

**MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT OF DELAVAN-DARIEN
MAY 10, 2021**

District Administrator Dr. Sorbie called the regular meeting of the Delavan-Darien School District Board of Education held at the Phoenix Middle School Cafeteria to order at 6:00p.m.

Board Members Present: D. Henriott, D. Grams, G. Moses, T. Schutt, D. Salas, J. Dutton, R. Deschner (arrived at 6:15pm for election of officers)

Administrators Present: District Administrator J. Sorbie, Business Administrator A. Klein, Director of Pupil Services M. Burke, Principals A. Urmanski, K. Pickel, Associate Principals B. Fossler, B. Bestul

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

A moment of silence was held for student Peter Cook-Lavariega.

Approval of Agenda: T. Schutt made a motion to move Item 4 Election of Officers to after Item 8 Citizen Comments. The motion was seconded by D. Salas. The motion carried unanimously on a voice vote.

Official Newspaper: Henriott/Grams moved that the *Delavan Enterprise* be designated as the official newspaper for the district for the 2021-2022 school year. Motion carried unanimously on a 6-0 voice vote.

Public Depositories: Moses/Henriott moved that Town Bank be designated as the public depository for the 2021-2022 school year. Motion carried unanimously on a 6-0 voice vote.

WASB Delegate: On a Henriott/Moses motion, the board unanimously approved Doreen Grams as the delegate to the WASB convention in January 2022 on a 6-0 voice vote.

School District Attorney: Grams/Schutt moved that Ed Thompson, WASB, Law Firm of Strang, Patteson, Renning, Lewis & Lacy, S.C., Quarles & Brady, and Boardman & Clark LLP be designated as attorneys for the school district for 2021-2022 school year. Motion carried unanimously on a 6-0 voice vote.

Minutes Approved: The minutes of the April 12, 2021 regular/closed session meeting were unanimously approved on a Moses/Henriott motion with a 6-0 voice vote.

Student Council Report: No report was given.

Best Community for Music Education Award: District Administrator J. Sorbie reported on the honor of being named again Best Community for Music Education by The NAMM Foundation.

Citizens Comments: None

Election of Officers: District Administrator J. Sorbie called for nominations for President. Dave Henriott and Doreen Grams were nominated. On a 4-3 secret ballot vote, Dave Henriott was elected President of the Delavan-Darien School Board.

President Henriott called for nominations for Vice President. Giovanna Moses and Doreen Grams were nominated. On a 5-2 secret ballot vote, Giovanna Moses was elected Vice President.

President Henriott called for nominations for Clerk. Doreen Grams was nominated. On a unanimous voice vote Doreen Grams was elected Clerk.

President Henriott called for nominations for Treasurer. Tiffany Schutt was nominated. On a unanimous voice vote Tiffany Schutt was elected Treasurer.

Consent Agenda: A motion was made by G. Moses and seconded by T. Schutt to approve the Manifest of Bills; gifts to the district of water bottle filling station, toothbrushes, water bottles for Darien Elementary from the 2021 Cool Water Program from Delta Dental of Wisconsin and \$500 for LMC Café for 2021-22 School year from Walworth County ARC Inc., Elkhorn, WI; staff resignations for the 2021-2022 school year for Henry Johnson – physical education teacher, Katerina Hartigan – school psychologist, Kimberly Frazier – 6th grade teacher, Thomas Kanoff, Jr. – physical education teacher, Ryan Weber – mathematics teachers, and Erica Nelson – special education teacher; and new staff contracts for the 2021-2022 school year for Cori James – math interventionist, Michelle Larson – Project Lead the Way/Robotics and Katelyn Gonzalez – 4th grade teacher. The motion carried unanimously on a voice vote.

Financial Statement for Month Ending April 30, 2021: Business Administrator A. Klein reviewed the financial statement. Operating cash on hand \$6,948,896.40, funds accessed on business line of credit \$0.00, and net operating funds \$6,948,896.40. The purchasing card usage for the month ending March 31, 2021 was \$25,528.23. A motion was made by T. Schutt and seconded by D. Salas to approve the financial statement for month ending April 30, 2021. The motion carried unanimously on a voice vote.

Fund 46 Capital Improvement Plan and Resolution: Business Administrator A. Klein stated that school districts may establish a long term capital improvement trust fund (Fund 46) which is funded through transfers from its general fund (Fund 10). The contribution from Fund 10 to Fund 46 is recorded as the expenditure for shared cost and equalization aid purposes. Future expenditures from Fund 46 are not part of shared costs. A school board is prohibited from removing money deposited into Fund 46 for a period of five years after the fund is created. After the initial five year wait period is over, funds may only be used for the purposes identified in the approved long-term capital improvement plan. Fund 46 assets may not be transferred to any other school district fund. Mr. Klein stated that the district has budgeted for a \$50,000 contribution to Fund 46 this fiscal year, but before any contributions can be made the Board must first approve a capital improvement plan (minimum 10 years) and pass a resolution to establish the trust. The capital improvement plan does not need to be all encompassing and can be amended by the Board as the district moves forward. A motion was made by T. Schutt and seconded by D. Grams to approve the School District of Delavan-Darien 15 year Capital Improvement Plan as presented. The motion carried unanimously on a voice vote. A motion was made by G. Moses and seconded by T. Schutt to approve the Resolution creating a Long-Term Capital Improvement Trust Fund (Fund 46). The motion carried unanimously on a voice vote.

Approval of Preliminary Budget for the 2021-2022 School Year: Business Administrator A. Klein stated that school districts are required to hold a budget hearing at the same time and place as the annual meeting. Prior to the budget hearing, the school board must approve a proposed budget to present at the budget hearing and the budget needs to be published at least 10 days prior to the hearing. Mr. Klein stated the budget assumptions that are in the proposed preliminary budget are just assumptions at this time.

It is important to keep in mind that it is likely that changes will need to be made to the budget in the weeks and months ahead before the Board approves a final budget in late October. A motion was made by J. Dutton and seconded by T. Schutt to approve the 2021-2022 DPI approved budget publication format. The motion carried unanimously on a voice vote. A motion as made by T. Schutt and seconded by D. Salas to approve the 2021-2022 DPI approved budget adoption format for presentation during the District's Annual Meeting. The motion carried unanimously on a voice vote.

Approve/Deny Open Enrollment Incoming/Outgoing Applications for 2021-22 School Year: A motion was made by T. Schutt and seconded by D. Salas to approve all of the incoming and outgoing open enrollment applications for the 2021-22 school year. The motion carried unanimously on a voice vote.

2021-2022 Student Insurance Accident Insurance Renewal: Business Administrator A. Klein stated that the District currently contracts with 1st Agency to provide student accident insurance for our families. This insurance can be used by families to help cover the medical costs of accidents occurring during the school day that exceed their own medical coverage. The District recently received an insurance renewal with a \$0 premium increase for the 2021-2022 fiscal year. A motion was made by G. Moses and seconded by T. Schutt to approve 1st Agency as the District's student accident insurance provider for the 2021-2022 fiscal year. The motion unanimously on a voice vote.

School Resource Officer Agreement: A motion was made by T. Schutt and seconded by D. Grams to approve the School Resource Officer Agreement. The motion carried unanimously on a voice vote.

ELA/SLA Curriculum Adoption: A motion was made by T. Schutt and seconded by D. Salas to adopt the K-8 ELA *Into Reading and Into Literature* and SLA *Arriba la Lectura* curriculum for the next six years as discussed. The motion carried unanimously on a voice vote.

Approve Employee Handbook for the 2021-2022 School Year: A motion was made by T. Schutt and seconded by R. Deschner to approve the Employee Handbook for the 2021-2022 school year. The motion carried unanimously on a voice vote.

Appoint Representative to 2021 CESA#2 Delegate Convention June 15-7:00pm: Board Member D. Grams volunteered to be the District representative to the 2021 CESA#2 Delegate Convention.

Set School Board Meeting Dates and Times: A motion was made by D. Grams and seconded by T. Schutt to adopt the school board meeting dates and times for 2021-22 with times as printed. The motion carried unanimously on a voice vote. Please note that meetings start times will be 6:00 p.m.

District Administrator Report: District Administrator J. Sorbie reported on the school facilities work getting started. It is hoped that occupancy permits will be mid-October. There will be an official ground breaking ceremony and we will let you know the details when available. The retirement/end-of-year celebration will be held Wednesday, May 26 at Lake Lawn Resort at 4:00-5:30p.m. It will be an outdoor event with weather permitting. Graduation will be outdoors weather permitting June 6 at 1:00p.m. at Lake Lawn Resort with Board member G. Moses presenting diplomas with T. Schutt the alternate board member.

Future Agenda Items: None

Next Meeting Date: Regular Meeting – June 14, 2021 – 6:00 p.m.
Budget Hearing/Annual Meeting – June 28, 2021 – 6:30 p.m.
Regular Meeting – July 12, 2021 – 6:00 p.m.

There being no further business, a motion was made by R. Deschner and seconded by T. Schutt to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 7:48p.m.

Karen Logterman, Secretary

Dave Henriott, President