



## **SCHOOL BOARD MEETING MINUTES**

### **October 8, 2024 Regular Meeting**

Pursuant to the regulations, the regular Board meeting was held on the above date in the Waupaca High School Community Room and live streamed via YouTube. The meeting was also broadcast on TV Channel 991.

The purpose of the Board Meeting Minutes is to capture the essence of discussions through the actions voted on. These minutes should not be interpreted to represent a transcription of the meeting. To watch a recording of this meeting, please click [here](#).

#### **President's Comments and Pledge of Allegiance:**

Ron Brooks welcomed everyone and commented that homecoming weekend was fantastic. He then led the Board in the Pledge of Allegiance.

#### **Call to Order:**

The meeting was called to order by President Ron Brooks at 5:30 p.m.

#### **Roll Call:**

Present in the WHS Community Room: Ron Brooks, Steve Klismet, Molly McDonald, Betty Manion, Dale Feldt, Bob Adams, and Lori Verhalen.

#### **Also Present:**

Present in the WHS Community Room: Craig Gerlach, Sandy Lucas, Mark Flaten, Austin Moore, Michael Werbowsky, John Meyer, John Erspamer, Jody Pankratz, Carrie Naparalla, Jay Seefeldt, Greg Gaarder of CESA 5, Sandy Robinson, and Sue Abrahamson.

#### **Approval of Agenda:**

A motion was made by Dale Feldt and seconded by Lori Verhalen to approve the agenda as presented. The motion carried unanimously on a voice vote.

#### **Magic Minute:**

Board President Brooks asked each of the Board members to share a positive comment or event, with the purpose being that it forces everyone to find the good.

#### **Public Comment:**

None.

#### **Review of Board Meeting Norms:**

This item was inadvertently skipped on the agenda.

#### **Board Reports:**

##### Student Representative Report:

None.

Approval of Minutes:

September 10, 2024 Regular Board Meeting  
September 30, 2024 Finance Committee Meeting  
September 30, 2024 Special Board Meeting

A motion was made by Dale Feldt and seconded by Bob Adams to approve the Minutes of the three meetings listed above as presented. The motion carried unanimously on a voice vote.

Upcoming Meetings and Other Activities:

The Board was reminded of the following upcoming meetings and other activities:

October 29, 2024 - Budget Hearing - 5:30 p.m.  
November 12, 2024 - Regular Board Meeting - 5:30 p.m.

Completion of Board Member Availability Calendar:

The Board members were asked to complete their availability calendars through November.

**School Visits or Other Board Reports:**

Board member Betty Manion asked Sandy Lucas to update the School Visit Schedule for 2024-2025.

Board member Dale Feldt shared that he went to the Waupaca Eco Park with the 7th graders, and also spent time with the pre-K and kindergarten students at Turner's pumpkin patch.

**CEC Liaison Report:**

CEC Liaison Betty Manion advised that she attended the October 4th Governance Council (GC) meeting and the CEC GC is now complete. She noted CEC Administrator Carrie Naparalla begins every GC meeting with a Sources of Strength activity. She shared some of the activities the students have participated in including attending a newscasting class. The GC discussed several items which included the school improvement plan for 2024-2025 and approval of the Suzuki contract. They are working on a grant for the book vending machine as well as for playground equipment. Coffee Talks continue, the downtown scavenger hunt is coming up, and they are planning the Gala for early spring or summer. There was a large amount of produce harvested from the Community Garden which was donated and used as a service project by the students.

**Finance Committee Meeting:**

Committee Chairperson Dale Feldt deferred his recap of the September 30th meeting because it is going to be discussed later on tonight's agenda.

**Consent Agenda:**

A motion was made by Steve Klismet and seconded by Betty Manion to approve the items of the consent agenda as presented.

Financial Reports:

Accounts Payable  
Cash Receipts  
Year-to-Date Financial Update

Hires – 2024-2025 School Year:

Lindsey Dashner - WMS Ed. Asst.-Spec. Ed.  
Talia Saarinen-Barr - CEC Food Service Class 3A

Extra Curricular Coaches and Advisors – 2024-2025 School Year:

WHS Volunteer Advisor Positions:  
Ryan Prellwitz - Robotics

WMS Coaching Positions:

Brandon Bartel - Football

WMS Advisor Positions:

Nicole Hahn - Destination Imagination

WLC Advisor Positions:

Sarah Shock - Destination Imagination

CEC Advisor Positions:

Lucy Cummings - Destination Imagination

Salary Step Changes:

Paul Frank - 15M12 to 15M18

Evelyn Kabke - 13M12 to 13M30

Service Agreement with Jehovala Cesar for Interpreting Services

Final Approval of WHS Class III Field Trips

The motion carried unanimously on a roll call vote.

**Communications:**

Board President Brooks recognized the many important observances happening throughout the month of October.

Donations:

Mr. Brooks advised of a donation to WHS from a former student; donations to the WHS Tech Ed Woods Department from Mr. Much; and donations to CEC from various individuals. A motion was made by Molly McDonald and seconded by Lori Verhalen to accept, with gratitude, the various donations as presented. The motion carried unanimously on a voice vote.

**Monitoring:**

2024-2025 Preliminary Budget Update:

Director of Business Services Austin Moore shared the 2024-2025 budget that will be published in the *Waupaca County Post* the next couple of Thursdays. In summary, revenue is down and expenses are up, therefore we will have a shortage. He advised that it will be a little over a week before we receive the final numbers from the State. However, because of spending last year, it is projected that state aid may possibly be up. The District will also be receiving \$100,000 per Act 12 which relates to personal property aid. Those are the only changes to the preliminary budget since the Finance Committee meeting.

Interim District Administrator Craig Gerlach introduced Greg Gaarder of CESA 5 who assisted the District in creating the budget. Mr. Gerlach advised that the District has had a deficit for two years in a row and has had to dip into the fund balance which cannot continue. The budget hearing is scheduled for October 29 and the information provided tonight may change slightly at that time. He noted that the District is a low-spending district so there is nothing really to cut. Therefore, an operational referendum may need to be considered. A tool that could help is defeasance regarding our debt service (capital project) fund, where we prepay debt off early to save on interest, which in turn flattens out the mill rate. Currently, the mill rate is going down but when going to an operational referendum, the mill rate increases. He also noted that the tax levy will go down next year.

Mr. Gerlach advised that he has been working with Baird on the defeasance option and suggested that another Finance Committee meeting be scheduled prior to the budget hearing at which time a representative from Baird would provide information regarding defeasance.

Summer School Report:

Mr. Moore presented the District's Summer School Report. There was a total enrollment of 1,009 students which equates to 66 FTEs. He also provided the required DPI report. The District received \$11,442 per student, for a total revenue projection of \$302,080. This was a significant increase in revenue over the past few years thanks to the Administration regarding the classes being offered as well as staffing. The Food Service Program also had a small profit. Mr. Moore expressed his gratitude on behalf of the District to Waupaca Learning Center Principal John Erspamer as well as to all of the community partners involved with the summer school program.

**Administration:**

3rd Friday in September Enrollment Report:

Mr. Moore shared the 3rd Friday in September enrollment report. The District had a total enrollment of 2,057 students which is up 24 students from this time last year, and equates to 2,001 FTEs or an additional \$92,000 (approximately) in revenue.

Early Graduation Requests:

High School Principal Michael Werbowsky advised that 22 WHS students are requesting to graduate early. These students and their parents have discussed their request with him and their school counselor.

A motion was made by Dale Feldt and seconded by Lori Verhalen to approve the early graduation requests of the 22 Waupaca High School students as presented. The motion carried unanimously on a voice vote.

Sale of 515 School Street Property:

Mr. Moore advised that the District owns property at 515 School Street which is currently being leased to CESA 5. Because there had been some interest shown in purchasing the property, the Administration reviewed the maintenance costs, upgrades, and lease income and recommended the property be made available for purchase.

A motion was made by Dale Feldt and seconded by Molly McDonald to accept the resolution made by Administration that the School District of Waupaca publicly notices that the property located at 515 School Street, Waupaca, WI 54981, is available for purchase. The School District will be accepting offers to purchase the property. The Board will review all offers available by November 8, 2024, at 3:00 p.m. The District is not obligated to sell this property if the available offers do not satisfy the needs and interests of the School District of Waupaca at the sole discretion of the Board of Education. The motion carried unanimously on a voice vote.

Grant Writer Update:

Mr. Moore shared the Grant Writer's report which outlined a cumulative history as well as the year-to-date status of grants awarded and pending. This included a \$20,000 grant to support and offset some of the costs of the District's EL program, as well as a \$5,000 grant to support educational outreach events which District Librarian Sarah Hanneman is working on. There are two additional grants being worked on, both relating to cybersecurity which will help offset some of those costs.

**Adjournment:**

A motion was made by Dale Feldt and seconded by Molly McDonald to adjourn the meeting at 6:08 p.m. The motion carried unanimously on a voice vote.

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Date \_\_\_\_\_  
Ron Brooks, President  
Board of Education

\_\_\_\_\_  
Date \_\_\_\_\_  
Betty Manion, Clerk  
Board of Education