

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

**BOARD OF EDUCATION**  
**Meeting in Committee Minutes**  
**MS/HS IMC**  
**December 4, 2023**  
**5:05 PM**

BOE PRESENT: Fischer, Frame, Hart, Knudtson, Mack, Michel, Sigurslid  
BOE ABSENT: No one absent

ADMINISTRATION PRESENT: Frey, Jensen, Kamrath, McDonough, Peachey, Treuden  
ADMINISTRATION ABSENT: No one absent

OTHERS PRESENT: Jill Fleming, Matt Polzin

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 December 4, 2023. Board President, Lisa Sigurslid, called the meeting to order at 5:10 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 November 30, 2023.

**4. Adoption of Agenda**

Motion by Michel/Fischer to approve the December 4, 2023 agenda as posted with a request to move item B6 ahead of item B1. Carried 7-0.

**5. Approval of Minutes**

Motion by Hart/Knudtson to approve meeting minutes of the November 6, 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. State Report Cards:** Jill Fleming reviewed in detail the state report cards for the 2022-23 school year.
- 2. US News and World Report Best Middle Schools Designation:** Michelle Jensen announced the middle school was recognized for performing in the top 40% of Wisconsin middle schools.

**B. FINANCE AND FACILITIES**

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

- 1. Facility Update:** Doreen Treuden reported that the food service van needed to be replaced and the purchase of a 2013 Ford Transit was financed through Fund 50. The board decided the facility update could be done on a quarterly basis going forward. The next report will be given at the March meeting unless there is a significant update that needs to be made prior to that.
- 2. Monthly Reconciliation:** Doreen Treuden presented financial statements for October.

3. **Audit Report for 2022-23:** Doreen Treuden shared the final audit report, noting it has been submitted to DPI.
4. **Building Project Update:** Michelle Jensen shared interior and exterior design ideas.
5. **Review of 10 (Ten) Year Capital Improvement Plan:** Doreen Treuden presented a draft plan for both buildings.
6. **Request for Addition of Boys Golf Team:** Matt Polzin and Michelle Jensen provided background information and items to consider. The board would like additional information on associated costs and course availability.

## **C. POLICY AND PERSONNEL**

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

1. **Miscellaneous Position Pay for 2023-25:** Michelle Jensen reviewed the pay increase proposal for numerous positions to remain within the marketplace wages.
2. **Support Staff Placement Scale for 2023-25:** Michelle Jensen reviewed the pay increase proposal to remain within the marketplace wages.
3. **Athletic Director Position Hours:** Michelle Jensen reviewed the proposal to increase the position from .52 FTE to .625 FTE.
4. **Staffing Update:** Michelle Jensen announced that Stephen Rodrigues-Pavao was recently approved as the United Against Hate advisor.

**8. Adjournment:** Motion by Mack/Knudtson to adjourn at 8:30 p.m. Carried 7-0.

Respectfully Submitted,

Shelley Mack  
Board Clerk