

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, October 13, 2014 – 6:15 pm.**

1. Convene

President Jan Berg called the October 13, 2014 regular meeting of the DeForest Area School District's Board of Education to order at 6:20 p.m.

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

Ann Stettbacher verified that the meeting was properly noticed.

The Pledge of Allegiance and the 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 feedback survey }

On a motion by McFarlin, seconded by Giovanni, 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.) Final Student Enrollment based on the Official State Third Friday Count - September 19, 2014 - Ann Higgins (EL 2: Communication and Support to the Board) (30 min.)

Discussion: Ann Higgins, Director of Administrative Services reported that enrollment has increased by 99 students from last year, for a total of 3619 as of the official State Third Friday Count on September 19, 2014. Early learning increased by 22 students, elementary level increased by 48 student, middle school noticed a decrease of 32 students due to graduating a large 8th grade class, and high school showed an increase of 61 students. Higgins provided a summary of the past 10 years of enrollment. Open enrollment shows 152 students enrolled in and 114 enrolled out of the district. She also shared district class sizes for elementary, middle and high school levels. Due to students moving in after school began in September, Eagle Point elementary will increase 3rd grade by one section.

- 2.) Update on Facilities planning and Community Advisory Committee - Diane Pertzborn & Sue Wilson (EL 2: Communication and Support to the Board; EL 10: Facilities) (20 min.)

Discussion: Sue Wilson, Director of Instructional Services shared the report on modern learning environments that was shared with the Community Advisory Committee on September 30. The presentation shared how current spaces are used at the elementary level and what research is showing about how students learn and how

the physical environment can support learning. Wilson stressed that the most important thing to consider with modern learning environments is that there is no single correct learning space that is best for all students, therefore a very important consideration must be given to flexibility to adjust space to the needs of students. The entire presentation can be viewed on the district website.

Diane Pertzborn, Director of Business & Auxiliary Services spoke about the next steps for the Community Advisory Committee. The discussion of options for facilities will be considered on October 20 and October 29. These dates accommodate a timeline to allow for referendum in the spring, if that's what the committee decides should happen. Preliminary discussions are beginning with architectural firms. The Board also discussed their role with the committee and providing input as the committee gets closer to developing options.

- 3.) Summary of 2013-2014 audited District Budget and presentation of preliminary 2014-2015 Budget in preparation for final approval and levy modification on October 27, 2014 (EL 8.1 - Balanced Budget, 8.5 - Compliance with regulations, GP 3 - Approach to Governance) (30 min.)

Discussion: The audit for the 2013-2014 school year has been completed and the final audit report will be presented to the Board at a future meeting, possibly in December. Pertzborn reviewed the budget center process and planning for 2014-2015. She explained the considerations that went into developing the preliminary 2014-15 budget including transportation, staffing, class sizes, increased enrollment, etc. Student enrollment and property value have been determined, and once the final state aid amount is received on October 15, Pertzborn will be able to determine the final 2014-2015 budget and tax levy. The Board will be asked to approve the tax levy and budget at the next Board meeting on October 27.

B. Consideration for Board of Education Action

- 1.) Possible approval of Guiding Principles for Class Size - Ann Higgins (EL 2: Communication and Support to the Board; EL 6: Programs and Services) (30 min.)

Discussion: The Board discussed the proposed Guiding Principles for Class Size.

On a motion by Hirsch, seconded by Lund, the DeForest Area Board of Education approved Guiding Principles for Class Size, with suggested minor edits. The motion passed by a unanimous voice vote.

4. Agenda Planning
 - A. Student and Staff Extended Travel process
 - B. Integrated Pest Management review – November
 - C. 2013-2014 Audit Report - December

5. Consent Agenda

- A. Accept Minutes – September 22, 2014 regular meeting & September 30, 2014 special meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: None.

Paid: 191140 - 191142, 191144 - 191168, 191171 - 191182, 191184 - 191188, 191190 - 191205, 191207 - 191213, 191215 - 191219, 191255 - 191258, 191260 - 191267, 191269 - 191272, 191274 - 191281, 191284 - 191287, 191289 - 191295, 191297 - 191300, 191302 - 191303, 191305 - 191311, 191313 - 191317, 191319 - 191320, 191322, 191325 - 191329, 191331 - 191333, 191344 - 191346, 191353 - 191360, 191362 - 191365, 191367 - 191382, 191385 - 191390, 191392 - 191414, 191416 - 191417, 191419 - 191422, 141500339 - 141500357, 141500360 - 141500361, 141500363 - 141500364, 141500367 - 141500368, 141500370 -

141500373, 141500375, 141500377 - 141500389, 141500391 - 141500392, 141500395 - 141500401, 141500403 - 141500408, 141500411 - 141500412, 141500414 - 141500421, 141500427 - 141500430, 141500432 - 141500443, 141500446, 141500449 - 141500450, 141500452 - 141500460, 141500463 - 141500476.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Morgan Schuchardt - Softball Assistant Coach DAHS - resignation effective September 25, 2014
Sean Wilson - Football Assistant Coach DAHS - effective September 19, 2014

II. Leaves:

Toni Peterson - Educational Assistant HEC - leave from December 1, 2014 - March 6, 2015

III. Transfers:

None

IV. Appointments:

Allison Foree - Spanish Club Advisor DAMS One Year - replacing Elisa Welch
Christopher Smith - Assistant Girls Basketball Coach DAHS - replacing Maggie Gugel
Matthew Koslowski - Head LaCrosse Coach DAHS - replacing Paul Abuchon
Kathleen Davis - Director of Business Services - DO - replacing Diane Pertzborn

V. Reassignments:

None

VI. Other:

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Yahara Elementary School Open House was attended by Treinen & Pertzborn. Treinen attended Portage football game.

Administration: The Board was reminded about upcoming WASB events and Community Advisory Committee meetings.

7. Press Verification

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

8. Convene into Closed Session

Tenpas moved, Lund seconded, to move into closed session at 8:25 pm. The motion was adopted by the following vote: *Aye* – Berg, Lund, Pertzborn, Hirsch, Giovanni, Tenpas, Choi, Treinen & McFarlin. *No* – None. *Absent* – None.

9. Conduct Closed Session Business

While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(c),
{ Superintendent feedback survey }

10. Convene into Open Session

On a motion by McFarlin, seconded by Treinen, and passed by a unanimous show of hands the Board of Education reconvened into open session at 9:31 pm.

No action as a result of closed session.

11. Adjourn

The Board of Education adjourned at 9:32 pm on a motion by McFarlin seconded by Lund, and passed unanimously by voice vote.

DASD BOE President

Date