

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

May 17, 2018

6:00 p.m.

Present: Susie Polentini, Peggy Moede, Aaron Dentz, Darin Clark, Melissa Thompson, Rachel Crockford, Jeremy Struss, Nancy Hazelberg, John Stahl arrived at 6:01, and Kyle Moore arrive at 6:09 pm.

Also in attendance: Megan Arreola, Nicole Gaglione, Ashley Wolf, Gretchen Nelson and Sidney Dixon.

CALL TO ORDER

Susie Polentini called the meeting to order at 6:00 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

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

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Dr. Thompson presented the following information:

Teaching and Learning

Four-Year-Old Kindergarten Program Implementation Updates - Megan Arreola and Nicole Gaglione described a day in the life of a 4K classroom, the curriculum implemented, and the things learned to help guide future planning.

Fine Arts Curriculum and Programmatic Implementation Update – The Music learning targets have been revised, and the Music rubric has been updated to help support student learning. The Art program went from 4 learning targets to 5 and the revision of these targets helps to provide accurate feedback to students. Cross-curriculum learning, linking art to social studies, science, etc., has proved to be beneficial. Students with disabilities have also been able to participate in after school Fine Arts offerings.

Fifteen Month Professional Development Plan –This plan is meant to provide an approximation of staff development programming for the upcoming school year as it can be reasonably forecasted based on staff needs and alignment to district goals and priorities. The focus for this draft is on Professional Learning Communities, Curricular Resource Training, Hero's Journey, and Social Emotional Learning. The planning for each month takes into account weekly teacher PLCs, monthly staff meetings and early release days, and staff work days. This development plan is more consistent than past years and was presented by Principal Kyle Moore.

Finance and Operations

Long-Range Master Facilities Planning Update – Dr. Thompson discussed the Community Wide survey, and reminded the board that the survey deadline is Monday, May 21. There has been a lot of communications planning for the summer months and beyond related to Long-Range Planning including the updating of the district’s Community Engagement Plan.

Because most building furniture was purchased for classrooms in 1994 with some added when the current middle school wing opened in 2004, several grade levels need furniture. The board asked administration to proceed with a formal proposal process so that vendors able to come and create comprehensive furnishings plans can provide their proposals. The board will then interview companies who submit proposals and make a selection.

Monthly Financial Overview – Jeremy Struss discussed the Dashboard Summary, General & Special Education Funds Financial Summary, General & Special Education Funds Monthly Expenditures, and Monthly Revenues reports for the period ending April 30, 2018.

2018-19 Budget Development Process and Forecast – Jeremy Struss presented the 2018-2019 Budget Development and Forecast for future years.

Proposed School Fees for 2018-19 School Year – The board discussed the proposed fees for the 2018-2019 school year. Discussion was had on optional fees with Dr. Thompson explained how these fees are set.

Employee Relations

Administrative Position Review Process – John Stahl discussed what they are looking for with this review. The board should have a proposal by next week and once they have the proposal the board plans to begin the process.

Principal’s Report

April in Review – Kyle Moore discussed the following regarding April happenings: STAR testing, the successful completion of a lock down drill, the student Talent Show, Band Concert, and Choral presentations, and the fun had during the recent Spirit Week.

Professional Development Update – Kyle Moore shared that the staff is continuing to learn more about supporting social and emotional development, he is wrapping up teacher evaluations, and the staff is looking forward to tomorrow’s early release day to hear a speaker on Mindfulness.

Action Plan for Student Growth and Engagement – Kyle Moore reported on progress based on this year.

CLOSED SESSION

At 8:00p.m. Darin Clark made a motion to go into Closed Session pursuant Wisconsin Statute 19.85 (1) (c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” (d) “considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention,” and (f) “considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.” This session was being held specifically to conduct staff management planning, review a retirement contract, review an individual teacher contract, discuss an individual student’s academic record, and review the district’s safety needs

pertaining to the State School Safety Grant: Stahl –YES, Polentini – YES, Clark – YES, Moede – YES, Dentz – YES.

At 9:26 p.m. Darin Clark moved to reconvene into open session which was seconded by Peggy Moede and carried on a 5-0 voice vote.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Susie Polentini motioned to approve the following minutes: April 19, 2018 – School Board Meeting; May 3, 2018 – Special School Board Meeting; May 3, 2018 –Executive Session; May 8, 2018 – Open Enrollment Lottery Draw Darin Clark seconded and the motion carried on a 5-0 voice vote.

Finance and Operations

Monthly Accounts – Darin Clark moved to approve expenditures as presented in the amount of **\$426,836.81** during the month of April. In addition, the Board acknowledged the receipt of **\$111,577.24** in revenue during the month of April. Aaron Dentz seconded and the motion carried 5-0 on a voice vote.

Peggy Moede motioned to approve the School Safety Grant Projects. Susie Polentini seconded and the motion carried on a 5-0 vote.

Employee Relations

Aaron Dentz motioned to approve the teacher retirement contract as presented. Susie Polentini seconded and the motion carried on a 5-0 voice vote.

Susie Polentini motioned to approve the individual teacher contract as presented. Darin Clark seconded and the motion carried on a 5-0 voice vote.

Darin Clark motioned to approve the teacher resignation as presented. Aaron Dentz seconded and the motion carried on a 5-0 voice vote.

Policy

Aaron Dentz motioned to approve the board completed the first reading of the following policy revisions Employee Handbook; Employment Addendum: Teachers; Employment Addendum: Non-Contracted Staff; and Board Policy 672, Purchasing. Peggy Moede seconded and the motion carried on a 5-0 voice vote.

Teaching and Learning

Susie Polentini motioned to approve the following applications for 4K, 2 seats declared with 9 applications. Peggy Moede seconded and the motion carried on a 5-0 vote.

Susie Polentini motioned to approve the following applications for 5K, 0 seats declared with 5 applications. Darin Clark seconded and the motion carried on a 5-0 vote.

Aaron Dentz motioned to approve the following applications for 1st, 0 seats declared with 2 applications. Peggy Moede seconded and the motion carried on a 5-0 vote.

Peggy Moede motioned to approve the following applications for 2nd, 5 seats declared with 3 applications. Susie Polentini seconded and the motion carried on a 5-0 vote.

Susie Polentini motioned to approve the following applications for 3rd, 0 seats declared with 0 applications. Darin Clark seconded and the motion carried on a 5-0 vote.

Darin Clark motioned to approve the following applications for 4th, 2 seats declared with 3 applications. Aaron Dentz seconded and the motion carried on a 5-0 vote.

Aaron Dentz motioned to approve the following applications for 5th, 16 seats declared with 3 applications. Peggy Moede seconded and the motion carried on a 5-0 vote.

Peggy Moede motioned to approve the following applications for 6th, 8 seats declared with 2 applications. Susie Polentini seconded and the motion carried on a 5-0 vote.

Darin Clark motioned to approve the following applications for 7th, 16 seats declared with 2 applications. Susie Polentini seconded and the motion carried on a 5-0 vote.

Darin Clark motioned to approve the following applications for 8th, 8 seats declared with 6 applications. Aaron Dentz seconded and the motion carried on a 5-0 vote.

Aaron Dentz motioned to approve the following applications for Special Education not Speech/Language, 0 seats declared with 1 application. Peggy Moede seconded and the motion carried on a 5-0 vote.

Susie Polentini motioned to approve the following applications for Special Education - Speech/Language, 0 seats declared with 2 applications. Darin Clark seconded and the motion carried on a 5-0 vote.

Susie Polentini motioned to approve the Open Enrollment Waiting List Selection. Darin Clark seconded and the motion carried on a 5-0 vote.

Susie Polentini motioned to approve the Applications to Attend Other Districts as presented. Darin Clark seconded and the motion carried on a 5-0 vote.

Peggy Moede motioned to approve the Denial of Applications to Attend Other Districts as presented. Darin Clark seconded and the motion carried on a 5-0 vote.

Susie Polentini motioned to approve the Fifteen Month Professional Development Plan. Darin Clark seconded and the motion carried on a 5-0 vote.

DISCUSSION ITEMS

Graduation Ceremony – The board discussed who will be available to attend the 2017-18 eighth grade graduation ceremony as the official School Board representatives.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. May 24, 2018 – 5th grade Bike Trip
2. May 29-June 1, 2018 – 8th Grade Field Trip to Washington DC
3. May 30-June 1, 2018 – 5th Grade Field Trip to Camp MacKenzie
4. June 3, 2018 – Facilities Advisory Committee Meeting, 3pm

5. June 5, 2018 – Staff Breakfast, 7:15am
6. June 5, 2018 – 8th Grade Graduation, 7pm
7. June 14, 2018 – School Board Meeting, 6pm
8. June 15, 2018 – School Board Work Session, 7am
9. July 13, 2018 – School Board Meeting, 7am
10. July 24, 2018 – School Board Work Session, 7am
11. August 3, 2018 – School Board Work Session, 7am
12. August 16, 2018 – School Board Meeting, 6pm
13. August 21, 2018 – Staff Welcome Back Breakfast, 7:15am
14. August 22, 2018 – Annual Meeting and Budget Hearing, 6pm

CLOSED SESSION

At 9:43p.m. Susie Polentini made a motion to go into Closed Session pursuant Wisconsin Statute 19.85 (1) (c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” and (e) “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” This session is being held specifically to complete the Superintendent’s annual performance review in accordance with Board Policy and discuss AUTO negotiations: Stahl –YES, Polentini – YES, Clark – YES, Moede – YES, Dentz – YES.

At 10:51 p.m. Aaron Dentz moved to reconvene into open session which was seconded by Peggy Moede and carried on a 5-0 voice vote.

ADJOURNMENT

At 10:51 p.m. Susie Polentini made the motion to adjourn which was seconded by Darin Clark and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk