



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES December 12, 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](#).

Music Teacher Anna Lussier introduced the Madrigal Singers who performed just prior to the Board meeting. Board President Dale Feldt thanked them for their wonderful performance.

President's Comments and Pledge of Allegiance:

Dale Feldt welcomed everyone, especially the newest member of the Board, Nic Genske. He asked Rylie Nusz to lead the Board in the Pledge of Allegiance.

Call to Order:

The meeting was called to order by President Dale Feldt at 5:33 p.m.

Roll Call:

Present in the WHS Community Room: Dale Feldt, Steve Klismet, Betty Manion, Bob Adams, Ron Brooks, and Nic Genske.

Excused: Molly McDonald.

Also Present:

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Steve Thomaschefskey, Laurie Schmidt, John Meyer, Austin Moore, Carrie Naparalla, Rob Scherrer, Missy Durrant, Jay Seefeldt, Sarah Hanneman, Sandy Robinson, Autumn Beese, District Consultant Civil Engineer Robert Breest, Jeremy Biehl of CESA 5, and members of the community.

Approval of Agenda:

A motion was made by Steve Klismet and seconded by Ron Brooks to approve the agenda as presented. The motion carried unanimously on a voice vote.

WHS Musical Participants:

Representatives of the WHS musical *Little Women* (Rylie, Tyler, and Lily) spoke about their participation in the musical this year. They felt it was more challenging and enjoyed the experience. They expressed their thanks to Musical Director Holly Saunders and Vocal Director Anna Lussier.

Public Comment:

None.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Board Reports:

Student Representative Report:

None – Alec was unable to attend tonight’s meeting.

Recognition of Betty Manion’s 20 Years of Service to the School District of Waupaca Board of Education:

Board President Feldt recognized Board member Betty Manion for her 20 years of service on the District’s Board of Education and thanked her for her years of service. She will also be recognized at the WASB State Education Convention in January.

Upcoming Meetings and Other Activities:

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

January 9, 2024 – Joint SB-GC Charter School Contract Committee Meeting – 3:45 p.m.

January 9, 2024 – Regular Board Meeting – 5:30 p.m.

January 23, 2024 – Finance Committee Meeting – 5:30 p.m.

Completion of Board Member Availability Calendar:

Board President Feldt asked the Board members to notify Sandy Lucas of any dates in January that they will not be available for a meeting.

WASB Resolutions:

District Administrator Ron Saari advised that he received the WASB Resolutions in today’s mail, so WASB Convention Delegate Betty Manion should be receiving them soon as well. They will also be included on the Board’s January 9th meeting agenda to review.

School Visits or Other Board Report:

Several of the Board members attended the CEC luncheon, CEC project night, and Madrigal dinner. Board member Steve Klismet advised that the dance team did very well at a competition this past weekend.

CEC Liaison Report:

CEC Liaison Betty Manion shared that she attended the CEC Governance Council meeting, which included a video from WASB. They also discussed the school’s report card and District policies. CEC received a \$5,000 mental health grant, and it is also completing another micro-credential. She advised of the annual Gala and other fundraising events scheduled in January.

Joint School Board-Governance Council Charter School Contract Committee:

Committee Chairperson Dale Feldt advised that the Committee met earlier this afternoon and a contract has now been completed. They just need to finish up some minor tweaks, and should be able to send it to the DPI within a couple of months.

Policy Committee:

Committee Chairperson Ron Brooks advised that the Policy Committee met on December 7, 2023. A motion was made by Ron Brooks, per Committee recommendation, to approve and adopt the following new and revised NEOLA policies as presented:

Policy 8121 Personal Background Check – Contracted Services (*as revised*)

Policy 8805 Flags, Signage, and Displays (*as further revised*)

Policies 3139 / 4139 Staff Discipline

Policy 5113 Open Enrollment Program (Inter-District)

Policy 5200 Attendance

Policy 5350 Suicide Prevention, Intervention, and Postvention (*as revised*)

Policy 5517 Student Anti-Harassment

Policy 5530 Student Use or Possession of Intoxicants, Drugs, or Paraphernalia
Policy 7440.01 Video Surveillance and Electronic Monitoring
Policy 8146 Notification of Educational Options
Policy 8310 Public Records
Policy 8420 School Safety
Policy 8500 Food Services
Policy 8531 Free and Reduced-Price Meals
Policy 9211 District-Support Organizations

The motion carried unanimously on a roll call vote.

Personnel Committee:

Committee Chairperson Betty Manion advised that the Personnel Committee met on December 7, 2023, to discuss the compensation rates for substitute nurses and District health aides to be more competitive. A motion was made by Betty Manion, per Committee recommendation, to increase the hourly compensation rate for substitute Registered Nurses to \$35 per hour and to increase the hourly compensation rate for Health Aides by \$1.00 per hour. The motion carried unanimously on a roll call vote.

Consent Agenda:

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

Approval of Minutes:

November 7, 2023 Joint SB-GC Charter School Contract Committee Meeting
November 7, 2023 Regular Board Meeting
November 14, 2023 Special Board Meeting
November 28, 2023 Special Board Meeting
December 5, 2023 Special Board Meeting
December 7, 2023 Policy Committee Meeting
December 7, 2023 Personnel Committee Meeting

Financial Reports:

Accounts Payable Approval: \$3,055,412.81, and Building Fund Payable: \$841,396.70

Cash Receipts: \$703,150.60

Treasurer's Report (October) – Total Cash per Reconciliation: \$9,373,748.36

Treasurer's Report (November) – Total Cash per Reconciliation: \$6,511,417.61

Budget to Actual Comparison by Fund Groups for July:

Fund 10 Ending Balance: \$10,312,497 [2022-2023: \$10,408,933]

Fund 21 Ending Balance: \$351,940 [2022-2023: \$457,697]

Fund 27 Ending Balance: -\$34,330 [2022-2023: -\$44,152]

Fund 38 Ending Balance: \$-1 [2022-2023: \$0]

Fund 41 Ending Balance: \$0 [2022-2023: \$0]

Fund 49 Ending Balance: \$4,083,917 [2022-2023: \$1,053,729]

Fund 50 Ending Balance: \$481,953 [2022-2023: \$339,839]

Budget to Actual Comparison by Fund Groups for August:

Fund 10 Ending Balance: \$9,240,047 [2022-2023: \$8,753,451]

Fund 21 Ending Balance: \$376,857 [2022-2023: \$478,906]

Fund 27 Ending Balance: -\$28,481 [2022-2023: -\$47,652]

Fund 38 Ending Balance: \$-1 [2022-2023: \$0]

Fund 41 Ending Balance: \$0 [2022-2023: \$0]

Fund 49 Ending Balance: \$4,102,479 [2022-2023: \$995,174]

Fund 50 Ending Balance: \$494,929 [2022-2023: \$345,642]

Budget to Actual Comparison by Fund Groups for September:

Fund 10 Ending Balance: \$8,704,636 [2022-2023: \$8,546,204]
Fund 21 Ending Balance: \$376,538 [2022-2023: \$498,980]
Fund 27 Ending Balance: -\$375,689 [2022-2023: -\$380,082]
Fund 38 Ending Balance: \$-1 [2022-2023: \$0]
Fund 41 Ending Balance: \$0 [2022-2023: \$0]
Fund 49 Ending Balance: \$2,675,420 [2022-2023: \$996,967]
Fund 50 Ending Balance: \$477,665 [2022-2023: \$356,478]

Budget to Actual Comparison by Fund Groups for October:

Fund 10 Ending Balance: \$6,336,095 [2022-2023: \$6,499,118]
Fund 21 Ending Balance: \$382,335 [2022-2023: \$438,139]
Fund 27 Ending Balance: -\$783,252 [2022-2023: -\$781,420]
Fund 38 Ending Balance: \$-1 [2022-2023: \$0]
Fund 41 Ending Balance: \$0 [2022-2023: \$0]
Fund 49 Ending Balance: \$2,362,408 [2022-2023: \$999,201]
Fund 50 Ending Balance: \$489,634 [2022-2023: \$347,142]

Budget to Actual Comparison by Fund Groups for November:

Fund 10 Ending Balance: \$4,421,957 [2022-2023: \$4,510,452]
Fund 21 Ending Balance: \$405,425 [2022-2023: \$458,828]
Fund 27 Ending Balance: -\$983,278 [2022-2023: -\$1,039,292]
Fund 38 Ending Balance: \$-1 [2022-2023: \$0]
Fund 41 Ending Balance: \$0 [2022-2023: \$0]
Fund 49 Ending Balance: \$1,853,453 [2022-2023: \$1,001,972]
Fund 50 Ending Balance: \$461,937 [2022-2023: \$350,191]

Resignations:

Hunter Lurvey – WHS Custodian

Hires – 2023-2024 School Year:

Kellynn Kaczorowski – WLC Special Education Teacher

Nichole Garcia – CEC Cook Class 2

Extra Curricular Coaches and Advisors – 2023-2024 School Year

WHS Volunteer Coaching Positions:

Max Jelavic – Boys Hockey

Hagen Rasmussen – Boys Hockey and Baseball

The motion carried unanimously on a roll call vote.

Communications:

Donations:

Mr. Saari advised of several donations recently received. A motion was made by Steve Klismet and seconded by Betty Manion to accept, with gratitude, the donation of a Fleet Farm Gift Card to one of the District's social workers for students of the District as presented. The motion carried unanimously on a voice vote. A motion was made by Betty Manion and seconded by Nic Genske to accept, with gratitude, the donation of various items from the Kempfert Family to CEC Store as presented. The motion carried unanimously on a voice vote. A motion was made by Ron Brooks and seconded by Nic Genske to accept, with gratitude, the donation of various items from the Vergauwen Family to WLC as presented. The motion carried unanimously on a voice vote.

District Administrator's Report:

Mr. Saari advised of the many holiday music programs scheduled throughout the month of December.

He advised that because CESA 5 exceeded their annual revenue projections, it was authorized to disperse dollars to their member districts based on the amount of services that they purchased from CESA 5. The School District of Waupaca received \$5,106.32.

Mr. Saari advised that a walk-through of the reunification process by all safety teams at St. Mary's Magdalene Church will be held January 31, 2024, which leads up to the February 19th walk-through by each of the individual schools. The Department of Justice will be on site to assist and answer questions.

Mr. Saari advised that they are continuing to learn and expand the use of BoardDocs and shared some of the additions that have been made. All Board meetings and postings will be migrating from the District's website to BoardDocs in the near future.

Mr. Saari advised of the many grants District teachers have recently received from the local Rotary Club. He also provided the monthly update from the Grant Writer.

Monitoring:

Review of State Report Cards:

Director of Teaching and Learning Mark Flaten shared the State Report Cards recently received. He reminded the Board that this relates to the Future and Career Readiness and Student and Staff Well-Being pillars of our Strategic Plan. By focusing on student growth and performance through high quality programming and resources, we will have successful students and staff.

The overall scores are: CEC 85.2 Significantly Exceeds Expectations, WLC 77.5 Exceeds Expectations, WMS 72.7 Exceeds Expectations, WHS 60.7 Meets Expectations, and the District 69.2 Meets Expectations. The report cards are based on last school year's data and are trending in the right direction. Scores are based on four priority areas: student achievement in English Language Arts (ELA) and math in grades 3-11 on state assessments; student growth measuring year-to-year academic progress in ELA and math in grades 4-11 in comparison to every other student in the state; target group outcomes in grades 4-11 comparing those who are in the bottom 25% versus their school peers; and on-track to graduation measuring how successfully students are progressing toward completing their K-12 education.

Mr. Flaten provided an overview of the District, WHS, and WLC report cards, and Principal John Meyer and Principal Carrie Naparalla provided an overview of the WMS and CEC report cards. They each also outlined strategies that will be used to improve student achievement and growth scores, as well as how to best meet the needs of all students. Mr. Flaten pointed out that we look at multiple pieces of data when measuring student success and the report cards are just one tool we use. He also noted that he reviews the report cards in detail with each principal.

