

**WAUNAKEE COMMUNITY SCHOOL DISTRICT**  
**Board of Education Special Meeting**  
Tuesday, January 12, 2010  
6:00 P.M.

District Administration & Maintenance Center  
905 Bethel Circle  
Waunakee, Wisconsin 53597

**MINUTES**

**I. CALL TO ORDER**

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

Time: 6:00 p.m.

**II. ROLL CALL**

All members were present.

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

Motion Knutson/Hansen to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 (1) (e) to hear an update on the potential sale/purchase of district property. Motion carried 7-0.

Vote:

Esser - Yes

Hansen -Yes

Hill-Breunig - Yes

Knutson-Yes

Meese -Yes

Statz - Yes

Waner- Yes

**IV. RETURN TO OPEN SESSION**

The board returned to open session at 6:33 p.m.

**V. APPROVE AGENDA**

Motion Knutson/Esser to approve the agenda. Motion carried 7-0.

**VI. PUBLIC COMMENTS**

No comments were received.

**VII. DISCUSSION/ACTION ITEMS**

**A. Review Referendum Timeline**

A special meeting is scheduled for February 25th to discuss the facility maintenance projects as outlined by school. JP Cullen is currently determining cost estimates for those items. The cost estimates will be reviewed on the 25<sup>th</sup> along with administrative recommendations.

The board is still on track to have all resolutions approved at the February regular meeting. If for any reason they are not ready for the 8<sup>th</sup> the board would have one more week to do so.

- B. Review Details of Projects to be Included in April 2010 Facility Referendum
- C. Review Applicable Reports by Bray Architects and J.P. Cullen for Associated Referendum Projects

Items B & C were covered together. Representatives from Bray Architects and J.P. Cullen walked through each of the proposed projects one at a time and answered questions associated with each project so that there was a common understanding of each of the projects to help determine a guaranteed maximum price which will be needed to develop the questions for the April referendum.

The Board was able to reach consensus on the majority of the projects presented, but some questions remained on the high school project. After further discussion the board requested two different costings at high school. One would include only the 2<sup>nd</sup> floor and science areas and the second one to include all proposed areas. Representatives from Bray and J.P. Cullen indicated that this request would not be a problem and the information could be brought back to the February 25<sup>th</sup> meeting.

- D. Discuss Referendum Components/Questions for Facility Projects, Equipment Needs, and Operational Costs

The 2004 and 2005 referendums included separate questions for operational costs. It is required by state statutes that such questions be listed separately on the ballot. If the Board approves a question like this for the April 2010 referendum it will be separated out from the other questions. There are two different kinds of operational referendums, recurring and non-recurring. For permanent spaces the most common referendum is a permanent or recurring which means the funds will be sought on a permanent basis to be added to the budget.

Summers estimated an operational cost of \$722,170 which includes the utility, custodial, maintenance and technology costs of the proposed added space, including additional staff needed in those areas. Administration indicated that the numbers will be refined and brought back to the January 25<sup>th</sup> special meeting.

- E. Review Draft Referendum Communication Plan  
Information on a proposed communication plan will be discussed at the February 25, 2010 special meeting.

## **VIII. FUTURE AGENDAS AND MEETINGS**

No additional meetings were scheduled.

IX. **ADJOURN**

Motion Waner/Knutson to adjourn. Motion carried 7-0.  
Time: 9:03 p.m.

Respectfully submitted,

Juliette F. Waner, Board Clerk  
JFW: mm