**WASBO, INC. BOARD OF DIRECTORS MEETING
Wednesday, February 10, 2016 – 9:30 am**
**Pewaukee School District
404 Lake Street, Pewaukee, WI 53072**

**WASBO Vision:** *To be the most influential Wisconsin organization for state and national school business management and leadership.*

**WASBO Mission:** *To provide professional development, to foster a network of support and to advocate for funding that ensures outstanding educational opportunities for all children in Wisconsin.*

**AGENDA**

I. Call to Order

II. Discussion and Action Items (9:30am-12:05pm)

1. Strategic Planning – 30 minutes
1. Policy Governance – Leadership Team
2. [Board Policies Approval](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10BoardGovPolLT.docx)

 2. WASBO Member Surveys– John Gahan, Pat Finnemore, Lynn Knight – 30 minutes

 a. [Service Affiliate](http://www.wasbo.com/images/wasbo/documents/1/board/SA_survey.pdf)

 b. [District Professional](http://www.wasbo.com/images/wasbo/documents/1/board/DP_survey.pdf)

 c. [Quadrennial Survey](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_WASBOQuadrennial%20Survey.pdf)

 B. Board Committees – 10 minutes

 1. [Constitution](http://www.wasbo.com/images/wasbo/documents/1/board/2015.12.16_WASBOConstitutionEditsVersion3.docx) – Bob Avery, Bob Borch

 2. [Nominating](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_WASBOBoardCandidates.docx) – John Gahan

 3. Leadership Team
 a. Succession Planning

 C. Board Business – 45 minutes

1. ASBO Executive Leadership Forum – Bob Avery, Woody Wiedenhoeft – 5 minutes

 2. 2016-17 Budget Approval, Fees – Board, Woody Wiedenhoeft and Deb Saeger - 20 minutes

 a. [Activity History](http://www.wasbo.com/images/wasbo/documents/1/board/2015.12.16_WASBO_History_09-2015.xlsx)

 b. [Executive Summary Staff Compensation Model April 2014](http://www.wasbo.com/images/wasbo/documents/1/board/2014.12.11_Exec_Summary_Staff_Compensation_Model_April_2014.docx)
c. [Approve 2015-16 Adjusted Budget](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_Draft_Budget_Inc_2016-17.xlsx)

 d. 2016-17 Preliminary Budgets
1. [WASBO Inc](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_Draft_Budget_Inc_2016-17.xlsx)
2. [WASBO Foundation](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_Draft_Budget_Foundation_16-17.xlsx)

 3. [Fee schedule](http://www.wasbo.com/images/wasbo/documents/1/board/2015.12.16_Fees_for_Inc_and_Foundation.xlsx)

 3. Awards – Board, Bob Avery, – 40 minutes [Evaluation Tool Narrative](http://www.wasbo.com/images/wasbo/documents/1/board/2016WASBOAwardEvaluationToolNarrative.pdf) and [Matrix](http://www.wasbo.com/images/wasbo/documents/1/board/2016WASBOAwardScoringMatrix_FINAL.xlsx)

 a. Zastrow Lifetime Achievement Award

1. [Janice DeMeuse](http://www.wasbo.com/images/wasbo/documents/1/awards/ZA2016_DeMeuse_Janice.pdf), Foxpoint-Bayside
2. [Carol Harris](http://www.wasbo.com/images/wasbo/documents/1/awards/ZA2016_Harris_Carol.pdf), River Ridge

 3. [Jon Novak](http://www.wasbo.com/images/wasbo/documents/1/awards/ZA2016_Novak_Jon.pdf), River Valley

 b. School Business Manager of the Year

 1. [Jill Bodwin](http://www.wasbo.com/images/wasbo/documents/1/awards/BMY2017_Bodwin_Jill.pdf), Denmark

2. [Pam Kercheval](http://www.wasbo.com/images/wasbo/documents/1/awards/BMY2017_Kercheval_Pamela.pdf), Pulaski
3. [Emily Koczela](http://www.wasbo.com/images/wasbo/documents/1/awards/BMY2017_Koczela_Emily.pdf), Brown Deer

 4. [Janelle Marotz](http://www.wasbo.com/images/wasbo/documents/1/awards/BMY2017_Marotz_Janelle.pdf), Beloit

 c. New School Business Manager of the Year (submission deadline extended to Feb 12)

d. School Facilities Manager of the Year (two finalists forwarded from School Facilities and Safety and Risk Management Committees)
 1. [Dave Hoh](http://www.wasbo.com/images/wasbo/documents/1/awards/FMY2016_Hoh_Dave.pdf), Oshkosh

 2. [Jeremiah Johnson](http://www.wasbo.com/images/wasbo/documents/1/awards/FMY2016_Johnson_Jeremiah.pdf), Muskego-Norway

 e. Shining Star Award

 1. [Patty Sprang](http://www.wasbo.com/images/wasbo/documents/1/awards/SS2016_Sprang_Patty.pdf)

 f. Tina Hafeman Friend of WASBO

 1. No 2016 nominations

III. Information, Reports & Communications — 65 minutes (12:05 – 1:10pm)

*Forward specific questions of certain individuals to Woody who will ask that they be incorporated in their reports.*

 A. External Sources – 40 minutes

 1. DPI Report, Bob Soldner – 15 minutes

 2. SAA Legislative Report, John Forester – 15 minutes

 3. ASBO Report, Woody Wiedenhoeft – 5 minutes

 4. Communications, Woody Wiedenhoeft – 5 minutes

 a. [Thank you – John Forester](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_ThankYou-Forester.pdf)

 b. [Thank you – John Forester’s family](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_ThankYou-ForesterFamily.pdf)

 c. [Thank you – Erin Wheeler](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_ThankYou_Wheeler.pdf)

 B. Internal Sources – 25 minutes

 1. Staff report, Woody Wiedenhoeft – 20 minutes

 a. Regional Reports, Woody Wiedenhoeft and Board members – 5 minutes

 b. [Mentorship Program update](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10MentorshipReportFilbrandt.docx), Mary Jo Filbrandt – 15 minutes,

 2. Communications back out to Constituent Groups – 5 minutes

 a. “Board Briefs” post-meeting e-mail to all members

 b. [Talking Points](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02_RegionalTalkingPoints.docx) (more in depth) for regionals, and other groups.

IV. Consent Agenda – 5 minutes (1:10-1:15pm)

A. Approval of [December 16, 2015 Board of Director Meeting Minutes](http://www.wasbo.com/images/wasbo/documents/1/board/2015.12.16_Minutes_Inc.docx)

B. File [New Members (December 2015 – January 2016)](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_New_Members_Through_1.31.16.xlsx)

C. Treasurer’s Report

1. Receive and File Financial Reports

a. [December 2015](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_Inc_Dec_2015_Financials.pdf)
b. [January 2016](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_Inc_Jan_2016_Financials.pdf)

c. [YTD Profit and Loss](http://www.wasbo.com/images/wasbo/documents/1/board/2016.02.10_Inc_YTD_PL.pdf)

V. Next Steps/Assignments/Future Agenda Items – 10 minutes (1:15 -1:25pm)

 A. Parking Lot Items – Leadership Team – 5 minutes

1. ERC

2. Peer to Peer Communication Forum

3. Membership Survey Results and how results will be communicated

4. Online Learning

5. Social Media and Website Content
6. Accounting Committee – Handbook for Evaluation and Budget Cycle Book
7. Payroll and HR Certifications
8. Investing in WI Public Schools
9. Succession Planning Policy

 B. Future Meetings Agenda Topics – 5 minutes

1. April 13, 2016, Manitowoc

a. Strategic Planning and Survey Analysis

b. Board Self-Evaluation Results
c. New agenda template
d. Select New Business Manager of the Year

2. June 8, 2016, Madison

a. New Board Member/Officer Orientation on June 7, 2016, afternoon/dinner

b. Incoming and Outgoing Board Meet Together

 c. Committee Chair & Board Liaison Appointments *(President-Elect)*

d. Executive Director Contract
e. Survey Analysis and Strategic Planning

VI. Meeting Evaluation – 5 minutes (1:25-1:30pm)

Please contact the WASBO office if you cannot attend or would like to attend by conference call.