

**DeForest Area School District
Board of Education Meeting Minutes,
Monday, November 10, 2014 – 6:15 pm.**

1. Convene

President Jan Berg called the November 10, 2014 regular meeting of the DeForest Area School District's Board of Education to order at 6:17 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 Borden, Diane Pertzborn, Barb Buffington, Vickie Adkins, Ann Higgins and Sue Wilson. Choi left the meeting at 7:30 pm. Giovanni left the meeting at 8:15 pm.

Sue Borden verified that the meeting was properly noticed.

The Pledge of Allegiance and the Hands Pledge were recited.

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

Terri Treinen recited the DeForest Area School District's Mission and Vision Statements.

2. Appearances Before the Board of Education

Public Input: Scott Mink appeared to comment on Integrated Pest Management (IPM). Dr. Claire Gervais, Family Practice, UW Health and Dr. Warren Porter, Professor of Environmental Toxicology and Professor of Zoology, UW Madison spoke about health effects of pesticides. Danna Olsen, Ecologist, added comments about pesticides and the ecosystem. Also, distributed was a statement from Astrid Newenhouse about alternatives to using conventional pesticides.

3. Board Business

A. Ends Discussion

- 1.) Integrated Pest Management (IPM) review and discussion - Diane Pertzborn (EL 2: Communication and Support to the Board; EL 10: Facilities)

Discussion: Director of Business & Auxiliary Services, Diane Pertzborn and John Rauwolf, Supervisor of Buildings and Grounds explained the Integrated Pest Management plan and the administrative regulation on Pest Management, AR 9.4(2). Pertzborn explained that the purpose of the plan is to ensure that state law is followed and that school staff are trained in proper application techniques, including notification requirements and recording. The plan includes our policy and state law regarding control of insects, animals, and plants. She explained the multiple changes to staffing and their assigned duties that have been effective in improving the overall appearance of the grounds. The District has also provided training for custodial, maintenance, grounds, and food service staff and has partnered with pest management professionals to create and implement effective, economical, IPM service relationships. She explained how the district has gone beyond the requirements of law. The board requests more information on financial implications of considering organic pesticides, an examination of organic solutions, an appointment of an ad hoc committee to further research the issue and a change to AR 9.4(2) Pest Management to include Board consent prior to any future applications of traditional pesticides. The Board placed the item in Agenda Planning for further discussion.

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

Discussion: Pertzborn gave a brief review of the financial overview and debt planning presentation she provided the Community Advisory Committee on October 29. Pertzborn discussed district borrowing limits, how a possible financing plan can be structured and how the tax impact of new debt is estimated. She reported that DeForest Area School District has maintained a Standard & Poors AA+ (2nd highest available) credit rating, which allows for lower interest rates when borrowing. She also discussed what resources the district has available that could mitigate the tax impact of a potential building project. The rest of the Community Advisory Committee meeting was used to discuss options related to facility planning. The next committee meeting is on November 11 at the DeForest Area Senior and Community Center.

3.) Discussion of Board vacancy process and timeline (GP 1: Role of the Board) (Approx. 20 min.)

Discussion: The board reviewed the current selection process. They indicated that candidates should receive the interview questions prior to the interview on December 8. It is preferred that the candidate be seated as soon as possible after the December 8 meeting.

B. Consideration for Board of Education Action

1.) Consideration of resolution to detach parcel 064/0090-204-8000-2 to the Waunakee Community School District (EL 2: Communication and Support to the Board) (Approx. 5 min.)

On a motion by Hirsch, seconded by Treinen, the DeForest Area Board of Education approved a resolution to detach parcel 064/0090-204-8000-2 to the Waunakee Community School District. The motion passed by a unanimous voice vote.

2.) Discussion and direction related to roles and responsibilities during potential building project (EL 2: Communication and Support to the Board; EL 10: Facilities) (Approx. 45 min.)

Discussion: Pertzborn explained that construction projects require a number of people to ensure that they are properly managed. In the simplest form of project management the architects design, bids are submitted, contractors build, the financial team tracks the budget, and some form of site supervision is required to see to it that all of those pieces work together. She explained other structures of project management that may include a construction manager or an owner advocate. When a project is new construction and design, the number of people involved requires a more comprehensive group with specific roles and responsibilities to reduce confusion, miscommunication, and allow the project to move efficiently along the timeline and within the budget. In the past, the district has used an owner advocate for larger building projects. After discussion, construction management at risk model seems to be the preference. Pertzborn also described the process for construction team selection. Pertzborn asked for clarification about board involvement moving forward on construction firm selection. She will provide the board with a summary of construction firm proposals, prior to recommendations.

3.) Consideration and selection of architectural firm for referendum/facility project (EL 2: Communication and Support to the Board; EL 10: Facilities) (Approx. 30 min.)

Discussion: Pertzborn explained components considered when selecting an architectural firm for referendum/facility project. Fees considered were for pre-referendum services, reimbursable expenses and costs for new construction and remodel projects. She gave a summary of the proposals from the four architectural firms considered. After reviewing the analysis, administration recommends Bray Architects. Matt Wolfert and Michael Acker from Bray Architects introduced themselves.

On a motion by Tenpas, seconded by Pertzborn, the DeForest Area Board of Education selected Bray

Architects for a potential referendum/facility project. The motion passed with a unanimous voice vote, with Choi and Giovanni absent.

4. Agenda Planning
 - A. Open Enrollment policy review
 - B. Student/Staff Foreign and Domestic Travel policy
 - C. IPM Policy Review and appointing Ad Hoc Committee
 - D. School Board Liasion

5. Consent Agenda

- A. Accept Minutes – October 27, 2014 regular meeting.
- B. Required Approvals

Vouchers Payable/Treasurer's Report

Void: 190113

Paid: 191606, 191608 - 191609, 191625 - 191628, 191630 - 191631, 191633 - 191635, 191638 - 191639, 191641, 191643, 191645 - 191646, 191648 - 191656, 191658 - 191659, 191661 - 191668, 191670 - 191674, 191676 - 191682, 191684 - 191685, 191687 - 191689, 191691 - 191697, 191713 - 191721, 191723 - 191724, 191726 - 191734, 191736, 191738 - 191745, 191747 - 191750, 191753 - 191754, 191756 - 191759, 191761, 191763 - 191769, 191771 - 191772, 191774, 191776 - 191778, 191780, 141500437, 141500591 - 141500608, 141500610 - 141500611, 141500614 - 141500619, 141500621 - 141500623, 141500625 - 141500635, 141500640 - 141500646, 141500649 - 141500661, 141500663 - 141500673, 141500675 - 141500678.

Budget Transfer: None.

Personnel Recommendations:

I. Separations:

Shelly Christianson - Educational Assistant WES - resignation effective October 27, 2014
Racquel Drunasky - Spanish Club Advisor DAHS - resignation effective December 1, 2014

II. Leaves:

None

III. Transfers:

None

IV. Appointments:

Carlos Machado - Custodian DAHS - effective November 3, 2014 replacing Terrance Durkin
Brandon Bautz - Forensics Assistant Coach DAHS replacing Chandra Harvey
Maggie Condon - Forensics Assistant Coach DAHS replacing Jennifer Bergs

V. Reassignments:

Racquel Drunasky - Alternative Education Teacher DAHS December 1, 2014 replacing Jennifer Brown

VI. Other:

None

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

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

6. Linkages

Board Members: McFarlin, Giovanni and Treinen attended the WASB Fall Regional Meeting, Pertzborn and Treinen attended the Halloween celebration at Windsor Elementary. Board members have been attending the Community Advisory Committee meetings.

Administration: Borden attended the State Girl's Volleyball tournament. Reminder about Board Retreat on November 17.

7. Press Verification

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

8. Adjourn

The Board of Education adjourned at 9:35 pm on a motion by McFarlin seconded by Treinen, and passed unanimously by voice vote.

DASD BOE President

Date