

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

December 21, 2017

6:00 p.m.

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

Also in attendance: Heidi Zeeb, Nick Kent, Lisa Regan, Barb Ryczek, and Kelly Cavaiani.

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 5-0 on a voice vote.

CELEBRATIONS AND COMMENDATIONS

Heidi Zeeb was presented with a certificate for her dedication to tending the Swallow Butterfly Garden.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Dr. Thompson presented the following information:

Finance and Operations -

Director of Business Services Jeremy Struss facilitated a conference call with Graystone Consulting to review the performance of the district's OPEB Investment for teacher the retirement benefit. An explanation of how current investments are performing was provided and board questions were answered.

Facilities Advisory Committee Update and Planning for January 2018 *Community Conversations* Series – Superintendent Thompson and Nick Kent of PRA provided an update on the first three Facilities Advisory Committee meetings and detailed plans for the committee through May 2018. Peggy Moede requested that ballot dates for school referenda and whether they passed or failed be provided for area schools to discern when placing a referendum on the ballot would be most favorable. Nick Kent agreed to provide those statistics in an upcoming communication.

Then *Community Conversations* planning was finalized by verifying board member attendance for each and clarifying the three questions and the talking points for these meetings.

Wrap Around Care Provider Contract Update – The board discussed the agreement and services being provided by Wisconsin Youth and requested that they come to a board meeting and present the results from a parent satisfaction survey they will conduct. The board advised administration to extend the contract with Wisconsin Youth.

Employee Relations -

The 2018-19 Professional Calendar was presented following review by the district Leadership Team.

Teaching and Learning -

The 2018-19 Student Calendar was presented following review by the district Leadership Team.

Review of Measures for Action Plan for Student Growth and Engagement – The board and administration reviewed measures as presented and discussed having some goals be growth oriented and others meet a minimum benchmark based on an already high level of performance. Administration will review all measures and goals presented and provide the board with a revised set of goals at a future board meeting.

Rachel Crockford, Director of Instruction and Special Education, presented the district's Special Education Self-Assessment Audit Process and Findings, which are required by the Wisconsin Department of Public Instruction every five years. It was noted that Swallow is among the first district's to undergo a revamped process updated by the state to ensure districts are using results-driven accountability measures in individualized educational plans for students with disabilities. The state will review the district's self-assessment and provide feedback later in the winter.

Preparations for Open Enrollment Space Declaration for 2017-18 School Year – The board reviewed the current student enrollment and resultant draft of sections for each grade level and potential seats available for 2018-19 open enrollment. Administration advised the board that second Friday count in January numbers will be used to revise, as necessary, any calculations for the January board meeting. The board also agreed to transition from paper to digital marketing of seats available moving forward.

Principal's Report

Mr. Moore presented the following information for his principal's report.

November in Review – The music and band concerts in November and December, along with girls' basketball tournament, all went well. Boys' basketball will start in January. The Swallow Education Foundation coffee with the Parent Principal chat seemed to bring more people to the event so this format will be continued. The Swallow Strong assembly was a good check-in for the whole school and the culminating event of a pie in the face for Principal Moore by the winning class of pie sellers, capped off the gathering.

Professional Development Update – Teachers spend Early Release afternoons working in committees. The Swallow Strong committee continued working on the proposed changes to the Characteristics of Lifelong Learning and planning an all-school assembly. The Assessment Committee continues to write rubrics that build on one another from one grade to the next. The Technology Integration committee is looking into forming a student technology club to be able to take care of some minor technology issues. All teachers are also working on their Hero's Journey to grow in an area of their choosing based on self-identified needs and participating in student services team meetings to collaboratively support student needs.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Peggy Moede motioned to approve the following minutes: November 16, 2017 – School Board Meeting; November 16, 2017 – School Board Executive Session; December 1, 2017 –School Board Work Session; December 7, 2017 –School Board Work Session; and December 15, 2017—School Board Work Session. Aaron Dentz seconded and the motion carried on a 5-0 voice vote.

Finance and Operations

Monthly Accounts – Aaron Dentz moved to approve receipt of **\$45,461.70** in revenue during the month of November and expenditures in the amount **\$460,612.27** since the November 16, 2017 school board meeting. Darin Clark seconded and the motion carried 5-0 on a voice vote.

Aaron Dentz moved to approve the three year audit contract with Riley, Penner, and Benton Susie Polentini seconded and the motion carried on a 5-0 voice vote.

Peggy Moede moved to approve the Updated Bylaws for the Waukesha County Area Schools Health Insurance Purchasing Cooperative. Susie Polentini seconded and the motion carried on a 5-0 voice vote.

Policy

The board completed a first reading of policy revisions to Board Policies 423 Open Enrollment and 423R Open Enrollment Procedures.

The board completed a second reading of policy revisions and Peggy Moede motioned to waive the third reading and approve policy revisions to Board Policies 171 Meetings of the School Board and 751 Student Transportation, with the changes reflected in the superintendent's copy. Aaron Dentz seconded and the motion carried on a 5-0 voice vote.

Employee Relations

Darin Clark motioned to approve the 2018-19 Professional Calendar. Susie Polentini seconded and the motion carried on a 5-0 vote.

Teaching and Learning

Susie Polentini motioned to approve the 2018-19 Student Calendar. Peggy Moede seconded and the motion carried on a 5-0 vote.

Aaron Dentz motioned to approve the revised Characteristics of Lifelong Learning. Darin Clark seconded and the motion carried on a 5-0 vote.

DISCUSSION

The board discussed the WASB Convention offerings and advised John Stahl for the delegate assembly.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events and changed the date of the February board meeting from the 15th to the 26th.

CLOSED SESSION

At 9:26 p.m. the Board of Education convened into closed session pursuant to Wisconsin Statutes 19.85 (1) (c) 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.” The closed session was held specifically to discuss staff management planning. (Roll Call Vote Required) Stahl –YES, Polentini –YES, Clark –YES, Moede –YES, Dentz-YES.

ADJOURNMENT

At 10:00 p.m. Susie Polentini made the motion to adjourn which was seconded by Aaron Dentz and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk