

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

**Board of Education  
Regular Meeting  
HS Studio Room  
July 20, 2009  
6:30 pm**

BOE Present: Bush, Cwik, Fischer, Haak, Mack  
BOE Absent: Page, Winkler

Administration Present: Becker, Callahan, Jensen, Luetschwager, Treuden  
Administration Absent:

Others Present:

**1. Call to Order**

Meeting called to order by President, Tom Bush at 6:33 pm as duly posted under s.s. 19.84(1)(2)(c).

**2. Call of Roll**

Roll Call taken: Bush, Cwik, Fischer, Haak, Mack

**3. Proof of Posting**

Michelle Jensen presented proof of posting of the Meeting Agenda on July 14, 2009.

**4. Approval of Agenda**

Motion by Fischer/Mack to approve the July 20, 2009 agenda as posted. Carried 5-0.

**5. Approval of Minutes**

Motion by Cwik/Fischer to approve the minutes of the Regular and Executive Meetings on June 15, 2009. Carried 5-0.

**6. Treasurer's Report:** No report for July.

**7. Public Input:** No public input.

**8. Special Presentation(s):**

**Forward...Together Event:**

Michelle Jensen presented information the event. The group discussed process, and input the priorities to be further researched. The top 10 topics were refined to a list of top 4 priorities, which were Character Education, Teacher Evaluations, Community Support and Curriculum Mapping.

**9. Student Council Report:** No representative present, but Michelle Jensen shared that the Council was Bell Ringing for the Salvation Army's Christmas in July and that they are planning on participating in the Dane County Paint-A-Thon in August.

## **10. COMMITTEE REPORTS**

**Legislative Report/Discussion:** Information is sent via e-mail to the Board.

**Policy Committee Report/Discussion:** Will be covered in old and new business.

**Extra Curricular Committee Report:** The committee met prior to the Board meeting. They made revisions to the current MS/HS code book to include behavior standards, changed the attendance time from 11:00 to 9:30 AM in order to participate in that day's event. There will be two code meetings for students, to be held on August 13<sup>th</sup> @ 6:00 p.m. and September 9<sup>th</sup> @ 6:00 p.m. HS Track will be completed by August. HS gym floor is going to be refinished in August. The first volleyball game will be held at the Elementary School due to the floor work.

**Finance Committee Report:** Jim Haak shared information on preliminary budget and referendum update (roof, bathrooms, track).

**Facilities Committee Report:** This committee met on June 23<sup>rd</sup>. Work is being completed on the baseball field, softball field and gym floor. The gym is to get new backboards and electric winches.

**Personnel Committee Report:** This committee met July 15<sup>th</sup> and discussed administrative and non-union support staff contracts.

**Technology Committee Report:** No report at this time.

**Safety Committee Report:** No report at this time.

**Joint Interactive Committee Report:** This committee will be meeting in August.

**Health and Wellness Committee Report:** This committee will be meeting in September.

**Communications Committee Report:** This committee met on June 17<sup>th</sup> and discussed stakeholders to receive communication and types of information to be shared from the district.

## **11. OLD BUSINESS**

**A. Policy Second Reading – AED Policy:** Motion by Cwik/Mack to approve the second reading of the above policy. Carried 5-0.

**B. Elementary School Street Name:** It was decided to place this issue on August agenda to present Jerdee Lane as Elementary School street name.

## **12. NEW BUSINESS:**

### **A. Policy First Readings:**

**Title I:** This policy is required by Federal Law to ensure parent communication in the Title I program. Motion by Cwik/Mack to accept policy as presented at the first reading. Carried 5-0.

**Life Sustaining Care:** The school nurse brought forth this policy related to health services. Motion by Cwik/Mack to accept policy as presented at the first reading. Carried 5-0.

**School Day Policies:** This policy was brought forward to simplify the languages for daily schedules. Motion by Cwik/Mack to accept policy as presented at the first reading. Carried 5-0.

**B. Carl Perkins Grant Contract:** No action necessary as this is a three year contract in its second year.

**C. 4K Contract with Holland's Hearts and Hands Preschool:** Motion by Cwik/Haak to approve contract with Holland's Hearts and Hands for 4K Preschool. There are 52 students anticipated for the 09-10 school year with 18 students placed at Holland's preschool. Carried 5-0.

**D. Reimbursement of Prior Capital Expenditures Resolution:** Doreen Treuden shared a resolution that will allow the district to temporarily use fund balance to pay the summer construction costs until the Qualified School Construction Bonds are approved. Motion by Fischer/Cwik to approve the resolution. Carried 5-0.

**E. School Health – Annual Report:** Barb Bendall, school nurse, submitted an annual report to share various health related services she has provided this past year.

**F. Parent/Student Handbook for 2009-10:** Mark Becker and Mark Luetschwager have reviewed and revised the student handbooks. Motion by Bush/Cwik to approve student handbooks for 09-10 school year. Carried 5-0.

**G. Staffing Recommendations including: Alternative Education Teacher:** Motion by Cwik/Mack to approve Kelly Demerath for the Alternative Education position. Carried 5-0.

**H. Long Term Substitute Recommendation:** Mark Becker recommended Carol Anderson as a long term substitute to cover an extended leave requests by Cindy Perucco. Motion by Haak/Fischer to approve Carol Anderson as a long term substitute. Carried 5-0.

**I. Preliminary Budget Proposal for 2009-10:** – Doreen and Michelle finalized the budget with as much information as has been provided to this date. They were pleased to present a balanced budget with no use of fund balance. This is a preliminary proposal at this time with the final budget presented at the annual meeting in September. Motion by Bush/Cwik to approve the preliminary budget as proposed. Carried 5-0.

**J. Staffing Proposal for 2009-10:** – The proposal was voted on in executive session at the June Board meeting and it was recommended and approved for the addition of a 4K Aide and half-time custodial position.

**K. Administration and Non-Union Support Staff Contracts:** – This will be taken into executive session as it is specific to personnel issues.

**L. Extended Contract for School Psychologist:** – This will be taken into executive session as it is specific to personnel issues.

**13. School Board President's Report:** Tom Bush thanked the community members for attending and participating in the Board planning sessions.

**14. Administrative Reports:**

Michelle Jensen: Michelle thanked the community, staff and students who participated in the planning sessions. She also welcomed Mark Luetschwager and Mark Landis to Deerfield Community School District.

Barb Callahan: No Report.

Doreen Treuden: Doreen reported that she will be posting budget documents on the district website under Business Services.

Mark Luetschwager: Mark will be meeting with MS and HS staff regarding the upcoming school year and will be working on student schedules in upcoming weeks.

Mark Becker: Mark reported that summer school has been a big success and will be ending on July 24th. ES registration is scheduled for Aug. 11<sup>th</sup> and 12<sup>th</sup> and there will be an Open House on August 27<sup>th</sup>. He also reported that Elementary staff will be working on curriculum initiatives in August.

Upcoming Meetings were scheduled.

Motion by Cwik/Fischer to move to executive session at 8:32 pm. Carried 5-0.

President Bush reconvened in open session at 9:22 pm and announced that action was taken in executive session regarding 2009-2010 staff contracts.

**Adjournment**

Motion by Mack/Fischer to adjourn at 9:23 pm. Carried 5-0.

Respectfully Submitted,

Doug Cwik  
Clerk