

# 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, May 12, 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 Heinrichs, 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 7-0 on a roll call vote. Time 6:00PM

### **II. ROLL CALL**

Eaton – Yes, Ensign- Yes, Frey – Yes, Heinrichs – Yes, Hetzel- Yes, Murray, - Yes, Sonne – Yes

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

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

- A. Review Minutes of the April 14, 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. Review Student Discipline/Expulsion Recommendation  
A motion was made by Hetzel, second by Heinrichs, to approve the decision as presented. Motion carried 7-0.
- D. Review Individual Administrator, Teacher, Co-Curricular, Support Staff & Custodial Recommendations, Resignations, Leaves & Retirements
- E. Review Individual Co-Curricular / Recommendations  
There are no Co-Curricular updates as of the release of the agenda.
- F. Review Summer School Contract Recommendations

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

A motion was made by Frey, second by Sonne, to adjourn closed session and reconvene in open session. Motion carried 7-0. Time 7:02PM.

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

- A. *Great on Their Behalf* by AJ Crabill book study  
There was not time for Board Development at this meeting.

Ensign reconvened the open session of the meeting at 7:05pm by welcoming all in attendance.

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

- A. A motion was made by Hetzel, second by Frey, to approve the minutes of the April 14, 2025 regular meeting, the April 28, 2025 curriculum presentations meeting and the April 29, 2025 re-organizational meeting as posted. Motion carried 7-0.

**VII. APPROVAL OF AGENDA AND ADDITIONS**

A motion was made by Heinrichs, second by Eaton, to approve the agenda as presented with changes to the order of the student reports, teacher report, the Dane County New Teacher Project comments and the Waunakee Community Services Department presentation.

**VIII. PUBLIC COMMENTS**

There were no email or in person public comments.

- A. The Waunakee Community Services Department Presents the Friends of the Community Award.

Sue McDade and other members of the Waunakee Village Center presented the Friends of the Community Award to the Waunakee Community School District.

- B. Dane County New Teacher Project

Heather Lott, Tom Howe, and Sharon Nelson thanked the district for the great collaboration with the Dane County New Teacher Project. They will now be affiliated with CESA 2.

They introduced the new director, Jaren Bailey.

**IX. TEACHING STAFF, STUDENTS, & BOARD**

**REPORTS/RECOMMENDATIONS/ACTION ITEMS**

- A. Student Reports

1. Student Council Report

Alena Wagoner the student representative from the high school presented to the Board on what is occurring at the high school. Students at the high school have done a great job with the band concert, orchestra concert, the musical, and the music and drama group. They have also had success with track, boys golf, boys and girls lacrosse. The students have been busy completing a NIL workshop, AP testing, a student climate survey and preparing for finals. They have been planning for next year by having elections for class officers, National Honor society, DECA, FBLA and others. Students taking summer trips include, Spanish club, Science club and Mandarin club. Both Alena and Abby are in FFA and they personally invited the Board to attend the FFA banquet on May 23<sup>rd</sup>.

2. Foreign Exchange Students Recognition

Dr. Brown recognized the following Foreign Exchange Student that attended the Waunakee High School in 2024-2025. Francisco Alvarez – Argentina, Carmen Delgado – Spain, Emma Bayette – France, and Louisa Linkmeyer – Germany.

3. Warrior Spotlight

The High School Youth Apprenticeship Program and the Middle School Skills USA Group shared information with the board.

- B. Staff Report

Molly Swanhorst from the WTA updated the board. They appreciate the work and explanation regarding the health insurance, however the timeline was rather tight and they ask that in the future more time be given for staff to ask questions. They appreciate the WTA participation in scholarship night and the WTA has announced that the Friend of Education is the Daughters of revolution. The WTA representation has been determined. They are looking forward to continuing negotiations, including the meet and confer portion, with the district administration.

- C. Board Reports/Action Items

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

Members of the board attended the WASB New Board member orientation and the HS musical “You’re a Good Man Charlie Brown” WASB New Board member orientation You are a Good Man Charlie Brown

2. CESA 2 Delegate Convention June 2025

The CESA 2 Delegate convention is scheduled for Tuesday June 17, 2025 @ 7pm. Dawn Heinrichs will be our delegate.

3. Board 2025-2026 Committee Assignments

Board President, Joan Ensign and Vice President Dawn Heinrichs, shared the Board's committee assignments that they recommend based on the committee membership interest survey each member filled out as part of the reorganizational process.

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

A. Budget Committee

1. The minutes of the budget committee meeting on May 5, 2025 were reviewed.

2. 2025-2026 Planning

Newton presented and answered questions regarding items 2a-2g.

A motion was made by Heinrichs, second by Hetzel, to approve the first draft of the budget, 25-26 student fees, 25-26 facility use fees, and the review of funds 10, 27, 50 & 80 as presented. Motion carried 7-0.

a. Approval of First Draft of 2025-26 Budget

The purpose of this agenda item is to review the first draft of the budget for the 25-26 school year. The first 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. An increase of 1.4 FTE, as outlined on page 13 of the document.

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

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

b. Approval of 25-26 Student Fees

The proposed student fees for the 2025-2026 school year are attached to the agenda.

c. Approval of 25-26 Facility Use Fees

The proposed facility use fees for the 2025-2026 school year are attached to the agenda.

d. Review Fund 10

The first draft of the budget includes transferring \$100,000 of utility costs to fund 80 through the use of the DataWrangler service. These funds will be used for continuous improvement teams for each building.

Administration recommended that Lamers purchase all equipment associated with the app and security cameras as presented in their per route increase proposal. The transportation budget will reallocate costs currently being spent in other categories.

As a result of the discontinuation of our participation in the Dane County youth apprenticeship program, Waunakee will be the fiscal agent for our own 25-26 youth apprenticeship program.

e. Review Fund 27

The first draft of the budget includes an additional 1.0 FTE 1:1 para for a new student in the district. Also included is a .4 FTE increase for OT services, which will be funded through state transfer of service. Both special ed coordinator positions would be funded through district funds.

f. Review Fund 50

The operation of the food service program is included in this agenda and the plan for 2025-26 includes the recommended food service fees for the 2025-26 school year. The estimated positive balance is slightly over \$6,000.

g. Review Fund 80

The first draft of the budget includes an expansion of the school resource officer program to include a second officer and the transfer of \$100,000 in utility costs/implementation of DataWrangler in fund 80.

B. Facility Committee

1. The minutes of the May 6, 2025 facility meeting were reviewed.

2. Approval of the Capital Maintenance Requests

Summers presented and answered questions regarding the review of an agenda item that was requested for future discussion (branding) and our standard agenda item for districtwide capital maintenance requests.

a. Branding Projects

A motion was made by Frey, second by Hetzel, to approve the facility branding projects as presented. Motion carried 7-0.

b. Districtwide Capital Maintenance Projects

A motion was made by Hetzel, second by Sonne to approve the capital maintenance projects for May as presented. Motion carried 7-0.

C. Human Resources Committee Meeting

1. The April 15, 2025 HR negotiations meeting and the May 7, 2025 regular HR meeting minutes were reviewed

2. Consideration of the Tentative Agreement with the Waunakee Teachers Association on Base Wage Increase for 2025-2026.

A motion was made by Heinrichs, second by Eaton to approve the tentative agreement as reached on a base wage increase of 2.95% equally distributed to all members of the teaching group. Motion carried 7-0

3. Consideration of pay increases for 2025-2026 for Administration, Administrative Support, Administrative Assistants, Classified staff, Custodial/Maintenance Staff and supplemental pay for Teachers.

A motion was made by Frey, second by Heinrichs, to approve to approve wage increases for all non-represented employee groups. This includes the WERC-calculated CPI increase of 2.95% for all groups. Administrative/Administrative support Catch-up pay, hourly advancement within the salary schedule and Teachers supplemental pay. Motion carried 7-0.

4. Consideration of additional pay increases for 2025-2026 for Administrative Assistants, Classified Staff, and Custodial / Maintenance Staff using Operational Referendum Funds.

A motion was made by Frey, second by Heinrichs, to approve using the first \$500,000 of Operational Referendum funds to raise hourly employees to a more competitive wage as compared to Dane County peer districts, using proposal #1 to reach this goal. Motion carried 7-0.

5. Consideration of Staff Employment Guidelines (Handbooks)

A motion was made by Sonne, second by Murray, to approve the three employee guidelines as presented. Motion carried 7-0.

D. Curriculum Committee Meeting

1. The minutes of the April 24, 2025 curriculum Committee Meeting

2. Textbook Requests - Approvals

Schell presented and answered questions regarding this year's textbook requests and includes the Algebra 1 adoption for the High School in addition to the Intermediate and Middle School mathematics adoptions.

3. Curriculum Project Requests-Approvals

Schell presented and answered questions regarding this year's summer curriculum project requests.

A motion was made by Heinrichs, second by Sonne, to approve this year's textbook requests and summer curriculum projects as presented. Motion carried 7-0

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

A. Administrative Reports/Action Items NA

1. Announcements/Correspondence NA

**XII. CONSENT AGENDA**

Ensign acknowledged the scholarship donors, Cooper and Tweed for their generous donations to the music students over the years.

A request was made to pull out the 26-27 draft calendar as well as the open enrollment information.

The board asked questions and discussed the change to the K-6 handbook regarding birthday celebrations. The students will still be recognized and celebrated, but families are asked to not bring anything to school to share.

A motion was made by Hetzel, second by Heinrichs to approve the consent agenda as posed without the 26-27 calendar and the open enrollment.

A motion was made by Heinrichs, second by Sonne, to approve the open enrollment as presented. Motion carried 6-0, 1 abstain.

Brown presented the 26-27 calendar and pointed out the changes made which included more PD days for the teaching staff and included 4 virtual days for the 7-12 students. After much discussion, a motion was made by Murray, second by Heinrichs to approve the 26-27 teacher calendar as presented. Motion carried 6-1.

A. Approval of Checks

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

1. Monthly Financial Reports

Attached you will find the 2024-25 Budget Status report as of April 30th and the Cash Reconciliation report for March 2025.

B. Cooper and Tweed Scholarships

There is 1 Tweed winner and there are 3 Cooper winners. The winners remain a surprise until the May 14, 2025 High School Senior Awards & Honors program.

C. Consideration of K-6 Family/Student Handbook

Attached please find a memo outlining the changes to the K-6 handbook. The handbook is attached to the extras section, for your reference.

D. Consideration of 2025-26 Pupil Transportation Handbook

The purpose of this agenda item is to request School Board approval of the attached 2025-26 Pupil Transportation Handbook.

E. Consideration of Open Enrollment Applications for 2025-26

The purpose of this agenda item is to approve the 25-26 open enrollment in/out students.

F. Consideration of Foreign Exchange Students for the 2025-2026 school year

G. Consideration of the 2026-2027 Teacher Calendar

H. Dane County New Teacher Project Intergovernmental Agreement

I. Safety Drills Report

J. Gifts and Field Trips

1. Gifts

2. Field Trips

a. FBLA National Leadership Conf. - Anaheim CA June 28-July 3

b. Future Problem Solving Program World Finals June 4-June 8 - Bloomington Indiana

c. Middle School Washington DC - June 12 - June 18 2025

d. Science & Service trip to Sweden and Denmark - June 16-24, 2025.

e. Middle School Skills USA Nationals Trip - Atlanta, GA - June 23-28, 2025

f. Physics Lab Trip to Great America, Gurnee IL May 23, 2025

g. HOSA Leadership Conference Nashville TN June 17-22, 2025

h. Spanish Trip - Spain June 19-30, 2025

K. Review Individual Teacher/Administrative/Administrative Support Contract

Recommendations, Resignations, Leaves, and Retirements/Resignations.

**New Teacher Staff**

**Brandi Endres**, Cross Categorical Special Education Teacher, AES

Sarah Eiserman, Cross Categorical Special Education Teacher, HS

Priscila Espinoza Castillo, Bilingual Speech & Language Pathologist, HES & IS

**Samantha Jean**, Cross Categorical Special Education Teacher, MS

Delaney Quinton, Cross Categorical Special Education Teacher, HS

Isabelle Travanty, Orchestra Teacher, MS

Adrianna White, 3rd Grade Teacher, AES

Sarah Wilke, Speech & Language Pathologist, HS

**New Support Staff**

Charli Anderson, Para Educator Regular Education, HES

Justin Pruess, Para Educator Special Education, IS

Alexandrea Ralph, Para Educator Special Education, MS

Bart Rhoades, Custodian, HS

**Retirements**

Stacey Barmore, Para Educator Regular Education, IS  
John Gillis, Head Custodian, HES

### **Resignations**

Sarah Baumgartner, Special Education Teacher, IS  
**Alma Lopez**, ELL Para Educator, HS  
Cannon Marx, Para Educator Special Education, AES  
**Richard Rischette**, Crossing Guard  
Molly Swanhorst, English Teacher, HS  
**Jeff Willauer**, Tech Ed Teacher, HS

### **Terminations**

Allison Althoff, Custodian, HS

There were no Co-Curricular staff updates for this meeting.

L. Summer School Recommendations – posted in the extras section of the agenda.

### **XIII. BOARD BUSINESS**

#### **A. Board of Education Coaching**

Brown presented and answered questions regarding the 2 options for board coaching. The board had a few questions they wanted answered before making a decision and wanted to get further in the book study they are currently in.

1. CESA 6 - Ted Neitkze
2. AJ Crabill - Author of *Great on Their Behalf*.

#### **B. Correspondence - NA**

1. Staff Recognition Celebration - May 16, 2025 starting at 6:30PM at the High School

### **XIV. FUTURE AGENDAS AND MEETINGS**

#### **A. Agenda Items for Next Meeting**

#### **B. Special Meeting**

Schedule a special meeting to discuss HS/MS Campus.

A motion was made by Hetzel, second by Sonne, to approve the special meeting on June 23, 2025 at 5:30pm. Motion carried 7-0.

#### **C. Budget Committee – June 4, 2025 @ 7:30am**

#### **D. Co-Curricular Committee – June 5, 2025 @ 7:30am**

#### **E. Curriculum Committee – June 2, 2025 @ 4pm**

#### **F. Facility Committee – June 4, 2025 @ 8:15am**

#### **G. DEI Committee – May 19, 2025 @ 5:30pm**

#### **H. Human Resources Committee**

#### **I. Policy Committee – May 27, 2025 @ 7:30am**

### **XV. RETURN TO CLOSED SESSION - NA**

### **XVI. RETURN TO OPEN SESSION - NA**

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

### **XVIII. ADJOURN**

The Board of Education adjourned at 9:16PM on a motion by Heinrichs second by Eaton, and passed unanimously by voice vote 7-0.

Respectfully submitted,

Carlena Eaton, Clerk

Date \_\_\_\_\_

CE:rm