

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, February 13, 2012 – 6:00 pm.**

1. Convene

President Jan Berg called the February 13, 2012 meeting of the DeForest Area School District's Board of Education to order at 6:05 pm.

Board members present: Jan Berg, Mike Hirsch, Steve Tenpas, Kate Lund, and Dan Choi. Trisha Rodekamp participated via conference call. Also present were administrators Jon Bales, Vickie Adkins, Sue Wilson, Paul Herrick and Ann Higgins.

Jon Bales verified that the meeting was properly noticed.

The Pledge of Allegiance was recited.

On a motion by Tenpas, seconded by Choi, and passed unanimously by voice vote, the agenda was approved with an amendment to postpone Item 3.A.1 – High School Grading & Assessment until a future meeting.

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

2. Appearances Before the Board of Education

Public Input: None.

Student Representatives: Student Representative Rileigh Hawk was absent.

3. Board Business

A. Ends Discussion

- 1.) High School Grading & Assessment – Sue Wilson (EL 6: Programs and Services; EL 2: Communication and Support to the Board)

Discussion: Item postponed per agenda amendment.

- 2.) Middle School Schedule (EL 6: Programs and Services; EL 2: Communication and Support to the Board)

Discussion: Middle School Principal, Paul Herrick and Director of Instructional Services, Sue Wilson explained how the middle school has been spending the past two years planning and aligning curriculum at the course level with the results of Framework 2.0, with the new Common Core Standards in math and English/Language arts and with state requirements with Response to Intervention (RtI). Staff have also been working on a plan to move music classes into the regular schedule instead of having an add-on slot during recess, which is the current practice. Components of the new schedule include: moving a semester of health from the middle school to the high school; include dedicated time for interventions and enrichment; incorporate music and choral classes within the regular schedule; refining and expanding the Digital Communications course at seventh grade; refining Family and Consumer Education course with focus on wellness, financial literacy, life skills, nutrition, career planning and individual learning plans; and Spanish I will be offered to all students over a single year in eighth grade instead of over two full years.

- 3.) Review and discussion of Governance Policy 9.0 – Role of the Clerk (GP 1: Role of the Board – Policy Review)

Discussion: Trisha Rodekamp reviewed Governance Policy 9.0 – Role of the Clerk and commented that duties of the clerk are outlined in WI State Statute 120.17 and are reflected in the current Board policy. She suggested a clarification that would state the clerk may delegate someone to take minutes at the Board meetings. After discussion, no other revisions were suggested. The policy will be considered for final approval at a future Board meeting.

4.) Review and discussion of Executive Limitation 9.0 – Asset Protection (GP 1: Role of the Board – Policy Review)

Discussion: Jan Berg reviewed Executive Limitation 9.0 – Asset Protection and suggested a clarification of item 9.1 with regards to liability or loss insurance coverage. A reference to the appropriate WI State Statute will be added as well. Revisions will be considered at a future meeting.

B. Consideration for Board of Education Action

1.) Approval of Board evaluation instruments (GP 3: Approach to Governance)

Discussion: Jon Bales explained the draft board evaluation documents that were created after input from the Board Ad Hoc committee who had been studying the current instrument. Suggestions were to complete an individual assessment regarding the effectiveness of board meetings after each meeting, with results shared in the next board packet. Secondly, a self-description survey would be administered twice per year and finally, a longer board evaluation similar to the current evaluation tool would also be completed twice per year. All evaluations will be available for Board members in an on line survey format. More discussion will continue on the process and timelines for delivery.

On a motion by Tenpas, seconded by Choi, the DeForest Area Board of Education approved, unanimously by voice vote, three evaluation instruments that will be used routinely to measure board process and performance.

2.) Approval of reviewed and revised Executive Limitation 5.0 – Compensation and Benefits (GP 1: Role of the Board – Policy Review)

On a motion by Tenpas, seconded by Lund, the DeForest Area Board of Education approved, unanimously by voice vote, the reviewed and revised EL 5.0 as presented.

3.) Approval of reviewed and revised Governance Policy 7.0 – Role of the Vice President (GP 1: Role of the Board – Policy Review)

On a motion by Choi, seconded by Tenpas, the DeForest Area Board of Education approved, unanimously by voice vote, the reviewed and revised GP 7.0 as presented.

4.) Approval of reviewed Governance Policy 8.0 – Role of the Treasurer (GP 1: Role of the Board – Policy Review)

On a motion by Hirsch, seconded by Tenpas, the DeForest Area Board of Education approved, unanimously by voice vote, the reviewed GP 8.0 and agreed to operate under this policy as it currently exists.

4. Agenda Planning

- A. Refer to Annual Calendar
- B. Policy Review
- C. Board Linkages – World Café
- D. Communication of Board meetings
- E. BOE self-evaluation

5. Consent Agenda

- A. Accept Minutes – January 27, 2012 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: None.

Paid: 180386 – 180450, 180459 - 180603

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Christina Ault – Educational Assistant – YES – effective 1/24/2012

Richard Hill – ED Program Teacher – DAHS – retiring 6/8/2012

II. Leaves:

Randy Larson – Custodian – YES – Effective 1/27/2012

Deb Mason – 2nd Grade Teacher – WES – Effective 1/30/2012

Jen Melum – 7th Grade Science – DAMS – 2012/13 School Year

Carl Fischer – 4th Grade – EPES – 2012/13 School Year

Jerry Lapp – Delivery Driver/Custodian – MES – Effective 1/25/2012

III. Transfers:

None

IV. Appointments:

Ashley Tranchita – Assistant Girls Soccer Coach – DAHS – continuing

Paul Kirkegaard – Assistant Girls Soccer Coach – DAHS - continuing

Maggie Brown – Assistant Softball Coach 50% - DAHS – replacing Todd Grundahl

Jessica Tobiasz – Assistant Softball Coach 50% - DAHS – replacing Todd Grundahl

Kelly Oughton – Assistant Softball Coach – DAHS – continuing

V. Reassignments:

None

VI. Other:

C. Accept Monitoring Reports

- 1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Tenpas attended the second parent informational meeting held at the High School and complimented Principal, Machell Schwarz on her work with these meetings. These meetings are an excellent communication tool and a source of relevant information for parents. Among other things, information was shared about scheduling in Skyward, internships and the ACT test. Choi and Hirsch participated in the school board candidates' forum on February 6. Choi commented that the moderator did a very good job of facilitating. He also attended the Windsor Elementary variety show, and the Dad and Daughter dance. Lund attended a meeting at the middle school for students interested in joining the lacrosse club. Tenpas will attend

an insurance advisory group meeting with district staff on Thursday. Berg and Tenpas have been invited to testify at the legislative audit bureau hearing regarding WiscNet and UW broadband services.

Administration: Bales shared a congratulatory letter from WASB to student, Jessie Brandmeier for her award winning video that was presented at the State Education Convention in January. Brandmeier will present her video and more information about the process at a future board meeting. The Wisconsin Women in Government banquet is on May 24. The district will invite area municipal representatives to be our guest at the banquet. The Chamber of Commerce is planning on hosting a World Café conversation with school board members on March 20 or 21 at the Comfort Inn & Suites, from 4:30 – 6:00 pm. More information will be coming when a date is confirmed.

7. Press Verification

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

8. Adjourn

The Board of Education adjourned at 7:30 pm on a motion by Hirsch, seconded by Choi, and passed unanimously by voice vote.

DASD BOE President

Date