

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

Monday, June 27, 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.youtube.com/channel/UCIgebJT-i0GbAiYqrkpaBmA/featured>

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.

Open Session Starts at 6:00 PM

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA AND ADDITIONS

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

IV. PUBLIC COMMENTS

4

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.

V. ADMINISTRATIVE REPORTS/ACTION ITEMS

A. Review the Proposed Building Details/Programs and Associated Projected Budgets

7

Attached please find a presentation from the referendum team on the topics of the potential referendum project programs, budgets, and timelines. The staff from EUA will lead the discussion on the project programs (what is included in the design for the

projects), the staff from Vogel will lead the discussion on the project budgets, and the referendum team will jointly present the timelines and next steps in the process.

The referendum team will have supporting information available at the meeting in case any School Board members want to take a deeper look at a particular topic (example: Middle School budget).

The next step in the referendum planning process will include a presentation from the district's financial advisor at the July 11th regular School Board meeting followed by a presentation on draft referendum resolutions and budgets at the July 25th Special School Board meeting.

Administration looks forward to hearing School Board members feedback on these topics.

B. Review Timelines for Project Start Dates and Projected Project Completions

Administration requested that the referendum team prepare project timelines that both included and excluded the use of a reimbursement resolution. Board members will see some of these timelines for the first time on Monday night. The referendum team has previously shared two versions of a timeline that require a reimbursement resolution as the design process would begin prior to the referendum. The presentation that has been prepared by the referendum team for Monday night now also includes timelines that do not require a reimbursement resolution. The referendum team looks forward to hearing the School Board members input on the timeline options.

C. Review and Consider a Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing 36

The purpose of this agenda item is to review/consider the concept of a reimbursement resolution. No action is required at this time, but the School Board may take action to approve this resolution.

Attached please find an example reimbursement resolution from our bond attorneys (Quarels & Brady). At the May special board meeting, the concept of a reimbursement resolution was discussed regarding design fees for the construction of a new Heritage Elementary School. Design fees prior to a referendum in November would allow for the opening of a new Heritage Elementary School in September 2024. The discussion on this topic continued at the Board meeting in June when the administration shared a draft of the reimbursement resolution.

Administration requested that the referendum team prepare project timelines that both included and excluded the use of a reimbursement resolution. Board members will see some of these timelines for the first time on Monday night. The reimbursement

resolution can be tabled until a later date if the School Board prefers more time to evaluate the project timelines.

VI. FUTURE AGENDAS AND MEETINGS

VII. 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.”

PUBLIC COMMENT PERIODS DURING BOARD MEETINGS

Policy 187

Waukegan 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

WCSD Board Meeting Referendum Planning

June 27, 2022



Introductions



Robin Svola
Project Manager



Chris Michaud
Senior Design Architect



Andy Lyons
Engagement Specialist



Jay Thomsen
Project Executive



Eric Ballweg
Community Relations & Engagement

Agenda

- Introductions
- Program
- Budget
- Schedule
- Next Steps
- Q & A

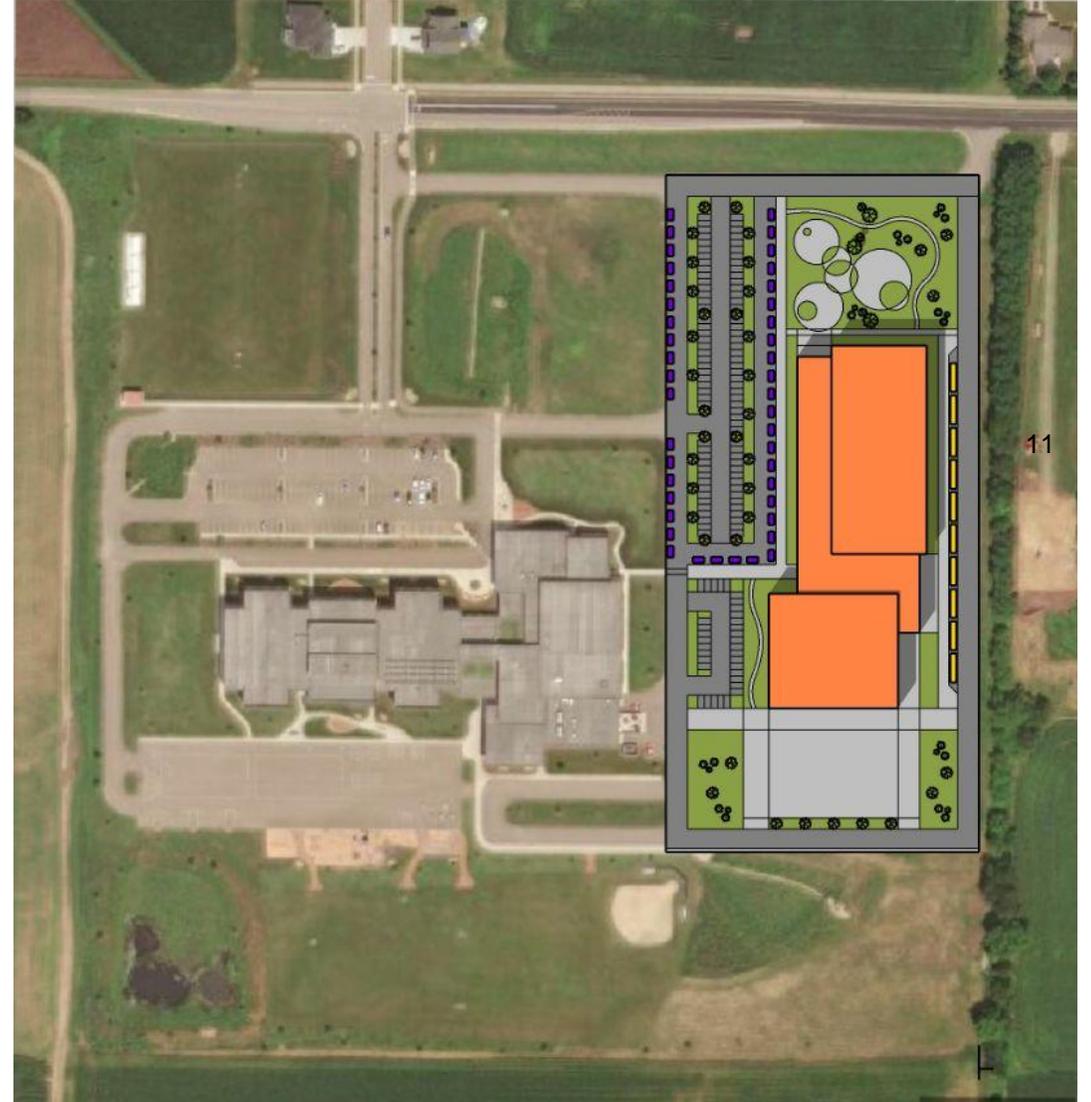
Program



New Heritage - on Intermediate Site

Capacity 696 (maximum)

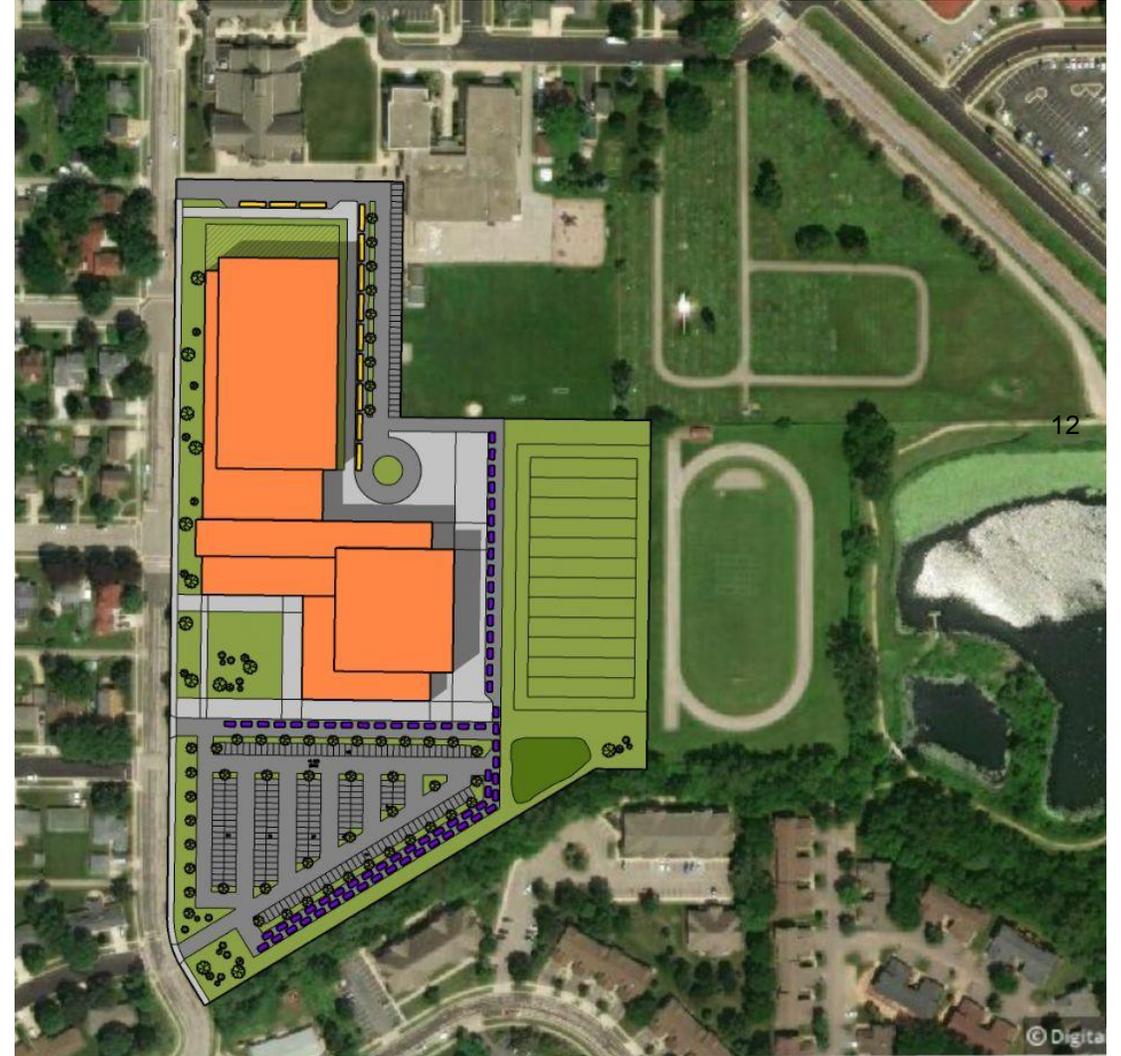
- 6 section school
- Early Childhood space updates
- Special Education space updates
- Book room size updates
- Conference space updates
- Facility storage updates
- Large Group Instruction updates



Option 1, New Middle School - on Heritage Site

Capacity 900

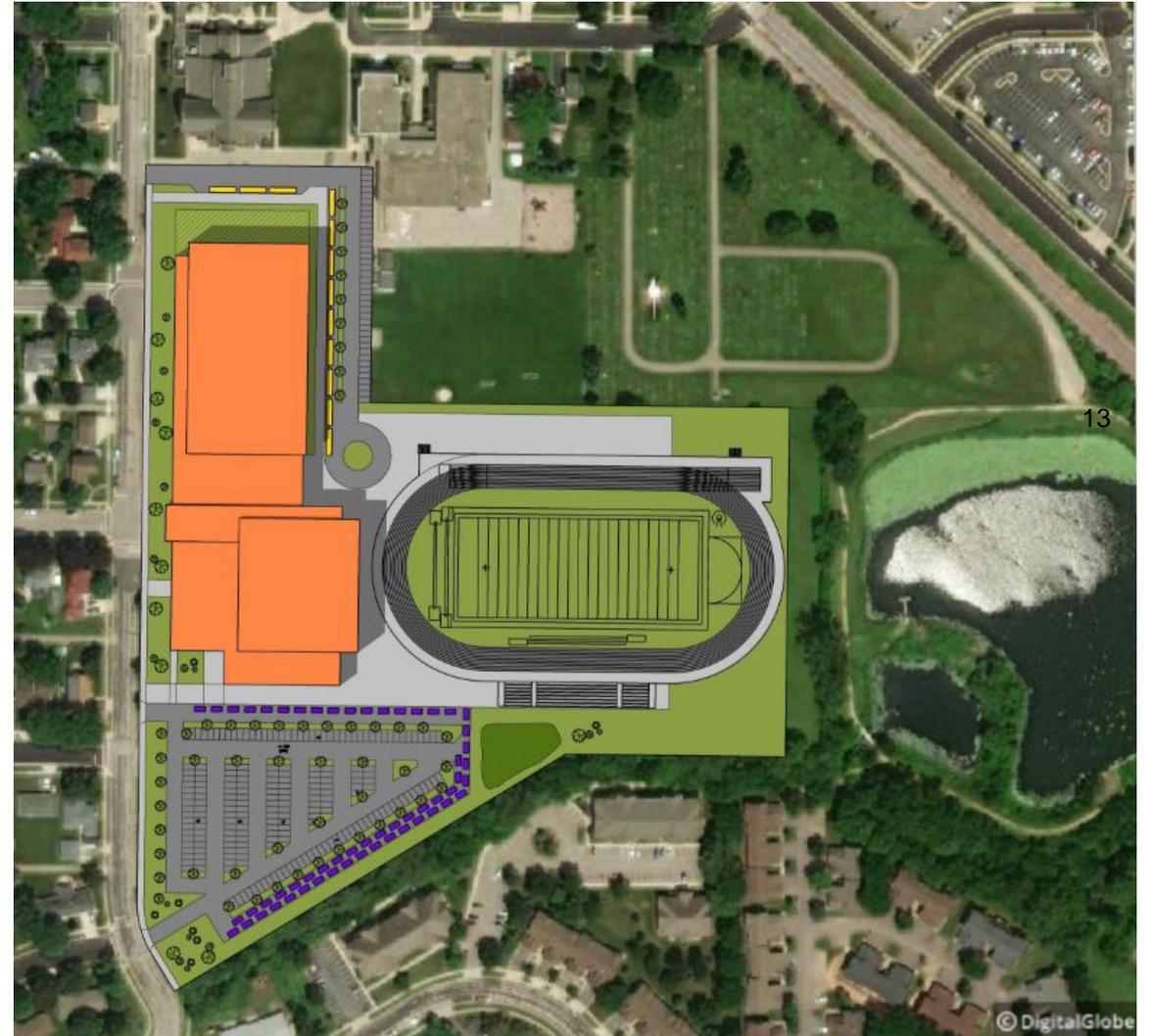
- 16 section core classroom (to match Intermediate)
- Performance space discussed
- Music updates
- Fab Lab updated
- Wrestling room updates
- Special Education updates
- Facility storage updates



Option 1B, New Middle School - on Heritage Site

Full Track Option

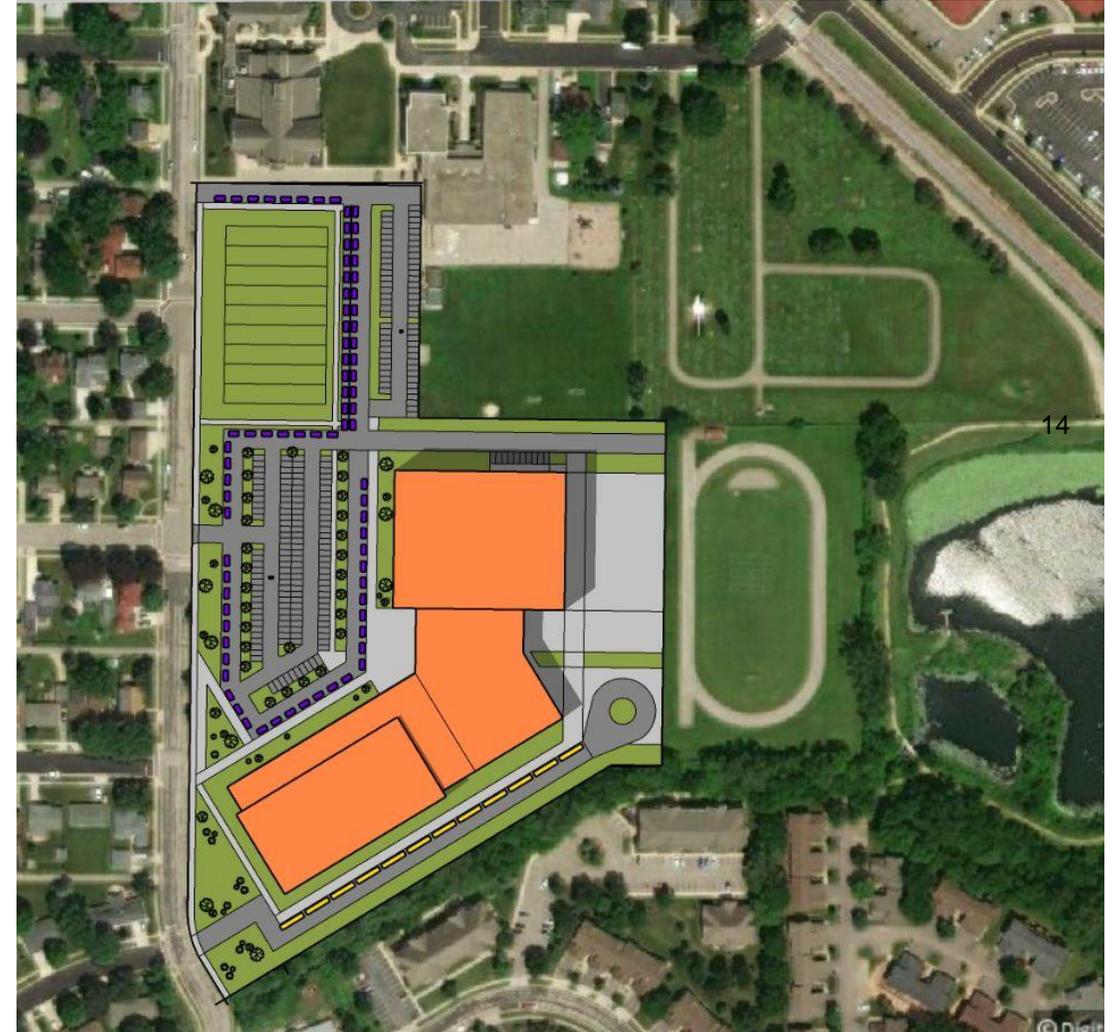
- Competition track
- Only 1 practice field area
- Less parent queue area
- Building pushes closer to the street



