

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

May 16, 2012

6:30 p.m.

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

Excused: Jim Douglas

Also in attendance: 15 citizens were in attendance as well as the following staff members, Scott Morgan, Lori Alvarez, Jackie Hagenow, Rebecca Roehl, Pat Nolan, Christine Perugini, Jade Bolthouse, Michelle Whaley, Charisse Kroner, Gretchen Nelson, Dianna Hoffman, Barbara Ryczek, Charisse Simcakowski, Andrew Joseph, Shelly Wertschnig, Sue Peterson, Marge Mosey, Kelly Cavaiani, Kerry Mallow

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 Jim Douglas.

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

COMMENDATIONS

Mrs. Roehl spoke about the 7th Grade Modern Woodmen Speech Contest and commended the following winners: 1st Place – Sidney Johnson, 2nd Place – Cole Winston and 3rd Place – Lauren Pieroth.

The following students were commended for participating in the Arrowhead Area Math Meet: Francesca Gastrow, Elijah Jones, Nick Rocco, James Van Gilder, Samantha Bittman, Greyson MacLean, Aaron Allen, Matthew Nienhaus, Jackson Knapek, Ryan Kaiser, Nick Loke, Matthew Van Gilder, Hayden Frentzel, Diya Ramanathan, Sarah Smith, Matthew Barthel, Chloe Frentzel, Jimmy Aioldi, Cassie Horkan, Ian McSorley, and Benny Boelter.

Katie McLoughlin, Grace Hecht, Scott Chang, Anthony Polentini, Lauren Martin, Carson Anderson, Elijah Jones, Nick Rocco, and Andrew DeMaster were commended for participating in the Math 24 Competition.

Citizens' Forum – Parent, Carri Oosterbahn shared some concerns with the Board regarding increased communication, Swallow traditions, and open enrollment.

INFORMATIONAL ITEMS

Report on CESA 1 Annual Meeting – John Fuhs said the meeting was very informative and he was impressed with the members of the Board of Control.

Board Goals Progress Report

Goal 1- Study and Plan for District's Financial Future – Mrs. Thompson reviewed the goals that had been achieved this year. The budget process will continue with the Board being presented with a 2012-13 Fund 10 Budget Forecast.

Goal 2 - Create and Implement Changes to Key Personnel Policies and Processes – The handbook has been approved and work continues on the addendums. Mrs. Thompson is participating in the teacher effectiveness meetings to gather data for the Staff Development Plan for 2012-2013.

Goal 3 - Individual Student Focus – Mrs. Welscher spoke about individual student focus indicators and WKCE data was shared in core subjects. More measuring tools will be added for next year. Mrs. Hall spoke about the Indicator 8, Special Education Self-Assessment that was recently completed with 100% parent participation.

Goal 4 – Staff Development – Mrs. O'Brien shared an overview of the Staff Development Plan for 2012-2013 with different focus areas highlighted.

Goal 5 – Community Connections and Communication – Mrs. Thompson will continue to work on developing this with Bob Antholine over the summer.

Goal 6 – Operations – The work continues on the capital improvement list and the budgeting for those projects. Later in the agenda the Board will be asked to approve funding for two of these projects.

Staff Development Plan for 2012-13 – This information was shared under the Board goals report.

Fund 10 Budget Forecast for 2012-13 Fiscal Year with Capital Improvement Information – Mrs. Fritzler reviewed the 2012-13 proposed budget calendar. Mr. Moore spoke about the parking lot project. Security cameras for the building were also discussed.

Support Staff Resignation – Mrs. Thompson said Mrs. Handy is retiring after nearly 10 years of working at Swallow.

Updates on Board Policy Edits - Mrs. Thompson spoke about the edits due to the handbook implementation. There were 285 new state laws this year and many of them affect our policies. The following policies received edits: Position Descriptions, Policy 230/530, School Wellness, Policy 310/410/510, and Bullying, Policy 481.

ACTION ITEMS

Approval of Minutes - John Fuhs moved to approve of the following minutes: April 18, 2012 – Closed Session, April 18, 2012 – Regular Meeting, April 18, 2012 – Closed Session, May 8, 2012 – Special Meeting, May 8, 2012 - Closed Session, and May 11, 2012 - Policy Committee Meeting. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

Monthly Accounts – John Quast moved to approve expenditures as presented in the amount of \$512,613 and acknowledged the receipt of \$113,598 during the month of April 2012. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

Open Enrollment Determination

Mrs. Thompson provided a brief overview of the process that would be used and gave the Board a space determination/enrollment sheet for review during the process.

Action was taken on applications at the following grades levels with space available: Kindergarten, first, third, sixth, seventh and eighth grade. Thereafter, the waiting list selection took place for the remainder of the applications at those grade levels.

A wait list was established at the following grade levels where no space was currently available: second, fourth and fifth.

Rebecca Morrison moved to approve of the applications to attend other districts. John Quast seconded and the motion carried 4-0 on a voice vote.

Business Services

Approval of Resolution Authorizing Creation of Post-Employment Benefits Trust – Karen Trimble moved to approve the resolution authorizing creation of the Post-Employment Benefits Trust. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

Approval of CESA 6 Wisconsin OPEB Trust Agreement – Karen Trimble moved to approve of the CESA 6 Wisconsin OPEB Trust Agreement. Rebecca Morrison seconded and the motion carried 3-0 on a voice vote. Mr. Fuhs recused himself from voting due to a conflict of interest.

Approval of HRA Disbursement Parameters – John Quast moved to approve of the HRA disbursement parameters. John Fuhs seconded and the motion carried 4-0 on a voice vote.

Operations, Buildings, and Grounds

Approval of Parking Lot Project not to exceed \$425,000 – John Fuhs moved to approve of the parking lot project not to exceed \$425,000. There was no second and the motion died. Rebecca Morrison moved to discuss the parking lot project presented by Kapur & Associates. John Quast seconded. Discussion ensued on funding and safety concerns. Rebecca Morrison amended her motion to approve the parking lot project not to exceed \$425,000. John Fuhs seconded and the motion carried 4-0 on a voice vote.

Approval of Security Upgrades to include key access and cameras not to exceed \$35,000 – John Quast moved to approve of security upgrades to include key card access and cameras not to exceed \$35,000. John Fuhs seconded and the motion carried 4-0 on a voice vote.

Personnel

Approval of Individual Teacher Contracts – John Fuhs moved to approve of individual teacher contracts as presented by Mrs. Thompson. John Quast seconded and the motion carried 4-0 on a voice vote.

Approval of Extension of Superintendent's Contract through June 30, 2014 – John Quast moved to approve of the extension of the superintendent's contract through June 30, 2014. Rebecca Morrison seconded and the motion carried 4-0.

Approval of Compensation Structure for Teachers for 2012-2013

John Quast moved to allow the Board to grant lane movement according to the 2011-2012 lane structure and timeline requirements. John Fuhs seconded and the motion carried 3-0 on a voice vote. (Rebecca Morrison with dissenting vote.)

John Fuhs moved to approve a total of \$600/credit reimbursement for up to 3 college credits for teaching staff for the 2012-2013 school year. John Quast seconded and the motion carried 4-0 on a voice vote.

Karen Trimble moved to allow the Superintendent full discretion for new teacher placement on the salary schedule. John Quast seconded and the motion carried 4-0 on a voice vote.

First Reading of Policy Revisions

Approval of Renumbering of Board Policies to Coincide with WASB numbering system – Rebecca Morrison moved to approve of renumbering current policies to coincide with WASB’s recommendations. John Quast seconded and the motion carried 4-0 on a voice vote.

The following policies were presented for a first reading of revisions: 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, Criteria for Teacher Evaluations, Policy 502.31, Tutoring, Policy 503, Substitute Teachers, Policy 504, Drug-Free Workplace, Policy 507, Background Checks, Policy 508, Teacher Evaluation, Policy 520, and Grievance Procedure, Policy 527.

The following policies will be removed from the policy handbook as they are no longer pertinent: Teacher Evaluation, Policy 520 and Criteria for Teacher Evaluations, Policy 502.31.

DISCUSSION ITEMS

Summer Board Work Sessions – Sessions may include topics such as open enrollment policy, class size policy and curricular offerings.

Board Goals Development for 12-13 – The board discussed the goals session held the prior week and will continue to fine-tune the goals over the summer months.

ANNOUNCEMENTS

Board members discussed who would like to participate in the 8th Grade Graduation Ceremony on June 6, 2012 and reviewed future meetings and events.

CLOSED SESSION

John Quast moved to convene into Closed Session at 10:34 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.” This session is being held specifically to discuss and formally process a complaint received by the Board pursuant to Policy 821. Rebecca Morrison seconded and Karen Trimble called for a roll call vote. Fuhs – YES, Quast – YES, Morrison – YES and Trimble – YES.

ADJOURNMENT

At 11:05 p.m., John Fuhs made the motion to adjourn which was seconded by Rebecca Morrison and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk