prairie School	17,678.03	5,720.00	3,855.88	1,864.12	82,370	66,364.59	16,005.41	14,141.29	31,819.32
Heritage School	17,611.01	5,950.00	4,399.19	1,550.81	84,700	81,226.82	3,473.18	1,922.37	19,533.38
Arboretum School	21,718.99	6,375.00	4,359.24	2,015.76	71,625	65,514.92	6,110.08	4,094.32	25,813.31
Intermediate School	48,083.05	33,350.00	17,168.65	16,181.35	142,830	102,227.11	40,602.89	24,421.54	72,504.59
Middle School	38,027.78	32,600.00	15,476.95	17,123.05	153,220	130,914.68	22,305.32	5,182.27	43,210.05
High School	87,228.82	169,750.00	169,714.51	35.49	553,993	303,326.93	250,666.07	250,630.58	337,859.40
Athletic Dept	60,229.50	38,000.00	7,216.00	30,784.00	354,477	326,485.47	27,991.53	-2,792.47	57,437.03
Curriculum-Elementary (Oper)	13,687.23	0.00	0.00	0.00	197,982	85,797.96	112,184.04	112,184.04	125,871.27
Curriculum-Secondary	20,932.26	8,800.00	14,137.02	-5,337.02	204,029	352,587.59	-148,558.59	-143,221.57	-122,289.31
CTE Grant		73,654.00	0.00	73,654.00	73,654	17,432.68	56,221.32	-17,432.68	-17,432.68
Energy Conservation	461.82	0.00	11,012.95	-11,012.95	83,894	99,718.13	-15,824.13	-4,811.18	-4,349.36
Human Resources	3,639.87	2,200.00	62.93	2,137.07	35,850	34,852.87	997.13	-1,139.94	2,499.93
Maintenance	311,049.59	6,000.00	24,013.15	-18,013.15	1,003,090	1,190,387.91	-187,297.91	-169,284.76	141,764.83
Special Education-Operations	-	0.00	0.00	0.00	28,839	9,496.62	19,342.38	19,342.38	19,342.38
Student Services-Operations	26,573.23	0.00	0.00	0.00	71,250	13,584.75	57,665.25	57,665.25	84,238.48
Superintendent	15,395.84	0.00	0.00	0.00	84,600	126,424.52	-41,824.52	-41,824.52	-26,428.68
Technology	340,408.09	56,350.00	19,834.70	36,515.30	1,019,779	640,067.35	379,711.65	343,196.35	683,604.44
Capital Projects (Fund 10)	10,333.09	0.00	0.00	0.00	0	10,934.45	-10,934.45	-10,934.45	-601.36
	1,033,058.20							441,338.82	1,474,397.02

WAUNAKEE COMMUNITY SCHOOL DISTRICT
CASH RECONCILIATION FOR THE MONTH OF FEB 2022

	STATE BANK	OCB	STATE BANK	OCB	STATE BANK	OCB	STATE POOL	STATE POOL	WISC CAPITAL PROJECTS	MIDAMERICA	WISC	WISC	WISC	TOTALS
	PAYROLL CHECKING	PAYROLL CHECKING	DEPOSIT ACCT	DEPOSIT ACCT	OPERATING ACCT	OPERATING ACCT	GENERAL ACCOUNT	DENTAL ACCT	ACCT	TRUST ACCT	DEBT SERVICE	SCHOLARSHIP ACCT	GENERAL	
	(FUND 10)	(FUND 10)	(FUNDS 10,21,27,50,60,80,99)	(FUNDS 10,21,27,50,60,80,99)	(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)	(FUND 73)	(FUNDS 38,39)	(FUND 21)	(FUNDS 39 AND 49)	
BEGINNING BALANCE	20,749.26	0.00	936,302.64	4,187,100.12	322,196.23	653,467.70	1,677,794.84	490,028.63	8.71	1,849,893.37	1,232,384.06	318,567.22	5,323,860.58	17,012,353.36
REVENUES:														
+ DEPOSITS	0.00	4,080,520.54	3,675.78	13,985,367.97	1,019,559.26	975,227.43	631,587.53	65,831.70	0.00	0.00	133,719.29	0.00	0.00	20,895,489.50
+ INTEREST	0.00	95.12	70.93	1,960.76	30.42	59.86	125.91	30.21	0.00	1,851.32	19.53	-424.39	40.40	3,860.07
TOTAL REVENUES	0.00	4,080,615.66	3,746.71	13,987,328.73	1,019,589.68	975,287.29	631,713.44	65,861.91	0.00	1,851.32	133,738.82	-424.39	40.40	20,899,349.57
EXPENSES:														
ACCOUNTS PAYABLE	0.00	0.00	939,389.67	960,000.00	1,341,309.68	1,518,922.55	0.00	60,299.26	0.00	0.00	0.00	0.00	0.00	4,819,921.16
PAYROLL	20,670.25	3,645,902.70	0.00	4,080,415.20	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,746,988.15
TOTAL EXPENSES	20,670.25	3,645,902.70	939,389.67	5,040,415.20	1,341,309.68	1,518,922.55	0.00	60,299.26	0.00	0.00	0.00	0.00	0.00	12,566,909.31
ENDING BALANCE	79.01	434,712.96	659.68	13,134,013.65	476.23	109,832.44	2,309,508.28	495,591.28	8.71	1,851,744.69	1,366,122.88	318,142.83	5,323,900.98	25,344,793.62
BANK BALANCES														
ENDING BANK BALANCE	79.01	434,712.96	659.68	13,134,013.65	556.23	114,923.94	2,309,508.28	495,591.28	8.71	1,851,744.69	1,366,122.88	318,142.83	5,323,900.98	25,349,965.12
OUTSTANDING ACH	0.00	428,885.07	0.00		80.00	5,091.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	434,056.57
ACTUAL BALANCE	79.01	5,827.89	659.68	13,134,013.65	476.23	109,832.44	2,309,508.28	495,591.28	8.71	1,851,744.69	1,366,122.88	318,142.83	5,323,900.98	24,915,908.55

No change Feb 22

This account can have a negative balance due to the WRS pymt. outstanding due at the end of the following month.



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 March 2022.

	School Address	Type of Drill	Date of Drill
AES	Arboretum Elementary School 1350 Arboretum Drive Waunakee, WI 53597		
HES	Heritage Elementary School 501 South Street Waunakee, WI 53597		
PES	Prairie Elementary School 700 N. Madison Street Waunakee, WI 53597		
WIS	Waunakee Intermediate School 6273 Woodland Drive Waunakee, WI 53597	ALICE/Lockdown	3/14/2022
WMS	Waunakee Middle School 1001 South Street Waunakee, WI 53597	ALICE/Lockdown	3/8/2022
WHS	Waunakee High School 301 Community Drive Waunakee, WI 53597	HOLD	3/28/2022

Board of Education Representative: _____
Joan Ensign, President 4/11/2022

Building Drill Summary YEAR: 2021/2022

Building	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Arboretum	F	H	H	H	H	H	F			
Heritage	F	F	F	H*	H	H	F			
Prairie	F	F	F	H	H	F	F			
Intermediate	F	F	F	H	H	H	A			
Middle	F	H	F	H*	C	F	A			
High	F	H	F	H (medical)	F	F	H			
♀	*Hold Drill previously scheduled for the same day as the Social Media School Violence challenge. Drills canceled so as not to cause student/staff/parent concerns that the drill was an actual event.									

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

School Site and Address	Intermediate School 6273 Woodland Dr. Waunakee, WI 53597	Drill Date	3/14/2022 8:25 a.m.
Type of Drill/Exercise	Barricade/Intruder Drill	Drill Supervisor	Tim Mommaerts
Number of Students Present	606	Number of Staff Present	95
Duration of Drill	13 minutes	Assisting Staff	Lisa Jondle Chris Vlachakis

<i>Pre-Drill Planning</i>	Yes	No	N/A
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	
<i>During the Drill</i>	Yes	No	N/A
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		
<i>After the Drill</i>	Yes	No	N/A

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>Lorrie Jensen called 7:38 a.m. to notify Rebecca McDonough that a drill was going to be done at 8:25 a.m.</p> <p>Mr. Mommaerts made an announcement that we would be practicing a barricade/intruder drill & that a woman was the intruder, wearing a gray sweatshirt and black pants. He instructed everyone to Lockdown immediately and reminded everyone this was only a drill. Mr. Mommaerts and Mrs. Jondle walked through and checked the doors. They noticed some of the village doors were ajar, Chris Vlachakis is aware and will order parts to repair. Door 10 was locked, but badges still worked to gain access. Mr. Mommaerts was not able to get into the office with his badge. All phones worked except Spencer Lee's room.</p> <p>Maintenance personnel Scott Bauer and Nurse Jenny Sydow contacted us to ask if this was an emergency, they had not been notified prior to the drill occurring.</p>

Report Prepared by: Julie Callahan Date: 3/14/2022
(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**

School Site and Address	Waunakee Middle School 1001 South St Waunakee, WI	03/08/2022	03/08/22
Type of Drill/Exercise	Lockdown	Drill Supervisor	Mr. Zibell
Number of Students Present	629	Number of Staff Present	88
Duration of Drill	03:21	Assisting Staff	88

<i>Pre-Drill Planning</i>	Yes	No	N/A
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		
<i>During the Drill</i>	Yes	No	N/A
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		
<i>After the Drill</i>	Yes	No	N/A

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? If there had been concerns then yes		X	
Will parents be informed of the drill results?		X	

Narrative - Description of the drill, problems encountered, lessons learned
The doors did not shut when red button was pulled during the drill and some rooms did not barricade.

Report Prepared by: _____ Mike Zibell _____ Date: 03/08/22

Date submitted to Superintendent Office: _____ 04/05/22 _____

**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**

School Site and Address	Waunakee Community High School 301 Community Drive Waunakee, WI 53597	Drill Date	March 28, 2022
Type of Drill/Exercise	Emergency Lockdown	Drill Supervisor	Deanne Lensert
Number of Students Present	1300	Number of Staff Present	150
Duration of Drill	10 Minutes	Assisting Staff	Brian Borowski, Mike Taschek, Rose Nadler, Steve Hernandez, and Eric Huttenburg

Pre-Drill Planning	Yes	No	N/A
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		
During the Drill	Yes	No	N/A
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	
After the Drill	Yes	No	N/A

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>We participated in a planned Emergency Lockdown Drill on Monday, March 28 during homeroom. Everything went well; all doors were locked, and the announcements were heard everywhere. We did have some concerns that there are still no blue emergency lights in the louder areas (music, tech ed). My other concern is the use of the term "Lockdown." To me, it implies hiding in your room, which is not best practice. I'm worried that having this verbiage and practicing this response is not best preparing our students/staff appropriately.</p>

Report Prepared by: Deanne Lensert Date: 3/28/22

Date submitted to Superintendent Office: 3/28/22

To: Waunakee Board of Education and Administration

From: Molly Petroff on behalf of the K-12 Music Department and Music Boosters with the support of the Waunakee Friends of Performing Arts.

RE: Concert Grand Piano Classmunity Fundraising Campaign (updated 4/7/22)

The Waunakee Music Department in partnership with the Waunakee Music Boosters and the Friends of Waunakee Performing Arts are asking the Board of Education for the approval to launch a fundraising campaign for a new concert grand piano to be used in the Waunakee Community High School Performing Arts Center. Board of Education approval is required because the requested fundraising amount exceeds the amount that can be approved by administration per the fundraising policy.

Waunakee Community High School is fortunate to have a beautiful and well-maintained performance space. Shortly after the space opened, a group of community leaders and music teachers created a group called the Friends of Waunakee Performing Arts with the hopes of fundraising for a concert grand piano. An instrument like this would have the capacity to fill the PAC with sound, matching the sounds of our orchestras, bands and choirs. Dr. Gamber and Audrey Tegtmeier learned of this movement and donated their studio Steinway piano in spring of 2008. It has served us well for nearly 15 years. That being said, it is a studio piano, and does not fill the space and is no match for the sounds that our ensembles can create. When we have guest soloists, we resort to amplifying the instrument because acoustically, it cannot fill the large room. The Steinway will continue to serve us for many years to come in our choir rehearsal room, a role that it is well-suited for.

Next year, the Waunakee Community School District will celebrate 100 years of music education in our schools. In November of 1922. Our first music teacher, Dr. John F. Chival, was engaged by the Board of Education to teach instrumental and vocal music. The orchestra and glee club performed publicly for the first time on January 21, 1923. The music department, with the help of historians, Kathy Bartling, Jan Tweed and Jan Shucha, are developing plans to celebrate this milestone.

As part of the celebration, we would like to start a classmunity fundraising campaign to purchase a 6+ foot grand piano for the Performing Arts Center. The fundraiser may begin as early as this March which is Music in our Schools Month and run throughout the next school year, or until the necessary funds are donated. Estimated cost for a piano of this quality start at \$45,000. There is a chance that pricing may go up due to global supply issues. We propose setting a fundraising target of \$65,000 which should provide flexibility for price increases, as well as provide a cover, dolly and damp chaser to maintain the piano and pay for moving expenses. Any leftover funds can be used for equipment replacement or upgrades for sound in the PAC.

Thank you for considering this request from our music teachers and music boosters, with the support of the Friends of the Waunakee Performing Arts.

**2022-2023 School Year
SHARED SERVICE CONTRACT
Dane County New Teacher Project
(SEC. 66:0301)**

Parties to a resolution adopted by each of the following school districts:

- 1) Cambridge School District
- 2) DeForest School District
- 3) Hartland Lakeside School District – Remote membership
- 4) Kimberly School District – Remote membership
- 5) Madison Metropolitan School District
- 6) Marshall School District
- 7) McFarland School District
- 8) Mequon-Thiensville School District – Remote membership
- 9) Middleton-Cross Plains Area School District
- 10) Monona Grove School District
- 11) Oregon School District
- 12) Shorewood School District-Remote membership
- 13) Stoughton Area School District
- 14) Sun Prairie Area School District
- 15) Verona Area School District
- 16) Waunakee Community School District
- 17) Wisconsin Evangelical Lutheran Synod (WELS) – Remote membership

Said school districts hereby mutually agree, pursuant to the provisions of s.66:0301 Wis. Stats., to the following conditions:

1. That said above parties agree and contract for the operation of a **66:0301** program as hereinafter set forth;
2. Hereinafter the Waunakee Community School District is to be the operator and fiscal agent;
3. That said fiscal agent will account for all financial transactions in Fund 99;
4. That estimated budget and plan of operation for this cooperative shall be approved in advance of contract signing by all school district parties hereto;
5. That variation from the budget will require prior approval of all school district parties hereto;
6. That Exhibit A attached hereto and incorporated herein by reference includes the plan for operation, and plan of payments to said operator or fiscal agent by each school district.

Please return the signed signature page (electronic ~~scan~~ only) by May 20, 2022 to Heather Lott: heatherlott@waunakee.k12.wi.us or Dan Eckhardt: daneckhardt@waunakee.k12.wi.us

Cambridge School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

DeForest School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Hartland Lakeside School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Kimberly School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Madison Metropolitan School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Marshall School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

McFarland School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Mequon-Thiensville School District

Dated this ___ day of _____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Middleton-Cross Plains Area School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Monona Grove School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Oregon School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Shorewood School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Stoughton Area School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Sun Prairie Area School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Verona Area School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Waunakee Community School District

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

Wisconsin Evangelical Lutheran Synod (WELS)

Dated this ___ day of ____, 2022

MEMBERS OF COOPERATIVE

_____, President

_____, Clerk

EXHIBIT A

As an addendum to the shared services contract (Sec. 66:0301) for the Dane County New Teacher Project.

BUDGET AND PLAN OF OPERATION

A.

Required for Programming	2022-2023 Budget
Beginning Teacher Seminars	\$3,035.00
Nine 3-hour /coach Forums	\$1,500.00
Nine 3-hour Release Mentor Forums	\$1,000.00
Four District Program Leaders Breakfasts	\$125.00
Induction Team Retreat	\$1,346.00
Three Principal Breakfasts	\$1,600.00
Four District Council Meetings	\$150.00
Six DCNTP Board Meetings	\$100.00
Project Manager (includes all salary and benefits)	\$31,000.00
DCNTP Chair -190 days \$474 per diem (includes all salary and benefits)	\$105,000.00
Tom Howe Executive Coaching and Consultation (10 days)	\$5,000.00
NPLN Team transportation and meals (3 people, 3 days)	\$6,000.00
Capacity Building- Symposium (Program leader only) Others funded through training budget.	\$2,000.00
Office Rent	\$3,600.00
Office Expenditures	\$1,400.00
Total Budget	\$162,856.00

Six-tier system of membership costs:

Tier	Enrollment	Number of Tier Districts	Percentage of even split and cost per district	Total
1	8000 and up	Two: Madison, Sun Prairie	150%--16,440	\$32,880
2	6600-7800	One: Middleton-Cross Plains	125%--\$13,700	\$13,700
3	5000-6600	One: Verona	100%--\$10,960	\$10,960
4	3900-4500	Two: Oregon, Waunakee	95%--\$10,412	\$20,824
5	2200-3700	Four: De Forest, McFarland, Monona Grove, Stoughton	90%--\$9,864	\$39,456
6	800-2000	Two: Cambridge, Marshall	80%--\$8,768	\$17,536
	Remote	Five: Hartland Lakeside, Kimberly, Mequon-Thiensville, Shorewood, WELS	\$5,500	\$27,500
TOTAL:				\$162,856

B. Invoiced July 1 on an annual basis. Payment due on August 1, 2022

Some districts may prefer to pay their 2022-23 consortium fee with remaining dollars in this fiscal year, encumbering that amount prior to July 1. DCNTP will accept checks, but cannot cash or deposit payments until after July 1 for the 2022-2023 consortium fee.

Please make payable to: Waunakee Community School District

Mail to: **Dane County New Teacher Project**
Heritage Elementary School
501 South Street
Waunakee, WI 53597

Questions: Heather Lott, Chair: heatherlott@waunakee.k12.wi.us or
Dan Eckhardt, Project Manager: daneckhardt@waunakee.k12.wi.us



2022-2023 Contract

This contract is made in duplicate between the Board of Control of Cooperative Educational Service Agency 2 (CESA 2) and Local Educational Agency (LEA).

WHEREAS CESA 2 has been authorized to provide services for valuable consideration to school districts on a cooperative basis and has been authorized to enter into and approve service contracts with local school districts, county boards of supervisors and other cooperative educational service agencies as provided in Chapter 116, Wis. Stats.

NOW, THEREFORE, CESA 2 hereby agrees to provide to the LEA, services to be performed by legally qualified personnel. Information pertaining to each service to be performed is included in the CESA 2 Catalog of Services.

CESA 2 agrees to make payments to the personnel providing the services and to remit to the authorized governmental or private agencies such amounts for which salary deductions are required or authorized.

CESA 2 agrees to forward federal and/or state funds, which are due the LEA, as soon as possible after the receipt of said funds.

LEA agrees to pay for services rendered as follows:

*for services costing \$18,000.00 or less annually per line item, in one payment to be made in July.

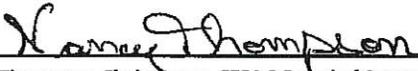
*for staffing services under Specialized Services and Staffing, in monthly installments based on the contract amount.

All billings from CESA 2 will be on budgeted estimated costs, except the last billing which shall reflect the net actual cost of the service. (If all billings and payments are based on estimated costs, any overpayments or underpayments will be refunded or paid no later than 60 days from the closing of the fiscal year).

Transportation of children, if any, will be furnished by each school district.

The LEA agrees to reimburse CESA 2 for its proportionate share of costs of the services provided under this contract including without limitation because of enumeration, unemployment insurance, litigation expense, collective bargaining and monetary awards of courts and agencies but no Board of Control may levy any taxes as per Sec. 116.03(4).

In witness whereof, the parties have set their hands this day and year written below.



Nancy Thompson, Chairperson, CESA 2 Board of Control



Dan Hanrahan, Secretary, CESA 2 Board of Control

School District of _____

_____, 2022

Authorized Signature for School District



Snapshot of services, new offerings, and updates for this year. Your 2022-23 contract follows.

Professional Development Packages

Pre-purchase in-district consulting days for large savings. Discounts begin at four days with deeper discounts when you purchase ten or more days. Districts may customize these days to include any combination of in-district coaching or training for individuals or groups of teachers and/or leadership teams.

1-3 Days \$1050	4-9 Days \$1000	10+ Days \$900
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NEW Offerings

[CESA 2 Licensure Academy for School Staff \(CLASS\)](#) - We are thrilled to expand our CLASS offerings by adding Initial Licensure for ESL, Special Education Cross Categorical, and Math (4-12). Educators can enroll in these licensure programs in an online, flexible format. All of these programs have been approved by the Wisconsin Department of Public Instruction (DPI).

[FLEXible Professional Development](#) - Introducing FLEX, a new, innovative professional development portal that enables users to access anytime, anywhere learning videos and courses. Offerings include a Co-Teaching/Co-Planning course, a FORT prep module, multiple EL Shorts, and much more!

[Assistive Technology Services](#) - Our Professional Resource Center (PRC) is expanding its offerings to include Assistive Technology services. So, not only can you borrow devices, you can add services to help you learn about and implement the devices. In addition, adding AT services to your PRC membership provides your district with a deep discount on our AT Academy and Network.

We are continually looking for new and impactful ways to serve our member districts. If there are areas you would like to see us research, please let us know.

CESA Purchasing

[CESA Purchasing](#) is your FREE resource for school purchasing and savings! This program offers discounts and value-added benefits with over 100 vendor partners including Bluum (Tierney Brothers), CDW-G, School Specialty, and Tremco. District staff only need to mention CESA Purchasing at the point of purchase to ensure they receive the best possible pricing. Vendor categories include technology, facilities, safety & security, and so much more.

Returning Annual Contracts

Services purchased in 2022-23 are indicated on the contract. Please check under the renew column to continue the service. To add a service, place a check in the add column.

We will send out a case list and the installment amount of your current projected case load for services listed under the Specialized Services & Staffing Center of Excellence later this spring.



Waunakee Community Sch Dist

Please indicate the services the district would like to renew or add by placing a check in the column.

2022-2023 Annual Service Contract				
Service	Fee	2021-2022 Services	Check to Renew	Check to Add
Membership in CESA 2	\$5,293.25			
Dialogue with Attorney	\$850.00			
Assistive Technology Academy	\$2,800.00			
Professional Resource Center (PRC) (The AT Library is not a separate library, but is instead a group of materials that exist within the PRC, you are able to access with your PRC membership.)	\$6,000.00	X		
NEW THIS YEAR Assistive Technology Services - add on to the PRC Includes: 1. Access to a resource video library that includes tutorials on how to use PRC materials effectively for Assistive Tech. 2. Quarterly half day AT Academy Network and Resource Sharing meetings 3. Email and phone consult around Assistive Technology questions and needs	\$450.00			
<u>CESA Purchasing Nutrition Program</u>	No cost			
Title III Consortium	Based on allocation			
Transition Advisory Network	\$3,500.00			
Educational Audiology	IEP Based			
Occupational Therapy	IEP Based			
Orientation & Mobility	IEP Based			
Physical Therapy	IEP Based			
School Psychology	Based on need			
School Social Work	Based on need			
Services for Students who are Blind or Visually Impaired	IEP Based			
Services for Students who are Deaf or Hard of Hearing	IEP Based			
Speech-Language Pathology	IEP Based			
Additional service(s) (indicate page # from Catalog of Services)				

Pre-purchased Professional Development Retainer*				
Total (space provided to write-in total amount of services requested)				

***Pre-Purchased Professional Development Retainer**

Please indicate the number of days you would like to pre-purchase on retainer, the general focus of the professional development you would like and the contact person at the district for coordination. The number of retainer days used will be a combination of consultant delivery and consultant design time for the customized professional developed for your district. Discounted days on retainer are available for pre-purchase at \$1,000/day for four days or \$900/day for ten or more days. Additional retainer days must be purchased via annual contract or individual service agreement prior to June 1st.

District Administrator or designée's signature

Date

Purchase order number

Please return to: marlene.gerstner@cesa2.org or fax: 262.472.2269

COOPERATIVE EDUCATIONAL SERVICE AGENCY #2
Whitewater, Wisconsin
DRIVER EDUCATION PROGRAM AGREEMENT

CESA 2 proposes to offer a DPI approved Driver Education program for the interested students of the participating school district in accordance with the terms and conditions listed below.

The Driver Education program is being provided and taught by CESA 2.

All participating school districts students that comply with the participating school districts policies will be able to participate in the CESA 2 Driver Education Program covered by this proposal.

CESA 2 Responsibilities

1. Provide a Driver Education program {including a choice of the Internet or the traditional classroom course and a behind-the-wheel course} in compliance with all Department of Public Instruction PI-21 and all statutory requirements.
2. Recruit and employ DPI certified instructors for all classroom and behind-the-wheel instruction. CESA 2 will select DPI certified driver education instructors.
3. Complete, if requested by the participating school district, a DPI Form PI-1709, "Driver Education Program Approval", for the Participating school district High School, obtain appropriate signatures, and submit the PI-1709 to DPI prior to May 15 for the summer of that year and August 15 of that year for the school year, where applicable. All schools CESA 2 school locations with are now listed under CESA 2 are no longer listed separately in the DPI Form PI-1709.
4. Provide suitable vehicles for the behind-the-wheel phase of the driver education program. Driver education vehicles will have appropriate insurance in compliance with State of Wisconsin laws.
5. Be responsible to purchase current textbooks and multimedia materials that enhance, stimulate and correspond to the course curriculum.
6. When requested, provide an accurate list of students who have registered for the school year driver education classroom instruction for classroom or behind the wheel instruction.
7. Will develop a registration form for the school year.
8. Handle the registration of Participating school district High School students.
9. Establish a fee structure.
10. Make every reasonable effort to accommodate students with special needs.

11. Handle all collection of Driver Education fees; registration, missed behind-the-wheel sessions, lost text books, duplicate temporary license applications, and certified true completion certificates.

Participating School District Responsibilities

1. Provide appropriate classroom space for the classroom instruction phase of the program. Classrooms will be cleaned and maintained by the district and will be provided with necessary audio-visual equipment, a Multi-Media Projector, TV and VCR/ DVD, if necessary. The driver education instructor will be provided a key to the school and classroom for accessibility if access isn't provided through a different means.
2. Provide administrative support to the driver education instructor, including disciplinary support, access to a copy machine, fax machine and other clerical support equipment.
3. Assist CESA 2 in advising parents that they will be responsible for their student's transportation to and from the school for purposes of driver education instruction.
4. Provide directory information from the high school student rosters, as approved by parent or guardian and consistent with the requirements of §118.125. Stats. and the Family Educational Rights and Privacy Act. 20 U.S.C. §1232g, to the CESA 2 Driver Education Program at no cost for the purposes of driver education program registration.
5. Assist CESA 2 in the distribution of CESA 2 Driver Education promotional materials.
6. Provide an area for the safe storage of the CESA 2 Driver Education vehicle during those times when the CESA 2 instructors are not using the vehicle, if needed.

Contract Fees and Other Conditions

1. It is agreed between CESA 2 and the Participating School District, that CESA 2 will set a driver education fee structure. It is also agreed that CESA 2 will handle collection of all fees associated with the driver education program, with all checks made out to CESA 2. The fees include the behind the wheel driving portion of the course.
2. Each party shall be responsible for the consequences of its own acts or omissions and those of its employees, agents, boards, commissions, officers and representatives and shall hold the other party harmless for demands or claims for losses, cost, attorney fees, expenses and damages of any kind based on such acts or omissions arising out of or alleged to have arisen out of or in connection with the party's performance under this agreement. It is not the intent of the parties to impose liability beyond that imposed by state statutes.

Duration



Dear Waunakee Community School District School Board,

The Waunakee Community Cares Coalition would like to take representatives from the high school to the upcoming CADCA (Community Anti-Drug Coalition of America) Mid-Year training in Orlando, Florida, held from July 17 – 21, 2022. This training offers in-depth, interactive training sessions for youth and adults. The CADCA Youth Leadership Initiative incorporates team teaching by youth and adult trainers, experiential and applied learning in both the classroom and community context. Participants learn about the Strategic Prevention Framework (SPF), logic models, strategic planning, advocating for change, evaluation and leadership. This training will allow the Above the Influence high school organization to expand and serve at a greater capacity.

We would like to take between 4-6 students and 2 adult chaperones. We will fly to Orlando on Saturday, July 16th and fly home on July 21st. The WCCC, through DFC grant dollars, will fund the entire trip of the group minus a few meals and incidentals. This includes their flight, transfers, food, hotel, and conference registration – roughly \$3000 per person.

Upon approval from the Board, the WCCC will work with the high school office about processes and procedures for the trip.

If you have any questions, please don't hesitate to contact me at michelle@waunakeecares.org or 608-206-3092. Thank you again for your service to our schools and community.

Michelle McGrath

WCCC Project Coordinator



Staff Changes for April BOE Meeting

1 message

Manzetti, Amy <amymanzetti@waunakee.k12.wi.us>

Thu, Apr 7, 2022 at 12:12 PM

To: Aaron May <aaronmay@waunakee.k12.wi.us>, Amy Johnson <amyjohnson@waunakee.k12.wi.us>, Randy Guttenberg <randyguttenberg@waunakee.k12.wi.us>, Rebecca McDonough <rebeccamcdonough@waunakee.k12.wi.us>, Tim Schell <timschell@waunakee.k12.wi.us>, Dan Carter <dancarter@waunakee.k12.wi.us>, Sheila Weihert <sheilaweihert@waunakee.k12.wi.us>, Dean Kaminski <deankaminski@waunakee.k12.wi.us>, Brian Borowski <brianborowski@waunakee.k12.wi.us>, Christina Mand <christinamand@waunakee.k12.wi.us>, Tim Mommaerts <timmommaerts@waunakee.k12.wi.us>, Jeffrey Kenas <jeffreykenas@waunakee.k12.wi.us>, "Blackburn, Anne" <anneblackburn@waunakee.k12.wi.us>, Tiffany Loken <tiffanyloken@waunakee.k12.wi.us>
Cc: Cari <caridailey@waunakee.k12.wi.us>, Ronelle Aime <ronelleaime@waunakee.k12.wi.us>, Aimee Jensen <aimeejensen@waunakee.k12.wi.us>, "Grabarski, Brian" <BrianGrabarski@waunakee.k12.wi.us>, Jenny Endres <jennyendres@waunakee.k12.wi.us>

New Teacher Staff

Alissa Bratz, French Teacher, HS (replaces Pam Knutson)

- Has 18 years teaching experience most recently at Milton School District
- Graduated from Edgewood College with a degree in education

Pamela Emmerich, Elementary Bilingual Teacher, PES (replaces Rylee Hribar)

- Has 28 years experience in education most recently at Belleville School District
- Has a Master's degree from UW-Madison

Hailee Hamer, Spanish Teacher, HES (replaces Whitney Nichols)

- Was a student teacher in Chippewa Falls School District
- Graduated from the UW-Eau Claire with a degree in elementary education

Christine Leising, Physical Education Teacher, PES (replaces Deb Endres)

- Has 9 years teaching experience most recently at Portage School District
- Has a Master's degree from West Chester University of Pennsylvania

Heather Kandiko, Spanish Teacher, HES/PES (replaces Haley Fuchs)

- Has 14 years teaching experience at St. Maria Goretti Catholic School
- Graduated from Edgewood College with a degree in Spanish

Susan Lindloff, 50% Math Interventionist, HES (replaces Joy Pfeiffer)

- Has 12 years teaching experience most recently at Madison School District
- Graduated from UW-Milwaukee with a degree in elementary education

