

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

**Board of Education
Regular Meeting
Board Room
October 20, 2008
6:30 pm**

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

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

Others Present: Jessica Carlson, David Lemke, Nancy Thomas, Nancy Konkel, John Polzin, Laurie Steen, Rhonda Gulbranson, Randy Zakowski, Brad Schenkel, Amber Rogers, Brandon Shaw, Kayla Stenjem, Kayla Gosdeck, Tara Gosdeck, Charlie Jo Reese, Siri Borrud, Mark Treuden, Stephanie Jahn

1. Call to Order

Meeting called to order by President, Tom Bush at 6:32 pm as duly posted under s.s. 19.84(1)(2)(c).

2. Call of Roll

Roll Call taken: Bush, Fischer, Mack, Page, Poirier, Winkler.

3. Proof of Posting

Michelle Jensen presented proof of posting of the Amended Meeting Agenda on October 17, 2008.

4. Approval of Agenda

Motion by Poirier/Fischer to approve the October 20, 2008 amended agenda as posted. Carried 6-0.

5. Approval of Minutes

Motion by Fischer/Page to approve the minutes of the Regular Meeting on September 15, 2008. Carried 6-0.

6. Treasurer's Report: Financial reports presented by Doreen Treuden. Motion by Page/Poirier to approve financial reports from June through August. Carried 6-0.

A roll call vote was taken to approve the current expenditures. Carried 6-0.

7. Public Input: David Lemke announced that Channel 4 is now on the digital TV channel 986 and will switch to the analog channel 95 after September 30. People can call 764-2514 if you have further questions about this change or if you can't see the picture.

Nancy Thomas announced that the Fine Arts webpage is up and running. Encouraged everyone to go take a look. Thank you very much to Nathan Hruby for his assistance in the final website setup.

Randy Zakowski shared his concerns over the longer bus rides in the afternoon due to decreasing the routes. He noted that some students are on the bus for about an hour due to the new routes, buses are full so that some students are sitting in the last row of seats which is a safety concern. Asked that the board continue to examine this decision.

Parents and students present expressed concern over the t-shirt situation from Homecoming. Parents asked for clarification on what took place, expressed concern over the decision of the administration to not allow students to continue to wear the shirts during the day, expressed concern over how the message was conveyed. Students expressed concerns with the changes to Homecoming activities this year, shared views on allowing same sex escorts for Homecoming Reps. Board members and administrative team members shared additional information regarding some of these concerns. Expressed concerns over lack of communication between school and parents, staff discipline issues, hallway passes, purses and students not feeling like they have a voice through student council.

8. Student Council Report: Aubrey Rohner shared that the Student Council and National Honor Society have been meeting together to create a student survey to get student feedback on the behavior guidelines, vandalism and other issues that students may want addressed. It is intended to have students fill out the surveys during homeroom time this Wednesday. The two groups will compile the feedback and discuss the student ideas further and will then meet with Mr. Stenroos to share the results. The results will also be shared at a future board meeting, with parents and with students. A blood drive is being planned and they are exploring another type of fund drive to help our community during the holiday months.

9. COMMITTEE REPORTS

Legislative Report/Discussion: No discussion.

Policy Committee Report/Discussion: Discussed the ELL Policy and Materials Distribution to Students Policy.

Extra Curricular Committee Report: Discussed staff resignations for MS Track, MS Basketball, Prom Advisors and recommendations, unexcused absence information that was inadvertently left out of the code book, coop sports for swimming, soccer and hockey. There was no interest in swimming at this time from our students. Also discussed Athletic Boosters selling pizza at Fall sports after each event.

Finance Committee Report: Discussed short-term borrowing through a line of credit, 403b plan documents updated, monthly reconciliations and natural gas purchase through Center Point. Some of these items will be approved under New Business.

Facilities Committee Report: Reviewed and reported maintenance priorities and upcoming work in buildings.

Personnel Committee Report: Reviewed contracts to get ready for negotiations.

Technology Committee Report: Discussed SmartBoard technology, discussed Pod system, discussed survey for teachers as a follow-up to a past survey.

Safety Committee Report: Two-way radios/communication in District. Review of PA system. Classroom self-assessments for safety.

Joint Interactive Committee Report: Updates from school, village, township.

10. NEW BUSINESS

A. Final Budget Adjustments for 2007-2008: Doreen Treuden presented final budget adjustments to close out the 07-08 budget. These adjustments must be approved by the board for accounting purposes. Motion by Poirier/Page to accept the changes. Carried 6-0.

B. Adoption of 403b Plan: Doreen presented the updated 403b Plan Document prepared by Simandal and Murray. The new federal regulations require 403b plans and programs be updated by January 1, 2009. Motion by Poirier/Page to waive reading of 403b plan document. Carried 6-0. Motion by Poirier/Fischer to approve 403b plan document. Carried 6-0.

C. Authorization of Line of Credit for Short Term Borrowing for 08-09: Doreen presented a proposal to maintain a line of credit with the Bank of Deerfield for \$1,000,000 to be used for short-term borrowing during this budget year. The interest rate will be 3.7% with no additional fees. Motion by Winkler/Poirier to move forward with the line of credit from the bank as needed.

D. Transportation for Private School Students: Information was presented regarding costs to provide transportation for private school students within our district. By law, the private school is supposed to inform the public school of such students in our district by May 15 each year. The school has not been following this guideline. Presently, the district pays the parent to provide transportation. Providing bus transportation would be costly due to differing school schedules. The district will reach out to the private school to set up a future meeting. Motion by Bush/Poirier to approve transportation payment of the students to attend a private school. Motion failed 1-5.

E. Field Trip Committee Membership: Barb Callahan presented the members of the ad hoc filed trip committee to include: Tom Bush, Sandy Fischer, Jeff Stenroos, Barb Callahan, Melissa Frame, Deb Kohlwey, HS Science Dept., HS Music Dept., Bridges Program, John Polzin and Patti Knapp. Motion by Page/Winkler to approve committee. Carried 6-0.

F. Third Friday Enrollment Report: Our enrollment increased 9% for a total of 794 students which includes the addition of 66 students to the district. A little over half of the increase is from the new 4K program. Third Friday count is determined using physical placement, open enrollment, and other forms of attendance.

- G. Summer School:** Mark Becker reported that 369 students attended some type of summer school course this summer for a total of 38 FTE students. The attendance in the general summer school sessions was very good.
- H. Gifts to Schools:** Jeff and Chris Moerke along with Alliant Energy donated \$800 to the Phy. Ed. Dept. to purchase new archery targets. Jerry Bastian of the Knights of Columbus presented the Special Education Department a donation of \$607.74 which will be used to fund equipment and materials for adaptive art, music and physical education. Our appreciation to all, for these generous donations.
- I. School Grants:** Mark Becker was awarded a \$1000 grant from WalMart to be used for purchasing materials for the new 4K program. Barb Callahan reported that Bridges to the Community submitted eight \$1,000 grants to CESA to be used for student group programs.
- J. Administrative Update on Student Behavior Guidelines:** Tom Bush expressed recognition on behalf of the board that parents and students were concerned with “new” rules. He relayed that the Board spent time discussing behavior guidelines at previous meetings and it was made clear to the administrative team that the rules which we have in place on paper need to be enforced and consistency in the enforcement should be expected. He expressed that majority of the non-negotiables are linked to policies created by the Board. The only new rule was the backpack/purse rule which required students to use their locker for storage. These rules were shared in the student handbook with students on the first day of school, on the website and in the newsletter sent home to families. Michelle Jensen updated the group on the locker room policy which is a state law as of October 1, 2008. Michelle shared that while students may be misinterpreting these rules as new, what is different this year is the emphasis on asking staff to enforce the rules that currently exist. She relayed that rules are put in place for the good of the organization and to allow the district to maintain a focus on academics.
- K. Youth Options Requests:** Three students submitted requests for youth options courses this spring at the UW Madison and MATC. Motion by Fischer/Poirier to approve the requests if it works into their 2009 schedule. Carried 6-0.
- L. Teacher Advancement on Salary Schedule:** Michelle Jensen announced the names of the teachers who earned additional credits over the past spring or summer that allowed them to change salary lanes. A special congratulations to Ryan Petersen and Tara Weisbrod for completing their Master’s degrees. Motion by Page/Winkler to approve the new salary schedule. Carried 6-0.
- M. Extra Curricular Staffing Resignations:** Angie Bazan submitted her resignation as Prom Advisor. Robin Apold submitted her resignation as Prom Advisor and class Advisor. Gessina Mintink submitted her resignation as MS Girls Basketball Coach. Pam Haffely and Jason Mueller submitted their resignations as MS Track coaches. Motion by Poirier/Fischer to approve resignations submitted. Carried 6-0.
- N. Extra Curricular Staffing Recommendations:** Kirsten Wohlers was recommended to fill class advisor role in place of Robin Apold. David Bartz was recommended as MS boys

Basketball coach. Motion by Fischer/Page to approve extra-curricular assignments. Carried 6-0.

O. Staffing Recommendation: Barb Callahan recommended the need for additional aide of 2.5 hours per day at the elementary to assist classroom teachers and students. Motion by Winkler/Fischer to approve the request for additional aide hours. Carried 6-0.

P. Bridges Personnel Contract: Barb Callahan presented contracts for staff that provide services to the district under the Bridges to the Community program. Motion by Poirier/Winkler to approve the contracts as presented. Carried 5-0, 1 abstention.

Q. Cambridge Counseling Clinic Contract: Barb Callahan presented a purchased service contract for the AODA counseling services through the clinic. Contract hours are fulfilled as part of our AODA program for students and families. The contract remained the same as last year. Motion by Winkler/Poirier to approve the contract as presented. Carried 5-0, 1 abstention.

R. Speech and Language Contract: Barb Callahan presented a contract for a continuation of S & L services for a student. Motion by Winkler/Page to approve the contract as presented. Carried 6-0.

S. K-3 Bridges Program Exploration: Michelle presented information regarding the idea to offer an after school program for K-3 students. This idea came from parent contacts to school inquiring about such programming. Parents of K-3 students were surveyed and responses indicated a strong interest in providing such a program. Motion by Poirier/Winkler to approve the concept of the plan with updates on the progress of the new program. Carried 6-0.

11. School Board President's Report Tom Bush congratulated the fall sports for successful season.

12. Administrative Reports:

Michelle Jensen: Recognized Christy Charles for her selection as an Amgen Fellow through the Amgen Foundation. This fellowship includes paid travel to the national science convention next spring. Ms. Charles was also recognized as an Amgen fellow last year. Michelle reported that she will be out of the State October 29-November 3 and will be presenting at the Small Schools Conference in Stevens Point on November 13th.

Jeff Stenroos: Announced the dates of the HS musical Beauty and the Beast for November 6-8, shared the date of the Veteran's Program for November 11th at 12:30 pm and announced his participation in the Dane County Truancy Committee.

Doreen Treuden: Congratulated her four food service employees who recently completed training and testing for food safety.

Mark Becker: Shared the terrific attendance at the recent parent conferences, announced the first enrichment program of the year took place on October 17 entitled "Attitude of Gratitude",

WKCE testing will begin November 3rd and the PTO craft fair will take place on November 8th.

Upcoming Meetings were scheduled.

Motion by Poirier/Winkler to move to executive session at 10:11 pm – all ayes.

Motion by Poirier/Winkler to reconvene in open session at 11:18 pm – all ayes.

No action taken in open session.

Adjournment

Motion by Poirier/Winkler to adjourn at 11:19 pm. Carried 6-0.

Respectfully Submitted,

Doug Cwik
Clerk