

DEERFIELD COMMUNITY SCHOOL DISTRICT
300 SIMONSON BOULEVARD
DEERFIELD, WI 53531

BOARD OF EDUCATION

Meeting in Committee Minutes

WDEE Studio

February 5, 2024

5:05 PM

BOE PRESENT: Fischer, Frame, Knudtson (arrived at 5:20), Mack, Michel, Sigurslid

BOE ABSENT: Hart

ADMINISTRATION PRESENT: Frey, Jensen, Kamrath, McDonough, Peachey

ADMINISTRATION ABSENT: No one absent

OTHERS PRESENT: Jill Fleming

A committee meeting of the School Board of the Deerfield Community School District, Dane County, Wisconsin, was duly called, noticed, held and conducted in the manner required by said governing body and the pertinent Wisconsin Statutes on February 5, 2024. Board President, Lisa Sigurslid, called the meeting to order at 5:05 p.m.

2. Call of Roll

Roll Call taken: Fischer, Frame, Mack, Michel, Sigurslid

3. Proof of Posting

Michelle Jensen announced that the meeting agenda was posted on February 2, 2024.

4. Adoption of Agenda

Motion by Fischer/Michel to approve the February 5, 2024 agenda as posted. Carried 5-0.

5. Approval of Minutes

Motion by Frame/Mack to approve meeting minutes of the January 8, 2024 meeting. Carried 5-0.

6. Public Input No public input.

7. COMMITTEE MEETING OF THE WHOLE:

A. STUDENT ACHIEVEMENT

NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. **ACT Prep Update:** Jill Fleming shared that the junior class took a practice test on January 30, there will be an optional practice test in February and the statewide ACT is scheduled for March 12.
2. **January Student Enrollment Count:** Karen Frey announced the enrollment count of 769, which is an increase of 13 students from the September count.
3. **Summer School Planning:** Melinda Kamrath shared that staff and parents were surveyed to gain feedback on structure of the program. Her recommendation is to hold one session June 10-July 3, Monday-Friday from 8:00am-noon.

B. FINANCE AND FACILITIES

NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. **Monthly Reconciliations:** Laura Peachey presented financial statements for December.

2. **Building Project Update:** Michelle Jensen shared that the 100% progress construction documents will be done by February 23. The Village Planning Commission has met regarding the building's exterior, landscaping, and the central utility plant. The village is holding a Neighborhood Information meeting on February 7.
3. **School Calendar Update:** Michelle Jensen announced she will be meeting with the Vogel team this week to review options on school start and end dates to allow as much time as possible for work to be done without students and staff onsite.
4. **Creation of Citizens Advisory Committee for Operational Needs:** Michelle Jensen announced her recommendation for the creation of an ad hoc Citizens Advisory Committee for future operational needs. Our current operational referendum will sunset on June 30, 2025 and expenses for the expanded middle/high school will need to be addressed.

C. POLICY AND PERSONNEL

NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. **Offsite Prom Venue:** Shannon McDonough shared that prom will be held May 11 and the junior class would like to request to hold it at Badger Farms, which is located outside the village limits. This will be brought to the board for approval at the regular meeting on February 19.
2. **Staffing Update:** Michelle Jensen announced the recent hiring of Mackenzie Loether as a long term substitute teacher for second grade; and Deidre Albrecht as a custodian.

8. Adjournment: Motion by Mack/Fischer to adjourn at 5:55 p.m. Carried 6-0.

Respectfully Submitted,

Shelley Mack
Board Clerk