

**DeForest Area School District  
Board of Education Meeting Minutes,  
Monday, October 28, 2013 – 6:30 pm.**

1. Convene

President Jan Berg called the October 28, 2013 regular meeting of the DeForest Area School District's Board of Education to order at 6:33 p.m.

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

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and Hands Pledge were recited.

On a motion by Giovanni, seconded by Palus, 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.) District assessment update – Ann Higgins (EL 6: Programs and Services)
- 2.) High School initiatives progress (EL 6: Programs and Services)

Discussion: Director of Administrative Services, Ann Higgins, introduced Sue Wilson, Director of Instructional Services, Machell Schwarz, High School Principal, Nate Perry & Doug Crowley, High School Assistant Principals and Amie Brickl, High School Reading Specialist. The District assessment update and High School initiatives reports are being combined, since the information is closely related. Higgins began by explaining the recently adopted STAR assessment tool and its use in monitoring student progress, instructional planning, and in determining benchmarks for accountability in reading and math. The district is screening all students three times a year, in the fall, winter, and spring. Testing takes 30 minutes or less and is much less disruptive to class schedules than the former MAPS testing, done only once per year, that STAR replaces. STAR is a web-based program allowing teachers easy access to data and reports in a much timelier manner, providing information teachers can use to guide instruction without waiting weeks for results, as with the WKCE tests.

Through the Continuous Improvement Team (CIT) efforts last year, two district goals were identified for all schools. Those were to increase reading achievement at all levels and to close the achievement gaps for subgroups. High School Reading Specialist, Amie Brickl explained how the STAR data has been used to target students in need of literacy interventions. She also explained how she is beginning to work with high school staff on reading strategies that will help students improve their reading and writing skills within the regular curriculum.

Academic Intervention Coaches have been identified and work with groups of 4-6 students who have been identified as needing extra help in reading. This work is done during the advisory period. Those in need of more intense intervention work one on one with Brickl, three or four times per week.

Principal Schwarz and Assistants Perry and Crowley explained some of the other initiatives over the past couple of school years including PBIS, Professional Learning Communities (PLC's), Learning Labs, Common Assessments, grade checks, re-take policies and Norski Mentors for incoming freshmen. The principals shared discipline and attendance data, the High School State Report Card and ACT and AP test data. The data indicates improvement in all areas. Schwarz credits the work on these cultural initiatives as being a strong contributor to the increased student achievement and expects that as staff continues to use STAR, and learn to use the data more effectively to guide instruction, further achievement and an increase in students' reading proficiency will result.

- 3.) Review recommendations from governance workshop (GP 1: Role of the Board; GP 3: Approach to Governance)

The Board reviewed recommendations recently received from the facilitators of the coherent governance workshop, Sept. 30 & Oct. 1. They were also provided with district monitoring information for their review prior to a Board workshop scheduled for November 18 beginning at 6:00 pm. The workshop will further address the recommendations and recap what was discussed at the governance training.

#### B. Consideration for Board of Education Action

- 1.) Approve Final Budget & Tax Levy for the 2013-2014 budget year (EL 8.1 – Balanced Budget, 8.5 – Compliance with regulations, GP 3 – Approach to Governance)

Superintendent Borden explained that as a result of Act 46 there was an increase in the amount of state aid provided to school districts. The original aid certification on October 15 for DeForest was \$15,648,201. The recertified amount on October 23 was \$15,852,730, an increase of \$204,529. This results in a reduction of the total tax levy.

On a motion by Hirsch, seconded by Tenpas, the DeForest Area Board of Education approved a total tax levy of \$20,290,546.00 for the 2013-2014 budget year. Further, the components of the levy will include General Fund - \$16,757,546.00, Capital Expansion Fund - \$600,000.00, Referendum Approved Debt Levy - \$2,896,000.00 and Community Service Fund - \$37,000.00. The motion passed by a unanimous voice vote.

- 2.) Review specific time and location for Board of Education meetings (GP 3 – Approach to Governance)

The Board discussed the potential of conducting future Board meetings at each of the schools. The suggestion was also made to continue holding one meeting each month in the Board Room and hold the second meeting each month in a school building. Staff will compose a rotation schedule for future Board meetings and present it for approval at the next Board meeting. There was also a recommendation to change the current 6:30 pm Board meeting start time, to 6:15 pm.

On a motion by Berg, seconded by Choi, the DeForest Area Board of Education changed the start time of Board meetings from 6:30 pm to 6:15 pm, beginning at the next Board meeting on November 1. The motion passed with a unanimous voice vote.

#### 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. Fine Arts update

5. Consent Agenda

- A. Accept Minutes – October 14, 2013 regular meeting.
- B. Required Approvals

*Vouchers Payable/Treasurer's Report*

*Void: None.*

*Paid: 187371, 187376, 187382 – 187391, 187400 – 187406, 187408 – 187426, 187428 – 187429, 187431 – 187443, 187446 – 187448, 187450 – 187452, 187461, 187463 – 187485, 187487 – 187507, 187509 – 187518, 187520 – 187526, 131400418, 131400420 – 131400425, 131400427 – 131400432, 131400434 – 131400440, 131400445 – 131400448, 131400450 – 131400467, 131400472, 131400474, 131400476 – 131400482, 131400484 – 131400488, 131400490 – 131400492, 131400494, 131400496 – 131400501, 131400504 – 131400521, 131400523 – 131400524.*

*Budget Transfer: None*

*Personnel Recommendations:*

***I. Separations:***

None

***II. Leaves:***

None

***III. Transfers:***

None

***IV. Appointments:***

Roger Guffey – Recess/Lunch Monitor EPES – replacing Kristin Romeo

Christine Smith – Recess/Lunch Monitor EPES – replacing Meredith Bolin

Robyn Feltz-Tisch – Assistant Girls Soccer Coach DAHS – replacing Ashley Tranchita

***V. Reassignments:***

None

***VI. Other:***

None

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

On a motion by Palus, seconded by Lund, and passed 8-0 by voice vote, the Consent Agenda was approved. Giovanni abstained from voting.

6. Linkages

Board Members: Board member, Marty Palus announced that after 18 years of service to the School Board, he will not be seeking re-election in April. National Honor Society Induction is on December 9.

Administration: Borden confirmed that as part of our sister school agreement with the Shijiazhuang Foreign

Language School in Hebei, China, the district will be hosting 20 middle school students next February. She also spoke about her visit with Pei, the Chinese sister-administrator, who she was able to visit in Iowa this past weekend. They talked about DeForest joining Pei's network of international sister-schools next year as part of the 20<sup>th</sup> anniversary celebration of the Shijiazhuang Foreign Language School. This consortium would provide excellent opportunities for global learning for students in DeForest.

7. Press Verification

No member of the press was present at this time.

8. Adjourn

The Board of Education adjourned at 8:37 pm on a motion by Paulson, seconded by Lund, and passed unanimously by voice vote.

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DASD BOE President

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Date