

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, September 22, 2014 – 6:15 pm.**

1. Convene

Vice President, Steve Tenpas called the September 22, 2014 regular meeting of the DeForest Area School District's Board of Education to order at 6:16 p.m.

Board members present: Steve Tenpas, Mike Hirsch, DeAnna Giovanni, Kate Lund, Jim Pertzborn, Terri Treinen and Christopher McFarlin. Absent were: Dan Choi & Jan Berg. Also present were administrators Sue Borden, Sue Wilson, Diane Pertzborn, Barb Buffington and Vickie Adkins.

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and the Hands Pledge were recited.

On a motion by McFarlin, seconded by Lund, and passed unanimously by voice vote, the agenda was approved.

McFarlin recited the DeForest Area School District's Mission and Vision Statements.

2. Appearances Before the Board of Education

Public Input: None.

3. Board Business

A. Ends Discussion

- 1.) Discussion with Principals about class size (EL 2: Communication and Support to the Board) (45 min.)

Discussion: Roy Bernards, Principal of Windsor Elementary and Paul Herrick, Principal of DeForest Area Middle School reported on the process of determining class sizes and staffing. Preliminary work begins each year in December and continues through spring. Principals work with each other and District Administration to discuss system wide needs, predicted class sizes, changes in enrollment, school to school transfers and other changes in staffing. Bernards stressed that the Principals work as a professional learning community and communicate with each other throughout the entire process. Herrick explained the role of the principals in advocating for their buildings and in working collaboratively with the administrative team to define needs and provide program supports as needed. Herrick explained the current plan for addressing increased numbers of students in recent weeks at DAMS. Bernards and Herrick are appreciative of the current process used to determine class size and believes it works well in DeForest.

- 2.) Update on Student Assessments - Grades K-12 (Sue Borden) (EL 2: Communication and Support to the Board; EL 6: Programs and Services) (30 min.)

Discussion: Superintendent, Sue Borden gave an update on student assessments in the district. She explained how assessment is important in identifying strengths and areas of concern, charting student progress and in helping the district evaluate curriculum. Each level has an assessment calendar, which is currently being shared with and explained to parents in a variety of ways. The District uses the STAR assessment for early literacy, reading and math in grades K-12. STAR replaces the former MAP testing. STAR testing is adaptive and adjusts throughout the test to determine the child's instructional level. Fountas and Pinnell is another

assessment elementary and some middle school teachers use to formally assess reading skill twice a year. State required testing includes:

- PALS, a literacy screener for students in 4K-Grade 2
- WKCE for grades 4, 8 and 10 in science and social studies only
- ACCESS for English language learners only, required annually
- Smarter Balanced Assessment replaces WKCE reading and math and covers reading, English language arts and math in grades 3-8
- Aspire is administered in grades 9 and 10 and tests English, writing, reading, math and science
- ACT Plus Writing and Work Keys is for grade 11 and is an applied skills assessment that helps student with career planning

As more testing becomes computer-based, data can be retrieved and analyzed more efficiently. Data can then be used more effectively to measure student proficiency, skill deficiency, growth, and to guide teacher's instructional decisions.

- 3.) Update on Community Advisory Committee (EL 2: Communication and Support to the Board; EL 10: Facilities) (15 min.)

Discussion: Director of Business & Auxiliary Services, Diane Pertzborn reviewed the enrollment projections and area growth and development presentation she shared at the recent Community Advisory Community on September 15. She shared enrollment history, current enrollment, school capacity, attendance boundaries, trends and factors affecting enrollment, area growth and development/housing, methodologies for predicting enrollment, "best fit" methodologies and current projections. This presentation will also posted on the district website.

Borden explained that upcoming topics of study at the next Community Advisory Committee meeting on September 29 will be modern learning environments and analysis of community and staff input. In mid-October the topics will include special services and information from the Morrisonville Elementary Task Force. At the end of October, financial information will be provided shortly after key inputs are received from the state. Borden explained that the opportunity for online feedback ends on September 25.

B. Consideration for Board of Education Action

- 1.) Possible approval of Guiding Principles for Class Size (EL 2: Communication and Support to the Board) (45 min.)

Discussion: The Board reviewed information presented by Principals Bernards and Herrick on how class sizes are determined. Principals believe that the current system works very well for them and for the system because it takes into consideration the many factors and variables that influence the desired learning environment. Principals also believe the Community Advisory Committee (CAC) work will be addressing future space needs. The Board discussed the pros and cons of determining class size ranges, rather than a class size cap. The Board also talked about reallocation of resources from other levels to the elementary level and the impact that may have on the entire system. It was also acknowledged that use of flexible learning environments in the future may alleviate class size concerns.

On a motion by Treinen seconded by McFarlin the DeForest Area Board of Education tabled the possible approval of the Guiding Principles for class size until a future meeting. The motion passed by a unanimous voice vote.

4. Agenda Planning

- A. Enrollment and staffing update, including class sizes – October 13
- B. Student Extended Travel process
- C. Integrated Pest Management review - November
- D. Open Enrollment policy review - November

5. Consent Agenda

- A. Accept Minutes – September 8, 2014 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: None.

Paid: 190988, 190990, 190992 - 190994, 190996 - 191001, 191004 - 191030, 191032 - 191037, 191039, 191041 - 191042, 191044, 191060 - 191063, 191072 - 191075, 191077, 191082 - 191088, 191090, 191092 - 191101, 191103 - 191105, 191108 - 191112, 191114 - 191124, 191126 - 191132, 141500259141500278, 141500280 - 141500284, 141500286 - 141500290, 141500293 - 141500299, 141500301 - 141500312, 141500314 - 141500316, 141500318 - 141500323, 141500325 - 141500332.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Jennifer Bergs - Forensics DAHS - effective September 3, 2014

Terrace Durkin - Custodial/Maintenance DAHS - resignation effective September 26, 2014

Michelle Markgraf-Shacter - Educational Assistant DAHS - retirement effective September 24, 2014

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Ashley Kruszka - Third Grade Teacher One Year - WES - new position

Kelly Fencil - Student Council Advisor Elementary .5 - WES - replacing Kristin Harbort

Christopher Smith - FBLA Advisor .5 - replacing Erik Farrar

V. Reassignments:

David Schmitz - Educational Assistant WES to Educational Assistant EPES

VI. Other:

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

On a motion by Hirsch seconded by Giovanni, and passed unanimously by voice vote, the Consent Agenda was approved.

6. Linkages

Board Members: Giovanni attended the high school football game and the Yahara Riverfest event. Treinen has been attending the Community Advisory Committee meetings and also visited Yahara Elementary school.

Administration: The High School is hosting the second half of the German exchange program with German students visiting here next week. Borden will be hosting a German principal who will be visiting as well. The next Board retreat is scheduled for Nov. 17. The WASB Fall Regional Meeting is Oct. 28, at the Holiday Inn, American Center. Workshops begin at 4:00 pm; dinner begins at 6:30 pm.

7. Press Verification

The press was given the opportunity to clarify any proceedings or notes.

8. Adjourn

The Board of Education adjourned at 8:30 pm on a motion by McFarlin, seconded by Lund, and passed unanimously by voice vote.

DASD BOE President

Date