

**MINUTES
BOARD OF EDUCATION
SCHOOL DISTRICT OF DELAVAN-DARIEN
MAY 22, 2019**

Superintendent J. Sorbie and Business Administrator A. Klein held an open question and answer forum at 6:30 p.m. Two district residents made comments and asked questions – Peggy Fleck and Andy Terpstra.

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 7:00 p.m.

Board Members Present: J. Scherer, R. Deschner, S. Gonzalez, D. Grams, T. Schutt, D. Henriott

Board Members Absent: G. Moses

Administrators Present: Superintendent J. Sorbie, Business Administrator A. Klein, Career & Occupations Coordinator K. Pickel

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

Minutes Approved: The minutes of the May 13, 2019 regular session meeting were unanimously approved on a Deschner/Schutt motion.

DDHS Student Trip to Germany: Teacher Adam Alter presented to the board a slide show of places the students visited during their student exchange trip to Stuttgart. He stated the trip was amazing for the students and the German students are looking forward to hopefully coming back again to DDHS.

District Kudos: Superintendent J. Sorbie gave kudos to teacher, Adam Alter for taking students to Germany in an exchange partnership with a Stuttgart School. Second kudos went to Michelle Minton for leading the CLC program this year. Third kudos went to Tony Klein for burning the midnight oil to get things done and his due diligence in keeping the district on track. Fourth kudos went to Tiffany Poritz for creating an awesome middle school yearbook.

Consent Agenda: A motion was made by D. Grams and seconded by D. Henriott to approve a new staff contract for the 2019-2020 school year for Elizabeth Kohn – mathematics teacher. The motion carried unanimously.

Audit Report for the 2017-2018 School Year: Baker Tilly CPA, Partner Wendi Unger presented the audit report for the 2017-2018 school year and stated that the objective of the audit was to express an opinion on the financial statements of the School District of Delavan-Darien as of June 30, 2018. The financial statements are fairly presented in accordance with generally accepted accounting principles. All appropriate disclosures have been properly reflected in the financial statements.

Year in Review on Teacher Learning/Professional Development: Reading Specialist M. Minton reported to the board on all the lifelong learning opportunities that were presented to the teaching staff this year and what is planned moving forward.

Wileman Elementary Lease Agreement: Superintendent J. Sorbie reviewed with the board the lease agreement our attorney had prepared to rent out 45% of Wileman Elementary. She stated that the district will hold the voters meeting on May 29, 2019 and if the vote passes to rent out Wileman Elementary we will be ready to move forward. A motion was made by T. Schutt to approve the Wileman Elementary

lease agreement to TLC The Learning Curve contingent on the vote of May 29, 2019. D. Grams seconded the motion and the motion carried unanimously.

Food Service Bids: Business Administrator A. Klein stated the District has been exploring the possibility of bringing in a third party Food Service Management Company to improve overall stakeholder satisfaction and increase participation within our school meal programs. Five proposals were received from prospective vendors. A committee was formed and after initial scores were completed, the committee traveled to the top three candidates school districts for a final taste test and an informal student survey during a lunch period. A motion was made by D. Grams to approve the contracting with Taher Inc. as our Food Service Management Company for the 2019-2020 fiscal year with an option to renew this contract for up to four additional years. T. Schutt seconded the motion and the motion carried unanimously.

Buildings & Grounds Update: Superintendent J. Sorbie gave an update on what projects are yet to be completed for the school year at each school.

403b with MidAmerica: Business Administrator A. Klein explained to the board that the district currently maintains 403b accounts for its Tier 4 employees within its OPEB Trust. Upon severance of employment, the district works with former employees to roll these funds over into their individual 403b accounts or provides payouts for employees who have reached the requisite age. The district has experienced some issues in getting employees to provide the necessary information to access these funds. The district would like to establish employee 403b accounts with MidAmerica. Upon severance, all funds would be deposited into these accounts and employees could choose to either transfer these funds or maintain them with MidAmerica. A motion was made by S. Gonzalez to authorize the Business Administrator to establish an Employer Sponsored 403b plan with MidAmerica. The motion was seconded by T. Schutt and the motion carried unanimously.

Approval/Denial of Open Enrollment 2019-2020 Applications Incoming/Outgoing: Superintendent J. Sorbie stated that the district has seven new incoming applications and 107 outgoing applications, which is down from 154 outgoing applications last year. A motion was made by S. Gonzalez and seconded by T. Schutt to approve the incoming and outgoing open enrollment applications for the 2019-2020 school year. The motion carried unanimously.

Preliminary Budget for the 2019-2020 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. Mr. Klein also noted that he would be adding as a discontinued program FACE at the middle school and correcting an error in the fund balance to make it \$1,772,765.92. A motion was made by T. Schutt to approve the 2019-2020 DPI approved budget publication format and DPI approved adoption format for presentation during the annual meeting with the corrections stated to the discontinued program and fund balance total. D. Henriott seconded the motion and the motion carried unanimously.

Superintendent Report: Superintendent J. Sorbie stated that Koerner Bus Service after 47 years has sold to Dousman Transport and that the district has assigned our contract to Dousman for next school year. Dr. Sorbie also reported that she and Jim McKinney went to Walworth County to receive a public service award for letting different police groups use Darien Elementary School for the past year to train their officers.

Future Agenda Items: None

Next Meeting Date: May 29, 2019 – Special Meeting – 7:00p.m.
June 10, 2019 – Regular Meeting – 7:00p.m.
June 24, 2019 – Annual Meeting – 7:00p.m.

There being no further business, a motion was made by D. Grams and seconded by D. Henriott to adjourn the meeting. The motion carried unanimously and the meeting adjourned at 9:59p.m.

Karen Logterman, Secretary

Jeffery Scherer, Board President