

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

**Board of Education
Regular Meeting
HS Studio Room
September 21, 2009
6:30 pm**

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

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

Others Present: Laurie Steen, Rhonda Gulbranson, Scott Tebon, Jessica Carlson

1. Call to Order

Meeting called to order by President, Tom Bush at 6:30 pm as duly posted under s.s. 19.84(1)(2)(c).

2. Call of Roll

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

3. Proof of Posting

Michelle Jensen presented proof of posting of the Meeting Agenda on September 11, 2009.

4. Approval of Agenda

Motion by Cwik/Fischer to approve the September 21, 2009 agenda as posted. Carried 6-0.

5. Approval of Minutes

Motion by Cwik/Haak to approve the minutes of the Regular and Executive Meetings on August 17, 2009 and Special Meeting on September 2, 2009. Carried 6-0.

6. Treasurer's Report: Financial report presented by Doreen Treuden. Motion by Page/Haak to approve the financial statements from June, July and August. A roll call vote was taken to approve the current expenditures. Carried 6-0.

7. Public Input: No public input.

8. Special Presentation(s):

High School Student Council:

Ashley Konkel reported on activities the Student Council has been busy with, such as ringing bells for the Salvation Army's Christmas in July, Paint-a-thon, Hwy Cleanup, Student Council leadership retreat, Homecoming preparation and activities, concessions and apparel sales. This fall they will be participating in the Coats for Kids.

9. 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: Reported that the fall sports are going well. The hall decorations for Homecoming look great, but need to look at other ideas as the decorations do not last long. The EC Meetings will take place every other month unless there is a pressing matter that needs to be discussed. Next meeting will be held on November 16, 2009.

Finance Committee Report: Jim Haak reported that all items are on the agenda under old and new business.

Facilities Committee Report: No meeting held, but Doug Cwik shared that the community Open House was held September 16, highlighting the recent referendum purchases.

Personnel Committee Report: Tom Bush reported that the committee recently began working on administrative evaluations for principals, pupil services, business manager and district administrator and will continue this work over the next months.

Technology Committee Report: Doug Cwik reported that the district Technology Plan has been officially accepted by DPI, a review of recent technology purchases was also shared which included staff computers, net books and mobile cart, mimeo whiteboards and LCD projectors.

Safety Committee Report: No report, did not meet.

Joint Interactive Committee Report: No report, did not meet. Meeting schedule is every other month.

Health and Wellness Committee Report: Barb Callahan reported that the first Friday Family Fitness night was held September 18th with 14 families attending.

Communications Committee Report: This committee is reviewing the list of important communications and prioritizing the list on an ease of impact chart. The members gave a rating to the priority items for impact and the administrative team will rate the items for ease of impact. This information will be shared at the next meeting to begin prioritizing further and creating measurable objectives.

10. OLD BUSINESS

A. Policy Second Readings:

Behavior Standards: Motion by Page/Fischer to approve the second reading of this policy. Carried 6-0.

Professional Staff Supervision/Evaluation: Motion by Page/Mack to approve the second reading of this policy. Carried 6-0.

11. NEW BUSINESS:

A. Policy First Readings:

Student Government: Chris Page reported the work of the policy committee to revise the current language which states that a member of the HSSC will serve as the board representative to language that states that a high school student will serve in this position and that the position can be shared by one or more students. Motion by Page/Mack to approve the first reading of this policy as presented. Carried 6-0.

B. Recognition of Gifts to District: Ms. Jensen shared that a number of donations have been received by the district recently. We would like to publicly recognize Litang Chiropractic for the donation of money and school supplies, Vogel Bros. Builders, NBC TV 15 and Mead & Hunt, Inc. for the donation of school supplies, Nancy and Nicole Nelson for the donation of children's books, Karyn Saemann for the donation of publisher review books and Mr. Hakimi for the donation of a restaurant gift card for use with students.

C. District Pandemic Plan: Ms. Jensen shared the district's pandemic plan which is being implemented to initiate practices that will help minimize or reduce the spread of the influenza virus. She outlined the four levels of the plan which are prevention/mitigation, preparedness, response and recovery. She mentioned that we will coordinate our efforts with Dane County.

D. Project Third Friday Count: Barb Callahan reported that the preliminary enrollment numbers are very favorable for the district. The preliminary count shows an addition of 30 students district-wide compared to last year. The full-time equivalent count looks to have increased about 21 students. She noted that physical count is different than FTE count which is used to determine funding to the district.

