

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

**Board of Education
Regular Meeting
District Boardroom
December 15, 2025 6:00 p.m.**

BOE Present: Fischer (arrived at 6:01), Frame, Hart, Kessenich, Mack, Salkowski, Sigurslid
BOE Absent: No one absent

Administration Present: Jensen, Kamrath, McDonough, Peachey, Treuden
Administration Absent: Frey

Others Present: Ryan Fankhauser, Matt Polzin, Kendall LaChance, Jamae Wierzba

1. Call to Order:

Meeting called to order by President, Lisa Sigurslid at 6:00 p.m. as duly posted under s.s. 19.84(1)(2)(c).

2. Call of Roll:

Present: Frame, Hart, Kessenich, Mack, Salkowski, Sigurslid

3. Proof of Posting:

Michelle Jensen presented proof of posting of meeting agenda on December 12, 2025 at the village hall, district buildings, and the district website.

4. Adoption of Agenda:

Motion by Kessenich/Frame to adopt the December 15, 2025 agenda as posted. Carried 6-0.

5. Approval of Minutes:

Motion by Salkowski/Kessenich to approve the minutes from the November 17, 2025 regular meeting. Carried 6-0.

6. Financial Report and Approval of Current Expenditures:

Laura Peachey presented financial statements for October, noting total receipts of \$119,672.87 and vouchers of \$236,382.96. Motion by Fischer/Salkowski to approve the financial reports for October. A roll call vote is required to approve the current expenditures. All ayes.

7. Public Input: Jamae Wierzba made inquiries and shared comments regarding the stakeholder survey.

8. COMMITTEE REPORTS

A. Student School Board Representative Report: Kendall LaChance reported that recent events include helping 4K families at their gingerbread event and holding a blood drive. They are having dress up days this week leading up to winter break.

B. Legislative Report: Michelle Jensen shared information about two bills: special education funding/reimbursement and another that allows the rehiring of annuitants.

C. Policy and Personnel Committee Report: No report.

D. Health and Wellness Committee Report: No report.

E. Joint Interactive Committee Report: It was reported that a balanced budget was presented and passed by the Village Board and they will be looking at long-term capital improvements in January. The school's building project is moving along with Student Services staff and the athletic director moving into their new spaces.

9. NEW BUSINESS-ITEMS FOR DISCUSSION AND/OR POSSIBLE ACTION

A. Donations to the District: Appreciation was given to recent donors for their support of the district: West Koshkonong Church, for its donation of \$100 towards school lunch account balances; Gail Polzin, for her donation of \$150 to TRUE ID; and the Elementary PTO for its donation of \$400 towards the purchase of a popcorn machine.

B. District Grants Update: No update.

C. Building Project Update: Michelle Jensen shared progress notes on the interior portion of the building: window glazing, drywall installation, finishing brick and starting rough-ins; staircase is coming soon and they are hoping to finish all window installation by the end of this week.

D. South Parking Lot Design Plan: Michelle Jensen shared background information including cost to address issues and expand the current lot. Administration recommended moving forward with the proposed plan using contingency funds. The project would begin June 1, 2025 and will likely take most of the summer to complete. Motion by Salkowski/Fischer to approve the proposed plan for the south parking lot design. Carried 7-0.

E. Stormwater Runoff Design Plan: Michelle Jensen shared background information on the initial plan to install two rock spreaders. A rock spreader was installed and it was determined that they would not be sufficient to handle the runoff after observations during several rainfalls. It was recommended that an underground storm pipe be installed on school property from the east side of the middle/high school building to the corner of Bricton and Washburn, which is the location of the nearest village stormwater drain large enough to hold the capacity from the school. Administration recommended moving forward with the proposed plan using contingency funds. The district would coordinate with the village on the plan and it would likely take the summer to complete. Motion by Frame/Fischer to approve the stormwater runoff design plan. Carried 7-0.

F. Audit Report for 2024-25: Doreen Treuden shared that the findings include a lack of segregation of duties, which is in the report each year due to the district's small size. Another finding relates to a staff member hired mid-year who did not complete their renewal license application prior to the end of the school year. The full report is posted on the district website. Motion by Fischer/Hart to accept the audit report for 2024-25 as presented. Carried 7-0.

G. Junior Class Request for Offsite Prom Venue: Shannon McDonough presented the request on behalf of the junior class. Motion by Mack/Hart to approve the junior class request to hold prom at Harley Davidson of Madison on April 11, 2026. Carried 7-0.

H. Bound Sports and Activities Management Platform: Michelle Jensen and Matt Polzin shared background information on the need to move to a new platform due to our current platform, rSchool, being bought out earlier this year. Bound is an all-in-one package which can support facility use scheduling, ticket sales, athletic schedules, and more. This would begin with the 2026-27 school year. Motion by Salkowski/Hart to approve the transition to Bound sports and activities management platform. Carried 7-0.

I. Lawn Care Contract: Doreen Treuden reviewed the contract, noting that Meitner's Land Service has been providing very good service to the district since 2009. Motion by Frame/Kessenich to approve the five-year lawn care contract with Meitner's Land Service, LLC as presented. Carried 7-0.

J. Maintenance Equipment Purchase Request: Doreen Treuden presented the specifications, features and cost of the CenoBot, an autonomous vacuum sweeper. The CenoBot can add eight hours of floor care each day as it will sweep/vacuum all hard surfaces and carpet, including gym floors. Motion by Fischer/Salkowski to approve the purchase of the Cenobot at a cost of \$43,772.96 with a 36-month warranty. Carried 7-0.

K. Stakeholder Feedback – School Perceptions Surveys: Michelle Jensen reviewed the survey proposal from School Perceptions, noting no change from the Committee of the Whole meeting. Motion by Kessenich/Fischer to approve the district to contract with School Perceptions to develop and distribute surveys for students, staff and parents. Carried 7-0.

L. Staffing Resignation(s) including but not limited to: Middle/High School Principal: Administration presented the resignation of Shannon McDonough, middle/high school principal. Motion by Kessenich/Fischer to accept the resignation effective June 30, 2026. Carried 7-0.

M. Staffing Recommendation(s) including but not limited to: Spring Play Director, Asst. Director, Set/Stage Designer, Tech/Sound Director: Michelle Jensen presented the recommendation of Tom Kalhagen as the spring play director, which is a new extracurricular position. The assistant director, set/stage designer, and tech/sound director positions would be filled in the coming weeks. She noted that the school has not offered a play (non-musical) in several decades so this is a great opportunity for students that enjoy being involved in theater. Motion by Salkowski/Hart to approve the spring play extracurricular positions. Carried 7-0.

N. Support Staff Employment Report: Michelle Jensen announced the recent hiring of Jason Wierzba as a middle school girls basketball coach, Marcus Novak as the high school softball head coach, and Andrew Christianson as the high school baseball head coach.

10. School Board President's Report: Lisa Sigurslid extended happy holiday wishes to all.

11. Administrative Reports:

Michelle Jensen: Superintendent Jensen extended appreciation to staff for the continued opportunities that are available to our students. She shared a reminder that school day decisions regarding weather typically take place on the day of the event, rarely the night before. The district uses our email and phone messaging system and/or Facebook to provide updates to school closures and event cancellations.

Karen Frey: No report.

Melinda Kamrath: Principal Kamrath extended thanks to Ashley Meyer and the 2nd/3rd grade teachers and students for a wonderful concert, and to the PTO for donating funds for the Kindness Kart, which is a cart filled with goodies for all staff to brighten their day. The elementary students have been spreading holiday cheer at the community center by making placemats and cards, and singing for them. The kindergarten students, along with their third grade buddies, made cards to send to Cards for Hospitalized Kids.

Shannon McDonough: Principal McDonough shared that the BCT continues to provide support for struggling students. Recent events include a holiday pottery painting event hosted by Ceramics 2 students; a blood drive hosted by high school student council, and middle school music students traveled to Chicago to see the musical *Six*. There are festive dress up days and celebrations scheduled for this week.

Laura Peachey: No report.

Doreen Treuden: Mrs. Treuden shared information on the 2025-26 tax levy increase including historical data and variables.

12. Schedule Upcoming Meetings: Upcoming meetings were scheduled.

13. Adjournment: Motion by Mack/Fischer to adjourn at 8:50 p.m. Carried 7-0.

Respectfully Submitted,

Shelley Mack
Board Clerk