

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, March 26, 2012 – 6:00 pm.**

1. Convene

President Jan Berg called the March 26, 2012 meeting of the DeForest Area School District's Board of Education to order at 6:07 pm.

Board members present: Jan Berg, Mike Hirsch, Steve Tenpas, Dave Miller, Kate Lund and Dan Choi. Trisha Rodekamp participated via conference call. Sue Paulson and Marty Palus were absent. Present were administrators Jon Bales, Vickie Adkins and Diane Pertzborn. Also present was Rick Hill, district instructor and DAEA representative.

Jon Bales verified that the meeting was properly noticed.

On a motion by Tenpas, seconded by Lund, and passed unanimously by voice vote, the agenda was approved with an amendment to move Item 3.B.2 to immediately follow Item 3.A.1.

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.) Update on High School Project Fundraising Program to enhance HS athletic facilities (EL 2: Communication and Support to the Board; EL 10: Facilities)

Discussion: Jon Bales explained the DASD Stadium Renovation Campaign which is raising funds for enhancements to the High School athletic facility. He presented concept drawings and options for sponsorship opportunities including; naming rights to the stadium, custom signage, memorial benches and personalized pavers. More information will be available in coming weeks.

B. Consideration for Board of Education Policy Development Action

- 2.) Approve Health Insurance Plan structure for the 2012-2013 school year for employees (EL 5: Compensation and Benefits)

Discussion: Director of Human Resources, Vickie Adkins introduced Al Jaeger, Benefits Consultant, Associated Financial Group and Kathy Williams, Health Insurance Advisory group representative. They explained the process used to address a projected 20% increase in health insurance premiums. An advisory group was formed with representatives from all buildings, all levels and all staff classifications. Led by the guiding principles for employee wellness and insurance plans, the committee thoroughly reviewed renewal rates and options for design plan changes. Jaegar provided plan comparisons with other Dane County school districts and assisted in the bid process. After multiple meetings and careful consideration, the advisory group recommends maintaining the current two carriers (Dean and Physicians Plus), with a 0% increase in premium rates. Some adjustments will be made in emergency room, office visit co-pays, and non-generic prescription drug co-pays. The committee will be meeting again on April 17 to discuss the next steps for communicating the July 1 renewal rates and changes in the co-pays.

On a motion by Hirsch, seconded by Miller, the DeForest Area Board of Education approved the recommendations of the Health Insurance Advisory Committee for health insurance plan structure for the 2012-2013 school year for all employees. The motion passed by a unanimous voice vote.

A. Ends Discussion

2) Review and discussion of Governance Policy 11.0 – Annual Board Agenda (GP 1: Role of the Board – Policy Review)

Discussion: Mike Hirsch reviewed Governance Policy 11.0 – Annual Board Agenda. Hirsch recommended adding two additional items to the board's annual meeting agenda to include an item on monitoring all policy types and related processes and also to establish priorities for Board linkages. After discussion, no other revisions were suggested. The revised policy will be brought back for final board approval at a future meeting.

3) Review and discussion of Executive Limitation 11.0 – Facility Use (GP 1: Role of the Board – Policy Review)

Discussion: Jan Berg reviewed Executive Limitation 11.0 – Facility Use. Berg had no suggestions for revision. After review and discussion, the board suggested no change be made to EL 11. The reviewed policy will be brought back for final board approval at a future meeting.

B. Consideration for Board of Education Policy Development Action

1) Approval of district regulations concerning workplace structure for inclusion in the 2012-2013 Employee Handbook (EL 3: Treatment of Staff)

Discussion: Adkins reviewed four sections of the employee handbook that have been completed and are ready for approval. The sections include: Section 6 – Compensation/Pay Practices, Section 7 – Time Away From Work, Section 8 – Technology and Section 9 – General Information. Adkins and Bales have facilitated over 25 question and answer sessions regarding the handbook with various employee groups at all levels, all buildings and all classifications. More sessions are planned in the next few weeks. The final sections will be made available for approval at the April 9 BOE meeting. The accelerated time frame gives staff the opportunity to review the handbook before signing letters of assignment for the 2012-2013 school year. Approved sections of the handbook are made available to all staff via staff newsletter and website.

