

**DeForest Area School District  
Board of Education Meeting Minutes,  
Monday, September 9, 2013 – 6:30 pm.**

1. Convene

President Jan Berg called the September 9, 2013 regular meeting of the DeForest Area School District's Board of Education to order at 6:31 p.m. in the Guidance Conference room of the DeForest Area High School, 815 Jefferson Street, DeForest.

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

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance was recited.

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

Steve Tenpas 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.) Overview of first day of school, including preliminary enrollment information (Ann Higgins)  
(EL 2: Communication and Support to the Board)

Discussion: Director of Administrative Services, Ann Higgins presented an overview of the first day of school. Higgins reported that the school year began smoothly and reported a 97% registration rate, using the new all-district registration at the high school. Transportation has been on time, with only a few minor concerns. As of September 5, the projected District wide enrollment is approximately 3,530 students. However, those projections may change in the coming week prior to the official 3<sup>rd</sup> Friday count. Official enrollment will be reported in the coming weeks. Higgins explained current year class sizes and offered comparisons to previous years. Discussion focused on current enrollment in elementary schools, particularly Windsor Elementary which has seen the most growth in recent years. District wide, elementary class sizes average between 17 and 22 students, middle school classes average 25-27 students and high school class sizes range from 18 to 30 in most subjects with an average of 25-26 in core academic classes.

2.) Review of previous space studies (Ann Higgins & Diane Pertzborn) (EL 2: Communication and Support to the Board)

Discussion: Director of Business & Auxiliary Services, Diane Pertzborn presented a review of previous studies done on District facilities, including an elementary space study completed in 2007. Steve Kieckhafer, Plunkett Raysich Architects was in attendance as he had helped conduct that elementary study. Included in the review was information from Applied Population studies and projections, potential housing developments, and census information. Current student enrollment and building capacities were also considered. The Board expressed interest in conducting a current facilities study to evaluate the general conditions and components of each building. Kieckhafer outlined a process that could be used in updating a comprehensive facility plan. In

coming months the Board will be reviewing facts and developing guiding principles based on current data related to student population, best practices for student learning, school/ class sizes, grade configurations, etc. The Board will consider criteria related to meeting student needs with appropriate facilities for instructional delivery. Administration will bring recommendations for next steps in the study process to a future Board meeting.

4. Agenda Planning

- A. Anti-bullying discussion
- B. Annual Board of Education calendar/goals
- C. District space needs
- D. Follow up from TILT committee
- E. Framework 2.0 Follow-up

5. Consent Agenda

- A. Accept Minutes – August 26, 2013 & August 28, 2013 regular meeting.
- B. Required Approvals

*Vouchers Payable/Treasurer's Report*

*Void: None.*

*Paid: 186904 – 186906, 186908 – 186934, 186936 – 186942, 186947, 186950, 186952 – 186955, 186957 – 186958, 186960 – 186965, 186968, 186971 – 186977, 186979 – 186980, 186982 – 186985, 186987 – 186989, 186991 – 186992, 131400175 – 131400189, 131400192, 131400194 – 131400199, 131400201 – 131400204, 131400206 – 131400212, 131400214 – 131400217, 131400219 – 131400222.*

*Budget Transfer: None*

*Personnel Recommendations:*

I. Separations:

Xiong Vang – ELL Educational Assistant – DAMS – effective October 1, 2013

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Amy Williams – 1st/2nd Multi-age EPES – replacing Carl Fischer  
Beverly Koltas – Recess/Lunch Monitor WES – replacing Jill Myers  
Rebecca Curtis – Food Assistant YES – replacing Lisa Wendt  
Leah Krantz – Educational Assistant DMS – replacing Lisa Mowbrey

V. Reassignments:

None

VI. Other:

None

C. Accept Monitoring Reports

- 1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Board members Paulson, Lund, Hirsch, McFarlin, Giovanni and Tenpas attended and helped serve the all staff luncheon on August 28. Paulson also attended Sue Borden's welcome back speech on that morning and complimented Superintendent Borden on her message to staff. Borden and Paulson also attended a joint board meeting with area municipalities and the business development group on the evening of the 28<sup>th</sup>. Hirsch mentioned he invited the Superintendent from Mineral Point to attend the Coherent Governance workshop with the DeForest Area Board of Education and Administration on Sept. 30 & Oct. 1. Paulson and Borden also attended the ribbon cutting of the Token Creek Conservancy pedestrian bridge. Choi attended the first home football game.

Administration: Borden reminded the Board about the Employee Tailgate party on Friday, September 13, jointly sponsored by the Board of Education and the District Wellness Committee.

7. Press Verification

No member of the press was present at this time.

8. Adjourn

The Board of Education adjourned at 9:14 pm on a motion by Tenpas, seconded by Paulson, and passed unanimously by voice vote.

---

DASD BOE President

---

Date