



BOARD OF EDUCATION NORMS

Our norms are meant to guide our work and keep us focused. These norms (collective commitments) are in alignment with our Board Governance Policies; District Vision, Mission, and Priorities. We will begin each meeting reminding ourselves and our guests of our working commitments.

1. Be prepared; stay informed; listen to others and be open to differing opinions and perspectives – being inquisitive, reflective, and respectful; checking 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. Ensure open and clear communications, and maintain transparency – no surprises
3. Remain objective, forward thinking, and open minded – respect the opinions of others
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, end on time, stay on task
6. When a Board decision is made, we accept and abide by the decisions both publicly and privately – we accomplish more united than divided
7. Honor and protect the expectation of confidentiality of all topics addressed, and discussions held, in closed sessions

SCHOOL BOARD MEETING AGENDA

Tuesday, February 8, 2022 – 5:30 p.m.

Waupaca High School Community Room

Live Stream: <https://youtu.be/JR3ew7mbyPQ>

- I. President's Comments and Pledge of Allegiance
- II. Call to Order
- III. Roll Call
- IV. Approval of Agenda
- V. Public Comment (see [Board Policy 0167.3](#))
- VI. [Review of Board Meeting Norms](#)
- VII. Consent Agenda
 - A. Approval of Minutes
 1. [January 11, 2022, Regular Board Meeting](#)
 2. [January 26, 2022, Policy Committee Meeting](#)
 3. [February 2, 2022, Finance Committee Meeting](#)
 - B. Financial Reports
 1. [Understanding School District Financial Statements](#)
 2. [Accounts Payable](#)
 3. [Cash Receipts](#)
 4. [Treasurer's Report](#)
 5. [Budget to Actual Comparison by Fund Groups](#)

C. Personnel

1. Retirements – End of 2021-2022 School Year
 - a. [Laurel Leder – WMS Choir Teacher](#)
 - b. [MaryAnn Snider – WMS 8th Grade English Teacher](#)
2. Resignations
 - a. Kayla Christman – WMS Ed. Asst.-Spec. Ed.
3. Hires – 2021-2022 School Year
 - a. [Jessica Haessig – WLC Ed. Asst.-Spec. Ed.](#)
 - b. [Braden Mallasch - Part-Time Social Media Assistant](#)
4. Transfers/Changes
 - a. [Timothy Koltz – Temporary to Permanent Full-Time Technology Help Desk Asst.](#)
 - b. [Delaney Barbeau - 1.0 FTE to .8 FTE CEC Pillar Infusion Coordinator/Ed. Asst.-Spec Ed.](#)
5. Leave of Absence
 - a. Riley Bicanic – WMS Speech Language Pathologist
6. Job Share Agreement - 2022-2023 School Year (Continuation of Current Agreement)
 - a. [Andrea Fossum-Grail and Tina Olson - WLC 1st Grade Teachers](#)
7. Extra Curricular Coaches and Advisors – 2021-2022 School Year
 - a. WHS Coaching Positions - Hires:
 - (1) [McCoy Mix – JV Girls Basketball](#)
 - b. WHS Volunteer Advisor Positions:
 - (1) Nate Helm-Quest – Robotics
 - (2) David Scott – Robotics
 - c. WMS Coaching Positions - Resignations:
 - (1) [Michael Waldschmidt - 7th Grade Girls Basketball](#)
 - d. WMS Coaching Positions - Hires:
 - (1) [Kirbianne Holat - 7th Grade Girls Basketball](#)
 - e. WMS Volunteer Coaching Positions:
 - (1) Kyle Hamm - Wrestling
8. Salary Step Changes
 - a. [Holly Olsen – 12B30 to 12M](#)
 - b. [Avery Beck – 2B12 to 2B24](#)
 - c. [Debbie Townsend – 7B18 to 7M](#)

VIII. Communications

- A. [School Bus Driver Appreciation Week \(February 14-18\)](#)
- B. [National FFA Week \(February 19-26\)](#)
- C. [February is Career and Technical Education Month](#)
- D. [Donation of Outerwear to the WLC from Calvary Lutheran Church](#)
- E. [2021 Holiday Giving Season Report](#)
- F. District Administrator's Report

IX. Monitoring

- A. [Technology Updates and Long Term Planning](#)

X. Administration

- A. Approval of School Handbooks for 2022-2023 School Year
 1. [Waupaca High School](#)
 2. [Waupaca Middle School](#)
 3. [Waupaca Learning Center](#)
 4. [Waupaca 4K](#)
 5. [Chain Exploration Center](#)

- B. AGR Reports
 - 1. [Waupaca Learning Center](#)
 - 2. [Chain Exploration Center](#)
 - C. [Chain Exploration Center](#)
 - 1. [Mid-Year Charter Report](#)
 - 2. [Mid-Year Performance Measure Review](#)
 - 3. [Corrective Action Plan](#)
 - D. [Moving the March Regular Board Meeting from the 8th Due to Spring Break](#)
 - E. [2nd Friday in January Enrollment Count](#)
 - F. [Current and Projected Student Enrollment](#)
- XI. Board Reports
- A. Student Representative Report
 - B. School Visit Reports
 - C. WASB Delegate Report
 - D. Upcoming Meetings and Other Activities
 - 1. [February 14, 2022 - Special Board Meeting - 5:30 p.m.](#)
 - 2. [February 21, 2022 – Policy Committee Meeting – 5:30 p.m.](#)
 - 3. [March _____, 2022 – Regular Board Meeting – 5:30 p.m.](#)
 - 4. [March 28, 2022 - Policy Committee Meeting - 5:30 p.m.](#)
 - E. Policy Committee
 - 1. Recommendation to Approve and Adopt the Following Policies:
 - NEOLA Policy [9700.01](#) Advertising and Commercial Activities
 - NEOLA Policy [1210](#) Board-District Administrator Relationship
 - NEOLA Policy [0131.1](#) Bylaws and Policies (W151)
 - NEOLA Policy [0141.1](#) Student Representation at Board Meetings (W160.1)
 - NEOLA Policy [0143](#) Authority of Individual Board Members (W161)
 - NEOLA Policy [0175.1](#) School Board Conferences, Conventions, and Workshops (W163)
 - NEOLA Policy [0164.1](#) Regular Meetings (W170)
 - NEOLA Policy [0166](#) Agenda (W171.2)
 - NEOLA Policy [0161](#) Parliamentary Authority (W181)
 - NEOLA Policies [3340/4340](#) Grievance Procedure (W527/W527-R1)
 - NEOLA Policies [3431.01/4431.01](#) Uniformed Service Leave and Other Rights of Service Members (W532.42/W532.42-R1)
 - NEOLA Policy [3242](#) Professional Development Opportunities for Licensed Staff (W537)
 - NEOLA Policy [3243](#) Staff Attendance at Workshops and Conferences (W537.2)
 - NEOLA Policy [3120.09](#) Staff Attendance at Extra-Curricular Meetings, Workshops and Tournaments (W537.3)
 - NEOLA Policies [3122/4122](#) Nondiscrimination and Equal Employment Opportunity (W511)
 - NEOLA Policies [3160/4160](#) Standard New-Employee and Interval-Based Health Examinations (W523.1)
 - NEOLA Policies [3160.01/4160.01](#) Waupaca School District Pre-Employment Drug Testing (W523.2)
 - NEOLA Policies [3122.02/4122.02](#) Nondiscrimination Based on Genetic Information of the Employee
 - NEOLA Policies [3123/4123](#) Section 504/ADA Prohibition Against Disability Discrimination in Employment
 - NEOLA Policies [3362/4362](#) Employee Anti-Harassment
 - NEOLA Policies [3419/4419](#) Group Health Plans
 - NEOLA Policies [3419.02/4419.02](#) Privacy Protections of Fully Insured Group Health Plans
 - NEOLA Policies [3419.03/4419.03](#) Patient Protection and Affordable Care Act
 - NEOLA Policies [3139/4139](#) Staff Discipline (W522)
 - NEOLA Policies [3122.01/4122.01](#) Drug-Free Workplace (W522.1/W522.1-R1/ W522.1-R2)
 - NEOLA Policy [4162](#) Controlled Substance and Alcohol Policy for Employees that Transport Students (W523.4)

