

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION DEI BOARD COMMITTEE**

Tuesday, June 25, 2024

5:30 PM

Waunakee Community School District
905 Bethel Circle
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, and will be asked to check in with District personnel when you arrive.

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 or 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 greeted in the lobby of the building, 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.

Starting June 24, 2024 - August 17, 2024 the parking lot at 905 Bethel Circle will be under construction. Visitors may park in the indicated spaces at Benda Welding (900 Bethel Circle), or Humane Restraint Co. (912 Bethel Circle). There will be very limited parking along Bethel Circle for brief visits. Please follow the signage to enter the building. If anyone has handicapped accessibility needs, please contact the district office during business hours at (608)849-2000 and we will accommodate you.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVE AGENDA

IV. PUBLIC COMMENTS

V. DISTRICT 3-YEAR DEI PLAN

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Attached please find the Comprehensive 3-Year DEI Plan for the Waunakee Community School District. This plan has been in front of the Committee several times this year in draft form, and this is the final draft for your consideration. Tiffany Loken will present the plan to

the Committee at the meeting.

VI. FOLLOW UP ON BOARD/STUDENT LISTENING SESSIONS

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Attached please find a document that outlines the themes from the Board/Student Listening Sessions that were held with six student groups in the spring of 2024.

VII. FUTURE MEETINGS

VIII. 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.”



COMPREHENSIVE 3 YEAR PLAN: DIVERSITY, EQUITY AND INCLUSION

Waunakee Community School District
www.waunakee.k12.wi.us

Document produced by the Diversity, Equity and Inclusion Steering Committee

Tiffany Loken, Director of Special Education
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Tim Schell, Director of Secondary Curriculum and Instruction
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2024-2027

Comprehensive DEI Plan Waunakee Community School District 2024-2025

Professional Development - Year 1

Goal 1: Embed differentiated DEI PD throughout the school year:

Action Step	Timeline	Person Responsible
Speak Up Training (August & December)	August & December 2024	Lisa Jondle Speak Up Training Team
All Staff Training: Anti-Hate Speech Policy (Staff Meeting in August)	August 2024	Tiffany Loken Principals
All Staff Training: Reporting Tool (August Staff Meeting)	August 2024	Tim Schell Principals
All Staff Training: Title IX (August Back to School PD)	August 2024	Brian Grabarski
All Teacher Training: Addressing Controversial Issues in the Classroom (Staff Meeting in September)	September 2024	Tim Schell Principals
Expand Restorative Practices Training to all principals, Ed Services and student services staff	TBD	Lisa Jondle

Goal 2: Focus the January PD day on DEI:

Action Step	Timeline	Person Responsible
<i>All Staff Training: How to educate students on: Inappropriate Language (Hate speech, microaggressions, bullying, harassment)</i>	January 2025	Lisa Jondle/Tiffany Loken
<i>Culturally Responsive Practices: Optimal Learning Environment (OLE): Domain 1</i>	January 2025	Amy Johnson/Lisa Jondle
<i>Using Inclusive Language</i>	January 2025	Tiffany Loken/Outside Facilitator
<i>Recognizing Microaggressions</i>	January 2025	Tiffany Loken/Outside Facilitator

Goal 3: Continue partnership with the Multicultural Student Achievement Network (MSAN) to access PD for both students and staff

Action Step	Timeline	Person Responsible
Send a team of students to the national MSAN student conference	November 2024	Tim Schell/Tiffany Loken
Send a team of staff to the national MSAN student conference	April 2025	Tim Schell/Tiffany Loken
Recognize MSAN as a formal high school organization	August 2024	Tiffany Loken

Goal 4: Use the Elevate process to inform PD, so that all high school staff have participated in an Elevate cycle by the end of the 25-26 school year.

Action Step	Timeline	Person Responsible
Recruit staff to participate in Elevate feedback circles	Ongoing throughout the 24-25 year	Tim Schell

Universal Instruction for Students - Year 1

Goal 1: Train students in strategies to eliminate hate speech

Action Step	Timeline	Person Responsible
One person from each school is trained to deliver the Speak Up training	Fall 2024	Lisa Jondle
Teach students in grades 7-12 Speak Up strategies	Fall 2024	Classroom Teachers
Add visual representations of Speak Up strategies in every classroom and hallway at the middle and high schools	Fall 2024	Lisa Jondle SEL Coaches
Teach all students in grades 7-12 about: Inappropriate language Microaggressions Hate speech Bullying Harassment	Spring 2025	Classroom Teachers

Comprehensive DEI Plan Waunakee Community School District 2024-2025

Universal Instruction for Students - Year 1 (Continued)

Goal 2: Implement lessons addressing special observances

Action Step	Timeline	Person Responsible
Develop lessons for the following special observance months: Hispanic Heritage Month Black History Month LGBTQIA+ History Month Asian American History Month Indigenous Peoples Month Neurodiversity Awareness Month	Fall: Hispanic Heritage Month LGBTQIA+ History Month Indigenous Peoples Month Spring: Black History Month Asian American History Month Neurodiversity Awareness Month	DEI Steering Committee Teams

Family Engagement & Stakeholder Communication - Year 1

Goal 1: Increase parent/family engagement

Action Step	Timeline	Person Responsible
Communicate/message to parents on how to talk to children about hate speech	Fall & Spring Semesters	Principals
Communicate/message to parents about our DEI work	Quarterly	Tiffany Loken
Provide transportation to school events	Ongoing	Principals/Student Services Teams
Provide interpretation services at all school events	Ongoing	Lisa Jondle/Jose Velarde Aguilar
Develop a protocol for involving students and parents in the hiring process for administrative and teaching positions.	Fall & Spring Semesters	Brian Grabarski
Expand modes of communication with families to include text messaging	Spring 2025	Rick Franz
Train families on how to use the Online Reporting Tool	Fall 2024	Tim Schell
Gather stakeholder data annually (Satisfaction Survey)	Spring 2025	Anne Blackburn
Provide clear communication about family engagement opportunities in multiple languages.	Ongoing	Principals

Policies/Procedures - Year 1

Goal 1: Develop policies and procedures to prevent and eliminate hate speech

Action Step	Timeline	Person Responsible
Develop an anti-hate speech policy	Fall 2024	Tiffany Loken
Develop a protocol for addressing racial harm	Fall 2024	Educational Services Team

Goal 2: Develop a protocol for special observances

Action Step	Timeline	Person Responsible
Create a protocol for all buildings to follow for each special observance month. <ul style="list-style-type: none"> • <i>Messaging to staff</i> • <i>Messaging to families</i> • <i>Messaging on social media</i> • <i>Focus for daily announcements</i> • <i>Recognize staff with the same cultural background</i> • <i>Visuals/Bulletin Boards</i> • <i>Library display</i> • <i>Information in school newsletters</i> • <i>Classroom Learning Conversations</i> 	Implemented throughout the 24-25 year	Tiffany Loken

Comprehensive DEI Plan Waunakee Community School District 2025-2026

Professional Development - Year 2

Goal 1: Embed differentiated DEI PD throughout the school year:

Action Step	Timeline	Person Responsible
Speak Up Training (August & December)	August & December 2025	Lisa Jondle Speak Up Training Team
Refresher Training: Anti-Hate Speech Policy (Staff Meeting in August)	August 2025	Tiffany Loken Principals
Refresher Training:: Reporting Tool (August Staff Meeting)	August 2025	Tim Schell Principals
Refresher Training:: Title IX (August Back to School PD)	August 2025	Brian Grabarski
Refresher Training: Addressing Controversial Issues in the Classroom (Staff Meeting in September)	September 2025	Tim Schell Principals
Expand Restorative Practices Training to special education staff.	TBD	Lisa Jondle

Goal 2: Focus the January PD day on DEI:

Action Step	Timeline	Person Responsible
<i>Refresher Training: How to educate students on: Inappropriate Language (Hate speech, microaggressions, bullying, harassment)</i>	January 2026	Lisa Jondle/Tiffany Loken
<i>Culturally Responsive Practices: Optimal Learning Environment (OLE): Domain 2</i>	January 2026	Amy Johnson/Lisa Jondle

Goal 3: Continue partnership with the Multicultural Student Achievement Network (MSAN) to access PD for both students and staff

Action Step	Timeline	Person Responsible
Send a team of students to the national MSAN student conference	November 2025	Tim Schell/Tiffany Loken
Send a team of staff to the national MSAN teacher conference	April 2026	Tim Schell/Tiffany Loken

Goal 4: Use the Elevate process to inform PD, so that all high school staff have participated in an Elevate cycle by the end of the 25-26 school year.

Action Step	Timeline	Person Responsible
Recruit staff to participate in Elevate feedback cycles	Ongoing throughout the 25-26 year	Tim Schell

Universal Instruction for Students - Year 2

Goal 1: Train students in strategies to eliminate hate speech

Action Step	Timeline	Person Responsible
Teach students in grades 4-12 Speak Up strategies <i>(Refresher for 7-12, add grades 4-6)</i>	Fall 2025	Classroom Teachers
Teach all students in grades 4-12 about: <i>(Refresher for 7-12, add grades 4-6)</i> Inappropriate language Microaggressions Hate speech Bullying Harassment	Spring 2026	Classroom Teachers

Comprehensive DEI Plan Waunakee Community School District 2025-2026

Universal Instruction for Students - Year 2 (Continued)

Goal 2: Implement lessons addressing special observances

Action Step	Timeline	Person Responsible
Develop lessons for the following special observance months: Holidays from all cultures (Christmas, Kwanza, Hanukkah etc.) Women's History Month National Arab Americans Heritage Month Mental Health Awareness Month Learning Disabilities Awareness Month Celebrating the Bilingual Child Month	Fall: Holidays from all cultures (Christmas, Kwanza, Hanukkah etc.) Women's History Month National Arab Americans Heritage Month Mental Health Awareness Month Spring: Learning Disabilities Awareness Month Celebrating the Bilingual Child Month	DEI Steering Committee Teams

Family Engagement & Stakeholder Communication - Year 2

Goal 1: Increase parent/family engagement

Action Step	Timeline	Person Responsible
Communicate/message to parents on how to talk to children about hate speech	Fall & Spring Semesters	Principals
Communicate/message to parents about our DEI work	Quarterly	Tiffany Loken
Provide transportation to school events	Ongoing	Principals/Student Services Teams
Provide interpretation services at all school events	Ongoing	Lisa Jondle/Jose Velarde Aguilar
Actively involve students and parents in the hiring process for administrative and teaching positions.	Starting in the Fall of 2025	Brian Grabarski
Refresher training for families on how to use the Online Reporting Tool	Fall 2025	Tim Schell
Gather stakeholder data annually (Satisfaction Survey)	Spring 2026	Anne Blackburn
Provide clear communication about family engagement opportunities in multiple languages.	Ongoing	Principals

Policies/Procedures - Year 2

Goal 1: Develop policies and procedures to prevent and eliminate hate speech

Action Step	Timeline	Person Responsible
Update policies based on feedback from the DEI Steering Committee	Fall 2025	Tiffany Loken

Goal 2: Implement protocol for special observances

Action Step	Timeline	Person Responsible
Implement protocol for all buildings to follow for each special observance month or day. <ul style="list-style-type: none"> • <i>Messaging to staff</i> • <i>Messaging to families</i> • <i>Messaging on social media</i> • <i>Focus for daily announcements</i> • <i>Recognize staff with the same cultural background</i> • <i>Visuals/Bulletin Boards</i> • <i>Library display</i> • <i>Information in school newsletters</i> • <i>Classroom Learning Conversations</i> <div style="text-align: right; margin-top: 10px;">7</div>	Implemented throughout the 25-26 year	Tiffany Loken

Comprehensive DEI Plan Waunakee Community School District 2026-2027

Professional Development - Year 3

Goal 1: Embed differentiated DEI PD throughout the school year:

Action Step	Timeline	Person Responsible
Speak Up Training (August & December)	August & December 2026	Lisa Jondle Speak Up Training Team
Refresher Training: Anti-Hate Speech Policy (Staff Meeting in August)	August 2026	Tiffany Loken Principals
Refresher Training:: Reporting Tool (August Staff Meeting)	August 2026	Tim Schell Principals
Refresher Training:: Title IX (August Back to School PD)	August 2026	Brian Grabarski
Refresher Training: Addressing Controversial Issues in the Classroom (Staff Meeting in September)	September 2026	Tim Schell Principals
Expand Restorative Practices Training to regular education staff by grade spans.	TBD	Lisa Jondle

Goal 2: Focus the January PD day on DEI:

Action Step	Timeline	Person Responsible
<i>Refresher Training: How to educate students on: Inappropriate Language (Hate speech, microaggressions, bullying, harassment)</i>	January 2026	Lisa Jondle/Tiffany Loken
<i>Culturally Responsive Practices: Optimal Learning Environment (OLE): Domain 3</i>	January 2026	Amy Johnson/Lisa Jondle

Goal 3: Continue partnership with the Multicultural Student Achievement Network (MSAN) to access PD for both students and staff

Action Step	Timeline	Person Responsible
Send a team of students to the national MSAN student conference	November 2026	Tim Schell/Tiffany Loken
Send a team of staff to the national MSAN teacher conference	April 2027	Tim Schell/Tiffany Loken

Goal 4: Use the Elevate process to inform PD, so that all high school staff have participated in an Elevate cycle by the end of the 25-26 school year.

Action Step	Timeline	Person Responsible
Recruit staff to participate in Elevate feedback cycles, expand participate to all middle school staff	Ongoing throughout the 26-27 year	Tim Schell

Universal Instruction for Students - Year 3

Goal 1: Train students in strategies to eliminate hate speech

Action Step	Timeline	Person Responsible
Teach students in grades 4-12 Speak Up strategies (Refresher)	Fall 2026	Classroom Teachers
Teach all students in grades 4-12 about: (Refresher) Inappropriate language Microaggressions Hate speech Bullying Harassment	Spring 2027	Classroom Teachers

Comprehensive DEI Plan Waunakee Community School District 2026-2027

Universal Instruction for Students - Year 3 (Continued)

Goal 2: Implement lessons addressing special observances

Action Step	Timeline	Person Responsible
Review and revise lessons for all special observance months as needed.	2026-2027	DEI Steering Committee Teams

Family Engagement & Stakeholder Communication - Year 3

Goal 1: Increase parent/family engagement

Action Step	Timeline	Person Responsible
Communicate/message to parents on how to talk to children about hate speech	Fall & Spring Semesters	Principals
Communicate/message to parents about our DEI work	Quarterly	Tiffany Loken
Provide transportation to school events	Ongoing	Principals/Student Services Teams
Provide interpretation services at all school events	Ongoing	Lisa Jondle/Jose Velarde Aguilar
Continue to actively involve students and parents in the hiring process for administrative and teaching positions.	Ongoing	Brian Grabarski
Refresher training for families on how to use the Online Reporting Tool	Fall 2026	Tim Schell
Gather stakeholder data annually (Satisfaction Survey)	Spring 2027	Anne Blackburn
Provide clear communication about family engagement opportunities in multiple languages.	Ongoing	Principals

Policies/Procedures - Year 3

Goal 1: Develop policies and procedures to prevent and eliminate hate speech

Action Step	Timeline	Person Responsible
Update policies based on feedback from the DEI Steering Committee	Fall 2026	Tiffany Loken

Goal 2: Implement protocol for special observances

Action Step	Timeline	Person Responsible
Continue to Implement protocol for all buildings to follow for each special observance month or day. <ul style="list-style-type: none"> • <i>Messaging to staff</i> • <i>Messaging to families</i> • <i>Messaging on social media</i> • <i>Focus for daily announcements</i> • <i>Recognize staff with the same cultural background</i> • <i>Visuals/Bulletin Boards</i> • <i>Library display</i> • <i>Information in school newsletters</i> • <i>Classroom Learning Conversations</i> 	Implemented throughout the 26-27 year	Tiffany Loken



MISSION STATEMENT

"Committed to Children...Committed to Community...Committed to Excellence"

VISION STATEMENT

The Waunakee Community School District is a collaborative learning community that works with students, staff, families, and the community to ensure that every student is ready for college and career; through a focus on data, research based best practices, and engagement with students to be active partners in their learning.

DISTRICT WEBSITE

www.waunakee.k12.wi.us

Themes from Student Listening Sessions 2024 Waunakee Community High School

In the Spring of 2024 the Waunakee Community School District Board of Education held listening sessions with student groups from Waunakee Community High School to solicit a student perspective on aspects of school-life that are going well and those that are causing challenges.

The groups that chose to participate in the listening sessions included:

- Principal's Council
- 2023-2024 Class Officers
- Los Sonadores
- Young Conservatives Club (Turning Point)
- Student Council
- Black Student Union

The detailed notes from these listening sessions have been shared with the Secondary Director of Curriculum and Instruction, Tim Schell, and the principal at the high school, Brian Borowski, as many of the comments are singular in nature and specific to high school practices.

For purposes of this document, the items that developed as themes from these listening sessions are being presented as follows:

1. Students appreciate their teachers.
 - a. They are knowledgeable.
 - b. Care about their students.
 - c. Are good instructors.
 - d. Easy to talk with.
 - e. Helpful.
 - f. Develop connections with students built upon mutual respect.
2. Teachers need to be aware of their biases.
 - a. Managing their own personal viewpoints.
 - b. Accepting views of students whose perspective may differ from their own.
 - c. Understand the perception that some students may not fully participate in a class out of fear of sharing a dissenting opinion.
3. Students New to Waunakee
 - a. Hard time fitting in and connecting in already established activities like sports and band (extracurriculars)
 - b. Students who come from diverse backgrounds have not felt comfortable in Waunakee because there are not enough students and staff who look like them, or have the same lived experience.
4. Student Affinity Groups – such as Black Student Union, Young Conservatives Club (Turning Point), and Los Sonadores

- a. These groups are important to create a space of belonging for students who have commonalities.
- 5. Other Comments
 - a. Cell Phone Policy
 - b. 30/30 Bathroom Rule
 - c. Curricular Ideas
 - i. Expanding Apprenticeships and Internships – research based sciences, journalism, and business
 - ii. AP Physics
 - iii. More STEM Opportunities
 - iv. Earlier College and Career Planning
 - 1. Specifically for students who want to attend out-of-state schools.