

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, May 14, 2012 – 6:00 pm.**

1. Convene

President Jan Berg called the May 14, 2012 regular meeting of the DeForest Area School District's Board of Education to order at 6:02 pm.

Board members present: Jan Berg, Mike Hirsch, Steve Tenpas, DeAnna Giovanni, Kate Lund, Marty Palus, Sue Paulson, Dan Choi and Christopher McFarlin. Also present were administrators Jon Bales, Sue Wilson, David Perrodin, Diane Pertzborn, and Ann Higgins.

Jon Bales verified that the meeting was properly noticed.

The Pledge of Allegiance was recited.

Announcements: The Board of Education will convene into Closed Session following the regular board meeting for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in accordance with WI Statute 19.85(1) (e) {calculating base wage for employee compensation 2012-2013}

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

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

2. Appearances Before the Board of Education

Public Input: Angie Polinsky spoke about bullying.

Student Representatives: Student Representative, Raleigh Hawk was absent.

Jim Lynch, Executive Director AWSA (Association of Wisconsin School Administrators) was present to recognize DeForest Area High School Principal, Machell Schwarz, for her service to the association. Schwarz served as AWSA President in 2010-2011 and served as Past President this year. She was presented with a \$1,000 donation to the District in honor and appreciation of her service.

Jon Bales also announced that Diane Pertzborn, Director of Business and Auxiliary Services, has been named WASBO's (Wisconsin Association of School Business Officials) 2012 Wally Zastrow Award winner. This annual award recognizes an individual in the school business field with experience that parallels the service, commitment and contribution to the profession made by Wally Zastrow. Zastrow was the first executive director of the association. This award is accompanied by a \$1,000 scholarship to be awarded to a DASD student. Collin Murphy, senior and student intern in the District Business Office will be the recipient of this scholarship.

Also, recognized was Mike Koltes, who was named Wisconsin Association of School Business Officials' "New Business Official of the Year" for his leadership, continuing professional development, membership in professional associations, service on committees and meaningful involvement in the community.

3. Board Business

A. Ends Discussion

1.) Film Festival report (Brett Price, Jan Williams and students) (EL 2: Communication and Support to the Board; Ends 4.0 Building Community/Adding Value)

Discussion: Jan Williams, High School English/Theater teacher, introduced Brett Price, Performing Arts Center (PAC) director and creator of the first annual Film Festival. With help from Dave Evans, High School Technology Education teacher and Williams, Price planned the film festival on March 16 – 18. Students had a weekend to create a short film, while learning and sharing ideas and techniques. The festival consisted of workshops on camera and editing techniques, key note speakers, including Sam Sorenson from NBC 15, access to editing equipment, and a final public showing of the created films. The festival was open to students in grades 9 – 12. Price shared clips of each film and students commented on their involvement. Students felt this was a positive experience and enjoyed the opportunity to showcase their work.

2.) Food Service report on federal program requirement changes and meal pricing (Becky Terry) (EL 6: Programs and Services)

Discussion: Supervisor of Food Services, Becky Terry presented an update on the food service program and reported on new federal program requirement changes due to the Healthy, Hunger Free Kids Act of 2010. Terry reported that school lunch participation remains constant with between 72 % - 74% of students participating. Almost 1 in 4 students (23%) take advantage of the free and reduced meal program. The Healthy, Hunger Free Kids Act sets weekly requirements for dark green, red/orange, legumes, starchy and other vegetables; increases the amount of fruit served; and sets minimum and maximum requirements for meat, meat alternatives and grains. There are also new sodium requirements and calorie ranges for all meals. Saturated fat must be less than 10 percent and no trans fats are allowed. The Act also requires all school meal prices to equal the "free reimbursement rate" of \$2.51 per meal for "paid lunch equity." The current district average is \$2.22. Considering the new regulations and increased food requirements, Terry recommends a \$.10 increase on lunch and breakfast prices. The Board will consider formal action on the recommendation at a future meeting. The Act will require some revision to the District's wellness policy, which will also be presented at a future meeting.

3.) Elementary Time Study and proposal (Ann Higgins) (EL 6: Programs and Services)

Discussion: Ann Higgins and elementary principals, Mike Weisensel, Ann Schoenberger and Roy Bernards gave a comprehensive report on the two year process that studied the overall elementary day and made recommendations on how to make the best use of time to better meet the needs of students and teachers. Over 25 teachers and administrators were involved in the process of studying over 60 school districts and the models that were being used in other districts. Beginning in the fall, the entire District will be following a PLC (Professional Learning Communities) model that will help incorporate RtI (Response to Intervention) and PBIS (Positive Behavior Intervention Systems). In order to implement these initiatives, the committee recommended several structures be incorporated into the school schedule with the goal in mind of finding common planning time during the student contact day and collaboration time outside of the student contact day. Higgins and the principals, along with Hillary Curwick, 3rd grade teacher at Windsor Elementary School, Lisa Marek, 4th grade teacher at Eagle Point Elementary, Colleen Fogo, 1st/2nd grade teacher and Gina Buetner, 3rd/4th grade teacher at Morrisonville Elementary outlined the following recommendations resulting from this intensive study.

- Playground/monitors will be hired in a pilot program at each of the elementary schools to allow teachers common planning time within grade levels.
- Two Mondays per month after school from 3:00 pm – 4:00 pm will be devoted to Professional Learning Community work groups.
- A 4-day rotation schedule will allow specialists time appropriate for each grade.
- Each grade level will have a 30 minute RtI block of time each day for academic interventions and enrichment.
- Elementary Councils have been reformatted to become Elementary Leadership Teams, who will assist with implementation of the district initiatives.

- Library time will be used to stress technology integration and reading specialists will undertake a literacy coaching role.
- Educational assistants will change slightly as they will be used largely to work with students, and lesser in a clerical role.
- Also being considered in the future is a change in grading periods from quarters to a trimester system.

4.) Consider date for 2012/2013 Annual Meeting and Budget Hearing (GP: Role of the Board)

Discussion: The Board discussed dates for the 2012/2013 Annual Meeting and Budget Hearing. General consensus was that July 23, 2012 would allow the most participation by Board and community members. The date will be formally considered at the next Board meeting.

B. Consideration for Board of Education Action

- 1.) Consider cancellation of Dec. 24, 2012 & May 27, 2013 Regular Board meetings due to holiday conflict (GP 1: Role of the Board)

On a motion by Palus, seconded by Choi, the DeForest Area Board of Education approved by unanimous voice vote the cancellation of the December 24, 2012 & May 27, 2013 regular board meeting due to holiday conflict.

- 2.) Approval of reviewed Executive Limitation 12.0 – Emergency Superintendent Succession (GP 1: Role of the Board – Policy Review)

On a motion by Paulson, seconded by Palus, the DeForest Area Board of Education approved the reviewed Executive Limitation 12.0 – Emergency Superintendent Succession as presented, with no revisions. The motion passed by a unanimous voice vote.

- 3.) Approval of 2012 Graduating Class (GP 1: Role of the Board)

On a motion by Tenpas, seconded by Palus, the DeForest Area Board of Education approved unanimously by voice vote the 2012 Graduating Class with the understanding that the list could have a few minor changes by the official end of the school year.

4. Agenda Planning

- A. Refer to Annual Calendar
- B. Policy Review
- C. Communication of Board meetings
- D. EL 10: Facilities – Administrative Regulations review
- E. Process for future handbook revisions
- F. Overview of LMC Program
- G. Overview of Counseling Program
- H. Analysis of school data on student behavior, including bullying

5. Consent Agenda

- A. Accept Minutes – April 23, 2012 Re-org & regular meetings.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: 181353.

Paid: 181494 – 181598, 181605 - 181813.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Wanda Sokolowski – Special Education Assistant – DAHS – effective 6/7/2012
Rosalind Carlyon-Rahn – Education Assistant – DAMS- retirement effective 6/7/2012
David Buehler – Music Teacher – DAHS – effective 6/7/2012 (added 5/14/2012)

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Tim Kelly – Custodian – EPES – replacing Amy Barnett
Jessica Tobiasz – Consumer Literacy Teacher – DAMS – replacing One Year FACE Contract
Keith Manke – Ticket Manager – DAHS – continuing
Holli Reckin – Lifeguard Supervisor – DAHS – replacing Emily Pisula
Jennifer Brown – Junior Class Advisor – DAHS – continuing
Michelle Kruse – Junior Class Advisor – DAHS – replacing Allison Pharo
Michael Koltz – Assistant Boys Basketball Coach – DAHS – replacing Jason Meitzner
Matt Chrisler – Volleyball Coach – DAMS – replacing Nick Zweifel
Colleen Kollasch – Social Studies Teacher – DAHS – replacing Phil Jerg
Megan Berndt – Special Education Teacher – DAMS – replacing Cody Sorlie-Theis
Ray Turner – Lawn Crew – Continuing
Mark Hinner – Lawn Crew - Continuing
Sean Wilson – Paint Crew – DO
Brian LeCloux – Paint Crew – DO
Trey Pickarts – Paint Crew – DO
Kyle Renz – Paint Crew – DO
Brian Feltz – Lawn Crew – DO
Brandon Cooper – Lawn Crew – DO
Kacy Sporle – Kindergarten – YES – replacing Ann Brown

V. Reassignments:

Mary Pilecky – Educational Assistant – WES – replacing Mary Grulke 2012-13
Stacy Vanderwielen – Educational Assistant – WES (from EPES) 2012-13
Lori Billings – 3rd Grade – EPES – replacing Bev Schultz

VI. Other:

Anthony Capozziello – Business Education Teacher – DAHS – withdrew

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Hirsch and McFarlin attended the FFA Banquet on May 4. Paulson attended the High School Band concert on May 10. Tenpas attended the Alice in Wonderland play. Choi attended the Windsor

Elementary Kindergarten Music program. Berg announced the Dane County Consortium meeting on Wed. May 30 from 6:00 – 7:30 pm at the Madison Public Library - Goodman South Madison Branch.

Administration: Bales announced that DeForest has been approached to be part of a Legislative study process on High Schools of the Future.

7. Press Verification

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

8. Convene into Closed Session

Hirsch moved, Lund seconded, to move into closed session at 8:58 pm. The motion was adopted by the following vote: *Aye* – Berg, Choi, Tenpas, Lund, McFarlin, Palus, Paulson, Giovanni and Hirsch. *No* – None. *Absent* – None.

9. Conduct Closed Session Business

While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(e).
{ Calculating base wage for employee compensation 2012-2013 }

10. Convene into Open Session

On a motion by Palus, seconded by Tenpas and passed by a unanimous show of hands the Board of Education reconvened into open session at 10:10 pm.

No Board action was taken as a result of the closed session.

12. Adjourn

The Board of Education adjourned at 10:12 pm on a motion by McFarlin, seconded by Tenpas, and passed unanimously by voice vote.

DASD BOE President

Date