

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, March 24, 2014 – 6:30 pm.**

1. Convene

President Jan Berg called the March 24, 2014 regular meeting of the DeForest Area School District's Board of Education to order at 6:22 p.m in the 5/6 LMC of the DeForest Area Middle School.

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

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and Hands Pledge were recited.

Announcements from the Chair: Board President Jan Berg recognized Board member, Marty Palus for 18 years of service to the School Board and presented him with a plaque to thank him for his dedication. Palus did not seek re-election this year.

On a motion by McFarlin, seconded by Giovanni, and passed unanimously by voice vote, the agenda was approved with an amendment to reverse the order of Items 3.A.1 and 3.A.2.

Marty Palus 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

- 2.) Instructional integration of technology at DeForest Area Middle School (Paul Herrick) (EL 6: Programs and Services)

Discussion: Middle School Computer Literacy teachers, Nancy O'Brion and Anne Tredinnick shared information about units that are covered in the 5/6 computer literacy classes. They explained how they use Moodle, as a digital classroom and how students access assignments, forums, etc. via Moodle. They also demonstrated projects that students have done using various software programs such as Scratch for computer programming and VoiceThread and Google Earth for a collaboration project finding a mystery location. Other computer literacy units include: computer basics, keyboarding, digital citizenship, photo editing, financial literacy and digital storytelling. Next, Laura Kruschek, 7th grade Digital Communications teacher explained how she used technology in her classroom to help 7th graders develop a student-led parent/teacher conference. The students created a Google presentation to share their academic and behavioral goals as well as to showcase some of their best work and also work that they believe still needs more focus. The students created work and study habit goals and shared the entire presentation with their parents. Student, Audrey Williams accompanied Digital Communications teacher, Laura Kruschek, to share her student-led conference presentation and also to report about her participation in WACTY (Wisconsin Center for Academically Talented Youth). Jen Brandl and Laura Shucha coordinate the WACTY program where students interact with students from other schools online via Moodle, working on projects together and meeting in person several times per quarter, to discuss

their digital projects. Williams also shared the Stop Motion project that she completed in the News Media class, taught by Holly Mair.

1.) DeForest Area Middle School facility input and tour (Paul Herrick) (EL 6: Programs and Services)

Discussion: DeForest Area Middle School Principal, Paul Herrick gave Board members a tour of the building. He focused on areas that were identified in the recent facility study. Some of those areas include water drainage issues in the front parking lot and near the old entrance and play areas, traffic flow concerns, a need for an updated security camera system, storage space in the 5/6 Pod area, replacement of bleachers in 7/8 gym and a need for upgrades to the shop/tech ed area. Updated security cameras are planned to be installed at both the High School and Middle School this summer.

3.) Update from Safety Committee and EMC Insurance review (Ann Higgins & Sue Borden) (EL 6: Programs and Services)

Discussion: Director of Administrative Services, Ann Higgins gave an update on the work of the Safety Committee. Last year, the committee focused on safety protocols as they pertained to entrances, visitors and staff identification and access to buildings. Higgins reported on progress made on priority topics covered this school year by the committee. Topics include: developing threat assessment protocols, aligning the master safety plan with current processes, evaluating security camera needs, continued staff trainings on safety and crisis response, community meetings and review of crisis/emergency kits. The Safety Committee will continue meeting quarterly for the next year, with a focus on mental health education and resources. In addition, District Administrator, Sue Borden reported on the safety audit performed by EMC, the District's insurance carrier. Positive changes noted in the audit include: securing of exterior doors, implementing electronic access, classroom doors in lock mode, modifications to visitor management, increase in staff training, re-designed building entrances, ID badges, as well as active safety committee and inclusive of law enforcement. The audit indicated a recommendation for upgrading security cameras at the high school and middle school and continuation of re-shaping landscaping.

4.) Framework 2.5 Follow Up (Debbie Brewster & Sue Borden) (GP 1: Role of the Board; EL 2: Communication and Support to the Board)

Discussion: School/Community Relations Coordinator, Debbie Brewster reported on the data compiled from the recent Framework 2.5 event on February 20. Brewster shared information that is now available on the District website. There, the event has been summarized, following the February 20 agenda. This includes: a report on progress made since the 2009 conference, an update from Borden on the current state of the district, reactions from participants about the progress made and the district update, ideas for consideration as the district moves forward, and a compilation of the most important priorities that the participants indicated the district should focus on moving forward. Stakeholders who were not at the event will be given an opportunity to share their feedback via a survey that will be published soon. Sue Borden explained how this, along with the facilities study and planning information, will be used to inform and re-work a strategic plan that will be brought to the Board in May. A follow-up letter will be mailed to all February 20 participants.

5.) Board linkage opportunities (GP 1: Role of the Board)

Discussion: Board members discussed the importance of regular opportunities to meet with various groups of community members and stakeholders. Borden meets regularly with many groups and will invite Board members to attend with her. More discussion and a tentative schedule will be determined at a future meeting.

6.) Board President appoints committee to solicit officer nominations (GP 3: Approach to Governance)

Discussion: Board President, Jan Berg appointed Dan Choi and Kate Lund to solicit officer nominations in preparation for the Reorganization meeting on April 28.

B. Consideration for Board of Education Action

1.) Authorize Board of Education Clerk to Appoint Board of Canvassers for April 1, 2014 Spring Election (EL 1: Role of the Board – Complying with legislated responsibilities as required by WI State Statute)

On a motion by Hirsch, seconded by Tenpas, the DeForest Area Board of Education authorized the Board of Education Clerk to Appoint the Board of Canvassers for the April 1, 2014 Spring election. The motion passed by a unanimous voice vote.

4. Agenda Planning

- A. Fine Arts update
- B. Enrollment and staffing update
- C. Board Annual Calendar
- D. Student Extended Travel process

5. Consent Agenda

- A. Accept Minutes – March 10, 2014 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: 188891

Paid: 189072 – 189078, 189085 – 189088, 189091 – 189096, 189098 – 189103, 189105 – 189112, 189115 – 189122, 189124 – 189129, 189131 – 189137, 189139 – 189158, 189161 – 189166, 189169, 189174 – 189175, 189177, 189184, 189186 – 189192 – 189193, 189196, 189198 – 189200, 189207, 189209 – 189215, 189217, 189220 – 189221, 131401352, 131401354, 131401357 – 131401366, 131401368, 131401370 – 131401385, 131401388 – 131401391, 131401393, 131401395 – 131401400, 131401402 – 131401403, 131401405 – 131401408, 131401410 – 131401416, 131401418 – 131401419, 131401421 – 131401423, 131401425 – 131401428, 131401430 – 131401431, 131401433 – 131401436, 131401438 – 131401440.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Barbara Domer – Educational Assistant WES – effective March 31, 2014

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Judy Moyes-Fries - Recess/Lunch Monitor EPES - replacing Suzanne Wentland

V. Reassignments:

None

VI. Other:

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: McFarlin attended the Girls State basketball tournament in Green Bay.

Administration: Borden toured the new medical facility at Madison College with other Dane County Superintendents. She also reported that a conditional offer has been extended to a candidate for the Student Services Director position.

7. Press Verification

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

8. Adjourn

The Board of Education adjourned at 8:35 pm on a motion by Giovanni, seconded by McFarlin, and passed unanimously by voice vote.

DASD BOE President

Date