

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

Monday, August 13, 2012

Closed Session 6:00 p.m.

Regular Meeting 7:00 p.m.

District Administration & Maintenance Center

905 Bethel Circle

Waunakee, Wisconsin 53597

MINUTES

I. CALL TO ORDER

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

Time: 6:02 p.m.

II. ROLL CALL

Present: Ensign, Epping, Hansen, Hill-Breunig, Homan, Waner

Absent: Heinemann

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

Motion Hansen/Epping to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) (e) and (f) to review an individual administrative support contract, review individual teacher contract recommendations, and renewals, resignations and retirements, review individual co-curricular contract recommendations, to review individual support staff and custodial recommendations, resignations and retirements, discuss merit pay provisions and points, and to discuss land acquisition and negotiations.

Vote:

Ensign-yes Epping-yes Hansen-yes Heinemann-absent

Hill-Breunig-yes Homan-yes Waner-yes

Time: 6:02 p.m.

IV. RETURN TO OPEN SESSION – BEGIN REGULAR AGENDA

The board reconvened in open session at 7:02 p.m.

V. APPROVAL OF MINUTES

Motion Homan/Waner to approve the minutes for the regular board meeting held on July 9, 2012. Motion carried 6-0 (Heinemann absent).

VI. APPROVAL OF AGENDA AND ADDITIONS

Motion Waner/Homan to approve the agenda as presented. Motion carried 6-0 (Heinemann absent).

VII. PUBLIC COMMENTS ON EVENING'S AGENDA

Comments were heard from audience members supporting the request from the softball team to travel to Florida in the Spring of 2013.

VIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Board Reports/Action Items

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

Board members shared information on recent activities they attended.

2. Resolution for District Expulsion 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 2012-2013 school year to determine pupil expulsion from the school under State Statute 119.25 Expulsion of Pupils. Sub (2).

Motion Epping/Waner to approve. Motion carried 6-0 on a roll call vote.

Vote:

Ensign-yes Epping-yes Hansen-yes Heinemann-absent

Hill-Breunig-yes Homan-yes Waner-yes

3. Appoint District Expulsion Hearing Officer for 2012-2013

Motion Hansen/Homan to appoint attorney Karl Marquardt to serve as the district Expulsion Hearing Officer for the 2012-2013 school year. Motion carried 6-0 on a roll call vote.

Vote:

Ensign-yes Epping-yes Hansen-yes Heinemann-absent

Hill-Breunig-yes Homan-yes Waner-yes

4. Appoint Medical Advisor for 2012-2013 – Dr. Bill Ranum

Motion Homan/Ensign to appoint Dr. Bill Ranum as the District Medical Advisor for the 2012-2013 school year. Motion carried 6-0 (Heinemann absent).

5. Board Member Coverage/First Day of School

Board members discussed availability to greet students on the first day of school.

B. Administration Reports/Action Items

1. Finance Reports

- a. Monthly Reports

Motion Homan/Ensign to approve the monthly finance reports as presented. Motion carried 6-0 (Heinemann absent).

- b. 2012 Annual Meeting Agenda

The board reviewed a draft of the annual meeting agenda.

2. Prairie Elementary Character Education Video

Prairie Elementary School was the State School of Character last year, and as part of that recognition, a video was created regarding this achievement and the work they did to achieve it.

3. Curriculum Report: Induction Program

4. Curriculum & Student Services Report

5. Summer Facility Projects Update

District Administrator Guttenberg provided the board with an update on the summer facility projects.

6. Special Olympics Assistant Coach Position
Motion Homan/Ensign to approve the request for an additional special education coach for the Special Olympics program. Motion carried 6-0 (Heinemann absent).
7. Correspondence

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Budget Committee Meeting
 1. Review Minutes of August 6, 2012 Meeting
The minutes of the August 6, 2012 meeting were reviewed.
 2. Approve Revised 2012-2013 Budget
Steve Summers reviewed the revised 2012-13 budget. Motion Epping/Hansen to approve the revisions to the 2012-13 budget.
Motion carried 6-0 (Heinemann absent).
 3. Approve Copier Bid
Steve Summers reviewed the copier bid proposal that included the purchase of existing equipment please new equipment in the copy center.
Motion Homan/Hansen to approve the copier bid proposal not to exceed \$87,028.10. Motion carried 6-0 (Heinemann absent).
 4. Approve Cash Flow Borrowing Process
Steve Summers provided an update to the board on the cash flow borrowing process.
Motion Waner/Epping to approve the PMA cash flow borrowing process for the 12-13 fiscal year. Motion carried 6-0 (Heinemann absent).
 5. Approve Grand Piano Repair
The board reviewed a request for repairs for the grand piano.
Motion Homan/Ensign to approve the grand piano repair. Motion carried 6-0 (Heinemann absent).
- B. Co-Curricular Committee Meeting
 1. Review Minutes of July 25, 2012 Meeting
The minutes of the July 25, 2012 meeting were reviewed.
 2. Discuss and Provide Feedback on Parameters for Student Travel
Randy Guttenberg summarized the minutes of the last committee meeting related to student travel and asked the full board for feedback.
- C. Human Resources Committee Meeting
 1. Review Minutes of July 25, 2012 Meeting
The minutes of the July 25, 2012 meeting were reviewed.
 2. Approval of Employee Guidelines
Employee guidelines were distributed to the board prior to the meeting for review.
 - a. Classified Staff
 - b. Administrative Assistants
 - c. Administrative Support Staff
 - d. AdministratorsMotion Epping/Ensign to approve the approval of employee guidelines as presented.
Motion carried 6-0 (Heinemann absent).

- D. Policy Committee
1. Second Reading: 424 Participation of Non-Public School Students in District Programs
Motion Homan/Hansen to approve the addition of Policy 424 Participation of Non-Public School Students in Districts Programs to district policy. Motion carried 6-0 (Heinemann absent).

X. CONSENT AGENDA

- A. Approval of Checks
- B. Gifts and Field Trips
Field Trips
WHS Varsity Softball Team and Waunakee to Florida – Spring 2013.
- C. Resignations, Leaves, Retirements
Resignations
Kathleen Kleisner – FACE Teacher, HS & MS
Nicole McNary – Special Ed. Para Educator, PES
- D. Approve Individual Admin Support, Teacher, Co-Curricular, Support Staff and Custodial Recommendations
New Teachers
Dave Burgard – 75% Tech. Ed. Teacher, MS (replaces Dave Lucey)
Lyn Cederholm – K-4 Pathways Teacher, AES/HES (replaces Janell Dorn transfer)
Carla Cross – 50% Reading Teacher, IS (new position)
Samantha Murry – 50% Spanish Teacher, IS (replaces Lisa VanGeffen transfer)
Susan Cardis- F/CE Hire 100% MS/HS (replaces Kathleen Kleisner)
New Support Staff
Tyrone Powell – Custodian, HS (replaces Keith Clemens)
LTE Summer Assignments
Dan Meinholz – LTE Summer Custodian/Maintenance, District
Internal Staff Changes-No Action
Keith Clemens – from Sunday-Thursday Custodian, HS to Monday-Friday Custodian, MS & Bethel (replaces Lucas Schuren)
Co-Curricular's
Motion Homan/Epping to approve the consent agenda as presented. Motion carried 6-0 (Heinemann absent).

XI. BOARD BUSINESS

- A. Conventions/Workshops – 2012 Fall Regional Meetings
- B. Legislative Update

XII. FUTURE AGENDAS AND MEETINGS

Motion Homan/Ensign to set a special meeting for Monday, September 17, 2012 @ 6:00 p.m.
The following committee meetings were scheduled:

Facility Committee – Tuesday, August 21, 2012 @ 5:30 p.m.
Human Resources Committee– Monday, August 20, 2012 7:30 am
Policy Committee – Tuesday, August 21, 2012 @ 6:00 p.m.

XIII. RETURN TO CLOSED SESSION

Motion Homan/Hansen to return to closed session. Motion carried 6-0 (Heinemann absent).

XIV. RETURN TO OPEN SESSION

Motion Waner/Homan to adjourn and reconvene in open session. Motion carried 7-0.

Time: 10:00 p.m.

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

No action was taken.

XVI. ADJOURN

Motion Hansen/Waner to adjourn. Motion carried 6-0 (Heinemann absent).

Time: 10:03 p.m.

Respectfully submitted,

Joan Ensign, Clerk

JE: mm