



Monday, December 21, 2020
Whitewater School Board - Regular Meeting

Whitewater Unified School District

6:15 p.m. via Zoom Online

- URL: <https://us02web.zoom.us/j/84673935695?pwd=VloxN1JFQkVjRIBTcWxMREdiUWxoUT09>
- Password: 551575

- Dial-in: 1-312-626-6799
- Webinar ID: 846 7393 5695
- Password: 551575

Closed Session

7:00 p.m. via Zoom Online

- URL: <https://us02web.zoom.us/j/82678269916?pwd=c0Zrbmg0dWlwK3RVM0hhVHVMUC9CUT09>
- Passcode: 138504

- Dial-in: 1-312-626-6799
- Webinar ID: 826 7826 9916
- Passcode: 138504

PUBLIC NOTICE: The health and safety of District employees, School Board, and the community is a top priority. As such, this Board meeting will be held virtually. You may watch the meeting online using Zoom or Channel 990.

If technical difficulties occur during the Zoom meeting resulting in one or more Board members not being able to participate, the meeting may end.

Due to the difficulty of enabling public comment while meetings are being held virtually, the Whitewater Unified School District School Board welcomes comment in writing up until 30 minutes prior to the scheduled meeting time. Please submit comments to the School Board Secretary, jtueting@wwusd.org, or the School Board President, caseyjudd@wwusd.org. If participants wish to speak, use the raise your hand feature on Zoom, unmute yourself, and state your name. Participants are allotted a three minute speaking period.

1. CALL TO ORDER AND ROLL CALL (6:15 PM)

2. ADJOURN INTO CLOSED SESSION

Subject	A. Adjourn into closed session, pursuant to the provisions of §19.85(1)(c), Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and §19.85(1)(e), Wis. Stats., deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; specifically, to review evaluations of administrators, consider contract extensions of administrators and coordinator, and prepare for Whitewater Education Association negotiations. (Action Item)
Meeting	Dec 21, 2020 - Whitewater School Board - Regular Meeting
Category	2. ADJOURN INTO CLOSED SESSION
Type	Action
Recommended Action	Motion to adjourn into closed session, pursuant to the provisions of §19.85(1)(c), Wis. Stats., considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and §19.85(1)(e), Wis. Stats., deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; specifically, to review evaluations of administrators, consider contract extensions of administrators and coordinator, and prepare for Whitewater Education Association negotiations.

3. OPEN SESSION (7:00 PM)

Subject	A. Reconvene into open session, pursuant to §19.85(2), Wis. Stats., for possible action on any matters discussed in closed session. (Action Item)
Meeting	Dec 21, 2020 - Whitewater School Board - Regular Meeting
Category	3. OPEN SESSION (7:00 PM)
Type	Action
Recommended Action	Motion to reconvene into open session, pursuant to §19.85(2), Wis. Stats., for possible action on any matters discussed in closed session. (Action Item)

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA (Action Item)

6. ANNOUNCEMENTS AND RECOGNITIONS

Subject	A. Recognition to Whitewater Unified School District for 2020 Best Communities for Music Education Award from the National Association of Music Merchants (NAMM)
Meeting	Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 6. ANNOUNCEMENTS AND RECOGNITIONS

Type Recognition

LN - Christine Hayes

LV - Justin Kamp

WA - Valerie Troxel

MS - Stacey Joseph, Liz Elliot

HS - Karen Tordera, Samuel Averill

File Attachments

[2020 Best Communities for Music Education.pdf \(799 KB\)](#)

Subject B. Recognition - National Board Certified Teacher - DeAnna Brunner, Lakeview

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 6. ANNOUNCEMENTS AND RECOGNITIONS

Type Recognition

Whitewater Unified School District is pleased to announce and recognize a teacher that has undergone the candidacy process for National Board Certification. On December 12, 2020, DeAnna Brunner received notice that she has indeed achieved the level of National Board Certified Teacher by the National Board of Professional Teaching Standards.

This extremely rigorous process involves submitting a four-part portfolio and an assessment center exam, all of which take the majority of the school year to complete. Statistically, about half of those that undergo the process obtain certification. De has worked very hard, sought feedback and attended support workshops to aid their work on this endeavor.

Congratulations to DeAnna Brunner for achieving this esteemed professional status.

For more information on the National Board Process please see their site:

<https://www.nbpts.org/national-board-certification/why-certify/>

File Attachments

[National Board Certified Teacher.pdf \(609 KB\)](#)

7. STUDENT REPORTS - None

8. PUBLIC COMMENTS

Subject A. NON-AGENDA ITEMS: Citizens may speak regarding items not on the agenda under Public Comments, but no School Board action will be taken. Issues raised may become a part of a future agenda. AGENDA ITEMS: Citizens may speak regarding specific issues on the agenda at the time the Board discusses that item. Participants are allotted a three minute speaking period.

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting
 Category 8. PUBLIC COMMENTS
 Type Information

9. SPECIAL REPORTS AND/OR ACTION

Subject A. Changes to Close Contacts Quarantine Guidance - Centers for Disease Control and Prevention, Department of Health Services & Jefferson County Health Department (Action Item)

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting
 Category 9. SPECIAL REPORTS AND/OR ACTION
 Type Action

File Attachments

[Jefferson County QUARANTINE CHANGES.pdf \(311 KB\)](#)
[Jefferson County Press Release_Quarantine Changes.pdf \(236 KB\)](#)
[Walworth County Quarantine Guidelines Press Release 12092020.pdf \(449 KB\)](#)
[Changes to Quarantine Guidance.pdf \(3,866 KB\)](#)

Subject B. Building/Program Goals Presentation Part 2: David Brokopp, Lakeview Elementary; Chris Fountain, Middle School; Lanora Heim, Pupil Services; Matthew Sylvester-Knudtson, Business Services

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting
 Category 9. SPECIAL REPORTS AND/OR ACTION
 Type Information, Presentation
 12/21

David Brokopp - Lakeview Elementary
 Chris Fountain - Middle School
 Lanora Heim - Pupil Services
 Matthew Sylvester-Knudtson - Business Services

File Attachments

[Building and Program Goals 2020_21 Part 2.pdf \(532 KB\)](#)
[CIP - Director of Pupil Services Goal #1 2020 1123.pdf \(309 KB\)](#)
[EHCY Grant Summary Director of Pupil Services Goal #3.pdf \(73 KB\)](#)
[2020-21_McKinney-Vento_Compliance_Review_Requirements_and_Guidance Director of Pupil Services Goal #3.pdf \(250 KB\)](#)

10. PERSONNEL REPORT (Action Items)

Subject **A. New Hire - SUPPORT - Custodian II, Lakeview**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 10. PERSONNEL REPORT (Action Items)

Type Action

Recommended Action Motion to approve the employment of Storm Langholff, Custodian I, Lakeview Elementary effective December 28, 2020.

File Attachments
[Staff Background Sheet - Storm Langholff.pdf \(32 KB\)](#)

Subject **B. New Hire - SUPPORT - Head Cook, High School**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 10. PERSONNEL REPORT (Action Items)

Type Action

Recommended Action Motion to approve the employment of Sara Pett, Head Cook at Whitewater High School, 7.0 hrs/day, effective December 1, 2020.

Sara will transition from a Food Service Aide (since 2010) to Head Cook at the High School.

File Attachments
[Staff Background Sheet - Sara Pett.pdf \(31 KB\)](#)

Subject **C. Unpaid Leave of Absence - English Teacher, High School**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 10. PERSONNEL REPORT (Action Items)

Type Action

Recommended Action Motion to approve an unpaid leave of absence for Anna Los, 1.0 FTE, English Teacher, High School, for the remainder of the 2020-21 school year, for child-rearing purposes.

Subject **D. Approval of Administrator Contract Extensions and Letters of Intent for 2022-23**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 10. PERSONNEL REPORT (Action Items)

Type Action

Recommended Action Motion to approve the contract extensions and letters of intent for the 2022-23 school year for the positions listed below:
 District Administrator - Caroline Pate-Hefty
 Director of Business Services - Matthew Sylvester-Knudtson
 Director of Pupil Services - Lanora Heim
 Director of Curriculum & Instruction - Kelly Seichter
 Director of Technology - Andrew Rowland
 High School Principal - Michael Lovenberg
 High School Associate Principal - Nathan O'Shaughnessy
 Middle School Principal - Christopher Fountain
 Middle School Associate Principal - Benjamin Holzem
 Elementary Principals (3) - Tom Grosinske, David Brokopp, Mary Kilar

Subject E. Approval of Athletic Director Contract and Letter of Intent for 2021-22

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 10. PERSONNEL REPORT (Action Items)

Type Action

Recommended Action Motion to approve the continued employment and letter of intent for Justin Crandall, Athletic Director, for the 2021-22 school year.

11. DISTRICT ADMINISTRATOR REPORTS

Subject A. District Administrator Update

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 11. DISTRICT ADMINISTRATOR REPORTS

Type Information

Donations of less than \$1000.00-

Following Donations to Ferradermis:

- \$25.00 from Shannon Cushman
- \$25.00 from Stephanie Pfeil
- \$50.00 from Bennett Miles
- \$100.00 from Matt Aschenbrener
- \$100.00 from Naomi MacDonald
- \$100.00 from Joyce Paucek
- \$100.00 from Jeannine Volbright

- \$100.00 from Jeff Rollette
- \$500.00 from First Citizens Bank
- \$626.00 from Anonymous Wisconsin Donor
- \$1,000.00 from The Coburn Company
- \$1,021.00 from Family Album

File Attachments

[December DA Report.pdf \(3,887 KB\)](#)

12. BUSINESS OFFICE REPORTS

Subject **A. Review of 2019-20 Financial Audit**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 12. BUSINESS OFFICE REPORTS

Type Discussion, Information

Attached are the audit report and management letter. Highlights will be presented to the Board.

File Attachments

[2020 Mgmt letter - Whitewater.pdf \(206 KB\)](#)

[2020 Audit - Whitewater.pdf \(1,666 KB\)](#)

[Audit Information Slides.pdf \(1,647 KB\)](#)

Subject **B. 2021-22 Budget Development, Calendar, and Assumptions Presentation**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 12. BUSINESS OFFICE REPORTS

Type Discussion, Information

We will take a first look at the budget development process and important assumptions Monday evening. The Board will then approve the assumptions at the January meeting.

<https://sites.google.com/wwusd.org/budget/2021-22-budget/development-assumptions>

File Attachments

[Budget Assumptions Slides.pdf \(1,036 KB\)](#)

Subject C. School Safety Grant Purchases (Action Item)

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 12. BUSINESS OFFICE REPORTS

Type Action

Recommended Action Motion to approve the following purchases from the school safety grant:

- Lock-down shades from SCHOOL SAFETY SOLUTIONS \$15,328.46
- Updated floor plans from BUILDING MAPS \$6,325.00
- Two-way radios from BANDT COMMUNICATIONS \$8,700.00

We have funds available in our second-round school safety grant, administered by the Wisconsin Dept of Justice. We submitted a request to revise our budget to make the purchases we are recommending:

- Lockdown shades: These will be affixed to classroom doors / side lites (glass) and are intended to block the view into the classroom from the hallway.
- Updated floor plans: This organization would create updated floor plans of our schools, including evacuation routes for weather emergencies. After the capital referendum, we have not done a comprehensive update of our floor plans.
- Two-way radios: A couple years ago we established a common type of radio used in buildings. We are proposing to purchase more radios.

On Monday, DOJ approved our request to make these purchases.

File Attachments

[FLOOR PLANS - Safety Map Bid.pdf \(23 KB\)](#)
[FLOOR PLANS - CRG Quote - WUSD - 14 Oct 2020.pdf \(3,098 KB\)](#)
[FLOOR PLANS - Building Maps Quote - 3469.pdf \(1,317 KB\)](#)
[LOCKDOWN SHADES - ALP Option 2.pdf \(75 KB\)](#)
[LOCKDOWN SHADES - blackoutEZ.pdf \(368 KB\)](#)
[LOCKDOWN SHADES - School Safety Solution.pdf \(287 KB\)](#)
[LOCKDOWN SHADES - ALP Option 1.pdf \(74 KB\)](#)
[RADIOS RadioDepot.pdf \(119 KB\)](#)
[RADIOS Bandt.pdf \(69 KB\)](#)
[RADIOS TwoWay.pdf \(814 KB\)](#)
[Safety Grant Purchases.pdf \(1,221 KB\)](#)

Subject D. Emergency Purchase - High School Boiler Repair

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 12. BUSINESS OFFICE REPORTS

Type Information

At the end of November, we were experiencing issues with one of the boilers at the high school. We contacted Illingworth-Kilgust, who installed the boiler. They discovered an issue with the heat exchanger -- the main component that generates the heat. After have a manufacturer's rep come to review the unit, it was determined that a gasket failure caused heat to escape and

ruined some components of the heat exchanger. Photos are attached.

