

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, November 14, 2011 – 6:00 pm.**

1. Convene

President Jan Berg called the November 14, 2011 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 Sue Paulson. Absent were Marty Palus, Trisha Rodekamp and Dan Choi. Also present were administrators Jon Bales, Vickie Adkins, Sue Wilson, David Perrodin 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) {staff grievance process post 2012}

On a motion by Paulson, seconded by Tenpas and passed unanimously by voice vote, the agenda was approved with an amendment to change the order of discussion items so that item 3.B.2. is discussed before 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 reported on the drama club performance "Almost, Maine" this past weekend. Paulson congratulated the Student Council on the Veteran's Day ceremony on Nov. 11. Hawk also requested more information on Facebook accessibility at the High School.

3. Board Business

B. Consideration for Board of Education Policy Development Action

2.) Approval of bid process and next operational and financing steps for High School Facilities project (EL 8: Budgeting; EL 10: Facilities)

Robin Roberts of Roberts Construction Associates, Inc., the Board's Owner Advocate for construction provided an update on the High School Facilities project. Roberts presented the results of the bid process and bid opening which was held on October 13. Bids came in on budget and as anticipated the project will have no impact on the district operating budget or the tax levy. All contracts represent the lowest bids. The Board discussed the requiring of performance bonds by individual contractors.

Hirsch moved, Lund seconded, a motion to forego performance bonds on all contractors, with the exception of Spancrete. The motion failed on a tie vote with Lund, Hirsch and Berg voting in favor of the motion and Miller, Paulson and Tenpas opposed.

After further discussion, Paulson moved, and Miller seconded to approve performance bond requirements for all contractors. The motion failed 2 – 4 with Paulson and Miller voting in favor and Berg, Tenpas, Lund and Hirsch opposed.

Hirsch moved to require a performance bond from Middleton Construction and Spancrete only. Miller seconded the motion. The motion passed 4 – 2, with Berg, Miller, Hirsch and Lund voting in favor. Tenpas and Paulson opposed the motion.

The Board then went on to discuss the next operational and financing steps for the project. Superintendent Bales explained the proposed budget and projected funds required to complete the project. The Board considered financing of the core project only which does not include the parking lot expansion, softball/baseball and tennis structures. These were not included in the first bid and are delayed until final financing is determined.

After review of the proposed budget for the core project, Hirsch moved approval and acceptance of the bids and the next operational and financing steps as presented, with Capital funds, short term borrowing and community-based funding as options within the plan. Tenpas seconded the motion. The motion passed with a unanimous show of hands.

A. Ends Discussion

1.) DASD Non-Discrimination Self-Evaluation summary (David Perrodin) (EL 6: Programs and Services; EL 4: Treatment of Students)

Discussion: Student Services Director, David Perrodin presented a summary of findings of the School District Self-Evaluation of the Status of Pupil Nondiscrimination and Equality of Educational Opportunities report required by the Wisconsin DPI. DPI requires districts to conduct this self-evaluation every five years. Areas examined are: methods, practices, curriculum and materials used in instruction, counseling, pupil assessment and testing; participation trends in athletic, extracurricular and a recreational activities and trends in awarding scholarships and other forms of recognition and achievement.

Findings were favorable. In the future, all district handbooks for staff, faculty and families will contain both the nondiscrimination statement and a description of the complaint procedure. High school sports and extra-curricular activities were found to have a very balanced participation rate of males and females. Principals will be made aware that high school honor rolls and scholarship awards show more females than males involved. ACT scores however remain even, average male score is 22.4, and average female score is 22.0

The report will be submitted to WI DPI on Nov. 15 and will be posted on the District website.

2.) Board Self Evaluation discussion (GP 3 – Approach to Governance)

Discussion: Berg announced that it is time for the Board to conduct a self-evaluation. Berg asks that the evaluation form be re-examined by an ad hoc committee of Board members to insure that it is still an effective tool to monitor Board process and performance. Tenpas, Lund and Berg will review the evaluation form and report to the Board at a future meeting.

3.) Review and discussion of Governance Policy 3.0 – Approach to Governance (GP 1: Role of the Board – Policy Review)

Discussion: Dave Miller reviewed Governance Policy 3.0 – Approach to Governance and suggested slight formatting changes, but no changes to content. After discussion with the Board, no other changes were suggested.

4.) Review and discussion of Executive Limitation 3.0 – Treatment of Staff (GP 1: Role of the Board – Policy Review)

Discussion: Kate Lund reviewed Executive Limitation 3.0 – Treatment of Staff and suggested no changes. No revisions were suggested after Board discussion.

5.) Review and discussion of Governance Policy 4.0 – Board Members' Code of Conduct (GP 1: Role of the Board – Policy Review)

Discussion: Steve Tenpas reviewed Governance Policy 4.0 – Board Members’ Code of Conduct. He suggested that item 1.b. be further clarified by changing the second sentence to read “Individual members may not direct their differences of opinion to staff *outside the Board process* in a manner which....” After Board discussion, item 3 will be further clarified by adding the sentence “*Subject to legally required disclosure.*”

6.) Review and discussion of Executive Limitation 4.0 – Treatment of Students (GP 1: Role of the Board – Policy Review)

Discussion: Sue Paulson reviewed Executive Limitation 4.0 – Treatment of Students and suggested no changes. No revisions were suggested after Board discussion.

All reviewed policies will be brought back for final approval at a future board meeting.

B. Consideration for Board of Education Action

1.) Approval of reviewed Executive Limitation 2.0 – Communication and Support to the Board (GP 1: Role of the Board – Policy Review)

On a motion by Paulson, seconded by Tenpas, the DeForest Area Board of Education approved the reviewed EL 2 – Communication and Support to the Board and agreed to operate under the policy as it currently exists. The motion passed unanimously by voice vote.

4. Agenda Planning

- A. Refer to Annual Calendar
- B. Policy Review
- C. Board Linkages – World Café
- D. Implementation of new Grievance Process
- E. High School facilities plan update

5. Consent Agenda

- A. Accept Minutes – October 24, 2011 regular meeting and November 7, 2011 special meeting
- B. Required Approvals

Vouchers Payable/Treasurer’s Report

Void: None.

Paid: 179337 – 179398, 179422 – 179591.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

None

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Alison Pharo – Mock Trial Head Coach 50% - DAHS – replacing Katherine Ashley
Sara Ensign – Mock Trial Head Coach 50% - DAHS – replacing Katherine Ashley
Michelle Kruse – Junior Class Advisor – DAHS – replacing Jennifer Brown
Kelly Pertzborn – Bilingual Educational Assistant – District – replacing Torey Allen

Rory Jefferson – Assistant Boys Swim Coach – DAHS – replacing Francis Kelley
Jenny Bergs – Assistant Forensics Coach – DAHS – replacing Joe Capaul

V. Reassignments:

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Paulson attended the Veteran's Day ceremony on Nov. 11 at the High School.

Administration: Bales announced American Education Week, Nov. 14 – 18. Apples and Windsor Breads will be provided in staff break rooms on Wednesday. Administration is in contact with legal counsel to discuss operational conduct of staff with regards to recall efforts. Bales gave an update on a legislative committee meeting he attended regarding the Effective Educator Evaluation system for teachers and principals.

7. Press Verification

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

8. Convene into Closed Session

Tenpas moved, Lund seconded, to move into closed session at 8:00 pm. The motion was adopted by the following vote: *Aye* – Berg, Miller, Tenpas, Lund, Paulson and Hirsch. *No* – None. *Absent* – Rodekamp, Palus and Choi.

9. Conduct Closed Session Business

While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(e).
[Staff grievance process post 2012]

10. Convene into Open Session

On a motion by Miller, seconded by Hirsch and passed by a unanimous show of hands the Board of Education reconvened into open session at 8:31 pm.

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

11. Adjourn

The Board of Education adjourned at 8:32 pm on a motion by Paulson, seconded by Lund, and passed unanimously by voice vote.