

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

Monday, April 9, 2012

**Closed Session 6:30 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: 6:30 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 Hansen/Epping 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, to review individual co-curricular contract recommendations, to review individual support staff and custodial recommendations and resignations, review summer school contract recommendations, review and take action on student discipline/expulsion recommendation and review Director of Technology recommendation.
- IV. RETURN TO OPEN SESSION**
The board reconvened in open session at 7:05 p.m.
- V. APPROVAL OF MINUTES**
Motion Waner/Homan to approve the minutes for the regular board meeting held on March 12, 2012 and special meeting on April 2, 2012. 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**
Comments were heard from Spencer Lee and Jodi Siehoff related to the baseball field and Let There Be Lights Committee.

VIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Student Reports
There was no student report.
- B. Board Reports/Action Items
 - 1. Board Reports on Educational Related Events, Meetings, or Trainings
Attended by Individual Board Members
 - 2. Spring Election Report/Results
Election results will be canvassed on Tuesday, April 10, 2012. A special meeting will be held in late April to meet the reorganization requirements per state statutes.
- C. Administration Reports/Action Items
 - 1. Finance
 - a. Monthly Finance Report
Motion Heinemann/Hansen to approve the monthly finance reports as presented. Motion carried 7-0
 - b. Approval of HRA Retirement Plan Investment Changes
Steve Summers outlined investment change options for the HRA Retirement Fund. Motion Waner/Homan to approve of HRA Retirement Plan Investment changes. Motion carried 7-0.
 - 2. Elementary Building Goals Update
The elementary principals shared progress on their building goals.
 - 3. Curriculum & Student Services Report
Kurt Eley and Tim Schell provided the board with information related to the current projects/initiatives within the curriculum and Student Services Departments.
 - 4. Curriculum Presentation: World Language
The World Language Department provided an update on their program to the board.
 - 5. WIAA Bylaws Input – Brian Smith
Brian Smith reviewed the proposed changes that will be considered at a WIAA meeting. Smith asked the board for any feedback that would be helpful in representing the district.
 - 6. Announcements

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Budget Committee Report
 - 1. Review Minutes from April 2, 2012 Meeting
The minutes of the April 2, 2012 meeting were reviewed.
 - 2. Approval of 2011-12 End of Year Expenses
The board reviewed the list of projects being considered for completion with end-of-the-year funds. Motion Waner/Homan to approve the list of end of the year projects including K-8 wireless infrastructure, K-8 security cameras, technology expenditures and curriculum/professional development work. Motion carried 7-0.

3. Approval of TC Alan Company Proposal
Steve Summers presented a recommendation that the district contract with Todd Carothers, business professor at UW-Platteville, to apply a cost-savings analysis process to our district level printing and copying process. Motion Hansen/Epping to enter into a contract with TC Alan Co. to apply a cost-savings analysis to district level printing and copying. Motion carried 6-0-1 (Heinemann abstained from vote).
- B. Curriculum Committee Report
 1. Review Minutes of March 21, 2012 Meeting
The minutes of the March 21, 2012 meeting were reviewed.
- C. Facility Committee Report
 1. Review Minutes from March 19, 2012 Meeting
The minutes of the March 19, 2012 meeting were reviewed.
 2. Approval of High School and District Facility Projects Recommendation
Motion Heinemann/Ensign the list of approved projects as presented.
Motion carried 7-0.
- D. Human Resources Committee Report
 1. Review Minutes from March 19, 2012 Meeting
The minutes of the March 19, 2012 meeting were reviewed.
 2. Approval of Employee Handbook Recommendations
The board reviewed employee handbooks for the teachers and the custodial/maintenance employees approved by the Human Resources Committee. Motion Epping/Homan to approve the employee handbooks as presented. Motion carried..
- E. Policy Committee Report
 1. Second Reading
Motion Waner/Hansen to approve the following policies. Motion carried 7-0.
 - a. 830-Rule Use of Facility Regulations
 - b. 343.2 Class Size
 - c. 343.2 Class Size Guidelines
 - d. Review 453.4 – Medication Administration to Students
 - e. Review 453.4-Rule – Medication Administration to Students Procedures
 - f. Review 453.5 Life-Threatening Allergy Management
 - g. Review 453.5-Rule – Standing Order for Allergic Reaction (Anaphylaxis)
 - h. Review 454 Child Abuse and Neglect
 - i. Review 454-Rule Child Abuse Neglect Reporting Procedures

X. CONSENT AGENDA

A. Approval of Checks

B. Gifts, Field Trips and Fund Raisers

Gifts:

- Gary Herzburg donated 250' of feeder cable (wire) for future use valued at \$190.
- Waunakee Fire Department donated a pull behind grill valued between \$300-\$400 to use throughout the district.
- Donorschoose.org donated to the Heritage Book Room.
- Lamers Bus Lines donated the cost of transportation for the 6th grade orchestra class bus trip from Prairie and Arboretum Schools. Value \$105.77.
- Waunakee Utilities donated \$500 to help sponsor solar car projects.

Field Trips:

- Eric Huttenburg would like permission to plan a Social Studies Trip for the Summer of 2013.
- Sandra Meinholz, HS marketing teacher is requesting permission to take five students to the DECA International Career Development Conference, Salt Lake City, UT from Saturday, April 28-Tuesday, May 1, 2012.
- HERO Club to Minneapolis, MN – May 4-5, 2012
- HS Physics Lab to Great America, Gurnee, IL Wednesday, May 16, 2012.

C. Resignations, Leaves, Retirements

- Elycia Degenhardt – Language Arts Teacher, HS
- Tim Welzien – Network Administrator, HS

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

E. Review Individual Co-Curricular Contract Recommendations

Co-Curricular's

- Christian Foster – Volunteer Track Coach, HS
- Jim Graettinger – Assistant Special Olympics Track Coach, IS
- Austin Papenthian – Volunteer Assistant Boy's Tennis Coach, HS
- Mark Rappe – Head Special Olympics Bocce Ball Coach, IS

F. Review Individual Support Staff/Custodial Staff Recommendations and Resignations

New Support Staff

- Michael Darwin – Maintenance Worker, Bethel

Resignations

- Ruth Meese – Summer School Administrative Assistant, Bethel
- Becky Watts – Para Educator, Special Education, PES
- Laurel Zobel – Para Educator-Reading Title 1, HES

G. Review Summer School Contract Recommendations

H. Summer School Recommendations

Motion Homan/Epping to pull the HERO Club field trip for separate consideration and approve the remainder of the consent agenda as presented. Motion carried 7-0.

Motion Homan/Heinemann to approve the HERO Club trip to Minneapolis, MN on May 4-5, 2012. Motion carried 7-0.

XI. BOARD BUSINESS

- A. Conventions/Workshops
- B. Legislative Update

XII. FUTURE AGENDAS AND MEETINGS

- A. The following meetings were scheduled:
 - Motion Waner/Heinemann to schedule a special meeting for Monday, April 23, 2012 for board reorganization. Motion carried 7-0.
 - Budget Committee – May 7, 2012 @ 6 pm
 - Curriculum Committee – April 25, 2012 @ 4 pm
 - Facility Committee – May 7, 2012 @ 5 pm
 - Human Resource Committee – April 30, 2012 @ 9am

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 Homan/Hansen to adjourn. Motion carried 7-0.
Time: 9:50 p.m.

Respectfully submitted,
Joan Ensign, Clerk
JE: mm