

**DeForest Area School District
Board of Education Workshop Minutes,
Monday, July 29, 2019 - 5:00 PM**

1. Convene

A. Call to Order

President Jan Berg called the July 29, 2019 DeForest Area School District's Board of Education workshop to order at 5:05 p.m.

Board members present: Jan Berg, Brian Coker, Sue Esser, Linda Leonhart, Gail Lovick, Jeff Miller, Steve Tenpas and Spencer Statz

Absent: Keri Brunelle

2. Workshop Agenda

A. Presentation of suggested revisions to Results and Operational Expectations Monitoring Report indicators

Discussion: The Board reviewed a document that was prepared by Directors and the Superintendent which contained suggested revisions to indicators in Results and Operational Expectations Monitoring Reports. The Directors explained the rationale for the suggested changes.

The Directors suggest using both the School Perceptions survey and the YRBS (Youth Risk Behavior Survey) survey as measures for R-3 Self-Directed Complex Thinkers. Board would like more information on the YRBS (Youth Risk Behavior Survey) and Dane County Risk Assessment results.

In OE-4 Personnel Administration, there was a suggestion to change vendors for the staff survey. The new software tool is expected to provide more in depth, customized data. The Board emphasized the need for anonymity for the staff survey, as well as maintaining feedback on culture and climate. There was also an interest in continuing the comparative analysis with other like-size districts. The suggestion to change vendors may be tabled until more information can be collected.

Discussion was held about collecting signatures as evidence of handbook receipt and utilizing the results as a means of determining understanding of discipline policies and procedures.

In Board Policy, OE-11 Instructional Program, Administration proposes changing the Board Policy language from "innovative" to "impactful", as innovative does not always equal effective. Administration will further define "impactful" in the interpretation of the policy.

Revision language will be brought back for Board approval at a future meeting.

B. 2019-2020 Board Annual Work Plan Draft

Discussion: The Board reviewed an initial draft of the 2019-2020 Annual Work Plan.

C. District Wide Staffing Report Summary

Discussion: Director of Human Resource Services, Nate Jaeger provided a report on district wide staffing. He reported on staff separations and longitudinal information on turnover rates, action steps to address retention rates, as well as plans for attracting and retaining highly qualified staff.

D. Intermediate School Update

Discussion: Superintendent Runez provided a brief update on the new Intermediate School design process and municipal services coordination with the Village of Windsor.

E. Board Meeting Protocol

Discussion: The Board discussed a revised Citizen Input form that more clearly defines the process for community participation and feedback during Board of Education meetings. It was suggested that the form be placed on the District website. The Board requests an item be added to Board meeting agendas for future agenda planning. The Board also discussed the Debrief portion of the agenda and how to use that time effectively.

F. Consider a Board Book Study

Discussion: Jan Berg, President suggested a Board book study around the equity initiative. Dr. Sara Totten, Director of Student Services, provided some samples of articles and some book options. The Board will discuss the equity initiative at a retreat on November 11.

3. Adjourn

The Board of Education adjourned at 7:58 pm on a motion by Lovick, seconded by Tenpas, and passed unanimously by voice vote.