



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES

June 9, 2020 Regular Meeting

Pursuant to the regulations, the regular Board meeting was held virtually on the above date in the Waupaca High School LMC Distance Learning Lab, via Google Meet, Live Stream, and by phone. The meeting was also broadcast on TV Channel 991.

The purpose of the Board Meeting Minutes are 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 advised that he has received many positive comments from various people regarding the support they have received from the Board. Mr. Johnson also thanked Administration for participating in the Feeding America mobile pantry. He then asked Ron Saari to lead the Board in the Pledge of Allegiance.

Call to Order:

The meeting was called to order by President Stephen Johnson at 5:18 p.m.

Roll Call:

Present in the WHS Distance Learning Lab: Stephen Johnson. Virtually present via Google Meet: Dale Feldt, Sandra Robinson, Mark Polebitski, Betty Manion, Patrick Phair, and Steve Hackett.

Also Present:

Present in the WHS Distance Learning Lab: Ron Saari, Sandy Lucas, Mark Flaten, and Dar Pflugardt. Virtually present via Google Meet: Carl Hayek, Laurie Schmidt, Steve Thomaschefskey, Rhonda Hare, Laura Colbert, Jody Pankratz, John Erspamer, Joe Sbertoli, Aaron Jenson, Terri Schulz, and Becky Liegl.

Approval of Agenda:

A motion was made by Steve Hackett and seconded by Betty Manion to approve the agenda as presented. The motion carried unanimously on a roll call vote.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Approval of Minutes:

Sandra Robinson requested revisions be made in three separate areas of the May 12, 2020, Minutes. Ms. Robinson advised that the requested revisions to the Cost Decreases and Increases Report under the Administrator section and to the Financial Reports under the Consent Agenda were made to include additional information and clarification. Administration accepted these revisions.

Ms. Robinson also requested more substantive revisions be made to the CEC Transition Plan Update, which is also under the Administrator section, and in particular the deletion of the last sentence of the first paragraph as she does not like the use of the word “guide”. Administration disagreed with the proposed revisions and feels that the last sentence is pertinent and should remain as is. It was agreed to delete the word “guide” and replace it with “potential framework”.

A motion was made by Betty Manion and seconded by Dale Feldt to approve the May 12, 2020, regular Board meeting minutes as amended to include the agreed-upon changes. The motion carried unanimously on a roll call vote.

Communications:

Recognition:

District Administrator Saari congratulated Carl Hayek and the Business Department on being selected for the 2020 WASBO Business Services Award for the third year in a row, which is unprecedented.

Donations:

Mr. Saari expressed the District’s gratitude to the following for their donations to the District: Fox Communities Credit Union, Waupaca FFA/Alumni, Stevens Point Dental Center, and the Waupaca Mobil Travel Center.

Healthy Smiles for Waupaca County:

Mr. Saari noted information received from the Waupaca County Department of Health and Human Services summarizing the dental services performed at each of our schools through the Healthy Smiles for Waupaca County program.

District Administrator’s Report:

Mr. Saari provided an update relating to the establishment of a Strategic Planning Committee. Six meetings have been scheduled beginning June 29, 2020, with the sixth meeting being held August 17, 2020. These meetings will run from 4-6 p.m. and will be held both in person (except for the June 29th meeting) as well as virtually for those who are uncomfortable meeting in person.

Mr. Saari advised that the Administration is planning for three options that likely will occur this upcoming school year. A “Learning in 20-21 Committee” has been established and will continue meeting on a regular basis. More stakeholders will be brought into these meetings as these discussions continue. The expanded team meetings will be scheduled as soon as June 22, 2020. They will be looking for feedback from staff and the community via a survey. Mr. Saari advised that he along with other Waupaca County superintendents have been working together with County Health officials to be as consistent between districts as possible.

Monitoring:

Co-Curricular Activity Planning/Self Audit:

As a follow-up to his presentation in January, Joe Sbertoli presented a summary and updates highlighting some of the larger projects and initiatives going on in the Activities Department, such as a Wall of Excellence and Military Service Recognition, as well as goals for the 2020-2021 school year. He also advised that he is updating the Code of Conduct which should be completed soon along with the High School Handbook. Mr. Sbertoli advised that it has been challenging to find coaches due to COVID-19 and all the uncertainty moving forward. Coaches have also found it difficult to connect with the student athletes.

Board Reports:

Upcoming Meetings and Other Activities:

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

June 29, 2020 – Strategic Planning Committee Meeting – 4:00 p.m.

July 13, 2020 – Strategic Planning Committee Meeting – 4:00 p.m.

July 14, 2020 – Regular Board Meeting – 5:15 p.m.

July 27, 2020 – Strategic Planning Committee Meeting – 4:00 p.m.

August 3, 2020 – Strategic Planning Committee Meeting – 4:00 p.m.

August 10, 2020 – Strategic Planning Committee Meeting – 4:00 p.m.

August 17, 2020 – Strategic Planning Committee Meeting – 4:00 p.m.

Personnel Committee:

May 15, 2020, Committee Report:

Committee Chairperson Betty Manion reported that the Committee reviewed two secretaries' requests for an increase in hours which were tabled due to fiscal uncertainties. Information was presented by Mr. Saari relating to the hiring of a shared Grant Writer which will be further discussed later in this meeting. Mr. Sbertoli presented a proposal on how to compensate the spring 2020 High School coaches (no Middle School spring sports had started).

A motion was made by Betty Manion, per committee recommendation, to prorate spring 2020 Middle School advisors and coaches and High School advisors contracts based on the amount of the season completed, and pay the High School spring coaches as listed 25% of their contracts for the spring of 2020 as presented. The motion carried unanimously on a roll call vote.

June 4, 2020, Committee Report:

Committee Chairperson Betty Manion reported that the Committee reviewed Extended Contract Requests from 13 staff members to work additional hours to complete various tasks, as well as two new types of pay forms.

A motion was made by Betty Manion, per committee recommendation, to approve the Extended Contract Requests for the 13 staff members as presented. The motion carried unanimously on a roll call vote.

The Committee also reviewed the summer school registration information and proposed staffing for the remediation summer school classes.

A motion was made by Betty Manion, per committee recommendation, to approve the summer school staffing for Middle School and High School Remediation Summer School as presented.

Policy Committee:

Committee Chairperson Patrick Phair reported that the Committee reviewed a new Student Activity Administrative Guideline (AG 370.1) presented by Mr. Sbertoli.

Administration:

Write-Off Old Outstanding Checks:

A motion was made by Betty Manion and seconded by Sandra Robinson to write off old outstanding checks as presented. The motion carried unanimously on a roll call vote.

Budget Update:

Carl Hayek presented an update on the budget and advised of the actions the District is implementing to prepare for the fiscal uncertainties due to the current COVID-19 pandemic. Dale Feldt asked Mr. Hayek to clarify freezing of salaries for those staff who earned six or more graduate level courses. Mr. Hayek's response included that if a freeze was implemented his recommendation was to allow staff to move on the salary matrix according to credits earned.

School Lunch Prices for 2020-2021 School Year:

Mr. Saari presented annual information put together by Dar Pflugardt suggesting a \$0.05 increase on meal prices for the next school year. A motion was made by Patrick Phair and seconded by Dale Feldt to approve the school lunch prices for the 2020-2021 school year as presented. The motion carried unanimously on a roll call vote.

Shared Grant Writer:

Mr. Saari presented additional information relating to a proposed shared Grant Writer position (between the City, Chamber, and District) since this was brought to the Personnel Committee. In particular, the individual will not be an independent contractor but rather will have an employment agreement issued by the Chamber, with expenses shared between the City, Chamber, and District. The employment agreement allows the three organizations to have more control over the individual, in comparison to the original independent contractor vision. There were also additions made to the job description. The District's legal counsel has reviewed all documentation related to this position.

A motion was made by Steve Hackett and seconded by Sandra Robinson to approve hiring a shared Grant Writer as presented. The motion carried unanimously on a roll call vote.

WASB Membership Dues Approval:

The WASB is a valuable organization to work with and it provides meaningful support to the District. A motion was made by Mark Polebitski and seconded by Sandra Robinson to approve the 2020-2021 WASB membership dues. The motion carried unanimously on a roll call vote.

Consent Agenda:

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

Financial Reports:

Accounts Payable Approval: \$2,054,888.76, and Building Fund Payable: \$0.00

Cash Receipts: \$1,151,991.72

Treasurer's Report – Total Cash per Reconciliation: \$7,296,905.43

Fund 10 Ending Balance: \$8,443,967 [2018-2019: \$7,228,808]

Updated Staffing Changes for 2020-2021

Resignations:

Trevor Hoth – WLC Phy. Ed. Teacher

Amy Boelk – MS and HS German Teacher

Rescission of Acceptance of Employment:

McKenna Prah – CEC Special Education Teacher

Hires – 2020-2021 School Year:

Brooke Neubauer – MS Art Teacher

Tori Revoir – WLC 2nd Grade Teacher

Melanie Eskildsen – WLC Title I Reading Teacher

Summer Workers:

Brandon Koski - IT

Jeffery Colbert - IT

Paige Thomaschefskey - IT

The motion carried unanimously on a roll call vote.

Adjournment:

A motion was made by Dale Feldt and seconded by Steve Hackett to adjourn the meeting at 6:39 p.m.

The motion carried unanimously on a voice vote.

_____ Date _____
Stephen Johnson, President
Board of Education

_____ Date _____
Elizabeth Manion, Clerk
Board of Education