# MINUTES
# BOARD OF EDUCATION
# SCHOOL DISTRICT OF DELAVAN-DARIEN
# JULY 22, 2025

President D. Henriott called the special meeting of the Delavan-Darien School District Board of Education held at the School Administration Center to order at 5:25p.m.

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

**Administrators Present**: A. Klein, Business Administrator; J. Powell

**Approval of Agenda:** A motion was made by T. Schutt and seconded by K. Hermann to approve the agenda as presented. The motion carried unanimously on a voice vote of 6-0.

**Interview Vacant Board Seat Candidates:** The Board interviewed the three candidates interested in the vacant board seat: Heather Nicholas, Maria "Jo" Johnson, and Jessie Grober.

**Appointment of Vacant School Board Seat:** Each Board member voted for their preferred candidate, with the majority vote selecting the appointee. The board appointed Maria "Jo" Johnson to fill the vacant School Board seat through April 2026. The oath of office would be taken at a later date prior to the 60 day deadline to fill the vacant position.

**Consent Agenda:** A motion was made by K. Hermann and seconded by D. Kirkpatrick to approve the staff resignations for the 2025-26 school year for Jamie Voss, Business Accountant effective July 25, 2025 and Tiffany Portiz, 7th Grade ELA Teacher pending payment of liquidated damages; and the new staff contract for the 2025-26 school year for Anne Karedes, 0.5 FTE Virtual School Teacher (Rehire).

**Approval of New & Revised Job Descriptions:** A. Klein presented on the Business Office restructuring due to the resignation of the District Accountant. A. Klein would be bringing two more business office job description revisions at a special meeting following the annual meeting. A motion was made by D. Salas and seconded by T. Schutt to approve the new District Office Assistant job description.

A motion was made by K. Hermann and seconded by T. Schutt 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.

The Board went into closed session at 6:03 p.m.

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Jaclyn Powell, Secretary Dave Henriott, President