



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES February 11, 2025 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:

Ron Brooks welcomed everyone.

Call to Order:

The meeting was called to order by President Ron Brooks at 5:29 p.m.

Roll Call:

Present in the WHS Community Room: Ron Brooks, Steve Klismet, Molly McDonald, Betty Manion, Dale Feldt, Bob Adams, and Lori Verhalen.

Also Present:

Present in the WHS Community Room: Craig Gerlach, Sandy Lucas, Mark Flaten, Austin Moore, Jenifer Erb, Kyle Scherwinski, John Meyer, Lisa Graf, John Erspamer, Jody Pankratz, Carrie Naparalla, Alec Olson, Jay Seefeldt, Melissa Durrant, Marsha Purchatzke of Go-Riteway, David Minch of KerberRose SC, and members of the community.

Approval of Agenda:

A motion was made by Dale Feldt and seconded by Molly McDonald to approve the agenda as presented. The motion carried unanimously on a voice vote. However, Board President Brooks advised that he is moving Item XI.A up on the agenda so that Mr. Minch does not have to stay until later in the meeting to present the financial audit.

Magic Minute:

Each of the Board members as well as the Student Representative shared a positive comment or event.

Public Comment:

None.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Monitoring:

Financial Audit:

Mr. David Minch from the independent audit firm of KerberRose SC provided a review of the annual financial audit. They audited the financial statements and fund information of the District for the year

ending June 30, 2024, and in their opinion they present fairly the respective financial position of the activities, each major fund, and aggregate fund information of the District. The District received a clean unmodified opinion which is the highest level KerberRose can provide.

Mr. Minch specifically reviewed the Balance Sheet, the Statement of Revenues, Expenditures and Changes in Fund Balances, as well as Notes to Financial Statements. He noted that the General Fund 10 balance is in a very good operating position. Although it had a \$1.5 million decrease, there is nothing alarming with it being off from the budget. In addition, the overall decrease of \$5.5 million was due to capital projects, a planned decrease in the overall fund balance. The District is well below the authorized legal limit of debt.

Mr. Minch advised that there were three findings of material weaknesses which will be addressed by Director of Business Services Austin Moore. They were: 1) financial reporting (management is responsible for the fair presentation), 2) preparation of schedules of federal expenditures and state financial assistance, and 3) material account adjustments. Overall it is a clean report regarding federal or state grants. Nothing else warranted additional concern.

Board Reports:

Student Representative Report:

Alec Olson advised of the Student Council's activities, including an upcoming blood drive. He also shared that the dance team won first place in pom and third place in jazz at the recent state competition held in La Crosse, and the girls and boys hockey teams were seeded for the state tournament. Finally, the school play will be presented soon.

Approval of Minutes:

January 14, 2025 Regular Board Meeting

January 27, 2025 Special Board Meeting

February 6, 2025 Special Board Meeting

A motion was made by Dale Feldt and seconded by Betty Manion to approve the Minutes of the three meetings listed above as presented. The motion carried unanimously on a voice vote.

Upcoming Meetings and Other Activities:

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

February 18, 2025 - Instructional Committee Meeting - 5:30 p.m.

February 18, 2025 - Personnel Committee Meeting - 6:00 p.m.

March 11, 2025 - Regular Board Meeting - 5:30 p.m.

Completion of Board Member Availability Calendar:

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

School Visits or Other Board Reports:

Board member Betty Manion shared that she went to 4K at both the CEC and WLC. Board member Dale Feldt shared that he visited with the WLC Principal and Associate Principal and attended the art show in the library.

Board member Molly McDonald gave a shout out to the girls basketball team for their great improvement shown on the court as well as for their activities off the court. She also thanked the community for their support of the dance team in La Crosse.

Board President Ron Brooks advised that the District received the Facelift Award at the recent Chamber Awards event for all of the safety renovations completed.

CEC Liaison Report:

CEC Liaison Betty Manion advised that she attended the CEC Governance Council meeting last Friday. A report was given regarding the Valentine's Day fundraising project as well as a PBL update. CEC Administrator Carrie Naparalla reported that it is open enrollment and the open seats are filling up quickly. Mrs. Manion shared that both the Suzuki Concert and game night were very well attended.

The CEC also received a donation that will be used for a Sources of Strength project, and Steve and Mary Klismet donated a sign which is along Highway 10. They received a grant which will be used to purchase books for the vending machine and they are writing a Rotary grant for playground equipment. The Chain Garden Community made a presentation requesting funds at a community women's event and won, so those funds will be used to purchase items for the garden.

Consent Agenda:

A motion was made by Dale Feldt and seconded by Molly McDonald to approve the items of the consent agenda as presented. Mr. Feldt recognized the retirees.

Financial Reports:

Accounts Payable for January

Cash Receipts

Year-to-Date Financial Update - Budget to Actual Comparison by Fund Groups as of 1/31/2025:

Fund 10 Ending Balance: -\$636,713 [2023-2024: \$8,640,427]

Fund 21 Ending Balance: \$300,441 [2023-2024: \$391,403]

Fund 27 Ending Balance: -\$1,644,612 [2023-2024: -\$1,478,219]

Fund 50 Ending Balance: \$172,561 [2023-2024: \$556,824]

Staffing Changes for the 2025-2026 School Year

Retirements - End of the 2024-2025 School Year:

Nancy Pulvermacher - WMS 7th Grade ELA Teacher

Monica Reeves - WHS English Teacher and Drama Advisor

Kathy Jensen - Physical Therapist

Resignations:

Bridgit Hill - WLC Custodian

Cheri Barlow - WMS 5th Grade Teacher

Jaki Golding - WLC 4K Ed. Asst.

Hires – 2024-2025 School Year:

Catherine Carpenter - Part Time Spec. Ed. Bus Monitor

Ashley Henke - WHS Ed. Asst.-Spec. Ed.

Transfers/Changes - 2024-2025 School Year:

Charles Melk - 1.0 FTE WMS Ed. Asst.-Spec. Ed. to .4 FTE WMS Ed. Asst.-Spec. Ed.

Job Share Agreements - 2025-2026 School Year:

Andrea Fossum-Grall and Kristie Tripp - WLC 1st Grade Teachers

Extra Curricular Coaches and Advisors – 2024-2025 School Year:

WHS Coaching Positions:

Matthew Schiedermayer - Girls Track Assistant

WHS Volunteer Advisor Positions:

Gregg Helgeson - Trap and Skeet

Salary Step Changes:

Ethan Dayton - 6B0 to 6B6

Shana Rogney - 22M6 to 22M12

Brittany Schnobrich - 10M18 to 10M24

The motion carried unanimously on a roll call vote.

Communications:

Recognitions:

Board President Brooks advised that last week was School Counselor Recognition Week and this week is School Bus Driver Appreciation Week. Next week is National FFA Week and the week after is Adult School Crossing Guard Recognition Week. The month of February is also Career and Technical Education Month.

Donations:

Mr. Brooks shared there was an anonymous donation made to WHS Boys Soccer, as well as donations made by the Forseth and Feely families to the CEC. A motion was made by Lori Verhalen and seconded by Molly McDonald to accept, with gratitude, the donations as presented. The motion carried unanimously on a voice vote.

2024 Holiday Giving Program Report:

Director of Business Services Austin Moore shared the annual report by the District's School Social Workers, indicating that it was another outstanding year of giving. The program provided donations to many individuals and households throughout the District through several different school and community organizations and activities. The report also recognized the many staff and community members for their generosity and support provided to families in need during the past holiday season. This is a yearly holiday tradition and is just one example of how the community and school are committed to reach families in need.

Administration:

2nd Friday in January Enrollment Count:

Mr. Moore provided the 2nd Friday in January enrollment report which is required by the DPI. Enrollment increased by 26 additional students, however most of them were in 4K so they do not count at 100%, but there was a total increase of 7 FTE students from the fall.

Current and Projected Student Enrollment:

Director of Teaching and Learning Mark Flaten provided the annual current and projected student enrollment report which is used to make sure that core staffing levels are appropriate. There continues to be a steady decrease of students enrolled across the state, however the District has bucked that trend. He shared a breakdown of the current class sizes in each grade level at each school as well as what is projected for the 2025-2026 and 2026-2027 school years. He noted that the highlighted numbers are projected based on a seven year average. They are not recommending any reductions in staffing in core classes based on enrollment for next year.

Mr. Flaten also shared data regarding the number of students who have changed their enrollment during the past seven months along with data relating to the number of EL students enrolling in/out. The mobility of students continues to increase along with the number of EL students. Mr. Gerlach added that students leave for a number of reasons, most of which are out of the District's control.

Mr. Flaten pointed out that after the middle and high school students finish selecting their courses for the 2025-2026 school year, there may be staffing adjustments required. He will continue to monitor the enrollment numbers to make sure we have the appropriate staffing and will continue to provide the Board with monthly staffing updates.

AGR Reports:

Mr. Flaten advised that these are standard reports that have been presented in the past for the WLC and CEC. They provide information on how our students are progressing, indicating the percentage of students at or above or below grade level and the number of students who have made gains.

Approval of School Handbooks for the 2025-2026 School Year:

WHS Associate Principal Jenifer Erb advised that there was a revision made to the WHS handbook referencing the correct Board policy. Other than that, no other substantive changes were made. Each of the other Principals also advised that there were no significant changes made to their handbooks for next school year.

Mr. Feldt noted that we may need to revisit the cell phone policy in our handbooks if a revision is made to the use of cell phones in schools by the state legislature.

A motion was made by Bob Adams and seconded by Molly McDonald to approve the 2025-2026 School Handbooks for Waupaca High School, Waupaca Middle School, Waupaca Learning Center, Chain Exploration Center, and Waupaca 4K as presented. The motion carried unanimously on a voice vote.

Move March 11th Regular Board Meeting to March 6th Due to Spring Break:

Board President Brooks advised that the March 11th regular Board meeting needs to be moved to Thursday, March 6th, due to spring break.

A motion was made by Lori Verhalen and seconded by Betty Manion to move the March 11th regular Board meeting to Thursday, March 6, 2025, at 5:30 p.m. in the Waupaca High School Community Room. The motion carried unanimously on a voice vote.

Adjournment Into Closed Session:

A motion was made by Dale Feldt and seconded by Lori Verhalen 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. Specifically, to determine the final candidate for the District Administrator position. The motion carried unanimously on a roll call vote at 6:11 p.m.

Reconvene in Open Session to Consider Action on Matters from Closed Session:

A motion was made by Dale Feldt and seconded by Lori Verhalen to reconvene in open session to consider action on matters from closed session. The motion carried unanimously on a roll call vote at 7:07 p.m.

A motion was made by Lori Verhalen and seconded by Dale Feldt to offer Mark Flaten the District Administrator position beginning July 1, 2025, pending approval of a contract. The motion carried on a 4-3-0 roll call vote, with Board members Ron Brooks, Dale Feldt, Bob Adams, and Lori Verhalen voting yes and Board members Steve Klismet, Betty Manion, and Molly McDonald voting no.

Adjournment:

A motion was made by Dale Feldt and seconded by Molly McDonald to adjourn the meeting at 7:09 p.m. The motion carried unanimously on a voice vote.

Ron Brooks, President
Board of Education

Date _____

Betty Manion, Clerk
Board of Education

Date _____