

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

**SCHOOL BOARD MEETING**

**August 9, 2012**

**6:30 p.m.**

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

Also in attendance: Twenty-five citizens were in attendance as well as the following staff members, Michele Whaley, Kate Garman, Diana Hoffman, Marge Mosey, Andrea Kolpien, and Doug Destache

**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.

Rebecca Morrison 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**

**Superintendent's Report**

**Parking Lot Construction Update** - Mike Moore and Dan Bay from Moore Construction answered questions regarding the failed soil test and the course of action to correct the issue. There was a brief discussion on the sidewalk expansion and Mrs. Thompson recommended that the expansion be on hold until next spring. There was also a discussion on the bike path route.

**Staff Development August 1 & 2** – Mrs. Thompson shared the staff development schedule and highlighted the main topics that were covered for teachers.

**Communication Goal and Plan** – A Board session was held on communication and class size in the spring. Task Force work will begin in September.

**Curricular Offerings Study Plan** – A discussion was held regarding the STEM Program.

**Enrollment Update** – Board members reviewed current enrollment. Mrs. Thompson recommended adding a third section at the kindergarten level.

**Business Services Informational Reports and Presentations:**

**Investment Option Presentation by Graystone Consulting** – Two representatives from Graystone Investment Group made a presentation on the WI OPEB Trust and Asset Allocation. A draft copy of the Investment Policy Statement for Swallow was shared for review. The Board will create a committee to help determine the investment policy. The policy needs to be completed no later than January, 2013.

**Insurance Carriers and Plan Designs:** Mrs. Fritzler worked with M3 Insurance Solutions to obtain quotes for insurance for Dental, Long Term Disability and Life. Different carriers and plan designs were shared.

**Principal's Report**

**Distribution of Class Assignments for Kindergarten and Middle School Schedules** – After a decision is made regarding kindergarten, the class schedule will be completed for elementary students and teacher assignments will be sent to kindergarten families.

**Staffing Update** – Recommendations will be made later in the meeting for art and music hires.

**Board Policy Edits - Policy 423** – Open Enrollment and Administrative Guidelines were presented for an edit.

**ACTION ITEMS**

**Approval of Minutes** - Jim Douglas moved to approve of the following minutes: July 18, 2012 – Regular Meeting, July 31, 2012 – Special Meeting and July 31, 2012 – Policy Meeting. Rebecca Morrison seconded and the motion carried 5-0 on a voice vote.

**Business Services:**

**Monthly Accounts** – John Quast moved to approve expenditures as presented in the amount of \$128,206.77 during the month of July 2012. John Fuhs seconded and the motion carried 5-0 on a voice vote.

**Adoption of Health Reimbursement Account Plan** – Rebecca Morrison moved to approve of the Health Reimbursement Account Plan as presented. John Quast seconded and the motion carried 5-0 on a voice vote.

**Approval of Insurance Carriers and Plan Designs**

**Dental** – Karen Trimble moved to keep the insurance plan with WEA Trust. The motion died. John Quast moved to approve the Delta Dental Plan #Q04D03. Rebecca Morrison seconded and the motion carried 4-1 on a voice vote with John Fuhs dissenting.

**LTD** - John Quast moved to approve the Standard 60% to \$8,400 with COLA. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

**Life** - Rebecca Morrison moved to approve the Standard Insurance Company. John Fuhs seconded and the motion carried 5-0 on a voice vote.

**Determination of Sections of Kindergarten and Potential Approval of Additional Open Enrollment Seats at Kindergarten** – Jim Douglas moved to approve of the addition of a third section to Kindergarten. John Quast seconded and the motion carried 5-0 on a voice vote.

John Fuhs moved to accept 6 additional open enrollment students. John Quast seconded and the motion carried 5-0 on a voice vote.

## **Personnel**

**Approval of Resignation** – John Fuhs moved to approve of the resignations of Jade Bolthouse and Liz Kayzar. John Quast seconded and the motion carried 5-0 on a voice vote.

**Approval of Teacher Contracts** - Jim Douglas moved to approve of the following contract changes: K-4 Spanish from 85% to 90% and Art from 55% to 60%. John Quast seconded and the motion carried 5-0 on a voice vote.

**Approval of Board Goals** – Rebecca Morrison moved to approve of the Board Goals. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

**First Reading of Policy Revisions** –The following policies were presented for a first reading: Policy 443—Student Conduct, Policy 530—Sharing Full Time Positions, Policy 538—Professional Staff Evaluation, and Policy 832—Weapons on School Premises.

**Approval of additional \$50,000 for parking lot project and modify the 2012-13 Budget to reflect this addition** – John Fuhs moved to approve allocation of an additional \$50,000 for the parking lot project and the modification of the 2012-13 budget. Jim Douglas seconded and the motion carried 5-0 on a voice vote.

## **DISCUSSION ITEMS**

**8<sup>th</sup> Grade Washington, D.C. Trip Format** – Mr. Antholine presented additional information including attendance data on students who did not go on the trip, a post-trip survey and a copy of the itinerary from last year. Board members would like to build student participation on the trip.

**ANNOUNCEMENTS**

Board members reviewed the calendar of future meetings and events.

**ADJOURNMENT**

At 9:13 p.m., Jim Douglas made the motion to adjourn which was seconded by John Quast and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson  
Superintendent

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

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

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