

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, February 3, 2014 – 6:15 pm.**

1. Convene

President Jan Berg called the February 3, 2014 regular meeting of the DeForest Area School District's Board of Education to order at 6:15 p.m. This meeting replaces the meeting on January 27, 2014 which was cancelled due to inclement weather.

Board members present: Jan Berg, Kate Lund, Christopher McFarlin, Dan Choi, Marty Palus and Steve Tenpas. Absent were: Sue Paulson, Mike Hirsch and DeAnna Giovanni. Also present were administrators Sue Borden, Sue Wilson, Diane Pertzborn, Roy Bernards, Ann Higgins and Vickie Adkins.

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and the Hands Pledge were recited.

On a motion by Tenpas, seconded by Palus, and passed unanimously by voice vote, the agenda was approved, with an amendment to postpone Item B.1 until a future meeting.

Dan Choi recited the DeForest Area School District's Mission and Vision Statements.

2. Appearances Before the Board of Education

Public Input: None.

3. Board Business

A. Ends Discussion

1.) Windsor Elementary School facility input and tour (Roy Bernards) (EL 6: Programs and Services)

Discussion: Windsor Elementary School Principal, Roy Bernards gave Board members a tour of the school. The Board visited the library, CD resource room, cafeteria and gym. Bernards explained typical daily usage of each area. Windsor currently has 533 students enrolled, 25 homerooms and approximately 60 staff members.

2.) Instructional integration of technology at Windsor Elementary School (Roy Bernards) (EL 6: Programs and Services)

Discussion: During the facility tour, the Board of Education received a Smart Board demonstration from Windsor instructors, Ali Lavold and Jessica Berkley.

3.) Initial development and budget preparation for 2014-2015 and review of 2013-2014 Audit (Diane Pertzborn) (EL 7: Financial Conditions and Activities; EL 8: Budgeting)

Discussion: Director of Business and Auxiliary Services, Diane Pertzborn gave an update on the 2013-2014 Audit and the process for the next budget cycle. Pertzborn reported that the findings of the audit were routine with no problem areas to note. The annual audit report verifies that the District conforms to generally accepted accounting principles and that the financial statements present fairly the respective financial position of the governmental activities. The district follows a practice of bidding audit services every five years. Requests for proposals for 2013-2018 will be sent to auditing firms in March.

The budget process has been underway for the past several months. Preliminary considerations include staffing, health insurance increases, professional development, technology and capital projects. School districts are allowed an increase of \$75 per student for the 2014-15 fiscal year. Our three-year resident enrollment average is expected to increase by 19 students. The result is an estimated \$445,000 increase in the revenue limit for 2014-15. More information will be provided as the process continues.

4.) Update from meeting with Madison Planning & Zoning Department (Sue Borden) (EL 2: Communication and Support to the Board)

Discussion: Superintendent Sue Borden reported on a meeting she and Diane Pertzborn had with Madison Planning and Zoning. No changes are expected in the near future concerning the Madison portion of the district with regards to growth and development. This section of Madison within school district boundaries is planned for a large number of mid-size single family homes. They discussed land use, transportation, street development, drainage and park spaces, etc. In order to remain informed about any future development, Borden anticipates meeting annually with Madison Planning and Zoning.

5.) Review District Mission and Vision Statements (Ends 1.0 – Vision Statement; Ends 2.0 – Mission Statement)

Discussion: The Board discussed slight changes to the District’s Mission Statement what were suggested at the governance retreat in the fall. Changes will be brought back for approval at a future meeting.

B. Consideration for Board of Education Action

1.) Discussion and possible approval of Guiding Principles for Space Needs (GP 1: Role of the Board)

Discussion: This item is postponed, per agenda amendment.

4. Agenda Planning

- A. Follow up from TILT (Technology Integration Leadership Team) committee
- B. Framework 2.0 Follow-up
- C. Fine Arts update
- D. 2014-2015 Budgeting
- E. Facilities
- F. Guiding Principles for Space Needs

5. Consent Agenda

- A. Accept Minutes – January 13, 2014 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer’s Report

Void: None

Paid: 188455, 188460 – 188467, 188469 – 188471, 188476 – 188481, 188484 – 188488, 188490 – 188493, 188495 – 188497, 188499 – 188501, 188503 – 188508, 188510 – 188512, 188514 – 188516, 188518 – 188523, 188525 – 188527, 188540 – 188543, 188548 – 188556, 188559 – 188560, 188562 – 188573, 188575 – 188576, 188578 – 188584, 188586 – 188600, 188603 – 188607, 131401025, 131401027 – 131401037, 131401039 – 131401046, 131401049 – 131401051, 131401053 – 131401055, 131401057 – 131401068, 131401073 – 131401082, 13140185 – 131401086, 131401088 – 131401090, 131401093 – 131401098, 131401100 – 131401101, 131401103 – 131401114.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Barbara Roethke – Art Teacher DAMS – retirement effective April 23, 2014

II. Leaves:

Mary Lizotte – Food Service Assistant EPES – leave March 17, 2014 – June 6, 2014 and a leave for 201415 School year

III. Transfers:

None

IV. Appointments:

Shawn Goodman – Assistant Play Director DAHS – replacing David Evans

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.

6. Linkages

Board Members: Board members Berg, Tenpas and McFarlin reported on their attendance at the State Education Convention and highlighted several of the sessions they attended.

Administration: Borden also attended the State Education Convention and attended many sessions on facilities. She also attended 4K Parent meetings and continues to lead the Pupil Services department until an interim director is found.

7. Press Verification

No member of the press was present at this time.

8. Adjourn

The Board of Education adjourned at 7:41 pm on a motion by Lund, seconded by McFarlin, and passed unanimously by voice vote.

DASD BOE President

Date