

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

**EMPLOYEE RELATIONS MEETING                      February 11, 2013                      4:00 p.m.**

Present: Karen Trimble, John Fuhs, Bob Antholine, Melissa Thompson, Kristine Perugini, Marge Mosey, Doug Destache, Lori Alvarez, Michele Whaley, and Joan Fritzler.

Also present were the following staff members: Brian Dall, Stephanie Gilmore, Jackie Hagenow, Claire Hauser, Andrew Joseph, Becky Roehl, Nicole Russ, Barb Ryczek, and Reese Simcakowski

The Employee Relations Committee convened at 4:02 p.m.

**DISCUSSION**

- A. Professional Calendar for the 2013-2014 School Year: Discussion about the number of professional development days and where they fall on the calendar was had. The administration and teachers on the committee will meet to continue to discuss the professional calendar.
  
- B. Proposed Updates to Employee Handbook: A listing of items that need revision due to changes in law or oversight was discussed. Some staff members indicated they are concerned about the circumstances under which they can access paid leave. These questions and concerns will be addressed with the whole staff at an upcoming staff meeting and on an individual basis pertaining to FMLA. Revisions will be brought to the Board later in the spring for consideration.
  
- C. Staff Seminars Idea: This item was tabled until a next meeting.
  
- D. Other Business: None presented.

**ADJOURNMENT**

The Employee Relations Committee meeting was adjourned at 5:22 p.m.

Respectfully submitted,

Melissa Thompson  
Superintendent

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

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

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