

**DeForest Area School District
Board of Education Meeting Minutes
Monday, January 27, 2025 – 6:00 pm.**

1.	<p>Convene</p> <p>President Gail Lovick called the January 27, 2025 regular meeting of the DeForest Area School District's Board of Education to order at 6:00 p.m in the Boardroom of the District Office, 500 S. Cleveland Avenue, DeForest, WI 53532.</p> <p>Superintendent, Dr. Rebecca Toetz verified that the meeting was properly noticed.</p> <p>Board members present: Jan Berg, Brian Coker, Sue Esser, Jeff Hahn, Linda Leonhart, Gail Lovick, Stephanie Sarr, and Megan Taylor. Absent was: Gussie Lewis . (Lewis arrived at 6:11 pm.) Also present were administrators Dr. Rebecca Toetz, Kathleen Davis-Phillips, Dyanna Kadrich, Kate Dabetic, Chris Smith, Nate Jaeger, Roz Craney, and Kathy Williams.</p> <p>The Pledge of Allegiance was recited.</p> <p>Sue Esser recited the DeForest Area School District's Mission, Vision, and Equity Statements.</p>
2.	<p>Approval of the Agenda</p> <p>A. Approve Agenda</p> <p>On a motion by Taylor, seconded by Berg, and passed unanimously by voice vote, the agenda was approved.</p>
3.	<p>Announcements by the Chair</p> <p>The Board may convene into Closed Session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, in accordance with WI Statute 19.85(1)(c) (Superintendent evaluation)</p>
4.	<p>Board Education</p> <p>A. Hiring and Recruitment - Process and Strategy</p> <p><u>Discussion:</u> Director of Human Resource Services, Nate Jaeger, and Harvest Intermediate School Principal, Roy Bernards, were present to provide information on the District's hiring and recruitment process. They outlined the current hiring process. They also explained strategies to recruit, employ, develop, evaluate, and compensate staff to support a culture that achieves district Results policies.</p>
5.	<p>Board Business & possible Board action</p> <p>A. Presentation and possible approval of OE-6, Financial Administration Monitoring Report</p>

Discussion: Director of Business & Auxiliary Services, Kathleen Davis-Phillips, presented the monitoring report for OE-6, Financial Administration Monitoring Report. The report was presented as being in compliance. A key component used in determining the results of the OE-6 Monitoring Report is the Districts' Annual Audit. The audit is an annual independent review of the district's financial statements, financial practices, implementation of GASB (Governmental Accounting Standards Board), and adherence to DPI accounting requirements, and state and federal laws.

On a motion by Coker, seconded by Sarr, the DeForest Area School District Board of Education voted to accept OE-6, Financial Administration Board Policy Monitoring Report, as in compliance, as presented. The vote passed with a unanimous voice vote.

On a motion by Berg, seconded by Lewis, the DeForest Area School District Board of Education voted to approve OE-6, Financial Administration Board Policy Monitoring Report, as in compliance, as presented. The vote passed with a unanimous voice vote.

B. Presentation and possible approval of OE-12, Facilities Monitoring Report

Discussion: Director of Safety and Operations, Roz Craney presented the monitoring report for Board policy, OE-12 Facilities. The report was presented as not in compliance. He provided information on what is going well, including safety, preventative maintenance, and asset replacement plans. Areas for growth include cleanliness standards, facility use planning, and the work order system. Craney shared an action plan for addressing the areas in need of growth. During the Board's discussion there was a suggestion to increase the communication and information on the safety component of this report. The Board will consider this again at a future Board retreat.

On a motion by Hahn, seconded by Coker, the DeForest Area School District Board of Education voted to accept OE-12, Facilities Board Policy Monitoring Report, as presented, as not being in compliance. The vote passed with a unanimous voice vote.

On a motion by Taylor, seconded by Leonhart, the DeForest Area School District Board of Education voted to approve OE-12, Facilities Board Policy Monitoring Report, as not compliant. The Board requests that they receive an update on the items that are out of compliance prior to the Annual Meeting. The vote passed with a unanimous voice vote.

C. Discussion and possible approval of OE-12 Facilities Monitoring Report interpretation and indicator changes

Discussion: The Board discussed proposed interpretation and indicator changes for the OE-12 Facilities Monitoring Report. The suggestion is to change the expenses as listed, and identify them as a key term, instead. The changes will be approved in the next Consent Agenda.

	<p>Coker made a motion, and Berg seconded the motion, to move up the Public Comment to prior to the Board Conversation. The motion passed with a unanimous voice vote.</p>
6.	<p>Board Conversation</p> <p>A. Board quarterly self-evaluation covering Governance Policies GC-3, Board Job Description, GC-3E Board Communication Plan, GC-4 Officers' Roles, GC-5 Board Committees, and GC-6 Annual Work Plan</p> <p><u>Discussion:</u> The Board conducted a self-evaluation based on Governance Policies (GC) GC-3, Board Job Description, GC-3E Board Communication Plan, GC-4 Officers' Roles, GC-5 Board Committees, and GC-6 Annual Work Plan. The Board reflected on what they are doing well with the policy and what could be improved on. More discussion on the reflections will be held at a future Board retreat.</p>
7.	<p>Public Input - Dave McLean appeared to comment on publication of District Budget details.</p>
8.	<p>Board Consent Agenda</p> <p>A. Accept Minutes - January 13, 2025</p> <p>B. Approve Monitoring Report Summary Statement for R-2, Numeracy and other courses</p> <p>C. Approval of Open Enrollment Seats for 2025-2026 School Year</p> <p>D. Approval of revisions to Neola District policies</p> <p>Berg made a motion, Sarr seconded to approve the Board Consent Agenda. The motion was approved by a unanimous voice vote.</p>
9.	<p>Superintendent Consent Agenda</p> <p>A. Personnel Recommendations Certified Staff Recommendations for Board Approval <i>I. Separations:</i> Michael Minick - Physical Education Teacher DAHS, retirement effective 6/6/2025 <i>II. Appointments:</i> None. <i>III. Other:</i> None.</p> <hr/> <p>Other Administrative Actions <i>I. Separations:</i> Lorna Goralski - Educational Assistant Harvest, retirement effective 6/6/2025 Sandra Mau - Educational Assistant Harvest, retirement effective 6/6/2025 Shundre Miller - Custodian Harvest, resignation effective 1/14/2025 <i>II. Appointments:</i> Dominic Maier - Bilingual Educational Assistant, DAHS/DAMS, replacing Yolanda Lezcando Pamela Seeley - Recess EPES, replacing Marrilee Lainberger Amanda Gear - Educational Assistant WES. replacing Cassidy Hewitt <i>III. Other:</i> None. None</p> <p>B. Vouchers Payable/Treasurer's Report Paid: 210389-210456, 242501446-242501585, 202400351-202400412</p>

	Coker made a motion, Taylor seconded, to approve the Superintendent's Consent Agenda. The motion was approved by a unanimous voice vote.
10.	Press Verification No member of the press was present at this time. Attended earlier.
11.	Convene into Closed Session Leonhart moved, Lewis seconded, to move into closed session at 8:25 pm. The motion was adopted by the following vote: Aye –Berg, Coker, Esser, Hahn, Leonhart, Lewis, Lovick, Sarr, and Taylor. Naye – None. Absent – None. While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(c).[Superintendent annual contractual evaluation]
12.	Reconvene into Open Session On a motion by Hahn, seconded by Sarr, and passed by a unanimous show of hands the Board of Education reconvened into open session at 8:51 pm.
13.	Further discussion or action related to Closed Session business - None.
14.	Board Debrief
15.	Adjourn The Board of Education adjourned at 8:58 pm on a motion by Hahn, seconded by Berg, and passed unanimously by voice vote.
	DASD BOE President Signature:
	Date: