

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

Monday, April 11, 2011
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 Meese called the meeting to order by noting property publication/posting of the meeting agenda had occurred.

Time: 6:02 p.m.

II. ROLL CALL

Present: Epping, Esser, Hill-Breunig, Homan, Knutson, and Meese

Absent: None

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

Motion Knutson/Hill-Breunig 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 individual support staff and custodial recommendations, resignations and retirements, review summer school contract recommendations, discuss land purchase/sale options, review and take action on student discipline/expulsion recommendation, review admin/admin support contracts, review classified staff compensation for 2010-2011, review 2011-2012 health insurance proposals and review personnel matters as related to the aquatics center staff. Motion carried 7-0 on a roll call vote.

Vote:

Epping-yes

Esser-yes

Hansen-yes

Hill-Breunig-yes

Homan-yes

Knutson-yes

Meese -yes

IV. RETURN TO OPEN SESSION – BEGIN REGULAR AGENDA

The board returned to open session at 7:30 p.m.

A. Special Recognition

V. APPROVAL OF MINUTES

Motion Knutson/Homan to approve the minutes from the March 14, 2011 regular meeting and March 21, 2011 special board meeting. Motion carried 7-0.

VI. APPROVAL OF AGENDA AND ADDITIONS

Motion Knutson/Homan to approve the agenda presented with the addition of a donation and additional retirement and removing approval of summer school hires which will be acted on at a future meeting. Motion carried 7-0.

VII. PUBLIC COMMENTS ON EVENING'S AGENDA

Several members of the public addressed the board on the swim teams and use of the district aquatics facilities.

VIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Student Reports
Kelsey Cherf and Lily Vanderbloemen provided an update on recent activities at the high school.
- B. Board Reports/Action Items
 - 1. Board Reports on Educational Related Events, Meetings, or Trainings Attended by Individual Board Members
 - a. Consider Letter to Legislators
Peggy Hill-Breunig recently attended the Day at the Capitol with our legislators. She asked the board if they had any interest in writing a letter to our legislators on items included in the biennial budget proposal that impact education and Waunakee. The board agreed to write the letter to elected representatives which Hill-Breunig offered to draft.
 - 2. Spring Election Report/Results
Results of the recent election for seats on the Board of Education were reviewed. New board members Joan Ensign and Julie Waner will officially take office on Monday, April 25, 2011.
- C. Administration Reports/Action Items
 - 1. Finance
 - a. Monthly Finance Reports
Motion Esser/Knutson to approve the monthly finance reports as presented. Motion carried 7-0.
 - b. Consideration of Banking Proposals
Steve Summers presented a request for the approval of banking proposals. After his review of the proposals Summers recommended that the district continue to contract with the State Bank of Cross Plains for local banking services with one exception. That the district discontinue credit cards with the State Bank of Cross Plains and change to a credit card program with WASBO and Harris Bank which would allow the District to cooperatively work together to leverage purchases in cooperate rebate based program. Motion Knutson/Hanson to approve the district banking proposals as presented. Motion carried 7-0.

2. Green and Healthy Schools Initiative
Karen Olsen, Betsy Ippolito, and several students from the high school reported on the work they have been doing to get the high school classified as a Green and Healthy School. They also shared a project for Earth Day involving Styrofoam recycling.
3. Curriculum Presentation: ELL
Tamara Hepler, ELL teacher at Arboretum and Prairie and Monique Mobley, ELL paraprofessional were present to give the board an overview of the district's English Language Learner program.
4. Requests for Tuition Payment
The board reviewed two tuition payment requests. The students would be in 5th and 9th grade. Motion Knutson/Hill-Breunig to approve the request for the 9th grade student to attend school in Waunakee under a tuition payment arrangement. Motion carried 7-0. Motion Knutson/Hill-Breunig to place the 5th grade student on a waiting list. Motion carried 7-0.
5. WIAA Constitution Amendment Proposals
Brian Smith is again the voting representative for our school district on WIAA proposed resolutions. Smith discussed the resolutions that are being brought forward this year and his recommendation. Motion Hill-Breunig/Knutson to give Brian Smith the latitude to use his best judgment regarding voting on proposed WIAA resolutions. Motion carried 7-0.
6. Summer School Class Additions and Handbook Update
Motion Knutson/Esser to approve additional summer school courses and handbook updates. Motion carried 7-0.
7. CESA #2 Driver Education Program Contract
Motion Hill-Breunig/Knutson to approve the CESA #2 contract for driver's education. Motion carried 7-0.
8. Teacher Leave of Absence Requests
District Administrator Guttenberg reviewed a one-year leave of absence requests from Ryan Ubersox and a request from Tricia Kuluvar to extend the deadline date to submit a request for a leave of absence. The board was receptive to approving the request from Ubersox with the modification that the district be notified of his intent by May 15, 2011. Motion Hill-Breunig/Knutson to approve leave request from Ryan Ubersox with a notification deadline date of May 15, 2011. Motion carried 7-0. Motion Knutson/Esser to deny the request from Tricia Kuluvar to extend the deadline date for submitting a leave of absence. Motion carried 7-0.
9. Update on Timeline and Plan for Defining Qualifications as They Will Be Applied Under Layoff Language
New language in the collective bargaining agreement with the WTA says that layoff decisions will no longer be based solely on seniority, but will look at performance and qualifications. Connie Beth will chair a committee along with Amy Johnson that will define the qualifications that we expect our teachers to have and also what high performing teachers look like. Once they have these definitions they will be incorporated into a document that will articulate for a teacher how they are performing and

how well qualified they are in the event there is a layoff they will have something to rely on to make that decision. The committee will be made up of one teacher and principal from each level to be part of the committee. The first meeting will take place on Tuesday, April 26 with a completion date of August 1. District Administrator Guttenberg also updated the board on plans to work with staff on other items such as insurance, virtual education, calendar, and professional development.

