

**MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT OF DELAVAN-DARIEN
AUGUST 13, 2018**

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. Scherer, J. Andreoni, S. Gonzalez, R. Deschner, D. Grams, G. Moses, M. Los

Administrators Present: Superintendent J. Sorbie, Business Administrator A. Klein, Director of Bilingual and School Coordinator R. Sandoval, Principal H. Schmelz, Coordinator Careers and Occupations K. Pickel

The press was represented by Mike Hoey, *Delavan Enterprise* and by Nate Jackson, *Janesville Gazette*.

Moment of Silence: President Scherer requested a moment of silence for student Rigoberto Nova-Morales who passed away from an accident.

Minutes Approved: The minutes of the July 9, 2018 regular and closed session meetings were unanimously approved on a Grams/Deschner motion.

District Kudos: Superintendent Sorbie gave kudos to the administrative team for the tremendous amount of hours this summer spent preparing for the school year. Dr. Sorbie also gave kudos to Jennifer Bayerl and Nick Stark for the orchestra and band camps held this summer and to Marty Speth for prep work for the Walworth County fair.

Citizen Comments: Resident Andy Terpstra spoke about posting of agendas, annual meeting, strategic plan and mission statement of the district. Resident Jed Terpstra spoke about district finances. Resident Jim Terpstra spoke about district finances and referendum.

Consent Agenda: The board unanimously approved a motion by M. Los and seconded by R. Deschner to approve the Manifest of Bills dated August 13, 2018; gifts/grants –none; Staff Retirements for the 2018-19 school year for Barbara Lange – educational support staff Wileman; Staff Resignations for the 2018-19 school year Brian Incitti – associate principal Turtle Creek, Dian Brown – special education teacher and Patricia Loftus – special education teacher; New staff contracts for the 2018-19 school year for Robyn Adair – special education teacher; Non-faculty co-curricular contracts for the 2018-19 school year are Thomas Aiello – assistant girls basketball DDHS, student newspaper, Diego Avila – head wrestling DDHS, Jeffrey Cesarz – assistant football DDHS, Denisse De la Vega Alcantara – Pom Dance fall and winter DDHS, Nieves Gonzalez – assistant football DDHS, James Hanson – assistant wrestling DDHS, Chris Hembrook – head boys basketball DDHS, Francisco Huerta – assistant boys and girls soccer DDHS, Kassandra Huerta – assistant girls soccer DDHS, Henry Johnson, Sr. – assistant football DDHS, Rodolfo Limones – assistant football DDHS, Ethan Marse – assistant boys soccer DDHS, Mike Marse – head boys and girls soccer DDHS, Scott Meinschock – assistant girls basketball DDHS, Marie Nicholas – JV cheerleading fall and winter DDHS, Matt Palma – head girls and boys swimming DDHS, William Petkoff – assistant track DDHS, Dan Piecha – head boys golf DDHS, David Polzin – assistant football DDHS, Jenni Schultz – head cheerleading fall and winter DDHS, David Soddy – assistant volleyball DDHS, Gina Castel – volunteer assistant girls swimming DDHS, and Wayne Hunter – volunteer football DDHS.

Financial Statement for Month Ending July 31, 2018: Business Administrator A. Klein stated that in August the district will receive tax monies which will help our financial statement to look better - Operating cash on hand \$2,478,147.77 – funds accessed on line of credit \$4,000,000.00 – new operating funds -\$1,521,852.23. Business Manager Klein stated that the purchasing card usage for the month ending July 31, 2018 was \$8,459.20.

Review of Board Retreat: Superintendent Sorbie shared that during the board retreat they discussed the referendum, concerns about the strategic plan and intentions to start reading it each month and actually dig into what is viable to keep and condense into more actual items to address. The board members were assigned to read the first 25 pages before the next board meeting and to keep reading 25 pages every two weeks. Also discussed were student handbook on ideas for discipline to be more understood and transparent for students, parents, principals and teachers, improved communications to talk about a new board meeting format. The board retreat on July 28 lasted a little over four hours.

New Board Meeting Formats: Superintendent Sorbie explained that this is going to be a busy time for the board and they want to be more actively involved and share out to the community so there will be two meetings a month – one the 2nd Monday of the month and a second meeting on the 4th Monday of the month. Citizens comments will be on the 2nd Monday of the month agenda as usual, but on the 4th Monday we will start at 6:30pm with a question and answer open forum to have dialogue with the community and then at 7:00 p.m. the second meeting will start and no citizen comments will be permitted.

Referendum: Superintendent Sorbie shared the latest survey results on the referendum with approximately 597 responses and 95% of these live in the district with 40% having children that attend the district. Dr. Sorbie stated that 74% encourage some kind of referendum to support curriculum and hire more staff to keep class sizes down. With the current survey results, it seems that the community would support a non-recurring referendum for operational purposes. Dr. Sorbie stated that the district is down to bare bones for this school year and there is nothing left to cut and any purchases or dollar ticket items have to be preapproved by her and Mr. Klein.

Resolution Authorizing the School District Budget to Exceed Revenue Limit by \$2,800,000 per Year for Four Years for Non-Recurring Purposes: A motion was made by R. Deschner and seconded by J. Andreoni to approve a resolution option 2 authorizing the School District budget to exceed revenue limit by \$2,800,000 per year for four years for non-recurring purposes beginning with the 2019-2020 school year and ending with the 2022-2023 school year to reduce class sizes, and support curriculum and instruction. The motion carried unanimously 7-0.

Resolution Providing for a Referendum Election on the Question of the Approval of a Resolution authorizing the School District Budget to Exceed Revenue Limit by \$2,800,000 per Year for Four Years for Non-Recurring Purposes: A motion was made by S. Gonzalez and seconded by J. Andreoni to approve resolution option 2 providing for a referendum election on the question of the approval of a resolution authorizing the School District budget to exceed revenue limit by \$2,800,000 per year for four years for non-recurring purposes. The motion carried unanimously 7-0.

Approval of the Student/Parent Handbook for the 2018-19 School Year: A motion was made by S. Gonzalez and seconded by D. Grams to table the student/parent handbook until August 27 meeting. The motion carried unanimously.

Approval of the Employee Handbook for the 2018-2019 School Year: A motion was made by D. Grams and seconded by S. Gonzalez to approve the Employee Handbook for the 2018-2019 school year. The motion carried unanimously.

Preliminary Budget for the 2018-2019 School Year: Business Administrator A Klein submitted the district's budget for approval and publication for the 2018-2019 school year to the board. A motion was made by G. Moses and seconded by J. Andreoni to approve the 2018-2019 DPI publication format budget with updated 2017-2018 totals and any necessary revisions for Fund 21 and 50. The motion carried unanimously.

Re-Designation of Milk Vendor for the 2018-2019 School Year: Business Administrator A. Klein stated to the board that on July 9, 2018 he brought forward a recommendation to award the milk vendor contract to Mueller Pinehurst Dairy and soon after that it was determined that Mueller Pinehurst had bid on delivery milk only twice a week while all other bidders had quoted daily deliveries. With this in mind, an amended bid form was sent out to the vendors to ensure that an equal opportunity was provided for all to bid on these amended terms. A motion was made by D. Grams and seconded by S. Gonzalez to approve Englehardt Dairy as the district milk vendor for the 2018-2019 school year. The motion carried unanimously.

Superintendent Evaluation: Board member D. Grams attended a seminar on evaluating the superintendent. When she attended the leadership institute they suggested to start with a job description and then take those items and put them into the administrator standards and come up with a rating scale on how much influence the superintendent has in that area. It was stated that the evaluation boils down to conversation and evaluations are a learning tool to improve. Ms. Grams will supply samples of other district's superintendent job descriptions who don't use NEOLA to the board president and he will send them out for everyone to review. Ms. Grams thought Dr. Sorbie could help write her job description and we would put this on the September board agenda for further discussion.

WASB Webinars: Superintendent J. Sorbie stated that the board wanted to take part in WASB webinars. We should decide which ones you would like to watch and then possibly we could propose a night in between our two monthly meetings to take an hour or two to view these. We can watch them any time after they are recorded from the live presentation. Board member D. Grams will get a list of dates to Dr. Sorbie.

Board Report: Board Member D. Grams reported on attending a professional development summer institute on July 14 in Green Bay. She took four different sessions – key works of school boards, evaluate the superintendent, school board governance and policy making and fundamentals of school finance. She thanked the district for the opportunity of attending and would like to attend again.

Superintendent Report: Superintendent J. Sorbie reported on several of the community coalition meetings she has been attending. There is the youth community, athletic director/coaches meeting where they have been discussing how to get the youth more involved and get families to attend more events; the DDHS community members under direction of Hank Johnson to get our own staff members that live within our community to understand what is happening in the schools at administrative and board level so they can get the truths out there instead of all the false information circulating; meeting with the business owners to have them understand what is happening in the school district; the administrative team is going to all of the nine municipalities and giving a school district report; and Dr. Sorbie and Mr. Klein have been meeting with groups like the Creek Side Condos and again getting the truths out there.

Dr. Sorbie stated that these meetings have been highly effective as when the meetings start people have been unhappy but after sharing district information many want to help the district. She encouraged anyone that would like to hold a community meeting to let her know.

Dr. Sorbie reported that we had received a letter from Amy Loudenbeck declining our offer to host a meeting on September 10 as she has already attended public meetings at both the Village of Darien and Town of Darien to provide information. Dr. Sorbie will draft a response letter.

Dr. Sorbie stated that the district had been awarded \$102,708 for the 2018 School Safety Initiative Grant. She thanked everyone for helping put the grant together. Dr. Sorbie also reported on the alternative open enrollment applications received that is now for the month 24 outgoing and 2 incoming.

Dr. Sorbie shared with the board that there will be a welcome back event on August 21 from 4:00pm to 6:00 p.m. at Darien West Park. All staff and families are invited to attend and the event is being sponsored by district businesses. We want to start off the year with a rock star professional development day and then enjoy a fun welcome back picnic with awards for longevity, the Werbel award and donated gifts and prizes from local businesses. Please come and enjoy!

Future Agenda Items: None

Next Meeting Date: August 27, 2018 – Special Meeting 6:30 p.m./7:00 p.m.
September 10, 2018 – Regular meeting 7:00 p.m.

A motion was made by R. Deschner and seconded by G. Moses to adjourn into executive session, pursuant to Wis. Stat. §19.85 (1)(c),(f) to discuss and take action, if appropriate, concerning the compensation data of an administrator and personal histories of student disciplinary data and enrollment of parentally placed private student. The motion carried unanimously on a roll call vote of all ayes and the regular meeting adjourned at 9:34p.m.

The board went into closed session for discussions.

The board reconvened into open session on a Gonzalez/Los motion at 11:20 p.m.

A motion was made by S. Gonzalez and seconded by R. Deschner to assess liquidated damages of \$1,000 to Brian Incitti for breaking his administrative contract. The motion carried on a 6-1 vote with G. Moses opposing.

There being no further business, a motion was made by S. Gonzales and seconded by M. Los to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 11:25 p.m.

Karen Logterman, Secretary

Jeffery Scherer, President