

**DeForest Area School District
Board of Education Meeting Minutes
Monday, April 22, 2019 – 6:00 pm.**

1.	<p>Convene</p> <p>President Jan Berg called the April 22, 2019 regular meeting of the DeForest Area School District's Board of Education to order at 6:01 p.m.</p> <p>Eric Runez verified that the meeting was properly noticed.</p> <p>Oath of Office was issued to re-elected Board members - Jan Berg, Brian Coker, Steve Tenpas, and Keri Brunelle.</p> <p>Board members present: Jan Berg, Keri Brunelle, Brian Coker, Sue Esser, Gail Lovick, Linda Leonhart, Jeff Miller, and Steve Tenpas. Spencer Statz arrived at 6:10 pm. Also present were administrators Eric Runez, Rebecca Toetz, Kathy Davis, Sara Totten, Pete Wilson, Nate Jaeger and Debbie Brewster.</p> <p>The Pledge of Allegiance was recited.</p> <p>Gail Lovick recited the DeForest Area School District's Mission and Vision Statements.</p>
2.	<p>Approval of the Agenda</p> <p>On a motion by Esser, seconded by Coker, and passed unanimously by voice vote, the agenda was approved with an amendment to move items 5.A. and 5.B. to immediately follow the reorganization meeting.</p>
3.	<p>School Board Reorganization and Election of Officers</p> <p>Superintendent Presides</p> <p>A. Election of President</p> <p>Superintendent Eric Runez presided and called for nominations for President of the Board.</p> <p>Jan Berg was nominated as President of the Board of Education by Tenpas. No other nominations were offered. A voice vote was taken and Jan Berg was declared the winner unanimously.</p> <p>President Presides</p> <p>Board President, Jan Berg presided and called for nominations for the following officer positions.</p> <p>B. Election of Vice President</p> <p>Jan Berg nominated Steve Tenpas as the Vice President of the DeForest Area School District Board of Education, seconded by Miller. The motion passed with a unanimous voice vote.</p> <p>C. Election of Clerk</p>

On a nomination by Miller, the DeForest Area School District Board of Education voted to appoint Brian Coker, Clerk. The motion passed with a unanimous voice vote.

D. Election of Treasurer

Miller nominated Sue Esser, as Treasurer of the DeForest Area School District Board. The motion passed with a unanimous voice vote.

E. Election of Ambassador

Tenpas nominated Lovick and Leonhart as Ambassadors for the DeForest Area School District Board of Education. The motion passed with a unanimous voice vote.

F. Election of Governance Officer

Coker nominated Sue Esser as Governance Officer of the DeForest Area School District Board of Education. The motion passed with a unanimous voice vote.

G. Schedule Regular Board Meetings: Day, Time, Place, Number per Month

Tenpas made a motion, Coker seconded to maintain the current schedule of DeForest Area School District Board of Education meetings with meetings being held on the 2nd and 4th Mondays of each month, at 6:00 pm in the Boardroom at the Holum Education Center on the 2nd and 4th Mondays of the month. (Administration will have the option to set an alternative site by posting.)

H. Schedule Board Retreat Meetings - July 29, 2019, September 30, 2019, November 25, 2019 and March 2, 2020

Tenpas moved, Miller seconded, to hold Board of Education retreats on the following dates: July 29, 2019, September 30, 2019, November 25, 2019 and March 2, 2020. Motion passed with a unanimous voice vote.

I. Cancel Regular Board Meetings due to school breaks or holidays - December 23, 2019 & May 25, 2020

Miller moved, Lovick seconded, to cancel regular Board of Education meetings on the following dates: December 23, 2019 & May 25, 2020. Motion passed with a unanimous voice vote.

J. Appoint Fiscal Depository for District

Miller moved, Brunelle seconded, to appoint DMB Community Bank as the official fiscal depository for the District. Motion passed with a unanimous voice vote.

K. Appoint School District Legal Counsel

Tenpas moved, Coker seconded, to maintain Boardman and Clark as the official Legal Counsel for the District. Motion passed with a unanimous voice vote.

L. Appoint School District Official Newspaper

Coker moved, Leonhart seconded, to designate the DeForest Times Tribune as the official newspaper of the District. Motion passed with a unanimous voice vote.

M. Appoint Delegate and Alternate Delegate to WASB 2020 Delegate Assembly - January 22, 2020

Miller moved, Tenpas seconded, to appoint Berg Delegate to the WASB 2020 Delegate Assembly, and Lovick as Alternate Delegate. Motion passed with a unanimous voice vote.

N. Appoint Board Representative to CESA #2 Annual Delegate Convention - May 21, 2019

Tenpas moved, Brunelle seconded, to appoint Spencer Statz to CESA #2 Annual Delegate Convention on May 21, 2019. Motion passed with a unanimous voice vote.

O. Appoint Delegate to the WIAA Annual Meeting

Miller moved, Tenpas seconded, to appoint Mike McHugh Delegate to the WIAA Annual Meeting. Motion passed with a unanimous voice vote.

P. Determine 2019 Budget Hearing/Annual Meeting date - July 22, 2019

Coker moved, Leonhart seconded, to determine the date of the 2019 Budget Hearing/Annual Meeting as July 22, 2019. Motion passed with a unanimous voice vote.

4. Board Education

A. Referendum Building Project Update

Discussion: Superintendent, Eric Runez explained the beginning of the referendum building project design process. The District is working with EUA architects to begin planning and seek input from staff on high level visioning plans. Board members interested in observing planning meetings are asked to inform District administration. Director of Business & Auxiliary Services, Kathleen Davis explained that Brian Brewer will be attending the next Board meeting to discuss bond financing.

B. Referendum Program and Staffing Update

Discussion: Director of Human Resources, Nate Jaeger, provided an update on the operating portion of the referendum that addresses program and staffing. He explained a list of priorities that have been compiled based on feedback from the Framework for Our Future 3.0 conference, the Program and Staffing Task Force, capacity building identified in monitoring reports and budget priorities identified by the core leadership team. He explained the proposed staffing additions, as well as efforts in retention and attraction of highly qualified staff.

C. Converting Administrative Regulations to District Policies using Neola Policy Service

Discussion: Board members are asked to review district policy drafts in preparation for approval at a future board meeting. The District is converting current

administrative regulations to district policies using the Neola Policy Service. The service provides regular updates that will ensure consistency and compliance with new legal mandates.

5. Board Business & possible Board action

- A. Consideration and possible approval of easement for Revere Trail Pedestrian Bridge - Jamie Rybarczyk, Deputy Administrator, Village of Windsor

Discussion: Jamie Rybarczyk, Deputy Administrator, Village of Windsor, was present to request approval of an easement on DeForest Area School District property for the addition of a pedestrian bridge for the Revere Trails.

On a motion by Miller, second by Brunelle, the DeForest Area School District Board of Education voted to approve the easement for Revere Trail Pedestrian Bridge, as presented. The motion passed with a unanimous voice vote.

- B. Fundraising proposal for stadium turf

Discussion: Athletic Director, Mike McHugh and Todd Grundal, President of Sports Boosters, and other members of a committee representing soccer, football, and lacrosse presented information on a project to fund field turf and a video board for the DMB Stadium. The proposal includes a request that the District match funds raised to a total of \$475,000. The goal is to have funds raised by May 15 in order to receive the match from the district and move forward with ordering turf for use in the fall.

On a motion by Miller, second by Tenpas, the DeForest Area School District voted to approve beginning a fundraiser proposal to fund field turf and a video board for DMB stadium. The motion includes an understanding that the District will match funds raised up to \$475,000 using funds from Fund 41. The motion passed unanimously by a voice vote.

- C. Discussion on Extended and/or Overnight Field Trips and process for approvals

Discussion: Superintendent, Runez reported on a district policy regarding extended or overnight field trips and the process for approving out of state, overnight field trips. Administration will bring the process and procedures for field trips to the Board for approval as a district policy, with the Superintendent approving individual field trips.

- D. Presentation and possible approval of OE-10, Learning Environment Monitoring Report

Discussion: Director of Instructional Services, Rebecca Toetz, Director of Student Services, Sara Totten, and Director of Administrative Services, Pete Wilson and Director of Human Resources, Nate Jaeger, presented the monitoring report for OE-10, Learning Environment.

On a motion by Coker, seconded by Miller, the DeForest Area School District Board of Education voted to accept OE-10, Learning Environment Monitoring Report, as presented, as noncompliant. The vote passed with a unanimous voice vote.

On a motion by Miller, seconded by Lovick, OE-10 is tabled until the next Board meeting. The motion passed with an animous voice vote.

Summary Statement: The Board recommends considering other ways beyond receipt of student handbook to measure understanding of disciplinary processes and procedures, or consider a change to related indicators. It is noted that this is only the second year of reporting data and more time may be needed to monitor the trend data. Administration will provide more detail to the Board on employee misconduct handled through the Human Resources Department. The Board suggests adding an indicator that addresses data security. The Board asks that a key to identify acronyms will be helpful. More information is sought on the action plan related to equitable practices in the district. This monitoring report may be better reported on in the fall for the previous school year.

E. Consideration of Health Insurance Committee Recommendation for 2019-2020

Discussion: Director of Human Resources, Nate Jaeger, reviewed the health insurance committee recommendation for 2019-2020. The recommendation is to offer a high deductible health insurance plan with accompanying health savings account, as well as continue offering the current HMO and POS of plans. Employees will select the plan of their choice for the 2019-2020 school year.

On a motion by Miller, second by Statz, the DeForest Area School District Board of Education voted to approve the Health Insurance Committee Recommendation for 2019-2020 for health insurance renewal, as presented. The motion passed with a unanimous voice vote, with Esser abstaining.

F. Consider rescheduling OE-3 Treatment of Community Stakeholders monitoring report to May 13, 2019

On a motion by Lovick, seconded by Coker, the DeForest Area School District Board of Education voted to reschedule the presentation of OE-3 Treatment of Community Stakeholders monitoring report to the Regular Board of Education meeting on May 13, 2019.

G. Determine time of Board Retreat on April 29, 2019

On a motion by Esser, seconded by Lovick, the DeForest Area School District Board of Education voted to hold the Board Retreat on April 29, 2019 beginning at 5:00 pm. The motion passed with a unanimous voice vote.

6. Public Input - Jerry Fuller appeared to talk about scholastic achievement recognition and Board of Education meeting minutes.

7. Board Consent Agenda
A. Accept Minutes - April 8, 2019

Miller made a motion, Coker seconded to approve the Board Consent Agenda. The motion was approved by a unanimous voice vote.

8.	<p>Superintendent Consent Agenda</p> <p>Personnel Recommendations</p> <p>I. Separations: Laura Webster - Educational Assistant EPES - retirement effective 6/12/2019 Dan Hornickel - Head Custodian DMS - retirement effective 7/5/2019 Erica Malo - Science Teacher DMS - resignation effective 6/12/2019 Matthew Vergara - Technology Technician - effective 4/11/2019</p> <p>II. Leaves: None.</p> <p>III. Transfers: None.</p> <p>IV. Appointments: Bethany Swenson - CC Teacher DMS - new position Katie Craney - Elementary Leadership Team EPES - replacing Melissa Lunde Candace Toth - Elementary Leadership Team EPES - replacing Bridget Neubauer Christine Vroman - Educational Assistant LTE DMS - replacing Jenna Hamilton Kythie Boyd - Elementary Leadership Team YES - replacing Stephanie Glad Beth Maniscalco - Summer School Teacher Elementary</p> <p>V. Reassignments: Don Hoege - Custodian DMS to Custodial/Maintenance DMS - replacing David Austin Ana Angel - Recess/Lunch EPES to Bilingual Educational Assistant DMS - replacing Megan Hayford Jessica Ceplina - .5 Adaptive Phy Ed to FACE Teacher DMS - 2019-20 School Year Maggie Clark - Digital Literacy Teacher DMS to Consumer Science/Financial Literacy DMS - replacing William Champeau - 2019-20 School Year</p> <p>Vouchers Payable/Treasurer's Report Paid: 20065-200714, 181901958 - 181902098, 201800829 - 2018008325</p> <p>Lovick made a motion, Tenpas seconded, to approve the Superintendent's Consent Agenda. The motion was approved by a unanimous voice vote.</p>
9.	<p>Linkages - Tenpas attended the REG Open House. Leonhart reminded the Board about a presentation coming up on early childhood brain development on Wednesday, April 24. Esser attended the Constitutional Oratorical contest. Leonhart and Coker attended the Middle School Grandparents Day. Statz and Lovick attended the Morrisonville informational meeting on transition plans and eventual closure of the school. There is another meeting scheduled for tomorrow night, April 23.</p>
10.	<p>Press Verification The press was given the opportunity to clarify any proceedings or notes.</p>
11.	<p>Board Debrief</p>
12.	<p>Adjourn The Board of Education adjourned at 8:45 pm on a motion by Esser seconded by Coker, and passed unanimously by voice vote.</p>

	DASD BOE President Signature:
	Date: