

**DeForest Area School District  
Board of Education Meeting Minutes,  
Monday, April 13, 2015 – 6:15 pm.**

1. Convene

President Jan Berg called the April 13, 2015 regular meeting of the DeForest Area School District's Board of Education to order at 6:15 p.m.

Board members present: Jan Berg, Jeff Miller, DeAnna Giovanni, Kate Lund, Terri Treinen, Steve Tenpas and Dan Choi. Absent were: Chris McFarlin and Jim Pertzborn. Also present were administrators Sue Borden, Sue Wilson, Barb Buffington, Kathy Davis.

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and the Hands Pledge were recited.

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

Terri Treinen recited the DeForest Area School District's Mission and Vision Statements.

Ann Stettbacher administered the Oath of Office to newly elected Board members, Sue Esser, DeAnna Giovanni and Jeff Miller.

2. Appearances Before the Board of Education

Public Input: Dennis O'Loughlin, DAWN (DeForest and Windsor Now) member spoke to the Board about the upcoming DAWN sponsored Oratorical Contest for High School students on Wednesday, May 13 at 6:00 pm. He encouraged the Board to attend and support the student participants.

3. Board Business

A. Ends Discussion

- 1.) Board Orientation with legal counsel - Roles, Responsibilities and Best Practice (GP 1: Role of the Board; GP 3: Approach to Governance; GP 4: Board Members' Code of Conduct; GP 5: Board Members' Code of Conduct II) (Approx. 60 min.)

Discussion: Mike Julka, Boardman & Clark, attended to present information on the roles, responsibilities, legal considerations and best practices of school boards. He explained that the role of the Board is to govern rather than manage the operations of the school district. He also explained the Board's quasi-legislative functions such as policy making and budget responsibility; quasi-judicial functions such as student expulsions, non-renewal of teacher contracts and grievance procedure decisions; and quasi-executive functions such as hiring and evaluating the district administrator and monitoring student achievement. He reviewed current Board policy on the Role of the Board, Approach to Governance and Board Members' Code of Conduct I and II. He also explained the division of powers and duties; "open" governance; ethics; and indemnification and insurance. Conflict of interest issues were discussed in depth with regard to Board members who have spouses who teach, Board members who coach and other conflicts. This was discussed with regard to the legality and ethics.

2.) Teacher Compensation Committee presentation of a PDC (Professional Development for Compensation, previously known as a Badge) - Sue Wilson (EL 5: Compensation and Benefits; EL 2: Communication and Support to the Board) (Approx. 30 min.)

Discussion: Director of Instructional Services, Sue Wilson showed the first of the DASD essential PDCs (Professional Development for Compensation, formerly called badges) titled “Self-Directed Learning”. She reviewed the professional development topics and delivery method, to help with understanding the learning involved in completing this PDC.

Kate Lund left the meeting at 8:45 pm.

3.) Discuss establishment of a long-term capital improvement plan and associated Capital Improvement Trust Fund (Fund 46) - Kathy Davis (EL 10: Facilities) (Approx. 20 min.)

Discussion: Director of Business & Auxiliary Services, Kathy Davis reported on the establishment of a Fund 46 Long-term Capital Improvement Trust Fund. The purpose of the fund is to help finance future capital improvement projects and to allow flexibility in saving for those projects. Fund 46 does not allow funds to be used for five years. Some benefits to establishing the trust are:

- Ability to reserve unspent funds from current budgets by transferring the funds from fund 10 to fund 46
- Minimize the impact that large capital project expenditures could have on State Aid.
- More flexibility in funding the Fund 46 trust versus the Fund 41 Capital Projects fund.

In order to establish the trust, the Board must adopt a long-term capital improvement plan. The Board will be asked to consider both the Fund 46 and the long-term capital improvement plan on May 11.

4.) Post referendum update (GP 1: Role of the Board; EL 10: Facilities) (Approx. 10 min.)

Discussion: The referendum passed! Thank you notes were distributed to those who participated in many ways to make it a success. The borrowing is being planned for and worked on. STEM at the Middle School and High School design plans are being worked on. A website has been designated for construction progress and updates will be posted frequently. Design teams will begin meeting every other Thursday with ongoing communication.

5.) Board President appoints committee to solicit officer nominations (GP 3: Approach to Governance) (Approx. 5 min.)

Discussion: Terri Treinen and Dan Choi were appointed to solicit officer nominations.

## B. Consideration for Board of Education Action

1.) Discussion and possible dissolution of Rivers Turn Agreement (GP 1: Role of the Board; EL 10: Facilities) (10 min.)

On a motion by Miller, seconded by Tenpas, the DeForest Area Board of Education voted to dissolve the agreement with Rivers Turn, with a change to the correct date on the agreement. The motion passed by a unanimous voice vote.

4. Agenda Planning
  - A. Open Enrollment policy review

- B. Student/Staff Foreign and Domestic Travel policy
- C. MES Task Force
- D. Local trends seen in law enforcement
- E. Consideration of Jefferson Street extension
- F. Transportation Contract
- G. Course Options Dual Enrollment - July
- H. Conflict of interest discussion with possible action
- I. Community pool discussion - July

5. Consent Agenda

- A. Accept Minutes – March 23, 2015 regular meeting.
- B. Required Approvals

*Vouchers Payable/Treasurer's Report*

*Void: 140975, 179677, 181165, 184327, 186004, 186379, 186400, 192940*

*Paid: 192949 - 192990, 192993 - 193009, 193011 - 193040, 193043, 193047 - 193048, 193073 - 193133, 141501621 - 141501636, 141501638 - 141501652, 141501655 - 141501665, 141501667 - 141501669, 141501671 - 141501674, 141501681 - 141501685, 141501687 - 141501697, 141501701 - 141501747, 141501749 - 141501758, 141501760 - 141501761, 141501763 - 141501776, 201400245, 201400285, 201400288 - 201400334, 201400338, 201400341.*

*Budget Transfer: None*

*Personnel Recommendations:*

***I. Separations:***

Leah Krantz - Educational Assistant DAMS - resignation effective June 9, 2015

Nicholas Zweifel - Math Teacher DAHS - resignation effective April 20, 2015

Cody Sorlie-Theis - Special Education Teacher YES - resignation June 10, 2015

***II. Leaves:***

Bruce Brusoe - Math Teacher DAHS - leave of absence for the 2015-16 school year

***III. Transfers:***

James Byrd - Custodial/Maintenance DAHS to Athletic Field Maintenance - new position

***IV. Appointments:***

Adrienne Munz - Kindergarten Teacher EPES - new position

Patrick Barrette - Custodian DAHS - replacing James Nelson

Carey Eiselt - Kindergarten Teacher WES - new position

***V. Reassignments:***

Cheryl Bass - CC Teacher EPES to CC Teacher WES for 2015-16 school year - replacing Sandy Brill

***VI. Other:***

None

- C. Accept Monitoring Reports
  - 1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: A draft of Guiding Principles for Turf Management was distributed for the Board's consideration at a future meeting. Miller watched the High School choir and band perform in Disney on April 1. Tenpas reported on compliments he received about the referendum communication process.

Administration: Borden attended the Top 10 Scholars banquet. Borden also worked with the DeForest Chamber of Commerce Board of Directors to hire a new executive director.

7. Press Verification

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

8. Adjourn

The Board of Education adjourned at 9:35 pm on a motion by Tenpas, seconded by Treinen, and passed unanimously by voice vote.

---

DASD BOE President

---

Date