



BOARD OF EDUCATION NORMS

Our norms are meant to guide our work and keep us focused. These norms (collective commitments) are in alignment with our Board Governance Policies; District Vision, Mission, and Priorities. We will begin each meeting reminding ourselves and our guests of our working commitments.

1. Be prepared; stay informed; listen to others and be open to differing opinions and perspectives – being inquisitive, reflective, and respectful; checking our biases and agendas at the door; we will thoughtfully and objectively discuss the facts of the situation and not personalize issues or policies
2. Ensure open and clear communications, and maintain transparency – no surprises
3. Remain objective, forward thinking, and open minded – respect the opinions of others
4. Maintaining professional relationships is key – know and respect the roles and responsibilities of the Board (governing), administration (tactical), and staff (operational)
5. Start on time, end on time, stay on task
6. When a Board decision is made, we accept and abide by the decisions both publicly and privately – we accomplish more united than divided
7. Honor and protect the expectation of confidentiality of all topics addressed, and discussions held, in closed sessions

SCHOOL BOARD MEETING AGENDA

Tuesday, March 15, 2022 – 5:30 p.m.

Waupaca High School Community Room

Live Stream: <https://youtu.be/CIP5nvSkqJl>

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda." (See [Board Policy 0166](#))

- I. President's Comments and Pledge of Allegiance
- II. Call to Order
- III. Roll Call
- IV. Approval of Agenda
- V. Public Comment (see [Board Policy 0167.3](#))
- VI. [Review of Board Meeting Norms](#)
- VII. Consent Agenda
 - A. Approval of Minutes
 1. [February 8, 2022, Regular Board Meeting](#)
 2. [February 14, 2022 Special Board Meeting](#)
 3. [February 21, 2022, Policy Committee Meeting](#)
 4. [February 22, 2022 Special Board Meeting](#)
 5. [March 3, 2022 Personnel Committee Meeting](#)
 - B. Financial Reports
 1. [Understanding School District Financial Statements](#)

2. [Accounts Payable](#)
3. [Cash Receipts](#)
4. [Treasurer's Report](#)
5. [Budget to Actual Comparison by Fund Groups](#)
- C. Personnel
 1. Retirements – End of 2021-2022 School Year
 - a. [Mark Kryshak – WHS Instrumental Music Teacher](#)
 - b. [Charles Peters - WHS At-Risk Teacher](#)
 2. Resignations
 - a. [Melissa Cook – WHS Health Aide](#)
 - b. [Riley Bicanic – WMS Speech-Language Pathologist](#)
 3. Hires – 2021-2022 School Year
 - a. [Kathleen \(Alan\) Hammond – Temporary Part-Time WHS Music Instructor](#)
 - b. [Michele Miller – WMS Ed. Asst.-Spec. Ed.](#)
 4. Job Share Agreement – 2022-2023 School Year (Continuation of Current Agreement)
 - a. [Nancy Pulvermacher and Kareene Hansen – WMS 7th Grade Teacher](#)
 5. Extra Curricular Coaches and Advisors – 2021-2022 School Year
 - a. WHS Volunteer Coaching Positions:
 - (1) David Yeska - Baseball
 - b. WHS Volunteer Advisor Positions:
 - (1) Jon Loken - Robotics
 6. Extra Curricular Coaches and Advisors – 2022-2023 School Year
 - a. WHS Coaching Positions:
 - (1) [Elizabeth Kneer - Varsity Volleyball](#)
- D. [Renewal of CESA 5 Services Contract for 2022-2023](#)
- E. [Renewal of CESA 5 Lease Agreement for 2022-2023](#)
- F. [Chess Club Class 3 Request to Compete in Nationals in April 2022](#)
- VIII. Communications
 - A. National School Breakfast Program Week (March 7-11)
 - B. [Donation of Outerwear to WMS from Calvary Lutheran Church](#)
 - C. [Donation of \\$1,663.50 from the Knights of Columbus](#)
 - D. District Administrator's Report
- IX. Monitoring
 - A. [Update on Strategic Plan](#)
- X. Administration
 - A. [Approval of 2023-2024 School Year Calendar](#)
 - B. Updated Job Descriptions
 1. [Gifted and Talented Teacher](#)
 2. [Interventionists](#)
 3. [Data Analyst](#)
 4. [High School Dean of Students](#)
 - C. [Approval of Donation from Waupaca Foundry Toward Updated HS Fitness Center with Naming Rights.](#)
 1. [Waupaca Foundry Letter of Commitment](#)
- XI. Board Reports
 - A. Student Representative Report
 - B. [WASB Awards:](#)
 1. [Level 1 Award to Dale Feldt](#)
 2. [Level 1 Award to Mark Polebitski](#)
 3. [Level 4 Award to Elizabeth Manion](#)

