

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

**SCHOOL BOARD MEETING                      September 19, 2012                      6:30 p.m.**

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

Also in attendance:    Seventeen citizens were in attendance as well as the following staff members, Laurie Calbaum, Claire Hauser, Rebecca Mork, Ashley Wolf, Melissa McCune, Sue Peterson and Michele Whaley

**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.

John Fuhs moved that the agenda be approved as presented. John Quast seconded and the motion carried 5-0 on a voice vote.

**Citizens' Forum**

There were no comments.

**INFORMATIONAL ITEMS**

**Celebrations and Commendations** – Mr. Antholine shared a power point highlighting recent Staff Development which included, PBIS, math instruction, Teachscape and Educator Effectiveness.

**Superintendent's Report**

**Introduction of new staff members** – The following new staff members were introduced: Amy Beckmann, Special Education Aide, Laurie Calbaum, Music/Choir Teacher, Melissa Fleuchaus, Special Education Aide, Claire Hauser, Kindergarten Teacher, Melissa McCune, Art Teacher, Rebecca Mork, Art Teacher and Ashley Wolf, 6<sup>th</sup> Grade Teacher.

**Enrollment Data** – Board members reviewed the enrollment report showing a total of 593 students which is down 9 students from a year ago.

**Final Staffing** - Mrs. Thompson shared a staffing report for the last two years.

**Capital Improvement Project Updates** – The parking lot has been completed and traffic flow is going very well. The bike racks will be permanently placed in the spring. The facilities team will be meeting in the near future to review the capital improvement list.

**Agenda 2017 and New State Report Cards** – Mrs. Thompson presented the DPI's formal plan for the next 5 years. She shared the objective, goals, reviewed the timeline, and discussed the Teacher Evaluation System and Common Core Standards. She also showed a sample technical report card that the state will release next week for internal review with expected public release in early October.

The meeting was adjourned at 7:23 p.m. for the Budget Hearing and Annual Meeting.

The meeting was reconvened at 8:33 p.m.

**Superintendent's Evaluation Date** – Discussion took place regarding the scheduling of the Superintendent's first evaluation meeting for this year which will take place on October 29.

### **Principal's Report**

**Start of School Year** – Mr. Antholine said students are happy and teachers are doing a great job assessing where the students are academically. He will be holding principal chats throughout the year with parents. The first chat was held on Monday morning and was well attended.

**8<sup>th</sup> Grade Washington DC Trip Dates** – Final details should be released by October 1 for the trip which will take place May 28<sup>th</sup> through May 31<sup>st</sup>, 2013. Innisbruck fundraising has begun.

### **ACTION ITEMS**

**Approval of Minutes** - Rebecca Morrison moved to approve of the following minutes: August 9, 2012 – Regular Meeting, August 21, 2012 – Special Meeting and September 18, 2012 – Policy Meeting. John Quast seconded and the motion carried 5-0 on a voice vote.

**Business Services:**

**Monthly Accounts** – John Fuhs moved to approve expenditures as presented in the amount of \$1,417,234 and receipts in the amount of \$489,337 during the month of August 2012. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

**Designation of District’s Financial Institutions for the 2012-13 School Year** – John Quast moved to approve of BMO Bank, Local Government Investment Pool and Towne Bank. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

**Approval of Extra Service Proposals** – Mr. Antholine discussed the extra service proposals and reviewed the board criteria. John Quast moved to approve the extra service hours as recommended by Administration. John Fuhs seconded and the motion carried 5-0 on a voice vote and the following proposals were approved:

African Drum Club	18 hours
Band/Choir Concerts (5-8)	6 hours
Family Arts Night	9.5 hours
Musical/Theater Production	160 hours
Running Club	30 hours
Solo Ensemble Festivals	6 hours
Student Council	100 hours
Swallow Singers	20 hours
Veterans Day	20 hours

**First Reading of Policy Adoption - Policy 731.3-- Use of Video Recording Systems** was presented for a first reading for adoption. Mrs. Thompson discussed the need for the proposed policy.

**First Reading of Policy Revision** – The following policies were presented for a first reading of policy revisions: Policy 751—Student Transportation, Policy 823—Public Access to School Documents and Records Fee Schedule, and Policy 830-- Use of School Facilities and Guidelines. Mrs. Thompson explained the proposed revisions to the policies and why they were recommended.

**DISCUSSION ITEMS**

**Board Participation on Curricular Study Team** – Mrs. Thompson asked for Board members to join this study team. Karen Trimble offered to join the group.

**Confirmation of Board Meeting dates thru June 2013** – Meetings were set for the following days: October 29, November 19, December 17, January 16, February 20, March 20, April 10, May 13, and June 19.

**ANNOUNCEMENTS**

Board members reviewed the calendar of future meetings and events.

**CLOSED SESSION**

John Fuhs moved to convene into Closed Session at 9:43 p.m. pursuant to Wisconsin Statute 19.85 (1)(c) and (f) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” and “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 individual compensation and benefits and a student enrollment issue. Jim Douglas seconded and President Trimble called for a roll call vote to convene into Closed Session. Fuhs – YES, Douglas – YES, Morrison-YES, Quast – YES and Trimble - YES.

**ADJOURNMENT**

At 10:20 p.m., Jim Douglas made the motion to adjourn which was seconded by Karen Trimble and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson  
Superintendent

Approved: \_\_\_\_\_  
\_\_\_\_\_, President  
\_\_\_\_\_, Clerk