



*Respectful, Responsible, Safe & Prepared*

## **SCHOOL BOARD MEETING MINUTES May 13, 2024 Special Meeting**

Pursuant to the regulations, a special Board meeting was held on the above date in the Waupaca High School Community Room.

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](#).

### **Call to Order:**

The meeting was called to order by President Ron Brooks at 5:30 p.m. and he asked Lori Verhalen to lead the Board in the Pledge of Allegiance.

### **Roll Call:**

Present in the WHS Community Room: Ron Brooks, Steve Klismet, Betty Manion, Molly McDonald, Dale Feldt, and Lori Verhalen; Bob Adams was present via phone.

### **Also Present:**

Present in the WHS Community Room: Austin Moore, Laurie Schmidt, Steve Thomaschefskey, Sandy Lucas, and Sandy Robinson.

### **Approval of Agenda:**

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

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

The Board reviewed their collective commitments.

### **Services Desired of Superintendent Search Organization:**

Board President Ron Brooks advised that the purpose of this meeting is to continue discussion regarding whether to engage a superintendent search organization such as WASB, and if we do, at what level.

Board member Dale Feldt advised that he spoke with Wausau School Board President Jim Bouche regarding their recent search for a new superintendent. Mr. Bouche advised that they used WASB and confirmed that WASB sends all applications they receive to the Board and they will perform whatever services you want them to do. The Wausau School District hired an interim superintendent.

Mr. Brooks added that WASB will provide whatever level of service we want them to do at a cost, and suggested that as a first approach, the Board wait and see what kind of applicants apply. The Board can then discuss whether to bring in Mr. Craig Gerlach as an interim superintendent or Dr. Mark Flaten as an interim superintendent for the summer only. It was noted that the District has used WASB once before along with the Don Stevens firm.

Director of Business Services Austin Moore advised that the District Administrator position has been posted on Wisconsin Education Career Access Network (WECAN) only. It had been previously mentioned that it would be posted on three other websites, but he advised that those websites charge between \$100-\$700 per week for a posting. So Mr. Brooks asked that it just be posted on WECAN for now.

After some discussion, several Board members agreed that the Board can handle the first round of whether to hire an interim or permanent superintendent by going through the application and interview process on their own and then reach out to WASB or others if necessary. Board member Betty Manion summarized the Board's decision at this point – it will go through the application process and hold interviews, and if they do not work out, the Board will hire an interim or search organization.

It was suggested that while they are waiting for the application process to close, the Board should ask District staff for their input by meeting with them during PLC time. So Board President Brooks asked that Director of Teaching and Learning Mark Flaten get time scheduled for the Board members to meet with staff at each individual school during PLC time on the upcoming Wednesday afternoons. In addition, the Board requested to see the staff survey results prior to these meetings, so he asked that Mr. Flaten send the staff survey results to all of the Board members. Mrs. Manion noted that it is important that uniform (preferably open-ended) questions are asked to all staff and she has all the materials from WASB that were used in the past. Mr. Brooks pointed out that staff needs to understand that these listening sessions are advisory only – the Board will make the final decision.

Mrs. Manion advised that one of the processes used by the WASB previously that she did not particularly like was the second session of interviews which involved the three finalists. They came in and rotated in groups consisting of Board, administration, and community people. However, the Board never saw that applicant's interaction with others. So she recommended that session be done differently.

Board President Brooks advised that since the Board will not be going with a search service at this time a vote is not necessary. He asked Board Assistant Sandy Lucas to send copies of the WECAN applications and related attachments to all Board members every Friday.

Director of Student Services Laurie Schmidt added that the Core Team is very experienced in the hiring process, so they can support the Board with reference checks, vetting, etc., if desired. However, Board President Brooks pointed out that because they are anticipating a member of the Core Team to apply for the position, it is very important that the Board and Core Team stay in their lanes.

Mr. Brooks advised that the WECAN posting closes on May 30th, so he requested that the school visits during PLC time on Wednesdays be completed by that date. The meetings will only need to be for a half hour to an hour at the most. The staff will be asked the same questions with the Board member(s) taking notes and then sharing highlights of those listening sessions with the rest of the Board. The Board may need to split up in order to get them all completed, and it would be preferable to have smaller groups with an individual Board member (or perhaps Sandy Robinson or other CEC Governance Council member).

Board member Manion added that she has the questions that were used in the past for teachers in linkage meetings and will send them to the other Board members. Board President Brooks asked the Board members to review the survey results and Mrs. Manion's questions. However, he cautioned the Board that they need to be careful not to have a walking quorum; this is just for informational purposes.

**Adjournment:**

A motion was made by Molly McDonald and seconded by Lori Verhalen to adjourn the meeting at 6:10 p.m. The motion carried unanimously on a voice vote.

\_\_\_\_\_ Date \_\_\_\_\_  
Ron Brooks, President  
Board of Education

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