Option 2, New Middle School - on Heritage Site

Capacity 900

- Construction while Heritage is occupied
- Construction schedule is tight
- Temporary stormwater retention
- Underground stormwater retention
- Football practice field is not full size
- Will require 3 stories
- Longer parent queue area



Budget



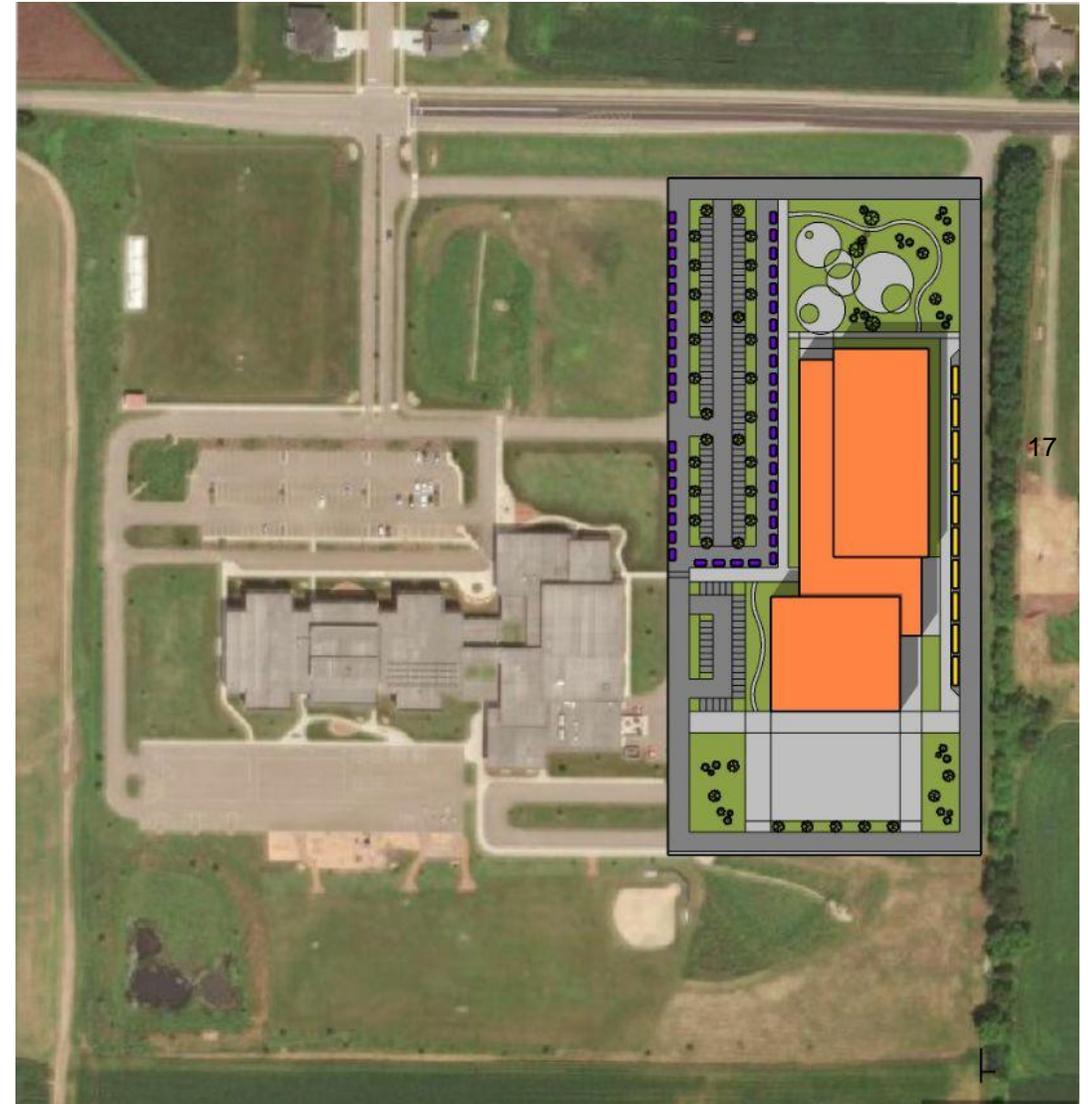
Budget Assumptions

- **Based on conceptual scope of work, not final design**
- **Actual costs of similar projects informed these estimates**
- **Budget based on June 2022 dollars**
 - **Escalation of labor and material included**
- **Intermediate School used as basis for budgets**
 - **Geothermal, green roof, exterior materials, interior finishes**
 - **Current building/instructional technology**
- **\$3,000/student for Furniture, Fixtures and Equipment (FF&E)**
- **Total contingency of 15% per project**

16

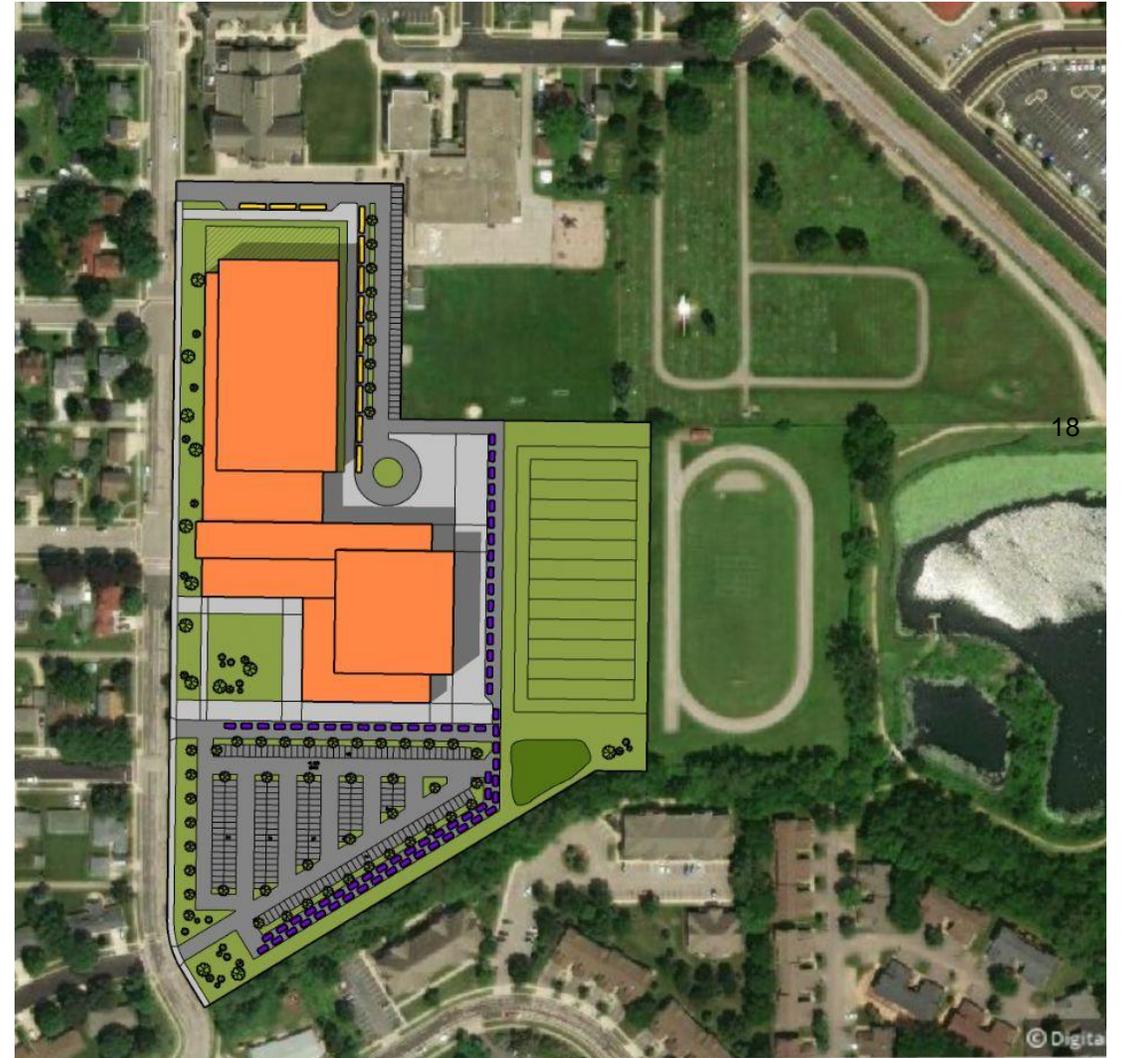
Budget: New Heritage - on Intermediate Site

STUDENT CAPACITY	696
SQUARE FEET	153,000
CONSTRUCTION BUDGET	\$ 48,870,000
CONTINGENCY	\$ 9,240,000
SOFT COSTS	\$ 5,550,000
TOTAL	\$ 63,660,000



