



SCHOOL BOARD MEETING MINUTES June 14, 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 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, Mark Polebitski, Patrick Phair, Betty Manion, and Ron Brooks.

Also Present:

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Carl Hayek, Mark Flaten, Steve Thomaschefskey, Laurie Schmidt, Michael Werbowosky, John Meyer, John Erspamer, Trevor Leopold, Rene' Jungers, Carol Wirth from Wisconsin Public Finance Professionals, LLC, Jim Card from *Waupaca County Post*, and Sandy Robinson.

Approval of Agenda:

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

Public Comment:

Mrs. Sandy Robinson addressed the Board expressing her concerns regarding the communication process in going to a referendum as well as the District being stewards of the taxpayers' money.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Consent Agenda:

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

Approval of Minutes:

May 10, 2022, Regular Board Meeting

May 12, 2022, Special Board Meeting

May 23, 2022, Special Board Meeting

May 26, 2022, Joint Building and Grounds/Finance Committee Meeting

May 31, 2022, Board Retreat

Financial Reports:

Accounts Payable Approval: \$2,593,608.36, and Building Fund Payable: \$0

Cash Receipts: \$1,412,871.09

Treasurer's Report – Total Cash per Reconciliation: \$11,048,178.95

Budget to Actual Comparison by Fund Groups:

Fund 10 Ending Balance: \$14,746,121 [2020-2021: \$10,316,553

Fund 21 Ending Balance: \$476,683 [2020-2021: \$362,801]

Fund 27 Ending Balance: -\$1,782,778 [2020-2021: -\$1,880,760]

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

Fund 41 Ending Balance: \$0 [2020-2021: \$70,256]

Fund 49 Ending Balance: \$389,950 [2020-2021: \$166,695]

Fund 50 Ending Balance: \$257,344 [2020-2021: -\$6,986]

Resignations:

Andrea Hansen – W4K/CEC Secretary Class II

Susie Lettau – W4K/CEC Library Aide

Jennifer Wierzba – WHS Science Teacher

Heather Kratochwill – WHS Computer Science Teacher

Andrea Pessoa – German Teacher

Kristy Schmidt – WHS Math Teacher

Shane Dillman – Maintenance Class I

Garrett Hopkins – CEC Ed. Asst.

Hires – 2022 Summer IT:

Gracieanna Liegl

Ryan Prellwitz

Mark Reinke

Hires – 2022 Summer Maintenance:

Barbara Rusch

Hires – 2022-2023 School Year:

Laura Rapp – WHS School Social Worker

Kyle Scherwinski – WHS Dean of Students

Hayden Juneau – WHS Science Teacher

Kaycee Cook – CEC Custodian

Sarah Woolsey – CEC Custodian

Mike Sanderson – WLC Custodian

Kathy Grimm – WLC Custodian

Robin Immel – WLC Custodian

Katrina Herrera – WLC (Part-Time) Custodian

Heather Klug – WMS Custodian

Jody Severson – WMS Custodian

Jordan Giefer – WHS (Part-Time) Custodian

David Wickesberg – HVAC Technician

MaryKay Burr – WHS Food Service Class 3A

Transfers/Changes – 2022-2023 School Year:

Jill Lencki – WMS Secretary Class II to Student Informational Systems Specialist

Carmen Sondrol – WMS Student Services Secretary Class II to WMS Secretary Class II

Nancy Tice – WHS Food Service Class 1B to WHS Health Aide Class I

Jacci Barnhart – WHS Student Services Secretary Class II from 240 Days to 260 Days Per Year
Frances Packingham – WHS Food Service Class 3B to WHS Food Service Class 3A
Theresa Herreid – WHS Food Service Class 3A to WHS Food Service Class 2

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

WHS Volunteer Advisor Positions:

Barbara Laedtke – Robotics

WHS Coaching Positions:

Annie Nelson – JV1 Volleyball

Nancy Tice – JV2 Volleyball

Final Approval of Summer School Staffing

Open Enrollment Applications

2022-2023 WIAA Membership Renewal

2022-2023 WASB Membership Dues

The motion carried unanimously on a roll call vote.

Communications:

District Administrator's Report:

Mr. Saari advised that there was a strong showing of teachers participating in the graduation ceremony, and a very nice end of the year staff gathering was held recognizing our retiring staff. He also updated the Board on the status of several projects going on in the District.

Mr. Saari advised of the many coaching and training sessions taking place over the summer, as well as a meeting recently held with attorneys from the von Briesen law firm who shared with our Administrative Team best practices relating to discipline and corrective action procedures as well as internal investigation processes.

Mr. Saari advised that City Administrator Aaron Jenson asked him to participate on the Economic Development and Community Engagement Steering Committee.

Mr. Saari provided a brief summary of what the Administrative Team and District staff have learned over the past two-plus years relating to the pandemic. He advised that he is working with others in the District in writing a "Culture Handbook" for the District and it will be shared with the Board for their review. He also advised that he continues to work with NEOLA to complete the Administrative Guidelines. He also provided an update from the Grant Writer.

Monitoring:

Special Population Updates:

Director of Student Services Laurie Schmidt provided information relating to enrollment data and services offered to our students of special populations such as students with disabilities, students with 504 plans, English learners, and students identified as homeless. This equity data is collected by the District and reported to the DPI.

Ms. Schmidt pointed out the areas where special education services are offered and who is providing those services, with the goal being in the least restrictive environment. She also provided an update relating to the Waupaca County Alternative Program through CESA 5 (not a District program). The goal with these students is to get them back in their home resident school district.

She advised that Section 504 of the Rehabilitation Act of 1973 requires the District to provide eligible disabled students with equal access to services, programs, and activities offered by its schools. She added that the District does need parental consent for a student to be eligible for a 504 plan and an IEP.

Ms. Schmidt further advised that our number of English Learners is low, therefore, the District does not meet the state criteria for a mandated English learner teacher(s). However, our association with the Rural Virtual Academy (RVA) may offer opportunities. She also advised that we often communicate with the parents of these students via Google translate and/or contract with interpreters as needed.

Finally, Ms. Schmidt advised that homeless student counts vary greatly, and that the District's school social workers reach out to assist these families. Because many of these families are transient, we have students who just walk in to register for school and we do our best to contact the family. In addition, when they leave the SDW, we communicate with other districts to try to make sure the student doesn't fall through the cracks. She further advised that a student over 18 and living on their own or with friends is considered an unaccompanied youth. Ms. Schmidt highlighted the Waupaca Area Services website (which is linked to the District's website) which lists many resources to assist families.

Co-Curricular Activity Planning/Self Audit:

Director of Athletics and Co-Curricular Activities Trevor Leopold provided updates on some of the projects going on in the Activities Department. He advised that they are switching to HUDL cameras for live streaming High School sports, and they are setting up other cameras in the Middle School gym to be able to live stream their events but these will need to be updated. He is looking to expand the Activities Code of Conduct in the Middle School program, as well as adding tournaments to the Middle School to help financially support their programs and purchase new equipment, uniforms, etc.

He is making it a priority next school year to establish the Wall of Excellence & Military Service Recognition project. He also has been conducting head coach evaluations which included a survey to the athletes.

In addition, Mr. Leopold advised that the donation of new equipment to the strength center was received from the Waupaca Foundry and installation of the equipment was completed today. They will be implementing a new strength and conditioning program this summer and PE teachers will also be trained.

Mr. Leopold also outlined several goals he has set for the 2022-2023 school year, and shared that it continues to be difficult to find officials for events.

Gifted and Talented Grant Review:

WMS Gifted and Talented Teacher Rene' Jungers advised how the \$52,000 grant received from the Gifted and Talented Department within the DPI was used to increase our Gifted and Talented (GT) students' and staff's knowledge of mental health. This included presentations related to several specific categories of mental health, with an informational focus (not diagnostic). She added that because this grant was through the GT Department, it had to be used for GT students only. 100% of WLC and WMS GT students participated along with many WHS GT students. She added that, according to their charter, the Chain Exploration Center doesn't receive GT services from a SDW GT teacher.

