

DEERFIELD COMMUNITY SCHOOL DISTRICT
300 SIMONSON BOULEVARD
DEERFIELD, WI 53531

BOARD OF EDUCATION
Meeting in Committee Minutes
District Conference Room
July 11, 2016
5:15 PM

BOE PRESENT: Brown, Bush, Fischer (arrived at 5:21), Haak, Mack, Sigurslid
BOE ABSENT: Cwik

ADMINISTRATION PRESENT: Callahan, Johnsrud, Kamrath
ADMINISTRATION ABSENT: Jensen

OTHERS PRESENT: Jill Fleming, Tom Bender

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 July 11, 2016. Board President, Jim Haak, called the meeting to order at 5:15 p.m.

2. Call of Roll

Roll Call taken: Brown, Bush, Haak, Mack, Sigurslid

3. Proof of Posting

Barb Callahan announced that the meeting agenda was posted on July 6, 2016.

4. Adoption of Agenda

Motion by Sigurslid/Brown to approve the July 11, 2016 agenda as posted. Carried 5-0.

5. Approval of Minutes

Motion by Sigurslid/Brown to approve meeting minutes of the regular and executive meetings from June 6, 2016. Carried 5-0.

6. Public Input: None at this time.

7. COMMITTEE MEETING OF THE WHOLE:

A. STUDENT ACHIEVEMENT

NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

- 1. High School Grading for GPA Update:** Jill Fleming shared information about grading scales in surrounding districts. The board decided not to take action at this time.
- 2. Student Academic Standards for 2016-2017:** Jill Fleming presented her report for the upcoming school year as required by DPI.

B. FINANCE AND FACILITIES

NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

- 1. Business Manager Transition Plan:** Barb Callahan shared that Jim Strasburg has been contracted during the interim and is handling accounts receivable and preparing for the audit, while Wendy Helminiak has assumed purchasing and accounts payable duties.
- 2. Facility Update:** Barb Callahan reported on behalf of John Hinrichs. Recent facility usage includes two drum and bugle corps groups and Dane County SWAT Team training exercises.

3. **Monthly Reconciliations:** Barb Callahan presented the financial reports for May.
4. **CAC Report and Recommendation:** Tom Bender, CAC member, presented the recommendation which includes a \$400,000 operational referendum and a 10-year capital referendum not to exceed \$2.7 million. Board reviewed and suggested minor verbiage changes.
5. **MS/HS Sign Update:** Barb Callahan stated there is no new information to share.
6. **Fund 46 Transfer:** Barb Callahan shared that more information will be known and reported at the July 18 board meeting. Lisa Sigurslid requested an update on the Fund Balance.

C. POLICY AND PERSONNEL

NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

1. **Student Handbooks for 2016-17:** Melinda Kamrath and Brad Johnsrud reviewed changes to the student handbooks.
 2. **Social Media Guide for Coaches/Advisors:** Melinda Kamrath and Barb Callahan presented the guide. Discussed content and suggested minor changes.
 3. **Update on Open Extracurricular Positions:** Barb Callahan announced that there are currently two open coaching positions: Cross Country Assistant and Middle School Volleyball. There are several open high school class and club advisor positions open.
 4. **Update on Open Support Staff and Certified Staff Positions:** Barb Callahan announced that there is one open certified staff position: High School Chemistry Teacher and two support staff positions: part-time elementary secretary and part-time EEN secretary.
 5. **MJ Care, Inc. Contract for 2016-17 OT Services:** Barb Callahan presented the contract with no changes from last year.
 6. **Cambridge Counseling Clinic Contract:** Barb Callahan presented the contract with no changes from last year.
 7. **Individual Contracts including: Administration, Administrative Support Staff, Food Service Director, Bridges Staff:** Barb Callahan announced these contracts will be presented for approval at the board meeting on July 18th.
- 8. Adjournment:** Motion by Mack/Fischer to adjourn at 6:42 p.m. Carried 6-0.

Respectfully Submitted,

Shelley Mack
Board Clerk