10. Announcements

Capital City Chapter of Muskies, Inc. sent a letter informing the board of their appreciation for using our facility for their annual fishing school.

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Curriculum Committee Report

1. Review Minutes from March 23, 2011 Meeting

The minutes of the March 23, 2011 meeting were reviewed.

2. Textbook Adoption Recommendation

Tim Schell provided textbook recommendations for textbook adoptions for 2011-12. Adopting these materials approves them for use, but the actual purchase will be based on the outcome of the budget. Motion Knutson/Epping to approve the textbook recommendations as presented. Motion carried 7-0.

3. Middle School Spanish Sequence Recommendation

Tim Schell reviewed the preliminary recommendations for Middle School Spanish course sequences.

B. Facility Committee Report

1. Review Minutes from March 10, 2011 Meeting

The minutes of the March 10, 2011 meeting were reviewed.

2. Update on State Prevailing Wage and Davis Bacon Requirements

Steve Summers reviewed our requirements to follow state prevailing wage and Davis Bacon Act requirements with regard to our facility projects. As a result of these requirements, the cost of our projects is increased and Tom Nack is working with Steve to make sure that all of our projects determine we are complying with federal and state requirements.

3. Consideration of Bids on 905 Bethel Circle Project

The bid quotes and budget for the Bethel Circle remodeling project were reviewed. Motion Knutson/Hill-Breunig to approve the bids for the Bethel Circle project. Meese offered a friendly amendment to have the motion reflect "up to \$110,851. Motion carried 7-0.

4. Consideration of Bids on Replacement Windows at High School

As a result of prevailing wage and Davis Bacon requirements the high school window project had to be rebid. Motion Knutson/Esser to approve the recommendation to award the high school window project to Hellenbrand Glass for an amount not to exceed \$20,000. Motion carried 7-0.

5. High School Change Order Recommendations

- a. New Two Hour Firewall
- b. Temporary Heat
- c. Roof Drain

The facility committee is recommending RQ#26, RQ#30, and RQ#38 for board approval since they are each above \$10,000. Motion Knutson/Hill-Breunig to approve to approve the change orders as presented. Motion carried 7-0.

6. Discuss Aquatic Facility/Swim Team Facility Use and consideration of policy changes related to pool utilization.

A motion was made at the committee level to assess a user fee to each of the swim teams in the amount of \$6,000 on an annual basis and to limit the two teams to use of only half of the pool. The motion was not acted upon by the committee it was decided to bring the issue to the full board for discussion. Motion Knutson/Esser to move to the policy committee for a review of the policies and fees assigned for the use of district facilities. Motion carried 7-0.

X. CONSENT AGENDA

Motion Hill-Breunig/Knutson to approve the consent agenda, pulling the summer school recommendations for consideration at a later date and the addition of a donation and retirement request. Motion carried 7-0.

A. Approval of Checks

B. Gifts, Field Trips and Fund Raisers

Gifts

- Jim Parker donated 400 slightly used golf balls to the WHS golf program. Est. Value \$100.
- Community Insurance donated \$1,000 for a scholarship
- Prairie Elementary 4th grade students donated \$30 for SMART boards that they raised from walking dogs.

Field Trips

- Physics Class to Great America Amusement Part, Gurnee, IL – May 18, 2011

C. Resignations, Leaves, Retirements

Resignations

Sheryl Cordell - Computer Assistant, IS

Retirements

Lon Bartling - 3rd Grade Teacher, PES

Tim Blessing - 3rd Grade Teacher, AES

Ross Cowing - Music Teacher, IS

Ruth Lohr - 1st Grade Teacher, HES

Margaret Tessner - FACE Teacher, MS

Maeline Schall – Heritage Elementary

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

New Support Staff

Nicole McNary - Para Educator, Special Education, PES (new position)

Co-Curriculars

Karen Endres - 50% Assistant Track Coach, HS

Veronica Endres - Volunteer Assistant Softball Coach, HS

Paul Orłowski - Volunteer Freshman Baseball Coach, HS

Heather Raffel - 100% Assistant Track Coach, HS (was approved at 50% in February)

Kyle Rogness - Assistant Track Coach, HS

- E. Summer School Recommendations
- F. Admin/Admin Support Contracts
- G. Classified Staff Compensation for 2010-2011

XI. BOARD BUSINESS

- A. Conventions/Workshops
- B. Legislative Update

XII. FUTURE AGENDAS AND MEETINGS

The following meetings were scheduled:

- Special Board Meeting – April 25, 2011 @ 6 p.m.
- Budget Committee – April 21, 2011 @ 7:00 p.m.
- Curriculum Committee – April 27, 2011 @ 3:30 p.m.

XIII. RETURN TO CLOSED SESSION

Motion Knutson/Hansen to return to closed session.
Time 10:02 p.m.

XIV. RETURN TO OPEN SESSION

The board returned to open session at 11:00 p.m.

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

No action was taken on items discussed in closed session.

XVI. ADJOURN

Motion Knutson/Esser to adjourn. Motion carried 7-0.
Time: 11:00 p.m.

Respectfully submitted,
Julie Waner (for Tryg Knutson), Clerk
TK:mm