

# 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, June 9, 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 Heinrichs, second by Frey, 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**

Ensign- Yes, Frey – Yes, Heinrichs – Yes, Hetzel- Yes, Murray, - Yes, Sonne – Yes  
Eaton arrived at 6:05pm

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

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

- A. Review Minutes of May 12, 2025 Regular Meeting.
- B. Update and Consideration of Legal Matters Related to the School District Including Current and Potential Actions Involving the School District.
- C. Open Enrollment Revocation
- D. Review Individual Administrator, Teacher, Co-Curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements
- E. Review Summer School Contract Recommendations

### **IV. RETURN TO OPEN SESSION**

A motion was made by Hetzel, second by Heinrichs, to adjourn closed session and reconvene in open session. Motion carried 7-0. Time 6:19PM.

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

- A. *Great on Their Behalf* by AJ Crabill book study  
The board and Dr. Brown discussed chapters 2 & 3 of the book *Great on Their Behalf* by AJ Crabill.

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

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

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

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

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

#### **VIII. PUBLIC COMMENTS**

There were no public comments for this meeting.

#### **IX. BOARD REPORTS/RECOMMENDATIONS/ACTION ITEMS**

##### **A. Student Reports**

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

Abigail Anderson and Alena Wagoner from the high school presented to the Board a year end wrap up of what is happening at the high school. The musical for next year has already been determined, the orchestra students are raising money to go to Scotland, the choir students are looking at going on a trip to Chicago since there is low interest in a trip to New York. Softball made it through the first round of the playoffs, many track athletes went to state, the new girl's tennis coach was introduced. Graduation went well. Students just finished up finals, are preparing for summer jobs especially within the school district. The final year survey was shared. There was a decline again with students feeling that they are cared about. Many of the clubs determined their leadership for next year. Abigail and Alena will be the student representatives to the board again next year.

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

1. Members of the board reported that they attended the FFA banquet, the CTE celebration, the Staff retirement recognition celebration, and the 4K end of year celebration. The board indicated in each of the events it was very well done and the level of expertise of the students was very impressive. Dr. Brown wanted to give a special acknowledgement to Michelle McGlynn for the CTE celebration. Brian Grabarski received acknowledgment for the very well done Staff Recognition Celebration.

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

##### **A. DEI Committee**

1. The minutes from the May 19, 2025 DEI committee meeting were reviewed. Murray gave a brief update of the comprehensive plan and revisions that was shared at the DEI meeting.

##### **B. Policy Committee**

1. The minutes from the May 27, 2025 policy committee meeting were reviewed.

Summers summarized the changes to the fund balance policy, the purchasing policy & rule and the open enrollment policy & rule. These are items XB 2-4. A motion was made by Frey, second by Hetzel, to approve the Fund Balance policy. Purchasing policy & rule and the Open Enrollment policy & rule as presented. Motion carried 7-0.

###### **2. Policy 662.3 Fund Policy**

###### **3. Policy 672.1 and 672.1 Rule Purchasing Policy**

###### **4. Policy 423 & 423 Rule 1 Open Enrollment Policy**

###### **5. Policy 363.2 Rule 1 Student Staff Relationships Policies**

Grabarski summarized the changes to policy 363.2 Rule 1. A motion was made by Sonne, second by Frey to approve Policy 363.2 Rule 1 as presented. Motion carried 7-0.

###### **6. Policy 345.41 3rd Grade to 4th Grade Promotion & Retention Policy**

Amy Johnson summarized the need for this new policy as per Act 20. A motion was made by Heinrichs, second by Frey, to approve the 3<sup>rd</sup> to 4<sup>th</sup> grade promotion and retention policy

as presented. Motion carried 7-0.

7. Policy 345.7 Graduation Requirements Policy

Schell summarized the changes to 345.7 Graduation Requirements Policy. This policy will while approved now will not be fully implemented until the 2026-27 school year. A motion was made by Murray, seconded by Hetzel, to approve the 345.7 Graduation Requirement policy as presented. Motion carried 7-0.

8. 771 and 771 Rule (1) & (2) Copyright Policies

Schell summarized the changes to Policy 771.1 and 771.1 Rule 1 and to repeal Policy 771 Rule 2 all regarding Copyright. A motion was made by Sonne, seconded by Heinrichs, to approve the Copyright policy changes as presented. Motion carried 7-0.

C. Curriculum Committee

1. The minutes from the June 2, 2025 curriculum committee meeting were reviewed.

Heinrichs recommended that the full board watch the elevate presentation. It was very well done.

2. Testing and Assessment Schedule for 2025-2026

Schell & Johnson presented the testing and assessment schedule for 2025-2026. A motion was made by Heinrichs, second by Murray, to approved the schedule as presented. Motion carried 7-0.

3. Proposed Academic Achievement Goal

Brown presented the administrative recommendation of our district's academic goal to focus on the district and all six schools reaching and maintaining Significantly Exceeds Expectations on the state accountability report cards by 2029. A motion was made by Hetzel, second by Sonne, to approve the district's academic goal as presented. Motion carried 7-0.

D. Budget Committee

1. The minutes from the June 4, 2025 budget committee meeting were reviewed.

2. Consideration of the Second Draft of the 2025-2026 Budget

Allie Newton presented the second draft of the budget for the 25-26 school year. Please note that the second draft of the budget is based on the following:

1. The \$0/student increase in the per pupil categorical aid, with a \$325/student increase in the revenue limit formula

2. The personnel cost line includes an inflationary salary increase of 2.95%, implementation of the teacher and classified staff compensation systems, implementation of the classified staff operational referendum funds pay adjustments, a 0% increase in dental insurance rates, and a 5% increase for health insurance rates, utilities, and transportation.

3. The capital maintenance projects are funded from Fund 49

4. The second draft includes an increase of 2.4 FTE, as outlined on page 13 of the document. The second draft includes an additional 1.0 FTE for Arboretum Elementary School Nursing Staff. This Nursing Staff is related to an individual need. These services were contracted out in 24-25 and the service would be more cost-effective and consistent for the student if we hired our own staff.

5. The debt service fund includes the financial plan from the last borrowing that the board approved in March.

6. Updates to the Food Service budget (Fund 50), and other budgets as a result of School Board approved student fees.

7. Updates to the gift fund (Fund 21)

8. All of the remaining budget requests have been placed on hold at this time.

A motion was made by Frey, second by Heinrichs, to approve the second draft of the budget as presented. Motion carried 7-0.

3. Consideration of 2025-2026 Lease Agreements

Newton summarized the request of approval for the administrative recommendation to approve the lease with the Wisconsin Youth Company lease changing from \$2,900 to \$3,000 per building. A motion was made by Hetzel, second by Murray, to approve the lease agreement with the Wisconsin Youth Company as presented. Motion carried 7-0.

4. Consideration of Fund Balance Classifications

Newton summarized the consideration of the fund balance classifications. A motion was made by Sonne, second by Eaton, to approved the Fund Balance Classifications as presented. Motion carried 7-0.

5. Consideration of 24-25 Budget Revisions

Newton summarized the 24-25 formal budget change process. A motion was made by Hetzel, second by Heinrichs, to approve the 24-25 Budget Revisions as presented. Motion carried 7-0.

E. Facility Committee

1. The minutes of the June 4, 2025 facility committee meeting were reviewed.

2. Consideration of Capital Projects Approval

Cramer and Summers summarized the district-wide capital maintenance requests for this month. A motion was made by Frey, second by Eaton, to approve the district-wide capital maintenance requests as presented. Motion carried 7-0.

F. Co-Curricular Committee Meeting

1. The minutes from the June 5, 2025 co-curricular committee meeting were reviewed.

2. Co-Curricular Handbook Updates

Conrad summarized and answered questions regarding the co-curricular handbooks. A motion was made by Murray, second by Sonne, to approve the handbooks as presented. Motion carried 7-0.

a. 2025-26 Booster Club Handbook

b. 2025-26 High School Co-Curricular Code

c. 2025-26 Middle School Co-Curricular Code

d. 2025-26 Coaches Handbook

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

A. Administrative Reports/Action Items

1. DPI Disproportionality Data Update

Tiffany Loken gave an update on the DPI Disproportionality Data.

2. Student Financial Assistance Fund Update

Ensign gave an update on the Student Financial Assistance Fund. She thanked all the donors for their generosity.

3. 2024-2025 End of School Year Review

Dr. Brown provided a update of the 2024-2025 WCSD school year.

Dr. Brown also updated the board on the CTE Grant reimbursement of \$58,703.

4. Announcements/Correspondence – N/A

**XII. CONSENT AGENDA**

Ensign acknowledge the donation of the Saxophone and the Pride Flags.  
Ensign also mentioned that the amazing donations that were given toward local scholarships to graduating seniors.

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

**A. Finance**

**1. Monthly Finance Reports**

Attached you will find the Budget Status report as of May 31st, 2025 and the Cash Reconciliation report for April 2025.

**B. Approval of Checks**

Attached in the "extras" section of BoardBook, please find a list of the accounts payable payments issued during the month of May 2025.

**C. Consideration of School Safety Drills**

**D. Consideration of Dane County Driver Education Scholarship Program**

**E. Consideration of Secondary Education Family Handbooks.**

**F. Consideration of the Aquatic Center Handbook**

**G. Consideration of the Substitute Teacher Handbook**

**H. Consideration of F1 Visa Student to the High School**

**I. Gifts and Field Trips**

**1. Gifts**

a. 6 Pride Flags - The Waunakee IDEA Group - \$54.25

b. Alto Saxophone from Judy & Robert Hughes valued at \$2,500-\$3,000

**2. Field Trips**

a. Final Consideration of the HS China Trip June 15-29, 2025

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

**New Administrative Staff**

Emily Morehouse, Co-Principal, HES

**New Teacher Staff**

Lisa Byczek, 6th Grade Teacher, IS

Ashley Chrisler, Cross Categorical Special Education Teacher, HES

**Luke Franda**, English Teacher, HS

Laura Hansen, 1-Year 20% Physical Therapist, District

Amy Heatherman, Cross Categorical Special Education Teacher, IS

Samantha Pilsner, 1-Year Spanish Teacher, PES

**New Support Staff**

Isatou Ceesay, Custodian, HS

**Resignations**

Beth Crook De Valdez, Art Teacher, HS

Brygida Dodge, Para Educator Special Education, HES

Caitlynn Hoff, Math Teacher, HS

Brooke Knowles, LMTC Assistant, AES

Ava Margala, Para Educator Regular Education, AES

Kari Roepke, Cross Categorical Teacher, HES

Eden Statz, 2nd Grade Teacher HES

Micah Thingvold, 6th Grade Teacher, IS  
Joseph Verstynen, Para Educator Special Education, MS  
Elizabeth Winiecki, Reading Interventionist, IS

**Terminations**

Shalonda Money, Custodian, HS

K. Summer School Recommendations

**XIII. BOARD BUSINESS**

A. Legislative Update

Carly Joint Finance will be considering budget on Thursday.

**XIV. FUTURE AGENDAS AND MEETINGS**

Tour MS HS June 16 10am MS Office - tF CE

Summer Work SHop Board August 18th. 5:30pm DH CE all in.

adjourn

TF DH all in 8:27

A. Agenda Items for Next Meeting

B. Special Meeting

C. Budget Committee -

D. Co-Curricular Committee

E. Curriculum Committee

F. DEI Committee

G. Facility Committee

H. Human Resources Committee

I. Policy Committee

**XV. RETURN TO CLOSED SESSION - (if necessary) to complete agenda as listed under agenda item III**

**XVI. RETURN TO OPEN SESSION**

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

**XVIII. ADJOURN**

Respectfully submitted,

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Carlena Eaton, Clerk

Date \_\_\_\_\_

CE:rm