

- Call to Order:** 6:30 p.m. by William Hintz. Roll call taken; quorum established.
- Members Present:** William Hintz, Sandy Lundberg, Eric Dimmitt, Theresa Schmechel, Dana LaPointe
- Others Present:** Mandie Barr, Josh McDaniel, Ann Baumann, Kelley Janowski, Danielle Bieber, Catherine Wilson, Branden Doucette, Dan Schreurs, Catherine Michalsen, Kim Hoff, Michele Scacco, Erin Leitermann, Corey Strom, Jennifer Balthazor-Strom
- Highlights:**
- Middle School Clubs:** Middle school teachers Catherine (Trina) Michalsen, Michele Scacco, Erin Leitermann and Kim Hoff presented the clubs available for middle school students. Clubs include STEM, Math Prodigy Gamers, English Prodigy Gamers, Mystery, Art, Creative Writers, Good Grub and Go Wild! All meet once a month (except for Good Grub Club). Good Grub Club is coordinated by the SLA's and meets weekly on Tuesday. It provides students an opportunity to talk, play games and get to know one another. The clubs are open to all students and the topic/project varies each month.
- The State of I.T.:** Branden Doucette, Virtual Integration Specialist and Dan Schreurs, IT Director presented updates on various ongoing and completed projects in the technology department. B. Doucette presented an overview of upcoming projects. One of the projects is a digital touch interface pilot. The pilot will test three devices to ensure compatibility, quality and connectivity in a remote environment. Families will be chosen from the elementary, middle and high school and will take turns testing all three devices. Feedback will be requested after usage of each device. Data will be collected through March. This data will be analyzed to make a recommendation to move forward with the purchase of additional devices.
- Reports:**
- Marketing Report:** Catherine Wilson presented the August through October marketing update. We are utilizing two new initiatives, the Bello CRM platform and Chatbot. The Bello CRM platform allows us to track how families use our website. Chatbot allows for basic questions to be answered 7 days a week, 24 hours a day. If a person has a question that requires a more in depth answer, they leave their contact information and Danielle Bieber responds. Future initiatives include using Bello to track calls. This will allow us to understand and track where our calls are coming from. The next Marketing Team presentation will be in February.
- Enrollment Update:** A. Baumann presented the enrollment reports. The supporting data is linked to the report. As of November 11th we have 353 registered students. A. Baumann also explained the Summer School Enrollment Chart.
- D. LaPointe made a motion to approve 21 regular education and one special education alternative open enrollment applications and deny 17 regular education and six special education alternative open enrollment applications, seconded by S. Lundberg.
Motion carried unanimously.

Budget Update: J. McDaniel presented the monthly 2024-25 Current Enrollment vs. Budget chart and the Approved Alternative Enrollments chart.

J. McDaniel presented October's Monthly Check Register. E. Dimmitt motioned to approve the October 2024 Check Register, seconded by T. Schmechel.

Motion carried unanimously.

J. McDaniel presented the Budget vs. Actual Summary.

Audit Report: Bryan Grunewald from CliftonLarsenAllen (CLA) was unable to attend this evening's meeting. He met with M. Barr, W. Hintz and J. McDaniel earlier in the day to discuss the audit report. In his place, J. McDaniel presented the following components of the audit report:

Governance Communication
Final Report & Financial Statement
Internal Control Communication

Old Business: S. Lundberg made a motion to approve the October 10, 2024 Regular Session Meeting Minutes, seconded by E. Dimmitt. *Motion carried unanimously.*

New Business: **PWSB Line of Credit Renewal for WI Unemployment Reserve:** J. McDaniel presented the board with an overview related to the renewal of the line of credit held at Port Washington State Bank (PWSB). WVL opted to not pay quarterly unemployment tax but rather pay for direct unemployment claims. By electing to process claims this way, WVL is required to hold an acceptable level of assurance through the state, which is best completed through a line of credit. D. LaPointe made a motion to approve the letter of credit agreement at PWSB for the purpose of meeting the State of Wisconsin assurance requirements for unemployment reserves, seconded by T. Schmechel. *Motion carried unanimously.*

403b Plan Administrator Change: Currently, WVL's 403b plan is administered by One America. In September, it was announced that Voya was acquiring One America's retirement plan business. Our plan advisors at Northwestern Mutual looked into making an early transition to Voya. With an early transition, Voya offered an improvement from the current pricing structure. Northwestern Mutual recommended making an early transition to take advantage of the favorable fee structure, which allows for more flexibility in investment offerings through the plan. After the change is implemented, employees will be able to save approximately 50 basis points between annual fees assessed to the plan participants.

Strategic Plan Update: M. Barr presented an update on WVL’s Strategic Plan. The four committees (Curriculum & Assessment, Multi-Level Systems & Supports, Marketing & Enrollment and Climate & Culture) met at PD in August to discuss goals. Each committee was asked to answer the following questions:

- Are there enough goals?
- Does the goal integrate into any other committee?
- Can data be collected to show success?

At October’s PD, the committees met to reduce their goals to four or five and put completion dates on each goal. These goals will be the strategic focal points for the 2024-2025 school year.

Next Meeting: The next WVL Board Meeting will be held on December 12, 2024 via Zoom.

Topics suggested for next meeting:

- State Report Card Presentation
- Approval of MOU for cash flow borrowing with NOSD

Adjournment: T. Schmechel made a motion at 9:25 p.m. to adjourn the Regular Session Meeting, seconded by S. Lundberg. *Motion carried unanimously.*

Respectfully submitted,

Eric Dimmitt, Secretary

William Hintz, Board President