

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

Monday, July 14, 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.

**II. ROLL CALL**

All members were present

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

Motion Kruschek/Waner to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) and (f) to review teacher contract/leave recommendations, to review co-curricular contract recommendations, to review support staff and custodial recommendations, and to review administrator/administrator, support contract recommendations, to review student discipline records and expulsion officer recommendations and administrator retirement.

Vote:

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

Time: 6:00 p.m.

**IV. RETURN TO OPEN SESSION – BEGIN REGULAR AGENDA – 7:00 P.M.**

Motion Esser/Meese to adjourn closed session and reconvene in open session.

Vote:

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

Time: 7:08 p.m.

**V. APPROVAL OF MINUTES**

Motion Meese/Esser to approve of meeting minutes for the June 9, 2008 regular meeting and the June 26, 2008 special meeting. Motion carried 7-0.

**VI. APPROVAL OF AGENDA AND ADDITIONS**

Motion Meese/Heimann to approve of the agenda with the addition of an additional teacher contract for Gretchen Mirkes as Middle School Spanish teacher and an additional tuition request. Motion carried 7-0.

**VII. PUBLIC COMMENTS ON EVENING'S AGENDA**

Members of the public were invited to comment on any item contained within the evening's agenda. No comments were received.

**VIII. STUDENT REPORT**

There was no student report.

**IX. CURRICULUM REPORT**

Peggy Hill-Breunig covered the schedule of curriculum reports for the 2008-2009 school year.

Tim Schell reported on the recent School Improvement Institute and the Testing and Assessment Handbook.

Peggy Hill-Breunig reviewed information on the Dane County Youth Survey which is administered to students in grades 7-12 in most of the school districts in Dane County (with the exception of Waunakee and Deforest) and is used to assess student risk behaviors and analysis of other factors in the lives of youth. It is used by the county to provide data for determination of programming needs. School districts use this data to determine the behaviors of their students so these factors can be taken into consideration when working with students in the schools. Hill-Breunig reported that the Curriculum Committee recently gave administrative staff permission to look at alternative assessments that exist and see if there may be more appropriate types of tests that would make it more equitable to changing student population and identify different services for area schools.

**X. FINANCE REPORT**

Business Manager Steve Summers reviewed the regular monthly finance reports. Motion Kruschek/Waner to approve regular monthly finance reports. Motion carried 7-0.

Mr. Summers has included his annual request for authorization to seek bids for a short-term borrowing up to the maximum allowed by law. The purpose of the loan is to cover expenses during times of cash flow shortages.

Motion Waner/Kruschek to approve authorization to seek short term loan bids for the 2008-09 school year up to maximum allowed by law. Motion carried 7-0.

## **XI. CONSENT AGENDA**

Motion Esser/Hill-Breunig to approve consent agenda amass. Motion carried 7-0.

### **Approval of Checks**

#### **Gifts, Field Trips and Fund Raisers**

Gifts--The following gifts were received this month:

- \$3,000 from the Waunakee Elementary PTO to be distributed as per the request to Arboretum, Heritage, Prairie, and the Intermediate school.
- Glassware with a value of approximately \$200 from Mr. Chris Doucette of Invitrogen Discovery Sciences to the high school science department.

Field Trips—The following field trip is on the agenda for approval:

- The high school Girls' Golf Team is requesting to stay overnight in Wisconsin Dells on August 20, 2008. The team is competing in the Wisconsin Dells Invitational on August 20<sup>th</sup> and 21<sup>st</sup>. The parents, players, and the booster club will be covering the cost of the overnight accommodations. There will be approximately 10-12 students involved in this trip and there will be three chaperones (Paul Miller, coach, Betsy Zadra, assistant coach, and one parent). This trip was approved in 2007 and was a positive experience for the students.

Fund Raisers—The following fund raisers are being proposed for approval:

- The girl's softball team is requesting to raffle a scooter that was donated by Statz Implement. Tickets will be \$5.00 each. The students will not be selling the tickets door-to-door, but will set up a booth at Waun-a-fest and at Piggly Wiggly. The money will be used to raise money for a press box and other softball expenses. The fund raiser will run from the end of July until Labor Day.
- The dance team is requesting approval to do face-painting and to clean tables at Waun-a-fest on July 26<sup>th</sup>. The funds raised will be used to expenses associated with competitions and for new uniforms.

#### **Resignations, Leaves, Retirements**

##### Resignations

- Darla Marshman – Special Education Assistant, HES
- Sara Springs – Classroom Assistant, HES
- Caroline Estabrook – Declining 2008/09 job offer Kindergarten teacher, AES

#### **Approve Teacher, Co-Curricular, Support Staff and Custodial Recommendations**

##### New Teachers

- Jill Bertz – Kindergarten Teacher, AES
- Mary (Francie) Byers - Reading Teacher, HS
- Michael Greunke – Math/Computer Science Teacher, HS
- Jessica Pahnke – General Music Teacher, MS
- Pam Penfield – 50% LD Diagnostician, Grades K-6
- Tiffany Simandl – Spanish Teacher, IS/HS
- Kayla Skolaski – 75% Art Teacher, HS/HES
- Gretchen Mirkes - Spanish Teacher, MS
- Summer School—these summer school staff were inadvertently missing from the list of staff that were approved at the June Regular Board Meeting:
  - Susan Bishop—Summer Marketing Work Co-op

- Cathi Mecham—Occupational Therapy  
Co-Curriculars / Additional Assignments
- Dominick Genova - Head Boys' Soccer Coach 08/09  
New Support Staff
- Michelle Wickus – Human Resources Administrative Assistant  
Internal Staff Changes – No Action
- Catie Anderson from MS/HS Spanish Teacher to HS Spanish Teacher
- Jenny Endres from Human Resources Administrative Assistant to Employment & Benefits Specialist – 7/1/08
- Barb Salverson from 11 to 12 month Administrative Assistant, HS – 7/1/08
- Cheryl Utke from 07/08 one-year contract School Nurse to regular contract School Nurse beginning 08/09

## **XII. REGULAR REPORTS**

Regular reports were heard from Board and Administration.

## **XIII. FACILITY REPORT/ACTION ITEMS**

Ken Diericks, Maintenance and Facilities Director was present to give the Board an updated on current projects.

- The blacktopping projects at Heritage and the Intermediate School will take place on July 11th and 14<sup>th</sup>. The bus loop at Heritage received a binder coat prior to the final layer of blacktop being applied. Start date: 7/15/2008.
- All scheduled carpet replacement at the high school is complete.
- Field house lights in field house being replaced with fluorescent lighting.
- The turf work at Arboretum is scheduled to begin July 10, 2008. Started Friday and it rained. Too wet.
- Replacement of VCT tile in the agriculture room at the high school is scheduled for completion in the next two weeks.
- The final shipment of shingles were delivered this week and the work on the roof at Prairie School is complete. The contractor will return in the near future to replace some sections of concrete in the sidewalk where cracks were created because of excess weight from equipment.

Mr. Guttenberg asked for Board input on a timeline for using the Board Room at 905 Bethel Circle. The Board designated an Ad Hoc Committee to gather information on conceptual ideas, furniture and the moving/installation of cameras and report back to the full Board at the retreat.

## **XIV. OTHER BUSINESS**

Motion Heimann/Esser approval of 2008-09 handbooks with corrections as noted on cover sheets. Motion carried 7-0.

Motion Hill-Breunig/Kruschek to approve the expulsion hearing officer's recommendations. Motion carried 7-0.

Three (3) requests were received for tuition payment. Approval of these requests should not be school specific, even though one of the requests specifies a school. Motion Waner/Meese to approve requests for tuition payment for 08-09 school year. Approval for admittance to school district with school assignment being made at a later date. Motion carried 7-0.

The Dane County New Teacher Project is a cooperative program housed in Waunakee to service new teachers. Their contract with the district requires annual approval. Motion Hill-Breunig/Waner to approve of the 66:30 Contract agreement with the Dane County New Teacher Project. Motion carried 7-0.

An agreement with the Middleton-Cross Plains Area School District is for hearing impaired services for our students was presented for approval. Motion Hill-Breunig/Esser to approve of the 66:30 contract agreement with Middleton-Cross Plains Area School District for hearing impaired services. Motion carried 7-0.

The following policies were presented to the Board for first reading:

1. No. 312 – Academic Honesty
2. No. 345.1 – Rule – Specific Grading Systems
3. No. 370 – Rule (1) – Co-Curricular Activity Size Limitations Coach/Player– Return to policy committee. Curricular vs. Co-Curricular responsibility.
4. No. 443.4 – Drug Free Schools
5. No. 461 – Wisconsin Academic Excellence Higher Education Scholarship

Policy No. 370 No. 370 – Rule (1) – Co-Curricular Activity Size Limitations Coach/Player– was returned to the Policy Committee for further clarification. The remaining four policies will be brought back in August for the second reading and final approval by the Board.

The Co-Curricular Committee met on July 10, 2008. The revised editions of the Co-curricular Code are enclosed with a summary sheet explaining the changes made to the code. Also, a copy of the Booster Club guidelines is enclosed for your review and consideration. The document titled “Booster Club Guidelines” will be shared with the booster club membership, and the document titled “Athletic Booster Clubs” will be added to the Coaches Handbook.

Motion Meese/Heimann to approve co curricular and booster club guidelines as amended during discussion. Motion carried 7-0

## **XV. BOARD BUSINESS**

### **Conventions/Workshops**

- Enclosed please find a legal update on the funding of 4-year old kindergarten programs.
- Enclosed is information on the WASB Presidents Conference on July 18<sup>th</sup> and 19<sup>th</sup>.
- Enclosed is correspondence from the WASB on the Region 12 Elections.

### **Legislative Update**

Enclosed is a letter from Representative Dave Travis in response to the Board's WKCE letter.

### **XVI. FUTURE AGENDAS AND MEETINGS**

**Special Board Meeting**—Mr. Guttenberg made a request for a “Board Retreat” to discuss expectations, board/administration operations, and future directions.

Motion Heimann/Esser to scheduled Special Board meeting for Monday July 28, 2008. Board Retreat. Motion carried 7-0.

#### **Agenda Items for Next Board Meeting**

- **Nomination for Bambi Statz for WASB Region 12 position**
- **Set date for co-curricular code public forum.**

**The following meetings were scheduled:**

**Budget Committee**—Monday, July 28, 2008 @ 12 noon Location: Bethel Circle  
**Co-Curricular Committee**—Friday, July 25, 2008 @ 7:30 a.m. Location: 101 School Dr.

**Curriculum Committee**

**Facility Committee**—Monday, July 28, 2008 @ 5:00 p.m. Location: Bethel Circle

**Insurance Committee**

**Personnel Committee**

**Policy Committee**

**Goals & Objectives /Visions Committee**

**Board Room Ad Hoc Committee** – Tuesday, July 22, 2008 @ 4:00 p.m.

Location: Bethel Circle.

### **XVII. RETURN TO OPEN SESSION (if necessary) to complete agenda as listed under agenda item III.**

### **XVIII. RETURN TO OPEN SESSION**

### **XIX. ACTION AS APPROPRIATE, ON ITEMS DISCUSSED IN CLOSED SESSION**

### **XX. ADJOURN**

Motion Kruschek/Meese to adjourn.

Time: 9:33 p.m.

Respectfully submitted,  
Juliette F. Waner