She advised that the GT staff, school social workers, and school counselors plan to continue to use these presentations with incoming GT students as well as the general population. In addition, the grant gave them the opportunity to purchase books for students to check out from the school libraries that directly relate to a certain mental health category or an overview of mental health.

Ms. Jungers advised that as a result of the presentations, many of the students are more comfortable talking about mental health now. She also expressed her gratitude to those who contributed to writing and implementing this grant.

Administration:

Review of Safe Return to In-Person Instruction and Continuity of Services Plan:

Mr. Saari advised that per the ARP Act and receipt of the ESSER monies, the District is required to review its 2021 Safe Return to In-Person Instruction and Continuity of Services Plan every six months. He advised he sent a survey to parents and received only a few responses, but that our school nurses provided input. Mr. Saari then advised of the revisions made to the Plan as of May 27, 2022, and that it is available to the public. At this time the community has the opportunity to provide input.

Public Comment: Mrs. Sandy Robinson inquired that since the District is engaged with RVA and if we are ever in a position to have to close down the schools, would the District move 100% to RVA?

Mr. Saari responded that we will probably never be in a situation where we have to close our doors, and Board member Dale Feldt advised that RVA is just another option for our students and does not replace our teaching staff/in-person learning.

A motion was made by Patrick Phair and seconded by Steve Klismet to approve the May 27, 2022, updates to the 2021 Safe Return to In-Person Instruction and Continuity of Services Plan as presented. The motion carried unanimously on a voice vote.

Request to Move July 12th Regular Board Meeting to July 19th:

Mr. Saari advised that he will not be available for the July 12th regular Board meeting and requested that the meeting be rescheduled to July 19, 2022.

A motion was made by Dale Feldt and seconded by Steve Klismet to move the July 12, 2022, regular Board meeting to Tuesday, July 19, 2022, at 5:30 p.m. in the Waupaca High School Community Room. The motion carried unanimously on a roll call vote.

Graduating Seniors Celebrations Report:

High School Principal Michael Werbowsky advised of the many accomplishments of the graduating class of 2022. He advised that the implementation of “Senior Week” this year provided different areas of focus for celebrations. 128 graduates walked the stage with a total graduating senior class of 132 students.

Update on Maintenance Building Construction:

Director of Business Services Carl Hayek shared pictures of the construction progress of the new maintenance building which has a completion date of July 2022.

2022-2023 Budget Snapshot:

Mr. Hayek provided a snapshot of the 2022-2023 preliminary budget projection, emphasizing that this is an early projection for next year, but sees it as a balanced budget for 2022-2023. He advised he will provide an update of the 2021-2022 budget at the July regular Board meeting.

The District will be Partners in Sharing the Burden of Safety Renovations/Remodeling with Taxpayers:

Mr. Hayek explained how the District plans on paying for the costs of the safety renovations and remodeling of the District's four school buildings. When previously asked if the projected referendum dollar amount would be enough to complete the projects, Mr. Hayek responded that because it is already public knowledge that the District is going to a referendum for \$3,875,000 for the sole purpose of Point of Entry renovations and remodeling, raising this number now would be problematic. He also added that the District began the process of updating our safety and security measures during the 2019-2020 school year when an outside agency conducted a safety audit of the District's facilities. Based on this audit and feedback from local partners, the District is also exploring the possibility of adding additional safety measures including: adding cameras, expanding the south parking lot at WHS, installing external door alarms, and implementing new technology devices at building points of entry. The cost for these additional safety improvements could be paid from a combination of District resources.

Mr. Saari advised that tours and discussions regarding all safety projects will be held with the District's Community Safety Committee.

Board Reports:

School Visits:

Board members Patrick Phair and Dale Feldt attended the 4th grade track meet; Board member Mark Polebitski attended the Senior Walk; Board member Betty Manion attended the WHS comedy workshop at Par 4 as well as visited several classrooms at the WLC and CEC; and Board member Steve Klismet attended the 8th grade promotion celebration. Several of the Board members attended WHS graduation and commented it was a fabulous ceremony. Board members Dale Feldt and Ron Brooks noted that having graduation on Wednesday evening, along with teacher participation, is something that should continue.

May 23, 2022 Board Linkage Meeting with Teachers:

Mr. Saari provided a summary of the discussions during the linkage meeting held with teachers on May 23rd. If any Board members have anything they wish to add, they should get it to him.

Upcoming Meetings and Other Activities:

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

June 20, 2022 – Policy Committee Meeting – 5:30 p.m.

~~June 21, 2022 – Board Retreat – 5:30 p.m.~~

July 19, 2022 – Regular Board Meeting – 5:30 p.m.

Board member Betty Manion asked that the Board Retreat be rescheduled as Board member Patrick Phair is unable to attend on June 21 and she believes that all Board members should be present for that meeting. Board President Stephen Johnson asked that another survey be sent out to the Board members rescheduling the Board Retreat for some time in July.

Joint Building and Grounds/Finance Committee:

Finance Committee Chairperson Dale Feldt advised that a joint meeting of the Building and Grounds and Finance Committees met on May 26th regarding proposed school building safety entryway remodeling and renovations. He advised that there was a lot of discussion regarding the architectural designs and Mr. Hayek confirmed that another meeting will be held to answer those questions.

Board member Brooks had some concerns regarding selling this referendum to the agriculture community and business owners as their costs may be higher since they own larger properties. Board President Johnson added that communication is going to be key regarding plans and need.

Board member Feldt advised that the Committees recommended that the full Board approve the following recommendations:

A motion was made by Dale Feldt, per Committee recommendation, to authorize a referendum for \$3,875,000 for all school building entryways to be remodeled or renovated for safety and security purposes working with Wisconsin Public Finance President Carol Wirth to direct and complete the financial portions of this project including formulating the referendum resolution language to be on the ballot in the November 2022 general election as presented. The motion carried unanimously on a roll call vote.

A motion was made by Dale Feldt, per Committee recommendation, to authorize PRA Architects to continue to complete their architectural work completing their design work inclusive of managing and fulfilling all bidding of materials and labor associated to complete this project as presented. The motion carried unanimously on a roll call vote.

Approval of Resolutions:

Pursuant to the recommendations just passed:

A motion was made by Dale Feldt and seconded by Steve Klismet to adopt the following Resolution: INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$3,875,000. (A true copy of the resolution as adopted is attached hereto and incorporated herein by reference.) The motion carried unanimously on a roll call vote.

A motion was made by Steve Klismet and seconded by Dale Feldt to adopt the following Resolution: RESOLUTION PROVIDING FOR A REFERENDUM ELECTION ON THE QUESTION OF THE APPROVAL OF AN INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$3,875,000. (A true copy of the resolution as adopted is attached hereto and incorporated herein by reference.) The motion carried unanimously on a roll call vote.

Adjournment:

A motion was made by Patrick Phair and seconded by Steve Klismet to adjourn the meeting at 7:37 p.m. The motion carried unanimously on a voice vote.

_____ Date _____
Stephen Johnson, President
Board of Education

_____ Date _____
Elizabeth Manion, Clerk
Board of Education

INITIAL RESOLUTION AUTHORIZING
GENERAL OBLIGATION BONDS IN AN
AMOUNT NOT TO EXCEED \$3,875,000

BE IT RESOLVED by the School Board of the School District of Waupaca, Waupaca, Portage and Waushara Counties, Wisconsin that there shall be issued pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$3,875,000 for the public purpose of paying the cost of district-wide safety and security upgrades, including point of entry secure entrances and related equipment, building infrastructure improvements and capital maintenance.

Adopted and recorded June 14, 2022.

Stephen Johnson
District President

ATTEST:

Betty Manion
District Clerk

RESOLUTION PROVIDING FOR A REFERENDUM
ELECTION ON THE QUESTION OF THE APPROVAL OF AN
INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION BONDS IN AN AMOUNT
NOT TO EXCEED \$3,875,000

WHEREAS, the School Board of the School District of Waupaca, Waupaca, Portage and Waushara Counties, Wisconsin (the "District"), has heretofore duly adopted a resolution entitled: "Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$3,875,000" (the "Initial Resolution"); and

WHEREAS, the School Board deems it to be desirable and in the best interest of the District to direct the District Clerk to submit the Initial Resolution to the electors for approval or rejection at the regularly scheduled election to be held on November 8, 2022.

NOW, THEREFORE, BE IT RESOLVED by the School Board of the District as follows:

Section 1. Referendum Election Date. The District Clerk is hereby directed to call a referendum election to be held in the District at the regularly scheduled election to be held on November 8, 2022 for the purpose of submitting to the qualified electors of the District the proposition of whether the Initial Resolution shall be approved.

Section 2. Notice to Electors. The District Clerk is directed to give notice by:

- (a) causing a Notice to Electors in substantially the form attached hereto as Exhibit A to be published in the Waupaca County Post within ten days after the date hereof.
- (b) causing a Notice of Election in substantially the form attached hereto as Exhibit B to be published in the Waupaca County Post in the issue published immediately prior to the fourth Tuesday before the referendum election.
- (c) causing a Notice of Referendum (which includes the facsimile of the sample ballot) in substantially the form attached hereto as Exhibit C to be published in the Waupaca County Post in the issue published immediately preceding the referendum election. This Notice shall also be posted in each polling place on election day.

If any of the municipalities within the District use an electronic voting system employing a ballot label and ballot card, the Notice of Referendum set forth in Exhibit C shall also include a true, actual-size copy of the ballot label and ballot card in the form in which they will appear on election day.

Section 3. Polling Places and Hours. The District electors must vote at the referendum election at the times and polling places at which they cast their ballots in regularly scheduled elections.

Section 4. Referendum Election Officials. The election officials appointed in each of the municipalities within the District shall conduct the election.

Section 5. Official Referendum Ballot Form. The ballot to be used at the referendum election shall be prepared in accordance with the provisions of Sections 5.64(2) and 7.08(1)(a), Wisconsin Statutes. The ballot shall be substantially in the form attached hereto as Exhibit D.

The District Clerk shall cause to be printed sufficient ballots for use at said referendum election, both as actual ballots in those polling places which do not use voting machines and as absentee ballots where voting machines are used and as specimen ballots (the latter to be of a different and easily identifiable color from the actual ballot). The form of the ballot shall be filed with the official responsible for providing the ballots for the election, and the District Clerk shall file a copy of the ballot with the clerk of each county having territory within the District, as soon as possible after the date hereof but in no event later than 70 days prior to the election, as provided in Section 8.37, Wisconsin Statutes. If the District prepares the ballots, they should be delivered to the municipal clerks running the election at least 52 days prior to the election, to allow the municipal clerks to comply with their obligation to provide absentee ballots under Section 7.15, Wisconsin Statutes.

The municipal clerks of the municipalities within the District shall receive applications for absentee ballots and initial the same when issued to qualified absentee voters.

Section 6. Canvass. The returns of the referendum election shall be canvassed by the Board of Canvassers of each municipality within the District. Each Board of Canvassers shall certify the returns of the referendum election to the District Clerk. The District Clerk and two other reputable citizens appointed by the District Clerk prior to the date of the referendum election shall act as the District's Board of Canvassers for this referendum election. This Board of Canvassers shall meet in open session no later than 9:00 a.m. on the Tuesday after the election to determine the result of the referendum election. The canvass shall be open to the public and the District Clerk is directed to give due notice of said meeting.

Section 7. DPI Notice. Pursuant to the provisions of Section 120.115(1), Wisconsin Statutes, the District Clerk shall notify the Department of Public Instruction of the date of the referendum election and shall provide the Department with copies of the Initial Resolution within 10 days after the adoption of the Initial Resolution and shall further notify the Department of the results of the referendum within 10 days following the election using the method prescribed by the Department.

Adopted and recorded June 14, 2022.

Stephen Johnson
District President

ATTEST:

Betty Manion
District Clerk