E. Authorization of Line of Credit for Short Term Borrowing Purposes for 2009-2010: Doreen Treuden requested that the board authorize a line of credit for the purposes of short term borrowing with the Bank of Deerfield. The line of credit would not exceed \$1,500,000 for a term of 13 months at a fixed rate of 3.7% which is the same rate offered last year. At times it is necessary for the district to short term borrow between state aid payments and payrolls. Motion by Page/Haak to approve borrowing \$1,500,000 at 3.7%. Carried 6-0.

- F. District Real Estate Sale of Property for Village Well-site Development:** Tom Bush shared that the negotiations with the Village are ongoing. There have been multiple conversations regarding the ownership of liability should any hazardous materials be uncovered as part of the well-site excavation. The board and village will continue to work together in hopes of resolving these issues.
- G. Authorization of Homecoming Bonfire:** Mark Luetschwager requested permission to hold the homecoming bonfire in the grass at the east side of the parking lot. The Deerfield Volunteer Fire Department will ignite and extinguish the bonfire. Motion by Fischer/Cwik to approve bonfire. Carried 6-0.
- H. Extracurricular Staffing Resignations:** Melissa Frame has requested to resign from the Middle School Student Council advisor position. Motion by Page/Mack to approve Melissa Frame's resignation as MS Student Council advisor. Carried 6-0.
- I. Extracurricular Staffing Recommendations:** – Sandy Fischer recommended the following staffing assignments on behalf of the extra curricular committee: Paul Haag as Head Wrestling Coach, Molly Poirier and Joanne Bushman as Prom Advisors, Tara Weisbrod and Pam Haffely as Senior Portfolio Advisors, and Nicole Draheim as MS Student Council Advisor. Motion by Fischer/Mack to approve the extra curricular staffing recommendations. Carried 6-0.

Sandy Fischer recommended that an additional assistant cross country position be considered due to the high student participation. The expense would be shared with Cambridge and would cost Deerfield about \$350. Motion by Fischer/Mack to approve the additional coach position. Carried 6-0.

- J. Staffing Recommendations including but not limited to: EEN Aide, Part-time Phy Ed:** – Barb Callahan reported that 25 applicants were received for the part-time phy. ed. position with 4 applicants interviewed. She recommended Rebekah Johnson for this 0.56 FTE position. Barb also reported that 17 applications were received for the 4K aide position with 6 applicants interviewed. She recommended Lacy Chapiewsky for this position. Motion by Fischer/Cwik to approve staff recommendations. Carried 6-0.

Barb reported that 7 applicants were received for the part-time EEN aide position at the middle/high school with 3 applicants interviewed. She recommended Angie Haag for this position of 27 hours per week. Motion by Page/Cwik to approve staff recommendation. Carried 6-0.

- 12. School Board President's Report:** Tom Bush wished Dave Lemke well as he recovers from a recent accident. Tom also shared that in light of the recent issues surrounding President Obama's speech to students, the teachers were given the option to show the speech and that he supported this decision out of respect for the Office of the President as an elected official who leads our country.

13. Administrative Reports:

Michelle Jensen: Michelle Jensen shared that referendum purchases will continue to be shared with the community members and are posted on the website. She thanked the teaching staff for their work and preparation for the Open House nights held prior to the start of school. She also reported that the Jerdee Lane street sign presentation was held this week at the ES with Ruth Tiffany and Kaia Fry in attendance along with John Doyle, Tom Bush and Mr. Meyer's and Mrs. Fleming's fourth grade classes.

Barb Callahan: No additional items to share.

Doreen Treuden: No additional items to share.

Mark Luetschwager: Mark shared that interviews will begin this week for the long-term high school substitute, The Voice weekly newsletter is online and posted in the school, the certified nursing asst. program has begun on site through MATC, the JEDI distance learning lab had some recent repairs on cameras and microphones, and students and staff will soon be surveyed on the block schedule as plans begin for next year.

Mark Becker: Mark thanked a number of students for working with him and Mrs. Hruby on the recess/hallway expectations and character trait ideas for the DES Character Pledge. He also shared that the first parent teacher conferences will be held October 8th and 9th, the first student enrichment this year will feature Best Foot Forward performing skits on bullying. Picture day is September 29th. Picturing America is a recent grant Tammi Henke received for art curriculum and she is featuring an ongoing trivia contest in the elementary entrance to educate students on artists and artwork.

Upcoming Meetings were scheduled.

Adjournment

Motion by Cwik/Mack to adjourn at 7:45 pm. Carried 6-0.

Respectfully Submitted,

Doug Cwik
Clerk