

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

April 19, 2018

6:00 p.m.

Present: John Stahl, Susie Polentini, Aaron Dentz, Melissa Thompson, Kyle Moore, Rachel Crockford, Jeremy Struss, Peggy Moede arrived at 6:08 p.m. Darin Clark joined the meeting at 6:02 p.m. via Facetime, at 7:33 it was switched to a phone call due to FaceTime disconnecting regularly.

Also in attendance: Garrett Monis, Mrs. Monis, Mrs. Takahashi, Mr. Xie, Andrew Pavlovich, Mrs. Pavlovich

CALL TO ORDER

John Stahl called the meeting to order at 6:01 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

Susie Polentini motioned to approve the agenda. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

CELEBRATIONS AND COMMENDATIONS

Math Team – Rachel Crockford shared that this year Richard Xie qualified for the 5/6th grade Math team state competition, as did Sam Polentini for the 7/8th grade competition. She also asked the board to celebrate and commend Susie Polentini who tirelessly trained and supported the mathletes as well as each child who represented our school in the competitions.

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| • Richard Xie | • Emmett Jones |
| • Yamato Takahashi | • Matthew Vayts |
| • Jacquelyn Cox | • Andrew Barthel |
| • Andrew Pavlovich | • Parnia Serjooei |
| • Zeke Mackay | • Sam Polentini |
| • Walker Lantz | • Mateo Reyes |
| • Grant French | • Alex Raab |
| • Issei Takahashi | • Ellie Hostetler |

Fluid Power Competition – Rachel Crockford shared with the board about the National Fluid Power Association Fluid Power Action Challenge, which is a competition that challenges middle school students to solve an engineering problem using fluid power. Working in teams, students design and build a fluid power machine, and then compete with other teams in a timed competition. The Challenge gives kids experience in hands-on learning, teamwork, problem-solving and perseverance. She asked the board to celebrate and commend all challenge participants:

- Carson Ketterhagen
- Mohid Bajwa
- Ashley Toy
- Dynali Forge
- Lindsay Martin
- Thomas VanGilder
- Hunter Carlsen
- Garrett Monis
- Matthew Vayts

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Dr. Thompson presented the following information:

Teaching and Learning

2018-19 Contracts with CESA #1 and #2—CESA #1 is our regionally designated CESA and the contract allows the district to participate in relevant programming and development for staff as well as some specialized services to support students with disabilities. For the past few years the district has also participated in the CESA #2 Dialogue with an Attorney program which provides first level support for legal questions related to Special Education.

Finance and Operations

Facilities Advisory Committee Update – The final draft of the Community Survey was given to the board. The board then reviewed the updates for the webpages and press releases about the district's Long-Range Master Facilities Planning process and board members suggested explaining the cost-benefit analysis, more about the benefits for teaching and learning, and to explain why we are reallocating space when we have fewer students. The board finalized the date of June 3 at 3 p.m. for the survey results review with the Facilities Advisory Committee and Bill Foster of School Perceptions LLC.

Monthly Financial Overview – Jeremy Struss provided and explained the monthly financial overview.

2018-19 Budget Development Process and Forecast - Jeremy Struss explained the budget development process and forecast for the 2018-2019 school year noting that all staff requests have been submitted.

Financial Software Proposal Updates – Jeremy Struss explained the proposals of the three companies that submitted them for the district's financial software. The administrative recommendation is to adopt Skyward as the district's financial software. The board asked questions regarding the contract, liability, privacy issues.

School Safety Grant – Dr. Thompson explained the new school safety legislation. The board would like more information about the cost for the following: classroom door locks, background-checking software, camera upgrades, school maps, a police officer in the school, and shatterproof glass on the exterior doors.

Employee Relations

2018-19 Employee Handbook Update Process – Drafted revisions, mostly based on legal updates to the Employee Handbook, were discussed.

Administrative Position Review Process – The board asked Dr. Thompson to find a company that will assist in reviewing current and future administrative positions based on student enrollment and community needs. Information on the company who provides this service for school districts in Wisconsin, Springsted, was given to the board.

Principal's Report

Mr. Moore provided the board with a summary of events and accomplishments in April and updated the board on the Math Curriculum and Programmatic Review. The professional development in which the staff has been participating includes: Heroes Journey, PLC time, SST time, and Committees. He asked the

board for input on the Fifteen Month Professional Development plan, which will be brought for approval next month. Board feedback included improving digital learning.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Aaron Dentz motioned to approve the following minutes: March 15, 2018 – School Board Meeting; March 16, 2018 – School Board Work Session (7:15am); March 16, 2018 – School Board Work Session (2:30pm); March 22, 2018 – School Board Work Session; April 9, 2018 – School Board Canvassers; April 12, 2018 – School Board Work Session; April 13, 2018 – School Board Special Meeting

Darin Clark seconded and the motion carried on a 5-0 voice vote.

Finance and Operations

Monthly Accounts – Peggy Moede moved to approve expenditures as presented in the amount of **\$737,354.13** during the month of March. In addition, the Board acknowledges the receipt of **\$383,724.30** in revenue during the month of March. Aaron Dentz seconded and the motion carried 5-0 on a voice vote.

Resolution Authorizing the Transfer of Funds, The Establishment of an Escrow Account with Respect to and the Defeasance of Certain of the General Obligation Refunding Bonds, Dated March 7, 2012 - Susie Polentini motioned to approve the resolution authorizing the transfer of funds, the establishment of an escrow account with respect to the defeasance of the general obligation refunding bonds. Darin Clark seconded and the motion carried on a 5-0 voice vote.

Fund 73 Interest Allocations to Individual HRAs – Aaron Dentz motioned to approve the Fund 73 interest allocations to individual HRAs. Susie Polentini seconded and the motion carried on a 5-0 voice vote.

Resolution Authorizing the Adoption of the Wisconsin OPEB Trust Agreement and Single Advisory Contract Amendments – Peggy Moede motioned to approve the resolution authorizing the adoption of the Wisconsin OPEB Trust Agreement and single advisory contract amendments. Darin Clark seconded and the motion carried on a 5-0 voice vote.

Selection of Financial Software – Susie Polentini motioned to approve the selection of Skyward as the district's financial software. Darin Clark seconded and the motion carried on a 5-0 voice vote.

Employee Relations

Approval of Individual Teacher Contracts for the 2018-19 School Year - Aaron Dentz motioned to approve the individual teacher contracts as presented. Darin Clark seconded and the motion carried on a 5-0 voice vote.

Teaching and Learning

Approval of 2018-19 Consortium and Jazz Band Cooperative 66.0301 Agreement - Susie Polentini motioned to approve the Consortium and Jazz Band Cooperative Agreement. Aaron Dentz seconded and the motion carried on a 5-0 voice vote.

Approval of 2018-19 CESA #1 Contract – Peggy Moede motioned to approve the CESA #1 contract. Aaron Dentz seconded and the motion carried on a 5-0 voice vote.

Approval of 2018-19 CESA #2 Contract – Darin Clark motioned to approve the CESA #2 contract. Susie Polentini seconded and the motion carried on a 5-0 voice vote.

DISCUSSION

2018-19 School Board Meeting Calendar—Board members and administration reviewed a draft of meeting dates for the coming board year, noting conflicts.

Annual Student, Staff, and Parent Survey—Administration shared with the board updated versions of all three surveys based on alignment to the new district Strategic Plan. The board provided feedback about sections and questions of each which will be incorporated into the final versions, to be launched by mid-May.

ANNOUNCEMENTS

The Board reviewed and discussed the following upcoming events:

- May 3, 2018 – School Board Organizational Meeting, 7 am
- May 8, 2018 – Open Enrollment Lottery Draw, 2 pm (Susie & Peggy)
- May 17, 2018 – School Board Meeting, 5:15pm
- May 24, 2018 – 5th grade Bike Trip
- May 29-June 1, 2018 – 8th Grade FT to Washington DC
- May 30-June 1, 2018 – 5th Grade FT to Camp MacKenzie
- June 3, 2018 – Facilities Advisory Committee meeting, 3pm
- June 5, 2018 – Staff Breakfast, 7:15am
- June 5, 2018 – 8th Grade Graduation, 7pm
- June 14, 2018 – School Board Meeting, 6pm

ADJOURNMENT

At 9:54 p.m. Susie Polentini made the motion to adjourn which was seconded by Peggy Moede and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk