



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES May 14, 2024 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:

Ron Brooks welcomed everyone and asked Dale Feldt to lead the Board in the Pledge of Allegiance.

Call to Order:

The meeting was called to order by President Ron Brooks at 5:30 p.m.

Roll Call:

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

Also Present:

Present in the WHS Community Room: Ron Saari, Sandy Lucas, Mark Flaten, Laurie Schmidt, Steve Thomaschefskey, Austin Moore, Michael Werbowsky, Jenifer Erb, John Meyer, John Erspamer, Jody Pankratz, Carrie Naparalla, Alec Olson, Crystal Vida, Ian Johnson, Bill Storck, Jay Seefeldt, Kathy Batten, Melissa Durrant, Cindy Waldschmidt, District Consultant Civil Engineer Bob Breest, and members of the community.

Approval of Agenda:

A motion was made by Dale Feldt and seconded by Molly McDonald to approve the agenda as presented. The motion carried unanimously on a voice vote. Board President Ron Brooks noted that the order of the agenda was slightly changed in that approval of Board meeting minutes is now under Board Reports and approval of personnel matters is now in the consent agenda since that is the administration's authority.

Public Comment:

None.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Board Reports:

Student Representative Report:

Alec Olson advised of the Student Council's upcoming events and goals for the future, as well as AP student projects and upcoming exams, and the Art Show is happening this week.

Approval of Minutes:

April 9, 2024 Joint SB-GC Charter School Contract Committee Meeting
April 9, 2024 Regular Board Meeting
April 16, 2024 Special Board Meeting
April 25, 2024 Special Board Meeting
April 25, 2024 Special Board Organizational Meeting
May 7, 2024 Special Board Meeting

A motion was made by Lori Verhalen and seconded by Steve Klismet to approve the Minutes of the Board meetings listed above as presented. The motion carried unanimously on a voice vote.

Upcoming Meetings and Other Activities:

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

May 20, 2024 – Instructional Committee Meeting – 5:30 p.m.
May 29, 2024 – WHS Commencement Ceremony – 7:00 p.m.
June 7, 2024 – End of Year Staff Appreciation Breakfast – 7:30 a.m.
June 11, 2024 – Regular Board Meeting – 5:30 p.m.

Completion of Board Member Availability Calendar:

The Board members were asked to complete their availability calendars through June.

Committee Assignments:

Board President Ron Brooks advised that committee assignments are as follows:

PERSONNEL COMMITTEE

Betty Manion, Chairperson
Bob Adams
Lori Verhalen
Administrative Advisor: District Administrator

BUILDING AND GROUNDS COMMITTEE

Steve Klismet, Chairperson
Dale Feldt
Bob Adams
Administrative Advisor: Director of Business Services

FINANCE COMMITTEE

Dale Feldt, Chairperson
Steve Klismet
Molly McDonald
Administrative Advisor: Director of Business Services

INSTRUCTIONAL COMMITTEE

Molly McDonald, Chairperson
Betty Manion
Bob Adams
Administrative Advisor: Director of Teaching & Learning

POLICY COMMITTEE

Dale Feldt, Chairperson
Molly McDonald
Steve Klismet
Administrative Advisor: District Administrator

STUDENT SERVICES COMMITTEE

Lori Verhalen, Chairperson
Betty Manion
Molly McDonald
Administrative Advisor: Director of Student Services

School Visits or Other Board Report:

Board member Lori Verhalen shared that she was given a tour of the CTE department at WHS by Director of Technology & CTE Steve Thomaschefskey. This tour included the FFA gardens, robotics, woodworking and the tiny house, automotive, welding, and the culinary classroom. Board member Dale Feldt shared that he attended CEC project night which included a debate. Board member Betty Manion shared that she was invited to judge Cupcake Wars at WMS and also visited the art class. She shared that she also visited with Director of Co-Curricular Activities & Athletics Rob Scherrer regarding the athletic program. In addition, WHS Associate Principal Jenifer Erb gave her a tour of the ag and computer rooms, and it was grilling day for the culinary class.

Associate Principal Jenifer Erb advised that the Agri-Science Department provided the Board members with the potted flowers at each of their places tonight.

CEC Liaison Report:

CEC Liaison Betty Manion advised that she attended the Governance Council (GC) meeting where they were given an update on the passion projects. They are also continuing with the grant they received by providing peer leadership training, and are working on a literacy grant from Dollar General. Currently, the GC is reviewing the budget for next school year.

Consent Agenda:

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

Financial Reports:

Accounts Payable Approval: \$2,014,537.33, and Building Fund Payable: \$520,543.50

Cash Receipts

Budget to Actual Comparison by Fund Groups:

Fund 10 Ending Balance: \$10,617,352 [2022-2023: \$11,647,611]

Fund 21 Ending Balance: \$392,234 [2022-2023: \$337,917]

Fund 27 Ending Balance: -\$2,110,679 [2022-2023: -\$2,238,616]

Fund 49 Ending Balance: \$81,760 [2022-2023: \$879,550]

Fund 50 Ending Balance: \$451,323 [2022-2023: \$402,979]

Updated Staffing Changes for the 2024-2025 School Year

Retirements:

Ron Saari - District Administrator

Resignations:

Riley Bicanic – Part-time WLC Speech Language Pathologist

Jennifer Miller – WLC Special Education Teacher

Samantha Peterson – WHS Ed. Asst.-Spec. Ed.

Devon Feldt - WMS Associate Principal

Hires – 2024-2025 School Year:

Jillian Gutzdorf – WHS Special Education Teacher

Sydney Lee – WHS Social Studies Teacher

Erin Montgomery - WHS Agri-Science Teacher

Joan Barraza - District EL Coach

Hires – 2023-2024 School Year:

Krystal Hoffman – WHS Custodian

Hires - 2024 Summer IT:

Elliot Batten

Ryan Prellwitz

Connor Schultz

Extra Curricular Coaches and Advisors - 2024-2025 School Year:

Resignations:

Adam Chaplin - WHS Varsity Girls Basketball Coach

Extra Curricular Coaches and Advisors – 2023-2024 School Year:

WMS Advisor Positions:

Nicole Hahn – Destination Imagination
Lindsay Ebben – Destination Imagination

WMS Volunteer Coaching Positions:

Lori Martin – Girls Soccer
Dmitri Martin – Girls Soccer
Adam Ross – Girls Soccer

Salary Step Changes:

Nicole Johndro – 9B24 to 9M0
Hannah Rowe – 9M0 to 9M6

Preliminary Approval of Summer School Staffing for 4K-Grade 8 and Grades 9-12
Extended Contract Requests
Recommendation to Approve Teacher Contracts for 2024-2025
Approval of Graduating Seniors
DPI Pupil Nondiscrimination Report, 5 Year Self Evaluation
Preliminary Approval of Class III Field Trips for WHS

The motion carried unanimously on a voice vote.

Communications:

Recognitions:

Board President Brooks recognized the many observances happening this month: School Nutrition Employee Week and School Lunch Hero Day; National Teacher Day and Teacher Appreciation Week; National School Nurse Day; and May is Mental Health Awareness Month.

Donations:

Board President Brooks advised of donations made to CEC from the Kempfert and Forseth families; various donations made to WHS SADD Post Prom from many individuals and businesses; a donation made to the Waupaca FFA from the Waupaca FFA Alumni; and a donation made to the WHS Band program from Holly Cloutier. A motion was made by Lori Verhalen and seconded by Steve Klismet to accept, with gratitude, the various donations as presented. The motion carried unanimously on a voice vote.

District Administrator's Report:

Mr. Saari advised that the Waupaca Community Arts Hub is interested in possibly purchasing the old District Office building on School Street, which is now being rented by CESA 5.

Mr. Saari asked the Board members if they knew what an AirTag was. This came up recently as a student on a bus had one and it appeared on the bus driver's I-phone indicating that the student was being tracked.

He shared the many upcoming events occurring at WHS this month.

Mr. Saari provided an update on the Critical Response Group indicating that they are in the process of finalizing, printing, and laminating the maps which can be used in training.

He also advised that the District may possibly participate in an energy efficiency grant and also shared the Grant Writer update. He added that Mr. Grohman may have a large grant secured by next month.

Monitoring:Teacher Showcase:

English Learner (EL) Coach Ian Johnson and Technology Integration Specialist Crystal Vida presented information on how technology tools are used in language translation and learning. The District's EL population has grown exponentially over the past four years, with most being Spanish speaking students. The largest increase has been Venezuelan immigrants with no or very little English. Mr. Johnson shared that he can speak fluent Spanish, but many times interpreters or bilingual family members are utilized in assisting staff, students, and family members in communicating with each other.

The District has several technology tools and devices available to assist as well, such as the following: Chromebooks, which are available in English and Spanish; Pocketalk, which is a handheld translator device and is in all offices; students (and their families) are comfortable using their own personal devices; and new this year is the use of Timekettle earbuds where students will hear the spoken word in their native language. In addition, applications such as Google and Microsoft translator as well as AI applications such as Magic School AI are utilized. Duolingo is also used for learning correct vowel sounds. The Benchmark Hello program has been purchased as well which focuses on the basics and fundamentals of the English language such as listening, reading, speaking, and writing. The applications are used on a daily basis for student learning and family communication.

They highlighted that the District recently purchased several Pocketalks, which is a handheld translator device that is very useful and easy to use for students and staff, and understands the spoken language better than an I-pad. It was suggested that the District work with Go-Riteway to possibly have one of these devices on an appropriate bus if that is something they are interested in doing.

Director of Student Services Laurie Schmidt added that they are applying for a grant through the State of Wisconsin to help offset the costs of purchasing additional technology, devices, and licenses, noting that technology is continuously evolving.

Mr. Johnson shared that he works with small groups in grades K-4 on a daily basis and on a consultant basis at WMS and WHS. New students are screened within 30 days on a basis of 1-6 (1 being new and speaking no English and 6 being fully immersed into receiving English instruction). He advised that the students have achieved expected growth targets.

Mr. Johnson advised that the EL program will continue serving students and families at a very high degree with the addition of an EL coach and two bilingual educational assistants next school year.

Administration:Construction Update:

District Consultant Civil Engineer Bob Breest advised that this is the final update as the projects will be completed next week.

At the WLC, staff will move into the new area just prior to the end of the school year and the new main entrance will be used at the start of summer school. Final paperwork is completed so they are waiting for the building inspector to sign off on everything. The landscaping repairs will be completed tomorrow and sod and plants will be installed next Monday. They will leave the fence up for a little longer to protect the fresh sod.

Health and Other Insurance Renewals:

Director of Business Services Austin Moore provided a brief summary of the process in renewing the District's health insurance for next year, which included a listening session with staff to get their feedback of what improvements they would like to see, as well as working with the District's M3 team.

Originally, Group Health Trust (GHT) returned an increase of over 12%, so M3 sent the District's information out for bids with other companies. The bids the District received from other providers provided various levels of changes. Through this process, GHT returned a final offer of a 4% increase over last year with no plan changes and the District would drop the required annual Health Risk Assessment. This increase is within the budgeted amount.

A high priority for staff was a health insurance option that included a Health Savings Account (HSA). Therefore, the District will offer a High Deductible Health Plan (HDHP) through GHT which includes prescription drug costs and no co-pays. Staff choosing this option would receive a deposit into their HSA through Bank First of \$250 for single/\$500 for family coverage to help offset the increased deductible and those funds can be accessed by using a debit card. The Flex Spending Account (FSA) will also provide staff with a debit card this year to access those funds.

Another high priority for staff was a vision insurance option. Therefore, the District will offer vision coverage through Delta Dental which will provide three enrollment options: employee, employee + one, and employee + 2 (family). The employee pays 100% of the premium, but because the District also has dental insurance through Delta Dental, it received a discounted price.

Dental insurance will continue through Delta Dental with a 0% premium increase and no plan design changes.

A motion was made by Molly McDonald and seconded by Betty Manion to accept Group Health Trust as the District's 2024-2025 health insurance provider with no plan design changes and increasing the District's health insurance annual premium by 4.0%, as presented. The motion carried on a 6-0-1 voice vote, with Board member Dale Feldt abstaining because he participates in the District's health insurance plan.

A motion was made by Molly McDonald and seconded by Steve Klismet to offer a second health insurance option for staff through Group Health Trust which includes a HSA, and to offset additional upfront costs, the District will contribute \$500 to employees enrolled in family plans and \$250 to employees enrolled in single plans, as presented. The motion carried on a 6-0-1 voice vote, with Board member Dale Feldt abstaining because he participates in the District health insurance plan.

A motion was made by Molly McDonald and seconded by Betty Manion to accept Delta Dental as the District's 2024-2025 self-funded dental insurance provider with no plan design changes and no increase in the annual premium, as presented. The motion carried on a 6-0-1 voice vote with Board member Dale Feldt abstaining because he participates in the District's dental insurance plan.

A motion was made by Molly McDonald and seconded by Betty Manion to accept Delta Dental as the District's 2024-2025 vision insurance provider with a three-tier coverage model, with the benefit being 100% funded by employees and the District will cover 0% of the plan costs, as presented. The motion carried on a 6-0-1 voice vote with Board member Dale Feldt abstaining because he participates in the District's insurance plans.

A motion was made by Lori Verhalen and seconded by Bob Adams to remove the requirement for employees to complete the Health Risk Assessment (HRA) and pay the additional 6% of the health insurance premium for the 2024-2025 school year. However, the District reserves the right to reinstate this HRA program in the future. The motion carried on a 6-0-1 voice vote with Board member Dale Feldt abstaining because he participates in the District's insurance plans.

Wage Increase for District Employees:

Mr. Moore advised that any wage increase is directly connected to the health insurance budget and is limited by law to the CPI increase. Because the health insurance increase is within budget, the

District is able to offer the statutory limit of CPI – a salary increase of 4.12% for the teacher salary matrix, all support staff salary matrixes, as well as administration, and District Office staff.

A motion was made by Betty Manion and seconded by Lori Verhalen to approve the statutory limit of CPI resulting in a 4.12% salary increase for the teacher salary matrix for the 2024-2025 school year as presented. The motion carried on a 6-0-1 voice vote, with Board member Dale Feldt abstaining because he has family members who are teachers in the District.

A motion was made by Dale Feldt and seconded by Molly McDonald to approve a 4.12% wage increase for Administration and District Office Staff for the 2024-2025 school year as presented. The motion carried unanimously on a voice vote.

A motion was made by Dale Feldt and seconded by Betty Manion to approve a 4.12% increase for the food service, custodial, maintenance, educational assistants, special educational assistants, and secretaries salary matrixes for the 2024-2025 school year as presented. The motion carried unanimously on a voice vote.

A motion was made by Dale Feldt and seconded by Lori Verhalen that all athletic/non-athletic extracurricular pay remains at the same level as the 2023-2024 school year. The motion carried unanimously on a voice vote.

Adjournment Into Closed Session:

A motion was made by Betty Manion and seconded by Steve Klismet to 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. The motion carried unanimously on a voice vote at 6:34 p.m.

The Board did not reconvene in open session.

Adjournment:

A motion was made by Dale Feldt and seconded by Betty Manion to adjourn the meeting at 6:57 p.m. The motion carried unanimously on a voice vote.

_____ Date _____
Ron Brooks, President
Board of Education

_____ Date _____
Betty Manion, Clerk
Board of Education