

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

June 18, 2012

6:30 p.m.

Present: Karen Trimble, John Fuhs, John Quast and Jim Douglas. Melissa Thompson, Charlotte Hall, Joan Fritzler, Lynn Welscher, Brenda O'Brien, and Kristin Magnuson were also present.

Excused: Rebecca Morrison

Also in attendance: Four citizens were in attendance as well as the following staff members, Andrea Kolpien and Lori Alvarez

CALL TO ORDER

Karen Trimble, President, called the meeting to order at 6:30 p.m., read the Notice of the Meeting, led those in attendance in the Pledge of Allegiance, and noted that all members were present with the exception of Rebecca Morrison who was excused.

Jim Douglas moved that the agenda be approved as presented. John Quast seconded and the motion carried 4-0 on a voice vote.

COMMENDATIONS

Elise Baumgartner was commended for being chosen to be a member of the 2012 Wisconsin Middle Level State Honors Choir. Sonja Bergum was commended for winning first place in the Lake Country Publication's Annual Writing Contest.

Citizens' Forum

No comments were made.

INFORMATION ITEMS

Principal's Report

Class List Mailing – Charlotte Hall said class lists would be emailed home for students in grades 1 through 6 on June 29. Middle school students' first hour teacher will be their homeroom teacher and Kindergarten homerooms will be determined in August.

Report on Washington D.C. Trip – Mrs. Hall said it was a great trip and she would like to see the school continue to work with Brookfield Travel. There was discussion regarding scheduling the trip outside of the normal school year or during Spring Break due to the fact that about 1/3 of the 8th grade students did not attend the trip and also were

Report on Washington D.C. Trip (continued)

absent from school that week. This item will be brought back for more discussion at future board meetings.

Superintendent's Report

Summer Building and Office Hours – Mrs. Thompson explained the summer voice mail options and the communication plan for the summer.

Final Review of Board Goal #3 – Lynn Welscher shared the Response to Intervention document which was created to assist staff in meeting Goal #3. The master schedule is being finalized and includes intervention and extension time for all students each day.

Preliminary Budget 2012-2013 – Mrs. Fritzler reviewed the preliminary 2012-2013 budget with the Board. She also provided a summary which discussed highlights of the 2011-12 budget, revenue sources, expenditures, personnel, other funds and the mill rate.

ACTION ITEMS

Approval of Minutes - John Fuhs moved to approve of the following minutes: May 16, 2012 – Regular Meeting, May 16, 2012—Closed Session, June 1, 2012-- Employee Relations/Personnel Committee Meeting, June 5, 2012-- Policy Committee Meeting and June 16, 2012-- Board Work Session. John Quast seconded and the motion carried 4-0 on a voice vote.

Business Services

Monthly Accounts – Jim Douglas moved to approve expenditures as presented in the amount of \$1,349,117 and acknowledged the receipt of \$908,114 during the month of May 2012. John Quast seconded and the motion carried 4-0 on a voice vote.

Authorize Administrative Authority to Pay Bills through June 30 – John Fuhs moved to authorize administration to pay bills through June 30. John Quast seconded and the motion carried 4-0 on a voice vote.

CESA 1 Contract for 2012-2013 – Mrs. Thompson explained the Next Generation Learning/Personalized Learning Services portion of the contract. John Quast moved to approve of the CESA 1 Contract for 2012-2013. Jim Douglas seconded and motion carried 4-0 on a voice vote.

CESA 6 Contract for 2012-2013 – The CESA 6 Contract for the website was reviewed. Jim Douglas moved to approve of the CESA 6 Contract for 2012-2013. John Fuhs seconded and motion carried 4-0 on a voice vote.

Setting of Lunch Prices – John Quast moved to raise student lunch prices from \$2.25 to \$2.50 and from \$2.75 to \$3.00 for adult lunches and raise the price of milk from \$0.25 to \$0.30. This is based on the State reimbursement in equity in School Pricing Rule. John Fuhs seconded and the motion carried 4-0 on a voice vote.

Setting of Student Fees per Board Policy #656 – Mrs. Thompson asked the Board to keep all fees the same for students. Jim Douglas moved to approved of maintaining current student fees for the 2012-2013. John Quast seconded and the motion carried 4-0 on a voice vote.

Parents United Consortium Agreement 2012-2013 – Mrs. Thompsons spoke about the consortium and its benefits as they pertain to resources for parents. John Fuhs moved to approve of the agreement. John Quast seconded and the motion carried 4-0 on a voice vote.

Policy Revision Appearing For First Reading – The following policies were presented for a first reading of revisions: Curriculum, Policy 330, Extracurricular Activities, Policy 370, Teacher and Classroom Assignments, Policy 433.1, Alcohol and Other Drugs, Policy 443.4, Nursing and Emergency Services, Policy 453.1, Nursing and Emergency Services, Administrative Rule, Communicable Diseases, Policy 453.3, Dispensing Medication to Students, Policy 453.4, Fund Balance, Policy 662.3, Purchasing, Policy 672, Safety Drills, Policy 723.1, Community Use of School Facilities and Guidelines, Policy 830, Communication with Law Enforcement, (Old) Policy 850 (delete) , Access to School Building, Policy 860, Relations with Law Authorities, Policy 882 and Student Records Guidelines, Policy 347.

Policy Revision Appearing For Second Reading – Suspension/Dismissal of Staff, Policy 240/250, Gifted and Talented Programs, Policy 334, Discrimination/Harassment/Bullying Complaint Form, Child Abuse and Neglect, Policy 482, Equal Employment Opportunity, Policy 500, Staff Code of Ethics, Policy 501, Copyright, Policy 501.1, Tutoring, Policy 503, Substitute Teachers, Policy 504, Drug-Free Workplace, Policy 507, Background Checks, Policy 508 and Grievance Procedure, Policy 527.

Waive Third Reading and Approve Policy Revision – John Fuhs moved to waive the second reading and approve of the policy revisions for Suspension/Dismissal of Staff, Policy 240/250, Gifted and Talented Programs, Policy 334, Discrimination/Harassment/Bullying Complaint Form, Child Abuse and Neglect, Policy 482, Equal Employment Opportunity, Policy 500, Staff Code of Ethics, Policy 501, Copyright, Policy 501.1, Tutoring, Policy 503, Substitute Teachers, Policy 504, Drug-Free Workplace, Policy 507, Background Checks, Policy 508 and Grievance Procedure, Policy 527. John Quast seconded and the motion carried 4-0 on a voice vote.

Personnel

Acceptance of Resignation – John Quast moved to accept the resignation of Art Teacher, Molly Stewart. Jim Douglas seconded and the motion carried 4-0 on a voice vote.

Approval of Rate of Curriculum Pay 2012-2013 – Jim Douglas moved to accept the rate of curriculum pay for 2012-2013. John Fuhs seconded and the motion carried 4-0 on a voice vote.

Approval of Personnel Contracts – John Quast moved to approve of personnel contracts as presented. John Fuhs seconded and the motion carried 4-0 on a voice vote.

DISCUSSION ITEMS

2012-13 Board Goals – Mrs. Thompson shared a copy of the 2012-2013 Board goals and asked the Board to bring them back for discussion at the July Board Meeting.

Dates for Summer Board Work Sessions and August Board Meeting – The August Board Meeting was set for August 9th at 6:30 p.m. The Board was asked to join with a group of other local districts to study salary structure for teachers and support staff moving forward. This will likely happen in the form of a work session later in the summer. The study of curricular offerings will occur as a larger group involving all stakeholders and kick off early in the school year.

ANNOUNCEMENTS

Board members reviewed the calendar of future meetings and events.

CLOSED SESSION

John Quast moved to convene into Closed Session at 8:20 p.m. pursuant to Wisconsin Statute 19.85 (1) (f), “Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations” and (c), “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” This session is being held specifically to conduct a year-end assessment of the Superintendent’s performance in accordance with Board Policy and to discuss and formally process a complaint received by the Board pursuant to Policy 821. Jim Douglas seconded and

Closed Session (continued)

Karen Trimble called for a roll call vote. Fuhs – YES, Quast – YES, Douglas – YES and Trimble – YES.

ADJOURNMENT

At 9:35 p.m., Jim Douglas made the motion to adjourn which was seconded by John Quast and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk