

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

SCHOOL BOARD MEETING

May 16, 2019

5:00 p.m.

Present: John Stahl, Susie Polentini, Peggy Moede, Darin Clark, Greg Zimmerman, Melissa Thompson, Kyle Moore, and Andrew Joseph.

Excused: Jeremy Struss

Also in attendance: Aubrey Sanders, Bob Rosch, Wendy Szafranski, Jennifer Ignatowski, Bill Knaus, Julie Wold, Christy Mayhew, Suzanne Koch, Abby Wolf, Lydia Vanderpoel, Ashley Wolf, Raj Santharam, Amanda McClement and staff members Jenny Lindee, Nicole Borosch, Jeanne Hanson, Ashley Wolf, and Andrea Rice.

CALL TO ORDER

John Stahl called the meeting to order at 5:00 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. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

CITIZENS' FORUM

Wendy Szafranski addressed the board to provide feedback on the parent programming currently offered and suggestions for improvement, communications from the district and teachers and areas for improvement, her dislike of this year's Spring Parent-Teacher conference format, concerns with how teachers and the school handle conflict between students and follow up with parents and suggested ways parents could volunteer to provide additional supervision for recess and the lunch room, asked the board to consider adding a mid-year survey in addition to the end-of-the-year survey and closed by requesting a Parent-Liaison process be developed similar to the Special Education model to have more frequent and open dialogue between parents and school leadership.

Bill Knaus encouraged the board to share the results of the Administrative Study Review as well as the board's vision for future administrative positions before voting on positions or offering contracts, inquired as to why this year's 8th grade math scores on the Arrowhead placement test have dropped, and stated he does not feel that any firm numbers or details have been shared about the referendum projects.

Julie Wold stated she is concerned about the May 6 email from Board President John Stahl and Superintendent Thompson because other districts our size seem to have increasing student achievement with decreasing numbers of administrators. Lake Country was used as the primary example where there is one Superintendent/Principal position and their business manager is not an administrator and their website does not list the several positions Swallow has like a Bookkeeper or Coordinator of Instruction. She closed saying that she feels more attention has been paid to the 175th and Groundbreaking than on personalizing learning.

Aubrey Sanders addressed the board concerned about being only a single section at the current first grade level because the students are only exposed to each other and might not learn the skills needed to make new friends or work with other kids from other classes. There was a lot of discussion about open

enrollment and how the district's policies and procedures work along with overall decline in birthrate and its impact on school enrollment in general and applicants for open enrollment.

Bob Rosch, resident of the Swallow District and Board President for the Arrowhead Union High School (AHS) addressed the board to share congratulations on election with Darin Clark and Greg Zimmerman, informed the board that long-time AHS Business Manager Steve Kopecky is retiring at the end of this school year, various budgeted projects AHS intends to complete over the summer and next school year which are mostly related to increasing safety measures, and complimented Swallow staff and administration on how well-prepared all Swallow students are for Arrowhead and provided the exciting news that Swallow graduate Anthony Sikorski was recently named a 2019 U.S. Presidential Scholar.

INFORMATIONAL ITEMS

Superintendent's Report

Finance and Operations

Referendum Project Updates: Melissa Thompson reminded the board of upcoming dates for the beginning of construction work at the end of May and early June and referenced the proposed revisions to next year's student and professional calendars to be discussed later in the agenda.

Monthly Financial Overview: The board reviewed the financial overview for April and noted that as previously discussed the property tax revenue in the month of February was significantly lower than expected causing a large revenue variance on these reports. The total tax amount to be received remains the same for the year.

Expenditures continue to stay ahead of projections. There is still a strong possibility that some of the accumulated expenditure 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.

Preliminary 2019-20 Budget: The board reviewed the budget scenario presented which includes updated salary and benefit estimates for staffing as known for next year. Some other items that were previously estimates have also been updated as actual known amounts are confirmed. While the district has control over the expenditure side of the budget, there are still many decisions with the state Biennial Budget process which will impact revenues. This budget will change significantly in the coming months.

Review of Proposals for Technology Consulting Contract: Melissa Thompson presented the proposals from K12 Technology and Source One. Ultimately administration is recommending continuing the contract with K12 because of knowledge of our infrastructure, goals, and a cost of up to \$600 less per month as compared with the Source One cost structure for the level of support the district needs.

Teaching and Learning

Review of Proposed Fifteen Month Professional Development Plan 15 Month PD Plan: Kyle Moore presented the proposed Professional Development Plan for the next fifteen months.

Presentation of SOAR and Gifted & Talented Curriculum and Programmatic Review Recommendations: Kyle Moore and Andrew Joseph presented the SOAR and Gifted and Talented curriculum and programmatic process and the determinations that were found. The renewal of the Renaissance Star 360 contract and new Ion data warehouse were discussed and showcased.

Review of 19-20 Student and Professional Calendars: Melissa Thompson presented the proposed changes to the student and professional calendars for the 2019-2020 school year including rationale and parent and staff feedback.

Principal's Report

Kyle Moore presented the following information:

Month in Review – Kyle Moore provided an overview of student activities and highlights.

Professional Development Activities and Outcomes – Kyle Moore updated the Board on the professional development activities taking place in May including the faculty meeting and early release where time is spent preparing for the transition at the elementary level to the updated version of Everyday Math.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Peggy Moede motioned to approve the following minutes; April 16, 2019 – School Board Meeting; April 26, 2019 – Special School Board Meeting; May 8, 2019 – Open Enrollment Lottery Draw; May 10, 2019 – Special School Board Meeting; May 10, 2019 – School Board Executive Session; Darin Clark seconded and the motion passed on a 5-0 vote.

Finance and Operations

Darin Clark motioned to approve expenditures as presented in the amount of \$ **467,505.99** during the month of April. In addition, the Board acknowledges the receipt of \$ **151,455.82** in revenue during the month of April. Susie Polentini seconded and the motion passed on a 5-0 vote.

Susie Polentini motioned to approve the Technology Consulting Contract for K12 Technology the 2019-20 School Year. Darin Clark seconded and the motion passed on a 5-0 vote.

Teaching and Learning

Action on Open Enrollment:

Grade Levels with Space Available – Peggy Moede motioned to approve the acceptance of 4K – 4 seats declared, 9 applications. Darin Clark seconded and the motion carried 5-0 on a voice vote.

Darin Clark motioned to approve the acceptance of 5K – 11 seats declared, 4 applications. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Darin Clark motioned to approve the acceptance of 1st grade – 0 seats declared, 7 applications. Susie Polentini seconded and the motion carried 5-0 on a voice vote.

Susie Polentini motioned to approve the acceptance of 2nd grade – 0 seats declared, 5 applications. Darin Clark seconded and the motion carried 5-0 on a voice vote.

Peggy Moede motioned to approve the acceptance of 3rd grade – 5 seats declared, 4 applications. Darin Clark seconded and the motion carried 5-0 on a voice vote.

Susie Polentini motioned to approve the acceptance of 4th grade – 1 seats declared, 3 applications. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Peggy Moede motioned to approve the acceptance of 5th grade – 5 seats declared, 4 applications. Darin Clark seconded and the motion carried 5-0 on a voice vote.

Peggy Moede motioned to approve the acceptance of 6th grade – 0 seats declared, 0 applications. Darin Clark seconded and the motion carried 5-0 on a voice vote.

Susie Polentini motioned to approve the acceptance of 7th grade – 10 seats declared, 3 applications. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Susie Polentini motioned to approve the acceptance of 8th grade – 18 seats declared, 2 applications. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Darin Clark motioned to approve the acceptance of Special Education not Speech/Language – 0 seats declared, 1 application. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Susie Polentini motioned to approve the acceptance of Special Education Speech/Language – 2 seats declared, 3 applications. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Waitlist Selection - Peggy Moede motioned to approve the acceptance of grade levels with the designated number of applicants on the waiting list based on the results of the lottery: 4K – 5; 1st –7; 2nd –5; 4th –2; 5th –1; Darin Clark seconded and the motion carried 5-0 on a voice vote.

Approval of Applications to Attend Other Districts – Susie Polentini motioned to approve the acceptance of 13 applications for 4K-8th grade resident students to attend other districts via open enrollment. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

Denial of Applications to Attend Other Districts – Darin Clark motioned to deny 2 applications for early childhood resident students to attend other districts via open enrollment, due to the fact that such a program is not offered through the state's Open Enrollment program. Susie Polentini seconded and the motion carried 5-0 on a voice vote.

Fifteen Month Professional Development Plan - Susie Polentini motioned to approve the Fifteen Month Professional Development Plan for the 2019-20 School Year as presented. Peggy Moede seconded and the motion passed on a 5-0 vote.

SOAR and Gifted & Talented Programmatic recommendations - Peggy Moede motioned to approve the SOAR and Gifted & Talented Programmatic recommendations for the 2019-20 School Year as presented. Darin Clark seconded and the motion passed on a 5-0 vote.

Revised 2019-20 Student Calendar – Susie Polentini motioned to approve the Revised 2019-20 Student Calendar for the 2019-20 School Year as presented. Peggy Moede seconded and the motion passed on a 5-0 vote.

Revised 2019-20 Professional Calendar – Darin Clark motioned to approve the Revised 2019-20 Professional Calendar for the 2019-20 School Year as presented. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

DISCUSSION ITEMS

Discussion was had to finalize the end of year recognition events and the 175th ceremony. The board excused Melissa Thompson from the 8th grade graduation ceremony to attend her daughter's ceremony for the same event at the same time at another local school, but requested she complete a video message to be used in her absence.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

1. May 17, 2019 – 175th Celebration and Groundbreaking Ceremony, 11:15am
2. May 27, 2019 - No School, Memorial Day
3. May 28-31, 2019 - 8th Grade Washington DC Trip
4. May 29-31, 2019 - 5th Grade Camp MacKenzie Trip
5. June 6, 2019 - Staff End of Year Breakfast
6. June 6, 2019 - 8th Grade Promotion
7. June 7, 2019 - Last Day of School/Early Release at Noon
8. June 11, 2019 - School Board Work Session
9. June 27, 2019 - School Board Meeting

At 7:42 p.m. the motion was made by Susie Polentini to go into closed session. Pursuant to Wisconsin Statutes 19.85 (1)(c) the Board of Education may move 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.” This closed session was being held specifically to discuss staff management planning. Stahl- YES; Polentini: YES; Moede- YES; Clark- YES; Zimmerman- YES

RECONVENE INTO OPEN SESSION

At 11:08 p.m. the Board of Education reconvened into open session. Stahl- YES; Polentini: YES; Moede- YES; Clark- YES; Zimmerman- YES

ADJOURNMENT

At 11:09 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

Superintendent

Approved: _____

_____, President

_____, Clerk