

# 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, April 14, 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 Heinemann, second by Dotler, to adjourn to closed session pursuant to Wisconsin Statutes 19.85 (1)(c), (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, Engebretson, - Yes, Ensign- Yes, Frey – Yes, Heinemann - Yes , Heinrichs – Yes, Hetzel- Yes.

Also Present: Dr. Brown, Summers, Grabarski

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

- A. Review Minutes of March 10, 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 Individual Administrator, Teacher, Co-Curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements
- D. Review Individual Co-Curricular Contract Recommendations and Individual Coaches Performance Evaluations
- E. Review Summer School Contract Recommendations

### **IV. RETURN TO OPEN SESSION - BEGIN REGULAR AGENDA**

A motion was made by Heinemann, second by Heinrichs, to adjourn closed session and reconvene in open session. Motion carried 7-0. Time 6:16pm.

### **V. BOARD DEVELOPMENT WORKSHOP**

- A. Superintendent and Board Book Study *Great on Their Behalf* by AJ Crabill  
The board and Dr. Brown discussed chapters 1 & 9 from the book, *Great on Their Behalf* by AJ Crabill.

Ensign reconvened the open session of the meeting at 7:00pm by welcoming all attending.

### **VI. APPROVAL OF MINUTES**

- A. A motion was made by Heinrichs, second by Frey, to approve the minutes of the March 10, 2025 Regular Meeting, March 12, 2025 and March 31, 2025 Special Meetings as posted. Motion carried 7-0.

## **VII. APPROVAL OF AGENDA AND ADDITIONS**

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

## **VIII. PUBLIC COMMENTS**

There were no email public comments. In person public comments were made by the following:

Gina Pagel. Harassment Policy

## **IX. BOARD RECOGNITION**

President Ensign recognized outgoing board members Jack Heinemann, Katie Dotzler, and Judith Engebretson.

## **X. TEACHING STAFF, STUDENTS, & BOARD REPORTS/RECOMMENDATIONS/ACTION ITEMS**

### **A. Student Reports**

#### **1. Student Council Report**

Abigail Anderson and Alena Wagoner, student representatives presented a report to the Board on what is occurring at the high school. They shared information about the success of FBLA, FFA, Forensics, Civics team, and National Honor Society inducted students. Activities happening within the Physics 2 competition, Rube Goldberg competition, and the Leadership workshop. Students are preparing for the pre-ACT, AP Test, prom, and post prom. The music department is busy with “You’re a Good Man Charlie Brown, Solo Ensemble at UW Platteville, and the Key Notes performing at Jazz Festival. Spring sports are well underway as well is planning for teacher appreciation.

#### **2. Warrior Spotlight**

Students involved in HS DECA and FBLA updated the Board of Education on activities they have been involved in this year.

### **B. Staff Report**

Molly Grupe from the WTA provided an update to the Board. They thanked Katie, Judy, and Jack for their time on the Board of Education, and congratulated Chris, Carly and Heather. They were thankful for the virtual teacher conferences and for the many staff members who were able to attend the Multi-Student Achievement Network (MSAN). They requested more communication for the Harassment Policy and requested that the hate speech part of this policy be considered a separate policy. In the future they would like to see a networking opportunity for students to be more present and share their voices when decisions are being made. They are thankful for the good communication regarding insurance.

### **C. Board Reports/Action Items**

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

Heinrichs attended the MSAN conference. The student panel was great.

#### **2. National School Staff Appreciation Week Board Correspondence**

National School Staff Appreciation Week is May 5-9, 2025. The board was in agreement to move forward with the communication drafted by the collaboration of Mark Hetzel and Communications & Engagement Specialist Anne Blackburn.

#### **3. Spring Election Update**

The Canvass of the April 1, 2025 School Board Election Results successfully took place on Monday April 7th. The election results are attached to the agenda.

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

### **A. Curriculum Committee**

1. The minutes of the March 11, 2025 meeting were reviewed.

### **B. Policy Committee**

1. The minutes from the March 31, 2025 meeting were reviewed.

#### **2. Harrassment Policy Review**

Dr. Brown presented and answered questions regarding policies 411, 411 Rule, 411.1. Questions in regard to WIAA rules were discussed. A motion was made by Heinrichs, second by Engebretson to approve the polices as presented. Motion carried 7-0.

#### **3. Policies for Discussion, Review, and Consideration**

Dr. Brown presented and answered questions regarding the policies as outlined on the spreadsheet attached to the agenda. A motion was made by Engebretson, second by Heinrichs, to approve the policies as presented. Motion carried 7-0.

##### **a. 412 Sexual Harassment**

##### **b. 430 Exhibit Student Attendance**

##### **c. 453.4 & 453.4 Rule Administering Medications to Students**

##### **d. 453.5 & 453.5 Rule Life Threatening Allergy Management**

##### **e. 455 Student Safety**

##### **f. 455.2 Child Enticement**

##### **g. 672 Purchasing**

##### **h. 884 Relations with Health Authorities**

##### **i. 885 Relations with Social Services Authorities**

### **C. Co-Curricular Committee**

1. The minutes from the March 31, 2025 Co-Curricular meeting were reviewed.

#### **2. Branding Expectations**

Dr. Brown presented and answered questions regarding a draft version of updated handbook language that outlines WCSD staff expectations for adhering to the district's branding guidelines. A motion was made by Engebretson, second by Heinrichs, to approve the handbook language and direction to all staff as presented. Motion failed 2-5 on a roll call vote.

Roll Call:

Dotzler – No, Engebretson, - Yes, Ensign- No, Frey – No, Heinemann - No , Heinrichs – Yes, Hetzel- No.

#### **3. Handbook Updates**

Conrad was available to present and answer questions on the handbooks related to co-curriculars.

A motion was made by Heinemann, second by Engebretson to approve the handbooks as presented.

A motion was made by Heinrichs, second by Dotzler, to table the handbooks until there is clarity on the branding. Motion to table carried 7-0.

##### **a. 2025-26 Booster Club Handbook**

##### **b. Coaches Handbook**

### **D. Facility Committee Meeting**

1. The minutes from the April 8, 2025 facility committee meeting were reviewed.

#### **2. Approval of Capital Maintenance Projects**

Summers presented and answered questions regarding funds available for the priority 1

capital maintenance projects for 2025. A motion was made by Heinemann, second by Heinrichs, to approve the priority 1 capital maintenance projects for 2025 as presented. Motion carried 7-0.

3. Consideration of Softball Scoreboard Donation/Project

Summers presented and answered questions regarding a request from the softball boosters for a softball scoreboard donation/project. A motion was made by Heinemann, second by Dotzler, to approve the request as presented. Motion carried 7-0.

4. Consideration for Heritage Elementary School parking lot project

Summers presented and answered questions regarding the Heritage/ Intermediate School site traffic flow and parking lot project. A motion was made by Dotzler, second by Frey to approve the parking lot project as presented. Motion carried 7-0.

E. Budget Committee Meeting

1. The minutes from the April 8, 2025 budget committee meeting was reviewed.

2. Consideration of Technology Upgrades to Transportation Contract

Summers presented and answered questions regarding approval of technology upgrades on our school busses. The recommendation from the committee is to implement a parent bus tracking app as well security camera upgrades. The tracking app will be paid for by the district. The security camera upgrades will result in an additional fee as Lamers is making the investment not the district. A motion was made by Heinrichs, second by Engebretson, to approve the upgrades as presented. Motion carried 7-0.

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

A. Administration Reports/Action Items

1. Consideration of the 2025-2026 Employee Benefits Plan

Grabarski presented and answered questions regarding the information reviewed by the Insurance Committee to create their recommendation to the Board. A motion was made by Heinemann, second by Engebretson, to approve the insurance plan as presented. Motion carried 7-0.

2. Update on District 4K Program

Miranda Moe, Assistant Principal at Arboretum Elementary and District 4K Coordinator, presented an update on the District's 4K program.

3. Announcements

**XIII. CONSENT AGENDA**

A motion was made by Heinemann, second by Heinrichs, to approve the consent agenda in full. Motion carried 7-0.

A. Approval of Checks

B. Finance

1. Monthly Finance Reports

C. Safety Drills Report

D. Consideration of AFS Foreign Exchange Student from Japan for the 2025-2026 School Year.

E. Consideration of the 2024-2025 CESA 2 Contract

F. Gifts and Field Trips

1. Gifts

2. Field Trips

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

**New Teacher Staff**

**Anna Cade**, 6th Grade Teacher, IS  
Kathryn Lee, Bilingual Teacher/Family Engagement Specialist, HES  
Chase Pirocanac, 1st Grade Teacher, AES  
Shawna Schalk, Business Teacher, HS

**New Support Staff**

Tim Berg, Custodian, HS  
Jessica Blue, Para Educator Special Education, PES  
Andrew Miller, Weekend Custodian, HS  
Shalonda Money, Custodian, HS  
Lindsay Rice, Administrative Assistant to the Director of Special Education

**Retirements**

Robert Aeschbach, Crossing Guard  
Lori Armstrong, Instructional Coach, AES  
Tammy Tierney, ED Teacher, AES

**Resignations**

**Melissa Candell**, Cross Categorical Teacher, MS  
Kimberly Cutrano, Para Educator Special Education, PES  
Danielle Dawson, Associate Principal, HES  
Penelope Gonzalez, Para Educator Regular Education, HES  
Summer Heron Walters, Custodian, AES  
Ken Jesberger, Weekend Custodian, HS  
**Angela Knutson**, Para Educator Regular Education, IS  
**Caroline Lorie**, Para Educator Special Education, HES  
Chris Raschick, Cross Categorical Teacher, HS

**One-Year LOA for 2025-26 School Year**

Mary Keenan, Spanish Teacher, PES

**Internal Changes - NO Action**

Beck Baird, from 1-Yr Cross Categorical Teacher, MS, to reg contract Cross Categorical Teacher, MS  
Jacob Foster Dunlap, from 1-Yr Cross Categorical Teacher, MS, to reg contract Cross Categorical Teacher, MS  
Heather May, from 3rd Grade Teacher, AES, to Instructional Coach, AES

Co-Curriculars may be found attached to the extras section of the agenda

H. Approve Summer School Contract Recommendations – may be found attached to the extras section of the agenda.

**XIV. BOARD BUSINESS**

A. Board Reorganization

B. Legislative Update

1. Approval of Letter to the Joint Finance Committee

Hetzel gave an update from the Joint Finance Committee. The board agreed to have Hetzel send out this letter.

C. Correspondence

**XV. FUTURE AGENDAS AND MEETINGS**

A. Agenda Items for Next Board Meeting

B. Special Meetings

4/29/25 MS Tour @ 5pm

4/29/25 Reorganization meeting @ 6pm

A motion was made by Heinrichs, second by Hetzel, to approve the reorganization meeting as presented. Motion carried 7-0

C. Budget Committee

D. Co-Curricular Committee

E. Curriculum Committee - 4/24/25 @ 3pm

F. Facilities Committee

G. Insurance Committee

H. Human Resources Committee - 4/15/25 @ 4pm Negotiations

I. Policy Committee

J. DEI Committee

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

**XVII. OPEN SESSION -NA**

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

**XIX. ADJOURN**

The Board of Education adjourned at 9:09PM on a motion by Engebretson & Heinmann, second by Dotzler, and passed unanimously by voice vote 7-0.

Respectfully submitted,

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Carlena Eaton, Clerk

Date \_\_\_\_\_

CE:rm