



## 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, December 10, 2024 – 5:30 p.m.**

Waupaca High School Community Room

Live Stream: <https://youtube.com/live/vg-ucsRlBfg>

*"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. WHS Cross Country Team
- IX. Presentation of District Leadership Profile Report
- X. Board Reports
  - A. Student Representative Report
  - B. Approval of Minutes
    1. [November 12, 2024 Regular Board Meeting](#)
    2. [November 14, 2024 Special Board Meeting](#)
    3. [December 5, 2024 Personnel Committee Meeting](#)
  - C. [Upcoming Meetings and Other Activities](#)
    1. January 2, 2025 - Special Board Meeting - 5:30 p.m.
    2. January 6, 2025 - Special Board Meeting - 5:30 p.m.

3. January 7, 2025 - Special Board Meeting - 5:30 p.m.
  4. January 14, 2025 - Regular Board Meeting - 5:30 p.m.
  5. January 21-24, 2025 - WASB State Education Convention
  6. January 27, 2025 - Special Board Meeting - 5:30 p.m.
  - D. [Completion of Board Member Availability Calendar](#)
  - E. [WASB Resolutions](#)
  - F. School Visits or Other Board Reports
  - G. CEC Liaison Report
  - H. Personnel Committee Meeting
    1. Highlights/Recap of Meeting
    2. [Recommendation to Increase the Hourly Wage Rate for Food Service Employees](#)
- XI. Consent Agenda
- A. Financial Reports
    1. [Understanding School District Financial Statements](#)
    2. [Accounts Payable](#)
    3. [Cash Receipts](#)
    4. [Year-to-Date Financial Update](#)
  - B. Personnel
    1. Retirements
      - a. [Kareene Hansen - WMS 7th Grade ELA Teacher](#)
      - b. [John Erspamer - WLC Principal and EC-8th Grade Summer School Coordinator](#)
      - c. [Michael Werbowsky - WHS Principal and Grades 9-12 Summer School Coordinator](#)
      - d. [Darlene Pflugardt - Food Service Supervisor](#)
      - e. [Terri Ricker - WLC Ed. Asst.](#)
    2. Hires – 2024-2025 School Year
      - a. Logan Musser - WLC Food Service Class 3
    3. Extra Curricular Coaches and Advisors - 2024-2025 School Year
      - a. WHS Volunteer Coaching Positions:
        - (1) Hesslin Trzebiatowski - Boys Hockey
        - (2) Mitchell Trzebiatowski - Boys Hockey
        - (3) Alexander Gusmer - Boys Hockey
        - (4) Maxwell Gusmer - Boys Hockey
      - b. [WLC Advisor Positions:](#)
        - (1) Nancy Grams - Elementary All School Choir
        - (2) Emma Ives - Elementary All School Choir
        - (3) Kendra Knutson - WLC Yearbook
        - (4) Matt Lawniczak - Elementary Art Club
        - (5) Amy Lemkuil - Elementary/MS Dramatics (17th Year)
        - (6) Becky Leigl - Elementary/MS Dramatics (7th year)
  - C. [Rural Virtual Academy \(RVA\) 5 Year Commitment Renewal](#)
- XII. Communications
- A. Donations from [Adeline Gardner](#) and [Amanda Forseth](#) to CEC
  - B. [Various Donations from Community Organizations for Madrigal Dinner Basket Drawings](#)
  - C. [Various Donations from Community Organizations for Madrigal Singers](#)
  - D. Donations from [Wheel House, Inc.](#), and [Waupaca Foundry](#) towards the Christmas for Families at WLC
  - E. [Donation from Waupaca Lions Club to the District](#)
  - F. [Donation from Community First Employee Day of Giving to the District's Good Samaritan Fund](#)
- XIII. Monitoring
- A. [School Improvement Plan/Review of State Report Cards](#)
  - B. [5-Year Baird Budget Model](#)

- XIV. Administration  
A. [Annual Charter School Authorizer Report](#)
- XV. 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, to discuss succession planning as a result of building principal retirements, and to discuss an extra-curricular assignment..
- XVI. Reconvene Into Open Session to Consider Action on Matters from Closed Session (if necessary)
- XVII. 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

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

*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](mailto:slucas@waupacaschools.org), or by phone at (715) 258-4121, ext. 6011.*