

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

**Board of Education
Regular Meeting
HS IMC
May 18, 2009
6:30 pm**

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

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

Others Present: Jessica Carlson, Amy Graves, Nancy Konkell, Jacque Wichlacz, Zea Gravitt-Biek, Samantha Ammann, Jessy Steen

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 May 11, 2009.

4. Approval of Agenda

Motion by Cwik/Mack to approve the May 18, 2009 agenda as posted. Carried 6-0.

5. Approval of Minutes

Motion by Page/Fischer to approve the minutes of the Regular and Executive Meetings on April 27, 2009 and Special Meeting on May 11, 2009. Carried 6-0.

6. Treasurer's Report: No financial reports this month.

7. Public Input: No Public Input this month.

8. Special Presentation(s):

Middle School Project – 10,000 Meals

Jessy Steen, Samantha Ammann and Zea Gravitt-Biek shared the Middle School students' progress toward the 10,000 meals project which will benefit our local food pantry and Second Harvest. So far the students have raised \$1,283 which will provide 8,981 meals. The students

have participated in several creative projects to help raise money, such as concessions, free throw contest, garage sale, I-pod day, Teacher in paradise, bake sales, penny war, walk-a-thon, water balloon fight as well as other fun activities. Their goal is to raise \$1,500.

9. Student Council Report: There was no Student Representative present, but Jeff Stenroos reported that the Student Council sponsored a Blood Drive.

10. COMMITTEE REPORTS

Legislative Report/Discussion: Michelle Jensen shared information that has been coming from the Governor's Office indicating that there will be cuts to the state aid to meet budget deficits. At this time the Governor has suggested cuts up to 5% to state aid but final numbers have not been given. A 5% cut to state aid is about \$227,000 for our district.

Policy Committee Report/Discussion: Policies reviewed by the Committee will be discussed under old or new business.

Extra Curricular Committee Report: Committee continued work on the HS code book. John Polzin gave an update on spring sports. The committee also discussed a concern brought forward by a parent regarding the fees assessed for participation in solo and ensemble. Currently, student participants are charged \$20 as part of the extracurricular fees for non-athletic activities. Discussion was held regarding consideration of determining a fee based on number of entries per student and capping the non-athletic fees similar to the cap currently in place for athletic fees.

Finance Committee Report: Discussed continued need for better fiscal oversight of activity accounts per our auditors and DPI, upcoming budget forecast for 09-10. Doreen also provided a referendum update on various projects.

Facilities Committee Report: No report at this time.

Personnel Committee Report: DEA and DESP negotiations are underway and going well with both groups. Hopeful that contracts will be decided by end of school year.

Technology Committee Report: The committee heard feedback on the Mimio demonstrations that staff had and also heard great feedback on the netbook carts that were recently purchased. The purchases selected for the technology lease are: updating the Tech Ed lab, purchase of 6 staff computers, purchase of netbook cart (24 netbooks), purchase of 3 Mimios, purchase of 2 LCD projectors and carts. The technology lease allows for about \$36,000 in technology purchases each year.

Safety Committee Report: No report at this time.

Joint Interactive Committee Report: No meeting held, no report at this time.

Health and Wellness Committee Report: The committee discussed goals for 09-10 including offering Friday Fitness with Families project that would schedule Friday night events at the elementary school. Also discussed adding a fall fitness day for staff based on positive feedback from spring event, providing for some type of early release activities for MS/HS students who

stay in town for practices and interest in hearing reports on Dane County Youth Survey results and Blue Kids report.

11. OLD BUSINESS

A. Policy Second Reading – Copyright Policy (771), Interlibrary Loan Policy – (362), Assistive Technology Services (365.2): These policies are required for the 2009-2012 technology plan for DPI. No additional information was added to these policies following the first reading last month. Motion by Page/Mack to approve the second reading of the above policies. Carried 6-0.

B. Field Trip Committee Report: The committee met back together to discuss the suggestion brought forward by the Music Department to begin the field trip rotation in 2009-10 instead of 2010-11. Sandy Fischer recommended three dates that she would like to have those interested in providing a trip along with the Music Department next year. The dates suggested are Nov. 10-15, March 24-28, and Mar. 29-April 2. These suggested dates have the fewest conflicts for students involved in multiple activities. Tom Bush shared that the board would like strong consideration given to the spring break week as this has long been the preference of the board for such trips.

C. Communications Committee Update: Eighteen people have expressed interest in being a part of this ad hoc committee. The members include administration, board, staff and parents. The first meeting date has been set for May 27th at 5:00 PM. The first meeting will be an organizational meeting to discuss the committee's purpose and to set future meeting dates.

12. NEW BUSINESS:

A. Policy First Readings:

Acceleration Policy: The acceleration policy addresses the need to accelerate students as appropriate in a variety of areas including single subject acceleration, multiple subject acceleration and grade level acceleration. Motion by Page/Cwik to approve the first reading. Carried 6-0.

Materials Reconsideration Policy: The policy was brought forward as part of the 2009-2012 technology plan and addresses the allowance for complaints to be brought forward regarding instructional materials used in the school setting. Motion by Page/Mack to approve the first reading. Carried 6-0.

B. Membership Audit Report: The District auditors reported that discrepancies were found regarding the reporting of summer school, tuition waiver students and head count totals for September and January. Adjustments were made to the counts with DPI and in our reports as necessary. Procedures will be examined to provide greater accuracy in future reporting.

C. Elementary School Street Name: A citizen contacted the District with the idea of naming the elementary driveway entrance from Liberty Street after a former Deerfield resident who served in the Civil War. After checking with the Village and consideration of the suggestion, Tom Bush asked that any community members with ideas regarding the possibility of naming the driveway in the future, share those thoughts with the school board

or Michelle Jensen. This item will be placed on the June board meeting agenda for future discussion based on any feedback received.

- D. School Nurse Contract 09-10:** The district contracts our nursing service through Fort Healthcare. There is a 3.5% increase for next year. Motion by Cwik/Fischer to approve the Nurse Contract for the 2009-10 school year. Carried 6-0.
- E. Lawn Maintenance Contract 09-11:** Doreen Treuden presented a lawn maintenance proposal to outsource the early spring, summer and early fall lawn mowing. Motion by Cwik/Haak to approve lawn maintenance contract. Carried 6-0.
- F. Transportation Contract 09-10:** Doreen Treuden presented the transportation contract through First Student. The contract reflects a 1% increase over this year. The current contract also includes an evergreen clause which automatically adds an additional year to the contract for a total of five years. Doreen will be meeting with First Student again to discuss reducing the evergreen clause to lesser years. Motion by Haak/Cwik to approve transportation contract. Carried 6-0.
- G. DPI Technology Plan 09-12:** Goals for the district to work on to continue providing technology instruction to students and staff, to further address technology literacy standards for students, to enhance the technology used to communication with parents and the community and continue professional development for technology use in the classroom. Motion by Cwik/Haak to approve the Technology Plan for 09-12. Carried 6-0.
- H. Staffing Recommendations including MS/HS Principal:** Two rounds of interviews were held with three candidates brought back for a second interview. Site visits were also held for two candidates to gain further information. It is recommended that Mark Luetschwager be selected to fill the position. Mark currently serves as the AP in Auburndale and comes to this position with 11 years of experience. Motion by Cwik/Fischer to approve Mark Luetschwager for the position. Carried 6-0.
- I. Summer School Contracts 09-10:** – Mark Becker presented the summer school teaching and aide positions. Motion by Cwik/Page to approve Summer School Contracts. Carried 6-0.

13. School Board President's Report: Tom Bush shared that the village is continuing to move forward with the water well site at the elementary school. He also shared that the village will also be approached regarding the planting of prairie grass on the elementary hill to prevent erosion. Budget updates will continue to be shared with the staff and public as we receive information from the state. Tom also announced the board priorities for 2009-10 based on the listening sessions with community, staff and students which include a future planning process for strategic planning, creation of a communications committee, setting of policy and procedure for staff and student discipline, evaluation and assessment measures for staff, administration and board, and determination of key performance indicators for district-wide progress. Congratulations to the class of 2009 as they graduate in the coming weeks.

14. Administrative Reports:

Michelle Jensen: Congratulations to Christy Charles for receiving the WEEB grant to be used to continue with the school forest initiatives she has begun. This is a matching funds grant which will provide about \$7500 for further teacher education and student education. Congratulations to Melissa Hill for receiving notice that the Alternative Education grant for \$65,000 has been awarded to Deerfield. She was instrumental in writing this grant to explore ways to expand our education for the at-risk population in our middle/high school. Michelle also shared information on the future planning process that will be led by Brian Busler and Jane Peschel of Oregon School District. This will provide an opportunity for a large group of people to come together to discuss the past, present and future of the district. There are also a number of facility projects that will begin within the next month including bathroom remodeling, stadium repairs and roof repairs.

Barb Callahan: Michelle shared on behalf of Barb Callahan that Deerfield was selected for a grant targeting underage and binge drinking through the CMCA. Barb, Jacquie Schuh and a student will represent Deerfield in the work on this grant.

Doreen Treuden: Shared that the referendum update that she shared with the Finance Committee is posted on the website under the business services webpage.

Jeff Stenroos: Michelle Jensen shared that the 6th grade visits were a success. The National Honor Society's cancer awareness week raised \$1,578.25 for the UW-Children's Hospital, 22 advanced placement tests were given in the areas of English language, English literature, US history and psychology, and a mock accident was held for the high school in preparation for the Prom weekend. Thanks to Heidi Gardner and the many village and county agencies that worked together to coordinate this mock accident and presentations for the students.

Mark Becker: Shared that the 5th grade band concert is Thursday, May 21st, summer school registrations are still being accepted and the 4K enrollment is up to 50 students.

Sandy Fischer thanked the many parents and staff who worked together to make a very nice Prom and post-Prom celebration. About 100 students attended post-prom where many activities, lots of food and great door prizes were given out throughout the night.

Upcoming Meetings were scheduled.

Motion by Fischer/Mack to move to executive session at 8:50 pm. Carried 6-0.

President Bush reconvened in open session at 9:32 pm and announced that no action was taken in executive session regarding new Principal contract terms.

Adjournment

Motion by Fischer/Haak to adjourn at 9:33 pm. Carried 6-0.

Respectfully Submitted,

Doug Cwik
Clerk