



BOARD OF EDUCATION NORMS

Our norms are meant to guide our work and keep us focused. These norms are in alignment with our Board Governance Policies; District Vision, Mission, Philosophy, and Values. We will begin each meeting by reminding ourselves and our guests of our working commitments.

1. Check our biases and agendas at the door; we will thoughtfully and objectively discuss the facts of the situation and not personalize issues or policies
2. Follow the Waupaca Way – be prepared and stay informed; responsible; respectful; and safe
3. Ensure open, clear and correct communications, and maintain transparency – avoid surprises
4. Maintaining professional relationships is key – know and respect the roles and responsibilities of the Board (governing), administration (tactical), and staff (operational)
5. Start on time and follow the agenda
6. Board decisions are based on our commitment to excellence in education, our mission and our values; when a Board decision is made, we accept and abide by the decision both publicly and privately – we accomplish more as a team
7. Honor and protect the expectation of confidentiality of all topics addressed, and discussions held, in closed sessions

SCHOOL BOARD MEETING AGENDA

Tuesday, January 14, 2025 – 5:30 p.m.

Waupaca High School Community Room

Live Stream: <https://youtube.com/live/17Pa1Q6AV0Q>

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public hearing. There may be a time for public comment during the meeting as indicated in the agenda." (See [Board Policy 0166](#))

- I. President's Comments and Pledge of Allegiance
- II. Call to Order
- III. Roll Call
- IV. Approval of Agenda
- V. Magic Minute
- VI. Public Comment (see [Board Policy 0167.3](#))
- VII. [Review of Board Meeting Norms](#)
- VIII. Board Reports
 - A. Student Representative Report
 - B. Approval of Minutes
 1. [December 10, 2024 Regular Board Meeting](#)
 2. [January 2, 2025 Special Board Meeting](#)
 3. [January 6, 2025 Special Board Meeting](#)
 4. [January 7, 2025 Special Board Meeting](#)
 - C. Upcoming Meetings and Other Activities
 1. [January 21-24, 2025 - WASB State Education Convention](#)
 2. [January 27, 2025 - Special Board Meeting - 5:30 p.m.](#)
 3. [February 11, 2025 - Regular Board Meeting - 5:30 p.m.](#)

- D. [Completion of Board Member Availability Calendar](#)
- E. [Spring Election Candidates:](#)
 - Ron Brooks (I)
 - Nicolas Genske
- F. School Visits or Other Board Reports
- G. CEC Liaison Report
- IX. Consent Agenda
 - A. Financial Reports
 - 1. [Understanding School District Financial Statements](#)
 - 2. [Accounts Payable](#)
 - 3. [Cash Receipts](#)
 - 4. [July and August 2024 General Cash Reconciliation](#)
 - 5. [Year-to-Date Financial Update](#)
 - B. Personnel
 - 1. Retirements - End of the 2024-2025 School Year
 - a. [Amy Holterman - WMS 6th & 7th Grade ELA Teacher](#)
 - 2. Resignations
 - a. Lindsey Dashner - WMS Ed. Asst.-Spec. Ed.
 - b. Timothy Koltz - Technology Help Desk Assistant
 - 3. Hires – 2024-2025 School Year
 - a. [Laura Sullivan-Nelsen - WLC Ed. Asst.](#)
 - b. [Emma Smidt - WMS Ed. Asst.-Spec. Ed.](#)
 - 4. Extra Curricular Coaches and Advisors - 2024-2025 School Year
 - a. WHS Volunteer Coaching Positions:
 - (1) Cody Rasmussen - Boys Hockey
 - (2) Ryan Mace - Boys Hockey
 - (3) Jeffery Wright - Boys Hockey
 - (4) Jayce Koshollek - Boys Hockey
 - (5) Braeden Ryan - Boys Hockey
 - b. WHS Volunteer Advisor Positions:
 - (1) Carter Tice - Robotics
 - 5. Salary Step Changes
 - a. [Yvonne Brown - 4B to 4B6](#)
 - b. [Brittany Chovanec - 5M6 to 5M12](#)
 - c. [Jessica Hauser - 3M to 3M6](#)
 - d. [Kirbi Holat - 9B6 to 9B18](#)
 - e. [Stephanie Imhoff - 15B24 to 15B30](#)
 - f. [Dana Koeppler - 13B18 to 13B30](#)
 - g. [Kyle Mannel - 11B6 to 11B24](#)
 - h. [Amanda Nelson - 12B24 to 12B30](#)
 - i. [Amy Niemuth - 2B6 to 2B12](#)
 - j. [Holly Olsen - 15M24 to 15M30](#)
 - k. [Tom Reif - 14B12 to 14B18](#)
 - l. [Cory Scott - 3B6 to 3B18](#)
 - m. [Payton Thurber - 5M18 to 5M24](#)
 - n. [Kristin Tripp - 15B12 to 15B18](#)
- X. Communications
 - A. [Donation from Hydroblasters to WLC](#)
 - B. [Donation from Office Outfitters to the District](#)
 - C. [Donation from the Sutherland Family to CEC](#)
 - D. Donations from [Strongwood](#) and [Waupaca Foundry](#) to the Robotics Club
 - E. [Various Donations to the WHS Agriscience Department](#)

- XI. Monitoring
 - A. [Grant Update](#)
- XII. Administration
 - A. [Open Enrollment Limits](#)
 - B. [Clarification of Language in Policy 3120.04 Employment of Substitutes](#)
- XIII. Adjourn into Closed Session pursuant to Wis. Stats. § 19.85(1)(c), Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically:
 - A. To discuss succession planning as a result of Building Principal retirements
 - B. To review and discuss Administrator Contracts and revised Administrator Handbook
 - C. To review feedback from Superintendent Finalists' Day in the District
- XIV. Reconvene Into Open Session to Consider Action on Matters from Closed Session (if necessary)
- XV. Adjournment

End Notes: The times listed on the agenda are approximate and subject to change. Questions regarding agenda items may be directed to the Committee Chairperson identified below.

* The Board utilizes a "Consent Agenda" to approve decisions the Board has already determined to be within the domain of the District Administrator. As such, the Consent Agenda may be approved by a single motion without discussion. Only the Board as a whole may remove an item for separate Board action. *Board Policy I.I.*

Committee Chairperson and Phone Numbers

Board President – Ron Brooks – 920-636-8991	Building & Grounds – Steve Klismet – 715-281-8951
Finance – Dale Feldt – 715-227-1984	Policy – Dale Feldt – 715-227-1984
Personnel – Betty Manion – 715-572-3362	Instructional – Molly McDonald – 715-281-7828
Student Services – Lori Verhalen – 715-412-2180	

Upon request to the District Office, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format as necessary for a disabled person to be able to participate in this meeting. At least twenty-four (24) hours advance notice of the need for accommodation is appreciated.

If anyone has any questions or concerns, please contact Sandy Lucas, Administrative Assistant to the Superintendent, at slucas@waupacaschools.org, or by phone at (715) 258-4121, ext. 6011.