Emily Roska, Music Teacher, HES (replaces Kristeen Hanson)

- Has 4 years teaching experience most recently at Baraboo School District
- Graduated from UW-Whitewater with a degree in general/instrumental music education

New Support Staff

Sarah Nolden, Para Educator Regular Education, HES (replaces Brenda Ray)

Internal Staff Changes - No Action

Kristina Greisen - from Cross Categorical Teacher, HES, to 1st Grade Teacher, HES (New)

Dawn Maier - from Health Assistant, IS, to Attendance Administrative Assistant, IS (replaces Julie Callahan)
Whitney Nichols - from Spanish Teacher, HES, to 4th Grade Teacher, HES (replaces Ken Penfield)

Resignations

Maria Bilogo, Custodian, Bethel
Candice Gosdeck, Para Educator Special Education, AES
Justice Lightning, Para Educator Regular Education, IS
Cassandra Taylor, Orchestra Teacher, MS
Dustin Winkelman, Agriculture Teacher, MS

Retirements

Jill Budde, Para Educator Regular Education, PES
Pat Rivard, Para Educator Special Education, MS



Amy Manzetti

Human Resources Administrative Assistant
Waunakee Community School District

608-849-2000 ext. 8168 | fax: 1-608-492-0501 |
www.waunakee.k12.wi.us |

[905 Bethel Circle Waunakee, WI 53597](#) |

Office Hours: 7:30 - 4:00 M--F

Human Resources [Website](#)

Human Resources for staff [Website](#)

Not sure who to contact in Human Resources?

Send an email to: askhr_helpdesk@waunakee.k12.wi.us.

TrueTime or Payroll Questions?

Send an email to: wcsd_payroll@waunakee.k12.wi.us

2021/22 Co Curriculars
Waunakee Community School District
April 11, 2022 Board of Education Approval

STAFF				
Activity	First Name	Last Name	Position Title	Location
TRACK	CHRISTOPHER	SCHIEMANN	ASSISTANT COACH	HIGH SCHOOL
NON STAFF				

2022 Summer School Staff April Hires for BOE Approval				
Position	Assignment	Building	Staff Last Name	Staff First Name
SUMMER SCHOOL TEACHER	SPECIAL EDUCATION TEACHER	TBD	Cash	Joshua
SUMMER SCHOOL TEACHER	SPECIAL EDUCATION TEACHER	TBD	Duhr	Sarah
SUMMER SCHOOL TEACHER	DUCTIVITY	PRAIRIE	Endres	Tricia
SUMMER SCHOOL TEACHER	CAMP INVENTION	ARBORETUM	Harbort	Kris
SUMMER SCHOOL TEACHER	BAND- SUMMER SCHOOL	INTERMEDIATE	Hartson	Joseph
SUMMER SCHOOL TEACHER	READING EXPRESS	HERITAGE	Hendrickson	Jessica
SUMMER SCHOOL TEACHER	CAMP INVENTION	ARBORETUM	Hinz	Sydney
SUMMER SCHOOL CLASS COORDINATOR	REMEDIAL COORDINATOR- SUMMER SCHOOL	HIGH SCHOOL	Jansen	Sarah
SUMMER SCHOOL TEACHER	ACTIVE FUN FITNESS	HERITAGE	Kampa	Karen
SUMMER SCHOOL TEACHER	GOING BUGGY/SCIENCE WORLD	HERITAGE	Loewi	Emily
SUMMER SCHOOL TEACHER	GET IN THE GAME	INTERMEDIATE	Miller	Kyle
SUMMER SCHOOL TEACHER	JUMP START MATH	HERITAGE	Nicklas	Lynn
SUMMER SCHOOL TEACHER	CAMP INVENTION	ARBORETUM	Sauer	Cassandra

SUMMER SCHOOL TEACHER	MS BAND CAMP	MIDDLE SCHOOL	Sercombe	James
SUMMER SCHOOL TEACHER	SPECIAL EDUCATION TEACHER	TBD	Serum	Scott
SUMMER SCHOOL TEACHER	ARTS AND CRAFTS	ARBORETUM	Smith	Laura
SUMMER SCHOOL TEACHER	CAMP INVENTION	ARBORETUM	Smith	Laura
SUMMER SCHOOL TEACHER	CRAFTY CREATIONS	INTERMEDIATE	Spanos	Aimee

SUMMER SCHOOL CLASS COORDINATOR	READING EXPRESS	ELE	Staeger	Karen
SUMMER SCHOOL TEACHER	CAMP INVENTION	ARBORETUM	Stern	Jeff
SUMMER SCHOOL TEACHER	COMPUTER CAMP/TECHNO FUN	HERITAGE	White	Samuel