

**DEERFIELD COMMUNITY SCHOOL DISTRICT**  
**300 SIMONSON BOULEVARD**  
**DEERFIELD, WI 53531**

**BOARD OF EDUCATION**

**Meeting in Committee Minutes**

**MS/HS IMC**

**September 11, 2023**

**5:00 PM**

BOE PRESENT: Fischer, Frame, Hart, Knudtson, Mack, Michel, Sigurslid

BOE ABSENT: No one absent

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

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 September 11, 2023. Board President, Lisa Sigurslid, called the meeting to order at 5:02 p.m.

**2. Call of Roll**

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

**3. Proof of Posting**

Michelle Jensen announced that the meeting agenda was posted on September 8, 2023.

**4. Adoption of Agenda**

Motion by Fischer/Knudtson to adopt the September 11, 2023 agenda as posted. Carried 7-0.

**5. Approval of Minutes**

Motion by Fischer/Hart to approve meeting minutes of the August 7, 2023 meeting. Carried 7-0.

**6. Public Input:** No public input.

**7. COMMITTEE MEETING OF THE WHOLE:**

**A. STUDENT ACHIEVEMENT**

**NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:**

- 1. US News and World Reports Best High School Designation:** Michelle Jensen shared that Deerfield High School has again earned a national ranking as a Best High School by ranking in the top 40% of all high schools.

**B. FINANCE AND FACILITIES**

**NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:**

- 1. Facility Update:** Doreen Treuden shared that an interim Building and Grounds supervisor has been retained and that some of the duties have been delegated to others in the district for the time being.
- 2. Monthly Reconciliations:** Doreen Treuden announced that there is no report this month due to the audit.
- 3. Referendum Project Update:** Michelle Jensen shared that the Bray team presented the 3D virtual tour to staff at the district in-service and the Core Planning Team continues to meet on a bi-weekly basis.

4. **2023-24 Budget Discussion:** Doreen Treuden shared that the budget will be finalized after the third Friday count, noting it may be unbalanced due to a continued decrease in revenue compared to expenses.
5. **66.0301 Shared Services Agreement of PT Services for 2023-24:** Karen Frey announced she has not yet received the final agreement, noting she will have it to present at the regular board meeting.
6. **Permission for Homecoming Bonfire on School Grounds:** Shannon McDonough presented a request to have a bonfire on October 11 during Homecoming Week.

## **C. POLICY AND PERSONNEL**

### **NEW BUSINESS: ITEMS FOR DISCUSSION AND POSSIBLE ACTION:**

1. **Policy 5465 – Graduation Ceremony:** Michelle Jensen presented the proposed update which clarifies that only school-issued gowns and accessories may be worn for the graduation ceremony.
2. **Staff Handbook Updates for 2023-24:** Michelle Jensen presented the proposed updates to several areas of the handbook. Final proposal will be presented for approval at the regular board meeting,
3. **Staffing Update:** Michelle Jensen announced the resignations of John Hinrichs, building and grounds supervisor and Melanie Marinkovic, nutrition services lead assistant. Tony Howe has been hired as a middle school volleyball coach.

**8. EXECUTIVE SESSION:** N/A

**9. RECONVENE TO OPEN SESSION:** N/A

**10. Adjournment:** Motion by Mack/Fischer to adjourn at 6:27 p.m. Carried 7-0.

Respectfully Submitted,

Shelley Mack  
Board Clerk