

Minutes of Regular Meeting

The Board of Education Waunakee Community School District

A Regular Meeting of the Board of Education of Waunakee Community School District was held Monday, February 11, 2013, beginning at 6:30 PM in the District Administration & Maintenance Center.

I. **CALL TO ORDER**

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

Time: 6:30 p.m.

II. **ROLL CALL**

Members present: Ensign, Hansen, Hill-Breunig, Waner

Members absent: Epping, Heinemann, Homan

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

A motion was made by Hansen, second by Ensign to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 (1)(c)(e) and (f) to review individual teacher contract recommendations, resignations and retirements, review individual co-curricular contract recommendations and review individual support staff/custodial recommendations, resignations and retirements. Motion carried 4-0 on a roll call vote (Epping, Heinemann and Homan absent).

Members voting yes: Ensign, Hansen, Hill-Breunig, Waner

Members absent: Epping, Heinemann, Homan

Time: 6:30 p.m.

IV. **RETURN TO OPEN SESSION**

The board returned to open session at 7:05 p.m.

V. **APPROVAL OF MINUTES**

A motion was made by Waner, second Hansen to approve the minutes of the January 14, 2013 regular meeting and the February 4, 2013 special meeting. Motion carried 4-0 (Epping, Heinemann and Homan absent).

VI. **APPROVAL OF AGENDA AND ADDITIONS**

A motion was made by Hansen, second by Ensign to approve the agenda with additions. Motion carried 4-0 (Epping, Heinemann and Homan absent).

VII. **PUBLIC COMMENTS ON EVENING'S AGENDA**

No comments were received.

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

A. Student Report

Aidan Schlittler gave an update on recent activities at the high school.

B. Board Reports/Action Items

1. Individual Board Reports on Educational Related Events, Meetings, or Trainings Attended by Individual Board Members
Board members shared recent activities they participated in.

2. Discuss Board Evaluation Process

President Hill-Breunig reviewed the Board evaluation process and timeline.

3. State Convention Report
Board members shared highlights from the State Education Convention held in Milwaukee.
4. BoardBook Update
District Administrator Randy Guttenberg updated the Board on the implementation and use of BoardBook software.

C. Administration Reports/Action Items

1. Finance Reports
 - a. Monthly Finance Reports
A motion was made by Waner, second by Hansen to approve the monthly finance reports as presented. Motion carried 4-0 (Epping, Heinemann and Homan absent).
 - b. Petition to Alter School District Boundaries
Steve Summers outlined a request for a land parcel in the Springfield Corners area to detach from the MCPSD and join our school district. This same request was made for this parcel a few years ago, at which time we approved the request but MCPSD did not act on the request (thereby denying it). Administration recommends approval of this land transfer since all the property around this subdivision belongs to Waunakee Schools. A motion was made by Waner, second by Ensign to approve the detachment request as presented. Motion carried 4-0 (Epping, Heinemann and Homan absent).
 - c. Approval of Property Easement at 905 Bethel Circle
The Board reviewed a request from Hellenbrand Water for an easement to complete an addition to their business located next to our Bethel Circle administrative offices. Administration is recommending for approval of this easement and indicated that it does not negatively impact our facility or any future plans.
A motion was made by Hansen, second by Ensign to approve the proposed property easement agreement with Hellenbrand Water. Motion carried 4-0 (Epping, Heinemann and Homan absent).
2. School Safety Update/Recommendation
District Administrator Guttenberg provided the Board with an update on school safety. A motion was made by Hansen, second by Waner to grant administration the latitude to initiate the bidding process to secure entryway doors with a total cost not to exceed \$40,000. Motion carried 4-0 (Epping, Heinemann and Homan absent).
3. Curriculum and Student Services Report
Tim Schell and Kurt Eley provided the board with an update on work that is occurring in their areas of responsibility.
4. Curriculum Presentation: Elementary ELA (Comm Arts & Reading)
Pam Smith and Danette Johnson were provided an overview of the Elementary ELA program.
5. 2013 Summer School Classes/Fees
Sheila Weihert reviewed the list of 2013 summer school classes and fees.
A motion was made by Hansen, second by Ensign to approve the 2013 summer school classes and fees as presented. Motion carried 4-0 (Epping, Heinemann and Homan absent).
6. Approval of 66.03 Agreement - Carl D. Perkins Career & Technical Education Improvement Act
The Carl Perkins Grant program is part of a consortium of school districts that apply for these funds jointly to forward their Career and Technical Education Programs. A motion was made by Waner, second by Hansen to approve the Carl Perkins Grant as presented. Motion carried 4-0 (Epping, Heinemann and Homan absent).
7. Facility Use Rental Fee Exemption
A motion was made by Hansen, second by Ensign to approve the Facility Use Rental Fee Exemption request from Home Talent Baseball Team. Motion carried 4-0 (Epping, Heinemann and Homan absent).

8. District Planning Update
Timelines for implementation of the Common Core Standards and the new guidelines for Specific Learning Disabilities were reviewed.
9. Attendance Boundaries for Bishop's Bay and Kilkenny Farms
Steve Summers provided an analysis that supports the new Bishop's Bay Development and the new Kilkenny Farms division be included in the Prairie Elementary attendance area. A motion was made by Waner, second by Hansen to approve the revised elementary school attendance boundaries. Motion carried 4-0 (Epping, Heinemann and Homan absent).
10. Correspondence
It was reported that George Luo, Aidan Schlittler, Gabe Sobczak, and Jamie Warner had been named 2013 National Merit Scholarship Finalists--top 15,000 out of 1.5 million students.

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Budget Committee

1. Review Minutes of January 28, 2013 Meeting Minutes
The minutes of the January 28, 2013 meeting were reviewed.
2. Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$9,700,000 General Obligation Refunding Bonds
The Board reviewed a resolution prepared by Quarles and Brady, along with a summary of refinancing and refinancing proposal prepared by Robert W. Baird. The resolution allows Robert W. Baird to search for the best possible day to sell the bond, as opposed to having to sell the bonds prior to the School Board meeting. A motion was made by Waner, second by Hansen to approve a Fund 39 debt service refinance. Motion carried 4-0 on a roll call vote: Members voting yes: Ensign, Hansen, Hill-Breunig, Waner
Members absent: Epping, Heinemann, Homan
3. Approval of Lamers Contract Extension
The Budget Committee recently reviewed the options for a contract extension with Lamer's Bus Lines. After a review of the options the committee recommended that their contract be extended through the 15-16 school year (three years). A motion was made by Waner, second by Hansen to approve the contract extension for Lamers Bus Lines for three years. 4-0 (Epping, Heinemann and Homan absent).

B. Human Resources Committee

1. Review Minutes of January 14, 2013 Meeting Minutes
The minutes of the January 14, 2013 meeting were reviewed.

C. Policy Committee

1. Review Minutes of February 8, 2013 Meeting Minutes
The minutes of the February 8, 2013 meeting were reviewed.
2. NEOLA Policy Service
A representative from NEOLA Policy Services presented Thursday to the Policy Committee. The committee will also explore the policy services provided by the school board association, for comparative purposes.
3. Policy Revisions - First Reading
 - a. 345.4 - Exhibit 1: 4K-8 Promotion/Retention Process and Timeline
The board reviewed suggested revisions to policy 345.4 Exhibit 1 Promotion and Retention. Changes in the cut scores for the different levels of performance on the state assessments precipitate this modification to policy.

- b. 348 Title I Parent Involvement Policy (New)
 A draft of a new policy 348 Title I Parent Involvement was reviewed. The establishment of this policy is a requirement for receiving Title I funds.
 Both of these policies will be brought back in March for a second reading and final board approval.

X. **CONSENT AGENDA**

A. Approval of Checks

B. Gifts and Field Trips

1. Gifts

- a. Nelson Global Products awarded the district with a grant of \$4500 to begin implementing iPad technology into the art room.
- b. Chris & John Madden donated \$500 to supplement a grant from Nelson Global products to implement iPad technology into the art room.

2. Field Trips

- a. HERO Club Field Trip, Minneapolis, MN
- b. National HOSA Competition, Nashville, TN

C. Resignations, Leaves, Retirements

Resignations

- Jerry Gericke – Crossing Guard
- Rachael Hansen – 50% Psychologist, HS
- Gretchen Kingsley – 5th Grade Teacher, IS
- Lisa McLean – Para Educator, Special Education, AES

Retirements

- Paul Meddaugh – Teacher, High School

D. Approve Individual Teacher, Co-Curricular, Support Staff and Custodial Recommendations

New Teachers

- Bryan Barfknecht – 50% Social Studies Teacher (1-yr only remaining 12/13), HS (replaces Paul Meddaugh)
- Angela Kinstler-Reda – 34% Art Teacher (1-yr only remaining 12/13), HES (replaces Kayla Proctor transfer)

New Support Staff

- Lyn Instefjord – Health Assistant, IS (replaces Pam Lange)

Co-Curricular's

- Jamie Brost – 33.3% Assistant Gymnastics Coach, HS
- Jason Cole – Assistant Track Coach, MS
- Charlie Cotter – 33.3% Assistant Gymnastics Coach, HS
- AJ Eley – Volunteer Freshman Girls Soccer Coach, HS
- Chelsey Eley - Head Freshman Girls Soccer Coach, HS
- Karen Endres - 50% Assistant Track Coach, HS
- Kristin Foree – Solo & Ensemble Advisor, HS
- Renee Frank – Assistant Ski Coach, HS
- Jon Gustafson – Assistant Track Coach, MS
- Vanessa Howe - Head Freshman Softball Coach, HS
- Randy Jennerjohn – Assistant Golf Coach, HS
- Jason Johnson – Assistant Track Coach, MS
- Kurt Kliminski – Assistant Girls Soccer Coach, HS
- Nancy List – Assistant Special Olympics Track Coach, District
- Kyle McMillen – Head Freshman Baseball Coach, HS
- Jamie Midthun - Assistant (Head JV) Softball Coach, HS
- Tim Mommaerts – 50% Assistant Baseball Coach, HS
- Samantha Murry – Assistant Track Coach, MS
- Amanda Pierce – 33.3% Assistant Gymnastics Coach, HS

Heather Raffel - Assistant Track Coach, HS
Mark Rappe – Head Special Olympics Bocce Ball Coach, District
Jeff Rickett – 50% Assistant Baseball Coach, HS
Jan Shucha – Assistant Play Director, HS
Tom Slater – Assistant Track Coach, HS
Ross Snover – Assistant Track Coach, MS
Carol Theo – Assistant Special Olympics Track Coach, District
Micah Thingvold – Assistant (Head JV) Baseball Coach, HS
Courtney Vaughan – Assistant Track Coach, HS

Internal Staff Changes-No Action

Bob Aeschbach – from Crossing Guard 4K shift to Madison/Verleen shift & 4K
Jerry Gericke – from Crossing Guard to Substitute Crossing Guard
Christopher Moorhead – from substitute Custodian to Full-time Custodian, MS (replaces Fred Laufenberg)
Kayla Proctor – from 30% HES & 70% HS Art Teacher to 100% Art Teacher, HS (replaces Paul Meddaugh)
A motion was made by Hansen, second by Waner to approve the consent agenda as presented.
Motion carried 4-0 (Epping, Heinemann and Homan absent).

XI. **BOARD BUSINESS**

- A. Conventions/Workshops
- B. Legislative Update

XII. **FUTURE AGENDAS AND MEETINGS**

- A. Special Board Meeting

A motion was made by Waner, second by Hansen to schedule a special board meeting for Tuesday, March 5, 2013 at 6 pm for the purpose of a budget update and forum follow-up. Motion carried 4-0 (Epping, Heinemann and Homan absent).

The following committee meeting was scheduled:

Curriculum Committee – February 19, 2013 @ 3:30 p.m.

XIII. **RETURN TO CLOSED SESSION**

The board did not return to closed session.

XIV. **RETURN TO OPEN SESSION**

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

XVI. **ADJOURN**

The Board of Education adjourned at 9:20 pm on a motion by Hansen, second by Waner, and passed unanimously by voice vote 4-0 (Epping, Heinemann and Homan absent).

Respectfully submitted,

Joan Ensign, Clerk

Date