

**DeForest Area School District  
Board of Education Meeting Minutes  
Monday, December 10, 2018 – 6:00 pm.**

1.	<p>Convene</p> <p>President Jan Berg called the December 18, 2018 regular meeting of the DeForest Area School District’s Board of Education to order at 6:00 p.m.</p> <p>Eric Runez verified that the meeting was properly noticed.</p> <p>Board members present: Jan Berg, Keri Brunelle, Sue Esser, Gail Lovick, Linda Leonhart, Jeff Miller, and Steve Tenpas. Spencer Statz arrived at 6:04 pm. Absent was: Brian Coker. Also present were administrators Eric Runez, Rebecca Toetz, Kathy Davis, Sara Totten, Pete Wilson, Nate Jaeger and Debbie Brewster.</p> <p>The Pledge of Allegiance was recited.</p> <p>Keri Brunelle recited the DeForest Area School District’s Mission and Vision Statements.</p>
2.	<p>Approval of the Agenda</p> <p>On a motion by Lovick, seconded by Leonhart, and passed unanimously by voice vote, the agenda was approved.</p>
3.	<p>Announcements by the Chair</p> <p>The Board may 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 evaluation)</p>
4.	<p>Board Business &amp; possible Board action</p> <p>A. Presentation of 2017-2018 District Financial Audit - Kathleen Davis, Director of Business &amp; Auxiliary Services</p> <p><u>Discussion:</u> Director of Business &amp; Auxiliary Services, Kathleen Davis reported on the results of the 2017-2018 District Financial Audit. She highlighted the audit findings, as well as the management discussion and analysis provided by the audit firm of Johnson Block. Areas of potential growth were found in creating further segregation of duties, and ensuring bank deposit levels are insured. Overall, the auditors reported favorable results and found no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.</p> <p>B. Presentation and possible approval of OE-6 Financial Administration Board Policy Monitoring Report - Kathleen Davis, Director of Business &amp; Auxiliary Services</p> <p><u>Discussion:</u> Director of Business &amp; Auxiliary Services, Kathleen Davis presented the monitoring report for Board Policy, OE-6, Financial Administration, as in compliance.</p>

On a motion by Tenpas, seconded by Statz, the DeForest Area School District Board of Education voted to accept the OE-6 Financial Administration Board Policy Monitoring Report, as presented. The motion passed with a unanimous voice vote.

On a motion by Miller, seconded by Esser, the DeForest Area School District Board of Education voted to approve the OE-6 Financial Administration Board Policy Monitoring Report, as presented, and as being in compliance. The motion passed with a unanimous voice vote.

Summary Statement:

*The Board accepted the OE-6 monitoring report as presented by the Superintendent and Administration. The report was found to reflect compliance and acknowledges the auditor's findings and suggestions that the district either prepares their own or hire an independent firm to prepare the financial report, instead of the current practice of the auditor preparing it. The Board accepted the administration's response that the current practice is acceptable and appropriate, but not the auditor's preference. The Board acknowledges that the measurements and indicators for OE-6 seem to be appropriate and helpful.*

C. Discussion of upcoming Board of Education retreats

Discussion: It is suggested that the Board Retreat scheduled for Dec. 17, 2018 is held from 4:00 - 5:30 pm to discuss the Community Advisory Committee recommendation and community facility survey results. On January 7, 2019 there will be an additional Board retreat beginning at 5:30 pm.

7. Public Input  
Jerry Fuller appeared to make comments regarding scholastic achievement, the Laude system, and the Jerry Awards for high school musicals.

8. Board Consent Agenda  
A. Accept Minutes - November 5, 2018 & November 26, 2018  
  
Lovick made a motion, Brunelle seconded, to approve the Board Consent Agenda. The motion was approved by a unanimous voice vote.

9. Superintendent Consent Agenda  
A. Personnel Recommendations  
I. Separations:  
Katie Ashley - Psychologist EPES - resignation effective 11/20/2018  
II. Leaves: None.  
III. Transfers: None.  
IV. Appointments:  
Kelly Gaona - Lunchroom Supervisor WES - new position  
Michael Bauman - ESL Teacher Districtwide - new position  
Jeffrey Salvo - Media Club Advisor - new position  
V. Reassignments: None.  
VI. Other: None.

	<p>B. Vouchers Payable/Treasurer's Report Paid: 200102-200143, 181900964-181901055, 201800262-201800504</p> <p>Leonhart made a motion, Lovick seconded, to approve the Superintendent's Consent Agenda. The motion was approved by a unanimous voice vote.</p>
10.	<p>Linkages The Board is reminded to complete the Board Communication Survey and to register for the State Education Convention or National School Board Convention, if interested.</p>
11.	<p>Press Verification No member of the press was present at this time.</p>
12.	<p>Convene into Closed Session</p> <p>Miller moved, Statz seconded, to move into closed session at 6:47 pm. The motion was adopted by the following vote: Aye –Berg, Coker, Esser, Giovanni, Leonhart, Lovick, Miller, Tenpas, and Brunelle. Naye – None. Absent – None.</p> <p>While in Closed Session, the Board conducted business in accordance with WI Statute 19.85(1)(c).[Superintendent annual contractual evaluation]</p>
13.	<p>Reconvene into Open Session</p> <p>On a motion by Miller, seconded by Tenpas, and passed by a unanimous show of hands the Board of Education reconvened into open session at 7:23 pm.</p>
14.	<p>Further discussion or action related to Closed Session business</p>
15.	<p>Board Debrief</p>
16.	<p>Adjourn The Board of Education adjourned at 7:24 pm on a motion by Statz, seconded by Lovick, and passed unanimously by voice vote.</p>
	<p>DASD BOE President Signature:</p>
	<p>Date:</p>