

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

**SCHOOL BOARD MEETING**

**August 22, 2011**

**6:30 p.m.**

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

Excused: John Quast

Also in attendance: Nine citizens were in attendance as well as the following staff members, Michele Whaley, Lynn Welscher and Terry McCoy.

**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 Quast.

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

**CITIZENS' FORUM**

A parent asked when a decision would be made regarding the Washington DC Trip for 8th grade. Mrs. Thompson responded that the board approved the trip and administration is looking into travel companies. Administration will work with the middle school teachers and keep parents and the board informed as we continue the process.

**INFORMATIONAL ITEMS**

**Current Enrollment Status/Staffing Update** - Mrs. Thompson stated opening enrollment was 604 students. Ninety-four of those students are new to Swallow School.

**Start of School Update** – Mrs. Thompson informed the Board that preparations were moving along nicely for the start of school and that Parent Information Night would be held on August 31<sup>st</sup>.

**Distribution of Class Assignments** – Class assignments were sent out the first of July with the exception of kindergarten. Mrs. Thompson explained that kindergarten lists were held back pending enrollment. She said those class assignments would go out later in the week.

**Meet and Greet** – Mrs. Thompson thanked the parents for coming and said the event was well attended.

**2011-12 Class Schedule** – Mrs. Welscher spoke about the proposed block schedule for reading and language arts at the middle school level and explained that the blocking of classes cannot work for this year. A Readers Writers Workshop model will be integrated this year.

**Invitation to Michael Clark from Robert W. Baird to attend the September 21, Board Meeting to Review Refinancing of District Debt.** – Mrs. Fritzler said a bond is up for recall in 2014, but the paperwork with interest rate needs to be set now. He will make a presentation on September 21.

**2010-11 Budget Status** – Mrs. Fritzler said the audit went really well. Mrs. Thompson thanked Mrs. Fritzler for her work.

**Teacher Evaluation Consortium** – Mrs. Thompson said there is a group in SE WI with 16 schools participating that was created last spring. The consortium put out a RFI to develop and design an evaluation for the schools to use to evaluate and compensate teachers. She would like Swallow to join the consortium. The cost will be between \$400 to \$1,100.

### **ACTION ITEMS**

**Minutes of Recent Board Meetings** – Jim Douglas moved to approve the minutes of the following meetings: July 19, 2011 – Regular Meeting, July 25, 2011 – Special Meeting, August 2, 2011 – Special Meeting, August 2, 2011 – Executive Session and August 12, 2011 – Emergency Meeting. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

**Monthly Accounts**- Rebecca Morrison moved that the monthly accounts be approved as presented, acknowledging \$70,912.00 in expenditures and \$134,142.00 in receipts during the month of July 2011. Jim Douglas seconded and the motion carried 4-0 on a voice vote.

**Personnel** - Approval of Hiring Recommendations – Mrs. Thompson spoke about the increase of a third section in Kindergarten and the effect of same on staffing needs. Mrs. Thompson also proposed the following:

Roger Thorson – 30% 1<sup>st</sup> semester for G/T  
Michele Whaley & Chris Evans 20% each for Technology Position  
Diana Hoffman – Kindergarten for one year  
Kerry Mallow - 50% fifth grade position for one year  
Molly Stewart to move to 100% in Art  
Joan Fritzler at 95% - move to 100%  
Posting of Coordinator of Teaching & Learning Position

John Fuhs moved to approve of the hiring recommendations as presented by Mrs. Thompson. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

**Determination of Additional Space Available to Accept Open Enrollment Wait Listed Students** - Mrs. Thompson spoke about this earlier in the meeting and no action was taken as it was determined that no space was available.

**Approval of Amendment to Contract for Cooperative Educational Services** – Mrs. Thompson said the cost is \$6,000 for the services. John Fuhs moved to approve of the contract. Jim Douglas seconded and the motion carried 4-0 on a voice vote.

**Approval of Teacher Evaluation Consortium Agreement** – John Fuhs moved to approve of joining the Teacher Evaluation Consortium. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

**DISCUSSION ITEMS**

Schedule Policy Committee Meeting – The meeting was scheduled for September 7<sup>th</sup> at 6:00 p.m.

**ANNOUNCEMENTS**

Board members reviewed the upcoming scheduled Board Meetings and events.

**ADJOURNMENT**

Rebecca Morrison moved to adjourn the meeting at 7:38 p.m. Jim Douglas seconded and motion carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson  
Superintendent

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

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

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