On a motion by Miller, seconded by Lund, the DeForest Area Board of Education voted to approve specific operational practices of the District outlined in Sections 6, 7, 8 and 9 for inclusion in the 2012-2013 Employee Handbook. The motion passed with a 6 – 1 vote. Aye: Berg, Tenpas, Lund, Miller, Hirsch and Rodekamp. Nay: Choi, Absent: Paulson, Palus.

3) Appointment of the Board of Canvassers for the April 2012 Board of Education election (GP 1: Role of the Board – Complying with legislated responsibilities as required by Wisconsin State Statute)

Discussion: The Board of Canvassers will convene on Tuesday, April 10 at 8:45 am to canvass the results of the spring Board of Education election on April 3.

Immediately after discussion, Trisha Rodekamp who was participating via conference, call left the meeting.

The DeForest Area Board of Education directed Board Clerk, Kate Lund to appoint the Board of Canvassers who will convene on Tuesday, April 10 at 8:45 am in the District Office. The motion was made by Hirsch,

seconded by Tenpas. The motion passed by a unanimous voice vote, not including Trisha Rodekamp who left the meeting prior to the vote.

4. Agenda Planning

- A. Refer to Annual Calendar
- B. Policy Review
- C. Communication of Board meetings
- D. EL 10: Facilities – Administrative Regulations review
- E. World Café April 16 – Clergy & DANN
- F. Process for future handbook revisions

5. Consent Agenda

- A. Accept Minutes – March 12, 2012 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: 180909, 180934 and 180936.

Paid: 180970 – 181066, 181080 - 181161.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Amy Barnett – Custodian – EPES – resigning effective 4/3/2012
Tommy Ngo - Spanish Teacher – DAMS – resigning effective 6/7/2012
Jessica Tobiasz – FACE Teacher – DAMS – resigning effective 6/7/2012

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Danielle Nehrbass – Music Teacher – EPES – replacing Paula Paris
Sherri Rogalla – Reading Specialist/Literacy Coach – WES - replacing Sue Sweeney
Kathy Williams – Reading Specialist/Literacy Coach – YES – replacing Marcia Motelet
Morgan Schuchardt- Speech & Language Pathologist – YES – replacing Kathy Williams
Linnea Bertram – Speech & Language Pathologist – DAHS – replacing Sally Cordio

V. Reassignments:

Susan Fischer – 3rd Grade WES to 3rd/4th Multi-grade WES – effective 2012-13 school year
Kari Egan – 3rd Grade WES to 4th Grade WES – effective 2012-13 school year
Kris Onsager – 4th Grade WES to 3rd/4th Multi-grade WES – effective 2012-13 school year
Brittany McClurg – 1st Grade WES to 2nd Grade WES – effective 2012-13 school year
Sarah Weddle – Increase to 1.0 GEDO 2 Teacher – DAHS – effective 2012-13 school year
Cailyn Kearney – CC Program Teacher HEC/EPES to Kindergarten Teacher – EPES –
effective 2012-13 school year

VI. Other:

None

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: Lund, Choi, Berg, Tenpas, Hirsch and Miller all participated in a World Café linkage with area business leaders and members of the Chamber of Commerce on March 20 at the Comfort Inn & Suites. Hirsch attended the Wisconsin Singers performance at the PAC, which included performances by the high school and middle school show choirs. Lund attended the high school band and choir concerts and also attended a middle school field trip to the symphony.

Administration: Bales will be speaking at the Windsor Town Board meeting on April 4, providing an update on the district. The Board self-evaluation will be sent via email and is due by the end of this week. The WASB Spring Academy is scheduled for May 5 at Chula Vista, Wisconsin Dells.

7. Press Verification

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

8. Adjourn

The Board of Education adjourned at 8:20 pm on a motion by Lund, seconded by Tenpas, and passed unanimously by voice vote.