

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

SCHOOL BOARD MEETING

February 20, 2013

6:00 p.m.

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

Excused: John Quast, Rebecca Morrison

Also in attendance: Eight people were in attendance as well as staff members Kristine Perugini, JoEllen Schuh, Shelly Wertschnig, Candy O'Connell and Steve Garrison from the Lake Country Reporter.

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.

Jim Douglas moved that the agenda be approved as presented. John Fuhs seconded and the motion carried 3-0 on a voice vote.

Celebrations and Commendations – A Balanced Literacy Presentation was facilitated by Lynn Welscher. She spoke about Swallow's Balanced Literacy Program and JoEllen Schuh explained the Daily Five as a component of the model, Shelly Wertschnig talked about the Café component and Kristine Perugini explained Reader's Workshop.

The following students were commended for participating in Math Counts: Matthew Barthel, Aaron Allen, Elijah Jones, James Van Gilder, Kierra Schmitz, Matthew Nienhaus and Stuart McLoughlin. Carson Anderson and Parker Anderson were commended for presenting at Summer Opportunities Night.

Citizens' Forum – No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report - Mrs. Thompson provided the following committee updates.

Update on Board Goal #3: Individual Student Focus -

Technology and Curriculum Committee - In order to receive State and Federal funding, the school must adopt a formal Technology Plan every three years. Mrs. O'Connell presented the Technology Plan which includes four goals.

Update on Special Education Services – Mrs. O'Brien spoke about the need for Swallow to provide an Early Childhood Program to our three to five year old children. Swallow currently partners with Merton School to provide for these children. Three area daycares are interested in partnering with Swallow to provide these services as Merton anticipates discontinuing their program next year.

Update on Board Goal #6: Operations - Mrs. Thompson provided the following updates on operations. Bids will be opened for the HVAC rooftop and controls replacement on March 11th. The ADA accessibility continues to be explored with some options that include a chair lift and the installation of an elevator. Parents recently completed a Transportation Survey which will help the district determine solutions to the traffic congestion problem on Hwy K and E. We will go out for bids on an upgrade for the phone system in the near future.

Overview of the WASB/WASDA/WASBO Convention – John Fuhs, Karen Trimble and Mrs. Thompson attended the conference and shared their thoughts.

Report on Actions Taken by the WASB Delegate Assembly – John Fuhs shared what transpired at the Assembly.

Principal's Report – Bob Antholine spoke about options for implementing an Early Childhood Program and a 4 year old kindergarten. He shared research and discussed the rationale and the cost involved for these programs. The 2014 Washington DC Trip was discussed relative to the timing of the trip.

ACTION ITEMS

Approval of Minutes – John Fuhs moved to approve of the following minutes: January 16, 2013—Regular Meeting, January 16, 2013—Executive Session, February 11, 2013—Employee Relations, February 14, 2013—Board Work Session and February 14, 2013—Executive Session. Jim Douglas seconded and the motion carried 3-0 on a voice vote.

Business Services –

Monthly Accounts – Jim Douglas moved to approve expenditures as presented in the amount of \$469,848.00 and receipts in the amount of \$2,695,639.00 during the month of January 2013. John Fuhs seconded and the motion carried 3-0 on a voice vote.

Second Reading of Policy Revisions - The following policies were presented for a second reading: Policy 330.1- Student Exemption Guidelines, Policy 342- Special Education Policies and Procedures, Policy 342.3- Gifted and Talented Programs and Policy 342.6 -Testing of Students with Disabilities.

Waive Third Reading and Approve of Policy Revisions – John Fuhs moved to waive the third reading and approve the following policies: Policy 330.1- Student Exemption Guidelines, Policy 342- Special Education Policies and Procedures, Policy 342.3- Gifted and Talented Programs and Policy 342.6 -Testing of Students with Disabilities. Jim Douglas seconded and the motion carried 3-0 on a voice vote.

Approval of 2013-2016 Technology Plan to submit to DPI – Jim Douglas moved to approve of the 2013-16 Technology Plan. John Fuhs seconded and the motion carried 3-0 on a voice vote.

DISCUSSION ITEMS

2013-14 Budget – Mrs. Thompson reported the considerations of staffing compensation and capital projects are important as the next budget is built. Mrs. Fritzler said capital projects and their timelines need to be discussed. The preliminary draft of the budget will be presented in May and the final budget will be set in July once the state biennial budget has been determined.

Planning for Next Work Session on Finance – A work session was not scheduled at this time. It will be revisited at the meeting in March as the budget picture becomes clearer.

ANNOUNCEMENTS

Board members reviewed the calendar of future meetings and events.

CLOSED SESSION

At 7:40 p.m., John Fuhs moved to 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.” (f), “considering financial, medical, social or personal histories or disciplinary

data of specific persons, preliminary consideration of specific personnel problems or the Board 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.” and (g) “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.” This session is being held specifically to consider the Superintendent, Business Services Director, and Director of Special Education’s contracts, the performance of a staff member, and a legal issue. Fuhs – YES, Douglas – YES and Trimble - YES.

RECONVENE INTO OPEN SESSION

At 9:10 p.m., Jim Douglas moved to reconvene into Open Session. John Fuhs seconded and the motion carried 3-0 on a voice vote.

Action on Administrative Contracts - John Fuhs moved to approve a 3.16% salary increase for the Superintendent for the 2012-2013 school year. Jim Douglas seconded and the motion carried 3-0 on a voice vote.

John Fuhs moved to approve a 3.16% salary increase for the Director of Special Education’s 10% administrative contract for the 2012-2013 school year. Jim Douglas seconded and the motion carried 3-0 on a voice vote.

Karen Trimble moved to approve a new two year contract with Brenda O’Brien as the Director of Special Education for a 10% administrative contract effective from July 1, 2013 through June 30, 2015. Jim Douglas seconded and the motion carried 3-0 on a voice vote.

ADJOURNMENT

At 9:13 p.m., Jim Douglas made the motion to adjourn which was seconded by John Fuhs and carried 3-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk