



*Respectful, Responsible, Safe & Prepared*

## **SCHOOL BOARD MEETING MINUTES May 10, 2022 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 Mark Flaten 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, Patrick Phair, Betty Manion, and Ron Brooks; Steve Klismet was present via phone.

Excused: Mark Polebitski.

### **Also Present:**

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Carl Hayek, Steve Thomaschefskey, Laurie Schmidt, Michael Werbowsky, Jenifer Erb, John Meyer, John Erspamer, Carrie Naparalla, Anna Lussier, members of the WHS Robotics Team, and members of the community.

### **Approval of Agenda:**

Board member Patrick Phair asked that the agenda be revised by moving Item XII.E Policy Committee up to right after the Consent Agenda. A motion was made by Patrick Phair and seconded by Betty Manion to approve the agenda as amended. The motion carried unanimously on a voice vote.

### **Public Comment:**

None.

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

The Board reviewed their collective commitments.

### **Introduction of Robotics Team:**

The WHS Robotics Team provided a demonstration of their robot just prior to the start of the Board meeting. Robotics Advisor Steven Bauman then introduced the WHS Robotics Team members. They advised that the team meets throughout the year to design and construct a robot per the required parameters in order to compete in the tournament in April. The team was awarded the Rookie Inspiration Award. The team consists of 15 students, which are divided into the following subgroups: design, build, marketing, drive, and programming. The cost of the robot was approximately \$15,000,

with overall costs incurred by the team of approximately \$30,000. They receive funding from many community business partners and are very appreciative of their assistance. Board member Ron Brooks suggested that the team look into asking the ag community to help fund the team next year.

### **Consent Agenda:**

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

#### Approval of Minutes:

April 11, 2022, Special Board Meeting  
April 12, 2022, Regular Board Meeting  
April 25, 2022, Special Board Organizational Meeting  
April 27, 2022, Policy Committee Meeting  
April 27, 2022, Special Board Meeting

#### Financial Reports:

Accounts Payable Approval: \$2,460,656.71, and Building Fund Payable: \$0  
Cash Receipts: \$795,043.50

Treasurer's Report – Total Cash per Reconciliation: \$12,236,744.15

#### Budget to Actual Comparison by Fund Groups:

Fund 10 Ending Balance: \$16,314,485 [2020-2021: \$11,408,764

Fund 21 Ending Balance: \$345,583 [2020-2021: \$361,847]

Fund 27 Ending Balance: -\$2,039,195 [2020-2021: -\$1,484,983]

Fund 38 Ending Balance: \$0 [2020-2021: \$0]

Fund 41 Ending Balance: \$0 [2020-2021: \$70,247]

Fund 49 Ending Balance: \$399,401 [2020-2021: \$166,695]

Fund 50 Ending Balance: \$246,335 [2020-2021: -\$37,985]

#### Resignations:

Jessica Kasprick – WHS Ed. Asst.-Spec. Ed.

Joni Eisentraut – WLC Ed. Asst.

Lindsey Heckens – WMS Ed. Asst.-Spec. Ed.

#### Hires – 2022-2023 School Year:

Debra DePorter – 4K and WLC Speech Language Pathologist

Emily Stafslie – WMS Speech Language Pathologist

Brianna Hepfler – WHS Music Teacher

Jessica Hauser – WLC Special Education Teacher

Brittany Osborne – WMS English Teacher

Nick Engle – WMS Special Education Teacher

Angela Steinert – WMS Special Education Teacher

Debbie Haman – WMS Food Service Class 3A

Katey Everts – WLC Food Service Class 2

#### Transfers/Changes – 2022-2023 School Year:

Ashlee Trzebiatowski – Student Information Systems Specialist to Data Analyst

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

WHS Volunteer Coaching Positions:

David Crubaugh – Boys Basketball

#### Salary Step Changes:

Brittany Schnobrich – 7M to 7M6

Extended Contract Requests  
Preliminary Approval of Summer School Staffing  
Approval of Graduating Seniors  
Preliminary Approval of Class III Field Trips  
Sunny Day Child Care & Preschool 4K Contract

The motion carried unanimously on a roll call vote.

**Policy Committee:**

Committee Chairperson Patrick Phair advised that the Policy Committee met on April 27<sup>th</sup> and reviewed and recommended that the full Board approve and adopt the following policies:

Revised NEOLA Policy 2431.02 – Number of Advisors/Coaches Per District Approved Interscholastic Programs

NEOLA Policy 5421 Grading (W345.1)

NEOLA Policy 7415 Planning for Building and Grounds Construction and Renovation

NEOLA Policy 7440.04 Speed Limits on School Roads and Property (W833.2)

NEOLA Policy \_\_\_\_ Bulletin Boards and the Posting of Material (W852.1)

NEOLA Policy \_\_\_\_ Circulating Petitions (W852.2)

NEOLA Policy 7434 Use of Tobacco and Nicotine on School Premises (W831)

NEOLA Policy 7217 Weapons (W833)

NEOLA Policy 8420 School Safety (W720)

NEOLA Policy 8452 Automated External Defibrillators (AED) (W721/W721-R1/ W721-R2)

NEOLA Policy 8453.01 Control of Blood-Borne Pathogens (W722.5)

NEOLA Policy 7440.03 Small Unmanned Aircraft Systems (W732)

NEOLA Policy 7530 Lending of District-Owned Equipment (W742)

NEOLA Policy 7430 Safety Standards (W743)

NEOLA Policy 8500 Food Services (W760/W760-R1)

NEOLA Policy 8531 Free and Reduced-Price Meals (W761)

NEOLA Policy 8710 Insurance (W780)

A motion was made by Patrick Phair, per Committee recommendation, to approve and adopt the NEOLA Policies listed above as presented. The motion carried unanimously on a roll call vote.

Board member Ron Brooks inquired as to the meaning of the policy relating to the sale of federally funded items. Director of Business Services Carl Hayek explained that all federally funded dollars are clearly indicated and the District has to strictly adhere to the federal fund guidelines.

**Communications:**

Recognitions:

Mr. Saari recognized the many important observances occurring during the month of May which include last week's Teacher Appreciation Week and School Nutrition Employee Week, tomorrow is National School Nurse Day, and it is Mental Health Awareness Month.

Donation:

Mr. Saari advised of the Waupaca Mobil Travel Center's donation to the WLC. A motion was made by Patrick Phair and seconded by Betty Manion to accept, with gratitude, the donation from Waupaca Mobil Travel Center as presented. The motion carried unanimously on a voice vote.

District Administrator's Report:

Mr. Saari advised of the many upcoming meetings and activities for the Board.

He also shared a letter he received from Mr. Bert Grover regarding the Waupaca Foundry's receipt of the Bert Grover Child Advocacy Award.

## **Monitoring:**

### Teacher Appreciation Showcase:

Director of Teaching and Learning Mark Flaten advised that the K-2 teachers have been attending the Early Literacy Academy workshops to learn how to better teach students to read at a more proficient level and to help them better understand and comprehend what they are reading. He then shared a video of Tina Olson sharing a reading strategy with her students.

## **Administration:**

### Clarification Regarding Governance Policies, Bylaws, and Operational Policies:

Due to some recent confusion, Mr. Saari provided greater clarity and outlined the distinctions between Governance Policies, Bylaws, Operational Policies, and Administrative Guidelines. Board member Dale Feldt asked that NEOLA Policy 0144.5 Board Member Behavior and Code of Conduct be added to the agenda for review at the next Policy Committee meeting.

### Senior Week Activities:

Mr. Saari advised of the many events taking place during senior week, beginning May 25<sup>th</sup> and ending with the graduation ceremony on June 1<sup>st</sup>.

### Maintenance Building Construction Update:

Director of Business Services Carl Hayek provided an update on the construction of the new maintenance building which has a tentative move-in date of July 2022.

### Budget Update Regarding ESSER III Funds:

Mr. Hayek provided an update regarding the usage of ESSER III funds to date. There has been a combination of technology and maintenance budget allocations of the funds but no ESSER III funds have been claimed yet. He added that the District will not be receiving any additional ESSER III funds – the amount approved by the DPI in March is the total amount the District will be receiving.

### PAC and Musical Director Update, Including New Vocal Director Position Request:

Mr. Flaten advised that following conversations with the music teaching staff, updated job descriptions were created for the WMS Auditorium Coordinator (which is now separate from the PAC Coordinator), WHS PAC Coordinator, and WHS Musical Director positions. In addition, a new Musical Vocal Director extracurricular position was created and he provided that job description and related stipend schedule.

A motion was made by Betty Manion and seconded by Patrick Phair to approve the new Musical Vocal Director extracurricular position as presented. The motion carried unanimously on a voice vote.

## **Board Reports:**

### Student Representative Report:

None.

### School Visits:

Board member Patrick Phair shared that he attended the WMS West African drummers performance, and last Friday enjoyed delicious refreshments prepared by our culinary students. Board member Ron Brooks shared that he attended the FFA banquet and was quite impressed with the job they are doing. Board member Dale Feldt shared that he attended CEC Project Night as well as the WLC Creative Expressions night. Board President Stephen Johnson shared that he attended the 5<sup>th</sup> and 6<sup>th</sup> grade debate and congratulated them on a job well done.

WASB WI School News p. 3 – Letter on Growing Trust:

Board member Dale Feldt shared an article relating to the importance of building trust among the school board, the community and administration, especially since we are focusing on culture. He highlighted the last two paragraphs in the second column of the article which specifically references how a school board member should handle a complaint received from a community member.

Upcoming Meetings and Other Activities:

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

- May 11, 2022 – Waupaca Foundry Tour – 2:00 p.m.
- May 12, 2022 – Health Insurance Committee Meeting – 4:00 p.m.
- May 12, 2022 – Special Board Meeting – 5:30 p.m.
- May 23, 2022 – Board Linkage Meeting with Teachers – 3:30 p.m.
- May 24, 2022 – WASB Governing for Excellence Online Workshop – 6:30 p.m.
- May 26, 2022 – Joint Building & Grounds and Finance Committee Meeting – 5:30 p.m.
- May 27, 2022 – Senior Signing Day – 8:00 a.m.
- May 31, 2022 – Board Retreat – 5:30 p.m.
- June 1, 2022 – High School Graduation Ceremony – 7:00 p.m.
- June 8, 2022 – End of Year Staff Appreciation Breakfast – 7:15 a.m.
- June 14, 2022 – Regular Board Meeting – 5:30 p.m.

**Adjournment:**

A motion was made by Patrick Phair and seconded by Betty Manion to adjourn the meeting at 6:25 p.m. The motion carried unanimously on a voice vote.

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

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