



## 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, February 11, 2025 – 5:30 p.m.**

Waupaca High School Community Room

Live Stream: <https://youtube.com/live/UExKjhLJW1Q>

*"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. Board Reports
  - A. Student Representative Report
  - B. Approval of Minutes
    1. [January 14, 2025 Regular Board Meeting](#)
    2. [January 27, 2025 Special Board Meeting](#)
    3. [February 6, 2025 Special Board Meeting](#)
  - C. Upcoming Meetings and Other Activities
    1. [February 18, 2025 - Instructional Committee Meeting - 5:30 p.m.](#)
    2. [February 18, 2025 - Personnel Committee Meeting - 6:00 p.m.](#)
    3. [March 11, 2025 - Regular Board Meeting - 5:30 p.m.](#)

- D. [Completion of Board Member Availability Calendar](#)
- E. School Visits or Other Board Reports
- F. CEC Liaison Report
- IX. 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. [Staffing Changes for the 2025-2026 School Year](#)
    - 2. Retirements - End of the 2024-2025 School Year
      - a. [Nancy Pulvermacher - WMS 7th Grade ELA Teacher](#)
      - b. [Monica Reeves - WHS English Teacher and Drama Advisor](#)
      - c. Kathy Jensen - Physical Therapist
    - 3. Resignations
      - a. Bridgit Hill - WLC Custodian
      - b. [Cheri Barlow - WMS 5th Grade Teacher](#)
      - c. [Jaki Golding - WLC 4K Ed. Asst.](#)
    - 4. Hires – 2024-2025 School Year
      - a. [Catherine Carpenter - Part Time Spec. Ed. Bus Monitor](#)
      - b. [Ashley Henke - WHS Ed. Asst.-Spec. Ed.](#)
    - 5. Transfers/Changes - 2024-2025 School Year
      - a. Charles Melk - 1.0 FTE WMS Ed. Asst.-Spec. Ed. to .4 FTE WMS Ed. Asst.-Spec. Ed.
    - 6. Job Share Agreements - 2025-2026 School Year
      - a. [Andrea Fossum-Grall and Kristie Tripp - WLC 1st Grade Teachers](#)
    - 7. Extra Curricular Coaches and Advisors - 2024-2025 School Year
      - a. WHS Coaching Positions:
        - (1) Matthew Schiedermayer - Girls Track Assistant
      - b. WHS Volunteer Advisor Positions:
        - (1) Gregg Helgeson - Trap and Skeet
    - 8. Salary Step Changes
      - a. [Ethan Dayton - 6B0 to 6B6](#)
      - b. [Shana Rognev - 22M6 to 22M12](#)
      - c. [Brittany Schnobrich - 10M18 to 10M24](#)
- X. Communications
  - A. School Counselor Recognition Week (February 3-7)
  - B. School Bus Driver Appreciation Week (February 10-14)
  - C. National FFA Week (February 15-22)
  - D. Adult School Crossing Guard Recognition Week (February 19-23)
  - E. February is Career and Technical Education Month
  - F. [Anonymous Donation to WHS Boys Soccer](#)
  - G. Donations from the [Forseth](#) Family and the [Feely](#) Family to CEC
  - H. [2024 Holiday Giving Program Report](#)
- XI. Monitoring
  - A. [Financial Audit](#)
- XII. Administration
  - A. [2nd Friday in January Enrollment Count](#)
  - B. [Current and Projected Student Enrollment](#)
  - C. AGR Reports
    - 1. [Waupaca Learning Center](#)
    - 2. [Chain Exploration Center](#)

- D. Approval of School Handbooks for the 2025-2026 School Year
  - 1. [Waupaca High School](#)
  - 2. [Waupaca Middle School](#)
  - 3. [Waupaca Learning Center](#)
  - 4. [Chain Exploration Center](#)
  - 5. [Waupaca 4K](#)
- E. Move March 11th Regular Board Meeting to Thursday, March 6th, Due to Spring Break
- XIII. 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 determine the final candidate for the District Administrator position.
- XIV. Reconvene Into Open Session to Consider Action on Matters from Closed Session (if necessary)
- XV. 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.*