

**WATERFORD UNION HIGH SCHOOL
BOARD OF EDUCATION MEETING MINUTES
Monday, October 27, 2025
Regular Meeting - 6:30 PM**

The regular meeting was called to order by President Schoenfeld at 6:30 p.m. Board members present at the meeting were: Gary Beck, Kelly Datka, Dennis Purtell, Mike Schoenfeld, and Doug Schwartz.

Official notice of the meeting was made by way of submitting notice to the *Waterford Post* for publication on Thursday, October 23, 2025, was posted at the District Office (Door #7) and at Entrance #19, and was published on the District's website. Minutes from the regular board meeting of August 27, 2025 are posted on the District's website.

President Schoenfeld led the Pledge of Allegiance.

CONSENT AGENDA

The following items were presented to the Board for approval under the consent agenda:

- A. Review of Paid Bills
- B. Minutes – September 25, 2025 Regular Meeting
- C. Minutes – September 25, 2025 Executive Session
- D. Staffing Updates
 - 1) Resignation – Kathleen Skorstad, Custodian
- E. New Student Activity Account - DECA

There was a motion by Schwartz, seconded by Beck to approve the Consent Agenda as presented. Board member Datka objected to the Executive Session minutes and asked that the Board table this item in order that the minutes might be revised. Board member Schwartz amended his motion to approve the Consent Agenda with the exception of the minutes from the Executive Session of September 25, 2025. Board member Beck seconded the amended motion. Roll call vote taken; all ayes. The motion carried.

RESIDENT COMMENTS

Community member Karen Alexander reminded board members that she had spoken at the September 25 meeting, urging the Administration to recognize the 250th anniversary of the Declaration of Independence, which will be observed July 4, 2026. Mrs. Alexander stated that she feels that it is crucial that WUHS students be well-educated about the Declaration of Independence as well as the Constitution of the United States before they graduate. A copy of 34 questions from a civics test published in the *New York Times* was shared with the board, Dr. Francois, and Principal Foster.

INFORMATION ITEMS

WASB Community Partners

Superintendent Francois introduced representatives from five local businesses named to the WASB 2025 Business Honor Roll and spoke about the various contributions each has made to the WUHS District. Honorees included Dave Allesee, Doc's on the Fox; Tanya Jeske and Mark Greene, Lynch Automotive Group-Mukwonago; John and Rebecca Palmer and family; Laura Anderson and Vicki Dallmann-Papke of ProHealth Medical Group; and Mike Chart, Southport Services. The Board presented certificates of appreciation to each of the community partners and expressed their gratitude for their support.

ProHealth Partner Update

ProHealth Care partners Vicki Dallmann-Papke, VP Population Health Management, and Laura Anderson, Manager Occupational Health, presented an overview of the clinical program agreement between ProHealth and Waterford Union. The arrangement was established to provide WUHS staff members and their families accessibility to quality healthcare while helping the District manage health care costs. Staff usage of the program to date in 2025 has exceeded the number of services received during the first ten months of the program since it began in March 2024. Staff members have the option to visit either the

Mukwonago or Waterford clinic sites for routine services, as well as virtual and e-visit appointments. Superintendent Francois confirmed that staff members who utilize the clinic during their lunch or prep periods do not have PTO time deducted.

AI Innovation Team Report

Associate Principal Mark Peperkorn updated the Board on work done to date relative to the implementation of AI at WUHS. After attending the SLATE technology conference in December 2024 and sharing information with all staff during professional development, a group of seven staff members (nominated by their peers) formed the WUHS Innovation Team. The group is working to provide input and guidance on the systematic implementation/approach to staff and student use of AI. Mr. Peperkorn noted that the District has partnered with a CESA 6 coach, and outlined steps defined by the group in creating criteria, as well as learning and evaluating various AI resources in order to make a final recommendation to the Administration regarding drafting policy and rolling out new expectations building wide. The desired outcome is to establish a district-supported AI platform while providing clarity around student and staff use of AI. Staff members will again attend SLATE in December to continue their AI literacy and readiness.

Board discussion followed regarding how AI is and can be used with the curriculum. President Schoenfeld noted that AI is already in use at the university level and suggested that the Innovation Team may wish to reach out to these institutions as an additional resource. The Board thanked Mr. Peperkorn for his report and for the work being done.

ACTION ITEMS

The following items were presented for Board action.

Policy Updates

The following policies were presented for approval.

- 1) Pol. 2464 – Programs for Gifted and Talented Students
- 2) Pol. 8540 – Vending Machines
- 3) Pol. 3112 – Board-Staff Communications

There was a motion by Purtell, seconded by Beck to approve the policy revisions as presented.

President Schoenfeld requested that, for consistency, Policy 3112, Item C. Informal Dialogue and Mutual Equipment, paragraph 1, second sentence, be revised to include the term “specific operational issues,” which is included in paragraph 2 of the same subsection. The revision to Policy 3112 shall read as follows.