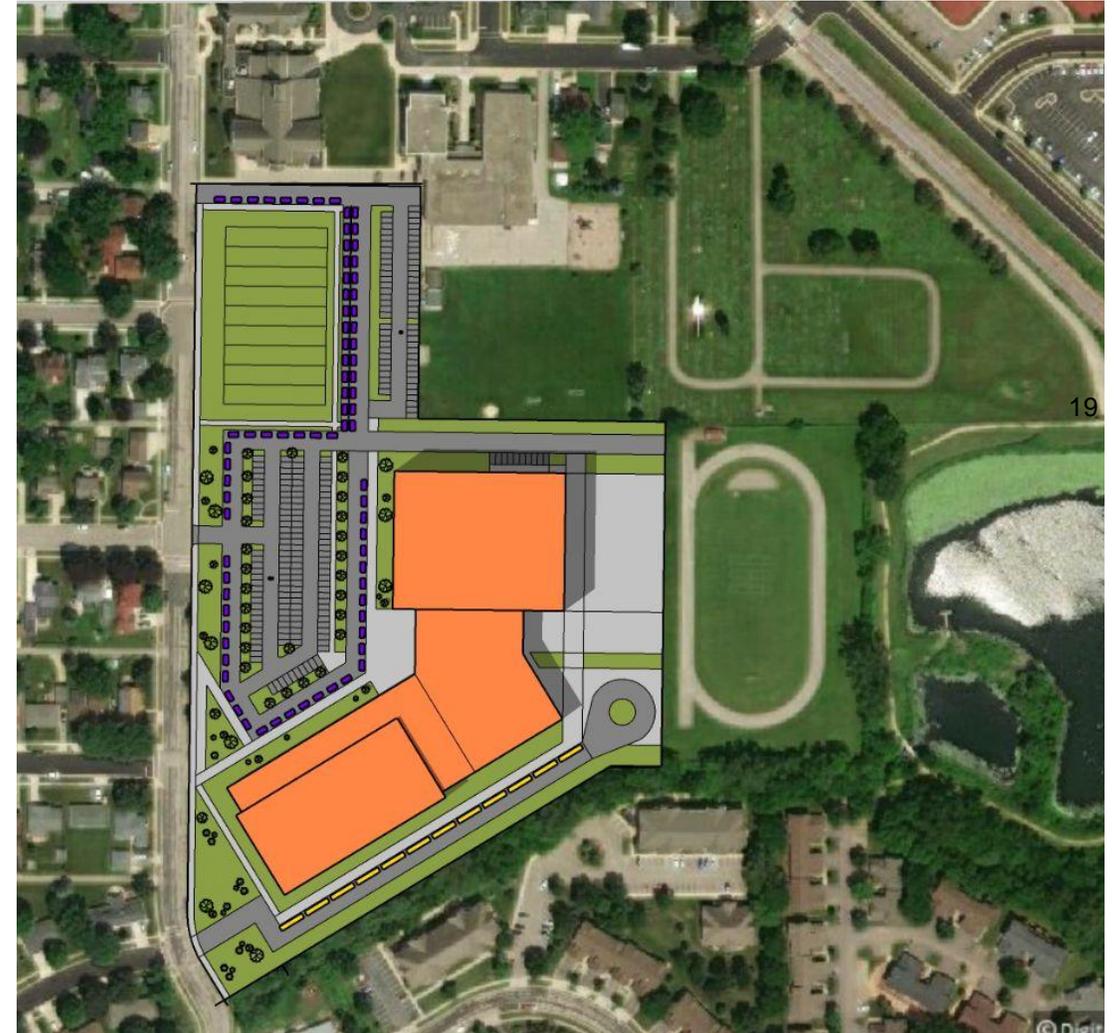
Budget: New Middle School – on Heritage Site – OPTION 1

STUDENT CAPACITY	900
SQUARE FEET	236,150
CONSTRUCTION BUDGET	\$ 77,250,000
CONTINGENCY	\$ 14,630,000
SOFT COSTS	\$ 8,040,000
TOTAL	\$ 99,920,000



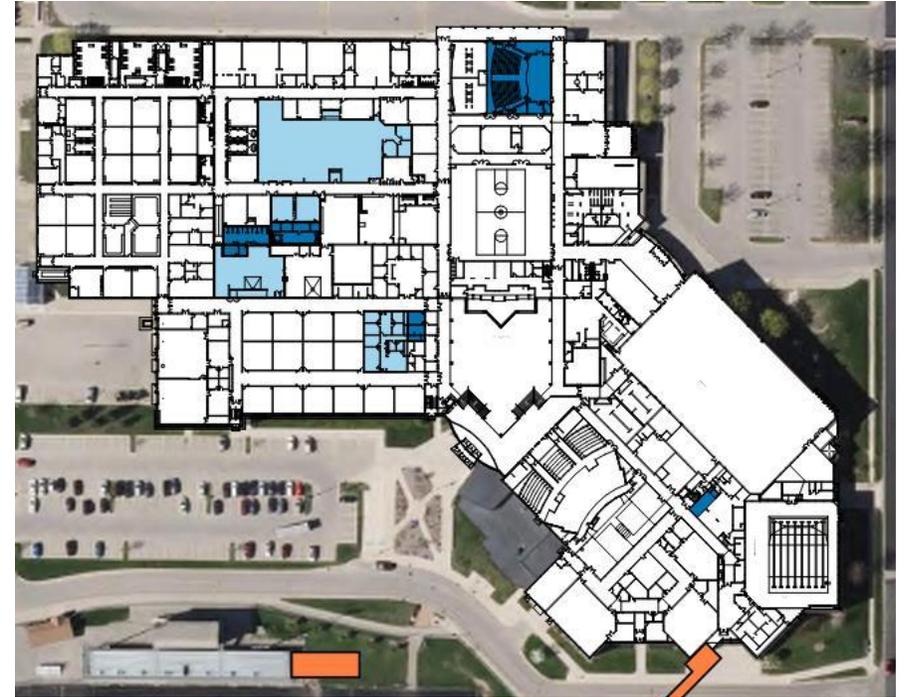
Budget: New Middle School – on Heritage Site – OPTION 2

STUDENT CAPACITY	900
SQUARE FEET	236,150
CONSTRUCTION BUDGET	\$ 76,340,000
CONTINGENCY	\$ 14,500,000
SOFT COSTS	\$ 7,980,000
TOTAL	\$ 98,820,000



Budget: High School, TLC and District Office

Old Auditorium Upgrades	\$ 730,000
Welding Area Modifications	\$ 525,000
Shop and Lab Modifications	\$ 765,000
LMTC Furniture	\$ 570,000
Large Group Instruction	\$ 235,000
Family Changing and Toilet Renovation	\$ 725,000
Bleacher Extension	\$ 500,000
TLC/Clinic	\$ 360,000
District Office	\$ 615,000
TOTAL	\$ 5,025,000