The boiler is from the energy efficiency projects completed seven years ago. This unit was originally purchased for Lakeview and was transferred to the HS when the demand on it wasn't high enough for it to operate at Lakeview. Each building, except for CO, has two boilers. This creates redundancy in the event of failure of either boiler.

Acting pursuant to Board Policy regarding emergency purchases, we authorized a replacement of the heat exchanger. Being winter, it's crucial we have two operational boilers to ensure heat is always being supplied.

File Attachments

[WWSD HS Blr 2 Heat Ex Revised Proposal 12.14.20.pdf \(119 KB\)](#)

[PXL_20201207_140409569.jpg \(429 KB\)](#)

[PXL_20201207_140032001.jpg \(503 KB\)](#)

[PXL_20201207_135933836.jpg \(340 KB\)](#)

[PXL_20201207_135929702.jpg \(383 KB\)](#)

[Boiler Repair Slides.pdf \(1,040 KB\)](#)

13. CONSENT AGENDA (Action Item)

Subject A. Minutes Approval of Regular Meeting November 23, 2020

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 13. CONSENT AGENDA (Action Item)

Type Action (Consent), Minutes

Recommended Action Motion to approve the minutes as presented.

The consent agenda is designed to expedite the handling of routine official business of the school board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual board member, an item may be removed from the consent agenda and placed on the regular agenda for consideration and action.

Subject B. Minutes Approval of PRC Meeting December 9, 2020

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 13. CONSENT AGENDA (Action Item)

Type Action (Consent), Minutes

Recommended Action Motion to approve the minutes as presented.

The consent agenda is designed to expedite the handling of routine official business of the school board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual board member, an item may be removed from the consent agenda and placed on the regular agenda for consideration and action.

Subject **C. Voucher Approval**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 13. CONSENT AGENDA (Action Item)

Type Action (Consent)

Recommended Action Motion to approve the cash disbursements and receipts as presented.

File Attachments

[Vouchers 2020-11.pdf \(126 KB\)](#)

[Receipts 2020-11.pdf \(40 KB\)](#)

[NOV Vouchers Signature Page.pdf \(116 KB\)](#)

The consent agenda is designed to expedite the handling of routine official business of the school board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual board member, an item may be removed from the consent agenda and placed on the regular agenda for consideration and action.

Subject **D. 2nd Reading of Policies: 112, General Nondiscrimination; 112.1, Title IX Sexual Harassment; 343.8, Continuity of Learning When School is Closed for Students**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 13. CONSENT AGENDA (Action Item)

Type Action, Policy First Reading

Recommended Action Motion to approve the 2nd readings of policies as presented.

112, General Nondiscrimination
 112.1, Title IX Sexual Harassment
 343.8, Continuity of Learning When School is Closed for Students

File Attachments

[112, General Nondiscrimination - 2nd Reading.pdf \(47 KB\)](#)

[112.1, Title IX Sexual Harassment - 2nd Reading.pdf \(97 KB\)](#)

[343.8, Continuity of Learning When School is Closed for Students - 2nd Reading.pdf \(65 KB\)](#)

14. UNFINISHED BUSINESS (None)

15. NEW BUSINESS

Subject **A. 1st Readings of Policies: 522.7, Staff Use of Information Tech and Communication Resources; 522.7-R, Staff Use of Information Technology and Communication Resources Rules; 522.71, Staff Use of Social Media / Staff Use of Online Forums; 522.71-R, Staff Use of Social Media Rules; 526, Personnel Records; 533.3, Anti-Nepotism (Action Item)**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 15. NEW BUSINESS

Type Action

Recommended Action Motion to approve the 1st readings of the policies as presented.

522.7, Staff Use of Information Tech and Communication Resources
 522.7-R, Staff Use of Information Technology and Communication Resources Rules
 522.71, Staff Use of Social Media / Staff Use of Online Forums
 522.71-R, Staff Use of Social Media Rules
 526, Personnel Records
 533.3, Anti-Nepotism

File Attachments

[522.7 Staff Use of Information Tech and Communication Resources - 1st Reading.pdf \(55 KB\)](#)
[522.7-R, Staff Use of Information Technology and Communication Resources Rules - 1st Reading.pdf \(89 KB\)](#)
[522.71, Staff Use of Social Media - 1st Reading.pdf \(60 KB\)](#)
[522.71, Staff Use of Online Forums - 1st Reading.pdf \(57 KB\)](#)
[522.71-R, Staff Use of Social Media Rules - 1st Reading.pdf \(90 KB\)](#)
[526, Personnel Records - 1st Reading.pdf \(57 KB\)](#)
[533.3, Anti-Nepotism - 1st Reading.pdf \(36 KB\)](#)

Subject **B. Policy 532.32, Coronavirus Public Health Emergency Leaves, Revisions Effective January 1, 2021 (Action Item)**

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 15. NEW BUSINESS

Type Action

Recommended Action Motion to approve implementation of revisions to Board Policy 532.32, Coronavirus Public Health Emergency Leaves, effective January 1, 2021

Summary of changes:

The federal leave provisions related to COVID-19 expire 31 Dec 2020. These changes to the policy, effective 1 Jan 2021, voluntarily extended some of those federal leaves. Specifically, the policy allows employees to use sick leave for the following purposes:

1. An employee is subject to a federal, state, or local coronavirus quarantine or isolation order.
2. An employee is experiencing symptoms of coronavirus and seeking a medical diagnosis.
3. An employee is caring for an individual who is under a coronavirus quarantine or isolation

order and the individual is unable to care for themself.

4. An employee is caring for a child whose school or child care provider has been closed or is unavailable because of coronavirus and the child is unable to care for themself. (certain conditions apply)

File Attachments

[532.32 - Coronavirus Public Health Emergency Leaves - Immediate Implementation.pdf \(116 KB\)](#)

Subject C. Donation from Pentair for Ferradermis Robotics (Action Item)

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 15. NEW BUSINESS

Type Action

Recommended Action Motion to accept the donation of \$2,000.00 from Pentair for Ferradermis Robotics. Grant distributed through FIRST.

Subject D. Quantity of School Board Meetings (Possible Action Item)

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 15. NEW BUSINESS

Type Possible Action

16. BOARD MEMBER REQUESTS FOR FUTURE AGENDA ITEMS

17. BOARD COMMUNICATIONS

Subject A. Wisconsin Association of School Boards 2021 Resolutions (Possible Action Item)

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting

Category 17. BOARD COMMUNICATIONS

Type Discussion, Possible Action

File Attachments

[Report To The Membership On Proposed 2021 Resolutions \(Corrected\).pdf \(114 KB\)](#)

Subject B. Legislative Liaison Report

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting
 Category 17. BOARD COMMUNICATIONS
 Type Information

Subject C. Board Engagement Opportunities

Meeting Dec 21, 2020 - Whitewater School Board - Regular Meeting
 Category 17. BOARD COMMUNICATIONS
 Type Information

Day	Date	Time	Event	Location	Board
Wednesday	1/6	6:00 pm	Washington PATT	Virtual	
Thursday	1/7	8:30 am	Drawing of Lots for Ballot Order	CO	Steve & Caroline
Tuesday	1/12	6:00 pm	Lincoln FTP	Virtual	
Wednesday	1/13	10:00 am	Policy Review Committee	Virtual	Tom, Casey, Jim
Tuesday	1/19	6:00 pm	Middle School PTO	Virtual	
Tues.-Fri.	1/19-1/22	Various	State Convention	Virtual	Tom & Casey
Monday	1/25	7:00 pm	Regular Meeting	Virtual	ALL
Monday	2/15	7:30 am	Legislative Breakfast	Virtual	<i>Please inform Jaclyn if you plan on coming by January 4th: Thayer</i>

18. ADJOURN

If you require special accommodations to fully participate, please notify the School Board Secretary by phone (262) 472-8702 or in writing at least 24 hours prior to the meeting time.