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**JOINT SCHOOL BOARD-GOVERNANCE COUNCIL  
CHARTER SCHOOL CONTRACT COMMITTEE MEETING MINUTES  
March 12, 2024 – 3:45 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 3:46 p.m.

**Roll Call:**

Present in the WHS Community Room: Chairperson Dale Feldt and Committee members Sandy Robinson and Autumn Beese.

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

**Also Present:**

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

**Approval of Agenda:**

A motion was made by Sandy Robinson and seconded by Carrie Naparalla 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:**

Review of Comments and Suggested Revisions Made by the CEC Governance Council (GC) and WRCCS Director Sarah Hackett:

Section 3.6A:

In review, Director of Teaching and Learning Mark Flaten pointed out that the sentence the GC had stricken should not be stricken, and he also added another sentence as a follow-up to that. In addition, it was suggested that CEC bylaws be added as an appendix or at least a reference to it should be added.

However, Committee Chairperson Dale Feldt advised that he did not want to add an appendix because he does not want to have to revise the contract every time there are changes made to the bylaws. Mr. Flaten disagreed, pointing out that because the contract will be discussed/reviewed on an annual basis to ensure clear communication and expectations, the bylaws should be added as an appendix.

Committee member Sandy Robinson advised that there was some discussion on this at the recent GC meeting, but there will need to be further discussion before this language can be approved.

Mrs. Robinson advised that changes have been made to the bylaws, and inquired if every time there are changes to the bylaws and/or Board policies the Committee will have to meet to discuss

them. Mr. Feldt advised that it is important to have open and honest communications, so if needed, meetings can be held more than once a year.

The Committee agreed to add the CEC bylaws as an appendix.

Section 3.6C(b):

Mrs. Robinson advised that the GC discussed master vs. school year calendar. She preferred master schedule envisioning it to mean that these are the classes we are teaching on these particular days. However, Mr. Flaten disagreed and advised that neither the School Board nor the GC needs that level of information; in fact, he does not get involved with the master schedule. Normally staff and principals are involved with creating the master schedule and the Administrator has that information if anyone wants to see it.

The Committee agreed to leave the language as it is currently written and removed the highlights.

Section 3.7F:

The GC revised this section because they found stronger language from the WRCCS contract which provided more autonomy so advisors can attend professional development during the school day because many of the Wednesday afternoons have been filled with SDW specific training. The GC wanted some parameters/guarantee for CEC professional development training.

Mr. Flaten preferred the original language as he was concerned that there are no parameters in the revised language. He also pointed out that there should be more collaboration rather than stating that the District “will” provide training, etc. The SDW provides training for all staff and cautioned that CEC has had more training per staff person vs. WLC staff. In addition, there is a certain dollar amount spent per person per building and historically more has been spent at CEC. We do not have unlimited time nor an unlimited budget. There are checks and balances to be sure appropriate conferences are attended and to be sure substitutes are available, etc.

CEC Administrator Carrie Naparalla advised that some training on Wednesday afternoons is not negotiable (ex. trauma training and Benchmark), but they have had some days available. She added that she also has conversations with Mr. Flaten advising what they need to do. She keeps a log of the professional development that staff have attended/completed and this information is in the annual report as well.

Mr. Feldt added that if an advisor attends a conference, they should be expected to come back and share that information with other staff. He pointed out that it cannot be open ended regarding attending whatever conference they want to whenever they want to.

Further discussion continued regarding Wednesday afternoon professional development time and allowing time for CEC staff to have their own specific training. The GC wanted to include language that gave them more autonomy and particularly referenced professional development for CEC staff.

Several revisions were suggested, with the Committee coming to an agreement on the final wording as it is now written in the contract.

Section 3.10B(c)(ii):

The Committee corrected the referenced section number as was pointed out by WRCCS Director Sarah Hackett.

Section 3.10B(c)(iii):

Because Ms. Hackett suggested that clarification was needed regarding students with IEP's who are in the lottery, the Committee revised the language.

Section 3.14:

The Committee needs to obtain the current limits of liability insurance coverage from Director of Business Services Austin Moore.

Section 4.1A(b):

The Committee agreed with the GC's suggested revision to strike the last phrase because these waivers are exceptions given to the Charter School by the state.

Section 4.2B(a):

The Committee agreed with the GC's correction to the reference.

Section 5.1:

The Committee agreed with the GC's punctuation revisions.

Section 5.6A:

The GC made some revisions to clarify the language regarding fundraising and where those funds would go, as not all funds are necessarily the property of the SDW (ex. the money in their fundraising account does not belong to the SDW). The Committee agreed with the revisions.

Section 5.8:

Because CEC is not an independent charter school where the District bills it for everything, the Committee agreed to disregard Ms. Hackett's recommendations.

Section 5.9:

The Committee agreed with the GC's revisions made in both paragraphs.

Sections 5.18 B and C:

The GC advised that these revisions were made because CEC has its own conflict of interest policy, and the other language is not necessary because CEC follows District policy and does not have exemptions on any of those. The Committee agreed with the revisions.

Section 8:

The language in the first paragraph was previously agreed to by the Committee.

Section 10.1:

Ms. Hackett advised that the contract can be signed at any time but would go into effect on a certain date and go through a certain date. The Committee agreed to enter the contract term dates of July 1, 2024, through June 30, 2028.

**Homework:**

Mrs. Robinson will review all references made in the contract to be sure they are accurate as well as some of the Board policies. She will also add the CEC bylaws as an appendix to the contract.

Administration will obtain the information from the insurance company regarding liability limits to verify the numbers provided in the contract are accurate.

In addition, the Benchmarks previously discussed and agreed upon need to be entered electronically.

**Next Meeting:**

At the next meeting on March 28<sup>th</sup>, the Committee will make any corrections relating to references made throughout the contract, as well as complete and finalize the Benchmarks. Their goal is to finish everything at this meeting so the final contract can be forwarded to all School Board and GC members for their review prior to the April 9 regular School Board meeting, at which time it will be approved.

**Adjournment:**

A motion was made by Sandy Robinson and seconded by Mark Flaten to adjourn the meeting at 5:16 p.m. The motion carried unanimously on a voice vote.