

SWALLOW SCHOOL DISTRICT
W299 N5614 County Road E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

February 21, 2019

6:00 p.m.

Present: Susie Polentini, Peggy Moede, Darin Clark, Aaron Dentz, Melissa Thompson, Kyle Moore, Jeremy Struss, Andrew Joseph, Gena Santharam and Nancy Hazelberg.

Excused: John Stahl

Also in attendance: Laurie Calbaum, Nick Kent from PRA, Ben Falls and Dan Davis from C.G. Schmidt, and John Huggett

CALL TO ORDER

Susie Polentini 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.

Aaron Dentz moved to approve the agenda. Peggy Moede 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:

Finance and Operations

Schematic Design Budget Review for Referendum Project—Dan Davis presented the schematic design budget and explained the totality of the facilities projects and cost projections. Melissa Thompson and Jeremy Struss provided the board with a document to explain the various funding sources available to fund the projects and how these funding projections were determined. The board asked to work with representatives from PRA and C.G. Schmidt along with administration during the March 8 Work Session to prioritize all remaining capital improvement projects so that as phases of construction are complete, there is a prioritized list of needed next improvements prepared in case monies are available to complete them via the overall project's contingency monies or future donations or district budgeting cycles.

Monthly Financial Overview – Jeremy Struss presented the monthly overview for January 2019 and answered board member questions. Revenue in the month of January was significantly over the projected amount because more people paid their property taxes in December than expected. This will make the February revenues less than anticipated, but between both months the amount of property tax revenue will be the same as expected in total.

2019-20 Budget Development and Calendar – Jeremy Struss presented the calendar and budget development process for the 2019-2020 school year. In the coming months the staffing plan will be finalized and the district will receive the health insurance renewal and complete the staff budget request process.

OPEB Investment Policy Statement – Jeremy Struss presented the current OPEB Investment Policy Statement, and updated the board on the results of the OPEB Trust Full Membership Meeting. Due to changing legal requirements, the board needs to approve the updated Investment Policy Statement.

Teaching and Learning

Update on the Curriculum and Programmatic Review Process for the SOAR Program – Andrew Joseph and Kyle Moore presented about the current SOAR program and how student growth goals are being set and attained, using data to support student learning, and how data can be used to evaluate interventions and extensions for students. Teachers enjoy the current flexible learning process used now and have provided input in the review process as well as students.

Update on the Curriculum and Programmatic Review Process for the Gifted and Talented Program – Andrew Joseph presented about the current GT program and explained the philosophy at Swallow of keeping students within regular education classes and offerings at Swallow to meet learning needs rather than having students miss classes or going elsewhere to fulfill these needs.

A team of teachers is working to update the Response to Intervention handbook to support student needs.

Employee Relations

Agreement with the Elmbrook School District to Participate in the Waukesha County Special Education Cooperative during the 2019-20 School Year – Gena Santharam presented the agreement and explained the services for low-incidence student needs which could be provided by this agreement. She also explained that by approving the agreement it allows for usage of these services if and when there is a need, which is determined via the creation of Individualized Education Plans for students.

Principal's Report

Mr. Moore presented the following information:

Professional Development Activities and Outcomes – Mr. Moore updated the Board on the professional development activities taking place in February including Hero's Journey Progress, Committee updates, to include the following committees: Integrative Learning, Swallow Strong, and Curriculum and Assessment. He also spoke about the ALICE and trauma sensitive school team training that took place on Monday February 18th.

Month in Review – Mr. Moore presented the past month in review including updates on Literacy Night, the middle school musical, 4K/5K Information Night and the Open Enrollment tours.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Peggy Moede motioned to approve the following minutes; January 17, 2019 – School Board Meeting; January 17, 2019 – School Board Executive Session; February 8, 2019 – Special School Board Meeting. Darin Clark seconded and the motion passed on a 4-0 vote.

Finance and Operations

Darin Clark motioned to approve expenditures as presented in the amount of **\$529,931.02** during the month of January. In addition, the Board acknowledges the receipt of **\$2,973,251.36** in revenue during the month of January. Aaron Dentz seconded and the motion passed on a 4-0 vote.

Aaron Dentz motioned to approve the Investment Policy Statement for Other Post Employment Benefits through the Wisconsin Other Post Employment Benefits Trust. Peggy Moede seconded and the motion passed on a 4-0 vote.

Policy

First Reading of Policy Revisions - The board read and discussed the following policies: 5000, 6000, 7000, 8000, and 9000 to Replace Current Board Policy Manual

Teaching and Learning

Darin Clark motioned to approve the Agreement with the Elmbrook School District to Participate in the Waukesha County Special Education Cooperative during the 2019-20 School Year. Aaron Dentz seconded and the motion passed on a 4-0 vote.

DISCUSSION ITEMS

Discussion was had regarding the following 66.031 agreements with Other School Districts: Jazz Band for the 2019-20 School Year, Consortium Band for the 2019-20 School Year, and Arrowhead Area Summer Beginning Band Camp Cooperative 2019 which will all be re-upped for next school year. The agreement with the Richmond School District for the Special Education Director will not be continued in the 2019-20 School Year due to changes made in individual administrative contracts.

2018-19 Student, Parent, and Staff Survey Development Process and Timeline – Melissa Thompson presented the proposed survey development process and suggested the timeline of survey deployment the first two weeks of April, to which the board was amenable.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

1. March 8, 2019 – School Board Work Session, 7am
2. March 13, 2019 – Family Arts Night, 6pm
3. March 21, 2019 - School Board Meeting, 6pm
4. March 22, 2019 – Staff Breakfast, 7:15am
5. March 25-29, 2019 – Spring Break
6. April 2, 2019 – School Board Election Day, All Days at Polls
7. April 12, 2019 – School Board Work Session, 7am
8. April 16, 2019 – School Board Meeting, 6pm

ADJOURNMENT

At 8:31 p.m. Peggy Moede made the motion to adjourn which was seconded by Darin Clark and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk