

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

Monday, August 10, 2009

Closed Session 6:00 p.m.

Regular Meeting 7:00 p.m.

Teaching & Learning Center

Conference Room A-C

101 School Drive

Waunakee, Wisconsin 53597

MINUTES

I. CALL TO ORDER

Vice- President Hill-Breunig 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 except Statz.

III. RETURN TO OPEN SESSION – BEGIN REGULAR AGENDA - 7:00 PM

The Board returned to open session at 7:00 p.m.

IV. APPROVAL OF MINUTES

Motion Knutson/Meese to approve the minutes from the regular board meeting held on July 13, 2009 and special meetings held on July 9 and July 28, 2009. Motion carried 6-0. (Statz absent).

V. APPROVAL OF AGENDA AND ADDITIONS

Motion Knutson/Meese to approve the agenda as presented with an addition of waiving of a fee for teacher who recently resigned (10D) and pulling several fundraisers for separate action. The Wrestlebackers Football Mania raffle fundraiser was moved before the committee reports in the agenda to accommodate members of the club present in the audience. Motion carried 6-0. (Statz absent)

VI. PUBLIC COMMENTS ON EVENING'S AGENDA

Vice President Hill-Breunig asked members of the public in attendance for comments/input on the evening's agenda. Members of the Wrestlebackers were present to speak in support of their recent fundraising request.

VII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Student

There was no student report

B. Board

1. Resolution for District Expulsion Officer

Be it resolved that the Board of Education for the Waunakee Community School District hereby authorizes the appointment of an independent hearing officer for the 2009-2010 school year to determine pupil expulsion from the school under State Statute 119.25 Expulsion of Pupils. Sub (2).

Motion: Meese

Seconded by: Waner

Motion carried 6-0 on a roll call vote.

Vote:

Esser -Yes Hansen –Yes Hill-Breunig – Yes Knutson-Yes

Meese -Yes Statz - Absent Waner-Yes

Time: 7:12 p.m.

Dated: August 10, 2009

2. Appoint District Expulsion Hearing Officer for 2009-2010

Motion Waner/Knutson to appoint attorney Karl Marquardt to serve as the district Expulsion Hearing Officer for the 2009-2010 school year.

Motion carried 6-0 on a roll call vote.

Vote:

Esser -Yes Hansen –Yes Hill-Breunig – Yes Knutson-Yes

Meese -Yes Statz - Absent Waner-Yes

Time: 7:12 p.m.

3. Appoint Medical Advisor for 2009-2010 – Dr. Bill Ranum

Motion Knutson/Esser to appoint Dr. Bill Ranum as the District Medical Advisor for the 2009-2010 school year. Motion carried 6-0 on a roll call vote.

Vote:

Esser -Yes Hansen –Yes Hill-Breunig – Yes Knutson-Yes

Meese -Yes Statz - Absent Waner-Yes

Time: 7:12 p.m.

4. Board Member Coverage/First Day of School

Board members were asked to sign up to greet students on the first day of school.

5. Individual Board Reports on Educational Related Events, Meetings, or Trainings

Attended by Individual Board Members.

C. Administration

1. Finance Reports.

a. Monthly Reports

Motion Knutson/Meese to approve the monthly finance reports.

Motion carried 6-0. (Statz absent)

Mr. Summers has included the following reports for your review:

- Cash Reconciliation for the Month of June 2009
- Budget Status Report –July 31, 2009
- Self Insurance (Dental) - July 2009

- b. Enrollment Projections Update – APL/Sarah Kemp
Sara Kemp from APL reviewed school enrollment projections updated to include the T-Wall /Bishops Bay project in the Town of Westport/City of Middleton.
- c. Rhyme Copy Machine Proposal
Tim Schell presented a proposal to begin moving away from laser printers to multi-function printers under a contract with Rhyme. An additional monthly expense of \$2,542 will be incurred, but the district will actualize savings in toner, printer maintenance, and printer replacement cost to offset this expense. Motion Hansen/Meese to approve the Rhyme contract proposal.
Motion carried 6-0 (Statz absent)
- d. TDS Contract Proposal
The board reviewed a contract proposal from TDS to provide local phone service. The contract expires in August. TDS is proposing no fee increase if the district agrees to a new 5-year contract. The line fee would remain at \$6.50/month/line. Included in your packet is a proposal for a 5-year contract with TDS for local phone service.
Motion Knutson/Esser renew phone service TDS for a 5-year contract.
Motion carried 6-0 (Statz absent).
- e. Annual Meeting Agenda
We previously set the date and time for the Annual Meeting for Monday, October 26, 2009. Steve Summers spoke with me this week about his concerns with holding the meeting on this date as a result of too tight of timeframes for him to work around with our short-term cash flow borrowing process and our need for a special meeting to set the levy prior to November 1. He is proposing that we move the annual meeting to either October 5th or October 19th. October 5th is parent teacher conferences (so that might not be the best day) and October 19th there is a music program at the high school at 7:00 p.m. My recommendation is to move the annual meeting to October 19th and to consider if we want to begin the meeting at 6:00 p.m. so that it does not interfere with the music concert which a few members of the administration and board usually attend. At the meeting we should use two motions.

Motion Knutson/Waner to change the date and time of the annual meeting to October 19, 2009 starting at 6:00 p.m.. Motion carried 6-0 on a roll call vote (Statz absent).

Vote:

Esser -Yes	Hansen –Yes	Hill-Breunig – Yes	Knutson-Yes
Meese -Yes	Statz - Absent	Waner-Yes	

Time: 8:17 p.m.

Motion Knutson/Esser to approve the annual meeting agenda as presented changing date and start time. Motion carried 6-0 on a roll call vote. (Statz absent)

Vote:

Esser -Yes Hansen –Yes Hill-Breunig – Yes Knutson-Yes
Meese -Yes Statz - Absent Waner-Yes

Time: 8:17 p.m.

f. Request for Special Education Para-Educators

Motion Knutson/Hanson to approve the addition of two additional special education para-educators. Motion carried 6-0. (Statz absent).

g. T-Shirt Giveaway

Meese/Hill-Breunig to approve request for t-shirt giveaway. Motion failed 1-5. (Meese voted in favor, Statz absent).

Included in your packet is a request from two of our high school students—Kyle Breunig and Chris Braatz. These two students are part of the student council and they are spearheading an idea to provide t-shirts for a “white out” during homecoming. They want to give each high school student who attends the game a shirt as they enter the game. The estimate needing 325 shirts. This request is coming to the board because they would like to solicit sponsors from local businesses for this effort with sponsor logos represented on the back of the t-shirt.

Meese/Hill-Breunig to approve request for t-shirt giveaway. Motion failed 1-5. (Meese voted in favor, Statz absent).

h. Facility Use Rental Fee Exemption Request – Waunafest

Motion Meese/Hansen to approve the facility use rental fee exemption to run dances for community youth in grades 5-6 and 7-8. Motion carried 6-0 (Statz absent)

2. Review Draft of Community Survey and Discuss Distribution Plan

The board reviewed the most recent version of the District Facilities Survey.

The plan for distribution of the survey is as follows:

- Post cards will be mailed to all district residence during the week of August 10th announcing the survey, providing the website to take the survey, setting a deadline of September 5th for survey completion, and announcing that we will holding a public forum to discuss the results and solicit further community feedback.
- Paper copies of the survey will be made available at each school, the Library, Village Center, and Village Hall.
- Parents will be notified of the survey through correspondence at registration and through other communications from the schools to parents.
- We will work with Brent from the Tribune to write an article about the survey and how to participate.
- Other ideas that you have for making the public aware of this survey

Wrestlebackers Fundraiser.

This item was tabled at the July meeting pending additional information and is being brought back with additional information. District Administrator Guttenberg shared with the Board additional information that he had received regarding this particular fundraiser.

Motion Meese/Waner to approve Wrestlebackers fundraiser. Motion carried 6-0 (Statz absent).

VIII. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Budget Committee

1. Review Minutes of the July 28, 2009 Meeting

The minutes of the July 28, 2009 meeting were discussed.

2. Approval of 2009-10 Budget Revision

With the state budget finalizing the impact of state aid on local school districts, we have revised the budget with the best estimations at this time. The revised budget includes a further decrease in state aid from 1% to 3.1%, and an increase in the property tax levy by the same amount.

Motion Meese/Waner to approve of a 2009-10 budget revision. Motion carried 6-0 (Statz absent).

B. Curriculum Committee

1. Review Minutes of the August 6, 2009 Meeting

The minutes of the August 6, 2009 meeting were reviewed.

C. Facility Committee

1. Review Minutes of the August 4, 2009 Meeting

a. Approval of Architectural Firm

Wade Hansen reviewed the minutes of the August 4, 2009 committee meeting.

The Facility Committee interviewed five architecture firms on August 4th.

Included in the interview pool were: Bray Associates, Eppstein Uhen Architects, DLR Group, Richard L. Johnson Associates, and Plunkett Raysich Architects. The committee unanimously recommends Bray and Associates.

Bray does not have an upfront pre-referendum fee, and has a 5% of the project fee for their services. This is a better financial option than the other firms offered, and we have worked with Bray on our other projects and remodels.

Waner/Esser to approve Bray Associates as the district's architectural firm.

Motion carried 6-0 (Statz absent).

D. Human Resources Committee

1. Review Minutes of the July 14, 2009 Meeting.

The minutes of the July 14, 2009 meeting were reviewed.

E. Policy Committee

1. Review Minutes of August 6, 2009 Meeting

The minutes of the August 6, 2009 meeting were reviewed.

2. Policy Review – First Reading

The following policies were presented for first reading.

- Policy 345.1 includes a change to a 10 point grading scale for the high school.

In the past, teachers and departments had a choice of either a 7 or a 10 point scale. Through working with Brian Kersten, we determined that it was time to make the grade system uniform across the high school.

- Policy 345.5 High School Graduation. This policy had a few language deletions as a result of dates that are no longer applicable. The substance of the policy did not change.

- Policy 345.4 and Policy 345.4 Exhibit 6 are being brought forward for deletion from the policy book as a result of the State High School Graduation Test no longer being part of state law.
3. Policy Review – Second Reading
- a. Policy 353.1 School Volunteers
 - b. Policy 370-Rule (4) Co-Curricular Program Guidelines/Proposal
 - c. Policy 343.4- Exhibit Guidelines for Youth Options
- Motion Meese/Hansen to approve the policies presented for second reading. Motion carried 6-0 (Statz absent).

IX. CONSENT AGENDA

Motion Esser/Meese to approve the consent agenda including the addition of the approval of waiving the late resignation fee for Michael Greunke. The Waunakee Hoops Raffle and Waunakee Girls Golf Booster Club Full Service Gas Station were pulled for separate action. Motion carried 6-0. (Statz absent).

Waunakee Hoops Raffle

Waunakee Hoops Club 50/50 Raffle

Motion Meese/Hansen pass Waunakee Hoops club fundraisers for raffle and 50/50 raffle with the contingency that they have a raffle license. Motion carried 6-0 (Statz absent).

Waunakee Girls Golf Booster Club – Full Service Gas Station

Motion Meese/Hansen to approve full service gas station fundraiser. Motion carried 6-0 (Statz absent).

A. Approval of Checks

B. Gifts, Field Trips and Fund Raisers

Gifts

Field Trips

Fundraisers

- Waunakee Wrestlebackers- Football Mania Raffle
- Waunakee Hoops Club (Boys Basketball Boosters) – Concessions at Boys Basketball Home Games
- Waunakee Hoops Club (Boys Basketball Boosters) – Raffle
- Waunakee Hoops Club (Boys Basketball Boosters) – 50/50 at Game Raffle
- Waunakee Gymnastics – Evergreen Sale
- Waunakee Girls’ Golf Booster Club – Full Service Gas Station Service
- Waunakee Intermediate PTO – Magazine Sales

C. Resignations, Leaves, Retirements

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

New Teachers

Aaron Pavao – Math/Computer Science Teacher, HS (replaces Michael Greunke)

Donna Prusha – 56% Spanish Teacher, IS (new position)

New Administrative Support Staff

Tina Behrens – Psychologist 50%, HES (replaces Lisa Kjos FTE decrease)

Potential teacher positions to be approved in August:

Reading Teacher/Literacy Coach, HS (replaces Mary Byers)

50% Business Education Teacher, HS (replaces Andrew Robillard)

Internal Staff Changes-No Action

Lori Woock, from Guidance/Student Data Administrative Assistant, MS to District

Registrar, TLC (new position)

Co-Curriculars

Supplemental list is included for your review.

X. BOARD BUSINESS

A. Conventions/Workshops

B. Legislative Update

XI. FUTURE AGENDAS AND MEETINGS

The following special meetings were scheduled:

Motion Waner/Hansen to approve special meeting on August 25th.

Growth Meeting – Tuesday, August 25, 2009 at 6:00 p.m. @ TLC

Motion Esser/Meese to hold special Open Forum – Tuesday, September 15, 2009

Public Forum 7:00 p.m. @ PAC

Co-Curricular – Thursday, September 3, 2009 at 5:00 p.m. @ Bethel Circle

Facility Committee – Tuesday, September 8, 2009 at 5:30 p.m. @ Bethel Circle

XII. RETURN TO CLOSED SESSION – (if necessary) to complete agenda as listed under agenda item III.

The board did not return to closed session.

XIII. RETURN TO OPEN SESSION

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

No action taken.

XV. ADJOURN

Motion Meese/Waner to adjourn. Motion carried 6-0 (Statz absent).

Time 10:15 p.m.

Respectfully submitted,

Juliette F. Waner, Board Clerk

JFW:mm