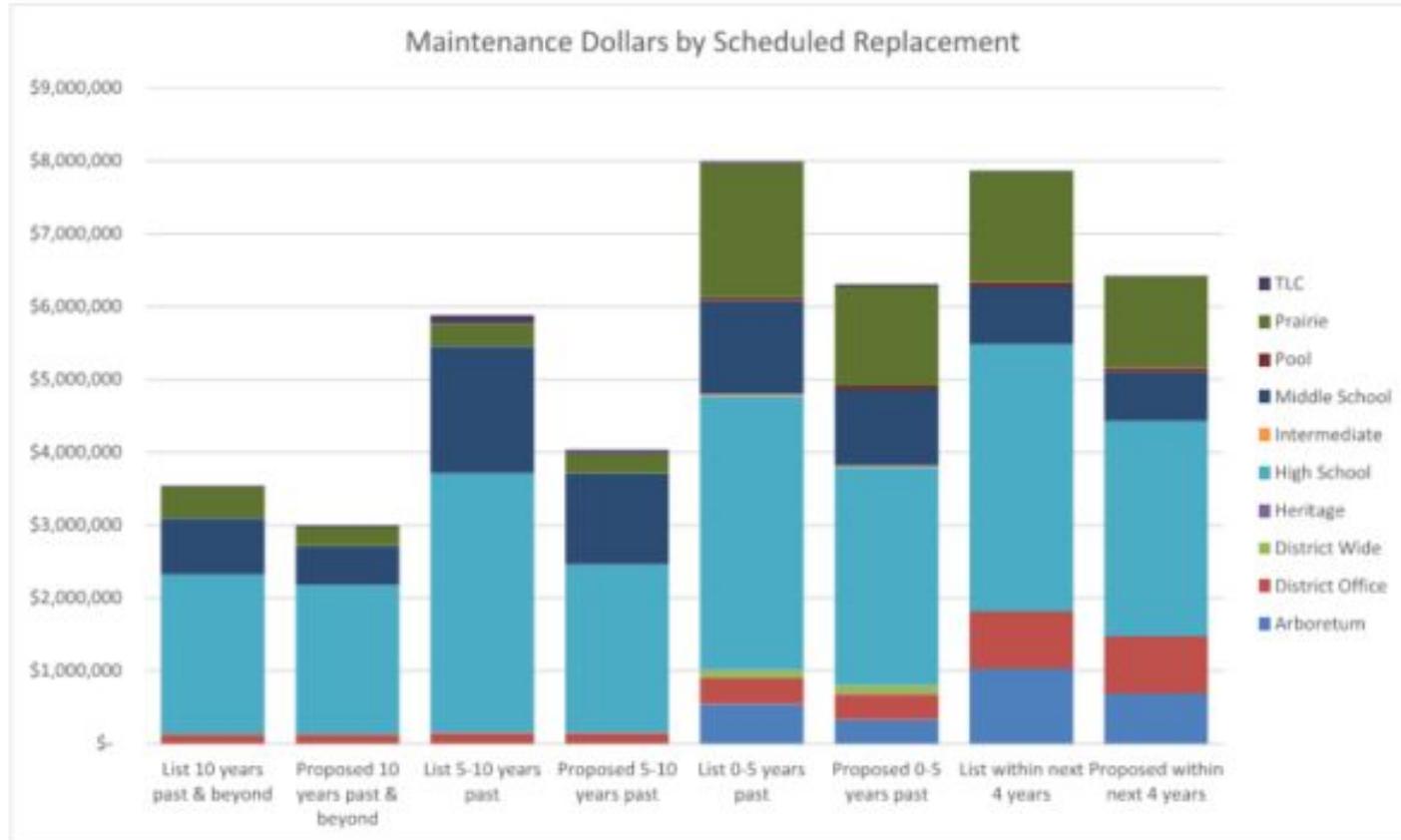


20

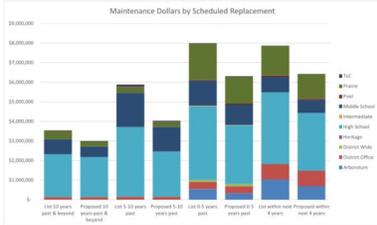


MAINTENANCE SCOPE

WILL BE DISCUSSED AT JULY MEETING



TOTAL PROJECT BUDGET SUMMARY

ELEMENTARY	MIDDLE – OPTION 1	MIDDLE – OPTION 2	HS/TLC/DISTRICT	MAINTENANCE
				
\$ 63,660,000	\$ 99,920,000	\$ 98,820,000	\$ 5,025,000	\$ TBD

TOTAL PROJECT - \$168,605,000

COST DATA INFORMATION

- **ENR Building Cost Index - Goes back to 1915**
 - 20 city average of: skilled labor and steel/concrete/wood
- **Average of 3% per year last 20 years**
- **Lowest year to year in last 20 years was 1.66% increase from 2008 - 2009**
- **Lowest year to year in last 30 years was 0.03% increase from 1994 - 1995**

23

Referendum budget examples

- **Elementary School (June 2021 - April of 2022: 11.65%)**
 - Previous 4 year average: 2.95%
 - 2008 - 2012 average: 1.98%
- **Middle School (June 2020 - December 2021: 16.70%)**
 - Previous 4 year average: 4.60%
 - 2008 - 2012 average: 3.63%

Schedule



Schedule Options - Early Start

EARLY START - HERITAGE FALL 2024, MIDDLE SCHOOL FALL 2025			
	DESIGN START	CONSTRUCTION START	SCHOOL OPEN
NEW HERITAGE	JULY 2022	April 2023	FALL 2024
NEW MIDDLE SCHOOL (OPT 2)	NOVEMBER 2022	OCTOBER 2023	FALL 2025

NOVEMBER START - HERITAGE WINTER 2024, MIDDLE SCHOOL FALL 2026			
	DESIGN START	CONSTRUCTION START	SCHOOL OPEN
NEW HERITAGE	JULY 2022	April 2023	FALL 2024
NEW MIDDLE SCHOOL (OPT 1 or 2)	NOVEMBER 2022	NOVEMBER 2024	FALL 2026

