

**MINUTES  
BOARD OF EDUCATION  
SCHOOL DISTRICT OF DELAVAN-DARIEN  
JULY 13, 2015**

President Jeffery Scherer called the regular meeting of the Delavan-Darien School District Board of Education held at the School Administration Center to order at 7:00p.m.

**Board Members Present:** J. Hansen, J. Scherer, R. Kelton, C. Kort, S. Gonzalez

**Board Members Absent:** S. Logterman

**Administrators Present:** Superintendent R. Crist, Business Administrator M. Powell, Director of Instruction D. Erdmann, Principal K. Pickel, Athletic Director G. Otte

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

**Minutes Approved:** The minutes of the June 8, 2015 regular and closed session meetings and the June 22, 2015 special meeting were unanimously approved on a Hansen/Kelton motion.

**Citizen Comments:** Athletic Director G. Otte reported to the board about the Lacrosse tournament held in June. There were 82 teams, a couple of injuries and he is collecting information on damages on the football field. Dr. Otte reported that he would be meeting with the organizers in a couple of weeks and planning for future years. He reported he is in the process of hiring needed coaches and a project will be updating the coaches' handbook which he will bring back for board approval. Dr. Otte is preparing for the fall seasons which will be starting in less than a month. There will be an informational athletic parent meeting held on July 29.

**Consent Agenda:** The board unanimously approved a motion by J. Hansen and seconded by R. Kelton to approve the Manifest of Bills dated July 13, 2015; the Treasurer's Report Summary for June 30, 2015 dated July 13, 2015; gift/grants \$300 golf clubs and walking carts from Jean Smith, Delavan, WI, \$300 band trip to Washington, DC from Steven and Sue Benzon (Delavan Animal Clinic) Delavan, WI; staff resignations for the 2015-16 school year for Katie Campbell – music teacher, Crystal Akey (exception in motion to not act on), Laura Brellenthin – 5<sup>th</sup> grade teacher, Kyle Hornickel – guidance counselor, Sarah Townsend – special education, Lisa Taylor – 3<sup>rd</sup> grade teacher; new staff contracts for the 2015-16 school year for Brisa Almanza – dual language teacher, Michelle Lopez – ESL teacher, Krista Huerta – occupational therapist, Chelsea McIlquham – guidance counselor, Kelly O-Connell – guidance counselor, Kori Keiser – special education, Kyle Polzin – 5<sup>th</sup> grade teacher, Sheila Venteicher – 4<sup>th</sup> grade teacher, Carlos Rabanales – elementary music teacher; non-faculty co-curricular contracts for the 2015-16 school year for Jean Jacobs – volleyball DDHS, Matthew Guilfoyle – assistant volleyball DDHS, Kathy Kort – assistant volleyball DDHS, Mike Marse – head boys soccer DDHS, Mike Marse – head girls soccer DDHS, Francisco Huerta – assistant girls soccer DDHS, Francisco Huerta – assistant boys soccer – DDHS, Jose Lopez – head girls basketball DDHS, Jeff Tortomasi – head track DDHS, Kevin Counsell – assistant track DDHS, Mike Heine, video production club DDHS, Chris Hembrook – assistant boys basketball DDHS, and Dan Piecha – head boys golf DDHS.

**Library Media Update:** District Library Media Director Peggy Fleck gave an overview of where we are and where we are going with library media. Ms. Fleck reported that she is in the process of barcoding all curriculum that comes in to track and the new teacher editions have 41 different items to them to keep together. Ms. Fleck stated that the district has a collection of 106,141 books and

circulations for 2014-15 of 100,288 between all five libraries. The district will be using Overdrive for Phoenix and DDHS with connections to the public library. Some highlights will be: \*\*Library Programs – class visits, student selection, teacher selection, lexiled libraries, Battle of the Books \*\*K-5 Computer Program – weekly visits, explore databases, explore Google Docs, projects, digital citizenship \*\*Digital Citizenship K-5 – Netsmartz, common sense media, student technology portal, explore skills with Google, databases, and Destiny \*\*2015-2016 additional programming – virtual book clubs, connections with community, Next Generation Science, Follett Resources and Textbook Module and online courses for credit or extra credit.

**HIV/STD Grant Update:** Director of Pupil Services S. Halberg gave an update on the HIV/STD grant that was approved by the Department of Public Instruction for the 2015-16 school year. Dr. Halberg reported that we are working on new health curriculum for grades 6,7,8 and high school. There is an opt out for parents on the health curriculum. After discussion the board agreed that it should be an active consent to opt out in middle school and a passive consent in high school. It was stated that a letter would go home to middle school students before class starts to get a signature for opt out and if not returned, student would participate. Dr. Halberg also reported that 40 students benefited from Credence mental health services last school year and we will be continuing that for the next school year.

**Strategic Plan Update:** Superintendent Crist gave a strategic plan update to the board.

**End of School Year Report:** Superintendent Crist gave an end of the school year report to the board. The district has used Infinite Campus this year and has worked to streamline data to the Department of Public Instruction for student attendance, conduct and grades. Our district attendance rate went from 93.5% to 95.5%. It is hard to compare conduct and other statistics with the conversion to Infinite Campus but a better comparison can be made at the end of next school year. We have been working hard on the standards for K-5 and need to continue the work there and include the secondary schools.

**Turtle Creek Recognition by Wisconsin RtI Center as School of Merit:** Superintendent Crist read a letter from DPI acknowledging that Turtle Creek Elementary was selected by the Wisconsin RtI Center as a School of Merit for their work accomplished through the implementation of Positive Behavioral Interventions and Supports (PBIS). As a School of Merit, Turtle Creek Elementary will receive a banner and recognition at the annual PBIS Leadership Conference in August. Congratulations and a job well done for the staff and students of Turtle Creek Elementary.

**Report by Deborah Erdmann – Director of Curriculum & Instruction:** Ms. Deborah Erdmann introduced herself as the new Director of Curriculum & Instruction. She reported that she had the opportunity to attend the Guided Language Acquisition Design (Project GLAD) training at Turtle Creek Elementary. Ms. Erdmann said that during her first year she would like to see every teacher teach in the district and get to know them as professionals. She would like to see teachers use data instead of just being presented the data, she would like to empower staff to collaborate and adjust how they deliver instruction for high level learners even though we have structured curriculum, and she would like to start educating teachers on the common core standards for social studies and science.

**2014-15 Health Services Report:** Superintendent Crist stated that our school nurse goes to every school every day and deals with sensitive and urgent care. She is extremely competent and the district had 100% compliance with immunizations for the school year. He encouraged the board to review the report provided.

**Board Member Vacancy:** Superintendent Crist reported that we did not receive any letters of interest for our open City of Delavan board member vacancy. Please encourage people from the City to contact us if they would be interested.

**Budget Revisions 2014-15 School Year:** Business Administrator M. Powell told the board that it is usually necessary to make adjustments after the adopted budget in October. Most changes are related to grants due to final determination of carry-over funds, educational needs that change, etc. Changes can also be necessary if other revenues and expenses are determined to be different than originally projected. A motion was made by J. Hansen and seconded by R. Kelton to approve the budget revisions as presented. The motion carried unanimously.

**Approval of Lease for Maintenance Equipment:** Business Administrator M. Powell reviewed with the board a proposal to lease a Bobcat Toolcat for the maintenance department. The lease cost is \$11,600 for three years and this would help spread the expense over multiple years and is the district's to keep at the end of the lease. A motion was made by J. Hansen and seconded by C. Kort to approve the lease of maintenance equipment as presented. The motion carried unanimously.

**Approval of Employee Handbook:** Superintendent Crist told the board that volunteers were asked to be part of the employee handbook review committee. The employee handbook was reviewed page by page and suggestions for changes were made. A motion was made by J. Hansen and seconded by R. Kelton to approve the Employee Handbook. The motion carried unanimously.

**Parent Transportation Contract:** A motion was made by S. Gonzalez and seconded by R. Kelton to approve the parent transportation contract. The motion carried unanimously.

**Board Policy Updates:** The board reviewed Neola Board Policy updates to policies 0100,0140,0170,1213,1241,1260,1630.01,2260.01,2261,2421,2440,3120.08,3121,3230,3281,3430.01, 4121,4124,4230,4281,4430.01,5111,5113,5114,5350,5514.01,5540,5605,5630.01,5730,5751,6108, 6424,8120,8330,8390,8410,8431,8600. A motion was made by R. Kelton and seconded by J. Hansen to approve the board policy updates and dispense with the second reading. The motion carried unanimously.

**Board Policy Deletions:** The board reviewed Neola Board Policy deletions for policy numbers 3120.09 and 4120.09. A motion was made by C. Kort and seconded by R. Kelton to approve the board policy deletions of 3120.09 and 4120.09. The motion carried unanimously.

**Board Policies Rejected:** The board reviewed updates to Neola Board Policies 3431 and 4431. A motion was made by C. Kort and seconded by R. Kelton to reject board policies 3431 and 4431 updates. The motion carried unanimously.

**Superintendent Report:** Superintendent Crist reported to the board that the district had approved three incoming alternative open enrollment applications and five outgoing applications.

**Future Agenda Items:** None

**Next Meeting Date:** August 10, 2015 – 7:00 p.m.

There being no further business, a motion was made by C. Kort and seconded by R. Kelton to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 9:08 p.m.

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Karen Logterman, Secretary

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Jeffery Scherer, President