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**JOINT SCHOOL BOARD-GOVERNANCE COUNCIL  
CHARTER SCHOOL CONTRACT COMMITTEE MEETING MINUTES  
January 25, 2024 – 1:00 p.m.  
Waupaca High School Community Room and [Live Stream](#)**

**Welcome and Call to Order:**

The meeting was called to order by Committee Chairperson Dale Feldt at 1:04 p.m.

**Roll Call:**

Present in the WHS Community Room: Chairperson Dale Feldt and Committee members Steve Klismet, Sandy Robinson, and Autumn Beese. Additionally, Board member Ron Brooks was present.

Excused: Committee members Betty Manion, Megan Sanders, and Becky Lange.

**Also Present:**

Present in the WHS Community Room: Ron Saari, Sandy Lucas, and Carrie Naparalla.

**Approval of Agenda:**

A motion was made by Steve Klismet and seconded by Sandy Robinson to approve the agenda as presented. The motion carried unanimously on a voice vote.

**Review of Committee Meeting Norms and Commitments:**

The Committee reviewed their collective norms and commitments.

**Review and Revise Draft Multi-Year Contract:**

Definition of Operational Budget:

This was held over from the last meeting for further discussion. Committee member Sandy Robinson pointed out that CEC Inc. funding is not operational funding, so, therefore, she interprets this definition as only referencing items covered with District funding. She added that there is a difference between operational budget and capital improvement projects, pointing out that capital projects and other funding are in the CEC's annual report.

After further discussion, the Committee agreed that "operational budget" pertains to funds coming from the District which are needed to operate the Charter School, and that it is understood to be an annual budget. Therefore, the definition was slightly revised to reflect that, and the unnecessary language was stricken.

There was some additional discussion regarding inclusion of the proposed language relating to the annual audit, and it was determined that it was not necessary so it was stricken.

The Committee now approved the language as revised.

Updated Liability Insurance Minimum Limits in Section 3.14:

The Committee did not have the updated information for the liability insurance limits, so this still remains to be finalized.

Wordsmith First Paragraph of Articles 8 and 9:

The Committee reviewed the proposed language. For the most part, the Committee agreed with the language, but Mrs. Robinson pointed out that there could be something egregious where immediate action is needed. But, in any event, it should not come as a surprise. It was suggested that perhaps legal counsel and/or WRCCS review the language.

The Committee approved the language as it was written in both sections.

Review Section 10.14 to Determine Appendices to be Incorporated:

This section is listed in the WRCCS model contract as “optional”, so it was up to the Committee to determine if they wanted to incorporate any of it in the new CEC contract. Because many of the items listed are on the website and/or change from year to year, it was recommended, and the Committee agreed, to delete it in its entirety and not include it in the contract.

Benchmarks:

The Committee agreed to use the WRCCS Model Contract Benchmarks document as a starting point for entering the benchmarks for the new contract. Mrs. Robinson added that, in the past, she included the benchmarks on the contract too, but it is not necessary that be done now.

The Committee then went through the Mandatory Contract Benchmarks, completing Section A-Benchmarks Required for a DPI School Code.

With regard to Section B-Benchmarks Required for Federal Charter Schools Program Funds, Mrs. Robinson wanted to further review a couple of them in more detail, so the Committee will finalize those at the next meeting.

**Homework:**

Chairperson Dale Feldt advised that the District and Governance Council teams each need to review the entire contract. Mrs. Robinson advised that, if the Committee wanted to, the contract could be shared with the WRCCS for their review as well. Mr. Feldt added that he wants this contract completed in its entirety by the end of February.

**Next Meeting:**

Complete Section B of the Mandatory Contract Benchmarks, and work on Sections C and D of the remaining benchmarks.

**Adjournment:**

A motion was made by Steve Klismet and seconded by Sandy Robinson to adjourn the meeting at 2:22 p.m. The motion carried unanimously on a voice vote.