Schedule Options - November Start, Winter Open

NOVEMBER START - HERITAGE WINTER 2024, MIDDLE SCHOOL FALL 2025			
	DESIGN START	CONSTRUCTION START	SCHOOL OPEN
NEW HERITAGE	NOVEMBER 2022	JULY 2023	WINTER 2024
NEW MIDDLE SCHOOL (OPT 2)	NOVEMBER 2022	OCTOBER 2023	FALL 2025

NOVEMBER START - HERITAGE WINTER 2024, MIDDLE SCHOOL FALL 2026			
	DESIGN START	CONSTRUCTION START	SCHOOL OPEN
NEW HERITAGE	NOVEMBER 2022	JULY 2023	WINTER 2024
NEW MIDDLE SCHOOL (OPT 1 or 2)	NOVEMBER 2022	NOVEMBER 2024	FALL 2026

Schedule Options - November Start, Fall Open

NOVEMBER START - HERITAGE FALL 2025, MIDDLE SCHOOL FALL 2026			
	DESIGN START	CONSTRUCTION START	SCHOOL OPEN
NEW HERITAGE	NOVEMBER 2022	OCTOBER 2023	FALL 2025
NEW MIDDLE SCHOOL (OPT 2)	NOVEMBER 2022	NOVEMBER 2024	FALL 2026

27

NOVEMBER START - HERITAGE FALL 2025, MIDDLE SCHOOL FALL 2027			
	DESIGN START	CONSTRUCTION START	SCHOOL OPEN
NEW HERITAGE	NOVEMBER 2022	MARCH 2024	FALL 2025
NEW MIDDLE SCHOOL (OPT 1 or 2)	SPRING 2023	SEPTEMBER 2025	FALL 2027

What's Next?



Preliminary Timeline

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	Work/action														
Option and Budget Development	Work/action	Work/action	Work/action	Work/action	Work/action										
Board Workshop (Flexible)	Work/action		Work/action		Work/action	Work/action		Work/action	Work/action	Work/action				29	
Staff & Community Information Sessions		Work/action			Work/action			Work/action					Work/action		
Staff & Community-Wide Survey					Planning	Work/action	Work/action	Work/action							
Refine and Finalize Project Scope / Budget								Work/action	Work/action	Work/action	Work/action				
Adopt Resolution 70 days prior (<i>Deadline Aug. 30, 2022</i>)											Critical referendum dates				
Referendum Communications & Outreach Effort											Work/action	Work/action	Work/action	Work/action	
Early & Absentee Voting													Critical referendum dates	Critical referendum dates	
Potential Referendum (<i>November 8, 2022</i>)														Critical referendum dates	

Planning
Work/action
Critical referendum dates

Critical Board Milestones & Potential Workshops

- June 13: Reimbursement resolution draft
- June 27: Review programs, budgets, timelines, reimbursement resolution
- July 11: Financial planning options
- July 25: Draft resolutions; budget review
- August 8: Approve resolutions; Referendum do's and don'ts
- August 22: Resolutions back up date



Questions?



Board Appendix



Grade K-4 Enrollment Projections

Elementary School	Sept. 2021 Enrollment	Projected Enrollment ¹				Change, 2021-2035	Building Capacity	
		2023-2024	2025-2026	2030-2031	2035-2036		Functional	Maximum
Arboretum	435	508	542	574	635	+200	418	464
Heritage	525	534	574	710	742	+217	627 ²	696 ²
Prairie	511	554	567	635	733	+222	627	696
GRADES K-4 TOTALS	1,441	1,596	1,683	1,920	2,110	+639	1,672	1,856

1. Projections assume no “forced transfers” among the elementary schools.
2. To achieve the indicated capacity of Heritage Elementary School, additional classrooms in former Intermediate School would have to be remodeled.

Grade 5-12 Enrollment Projections

School	Sept. 2021 Enrollment	Projected Enrollment				Change, 2021-2035	Building Capacity	
		2023-2024	2025-2026	2030-2031	2035-2036		Functional	Maximum
Intermediate	644	636	687	775	883	+239	720 ¹	800 ¹
Middle	652	671	683	778	884	+232	663 ²	
High	1,354	1,358	1,364	1,494	1,623	+269	1,642	
GRADES 5-12 TOTALS	2,650	2,665	2,734	3,047	3,391	+741	3,025	3,105

1. Does not include anticipated classroom expansion that would increase Intermediate School's functional capacity to ~900 and maximum capacity to ~1000.
2. Assumes 70% classroom utilization and does not include current portable classrooms, which may expand Middle School capacity by ~70.

Early Design Start

- Not to exceed \$800,000
- Includes - Schematic Design (first of three design phases)
 - Land Survey
 - Wetland Delineation
 - Soil Boring/Geotechnical
 - Traffic Impact Analysis
 - Architectural Design
 - Civil Engineering/Landscape Design
 - Structural Engineering
 - Mechanical Engineering
 - Electrical Engineering
 - Plumbing Engineering

RESOLUTION NO. _____

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING**

WHEREAS, the Waunakee Community School District, Dane County, Wisconsin (the "Issuer") plans to undertake a district-wide school building and facility improvement project consisting of: removing the current Heritage Elementary School building and constructing and equipping a new middle school on the site; constructing and equipping an elementary school on district-owned land; and district-wide remodeling, capital maintenance and building infrastructure improvements (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the School Board (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$_____.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Adopted, approved and recorded _____, 20__

Joan Ensign
District President

ATTEST:

(SEAL)

Judith Engebretson
District Clerk

[After adoption, please return a copy of this Resolution to Quarles & Brady LLP, Bond Counsel, at 411 East Wisconsin Avenue, 30th Floor, Milwaukee, Wisconsin 53202-4497, Attention: Allison M. Buchanan.]