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**JOINT SCHOOL BOARD-GOVERNANCE COUNCIL  
CHARTER SCHOOL CONTRACT COMMITTEE MEETING MINUTES  
May 25, 2023 – 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 1:00 p.m.

**Roll Call:**

Present in the WHS Community Room: Chairperson Dale Feldt and Committee members Betty Manion (via phone), Steve Klismet, Megan Sanders, and Sandy Robinson. Additionally, Board member Lori Chesnut was present.

Excused: Committee members Autumn Beese and Becky Lange.

**Also Present:**

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

**Approval of Agenda:**

A motion was made by Lori Chesnut and seconded by Steve Klismet 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:**

Chairperson Dale Feldt advised that some items that had previously been discussed needed to be cleaned up – a Recital regarding entering into a Wis. Stat. Section 66.03 agreement may have been brought over by mistake from the WRCCS model contract so it was deleted; and the definition of what a “day” is was missing, so its definition from the WRCCS model contract was added.

Mr. Feldt suggested that language advising that we followed the WRCCS model contract should be added at the end of the contract.

In reviewing the definition of “Operational Budget”, there was discussion regarding the audit of CEC. Committee member Megan Sanders advised that because of the grant, the CEC checkbook was part of the audit because CEC Inc. was required to be audited separately. As of this summer, CEC Inc. will no longer be subject to an audit and will be included as part of the District. Several Committee members expressed their concern that they would like to see more accountability and that the checkbook continues to be audited. However, if it is not, they asked that there continue to be some oversight of the funds. Because the CEC Inc. audit costs \$6,000, the Committee suggested that perhaps the CEC GC could meet once a year with the Director of Business Services and Board Treasurer to do the audit.

Committee members Sandy Robinson and Ms. Sanders advised that the CEC GC files a 990 income tax form with the IRS regarding income and expenses because they are a 501(c)(3) organization. They also publish the checkbook and designated funds and expenses on the CEC's website. In addition, their bylaws require approval for all expenses no matter the dollar value, and they are discussed at the monthly GC meetings. Only one signature is required on the checks, but they now have three signatories on the account. They also advised that for the once a year audit they would need to know what the requirements would be so they can be brought before the GC first.

Discussion then moved to how PTG accounts are audited. Director of Teaching and Learning Mark Flaten added that we need to make certain how PTG accounts are handled to be consistent, so Director of Business Services Carl Hayek will need to review and advise.

The Committee reviewed Sections 2.6 Instrumentality and 2.7 Inspections which will remain highlighted in brown as they may be moved somewhere else later in the contract.

It also reviewed Section 3.3A and the word "targets" will remain highlighted in green for further discussion at a later meeting.

#### Section 3.4 Advisors:

Chairperson Feldt questioned whether the Advisor section should remain here as Section 3.4 covers the methods of the Charter School. If so, how do we list it as a method? He also noted that the term "advisor" is defined in the Definitions. Ms. Sanders advised that it was put there separately to distinguish the role of a teacher versus an advisor, and so that parents could see it when scrolling through because it was a highlighted bullet, but she agreed that it could be moved.

The Committee discussed perhaps adding the Advisor section to the PBL section because it mentions advisors there, and that perhaps the term "advising" be used rather than "advisor". Mr. Flaten added that younger kids are teacher-led, but as they get older they become advisor-led, so perhaps just make it a separate bullet point under the PBL section. Ms. Sanders and Mrs. Robinson pointed out that not all students will be doing a student-led project by the end of 8<sup>th</sup> grade, and that the CEC is a school for all students (it is not a magnet school).

The Committee changed the paragraph heading to "Advising", revised the language, and moved it as a separate bullet point under the PBL section.

#### Section 3.4 21<sup>st</sup> Century Skills:

Chairperson Feldt questioned why this is a separate section. Ms. Sanders and Mrs. Robinson advised that it is a description of their program and thought it was important to their mission and vision. They focus on these items separately to monitor how they are doing on each. They added that the CEC GC also reports to the SDW Board of Education annually on these items and if it is not in the contract, they do not monitor them very well.

Ms. Sanders added that PBL naturally includes 21<sup>st</sup> Century skills. The rubric was created by the original GC, the former administrator, and the three advisors that started the CEC. It was pointed out that we need to make sure we are clear on what these measures are, which may be set out under Assessment #2 in Section 3.5. After some discussion, the Committee decided to leave this section as is.

#### Section 3.4 Lifestyle Fitness:

It was noted that at the CEC there is no requirement that students have a health credit class, whereas the students from the other schools do have the required health credit when they come to WHS. Ms. Sanders and Mrs. Robinson advised that they are looking at different options such as summer school, RVA, or possibly self-study and testing out.

Mr. Flaten advised that currently they are not meeting the hours requirement for the health credit, so we need to see a plan as to which targets are being hit when and where. Any targets not hit would be a summer school class specifically for them. If we offered it as a competency-based course and testing out, then it would also have to be offered to all students not just CEC students, as well as possibly offering it as an option for other courses. That's why it is so important that we have learning expectations/targets regardless of what school they attend. The Committee then discussed the pros and cons of testing out of a course.

CEC Administrator Carrie Naparalla and Ms. Sanders advised that CEC P.E. teacher Cory Scott currently includes the health targets as they are integrated in his P.E. classes. They questioned why the students couldn't receive their health credit since all of the targets are taught over a two-year period (7<sup>th</sup> and 8<sup>th</sup> grade). The Committee and Mr. Flaten advised that they will need to see when he is hitting those targets. So for now, the Committee decided to leave this section as is but may want to add to it regarding the health credit.

#### Section 3.4 Project-Based Art:

Ms. Sanders advised that art taught at CEC is different than art taught at the other schools in that the art teacher is open to different electives as they go through a design process. In addition, it is in line with the PBL art standards.

#### Section 3.4 Suzuki:

Ms. Sanders advised that the GC chose the Aber Suzuki Center in part because of working with UWSP and the "every child can" philosophy which is in line with CEC's mission. Currently, the cost is \$74,000 per year, which is about the same as hiring a band teacher, but it would be very difficult to find a teacher.

Committee member Betty Manion pointed out that since there is no cost to the students for Suzuki, we may want to specifically mention that in the contract so people are aware.

Committee member Steve Klismet inquired as to how we incorporate the Suzuki instruction when the students go to WHS. Ms. Sanders and Ms. Naparalla advised that there is no program at WHS but Suzuki has opportunities at UWSP. At CEC, Suzuki is mandatory in grades 3-5 and grades 6-8 are given the option to continue; however, there is no option at WHS. They could possibly be in band but that would need to be discussed further. Mr. Flaten added that Suzuki is a methodology in which they are teaching string instruments and WHS does not have an orchestra or a teacher of string instruments.

Mrs. Manion suggested that choir and/or music should be added in the contract as well.

#### Transitioning from CEC Middle School to WHS:

Discussion then ensued regarding the Committee's concerns with transitioning issues with some courses (P.E., health credit, art, choir, Suzuki program, and/or getting into band) for students coming from CEC middle school to WHS to the point that students may not want to be in middle school at CEC. Mr. Feldt suggested that after we are done with this contract, we need to discuss further how we are going to move forward on these transitioning issues, otherwise the middle school at CEC isn't going to be sustainable. Mr. Flaten argued that the transitional conversations

need to happen sooner rather than later, so Ms. Naparalla was asked to contact all of the music teachers regarding working together as a K-12 team on transitioning from CEC to WHS.

Section 3.4 Community Engagement:

To help the Committee better understand this method, Ms. Sanders explained how the community is engaged in projects.

Next Meeting:

Chairperson Feldt advised the Committee that it will be discussing Section 3.5 which relates to accountability and goals, and Mr. Flaten has already put some notes out there in this section for their review.

**Adjournment:**

A motion was made by Steve Klismet and seconded by Betty Manion to adjourn the meeting at 2:34 p.m. The motion carried unanimously on a voice vote.