

SWALLOW SCHOOL DISTRICT  
SCHOOL BOARD MEETING

OPEN TO THE PUBLIC

WEDNESDAY, JUNE 19, 2013  
Room 171 – 6:30 P.M.

AGENDA

I. Call Meeting to Order – Karen Trimble, President

- A. Pledge of Allegiance
- B. Roll Call
- C. Approve Agenda

II. Commendations and Celebrations

III. Citizens' Forum

IV. Informational Items

A. Superintendent's Report

- 1. Report on 8<sup>th</sup> Grade Washington, D.C. Trip
- 2. Enrollment Update
- 3. 2012-13 Board Goals Update
- 4. Capital Improvement Project Update
  - a. Art Room Cabinetry
  - b. West Side Mansard Roof
  - c. Telephone System
  - d. Fire Alarm/Mass Notification

B. Principal's Report

- 1. Summary of Spring 2013 Events

V. Action Items

A. Approval of Minutes

- 1. May 20, 2013 – Regular Meeting
- 2. May 20, 2013 – Executive Session
- 3. June 3, 2013 – Employee Relations Committee Meeting

4. June 11, 2013—Finance and Operations Committee Meeting
5. June 18, 2013—Policy Committee Meeting

B. Finance and Operations

1. Monthly Accounts

The Board will take action to approve expenditures as presented in the amount of \$644,544. In addition, the Board acknowledges the receipt of \$38,319 during the month of May 2013.

2. Approve Amendment Number 1 and Amendment Number 2 to the District Retirement Health Reimbursement Account Plan

3. Approval to Discontinue the National School Lunch Program

4. Approval to Enroll in the Special Milk Program

5. Approval of 2013-14 Student Fees

6. Approval of Administrative Authority to Approve Expenses through June 30, 2013.

7. Approval of Phone Replacement Project Not to Exceed \$35,000

8. Approval of School Emergency Operations and Crisis Management Plan

9. Approval of CESA 6 Contract for 2013-14

C. Teaching and Learning

1. Approval of Action Plan for Excellence in Character and Community

D. Policy

1. Second Reading of Policy Revisions

- a. Employee Handbook
- b. Teacher Addendum to Employee Handbook
- c. Non-Contracted Staff Addendum to Employee Handbook
- d. Policy 537 – Staff Development
- e. Policy 610—Limits of Administrative Authority
- f. Policy 672—Purchasing
- g. Policy 684—Audit
- h. Policy 723—Safety
- i. Policy 731.3—Use of Video Recording Systems
- j. Policy 742—Use of Equipment

- k. Policy 762—Vending Machines
- l. Policy 821.2—Directory Data
- m. Policy 850—Solicitation By Outside Vendors, Organizations, or Individuals

2. Waive Third Reading and Approve Policy Revisions

- a. Employee Handbook
- b. Teacher Addendum to Employee Handbook
- c. Non-Contracted Staff Addendum to Employee Handbook
- d. Policy 537 – Staff Development
- e. Policy 610—Limits of Administrative Authority
- f. Policy 672—Purchasing
- g. Policy 684—Audit
- h. Policy 723—Safety
- i. Policy 731.3—Use of Video Recording Systems
- j. Policy 742—Use of Equipment
- k. Policy 762—Vending Machines
- l. Policy 821.2—Directory Data
- m. Policy 850—Solicitation By Outside Vendors, Organizations, or Individuals

E. Acceptance of Teacher Resignation

VI. Discussion Items

A. Budget Development Update

1. Preliminary Budget 2013-14

B. 2013-14 Board Goals Development

VII. Announcements

A. Future Meetings and Special Events

- 1. District Office Closed – July 4-5, 2013
- 2. School Board Meeting – July 17, 2013
- 3. School Board Meeting – August 21, 2013
- 4. Annual Meeting – August 28, 2013
- 5. First Day of School – September 3, 2013
- 6. School Board Meeting – September 18, 2013
- 7. School Board Meeting – October 28, 2013
- 8. School Board Meeting – November 20, 2013

### VIII. Closed Session

At this time, the Board of Education will convene into Closed Session pursuant to Wisconsin Statute 19.85 (1)(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. (Roll Call Vote Required)

### IX. Adjournment