



Respectful, Responsible, Safe & Prepared

SCHOOL BOARD MEETING MINUTES May 2, 2024 Special Board 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](#).

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.

Excused: Bob Adams.

Also Present:

Present in the WHS Community Room: Steve Thomaschefskey, Mark Flaten, Austin Moore, Jay Seefeldt, and Ashlee Trzebiatowski.

Approval of Agenda:

President Ron Brooks made clarification of the agenda; they will not be naming a replacement at this meeting but discussing the process moving forward. A motion was made by Steve Klismet and seconded by Betty Manion to approve the agenda as presented.

Review of Board Meeting Norms:

The School Board did not review Board Meeting Norms

Agenda: Discussing how to go forward with an interim Superintendent and naming a new Superintendent

School Board President, Ron Brooks, acknowledged current Director of Teaching and Learning, Mark Flaten, would be willing to serve as both Superintendent and Director of Teaching and Learning in the interim. President Brooks also presented a possible candidate, Craig Gerlach, as the interim, should the district not find a suitable candidate for the 2024-25 school year because we are late in the process of searching for a Superintendent. Mr. Brooks also noted Mr. Gerlach could serve in a coaching role for the new superintendent; there are options for how we could use his services. Mr. Gerlach retired as Superintendent from the Stevens Point Area Public School District following the 2021-22 school year; he has since assisted several districts with their superintendent transition.

School Board Treasurer, Molly McDonald, asked about the cost of Mr. Gerlach's services. President Brooks shared that it would be a contract comparable to the district administrator's salary. There is the potential to have "dual" payment of a district administrator if a coach/mentor contract would overlap a new superintendent's contract.

School Board Vice President, Steve Klismet, asked about a probationary contract/one year contract for the new superintendent. President Brooks confirmed a probationary contract/1 year contract is also an option. Following, there was discussion of refraining from using an interim tag, but rather offering a one year contract.

The Board agreed to prioritize the hiring of this position as expeditiously as possible.

Mr. Klismet asked about how to advertise the position. School Board Member, Dale Feldt, informed the Board of the Wisconsin Association of School Boards (WASB) to assist in the posting or the process of finding a quality candidate. School Board Clerk, Betty Manion, added that in past superintendent hirings the district used WASB to vet applicants.

Mrs. Manion asked about a previous superintendent, Dr. Dave Poeschl, to possibly serve as interim or assist the district in the hiring process. Mr. Brooks sees the potential positive impact of working with someone with an existing connection to the community.

President Brooks asked for a motion for Mrs. Manion to reach out to Dr. Poeschl and inquire if he has interest in the interim position, mentoring the new superintendent, and/or providing assistance to the School Board throughout the hiring process. Motion made by Steve Klismet, seconded by Dale Feldt.

Mr. Brooks asked Mr. Flaten about the timeline and constraints of the superintendent search.

Conversation continued in regards to the work that needs to happen prior to the superintendent job posting including: qualifications/job description, candidate qualities, posting locations, posting timelines, listening sessions, staff input, data resulting from the School Perceptions Survey, interview timelines, etc.

Mr. Brooks asked Director of Business Services, Austin Moore, to prepare materials regarding job descriptions and expectations from previous superintendent job postings.

Mr. Klismet asked about the hiring process used by other local community agencies. He also inquired about the background check process and wanted the school board to review board policies regarding the hiring and workings of the superintendent.

Mr. Brooks asked board members to prepare a list of five qualities of a new administrator, plus three additional potential qualities in preparation for their next meeting.

The School Board agreed to meet on Tuesday, May 7th and if needed, Thursday, May 9th to continue discussions about the superintendent hiring process. The Board would like the superintendent position posted by Friday, May 10th with the posting closing on Friday, May 31st.

Mr. Klismet voiced that he would like the School Board to hear from the School District of Waupaca staff to address the process of hiring a superintendent and to ensure a positive staff and School Board relationship.

Mr. Feldt asked WTA Representative, Jay Seefeldt, the likelihood of staff attending a listening session between the School Board and School District of Waupaca staff. Mr. Seefeldt advised an after school session would have a greater turnout than if held later in the evening and emphasized the importance of these meetings to staff.

Mrs. Manion shared examples of previously conducted linkage meetings, their value, and the value of the input received from staff. Director of Technology, Steve Thomaschefskey, reiterated the importance of having an agreed upon, concise list of questions prepared to welcome staff feedback.

Mr. Brooks is in favor of the School Board traveling to each building for the listening sessions and set a tentative goal to complete the superintendent hiring process in July 2024.

Adjournment:

A motion was made by Steve Klismet and seconded by Lori Verhalen to adjourn the meeting at 6:20 p.m.

_____ Date _____
Ron Brooks, President
Board of Education

_____ Date _____
Betty Manion, Clerk
Board of Education