NEOLA Policies [1630.01/3430.01/4430.01](#) Family & Medical Leave of Absence (“FMLA”) (W528/W528.1)
 NEOLA Policy [3120](#) Employment of Professional Staff (W533)
 NEOLA Policy [4120](#) Employment of Support Staff (W533)
 NEOLA Policies [3121/4121](#) Criminal History Record Check (W533.1)
 NEOLA Policy [3120.04](#) Employment of Substitutes (Professional Staff) (W534.1)
 NEOLA Policy [4120.04](#) Employment of Substitutes (Support Staff) (W534.2)
 NEOLA Policy [4162.01](#) Bus Driver Policies (W541.61/W541.61-R1/W541.62)
 NEOLA Policies [3111/4111](#) Creating a Position
 NEOLA Policies [3120.01/4120.01](#) Job Descriptions
 NEOLA Policy [3120.06](#) Selecting Student Teachers/Administrative Interns
 NEOLA Policy [3120.07](#) Employment of Casual Resource Personnel
 NEOLA Policy [3120.08](#) Employment of Personnel for Co-Curricular/ Extra-Curricular Activities
 NEOLA Policies [3120.10/4120.10](#) Job Sharing
 NEOLA Policy [3124](#) Employment Contract
 NEOLA Policy [3125](#) Educator Licensing
 NEOLA Policies [3130/4130](#) Assignment and Transfer
 NEOLA Policies [3131/4131](#) Reduction in Staff
 NEOLA Policies [3132/4132](#) Vacancies
 NEOLA Policy [3140](#) Non-Renewal, Resignation and Termination
 NEOLA Policy [4140](#) Termination and Resignation
 NEOLA Policies [1461/3161/4161](#) Unrequested Leaves of Absence/Fitness for Duty
 NEOLA Policies [3170/4170](#) Substance Abuse
 NEOLA Policies [3210/4210](#) Staff Ethics
 NEOLA Policies [3211/4211](#) Whistleblower Protection
 NEOLA Policies [3213/4213](#) Student Supervision and Welfare
 NEOLA Policies [3214/4214](#) Staff Gifts
 NEOLA Policies [3215/4215](#) Use of Tobacco and Nicotine by Professional Staff
 NEOLA Policies [3216/4216](#) Staff Dress and Grooming
 NEOLA Policies [3230/4230](#) Conflict of Interest
 NEOLA Policy [3231](#) Outside Activities of Professional Staff
 NEOLA Policy [4231](#) Outside Activities of Support Staff
 NEOLA Policies [3281/4281](#) Personal Property of Staff Members
 NEOLA Policies [3310/4310](#) Employee Expression in Noninstructional Settings
 NEOLA Policies [3362.01/4362.01](#) Threatening Behavior Toward Staff Members
 NEOLA Policies [3410.01/4410.01](#) Compensation for Part-Time Staff
 NEOLA Policies [3425/4425](#) Benefits
 NEOLA Policies [3430/4430](#) Leaves of Absence
 NEOLA Policies [3431/4431](#) Employee Leaves (W529)
 NEOLA Policies [3440/4440](#) Job-Related Expenses
 NEOLA Policies [3531/4531](#) Unauthorized Work Stoppage
 NEOLA Policy [4124](#) Letter of Reasonable Assurance
 NEOLA Policy [4220](#) Evaluation of Support Staff
 NEOLA Policy [4430.05](#) Nursing Mothers
 NEOLA Policy [8340](#) Providing a Reference (W526.1)
 NEOLA Policy [3220](#) Staff Evaluation and Educator Effectiveness (W538)

F. Finance Committee Meeting

1. [Recommendation to Approve the ESSER III Plan as Presented at the February 2, 2022, Finance Committee Meeting](#)

XII. 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

Board President – Stephen Johnson – 715-258-9530	Building & Grounds – Steve Klismet – 715-281-8951
Finance – Dale Feldt – 715-227-1984	Policy – Patrick Phair – 715-340-3895
Personnel – Betty Manion – 715-572-3362	Instructional – Mark Polebitski – 715-707-0118
Student Services – Steve Hackett – 715-258-9626	