



*Respectful, Responsible, Safe & Prepared*

## **SCHOOL BOARD MEETING MINUTES December 8, 2020 Regular Meeting**

Pursuant to the regulations, the regular Board meeting was held on the above date in the Waupaca High School LMC Distance Learning Lab and virtually via Google Meet, Live Stream, and by phone. The meeting was also broadcast on TV Channel 991.

The purpose of the Board Meeting Minutes are 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:**

Stephen Johnson welcomed everyone, including Elizabeth Waite, the Board's student representative. He also extended best wishes for a Merry Christmas and happy holiday season to all of our staff, students, and families in the District. He then asked Dale Feldt to lead the Board in the Pledge of Allegiance.

### **Call to Order:**

The meeting was called to order by President Stephen Johnson at 5:15 p.m.

### **Roll Call:**

Present in the WHS LMC Distance Learning Lab: Stephen Johnson, Patrick Phair, Betty Manion, Dale Feldt, and Sandra Robinson. Mark Polebitski and Steve Hackett were virtually present via Google Meet.

### **Also Present:**

Present in the WHS LMC Distance Learning Lab: Ron Saari, Sandy Lucas, Mark Flaten, and Elizabeth Waite. Virtually present via Google Meet: Carl Hayek, Laurie Schmidt, Steve Thomaschefskey, Joe Sbertoli, Michael Werbowsky, Jenifer Erb, Laura Colbert, John Meyer, Jody Pankratz, Carrie Naparalla, Megan Sanders, Mandi Salter, Shana Rogney, and Alyssa Durrant.

### **Approval of Agenda:**

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

### **Public Comment:**

None.

### **Approval of Minutes:**

Sandra Robinson requested that a link to the letter referenced in the second paragraph under District Administrator's Report on page 2 of the minutes be added. A motion was made by Steve Hackett and seconded by Patrick Phair to approve the November 10, 2020, Regular Board meeting minutes as presented. The motion carried unanimously on a voice vote.

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

The Board reviewed their collective commitments.

## **Communications:**

### Donation:

Mr. Saari expressed the District's sincere thanks to the Waupaca Rotary Club for its generous donation to the various projects through the Rotary Education Grant Program. These funds must be spent this school year. A motion was made by Dale Feldt and seconded by Steve Hackett to accept with gratitude the donation as presented. The motion carried unanimously on a voice vote.

### District Administrator's Report – An Opportunity to Grow and Lead in Waupaca:

Mr. Saari gave a presentation relating to the superintendent evaluation and presented a proposal of what it might look like this year to improve our leadership as a collective body. The proposal consists of a "partnership of purpose" to achieve our goals of a trusting relationship, understanding and abiding by our roles and responsibilities, and communication. The success of the superintendent, or lack of success, is also a reflection on the board of education.

Achieving our partnership is a two-way street and takes commitments. Mr. Saari proposed a timeline of meetings which included the Board and Mr. Saari meeting in closed sessions as well as weekly one-on-one superintendent-Board member conversations intended to build relationships. However, it was mentioned that some Board members would be interested to know what other Board members had to say, so Mr. Saari suggested he could share his notes as to what he learned in an email. Mr. Saari believes that for this to be successful we have to make a significant investment in the face-to-face individual conversations, that there will need to be some flexibility in scheduling those, and that time limits for those conversations should be set. It was suggested that Mr. Saari meet with Student Representative Elizabeth Waite on a weekly basis as well.

Mr. Saari also outlined keys to effective evaluations and suggested an evaluation action plan.

He will order the book "[Trust Matters](#)" referenced in his presentation for the Board of Education's library.

Mr. Saari also advised that each of the Board members should now have access to the WASB superintendent evaluation framework. The WASB does have a board of education self-evaluation survey available as well.

## **Monitoring:**

### Instructional Leadership Team (ILT) Live/Video Updates:

Mr. Flaten advised that because target-based grading has been put on hold this year due to COVID-19, he is providing a video update of the ILT team members' training and ongoing support and focus for 2020-2021. He also advised that standardized assessments have not been revised this year.

All five teams (Early Childhood-4K Group, Chain Exploration Center, Waupaca Learning Center, Waupaca Middle School, and Waupaca High School) expressed that they are meeting the challenges in order to be better tomorrow than we are today through teacher efficacy, modeling the Waupaca Way, promoting a positive climate, improving culture in the buildings, and working on communication and trust which also helps to build relationships. They have taken on the mentality that we've got your back and we're all in this together. Collaboration is at an all-time high and they have taken on a growth mindset.

Board President Johnson asked that Mr. Flaten extend the Board's appreciation to all the teams.

## **Board Reports:**

### Upcoming Meetings and Other Activities:

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

December 10, 2020 – Learning in 2020-2021 Stakeholders Meeting - 5:00 p.m.  
December 11, 2020 – Board Retreat – 1:30 p.m.  
~~December 14, 2020 – Building and Grounds Committee Meeting – 10:30 a.m. – Cancelled~~  
December 14, 2020 – Instructional Committee Meeting – 11:30 a.m.  
December 17, 2020 – Finance Committee Meeting – 11:00 a.m.  
December 21, 2020 – Board Retreat – 1:30 p.m.  
December 28, 2020 – Deadline to File Notice of Non Candidacy Forms  
January 5, 2021 – Deadline for Declaration of Candidacies  
January 12, 2021 - Regular Board Meeting - 5:15 p.m.  
January 20-22, 2021 – WASB Wisconsin State Education Convention - Virtual

### **Policy Committee:**

Committee Chairperson Patrick Phair reported that the Committee discussed a number of policies as well as the WASB model for superintendent evaluations.

A motion was made by Patrick Phair and seconded by Mark Polebitski, per Committee recommendation, to purchase a three-year subscription to the WASB Model for Superintendent Evaluations and, in addition, approve Mark Flaten working with Mr. Saari in tandem with the WASB Model. The motion carried unanimously on a roll call vote.

Committee Chairperson Phair went through all of the changes made in each of the five policies discussed, noting that the December 3, 2020, Policy Committee meeting [minutes](#) needed to be revised accordingly. A motion was made by Patrick Phair, per Committee recommendation, to approve the five policies as presented: Policy 0142.5 – Vacancies, Policy 0144.8 (SDW 191) – Funeral Attendance and Memorial, Policy \_\_\_\_\_ (SDW 192) – Recognition Schedule, Policy 0123 – Philosophy of the Board, and Policy 0142.7 – Orientation. The motion carried unanimously on a roll call vote.

A motion was made by Dale Feldt and seconded by Sandra Robinson to send Policy 0144.1 - Compensation back to the Policy Committee for further discussion. The motion carried unanimously on a voice vote.

In addition, a motion was made by Patrick Phair, per Committee recommendation, to dispense with the second reading before adoption by the Board of Education of the policies and future policies. The motion carried unanimously on a roll call vote.

### **Administration:**

Appoint Elizabeth Waite as the Student Representative and Alyssa Durrant as the Alternate Student Representative to the Board of Education for the 2020-2021 School Year:

Elizabeth “Ella” Waite and Alyssa Durrant were appointed as student representatives to the Board of Education for this school year. Ms. Waite is a sophomore and shared a report on how she feels school is going this year. Ms. Durrant is a freshman and is looking to better our school.

Status of Winter Sports Season:

Athletic Director Joe Sbertoli advised that the winter sports season is in full swing. Protocols are in place and are being followed. Small minor changes have had to be made in certain sports and participation is down slightly (however, wrestling is impacted more so participation is down quite a bit). The fall sports season went well and appreciated the students’ honesty. Mr. Sbertoli doesn’t believe that COVID cases have impacted sports.

**WASB Resolutions:**

The Board was provided with a copy of the resolutions for the State Education Convention in January and were advised that any direction regarding those resolutions will be given to the WASB delegate, Patrick Phair, at the January Board meeting.

**Consent Agenda:**

A motion was made by Dale Feldt and seconded by Betty Manion to approve the items of the consent agenda as presented. The Chain Exploration Center Governance Council was made aware of the resignation of the educational assistant prior to it being placed on this agenda.

Financial Reports:

Accounts Payable Approval: \$2,500,017.59, and Building Fund Payable: \$0.00

Cash Receipts: \$819,562.10

Treasurer’s Report – Total Cash per Reconciliation: \$4,241,110.08

Fund 10 Ending Balance: \$4,357,044 [2019-2020: \$3,074,882]

Resignations:

Molly Tembelis – WHS Ed. Asst. – Spec. Ed.

Robin Eckstein – CEC Ed. Asst.

Amy Flunker – WHS IMC Aide

Hires – 2020-2021 School Year:

Sara Knapp – WLC Food Service Class 2

Brittany Haire – WHS Ed. Asst. – Spec. Ed.

Jessica Christensen – WHS Ed. Asst. – Spec. Ed.

Joseph Kenowski – WMS Ed. Asst. – Spec. Ed.

Extra-Curricular Hires – 2020-2021 School Year:

Mary Luce – WLC Yearbook

The motion carried unanimously on a roll call vote.

**Adjournment:**

A motion was made by Sandra Robinson and seconded by Dale Feldt to adjourn the meeting at 6:50 p.m. The motion carried unanimously on a voice vote.

\_\_\_\_\_ Date \_\_\_\_\_  
Stephen Johnson, President  
Board of Education

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