

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

Monday, August 8, 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>

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.

A quorum of the Board may be present

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 July 11, 2022 Meetings

B. Review Individual Administrator, Teacher Contract Recommendations, Resignations and Retirements..

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

D. Review Individual Co-Curricular Contract Recommendations

E. Review 2022-2023 Department Chairs, Building Coordinators and New Teacher Advisors

These advisory positions are included on the co-curricular report.

F. Review the Terms of a Lease to be Negotiated with the Village of Waunakee for Use

of Parking Stalls Adjacent to the Former Public Library Building

IV. RETURN TO OPEN SESSION

V. BOARD DEVELOPMENT WORKSHOP

A. Board Retreat Planning Update

Joan Ensign will provide an update to the Board on the planning and agenda for the Board's Retreat.

VI. APPROVAL OF MINUTES

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Review the minutes for the July 11, 2022 regular meeting, July 25, 2022 Additional meeting.

VII. APPROVAL OF AGENDA AND ADDITIONS

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

VIII. PUBLIC COMMENTS

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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. TEACHING STAFF, STUDENT, & BOARD

REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Teacher Update

Members of the WTA will provide an update on items related to the teaching staff.

B. Board Reports/Action Items

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

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

X. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Curriculum Committee

1. Review the minutes of the 07/14/22 Curriculum Committee Meeting. **17**

2. Assessment Schedule **19**

Attached please find the Testing and Assessment Schedule for the 2022-2023 School Year. Tim Schell and Amy Johnson will present this plan to the Board on Monday evening.

B. DEI Committee

1. Review Minutes from the 08/01/22 meeting **23**

2. Review the Priorities of the Board's DEI Committee

The Committee is in the process of working its way through the recommendations from the DEI Ad Hoc Committee. A report on their directions related to these recommendations will be forthcoming at a future meeting.

Additionally, based on the meetings that board members held with students at the high school last spring, the Committee discussed the desire to have a student

leadership event at the high school this fall. The concept of the event is to engage the students on ways to work together in supporting a positive and welcoming school climate. The administration will work with staff on this concept and will keep the Committee and the Board informed.

C. Co-Curricular Committee

- 1. Review Minutes of the 8-1-2022 Meeting 25
- 2. Review the Co-Curricular Report for Spring Activities, Booster Club Reports from 2022, and Athletic Department's Priorities for 2022-2023 26

Attached please find a memo from Aaron May, Athletic Director, and associated documents that Mr. May reviewed with the Committee at their meeting. The topics discussed included::

- Spring Sports Participation Report
- Booster Club Financial Report for 2021-2022
- Ticket Sales
- Best Practices for Communication and Coaches Meetings
- Department Goals for 2022-2023

Aaron will be available at the meeting to answer questions.

D. Policy Committee Meeting

- 1. Review Minutes from the 8-1-2022 Committee Meeting 45
- 2. Consider Changes to Policies in the 300 Series 46

The Policy committee is recommending approval of policies 310 - 323.3 as presented. Attached please find a summary table of the recommendations. The recommended policies are combined into a PDF posted in the EXTRAS section of the agenda.

XI. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Administrative Reports/Action Items

- 1. Draft Resolutions for Fall 2022 Referendum 51

The purpose of this agenda item is to review draft resolutions for the fall 2022 referendum process. There are two questions included in the draft resolutions. There is a capital referendum question in the amount of \$175 million. The capital referendum question would fund the following projects:

- Construct a new Heritage Elementary School
- Construct a new Middle School
- Remodeling at Waunakee High School and Bethel Circle
- 1/3 of the outstanding maintenance needs

The second question is an operational referendum question. We have shared drafts of four options as well as a language option that could be applied to any of the four options. Administration will review these four options at the meeting and are looking forward to feedback from the school board. We have also shared an updated

financial scenario that reflects a three year operational referendum instead of a five year operational referendum. The regular August board meeting will not include action items for school board consideration on these resolutions. School board action on these resolutions will be scheduled for the special board meeting on August 22.

2. Resolution to Establish a District Expulsion Hearing Officer

Be it resolved that the Board of Education for the Waunakee Community School District hereby authorizes the appointment of an independent hearing officer for the 2022-2023 school year to determine pupil expulsion from the school under State Statute 119.25 Expulsion of Pupils. Sub (2). This must be a roll call vote.

3. Appoint District Expulsion Hearing Officer for 2022-2023

The school board reviewed the expulsion hearing officer position within the last three years and at that time selected Jon Anderson of Husch Blackwell Law Firm. Mr. Anderson has served the district well through these services and is very timely and thorough in his review and reporting of findings. The recommendation is to continue with Jon Anderson as the expulsion hearing officer for the 2022-2023 school year.

4. Appoint Medical Advisor for 2022-2023

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A motion is requested to appoint Dr. Bill Ranum as the District's Medical Advisor for the 2022-2023 school year. This must be a roll call vote.

5. Announcements/Correspondence

XII. CONSENT AGENDA

A. Approval of Checks

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

B. Finance

1. Monthly Finance Reports

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Attached you will find the Budget Status report as of June 30, 2022 and the Cash Reconciliation report for June 2022. The final budget status report for 21-22 will be provided at the regular September board meeting.

C. 2022 Annual Meeting Agenda

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Attached please find a draft of the 2022 Annual Meeting Agenda. The administration is requesting approval of this agenda in order to begin the planning process for the 2022 Annual Meeting.

D. Consideration Cash Flow Borrowing Process

The purpose of this agenda item is to request School Board approval for a cash flow borrowing process. Because the district may issue debt in 2022, we are required to issue our annual cash flow borrowing as a taxable bond issue. The administration utilizes the financial advisor PMA to conduct the annual cash flow borrowing process. Last year, we participated in a PMA cash flow borrowing pool that included other school districts in

the same borrowing situation as Waunakee. We will not be participating in the bank qualified pooled borrowing for 2022.

Here is the process for cash flow borrowing with PMA:

- An approximate \$8 to \$9 million dollar loan is taken out in October
- The loan is not bank qualified, which increases interest costs
- The financial professional seeks bids on the borrowing
- The legal opinion is provided by Quarles and Brady
- The borrowing is not rated
- The issuance cost of the borrowing includes financial advisor fees, and the legal fees Administration is requesting approval to move forward with the 2022-23 cash flow borrowing process.

E. Consideration of Exchange Student for the 2022/2023 school year 84

F. Consideration of Employee Handbook for Substitute Teaching Staff.

This handbook is in the Extras section of the agenda.

G. Staff Handbooks from each Building.

On an annual basis the administration brings to the Board the staff handbooks for your review. The handbooks are available for board review in the "extras" tab of Boardbook.

These are different than than the employee guidelines that you approved last month as these address daily operations within our schools and district.

H. Gifts and Field Trips

1. Pride Pump donation from Meffert Oil Co. \$1000.00 88

2. Instrument Donation Martha Johnson \$1000 89

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

J. Consideration of 2022-2023 Department Chairs, Building Coordinators and Staff Development Representatives

These advisory positions are included on the co-curricular staff report.

XIII. BOARD BUSINESS

XIV. FUTURE AGENDAS AND MEETINGS

A. Agenda Items for Next Meeting

B. Special Meeting

Schedule 2 Special Meetings for Curriculum Presentations. (November, January)

C. Budget Committee

D. Co-Curricular Committee

E. Curriculum Committee

F. Facility Committee

G. Human Resources Committee

H. Policy Committee

I. Goals Committee

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

XVI. **RETURN TO OPEN SESSION**

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

XVIII. **ADJOURN**

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”

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, July 11, 2022, beginning at 6:00 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 Engebretson, 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 6:00 PM

II. ROLL CALL

Dotzler- Yes, Engebretson – Yes, Ensign- Yes, Frey – Yes(via zoom), Heinemann – Yes (left 8:05PM) , Hetzel- Yes, Hoefler- Yes
Also Present: Randy Guttenberg, Steve Summers, Allie Dye

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

- A. Review Minutes of June 13, 2022 Meeting
- B. Review Individual Teacher Contract Recommendations, Resignations and Retirements
- C. Review Individual Co-Curricular Contract Recommendations
- D. Review Individual Support Staff/Custodial Staff Recommendations, Resignations and Retirements
- E. Update the School Board on a Human Resource Matter Relating to a Taher Employee.
- F. 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

A motion was made by Engebretson, second by Dotzler, to adjourn closed session, and reconvene in open session Motion carried 7-0. Time: 6:40PM At this time the board reconvened in open session to discuss Board development.

V. BOARD DEVELOPMENT WORKSHOP

The board discussed having a board retreat at a location, to be determined on August 11, 2022 from 5:30PM – 8:30PM

Ensign started open session at 6:58PM

VI. APPROVAL OF MINUTES

A. Approve minutes of June 13, 2022 regular Board meeting and June 27, 2022 Additional Meeting.

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

VII. APPROVAL OF AGENDA AND ADDITIONS

A motion was made by Hetzel, second by Hoefler, to approve the agenda as posted, including the following adjustments:

After item IX the board will move ahead to item XIB2 Consideration of the 3rd Draft of the Budget, then item XIA1 Referendum Planning for Fall 2022 Referendum. After XIA1 the board will follow the rest of the agenda as posted starting with item X.

Motion carried 7-0.

VIII. PUBLIC COMMENTS

Public comments sent via email were reviewed by the full board but not read out loud at the meeting. Emailed public comments are attached to the extra section of the agenda and were from:

Michael Brandt

Laura Haak

Brian Malich

Public comments made in person were from:

John Chef – Preliminary Spending on Referendum before it passes

Greg Gentz – Reimbursement Resolution

IX. PUBLIC HEARING ON 2022-2023 DISTRICT BUDGET

Dye presented and answered questions from the board and the public regarding the 2022-2023 budget process. The third draft of the budget is attached in the budget committee section of the agenda.

X. BOARD REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Teacher Report – There was no teacher report for this meeting.

B. Board Reports/Action Items

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

Engebreston reported that she and Ensign attended the CESA2 meeting. The keynote presentation was on Cyber assessments. WCSD is already in the process of this assessment

2. District Priorities for 2022-2023

Guttenberg presented the DRAFT District Priorities for 2022-2023 that were discussed at the Board's Self-Evaluation Meeting this spring. The board would like #1 titled Maintain Excellence and Foster High Student Achievement

A motion was made by Hoefler, second by Dotzler, to approve the priorities as written with the one addition. Motion Carried 7-0.

XI. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. DEI Committee

1. The minutes from the 06/20/22 DEI Committee Meeting were reviewed.

There was no action items but Hetzel reviewed the meeting topics at a high level.

B. Budget Committee

1. The minutes from the 07/07/22 meeting were reviewed.

2. Consideration of the 3rd Draft of the 2022-2023 School District Budget –
Summers and Dye presented and answered questions regarding the third draft of the budget. The third draft of the budget is based on the items posted on the agenda. Changes to the third draft since the second draft are posted on the agenda. A motion was made by Heinemann, second by Hoefler, to approve the third draft of budget and present this to the public at the annual meeting in October. Motion carried 7-0.
3. Branding Report
Summers presented the review of the expenses for the \$25,000 approved by the school board regarding the most visible areas to update with our new brand. Blackburn and Guttenberg were available to answer questions. The Budget Committee is recommending evaluating next steps after the completion of the 21-22 audit, which will identify the end of the year balance.

XII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Administrative Reports/Action Items

1. Referendum Planning for Fall 2022 Referendum
 - a. Referendum Financial Planning Presentation By Erik Kass from PMA
Summers introduced Erik Kass from PMA who reviewed a draft financial plan for the November 2022 referendum planning process. Summers and Guttenberg shared how this draft financial plan is aligned with the referendum planning process and answered questions.
 - b. Discuss, Review and Consider a Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing
Guttenberg and Summers explained and answered questions regarding the concept of a reimbursement resolution. After much discussion the board decided that they would not vote on this at this time. Summers will bring draft resolutions to the July board meeting.
2. Presentation on the District Reporting Tool
Tim Schell presented and answered questions on the data on our initial period of reporting tool implementation. Tim also shared the next steps for the upcoming school year.
3. Consideration of the District Calendar for 2023-2024
Guttenberg and Schell shared and answered questions regarding the proposed school district calendar for the 2023-2024 school year.
The board asked the administration to have a calendar that had professional development and workdays that aligned with both the K-6 schedule and the 7-12 schedule. Schell indicated that this is being considered for this year even though the calendar does not actually depict this. They will look into this closer in the future.
A motion was made by Hoefler, second by Hetzel, to approve the 2023-2024 calendar as presented. Motion carried 6-0. (Heinemann left the meeting at 8:05PM)
4. Announcements/Correspondence - NA

XIII. CONSENT AGENDA

The board recognized the gift from Meffert Oil Company's Pride Pump Donation going this month toward WHS Athletics

A motion was made by Hoefler, second by Dotzler, to approve the consent agenda as it is

presented. Motion carried 6-0.

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 June 2022.

B. Finance

1. Monthly Finance Reports

Attached you will find the 2021-22 Budget Status report as of June 30, 2022, and the Cash Reconciliation report for May 2022.

C. Consideration of Family and Co-Curricular Handbooks for 2022-2023

All handbooks and supporting documents are attached in the extras section.

D. Annual Academic Standards Notice

E. Consideration of Exchange student

F. Consideration of Dane County New Teacher Project Shared Services Contract

G. Gifts and Field Trips

1. Gifts

a. Meffert Oil Co. Pride Pump Donation \$1000 for WCSD Athletics.

2. Field Trips

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

New Administrative Assistant Staff

Leah Ament, Human Resources Administrative Assistant

Kathleen Cutts, Guidance Administrative Assistant, MS

New Administrative Support Staff

Marion Moffett, School Psychologist, HS

New Teacher Staff

Camryn Booms, 8th Grade Math/Science Teacher, MS

Katherine Chabot-Boucher, Health Teacher, MS

Renee Gavigan, Art Teacher, PES

Marly Harman, Cross Categorical Teacher, HS

Caitlynn Hoff, Math Teacher, HS

Diana Mueller, Occupational Therapist

Martha Rocco, 8th Grade ELA/Social Studies Teacher

Internal Staff Changes - No Action

Dee Dee Korth, from 50% Business Teacher, MS, to 100% Business Teacher, MS

Alexander Jelacic, from 67% Social Studies Teacher, HS, to 100% Social Studies Teacher, HS

Tad Porterfield, from Testing/Online Coordinator, HS, to Science Teacher, HS

Resignations

Erica Pape, Para Educator - Special Education, IS

I. Fundraising Report 2021-2022

The purpose of this agenda item is to provide the School Board with an annual report of fundraisers utilizing the Classmunity program. Attached please find a list of all fundraisers for the 2021-22 school year and the information that has been reported in Classmunity.

XIV. **BOARD BUSINESS**

A. NA

XV. **FUTURE AGENDAS AND MEETINGS**

- A. Agenda Items for Next Meeting
- B. Special Meeting
- C. Budget Committee
- D. Co-Curricular Committee – 8/1/22 @ 8:30am
- E. Curriculum Committee
- F. Facility Committee
- G. Human Resources Committee
- H. DEI Committee – 8/1/22 @ 7:30AM
- I. Policy Committee – 8/1/22 @ 9:30AM
- XVI. **RETURN TO CLOSED SESSION** - (if necessary) to complete agenda as listed
under agenda item III
- XVII. **RETURN TO OPEN SESSION**
- XVIII. **ACTION AS APPROPRIATE, ON ITEMS DISCUSSED IN CLOSED SESSION**
- XIX. **ADJOURN**

The board of Education adjourned at 8:59PM on a motion by Engebretson, second by Dotzler, and passed unanimously by voice vote 6-0.

Respectfully submitted,

Judith Engebretson, Clerk

Date _____
JE:rm

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

Monday, July 25, 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.

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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.

A quorum of the Board may be present

Open Session Starts at 6:00 PM

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA AND ADDITIONS

IV. PUBLIC COMMENTS

V. ADMINISTRATIVE REPORTS/ACTION ITEMS

- A. Review the Proposed Building Details/Programs and Associated Projected Budgets
- B. Review Timelines for Project Start Dates and Projected Project Completions
- C. Review and Consider a Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing
- D. Draft Resolutions for Fall 2022 Referendum

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

Waunakee Community School District

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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

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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

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

Cross References:

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

Adoption/Revision Date(s):

October 1989
March 1994
September 1994
January 2000
February 2002
May 2020
January 2022

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 Thursday, July 14, 2022, beginning at 10:30 AM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

Chairperson Dotzler called the meeting to order at 10:29AM

II. ROLL CALL

Present: Dotzler, Engebretson, Hetzel

Also Present: Schell, Johnson, Guttenberg.

III. APPROVE AGENDA

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

Motion Carried 3-0.

IV. PUBLIC COMMENTS

There were no public comments received via email for this meeting.

There was a public comment made in person by the following:

Greg Gentz – DEI Recommendation

V. 2022-2023 ASSESSMENT SCHEDULE

Schell reviewed the 2022-2023 assessment schedule highlighting the changes from the previous year. Schell and Johnson were available to answer any questions.

A motion was made by Hetzel, second by Engebretson to bring this schedule to the full board for consideration. Motion carried 3-0.

VI. DEI AUDIT RECOMMENDATIONS

Dotzler, Johnson and Schell met to review the audit recommendations identified as items for Curriculum Committee. At the September committee meeting these items will be brought back after an administrative review and status updates. The committee was in favor of the process as it was explained.

VII. CURRICULUM REVIEW MEETINGS

Per the committee's request Schell and Johnson brought documents from the special curriculum meetings that were held during the 2019-2020 school year and discussed/answered questions from the committee about these meeting.. The committee would like to have these special meetings again. The committee will bring this to the full board to consider scheduling these special meetings in November and January of the 22/23 school year. The committee also asked Schell and Johnson for a 3 year rotation regarding these presentations.

VIII. ITEMS FOR FUTURE MEETINGS

DEI Audit Recommendation for Curriculum - Administrative Update

All Testing and Assessment Results-The committee requested seeing results as they are

available, this may result in 2 separate presentations

Next Meeting - Sept. 8, 2022 @ 8:00AM

IX. ADJOURN

A motion was made by Hetzel, second by Engebretson, to adjourn the meeting at 10:59am.
Motion carried 3-0.

Waunakee Community School District ---2022-2023 Testing Program

Grade	Test	Typ	Administration Dates	Responsible	Annual Est. Time
4K	PALS (Early Literacy Screener)^#	Universal Screener	FALL-Oct. 3-21, 2022 WINTER- Jan 30-Feb 10, 2023 SPRING-May 1-12, 2023	Classroom Teacher	20 hours (T)
K-2	STAR Early Literacy (State Early Literacy Screener)^#	Universal Screener	FALL-Sept 13-October 8, 2022 WINTER- Jan 4-Jan 18, 2023 SPRING-April 25-May 13, 2023	Classroom Teacher	2.5 hours (T)
K-10	AimsWeb# & StarCBM#	Progress Monitor	September 2022-May 2023	Classroom and/or Reading/Math	4 minutes per student
K-4	Fountas and Pinnell Benchmark Assessment System#+	Universal Screener, Diagnostic	Sept 1- 30, Nov. 1-22, Jan 3-March 3, Apr. 24-May 19	Classroom Teacher	20-35 hours (T)
5-6	Fountas and Pinnell Benchmark Assessment System#+	Universal Screener, Diagnostic	Sept 1- 30, Jan 3-March 3, Apr. 24-May 19 <i>(Note: May required for all 5th and basic/minimal for 6th)</i>	Classroom Teacher	15-25 hours (T)
1-2	STAR – Math	Universal Screener, Achievement, Growth, Progress Monitor	FALL-Sept 13-27, 2022 WINTER- Jan 4-Jan 18, 2023 SPRING-April 25-May 12, 2023	Principal, Counselors Teachers	90 minutes (S) More if used for progress monitoring.19
3-6	Forward Exam^ STAR Reading and Math	Proficiency Universal Screener, Achievement, Growth, Progress Monitor	WI test window March 20-April 28, 2023 FALL-Sept 13-27, 2022 WINTER- Jan 4-Jan 18, 2023 SPRING-April 25-May 12, 2023	Principals, Counselors Teachers	250 minutes (S)- grades 3, 5, 6 435 minutes (S)- grade 4 180 minutes (S) More if used for progress

Waunakee Community School District ---2022-2023 Testing Program

7-8	Forward Exam [^] i-READY (ELA and Math)#	Proficiency Universal Screener, Achievement,	WI test window March 20-April 28, 2023 FALL-Sept 12-23, 2022 WINTER- Jan 3-13, 2023 SPRING-May 1-12, 2023	Principal, Counselors, Homeroom Teachers	250 minutes (S)-7 th grade 440 minutes (S)-8 th grade 120 minutes (S) More if the student qualifies for winter and spring testing.
	Gates/McGinnity	Achievement Placement for AE9	Late winter 2023	AE8 Teachers & Pathways	60 minutes (S) (pullout)
9	WI PreACT ^	Proficiency and College Readiness	WI test windows for standard and accommodated testing. March 20-24 & March 27-31 Window 1 April 3-7 & April 10-14 Window 2 April 17-21 & April 24-28 Window 3	Counselors & Teachers	155 minutes (S)
10	Forward Exam (social studies) [^]	Proficiency	WI test window March 20-April 28, 2023.	Social Studies Teachers	100 minutes (S)
	WI PreACT ^	Achievement	WI test windows: March 20-24 & March 27-31 Window 1 April 3-7 & April 10-14 Window 2 April 17-21 & April 24-28 Window 3	Counselors & Teachers	155 minutes (S)
11	PSAT@	College Prep, Scholarship	October 12 2022	Counselors	130 minutes (S) (pullout)
	WI ACT [^]	Proficiency and College Entrance	March 7, 2023, make up April 11	Counselors & Teachers	235 minutes (S)

Waunakee Community School District ---2022-2023 Testing Program

11-12	Advanced Placement* @	College Entrance	May 1-12, 2023	Counselors	190 minutes (S) (pullout)
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Waunakee Community School District ---2022-2023 Testing Program

Please note: Exemptions are made for SWD and EL students according to established district procedures.

NAEP testing –TBD if selected.

Dynamic Learning Maps (DLM)- WI test window March 20-April 28, 2023

ACCESS for ELL- WI Test Window Dec.1 , 2022 to Jan 27, 2023 testing window

SSIS-Behavioral screeners and assessments will be scheduled periodically during the year as part of PBIS.

Estimated time notation (T) teacher for individualized/interview assessments and (S) for large group assessments.

* Tentative

^State Mandated

#RtI Recommended

@student optional

Revised: July 8, 2022

Minutes of DEI Board Committee

The Board of Education Waunakee Community School District

A DEI Board Committee of the Board of Education of Waunakee Community School District was held Monday, August 1, 2022, beginning at 7:30 AM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

Chairperson Hetzel called the meeting to order at 7:30am

II. ROLL CALL

Present Hetzel, Hoefler, Heinemann.

Also Present: Schell

III. APPROVE AGENDA

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

Motion carried 3-0.

IV. PUBLIC COMMENTS

There were no public comments for this meeting.

V. DEVELOP A PLAN FOR REVIEWING AND CONSIDERING THE RECOMMENDATIONS FROM THE DEI AD HOC COMMITTEE

Hetzel and Schell opened this discussion starting on the item called Utilize Data to recognize areas of strength and determine areas of improvement concluded with the item called Consider Creating a community liaison position that can be both a resource for staff, families and the community. The remaining items will be brought back to the next meeting

VI. DISCUSS AND CONSIDER THE CONCEPT OF A LEADERSHIP CONFERENCE/PROGRAM FOR HIGH SCHOOL STUDENTS

Hetzel started this discussion by mentioning that they are targeting a fall conference, looking to have the guidance dept along with students do the planning. The committee will submit to them what the goal and outcome should be.

The goal will be to have members of every club/org and team but also any other students who want to participate. They would like a business leader to be a keynote speaker but would like this conference/workshop to be an interactive activity bringing various students together to improve school climate, culture, and behavior. They would like a social or celebration at the end of the event.

VII. COMMITTEE MEMBER REFLECTIONS AFTER MEETING WITH THE 7-12 ADMINISTRATION AND STUDENT STAFF

This is tabled for the next meeting.

VIII. DISCUSS AND CONSIDER NEXT STEPS FOR THE COMMITTEE

This was tabled for the next meeting.

IX. FUTURE MEETINGS

The next meeting will be on 8/29/22 @ 5:30PM

X. **ADJOURN**

A motion was made by Heinemann, second by Hoefler, to adjourn at 8:30AM. Motion Carried 3-0.

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, August 1, 2022, beginning at 8:30 AM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

Chairperson Hoefler called the meeting to order at 8:33AM

II. ROLL CALL

Present: Hoefler, Frey, Dotzler

Also Present: May, Borowski

III. APPROVE THE AGENDA

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

IV. PUBLIC COMMENTS

There were no public comments for this meeting.

V. CO-CURRICULAR REPORT FOR 2021-2022

Aaron May presented and answered questions on the following topics:

- Spring Sports Participation Report
- Booster Club Financial Report for 2021-2022
- Ticket Sales
- Best Practices for Communication and Coaches Meetings
- Department Goals for 2022-2023

The committee asked that consideration of a more detailed audit be done on the booster club financials periodically. The committee also asked questions regarding the convenience fee for purchasing tickets electronically. There are options for purchasing tickets in other ways through the athletic office. The committee discussed the timeline for May's goals.

VI. FUTURE MEETINGS

The next meeting will be August 30, 2022 @ 7:30am

VII. ADJOURN

A motion was made by Frey, second by Dotzler, to adjourn the meeting at 9:25am. Motion Carried 3-0.



WAUNAKEE

COMMUNITY HIGH SCHOOL

301 Community Drive
 Waunakee, Wisconsin 53597
 (608) 849-2100

Athletics Office

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

FROM: Aaron May, Activities Director

RE: Co-Curricular Meeting

DATE: August 1, 2022

SPRING SPORTS PARTICIPATION AND GPA SUMMARY

Middle School & High School Participation

Our participation rates across spring sports are strong and the average GPA with our spring sports is also very strong.

HIGH SCHOOL SPRING SPORTS	MIDDLE SCHOOL SPRING SPORTS
Baseball 62	Track 146 (B=69 G=77)
Boys Golf 53	
Boys Lacrosse 45	
Girls Lacrosse 38	
Girls Soccer 66	
Softball 31	
Boys Tennis 24	
Track 138 (B=70 G=68)	

HIGH SCHOOL SPRING SPORTS AVERAGE GPA
Baseball 3.46
Boys Golf 3.42
Boys Lacrosse 3.35
Girls Lacrosse 3.60

Girls Soccer 3.73
Softball 3.40
Boys Tennis 3.70
Boys Track 3.53
Girls Track 3.83
All Sports 3.49

PEPSI CONTRACT:

In 2018 the Athletic Department entered into a 3 year agreement with Pepsi. The agreement paid the Athletic Department \$5,000 upfront in exchange the Athletic Department agreed that the Sun Prairie Pepsi Distributor would be our sole source of cold beverages. During this time the agreement caused a great deal of friction between the Athletic Department, our boosters, and student clubs. The wholesale price charged by Pepsi was greater than the price found at Costco for the same items. We still have Pepsi coolers in our concession stands (Warrior Stadium, The Pitch, & Fieldhouse) and Pepsi provides/maintains the coolers at no cost with the understanding that only Pepsi products would be stored in the coolers.

COMMUNICATIONS

The Athletic Department provides sample meeting agendas, discussion topics, and a communication protocol based on the information provided by the National Federation of High Schools. The NFHS believes the following can help foster strong parent support and lessen challenges: 1) predict and share challenges of athletic competition at pre-season meetings, 2) designate appropriate times to address concerns, 3) share and promote the philosophy behind coach’s decision-making, & 4) model accountability and honesty. The information I have shared with coaches over the years include articles about building proactive relationships with parents, sample meeting agendas, and NFHS’s course on engaging effectively with parents.

TICKETS SALES REPORT

This year we moved to selling all of our tickets online beginning with the Fall playoff games. We worked to have this change broadcast across multiple channels: social media, Infinite Campus, booster clubs, and daily school announcements. The transition went smoothly for our home fans while we did run into some issues; it mostly stemmed from away fans who were not accustomed to purchasing tickets online. More Badger Conference schools are moving to online tickets and it is a trend among schools in the Madison and Milwaukee suburbs. The WIAA has also moved to online tickets purchasing only for their state tournament. The WIAA is no longer selling physical tickets at the gate.

BOOSTER CLUB FINANCIALS AND BYLAWS

We have collected and shared the Booster Club financials and Bylaws. In previous years we have only requested financial reports from our clubs. The addition of bylaws request is to develop a database for new booster clubs that need to write their bylaws and for existing booster clubs to use when discussing potential changes to their bylaws.

GOALS 2022-23

1. Wall of Fame - This project started in the spring of 2022 and our goal is to have it ready to present for our first home volleyball tournament on August 20th. Currently we have our All-State Athlete photos, WIAA Scholar-Athletes, and Hall of Fame coaches loaded into the hall of fame. Our next 2 steps are to add our state championship teams, National Merit Scholars, and One Act's Critics Choice winners.
2. Review of MS Co-curricular Code - This fall we will begin our review of the Middle School Co-curricular code. As part of the review we will engage coaches, administration, and parents. In this review we will look at all aspects of the code and if changes need to be made to ensure it still aligns with our philosophy and what is best for students.
3. Booster Communications & Best Practices - Prior to 2020 there was a desire among booster club leadership to develop a handbook of best practices. This summer the Athletic Department has begun to re-engage the booster leadership in those discussions and with a goal of creating a manual that can be used by all booster clubs to help drive their work and how they operate in support of the Athletic Department.

2021-22 BOOSTER CLUB FINANCIAL REPORTING FORM

	MEMBERSHIP FEES	FUNDRAISING	SPONSORSHIPS	DONATIONS	TOTAL
BOOSTER CLUB					
BASEBALL	15,000 [1]	9,000 [2]		1071 [3]	25,071
BASKETBALL, BOYS	9440	15189	600	15325	40554
BASKETBALL, GIRLS	5610	14723	2515		22848
CROSS COUNTRY	3275	579	600		4254
DANCE		12094	725		12819
FOOTBALL		70,562			70562
GOLF, BOYS	6,600		675		6600
GOLF, GIRLS	2000			400	2400
GYMNASTICS	2,125.00	11,415.36	900		14,440.36
HOCKEY, BOYS	47,510.00	39,263.00	3,090.00	28	29 89891
LACROSSE, BOYS	9729	3512	3400	2550	19191
LACROSSE, GIRLS	8088	2558	600	250	11496
SOCCER, BOYS	13138	23750	2850	4000	43738
SOCCER, GIRLS	\$9,600.00	\$10,893.00	\$1,800.00	\$285.00	\$22,578.00
SOFTBALL	5400	500	10300	640	16840
SWIM, BOYS	\$1,860.00	\$3,412.03	\$0.00	\$0.00	\$5,272.03
SWIM, GIRLS	\$3,250.00	\$4,839.19	\$0.00	\$440.00	\$8,529.19
TENNIS, BOYS	1100	160		175	1435
TENNIS, GIRLS	2100	5159			7259
TRACK	12500	5142.58		26	17668.58
VOLLEYBALL	8963	12152.25	1200		2315.25
WRESTLING	2102	9600	0	875	12577

[1] Mid-Season

[2] Mid-Season

[3] Mid-Season

2021-22 BOOSTER CLUB FINANCIAL REPORTING FORM

	UNIFORMS/APPAREL	TRAVEL FOOD	EQUIPMENT	SPECIAL EVENTS	SCHOLARSHIPS	SUMMER LEAGUE	BANQUET	GIFTS	OTHER	TOTAL
BOOSTER CLUB										
BASEBALL	Included in Equipment	120.00 [1]	12,300.00 [2]			1350 [3]		1500	625.00 [4]	15,895.00
BASKETBALL, BOYS	9743	4715		20452	1500	1575	600	2675	10796	42313
BASKETBALL, GIRLS	7288	2436	1450	10108	0	1375	1028	1702	2114	20213
CROSS COUNTRY	0	0	0	0	0	0	450	280.85	0	730.85
DANCE	8577.24		0	0	0	0				8577.24
FOOTBALL	21,927.00	4,355.00	23,420.00						20,000.00	47,775.00
GOLF, BOYS	12,310				0				195	1426.00
GOLF, GIRLS	4200	155	406	560						1121
GYMNASTICS	0	0	0.00	0.00	0	0	0	0	0.00	0.00
HOCKEY, BOYS	1,371.00	5,627.00	51,201.00	8,574.00		2,250.00	1,828.00	490	17,902.00	87,872.00
LACROSSE, BOYS	2118	1477	2143	360	0	1000	1713	707	6677	16195
LACROSSE, GIRLS		1100	998	2533	2000	0	544	332	6969	14476
SOCCER, BOYS	20730	2801	0	15638 [5]	0	0	450	630	2191	31 21710
SOCCER, GIRLS*	\$8,291.00	\$1,216.00			0	0		\$1,028.00	\$1,080.00	\$3,324.00
SOFTBALL	5130	1500	8620				400	400	1286	12206
SWIM, BOYS	\$1,030.68	\$375.25	\$129.99	\$165.20	\$0.00	\$0.00	\$549.00	\$279.18	\$344.19	\$1,842.81
SWIM, GIRLS	\$1,034.45	\$840.75	\$0.00	\$245.80	\$0.00	\$0.00	\$210.00	\$873.99	\$987.32	\$3,157.86
TENNIS, BOYS		1021.45						253.14		1274.59
TENNIS, GIRLS	3762	1731		677			946	215	446	4015
TRACK	2983.64		163.51	224			100		198.1	685.61
VOLLEYBALL		926		4,653			370	150	11376.87	17,476
WRESTLING	6609			276	1000			409	1383	3068

[1] As of Mid-Season

[2] As of Mid-Season

[3] Summer 2021

[4] Team Poster

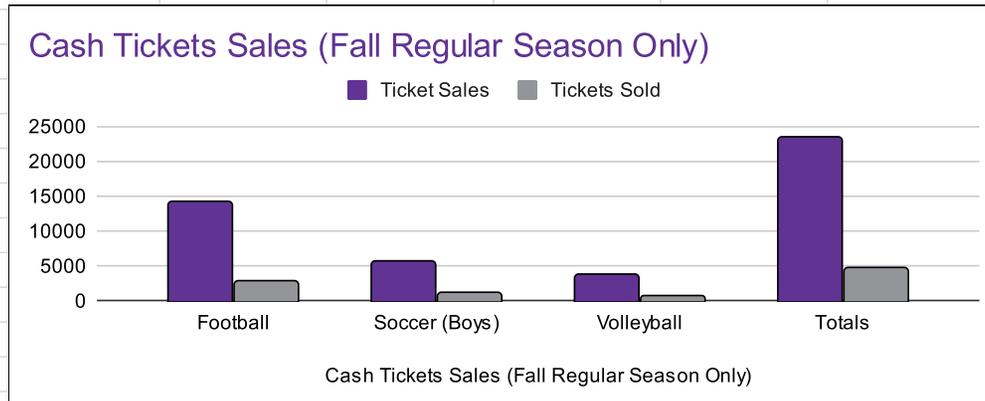
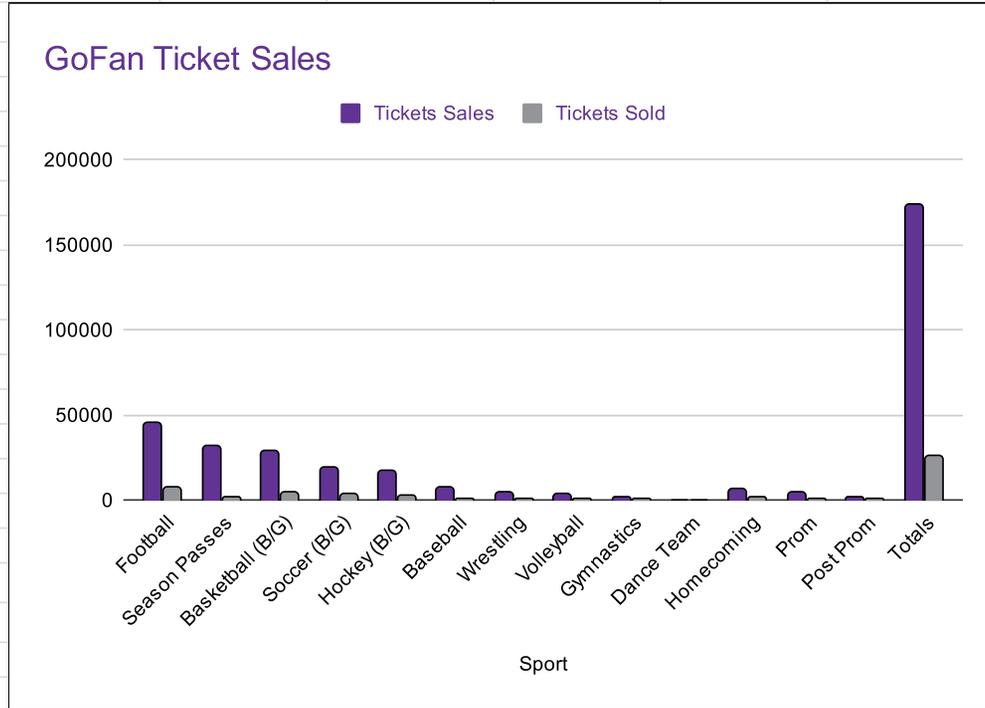
[5] includes fundraising expenses

2021-22 BOOSTER CLUB FINANCIAL REPORTING FORM

BOOSTER CLUB	Booster Club	School Contribution	Total Cost	Participation	Per Athlete Cost	Funds
BASEBALL	\$15,895.00	\$28,349.85	\$44,244.85	62	\$713.00	Funds Key
BASKETBALL, BOYS	\$42,313.00	\$32,953.09	\$75,266.09	69	\$1,090.00	S = School
BASKETBALL, GIRLS	\$20,213.00	\$22,477.67	\$42,690.67	38	\$1,123.00	5 = 501c3
CROSS COUNTRY		\$12,713.46	\$12,713.46	76	\$167.00	
DANCE	\$8,577.24	\$3,013.52	\$11,590.76	14	\$827.00	
FOOTBALL	\$47,775.00	\$104,415.41	\$152,190.41	170	\$895.00	
GOLF, BOYS	\$1,426.00	\$12,271.32	\$13,697.32	53	\$258.00	
GOLF, GIRLS	\$1,121.00	\$10,094.48	\$11,215.48	21	\$534.00	
GYMNASTICS	\$0.00	\$13,818.34	\$13,818.34	19	\$727.00	
HOCKEY, BOYS	\$87,872.00	\$22,239.27	110,111.27	43	\$2,560.00	
LACROSSE, BOYS	\$0.00	\$13,728.20	\$13,728.20	45	\$305.00	
LACROSSE, GIRLS	\$14,476.00	\$13,639.12	\$28,115.12	38	\$739.00	
SOCCER, BOYS	\$21,710.00	\$24,090.02	\$45,800.02	89	\$514.00	
SOCCER, GIRLS	\$3,324.00	\$23,243.20	\$26,567.20	66	\$402.00	
SOFTBALL	\$12,206.00	\$21,079.97	\$33,285.97	31	\$1,073.00	
SWIM, BOYS	\$1,842.81	\$12,532.86	\$14,375.67	\$21.00	\$684.00	33
SWIM, GIRLS	\$3,157.86	\$9,162.79	\$12,320.65	19	\$648.00	
TENNIS, BOYS	\$1,274.59	\$8,076.01	\$9,350.60	24	\$389.00	
TENNIS, GIRLS	\$4,015.00	\$11,265.15	\$15,280.15	46	\$332.00	
TRACK	\$685.61	\$42,743.99	\$43,429.60	138	\$314.00	
VOLLEYBALL	\$17,475.73	\$18,158.42	\$35,634.15	69	\$516.00	
WRESTLING	\$3,068.00	\$19,550.80	\$22,618.80	34	\$665.00	
EQUESTRIAN*			\$0.00	3	\$0.00	
FOOTBALL CHEER*		\$4,153.80	\$4,153.80	10	\$415.00	
SKI & SNOWBOARD#		\$4,612.72	\$4,612.72	29	\$159.00	
*No booster club, parents cover costs.						
#No booster club 2020-21, creating one for 2021-22						

GoFan Ticket Sales 2021-22		
Sport	Tickets Sales	Tickets Sold
Football	\$45,376.00	7,560
Season Passes	\$32,270.00	2,015
Basketball (B/G)	\$28,980.00	4,980
Soccer (B/G)	\$19,123.00	3,328
Hockey (B/G)	\$17,459.00	3,115
Baseball	\$7,686.00	1,098
Wrestling	\$4,697.00	752
Volleyball	\$3,526.00	599
Gymnastics	\$1,270.00	254
Dance Team	\$175.00	35
Homecoming	\$6,879.00	1,460
Prom	\$4,565.00	420
Post Prom	\$2,140.00	217
Totals	\$174,146.00	25,833

Cash Tickets Sales (Fall Regular Season Only)		
Sport	Ticket Sales	Tickets Sold
Football	\$14,095.00	2,918
Soccer (Boys)	\$5,600.00	1,120
Volleyball	\$3,845.00	769
Totals	\$23,540.00	4807



WHS ACTIVITIES DEPARTMENT COMMUNICATION PROTOCOL

A. Communication a Parent/Guardian Should Expect from a Coach if requested

1. The coach's background and vision for all levels of the program
2. Expectations and requirements for student-athletes on team (attendance, grades, dress, conduct, etc.)
3. Procedures to be followed in case of injury during practice or contest in conjunction with our athletic trainer
4. Team rules and disciplinary consequences for violations

B. Communication a Coach Expects from a Parent/Guardian if needed

1. Notification that the student-athlete is ill or injured
2. Advance notice if the student-athlete will miss practice or a contest
3. Clarifying questions about team procedures and time commitments
4. Any concerns are first addressed directly to the head coach only, not other parties

It is NOT appropriate to engage in a discussion about roster selection, starting lineup, playing time, captains, other student-athletes and team strategy/play calling. The administration, including the Athletic Director, Principal and District Administrator will NEVER discuss or comment on the selection of the team. Team selections are solely left up to the coaching staff. Also, the coach will NEVER discuss student-athletes with anyone other than the parent/guardian of the student-athlete involved. It is extremely difficult to accept that your child is not playing as much as you may hope. Coaches are professionals; they make decisions based on what they believe to be in the best interest of the team and your child.

Even when the above communication expectations are met by all parties, concerns may become complaints. Should that happen, please address complaints according to the process below:

COMPLAINT PROTOCOL

1. The student-athlete discusses his/her concern directly with the coach(es) - If Not Resolved
2. The parent contacts the coach to discuss the concern - If Not Resolved
3. The parent, coach AND student-athlete meet personally - If Not Resolved
4. The Athletic Director will meet with the parent, student, AND coach - If Not Resolved
5. The Athletic Director will refer the matter to the Building/District Level Administration

PLEASE DO NOT CONTACT THE COACH WITH COMPLAINTS IMMEDIATELY BEFORE, DURING, OR AFTER A GAME

Working together in a constructive and reasoned manner, the most significant adults in a student-athlete's life - his/her parent/guardian(s) and coach(es) - can make high school sports a great experience!

Sample Agenda for Pre-Season Meeting

I. Welcome

- Sign In Sheet

II. Introduction of Coaches

III. Program Overview / Philosophies

- Roles
- Developing varsity players
- End of season awards (or lack thereof)

IV. Player Expectations

- Enjoy being part of a team – can be very memorable – def. of success.
- Contact us for missed practices – (hunting)
- Be coachable and a good teammate
 - You are selected to fulfill a certain role, and be willing to do it well.
 - Appreciate your role and your teammates' roles.
 - Everybody must understand this. Parents ask your sons.
- Dress appropriately – shirt and tie for road games
- Transportation – (Away games, freshman)
- Athletic Code – (grades, substance free)

V. Parent Expectations

- Stress Communication
 - Face to face with athlete present
 - Encourage athlete to come talk to coach
 - Do not approach coach after game, schedule appointment
 - Playing time/strategies are tough questions...come to practice for a week straight and see what I see. I am more than willing to talk to you about it, but if you must be willing to put in the same amount of time.
 - Athletes will learn many lessons like how to deal w/ disappointment
- Expectations at game
 - No discussions with athletes
 - Support the entire team – give us energy
- Enjoy the season, it goes fast

VI. Other

- Booster Club
- Practice Gear
- Pay Fees / Medical Cards

VII. Closing Comments / Questions?

Building a Proactive Relationship with Parents

BY ALEX SWENSON

In high school athletics, relationships are formed on a number of different levels. The player-coach relationship is often the most heavily examined and scrutinized, but there are many other people involved in the process.

Coaches must get along well with the school administration and officials. The administration must be able to relate to the players and coaching staffs, and the players must be able to respect the authority of those above them. However, perhaps the most challenging relationship is the interaction between the administration and coaches and the athletes' parents.

Understandably, a parent wants what is best for his or her child, but sometimes the parent's actions become misguided and feelings of hostility or bitterness develop toward a coach. As Karen Coffin noted in an article she wrote for the *NFHS Coaches' Quarterly*, "No parent can be impartial, even if they try."

Coffin, who coached tennis in Ohio for more than 20 years and since has hosted seminars and written several articles on parent involvement, stressed that coaches and administrators need to be proactive in dealing with parents.

"I think the parents want to be very involved, and I think it's in every coaches' best interest to consider them part of the team," she said. "One of the jobs of coaching is to acknowledge parents and encourage them to be a positive part of the team. If you don't set ground rules on how to interact, though, they will tell you."

Tom Doyle has spent time speaking on the topic and authored two books – *The Sport Parent's Manual and True Coaching*. Doyle spent 22 years as an athletic director and now serves as the District Two director of athletics for the Washington Interscholastic Activities Association. Through the years, he has collected many different stories on parent issues and involvement. He tends to agree with Coffin on setting a tone early for parental behavior.

"If you don't plan ahead for it, it will cause big problems," he said. "We need to be educating parents on how they should act at their kids' sporting events. [Athletic directors] often aren't comfortable doing that. They make the assumption that everyone will behave as adults should behave."

Doyle also noted that through his experience, he found that it was important to lay out ground rules early and not let conflicts escalate.

"Whatever you allow to happen becomes acceptable," he said. "If I allow a parent to scream at an official and I don't do anything, everyone thinks it's acceptable. If I saw behavior out of the norm, I had to respond so others saw that it wasn't appropriate."

Through his time as an athletic director at North Hills High School in Pittsburgh, Pennsylvania, Dan Cardone has also seen the parent-coach struggle. However, he says that many of the parents at his school work well within the program, and a large part of that is because of booster clubs.

"Just like you're looking for quality coaches, you look for quality parents in your booster organization," said Cardone, who has also written an article for *Athletic Management* called "Parents as Leaders." "Usually, when you have championship teams you have championship parents. It's important to identify parents who have the same values as the high school and let them run the organization."

Because of the importance of the parent relationship, the NFHS has produced an online education course.

Parents who wish to be a positive part of their child's athletic team can visit www.nfhslearn.com to take the free, online course called *"The Role of the Parent in Sports."*

Tim Flannery, director of the NFHS Coach Education Program, said the course is designed to help parents understand and match the team's goals and not interfere with them. He thinks that parents often misinterpret what they can bring to their child's experience and how they are affecting it.

"You are often dealing with very intelligent people who don't understand their role," said Flannery, who has also served as both a coach and athletic director. "Their role is to support the team. They need to let their kids have their own experience, and parents can contaminate that experience. It's not every parent, but it only takes a few. Most parents want to be good sport parents, but they don't know how."

Doyle echoed Flannery's idea that a majority of the parents tend



to be helpful, while a few can ruin it for everyone.

"I believe that there is a 10-80-10 rule," Doyle said. "Ten percent of the parents are thrilled with what the coaches are doing. Eighty percent are generally happy and give coaches the benefit of the doubt. Ten percent will see the cup as half-empty and aren't ever happy. They always say things could be better."

Bruce Brown has tried to take that 90 percent and form more of a partnership with them as opposed to trying to control them. Brown is the athletic director at Lake High School in Uniontown, Ohio, and stressed the importance of communication to form a mutual respect and understanding.

"Everything we do is based on relationships and communications," he said. "In our case, parent involvement has been very constructive because we have embraced the parents as partners. And like anyone working with a group, you want to spend time making sure you communicate."

Brown also said that it shouldn't be taken for granted that parents automatically understand everything that is going on in the organization. Sometimes, coaches and administrators have to go above and beyond to effectively express what they think or how they feel.

While Coffin also thinks that communication is very important, she expressed the need for coaches to sometimes get off the defensive and understand the perspective of the parent.

"[Coaches] have to start recognizing that parents have a big emotional and financial investment, and sometimes their own pride and

egos are involved," she said. "The biggest thing you can do is consider them to be part of the team and that they are considered. Involve them in the process. Don't keep them on the outside. The coaches need to understand that sometimes the parents are right."

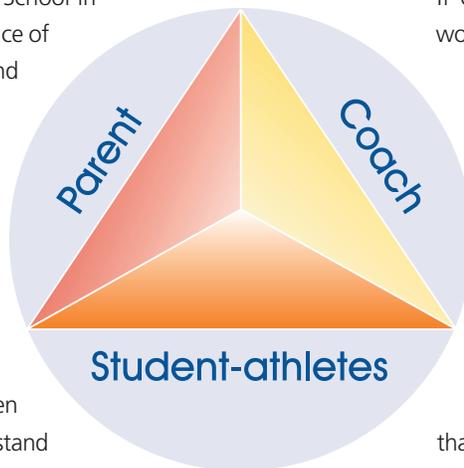
As hard as it is sometimes for athletic directors and coaches to cooperate with the parents and families of their players, it is essential to the success of the team and the athletes. Flannery believes that it's often necessary to start seeing parents in a different light.

"If coaches were to look at parents as allies, it would make their job a lot easier," he said.

Both Coffin and Brown pointed to a three-tier system that determines how an athlete will perform. The parents, coaches and fellow student-athletes make up the three sides of the triangle, and as Coffin noted, if even one of those sides fails to function properly, the athlete will struggle to perform at his or her best.

Parents, coaches and administrators will not always see eye-to-eye, but Cardone thinks that if everyone can look together at the big picture, they would realize that there is a common goal that could drive the relationships to a much healthier level.

"We are all on the same team," he said. "We all want the same thing. And that's what's best for your child." ☉



Alex Swenson is an intern in the NFHS Publications/Communications Department. He is a junior at Franklin (Indiana) College majoring in broadcast journalism and public relations.



Parents and Their Role in Sport

August, 2012

Parenting Do's:

- Push to follow through on commitments, work hard, and be a good person. This is the time to challenge your child—when they want to take a short cut that does not show commitment to the team or the coach. Pushing, however, to win is not healthy and will only create issues between you and your child.
- Reinforce with your child to be a good sport. For example, emphasize shaking hands after games no matter how bitter the contest, and never belittling someone to make yourself feel better.
- Have realistic expectations for your child's success in sport. Try to be objective when your child is not receiving playing time or starting; or they struggle with their performances. They are not mini-adults; they are maturing young people who make many mistakes as well as doing many great things.
- Remain calm and composed during games. Avoid yelling at officials. Athletes find it very frustrating and embarrassing when parents yell at officials, or lose their composure in the stands. There is enough pressure on these kids to perform as it is. Your added pressure from reacting to mistakes they make, being critical and negative, and just too emotional create unneeded stress and take away from the fun of the game.

Parent and Coach Communication Guidelines

Credit to: David Hoch and Loch Raven High School, Towson, MD

Communication you should expect from your child's coach

1. The coach's philosophy.
2. Expectations the coach has for your child as well as all the players on the squad.
3. Locations and times of all practices and contests.
4. Team requirements, i.e., fee, special equipment, off-season conditioning.
5. Procedures that are followed should your child be injured during participation.
6. Team rules and disciplinary procedures that would result in the denial of your child's participation.

Communication coaches expect from parents

1. Concerns expressed directly to the coach.

2. Notification of any schedule conflicts well in advance of the practice or event.
3. Specific concern in regard to a coach's philosophy and expectations.

Issues not appropriate to discuss with coaches

1. Playing time.
2. Team strategy.
3. Play calling.
4. Other student participants.

Appropriate concerns to discuss with coaches

1. The treatment of your child, mentally and physically.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

Keeping Perspective and Controlling Emotions

*Written by Larry Lauer, PhD
Director of Coaching Education and Development, Institute for the Study of Youth Sports, Michigan State University*

How did we get to the point where coaches and administrators often say parents are the biggest issue in interscholastic athletics? Certainly a societal trend in treating the lives of youth as a series of planned experiences to hone their skills and open their opportunities for success (i.e., scholarships)

as an adult contributes to the importance placed on sport. At the same time, it seems that the professional model of sport has trickled down right through the Olympics and elite amateur sport and college athletics to middle/junior/high school sport. Winning and development of talent for the glory of scholarships and increased opportunities epitomize a professionalization of sport. If the mindset is "win at all costs", "athlete before stu-

dent", and "performance before well-being" then the sport is professionalized. With this backdrop we can understand why many parents take sport so seriously despite the estimated results showing that less than 6% of high school athletes compete at the NCAA level, and many of those do not



(Continued on page 2)

**ILLINOIS
ELEMENTARY
SCHOOL
ASSOCIATION**

1015 Maple Hill Rd.
Bloomington, IL 61705

Phone: 309-829-0114
Fax: 309-829-0625
E-mail: iesa@iesa.org

Keep In Mind:

Academics are important!

**Sportsmanship
Expectations:**

- Applaud during the introduction of players, coaches and officials.
- Recognize a player's performance who has fouled out with applause from both sets of fans and with a hand shake from opponents.
- Accept all decisions of officials.
- Treat the competition as a game and not a war.
- Applaud the performance of all participants at the end of a contest.

Credit to: David Hoch and Loch Raven High School, Towson, MD



(Continued from page 1)

receive a full-ride scholarship. If your child's success is tied to your self-esteem as a parent, you have goals for your child to play at an elite level, and/or it is really important to be better than others, then emotional reactions and bad sportsmanship are going to occur.

At the end of the day every parent must take responsibility for modeling good sportsmanship and teaching good values through sport. When armed with a few helpful strategies, even the most intense junior high school parent can survive the big game without a blow up.

Want more sport parenting advice? Go to www.youthsports.msu.edu



Probability of Competing in Athletics Beyond the High-School Interscholastic Level

Student-Athletes	Men's Basketball	Women's Basketball	Football	Baseball	Men's Ice Hockey	Men's Soccer
High- School Student Athletes	545,844	438,933	1,108,441	471,025	36,912	398,351
High- School Senior Student-	155,955	125,409	316,697	134,579	10,546	113,815
NCAA Student- Athletes	17,500	15,708	67,887	31,264	3,944	22,573
NCAA Freshmen Roster Positions	5,000	4,488	19,396	8,933	1,127	6,449
NCAA Senior Student-Athletes	3,889	3,491	15,086	6,948	876	5,016
NCAA Student-Athletes Drafted	48	32	255	806	11	49
Percent High School to NCAA	3.2	3.6	6.1	6.6	10.7	5.7
Percent NCAA to Professional	1.2	0.9	1.7	11.6	1.3	1.0
Percent High School to Professional	0.03	0.03	0.08	0.6	0.1	0.04

Note: These percentages are based on estimated data and should be considered approximations of actual percentages.

“Estimated Probability of Competing in Athletics Beyond the High School Interscholastic Level “
NCAA, Indianapolis, September 2011

NFHS Coaching Today



Creating the **Right Relationship** Between **Coaches** and **Athletes**

By Robby Duncan

There has always been a visible black-and-white line between the coach and the athlete that separates them into their proper places, but as technology has improved over the years, that line has grown a little grayer and harder to see. Coaches and athletes are now closer than they have ever been, and it is important to remember that certain boundaries need to remain intact.

1. **Always Be The Coach**

Letting your athletes know right away that you are there to be their coach and to help them improve as an athlete is a simple and vital thing to do. It tells your athletes that there is a line that shouldn't be crossed. Of course, you still care for your athletes, but this helps to establish appropriate types of conversations to have with your athletes, as well as the types of activities that are acceptable when the team is together. There needs to be a certain level of respect between the athlete and coach so that each party knows and understands what is acceptable within the relationship. If the athlete knows that you are there to be their coach and not their friend, then everyone knows exactly where they stand.

Athletes come from a variety of home environments, and coaches need to be cautious how they relate to their team members. Resisting the temptation to act as a parental figure is critical in helping athletes understand that there are just some things you cannot do for them. Coaches should make sure that they are not attempting to replace the parent or guardian and to keep the relationship professional.

2. **Don't Become Too Much of a Friend**

As coaches work closely with their athletes, obvious bonds are forged that give the appearance of friendship. Respect the boundaries between yourself and the athletes, and be cautious in how you communicate with them because if you are too casual, it will give the athlete a sense of familiarity that could lead to a difficult situation down the road. Coaches would not act or speak around their athletes in

the same way they do with adult friends – both in and out of the profession – so they should encourage the same frame of mind with their athletes.

Be careful in the advice that you give athletes, especially anything outside the scope of coaching. Let's face it, there are certain conversations that take place between coaches and athletes that should not occur. Some of those conversations should occur with parents, clergy or a counselor/therapist. Be cautious in the advice that you give because your values might be different than the parents, and you could be sending a conflicting message. Remember, your job is not to help athletes with their relationships, family problems and other serious issues. Coaches can provide some basic advice, but if the conversation starts to shift to a more serious topic, it is a good idea to get the parents involved.

Have rules and expectations for your athletes and stick with them. Do not play favorites, even if you have some you like more than others. It is important to treat all of your athletes equally and enforce the rules unilaterally.

3. Be Professional

Work hard to keep your personal life and professional life separate because once they start to mix, the job can become difficult. Inviting athletes to your home is typically not a good idea. Once they find out where you live, your status changes from coach to friend in a hurry. It is recommended that you do not give your phone number to athletes. While it is important for your athletes to be able to contact you, more often than not, that contact is better made through e-mail because then conversations can be documented. It also gives you a chance to choose your words more carefully and answer the question better than you would if you felt pressured on a phone call.

Be cautious of texting, Twitter and Facebook. These types of easy electronic communication can make getting in touch with your athletes easier, but it can also be a connection to things that could place you in a negative light. As these types of communication become larger conduits for athletes to share information with friends and family, be aware that colleges and universities are watching these sites as well searching for inappropriate activities and potential rule breaking. Again, like phone numbers, you would be best served by avoiding these types of situations.

When in doubt, place yourself in the position of a parent. If you think that you would consider a particular activity or conversation between your child and their coach inappropriate, then chances are the parents of your athletes will as well. Place yourself in their shoes when considering if the situation you are in is something that you should continue participating in.

4. Keep Conversations Appropriate

There are subjects that coaches should discuss with their athletes and others that parents should discuss with them. If you are having conversations outside the scope of your employment, it is not difficult to determine if that conversation is appropriate or not. Conversation topics should deal with the sport you coach and discussion about personal matters should be avoided – unless it is something that has started to affect their on-the-field performance.

When an athlete comes to you seeking advice on aspects of their personal life, it is best to direct them to their parents rather than attempt to give an answer yourself. If the conversation starts to drift into those

types of areas, have the athlete talk to their parents or member of their clergy to resolve those problems. Obviously, coaches need to be aware of things like abuse or drug problems because they are legally obligated to report them, but talking about their love life and things of that nature should be off limits.

5. **Be Aware of School, District and State Policies and Follow Them**

These policies have been set for a reason and coaches are expected to follow them. There is not much leeway in policy matters, so when in doubt about the exact wording of a policy, use caution. Anytime a situation develops, imagine yourself sitting in front of your principal discussing a specific situation. If you feel that you can defend that situation to your principal without any negative consequences for you or the athlete, then it should be fine. But if you think you might be on shaky ground with your principal, then you need to find a way out of that situation as fast as you can.

Most of these policies are now available online and are easy to find. The scope of our employment is detailed by these policies so it is important to know what you can and can't do. Pay particular attention to policies regarding travel with athletes in your vehicle, interactions with athletes on personal time, hazing and appropriate team activities because those policies will have a direct impact on how you set up and run your team.

Five quick tips to the “right relationship”

1. **Always be the coach.** Make sure your athletes know the line between you and them. Try to keep that line as distinct as possible and do whatever you can to keep from blurring it.
2. **Be their coach, not their friend.** Your athletes have plenty of friends – they need a coach and a role model. Be that for them. Don't allow yourself to get too personal with your athletes so you can avoid problems later. Have rules and expectations for your teams and stick to them. Don't play favorites and violate your own policies. Treat all of your athletes equally.
3. **Be professional.** Always keep your personal life and your professional life separate. Athletes should not be visiting you at home, calling at all hours of the night, texting, twittering or requesting you as a friend on Facebook. Always remember that you are the adult in every situation and act accordingly. Consider how a parent would react to the relationship between you and an athlete when you consider if something is inappropriate or not.
4. **Keep conversations appropriate.** Make sure that you are talking about things you should be talking about. Try to stay out of the personal lives of your athletes as much as possible.
5. **Be aware of school, district and state policies.** Make sure you know the expectations for your job by those who have hired you. Follow the policies or you could be finding yourself out of a job.

About the Author: Robby Duncan is an English teacher and track/cross country coach at Taylorsville High School in Salt Lake City, Utah. He was an assistant coach at Bingham High School in South Jordan, Utah, for 11 years. Duncan was an accomplished athlete at Weber State University, where he competed in the steeplechase and qualified for the NCAA Track and Field Championships and Olympic trials.

The Fourteen Legal Duties of a Coach

Over the past 20 years, through thousands of lawsuits, the courts have defined and continue to define the legal duties as a coach. These duties may vary from state to state and may change as sport litigation continues unabated over the years. The NIAAA, National Federation of High School Associations, The Coalition of Americans to Protect Sports and the National Association for Sport and Physical Education all recognized these nine legal duties. Your fourteen legal duties as a coach are:

- Duty 1: Properly plan the activity.**
- Duty 2: Supervise the activity closely**
- Duty 3: Provide a safe physical environment.**
- Duty 4: Evaluate athletes for injury or incapacity**
- Duty 5: Provide adequate and proper equipment.**
- Duty 6: Provide proper instruction.**
- Duty 7: Duty to condition properly**
- Duty 8: Warn of inherent risks.**
- Duty 9: Provide Emergency Care**
- Duty 10: Design an Emergency Response Plan**
- Duty 11: To Select Train and Supervise Coaches**
- Duty 12: To Match/Equate Athletes**
- Duty 13: To Provide Safe transportation**
- Duty 14: To Provide Insurance Disclosure**

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 Monday, August 1, 2022, beginning at 9:30 AM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. CALL TO ORDER

Chairperson Frey called the meeting to order at 9:31AM

II. ROLL CALL

Present: Frey, Engebretson, Dotzler.

Also Present: Schell

III. APPROVE AGENDA

A motion was made by Engebretson, second by Dotzler, to approve the agenda as posted.

Motion Carried 3-0.

IV. PUBLIC COMMENTS

There were no public comments for this meeting.

V. POLICIES FOR DISCUSSION, REVIEW, AND CONSIDERATION

A. Consider Policies 310 - 330

Frey and Schell walked through and answered questions regarding policies 310-330.

The committee wanted to bring policy 330 back to the next committee meeting for more details to consider.

A motion was made by Engebretson, second by Dotzler to bring policies 310-323.3 to the full board for consideration to move forward as presented and to bring policy 330 back to the next committee meeting. Motion carried 3-0

VI. FUTURE MEETINGS

The committee scheduled the following meetings:

Sept. 22, 22 @ 7:30AM

Oct. 20, 22 @ 7:30AM

Nov. 17, 22 @ 7:30AM

Dec. 15, 22 @ 7:30AM

VII. ADJOURN

A motion was made by Dotzler, second by Engebretson, to adjourn the meeting at 10:10AM.

Motion Carried 3-0.

Policy organizer template

Waunakee Community School District

Proposed Code #	Title	Current policy code	WASB recommendation	WASB Comment (if any)	First Review (Curriculum/Admin) Comments	2nd Review (Policy Chair)
310	Instructional Goals	310	Review and update or repeal	310 Instructional goals is neither required by law or is a WASB checklist policy. The PRG does not offer a sample for 310. The policy was last revised in January 2002. WCSD should review the policy and determine if it needs revision or to be repealed.	Repeal	Repeal Where else is this located
none	Academic Freedom	311	Repeal	Consider repealing this policy, or at least replacing it with language that is more reflective of the K-12 setting. The notion of academic freedom has its origins primarily in higher education (postsecondary) settings. It has less utility and applicability in the K-12 context where the curriculum and instructional materials tend to be much more heavily proscribed, as is the nature of appropriate discussions with students.	Repeal	Repeal Make sure staff understand why removed

312	Academic Honesty	312	Review and update or repeal	<p>312 Academic Honesty is neither required by law or is a WASB checklist policy. The PRG does not offer a sample for 312. The policy was last updated August 2008.</p> <p>Policy 312 prescribes much that teachers will do, both in the first week of the school year and throughout the year. It also describes rules for conduct that are likely also covered in student handbooks. Administration should ascertain whether teachers are doing what is required of them, whether the student handbook or handbooks in the district align with the policy and whether the district is requiring that parents and students return the acknowledgement of the policy. The policy was last revised in 2008 and I think it likely that some aspects of how academic honesty is dealt with in practice has evolved to something inconsistent with the policy. That information will inform the board regarding whether the policy should be revised, repealed or kept as is.</p>	Repeal - Part of student handbook	Repeal Confirm it is part of K6 & 7-12 handbooks
321	School Year/Calendar	321	Replace with PRG 321 Sample 2	Eliminate 180 day requirement and references to collective bargaining.	Replace w/PRG 321 Sample 2 add September in month field.	Replace w/PRG 321 Sample 2 add September in month field.

321.1	Wednesday Evening and Sunday Activities	321.1	Review and keep, amend or repeal	321.1 Wednesday Evening and Sunday Activities is neither required by law or is a WASB checklist policy. The PRG does not offer a sample for 321.1. The policy was last updated July 2002. Keep/amend/repeal is a local policy decision. Determine whether policy is currently followed including obtaining superintendent approval.	Review/Keep	Review/Keep
(none)	School Day	322	Replace with PRG 321 Sample 2	School day and hours now covered by policy 321.	Repeal	Repeal
323.1	Special Observance Days	323	Replace with PRG 323.1 Sample 1	WASB does not recommend listing the statutory special observance days in a board policy, as they are subject to change. If a district desires to maintain a list for ease of reference and planning, consider maintaining the list as a rule or exhibit that is under administrative authority and that can be easily modified as needed	Replace/PRG 323.1 Sample1	Replace/PRG 323.1 Sample1

	Holidays and Religious Observances	323.2	Review and consider whether content should be included in other policies, see comments.	<p>This policy is a combination of matters normally covered by policy 381.1 Teaching about religion, 411 Equal Educational Opportunity and 430 School Attendance. The intro and paragraphs numbered 1 through 7 might be combined with policy 381.1. Paragraph 8 defines how the district will grant students excused absences for religious holidays - that is material also covered in 430, school attendance, particularly rule 2, which describes what absences are excused. Paragraph 8 also describes other forms of accommodations of sincerely held religious beliefs such as the rescheduling of exams and assignment deadlines.</p> <p>One option would be to combine all of the material in 323.2 except paragraph 8 with your current 381.1. Paragraph 8 might be incorporated into 430 Rule 2. Another option would be to maintain 323.2 and cross reference 323.2, 381.2 and 430 Rule 2. Since rules typically do not include cross references you might consider adding something to the religious holidays reference in 430 rule 2 that directs readers back to 323.2 paragraph 8. Since there are accommodations described in paragraph 8 that go beyond the excusing of absences, I favor maintaining 323.2 as a separate policy, at least with regard to paragraph 8.</p> <p>Note that the PRG does not include a sample for 381.1.</p>	Review/Keep and add Cross references	Review/Keep and add Cross references Recently discussed and updated
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323.3	National Anthem/Pledge of Allegiance/Flag Display	323.3	Review and keep, amend or repeal	This policy describes the requirements of section 118.06 Wis. Stat. The policy is not required by law and is not a WASB checklist policy. The PRG does not include a sample for 323.3. The policy has not been revised in 20 years, but there is likely no need for revision.	Keep Flag policy consideration	Review and Keep and consider during review of flag policy
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July 21, 2022

VIA EMAIL

Mr. Randy Guttenberg
District Administrator
Waunakee Community School District
905 Bethel Circle
Waunakee, WI 53597

Re: Waunakee Community School District - Referendum

Dear Randy:

Attached please find **drafts** of the **Revenue Limit Resolution, Initial Resolution, and Referendum Resolution** to be adopted by the School Board in connection with the referendum. We have prepared these Resolutions with the information you provided to us. Please review them carefully.

ADOPTION

It is our understanding that these Resolutions will be considered by the School Board at an August meeting.

OPEN MEETING LAW

The titles of the Resolutions should be on the agenda for the August meeting. **If the meeting will be a virtual meeting, please be sure to include on the agenda and the notices the dial-in number or other information necessary for the public and the media to access and monitor the meeting.** Please then:

- (i) post the agenda in at least three public places; and
- (ii) provide the agenda to the official newspaper of the District (or if the District has no official newspaper, to a news medium likely to give notice in the area) and to any other requesting media at least twenty-four hours prior to the meeting (see Section 19.84(1)(b), Wisconsin Statutes).

Please complete the attached **Certificate of Compliance with Open Meeting Law** in connection with the meeting at which the Resolutions are adopted.

Mr. Randy Guttenberg
July 21, 2022
Page 2

VOTE REQUIRED

A vote of at least a majority of a quorum of the School Board is necessary to adopt the Resolutions. Unless the District has adopted special rules regarding the adoption of borrowing resolutions, the Resolutions should be adopted in the same manner as other resolutions of the District are adopted. Attached please find the **draft Excerpts of Minutes** form to be used to record the attendance at the meeting and the vote on the Resolutions. We will send the finalized form of Excerpts of Minutes prior to the August meeting.

PUBLICATIONS REQUIRED

The notices which are attached to the Referendum Resolution should be published as follows:

- (a) The Notice to Electors (which is attached to the Referendum Resolution as Exhibit A) should be published once in the Waunakee Tribune **within ten days** of the adoption of the Initial Resolution.
- (b) The Notice of Election (which is attached to the Referendum Resolution as Exhibit B) should be published in the issue of the Waunakee Tribune published immediately prior to the fourth Tuesday before the referendum election (**October 7, 2022**). This is the Type A Notice. (Since November 8, 2022 is a regularly scheduled election, the municipal clerks will be publishing the required Type E Notice regarding absentee ballots.)
- (c) The Notice of Referendum, including the facsimile ballot (which is attached to the Referendum Resolution as Exhibit C) (the Type B, C & D Notice) should be published in the issue of the Waunakee Tribune published immediately prior to the referendum election (**November 4, 2022**). **Please note that the municipal clerks' names need to be added to this Notice before it is published.** This Notice must also be posted in each polling place on election day.

Please ask the newspaper to provide affidavits of publication of the notices and forward them to us.

Mr. Randy Guttenberg
July 21, 2022
Page 3

BALLOT

The Ballot (which is attached to the Referendum Resolution as Exhibit D) is the form to be printed. The municipal clerks can assist in the printing arrangements. If the District prepares the ballots, they should be delivered to the municipal clerks running the referendum election at least 52 days prior to the November general election, to allow the municipal clerks to comply with their obligation to provide absentee ballots under Section 7.15, Wisconsin Statutes. *Please provide us with a sample of the absentee ballot when it is prepared.*

FILING OF BALLOT

Under Section 8.37, Wisconsin Statutes, the ballot must be filed with (i) the official responsible for providing the ballots for the election and (ii) the clerk of each county having territory within the District at least 70 days prior to the election. This filing must be made by **August 30, 2022**. The requirement can be satisfied by sending a form of the ballot (which is attached to the Referendum Resolution as Exhibit D) to the official responsible for providing the ballots and to the clerk of each county having territory within the District.

ELECTION SUPPLIES

The municipal clerks of each municipality in which a polling place is located are required to provide the necessary equipment for the polling place.

DOCUMENTATION

Following the adoption of the Resolutions, please return one executed copy of each of them to us together with executed copies of the Excerpts of Minutes and the Certificate of Compliance with the Open Meeting Law. *Please ask the newspaper to provide you with the affidavits of publication of the referendum notices and then forward them to us as soon as you receive them. Please also provide us with a sample of the absentee ballot.*

Prior to the election, we will provide you with materials which may be used by your Board of Canvassers in determining the election results. After the referendum, we will provide you with a Certificate of District Clerk Regarding Bond Referendum to be completed and executed.

We are also attaching a **Municipal Information Questionnaire**. Please review, correct, if necessary, complete and return this questionnaire to us at your earliest convenience.

Mr. Randy Guttenberg
July 21, 2022
Page 4

NOTIFICATION TO DPI

The District must notify the Department of Public Instruction ("DPI") of the date of the referendum election and provide the Department copies of the Revenue Limit Resolution and Initial Resolution and the form of ballot within 10 days after they are adopted. The District is also required to provide the results of the referendum election to DPI within 10 days of the referendum election date. This notification can be provided online via the DPI School Finance Reporting Portal <https://apps5.dpi.wi.gov/sfssafi/default.aspx>. If you have questions about DPI's procedure you should contact Roger Kordus, Consultant at (608) 267-3752 or roger.kordus@dpi.wi.gov. Mr. Kordus would also like to have the Certificate of the Board of Canvassers emailed or faxed to him at (608) 266-2840.

NOTIFICATION TO MUNICIPAL CLERKS

As soon as possible, please notify the municipal clerks of the scheduled date of the referendum election and, as indicated above, the ballot.

Please feel free to contact me at (414) 277-5641 or any member of the Quarles & Brady LLP public finance team if you have any questions or comments.

Very truly yours,

QUARLES & BRADY LLP



Allison M. Buchanan

AMB:TNA:ama

Enclosures

#940252.00063

cc: Mr. Steve Summers (w/enc. via email)
Ms. Rebecca McDonough (w/enc. via email)
Mr. Erik Kass (w/enc. via email)
Mr. David Groose (w/enc. via email)
Ms. Taryn Alvin (w/enc. via email)

INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS IN AN
AMOUNT NOT TO EXCEED \$175,000,000

BE IT RESOLVED by the School Board of the Waunakee Community School District, Dane County, Wisconsin that there shall be issued pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$175,000,000 for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment.

Adopted and recorded August ____, 2022.

Joan Ensign
District President

ATTEST:

Judith Engebretson
District Clerk

(SEAL)

RESOLUTION PROVIDING FOR A REFERENDUM
ELECTION ON THE QUESTIONS OF THE APPROVAL OF A
RESOLUTION AUTHORIZING THE SCHOOL DISTRICT
BUDGET TO EXCEED REVENUE LIMIT FOR RECURRING
PURPOSES AND AN INITIAL RESOLUTION AUTHORIZING
THE ISSUANCE OF GENERAL OBLIGATION BONDS IN
AN AMOUNT NOT TO EXCEED \$175,000,000

WHEREAS, the School Board of the Waunakee Community School District, Dane County, Wisconsin (the "District"), has heretofore duly adopted resolutions entitled: "Resolution Authorizing the School District Budget to Exceed Revenue Limit for Recurring Purposes" (the "Revenue Limit Resolution"); and "Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$175,000,000" (the "Initial Resolution"); and

WHEREAS, the School Board deems it to be desirable and in the best interest of the District to direct the District Clerk to submit the Revenue Limit Resolution and the Initial Resolution to the electors for approval or rejection at the regularly scheduled election to be held on November 8, 2022.

NOW, THEREFORE, BE IT RESOLVED by the School Board of the District as follows:

Section 1. Referendum Election Date. The District Clerk is hereby directed to call a referendum election to be held in the District at the regularly scheduled election to be held on November 8, 2022 for the purpose of submitting to the qualified electors of the District the propositions of whether the Revenue Limit Resolution and the Initial Resolution shall be approved.

Section 2. Notice to Electors. The District Clerk is directed to give notice by:

- (a) causing a Notice to Electors in substantially the form attached hereto as Exhibit A to be published in the Waunakee Tribune within ten days after the date hereof.
- (b) causing a Notice of Election in substantially the form attached hereto as Exhibit B to be published in the Waunakee Tribune in the issue published immediately prior to the fourth Tuesday before the referendum election.
- (c) causing a Notice of Referendum (which includes the facsimile of the sample ballot) in substantially the form attached hereto as Exhibit C to be published in the Waunakee Tribune in the issue published immediately preceding the referendum election. This Notice shall also be posted in each polling place on election day.

If any of the municipalities within the District use an electronic voting system employing a ballot label and ballot card, the Notice of Referendum set forth in Exhibit C shall also include a true, actual-size copy of the ballot label and ballot card in the form in which they will appear on election day.

Section 3. Polling Places and Hours. The District electors must vote at the referendum election at the times and polling places at which they cast their ballots in regularly scheduled elections.

Section 4. Referendum Election Officials. The election officials appointed in each of the municipalities within the District shall conduct the election.

Section 5. Official Referendum Ballot Form. The ballot to be used at the referendum election shall be prepared in accordance with the provisions of Sections 5.64(2) and 7.08(1)(a), Wisconsin Statutes. The ballot shall be substantially in the form attached hereto as Exhibit D.

The District Clerk shall cause to be printed sufficient ballots for use at said referendum election, both as actual ballots in those polling places which do not use voting machines and as absentee ballots where voting machines are used and as specimen ballots (the latter to be of a different and easily identifiable color from the actual ballot). The form of the ballot shall be filed with the official responsible for providing the ballots for the election, and the District Clerk shall file a copy of the ballot with the clerk of each county having territory within the District, as soon as possible after the date hereof but in no event later than 70 days prior to the election, as provided in Section 8.37, Wisconsin Statutes. If the District prepares the ballots, they should be delivered to the municipal clerks running the election at least 52 days prior to the election, to allow the municipal clerks to comply with their obligation to provide absentee ballots under Section 7.15, Wisconsin Statutes.

The municipal clerks of the municipalities within the District shall receive applications for absentee ballots and initial the same when issued to qualified absentee voters.

Section 6. Canvass. The returns of the referendum election shall be canvassed by the Board of Canvassers of each municipality within the District. Each Board of Canvassers shall certify the returns of the referendum election to the District Clerk. The District Clerk and two other reputable citizens appointed by the District Clerk prior to the date of the referendum election shall act as the District's Board of Canvassers for this referendum election. This Board of Canvassers shall meet in open session no later than 9:00 a.m. on the Tuesday after the election to determine the result of the referendum election. The canvass shall be open to the public and the District Clerk is directed to give due notice of said meeting.

Section 7. DPI Notice. Pursuant to the provisions of Sections 121.91(3) and 120.115(1), Wisconsin Statutes, the District Clerk shall notify the Department of Public Instruction of the date of the referendum election and shall provide the Department with copies of the Revenue Limit Resolution and the Initial Resolution within 10 days after the adoption of the Revenue Limit Resolution and the Initial Resolution and shall further notify the Department of the results of the referendum within 10 days following the election using the method prescribed by the Department.

Adopted and recorded August ____, 2022.

Joan Ensign
District President

ATTEST:

Judith Engebretson
District Clerk

(SEAL)

RESOLUTION PROVIDING FOR A REFERENDUM
ELECTION ON THE QUESTIONS OF THE APPROVAL OF A
RESOLUTION AUTHORIZING THE SCHOOL DISTRICT
BUDGET TO EXCEED REVENUE LIMIT FOR RECURRING
PURPOSES AND AN INITIAL RESOLUTION AUTHORIZING
THE ISSUANCE OF GENERAL OBLIGATION BONDS IN
AN AMOUNT NOT TO EXCEED \$175,000,000

WHEREAS, the School Board of the Waunakee Community School District, Dane County, Wisconsin (the "District"), has heretofore duly adopted resolutions entitled: "Resolution Authorizing the School District Budget to Exceed Revenue Limit for Recurring Purposes" (the "Revenue Limit Resolution"); and "Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$175,000,000" (the "Initial Resolution"); and

WHEREAS, the School Board deems it to be desirable and in the best interest of the District to direct the District Clerk to submit the Revenue Limit Resolution and the Initial Resolution to the electors for approval or rejection at the regularly scheduled election to be held on November 8, 2022.

NOW, THEREFORE, BE IT RESOLVED by the School Board of the District as follows:

Section 1. Referendum Election Date. The District Clerk is hereby directed to call a referendum election to be held in the District at the regularly scheduled election to be held on November 8, 2022 for the purpose of submitting to the qualified electors of the District the propositions of whether the Revenue Limit Resolution and the Initial Resolution shall be approved.

Section 2. Notice to Electors. The District Clerk is directed to give notice by:

- (a) causing a Notice to Electors in substantially the form attached hereto as Exhibit A to be published in the Waunakee Tribune within ten days after the date hereof.
- (b) causing a Notice of Election in substantially the form attached hereto as Exhibit B to be published in the Waunakee Tribune in the issue published immediately prior to the fourth Tuesday before the referendum election.
- (c) causing a Notice of Referendum (which includes the facsimile of the sample ballot) in substantially the form attached hereto as Exhibit C to be published in the Waunakee Tribune in the issue published immediately preceding the referendum election. This Notice shall also be posted in each polling place on election day.

If any of the municipalities within the District use an electronic voting system employing a ballot label and ballot card, the Notice of Referendum set forth in Exhibit C shall also include a true, actual-size copy of the ballot label and ballot card in the form in which they will appear on election day.

Section 3. Polling Places and Hours. The District electors must vote at the referendum election at the times and polling places at which they cast their ballots in regularly scheduled elections.

Section 4. Referendum Election Officials. The election officials appointed in each of the municipalities within the District shall conduct the election.

Section 5. Official Referendum Ballot Form. The ballot to be used at the referendum election shall be prepared in accordance with the provisions of Sections 5.64(2) and 7.08(1)(a), Wisconsin Statutes. The ballot shall be substantially in the form attached hereto as Exhibit D.

The District Clerk shall cause to be printed sufficient ballots for use at said referendum election, both as actual ballots in those polling places which do not use voting machines and as absentee ballots where voting machines are used and as specimen ballots (the latter to be of a different and easily identifiable color from the actual ballot). The form of the ballot shall be filed with the official responsible for providing the ballots for the election, and the District Clerk shall file a copy of the ballot with the clerk of each county having territory within the District, as soon as possible after the date hereof but in no event later than 70 days prior to the election, as provided in Section 8.37, Wisconsin Statutes. If the District prepares the ballots, they should be delivered to the municipal clerks running the election at least 52 days prior to the election, to allow the municipal clerks to comply with their obligation to provide absentee ballots under Section 7.15, Wisconsin Statutes.

The municipal clerks of the municipalities within the District shall receive applications for absentee ballots and initial the same when issued to qualified absentee voters.

Section 6. Canvass. The returns of the referendum election shall be canvassed by the Board of Canvassers of each municipality within the District. Each Board of Canvassers shall certify the returns of the referendum election to the District Clerk. The District Clerk and two other reputable citizens appointed by the District Clerk prior to the date of the referendum election shall act as the District's Board of Canvassers for this referendum election. This Board of Canvassers shall meet in open session no later than 9:00 a.m. on the Tuesday after the election to determine the result of the referendum election. The canvass shall be open to the public and the District Clerk is directed to give due notice of said meeting.

Section 7. DPI Notice. Pursuant to the provisions of Sections 121.91(3) and 120.115(1), Wisconsin Statutes, the District Clerk shall notify the Department of Public Instruction of the date of the referendum election and shall provide the Department with copies of the Revenue Limit Resolution and the Initial Resolution within 10 days after the adoption of the Revenue Limit Resolution and the Initial Resolution and shall further notify the Department of the results of the referendum within 10 days following the election using the method prescribed by the Department.

Adopted and recorded August ____, 2022.

Joan Ensign
District President

ATTEST:

Judith Engebretson
District Clerk

(SEAL)

EXHIBIT A

NOTICE TO THE ELECTORS
OF
WAUNAKEE COMMUNITY SCHOOL DISTRICT
DANE COUNTY, WISCONSIN

NOTICE IS HEREBY GIVEN that the School Board of the above-named School District, at a meeting duly called, noticed, held and conducted on August ___, 2022, adopted an Initial Resolution entitled:

INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS IN AN
AMOUNT NOT TO EXCEED \$175,000,000

Said Initial Resolution was adopted pursuant to the provisions of Chapter 67 of the Wisconsin Statutes to authorize a borrowing in an amount not to exceed \$175,000,000 through the issuance of general obligation bonds of the District for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment.

Copies of said Initial Resolution and a detailed breakdown of the school building and facility improvement program to be financed with the proceeds of the proposed Bond issue are on file in the District Office located at 905 Bethel Circle, Waunakee, Wisconsin and may be inspected weekdays except holidays, between the hours of 9:00 a.m. and 4:00 p.m.

The School Board has called for a referendum election on the Initial Resolution together with the Revenue Limit Resolution also adopted on August ___, 2022 to be held on November 8, 2022.

Dated August ___, 2022.

BY ORDER OF THE
SCHOOL BOARD
Judith Engebretson
District Clerk

EXHIBIT B

NOTICE OF ELECTION
WAUNAKEE COMMUNITY SCHOOL DISTRICT
NOVEMBER 8, 2022

Referendum Details

At an election in the Waunakee Community School District on Tuesday, November 8, 2022, the following questions will be submitted to a vote of the people:

QUESTION NUMBER I

"Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses?"

QUESTION NUMBER II

"Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$175,000,000 for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment?"

A copy of the entire text of the resolution directing submission of the questions set forth above to the electorate and information concerning District boundaries can be obtained from the District Clerk at the School District offices located at 905 Bethel Circle, Waunakee, Wisconsin.

Additional Information

Acceptable photo ID will be required to vote at this election. If you do not have a photo ID you may obtain a free ID for voting from the Division of Motor Vehicles.

Persons with questions regarding the referendum election should contact Randy S. Guttenberg,
District Administrator.

Done in the Waunakee Community School District
on October 7, 2022
Judith Engbretson
District Clerk

DRAFT

EXHIBIT C

NOTICE OF REFERENDUM
WAUNAKEE COMMUNITY SCHOOL DISTRICT
NOVEMBER 8, 2022

Referendum Election Details

At an election to be held in the Waunakee Community School District on November 8, 2022, the following proposed Resolution Authorizing School District Budget to Exceed Revenue Limit and Initial Resolution of the School Board will be submitted to a vote of the people:

RESOLUTION NUMBER I

RESOLUTION AUTHORIZING THE SCHOOL
DISTRICT BUDGET TO EXCEED REVENUE
LIMIT FOR RECURRING PURPOSES

BE IT RESOLVED by the School Board of the Waunakee Community School District, Dane County, Wisconsin that the revenues included in the School District budget be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses.

RESOLUTION NUMBER II

INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS IN AN
AMOUNT NOT TO EXCEED \$175,000,000

BE IT RESOLVED by the School Board of the Waunakee Community School District, Dane County, Wisconsin that there shall be issued pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$175,000,000 for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment.

Ballot Text

The questions will appear on the ballot as follows:

QUESTION NUMBER I

"Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses?"

QUESTION NUMBER II

"Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$175,000,000 for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment?"

Explanation

The referendum election ballot will ask District electors to vote "yes" or "no" on the referendum election questions as set forth above.

A "yes" vote on Question Number I is a vote to authorize the Waunakee Community School District budget to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses.

A "no" vote on Question Number I is a vote to deny the Waunakee Community School District the authority to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses.

In the event a majority of the electors voting on Question Number I vote "yes", the District will be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses; if a majority vote "no" on Question Number I, the District will not be so authorized.

A "yes" vote on Question Number II is a vote to approve the borrowing of \$175,000,000 by the Waunakee Community School District through the issuance of general obligation bonds for the purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment.

A "no" vote on Question Number II is a vote to deny the Waunakee Community School District the authority to borrow \$175,000,000 through the issuance of general obligation bonds for the purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment.

In the event a majority of the electors voting on Question Number II vote "yes", the District will be authorized to undertake the school building and facility improvement program described in Question Number II and borrow not in excess of \$175,000,000 therefor; if a majority vote "no" on Question Number II set forth above, the District will not be so authorized.

Location and Hours of Polling Places

Information as to the location of the polling places is available in the District Office at 905 Bethel Circle, Waunakee, Wisconsin.

All polling places will be open at 7:00 A.M. and will close at 8:00 P.M. All polling places are accessible to elderly and disabled voters.¹

If you have any questions concerning your polling place, contact the municipal clerk:

(Name Of Municipal Clerk)	(Name Of Municipal Clerk)
(Address)	(Address)
(Telephone)	(Telephone)
(Office Hours)	(Office Hours)

Notice of Meeting of the School District Board of Canvassers

By no later than 9 a.m. on the Tuesday after the election, the school district board of canvassers shall convene, pursuant to the provisions of Wis. Stat. § 19.84, for the purpose of conducting the school district canvass pursuant to Wis. Stat. § 7.53(3). This meeting will be open to the public pursuant to Wis. Stat. §§ 19.81-89.

Information to Electors²

Upon entering the polling place and before being permitted to vote, an elector shall:

- state their name and address
- show an acceptable form of photo identification*
- sign the poll book**

***If an elector does not have acceptable photo identification, the elector may obtain a free photo ID for voting from the Division of Motor Vehicles.**

****If the elector is unable to sign the poll book due to disability, a poll worker may write the word "exempt."**

If an elector is not registered to vote, they may register to vote at the polling place serving their residence if the elector provides proof of residence.

Where ballots are distributed to electors, the initials of two inspectors must appear on the ballot.³

Upon being permitted to vote, the elector shall enter a voting booth or go to a machine and cast their ballot. The vote should not be cast in any manner other than specified here. Sample ballots or other materials to assist the elector in marking their ballot may be taken into the booth and copied. The sample ballot shall not be shown to anyone so as to reveal how the ballot is marked.

¹ THIS NOTICE MUST CONTAIN A STATEMENT ABOUT THE ACCESSIBILITY TO THE ELDERLY AND DISABLED FOR EACH POLLING PLACE. IF ANY POLLING PLACES ARE NOT ACCESSIBLE OR IN COMPLIANCE WITH FEDERAL LAW, CONTACT THE ELECTIONS COMMISSION.

² This section should be adapted depending upon what type of voting procedure is used.

³ Remove this sentence if only touch screen voting system(s) are used.

An elector who is a parent or guardian may be accompanied by the elector's minor child or minor ward.

An election official may inform the elector of the proper manner for casting a vote but the official may not advise or indicate a particular voting choice.

Assistance for Voting

An elector may select an individual to assist in casting their vote if the elector declares to the presiding official that they are unable to read, have difficulty reading, writing, or understanding English, or that due to disability are unable to cast their ballot. The selected individual rendering assistance may not be the elector's employer or an agent of that employer or an officer or agent of a labor organization which represents the elector.

Where Paper Ballots are Used

On referendum questions, the elector shall make a mark (X) in the square next to "yes" if in favor of the question, or the elector shall make a mark (X) in the square next to "no" if opposed to the question.

Where Optical Scan Voting is Used

On referendum questions, the elector shall fill in the oval or connect the arrow next to "yes" if in favor of the question, or the elector shall fill in the oval or connect the arrow next to "no" if opposed to the question.

When using an *electronic ballot marking device* ("Automark," "ExpressVote," Clear Access or "ImageCast Evolution-ICE") to mark an **optical scan ballot** on referendum questions, the elector shall touch the screen or use the tactile pad to select "yes" if in favor of the question, or the elector shall touch the screen or use the tactile pad to select "no" if opposed to the question.

Where Touch Screen Voting is Used

On referendum questions, the elector shall touch the screen at "yes" if in favor of the question, or the elector shall touch the screen at "no" if opposed to the question.

After Voting the Ballot

After an official **paper ballot** is marked, it shall be folded so the inside marks do not show, but so the printed endorsements and inspectors' initials on the outside do show. The elector shall deposit the voted ballot in the ballot box or deliver the ballot to an inspector for deposit and shall leave the polling place promptly.

After an official **optical scan ballot** is marked, it shall be inserted in the security sleeve, so the marks do not show. The elector may insert the ballot in the voting device and discard the sleeve or deliver the ballot to an inspector for deposit. If a central count system is used, the elector shall insert the ballot in the ballot box and discard the sleeve or deliver the ballot to an inspector for deposit. The elector shall leave the polling place promptly.

After an official **touch screen ballot** is cast, the elector shall leave the polling place promptly.

Spoiling Ballots

If an elector spoils a **paper or optical scan** ballot, they shall return it to an election official who shall issue another ballot in its place, but not more than three ballots shall be issued to any one elector. If the ballot has not been initialed by two inspectors or is defective in any other way, the elector shall return it to the election official who shall issue a proper ballot in its place.⁴

The elector may spoil a **touch screen** ballot at the voting station before the ballot is cast.

⁴ Remove this sentence if only touch screen voting system(s) are used.

The following is a sample of the official ballot:

Official Referendum Ballot

November 8, 2022

Notice to Voters: If you are voting on Election Day, your ballot must be initialed by two election inspectors. If you are voting absentee, your ballot must be initialed by the municipal clerk or deputy clerk. Your ballot may not be counted without initials. (See end of ballot for initials).

Instructions to Voters
If you make a mistake on your ballot or have a question, ask an election inspector for help. (Absentee voters: contact your municipal clerk).
To vote in favor of a question, make an "X" or other mark in the square next to "Yes," like this: <input checked="" type="checkbox"/>
To vote against a question, make an "X" or other mark in the square next to "No," like this: <input checked="" type="checkbox"/>
School District
Question Number I: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses?
<input type="checkbox"/> Yes
<input type="checkbox"/> No
Question Number II: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$175,000,000 for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment?
<input type="checkbox"/> Yes
<input type="checkbox"/> No

Persons with questions regarding the referendum election should contact Randy S. Guttenberg,
District Administrator.

Done in the Waunakee Community School District
on November 4, 2022
Judith Engebretson
District Clerk

DRAFT

EXHIBIT D

Official Referendum Ballot

November 8, 2022

Notice to Voters: If you are voting on Election Day, your ballot must be initialed by two election inspectors. If you are voting absentee, your ballot must be initialed by the municipal clerk or deputy clerk. Your ballot may not be counted without initials. (See end of ballot for initials).

Instructions to Voters	
If you make a mistake on your ballot or have a question, ask an election inspector for help. (Absentee voters: contact your municipal clerk).	
To vote in favor of a question, make an "X" or other mark in the square next to "Yes," like this: <input checked="" type="checkbox"/>	
To vote against a question, make an "X" or other mark in the square next to "No," like this: <input checked="" type="checkbox"/>	
School District	
Question Number I: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses?	
<input type="checkbox"/>	Yes
<input type="checkbox"/>	No
Question Number II: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$175,000,000 for the public purpose of paying the cost of a school building and facility improvement project consisting of: construction of a new Heritage Elementary School on district-owned land; construction of a new middle school on district-owned land; removal of the current Heritage Elementary School building; district-wide renovations, capital maintenance and site improvements; and acquisition of furnishings, fixtures and equipment?	
<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

(Reverse Side of Ballot)

OFFICIAL REFERENDUM BALLOT

November 8, 2022

for

Waunakee Community School District, Wisconsin

Municipality and ward number(s): _____

Ballot issued by

Initials of Inspectors of Election

Absentee Ballot issued by

Initials of Municipal Clerk or
Deputy Clerk
(If issued by SVDs, both SVDs must initial.)

Certification of Voter Assistance

I certify that I marked or read aloud this ballot at the request and direction of a voter who is authorized under Wis. Stat. §6.82 to receive assistance.

Signature of assistor

Waunakee Community School District
EXAMPLE NOVEMBER, 2022 REFERENDA FINANCING PLAN
 SCENARIO 1: \$175,000,000 FOR FACILITIES AND \$1 TO \$6 MILLION FOR OPERATING

LEVY YEAR	YEAR DUE	FUND 39 EXISTING DEBT SERVICE	FUND 39 IMPACT OF 2022 PREPAYMENT	FUND 39 EXISTING DEBT SERVICE	\$10,000,000 G.O. SCHOOL BUILDING BONDS Dated December 15, 2022 (First Interest 4/1/23)		\$45,000,000 G.O. SCHOOL BUILDING BONDS Dated July 1, 2023 (First Interest 4/1/24)		\$40,000,000 G.O. SCHOOL BUILDING BONDS Dated July 1, 2024 (First Interest 4/1/25)		\$40,000,000 G.O. SCHOOL BUILDING BONDS Dated July 1, 2025 (First Interest 4/1/26)		\$40,000,000 G.O. SCHOOL BUILDING BONDS Dated July 1, 2026 (First Interest 4/1/27)		EXAMPLE LEVY MANAGEMENT FUND	FUND 39 DEBT LEVY EXISTING PLUS NEW	FUND 39 COMBINED MILL RATE (B)	EXISTING NON-RECURRING OPERATING OVERRIDE (Ends after 2024-25)	NEW RECURRING OPERATING OVERRIDE	STATE AID IMPACT OVER BASE YEAR (FY 2021-22) (A)	COMBINED TOTAL (Factoring Aid)	COMBINED MILL RATE (B)	OTHER MILL RATE (C)	TOTAL MILL RATE	YEAR DUE
					PRINCIPAL (4/1)	INTEREST (4/1 & 10/1) EST. AVG= 3.75%	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1) EST. AVG= 4.00%	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1) EST. AVG= 4.25%	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1) EST. AVG= 4.25%	PRINCIPAL (4/1)	INTEREST (4/1 & 10/1) EST. AVG= 4.25%											
2021	2022	\$7,203,088	\$4,813,912	\$12,017,000															\$0	\$14,144,502	\$4.11	\$6.78	\$10.89	2022	
2022	2023	\$7,281,020	(\$179,171)	\$7,101,849	\$297,917										\$6,980,000	\$14,379,765	\$3.98	\$2,127,502	\$1,000,000	\$0	\$17,507,267	\$4.85	\$6.04	\$10.89	2023
2023	2024	\$7,359,749	(\$179,171)	\$7,180,578	\$375,000	\$6,550,000	\$2,119,000	\$1,538,000							(\$2,119,000)	\$14,105,578	\$3.79	\$2,127,502	\$3,000,000	(\$349,030)	\$18,884,049	\$5.08	\$5.81	\$10.89	2024
2024	2025	\$7,359,653	(\$179,171)	\$7,180,481	\$375,000			\$1,538,000	\$3,350,000	\$2,053,813				(\$2,053,813)	\$12,443,481	\$3.20	\$2,127,502	\$6,000,000	\$370,011	\$20,940,994	\$5.39	\$5.60	\$10.89	2025	
2025	2026	\$7,360,515	(\$179,171)	\$7,181,344	\$375,000			\$1,538,000		\$1,557,625	\$5,425,000	\$2,009,719		(\$2,009,719)	\$16,076,969	\$4.01		\$6,000,000	\$459,927	\$22,536,896	\$5.63	\$5.26	\$10.89	2026	
2026	2027	\$7,488,365	(\$179,171)	\$7,309,194	\$375,000			\$1,538,000		\$1,557,625		\$1,469,438	\$3,975,000	(\$797,469)	\$17,467,319	\$4.23		\$6,000,000	\$716,335	\$24,183,654	\$5.86	\$5.03	\$10.89	2027	
2027	2028	\$7,489,465	(\$179,171)	\$7,310,294	\$375,000			\$1,538,000		\$1,557,625		\$1,469,438			\$13,781,419	\$3.24		\$6,000,000	\$723,768	\$20,505,187	\$4.83			2028	
2028	2029	\$5,036,067	(\$2,396,020)	\$2,640,047	\$375,000	\$1,020,000	\$1,517,600	\$1,385,000	\$1,528,194	\$1,060,000	\$1,060,000	\$1,446,913	\$940,000		\$13,423,841	\$3.07		\$6,000,000	\$463,358	\$19,887,199	\$4.54			2029	
2029	2030	\$5,040,947	(\$2,436,434)	\$2,604,513	\$375,000	\$1,100,000	\$1,475,200	\$1,440,000	\$1,468,163	\$1,110,000	\$1,400,800	\$975,000	\$975,000		\$13,419,069	\$2.98		\$6,000,000	\$440,092	\$19,859,161	\$4.41			2030	
2030	2031	\$2,599,463		\$2,599,463	\$375,000	\$1,150,000	\$1,430,200	\$1,505,000	\$1,405,581	\$1,155,000	\$1,352,669	\$1,020,000	\$1,428,000		\$13,420,913	\$2.89		\$6,000,000	\$440,215	\$19,861,127	\$4.27			2031	
2031	2032	\$2,601,975		\$2,601,975	\$375,000	\$1,195,000	\$1,383,300	\$1,570,000	\$1,340,238	\$1,205,000	\$1,302,519	\$1,065,000	\$1,383,694		\$13,421,725	\$2.80		\$6,000,000	\$440,826	\$19,862,551	\$4.15			2032	
2032	2033	\$2,598,406		\$2,598,406	\$375,000	\$1,245,000	\$1,334,500	\$1,640,000	\$1,272,025	\$1,255,000	\$1,250,244	\$1,115,000	\$1,337,369		\$13,422,544	\$2.71		\$6,000,000	\$441,175	\$19,863,718	\$4.01			2033	
2033	2034	\$2,597,319		\$2,597,319	\$375,000	\$1,300,000	\$1,283,600	\$1,705,000	\$1,200,944	\$1,315,000	\$1,195,631	\$1,160,000	\$1,289,025		\$13,421,519	\$2.63		\$6,000,000	\$441,641	\$19,863,160	\$3.89			2034	
2034	2035	\$660,563		\$660,563	\$515,000	\$1,210,000	\$365,344	\$2,815,000	\$1,201,300	\$1,780,000	\$1,126,888	\$1,370,000	\$1,138,575	\$1,210,000	\$13,421,331	\$2.63		\$6,000,000	\$441,990	\$19,863,322	\$3.89			2035	
2035	2036				\$1,210,000	\$333,000	\$2,925,000	\$1,086,500	\$1,860,000	\$1,049,538	\$1,430,000	\$1,079,075	\$1,260,000	\$1,186,175	\$13,419,288	\$2.63		\$6,000,000	\$442,899	\$19,862,167	\$3.89			2036	
2036	2037				\$1,255,000	\$286,781	\$3,045,000	\$967,100	\$1,940,000	\$968,788	\$1,495,000	\$1,016,919	\$1,315,000	\$1,131,456	\$13,421,044	\$2.63		\$6,000,000	\$443,366	\$19,864,410	\$3.89			2037	
2037	2038				\$1,300,000	\$238,875	\$3,175,000	\$842,700	\$2,020,000	\$884,638	\$1,560,000	\$952,000	\$1,375,000	\$1,074,294	\$13,422,506	\$2.63		\$6,000,000	\$444,015	\$19,866,521	\$3.89			2038	
2038	2039				\$1,350,000	\$189,188	\$3,300,000	\$713,200	\$2,115,000	\$796,769	\$1,625,000	\$884,319	\$1,435,000	\$1,014,581	\$13,423,056	\$2.63		\$6,000,000	\$444,664	\$19,867,720	\$3.89			2039	
2039	2040				\$1,405,000	\$137,531	\$3,435,000	\$578,500	\$2,200,000	\$705,075	\$1,700,000	\$813,663	\$1,495,000	\$952,319	\$13,422,088	\$2.63		\$6,000,000	\$445,271	\$19,867,359	\$3.89			2040	
2040	2041				\$1,455,000	\$83,906	\$3,575,000	\$438,300	\$2,300,000	\$609,450	\$1,770,000	\$739,925	\$1,565,000	\$887,294	\$13,423,875	\$2.63		\$6,000,000	\$445,792	\$19,869,667	\$3.89			2041	
2041	2042				\$1,510,000	\$28,313	\$3,725,000	\$292,300	\$2,400,000	\$509,575	\$1,845,000	\$663,106	\$1,630,000	\$819,400	\$13,422,694	\$2.63		\$6,000,000	\$446,537	\$19,869,231	\$3.89			2042	
2042	2043						\$5,445,000	\$108,900	\$2,505,000	\$405,344	\$1,925,000	\$582,994	\$1,700,000	\$748,638	\$13,420,875	\$2.63		\$6,000,000	\$447,095	\$19,867,970	\$3.89			2043	
2043	2044								\$8,285,000	\$176,056	\$2,010,000	\$499,375	\$1,775,000	\$674,794	\$13,420,225	\$2.63		\$6,000,000	\$447,774	\$19,867,999	\$3.89			2044	
2044	2045										\$10,745,000	\$228,331	\$1,850,000	\$597,763	\$13,421,094	\$2.63		\$6,000,000	\$448,943	\$19,870,036	\$3.89			2045	
2045	2046												\$13,140,000	\$279,225	\$13,419,225	\$2.63		\$6,000,000	\$449,786	\$19,869,011	\$3.89			2046	
		\$72,676,594	(\$1,093,570)	\$71,583,023	\$10,000,000	\$6,085,854	\$45,000,000	\$22,924,200	\$40,000,000	\$22,173,950	\$40,000,000	\$21,495,650	\$40,000,000	\$22,595,763	\$0	\$341,858,440				\$9,936,448	\$496,304,896				IMPACT \$0.00

(A) State aid impact based on prior fiscal year incremental expenditure over base year (FY 2021-22) at the following aid levels (2021-22 October certification):
 Tertiary Aid Percentage.....-7.01%
 (B) Mill rate based on 2021 Equalized Valuation (TID-OUT) of \$3,437,359,073 with annual growth as follows:
 2022: 5.00% Plus estimated TID closures for 2024, 2030, and 2032 totalling \$90,649,700
 2023-33: 3.00%
 2034 and thereafter: 0.00%
 (C) Other Mill Rate through 2026-27 per District 7/6/2022, which reflects a levy reduction of \$190,337 following the 7/1/2022 aid estimate.

NOTES Example financing scenarios could be impacted by other variables, such as significant market or statutory changes, which may necessitate adjustments to the financing plans.
 Mill rate may remain unchanged or decline in upcoming years if referendum not approved.
 Scenarios where a greater portion of the overall debt is issued in advance of the expenditures of the proceeds will likely result in higher fees earned by the investment manager of the debt proceeds.



Official Referendum Ballot

November 8, 2022

Notice to Voters: If you are voting on Election Day, your ballot must be initialed by two election inspectors. If you are voting absentee, your ballot must be initialed by the municipal clerk or deputy clerk. Your ballot may not be counted without initials. (See end of ballot for initials).

Instructions to Voters

If you make a mistake on your ballot or have a question, ask an election inspector for help. (Absentee voters: contact your municipal clerk).

To vote in favor of a question, make an "X" or other mark in the square next to "Yes," like this:

To vote against a question, make an "X" or other mark in the square next to "No," like this:

School District

Option I - Recurring \$10,000,000: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$4,000,000) for the 2023-2024 school year; by an additional \$2,000,000 (for a total of \$6,000,000) for the 2024-2025 school year; by an additional \$2,000,000 (for a total of \$8,000,000) for the 2025-2026 school year; and by an additional \$2,000,000 (for a total of \$10,000,000) for the 2026-2027 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses?

Yes

No

Option II - Non-Recurring \$10,000,000: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$2,000,000 for the 2022-2023 school year, by \$4,000,000 for the 2023-2024 school year, by \$6,000,000 for the 2024-2025 school year, by \$8,000,000 for the 2025-2026 school year, and by \$10,000,000 for the 2026-2027 school year, for non-recurring purposes consisting of operational and maintenance expenses?

Yes

No

Option III - Recurring \$6,000,000: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$1,000,000 for the 2022-2023 school year; by an additional \$2,000,000 (for a total of \$3,000,000) for the 2023-2024 school year; and by an additional \$3,000,000 (for a total of \$6,000,000) for the 2024-2025 school year and thereafter, for recurring purposes consisting of operational and maintenance expenses?

Yes

No

Option IV - Non-Recurring \$6,000,000: Shall the Waunakee Community School District, Dane County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by \$1,000,000 for the 2022-2023 school year, by \$3,000,000 for the 2023-2024 school year, and by \$6,000,000 for the 2024-2025 school year, for non-recurring purposes consisting of operational and maintenance expenses?

Yes

No

Alternative Ending:

For any of the options, we could change the descriptive language at the end of the ballot question to read similar to the following -- "consisting of expenses related to attracting and retaining staff, operating and maintaining any additional school facilities, and maintaining current programs and services?"



WAUNAKEE

COMMUNITY SCHOOL DISTRICT

ADMINISTRATION OFFICE

905 Bethel Circle
Waunakee, Wisconsin 53597
(608) 849-2000

Student Services

TO: WCSD Board of Education
Randy Guttenberg, Superintendent

FROM: Chris Mand, Director of Student Services

DATE: July 1st, 2022

RE: Medical Advisor Appointment for 2022-2023 School Year

Dr. Ranum at the Waunakee SSM Health Dean Medical Clinic has agreed to serve as the medical advisor for the Waunakee Community School District for the 2022-2023 school year. Dr. Ranum is a board certified family medicine physician. He has served as the district medical advisor for a number of years.

I recommend Dr. Ranum continues to serve as the district's medical advisor.

2021-22 Budget Status Report - June 30, 2022 (2)

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	28,193,074.14	0.00	99.78%	63,574.86
Personnel Costs: Benefits	10,313,596	10,313,596	10,126,757.20	0.00	98.19%	186,838.80
Total	38,570,245	38,570,245	38,319,831.34	0.00	99.35%	250,413.66
Buildings						
	Budget	Revised Budget	Spent	Ordered	% Spent/Or.	Available
Prairie School	82,370	82,370	72,944.98	0.00	88.56%	9,425.02
Prairie School CSF	18,322	21,053	21,050.57	0.00	99.99%	2.80
Heritage School	84,700	84,700	82,803.51	0.00	97.76%	1,896.49
Heritage School CSF	16,046	18,688	18,010.28	0.00	96.38%	677.35
Arboretum School	71,625	71,625	70,792.50	0.00	98.84%	832.50
Arboretum School CSF	15,970	18,393	18,111.64	0.00	98.47%	281.26
Intermediate School	142,830	142,830	117,106.34	0.00	81.99%	25,723.66
Intermediate School CSF	23,746	27,263	27,342.45	0.00	100.29%	-79.88
Middle School	153,220	153,220	137,482.26	0.00	89.73%	15,737.74
Middle School CSF	22,229	25,779	25,550.97	0.00	99.11%	228.25
High School	553,993	553,993	524,224.30	0.00	94.63%	29,768.70
High School CSF	50,603	57,933	55,691.42	0.00	96.13%	2,241.97
Athletics	354,477	354,477	343,389.28	0.00	96.87%	11,087.72
Departments						
Utilities	1,042,000	1,242,000	1,278,471.74	0.00	102.94%	-36,471.74
Maintenance	1,003,090	1,003,090	968,947.38	0.00	96.60%	34,142.62
Capital Projects	150,000	150,000	0.00	0.00	0.00%	150,000.00
Contingency Fund	100,000	2,500	5,782.80	0.00	231.31%	-3,282.80
Energy Conservation	83,894	83,894	99,718.13	0.00	118.86%	-15,824.13
Transportation	1,273,528	1,273,528	1,042,559.76	0.00	81.86%	230,968.24
Technology	966,179	966,179	799,115.44	0.00	82.71%	167,063.56
Technology Erate/Fees	53,600	53,600	29,363.16	0.00	54.78%	24,236.84
Curriculum-Secondary	204,029	364,529	436,722.08	0.00	119.80%	-72,193.08
Curriculum-Elementary Operations	197,982	37,982	99,377.00	0.00	261.64%	-61,395.00
Curriculum-Elementary District	945,000	945,000	950,250.00	0.00	100.56%	-5,250.00
Human Resources	35,850	35,850	43,315.17	0.00	120.82%	-7,465.17
Superintendent	84,600	184,600	163,997.61	0.00	88.84%	20,602.39
Student Services-Operations	71,250	71,250	21,845.98	0.00	30.66%	49,404.02
Student Services-District	92,500	92,500	79,104.93	0.00	85.52%	13,395.07
Business Office	499,673	817,673	830,989.22	0.00	101.63%	-13,316.22
District Wide	1,344,610	1,365,310	1,269,382.11	0.00	92.97%	95,927.89
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	88,364.84	0.00	98.43%	1,411.16
Title 1 Grant (Private)	6,199	6,199	5,659.53	0.00	91.30%	539.47
Title 2 Grant (Public)	50,807	54,375	54,303.48	0.00	99.87%	71.52
Title 2 Grant (Private)	5,692	6,875	6,875.00	0.00	100.00%	0.00
Title 3 Grant	18,840	18,840	17,960.10	0.00	95.33%	879.90
Title 4A Grant (Public)	9,648	8,796	8,796.00	0.00	100.00%	0.00
Title 4A Grant (Private)	351	1,219	1,218.51	0.00	99.96%	0.49
Career/Tech Ed Grant	73,654	73,654	22,207.69	0.00	30.15%	51,446.31
CEIS Federal Flo-Through	153,367	153,302	105,969.81	0.00	69.12%	47,332.19
Ed. Effectiveness Grant	29,520	30,080	30,080.00	0.00	100.00%	0.00
ESSER2	626,122	626,122	617,791.35	0.00	98.67%	8,330.65
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	15,140.71	0.00	80.05%	3,773.29
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	10,330.00	0.00	13.77%	64,670.00
SAODA	0	1,000	986.11	0.00	98.61%	13.89
Other Program Totals						
Transfer to Fund 27	6,406,644	6,238,712	0.00	0.00	0.00%	6,238,712.00
Wellness Clinic	242,250	242,250	254,108.29	0.00	104.90%	-11,858.29
Subtotals						
Salary & Benefits Totals	38,570,245	38,570,245	38,319,831.34	0.00	99.35%	250,413.66
Building Totals	1,590,131	1,612,324	1,514,500.50	0.00	93.93%	97,823.58
Department Totals	8,217,725	8,759,425	8,173,690.55	0.00	93.31%	585,734.45
Grant Totals	1,192,576	1,198,838	1,011,992.78	0.00	84.41%	186,845.22
Other Program Totals	6,648,894	6,480,962	254,108.29	0.00	3.92%	6,226,853.71
Total Fund 10 Expenditures	56,219,571	56,621,794	49,274,123.46	0.00	87.02%	7,347,670.62

2021-22 Budget Status Report - June 30, 2022 (2)

GENERAL FUND 10 REVENUES

Building/Department	Original Budget	Revised Budget	Received	Ordered	% Received	Unreceived
Prairie School	5,720	5,720	4,360.88	0.00	76.24%	1,359.12
Heritage School	5,950	5,950	5,101.19	0.00	85.73%	848.81
Arboretum School	6,375	6,375	4,898.19	0.00	76.83%	1,476.81
Intermediate School	33,350	33,350	24,433.28	0.00	73.26%	8,916.72
Middle School	32,600	32,600	23,295.12	0.00	71.46%	9,304.88
High School	169,750	169,750	175,771.60	0.00	103.55%	-6,021.60
Curriculum - Elementary	0	0	251.50	0.00	---	-251.50
Curriculum - Secondary	8,800	8,800	47,715.62	0.00	542.22%	-38,915.62
Maintenance	6,000	6,000	25,784.90	0.00	429.75%	-19,784.90
Energy Conservation	0	0	11,012.95	0.00	---	-11,012.95
Athletic Dept	38,000	38,000	7,802.39	0.00	20.53%	30,197.61
Human Resources	2,200	2,200	62.93	0.00	2.86%	2,137.07
Technology	2,750	2,750	13,312.87	0.00	484.10%	-10,562.87
E-Rate	53,600	53,600	9,674.47	0.00	18.05%	43,925.53
District	54,512,009	54,705,009	56,208,512.49	0.00	102.75%	-1,503,503.49

Grants - Fund 10

Common School Fund-District	152,716	162,337	162,337.00	0.00	100.00%	0.00
Title 1 Grant (Public)	89,776	89,776	72,052.97	0.00	80.26%	17,723.03
Title 1 Grant (Private)	6,199	6,199	4,811.96	0.00	77.62%	1,387.04
Title 2 Grant (Public)	50,807	54,375	53,826.36	0.00	98.99%	548.64
Title 2 Grant (Private)	5,692	6,875	1,850.00	0.00	26.91%	5,025.00
Title 3 Grant	18,840	18,840	17,960.10	0.00	95.33%	879.90
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	0.00	0.00	0.00%	73,654.00
CEIS Federal Flo-Through	153,367	153,302	83,969.81	0.00	54.77%	69,332.19
Ed. Effectiveness Grant	29,520	30,080	0.00	0.00	0.00%	30,080.00
ESSER2	626,122	626,122	430,414.18	0.00	68.74%	195,707.82
ESSER3	0	0	0.00	0.00	---	0.00
Peer Mentor Grant	0	0	2,975.00	0.00	---	-2,975.00
Perkins Grant	18,914	18,914	10,722.01	0.00	56.69%	8,191.99
Reading Readiness	8,375	8,375	9,233.00	0.00	110.24%	-858.00
Dane Co. Mental Health	20,511	20,511	19,347.32	0.00	94.33%	1,163.68
School-Based Mental Health	75,000	75,000	3,509.00	0.00	4.68%	71,491.00
SAODA	0	1,000	986.11	0.00	98.61%	13.89

Total Fund 10 Revenues	56,216,596	56,425,479	57,444,781.20	0.00	101.81%	-1,019,302.20
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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	5,825,702.93	0.00	98.83%	69,234.07
Benefits	2,339,942	2,339,942	2,308,371.98	0.00	98.65%	31,570.02
Total	8,234,879	8,234,879	8,134,074.91	0.00	98.78%	100,804.09

Departments

Special Ed-Operations	28,839	28,839	9,611.68	0.00	33.33%	19,227.32
Special Ed-District	126,557	126,557	212,783.20	0.00	168.13%	-86,226.20
Transportation	323,008	223,008	227,788.86	0.00	102.14%	-4,780.86
Medicaid	9,000	9,000	8,980.61	0.00	99.78%	19.39

Grants-Fund 27

IDEA FlowThrough Grant	778,446	831,221	745,987.41	0.00	89.75%	85,233.40
IDEA FlowThrough Grant-ESSER3	198,857	198,857	0.00	0.00	0.00%	198,857.00
IDEA PreSchool Grant	23,500	23,500	9,812.03	0.00	41.75%	13,687.97
IDEA PreSchool Grant-ESSER3	22,403	22,403	0.00	0.00	0.00%	22,403.00

Total Fund 27 Expenditures	9,745,489	9,698,264	9,349,038.70	0.00	96.40%	349,225.11
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SPECIAL EDUCATION FUND 27 REVENUES

Source	Budget	Revised Budget	Received	Ordered	% Received	Unreceived
IDEA FlowThrough Grant	778,446	831,221	536,525.32	0.00	64.55%	294,695.49
IDEA FlowThrough Grant-ESSER3	198,857	198,857	0.00	0.00	0.00%	198,857.00
IDEA PreSchool Grant	23,500	23,500	8,599.30	0.00	36.59%	14,900.70
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	8,622,283	2,358,575.81	0.00	27.35%	6,263,707.19

Total Fund 27 Revenues	9,745,489	9,698,264	2,903,700.43	0.00	29.94%	6,794,563.38
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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	2,665,709.21	0.00	113.11%	-309,040.21

FOOD SERVICE FUND 50 REVENUES

Source	Budget	Revised Budget	Received	Ordered	% Received	Unreceived
All	2,406,900	2,406,900	2,750,063.44	0.00	114.26%	-343,163.44

2021-22 Budget Status Report - June 30, 2022 (2)

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	4,360.88	1,359.12	82,370	72,944.98	9,425.02	8,065.90	25,743.93
Heritage School	17,611.01	5,950.00	5,101.19	848.81	84,700	82,803.51	1,896.49	1,047.68	18,658.69
Arboretum School	21,718.99	6,375.00	4,898.19	1,476.81	71,625	70,792.50	832.50	-644.31	21,074.68
Intermediate School	48,083.05	33,350.00	24,433.28	8,916.72	142,830	117,106.34	25,723.66	16,806.94	64,889.99
Middle School	38,027.78	32,600.00	23,295.12	9,304.88	153,220	137,482.26	15,737.74	6,432.86	44,460.64
High School	87,228.82	169,750.00	175,771.60	-6,021.60	553,993	524,224.30	29,768.70	35,790.30	123,019.12
Athletic Dept	60,229.50	38,000.00	7,802.39	30,197.61	354,477	343,389.28	11,087.72	-19,109.89	41,119.61
Curriculum-Elementary (Oper)	13,687.23	0.00	0.00	0.00	197,982	99,377.00	98,605.00	98,605.00	112,292.23
Curriculum-Secondary	20,932.26	8,800.00	47,715.62	-38,915.62	364,529	436,722.08	-72,193.08	-33,277.46	-12,345.20
CTE Grant		73,654.00	0.00	73,654.00	73,654	22,207.69	51,446.31	-22,207.69	-22,207.69
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	43,315.17	-7,465.17	-9,602.24	-5,962.37
Maintenance	311,049.59	6,000.00	25,784.90	-19,784.90	1,003,090	968,947.38	34,142.62	53,927.52	364,977.11
Special Education-Operations	-	0.00	0.00	0.00	28,839	9,611.68	19,227.32	19,227.32	19,227.32
Student Services-Operations	26,573.23	0.00	0.00	0.00	71,250	21,845.98	49,404.02	49,404.02	75,977.25
Superintendent	15,395.84	0.00	0.00	0.00	184,600	163,997.61	20,602.39	20,602.39	35,998.23
Technology	340,408.09	56,350.00	22,987.34	33,362.66	1,019,779	828,478.60	191,300.40	157,937.74	498,345.83
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							367,260.45	1,400,318.65

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

	<u>OCB</u>	<u>OCB</u>	<u>OCB</u>	<u>STATE POOL</u>	<u>STATE POOL</u>	<u>WISC</u>	<u>MIDAMERICA</u>	<u>WISC</u>	<u>WISC</u>	<u>WISC</u>	
	<u>PAYROLL CHECKING</u>	<u>DEPOSIT ACCT</u>	<u>OPERATING ACCT</u>	<u>GENERAL ACCOUNT</u>	<u>DENTAL ACCT</u>	<u>WISC</u>	<u>TRUST ACCT</u>	<u>DEBT SERVICE</u>	<u>SCHOLARSHIP ACCT</u>	<u>GENERAL</u>	<u>TOTALS</u>
	(FUND 10)	(FUNDS 10,21,27,50,60,80,99)	(FUNDS 10,21,27,50,60,80,99)	(FUNDS 10,27,50,80,99)	(FUND 10)	(FUND 41)	(FUND 73)	(FUNDS 38,39)	(FUND 21)	(FUNDS 39 AND 49)	
BEGINNING BALANCE	16,903.73	2,538,094.66	219,418.26	8,183.11	529,368.22	8.71	1,857,827.64	1,363,334.16	317,215.00	5,326,155.10	12,176,508.59
REVENUES:											
+ DEPOSITS	6,389,858.82	918,753.34	1,605,305.36	10,337,435.71	111,455.33	0.00	0.00	0.00	0.00	0.00	19,362,808.56
+ INTEREST	184.64	925.76	196.03	2,472.48	401.13	0.00	1,983.56	1,102.05	-584.72	3,569.90	10,250.83
TOTAL REVENUES	6,390,043.46	919,679.10	1,605,501.39	10,339,908.19	111,856.46	0.00	1,983.56	1,102.05	-584.72	3,569.90	19,373,059.39
EXPENSES:											
ACCOUNTS PAYABLE	0.00	852,998.10	1,647,658.99	5,578,479.93	44,286.83	0.00	0.00	0.00	0.00	0.00	8,123,423.85
PAYROLL	6,368,119.73	1,524,271.65		0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,892,391.38
TOTAL EXPENSES	6,368,119.73	2,377,269.75	1,647,658.99	5,578,479.93	44,286.83	0.00	0.00	0.00	0.00	0.00	16,015,815.23
ENDING BALANCE	38,827.46	1,080,504.01	177,260.66	4,769,611.37	596,937.85	8.71	1,859,811.20	1,364,436.21	316,630.28	5,329,725.00	15,533,752.75
BANK BALANCES											
ENDING BANK BALANCE	38,827.46	1,082,204.01	177,831.43	4,769,611.37	596,937.85	8.71	1,859,811.20	1,364,436.21	316,630.28	5,329,725.00	15,536,023.52
OUTSTANDING ACH	746,507.28	1,700.00	570.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	748,778.05
ACTUAL BALANCE	-707,679.82	1,080,504.01	177,260.66	4,769,611.37	596,937.85	8.71	1,859,811.20	1,364,436.21	316,630.28	5,329,725.00	14,787,245.47

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

1700 in OS deposits
DCNTP and Athletics

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

Monday, October 17, 2022

7:00 PM

Waunakee Community School District
905 Bethel Circle
Waunakee, WI 53597

AGENDA

- I. Elect Chairperson to Conduct Budget Hearing and the Annual Meeting
- II. Reading of the Official Notice of the Budget Hearing and the Annual Meeting -Judith Engebretson - School District Clerk
- III. Budget Summary & District Goals Report - District Administrator and Executive Director of Operations
- IV. Discussion and Review of Budget
- V. Review of Minutes of the 2021 Annual Meeting
- VI. Receive and Accept Treasurer's Report - Jack Heinemann, School District Treasurer
- VII. **Resolution A** - Authorize the School Board to Charge Student Fees
- VIII. **Resolution B** - Salaries and Expenses for School Board Officers
- IX. **Resolution C** - School Lunch Program Authorization
- X. **Resolution D** – Authorize the School Board to Engage Legal Counsel if Needed
- XI. **Resolution E** - Set Date and Hour for 2022 Annual Meeting or Authorize School Board to Set Date and Hour
- XII. **Resolution F** - Transportation
- XIII. **Resolution G** - Adoption of Tax Levy
- XIV. Persons Attending Meeting May Request Information on Any Topic Relative to Current Policies and Proceedings of the Schools.
- XV. Adjournment

“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.”



Gengler, Julie <juliegengler@waunakee.k12.wi.us>

Exchange Student Inquiry

1 message

Michelle O'Malley <michelle.omalley@cetusa.org>

Thu, Jul 28, 2022 at 11:58 AM

To: "JulieGengler@waunakee.k12.wi.us" <JulieGengler@waunakee.k12.wi.us>

Cc: "RandyGuttenberg@waunakee.k12.wi.us" <RandyGuttenberg@waunakee.k12.wi.us>

Good afternoon!

I have attached some information on our program for your reference. I did note that your policy normally is to have all requests for exchange students for the upcoming school year in by July 15th, however we would love to try to see if there would be any exception to this. The host family that would like to host Mar, from Spain is very excited and eager to experience this for the fall and shared with me this morning that the Board President said they would be willing to consider an exception, if we can get this on the agenda for the August 8th meeting.

With that, I would like to share with you Mar, from Spain- She is a 15-year-old, carries an A- in her studies, and scores 9/10 on her English Oral interview, as well as 745 on her ELTiS. I have attached her full student application, for your reference, along with the School Acceptance form we would need filled out and returned to us to move forward with her placement.

I appreciate your consideration on this and look forward to working with you soon! Should you need any additional information or have any questions/concerns- please do not hesitate to reach out at your convenience.

Kind regards,

Michelle O'Malley

Wisconsin Regional Director

608-697-8623

michelle.omalley@cetusa.org

"Reaching out to encourage a lifelong journey of global peace and understanding."



CETUSA
Council for Educational Travel, USA



6 attachments



29006_student_application.pdf
22323K

84

 **Mar SA.pdf**
421K

 **Host family handbook.pdf**
3404K

 **Letter of Recommendation 1.pdf**
54K

 **Letter of recommendation2.pdf**
54K

 **CSIET.pdf**
273K



Gengler, Julie <juliegengler@waunakee.k12.wi.us>

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ADMINISTRATION OFFICE

905 Bethel Circle
Waunakee, Wisconsin 53597
(608) 849-2000

Superintendent's Office

July 15, 2022

Memo To: WCSD Board of Education

From: Randy Guttenberg

Re: Pride Pump Donation

Meffert Oil Co. 300 South Division St. PO Box 157 Waunakee WI 53597. Made a donation of \$1000.00 to the WCSD from the proceeds of their Pride Pump Campaign. This donation will be given to the Athletic Department.

July 28, 2022

Memo To: WCSD Board of Education

From: WCSD Music Department - James Sercombe

Re: Instrument Donation

Martha Johnson of 4423 Back Nine Dr., Middleton, WI 53562, donated a Mapex drum set and a violin to the Waunakee Community School District Music Department. The estimated value of these donation is approximately \$1000.00.

Jamie Sercombe has inspected these instruments and feels they will be an asset to the music department.

A picture of the drum set is included.

