

SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

SCHOOL BOARD MEETING

March 20, 2013

6:30 p.m.

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

Excused: Jim Douglas

Also in attendance: Twelve people were in attendance as well as staff members Shelly Wertschnig, Jeanne Hanson, Megan Babe, Terry McCoy, Andrew Joseph, Krissy Perugini, Pat Nolan 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 with the exception of Jim Douglas who was excused.

Rebecca Morrison moved that the agenda be approved as presented. John Quast seconded and the motion carried 4-0 on a voice vote.

Celebrations and Commendations –

Melissa McCune, Lori Calbaum, Rebecca Mork and Andrew Joseph were present to highlight the Fine Arts programs at Swallow. James Van Gilder and Elijah Jones played a duet from solo ensemble on trumpets. The Fine Arts Mission was shared. Music and art offerings were highlighted. The teachers stressed how they strive to integrate their lessons into other academic areas. Cast members Mary Baumgartner, Holly Craven and Matthew Nienhaus sang a song from *Annie Jr.*

Citizens' Forum - No comments were made.

INFORMATIONAL ITEMS

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

Enrollment Update – Resident enrollment is currently close to 600. We have 54 applications for open enrollment of which 17 are for kindergartners.

Updates on Facilities Needs and Projects – The HVAC bid opening was on March 11th wherein 4 bids were received. Mike Moore summarized the bids. A recommendation will be brought forth at the next Board Meeting, following a Facilities Committee meeting to discuss the bids further. ADA accessibility to West wing was discussed and four options are being considered to make the wing ADA accessible including a chair lift, an elevator, a complete or partial renovation of the wing, or the switching of grade levels for a period of time to allow for more study and a long range facilities plan. A two week traffic study is just concluding with Waukesha County Sheriff's Department to address traffic back-ups and concerns along County Highways E and K. Mr. Moore also reviewed needs and the process being used to update the fire alarm, phone and PA systems. The ultimate goal is to have the fire alarm monitored and to have better mass notification system capabilities through the PA system and phones.

Consideration of Electronic Board Meeting Documents and Software – Mrs. Thompson asked the Board for their thoughts on having electronic board packets in the future. Board members would like to see an electronic packet done independently without spending more money to do so.

Policy Edits – Mrs. Thompson explained the following policy edits: Policy 421.1—Early Admission to Kindergarten, Policy 453.4—Dispensing Medication to Students and Policy 538—Professional Evaluation.

Principal's Report – Mr. Antholine provided an overview of staff development. The math curriculum alignment to the Common Core is complete and work is taking place in the science and social studies curriculums presently. He also provided an update on instructional programming considerations for 4K and early Childhood programming at Swallow. Mr. Antholine highlighted why Wisconsin supports 4K programs, showed trends in the state and discussed the pros and cons of starting a 4K program at Swallow. Mrs. O'Brien presented some information on an early childhood program.

ACTION ITEMS

Approval of Minutes –John Fuhs moved to approve of the following minutes: February 20, 2013—Regular Meeting, February 20, 2013—Executive Session and February 28, 2013—Policy Committee. John Quast seconded and the motion carried 4-0 on a voice vote.

Monthly Accounts – Rebecca Morrison moved to approve expenditures as presented in the amount of \$477,943.00 and receipts in the amount of \$1,273,895.00 during the month of February 2013. John Quast seconded and the motion carried 4-0 on a voice vote.

Approval of Professional Calendar – Mrs. Thompson presented the professional calendar. John Quast moved to approve of the professional calendar for the 2013-14 school year. John Fuhs seconded and the motion carried 4-0 on a voice vote.

Approval of Employee Job Description—PE/Health Teacher – Mrs. Thompson discussed the state licensure requirements for this position. Board members were asked to review the description as it is presented for a first reading.

First Reading of Policy Revisions – The following policies were presented for a first reading: Policy 330—Curriculum, Policy 346—Student Assessment Program, Policy 361.1—Selection of Instructional Materials, Policy 363.3—Assistive Technology, Policy 364—School Counseling Program, Policy 411—Equal Educational Opportunities, Policy 433.1—Teacher and Classroom Assignments, Policy 443—Student Conduct and Policy 522.7—Adult Use of Technology.

DISCUSSION ITEMS

Board Policy 110—Educational Philosophy – Mrs. Thompson asked the Board to review this policy and provide feedback as to the Board’s Educational Philosophy.

Budget Process – Mrs. Thompson said that while we are in a holding pattern pending more information being determined at the state level and our insurance numbers for next year, administration wants to be sure the Board knows the broad parameters within which we are forecasting the budget for 13-14.

Long Range Facilities Plan – Board members discussed the possibility of a consultant to do a space study and long term needs assessment.

ANNOUNCEMENTS

Set Date for Special Board Meeting for Open Enrollment Determination – The May Board Meeting date was changed to May 23rd. A special Board Meeting will be held on May 16th to hold the open enrollment drawing.

Set Dates for Board Meetings July-December 2013 – The following dates were set for Board Meetings: July 17, 2013, August 21, 2013, Annual Meeting – August 28, 2013, September 18, 2013, October 28, 2013, and November 20, 2013.

Board members reviewed the calendar for future meetings and special events.

CLOSED SESSION

At 8:39 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.” This session is being held specifically to discuss contracts for the Superintendent and Director of Business Services and the benefits and compensation of individual staff members. Fuhs – YES, Quast – YES, Morrison - YES and Trimble - YES.

RECONVENE INTO OPEN SESSION

At 9:53 p.m., John Quast moved to reconvene into Open Session. John Fuhs seconded and the motion carried 4-0 on a voice vote.

Action on Administrative Contracts - John Quast moved to approve the 2013-2015 contract for the Director of Business Services. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

John Fuhs moved to approve the 2013-2015 contract for the Superintendent. John Quast seconded and the motion carried 4-0 on a voice vote.

Action on Individual Teacher Contracts – No action was taken.

ADJOURNMENT

At 9:55 p.m., John Fuhs made the motion to adjourn which was seconded by John Quast and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk