

**SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029**

SCHOOL BOARD MEETING September 21, 2011 6:30 p.m.

Present: Karen Trimble, John Quast, Rebecca Morrison and Jim Douglas. Melissa Thompson, Charlotte Hall, Joan Fritzler, Lynn Welscher and Kristin Magnuson were also present.

Excused: John Fuhs

Also in attendance: Twelve citizens were in attendance as well as the following staff members, Michele Whaley, Doug Destache, Vicki Esgar and Roger Thorson

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 John Fuhs.

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

CITIZENS' FORUM

There were no comments.

COMMENDATIONS

Student Carson Poupore was commended for designing the winning logo for the Wisconsin Gifted and Talented Association conference logo contest. The following officers of the Swallow Education Foundation were recognized for all their efforts in supporting Swallow School: Carri Oosterbaan, Sue Schoepel, Amy Corragio, Patti Wells and Susie Polentini.

INFORMATIONAL ITEMS

Michael Clark, R.W. Baird - Refinancing of Long Term Debt – Discussed the potential savings of refinancing to pay off bonds dated August 23, 2002.

Enrollment Data – Mrs. Thompson presented the enrollment results from the Third Friday Count data showing an enrollment of 602 students of which 59 are open enrolled into Swallow.

Staff Development Update – Lynn Welscher spoke about optimizing education for our students by training staff. A detailed budget for staff development was provided to the Board for review.

Calendar for Future School Years – Mrs. Thompson will meet with area administrators to plan the calendar and coordinate bus schedules. She will continue to provide updates to the Board.

Superintendent Evaluation Date – The superintendent evaluation was scheduled to take place in an executive session after the October 24th Board Meeting.

ACTION ITEMS

Approval of Minutes - John Quast moved to approve of the minutes of the following meetings: August 22, 2011 – Regular Meeting, August 29, 2011 – Closed Session, August 29, 2011 – Special Meeting, August 29, 2011-Board Goals Forum and September 7, 2011 – Policy Meeting. Jim Douglas seconded and the motion carried 4-0 on a voice vote.

Monthly Accounts - Jim Douglas moved that the monthly accounts be approved as presented, acknowledging \$412,188 in expenditures and \$1,584,092 in receipts during the month of August 2011. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

Adopt 2011-12 Board Goals – Mrs. Thompson spoke about the Board Goal Setting Forum in August. Rebecca Morrison moved to adopt the Board Goals and Jim Douglas seconded. The following six goals were presented for consideration and board members and administration agreed to serve on said committees:

1. Study and Plan for District's Financial Future – Jim Douglas, Joan Fritzler, Melissa Thompson, John Quast
2. Create and Implement Changes to Key Personnel Policies and Processes - Karen Trimble, John Fuhs, Melissa Thompson, Joan Fritzler, Charlotte Hall, Lynn Welscher
3. Individual Student Focus – Karen Trimble, Rebecca Morrison, Melissa Thompson, Charlotte Hall, Lynn Welscher

Adopt 2011-12 Board Goals (continued)

- 4. Staff Development – Rebecca Morrison, John Fuhs, Melissa Thompson, Charlotte Hall, Lynn Welscher
- 5. Community Connections & Communication – Rebecca Morrison, Karen Trimble, Melissa Thompson, Lynn Welscher, Charlotte Hall, Kristin Magnuson, and Vicky Esgar
- 6. Operations – John Quast, Jim Douglas, Melissa Thompson, Joan Fritzler, Jeff Grunwald, and Kristin Magnuson.

The motion carried 4-0 on a voice vote.

Motion to Recess for Budget Hearing and Annual Meeting – At 7:29 p.m., Rebecca Morrison moved that the Board of Education recess from the regular monthly meeting in order to prepare for and attend the Budget Hearing and Annual Meeting. John Quast seconded and the motion carried 4-0 on a voice vote.

Motion to Reconvene Regular Monthly Meeting – At 8:30 p.m. Jim Douglas moved that the Board of Education reconvene the regular monthly meeting following the conclusion of the Budget Hearing and Annual Meeting. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

Extra Service Proposals – Rebecca Morrison moved to approve of the extra service proposals as recommended by Administration. Jim Douglas seconded. Charlotte Hall reviewed the three year summary and discussion followed on some of the proposals and amendments were made to the after school study hall, theater production and student council. The motion carried 4-0 on a voice vote and the following proposals were approved:

African Drum Club	29 hours
After School Study Hall	50 hours
Author/Artist 2011-2012	50 hours
Band Concerts (5-8)	0 hours
Chess & Game Club	14 hours
Choir Concerts (5-8)	0 hours
Family Arts Night	50 hours
FLL Robotics	30 hours
Math 24 – 4 th Grade	3 hours
Math 24 – 5/6 th Grade	3 hours
Math 24 – 7/8 th Grade	3 hours
Musical/Theater Production	190 hours

Extra Service Proposals (continued)

Solo & Ensemble Festival	15 hours
Student Council	120 hours
Veterans' Day	20 hours
Winter Concert (K-4)	0 hours
8 th Grade Graduation	6 hours
Athletic Director	About 130 hours/not to exceed \$3,500

First Reading of Policy Adoption - Grievance Policy – Mrs. Thompson summarized the work done by the committee to draft the policy. A lengthy discussion took place on specific language in the policy. A Special Board Meeting was set for September 28th to present the policy for a second reading.

Designation of District's Financial Institutions for the 2011-12 School Year – Rebecca Morrison moved that the Local Government Investment Pool of the Office of the State Treasurer, Town Bank and the M&I Bank continue to serve as the district's public depositories. Jim Douglas seconded and the motion carried 4-0 on a voice vote.

DISCUSSION ITEMS

Development of Strategic Plan Action Committees – There was discussion of parent representatives working with the Board on the goals as they relate to the Strategic Plan strategies. Mrs. Thompson will draft a graph depicting how the Board goals mesh with the Strategic Plan to move the district forward in the right direction.

ANNOUNCEMENTS

Board members reviewed the upcoming schedule for board meetings and events. The October Board Meeting was changed from October 19th to October 24th to accommodate the release of information from the DPI that impacts Board action to set the tax levy.

ADJOURNMENT

Jim Douglas moved to adjourn the meeting at 9:35 p.m. John Quast seconded and motion carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk