



SCHOOL BOARD MEETING MINUTES

August 8, 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](#).

President's Comments and Pledge of Allegiance:

Dale Feldt welcomed everyone and asked Rob Scherrer to lead the Board in the Pledge of Allegiance.

Call to Order:

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

Roll Call:

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

Excused: Lori Chesnut.

Also Present:

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Michael Werbowski, John Erspamer, Carrie Naparalla, Rob Scherrer, District Consultant Civil Engineer Robert Breest, and members of the community.

Approval of Agenda:

A motion was made by Steve Klismet and seconded by Molly McDonald to approve the agenda as presented. The motion carried unanimously on a voice vote.

Public Comment:

Mr. Harlen Werner addressed the Board regarding concerns stemming from late last year involving his son and the building principal and associate principal, and asked that should something happen again this school year that it be handled appropriately.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Board Reports:

Upcoming Meetings and Other Activities:

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

August 24, 2023 – New Staff Gathering – 11:30 a.m.

August 24, 2023 – Joint SB-GC Charter School Contract Committee Meeting – 1:15 p.m.

August 29, 2023 – Back to School Breakfast – 7:30 a.m.

September 12, 2023 – Joint SB-GC Charter School Contract Committee Meeting – 3:45 p.m.

September 12, 2023 – Regular Board Meeting – 5:30 p.m.

Completion of Board Member Availability Calendar:

The Board members completed their availability calendars through September.

Hiring Consultant:

Board President Feldt advised that the Board is looking at hiring a consultant to help analyze and provide positive feedback on how to improve the working environment of our business offices, noting that a working relationship which maintains a healthy culture and working climate is critical to the District's success.

A motion was made by Dale Feldt and seconded by Steve Klismet to authorize the hiring of a consultant from CESA 8 to do an analysis and provide positive feedback on how to improve the working environment of our District/Business Offices as well as the High School Office. The motion carried unanimously on a voice vote.

CEC Liaison Report:

CEC Liaison Betty Manion advised that she attended the WRCCS Conference held in late July, as well as the Governance Council (GC) meeting last week. She advised that at the beginning of each of the GC monthly meetings is a lesson on a different topic presented by the WASB, and last week's was regarding open meetings law. She found it very interesting and suggested that perhaps the SDW Board of Education might want to consider doing something similar. She also shared that there is a cookout on August 30 to welcome back all families and staff.

Joint School Board-Governance Council Charter School Contract Committee:

Committee Chairperson Dale Feldt advised that the Committee met earlier this afternoon and completed work through four areas – the hiring process as well as the evaluation process of the advisors and the administrator. There is always great discussion and reminded the Board that the meetings are recorded for their reference.

Consent Agenda:

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

Approval of Minutes:

July 17, 2023, Regular Board Meeting
July 20, 2023, Board Retreat
July 25, 2023, Special Board Meeting
July 27, 2023, Joint SB-GC Charter School Contract Committee Meeting
August 2, 2023, Special Board Meeting

Financial Reports:

Accounts Payable Approval: \$2,322,398.60, and Building Fund Payable: \$63,249.76
Cash Receipts: \$732,811.61

Updated Staffing Changes for 2023-2024 School Year

Resignations:

Jessica Witkowski – WLC Special Education Teacher
Corenna Hacker – WMS Ed. Asst.-Spec. Ed.
Brian Kurzynski – WLC 3rd Grade Teacher
Ashley Johnson – WHS Ed. Asst.-Spec. Ed.
Abigail Rutzinski – WHS Ed. Asst.-Spec. Ed.
Taren Redmann – WLC .5 FTE Class II Secretary/.5 FTE Ed. Asst.

Hires – 2023-2024 School Year:

Felicity Rafalski – WMS Math Teacher
Debra DePorter – WLC Speech Language Pathologist
Kate Rolfs – Part Time CEC Ed. Asst.
Norbert Witkowski – Part Time CEC Makerspace Coordinator
Denise Zachman – WMS Ed. Asst.-Spec. Ed.
Lori Schneider – WHS Ed. Asst.-Spec. Ed.
Tara Turrubiates – WHS Ed. Asst.-Spec. Ed.
Sydney Erspamer – WLC 3rd Grade Teacher
Connie Freeman – WLC Food Service Cook Class 2

Transfers/Changes – 2023-2024 School Year:

Missy Krause – Spec. Ed. Bus Monitor to WMS Ed. Asst.-Spec. Ed.

Extra Curricular Coaches and Advisors – 2024-2024 School Year

WHS Coaching Positions:

Jessica Bank – Varsity Cross Country
Aaron Strebe - Cross Country Assist.
Tom Noltner – Varsity Girls Golf
Bennett Hansen – Varsity Football
Cody Kimball – Football JV1 Assist.
Paul Higgins - Football JV1 Assist.
Tony Altmann - Football JV1 Assist.
Bryan Fay - Football JV2
Wes Van Epps - Football JV2 Assist.
Jeremy Koehler – Varsity Boys Soccer
Cameron Borland - Boys JV Soccer Assist.
Liz Kneer – Varsity Volleyball
Annie Nelson - Volleyball JV1 Assist.
Melanie Peterson - Volleyball JV2 Assist.
Matt Resch – Varsity Boys Basketball
Ethan Dayton - Boys Basketball JV1 Assist.
Ryan Dayton - Boys Basketball JV 2 Assist.
Payton Mix – Varsity Girls Basketball
Randi Lenzing - Girls Basketball JV1 Assist.
Forrest Wright – Varsity Boys Hockey
Bryon Prey – Varsity Wrestling
Paul Frank - Wrestling JV Assist.
Rocky Mondello – Varsity Baseball
Ethan Dayton - Baseball JV1 Assist.
Ryan Dayton - Baseball JV2 Assist.
Tom Noltner – Varsity Boys Golf
Rudy Pate - Boys Golf JV Assist.
Jeremy Koehler – Varsity Girls Soccer
Liz Kneer - Girls Soccer JV Assist.
Payton Mix – Varsity Softball
Calan Stichman – Softball Assist.
Lana Johnson – Varsity Boys Track
Bryan Fay - Boys Track Assist.
Joel Kempfert – Varsity Girls Track
Aaron Strebe - Girls Track Assist.

WHS Volunteer Coaching Positions:

Justin Berrens - Football
Jay Krcmar - Football
Collin Hawkins - Football
Tristan Schelvan - Football
Jed DeYoung - Boys Soccer
Meghan Ruffalo - Volleyball
Nancy Tice - Volleyball
Jacob Bina - Volleyball
Zach Alix - Boys Basketball
Kyle Hotvedt - Boys Basketball
Paul Christian - Boys Basketball
Charlie Wanty - Wrestling
Dave Yeska - Baseball
Ryan Makuski - Baseball
Stephen Johnson - Boys Golf
Jed DeYoung - Girls Soccer
Michael Howe - Boys Track
Alisa Masias - Girls Track

WHS Advisor Positions:

Monica Reeves - All School Play
Amy Holterman - All School Play
Tricia Price - Art Club
Bryan Fay - Chess
Greg Smidt - Chess
Amy Marcom - Dance
Teresa Duda - FBLA
Hannah Whipple - FFA
BobbieJo Montgomery - FFA
Mark Otte - Forensics
Anita Lehman - German Club
Karen Nowak - Intramural Basketball
Brianna Hepfler - Jazz Band
Danielle McHugh - Link Crew
Karen Nowak - Link Crew
Anna Lussier - Link Crew
Teresa Duda - Link Crew
Anna Lussier - Men's Choir
Emily Bina - National Honor Society
Anna Lussier - Pacapellas
Cindy Ikert - Pep Club
Danielle McHugh - Photo Club
Steven Baumann - Robotics
Lisa Abrahamson - Spanish Club
Lisa Simonson - Yearbook

WHS Volunteer Advisor Positions:

Kelsey Nelson - Bowling Club
Samantha Nelson - Bowling Club
Craig Gadzinski - Chess
Jeremy Reedy - Chess
Neil Wenberg - Curling
Breanna Schulist - Dance
Bella Udoni - Dance
Reagan Leach - Dance

Brian Hoelzel - Ice Fishing
Ryan Wilson - Ice Fishing
Christiane Jahnke - Math Team
Jacob Bina - National Honor Society
Jessica Hauser - Pep Club
Brenda Plum - S.A.D.D.
Mary Ann Snider - Tennis Club
John Woodliff - Trap & Skeet
Alan Domaszek - Trap & Skeet
Steve Rawson - Trap & Skeet
Cory Nagel - Youth on Board

WMS Coaching Positions:

Kareene Hansen - Cross Country
Amanda Ayala - Cross Country
Nate Harms – 8th Grade Football
Dan Buenning – 8th Grade Football
Brittany Burant - Boys Soccer
Kirbi Holat – 7th Grade Volleyball
Ashley Nelson – 7th Grade Volleyball
Danielle McHugh – 8th Grade Volleyball
Lisa Ash – 8th Grade Volleyball
Jay Seefeldt – 7th Grade Boys Basketball
Rocky Mondello – 7th Grade Boys Basketball
Mike Waldschmidt – 8th Grade Boys Basketball
Kirbi Holat – 8th Grade Boys Basketball
Jay Seefeldt – 7th Grade Girls Basketball
Mike Waldschmidt – 7th Grade Girls Basketball
Rocky Mondello – 8th Grade Girls Basketball
Rudy Pate – 8th Grade Girls Basketball
Kyle Mannel - Wrestling
Dave Peterson - Track
Jeremy Martens - Track
Mark Unertl - Track
Jamie Trzebiatowski - Track
John Parent - Girls Soccer
Jeff Kratochwill - Girls Soccer

WMS Volunteer Coaching Positions:

Mark Unertl - Cross Country
Efrain Ayala - Cross Country
Kyle Hamm - Wrestling
Amanda Ayala - Track
Bill Zeamer - Track
Rene Jungers – Track

WMS Advisor Positions:

Rene Jungers – 5th/6th Grade Basketball
Mike Waldschmidt – 5th/6th Grade Basketball
Nate Harms – 5th/6th Grade Basketball
Brooke Neubauer - Art Club
Rene Jungers - Chess (Head)
Will Johnson - Chess (Assistant)
Hanna Waller - Dance
Erin Eller - Destination Imagination Coach
Amy Holterman - Authors and Actors
Jenny Lewis - Authors and Actors

Rene Jungers - Forensics
Amy Holterman - Forensics
Shana Rogney - Jazz Band
Shana Rogney - All School Play
Holly Saunders - All School Play
Lori Jungers - All School Play
Art Schultz – 5th Grade Robotics
Art Schultz – 6th-8th Grade Robotics
Kareene Hansen - Student Council
Amy Smidt - Yearbook
Kate Gile – Yearbook
WMS Volunteer Advisor Positions:
Kelsey Nelson - Bowling Club
Chloe Johnson - Dance
Emma Kelly - Dance
Makenzie Loken - Dance
Jenny Lewis - All School Play
Ashley Brill - All School Play
Denise Seefeldt - Peer Leaders
Missy Durrant - Spelling Bee
John Woodliff - Trap & Skeet
Alan Domaszek - Trap & Skeet
Steve Rawson - Trap & Skeet

Approval of Free and Reduced Lunch Program

The motion carried unanimously on a voice vote.

Communications:

District Administrator's Report:

Mr. Saari advised that the Administration and staff are busy preparing for the return of students on September 1. He advised that the capital projects are progressing and Mr. Bob Breest will provide a more detailed update on that later in this meeting. Mr. Saari noted that every building will be communicating with parents and students regarding the points of entry construction status and new procedures. Board member Bob Adams suggested that a drone video be created and posted on YouTube showing the proper procedures for parents, students, and staff.

Mr. Saari also advised that Administration will be focusing this year on the strategic plan with weekly communications regarding safety, culture, the making learning visible plan, and finance.

Mr. Saari shared the accomplishments of one of our students who was the starting catcher for the Plover Nationals 17U Fast Pitch Softball Team.

He advised that the DPI STEM teacher workshop held at WMS last month went very well and was well attended by teachers from throughout Wisconsin.

Mr. Saari advised that the single point of entry safety training for all the building secretaries and principals is scheduled for August 10. The training will help staff identify potential threats and how to vet visitors prior to allowing entry into an office/building. In addition, the Administrative Team will be touring each off-site facility where reunifications will take place in case of an emergency.

He also provided the Grant Writer's July report.

Administration:

Culture Guidebook and Comet Fundamentals:

Mr. Saari presented the District's Culture Guidebook which consists of seven sections – Professionalism, Positive Accountability, Understanding Your Behavior, Leadership and Setting Personal Boundaries, The Power of Vision and Values, Principles and Effective Decision Making, and Conflict Leadership. This was created in part because of the feedback he received from the staff surveys with input from the Teacher Cabinet, and it is a living/working document. He highlighted that culture starts and ends with me (as individuals) rather than “us”, as we cannot control anyone else, only ourselves. We need to lean into the discomfort and uncover our best leadership in order to continue to grow as a person. He will be rolling this Culture Guidebook out to staff and talking about it throughout the year, adding that culture is the most important driver for student success.

Mr. Saari also shared the 19 Comet Fundamentals which is a summary of what is discussed in more detail from the Culture Guidebook. He highlighted a few of them – our culture begins with me; be kind, direct and respectful to everyone; we are in this together as a team; take responsibility; practice impeccable communication; be self-aware; embrace responsibility to develop competence in handling conflict; you may be at fault and don't realize it; get the facts; view conflict as an opportunity.

Board member Betty Manion suggested that the District's mission and vision statements be included at the beginning of the Culture Guidebook. She also suggested that perhaps a bit more about the culture of the School District of Waupaca community be included as well to personalize it a little more. It was also suggested that the Comet Fundamentals be titled something different tied to the universe.

Construction Update:

District Consultant Civil Engineer Bob Breest advised that the District currently has five projects going on at four buildings.

WHS Parking Lot: They have completed asphaltting, and the striping and signage will be completed by the end of next week. The biggest hurdle will be for people to learn how to use the parking lot.

WHS Entryway: It will be completed by the time school starts. However, there is a supply chain delay for some of the doors so the new security will not be able to be implemented until we receive those sometime in October. However, the same security that we had in the past will be functional and the main office will be completed.

CEC: This is the smallest project they are working on but it has been one of the most challenging because of state building code issues. But those issues have now been resolved and the project is moving forward. They will also be upgrading the plumbing for a section of the building, which was not in the original plan and will cost an additional \$10,000 (approximately). However, because bids came in under budget, the project will stay on budget.

WMS: They are currently painting. Again the receipt of the doors will be delayed until October so the security will remain the same for now. However, the offices and everything else will be ready for the start of school.

WLC: They have run into some issues in that the plans showed different than what things actually were (ex. the gas lines and footings were not where they needed to be). So because they had to make these adjustments, the completion schedule has been pushed back a bit to after the first of the year. However, it will not disrupt the operations of the school and the project will remain on budget. There will be a six foot chain-link fence around the construction area outside and the construction area inside is plywooded up to keep the students safe. WLC Principal John Erspamer added that a communication to parents has already gone out explaining the entrances, in particular for the bussed students.

Adjournment:

A motion was made by Steve Klismet and seconded by Bob Adams to adjourn the meeting at 6:21 p.m. The motion carried unanimously on a voice vote.

_____ Date _____
Dale Feldt, President
Board of Education

_____ Date _____
Molly McDonald, Clerk
Board of Education