- C. Linkage Meetings/Visits Update:
 - 1. [Memo Regarding Linkage Meetings](#)
 - 2. [Working Document For Discussion](#)
- D. Upcoming Meetings and Other Activities
 - 1. [March 21, 2022 – Policy Committee Meeting – 5:30 p.m.](#)
 - 2. [March 21, 2022 – WHS 2022 Academic Honors – 7:00 p.m.](#)
 - 3. [March 22, 2022 - Groundbreaking Ceremony for New Maintenance Building - 3:00 p.m.](#)
 - 4. April 5, 2022 - Election Day
 - 5. [April 12, 2022 – Regular Board Meeting – 5:30 p.m.](#)
 - 6. [April 25, 2022 - Special Board Reorganization Meeting - 5:30 p.m.](#)
 - 7. [April 27, 2022 - Policy Committee Meeting - 5:30 p.m.](#)
- E. Policy Committee
 - 1. Recommendation to Approve and Adopt the Following Policies:
 - NEOLA Policy [0167.6](#) Use of Electronic Mail (E-Mail) & Public Records (W166)
 - NEOLA Policy [5113](#) Open Enrollment Program (Inter-District) (W423)
 - NEOLA Policy [5335](#) Care of Students with Chronic Health Conditions (as amended)
 - NEOLA Policy [5430](#) Class Rank
 - NEOLA Policy [5461](#) Children At-Risk of Not Graduating from High School (as amended)
 - NEOLA Policy [5540.01](#) Investigations Involving Suspected Child Abuse
 - NEOLA Policy [5605](#) Suspension/Expulsion of Students with Disabilities
 - NEOLA Policy [5722](#) School-Sponsored Publications and Productions
 - NEOLA Policy [5730](#) Equal Access for Non-District Sponsored Student Clubs and Activities
 - NEOLA Policy [5451.01](#) Wisconsin Academic Excellence Scholarship (W461)
 - NEOLA Policy [6231](#) Annual Operating Budget (W620) (as corrected)
 - NEOLA Policy [6144](#) Revenues from Investments (W652)
 - NEOLA Policy [6620](#) Petty Cash (W662)
 - NEOLA Policy [6610](#) Student Activity Funds Management (W662.1) (as amended)
 - NEOLA Policy [6235](#) Fund Balance (W662.3)
 - NEOLA Policy [6630](#) Staff Cash Handling (W663)
 - NEOLA Policy [8900](#) Fraud Preventions and Reporting (W665)
 - NEOLA Policy [6420](#) Check Signing (W666)
 - NEOLA Policy [6521](#) Payday Schedules (W671.1)
 - NEOLA Policy [6325](#) Procurement Methods for Services, Supplies, Equipment and Other Property (W672.1)
 - NEOLA Policy [6450](#) Local Purchasing (W672.2)
 - NEOLA Policy [6440](#) Cooperative Purchasing (W672.3)
 - NEOLA Policy [7455](#) Management of Capital Assets (W683)
 - NEOLA Policy [6800](#) System of Accounting (W681)
 - NEOLA Policy [6108](#) Authorization to Make Electronic Fund Transfers
 - NEOLA Policy [6110](#) Federal Funds
 - NEOLA Policy [6111](#) Internal Controls
 - NEOLA Policy [6112](#) Cash Management of Grants
 - NEOLA Policy [6114](#) Cost Principles - Spending Federal Funds
 - NEOLA Policy [6116](#) Time and Effort Reporting
 - NEOLA Policy [6120](#) Safety Deposit Box
 - NEOLA Policy [6146](#) Post Issuance Tax Exempt Bond Compliance
 - NEOLA Policy [6147](#) Debt Management
 - NEOLA Policy [6150](#) Tuition Income
 - NEOLA Policy [6220](#) Budget Preparation

- NEOLA Policy [6230](#) Budget Hearing
- NEOLA Policy [6320](#) Purchasing
- NEOLA Policy [6330](#) Leasing School Property
- NEOLA Policy [6460](#) Vendor Relations
- NEOLA Policy [6470](#) Payment of Invoices
- NEOLA Policy [6510](#) Payroll Authorization
- NEOLA Policy [6670](#) Trust and Agency Funds
- NEOLA Policy [6680](#) Recognition (W192)
- NEOLA Policy [6700](#) Fair Labor Standards Act (FLSA)
- NEOLA Policy [6830](#) Audit
- NEOLA Policy [6520](#) Payroll Deductions (W671.3/W671.3-R1)
- NEOLA Policy [9130.01](#) Reconsideration of Library Materials (W871)
- NEOLA Policy [9150](#) School Visitors (W861)
- NEOLA Policy [9700.02](#) Distribution/Posting of Non-School Related Materials (W852)
- NEOLA Policy [9700.03](#) Sales and Solicitations on School Property (W850)

F. Personnel Committee

1. [Recommendation on 2022-2023 Staff Salary/Wage Increase](#)
2. [Recommendation on Core Academic Staffing](#)

XII. Adjourn into Closed Session pursuant to Wis. Stats. § 19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and pursuant to Wis. Stats. § 19.85(1)(f), Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Specifically to discuss a possible nonrenewal of a teacher.

XIII. Return to Open Session (if necessary)

XIV. Adjournment

End Notes: The times listed on the agenda are approximate and subject to change. Questions regarding agenda items may be directed to the Committee Chairperson identified below.

* The Board utilizes a “consent agenda” to approve decisions the Board has already determined to be within the domain of the District Administrator. As such, the Consent Agenda may be approved by a single motion without discussion. Only the Board as a whole may remove an item for separate Board action. *Board Policy I.I.*

Committee Chairperson and Phone Numbers

Board President – Stephen Johnson – 715-258-9530	Building & Grounds – Steve Klismet – 715-281-8951
Finance – Dale Feldt – 715-227-1984	Policy – Patrick Phair – 715-340-3895
Personnel – Betty Manion – 715-572-3362	Instructional – Mark Polebitski – 715-707-0118
Student Services – Steve Hackett – 715-258-9626	