

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, October 14, 2013 – 6:30 pm.**

1. Convene

President Jan Berg called the October 14, 2013 regular meeting of the DeForest Area School District's Board of Education to order at 6:30 p.m.

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

Sue Borden 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 quarterly conversation and evaluation }

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

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.) Final Student Enrollment based on the Official State Third Friday Count – September 20, 2013 – Ann Higgins (EL 2: Communication and Support to the Board)

Discussion: Director of Administrative Services, Ann Higgins announced that the Third Friday Count on September 20, 2013 has been completed and submitted to the state. The district head count enrollment is up 25 students for a final total of 3525. She also offered a historical perspective of total district enrollment for the past ten years, including a comparison of elementary enrollment and secondary enrollment. A comparison was also made between 2013-2014 average class sizes and those from ten years ago. Finally, she offered information on changing demographics over the past 15 years. The percentage of students receiving free and reduced lunch has risen to 24% from 6.6% in 1998. The percentage of English language learners has increased to 3.3% from 1.2%. Students of color have risen from 5.9% to 14%.

- 2.) Technology Plan update – Technology Services – Kim Bannigan (EL 6: Programs and Services)

Discussion: Coordinator of Learning Information Systems, Kim Bannigan, Technology Integrator, Christine Rybak and Library Media Specialist, Margi Wachowiak reported on progress since previous discussions of wireless and technology infrastructure needs. The wireless project is nearing an end. Nearly every classroom in the District has an access point capable of handling approximately 50 devices. Wachowiak provided an example of a freshmen library technology orientation activity, using Evernote, which was very successful and enjoyable for the students, due to accessibility to the wireless system.

Looking forward, the technology upgrades put the District in an excellent position to support both operational and learning initiatives. Staff is currently examining models for distributing mobile devices to students. The investigation will continue throughout the coming year and will include input from staff, students and the community.

3.) Presentation of District's 2013-2014 Budget in preparation for final approval and levy modification. (EL 8.1 – Balanced Budget, 8.5 – Compliance with regulations, GP 3 – Approach to Governance)

Discussion: Director of Business and Auxiliary Services, Diane Pertzborn presented preliminary information on the District's 2013-2014 budget. Third Friday count has been completed and enrollment has been converted to an FTE (full time equivalency) count of 3,395 students. The District will receive an additional \$75 per/pupil in direct state aid. Pertzborn also reported that the district's property values increased by .28%, ending a 3-year decline in values. Certification of state aid will occur on October 15, after which time the final budget and local tax levy can be determined. The budget and levy will be presented for final approval at the next Board meeting on October 28.

B. Consideration for Board of Education Action

1.) Facilities Study – Request for Proposal Recommendation – Diane Pertzborn (EL 8: Budgeting; EL 10: Facilities)

Discussion: A facility study Request for Proposal was sent to six architectural/educational planning firms who have done similar business in Wisconsin. The proposals were due by Friday, October 11. After review of the proposals, Plunkett Raysich was chosen to complete the project. A preliminary report is expected in November.

4. Agenda Planning

- A. District space needs
- B. Follow up from TILT (Technology Integration Leadership Team) committee
- C. Framework 2.0 Follow-up
- D. Systemic technology integration
- E. Review Board governance session
- F. Fine Arts update
- G. Review specific time and location for Board of Education meetings

5. Consent Agenda

- A. Accept Minutes – September 23, 2013 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: 184967 & 186807

Paid: 187138, 187140 – 187154, 187157 – 187163, 187165 – 187175, 187177 – 187191, 187193 – 187197, 187200 – 187202, 187204 – 187207, 187209 – 187211, 187216 – 187223, 187225 – 187226, 187228, 187230 – 187237, 187239 – 187240, 187242 – 187244, 187246 – 187250, 187252 – 187260, 187262 – 187263, 187265 – 187271, 187274 – 187286, 187295, 187301 – 187319, 187321 – 187324, 187326 – 187333, 187335 – 187339, 187341 – 187342, 187344 – 187352, 187354 – 187370, 131400206, 131400288 – 131400294, 131400297 – 131400306, 131400309 – 131400329, 131400331, 131400334 – 131400337, 131400339 – 131400351, 131400354 – 131400355, 131400357 – 131400358, 131400360, 131400366 – 131400376, 131400378 – 131400386, 131400389, 131400393 – 131400394, 131400396, 131400398 – 131400402, 131400404 – 131400405, 131400407 – 131400409, 131400411 – 131400412, 131400414 – 131400417.

Budget Transfer: None

Personnel Recommendations:

I. Separations:

Laura Minoldo – Educational Assistant DAHS – resignation effective October 2, 2013

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Sonia Rohde – Educational Assistant WES – new position

Barbara Domer - Educational Assistant WES – new position

Cori Denk – Summer School Co-coordinator – replacing Joseph Parker

V. Reassignments:

Merideth Bolin – Educational Assistant EPES – replacing Tonya Teeters

Kristin Romeo – Educational Assistant EPES – replacing Tonya Teeters

VI. Other:

None

C. Accept Monitoring Reports

1. Administrative Monitoring Status Reports

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

6. Linkages

Board Members: Board members Paulson, McFarlin, Berg, Giovanni and Superintendent Borden attended the WASB Fall Regional meeting in Stoughton on September 24. Choi was invited to the Muskego-Norway school district to discuss his experience with Coherent Governance. Choi was also *Principal of the Day* at Sandburg Elementary School in Madison last week. Hirsch mentioned that the Superintendent and Board members from the Mineral Point school district were thankful to be included in the Coherent Governance training that the Board recently participated in on September 30 & Oct. 1.

Administration: Borden reported on her participation in Wellness Initiatives, including the first Poker Run/Walk. She has also been connecting with union representatives, PTA's, business leaders, and participated in the Public Library trivia contest. Additionally, Borden prepared testimony for the Common Core State Standards hearing in Madison on October 3, and has been helping to assist other Districts in preparing statements.

7. Press Verification

No member of the press was present at this time.

8. Convene into Closed Session

Palus moved, Lund seconded, to move into closed session at 8:26 pm. The motion was adopted by the following vote: *Aye* – Berg, Lund, Paulson, Hirsch, Tenpas, Choi, Palus & McFarlin. *No* – None. *Absent* – Giovanni.

9. Conduct Closed Session Business

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

10. Convene into Open Session

On a motion by McFarlin, seconded by Palus, and passed by a unanimous show of hands the Board of Education reconvened into open session at 9:36 pm.

No action was taken as a result of closed session.

11. Adjourn

The Board of Education adjourned at 9:40 pm on a motion by McFarlin, seconded by Palus , and passed unanimously by voice vote.

DASD BOE President

Date