

# Minutes of Regular Meeting - Open

## The Board of Education Waunakee Community School District

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A Regular Meeting of the Board of Education of Waunakee Community School District was held Monday, September 9, 2024, beginning at 6:00 PM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

### **I. CALL TO ORDER**

President Ensign called the meeting to order. A motion was made by Engebretson, second by Hetzel, to adjourn to closed session pursuant to Wisconsin Statutes 19.85 (1)(c),(e), (f), and (g) to review individual teacher contract recommendations, resignations and retirements, review individual co-curricular contract recommendations, review individual support staff/custodial staff recommendations, resignations, and retirements, and review student requests. Motion carried 7-0 on a roll call vote. Time 6:00PM

### **II. ROLL CALL**

Dotzler – Yes, Ensign- Yes, Engebretson – Yes, Frey – Yes, Heinemann – Yes, Heinrichs – Yes, Hetzel- Yes

Also Present: Dr. Brown, Grabarski, Summers, Dye, Schell, Loken

### **III. CLOSED SESSION - ADJOURN TO CLOSED SESSION PER WISCONSIN STATUTES 19.85 (1) (c), (e), (f) and (g).**

A. Review Minutes of August 12, 2024 Meeting

B. Deliberating with legal counsel regarding the construction of public properties and the investing of public funds.

Administration has invited Michael Allen and Bryanna Frazier from the law firm McCauley Lyman to discuss the topic of the Inflation Reduction Act - Direct Pay Program and a potential contractual change with Vogel that would increase the level of reimbursement for the district under the Act.

C. Review Individual Teacher/Administrator Contract Recommendations, Resignations and Retirements

D. Review Individual Co-Curricular Contract Recommendations

E. Review Individual Support Staff/Custodial Staff Recommendations, Resignations and Retirements

F. Review Student Discipline/Expulsion Recommendation

G. Update and Consideration of Legal Matters Related to the School District Including Current and Potential Actions Involving the School District.

### **IV. RETURN TO OPEN SESSION**

A motion was made by Hetzel, second by Heinemann, to adjourn closed session and reconvene in open session. Motion carried 7-0. Time 7:15PM

V. **BOARD DEVELOPMENT** - There was no board development for this meeting.

VI. **APPROVAL OF MINUTES FOR THE AUGUST 12, 2024**

A motion was made by Dotzler, second by Heinrichs, to approve the August 12, 2024 meeting minutes as posted. Motion carried 7-0.

VII. **APPROVAL OF AGENDA AND ADDITIONS**

A motion was made by Heinmann, second by Frey, to approve the agenda as posted. Motion carried 7-0.

VIII. **PUBLIC COMMENTS**

There were no public comments for this meeting.

IX. **TEACHING STAFF, STUDENT, & BOARD REPORTS/RECOMMENDATIONS/ACTION ITEMS**

A. Teacher Report

The teachers were unable to attend this meeting but sent updates regarding: WTA enrollment, The new Heritage building and the smooth transition, MS schedule and PD days.

B. Student Report

Abigail Anderson and Alena Wagoner introduced themselves and gave an update on what is happening in the WHS. They discussed the start of school, homecoming events, the fall play, and the cell phone policy.

C. Board Reports/Action Items

1. Board Reports on Educational Related Events, Meetings, or Trainings Attended by Individual Board Members

Board members shared how they have worked with students to organize Homecoming events.

X. **START OF SCHOOL REPORT**

Dr. Kelsey-Brown gave an update on the start of the school year, which included various trainings, welcome and the first day of school.

XI. **COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS**

A. Budget Committee Meeting

The minutes from the 9/3/24 Meeting were reviewed.

1. Allocation of Capital Maintenance/Equipment Expenses between Fund 10 and Fund 49.

Summers introduced and answered questions regarding the request of approval of allocating capital maintenance expenditures and equipment purchases from fund 10 to fund 49. A motion was made by Hetzel, second by Dotzler, to approve the allocation of capital maintenance expenditures and equipment purchases from Fund 10 – Fund 49 as presented. Motion carried 7-0.

2. Operational Referendum Communication Plan

Summers introduced and answered questions regarding the draft of our communication plan and first mailer. The draft communication plan has been attached. We have also attached the start of a community presentation on the operational referendum.

The board shared feedback with administration to focus on one mailer and have more clarity on both outcomes of the referendum.

B. Facility Committee Meeting

The 09/03/24 Facility Meeting Minutes were Reviewed.

1. Subcontractor Bids

Summers presented and answered questions regarding the approval of the remaining subcontractors for the middle school project. A motion was made by Heinemann, second by

- Dotzler, to approve the subcontractors as presented.
2. Consideration of Capital Projects
 

Summers presented and answered questions regarding an update on capital projects, and request consideration of additional projects for districtwide capital maintenance. A motion was made by Heinemann, second by Heinrichs, to approve additional projects as presented. Motion carried.
  - C. Policy Committee Meeting
 

Review and Consider the 08/20/24 Meeting Minutes

    1. Policies for Discussion, Review, and Consideration
 

Frey presented and answered questions regarding the 700 series policies for review. Summers was available to answer questions as well. A motion was made by Heinemann, second by Heinrichs, to approve the policies as presented. Motion carried 7-0

      - a. 743 R2 - Hazardous Materials Accident/Emergency Plan  
743 R3 Hazardous Materials Procurement and Use
      - b. 751 R1 Student Transportation Services  
751 R2 Bus Discipline Procedures
      - c. 751.1 School Bus Scheduling and Routing.
      - d. 751.2 Bus Transportation Contractors  
751.21 School Bus Drivers  
751.22 Employee Drivers License/Record
      - e. 751.3 School Bus Safety Program
      - f. 751.4 Parent Transportation Contracts
      - g. 751.6 Transportation in Unusually Hazardous Areas
      - h. 751.5 Alternative Transportation  
751.5 R, 751.5 E1-4
      - i. 752 E 1 Transportation Agreement (Parents)  
752 E2 Transportation Agreement (Private School)  
752 E 3 Transportation Insurance Acknowledgment  
752 E 4 Transportation Area of Unusual Hazard  
752 E 5 Student Transportation Agreement
    2. Harassment / Discrimination / Title IX Policies
 

Frey presented and answered questions, Grabarski and Loken were available for questions. A motion was made by Engebretson, second by Heinrichs, to approve these policies as presented. Motion carried 7-0.

      - a. 411 Equal Educational Opportunities
      - b. 411 R 1 Student Discrimination/Harassment Complaint Procedure
      - c. 411 - Exhibit Public Notification of Student Nondiscrimination Policy  
411 - Discrimination Complaint Form
      - d. 411.1 Student Harassment
      - e. 443.71 Anti Bullying
      - f. 511 Equal Opportunity Employment and NonDiscrimination
      - g. 511 R Employment Discrimination and Harassment Complaint Procedures
      - h. 511- Exhibit Complaint Form to Report Employment Discrimination, Harassment or Workplace Bullying.
      - i. 512 Harassment Based on Legally Protected Status
      - j. 522.3 Workplace Violence, Threats, Intimidation, and Harassment

## **XII. ADMINISTRATIVE REPORTS/ACTION ITEMS**

A. Announcements/Correspondence

B. Resolution Authorizing Temporary Borrowing in an amount not to exceed \$13,200,000; issuance of tax and revenue anticipation promissory notes, and participation in the PMA Levy and aid anticipation notes program

Summers presented and answered questions regarding the approval of the parameters resolution for our cash flow borrowing process for the 2024-2025 school year.

A motion was made by Hetzel and second by Heinrichs, to approve the resolution as presented. Motion carried by a roll call vote 7-0.

Roll Call:

Dotzler – Yes, Ensign- Yes, Engebretson – Yes, Frey – Yes, Heinemann – Yes, Heinrichs – Yes, Hetzel- Yes

## **XIII. CONSENT AGENDA**

The board asked to pull the staff updates separate from the rest of the consent agenda.

A motion was made by Dotzler, second by Frey, to approve the consent agenda, without the staff updates, as presented. Motion carried 7-0.

A motion was made by Dotzler, second by Heinrichs, to approve the staff updates as presented. Motion carried Y=6 – N= 0 Heinemann – Abstained.

A. Approval of Checks

B. Finance

1. Monthly Finance Reports

2. Approval of Fund 21 Accounts

3. Approval of Fund Balance Allocations

C. Seclusion and Restraint Report

D. Consideration of Fund Raising Request

Waunakee FOMATA (Music Boosters) 2024-2025 Fundraising

E. Gifts and Field Trips

1. Gifts

2. Field Trips

F. Approve Individual Teacher, Administrator, Co-curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements

### **New Teacher Staff**

Eric Hildebrand, EL Teacher, MS

Karen McDonough, Spanish Teacher, MS

### **New Support Staff**

Katie Bigsby, Para Educator Regular Education, HES

Melissa Despirito, Para Educator Special Education, AES

Lauren Franco, Para Educator Special Education, MS

Diane Hoffman, Crossing Guard

Jaymi Jensen, Para Educator Regular Education, HS

Aliza Jones, Crossing Guard

Eppie Larson, LMTC Assistant, AES

Nicole Lauderdale, Administrative Assistant to Facilities Director

Ava Margala, Para Educator Regular Education, AES

Karen Pollock, Crossing Guard

Crystal Sprecher, Para Educator Special Education, MS

Joseph Verstynen, Para Educator Special Education, MS  
Hannah Wirag, Para Educator Special Education, IS

**Resignations**

Hartley Erickson, Custodian, IS  
Cory Jennerjohn, Para Educator Regular Education, HES

**Internal Changes - NO Action**

Karen Kashuk, from Para Educator Reg. Ed., AES, to Attendance Admin. Assist., MS  
Samantha Stephan, from Cross Categorical Teacher, HES, to 4th Grade Teacher, HES  
Debra Wall, from Para Educator Special Education, HES, to Cross Categorical Teacher, PES

**Special Approval**

Exemption for volunteer coach Jack Heinemann from volunteer limits of policy 535.21

XIV. **BOARD BUSINESS** - NA

XV. **FUTURE AGENDAS AND MEETINGS**

- A. Agenda Items for Next Meeting
- B. Special Meeting
- C. Budget Committee
- D. Co-Curricular Committee
- E. Curriculum Committee
- F. Facility Committee
- G. Human Resources Committee
- H. Policy Committee
- I. DEI Committee

XVI. **RETURN TO CLOSED SESSION** - (if necessary) to complete agenda as listed  
**under agenda item III**

A motion was made by Heinemann, second by Dotzler, to return to closed session. Motion carried 7-0 on a roll call vote. Time: 8:25pm

Roll Call

Dotzler – Yes, Ensign- Yes, Engebretson – Yes, Frey – Yes, Heinemann – Yes, Heinrichs – Yes, Hetzel- Yes

Also Present: Dr. Brown, Grabarski, Summers, Dye, Schell, Loken

XVII. **RETURN TO OPEN SESSION** – A motion was made by Hetzel, second by Dotzler to return to open session. Motion carried 8:40pm

XVIII. **ACTION AS APPROPRIATE, ON ITEMS DISCUSSED IN CLOSED SESSION** NA

XIX. **ADJOURN**

The Board of Education adjourned at 8:34PM on a motion by Dotzler, second by Heinrichs, and passed unanimously by voice vote 5-0. (Frey & Heinemann Absent)

Respectfully submitted,

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Judith Engebretson, Clerk

Date \_\_\_\_\_

JE:rm

