MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT OF DELAVAN-DARIEN
JULY 14, 2025

President Dave Henriott called the regular meeting of the Delavan-Darien School District Board of Education held at the School Administration Center to order at 6:00p.m.

Board Members Present: D. Henriott, D. Salas, D. Kirkpatrick, K. Hermann, K. Pohl

Board Members Absent: T. Schutt

Administrators Present: Superintendent D. Halbesma; Business Administrator A. Klein; Director of Teaching & Learning J. Thompson; Director of Pupil Services M. Burke; Director of Marketing & Communications A. Duchemin; Director of Buildings & Grounds J. McKinney; Athletic and Activities Director K. Polzin; Principals: J. Wehrenberg

The press was represented by Mike Hoey, *The Delavan Enterprise*.

Approval of Agenda: A motion was made by K. Hermann and seconded by D. Salas to approve the agenda as presented. The motion carried unanimously on a voice vote of 5-0.

Approval of Minutes: A motion was made by K. Pohl and seconded by K. Hermann to approve the minutes from the June 9, 2025 regular and closed meeting and June 16, 2025 closed and special meeting. The motion carried on a voice vote of 5-0.

Phoenix Middle School Honor Roll & DDHS/DD Tech Honor Roll: The Board reviewed the impressive list of honor roll students from both schools.

Citizen Comments: None

Consent Agenda: A motion was made by K. Hermann and seconded by D. Kirkpatrick to approve the Manifest of Bills dated July 14, 2025; gifts and grants of $500.00 2025-2026 T-Shirt Supporters: Alumitank, Harvard, IL, Arbor Vista Nursery, Delavan, WI, Busy B's Garden Center, Delavan, WI; $500.00 from Brandon & Emma Jones for the DD Tech Student Scholarships and $976.72 from Turtle Creek's Culvers Scoopie Night in May; New Staff Contracts for the 2025-2026 school year for Rebecca Brockman, DDHS Dean of Students; Natalie Bothun, Turtle Creek School Social Worker; Tiffany Duhr, Darien Physical Education Teacher; Deszray Sommerfeld, 3rd Grade Teacher; Gricelda Gallegos, Dual 4th Grade Teacher; Dona Willich, 4th Grade Teacher (Rehire); Sierra Severson, 4th Grade Teacher; and Annie Flory, 4th Grade Teacher. The motion carried unanimously on a voice vote of 5-0.

Nita M. Lowey 21st Century Community Learning Centers Overview of the 2024-2025 School Year: Site Director Helen Guerrero gave an overview for the Nita M. Lowey 21st CCLC program for the 2024-2025 school year. Ms. Guerrero stated this year marked the second year of the district's third grant, bringing the total to 12 years of continuous service. This is a very competitive grant and we are grateful for this program for our students. The program is located at Turtle Creek Elementary and services students from 5K to 4th grade. She highlighted that 80 students were enrolled for programming with over 25 different enrichment sessions. There were over 80 volunteer tutors from DDHS helping with the program. It was a successful year for the program and we look forward to continuing next school year.

2024-2025 Seclusion and Restraint Report: Director of Pupil Services Mary Burke reviewed the Seclusion and Restraint Report for the 2024-2025 school year with the Board of Education.

2025-2026 Student-Family Handbook: A motion was made by K. Hermann and seconded by D. Kirkpatrick to approve the Student-Family Handbook for the 2025-2026 school year. The motion carried unanimously on a voice vote of 5-0.

2025-2026 Co-Curricular Handbook: Athletic Director Kyle Polzin reviewed the following changes to the handbook: the additions of amateur status, misuse of social media, suspension period requirements, attendance guidelines to follow the school's definition of truant (five or more tardies) and updated the senior award night standards. Also updated was the code of conduct to pertain only for 9th-12th grade students by updating the tier 2 code violation timeline and removing the sixth code violation for the code of contract. A motion was made by D. Salas and seconded by D. Henriott to approve the Co-Curricular Handbook for the 2025-2026 school year. The motion carried unanimously on a voice vote of 5-0.

2025-2026 Coaches/Advisors Handbook: Athletic Director Kyle Polzin reviewed the changes to the handbook similar to the co-curricular handbook, the only other changes are specific to the WIAA Tournament Expenses for coaches to be reimbursed for purchases and transportation guidelines, which require pre-approval by the Athletic Director. A motion was made by K. Hermann and seconded by D. Salas to approve the Coaches/Advisors Handbook for the 2025-2026 school year. The motion carried unanimously on a voice vote of 5-0.

Annual Declaration and Parent Notice of the District's Student Academic Standards for the 2025-2026 School Year, Pursuant to Section 120.12(13) and Section 118.30(1g)(a) of the State Statutes: A motion was made by D. Salas and seconded by K. Pohl to approve the proposed annual "Notice of Student Academic Standards" that are in effect for the 2025-26 school year, as said proposed notice was presented to the Board in written form, with a date of July 14, 2025, in the Board's packet of supplemental materials for this meeting, all pursuant to section 120.12(13)(b) and section 118.30(1g)(a) of the State Statutes. The motion carried unanimously on a voice vote of 5-0. A motion was made by D. Salas and seconded by D. Henriott directed the Board to direct the administration to provide parents and guardians of District students with notice that the Board adopted student academic standards that are in effect for the 2025-26 school year in a manner that is consistent with the requirements of section 120.12(13) of the State Statutes. The motion carried unanimously on a voice vote of 5-0.

State Budget Update - Superintendent Report: Superintendent D. Halbesma presented the newly released 2025-2027 Biennial Budget Provisions for K-12 Schools, DPI will release an official summary of all budget actions soon.

2024-2025 Budget Amendments: Business Administrator A. Klein presented on the budget amendments for the 24-25 school year. Specifically, Klein asked for guidance on how the Board would like to budget for the High School pool, Turtle Creek asphalt, and High School asphalt. After discussion, the Board decided to note the High School pool and High School asphalt under assigned fund balance in which they could complete the projects later in the 2025-2026 school year once the state budget was finalized.

Approve Asphalt Bid for the 2025-2026 School Year: Business Administrator A. Klein presented on the asphalt bids. The Board decided to give authority to the administration requiring a guarantee and warranty for the Turtle Creek asphalt project and wait on the High School asphalt project. The Turtle Creek asphalt project would be finished prior to September 2025. A motion by D. Kirkpatrick and seconded by K. Hermann to approve the lowest bidder for the Turtle Creek asphalt project, subject to the administrative review of the contract. The motion carried unanimously on a voice vote of 5-0.

Future Agenda Items

Next Meeting Date: Budget Hearing/Annual Meeting – July 28 2025 – 6:00 p.m. at SAC
Board Retreat/Work Session – August 4, 2025 – 5:00 p.m.
Regular Meeting – August 11, 2025 – 6:00 p.m.
Regular Meeting – September 8, 2025 – 6:00 p.m.

A motion was made by K. Hermann and seconded by D. Salas to go into closed session, pursuant to Wis. Stat. §19.85(1)(c) to discuss and take action, if appropriate, regarding the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to discuss and take action, if appropriate, regarding the evaluation of personnel and board vacancy. The motion carried unanimously on all aye votes 5-0.

The Board went into closed session at 7:27 p.m.

_____ _____

Jaclyn Powell, Secretary Dave Henriott, President