

**DeForest Area School District  
Board of Education Meeting Minutes  
Monday, September 23, 2019 – 6:00 pm.**

1.	<p>Convene</p> <p>President Jan Berg called the September 23, 2019 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, Gail Lovick, Linda Leonhart, Jeff Miller, Spencer Statz, and Steve Tenpas. 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 Coker, seconded by Miller, and passed unanimously by voice vote, the agenda was approved with an amendment to take 6.B out of the Consent Agenda and move it to 4.E and to move Public Input to immediately follow approval of the agenda.</p>
	<p>Public Input - Chris McFarlin was present to speak about internet access, bus transportation, and text books.</p>
3.	<p>Board Education</p> <p>A. Transportation Update - Steve Rammer, Manager Kobussen Bus Company</p> <p><u>Discussion:</u> Steve Rammer, Manager Kobussen Bus Company was present to provide an update on transportation. Staffing remains to be an issue. Increasing compensation by 15% over the past two years has been offered in the hopes of attracting new staff. Changes in the elementary schedule has also presented some challenges, but when the intermediate school comes online, it's hoped that scheduling will address the transportation challenges.</p> <p>B. State Assessment Update (WI Forward Exam) - Dr. Pete Wilson, Director of Administrative Services</p> <p><u>Discussion:</u> Director of Administrative Services, Dr. Pete Wilson and Director of Instructional Service, Dr. Rebecca Toetz were present to provide an update on the WI Forward Exam results. The exam is given to all 3-8 grade students in math and english language arts. Grades 4 and 8 take the science exam and grades 4, 8 and 10 take the social studies exam. Wilson explained the types of scores and question types. He also shared the percentages of students scoring proficient and advanced in the areas of english/language arts and math, including comparisons to the state averages and data from the past 4 years by cohort. It was noted that results in some areas are below previous years. Next steps to improve the results include training</p>

	and professional development, training on test administration, and review and alignment of curriculum and instruction.
4.	<p>Board Business &amp; possible Board action</p> <p>A. Referendum Project Update - EUA (Eppstein Uhen Architects) Intermediate School Project Design Development Update &amp; Yahara Elementary School Visioning Team Project</p> <p><u>Discussion:</u> Chris Michaud, EUA Project Manager was present to provide an update on the Intermediate School project design development and the Yahara Elementary School project. He explained the design process, including staff interviews. He reviewed the projects and timelines, site plans and building plans. Michaud also described the preliminary visioning plans for the Yahara Elementary School project. More detailed information on the building projects can be found on the district website.</p> <p>B. Presentation and possible approval of OE-12 Facilities Monitoring Report</p> <p><u>Discussion:</u> Director of Business &amp; Auxiliary Services, Kathleen Davis-Phillips presented the OE-12 Facilities Monitoring Report. She provided a summary of the report and offered the following recommendations:</p> <ul style="list-style-type: none"> <li>- Recommend review of indicator 7 as it is redundant to a similar indicator in OE-7.</li> <li>- Recommend adding an indicator in regards to the maintenance and upkeep of the district's outside spaces.</li> <li>- Recommend reviewing the percentage and days used for measurement in 12.3 and consideration of work order creation capacity building (i.e. do staff know how to enter them, what to enter them for, etc.).</li> </ul> <p>On a motion by Tenpas, seconded by Miller, the DeForest Area School District Board of Education voted to accept OE-12, Facilities, Board Policy Monitoring Report, as in compliance, as presented. The vote passed with a unanimous voice vote.</p> <p>On a motion by Coker seconded by Statz, the DeForest Area School District Board of Education voted to approve OE-12, Facilities, Board Policy Monitoring Report, as in compliance, as presented. The vote passed with a unanimous voice vote.</p> <p><i>Summary Statement:</i> The Board supports the recommendation to add an indicator in regards to the maintenance and upkeep of the district's outside spaces, including athletic fields. The Board will discuss other indicator changes at the upcoming Board Retreat. The newly hired Buildings and Grounds Manager will be involved in the reporting moving forward.</p> <p>C. Presentation and possible approval of OE-7 Asset Protection Monitoring Report</p> <p><u>Discussion:</u> Davis-Phillips also presented the OE-7 Asset Protection Monitoring Report. She recommends the following:</p> <ul style="list-style-type: none"> <li>-Review 7.3, indicator 2 and indicator 4, as they seem redundant.</li> <li>-Review 7.4, review of use of percentages, days and school year measurements, review for redundancy in OE-12,</li> <li>-Eliminating Indicator 4: Periodic spot checks reveal that instructional and</li> </ul>

