

# Minutes of Reorganizational Meeting

## The Board of Education Waunakee Community School District

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A Reorganizational Meeting of the Board of Education of Waunakee Community School District was held Tuesday, May 5, 2026, beginning at 7:30 AM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

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

Superintendent Dr. Brown called the meeting to order at 7:31 am.

### **II. ROLL CALL**

Present: Eaton, Ensign, Frey, Hetzel, Murray, Sonne, Thornberg

Also Present: Brown, Newton, Summers

### **III. APPROVE THE AGENDA**

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

### **IV. PUBLIC COMMENTS** There were no public comments for this meeting.

### **V. OATH OF OFFICE - NEW & REELECTED BOARD MEMBERS**

For the record, the oath has been administered to the appropriate newly elected & reelected Board members with such a notation being provided in the minutes of this meeting. Joan Ensign took the oath of office on April 20, 2026 and Kevin Thornberg took the oath of office on April 22, 2026.

### **VI. BOARD REORGANIZATION**

Superintendent, Dr. Brown initiated the process for selecting Board Officers by asking for nominations for the office of President. After nominations were completed it was determined the position of Board President is Joan Ensign. Ensign continued the process by taking nominations and facilitating a vote for each of the remaining Board positions of Vice-President, Clerk and Treasurer. Votes can be by paper ballot or voice vote as determined by a majority of Board members.

#### **A. Election of Officers**

The Board elected the positions of President, Vice-President, Clerk, and Treasurer of the school board for the next year.

#### **President**

Motion by Hetzel, seconded by Eaton, that Ensign be nominated for President of the Waunakee Board of Education. Motion carried 7-0.

Since no other nominations were made for the position of President, Joan Ensign was awarded the role of President by unanimous ballot.

#### **Vice-President**

Motion by Eaton, seconded by Hetzel, that Sonne be nominated for Vice-President of the Waunakee Board of Education. Motion carried 7-0.

A motion was made by Sonne, that Eaton be nominated for Vice-President. Before this could

be seconded, Eaton declined the nomination.

Since no other nominations were made for the position of Vice -President, Chris Sonne was awarded the role of Vice-President by unanimous ballot.

#### Clerk

Motion by Sonne, seconded by Frey, that Eaton be nominated for Clerk of the Waunakee Board of Education. Motion carried 7-0.

Since no other nominations were made for the position of Clerk, Carlena Eaton was awarded the role of Clerk by unanimous ballot.

#### Treasurer

Motion by Eaton, seconded by Sonne, that Hetzel be nominated for Treasurer of the Waunakee Board of Education. Motion carried 7-0.

Since no other nominations were made for the position of Treasurer, Mark Hetzel was awarded the role of Treasurer by unanimous ballot.

#### B. Appointment Process Committees

Board members have been asked for their feedback on their committee preferences. These responses will be shared with the Board President and Vice President who will use them to develop committee assignments for the next year.

#### C. Designations and Memberships

##### 1. Official Newspaper

A motion was made by Murray, seconded by Frey, to approve the Waunakee Tribune as the WCSD Official newspaper. Motion carried 7-0.

##### 2. Meeting Times and Dates

A motion was made by Hetzel, second by Eaton, hold its regular meeting on the second Monday of each month with a closed session beginning at 6:00 p.m. and the regular meeting to follow starting at 7:00 p.m. State Statute 120.11 states that the Board needs to hold monthly meetings at a time and date set by the Board. Motion carried 7-0.

##### 3. Legal Counsel

The administration has conducted an RFP for legal counsel. The full RFP was discussed at the Budget Committee meeting on May 4th. Please review the next agenda item and consider legal counsel accordingly.

##### a. Request for Proposal for Legal Services

A request for proposal was sent out to the following firms:

Von Briesen & Roper

Renning, Lewis & Lacy

Strang Law

BoardmanClark

Attolles

Summers and Newton presented the legal RFP process and answered questions. Brown presented the administration's recommendation of Strang Law for the WCSD Legal Counsel for the 2026-27 school year and answered questions.

A motion was made by Sonne, seconded by Hetzel, to approve Strang Law, LLS. As the legal firm, with Kirk Strang as primary contact. Motion carried 7-0.

##### 4. Official Depositories

Director of Business Services, Newton presented and answered questions regarding the following list of current banking/depository institutions for approval by the Board to carry out the financial functions of the district for the coming year. Newton and Summers explained the upcoming Banking RFP process and timeline. A motion was made by Hetzel, second by Eaton, to approve the current banking/depository institutions as WCSD's official depositories as presented. Motion carried 7-0.

Depository, Expenditure, and Payroll Accounts:

One Community Bank

Investments:

One Community Bank

Wisconsin Local Government Investment Pool

AUL Trust

PMA-Public Fund Specialists/WISC

Credit Cards:

WASBO/BMO Harris

5. WASB and WIAA Memberships

A motion was made by Murray, second by Eaton, to approve the district membership in Wisconsin Association of School Boards (WASB) and the Wisconsin Interscholastic Athletic Association (W.I.A.A.). Motion carried 7-0.

VII. **SET ANNUAL MEETING**

A motion was made by Hetzel, second by Frey, to set the WCSD Annual meeting on August 24, 2026 at 7:00pm. Motion carried 7-0.

VIII. **FUTURE MEETINGS** N/A

IX. **ADJOURN**

A motion was made by Eaton, second by Frey, to adjourn the meeting at 7:49am. Motion carried 7-0.

Respectfully Submitted,

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Carlena Eaton, Clerk

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Date

CE/rm