

**SCHOOL BOARD MEETING MINUTES**  
**December 13, 2016 Regular Meeting**

Pursuant to the regulations, the regular board meeting was held on the above date in the Waupaca Middle School Library

**President's Comments and Pledge of Allegiance:**

Stephen Johnson welcomed everyone and asked Matt and Craig of the LIVE program to lead the Board in the Pledge of Allegiance. Present Stephen Johnson presented Connie Baldwin a plaque recognizing her years on the Board.

**Call to Order:**

The meeting was called to order by Stephen Johnson at 5:16 p.m.

**Roll Call:**

Present: All board members present.

**Also Present:**

Maureen Markon, Chad Pritzl, Carl Eggebrecht, Rob Becker, Carl Hayek, John Erspamer, Greg Nyen, Rhonda Hare, Julie Eiden, Glenn Flatoff, Lee Nowicki, Dar Pflugardt, Jamie Trzebiatowski, Terri Brooks, Sue Woodliff, Scott Van Ess, Mathew Lawniczak, Abby Beauchene, Tricia Price, Rachel Akey, Mary Feldt, Lisa Ash, Tom Reif, Reid Rashke and Dale Feldt

**Approval of Agenda:**

A motion was made to approve the agenda by Steven Shambeau and seconded by Steve Hackett. Motion passed unanimously on a voice vote 6-0.

**Public Comment –**

None to report.

**Approval of Minutes:**

Motion by Steve Hackett and second by Patrick Phair to approve the November 8, 2016 minutes. Motion passed unanimously by voice vote 6-0.

Motion by Sandra Robinson and second by Steven Shambeau to approve the November 28, 2016 special board meeting minutes. Motion passed unanimously by voice vote 6-0.

Motion by Patrick Phair and second by Steven Shambeau to approve the December 8, 2016 special board meeting minutes. Motion passed unanimously by voice vote 6-0.

## **Communications**

### Community Partnership and Recognition:

The Board recognized Reid Raschke and the Waupaca Breakfast Rotary Club for all the efforts and donations made on behalf of the staff and students of the Waupaca School District.

Donations: Motion by Sandra Robinson and second by Steven Shambeau to accept the following donations with gratitude. Motion passed unanimously by voice vote 6-0.

--- Band instruments from Mike Nellis – valued at \$425.00

--- \$623.89 to from Knights of Columbus to the Special Education Department

The Board also recognized Monica Reeves and her staff and crew of the play “John Lennon and Me” for receiving the All State Award and the Waupaca High School athletic program for receiving the National Athletic Trainers’ Association “Safe School Award”

### District Administrator’s Report:

Mr. Nyen gave a brief update on recent events and opportunities throughout the District.

## **Board Monitoring –**

Academic Achievement – Art/Music/PE: The Board was given a chance at this meeting to observe and enjoy some of the talents of Waupaca students in the area of music, art and physical education. Additionally our various art, music and PE teachers were on hand to review and answer questions regarding the programs available in our District.

## **School Board:**

### Meetings Attended:

Sandra Robinson reported on a webinar she attended regarding FLSA and District Compliance.

Upcoming Meetings: Verbal updates on upcoming meetings and activities were provided and outlined.

December 1, 2016 – January 3, 2017 – Declarations of Candidacy Papers may be filed

December 23, 2016 – Deadline for Filing non-candidacy papers

January 10, 2017 – Regular Board Meeting – 5:45 p.m.

January 18-20, 2017 – WASB State School Board Convention - Milwaukee

2016-2017 - WASB Legal Webinars – Various Dates

#### Committee Meetings:

Placement of School Nurse Position - A motion was made by Sandra Robinson, per committee recommendation to move the school nurse positions, currently held by Jamie Trzebiatowski and Terri Brooks to conform to the teachers' salary schedule. The motion carried unanimously on a voice vote.

Restructure of Maintenance/Custodial Pay Schedule, Restructure of Secretary/Educational Assistant Pay Schedule and Restructure of Central Office Pay Schedule - A motion was made by Sandra Robinson, per committee recommendation, to approve the restructuring of the above mentioned pay schedules and implement these adjustments effective January 1, 2017. The motion carried unanimously on a voice vote.

Additional Special Education Teacher and Additional Educational Assistant/Special Ed. – A motion was made by Sandra Robinson, per committee recommendation, to approve an additional special education teacher and educational assistant.. The motion carried unanimously on a voice vote.

Robotics Stipend – A motion was made by Sandra Robinson, per committee recommendation, to approve a one-time stipend to Rob Becker as the Robotics coach for 2016-2017. The motion carried unanimously on a voice vote.

#### Election of Board Treasurer:

Nominations were accepted for the position of Board Treasurer. Betty Manion nominated Sandra Robinson. Patrick Phair seconded. Hearing no other nominations – Sandra Robinson was elected as Treasurer by a unanimous vote.

Resolution 121316 – A motion was made by Patrick Phair and seconded by Betty Manion to approve resolution 121316-3 updating the names of the authorized signatures for financial withdrawals. The motion carried unanimously on a voice vote.

School Visits:

None to report.

**Administrator:**

Facility Use Policy – A motion was made by Steve Hackett and seconded by Sandra Robinson to approve the facility use policy 830, 830.1, 830.2 and 830.3 as presented. The motion carried unanimously on a voice vote.

Board Member Compensation Policy – A motion by Sandra Robinson and second by Steven Shambeau to approve the policy governance policy “Board Member Compensation and Expenses” as presented includes limiting language for reimbursement for up to 3 meetings in a 24 hour time period and a limit of one school visit per month shall be reimbursed . The motion carried unanimously on a voice vote.

Community Engagement – A motion was made by Patrick Phair and seconded by Betty Manion to engage Drew Howick of Patina Solutions, in the Future Search process but explore the possibility to exit contract if there is insufficient community interest. The motion carried on a 4-2 voice vote.

Haberkorn Field Options:

The Board met on December 8<sup>th</sup> to review the various options regarding Haberkorn Field, District Administration Offices and the High School sports facilities. A motion was made by Patrick Phair and seconded by Steven Shambeau to adopt resolution 121316 allowing community members, organizations and business to contribute to a separate fund to be used for the construction costs associated with the project of developing a new athletic complex located on the Waupaca High School campus. The motion carried unanimously on a voice vote.

**Consent Agenda:**

A motion by Sandra Robinson and second by Steve Hackett to approve the consent agenda. Motion passed unanimously on a 6-0 roll call vote.

- A. Financial Reports
  - 1. Accounts Payable
  - 2. Cash Receipts
  - 3. Treasurer’s Report
- B. Personnel

1. Resignations
    - a. Marie Lang – Food Service
    - b. Melessa Miller – Educational Assistant – Special Ed.
  2. Hires
    - a. Jill Lencki – MS Secretary
  3. Extra-Curricular Assignments
    - a. Rick Simonson - 5<sup>th</sup> & 6<sup>th</sup> Grade Basketball
    - b. Erin Eller – DI Coach
    - c. Colleen Larson – DI Coach – 2 teams
    - d. Katelyn Pauling – DI Coach
    - e. Luke Hass – Girls Basketball
    - f. Volunteers
      - 1) Allison Dezurik-Otto – Girls Hockey
      - 2) Benjamin Lena – Girls Hockey
- C. Administration
1. Revised Job Descriptions
    - a. Lead Custodian
    - b. Custodian
    - c. Maintenance – Class 1
    - d. Maintenance – Class 2
    - e. Payroll Specialist
    - f. Accounts Payable Specialist
    - g. Human Resource Liaison/Accountant
  2. Bus Bid – 2 2018 IC-International buses from Mid-State Truck for a total cost of \$174,580.00

**ADJOURNMENT:**

A motion was made by Steven Shambeau and seconded by Betty Manion to adjourn the meeting at 7:25 p.m. Motion carried unanimously on a voice vote.

**Enclosures:** WASB Review, Wis. Taxpayer, Thank You from TeBeest Family and Thank You Notes sent for Bus Driver Appreciation Gifts.

Date_____	Date_____
Stephen Johnson, President Board of Education	Patrick Phair, Clerk Board of Education