

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

Monday, September 8, 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

Present: Esser, Heimann, Hill-Breunig, Meese, Waner and Statz

Absent: Kruschek

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

Motion Waner/Heimann to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) (e) and (f) to review teacher contract recommendations, to review co-curricular contract recommendations, to review support staff and custodial recommendations, and discuss potential purchase/sale of district property.

Vote:

Esser - Yes

Heimann –Yes

Hill-Breunig - Yes

Kruschek – Absent

Meese - Yes

Statz - Yes

Waner- Yes

Time: 6:58 p.m.

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

V. APPROVAL OF MINUTES

Motion Heimann/Meese to approve the minutes from the regular board meeting on August 11, 2008 and from the special board meeting from August 12, 2008.

Motion carried 6-0 (Kruschek absent).

VI. APPROVAL OF AGENDA AND ADDITIONS

District Administrator Guttenberg requested an amendment to the order of the agenda to allow for Kathy Bartling to speak about Policy 370 Rule (1) at the beginning of the administrator reports.

Motion Esser/Meese to approve the agenda with modification of sequence as noted.
Motion carried 6-0. (Kruschek absent).

VII. PUBLIC LISTENING SESSION

President Statz asked members of the public in attendance for comments/input on the evening's agenda and also noted that this meeting was one of four public listening sessions offered during the year that provides time for interested parents or community members to comment on any topic related to the governance or management of the Waunakee Community School District.

Dr. Belinda Muchlow addressed the Board on information related to a tuition request.

VIII. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Student Reports

- Jessica Strang and Mackenzie Amato gave an update on current events at the high school.

B. Board

1. Individual Board Member Reports

Hill-Breunig reviewed a copy of a proposed resolution from the Middleton Cross Plains is submitting to the WASB. They are asking other districts for consideration and support in a resolution asking legislature to commit resources towards the coordination and expansion of the state's cooperative purchasing program to address the needs of school districts and other local governmental bodies.

Waner attended the staff welcoming program and reported that it was a positive event.

2. Proposal to Change Committee Name

Meese addressed the board to consider changing the name of the Personnel Committee to Human Resource Committee to reflect appropriately the people that work for the district.

Motion Meese/Waner to modify the name of Personnel Committee to Human Resource Committee. Motion carried 6-0 (Kruschek absent).

C. Administration Reports/Action Items

1. 370 Rule (1) - Co-Curricular Activity Size Limitations/Coach/Player Ratios

Kathy Bartling was present to answer questions and clarify the revisions being proposed to the policy.

2. Finance

a. Monthly Finance Reports

Steve Summers reviewed the monthly finance reports.

Motion Heimann/Meese to approve of the monthly finance reports.

Motion carried 6-0. (Kruschek absent).

b. Annual Meeting Agenda

Motion Esser/Waner to approve of the 2008 Annual Meeting agenda with noted change. Motion carried 6-0. (Kruschek absent).

3. Curriculum Presentation: Summer School Program Report

- Laura Sowinski, Summer School Coordinator was present to give a report on Summer School 2008.

4. Tuition Request

Two tuition requests for presented to the Board for consideration.

The first request was from Dr. Belinda Muchlow and is a carry-over from last month's regular meeting as a result of questions from the board regarding the cost to the District in assisting the family with the F1 Visa Requirements. It was determined that the cost of certification by Homeland Security would be approximately \$580.

The second request was received from Don and Kris Miller requesting to have their 11th grade student attend Waunakee Community High School. The Miller's do not live in the Waunakee School District and will pay the full tuition cost (\$6,300) for their child to attend school here.

Motion Meese/Esser to approve both tuition requests. Motion carried 6-0 (Kruschek absent).

5. Request for AFS Student

Brian Kersten informed the Board of his approval for an AFS student to attend the high school for the 2008-2009 school year. The student will reside with Petr and Karen Kolarsky and is from the Czech Republic. Per policy, no action is necessary from the board.

6. Facility Use Rental Fee Exemption

The Board reviewed a request from the Waunakee Community Band requesting exemption from the facility rental fee for the 2008-2009 school year. The community band utilizes the high school band room for rehearsals and the PAC for concerts. Motion Waner/Heimann to approve fee exemption request from the Waunakee Community Band. Motion carried 6-0 (Kruschek absent).

7. Facilities Project Update

- Kenny Diericks was present to give a facilities project update. Diericks noted that all malfunction reports narrowing down to a few items and all items have been addressed by Miron Construction.
- District Administrator Guttenberg updated the board on the beginning of the school year activities for staff, and reported on the first week of school.

8. Discuss Building Administrator Reports

District Administrator Guttenberg asked the Board on their preference in receiving reports from administration. The board agreed that they would like to hear via e-mail on the important things going in the buildings from each administrator.

IX. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

- A. Budget Committee Report—the budget committee did not meet this month.
- B. Co-Curricular Committee Report

1. Review August 20, 2008 Meeting Minutes

- The Co-Curricular Committee met on August 20, 2008 and convened a panel of students, parents, coaches, former students and staff members to conduct open dialogue and discussion related to the pros and cons surrounding the co-curricular code and also to gain insight into how to structure the public forum on the co-curricular code that is scheduled for September 29, 2008. Curriculum Committee Report—the curriculum committee did not meet this month.

C. Facility Committee Report—the facility committee did not meet this month.

D. Insurance Committee Report—the insurance committee did not meet this month.

E. Personnel Committee Report—the personnel committee did not meet this month.

F. Policy Committee Report

1. Review September 2, 2008 Meeting Minutes

2. Policy Committee Recommendations - First Reading

a. New – Locker Room Privacy

The Locker Room Policy is required to be in place by October 2008. Its intent is to limit access to students in the locker rooms after events and prohibit the use of electronic photography (cell phones etc.) in locker rooms.

b. 370 Rule (1) - Co-Curricular Activity Size Limitations/Coach/Player Ratios

This was addressed earlier in the meeting agenda.

c. 830 Exhibit (2) - Community Use of Recreational Facilities

The Policy Committee met after the agenda for this meeting was already posted and has decided that they want more information on the proposed changes to this policy before they recommend it to the full board. I recommend that policy 830 Exhibit (2) - Community Use of Recreational Facilities be tabled until the next regular meeting on October 13, 2008.

Locker Room Privacy and 370 Rule (1) – Co-Curricular Activity Size Limitations/Coach/Player Ratios will be brought back for second reading in October 2008.

G. Goals & Objectives-Visions Committee Report

1. Review August 20, 2008 Meeting Minutes

2. Review District Objectives & Goals Timeline

District Administrator Guttenberg reviewed a list of the five District objectives that the goals/objectives/visions committee approved at their August 20th meeting.

Guttenberg also described the process being used in the buildings and departments with regard to these objectives and their specific goals. Goals will be brought to the full board for approval at the November regular board meeting.

X. CONSENT AGENDA

A. Approval of Checks

B. Gifts, Field Trips and Fund Raisers

Gifts

- The Madison District Office of Food Safety and Inspection Services—US Department of Agriculture donated three pictures to the Waunakee Community School District with an estimated value of \$300.

Fund Raisers

- In your packet, for your reference, please find a copy of Policy 374 on Student Fund Raiser Activities, and Policy 881.1 regarding PTOs and Booster Groups. The following fund raisers are included in your packet for your review and approval:
 - Waunakee Warrior Fastpitch Booster Club has submitted their list of fundraisers for your approval. They are submitting it in the form of a list, similar to how they have in the past. The concessions they are doing at Badger Football games is new and was described in detail in my letter to you last week. The money they raise from these events will be used to pay for the Varsity press box, JV shed and eventually enclosed dugouts. The Badger FB game concessions will be directed towards offsetting the cost for their trip to Florida.
 - Waunakee High School Hockey Club has submitted a request to sell tickets for a raffle. Per their request form, the students/skaters are not required to sell raffle tickets and there are no incentives for selling more tickets than another student/skater. The proceeds from this fund raiser will be used to pay for program costs.
 - Brian Kersten has submitted fund raising requests for the high school music boosters (fruit and plan/flower sale), and the Purple Sage (entertainment books). Please see Mr. Kersten's enclosed summary memo on these activities.
 - The Purple Sage has submitted a request to sell entertainment books to raise money for printing of the Purple Sage. The profit margin for letting this item will be 50%. The sale will take place in October and November.
 - The Baseball Booster Club has submitted a list of their fundraising activities for this year for approval. The activities include a golf outing, clothing sale, membership donation (optional) and youth baseball tournament. The funds raised by these activities will be used to do something each year to improve the baseball fields, to reinforce the outfield fence, and to put a windscreen on the fence. They also are hoping to again travel to Minneapolis to play a game in at the Metrodome.
 - The Waunakee Cheer Booster Club has submitted a request to sell lollipops at varsity games. The cost is \$.50 and their profit is 50%. The funds from this sale will be used by the booster club to support the purchase of uniforms, pom-poms, and warm-ups.
- C. Resignations, Leaves, Retirements
 - Becky Broderick – Para Educator Special Education, PES
 - Edith Hoppe – Para Educator Regular Education, HES
 - Sue Madden – Para Educator Regular Education, AES
- D. Approve Teacher, Co-Curricular, Support Staff and Custodial Recommendations
 - Teacher Contract Recommendations and Resignations
 - Janine Lehr – 5th Grade Teacher, IS
 - Review Co-Curricular Contract Recommendations
 - Brad Bastien – 50% Assistant Football Coach, MS
 - Erin Cotter – Dance Team Advisor, HS
 - Chris Duren – 50% Assistant Football Coach, MS
 - Wes Endres – 50% Assistant Football Coach, MS
 - Eric Huttenburg – Girls Assistant Tennis Coach, HS

- Ben Jandt – 50% Assistant Football Coach, MS
- Larry Keen – 7th Grade Head One Act Advisor, MS
- Randy Kruser – Volunteer Assistant Football Coach, MS
- Todd Meffert – Volunteer Assistant Football Coach, MS
- Matt Motiff – 50% Assistant Football Coach, MS
- Mitchell Ohnesorge – Volunteer Assistant Football Coach, MS
- Heather Raffel – Assistant Cross County Coach, HS
- Craig Ripp – Volunteer Assistant Football Coach, MS
- Bob Robbins – Volunteer Assistant Football Coach, MS
- Lindsey Schubert – Assistant Volleyball Coach, MS

Support Staff/Custodial Recommendations

- Deborah Armstrong – Para Educator Regular Education, AES
- Jessica Burris – Para Educator Regular Education, HES
- Jeffrey Jankowski – Custodian, HS
- Danette Johnson – Para Educator Regular Education, AES
- Patricia Keller – Para Educator Reading Title 1, PES/AES
- Constance Koeck – Para Educator Special Education, HS
- Pamela Lange – Para Educator Regular Education, AES
- Kimberly Lewellen – Guidance Administrative Assistant, HS
- Laura Liebe – Para Educator Reading Title 1, HES
- Kristin Maier – Para Educator Reading Title 1, HES
- Cheryl Olsen – Para Educator Regular Education, AES
- Anthony Schmitt - Computer Lab Assistant, HES
- Jenny Smithback – Para Educator Regular Education, HES
- Michele Thomas-Hutchins – Para Educator Special Education, HS
- Jane Wolfe-Geschke – Para Educator Regular Education, PES
- Bridget Ziegler – Para Educator Regular Education, PES

Motion Esser/Waner to approve the consent agenda as presented.
Motion carried 6-0 (Kruschek absent).

XI. OTHER BUSINESS

None

XII. BOARD BUSINESS

A. Conventions/Workshops

- Region 12 Meeting--Achievement Beyond High School—September 30 in Edgerton. Hill-Breunig, Statz and Waner are registered. The election for the Region 12 representative to the WASB Board will take place at this meeting. Bambi Statz is on the ballot for this election.

B. Legislative Update

XIII. FUTURE AGENDAS AND MEETINGS

A. Special Board Meeting

Motion Meese/Heimann to set the following special meeting dates:

1. October 20, 2008 (immediately following Annual meeting)
2. October 27, 2008 (08-09 Budget/Tax Levy Approval) 3:30 PM

Motion carried 6-0 (Kruschek absent)

B. Agenda Items for Next Board Meeting

C. Budget Committee—Wednesday, October 1, 2008 4 p.m. @ Bethel Circle

**D. Co-Curricular – Monday, September 15, 2008 4:00 p.m. Bethel Circle
- Monday, September 29, 2008 – 7:00 p.m. @ PAC (Committee)**

E. Curriculum Committee—Tuesday, September 30, 2008 9:00 a.m. @ TLC

F. Facility Committee— No meeting scheduled.

G. Insurance Committee—No meeting scheduled

H. Personnel Committee—No meeting scheduled.

I. Policy Committee—Wednesday, October 8, 2008 – 7:30 a.m. @ Bethel Circle.

K. Goals & Objectives –Visions Committee—No meeting scheduled.

L. Board Room Ad hoc Committee—the board room ad hoc committee should meet this month. – October 1, 2008 – 3 p.m. @ Bethel Circle.

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

XV. RETURN TO OPEN SESSION

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

XVII. ADJOURN

Motion Heimann/Meese to adjourn. Motion carried 6-0 (Kruschek absent).

Time: 9:33 p.m.

Respectfully submitted,

Juliette F. Waner
Board Clerk

JFW: mm