

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

SCHOOL BOARD MEETING

March 21, 2019

6:00 p.m.

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

Also in attendance: Megan Arreola, Jenny Lindee, Ben Falls (C.G. Schmidt), Devin Kack (PRA) and John Huggett.

CALL TO ORDER

John Stahl 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.

Susie Polentini moved to approve the agenda. Darin Clark seconded and the motion carried 5-0 on a voice vote.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Finance and Operations

Referendum Project: Ben Falls presented information about Bid Package #1 and the resulting recommendation to accept the proposal of J.F. Ahern to complete this work. Devin Kack presented updated exterior designs and discussed features with the board so that final designs can be completed for Town of Merton approval in April. Superintendent Thompson reported about the team of staff members who visited three school districts to look at how they have used updated furniture and technology to support student learning. Additional updates about finalizing all design details for both the interior and exterior of the building were provided.

Monthly Financial Overview: Jeremy Struss presented the financial overview for March. Property tax revenue in the month of January was significantly higher than expected, which meant the February property tax revenue would be lower than projected. The total tax amount to be received remains the same for the year, but this means the final payment in August will be much larger. Expenditures continue to stay ahead of projections. There is still a strong possibility that some of the accumulated variance will need to be used by year end on a potential OPEB trust shortfall, and perhaps some facility work depending on how the scope of the project develops.

2019-20 Budget Forecast: Jeremy Struss presented the board with four budget forecasts with accompanying tax levy amounts illustrating how some of the potential changes being discussed at the state level impact the Swallow School District.

403(B) Plan Document Revision: Jeremy Struss presented revised 403(B) Plan Documents. There were some minor changes to the current plan which add flexibility for future benefit options should the school board choose to take advantage of them down the road.

Employee Relations

Administrative Position Review Process: John Stahl and Aaron Dentz, presented the board with the draft of the report and requested that the April 12 work session become a special meeting so that a closed session can be held to discuss the report.

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 March including Forward exam planning, March early release, SOAR, CPR, Hero's Journey Progress, collaboration with Jennifer Rogers and the partnership with the GALS Institute who will be presenting in April to parents.

Month in Review – Mr. Moore presented the past month in review including updates on Family Arts Night, and Parent Teacher conferences including how the conference process was changed this year and that it was well received. Hoops for Heart is finishing up this month and due to few available staff to compete, there is no staff-student basketball game this year. Instead of not playing at all, students chose to have an 8th grade student vs student game.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Darin Clark motioned to approve the following minutes; February 21, 2019 – School Board Meeting; March 8, 2019 – School Board Work Session; Peggy Moede seconded and the motion passed on a 5-0 vote.

Finance and Operations

Peggy Moede motioned to approve expenditures as presented in the amount of **\$491,144.94** during the month of February. In addition, the Board acknowledges the receipt of **\$1,157,956.67** in revenue during the month of February. Aaron Dentz seconded and the motion passed on a 5-0 vote.

Aaron Dentz motioned to approve the 403(B) Plan document. Susie Polentini seconded and the motion passed on a 5-0 vote.

Darin Clark motioned to approve J.F. Ahern in Response to Referendum Bid Package #1. Susie Polentini seconded and the motion passed on a 5-0 vote.

Policy

Darin Clark motioned to approve the new Board Policy Manual containing sections 0000-9000 to replace current board policy manual as specified in the adoption resolution. Peggy Moede seconded and the motion passed on a 5-0 vote.

Aaron Dentz motioned to approve the first reading of policy revisions - The board read and discussed the following policies: employee handbook, employment addendum: teachers; employment addendum: non-

contracted staff; and the 2019-2020 draft listing of potential changes to the handbook. Susie Polentini seconded and discussion commenced. The following changes were discussed: The employee resignation proposal will not be changed due to language already allowing the board flexibility with liquidated damage assessment. The board was in support of all other proposed modifications and approved the first reading on a 5-0 vote.

Teaching and Learning

Susie Polentini motioned to approve the 66.0301 Agreement for Jazz Band for the 2019-20 School Year. Darin Clark seconded and the motion passed on a 5-0 vote.

Susie Polentini motioned to approve the 66.0301 Agreement for Consortium Band for the 2019-20 School Year. Darin Clark seconded and the motion passed on a 3-2 vote.

Darin Clark motioned to approve the Arrowhead Area Summer Beginning Band Camp for the 2019-20 School Year. Peggy Moede seconded and the motion passed on a 5-0 vote.

Employee Relations

Darin Clark motioned to approve the retirement of teacher Susan Peterson. Peggy Moede seconded and the motion passed on a 5-0 vote.

Peggy Moede motioned to approve the individual teacher contracts for the 2019-2020 school year as presented. Aaron Dentz seconded and the motion passed on a 5-0 vote.

DISCUSSION ITEMS

Discussion was had regarding a draft of the 2019-2020 School Board Meeting Calendar and topics for the upcoming meetings with legislators.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

1. March 22, 2019 – Staff Breakfast, 7:15am
2. March 25-29, 2019 – Spring Break
3. April 2, 2019 –School Board Election Day, All Days at Polls
4. April 12, 2019 –School Board Work Session, 7am
5. April 16, 2019 – School Board Meeting, 6pm
6. May 10, 2019 –School Board Work Session, 7am
7. June 11, 2019 – School Board Special Meeting, 7am
8. June 27, 2019– School Board Meeting, 6pm
9. July 12, 2019 – School Board Work Session, 7am
10. July 18th – School Board Meeting, 6pm

ADJOURNMENT

At 8:55 p.m. Peggy Moede 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