In response to Board members' questions, Mr. Flaten noted that we only have three years of data because the State changed their report card format. He also noted that there is a common theme throughout the State that elementary scores are higher than high school scores. It was pointed out that ELA seems to be a bit of a challenge, which could be partially due to non-English speaking students, but Mr. Flaten responded that there is an opportunity for growth and it is our responsibility to meet the needs of all of our students so that they can meet or exceed grade level expectations.

With regard to the new reading program, Mr. Flaten advised that it is rigorous and challenging, but overall he has received positive feedback. It is very different and a change in the instruction of reading, writing, and phonics, and it connects with science and social studies as well. It will help students grow in their foundational skills.

Administration:

Construction Update:

Mr. Bob Breest advised that Mother Nature is cooperating and they have not lost any time due to weather. They are on track to have the WLC roofed in by the end of the month, the steel decking is complete, and the masonry work is progressing. If the weather continues to hold out, the building may be ready by the end of February, but without access because of not being able to complete the sidewalk until the spring. The project remains on schedule and on budget.

A few little things still need to be completed at the other three schools, and four trades will be working at the schools during the holiday break to get those done, including getting the automatic doors operational.

District Librarian Update:

District Librarian Sarah Hanneman provided an update on her new position. She outlined her many duties relating to library management such as collection development, purchasing, and collection maintenance for four separate libraries, developing and managing budgets for each library, library media and research instruction for students as well as collaborating with teachers, reference and research support, reader advisory, utilizing technology, and attending grade level and team meetings to create relationships with teachers. CEC, WLC, and WMS students have weekly library checkout times and the libraries are staffed with library assistants. She also shared the collaboration and instruction projects completed as well as the number of classes per building and per subject area she assisted with.

Ms. Hanneman advised that her flexible schedule allows her to be able to work with more grade levels and in other content areas other than ELA. She has also had success collaborating with other literacy and technology coaches as well as with other staff, and she shared some of the positive feedback she has received.

There are challenges in maintaining four separate library collections and can at times be overwhelming. In addition, supporting classroom curriculum is sometimes a challenge and at times she struggles to be where she is needed. However, she is motivated toward creating Future Ready Libraries. She meets with Director of Technology/CTE Steve Thomaschefskey weekly to explore ways to find additional resources to assist her in supporting students and staff, such as using technology coaches.

In response to Board members' questions, Ms. Hanneman advised that her duties are too much for one person and she cannot always assist due to time constraints. As she continues working with teachers she may gain more time, but noted that it is a collaborative team teaching approach and has been able to get to many different classrooms. Due to time constraints, she believes the literature aspect is falling off to the side but she is working on it. Currently her focus is on K-8 with not as much frequency at WHS. She believes that using tech coaches more often could help in the long run.

Board President Feldt suggested that the Board schedule a Personnel Committee meeting to discuss this staffing issue further, and requested that Ms. Hanneman, Mr. Thomaschefskey, and Mr. Flaten attend.

Mr. Flaten shared that they are working with coaches and teachers for a more integral approach. Mr. Thomaschefskey added that Administration is discussing how to scale this out and to make sure we are utilizing the people we currently have correctly. This may entail a structural change for the coaches to support Ms. Hanneman and help her move forward.

Discussion of Coaching Services Regarding Specific Employment Matters – Adjournment into Closed Session:

A motion was made by Ron Brooks and seconded by Betty Manion to 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, and Wis. Stats. § 19.85(1)(f), Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Specifically, to discuss coaching services regarding specific employment matters. The motion carried unanimously on a roll call vote at 7:01 p.m.

Return to Open Session:

A motion was made by Steve Klismet and seconded by Bob Adams to return to open session to take action. The motion carried unanimously on a roll call vote at 7:56 p.m.

A motion was made by Ron Brooks and seconded by Betty Manion to hire Jeremy Biehl of CESA 5 as office staff coach. The motion carried unanimously on a voice vote.

Adjournment:

A motion was made by Ron Brooks and seconded by Steve Klismet to adjourn the meeting at 7:57 p.m. The motion carried unanimously on a voice vote.

_____ Date _____
Dale Feldt, President
Board of Education

_____ Date _____
Molly McDonald, Clerk
Board of Education