

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

Monday, October 13, 2008

**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

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

Vote:

Esser -Yes Heimann –Yes Hill-Breunig - Yes Kruschek – Absent
Meese -Absent Statz - Yes Waner- Yes

III. CLOSED SESSION - ADJOURN TO CLOSED SESSION – PER WISCONSIN STATUTES 19.85 (1) (C) (F)

Motion Waner/Heimann to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) and (f) to review teacher contract recommendations, to review co-curricular contract recommendations, to review support staff and custodial recommendations, review request for expungement of an order of expulsion from a student record, discuss expulsion hearing officer procedures and discuss preliminary consideration of a personnel issue.

Vote:

Esser -Yes Heimann -Yes Hill-Breunig -Yes Kruschek –Absent
Meese –Absent Statz -Yes Waner-Yes

Time: 6:00 p.m.

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

V. APPROVAL OF MINUTES

Motion Waner/Esser to approve of the minutes from the September 8, 2008 regular board meeting minutes. Motion carried 5-0 (Kruschek/Meese absent).

VI. APPROVAL OF AGENDA AND ADDITIONS

Motion Waner/Heimann to approve the agenda with an addition to fundraisers. Motion carried 5-0 (Kruschek/Meese absent).

VII. PUBLIC COMMENTS ON EVENING’S AGENDA

This is the general comment section of the agenda where members of the public may comment on any item contained within the evening’s agenda. No comments were received.

VIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Student Reports

Student Council members reported on recent events at the high school.

B. Board Reports/Action Items

1. Individual Board Member Reports

Board members reported their recent activities. President Statz extended an invitation to the public to attend the budget hearing and annual meeting on Monday, October 20, 2008.

2. Policy 225/225-Exhibit – Superintendent Evaluation

The board reviewed a request from District Administrator Guttenberg to alter the timelines listed in board policy to allow him to review the evaluation instrument and recommend changes, modifications, and/or a new instrument. Guttenberg will provide options for the evaluation instrument to the Human Resources Committee within the next month, and then the Board can consider action on the new instrument by December, and then move forward with the evaluation process at that time.

Motion Hill-Breunig/Waner to suspend the timeline requirements in policy in order to look at process and instrument used in the superintendent evaluation process.

Motion carried 5-0 (Kruschek/Meese absent).

C. Administration Reports/Action Items

1. Finance Reports Motion Heimann/Esser to approve monthly finance reports.

Motion carried 5-0 (Kruschek/Meese absent)

a. Monthly Finance Reports

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

- Cash Reconciliation for the Month of August 2008
- Building Construction Budget Update - September 30, 2008
- Budget Status Report – September 30, 2008
- Self Insurance (Dental) - September 2008

b. Enrollment Update

Steve Summers reviewed the results of the Third Friday count. School districts officially take a count in September of each year that is reported to the DPI. The official count is important for schools because it is a major factor in determining the budget for that year. The total count for the school district was an increase of 72 students from last year. This a smaller increase than we have seen in recent years. The kindergarten class is the largest in the history of the district at 253 students. Three of the last four Septembers have resulted in new record kindergarten class sizes.

c. Employee Savings Plan (403(b)Plan) Resolution

Steve Summers reviewed the District's 403(b) plan and the resolution to comply with new requirements required by the Board-WTA contract and the IRS.

Motion Esser/Waner to adopt 403(b) plan resolution plan as recommended.

Motion carried 5-0 on a roll call vote.

Vote:

Esser -Yes	Heimann –Yes	Hill-Breunig - Yes
Kruschek – Absent	Meese -Absent	Statz - Yes
Waner- Yes		

2. Curriculum Presentation: Special Education – Early Learner Programs

Staff members from the Early Learner Programs provided an update of their programming within the district.

3. Request for Early Graduation

Motion Heimann/Waner to grant early graduation request for Ms. Natalie Albretsen

Motion carried 5-0 (Kruschek/Meese absent).

4. Request for Expungement of Expulsion Order
Motion Esser/Hill-Breunig to approve the request to expunge an expulsion record based on meeting the requirements of the original expulsion order. Motion carried 5-0 (Kruschek/Meese absent).
5. Youth Options Approval
Motion Hill-Breunig/Esser to approve the youth options applications for the 2009 Spring semester. Motion carried 5-0 (Kruschek/Meese absent)

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Budget Committee Report
 1. Review October 1, 2008 Meeting Minutes
Steve Summers reviewed the minutes of the October 1, 2008 Budget Committee meeting.
- B. Co-Curricular Committee Report
 1. Review September 15 and September 29, 2008 Meeting Minutes
Julie Waner reviewed the minutes of the September 15 and September 29, 2008 meeting minutes. The committee conducted a meeting with approximately 90 community members in attendance. The purpose of the forum was to gain input and share information on what we want to achieve. No specific action was taken.
- C. Curriculum Committee Report
 1. Review September 30, 2008 Meeting Minutes
Peggy Hill-Breunig reviewed the minutes of the September 30, 2008 minutes.
 2. Human Growth & Development Handbook Approval
The board reviewed a revised copy of the Human Growth and Development handbook being presented for approval. This handbook is the result of the work of a committee that included staff, parents, community, students, medical personnel, and clergy. Hill-Breunig requested the elimination of bullet point #2 on page 9. Motion Heimann/Hill-Breunig to approve of the Human Growth and Development handbook program guidelines with modifications noted by Hill-Breunig. Motion carried 5-0 (Kruschek/Meese absent).
- D. Facility Committee Report - Committee did not meet.
- E. Insurance Committee Report – Committee did not meet.
- F. Human Resource Committee Report – Committee did not meet
- G. Policy Committee Report
 1. Review October 8, 2008 Meeting Minutes
 2. Policy Committee Recommendation/Action – Second Reading
Motion Heimann/Waner to approve the following policies for second reading.
 - a. New – Locker Room Privacy
 - b. 370-Rule (1) Co-Curricular Activity Size Limitations Coach/Player Ratios
Motion carried 5-0 (Kruschek/Meese absent).
 3. Policy Committee Recommendations/Action – First Reading
 - a. 830 Exhibit (2) - Community Use of Recreational Facilities
 - Pool fee modifications were reviewed. The policy will be brought back for second reading and final approval at the November meeting. Goals & Objectives-Visions Committee Report – Committee did not meet.
- H. Board Room Ad Hoc Committee
 1. Review October 1, 2008 Meeting Minutes

- Peggy Hill-Breunig reviewed the minutes of the October 1, 2008 meeting minutes which included quotes on options for the board room at Bethel Circle. The committee decided to put a hold on the completion of the board room until the next budget cycle. The committee also recommended preference to be given to the new board room over the completion of the back room at the Bethel facility.

Motion Heimann/Hill-Breunig to approve of the consent agenda with addition as noted and pull Dance Team Fundraiser (gift bags) for separate consideration.
Motion carried 5-0 (Kruschek/Meese absent).

Motion Hill-Breunig/Esser to approve the Dance Team fundraiser. Motion carried (Kruschek/Meese absent). Motion carried 4-1 (Heimann no, Kruschek absent).

X. CONSENT AGENDA

A. Approval of Checks

B. Gifts, Field Trips and Fund Raisers

Gifts

- Matt Elmborg donated 25 Mio wrist heart rate monitors to the Arboretum Elementary School. Estimated value: \$1350.
- Cheryl Cone donated a large number of playground balls valued at approximately \$200 to the middle school. Estimated value: \$300.
- Dotti Woodring donated a 1989 Jeep Comanche truck to the high school. Approximate value: \$900.

Field Trips

- The Varsity Girls Soccer have submitted a request to stay overnight on two occasions during the upcoming season: Brine Tournament of Champions – Burlington, Iowa on Thursday, April 30, 2009 and Friday, May 1, 2009 and Kenosha, Wisconsin Friday May 22, 2009.
- The Art Club has requested permission to plan a trip to Minneapolis on Saturday, December 6 and Sunday, December 7, 2008.
- The FBLA has submitted a request to attend the FBLA Fall Leadership Lab at the Kalahari Resort in Wisconsin Dells – Wednesday, October 15, 2008 and Thursday, October 16, 2008.
- The WHS wrestling team has requested to be allowed to stay overnight on Friday, December 19, 2008 to compete in the Tomahawk wrestling invitational the next day.
- The WHS concert choir has submitted a request to take part in a field trip to Chicago to attend an opera production on March 11, 2009.
- The WHS orchestra has requested permission to travel to Chicago, IL to view a performance of the Blue Man Group on Thursday, April 16, 2008.

Fundraisers

- WHS Dance Team – Assembling gift bags for Channel 3.
- WHS Dance Team – Fundraising cards
- Art Club – Custom note cards
- WHS Girl's Soccer Booster Club – Annual Soccer Booster Club raffle
- WHS Girl's Soccer Booster Club – 50/50 raffle
- Waunakee Hoops Club (Boy's Basketball Boosters) – raffle

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 - Waunakee Hoops Club (Boy's Basketball Boosters) – Concessions at Boy's Basketball home games.
 - WHS Gymnastics Booster Club - Evergreen sales
 - WHS DECA – Bucky Book sales
 - Heritage PTO – Target Red Card
 - Heritage PTO – Cartridge recycling program
 - Heritage PTO – Box tops for Education
 - Prairie, Heritage & Arboretum Elementary Schools – Sale of student artwork
 - Intermediate School - Cookie dough fundraiser
- C. Resignations, Leaves, Retirements
- D. Approve Teacher, Co-Curricular, Support Staff and Custodial Recommendations

New Support Staff

Kristina Campbell – Early Childhood Para Educator-Special Education, PES (new position)

Heather Horn – Para Educator Special Education, HES/IS (replaces Darla Marshman)

Teresa Hurtado – Para Educator Special Education, MS (replaces Kathy Murphy)

Lee Murphy – Para Educator Special Education, HS (replaces Kristin Wersal)

Christine Radliff – Para Educator-Regular Education, HES (replaces Edith Hoppe)

Becky Watts – Para Educator-Special Education, PES (replaces Becky Broderick)

Beth Zehlke – Para Educator-Regular Education, PES (replaces Shelly Burns)

Co-Curriculars/Additional Assignments

Deb Armstrong – Head Coach Special Olympics-Swim, District

Gina Braun – Music Solo/Ensemble Advisor, MS

Alan Clemens – 50% Assistant Wrestling Coach, HS

Darlayne Coughlin – 7th Grade Jazz Ensemble Advisor, MS

Ross Cowing – Music Solo/Ensemble Advisor, MS

Elycia Diskin – Assistant Forensics Coach, HS

Chris Forbes – 8th Grade Jazz Ensemble Advisor, MS

Derek Frye – Assistant Wrestling Coach, MS

Dustin Frye – 50% Assistant Wrestling Coach, HS

Jessica Geissler – 50% Assistant Fall Drama Advisor, MS

Jessica Geissler – Junior Science Olympiad, MS

Jane Wolfe-Geschke – Special Olympics-Swim Assistant, District

Janae Grunow – 50% Assistant Fall Drama Advisor, MS

Kristeen Hanson – Music Solo/Ensemble Advisor, MS

Elizabeth (Albrecht) Heiks – Music Solo/Ensemble Advisor, MS

Dana Jaster – Volunteer Ultimate Frisbee Advisor, HS

Carrie Jeschke – Junior Science Olympiad, MS

Pete Klapatch – Music Solo/Ensemble Advisor, HS

Kevin Lord – Assistant Wrestling Coach, HS

Jeremy Marshall – 50% Assistant Football Coach, MS

Pat Marshall – 50% Assistant Football Coach, MS

Molly Petroff – Head Vocal Jazz II Advisor, HS (replaces Ellen Traeger-Show Choir Advisor)

Molly Petroff – Music Solo/Ensemble Advisor, HS

Michael Pufall – Music Solo/Ensemble Advisor, MS

Rick Reynolds – Volunteer Assistant Freshmen Football Coach, HS

Sam Robinson – Music Solo/Ensemble Advisor, HS

Chris Schwartz – Volunteer Assistant Wrestling Coach, HS

Carol Theo – Special Olympic Bowling Assistant, MS

Ryan Ubersox – Skills USA Advisor, HS
Elaine Yankunas – Head Gymnastics Coach, HS

XI. BOARD BUSINESS

- A. Conventions/Workshops
- WASB School Law Seminar – October 24, 2008 – Madison, WI
 - WASB Legislative Issues Conference – November 8, 2008 – Wausau, WI – Peggy Hill-Breunig
 - National School Boards Association Annual Convention – April 4-7, 2009 - San Diego
- B. Legislative Update

XII. FUTURE AGENDAS AND MEETINGS

- A. Special Board Meetings
Motion Hill-Breunig/Esser to set the following special meetings.
Motion carried 5-0.
1. October 14, 2008 Special Meeting
 2. October 20, 2008 (following Annual meeting) (cash flow borrowing bids from earlier in the day).
 3. October 27, 2008 (Facility Tour/08-09 Budget/Tax Levy Approval)
- B. Agenda Items for Next Board Meeting
- C. Budget Committee—Tuesday, October 21, 2008 @ 4:00 PM – 905 Bethel Circle
- D. Co-Curricular—Wednesday, October 22, 2008 @ 8:00 AM – 905 Bethel Circle
- E. Curriculum Committee—Wednesday, November 5, 2008 @ 2:00 PM - TLC
- F. Facility Committee—Tuesday, October 21, 2008 @ 5:30 PM – 905 Bethel Circle
- G. Insurance Committee
- H. Human Resource Committee—Wednesday, November 5, 2008 @ 12:30 PM - TLC
- I. Policy Committee
- K. Goals & Objectives –Visions Committee—Monday, November 3, 2008 @ 8:00 AM – 905 Bethel Circle
- L. Board Room Ad hoc Committee

XIII. RETURN TO CLOSED SESSION

Motion Esser/Heimann to return to closed session.

Vote:

Esser -Yes Heimann –Yes Hill-Breunig - Yes Kruschek – Absent
Meese -Absent Statz - Yes Waner- Yes

Time: 8:45 p.m.

XIV. RETURN TO OPEN SESSION

Motion Hill-Breunig/Waner to adjourn closed session and reconvene in open session.

Vote:

Esser -Yes Heimann -Yes Hill-Breunig -Yes Kruschek –Absent
Meese -Absent Statz -Yes Waner -Yes

Time: 9:07 p.m.

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

None

XVI. ADJOURN

Motion Esser/Waner to adjourn.

Time: 9:07 p.m.

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 1905 Bethel Circle, Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”