

**DeForest Area School District
Board of Education Meeting Minutes
Monday, October 28, 2024 – 6:00 pm.**

1.	<p>Convene</p> <p>President Gail Lovick called the October 28, 2024 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. Gussie Lewis arrived at 6:01 pm. Also present were administrators Dr. Rebecca Toetz, Kathleen Davis-Phillips, Dyanna Kadrach, Kate Dabetic, Chris Smith, Nate Jaeger, Roz Craney, and Kathy Williams.</p> <p>The Pledge of Allegiance was recited.</p> <p>Linda Leonhart 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 Sarr, and passed unanimously by voice vote, the agenda was approved.</p>
3.	<p>Announcements by the Chair</p> <p>The Board of Education may convene into Closed Session following the regular meeting 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), (certified, support, and other non-represented employee groups compensation)</p>
4.	<p>Board Recognition</p> <p>A. Recognition of Board of Education in honor of School Board Appreciation Week, October 6-12, 2024</p> <p><u>Discussion:</u> The Board was recognized for their hard work and dedication serving the staff, students, families, and community of the DeForest Area School District.</p>
5.	<p>Board Business & possible Board action</p> <p>A. Presentation and final approval of 2024-2025 District Annual Budget and tax levy certification (OE-5 & OE-6)</p>

Discussion: Director of Business & Auxiliary Services, Kathleen Davis-Phillips presented the final 2024-2025 District Annual Budget and tax levy. The projected tax levy for the fiscal year 2024-25 is \$40,237,003, a rise from the previous year's levy of \$38,262,023 (2023-24). The mill rate is estimated to be \$8.73 per \$1,000, a decrease of \$(0.35) per \$1,000 compared to the previous fiscal year (2023-24).

On a motion by Berg, seconded by Leonhart, the DeForest Area School District Board of Education voted to approve the 2024-2025 District Annual Budget and tax levy certification, as presented. The motion passed with a unanimous roll call vote, except for Esser who abstained.

B. Presentation and possible approval of Board Policy OE-5 Financial Planning Monitoring Report (OE-5)

Discussion: Director of Business & Auxiliary Services, Kathleen Davis-Phillips presented OE-5, Financial Planning Monitoring Report, as in compliance. Davis-Phillips reminded the Board that the outcome of the November 5, 2024 referendum will impact future financial planning.

On a motion by Hahn, seconded by Coker, the DeForest Area School District Board of Education voted to accept OE-5 Financial Planning Board Policy Monitoring Report, as presented, as 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-5 Financial Planning Board Policy Monitoring Report, as presented, as in compliance. The vote passed with a unanimous voice vote.

C. Presentation and possible approval of Board Policy OE-7 Asset Protection Monitoring Report (OE-7)

Discussion: Director of Business & Auxiliary Services, Kathleen Davis-Phillips, Director of Technology, Chris Czerniak, and Director of Safety and Operations, Roz Craney presented the monitoring report for OE-7, Asset Protection as in compliance with exception. The exception relates to indicator 7.4 which was due to lack of documentation; a system is now in place to provide documentation for updates, patches, and addendums, to the District network servers. An area of need for capacity building is technology and safety financial support. Proposed indicator changes will be approved in a future consent agenda.

On a motion by Coker, seconded by Lewis, the DeForest Area School District Board of Education voted to accept OE-7, Asset Protection Board Policy Monitoring Report, as presented, as in compliance with exception. The vote passed with a unanimous voice vote.

	<p>On a motion by Taylor, seconded by Coker, the DeForest Area School District Board of Education voted to approve OE-7, Asset Protection Board Policy Monitoring Report, as presented, as in compliance with exception. The vote passed with a unanimous voice vote.</p> <p>D. Board of Education onboarding procedures review and discussion (GC-2)</p> <p><u>Discussion:</u> A proposed Onboarding Procedures Board Policy was presented and discussed. There was a suggestion to revise Board Job Description policies to reflect the responsibilities each position would have in the onboarding process of new Board members. Board mentors would be Board members who are not on the spring election ballot. More discussion will be had on the mentor position. The policies will be brought forward for approval in the next consent agenda.</p>
6.	Public Input - None.
7.	<p>Board Consent Agenda</p> <p>A. Accept Minutes - September 23, 2024</p> <p>B. Approval of written evaluation of District Lockdown Drill Report</p> <p>Berg made a motion, Lewis seconded, to approve the Board Consent Agenda. The motion was approved by a unanimous voice vote.</p>
8.	<p>Superintendent Consent Agenda</p> <p>A. Personnel Recommendations</p> <p>Certified Staff Recommendations for Board Approval</p> <p>I. Separations:</p> <p>None</p> <p>II. Appointments:</p> <p>Paul Villarreal - Speech & Language Pathologist DAMS, new position</p> <p>III. Other:</p> <p>Amanda Head - Kindergarten Teacher WES - leave request 1/10/2025 - 6/6/2025</p> <p>Other Administrative Actions</p> <p>I. Separations:</p> <p>Nedzat Aziri - Food Service Assistant DAHS, retirement effective 10/25/2024</p> <p>Trisha Collins - Special Education Assistant DAHS, resignation effective 10/12/2024</p> <p>Edith Glasier - Special Education Assistant DAHS, resignation effective 10/23/2024</p> <p>Cathy Luoma - Special Education Assistant DAHS, resignation effective 11/1/2024</p> <p>Paul Savage - Custodian DAMS, resignation effective 10/18/2024</p> <p>Julie Coskie - Special Education Assistant EPES, resignation effective 9/20/2024</p> <p>Natalie Karls - Special Education Assistant EPES, resignation effective 10/23/2024</p> <p>II. Appointments:</p> <p>Michael Hron - Technology Technician DO, replacing Melanie Janke</p> <p>William Pellowski - Technology Technician DO, replacing David Phillips</p> <p>Dawn Kuhn - Special Ed Van Driver/Office Support DO, replacing Brandon Jakubik</p>

	<p>Debra Stoltenberg - Food Service Assistant DAHS, replacing Nedzat Aziri Caralynn Knutson - Special Education Assistant DAHS, replacing Trisha Collins Kristin Stoltz - Special Education Assistant DAHS, open position Shayna Perez - Special Education Assistant Harvest, new position Heather Cotter - Crossing Guard EPES, replacing Roger Lokken Abigail Lowery - Special Education Assistant EPES, replacing Julie Coskie Jennifer Johnson - Recess EPES, new position Amanda Henry - Special Education Assistant WES, new position Julie Ott - Crossing Guard WES, replacing Roger LaGrange Brandon Hillman - Head Custodian YES, replacing Doug Powell</p> <p>III. Other: None.</p> <p>B. Vouchers Payable/Treasurer's Report Paid: 209956 - 210106, 242500499 - 242500836, 202400038 - 202400165</p> <p>Berg made a motion, Leonhart seconded, to approve the Superintendent's Consent Agenda. The motion was approved by a unanimous voice vote.</p>
9.	<p>Press Verification No member of the press was present at this time. Attended earlier.</p> <p>Board member, Esser, left the meeting prior to the beginning of Closed Session at 7:07 pm.</p>
10.	<p>Convene into Closed Session</p> <p>Hahn moved, Taylor seconded, to move into closed session at 7:11 pm. The motion was adopted by the following vote: Aye –Berg, Coker, Hahn, Leonhart, Lewis, Lovick, Sarr, and Taylor. Naye – None. Absent – Esser.</p> <p>While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(c), (certified, support, and other non-represented employee groups compensation)</p>
11.	<p>Reconvene into Open Session</p> <p>On a motion by Taylor, seconded by Sarr, and passed by a unanimous show of hands the Board of Education reconvened into open session at 8:11 pm.</p>
12.	<p>Further discussion or action related to Closed Session business</p>
13.	<p>Board Debrief</p>
14.	<p>Adjourn The Board of Education adjourned at 8:15 pm on a motion by Taylor, seconded by Hahn, and passed unanimously by voice vote.</p>

	DASD BOE President Signature:
	Date: