



## BOARD OF EDUCATION NORMS

Our norms are meant to guide our work and keep us focused. These norms are in alignment with our Board Governance Policies; District Vision, Mission, Philosophy, and Values. We will begin each meeting by reminding ourselves and our guests of our working commitments.

1. Check our biases and agendas at the door; we will thoughtfully and objectively discuss the facts of the situation and not personalize issues or policies
2. Follow the Waupaca Way – be prepared and stay informed; responsible; respectful; and safe
3. Ensure open, clear and correct communications, and maintain transparency – avoid surprises
4. Maintaining professional relationships is key – know and respect the roles and responsibilities of the Board (governing), administration (tactical), and staff (operational)
5. Start on time and follow the agenda
6. Board decisions are based on our commitment to excellence in education, our mission and our values; when a Board decision is made, we accept and abide by the decision both publicly and privately – we accomplish more as a team
7. Honor and protect the expectation of confidentiality of all topics addressed, and discussions held, in closed sessions

## SCHOOL BOARD MEETING AGENDA

**Tuesday, May 14, 2024 – 5:30 p.m.**

Waupaca High School Community Room

Live Stream: <https://www.youtube.com/watch?v=NBL5KfS8iS4>

*"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public hearing. There may be a time for public comment during the meeting as indicated in the agenda." (See [Board Policy 0166](#))*

- I. President's Comments and Pledge of Allegiance
- II. Call to Order
- III. Roll Call
- IV. Approval of Agenda
- V. Public Comment (see [Board Policy 0167.3](#))
- VI. [Review of Board Meeting Norms](#)
- VII. Board Reports
  - A. Student Representative Report
  - B. Approval of Minutes
    1. [April 9, 2024 Joint SB-GC Charter School Contract Committee Meeting](#)
    2. [April 9, 2024 Regular Board Meeting](#)
    3. [April 16, 2024 Special Board Meeting](#)
    4. [April 25, 2024 Special Board Meeting](#)
    5. [April 25, 2024 Special Board Organizational Meeting](#)
    6. [May 7, 2024 Special Board Meeting](#)
  - C. Upcoming Meetings and Other Activities
    1. [May 20, 2024 – Instructional Committee Meeting – 5:30 p.m.](#)
    2. [May 29, 2024 – WHS Commencement Ceremony – 7:00 p.m.](#)

3. [June 7, 2024 – End of Year Staff Appreciation Breakfast – 7:30 a.m.](#)
  4. [June 11, 2024 – Regular Board Meeting – 5:30 p.m.](#)
  - D. [Completion of Board Member Availability Calendar](#)
  - E. Committee Assignments
  - F. School Visits or Other Board Report
  - G. CEC Liaison Report
- VIII. Consent Agenda
- A.. Financial Reports
    1. [Understanding School District Financial Statements](#)
    2. [Accounts Payable](#)
    3. [Cash Receipts](#)
    4. [Budget to Actual Comparison by Fund Groups](#)
  - B. Personnel
    1. [Updated Staffing Changes for the 2024-2025 School Year](#)
    2. Retirements
      - a. [Ron Saari - District Administrator](#)
    3. Resignations
      - a. [Riley Bicanic – Part-time WLC Speech Language Pathologist](#)
      - b. [Jennifer Miller – WLC Special Education Teacher](#)
      - c. Samantha Peterson – WHS Ed. Asst.-Spec. Ed.
      - d. [Devon Feldt - WMS Associate Principal](#)
    4. Hires – 2024-2025 School Year
      - a. [Jillian Gutzdorf – WHS Special Education Teacher](#)
      - b. [Sydney Lee – WHS Social Studies Teacher](#)
      - c. [Erin Montgomery - WHS Agri-Science Teacher](#)
      - d. [Joan Barraza - District EL Coach](#)
    5. Hires – 2023-2024 School Year
      - a. [Krystal Hoffman – WHS Custodian](#)
    6. [Hires - 2024 Summer IT](#)
      - a. Elliot Batten
      - b. Ryan Prellwitz
      - c. Connor Schultz
    7. Extra Curricular Coaches and Advisors - 2024-2025 School Year
      - a. Resignations:
        - (1) Adam Chaplin - WHS Varsity Girls Basketball Coach
    8. Extra Curricular Coaches and Advisors – 2023-2024 School Year
      - a. WMS Advisor Positions:
        - (1) Nicole Hahn – Destination Imagination
        - (2) Lindsay Ebben – Destination Imagination
      - b. WMS Volunteer Coaching Positions:
        - (1) Lori Martin – Girls Soccer
        - (2) Dmitri Martin – Girls Soccer
        - (3) Adam Ross – Girls Soccer
    9. Salary Step Changes
      - a. [Nicole Johndro – 9B24 to 9M0](#)
      - b. [Hannah Rowe – 9M0 to 9M6](#)
    10. Preliminary Approval of Summer School Staffing
      - a. [4K-Grade 8](#)
      - b. [Grades 9-12](#)
    11. [Extended Contract Requests](#)
    12. [Recommendation to Approve Teacher Contracts for 2024-2025](#)
  - C. [Approval of Graduating Seniors](#)

- D. [DPI Pupil Nondiscrimination Report, 5 Year Self Evaluation](#)
- E. Preliminary Approval of Class III Field Trips for [WHS](#)
- IX. Communications
  - A. School Nutrition Employee Week (April 29-May 3) / School Lunch Hero Day (May 3)
  - B. Teacher Appreciation Week (May 6-10) / National Teacher Day (May 7)
  - C. National School Nurse Day (May 8)
  - D. May is Mental Health Awareness Month
  - E. [Donation from the Kempfert Family to CEC](#)
  - F. [Donation from the Forseth Family to CEC](#)
  - G. [Donations from Various Individuals and Businesses to WHS SADD Post Prom](#)
  - H. [Donation from Waupaca FFA Alumni Dinner and Dance Fundraiser to Waupaca FFA](#)
  - I. [Donation from Holly Cloutier to WHS Band Program](#)
  - J. [District Administrator's Report](#)
- X. Monitoring
  - A. [Teacher Showcase](#)
- XI. Administration
  - A. Construction Update
  - B. Budget Update
    - 1. [Health and Other Insurance Renewals](#)
    - 2. [Wage Increase for District Employees](#)
- XII. Adjourn Into Closed Session pursuant to Wis. Stats. Section 19.85(1)(e), deliberating or negotiating regarding public business including negotiations and bargaining regarding claims made to the District regarding internet issues.
- XIII. Reconvene Into Open Session to Consider Action on Matters from Closed Session (if necessary)
- XIV. Adjournment

End Notes: The times listed on the agenda are approximate and subject to change. Questions regarding agenda items may be directed to the Committee Chairperson identified below.

\* The Board utilizes a "Consent Agenda" to approve decisions the Board has already determined to be within the domain of the District Administrator. As such, the Consent Agenda may be approved by a single motion without discussion. Only the Board as a whole may remove an item for separate Board action. *Board Policy I.I.*

Committee Chairperson and Phone Numbers  
(To Be Determined)

*Upon request to the District Office, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format as necessary for a disabled person to be able to participate in this meeting. At least twenty-four (24) hours advance notice of the need for accommodation is appreciated.*

*If anyone has any questions or concerns, please contact Sandy Lucas, Administrative Assistant to the Superintendent, at [lucas@waupacaschools.org](mailto:lucas@waupacaschools.org), or by phone at (715) 258-4121, ext. 6011.*