

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

**SPECIAL SCHOOL BOARD MEETING**      **August 16, 2018**      **6:00 p.m.**

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

**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 motioned to approve the agenda. Darin Clark seconded and the motion carried 5-0 on a voice vote.

**Superintendent's Report**

**Teaching and Learning** – 2018-19 Student Enrollment Forecast - Dr. Thompson shared the student enrollment forecast for the upcoming school year which in total is expected to be around 460 students.

**Finance and Operations**

Referendum Communications and Community Engagement Planning - Discussion was had regarding the referendum communications necessary to explain the need to go to referendum. The community meeting Power Point presentation was discussed and finalized.

Monthly Financial Overview – Jeremy Struss presented the monthly financial information.

School Safety Grant Update – Dr. Thompson updated the board on the additional safety grant money available to the school at an estimated \$28,764. The grant will be submitted on or before the due date of August 30, 2018 and award notification is expected in October.

**Employee Relations**

Administrative Position Review Process – John Stahl updated the board on the current status of the review process. Dr. Thompson and Jeremy Struss have been providing the necessary documents to get the process started.

Health Insurance Provider Transition Updates – Dr. Thompson and Jeremy Struss brought the board up to date on the transition, and the new on-site nurse program which will be rolled out to staff on August 28.

**Principal's Report**

Mr. Moore updated the board on the status of hiring new staff members.

Preview of 2018-19 Staff Development – Mr. Moore presented the board with the upcoming important dates in the school year as well as areas of focus.

Professional Development Plans – Beginning of the Year – The structure and framework for staff development for the first days back in August were shared, highlighting the specialized training for the new 4K-8<sup>th</sup> grade science and engineering and middle school math resources along with school safety, Infinite Campus training, and time for classroom set up and collaboration around student support.

8<sup>th</sup> Grade Washington D.C. Trip – Mr. Moore shared plans being developed to offer the 8<sup>th</sup> Grade Washington, D.C. trip in May 2019, including that Lake Country Travel will coordinate the trip and an informational meeting is scheduled for September 18<sup>th</sup> for families

### **ACTION ITEMS**

The Board reviewed and took action on the following items:

#### **Approval of Minutes**

Darin Clark motioned to approve the following minutes: July 13, 2018 – School Board Meeting; July 24, 2018 –School Board Special Meeting; July 24, 2018 –Executive Session; July 24, 2018 –AUTO Negotiations; August 3, 2018 – School Board Special Meeting; Peggy Moede seconded and the motion carried on a 5-0 voice vote.

#### **Finance and Operations**

Monthly Accounts – Peggy Moede moved to approve expenditures as presented in the amount of **\$214,271.80** and revenue in the amount of **\$82,277.25** during the month of July. Aaron Dentz seconded and the motion carried 5-0 on a voice vote.

#### **Employee Relations**

Aaron Dentz moved to approve 2018-19 Master Agreement with AUTO. Susie Polentini seconded and the motion carried 5-0 on a voice vote.

#### **Teaching and Learning**

Susie Polentini moved to approve the Alternative Open Enrollment Applications based on Space Available, as presented. Darin Clark seconded and the motion carried on a 5-0 voice vote.

Peggy Moede moved to deny the Alternative Open Enrollment Applications based on Space Available, as presented. Aaron Dentz seconded and the motion carried on a 5-0 voice vote

Aaron Dentz moved to approve the 8<sup>th</sup> Grade Washington, D.C. Trip in May 2019. Darin Clark seconded and the motion carried 5-0 on a voice vote.

### **DISCUSSION ITEMS**

The board discussed and planned for Staff Welcome Back Breakfast to be held on August 21, 2018 and finalized the coordination of remarks.

The board discussed and planned for the Annual Meeting and Budget Hearing to be held on August 22, 2018.

### **ANNOUNCEMENTS**

The board reviewed and discussed upcoming events.

#### **Future Meetings and School Board Events**

1. August 21, 2018 –Staff Welcome Back Breakfast, 7:15am
2. August 22, 2018 – Annual Meeting and Budget Hearing, 6pm
3. August 28, 2018 – Strong Start Conferences, 3-6pm
4. August 28, 2018 – Tailgate, 5-6:30pm

5. August 29, 2018 – Strong Start Conference, 8-11am
6. September 4, 2018 – First Day of 2018-2019 School Year
7. September 14, 2018 – School Board Work Session, 7am
8. September 20, 2018 - School Board Meeting, 6pm
9. October 12, 2018 – School Board Work Session, 7am
10. October 16 & 18 2018 – Parent Teacher Conferences
11. October 18, 2018 School Board Meeting, 6pm
12. October 29, 2018 – Special School Board Meeting, 7am
13. November 9, 2018 – School Board Work Session, 7am
14. November 15, 2018 – School Board Meeting, 6pm
15. November 22-23, 2018 Thanksgiving Break
16. December 7, 2018 –School Board Work Session, 7am
17. December 14, 2018 –Staff Breakfast, 7:15am
18. December 20, 2018 – School Board Meeting, 6pm
19. December 24, 2018 – January 1, 2019 – Winter Break

### **CLOSED SESSION**

The board moved to convene into closed session at 7:32 p.m. The closed session was pursuant to Wisconsin Statute 19.85 (1) (g) “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.” This session was held specifically to discuss an individual student’s enrollment status. (Stahl – YES, Polentini – YES, Moede – YES, Clark – YES, Dentz – YES)

### **RECONVENE INTO OPEN SESSION**

At 8:10 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.

### **ADJOURNMENT**

At 8:11 p.m. Peggy Moede made the motion to adjourn which was seconded by Darin Clark and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

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

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

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