

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, July 14, 2014 – 6:15 pm.**

1. Convene

President Jan Berg called the July 14, 2014 regular meeting of the DeForest Area School District's Board of Education to order at 6:21 p.m.

Board members present: Jan Berg, Mike Hirsch, DeAnna Giovanni, Steve Tenpas, Dan Choi, Jim Pertzborn, Christopher McFarlin and Terri Treinen. Absent were: Kate Lund. Also present were administrators Sue Borden, Sue Wilson, Diane Pertzborn, Ann Higgins, Barb Buffington, Vickie Adkins and Debbie Brewster.

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and Hands Pledge were recited.

Announcement: The Board of Education will convene into Closed Session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, in accordance with WI Statute 19.85(1)(c), {Superintendent quarterly conversation and evaluation }

On a motion by Tenpas, seconded by Hirsch, and passed unanimously by voice vote, the agenda was approved, with an amendment to remove the approval of minutes from consent agenda, and consider the minutes separately.

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.) Update on Town of Windsor residential developments (Diane Pertzborn) (EL 2: Communication and Support to the Board; EL 10: Facilities) (20 min.)

Discussion: Director of Business & Auxiliary Services, Diane Pertzborn introduced Bob Wipperfurth, Town of Windsor Chairman & Kevin Richardson, Town of Windsor Engineer. Richardson and Wipperfurth provided a review of the proposed land use plan and provided an update on Town of Windsor development requests and upcoming approvals. A large development, Bear Tree Farms, is being considered at a Town of Windsor meeting on July 15. The Board asked questions about the developments and focused on the potential impact on enrollment and transportation of students.

2.) Discussion of process for community information/input sessions on district facility needs and role of Community Advisory Committee (Sue Borden; Debbie Brewster; Diane Pertzborn) (EL 2: Communication and Support to the Board; EL 10: Facilities) (45 min.)

Discussion: School/Community Relations Coordinator, Debbie Brewster presented a summary of the major activities that have been completed since September 2013 related to facility study and how those activities have been communicated. Brewster also shared a timeline for facility planning and potential referendum. The next

phase of the study is to engage the community in planned information/input sessions. A postcard announcing the schedule for ten sessions was sent to every household in the District. The postcard also included an invitation to join the Community Advisory Committee.

Brewster and Superintendent Sue Borden explained the information sessions and the format for the presentations and facilitated discussions. After an initial presentation about what has been studied, and learned, the past year, attendees will have an opportunity to discuss their reactions to what they've heard and to offer input on what is most important for the school board and community advisory committee to consider as they move forward with District facility planning. Next steps will include an opportunity for online input, videotaped presentations will be posted on the website, all feedback and input will be compiled and evaluated and presented to the Community Advisory Committee and the Board of Education for consideration moving forward.

The Community Advisory Committee will have its first meeting on August 12 at the District office, beginning at 6:00 pm. The Board talked about the role of the committee. The Board discussed that given current facts and assumptions, the charge of the committee is to determine the best fit option(s) for addressing space and operational needs for the DASD for the next 10 years. Discussion will continue to further clarify the role of the advisory committee. The Board requests that the committee meetings be facilitated by an outside facilitator.

B. Consideration for Board of Education Action

- 1.) Consider approval of Annual Meeting Publication, including 2014-2015 Budget (Diane Pertzborn) (GP 11: Governance Process; EL 8: Budgeting; EL 7: Financial Conditions and Activities) (15 min.)

Director of Business & Auxiliary Services, Diane Pertzborn reviewed the 2014-2015 District Budget publication and Annual Meeting agenda. She noted that one of the amounts in the original budget table is being corrected, prior to publication. The correction is in debt service fund revenue and other financing sources and will be changed to \$2,869,000. Board members asked for further clarification regarding salary and wage adjustments approved at the last meeting.

On a motion by Hirsch, seconded by Choi, the DeForest Area Board of Education approved the annual meeting publication, including the 2014-2015 proposed budget, with a correction to the debt service fund revenue line item which is changed to \$2,869,000. The motion passed with 7-1 vote. Aye: Berg, Tenpas, Choi, Hirsch, McFarlin, Pertzborn and Giovanni. Nay: Treinen. Absent: Lund.

4. Agenda Planning

- A. Enrollment and staffing update - Class Sizes
- B. Board Annual Calendar
- C. Student Extended Travel process

5. Consent Agenda

- A. Accept Minutes – June 23, 2014 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: 190207.

Paid: 190356 - 190638, 190370190375, 190378 - 190382, 190384 - 190391, 190393 - 190395, 190397 - 190398, 190400, 190402 - 190410, 190412 - 190413, 190415 - 190427, 190429 - 190455, 190460 - 190486, 190496 - 190498, 190500 - 190512, 190514, 190519 - 190524, 190526 - 190527, 131402049 - 131402050, 131402052 - 131402060, 131402062 - 131402071, 131402074 - 131402076, 131402087 - 131402088, 131402092 - 131402100, 131402102 - 131402107, 131402109 - 131402114, 131402116 - 131402140,

131402144 - 131402146, 141500001 - 141500004, 141500006 - 141500013, 141500016 - 141500019, 141500021, 141500023 - 141500024, 141500026 - 141500029.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Michelle Kruse - English Teacher DAHS - resignation effective July 3, 2014

II. Leaves: None.

III. Transfers: None.

IV. Appointments:

Allison Foree - Spanish Teacher One Year DAMS - replacing Elisa Welch

Shefkije Amity - Food Service Assistant DAHS - replacing Catherine Holsten

Suzanne Wentland - Food Service Assistant One Year EPES - replacing Mary Lizotte

Deanne Lensert - Assistant Principal Intern DAHS - new position

Pricila Ortiz - Assistant Principal Intern DAHS - new position

Julie Hartman - Administrative Assistant Pupil Services - replacing Barbara Anderson

V. Reassignments: None.

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, not including the minutes of the June 23, 2014 meeting, which were discussed separately.

On a motion by Tenpas, seconded by Giovanni and passed unanimously, with Treinen abstaining, the minutes of the June 23, 2014 meeting were approved.

Minutes - approve minutes Tenpas, Giovanni seconded. Minutes were discussed. Treinen abstained. All other approved minutes.

6. Linkages

Board Members: Board members attended the DeForest July 4th celebration. Wyatt Treinen designed the maze. Tenpas reported on his involvement with the Wisconsin School Board association on board governance issues and work on articulating the way governance strengthens the way school boards operate.

Administration: Moodle for board packets is now being discontinued. Moodle has been replaced with Boardbook. If any previous board packet documents are needed, Ann Stettbacher is able to provide them at any time. The Board was reminded about the upcoming board retreat on July 21. Sue Borden commented on the District's presentation at the Quality Educator conference. She also reported on an invitation to talk about Framework & Community Engagement at the State Education Convention.

7. Press Verification

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

8. Convene into Closed Session

Choi moved, Giovanni seconded, to move into closed session at 9:25 pm. The motion was adopted by the following vote: *Aye* – Berg, Pertzborn, Hirsch, Giovanni, Tenpas, Choi, Treinen & McFarlin. *No* – None. *Absent* – Lund.

9. Conduct Closed Session Business

While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(c), *{Superintendent quarterly conversation and evaluation }*

10. Convene into Open Session

On a motion by McFarland, seconded by Tenpas, and passed by a unanimous show of hands the Board of Education reconvened into open session at 10:47 pm.

Action as a Result of Closed Session: None.

11. Adjourn

The Board of Education adjourned at 10:48 pm on a motion by Pertzborn, seconded by Giovanni, and passed unanimously by voice vote.

DASD BOE President

Date