



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES November 7, 2023 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:

Dale Feldt welcomed everyone and asked for a moment of silence in honor of Board member Lori Chesnut who recently passed away. He then asked Missy Durrant to lead the Board in the Pledge of Allegiance.

Call to Order:

The meeting was called to order by President Dale Feldt at 5:31 p.m.

Roll Call:

Present in the WHS Community Room: Dale Feldt, Molly McDonald, Betty Manion, Bob Adams, and Ron Brooks (arrived a few minutes late).

Excused: Steve Klismet.

Also Present:

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Carl Hayek, Steve Thomaschefskey, Laurie Schmidt, Michael Werbowski, Jenifer Erb, John Meyer, John Erspamer, Carrie Naparalla, Rob Scherrer, Missy Durrant, Bill Storck, Carol Beyer-Makuski, Alec Olson, District Consultant Civil Engineer Robert Breest, WHS Volleyball Varsity Head Coach Liz Kneer, team members and their parents, as well as members of the community.

Approval of Agenda:

A motion was made by Molly McDonald and seconded by Betty Manion to approve the agenda as presented. The motion carried unanimously on a voice vote.

WHS Volleyball Team:

Director of Co-Curricular Activities and Athletics Rob Scherrer shared that the WHS Volleyball Team had a terrific season advancing to the sectional finals, and introduced Varsity Head Coach Liz Kneer. Coach Kneer advised that there are three volleyball teams: JV2, JV, and varsity. They had a total of 34 players this year with 14 on the varsity team. Their regular season started in August and they finished with an overall record of 29-8, had a 7-2 record in the Northeast Conference, were regional champions and sectional finalists; they received the #4 seed. Coach Kneer emphasized that they are student athletes first, and she continually talks with the players about the team's values and culture and she shared those. She thanked her assistant and volunteer coaches, as well as Mr. Scherrer and Athletic Trainer Cassie Glodowski. She also thanked the community for their phenomenal support and Zaleski Sports for livestreaming the games. Coach Kneer then introduced the varsity team members and recognized their parents.

Public Comment:

None.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Board Reports:Student Representative Report:

Alec Olson shared who the staff of the month were. He also shared the Student Council's goals that have been set for the year. The coat drive ended on November 6 and a shoe drive is ongoing and ends December 22. He reminded everyone that the performances of the musical Little Women begin later this week. It was noted that, because of required instructional time, students only see the first half of the musical.

Upcoming Meetings and Other Activities:

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

November 14, 2023 – Special Board Meeting (Closed Session) – 5:30 p.m.

November 28, 2023 – Special Board Meeting – 5:30 p.m.

December 5, 2023 – Special Board Meeting (Closed Session) – 4:30 p.m.

December 7, 2023 – Policy Committee Meeting – 5:30 p.m.

December 12, 2023 – Joint SB-GC Charter School Contract Committee Meeting – 3:45 p.m.

December 12, 2023 – Regular Board Meeting – 5:30 p.m.

Completion of Board Member Availability Calendar:

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

Notice of Spring Election:

Board President Dale Feldt reviewed the Notice, indicating that there are four seats up for election in April 2024, noting that the vacant seat is for a two-year term to complete the remainder of Lori's term in office.

Posting for Open Board Position and Timeline:

Board President Feldt reviewed the notice of the open Board seat that has been posted, as well as the timeline for filing the vacant seat within the required 60 day timeframe.

School Visits or Other Board Report:

Board member Betty Manion shared that she visited the WMS and watched the Actors Theatre. She also toured the school and visited with some classroom teachers. Principal John Meyer and Associate Principal Austin Moore shared with her some of the highlights taking place this year at WMS, such as digital monitoring, a new bell system, Comet Cash (handled electronically), and that they created coaching teams rather than having parent conferences.

Board President Feldt shared that he visited the WLC and met with Principal John Erspamer and Associate Principal Jody Pankratz. He visited Mrs. Erspamer's reading class. The students are learning English along with Spanish. He also visited a special needs classroom and was amazed at what the teacher and educational assistants do.

Joint School Board-Governance Council Charter School Contract Committee:

Committee Chairperson Dale Feldt advised that the Committee met earlier this afternoon. It has one more article left to review. This project started approximately a year ago and is now just about complete.

CEC Liaison Report:

CEC Liaison Betty Manion shared that she attended the CEC Governance Council meeting on November 3, which included an update on the construction as well as a discussion regarding how electives taken by a student would be acknowledged when that student transfers to another school.

Policy Committee:

Committee Chairperson Ron Brooks advised that the Policy Committee met on October 30, 2023, but it did not get through all of the items on the agenda, so another Policy Committee meeting has been scheduled for December 7. Chairperson Brooks then briefly reviewed each policy.

A motion was made by Committee member Molly McDonald, per Committee recommendation, to approve the deletion of the following 10 NEOLA policies as presented.

Policy 0164.1 Regular Meetings (merged into new Policy 0164)
Policy 0164.2 Special Meetings/Hearing (merged into new Policy 0164)
Policy 0165.1 Notice of Regular Meetings (merged into new Policy 0164)
Policy 0165.2 Change of Regular Meetings (merged into new Policy 0164)
Policies 1623 / 3123 / 4123 Section 504/ADA Prohibition Against Disability Discrimination in Employment (merged into new Policy 8913)
Policy 3120.07 Employment of Casual Resource Personnel
Policy 4430.05 Nursing Mothers (replaced with new Policy 8700)
Policy 9210 Parent Organizations

The motion carried unanimously on a roll call vote.

Policy 0164 Meetings (combines Policies 0164.1, 0164.2, 0165.1, 0165.2):

A motion was made by Committee member Molly McDonald, per Committee recommendation, to approve and adopt NEOLA Policy 0164 Meetings as presented. The motion carried unanimously on a roll call vote.

Policy 5215 Missing and Absent Children:

A motion was made by Board member Bob Adams, per Committee recommendation, to approve and adopt NEOLA Policy 5215 Missing and Absent Children as presented. The motion carried unanimously on a roll call vote.

Policy 5505 Academic Honesty:

A motion was made by Committee member Molly McDonald, per Committee recommendation, to approve and adopt NEOLA Policy 5505 Academic Honesty as presented. The motion carried unanimously on a roll call vote.

Policy 6151 Returned/Outstanding-Stale Checks:

A motion was made by Board member Bob Adams, per Committee recommendation, to approve and adopt NEOLA Policy 6151 Returned/Outstanding-Stale Checks as presented. The motion carried unanimously on a roll call vote.

Policy 7540.08 Artificial Intelligence (AI):

A motion was made by Committee member Molly McDonald, per Committee recommendation, to approve and adopt NEOLA Policy 7540.08 Artificial Intelligence (AI) as presented. The motion carried unanimously on a roll call vote.

Policy 8121 Personal Background Check – Contracted Services:

Chairperson Brooks advised that the Committee discussed who would have to have background checks completed prior to being allowed on District property. He further advised that the burden of proof lies with the contractor – they should provide the background checks for their employees who

are going to be on District property. Because the policy does not specifically state that and Mr. Brooks wants to require that anyone on District property have a background check completed, it was suggested that this policy go back to the Committee for further discussion and possible revision at its meeting on December 7.

A motion was made by Committee Chairperson Ron Brooks, per Committee recommendation, to not approve NEOLA Policy 8121 Personal Background Check – Contracted Services but to instead table it and have it go back to Committee for further discussion and possible revision. The motion carried unanimously on a roll call vote.

Policy 8700 Nursing Mothers (as revised):

A motion was made by Committee Chairperson Ron Brooks, per Committee recommendation, to approve and adopt NEOLA Policy 8700 Nursing Mothers as revised and presented. The motion carried unanimously on a roll call vote.

Policy 8805 Flags, Signage, and Displays (as revised):

Chairperson Brooks advised that he approved the first paragraph which was added since the Policy Committee meeting. He further advised that as a School District, we need to be neutral because it is a place to educate and not indoctrinate our students, so we need to only allow the three flags on school property. A couple of Board members advised that they did not like how the policy was written and wanted the last paragraph deleted.

A motion was made by Ron Brooks, per Committee recommendation, to approve and adopt Policy 8805 Flags, Signage, and Displays as it was revised and presented. Ron Brooks, Bob Adams, and Dale Feldt voted yes and Betty Manion and Molly McDonald voted no, but the Board decided to send this policy back to Committee for further review.

Policy 8913 Section 504/ADA Prohibition Against Disability Discrimination in Employment (combines Policies 1623, 3123, 4123):

A motion was made by Ron Brooks, per Committee recommendation, to approve and adopt NEOLA Policy 8913 Section 504/ADA Prohibition Against Disability Discrimination in Employment as presented. The motion carried unanimously on a roll call vote.

A motion was made by Ron Brooks, per Committee recommendation, to approve the following 14 revised NEOLA policies as presented.

Policy 0142.1 Electoral Process

Policy 0143.1 Public Expression of Board Members

Policy 0144.3 Conflict of Interest

Policy 1260 Incapacity of the District Administrator

Policies 1421 / 3121 / 4121 Criminal History Record Check and Employee Self-Reporting Requirements

Policies 1630.01 / 3430.01 / 4430.01 Family & Medical Leave of Absence (“FMLA”)

Policy 2340 District-Sponsored Trips

Policy 2370 Educational Options Provided by the District

Policy 2451 Program or Curriculum Modifications

Policy 2521 Selection of Instructional Materials and Equipment

The motion carried unanimously on a roll call vote.

Consent Agenda:

A motion was made by Ron Brooks and seconded by Bob Adams to approve the items of the consent agenda as presented.

Approval of Minutes:

October 10, 2023 Joint SB-GC Charter School Contract Committee Meeting
October 10, 2023 Regular Board Meeting
October 24, 2023 Special Board Meeting
October 26, 2023 Joint SB-GC Charter School Contract Committee Meeting
October 30, 2023 Policy Committee Meeting
October 31, 2023 Budget Hearing

Financial Reports:

Accounts Payable Approval: \$2,692,058.62, and Building Fund Payable: \$323,525.88
Cash Receipts: \$206,740.97

Retirements – End of 2023-2024 School Year:

Barbara Ryder – WLC Speech Language Pathologist

Resignations – End of 2023-2024 School Year:

Nate Harms – WMS 5th Grade Teacher

Resignations:

Kelli Turner – CEC Part Time 4K Ed. Asst.
Emalee Lipke – WLC Class I Secretary

Hires – 2023-2024 School Year:

Paul Hunt – WHS Custodian
Lauren Schultz – Part Time CEC 4K Ed. Asst.

Transfers/Changes – 2023-2024 School Year:

Kendra Knutson – WLC .5 FTE Class II Secretary/.5 FTE Ed. Asst. to WLC 1.0 Class I Secretary

Extra Curricular Coaches and Advisors – 2023-2024 School Year

WHS Coaching Positions:

Dawson Bohm – JV Boys Hockey
Adam Chaplin – Varsity Girls Basketball

WHS Advisor Positions:

Ty Natzke – Forensics Asst.
Brianna Hepfler – Musical Accompanist

WMS Coaching Positions:

Luke Hass – 7th Grade Football

WMS Advisor Positions:

Ashley Nelson – Art Club

WMS Volunteer Advisor Positions:

Jason Packerham – Bowling

Preliminary Approval of WHS 2024-2025 Class III Field Trips

The motion carried unanimously on a roll call vote. The Board recognized the retiring teacher and thanked her for her service to the District.

Communications:

Mr. Saari advised that next week is American Education Week.

Donations:

Mr. Saari advised of donations made to CEC as well as to WHS Band. A motion was made by Ron Brooks and seconded by Betty Manion to accept, with gratitude, the donation of a pair of binoculars

and case from the Otte Family to CEC as presented. The motion carried unanimously on a voice vote. A motion was made by Betty Manion and seconded by Molly McDonald to accept, with gratitude, the donation of a xylophone from the Strain Family to WHS Band as presented. The motion carried unanimously on a voice vote.

District Administrator's Report:

Mr. Saari advised that, similar to previous years, the MadJazzers will perform for the Board just prior to its December Board meeting, so they should arrive 15 minutes early.

He advised that he added Comet Universal of the Week and Comet Foundation sections to his weekly update this year and shared last week's update. The Comet Universal of the Week is discussed at the beginning of PLC meetings.

Mr. Saari also advised that we are continuing to learn and expand the use of BoardDocs and it will eventually include Board meeting agendas and minutes. He shared some of the items that have been added to the Library section.

Mr. Saari shared an update on Waupaca County Catch-a-Ride, which provides safe and accessible transportation for individuals to get to work, school, appointments, grocery stores, etc. This program is as a result of a grant the County received and it has been in existence for about a year.

He also provided an update of the Grant Writer's awards so far this year. Unfortunately, the District did not get the second COPS grant.

Monitoring:

Summer School Report:

Waupaca Learning Center/Summer School Principal John Erspamer presented the 2022-2023 Summer School Report, which included enrollment information, the required DPI report, as well as the costs associated with the summer school program. FTEs are based on the number of minutes, which resulted in a total of 63 FTEs earned which equates to an actual count value of 25; we are back to pre-Covid numbers. In addition, the District worked with three community partners to provide classes for babysitting, hunter safety, and introduction to remote control planes. Many students attended all three sessions of summer school. Mr. Erspamer thanked Food Service Director Dar Pflugardt and her staff at CEC and WLC for providing meals.

High School Principal Michael Werbowsky advised that high school remedial courses were also offered and those students usually complete the work in approximately two weeks.

Administration:

Construction Update:

Mr. Bob Breest advised that they are trying to get back on schedule at the WLC. The floor is in, they are working on the south wall, and the masonry structure walls will be completed in about 2½ weeks. They are looking at the end of next March for occupancy. The project remains on budget.

They are still awaiting delivery of parts and pieces for the other schools which have been delayed due to supply chain issues. They did receive the technology items and they will be hooked up next week by Johnson Controls.

Private School Transportation on Wednesdays:

Mr. Saari advised that Go Riteway has been providing transportation to/from two private schools – WCA (the District is required to do so by law) and St. Peter Lutheran School in Weyauwega (which the District has been doing on a goodwill basis). Go Riteway has received some complaints due to late drop offs on Wednesday afternoons because the private schools keep their normal dismissal time even though the District dismisses an hour early.

He shared four options available – keep the status quo; add an additional Wednesday afternoon route which would be an additional expense of \$6,238 for 2023-2024; advise the private schools that they need to follow the District’s Wednesday early dismissal schedule (annual savings of \$17,966); or inform St. Peter Lutheran School that the District will no longer provide bus transportation to/from Weyauwega (annual savings of \$12,877). Administration does not recommend the second option of adding additional expenses, and will keep the status quo for the remainder of the year. Board President Dale Feldt requested a Finance Committee meeting be scheduled in January to discuss private school transportation for the 2024-2025 school year.

Grant Writer Position Restructure:

In an effort to retain the Grant Writer, Greg Grohman, the City, Chamber and School District agreed to redesign his contract, increasing his hours to 32 per week and offering full benefits. The City agreed to take on this position (instead of the Chamber) so he will fall under the City’s benefit package and it will pay 100% of those costs; therefore there will be no additional cost to the District. The City, Chamber and School District will continue to fund one-third of all costs associated with wages, and the current arrangement regarding the writing of grants for all three organizations will remain the same. The new contract takes effect January 1, 2024.

Annual Charter School Authorizer Report:

Director of Business Services Carl Hayek provided the annual Charter School Authorizer Report which is required by law and consists of the academic and financial performance of the Chain Exploration Center (CEC). The cost of regular operating expenses for CEC is \$1.8 million annually. Director of Teaching and Learning Mark Flaten added that they are meeting all expectations, but that some academic measurements will change once the new CEC contract is completed.

Adjournment:

A motion was made by Molly McDonald and seconded by Betty Manion to adjourn the meeting at 7:05 p.m. The motion carried unanimously on a voice vote.

Date _____
Dale Feldt, President
Board of Education

Date _____
Molly McDonald, Clerk
Board of Education