

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

July 14, 2017

7:00a.m.

Present: John Stahl, Darin Clark, Susie Polentini, Melissa Thompson, Jeremy Struss, and Kyle Moore.

Excused: Peggy Moede

CALL TO ORDER

John Stahl called the meeting to order at 7:00a.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.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Dr. Thompson presented the following information:

Teaching and Learning— Student Enrollment Forecast-Dr. Thompson shared the student enrollment forecast for the upcoming school year which in total is expected to be around 510 students.

Action Plan Development Updates: the board and administration reviewed and discussed the drafted Talent Management and Finance and Operations action plans. Administration was asked to finalize them and bring them back for approval in September.

The Semi-Annual Report on Bullying Prevention and Response was presented by Principal Moore including reported instances of bullying behavior, investigative responses and supports, preventative measures, and bullying trends.

Employee Relations – the Waukesha County Area Schools Health Insurance Purchasing Coop Bylaws were discussed for approval later in the agenda.

Finance and Operations – Jeremy Struss discussed the 2017-18 Budget for Presentation and Publication at the Annual Meeting. It is estimated that the Mill Rate will decrease for the next year based on enrollment projections.

July 14, 2017 – School Board Meeting Minutes

Building and Grounds Project Updates were shared and Board members toured the school and grounds to see progress. The school board also discussed the Master Facility Planning process and asked Dr. Thompson to issue a Request for Proposal for Construction Management Services in mid-August. The development of a Facilities Study Committee to assist with Master Facility Planning was also discussed.

Policy—Dr. Thompson updated the board on required annual state and federal notices and reported that these would be available on the district website in the *Stay Informed* section, along with referenced to families in Registration mailing information in early August. Per statute, some will also be noticed in the Lake Country Reporter, the district's official paper.

Principal's Report

Mr. Moore presented the following information:

Preview of 2017-18 Professional Development— The structure of staff development for the coming school year and framework for the six days back in August were shared.

Master Schedule Update— The master schedule is complete and students have been scheduled into their required and requested courses, which has also allowed the duty and supervision schedules to be completed.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Aaron Dentz motioned to approve the following minutes: June 15, 2017—School Board Meeting; June 15, 2017— School Board Executive Session. Darin Clark seconded and the motion carried on a 4-0 voice vote.

Finance and Operations

Monthly Accounts – Darin Clark moved to approve receipt of \$798,075.05 in revenue, and expenditures in the amount of \$1,155,881.49 since the June 15, 2017 school board meeting. Susie Polentini seconded and the motion carried 4-0 on a voice vote.

Susie Polentini moved to approve of 2017-18 Budget for Publication & Presentation at the Annual Meeting. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

Aaron Dentz moved to approve the Waukesha County Area Schools Coop Bylaws. Darin Clark seconded and the motion carried 4-0 on a voice vote.

Policy

Susie Polentini moved to the approve First Reading of Policy Revisions to the Employee Handbook, Employment Addendum: Teachers, and Employment Addendum: Non-Contracted Staff. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

July 14, 2017 – School Board Meeting Minutes

Darin Clark moved to approve the Notification to Parents/Guardians of Students Enrolled in the District of the Academic Standards to be Used for the Upcoming School Year. Susie Polentini seconded and the motion carried 4-0 on a voice vote.

Teaching and Learning

Susie Polentini moved to approve Additional Space Available to Accept Wait-Listed Open Enrollment Students—5 seats in First Grade, 4 seats in Fourth Grade, 2 seats in Fifth Grade, 2 seats in Sixth Grade, 1 seat in Seventh Grade, and 3 seats in Eighth Grade. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

DISCUSSION

The Board discussed and planned for the Annual Meeting and Budget Hearing to be held on August 23, 2017 and the Staff Welcome Back Breakfast on August 22, 2017.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

ADJOURNMENT

At 8:35 a.m., Susie Polentini made the motion to adjourn which was seconded by Aaron Dentz and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk