

**DeForest Area School District  
Board of Education Meeting Minutes  
Monday, January 24, 2022– 6:00 pm.**

1.	<p>Convene</p> <p>President Jan Berg called the January 24, 2022 regular meeting of the DeForest Area School District's Board of Education to order at 6:02 p.m.</p> <p>Eric Runez verified that the meeting was properly noticed.</p> <p>Board members present: Jan Berg, Keri Brunelle, Brian Coker, Sue Esser, Jeff Hahn, Linda Leonhart, Gussie Lewis, Gail Lovick (arrived at 6:17 pm) and Stephanie Sarr Absent were: none. Also present were administrators Eric Runez, Rebecca Toetz, Kathy Davis, Pete Wilson, and Nate Jaeger. Debbie Brewster attended remotely.</p> <p>The Pledge of Allegiance was recited.</p> <p>Gussie Lewis recited the DeForest Area School District's Mission, Vision, and Equity Statements.</p>
2.	<p>Approval of the Agenda</p> <p>On a motion by Brunelle, seconded by Leonhart, and passed unanimously by voice vote, the agenda was approved.</p>
3.	<p>Announcements by the Chair</p> <p>The Board of Education may convene into Closed Session for the purpose of considering employment, promotion, compensation or performance evaluation data regarding district administrators, in accordance with WI Statute 19.85(1)</p>
4.	<p>Public Input - None.</p>
5.	<p>Board Business &amp; possible Board action</p> <p>A. Board approval of Open Enrollment Seats for the 2022-2023 School Year</p> <p><u>Discussion:</u> Director of Administrative Services, Pete Wilson, presented the Open Enrollment Seats for the 2022-2023 School Year. When open enrollment seats are determined the following factors are taken into consideration: projected enrollment for the 2022-2023 school year, class size targets, the number of physical classrooms available at each building, and staffing.</p> <p>On a motion by Coker, seconded by Hahn, the DeForest Area School District Board of Education voted to approve the Open Enrollment Seats for 2022-2023, as presented. The motion was approved by a unanimous voice vote.</p> <p>B. Presentation and possible approval of OE-8 Communicating with the Board Monitoring Report</p>

Discussion: Superintendent, Dr. Eric Runez presented the OE-8 Communicating with the Board Monitoring Report, as in compliance. It is recommended that the Board utilize a portion of the Board of Education professional development budget allocation to support continued growth and understanding of coherent governance.

On a motion by Sarr, seconded by Lewis, the DeForest Area School District Board of Education voted to accept OE-8, Communicating with the Board, Board Policy Monitoring Report, as in compliance, as presented. The vote passed with a unanimous voice vote.

On a motion by Leonhart, seconded by Lewis, the DeForest Area School District Board of Education voted to approve OE-8, Communicating with the Board, Board Policy Monitoring Report, as in compliance, as presented. The vote passed with a unanimous voice vote.

- C. Consideration and possible approval of a one time stipend of up to \$500 per district employee who has met the district's eligibility requirement

Discussion: Director of Business & Auxiliary Services, Kathleen Davis-Phillips and Director of Human Resources, Nate Jaeger presented that administration is proposing a one-time stipend be paid to all employees who meet eligibility criteria. The payment would be made from funds identified through cost avoidance from unfilled vacancies, fewer absences being covered by substitutes, and lower than anticipated busing costs due to driver shortages. These unfilled (or underfilled) positions have resulted in employees taking on additional duties and responsibilities. The intent of this stipend would be to acknowledge that additional work and hopefully serve as a response to the current labor market and employee retention effort.

On a motion by Lovick, seconded by Brunelle, the DeForest Area School District Board of Education voted to approve a one-time stipend of up to \$500 per district employee who has met the district's eligibility requirement. The motion passed with a unanimous voice vote, Sue Esser abstained.

- D. Consider approval of proposed 2021-2022 Budget amendments

Discussion: Director of Business & Auxiliary Services, Kathleen Davis-Phillips presented proposed budget amendments. For 2021-22 the District was faced with responding to the impacts of Covid-19, staffing shortages, bus driver shortages, and staff turnover. Midway through the year, there is a better understanding of how the district's budget is progressing. For the most part, the changes presented are proposed reallocations of dollars previously allocated for staffing and busing. Due to vacancies, sub shortages, and bus driver shortages these areas have come in under the original allocations. These funds have been redistributed to reflect the proposed one-time stipend for staff, as well as, staffing changes that impacted budget allocations.

Another significant change included in the amendment is the increase for both revenues and expenses for Fund 10. In October a balanced budget of \$49.9M for both revenue and expenses was approved. The proposed budget amendment increases the revenue to \$50.9M and \$50.4M for expenses, leaving a surplus of

	<p>\$521K. This surplus is purposely being proposed so that the additional dollars the district received can be set aside for use in next year's budget. Next year's budget will face many challenges as the District enters into a second year of a \$0/per pupil increase in the revenue limit (district's major source of revenue) and faces the impact of inflation and staffing shortages.</p> <p>On a motion by Coker, seconded by Hahn, the DeForest Area School District Board of Education voted to approve the proposed 2021-2022 Budget amendments, as presented. The vote passed with a unanimous voice vote.</p>
6.	<p>Board Consent Agenda</p> <ul style="list-style-type: none"> <li>A. Accept Minutes - January 10, 2022 &amp; January 17, 2022</li> <li>B. Renewal of Administrator Contracts per State Statute 118.24</li> <li>C. Waunakee Gymnastics Co-op Agreement for 2022-2023</li> <li>D. Approve revisions to 2021-2022 Board Annual Work Plan</li> </ul> <p>Hahn made a motion, Leonhart seconded to approve the Board Consent Agenda. The motion was approved by a unanimous voice vote.</p>
7.	<p>Superintendent Consent Agenda</p> <ul style="list-style-type: none"> <li>A. Personnel Recommendations <ul style="list-style-type: none"> <li>I. Separations: Barbara Phipps - Educational Assistant WES - resignation effective 1/26/2022</li> <li>II. Leaves: None.</li> <li>III. Transfers: None.</li> <li>IV. Appointments: Jeffrey Thompson - Head Custodian DAHS - new position Joshua Holler - Special Education Teacher EPES - replacing Renee Johnson Karissa Cowles - Educational Assistant WES - replacing Melissa Benkert Nicholas Hamann - Custodian YES - replacing Alan Keim Angel Schmelzkoph - Custodian DAMS - replacing Amanda Anderson Dawn Blumenstein - Food Service Assistant DAMS - replacing Michael Aguilar</li> <li>V. Reassignments: None.</li> </ul> </li> <li>B. Vouchers Payable/Treasurer's Report Paid: 205087-205145, 212201199-212201322, 202100440-202100541</li> </ul> <p>Brunelle made a motion, Lewis seconded, to approve the Superintendent's Consent Agenda. The motion was approved by a unanimous voice vote.</p>
8.	<p>Community Engagement - Social Emotional Learning (SEL) elementary night was attended by Lovick, Brunelle, Lewis, and Sarr. Jan Berg attended the WASB event, Delegate Assembly virtually. Coker and Sarr attended the State Convention in Milwaukee.</p>
9.	<p>Press Verification</p> <p>The press was given the opportunity to clarify any proceedings or notes.</p>
10.	<p>Convene into Closed Session</p> <p>Lovick moved, Lewis seconded, to move into closed session at 7:07 pm. The motion was adopted by a show of hands: Aye –Berg, Brunelle, Coker, Esser, Hahn, Leonhart, Lewis,</p>

	<p>Lovick, and Sarr. Naye – None. Absent – None.</p> <p>While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(c).</p>
11.	<p>Reconvene into Open Session</p> <p>On a motion by Lovick, seconded by Hahn, and passed by a unanimous show of hands the Board of Education reconvened into open session at 7:44 pm.</p>
12.	Further discussion or action related to Closed Session business
13.	Future Agenda Items - January 31, 2022 retreat, 5:30 pm
14.	Board Debrief
15.	<p>Adjourn</p> <p>The Board of Education adjourned at 7:45 pm on a motion by Sarr, seconded by Coker, and passed unanimously by voice vote.</p>
	DASD BOE President Signature:
	Date: