



*Respectful, Responsible, Safe & Prepared*

## **SCHOOL BOARD MEETING MINUTES February 14, 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](#).

### **President's Comments and Pledge of Allegiance:**

Stephen Johnson welcomed everyone and asked Betty Manion to lead the Board in the Pledge of Allegiance.

### **Call to Order:**

The meeting was called to order by President Stephen Johnson at 5:30 p.m.

### **Roll Call:**

Present in the WHS Community Room: Stephen Johnson, Dale Feldt, Steve Klismet, Patrick Phair, and Betty Manion.

Excused: Ron Brooks and Molly McDonald.

### **Also Present:**

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Laurie Schmidt, Steve Thomaschefskey, Michael Werbowsky, Jenifer Erb, John Meyer, John Erspamer, Jody Pankratz, Carrie Naparalla, Carol Beyer-Makuski, Melissa Durrant, and a member of the community.

### **Approval of Agenda:**

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

### **Public Comment:**

Mr. Andre Waichulaitis, a bus driver for Go-Riteway, addressed the Board asking that when the District remodels the WHS parking lot that people, cars, and buses be separated. He also asked if someone could fix the pothole in the east driveway and bus lane.

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

The Board reviewed their collective commitments.

### **Consent Agenda:**

A motion was made by Dale Feldt and seconded by Patrick Phair to approve the items of the consent agenda as presented.

Approval of Minutes:

January 10, 2023, Regular Board Meeting

January 11, 2023, Expulsion Hearing

January 16, 2023, Board Retreat

January 25, 2023, Personnel Committee Meeting

January 25, 2023, Special Board Meeting

February 1, 2023, Joint SDW Board of Education and CEC Governance Council Meeting

Financial Reports:

Accounts Payable Approval: \$2,619,861.73, and Building Fund Payable: \$47,869.61

Cash Receipts: \$5,121,454.95

Treasurer's Report (December) – Total Cash per Reconciliation: \$6,470,710.80

Treasurer's Report (January) – Total Cash per Reconciliation: \$8,997,583.49

Budget to Actual Comparison by Fund Groups for December:

Fund 10 Ending Balance: \$5,651,009 [2021-2022: \$6,326,020]

Fund 21 Ending Balance: \$436,360 [2021-2022: \$346,037]

Fund 27 Ending Balance: -\$1,283,036 [2021-2022: -\$1,147,163]

Fund 38 Ending Balance: \$0 [2021-2022: \$0]

Fund 41 Ending Balance: \$0 [2021-2022: \$0]

Fund 49 Ending Balance: \$982,446 [2021-2022: \$399,352]

Fund 50 Ending Balance: \$341,968 [2021-2022: \$86,805]

Budget to Actual Comparison by Fund Groups for January:

Fund 10 Ending Balance: \$8,337,872 [2021-2022: \$9,756,919]

Fund 21 Ending Balance: \$424,777 [2021-2022: \$343,399]

Fund 27 Ending Balance: -\$1,482,919 [2021-2022: -\$1,310,122]

Fund 38 Ending Balance: \$0 [2021-2022: \$216,897]

Fund 41 Ending Balance: \$0 [2021-2022: \$0]

Fund 49 Ending Balance: \$985,750 [2021-2022: \$399,359]

Fund 50 Ending Balance: \$387,694 [2021-2022: \$103,530]

Resignations:

Patty Olson – WLC Custodian

Kerrigan Schneider – WLC 3<sup>rd</sup> Grade Teacher

Cassandra Rollins – WLC 2<sup>nd</sup> Grade Teacher

Transfers/Changes – 2022-2023 School Year:

Shawn Springstroh – WMS Custodian to WMS Lead Custodian

Transfers/Changes – 2023-2024 School Year:

Amber Koski - WLC Early Childhood/W4K Special Education Teacher (0.5 FTE) and CEC W4K Teacher (0.5 FTE) to CEC W4K Teacher (0.5 FTE)

Kelly Baumgart – 1.0 FTE W4K/WLC Speech Language Pathologist to 0.6 FTE W4K/WLC Speech Language Pathologist

Job Share Agreements – 2023-2024 School Year (Continuation of Current Agreements):

Andrea Fossum-Grail and Tina Olson - WLC 1<sup>st</sup> Grade Teachers

Nancy Pulvermacher and Kareene Hansen – WMS 7<sup>th</sup> Grade Teachers

Extra Curricular Coaches and Advisors – 2022-2023 School Year:

WHS Coaching Positions:

Lana Johnson – Varsity Boys Track

Bryan Fay – Asst. Boys Track

WHS Advisor Positions:

Greg Smidt - Chess

WHS Volunteer Advisor Positions:  
Tyler Vander Velden – Robotics

Salary Step Changes:

Courtney Gross – 3B0 to 3B6  
Jessica Hauser 1B6 to 1B12  
Stephanie Knuth – 15M12 to 15M18  
Rebecca Liegl – 10M6 to 10M12  
Anna Lussier – 10B24 to 10B30  
Payton Mix – 3B24 to 3B30  
Holly Olsen – 13M12 to 13M18  
Tricia Price – 7M12 to 7M24  
Shana Rogney – 20B30 to 20M  
Brittany Schnobrich – 8M6 to 8M12  
Crystal Vida – 7M6 to 7M12  
Nichole Williams – 5B18 to 5M

Renewal of CESA 5 Services Contract for 2023-2024

The motion carried unanimously on a roll call vote.

**Communications:**

Mr. Saari recognized the many observances happening this month: School Counselor Recognition Week, School Bus Driver Appreciation Week, National FFA Week, and Career and Technical Education Month.

Donation:

Mr. Saari advised of the generous donation made by Baysek Machines, Inc., to the Waupaca Learning Center in memory of Mary Jensen, a former Speech Language Pathologist at the WLC. A motion was made by Patrick Phair and seconded by Betty Manion to accept with gratitude the donation from Baysek Machines, Inc., as presented. The motion carried unanimously on a voice vote.

2022 Holiday Giving Season Report:

Director of Student Services Laurie Schmidt shared the annual report by our social workers. We recognize and appreciate the generosity of our staff and community for their support provided to our families in need during this past holiday season.

District Administrator's Report:

Mr. Saari shared a draft of the Relocation home page and advised that they are working on creating a stakeholder group to assist them. This is part of the Relocation Grant received from the Community Foundation.

Although the enrollment report will be presented later in the meeting, Mr. Saari wanted to highlight the increase in enrollment of 30 students (24 FTE) compared to September's enrollment count, with 17 of these students being EL. Many of these families have moved into the area and are working at Waupaca Foundry.

Mr. Saari provided an update on Grow Our Own, and advised that we now have an Education Career Pathway and have three students who will be participating in the Educators Rising Summit at UWSP. He advised that Teacher Assistant (TA) opportunities have existed in the District for 20 years, but we want to expand the program and provided information on how a student can become a TA. This is the first year we have had a TA in each of our buildings, including Spanish V students assisting with our Spanish-speaking students at the WLC. He was very impressed to learn of the number of current

SDW teachers and employees who are WHS graduates. Board member Phair added that the WHS Scholarship Foundation will be offering scholarships for those looking to go into education.

Mr. Saari advised that the annual WHS Job Fair is March 7<sup>th</sup>.

Mr. Saari also provided an update on the SDW Niche which is designed to drive interested people to our website. He advised that he consults with this group monthly and provided information pertaining to the partnership performance, remarketing click rates, and traffic directed to our website. He is impressed with the amount of attention the District is getting.

He reminded the Board that there is a special Board meeting on February 27<sup>th</sup>, with Attorney Macy facilitating a workshop on expulsion hearings.

Mr. Saari advised of the new Inspire Coordinator Beth Nash who has been presenting to several organizations throughout the County. This is a collaborative effort with the goal to use our existing career pathway software to help Ms. Nash connect businesses with schools and students. This will make Waupaca Works even better.

Mr. Saari advised of the Safety Team table top training exercise with the WI DOJ and Waupaca County Emergency Management scheduled for February 20<sup>th</sup>. He added that the “*I Love U Guys*” reference refers to standard reunification processes and procedures.

Mr. Saari reiterated the need for the Board to complete the WASB School Perceptions annual board self-evaluation this year and advised he will be sending it out this month.

### **Monitoring:**

#### College and Career Readiness/Waupaca ACP:

Director of Technology Steve Thomaschefskey presented the annual update relating to Academic Career Planning (ACP) and Career and Technical Education (CTE). ACP is a state-mandated K-12 future career readiness program with the goal of helping students make informed decisions about their education and career paths. It begins in elementary school where students indicate their interests and likes, to the Middle School with career exploration and job fairs, and finally to the High School with career pathways, job shadowing, and real life experiences. He advised that they are rebranding everything this year and shared one of four videos that have been created. He also shared many of the ACP highlights this year, including the 2022 Manufacturing Partnership Award the District received through its partnership with Waupaca Foundry.

Mr. Thomaschefskey advised that the CTE department is continuing to hold pathway meetings. He shared many of the CTE highlights, which included presentations and events that the students have actually been able to attend this year. He also advised of the certifications many students have earned, as well as new equipment that has been purchased.

### **Administration:**

#### 2<sup>nd</sup> Friday in January Enrollment Count:

Director of Teaching and Learning Mark Flaten provided the standard 2<sup>nd</sup> Friday in January enrollment report which is required by the DPI, indicating that enrollment increased by 30.

#### Current and Projected Student Enrollment and Staffing Update:

Mr. Flaten provided information on trending, current, and projected student enrollment – with the trend being fewer school-age kids in the State. Because the enrollment count data determines the funds a district receives, it is good that our enrollment increased by 30 to 2040. He uses this count to determine staffing, and provided a breakdown of the number of students in each grade level at each school (with the highlighted numbers being projected numbers) and advised that we don’t always retain 100% of the 4K students.

Mr. Flaten advised that according to the data, the District should reduce the number of core teachers at the WLC by two. However, because we have had a significant increase in the number of students with EL needs, and we want to make sure those students receive the support they need, we are recommending a reduction of only one core teacher at the WLC. This will provide us with greater flexibility to meet student needs; it is a qualitative need not a quantitative need. However, we will continue to monitor. This will not result in any layoffs because of teacher resignations we have already received.

Mr. Thomaschefskey added that the District will most likely continue to see an increase of EL students as the City has approved the building of an apartment complex by Waupaca Foundry near Plant 2.

In response to several questions from Board members relating to communicating with our Spanish-speaking families and students, Ms. Schmidt advised that our current EL students are enrolled in their appropriate grade level classroom. In addition, the District has the following resources: receives an ongoing list of bilingual individuals in the area; uses the service provider Bridging Language Barriers; purchased earbuds that translate as we speak; connecting with RVA on core academic opportunities; bilingual books have been ordered for the libraries; partnering with FVTC; and the assistance of our Spanish V students and staff members with Spanish-speaking backgrounds. We also utilize interpreters to communicate with families and the bus garage, and many families are familiar with Google Translate. Mr. Thomaschefskey added that Infinite Campus messages are sent out in both English and Spanish. Mr. Flaten added that the District's Social Workers work closely with these families and are their first point of contact.

#### Staffing Changes for the 2023/24 School Year:

Mr. Flaten advised that this report is done annually and is a scorecard of staff coming and going and will be provided to the Board monthly. He added that all "TBD" positions have been posted.

#### ESSER III Update:

Mr. Flaten provided an update on the District's use of the ESSER III Plan funds to date. He advised that due to high inflation rates and other factors, we needed to make some adjustments to our approved ESSER III budget, which included a reduction in funds for curriculum work this summer. The teaching staff has been made aware of this as well.

#### AGR Reports:

Waupaca Learning Center Principal John Erspamer provided the WLC's Achievement Gap Reduction (AGR) report. He has seen normal improvements from fall to winter. He added that funding is based on the number of low income students in the building and it fluctuates each year. Mr. Erspamer also shared a comparison of the WLC to other AGR schools throughout the State. Mr. Saari pointed out that even though the WLC is one of the largest schools of low income students, it has the highest Forward Exam Summary (School Report Card) score.

Chain Exploration Center Principal Carrie Naparalla provided the CEC's AGR report with regard to its K-3 reading and math data. She was pleasantly surprised, but there are some areas where improvement is needed.

#### Chain Exploration Center Mid-Year Performance Measure Review:

Ms. Naparalla also shared the Mid-Year Progress Report which is required as part of the charter school grant through the DPI. There was one area that was not met relating to claims being submitted and it has since been corrected. The report provides information relating to four different performance measures: 21<sup>st</sup> Century skills, PBL instruction with high student engagement and achievement, achievement gap of educationally disadvantaged students, and service learning. She also shared how the CEC students rank compared to the District's average in ELA and math. However, she cautioned that we have to be careful when looking at these numbers because of the smaller class sizes.

Approval of School Handbooks for 2023-2024 School Year:

Board member Feldt advised that the changes to the handbooks are indicated in red and there is nothing of significance. Mr. Saari added that the Chain Exploration Center's School Handbook will be presented to the Board at next month's meeting.

A motion was made by Dale Feldt and seconded by Steve Klismet to approve the School Handbooks for Waupaca High School, Waupaca Middle School, Waupaca Learning Center, and Waupaca 4K for the 2023-2024 school year as presented. The motion carried unanimously on a roll call vote.

Move March 14<sup>th</sup> Regular Board Meeting to March 7<sup>th</sup> Due to Spring Break:

Board President Johnson advised that due to the March regular Board meeting occurring during spring break, the Administration is unavailable and is asking the Board to move the meeting to March 7<sup>th</sup>. He also advised that he was unavailable that date.

A motion was made by Betty Manion and seconded by Patrick Phair to change the March regular Board meeting from March 14 to March 7, 2023, at 5:30 p.m. in the Waupaca High School Community Room. The motion carried unanimously on a voice vote.

**Board Reports:**

Student Representative Report:

None.

School Visits or Other Board Reports:

Board member Phair visited with a few WHS teachers, including Mr. Ryder who is retiring; he is also helping with the school play. Board member Manion attended CEC's game night, winter gala, and 4K classroom. She and Board member Feldt participated in WLC's read-along. Mr. Feldt also visited a couple classrooms at the CEC. Board member Klismet went to Hortonville and Berlin High Schools and gained a new appreciation for SDW.

Upcoming Meetings and Other Activities:

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

February 16, 2023 – Special Board Meeting – 5:30 p.m.

February 27, 2023 – Special Board Meeting – 5:30 p.m.

February 27, 2023 – WHS 2023 Academic Honors – 7:00 p.m.

March 7, 2023 – Regular Board Meeting – 5:30 p.m.

**Personnel Committee:**

Committee Chairperson Betty Manion advised that the Personnel Committee met on January 25, 2023, to discuss adding a new special education teacher to work with students on the autism spectrum at the WLC beginning with the remainder of this school year and continuing.

A motion was made by Betty Manion, per Committee recommendation, to approve adding a new 1.0 FTE Special Education Teacher (with emphasis in Autism) position at the WLC to start as soon as possible. The motion carried unanimously on a roll call vote.

**Joint School Board-Governance Council Charter School Contract Committee:**

Committee Chairperson Dale Feldt advised that the Joint School Board-Governance Council Charter School Contract Committee met just prior to this meeting, and developed a set of meeting norms. The next meeting is scheduled for February 23, 2023, at 1:00 p.m. in the WHS Community Room to correct the extended one-year contract.

**Adjournment:**

A motion was made by Dale Feldt and seconded by Patrick Phair to adjourn the meeting at 6:58 p.m.  
The motion carried unanimously on a voice vote.

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

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