	<p>non-instructional equipment is being used for its intended purpose.</p> <p>On a motion by Coker, seconded by Brunelle, the DeForest Area School District Board of Education voted to accept OE-7 Asset Protection, Board Policy Monitoring Report, compliant with noted exception, as presented. The vote passed with a unanimous voice vote.</p> <p>On a motion by Miller, seconded by Lovick, the DeForest Area School District Board of Education voted to approve OE-7 Asset Protection, Board Policy Monitoring Report, as compliant with noted exception, as presented. The vote passed with a unanimous voice vote.</p> <p><i>Summary Statement:</i> The Board supports reviewing indicators for redundancy in OE-12 and ensure that OE-12 includes an indicator on selling district property. A suggestion was made to add a summary of all land access transactions that may have occurred in the past year. More detailed information about the systems and processes that are in place is recommended. More discussion on revising indicators will be held at the next Board Retreat.</p> <p>D. Equity Article and Board Retreat</p> <p><u>Discussion:</u> The Board will discuss the article, <i>Privileged</i>, by Kyle Korver at the Board retreat on September 30, 2019. The Board will also debrief the Board Equity event sponsored by the Dane County Equity Consortium on September 11, 2019.</p> <p><i>Per Agenda amendment:</i></p> <p>E. Approval of revisions to Board policy and Monitoring report indicators</p> <p><u>Discussion:</u> The Board discussed the difference between when a compliance level of 100% should be required in a monitoring report and when less than that is acceptable. The results will be considered on a case by case basis. When 100% compliance is beyond the control of the district, less than 100% may be considered acceptable.</p> <p>On a motion by Esser, seconded by Coker, the DeForest Area School District Board of Education voted to approve the revisions to Board policy and Monitoring report indicators, as presented. The motion was approved by a unanimous voice vote.</p>
5.	Public Input - Moved per/agenda amendment.
6.	<p>Board Consent Agenda</p> <p>A. Accept Minutes - September 9, 2019</p> <p>Tenpas made a motion, Brunelle seconded, to approve the Board Consent Agenda. The motion was approved by a unanimous voice vote.</p>
7.	<p>Superintendent Consent Agenda</p> <p>A. Personnel Recommendations</p> <p>I. Separations:</p>

	<p>Konnie Dahmen - Educational Assistant BIC Room DHS - resignation effective 9/27/2019  Suyapa Krajewski - Recess Monitor DMS - resignation effective 9/25/2019  II. Leaves: None.  III. Transfers:None.  IV. Appointments:  Merrilee Lainberger - Recess/Lunch Monitor EPES - replacing Roger LaGrange  Suyapa Krajewski - Recess/Lunch Monitor DMS - new position  Megan Caulfield - Junior Class Advisor DHS - replacing Amie Brickl  Gretchen McClain - Junior Class Advisor DHS - open position  Hannah Moodie - Educational Assistant DMS - replacing Jennifer Jacobs  Alicia Kilbane - Recess/Lunch Monitor EPES - replacing Heidi Roberts  Mason Her - Educational Assistant WES - replacing Amy Bellis  V. Reassignments:  Amy Bellis - Educational Assistant WES to Special Ed Van Driver - new position  VI. Other: None.</p> <p>Vouchers Payable/Treasurer's Report  Paid: 201438-201508, 192000322-192000440, 201900059-201900064, 19009-19014</p> <p>Miller made a motion, Tenpas seconded, to approve the Superintendent's Consent Agenda. The motion was approved by a unanimous voice vote.</p>
8.	<p>Linkages - Leonhart has been participating in discussions about school gardens and farm to school programs. She also attended the Jog-a-Thon at Eagle Point Elementary. Miller mentioned the Equity event that many of the Board members attended in Monona Grove on September 11, 2019. Debbie Brewster distributed fliers announcing the Morrisonville Open House on October 12, 2019.</p>
9.	<p>Press Verification  No member of the press was present at this time. Attended earlier.</p>
10.	<p>Future Agenda Items</p>
11.	<p>Board Debrief</p>
12.	<p>Adjourn  The Board of Education adjourned at 8:59 pm on a motion by Lovick, seconded by Tenpas, and passed unanimously by voice vote.</p>
	<p>DASD BOE President Signature:</p>
	<p>Date:</p>