



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES March 7, 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](#).

Vice President's Comments and Pledge of Allegiance:

Dale Feldt advised that Board President Stephen Johnson was unable to attend tonight's meeting, so, as Vice President, he will be presiding over the meeting. He then welcomed everyone and asked Mark Flaten to lead the Board in the Pledge of Allegiance.

Call to Order:

The meeting was called to order by Vice President Dale Feldt at 5:30 p.m.

Roll Call:

Present in the WHS Community Room: Dale Feldt, Steve Klismet, Molly McDonald, Patrick Phair, Betty Manion, and Ron Brooks.

Excused: Stephen Johnson.

Also Present:

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Carl Hayek, Laurie Schmidt, Steve Thomaschefskey, Michael Werbowsky, Jenifer Erb, Kyle Scherwinski, John Meyer, Austin Moore, John Erspamer, Jody Pankratz, Carrie Naparalla, Melissa Durrant, and Carol Wirth from Wisconsin Public Finance Professionals, LLC, as well as a member of the community.

Approval of Agenda:

A motion was made by Betty Manion 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 when the large potholes in the east driveway at WHS and in the bus lane at WLC will be repaired. He also expressed his concerns about the heavy traffic in the mornings at WMS which is causing long back-ups.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Consent Agenda:

A motion was made by Steve Klismet and seconded by Ron Brooks to approve the items of the consent agenda as presented.

Approval of Minutes:

February 14, 2023, Joint SB-GC Charter School Contract Committee Meeting
February 14, 2023, Regular Board Meeting
February 16, 2023, Special Board Meeting

Financial Reports:

Accounts Payable Approval: \$2,395,434.11, and Building Fund Payable: \$66,603.00
Cash Receipts: \$4,653,582.59

Updated Staffing Changes for 2023-2024 School Year

Retirements:

Colleen Villalobos – Payroll Specialist
Mary Ellen Lewinski – WLC Health Aide

Resignations:

Crystal Strasse – WLC Ed. Asst.-Spec. Ed.

Hires – 2022-2023 School Year:

Raven James – WMS Ed. Asst.-Spec. Ed.
Erinn Manteufel – WLC Ed. Asst.-Spec. Ed.

Hires – 2023-2024 School Year:

Robert Scherrer – Director of Co-Curricular Activities/Athletics

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

WHS Coaching Positions:

Payton Mix – Varsity Softball

Renewal of CESA 5 Lease Agreement for 2023-2024

Early Approval of WMS Class III Field Trip to Washington, D.C.

The motion carried unanimously on a roll call vote.

Communications:

Director of Business Services Carl Hayek pointed out the retirement of the District's Payroll Specialist, Colleen Villalobos, who has been with the District for almost 35 years, and expressed his sincere gratitude for her exceptional service to the District.

District Administrator Ron Saari advised that this week is National School Social Worker Recognition Week and National School Breakfast Week – free breakfasts are offered this week to our students.

District Administrator's Report:

Mr. Saari reminded the Board that there is a Policy Committee meeting on March 27th to review the semi-annual updates from NEOLA.

Mr. Saari advised that we have the Comet House advertised for bids and interest continues. The house is priced right but it is difficult to move. We had a buyer at one point but that person had to back out due to issues with the City of Waupaca's Zoning and Planning Department. He added that no regular curriculum lessons have been done on the house this year. In addition, he is not aware of any use for the house within the District, and would rather sell it so the proceeds can go back into the program.

Mr. Saari advised that the architects have completed the redesigns of each of the four building entrances to include transaction windows and drop boxes. They have been reviewed and approved by the entire Administrative team and all parties are now on the same page.

He shared that we continue to have communication challenges with DPI since their people work from home and do not return phone calls.

Mr. Saari shared that the Safety Team table top exercise with the WI DOJ and Waupaca County Emergency Management took place on February 20th and we are waiting for the DOJ's feedback. The exercise provided insight into where improvements are needed, and was discussed at today's Principals' meeting. Board members Dale Feldt and Steve Klismet added that they also participated and were very impressed with everyone's knowledge of the buildings and plans.

Mr. Saari shared a link to the landing page for the notes from the Board members' sessions they attended at the 2023 WASB Convention. He also advised that everyone has completed the WASB School Perceptions annual board development tool, which are standard questions that School Perceptions uses for all school board members in the state.

Mr. Saari also shared the latest from the Grant Writer.

Monitoring:

Technology Updates and Long Term Planning:

Director of Technology Steve Thomaschefskey provided an update of what the Technology Department has been working on. They work closely with staff and businesses in everything they do. They are continuing to work through the COPS grant as well as multi-factor authentication, which is required by our insurance company. Cybersecurity is their major focus, which will include trainings for staff, end-point protection, and 24-hour network monitoring. They are also currently working on the replacement of the entire networking system which should be completed this summer.

Mr. Thomaschefskey pointed out the continued support provided by the Technology Integration Specialists and staff. He also outlined a technology refresh strategy, and shared some of the projects they will be focusing on in the future, which may include robotics or AI in the next few years.

Administration:

Presentation on Financing 2022 Referendum Projects:

Mr. Hayek advised that the schematic designs are out for bids so now we need to work on the financing. He then introduced Carol Wirth from Wisconsin Public Finance Professionals, LLC (WPFP). She advised that her presentation will outline the process of securing the borrowing for the 2022 referendum safety projects. She advised of the next steps that are required and provided a timeline for accomplishing the 2023 borrowing. This includes Board action at its April 9th meeting on a resolution authorizing the public sale for \$3,875,000 general obligation promissory notes, as well as Board action at its May 9th meeting on an award resolution approving the final interest rates and tax levy, and awards the notes to the winning underwriter.

Ms. Wirth shared information relating to the current municipal bond market, indicating that the supply of municipal bonds is extremely low. She set out the general obligation promissory notes 2023 estimated sources and uses of funds, which are not guaranteed, but are just what they are at this point in time. The amount of the reoffering premium from the sale of the notes is what will determine the winning bid. She added that any excess premium is required to be deposited into Debt Service. She also provided the 2023 estimated debt service schedule, and preliminary pricing summary as of March 1, 2023.

Chain Exploration Center Enrollment Update:

CEC Administrator Carrie Naparalla provided the CEC's enrollment information for the 2023-2024 school year, adding that in 4K through third grade, the numbers remained status quo. Three applicants in kindergarten and one applicant in third grade are on the waitlist, and there may be a few additional enrollment numbers added.

Approval of 2024-2025 School Year Calendar:

Director of Teaching and Learning Mark Flaten advised that the school calendars are developed for two school years out. Because Christmas falls on a Wednesday, there were some challenges when creating the 2024-2025 school year calendar. So three options were developed and a one-question survey was sent to all staff and parents asking which option they preferred. An overwhelming majority of the responses preferred Option B, which removes the February 17 professional development day, provides only a three day weekend in April, and the last day for students is Friday, June 6, 2025. Mr. Flaten advised that initially there were some concerns with the removal of the February 17th professional development day, but those have been resolved.

Mr. Flaten added that an error in calculating the number of teacher workdays in Option B was discovered – working one less day than they are contracted for. So to correct that, the Administration is recommending adding a teacher workday to the final week of August – making it two days of professional development and two days of teacher workdays.

A motion was made by Ron Brooks and seconded by Betty Manion to approve Option B for the 2024-2025 school year calendar, with the addition of a teacher professional development day added in August, as presented. The motion carried unanimously on a roll call vote.

Waupaca Middle School Schedule for 2023-2024 School Year:

Waupaca Middle School Principal John Meyer advised that through a collective effort, WMS will have a new comprehensive school schedule starting with the next school year. The new schedule will allow for better uniform instruction and consistency to meet the needs of all the students and will also work with the other schools' schedules. He outlined the challenges of the current schedule, as well as the goals of making this change. Mr. Meyer explained in detail the new 8 period, 43 minute class schedule, with every class being one period except math and ELA which will be 1½ periods (67 minutes). Because of the additional time allotted for ELA and math, those classes will be paired back to back on the schedule. He then highlighted the many benefits of making this change. Mr. Flaten added that it will provide better equity and consistency in staffing as well.

Waupaca Middle School Associate Principal Austin Moore advised that, even though we are adding time for math and ELA, there won't be any lost instruction time in science or social studies because of the restructuring of the I/E time. In addition, there is more time for the students to eat lunch. He shared that all stakeholders had a voice in creating this schedule.

A motion was made by Patrick Phair and seconded by Betty Manion to approve the Waupaca Middle School schedule for the 2023-2024 school year as presented. The motion carried unanimously on a roll call vote.

Board Reports:

Student Representative Report:

None.

School Visits or Other Board Reports:

Board member Betty Manion shared that she visited the Live and alternative education programs, as well as the special education room at WHS. She also met with School Social Worker Laura Rapp. Board member Ron Brooks shared that while visiting with High School Principal Michael Werbowski, a situation arose and he was very impressed with how Mr. Werbowski and his staff handled it.

Upcoming Meetings and Other Activities:

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

March 9, 2023 – WHS 2023 Academic Honors Night – 6:00 pm.

March 23, 2023 – Joint SB-GC Charter School Contract Committee Meeting – 1:00 p.m.

March 27, 2023 – Policy Committee Meeting – 5:30 p.m.

April 4, 2023 – Election Day

April 11, 2023 – Joint SB-GC Charter School Contract Committee Meeting – 3:45 p.m.

April 11, 2023 – Regular Board Meeting – 5:30 p.m.

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 this afternoon at 3:45 p.m., and will be bringing to the full Board next month the one-year contract that was established. The Committee also started working on the new two-year contract and will continue with that going forward.

Adjournment:

A motion was made by Patrick Phair and seconded by Betty Manion to adjourn the meeting at 7:08 p.m. The motion carried unanimously on a voice vote.

_____ Date _____
Stephen Johnson, President
Board of Education

_____ Date _____
Elizabeth Manion, Clerk
Board of Education