

**DeForest Area School District  
Board of Education Meeting Minutes,  
Monday, July 25, 2011 – 6:00 pm.**

1. Convene

President Jan Berg called the July 25, 2011 meeting of the DeForest Area School District's Board of Education to order at 6:15 pm.

Board members present: Jan Berg, Steve Tenpas, Dave Miller, Kate Lund, and Sue Paulson. Absent was Trisha Rodekamp, Mike Hirsch and Marty Palus. Also present were administrators Jon Bales, Sue Wilson, David Perrodin, Diane Pertzborn, Kim Bannigan, John Rauwolf and Ann Higgins.

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 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){Advice from legal counsel on price point and viability of land purchase for district use}*

On a motion by Tenpas, seconded by Miller, and passed unanimously by voice vote, the agenda was approved with an amendment to allow flexibility, if need be, on Items 3.A.2 and 3.A. respecting time for the presenter, Robin Roberts.

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

2. Appearances Before the Board of Education

Public Input: Jeffrey Horn spoke regarding his thoughts on a compensation policy for the Board of Education.  
Student Representatives: Excused for summer session.

3. Board Business

A. Ends Discussion

1.) Elementary/Secondary Class size projected for 2011-2012 including historical trends (Ann Higgins, Sue Wilson, Mike Weisensel) (EL 6: Programs and Services; EL 8: Budgeting)

Discussion: Director of Administrative Services, Ann Higgins presented information on ten-year trends in elementary enrollment and class sizes. She also explained the process for determining class sizes each year. Planning each year begins in March and April and continues through August. At the start of this summer, the district planned on staffing 56 elementary sections of classes. As summer has progressed and new students have moved in, particularly in the 3<sup>rd</sup> grade, the decision was made to add two additional elementary sections to stay aligned with the BOE guiding principle of emphasizing lower elementary class sizes. The elementary average for 58 sections of K-4 students for the 2011-2012 school year is 21.1. The 10-year average for elementary class size is 20.8. At the middle school, the overall average for 40 sections of grades 5-8 will be 25.4 students. Class sizes at the high school will see little change. The 2011-2012 average high school class size is 23.4. Overall, as a district, class sizes have remained consistent with previous year enrollments. Class size will continue to be monitored and adjustments made as necessary. The district will maintain a student-driven approach to class offerings where practical.

- 2.) Overview and BOE discussion of staff identified consideration for addressing the necessary revenue reductions created by the new State of WI 2011-2013 biennium budget (EL 6: Programs and Services; EL 8: Budget Development)

Discussion: Superintendent, Jon Bales, reviewed the Board established guiding principles for the budget development process in preparation for certifying the proposed budget that will be presented at the upcoming annual meeting on August 22. Over the past months, district staff have explained each component of the budget and discussed considerations needed to address the revenue reductions created by the State 2011-2013 biennium budget in each budget area. Bales presented a summary proposal of program adjustments and reductions aligned with Board guiding principles and responsive to Board directives during the ongoing budget deliberations. The Board was given an opportunity to clarify any remaining questions and assess the proposal in terms of meeting the Board wishes. The budget presented is a balanced budget.

- 3.) Overview and BOE discussion of High School bleacher replacement project (Diane Pertzorn, John Rauwolf) (EL 10: Facilities; Ends 4.0: Building Community/Adding Value)

Discussion: Robin Roberts, Roberts Construction Associates, Inc., Diane Pertzorn, Director of Business and Auxiliary Services and John Rauwolf, Buildings and Grounds Supervisor discussed the proposed bleacher replacement and facilities improvement project at the High School. For the past two years the district has been in discussion regarding plans to replace the home side bleachers due to safety concerns about the structural integrity of the current facility. Other areas of concern are adequate seating, storage needs, restroom facilities and ADA accessibility. Roberts presented proposed site plans and blueprints for the project, as well as a budget estimate. The district portion of funding would come from the capitol projects fund, which is a designated fund and can only be used for site improvements and may not be used for operational needs, programming or staffing. Another source of funding is a gift amount intended for a capitol project at the high school. Costs for the improvements would have no impact on the local tax levy.

Bales explained that the project would ideally be envisioned as a community/school cooperative venture. There has been interest from local businesses, school district parent groups to support and become involved in the project. Optional projects associated with the facility improvement may be supported through fund raising efforts, pledges, naming rights, etc. After lengthy discussion, the Board directed administration to get more information on the bleacher safety inspections necessary to ensure existing bleacher use for the 2011 fall sports, to inquire from the construction manager cost projections for minimal tiers of the project and to move forward with submitting the plan to the Planning and Zoning Commission in order to meet timelines should the bleachers be unusable in their current state.

- 4.) Update of improvements to technology infrastructure (Kim Bannigan, Sue Wilson) (EL 6: Programs and Services)

Discussion: Coordinator of Learning Information Systems, Kim Bannigan and Director of Instruction, Sue Wilson explained a brief history of the district's technology infrastructure and plans for improvements, some of which have occurred, others are in the process of occurring. The three biggest projects are the installation of a storage area network (SAN), a switch in networking environments and the addition of a wireless network throughout the district. The SAN not only gives more space, but more efficiency in managing the network. Instead of individual servers, a SAN is comprised of multiple servers and more centralized storage. The district is currently in the process of switching from Novell to Microsoft for the network. Benefits of the switch to Microsoft are in the areas of support and low monetary cost. Finally, the addition of wireless capability in each building should be completed this summer in time for the beginning of school in September. Each project contributes to the larger goal of technology coordination and integration into the curriculum, individual learning plans, and distance and virtual learning.

4. Agenda Planning

A. Refer to Annual Calendar

5. Consent Agenda

A. Accept Minutes – July 11, 2011 regular meeting.

B. Required Approvals

*Vouchers Payable/Treasurer's Report*

*Void:* None.

*Paid:* 178186 – 178234, 178241 – 178304.

*Budget Transfer:* None

*Personnel Recommendations:*

***I. Separations:***

None

***II. Leaves:***

None

***III. Transfers:***

None

***IV. Appointments:***

Molly Minter – Volleyball Coach – DAMS – replacing Kasandra Gehrke

Scott Siemion – Head Gold Coach – DAHS – replacing Tom Gasner

Kari Bennett – Kindergarten Teacher – YES – replaces Jan Christianson

Danielle Nehrbass – Music Teacher – YES – replaces Aaron Schauer

David Evans – Technology Education Teacher – DAHS – replaces Steve Griepentrog

***V. Reassignments:***

Scott Siemion – 6th Grade Teacher – DAMS – Replaces Nancy O'Brion

Jennifer Billings – 3rd Grade Teacher - YES

Sharon Ganster – Reading Specialist – EP – Replaces Susan Hoffman

***VI. Other:***

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Tenpas, Lund and Paulson attended the Windsor Parent meeting on July 14. Paulson and Tenpas attended the Yahara Parent meeting on July 20.

Administration: None.

7. Press Verification

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

8. Convene into Closed Session

Paulson moved, Miller seconded, to move into closed session at 9:07 pm. The motion was adopted by the following vote: *Aye* – Berg, Miller, Tenpas, Lund, and Paulson. *No* – None. *Absent* – Rodekamp, Palus and Hirsch.

9. Conduct Closed Session Business

While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(e).  
[Advice from legal counsel on price point and viability of land purchase for district use]

10. Convene into Open Session

On a motion by Miller, seconded by Lund and passed by a unanimous show of hands the Board of Education reconvened into open session at 9:58 pm.

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

11. Adjourn

The Board of Education adjourned at 9:59 pm on a motion by Lund, seconded by Tenpas, and passed unanimously by voice vote.

---

DASD BOE President

---

Date