

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, March 10, 2014 – 6:15 pm.**

1. Convene

President Jan Berg called the March 10, 2014 regular meeting of the DeForest Area School District's Board of Education to order at 6:16 p.m.

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

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and Hands Pledge were recited.

On a motion by Paulson, seconded by Tenpas, and passed unanimously by voice vote, the agenda was approved.

DeAnna Giovanni 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.) Journey's Program Update (Joe Parker) (EL 6: Programs and Services)

Discussion: Director of Instructional Services, Sue Wilson, Program Coordinator of Teaching and Learning, Joe Parker and Journey's Coordinator for Eagle Point elementary school, Lisa Marek shared an update on the Journeys (Talented and Gifted) Program. Parker also serves as District Journey's Coordinator. He shared the program's mission statement and reported that the District is committed to providing modifications for students at a rate and to the extent appropriate to their abilities, most often in the classroom setting. Parker also explained the current components and structure of the program, including the supporting roles and their function in the model. He explained the identification process, how students are monitored, the tools used to determine need for modifications, consideration given to social and emotional consequences and the appeals process if a parent or student is not satisfied with an educational response. Additional resources and more information are available on the District website.

2.) TILT (Technology Integration Leadership Team) Update (Kim Bannigan & Christine Rybak)
(EL 6: Programs and Services)

Discussion: Kim Bannigan, Coordinator of Learning Information Systems and Christine Rybak, Technology Integrator, along with members of TILT, Margi Wachowiak and Jessica Berkley, explained the committee's work on planning Norski Camp 2014. Last year's Camp was an effective professional learning experience that was very well received. The group surveyed staff for interest in both attending and facilitating sessions. In addition, the schedule will be modified a bit, building in time for EdCamp sessions, and providing time for professional learning communities to reflect on and discuss ways to incorporate their learning. The group identified themes for this year's Camp such as literacy, grading and assessment, closing gaps, media, wellness and mobile learning. The Camp will be held August 4 – 7.

- 3.) Report on technology initiatives for students; 2:1 device policy in Grades 3 and 4; technology for Board members (Kim Bannigan) (EL 6: Programs and Services)

Discussion: Bannigan explained plans to expand mobile learning for grades K-6 to support literacy and writing workshop activities. The plan will equip students in those grades with school-owned mobile devices over a 4-year period. Each group will begin with a group of lead teachers and library media specialists developing writing workshop and technology materials/curriculum/units/best practices. As each trial group proceeds, a professional learning curriculum will be developed that includes not only how to use the device in instruction, but how to troubleshoot basic issues and care for the devices. The plan to implement the 2:1 (two students for every one device) initiative with Chromebooks and tablets will begin this month in grades 3 and 4. Grades 5 and 6 will be included later this spring. In the second year, grades K-2 will be included using different technologies that meet the needs of those students.

Ann Stettbacher, Administrative Assistant, explained a plan to upgrade technology for electronic board packets in the future. As Board members incorporate the use of devices for their board work, the benefits of upgraded technology include easier access to the packets online from any computer, quick archive search feature, access to online policies and regulations, efficient format for packets and resources, and increased ability for meeting attendees to view supporting documents during meeting discussions. Bannigan and Stettbacher will work together to implement the upgraded technology and devices for board members in the coming months.

- 4.) Preliminary discussion regarding extended/overnight student trips including performance, competitions and foreign travel (EL 6: Programs and Services) (Diane Pertzborn)

Discussion: Diane Pertzborn, Director of Business & Auxiliary Services explained that with an increased focus on global learning a review of district regulations on student trips is important. She explained the considerations recommended by district counsel regarding extended/overnight student trips including performance, competitions and foreign travel. Some key factors to consider include establishment of an appropriate approval process, supervision requirements, management of funds and fundraising, compensation for staff attending trips, student medical coverage, trip insurance and responsibility in third-party sponsored trips. Pertzborn explained a review of district administrative regulations regarding student field trips, transportation, fundraising and volunteers are all necessary and recommendations will be brought to the board after further consideration and discussion.

4. Agenda Planning
 - A. Fine Arts update
 - B. Board linkages discussion
 - C. Enrollment and staffing update
 - D. Board annual calendar
 - E. Extended/overnight student travel discussion

5. Consent Agenda

- A. Accept Minutes – February 24, 2014 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: None.

Paid: 188947, 188953 – 188959, 188961 – 188964, 188966, 188968 – 188975, 188977, 188979 – 188984, 188987 – 188998, 189000 – 189002, 189004, 189011 – 189013, 189016 – 189018, 189020 – 189031, 189034 – 189035, 189038, 189040, 189043, 189047 – 189054, 189056 – 189057, 189509, 189061 – 189063, 189065 –

189066, 189068, 189070 – 189071, 131401262 – 131401270, 13141273 – 131401274, 131401284 – 131401286, 131401288 – 131401291, 131401293 – 131401296, 131401298 – 131401299, 131401301 – 131401306, 131401308 – 131401321, 131401326 – 131401330, 131401332 – 131401136, 131401338 – 131401340, 131401342 – 131401343, 131401350 – 131401351.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Joshua Mayerak – Math Teacher DAHS – resignation effective June 10, 2014
Mary Jo Palmer – Department Chair Math DAMS – resignation effective June 10, 2014
Suzanne Moen – Social Studies Teacher DAMS – retirement effective June 10, 2014
Suzanne Wentland – Recess/Lunch Monitor EPES – resignation effective March 14, 2014

II. Leaves:

Gretchen McClain – English Teacher – DAHS – leave for 2014-15 school year

III. Transfers:

None

IV. Appointments:

Melody Leung - GEAC Coordinator DAHS - new position

V. Reassignments:

Karen Ziegler - Kindergarten Teacher WES to 1st Grade Teacher WES replacing Rebecca Kempfert 2014-15 school year
Angela Ehlenfeldt - CC Teacher District to Special Education YES 2014-15 school year
Jennifer Billings - 2nd Grade YES to 3rd Grade YES for new 3rd Grade section 2014-15 school year
Kathryn Dabetic - 1st Grade YES to 2nd Grade YES replacing Jennifer Billings 2014-15 school year

VI. Other:

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

On a motion by Tenpas, seconded by Giovanni, and passed unanimously by voice vote, the Consent Agenda was approved with a minor grammatical correction to AR 4.9(6) Food Allergy Management.

6. Linkages

Board Members: Tenpas and Borden attended a press conference and hearing on Senate Bill 619 regarding Common Core Standards on Thursday, March 6. Tenpas also participated in the door judging at Windsor elementary school during their book fair. Paulson announced the Yahara elementary fine arts night on March 11 from 4:00 – 7:00 pm.

Administration: Along with items mentioned in the monitoring report, Borden mentioned her association and work with the state-wide Principal and Associate Principal Effectiveness initiative.

7. Press Verification

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

8. Adjourn

The Board of Education adjourned at 8:34 pm on a motion by Paulson, seconded by Tenpas, and passed unanimously by voice vote.

DASD BOE President

Date