

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, November 28, 2011 – 6:00 pm.**

1. Convene

President Jan Berg called the November 28, 2011 meeting of the DeForest Area School District's Board of Education to order at 6:03 pm.

Board members present: Jan Berg, Mike Hirsch, Steve Tenpas, Dave Miller, Kate Lund, Marty Palus and Sue Paulson. Absent were Trisha Rodekamp and Dan Choi. Also present were administrators Ann Higgins, Diane Pertzborn and Sue Wilson. Rick Hill, district instructor and DAEA representative was also present.

Ann Stettbacher verified that the meeting was properly noticed.

The Pledge of Allegiance was recited.

On a motion by Paulson, seconded by Palus, and passed unanimously by voice vote, the agenda was approved, with an amendment to change the order of business. Item 3.B. 1 will be moved ahead of 3.A.1 and items 3.A.1 and 3.A.2 will be combined into one report.

Jan Berg 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

B. Consideration for Board of Education Policy Development Action

- 1.) Approval to proceed with refinancing of General Obligation Refunding bonds of September 2002 (EL 7: Financial Conditions and Activities)

Discussion: Diane Pertzborn, Director of Business & Auxiliary Services and Brian Brewer, Director, Robert W. Baird & Co., Inc. presented information on outstanding referendum debt from September 2002 which is eligible for refinancing. With interest rates at a 30 year low, the anticipated savings to District taxpayers over the next 5 years would be approximately \$228,000.00. Pertzborn and Brewer noted that our District's Standard & Poors bond rating is currently AA+, ranking DeForest in the top 19 of over 420 school districts in the state. This bond rating is what allows for favorable interest rates and savings such as those realized here. The rating will be updated within the next week and is unlikely to change. Bond sale bids will be accepted on December 12, 2011 and the Board would be asked to take final action at the Board meeting that evening.

On a motion by Palus, seconded by Tenpas, the DeForest Area Board of Education voted to proceed with refinancing of the General Obligation Refunding bonds of September 2002. The motion passed by a unanimous voice vote.

A. Ends Discussion

- 1.) & 2.) Report on District implementation of Professional Learning Communities and on the District Elementary Time Study (Ann Higgins & Machell Schwarz)

Discussion: Director of Administrative Services, Ann Higgins, Director of Instructional Services, Sue Wilson, High School Principal, Machell Schwarz, Eagle Point Elementary School Principal, Ann Schoenberger and district instructors, Colleen Fogo and Lisa Skeway presented information on Professional Learning Communities and the Elementary Time Study.

Beginning with Professional Learning Communities, Higgins reported that research over the past couple of decades indicates the PLC model gives schools a framework to build capacity to work as members of a collaborative team, focusing on improved student learning. PLC's will enhance other district initiatives such as Response to Intervention, Balanced Literacy and Grading and Assessment. To help staff in these continuous improvement efforts, the January 16 in-service will focus on PLC's. Mike White, a speaker from Solution Tree, will present staff with the essential elements of developing common assessments and the importance of collaboration to analyze data from the assessments. Principals and directors will continue to increase communication with staff about PLC's.

The Elementary Time Study committee has increased from the original six members to 19 members, including all building principals, math specialists, teachers from all grades, a librarian, a counselor and PE teacher. Instructional minutes have been defined and building principals are working with school teams to build their schedules for 2012-2013. Common planning time and an intervention block are goals of the school teams. The full committee, along with three sub-committees (Scheduling, Collaboration, and Specials [e.g. art, music] will continue to work on curriculum, common assessments, intervention, enrichment strategies for students as well as further development of professional learning communities.

3.) Review and discussion of Governance Policy 5.0 – Board Members' Code of Conduct II – (GP 1: Role of the Board – Policy Review)

Discussion: Marty Palus reviewed Governance Policy 5.0 – Board Members' Code of Conduct II and suggested no changes. No revisions were suggested after Board discussion. The reviewed policy will be approved at the next Board meeting.

4.) Review and discussion of Executive Limitation 5.0 – Compensation and Benefits (GP 1: Role of the Board – Policy Review)

Discussion: Mike Hirsch reviewed Executive Limitation 5.0 – Compensation and Benefits. Requesting further information from staff, Hirsch moved to table the discussion until the next Board meeting. Palus seconded the motion. The motion carried with a unanimous voice vote.

B. Consideration for Board of Education Action

1.) – 5.) Approval of reviewed Governance Policy 3.0 – Approach to Governance, Executive Limitation 3.0 – Treatment of Staff, Governance Policy 4.0 – Board Members' Code of Conduct and Executive Limitation 4.0 – Treatment of Students (GP 1: Role of the Board – Policy Review)

On a motion by Hirsch, seconded by Palus, the DeForest Area Board of Education approved and agreed to operate under the following reviewed and/or revised Board policies as presented: GP 3.0 – Approach to Governance, EL 3.0 – Treatment of Staff, GP 4.0 – Board Members' Code of Conduct and EL 4.0 – Treatment of Students. The motion carried with a unanimous voice vote.

4. Agenda Planning

- A. Refer to Annual Calendar
- B. Policy Review
- C. Board Linkages – World Café
- D. WASB Resolutions – January

E. Communication of Board Meetings

5. Consent Agenda

- A. Accept Minutes – November 14, 2011 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: None.

Paid: 179606 - 179805.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Laura Marty – School Nurse – DAHS – effective November 30, 2011

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

None

V. Reassignments:

None

VI. Other:

None

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 with an amendment to the Administrative Services monitoring report. A recommendation by the Morrisonville task force will be ready by January 2013, not January 2012 as reported.

6. Linkages

Board Members: Tenpas attended a meeting with Robin Roberts and contractors hired to work on the facilities project at the High School. Paulson announced that December 8 is the High School Band/Choir concert, December 15 is the Middle School Choral concert. Winterfest is this weekend. Hirsch announced a live recording session of "Entering the Season with Song" on December 6 at Norway Grove Church, beginning at 7:30 pm.

Administration: A thank you note was shared with the Board, to Rhonda Gilbertson at DMB Community Bank for her partnership and work on the Lend A Hand program. Students in the New Reflections program are presenting projects on Genocide on Dec. 9 from 1:15 – 3:00 pm. Board members are invited to attend and judge the projects.

7. Press Verification

No member of the press was present at this time.

8. Adjourn

The Board of Education adjourned at 7:35 pm on a motion by Miller, seconded by Lund and passed unanimously by voice vote.

DASD BOE President

Date