

Minutes of Regular Meeting - Open

The Board of Education Waunakee Community School District

A Regular Meeting of the Board of Education of Waunakee Community School District was held Monday, December 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 Hetzel, second by Heinrichs, to adjourn to closed session pursuant to Wisconsin Statutes 19.85 (1)(a)(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 6-0 on a roll call vote. Time 6:00PM

II. ROLL CALL

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

(Frey– arrived at 6:05pm)

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

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

A. Review Minutes of November 11, 2024 Meeting

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

C. Review Student Discipline/Expulsion Recommendation

A motion was made by Engebretson, second by Dotzler to approve the recommendation as presented. Motion carried 7-0.

D. District Administrator Review

E. Review Individual Administrator and Teacher Contract Recommendations, Resignations and Retirements

F. Review Individual Co-Curricular Contract Recommendations

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

IV. RETURN TO OPEN SESSION

A motion was made by Heinrichs, second by Hetzel, to adjourn closed session and reconvene in open session. Motion carried 7-0. Time 7:01pm reconvening to Open session at 7:08pm.

V. BOARD DEVELOPMENT WORKSHOP

There was not time for board development at this meeting.

VI. APPROVAL OF MINUTES

Review and consider the open meeting minutes for the 11/11/24.

A motion was made by Heinrichs, second by Heinemann, to approve the minutes as presented. Motion carried 7-0.

VII. APPROVAL OF AGENDA AND ADDITIONS

A motion was made by Heinemann, second by Dotzler, to approve the agenda as noticed. Motion carried 7-0.

VIII. PUBLIC COMMENTS

There were no public comments at this meeting.

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

A. Student Report

Abigail Anderson and Alena Wagoner gave the High School student update. They discussed the start of many winter sports, the success of the One Act team, the winter play and the spring musical, and the forensics team. The various club/orgs will be conducting a Food Drive, Pet needs drive, Call an Elf, Rotary Lights, Toy drive, and caroling at the Senior Living homes. The Senior class would like to have graduation on Warrior stadium and are discussing with administration. The National Honor Society took a survey of the student body to see how the year is going. The representatives shared some of the results of this survey.

B. Teacher Update

Tammy Tierney and Bethany Pottinger provided an update from the WTA. They appreciate the progress the DEI committee is making with the anti-hate speech policy and the teachers are looking for upcoming meetings on the calendar. They are proud that they have passed the recertification. They are happy about school safety procedures, there has been a lot shared information and practice on what should be done no matter where students are that the time. (Specials, lunch, etc.)

C. Board Reports/Action Items

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

There were no activities shared by the board members for the past month.

2. Spring Board Election

a. Notice of School Board Election

Attached is the Notice of the April 2025 School Board Election. Katie Dotzler (Village of Waunakee), Jack Heinemann (Village of Waunakee), and Judith Engebretson (Town of Dane/Springfield) seats are on the ballot this spring.

Katie Dotzler and Jack Heinemann announced that they picked up paperwork to run for their seats again.

b. Notification of Non-Candidacy

Judy Engebretson announced that she submitted the Notification of Non-Candidacy and will not be running for her seat again. She encouraged anyone who is interested from the Dane/Springfield seat or the Village of Waunakee seats to do so. This is a great learning experience and a great way to be involved with education.

X. COMMITTEE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Policy Committee

1. The minutes from the 11/18/24 Policy Committee meeting were reviewed.

2. Policies for Discussion, Review, and Consideration

a. Records Management and Retention Policy and Schedules

Summers presented and answered questions regarding the recommended adoption of the updated Wisconsin General Records Schedule (GRS), the GRS Crosswalk, and the Amendment for IT Surveillance to cover the WCSD records retention needs. A motion was made by Engebretson, second by Frey, to approve the policies and schedules as presented. Motion carried 7-0.

b. 800 Series Policies (810-862)

Summers presented and answered questions regarding policies 810 - 862. A motion was made by Heinemann, second by Dotzler, to approve the policies as presented. Motion carried 7-0.

1. 810 School - Community Relations Goals
2. 811 Community Involvement in Decision Making
3. 821.1 Use of Students in Public Information Program
4. 822 News Media Relations
5. 823, 823 E, 823 R - Access to Public Records
6. 830, 830 E, & 830 R - Community Use of School Facilities
7. 831 Restrictions on Tobacco, Nicotine and Vapor Products
8. 831.1 Out of Season Athletic Clinics/Leagues
9. 832 Weapons on School Premises
10. 832.1 Public Conduct on School Property
11. 833 & 833 E - Facility Use - Pet Restriction
12. 840 Public Gifts to the Schools
13. 850 Sales and Solicitations on School Property
14. 851 & 851 R - Advertising in the Schools
15. 860 & 860 R - Visitors to the Schools During the School Day
16. 862 Seating at Public Events

B. DEI Committee

1. The minutes from the 11/20/24 DEI meeting were reviewed.
2. Reporting Tool

Schell presented and answered questions regarding the discontinuation of the local reporting tool and the progress on the current plan/tool called Speak Up Speak Out.

A motion was made by Hetzel, second by Engebretson, to discontinue the local tool and use exclusively the Speak Up, Speak Out tool. Motion carried 7-0.

C. Curriculum Committee

1. The minutes from the 12/02/24 curriculum meeting were reviewed.

2. State of Wisconsin Accountability Report Cards for the 2023-2024 School Year

Schell presented and answered questions regarding the high-level overview of our accountability report cards for 2023-2024.

3. Microsoft Office for Business Applications Dual Credit Course through Madison College.

Schell presented and answered questions regarding a new course at Madison College that replaces courses that we currently offer. A motion was made by Dotzler, second by Heinrichs, to approve the course changes as presented. Motion carried 7-0.

D. Human Resources Committee

1. The minutes of the 12/2/24 Human Resources Committee meeting were reviewed.

2. Adding Provider Hours to the Wellness Clinic During Peak Usage

Grabarski presented and answered questions regarding the addition of provider hours in the

Wellness Clinic on Wednesdays to extend appointment availability during December – April. A motion was made by Hetzel, second by Dotzler, to approve the plan as presented. Motion carried 7-0.

E. Co-Curricular Committee

1. The minutes of the 12/3/24 Co-Curricular Committee meeting were reviewed.

2. Review and Consider Club/Org Requests

Dotzler presented and answered questions regarding the new club/org request for MSAN and Pickleball. A motion was made by Hetzel, second by Dotzler, to approve the club/org requests as presented. Motion carried Y=6 – N=1.

F. Facility Committee Meeting

1. The minutes from the 12/04/24 Facility Committee Meeting were reviewed.

2. Approval of Heritage Elementary School Traffic Flow Redesign

Summers presented and answered questions regarding the proposals from both Roxanne Johnson (civil engineer) and TADI (traffic engineer) regarding a redesign of the Heritage/Intermediate School site. A motion was made by Heinemann, second by Frey, to approve the proposals and continue moving forward with this plan as presented. Motion carried 7-0.

3. Approval of Capital Projects

Summers presented and answered questions regarding the update on capital projects, and consideration of additional projects for districtwide capital maintenance. Per the board request Nick Conrad presented how the nLight system would be utilized by the physical education classes and other classes that would use the fieldhouse/gymnasium during the school day. A motion was made by Heinemann, second by Hetzel, to approve the capital projects as updated with the exception of the nLight control system – that system will not be considered at this time. Motion carried 7-0.

G. Budget Committee

1. The minutes from 12/05/24 Budget Meeting were reviewed.

2. Approval of Special Education Contract/Staffing Changes

Summers and Loken presented and answered questions regarding the request of three special education budget items.

1) Nursing contract that has the potential to utilize the majority of the 24-25 contingency budget.

2) Unfilled para-educator positions - convert 2 unfilled para-educator positions into 1 teaching position.

3) Additional para-educator position - A student is moving into our district who has an IEP requiring a full-time para.

A motion was made by Engebretson, second by Heinrichs, to approve all three requests as presented. Motion carried 7-0.

XI. ADMINISTRATIVE REPORTS/RECOMMENDATIONS/ACTION ITEMS

A. Administrative Reports/Action Items

1. Resolution Awarding the Sale of \$14,020,000 General Obligation School Building and Facility Improvement Bonds, Series 2024

The purpose of this agenda item is to request approval of a \$14,020,000 borrowing. This is the next round of borrowing for November 2022 \$175 million referendum. Summers presented and answered questions regarding the results of the bond sale on Monday. A motion was made by Heinemann, second by Heinrichs to approve the resolution as

presented. Motion carried 7-0 on a roll call vote.

Roll Call Vote :

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

2. Approval of 2023-24 Audit Report

Summers presented and answered questions regarding the final 2023-24 audit report..

There's great news to share with our actuarial study. The District's net OPEB liability has decreased from \$5.6 million to \$3.3 million. A motion was made by Hetzel, second by Heinemann, approve the 2023-2024 Audit report as presented. Motion carried 7-0.

3. Announcements/Correspondence – There was no announcements for this meeting.

XII. CONSENT AGENDA

A motion was made by Hetzel, second by Dotzler, to approve the full consent agenda as presented. Motion carried 7-0.

A. Approval of Checks

Attached in the "extras" section of BoardBook, please find a list of the accounts payable payments issued during the month of November 2024.

B. Finance

1. Monthly Finance Reports

2. District Census Report

C. Consideration of Contracts for the Wisconsin Youth Company

D. Consideration of DoJ office of School Safety Annual Safety Plan.

Due to the size of the safety plan it is posted in the Extras section of the agenda.

E. Safety Drill Logs

F. Gifts and Field Trips

1. Gifts

2. Field Trips

a. Orchestra Trip - Scotland - Summer 2026

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

XIII. BOARD BUSINESS

A. BOE Listening Sessions for Staff and Students

The board would like to conduct staff listening session at each building from late January – February. They also would like to have some prepared topics from the staff and assigned board note takers.

The board discussed having high school student listening sessions for any interested students either before school, during contact time, during lunch, or after school. Schell will discuss this with the high school administration to determine what would work best. They would like to conduct these sessions before spring break.

B. Local Legislators

The board discussed having a meeting with legislators to provide an opportunity for a personal connections and share ideas.

C. Legislative Update

D. Conventions/Workshops

XIV. FUTURE AGENDAS AND MEETINGS

A. Agenda Items for Next Meeting

- B. Special Meeting -
- C. Budget Committee – 1/7/25 @ 7:30am
- D. Co-Curricular Committee
- E. Curriculum Committee - 1/29/25 @ 3pm
- F. DEI Committee
- G. Facility Committee – 1/7/25 @ 7:30am
- H. Human Resources Committee
- I. Policy Committee

XV. **RETURN TO CLOSED SESSION** NA

XVI. **RETURN TO OPEN SESSION** - NA

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

XVIII. **ADJOURN**

The Board of Education adjourned at 8:59PM on a motion by Heinemann, second by Dotzler, and passed unanimously by voice vote 7-0.

Respectfully submitted,

Judith Engebretson, Clerk

Date _____

JE:rm