



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES February 25, 2020 Regular Meeting

Pursuant to the regulations, the regular board meeting was held on the above date in the Waupaca High School Community Room.

President's Comments and Pledge of Allegiance:

Stephen Johnson welcomed everyone and thanked Dorothy Servey, Nancy Tice, and the entire Food Service Department for the pizza and treats at tonight's meeting. He then asked Dar Pflugardt to lead the Board in the Pledge of Allegiance.

Call to Order:

The meeting was called to order by President Stephen Johnson at 5:14 p.m.

Roll Call:

Present: Stephen Johnson, Dale Feldt, Sandra Robinson, Patrick Phair, Betty Manion, and Steve Hackett.

Absent: Mark Polebitski.

Also Present:

Ron Saari, Sandy Lucas, Mark Flaten, Carl Hayek, Laurie Schmidt, Mike Werbowski, Jenifer Erb, Rhonda Hare, Jody Pankratz, Laura Colbert, Dar Pflugardt, Abigail Perket, Nancy Tice, Dorothy Servey, and WIN TV.

Approval of Agenda:

Mr. Saari advised that Item VII.E. should be deleted from the agenda. A motion was made by Patrick Phair and seconded by Sandra Robinson to approve the agenda as amended. The motion carried unanimously on a voice vote.

Public Comment:

None.

Approval of Minutes:

A motion was made by Sandra Robinson and seconded by Betty Manion to approve the January 14, 2020, regular board meeting minutes as presented. The motion carried unanimously on a voice vote.

A motion was made by Patrick Phair and seconded by Dale Feldt to approve the February 6, 2020, expulsion hearing minutes as presented. The motion carried on a 5-0-1 voice vote with Stephen Johnson abstaining.

Communications:

Recognitions:

Mr. Saari noted that it was School Bus Driver Appreciation Week February 10-14; National FFA Week February 22-29; February is Career and Technical Education Month; and it is National School Breakfast Week March 2-6.

District Administrator's Report:

Mr. Saari advised of several conferences and meetings that he has attended with other School District administrators, City of Waupaca officials, and Waupaca County personnel during the past month as well as those that are upcoming. Mr. Saari also recently attended two plays presented by the District.

Mr. Saari also advised that detailed summaries of the many sessions he attended at the 2020 AASA Convention February 11-25, 2020, as well as the handouts can be found online in the link on the agenda. In particular, he asked the Board to review the board governance presentation by Mr. Doug Eadie.

Monitoring:

Budget Update/Review (including Grants and Food Service):

Carl Hayek gave a presentation on Food Service operations.

Dar Pflugardt advised of the meals per labor hour costs and other data, as well as all of the programs offered at each of the different schools within the District. She feels that if students were given more time to eat, more would participate in the school lunch program. She also provided a list of items the Food Service Department is working on to improve their offerings.

Board President Stephen Johnson asked Ms. Pflugardt to pass on the Board's appreciation to the entire Food Service staff.

Mr. Hayek then presented information regarding the budget to date and grants the District receives. It was suggested we might be able to get more grants if we had a dedicated individual working on those programs.

Student and Staff Wellness (Past, Current, and Future):

Laurie Schmidt provided an overview of student and staff wellness in the School District of Waupaca. Our goal is to continue to build relationships and promote positive experiences for students and staff.

School Board:

Report on Meetings Attended/School Visits:

Dale Feldt visited a first grade class at Chain Elementary and observed them during a new math lesson/resource that is being piloted this year. Patrick Phair visited the WLC and observed early elementary during a reading exercise. Sandra Robinsin enjoyed the breakfast last Monday that was served by Administration and prepared by Food Service. She also thanked the LIVE program for the catered lunch last Friday. Betty Manion visited the LIVE program and was advised of the many wonderful programs offered to them. She also visited the at-risk program and learned about a different GED program that is being offered.

Board Norms:

The Board has spent time reviewing and finalizing Board Norms. A motion was made by Dale Feldt and seconded by Sandra Robinson to approve the Board of Education Norms as presented in draft #2. 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 27, 2020 – FFA Staff Appreciation Breakfast – 6:30 a.m.

March 2, 2020 – Board Retreat – 11:00 a.m.

March 2, 2020 – 2020 Academic Banquet – 6:00 p.m.

March 5, 2020 – Expulsion Hearing – 1:00 p.m.

March 23, 2020 – Personnel Committee Meeting – 1:00 p.m.

March 24, 2020 – Regular Board Meeting – 5:15 p.m.

Finance Committee:

Committee Report:

Committee Chairperson Sandra Robinson reported that the purpose of this meeting was to review in greater detail with Mr. Hayek and Ms. Kerber the District's Annual Financial Audit Report for the year ended 2019. We are in great financial position.

Recommendation on 2019 Annual Financial Audit Report:

A motion was made by Sandra Robinson, per committee recommendation, to accept the Annual Financial Audit Report for the year ended June 30, 2019, as updated/corrected. The motion carried unanimously on a voice vote.

Personnel Committee:

Committee Report:

Committee Chairperson Betty Manion reported that since there is money in the 2019-2020 budget to allow for an hourly wage increase for secretaries and according to a comparison of other districts in the area, the Committee made a motion to make a recommendation to the full Board.

Recommendation on Secretary Salaries:

A motion was made by Betty Manion, per committee recommendation, to increase the wage rates for secretaries by 50¢ per hour retroactive to January 1, 2020. The motion carried unanimously on a voice vote.

Instructional Committee:

Committee Report:

Committee Chairperson Dale Feldt reported that Mark Flaten presented an updated/revised Gifted and Talented Handbook emphasizing that the purpose is to maximize our GT teachers and other District resources.

Recommendation on Spring 2020 Gifted and Talented Handbook:

A motion was made by Dale Feldt, per committee recommendation, to approve the updated Gifted and Talented Handbook as presented. The motion carried unanimously on a voice vote.

Committee Chairperson Feldt also reported that Mr. Flaten presented the proposed 2020-2021 and 2021-2022 school calendars and provided a variety of information and data that was used in developing the school calendars. It was suggested that the staff start dates the last week of August be shaded to be more easily understood.

Recommendation on School Calendars for 2020-2021 and 2021-2022 School Years:

A motion was made by Dale Feldt, per committee recommendation, to approve the proposed 2020-2021 and 2021-2022 School Calendars as amended. The motion carried unanimously on a voice vote.

2nd Friday in January Enrollment Count:

The Board was informed that the 2nd Friday in January count showed a membership count of 2,121 which is up slightly from the September count, but there has been an overall decline in enrollment since the 2010-2011 school year.

School Handbooks for 2020-2021 School Year:

It was suggested that a consistency in terminology be used throughout each handbook and across the District and that the citations should be double-checked.

A motion was made by Sandra Robinson and seconded by Betty Manion to approve the school handbooks for the 2020-2021 school year for Waupaca Middle School, Waupaca Learning Center, and Waupaca 4K. The motion carried unanimously on a voice vote.

AGR Reports:

Jody Pankratz presented information and answered questions relating to the WLC's Academic Growth Report mid-year update with regard to the K-3 Reading and Math programs. Rhonda Hare presented information and answered questions relating to the Chain Elementary's AGR report mid-year update with regard to the Kindergarten and First Grade Reading and Math programs. These are procedural reports required by the DPI relating to the AGR Grant.

Chain Exploration Center:Mid-Year Performance Measure Review:

Rhonda Hare presented information and answered questions relating to the CEC's mid-year report with regard to several performance measures as required by the WCSP grant.

2020-2021 Family Handbook:

Ms. Hare also presented the Chain Exploration Center's Family Handbook for the 2020-2021 school year indicating minor revisions.

Increase Class Sizes to 20 in Grades 4-8:

Rhonda Hare reported that the CEC Governance Council voted on January 23, 2020, in favor of a contract amendment increasing enrollment capacity to 20 students per advisor in grades 4-8.

A motion was made by Patrick Phair and seconded by Steve Hackett to approve an amendment to the Chain Exploration Center contract to increase student-teacher ratio to 20:1 maximum in grades 4-8 at the CEC. The motion carried unanimously on a voice vote.

Focus Areas for the Future:

Since the Five Focus Areas, Community Learning, and Key Opportunities were previously discussed at a Board Retreat, there was no need to review them again.

School Perceptions Survey Overview:

Mark Flaten provided an overview of the School Perceptions surveys sent to parents, staff, and students.

Proposed Contract with NEOLA Policy Services:

Mr. Saari outlined the proposed contract with Neola Policy Services, which he and the Board learned more about at the WASB Convention, relating to bylaws and policies development service, digital publishing using BoardDocs, and administrative guidelines development service. Mr. Hayek advised that the cost will be spread out over the next 30 months. The District can begin using the services in approximately a month if approved.

A motion was made by Patrick Phair and seconded by Dale Feldt to approve the contract with NEOLA Policy Services as presented and payment will be made according to Option #2 of the contract. The motion carried unanimously on a voice vote.

Gaggle SpeakUp Safety Tipline:

Ron Saari announced the District's partnership with Gaggle, which provides a simple way for students to anonymously report threats of violence, bullying, weapons brought to school, peers in crisis, and other urgent situations. Trained Gaggle Safety Representatives can then immediately contact designated school officials and/or law enforcement.

Consent Agenda:

A motion was made by Sandra Robinson and seconded by Dale Feldt to approve the items of the consent agenda:

Financial Reports:

Accounts Payable Approval - \$2,720,643.57 and Building Fund - \$0

Cash Receipts - \$5,382,567.80

Treasurer's Report - \$6,438,769.31

Retirements:

Joseph Serio – Chain Elem. School Custodian – Eff. 6/30/20

Michelle Lazars – Student Services Secretary – Eff. 8/11/20

Resignations:

Christine Neumann – HS Ed. Asst.

Pamela Deuman – WLC Ed. Asst.

Jennifer Floistad – WLC Ed. Asst. – Spec. Ed.

Katherine Bober – HS Science Teacher

Andrea Myers – WLC Ed. Asst. – Spec. Ed.

Hires

Chelsea Galinsky – HS Ed. Asst. – Spec. Ed.

Transfers/Changes:

Ben Haddix – Class I HS Ed. Asst. – Spec. Ed. to Class II HS Ed. Asst.

Extra-Curricular Hires – 2019-2020:

Bennett Hansen – Varsity Head Football Coach (Fall 2020)

Julie Thobaben – JV Softball Coach

Mark Unertl – MS Track Coach

Extra-Curricular Volunteers:

Jason Liegl – JV Softball Coach

Salary Step Changes:

Jason Wenzel – 2B to 2B6

Amy Lemkuil – 21M12 to 21M18

Mathew Lawniczak – 6B18 to 6B24

Debra Townsend – 5B6 to 5B12

The motion carried unanimously on a roll call vote.

Adjournment:

A motion was made by Dale Feldt and seconded by Sandra Robinson to adjourn the meeting at 7:45 p.m. The motion carried unanimously on a voice vote.

_____ Date _____
Stephen Johnson, President
Board of Education

_____ Date _____
Elizabeth Manion, Clerk
Board of Education