

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

Monday, January 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. RETURN TO OPEN SESSION – BEGIN REGULAR AGENDA - 7:00 PM**

The board returned to open session at 6:55 p.m.

**IV. APPROVAL OF MINUTES**

Motion Waner/Hansen to approve the minutes for the regular board meeting held on December 12, 2011 and special meeting held on December 19, 2011 Motion carried 7-0.

**V. APPROVAL OF AGENDA AND ADDITIONS**

Motion Homan/Heinemann to approve the agenda as presented. Motion carried 7-0.

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

No public comments were received.

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

A. Student

There was no student report.

B. Board Reports/Action Items

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

2. Spring Election Update

District Administrator Guttenberg noted that the three seats up for re-election will be unopposed in the Spring Election.

3. WASB Resolutions

Motion Heinemann/Homan to authorize Julie Waner to represent the Waunakee Community School District at the state delegate assembly.

Motion carried 7-0.

- C. Administration Reports/Action Items
1. Finance Reports
    - a. Monthly Finance Reports  
Motion Heinemann/Ensign to approve the monthly finance reports as presented. Motion carried 7-0.
  2. Curriculum Presentation: PBIS  
Janet Thomas provided the board with an update on the district's work on PBIS (Positive Behavior Intervention Support and the initiative being implemented.
  3. Approval of 2012 Summer School Classes/Fees  
The board reviewed DPI guidelines for summer school programs. Sheila Weihert was present to explain the rationale for changing the district's fee structure for summer school classes. Per state law the district can only charge fees directly associated with actual material costs for each class. The fiscal impact of this change is estimated to impact the district negatively by approximately \$75,000. Motion Epping/Heinemann to approve the 2012 summer school class list and proposed fee structure. Motion carried 7-0. Weihert also informed the board of a plan to rotate the hosting of the bulk of elementary programming between elementary buildings to allow each building the opportunity to have special maintenance projects completing during the summer months.
  4. Horizon High School Request for 2<sup>nd</sup> Semester  
The board reviewed a letter from the parents of a student currently attending Horizon High School requesting continued enrollment in the program for the second semester of this school year. The district will continue to pay the per pupil funding value which is approximately half the cost of the program. Motion Waner/Ensign to approve the request for a student to continue enrollment at Horizon High School for the second semester of the 2011-2012 school year. Motion carried 7-0.
  5. Correspondence

## **VIII. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS**

- A. Budget Committee
1. Review Minutes of January 2, 2012 Meeting  
The minutes of the January 2, 2012 meeting were reviewed.
  2. Review Budget Timeline  
Steve Summers indicated to the Board that he would like to schedule a meeting with the full board to present the timeline, forecast, and guidelines associated with the 2012-2013 budget process.
  3. Contingency Fund Transfer Recommendation  
The board reviewed a request to increase the activities budget with funds generated from the recent co-curricular fee increase along with a request to fund additional football helmets. Helmets that are older than 10 years can no longer be reconditioned for safety reasons. Motion Epping/Homan to approve \$15,000 transfer from unallocated contingency dollars to the athletic director's budget to cover operating costs and \$10,000 from unallocated contingency fund on a one-time basis to purchase football helmets that can no longer be reconditioned. Motion carried 7-0.

- B. Curriculum Committee
  - 1. Review Minutes of December 21, 2011 Meeting  
The minutes of the December 21, 2011 meeting were reviewed.
  - 2. Conversion of High School Social Studies Asia Latin America course to World History I  
The board reviewed a request from the Social Studies department to be granted permission to proceed with the curricular changes in converting the 9<sup>th</sup> grade Asia-Latin America course to a semester World History I. Motion Hill-Breunig/Hansen to approve the change in social studies curriculum as presented. Motion carried 7-0.
- C. Facility Committee
  - 1. Review Minutes of January 5, 2012 Meeting  
The minutes of the January 5, 2012 meeting were reviewed.
  - 2. Update on Long-Range Facility Planning Process  
District Administrator Guttenberg informed the board that the Facility Committee is in the process of gathering information on long range plans for facilities, technology, and grounds. This information will be used in the coming months to frame a recommendation to the full board on the use of remaining high school referendum funds, any available end of the year funds, and future facility needs.
- D. Human Resources Committee
  - 1. Review Minutes of December 14, 2011 Meeting  
The minutes of the December 14, 2011 meeting were reviewed.
- E. Policy Committee
  - 1. Review Minutes of January 5, 2012 Meeting  
The minutes of the January 5, 2012 meeting were reviewed.
  - 2. Proof of Residence Policy 431  
This policy was presented for first reading. No action taken.
  - 3. Intra-District Transfer Students Policy 432  
This policy was presented for first reading. No action taken.
  - 4. Admission of Students Participating in Full-time Open Enrollment 423  
This policy was presented for first reading. No action taken.

**IX. CONSENT AGENDA**

- A. Approval of Checks
- B. Gifts and Field Trips  
Gifts  
Physicians Plus Insurance Corporation donated \$245.00 to support health or physical education efforts at Heritage Elementary.  
QMI (\$200), MG&E (\$150) and Hellenbrand Inc. (\$500) donated funds to offset the cost associated with the Ethanol Engine Team at Waunakee Community High School.
- C. Resignations, Leaves, Retirements  
Retirements  
James Schwartz – Groundskeeper, Bethel
- D. Approve Individual Administrator, Administrative Support, Teacher, Co-Curricular, Support Staff and Custodial Recommendations  
New Support Staff  
Greg Krueger – Technology Assistant, MS  
Motion Waner/Heinemann to approve the consent agenda as presented. Motion carried 7-0.

**X. BOARD BUSINESS**

A. Conventions/Workshops

- Wisconsin State Education Convention, Milwaukee, WI: January 18-20, 2012
- NSBA Convention, Boston, MA: April 21-23, 2012

B. Legislative Update

**XI. FUTURE AGENDAS AND MEETINGS**

The following board meetings were scheduled:

Special Meeting – January 31, 2012 @ 6:00 p.m.

Human Resources Committee – January 31, 2012 @ 5:00 p.m.

Special Meeting – February 6, 2012 @ 6:00 p.m.

Facility Committee Meeting – February 7, 2012 @ 6:30 p.m.

Motion Hansen/Heinemann to approve special meetings on January 31, 2012 and February 6, 2012 at 6 p.m. Motion carried 6-0.

**XII. RETURN TO CLOSED SESSION**

The board did not return to closed session

**XIII. RETURN TO OPEN SESSION**

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

**XV. ADJOURN**

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

Time: 8:45 p.m.

Respectfully submitted,  
Joan Ensign, Clerk  
JE: mm