

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

Monday, May 14, 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 Peggy Hill-Breunig called the meeting to order by noting proper publication/posting of the meeting agenda had occurred.
Time: 6:05 p.m.
- II. ROLL CALL**
Present: Ensign, Epping, Hansen, Heinemann, Hill-Breunig, Homan, Waner
- III. CLOSED SESSION - ADJOURN TO CLOSED SESSION – PER WISCONSIN STATUTES 19.85 (1) (c) (e) AND (f)**
Motion Waner/Hansen to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) (e) and (f) to review individual teacher contract recommendations, and renewals, resignations and retirements, to review individual co-curricular contract recommendations, to review summer school contract recommendations, to review individual support staff and custodial recommendations, resignations and retirements, to review and take action on a student discipline/expulsion recommendations and to discuss WTA & AFSCME negotiations.
- IV. RETURN TO OPEN SESSION – BEGIN REGULAR AGENDA**
The board reconvened in open session at 7:15 p.m.
- V. APPROVAL OF MINUTES**
Motion Waner/Epping to approve the minutes for the April 9, 2012 regular meeting and April 23, 2012 special board meeting. Motion carried 7-0.
- VI. APPROVAL OF AGENDA AND ADDITIONS**
Motion Hansen/Heinemann to approve the agenda as presented. Motion carried 7-0.
- VII. PUBLIC COMMENTS ON EVENING’S AGENDA**
No comments were received.

VIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Student Reports

Megan Fitzpatrick and Jenna McGowan gave an update of events at the high school.
- B. Board Reports/Action Items
 1. Board Reports on Educational Related Events, Meetings, or Trainings Attended by Individual Board Members

Board members shared information on recent activities they attended.
 2. Committee Assignments

President Hill-Breunig distributed a list of committee assignments for the 2012-13 school year. Motion Waner/Hansen to approve the 2012-13 committee appointments as recommended by President Hill-Breunig. Motion carried 7-0.
- C. Administration Reports/Action Items
 1. Finance
 - a. Monthly Finance Reports

Motion Heinemann/Homan to approve the monthly finance reports as presented. Motion carried 7-0.
 - b. Approve 2012-13 Open Enrollment Applications

Motion Heinemann/Ensign to approve the 2012-13 Open Enrollment Applications as presented. Motion carried 7-0.
 2. Curriculum & Student Services Report

Kurt Eley and Tim Schell provided an update to the board on activities and work that is occurring in their areas of curriculum and pupil services.
 3. Curriculum Presentation: School to Career and CTE

The Career and Technical Education department provided an update on the recent activities and curriculum work that has been occurring in their area.
 4. Cooper Scholarship Recommendation

The board reviewed a memo from Brian Kersten and members of the Cooper Scholarship Committee. Motion Waner/Heinemann to approve the allocation of the Cooper Scholarship as presented. Motion carried 7-0.
 5. Request for Early Graduation

Motion Heinemann/Homan to approve the request from John Ripp and his parents Dave and Linda Ripp to graduate one semester early from Waunakee Community High School. Motion carried 7-0.
 6. Consider Request from NACEL Open Door to Host Exchange Students

Motion Heinemann/Homan to approve the request from Nacel Open Door Foreign Exchange to place two students in Waunakee Community High School for the 2012-13 school year. Motion carried 7-0.
 7. Intermediate/Middle/High School Building Goals Update

Chris Hetzel, Brian Kersten, and Marcy Peters-Felice provided the board with an update on their goals, progress and next steps.

8. Approval of 2012-2013 CESA 2 Contract
The board reviewed the proposed CESA 2 Contract for 2012-2013. Motion Homan/Epping to approve the CESA 2 Contract for 2012-13 with the exception of the Vision, and Orientation/ Mobility services. Motion carried 7-0. These items will be brought back at a later date for consideration.
9. Announcements

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Budget Committee Report
 1. Review May 7, 2012 Meeting Minutes
 2. Review First Draft of the Budget
Steve Summers reviewed the first draft of the budget for 2012-2013 along with the changes that may need to take place in the second draft. Motion Waner/Homan to approve the first draft of the budget for 2012-13. Motion carried 7-0.
 3. Approval of 2012-13 Student Fees
The board reviewed a list of proposed student fees for the 2012-13 school year as recommended by the Budget Committee. Modest fee increases were added to fees at all levels, to food service, and to co-curriculars. Motion Waner/Heinemann to approve the 2012-13 student fees as presented. Motion carried 7-0.
 4. Review Fund 39 Refinancing Option
The budget committee has been discussing refinancing debt in the coming year. Steve Summers indicated that there was no action required by the board at this time, but should have a resolution available in June for review by the committee and full board.
 5. Approve of Business Insurance Proposal
The Budget Committee recently reviewed proposals for the district's liability and workers compensation insurance and upon review are recommending approval of a proposal that has a net premium of \$145,204 compared to \$152,515 in 2011-12. Motion Heinemann/Hansen to approve the EMC proposal from Murphy Insurance. Motion carried 7-0.
 6. Review Membership Audit
The board reviewed the recent membership audit performed by the district's financial auditor, John & Block.
 7. Approve Facility Use Fees
Brian Smith recently conducted a review of our fees. The budget committee reviewed these fees and is recommending them to the board for approval. Motion Heinemann/Homan to approve the Facility Use Fees as presented. Motion carried 7-0.
- B. Curriculum Committee
 1. Review April 25, 2012 Meeting Minutes
 2. Textbook Adoption
Motion Heinemann/Epping to approve the 2012-13 textbook adoption recommendations as presented. Motion carried 7-0.

- C. Facilities Committee
1. Review May 7, 2012 Meeting Minutes
 2. Summer Projects Recommendation
Motion Waner/Epping to approve the summer facility projects recommendations as presented. Motion carried 7-0.
 3. Pay it Forward Watershed Project Proposal
The board reviewed a proposal from the Pay It Forward Club to construct a watershed on the site of the Community Garden. This project would be funded by Pay It Forward, the Senior Class of 2011, and in-kind donations. The structure would be designed with our tech ed department, the engineering students, and Scott Gear (local landscape designer), and be built by our students. Motion Waner/Ensign to approve the club to move forward with planning the watershed project and bring the designs back for final approval. Motion carried 7-0.
- D. Human Resources Committee
1. Review April 30, 2012 Meeting Minutes
 2. Approve 2012-2013 Health and Dental Insurance Recommendations
Steve Summers summarized the changes to the district health insurance plans with an increase of 0.6%. The dental insurance is self-funded and there is not premium increase recommended for next year. Motion Heinemann/Homan to approve the 2012-2013 health and dental insurance recommendations as presented. Motion carried 7-0.

X. CONSENT AGENDA

- A. Approval of Checks
B. Gifts, Field Trips

Gifts

- Waunakee Boys Hockey Booster Club donated \$15,022 to offset the cost to the district for practice and game ice time and some transportation costs for the 2011-12 boys hockey season.
- Culvers of Waunakee donated \$472 to Prairie Elementary through Scoopie Night. The donation is being designated for prairie garden restoration.

Field Trips

- Rhonda Knapp and Nick Brattlie, WHS FFA Advisors are requesting permission to take students from October 23-27, 2012 in Indianapolis, Indiana.
- Catie Anderson, HS Spanish Instructor is requesting permission to continue the process of organizing a trip abroad to Spain for the Summer of 2013.
- Ryan Ubersox, HS Technology Education Teachers and SkillsUSA advisor is requesting permission for SkillsUSA members to attend the SkillsUSA Leadership and Technical Conference on June 23-27, 2012 in Kansas City, Missouri.

- Michelle McGlynn, HS Business Education Teacher and FBLA Advisor is requesting permission to take students to the FBLA National Leadership Conference from June 28 – July 3, 2012 in San Antonio, Texas.
- Betsy Ippolito has provided updated information on the Environmental Global Studies Trip for Summer 2013.

C. Resignations, Leaves, Retirements

Resignations

Teresa Chambers – Cross Categorical Teacher, PES

Julie Miller – 6th Grade Teacher, IS

Retirements

Rick Rivard – 2nd Grade Teacher, AES

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

New Teachers

Yelena Walther – ELL Teacher Grades 7-12 (remaining 1yr contract), MS/HS (new position)

Tobiah Heidke – 8th Grade Teacher, MS (new position)

Jessica Block – 8th Grade Teacher, MS (new position)

New Support Staff

- Amy Beery – Para Educator, Special Education, PES (replaces Becky Watts)
- Pauline Hignett – Custodian, HS (replaced Dan Horan transfer)
- Amy Manzetti – Summer School administrative Assistant, Bethel Circle (replaces Ruth Meese)

Co-Curricular's

- Melissa Zimmer – Assistant Track Coach, MS

LTE Summer Assignments

- Brian Carroll – LTE Summer Custodian/Maintenance, District
- Randy Clemens – LTE Summer Custodian/Maintenance, District
- Kyle Dahmen – LTE Summer Custodian/Maintenance, District
- Samuel Hahn – LTE Summer Custodian/Maintenance, District
- Chase Hellenbrand – LTE Summer Custodian/Maintenance, District
- Zachary Zimprich – LTE Summer Custodian/Maintenance, District

Internal Staff Changes-No Action

- Dan Horan – from Custodian, HS to Custodian PES (replaces Kurt Hansen)

Motion Epping/Hansen to approve the consent agenda as presented.

Motion carried 7-0.

XI. BOARD BUSINESS

- A. Conventions/Workshops
- B. Legislative Update

XII. FUTURE AGENDAS AND MEETINGS

Special Board Meeting – June 4, 2012 @ 7 pm

Motion Waner/Epping to approve the special meeting scheduled for June 4, 2012 starting at 7 pm. Motion carried 7-0.

The following committee meetings were scheduled:

Budget Committee – June 4, 2012 @ 8 pm (approx.. time – following special meeting.)

Curriculum Committee - May 23, 2012 @ 3 pm

Human Resources Committee - TBD

Policy Committee– June 4, 2012 @ 6 pm

Goals & Objectives –Visions Committee - June 6, 2012 @ 6:30 pm

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

Motion Hansen/Homan to adjourn. Motion carried 7-0.

Time: 10:22 p.m.

Respectfully submitted,

Joan Ensign, Clerk

JE: mm