



**JOINT PERSONNEL/INSTRUCTIONAL COMMITTEE MEETING MINUTES**  
**April 4, 2022 – 5:30 p.m.**  
**Waupaca High School Community Room and [Live Stream](#)**

**Welcome and Call to Order:**

The meeting was called to order by Personnel Committee Chairperson Betty Manion at 5:31 p.m.

**Roll Call:**

Present in the WHS Community Room: All members of both Committees were present (Chairpersons Betty Manion and Mark Polebitski, Steve Hackett, Patrick Phair, and Dale Feldt). Additionally, Board members Steve Klismet and Stephen Johnson were present.

**Also Present:**

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Carl Hayek, Laurie Schmidt, Steve Thomaschefskey, Michael Werbowsky, Shana Rogney, and Anna Lussier.

**Approval of Agenda:**

A motion was made by Steve Hackett and seconded by Mark Polebitski to approve the agenda as presented. The motion carried unanimously on a voice vote.

**Review of Board Meeting Norms:**

The Committee reviewed their collective commitments.

**Online Virtual School Option – Rural Virtual Academy Charter School:**

Director of Teaching and Learning Mark Flaten advised that the Administration would like to enter into a partnership with the Rural Virtual Academy Consortium (RVA) which would provide our K-12 students with an online education option, adding that this is a huge opportunity and one that the Board has previously asked for. If the Board approves it, the District can fiscally offer this opportunity to our families starting with the 2022-2023 school year.

Mr. Flaten outlined the history, current partners, partnership options available, curriculum options, enrollment process and information, as well as other services the RVA provides. He also provided a cost analysis. Mr. Flaten advised that during the first year of the contract the District would be considered an Affiliate Partner district, and then if all goes well, we would have the option of becoming an Invested Partner district.

Mr. Flaten advised that there are two different educational options available for students – full time virtual and District Connect, which is a blended learning option where students attend courses like normal through SDW but also take a class or two online through RVA (i.e., when the SDW doesn't offer a particular course or there is a scheduling conflict). He added that it would make sense to offer our students both options. He also pointed out that this is a parent and student choice – offering a full online learning option for those students who desire that; it is not something where a student is going to be out a few weeks can attend RVA. In addition, District students attending RVA are eligible to participate in District co-curricular activities, have to meet

SDW graduation requirements, their transcripts will be SDW transcripts, but the student's school of residence would be RVA.

He also advised that RVA counselors work with SDW counselors in monitoring a student's successes or struggles, always wanting to keep the communication connection with us. They also send out reports every four weeks on the status of the students.

Mr. Flaten shared that RVA provides a turnkey solution to flexible learning options and takes care of everything, which would allow us to have the support of an actual virtual charter school rather than creating our own. He also advised that the District is not putting a cap on the number of students it will accept into RVA; it's about collaboration not stealing students. He added, however, that a student cannot open enroll into our District just to connect to RVA.

Mr. Flaten advised that he will check with RVA regarding certain additional questions the Committee members had, in particular regarding whether RVA offers band, music, tech ed, or certain other courses and if not, can SDW offer those courses to those students beyond what they are taking at RVA. In addition, whether RVA handles standardized testing and if those results are reflected in the District's numbers.

Mr. Flaten stated that our target marketing audience will be those who are already attending virtually via other online schools, with the hope that some students who are currently open enrolled out may return. In addition, this allows SDW to be more competitive for those who want and for us to have a virtual school option. In checking with other districts who are currently members of RVA regarding their experiences, Mr. Flaten received positive responses.

A motion was made by Patrick Phair and seconded by Mark Polebitski to make a recommendation to the full Board to move forward to become an Affiliate Partner with Rural Virtual Academy Consortium beginning with the 2022-2023 school year as presented, with the caveat that Administration will provide answers to the questions asked tonight. The motion carried unanimously on a voice vote.

#### **Staffing for 2022-2023 School Year:**

Mr. Flaten provided an update of the changes in staffing assignments for the 2022-2023 school year due to shifts in enrollment. He also advised that the additional positions approved through the ESSER III grant are not included in this update.

Director of Student Services Laurie Schmidt advised that because of an increasing number of students with IEP's, our current WLC special education numbers require additional certified staffing, and therefore is recommending that the District add a 1.0 FTE Special Education teacher at the WLC. She added that this position will be re-evaluated each year based on student and District needs.

Moving on to the open Music Teacher/PAC Coordinator position, Mr. Flaten reminded the Committee that it has been difficult to find a replacement despite our K-12 music staff's best efforts, and in addition, our enrollment is declining. Therefore, Administration is recommending to not replace the 1.0 FTE WHS Music Teacher/PAC Coordinator but instead is asking the Board to approve the Musical Director and Performing Arts Center (PAC) Coordinator co-curricular positions which would be paid on a stipend basis. He provided the job descriptions for each of those positions as well.

Committee member Mark Polebitski shared an email exchange he had with a retiring band teacher regarding the posting on WECAN for the open music positions. Mr. Polebitski believes the District is missing out on some good candidates because of the way it is posted and requesting that the candidate have all three music licenses. Since there seems to be some miscommunication, he requested that the Board, Administration, and the music staff all meet to resolve this issue.

Much discussion then ensued as to how a musical could be put on by making it a co-curricular activity and instead keep it as part of the curriculum. High School Principal Michael Werbowski advised that part of the reason is we don't have someone on staff that wants to take on the role of director and put on the musical. Committee member Patrick Phair also questioned why the musical director would report to the Director of Co-Curricular Activities and Athletics. Mr. Saari stated because it is an activity and our Activities Director oversees these activities.

Director of Technology Steve Thomaschefskey advised that the PAC Coordinator is needed because we want somebody who is trained properly to operate the equipment in the PAC.

The Committee then asked music teacher Anna Lussier for her thoughts regarding whether the music and band teachers could work together to put on the musical. Ms. Lussier added that because of her workload she is willing to be a vocal director for the musical but somebody else would have to take care of the director/production responsibilities.

Mr. Werbowski added that choir and band would continue to teach the music for the musical during the school day curriculum, we just don't have the director overseeing the musical and this is what we are looking for.

Several Board members suggested that because there seems to be some confusion/miscommunication, the Administration and music department should get together to discuss in further detail to get a better understanding of what we are looking for.

With regard to the additional Student Services positions, Ms. Schmidt advised that due to an increasing number of students with mental health needs and increasing family/community obligations, we need to add a 1.0 FTE Social Worker. Likewise, due to an ever increasing number of students with speech and language needs, we need to add a 1.0 FTE Speech and Language Pathologist. Placement of both of these positions within the District is still to be determined. She added that both of these positions will be re-evaluated each year based on student and District needs.

A motion was made by Patrick Phair and seconded by Steve Hackett to make a recommendation to the full Board to accept and approve the Administration's staffing recommendations for the 2022-2023 school year as presented as it applies to the additional WLC Special Education Teacher, Social Worker, and Speech and Language Pathologist, as well as to the regular education staffing, and to accept the recommendations regarding the Musical Director and Performing Arts Center Coordinator positions as presented, with the caveat that the Administration and the music department meet to clarify the job description. The motion carried unanimously on a voice vote.

**ESSER III & ACT Update:**

Mr. Flaten advised that the ESSER III funds for the SDW were approved this past Saturday.

Mr. Flaten shared a memo sent to those students who took the ACT test advising them that if they felt that the power interruption impacted their performance, they have the option to retake. As of this morning's deadline for signing up, there were no requests to retake the test.

**All Salary Matrixes at Board Approved 4.7% Increase:**

Director of Business Services Carl Hayek provided the 2022-2023 salary matrixes for teachers and support staff. He explained in particular how the 4.7% increase was calculated on the teacher's salary matrix. Committee member Dale Feldt suggested that perhaps Mr. Hayek should advise the staff that the Board doesn't necessarily have to give the CPI every year and that the 4.7% increase isn't necessarily to what they are making but to the matrix.

**Adjournment:**

A motion was made by Mark Polebitski and seconded by Dale Feldt to adjourn the meeting at 7:42 p.m. The motion carried unanimously on a voice vote.