MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT OF DELAVAN-DARIEN
JULY 10, 2023

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, J. Dutton, K. Hermann, T. Schutt, K. Pohl, G. Moses

Administrators Present: Interim District Administrator/Business Administrator A. Klein, Interim Director of Curriculum/Director of Pupil Services M. Burke, Athletic Director K. Polzin, Coordinator of Marketing & Communications A. Duchemin, Director of Buildings & Grounds J. McKinney, Principal K. Pickel, Associate Principal C. Zimmerman

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

Approval of Agenda: A motion was made by G. Moses to approve the agenda as presented and T. Schutt seconded the motion. The motion carried unanimously on a voice vote of 7-0.

Approval of Minutes: A motion was made by G. Moses and seconded by D. Salas to approve the minutes from the June 12, 2023 regular/closed session meetings. The motion carried unanimously on a voice vote of 7-0.

Citizens Comments: Resident Peggy Fleck addressed the Board.

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

Consent Agenda: A motion was made by K. Hermann and seconded by D. Salas to approve the Manifest of Bills dated July 10, 2023; gifts and grants of $144 for Turtle Creek special education program from Janesville Jets, and $150 for Food in a Backpack from First Baptist Church, Delavan, Wi; staff resignations for the 2023-2024 school year for Lauren Gurholt – special education teacher, Kimberly Katzenmeyer – associate principal DDHS, Jamie Voss – business accountant, and Dr. Jill Sorbie – District Administrator/Director of Curriculum; and new staff contracts for the 2023-2024 school year for Morgan Huntley – 6th grade academics and Sydney Collins – special education teacher. The motion carried unanimously on a voice vote of 7-0.

Student/Family Handbook for the 2023-2024 School Year: A motion was made by T. Schutt and seconded by K. Pohl to approve the Student/Family Handbook for the 2023-2024 school year. The motion carried unanimously on a voice vote of 7-0.

Student/Parent Co-Curricular Handbook for the 2023-2024 School Year: Athletic Director K. Polzin reviewed the changes to the handbook reviewing the major changes to eligibility. A motion was made by J. Dutton and seconded by D. Henriott to approve the Student/Parent Co-Curricular Handbook for the 2023-2024 school year. The motion carried unanimously on a voice vote of 7-0.

Coaches/Advisors Handbook for the 2023-2024 School Year: Athletic Director K. Polzin reviewed the changes to the handbook highlighting that the district will be changing to the Rock Valley Conference except for swimming that will remain in the Southern Lake Conference. The district will also add Lacrosse to spring sports. A motion was made by T. Schutt and seconded by D. Salas to approve the Coaches/Advisors Handbook for the 2023-2023 school year. The motion carried unanimously on a voice vote of 7-0.

Seclusion and Restraint Report for the 2022-2023 School Year: Director of Pupil Services M. Burke reviewed the Seclusion and Restraint Report for the 2022-2023 school year with the Board of Education. A motion was made by K. Pohl and seconded by K. Hermann to approve the Seclusion and Restraint Report for the 2022-2023 school year. The motion carried unanimously on a voice vote of 7-0.

Health Services Report for the 2022-2023 School Year: Director of Pupil Services M. Burke reviewed the Health Service Report for the 2022-2023 school year with the Board of Education. Ms. Burke stated that due to the extra effort put forth by the school nurse to comply with the state's immunization goal of 99%, the compliance rate for the 2022-2023 school year was 100%. The District has had over 99% compliance rate for the past nineteen years. A motion was made by T. Schutt and seconded by J. Dutton to approve the Health Services Report for the 2022-2023 school year. The motion carried unanimously on a voice vote of 7-0.

Wellness Activity Report for the 2022-2023 School Year: Interim District Administrator A. Klein reported that our school nurse does different activities for staff to partake in for our District wellness program. Mr. Klein reviewed a list of the 2022-2023 school year wellness activities.

First Reading NEOLA Board Policy 8500 – Food Service: Interim District Administrator A. Klein stated that the District food service program was audited and the DPI finding was that one of our Board Policies was not specific enough regarding negative account balances. This policy change represents more specific balances as requested by DPI. A motion was made by K. Hermann and seconded by G. Moses to approve the first reading of NEOLA Board Policy 8500. The motion carried unanimously on a voice vote of 7-0.

Approve Budget Amendments for the 2022-2023 School Year: Business Administrator A. Klein reviewed the budget amendments highlights for the 2022-2023 school year. Mr. Klein stated that the District's budget, like all budgets, is a living document subject to change. Much like last year, the biggest driver of projected budget variances is due to an ongoing inability for the District to attract and retain staff to fill needed positions and technology infrastructure ordered during the 21-22 and 22-23 fiscal years that will not arrive until after 6/30/23. A motion was made by K. Hermann and seconded by J. Dutton to commit $196,922.20 of the projected surplus for the purchase of ordered but not received technology items and deposit any additional funds, above and beyond the $500,000 surplus to the District's Fund 46 Capital Improvement Fund. The motion carried unanimously on a voice vote of 7-0.

Annual Declaration and Parent Notice of District's Student Academic Standards for the 2023-2024 School Year, Pursuant to Section 120.12(13) and Section 118.30(1g)(a) of the State Statutes: A motion was made by T. Schutt to approve the proposed "Notice of Student Academic Standards that are in effect for the 2023-2024 school year, as said proposed notice was presented to the Board in written form as Attachment A, with a date of July 10, 2023, 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 was seconded by D. Henriott and carried unanimously. A motion was made by G. Moses that the Board direct the administration to provide parents and guardians of District students with notice of the Board adopted student academic standards that are in effect for the 2023-2024 school year in a manner that is consistent with the requirements of section 120.12(13) of the State Statutes. The motion was seconded by K. Hermann and carried unanimously.

Interim District Administrator Report: Interim District Administrator A. Klein gave a brief update on the tennis courts. He will reach out and hopefully get them back here to give an update.

Future Agenda Items:

Next Meeting Date: Budget Hearing/Annual Meeting – July 11, 2023 – 6:00 p.m.
Regular Meeting – August 13, 2023 – 6:00 p.m.
Regular Meeting – September 11, 2023 – 6:00 p.m.

A motion was made by T. Schutt and seconded by K. Hermann to go into closed session, pursuant to Wis. Stat. §19.85(1)(c) to discuss and take action, if appropriate, on closed session minutes from June 12, 2023, June 15, 2023 and June 26, 2023 and to discuss job assignments, replacement of District Administrator, employment and compensation for all staff members. The motion carried on a roll call vote of all ayes from J. Dutton, D. Salas, D. Henriott, K. Pohl, K. Hermann, T. Schutt, and G Moses.

The Board went into closed session at 7:03 p.m.

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Karen Logterman, Secretary Dave Henriott, President