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, September 8, 2025, 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 Frey, 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 6-0 on a roll call vote. Time 6:00pm

II. **ROLL CALL**
Eaton – Yes, Ensign- Yes, Frey – Yes, Hetzel- Yes, Heinrichs – Yes (virtual), Murray, - Yes, Sonne - absent

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

A. Review Minutes of August 11, 2025 Meeting
B. Update and Consideration of Legal Matters Related to the School District Including Current and Potential Actions Involving the School District.
C. Review of the Superintendent's Evaluation Compilation
D. Review Student Discipline/Expulsion/Expungement Recommendation
A motion was made by Heinrichs, second by Murray, to approve the expungement request as presented. Motion carried 6-0.
E. Review Individual Administrator, Teacher, Co-Curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements

IV. **RETURN TO OPEN SESSION**
A motion was made by Frey, second by Murray, to adjourn closed session and reconvene in open session. Motion carried 6-0. Time: 6:44pm

V. **BOARD DEVELOPMENT**
A. *Great on Their Behalf* by AJ Crabill book study
The board reviewed chapters 6 & 7 of the book.

Ensign reconvened in open session at 7:00pm by welcoming all in attendance.

VI. **APPROVAL OF MINUTES FOR THE AUGUST 11, 2025 and AUGUST 18, 2025**
A motion was made by Hetzel, second by Eaton to approve the minutes from the August 11, 2025 regular meeting and the August 18, 2025 board workshop meeting. Motion carried 6-0.

VII. **APPROVAL OF AGENDA AND ADDITIONS**

A motion was made by Murray, second by Frey, to approve the agenda with the modifications of having the teacher representatives before the Warrior Spotlight presentation. Motion carried 6-0.

VIII. **PUBLIC COMMENTS** – There were no public comments for this meeting.

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

A. Student Reports

1. Student Council Report

Abigail Anderson and Alena Wagoner, the student representatives presented updates from the High School. They have shared a google form with the student council for items to bring to the board. The high school Club/Org Fair will be on Tuesday. They gave updates on One Act, a cappella Formata, Youth Apprentice, FFA, the band, Freshman first days, and Homecoming.

2. Warrior Spotlight

A brief update was shared by the Prairie Garden Group.

B. Teacher/Staff Report

1. Staff Report

Christine Olkowski and Connie Frey, from the WTA provided a teacher update to the board. They appreciated the work time built in with the before school professional development, the mid-week welcome to allow for time in the buildings, and the kick off was great. Many accolades for the speaker. They are concerned about the bussing problems, lack of communication from the bus company, delayed schedules. There was also concern about the extensiveness of the CESA training, this was not fresh or relevant information regarding classroom management.

C. Board Reports/Action Items

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

Many of the board members attended the welcome back for staff and the speaker was wonderful.

2. District Administrator Performance Evaluation (DAPES) Discussion

The board discussed the DAPES process. They liked the history this process will provide and also feel it will be a way to give better direction to the superintendent. They were concerned about this tool being more time intensive and wanted to know the cost of this tool as well as if the training would continue each year or not.

3. Board Coaching - Ted Neitzke, CESA 6

Ted Neitzke from CESA 6 briefly presented the process of board coaching and answered questions from the board. This coaching will bring the board together and help them focus on their local community. The board decided that they would like to go through the coaching process.

X. **START OF SCHOOL REPORT**

Brown shared that the 25-26 school year was off to a strong start. She extended appreciation to the dance and cheer teams, the board, and administrators for all the hard work in making the staff welcome and the start of school for the students very successful.

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

A. Budget Committee Meeting

The minutes from the 9/4/25 Budget Committee meeting were reviewed.
There were no action items for this meeting.

B. Facility Committee Meeting

The minutes from the 09/04/25 Facility Committee meeting were reviewed.

1. Approval of Capital Maintenance Requests

Summers presented and answered questions regarding the district-wide capital maintenance requests for September. The committee did remove the high school fieldhouse basketball equipment from the projects list that was presented at the committee meeting, this will be brought back with quotes next month.

A motion was made by Frey, second by Eaton, to approve the Capital Maintenance requests as presented. Motion carried 6-0.

2. Approval of 2026 High School Planning

Summers presented and answered questions regarding the having a civil engineering and traffic study at the high school for the 2026 planning process. If approved this study will take place this fall and the results will be presented back to the Board as soon as possible in anticipation of a summer 2026 project.

A motion was made by Eaton, second by Frey, to approve the civil engineering and traffic study at the high school as presented. Motion carried 6-0.

XII. **ADMINISTRATIVE REPORTS/ACTION ITEMS**

A. Administrative Recommendations for Consideration from the Board Workshops in February, March, & August, 2025

Brown presented and answered questions regarding items XII A 1 & 2 listed below.
Summers presented and answered question regarding items XII A 3-8 listed below. A motion was made by Hetzel, second by Heinrichs, to support the objectives as presented. Motion carried 6-0.

1. Objective #2 Establish long-term budgeting practices to address underfunded or unfunded budget priorities
2. Objective #3 Increase reallocation opportunities to meet district priorities as deemed appropriate by the Board of Education
3. Objective #4 Implementation of long-range facility planning process, including evaluation of safety best practices and recommended enhancements.
4. Allocation of Additional Revenues

   Allocate additional revenues as indicated in the 3rd draft of the budget.
5. Operational Referendum

   Ask the community to renew part 3 of the November 2024 referendum after it expires in June 2027 ($2.1 million recurring) and evaluate a longer-term recurring operational referendum cycle to continue being responsive to BoE compensation goals.
6. Tax Levy

   Reduce the tax levy using fund 49 by utilizing additional project savings and/or restructuring existing debts
7. High School Planning and Future Capital Referendum

   Continue the High School planning for November 2026 referendum (integrating co-curricular priorities into the planning)

8. High School Planning - South Campus (Middle School)
   Prioritize the use of the Waunakee Middle School (1001 South St.), as determined by the High School Administration in September 2026. This includes the Safety/Communication/Traffic enhancements with consideration of moving rental programs to the 1001 South St. building.

B. Resolution Authorizing Temporary Borrowing in an amount not to Exceed $12,900,000; issuance of tax and revenue anticipation promissory notes and participation in the PMA levy and aid anticipation notes program (Requires roll call vote)
   The purpose of this agenda item is to request school board approval of the parameters resolution for our cash flow borrowing process for the 2025-2026 school year. Attached please find the parameters resolution that administration is recommending for approval.

   Summers presented and answered questions regarding the resolution that provides the parameters for moving forward with a cash flow borrowing process. A motion was made by Heinrichs, second by Hetzel to approve the resolution as presented. Motion carried 6-0 on a roll call vote.
   ROLL CALL:
   Eaton – Yes, Ensign- Yes, Frey – Yes, Hetzel- Yes, Heinrichs – Yes (virtual), Murray, - Yes,

C. Administrative Update from the Elementary and Secondary Curriculum Directors
   Amy Johnson presented and answered questions regarding K-6 Curriculum
   Tim Schell presented and answered questions regarding the 7-12 Curriculum

D. Budget Request to add a full-time Special Ed Paraprofessional for 1:1 Support
   Tiffany Loken presented and answered questions regarding this request. A motion was made by Hetzel, second by Eaton, to approve the request as presented. Motion carried 6-0.

E. Announcements/Correspondence

1. WASB Region 12 meeting and Updates
   If you are interested in attending the Regional Meeting for region 12 on Sept. 30th, please let Rebecca know no later than Sept. 19th.
2. Waunakee High School 2025-2026 Best High Schools per US News & World Report
3. Mona Jean Harley received the WSSWA 2025 School Social Work Career Achievement Award.

XIII. **CONSENT AGENDA**

The Board acknowledged the generous gifts from Jim & Michelle Dama for Warrior Media, Meffert Oil Co. from the Pride Pump Campaign, and M. Joshua & Pauline Phillips for Heritage Special Education.

A motion was made by Hetzel, second by Frey to approve the consent agenda as presented. Motion carried 6-0.

A. Approval of Checks

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B. Finance

1. Monthly Finance Reports
2. Approval of Fund 21 Accounts
   The purpose of this agenda item is to request approval of Fund 21 student activity accounts.

3. Approval of Fund Balance Allocations
   The purpose of this agenda item is to request School Board approval of the fund balance allocations.

C. Seclusion and Restraint Report

D. Memorandum of Understanding between WCSD and Psychotherapy Center of Waunakee for Embedded Therapist at WCHS.

E. Gifts and Field Trips

1. Gifts

a. Donation of $750 to Warrior Media from Jim and Michelle Dama

b. Donation from Meffert Oil Company - Pride Pump Campaign $1000.00

c. Donation of $1000.00 for Heritage Special Education from M. Joshua Phillips and Paulina K. Phillips

2. Field Trips

a. Waunakee High School Girls Volleyball Tournament — Plainfield, IL Oct. 17-18, 2025

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

New Support Staff

Mya Bowman, Para Educator Special Education, PES
Cory Burghy, Para Educator Special Education, HS
Holly Clemens, Para Educator Special Education, HES
Judy Cook, Crossing Guard
Ashley Cummings, Para Educator Special Education, HES
John-Luke Fredericks, Para Educator Special Education, HS
Dominic Harris, Crossing Guard
Cassandra Kraft, Crossing Guard
Trent Maher, Para Educator Regular Education, HS
Deanna Mikkelson, Para Educator Special Education, IS
Tonia Ready, Para Educator Special Education, MS
Karley Sampson, Para Educator Regular Education, IS
Emily Thompson, Para Educator Special Education, HS

Resignations

Susan Lindloff, Math Interventionist, HES
Hannah Wirag, Para Educator Special Education, IS
Mary Witzig, Para Educator Special Education, HS

Internal Changes - NO Action

Jaymi Jensen, from Para Educator Special Education, AES, to Head Custodian, PES
Deborah Mckernan-Ace, from 60% OT, IS, to 100% OT IS

Co Curricular updates posted on the extras section of the agenda.

XIV. **BOARD BUSINESS**

XV. **FUTURE AGENDAS AND MEETINGS**

A. Agenda Items for Next Meeting

B. Special Meetings - Consider special meetings
   The board needs to consider upcoming special meetings.
   Tax Levy Meeting — A motion was made by Hetzel, second by Eaton, to approve the Tax levy meeting on October 30, 2025 @ 5:30pm. Motion carried 6-0.

Fall Curriculum Presentation Meeting — A motion was made by Heinrichs, second by Frey, to approve the Fall Curriculum Presentation Meeting on November 17, 2025 @ 4:00PM Motion carried 6-0.

Spring Curriculum Presentation Meeting — February 23, 2026

C. Budget Committee
D. Co-Curricular Committee
E. Curriculum Committee - Sept. 24, 2025 @ 4:00pm
F. Facility Committee
G. Human Resources Committee
H. Policy Committee
I. DEI Committee

XVI. **RETURN TO CLOSED SESSION** – NA

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

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

XIX. **ADJOURN**

The Board of Education adjourned at 9:20PM on a motion by Frey, second by Eaton, and passed unanimously by voice vote 6-0.

Respectfully submitted,

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Carlena Eaton, Clerk

Date: ________________________________

CE/rm