C. Informal Dialogue and Mutual Engagement

*The Board and staff recognize the value of open, respectful dialogue in building a strong educational community. Nothing in this policy is intended to prevent or discourage informal conversations between staff and Board members about general school topics, educational trends, or community concerns, provided such interactions do not involve specific job-related complaints, personnel matters, [add] **specific operational issues**, or requests for action that bypass established procedures or the District Administrator.*

Staff and Board members are encouraged to engage in constructive, informal discussions at school events, community functions, or other settings where educational matters may naturally arise. These exchanges contribute to mutual understanding and help foster a collaborative culture within the District. To ensure that governance and operational roles remain clear, any concerns related to the performance of job duties, personnel, or specific operational issues should continue to be addressed through the appropriate administrative channels in accordance with this policy.

There followed a motion by Purtell, seconded by Schwartz, to amend the original motion to include the revision suggested by Schoenfeld. All ayes; motion carried.

Board member Datka questioned if there is a plan in place for Policy 2464 – Talented and Gifted Program. Superintendent Francois noted that a plan would be developed once the policy is approved.

There being no further discussion, a vote of board members was taken on the motion to approve the policies as revised and amended above. All ayes. Motion carried.

Certification of Tax Levy 2025-26

There was a motion by Schwartz, seconded by Beck, to approve the total tax levy of \$14,026,166 for the 2025-26 school year. All ayes, motion carried.

SUPERINTENDENT'S REPORT

Superintendent Francois noted that the fall choir concert is taking place in the PAC this evening. Bids are currently being accepted by Nexus, and will be reviewed by the Board at the November 17 meeting.

PRESIDENT'S REPORT

President Schoenfeld had no report.

Board member Datka asked for clarification on Board responses to community member comments. President Schoenfeld noted that the Board typically does not engage in dialogue with residents who address the board at meetings; however, he frequently responds to community members who contact him about school matters.

Superintendent Francois noted that a board listening session will be planned in early November for community members to meet with the board for informal dialogue. After discussion, the listening session will take place at the Waterford Public Library on Saturday, November 8 at 10:00 a.m.

ADJOURN TO BOARD WORK SESSION

District Administrator Annual Performance Evaluation - Preparation for Annual Performance Review

The Board reviewed the superintendent evaluation document and associated procedures. Discussion centered on the purpose of the evaluation process as both a tool for continuous improvement and a legal requirement.

Member Datka noted that she had made minor edits to restate dates and align the timeline for the annual performance review. Superintendent Francois inquired about the number of goals, and Member Datka clarified that the draft reflected four from the prior framework but was flexible.

Member Schoenfeld expressed concern that the revised document appeared to alter procedures previously adopted by the Board. He emphasized maintaining consistency with the approved process while allowing updated dates for the 2025 evaluation cycle. The Board reached consensus that procedural updates would be limited to timeline adjustments, while preserving the structure of the adopted evaluation model.

The Board then turned to discussion of superintendent goals for the upcoming year. Two goals previously proposed by Superintendent Francois were reviewed. Member Datka suggested adding a communication goal, emphasizing the importance of regular updates so the Board remains informed of district operations, events, and issues.

Board members discussed the desired frequency, format, and scope of these communications. Member Schoenfeld and Member Purtell agreed that weekly updates would support transparency and proactive awareness, allowing meetings to focus on decision-making. Member Schwartz and Member Beck concurred that clear and concise bullet-point updates were sufficient and would strengthen collaboration between the superintendent and the Board.

Examples of topics to be included were discussed, such as upcoming events, building-level updates, feeder-district collaboration, and follow-up on previously discussed matters. Broader items such as leadership visibility and staff exit interviews were acknowledged as important but to be addressed separately outside the evaluation framework.

Following discussion, consensus was reached to establish a superintendent goal focused on communication and transparency through weekly written updates.

Adopted Superintendent Goal

Goal: To enhance communication and transparency between the superintendent and the Board of Education by providing clear, consistent, and concise weekly updates that inform board members of district activities, emerging issues, and upcoming priorities.

Implementation:

The superintendent will provide written weekly bullet-point updates summarizing key events, upcoming matters, and follow-up on prior topics. Progress will be reviewed mid-year and as part of the annual evaluation process.

Action Taken

Motion: Member Schwartz moved to adopt the superintendent communication goal as stated above.

Second: Member Beck

Vote: Motion carried, 5–0

There was a motion by Schwartz, seconded by Beck, to adjourn the meeting. All ayes; motion carried. This was done at 8:24 p.m.

The next regular board meeting will be held on Monday, November 17, 2025. The meeting will be held in the Large Group Instruction Room beginning at 6:30 p.m.

Respectfully submitted,

Douglas P. Schwartz, Board Clerk