

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

**SCHOOL BOARD MEETING**

**April 16, 2015**

**5:30 p.m.**

Present: Karen Trimble, John Fuhs, John Quast (arrived at 6:38 p.m.), Rebecca Morrison, Melissa Thompson, Joan Fritzler, Kyle Moore and Kim Zabel.

Also in attendance: Four (4) citizens were in attendance as well as staff members Rachel Crockford, Doug Destache, Jeannie Hanson, Tim Lemke, Chris Mertins, Diane Olenchek, Krissy Perugini, Lindsay Wenner, Michele Whaley, and Ashley Wolf.

**CALL TO ORDER**

Karen Trimble, President, called the meeting to order at 5:31 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

John Fuhs motioned to approve the agenda. Rebecca Morrison seconded and the motion carried 3-0 on a voice vote.

**CELEBRATIONS AND COMMENDATIONS**

Ms. Thompson recognized Willem Paulson for qualifying for the Wisconsin State Geography Bee. The board also recognized outgoing President Karen Trimble and Treasurer John Quast for their 6 years of service to the Swallow School community as board members.

**CITIZENS' FORUM**

No comments were made.

**INFORMATIONAL ITEMS**

**Superintendent's Report**

Ms. Thompson presented the following information:

Building Renovations to Create a Discovery Lab and Discovery Center – Ms. Thompson reviewed the proposals for renovating the current library and computer lab to create a Discovery Lab and Discovery Center for more science, technology, engineering and math opportunities for students.

Building Renovations to Create a Secure Front Entry – Ms. Thompson and special guest architect Nick Kent reviewed the proposals for renovating the current front office space to create a secure front entry.

Camp MacKenzie – