

**SWALLOW SCHOOL DISTRICT  
W299 N5614 Highway E  
Hartland, Wisconsin 53029**

**SCHOOL BOARD MEETING**                      **September 21, 2017**                      **5:30p.m.**

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Present: John Stahl, Darin Clark, Susie Polentini, Peggy Moede, Aaron Dentz, Melissa Thompson, Kyle Moore, Rachel Crockford and Nancy Hazelberg.

Also present were: Shannon Bakalars, Jeanne Hanson, and Nicole Gaglione.

**CALL TO ORDER**

John Stahl called the meeting to order at 5:30p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

Peggy Moede motioned to approve the agenda. Susie Polentini seconded and the motion carried 5-0 on a voice vote.

**CLOSED SESSION**

Peggy Moede motioned to move into closed session. Darin Clark seconded. At 5:32 p.m. pursuant to Wisconsin Statutes 19.85 (1) (c) the Board of Education moved into Closed Session for the purpose of: “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” (Roll Call Vote Required) Stahl – YES, Polentini – YES, Clark – YES, Moede – YES. Dentz—YES

- a. Discussion regarding retirement benefits for teachers who do not qualify for the Wisconsin Retirement System Employee Trust Fund based on teaching percentage.
- b. Discussion regarding retirement benefits for support staff members.
- c. Motion and roll call vote to return to Open Session

**RECONVENE INTO OPEN SESSION**

At 5:53 p.m. Susie Polentini moved to reconvene into open session. Aaron Dentz seconded. The Board of Education reconvened into open session. Stahl – YES, Polentini – YES, Clark – YES, Moede – YES. Dentz—YES.

**CITIZENS’ FORUM**

No comments were made.

## **INFORMATIONAL ITEMS**

### **Superintendent's Report**

Dr. Thompson presented the following information:

Teaching and Learning—Dr. Thompson shared the current student enrollment which is 522 students in total. She explained that while this is only down six students from last year, the actual membership count that the Wisconsin Department of Public Instruction uses to determine the revenue limit and aid will show a greater drop in student enrollment because 4K students do not attend full days and therefore do not count as 1.0 in the membership count.

Finance and Operations – Dr. Thompson discussed the 2017-18 Budget Updates as known at the time board packets were created. Final budget numbers will be presented in October due to the state's biennial budget being signed into law today with provisions that impact the district's budget.

Selection of Construction Manager –Six construction companies responded to the district's Request for Proposal and the three who board members felt could best meet the needs of the district as its Construction Manager were interviewed by a committee including board members, administration, and community members. C.G. Schmidt was recommended to the board by the committee as a result of these interviews and reference checks.

Facilities Study Committee – The board and administration discussed the charge of the committee which is to complete a comprehensive review of the building and grounds, determine the list of needs based on this review, and help formulate palatable solutions including designs, phases, and funding. Susie Polentini, Peggy Moede, Aaron Dentz will represent the board on the committee along with 10-12 other Swallow district residents. The board discussed potential members from various parts of the district and those with varied ties to the district. Dr. Thompson will get a formal description of the committee's charge and commitment out to board members so that personal contacts can be made with potential committee members.

### **Principal's Report**

Mr. Moore presented the following information:

Opening of 2017-18 School Year – Overall it was a smooth and successful start to the school year. The Open House/Tailgate event was successful and had a very good turnout; however, the three Curriculum Nights had lower attendance than other years. Harvey's How to Day was run a little differently this year, but well-received by students and staff.

Professional Development Plans – There are three staff committees this year to help focus development around student concerns, social emotional learning, and the Action Plan for Student Growth and Engagement: Swallow Strong (PBIS), Integrative Learning, and Instruction & Assessment. Staff are also continuing their own Hero's Journey. Guest speaker John Matter, a motivational speaker who addressed the importance of goal-setting for continuous improvement, was here to speak to all staff before the school year began.

Extra Service Proposal Update – Formal recommendations will come forward at the October meeting. As of now, most of the proposals are the same as years' past except for a Maker Space Club proposal.

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## **ACTION ITEMS**

The Board reviewed and took action on the following items:

### **Approval of Minutes**

Darin Clark motioned to approve the following minutes: August 17, 2017 – School Board Meeting; September 5, 2017 – School Board Work Session, September 11, 2017 – School Board Work Session, and September 18, 2017 – School Board Work Session. Aaron Dentz seconded and the motion carried on a 5-0 voice vote.

### **Finance and Operations**

Monthly Accounts – Susie Polentini moved to approve receipt of **\$1,475,269.72** in revenue during the month of August, and expenditures in the amount **\$561,190.10** since the August 17, 2017 school board meeting. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Darin Clark moved to approve C. G. Schmidt as the district's Construction Manager. Aaron Dentz seconded and the motion carried 5-0 on a voice vote.

### **Policy**

The First Reading of Policy Revisions for Board Policies 110 Educational Philosophy, 111 District Goals, 133 Board of Education Vacancies, 151 Policy Editing, 225.1 Evaluation of Administrators, 254 Position Descriptions, and 453.1 Nursing and Emergency Services were discussed.

### **Employee Relations**

Approval of Individual Teacher Contracts – Peggy Moede moved to approve the Individual Teacher Contracts as presented. Darin Clark seconded and the motion carried 5-0 on a voice vote.

## **DISCUSSION**

The Board confirmed the date for the Special Board Meeting in October to be held on the 30<sup>th</sup> at 7am for the purpose of approving the tax levy.

## **ANNOUNCEMENTS**

The Board reviewed and discussed upcoming events.

## **ADJOURNMENT**

At 6:49 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

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Superintendent

Approved: \_\_\_\_\_

\_\_\_\_\_, President

\_\_\_\_\_, Clerk