

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, July 11, 2011 – 6:00 pm.**

1. Convene

President Jan Berg called the July 11, 2011 meeting of the DeForest Area School District's Board of Education to order at 6:05 pm. The meeting was relocated to the DeForest Area Public Library Community Room due to a mechanical failure of the air conditioning unit at the Holum Center.

Board members present: Jan Berg, Mike Hirsch, Steve Tenpas, Dave Miller, Kate Lund, Marty Palus, Sue Paulson and Trisha Rodekamp. Present were administrators Jon Bales, Vickie Adkins, Sue Wilson, David Perrodin, Diane Pertzborn and Ann Higgins. Also present was Rick Hill, district instructor and DAEA representative.

Jon Bales verified that the meeting was properly noticed.

The Pledge of Allegiance was recited.

Announcement: The Board of Education will convene into Closed Session for the purpose of considering dismissal, discipline of any public employee or the investigation of charges against such person, and taking of formal action on any such matter, in accordance with WI Statute 19.85 (1) (b), (consider disciplinary action of certified staff member)

On a motion by Paulson, seconded by Palus, and passed unanimously by voice vote, the agenda was approved, with a reminder that the Board communication would be discussed under the Linkages section.

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

2. Appearances Before the Board of Education

Public Input: Kari Wilson-Livingston spoke about last year's tax levy. Michelle Lane spoke about the District 2011-2012 budget and multi-age classrooms.

Student Representatives: Excused for the summer session.

3. Board Business

A. Ends Discussion

1.) - 3.) Proposed Program Delivery reports were presented jointly by Director of Instructional Services, Sue Wilson, Coordinator of Learning Information Systems, Kim Bannigan, Director of Student Services, David Perrodin, High School Principal, Machell Schwarz, High School Assistant Principal, Nate Perry, Middle School Principal, Paul Herrick and Eagle Point Elementary School Principal, Ann Schoenberger.

K – 12 LMC (Library Media Center) – Implications for program delivery with a reduction in the department. Evolution of the role of LMC Specialists. (EL 6: Programs and Services; EL 8: Budgeting)

Discussion: Eagle Point Elementary School Principal, Ann Schoenberger, explained LMC plans for the upcoming school year. Libraries at the middle and high school level will operate at the same staffing level as this past year. At the elementary level, the two LMC Directors at Yahara and Windsor elementary schools will each have assigned times at Eagle Point Elementary with specific duties. One director will be assigned the

maintenance of EPES's LMC, budget responsibilities, and assist teachers in technology integration activities. The other director will teach all the LMC classes during her assigned time.

During the coming school year, the district will be conducting a review of the library media programs with a core group consisting of the four library media specialists and the Learning Information Systems Coordinator, Kim Bannigan. Bannigan explained that the group, along with input from other staff members, will study topics such as scheduling, technology integration, information literacy, professional development, consistency in curriculum, standards and roles and responsibilities of library media specialists and educational assistants. At the end of the year, the group will create a set of recommendations for the library programs in the district.

K-12 Guidance – Implications for program delivery with a reduction in the department. Evolution of the role of the Guidance program. (EL 6: Programs and Services; EL 8: Budgeting)

Discussion: Herrick and Perrodin explained how a reduction in the overall K-12 counseling staff, from 10 counselors down to nine, would be addressed to preserve the quality and priorities of the District's guidance program. The elementary level will maintain the same staffing level as the past year with 3.0 FTE. The high school will also maintain 3.0 FTE counselors. Additionally, the high school counselor charged with curriculum design and activities related to career and higher education preparation will be assigned to the middle school at .4 FTE (while remaining .6 FTE at the high school). Increased student service will also be provided by the at risk staff at the Middle School. Efforts have been made at all levels to consider ways to efficiently use time and resources to continue to fulfill scope and sequence of services, as well as maintain the emphasis on 40 Assets. Real-time student needs, connection with parents and agencies, as well as middle and high school counselors roles in RtI will continue to be a priority.

Global Language program – Evolution of the scope of programming in foreign language classes. Relevance and student choice will be discussed.

Discussion: Wilson and Herrick discussed music and global language programs at the Middle School. Currently, 7th and 8th grade band and choir are only offered during recess time, limiting the amount of time music teachers can spend with students and the number of students who are willing to forego recess. After more than a year of study on ways to incorporate band and choir into the middle school schedule, several options were considered. The most logical place to find time for music was within the time allocated to Global Languages. Spanish and German currently meet daily for two full years to complete the equivalent of Spanish I or German I. This is the only place in the curriculum where that happens. For example, students who take Algebra I or Geometry at the middle school do so in one year, comparable to the high school. For the past several years, 35 – 40% of students who are assigned to German, requested Spanish or did not participate in the sign-up. Due to lack of interest, the recommendation is to phase out German at the middle school during the 2011-2012 school year. Work on the middle school schedule will go on for another year as discussion continues about allied arts, electives and common core standards.

In a similar manner, after taking into account enrollment trends over the past five years, Wilson and High School Principal, Machell Schwarz, recommend that the high school phase French out over the next two to three years. Enrollment data clearly indicates that French is no longer sustainable. Preliminary scheduling results suggest that French II and French III will be offered in 2011-12 and decisions will be made about French III and IV on a year-by-year basis for 2012-13 and 2013-14. Due to a retirement in the English Language Learner (ELL) program, the current French teacher will take on a new role in that program, thus allowing the district to retain a highly qualified staff member. German and Spanish will continue to be offered at the high school for the foreseeable future.

- 4.) Adjustments to senior year expectations including eligibility for graduation ceremony participation. (EL 4: Treatment of Students; EL 6: Programs and Services)

Discussion: High School Assistant Principal, Nate Perry and Principal, Machell Schwarz presented suggestions on ways to make the senior year more relevant for students. The goal is to provide a meaningful

and quality academic experience in the senior year to help better prepare students for college or for a work or career path. Several dual-credit courses are being introduced this year including College Success, Advanced Accounting and Fashion Analysis to strengthen course choices for seniors. The introduction of the GEDO2 program this past December is meant to help the increasing number of students struggling to reach their credit requirements. At the end of the past year, eleven students graduated from the high school, who may have not done so without the program. Over the past several years, the number of students chronically truant in their senior year has increased, as well. Beginning next school year, seniors who are in attendance 90% of the time for the second semester of the school year will earn the right to participate in the commencement ceremony. Over the course of the next school year, discussions with staff and students will continue about overall credit requirements for DAHS, RtI strategies and attendance concerns.

5.) Overview of draft 2011-2012 Budget including state aid and local levy estimates based on current assumptions. (EL 8: Budgeting)

Discussion: Director of Business and Auxiliary Services, Diane Pertzborn reviewed a draft of the 2011-2012 Budget, the process for determining the tax levy and implications of the July equalization aid estimate. The difference between the July aid estimate and the amount that was included in past estimates is -\$19,836. Pertzborn offered some early estimates regarding the tax levy; with a 0% increase in property value, the mil rate would remain at \$11.34; with a 3% growth in property value, the mil rate would decrease by .33 to \$11.01. She also presented information and provided handouts on the current debt schedule and its future impact on the tax levy, a 5-year history of local municipality tax levies, and a longitudinal survey of levies, equalized values and equalized tax rates. The final mil rate can not be determined until student enrollment is verified in September and equalized and state aid amounts become available in October. Prior to the annual meeting, Pertzborn will give the board a reconciliation of any changes made between recent presentations and figures that will be presented for the annual meeting.

4. Agenda Planning

A. Refer to Annual Calendar

5. Consent Agenda

A. Accept Minutes – June 27, 2011 regular meeting & June 29, 2011.

B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: 177784.

Paid: 177983 – 178081, 178093 – 178185.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Erin Freeberg – Effective 6/30/11 – FACE Teacher DAMS

Ed Pooch – Effective 7/22/11 – Custodian DAHS

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Cailyn Kearney – EC/SE Teacher – EP/HEC – Replaces Erikke Grothaus
Ashley Nowak – 1&2 Multi-Age Teacher – EP – Replaces Bridget Winters
Sarah Kerska – Food Services Assistant – DAHS – replaces Betty Timm
Erin Sipe – 6th Grade Teacher – DAMS – replaces Debi Shepherd-Wundrow
Molly Minter – 5/6 Health Teacher – DAMS – replaces Scott Wilke
Kyle Rogness – 70% Physical Education Teacher – WES – replaces Jerry Schwenn

V. Reassignments:

Jennifer Billings – 6th Grade Teacher – DAMS – Replaces Nancy O’Brion
Nancy O’Brion – 5/6 Grade Keyboarding – DAMS – replaces Debra Evans

VI. Other:

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Paulson commented on the administrative staff who volunteered their time at the 4th of July celebration. She especially thanked Sue Wilson for her work in the Literacy Tent, providing books and a chance to experiment with iPods and iPads for children and adults of all ages. Paulson also acknowledged administrators and staff who continue to be dedicated, work hard to move the district forward and act with integrity.

Miller inquired about plans to fill the vacant seat apportioned to the Town of Burke. A posting and interview process will occur in the near future. The Professional Learning Center will be dedicated to past Board member, Glenn E. Olson for his devoted commitment and years of service to the school board.

The Board reviewed the draft letter to stakeholders and all agreed on its content. Members thanked Dave Miller who created the original draft and expressed appreciation to all those who contributed their thoughts and comments. The letter will be distributed to every household along with the back-to-school edition of the DeForest Times Tribune. The letter will be communicated on the District website and distributed to area civic groups, as well as made available at school registrations.

Berg and Bales met with the area DAWN group on July 11 to answer questions about the school district budget. The group expressed their support for the Board of Education and the school district.

Administration: None.

7. Press Verification

No member of the press was present at this time. Attended earlier.

8. Convene into Closed Session

Tenpas moved, Lund seconded, to move into closed session at 8:40 pm. The motion was adopted by the following vote: *Aye* – Berg, Miller, Tenpas, Lund, Rodekamp, Palus, Paulson 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) (b), (consider disciplinary action of certified staff member)

10. Convene into Open Session

On a motion by Hirsch, seconded by Miller and passed by a unanimous show of hands the Board of Education reconvened into open session at 8:50 pm.

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

11. Board Development with Superintendent.

12. Adjourn

The Board of Education adjourned at 8:55 pm on a motion by Miller, seconded by Tenpas, and passed unanimously by voice vote.

DASD BOE President

Date