

**Deerfield Community School District
300 Simonson Boulevard
Deerfield, WI 53531**

**Deerfield Board of Education
Regular Meeting
HS Board Room
June 21, 2010
6:30 pm**

BOE Present: Fischer, Mack, Meinecke, Page, Steen, Winkler

BOE Absent: Haak

Administration Present: Becker, Callahan, Jensen, Treuden

Administration Absent: Luetschwager

Student Representative Present:

Others Present: David Lemke

1. Call to Order

Meeting called to order by President, Chris Page at 6:44 pm as duly posted under s.s. 19.84(1)(2)(c).

2. Call of Roll

Roll Call taken: Fischer, Mack, Meinecke, Page, Steen, Winkler

3. Proof of Posting

Michelle Jensen presented proof of posting of the Meeting Agenda on June 16, 2010.

4. Approval of Agenda

Motion by Fischer/Mack to approve the June 21, 2010 meeting agenda as posted. Carried 6-0.

5. Approval of Minutes

Motion by Fischer/Winkler to approve the May 17, 2010 Regular Meeting minutes and Special Meeting minutes from May 24, 2010 and June 14, 2010. Carried 6-0.

6. Financial Report and Approval of Current Expenditures: Financial report was presented by Doreen Treuden. Motion by Steen/Meinecke to approve financial report as presented. Roll Call taken for approval: Fischer, Mack, Meinecke, Page, Steen, Winkler

7. Public Input: No Input.

8. Special Presentation – Senior Exit Interviews with Class of 2010: Superintendent Michelle Jensen shared a presentation on the class of 2010 based on data collected from their academic records and their reflections on school.

9. COMMITTEE REPORTS

Student School Board Representative Report: No report as student representative was not present.

Legislative Report/Discussion: Michelle Jensen shared that the current legislative updates have been emailed to the board.

Policy Committee Report/Discussion: Chris Page shared that the committee finished work on the Graduation Requirements policy which will come to the board as a first reading in July. There was also discussion of future credit requirements under the new schedule, interest in community service as part of a course curriculum.

Extra Curricular Committee Report: Sandy Fischer shared that the committee discussed the creation of a Senior Pass as an outreach to senior citizens in the community, the pass would allow free entry into athletic events, special events such as the musical will be discussed with the music department, John Polzin, Athletic Director, has submitted a request to put the athletic uniform rotation back into the regular budget, beginning this fall names will not be worn on the backs of jerseys so that all uniforms look the same and parents are not pressured into purchasing expensive uniform tops, committee began a review of the student code book and coaches handbook, reminder that the mandatory extracurricular meeting is set for August 11, interest in having Doreen Treuden attend a future meeting to discuss the activity account changes (per our auditors and DPI), interest in having a longer MS wrestling season, announcement that Dave Doyle has resigned as the head girls basketball coach.

Finance Committee Report: Doreen Treuden shared that a preliminary budget will come to the board in July, the projected mil rate for 2010-2011 is \$12.28 based on student enrollments and equalized valuation rates.

Facilities Committee Report: Jeff Winkler shared that information will be covered under new business.

Personnel Committee Report: No report to be given.

Technology Committee Report: No report to be given.

Safety Committee Report: No report to be given.

Joint Interactive Committee Report: Jeff Winkler shared that the committee discussed a variety of activities connected with the Parade of Homes including new street signs, new LED sign, construction of splash pad. Well house walls are under construction.

Health and Wellness Committee Report: No report to be given.

10. NEW BUSINESS

- A. School Nurses Annual Report:** Michelle Jensen shared Barb Bendall's annual report to the board of her tasks and duties within the district. The school nurse contract provides 16 hours of service per week.
- B. Announcement of Gifts to the District:** Michelle Jensen thanked Karyn Saemann for her generous donation of books to the school library. The total value of the donation is approximately \$900.
- C. Announcement of Construction Management Service Provider:** Doreen Treuden announced action taken at the June 14th meeting to hire Vogel Bros. as the construction management firm for the front entrance and office remodeling project. Treuden explained the selection process which included requests-for-proposals from four firms followed by an interview with two firms. The selection process was taken to the facilities committee and finance committee prior to a vote by the full board.
- D. COPS-Secure Our Schools Grant:** Michelle Jensen shared that Heidi Gardner, Dane County Sheriffs Office Community Liaison deputy, contacted the district last week about submitting an SOS grant for the front entrance remodeling project. The grant is a 50/50 match and includes costs of replacing the front entrance doors, replacing the door access control system (key card readers), replacing the public intercom system throughout the building, conducting a school safety assessment and providing school crisis training for administration and secretarial personnel. The grant is asking for approximately \$70,000 in federal assistance to pay for these projects. Motion by Winkler/Mack to proceed with the grant. Carried 6-0.
- A recess was taken due to severe weather warnings. The Board reconvened at 8:10 pm.**
- E. Dane County New Teacher Project Contract for 2010-11:** Tabled for the July board meeting. Contract has not been received at this time.
- F. CESA 2 Contract for 2010-11:** Barb Callahan presented the CESA contract for various services that we utilize to serve students and staff needs with an approximate cost of \$38,000. Most of these services are required to meet special education needs. Barb pays for these services with her federal flow-through budget. Motion by Winkler/Meinecke to approve contract for 2010-11. Carried 6-0.
- G. Staffing Recommendations:**

MS/HS Secretary, Part-time Aide, Summer School Aides and Teachers: Michelle Jensen recommended Maria Ferguson for the full-time MS/HS Secretary position. Maria has worked in the district for many years and is very familiar with the duties of this position. She previously worked in the office four hours per week during the year.

Michelle Jensen recommended Cheri Nebel for the part-time aide position at the elementary school. Cheri currently works part-time as an elementary aide. Cheri has worked in the district for 6 years.

G. Staffing Recommendations: (Continued)

Mark Becker recommended a list of summer school aides and teachers for the extended summer school program.

Motion by Winkler/Mack to approve staffing recommendations. Carried 6-0.

H. 2010-2011 Staffing Proposal Additions: Michelle Jensen shared that the administrative team has been in numerous discussions about the secretarial position vacated by Karen Grob's retirement and the keyboarding instructional needs at the elementary. Based on these discussions and the district needs, Jensen recommended two additions for the 2010-2011 staffing proposal to the board:

Return the secretarial position to a 1.0 FTE secretary in Fund 10. The past three years the duties included food service work so 0.2 FTE of the position was charged to Fund 50. The additional hours will be used for MS/HS secretarial needs. The projected cost of this addition to be about \$7000 which includes salary/fringe. Motion by Fischer/Mack to approve moving the secretarial position to Fund 10. Carried 6-0.

Hire a part-time elementary keyboard instructor which is equivalent to about a 0.1 FTE (approx. 158 hours for the year) to instruct elementary keyboarding. Currently the middle/high school business education teacher travels to the elementary school daily to teach keyboarding which prohibits business class offerings for the high school students. We are projecting the cost of this addition to be approximately \$5,500 which includes salary/fringe. Motion by Winkler/Fischer to add a keyboarding instructor for Elementary School. Carried 6-0.

11. School Board President's Report: Due to the severe weather taking place during the board meeting, Chris Page tabled his report until July.

12. Administrative Reports:

Michelle Jensen: Michelle Jensen thanked Jeff Smreck and the custodial staff for their efficient efforts in getting numerous rooms cleaned, painted and moved while the remodeling project begins. Congratulations to Mark Luetschwager on his new position with the Tomorrow River School District in Amherst. His final day in the district will be Tuesday, June 22, 2010. Congratulations to Tim Peerenboom as he accepts a new position of Director of Special Education and School Psychologist with the East Troy School District. Tim will continue to help us throughout the summer months. Michelle also announced that the Dane County Sheriff's Department will be resubmitting the COPS grant for additional school resource officers which was approved by the school board on June 14.

Barb Callahan: Barb Callahan announced and congratulated Mark Becker, Elementary Principal, on his upcoming wedding June 26.

Doreen Treuden: No report.

Mark Becker: No report.

Upcoming Meetings were scheduled.

14. Executive Session:

The board took a roll call vote to enter into executive session at 8:41 pm for the purposes of consideration of employment, compensation, or performance evaluation of employees including union, non-union and administrative staff as provided under s.s.19.85(1)(c)(f). All Ayes.

15. Reconvene to Open Session:

Roll call vote to reconvene in open session at 10:24 pm. No action taken on items discussed in executive session.

16. Adjournment

Motion by Fischer/Meinecke to adjourn at 10:26 pm. Carried 6-0.

Respectfully Submitted,

Shelley Mack
Clerk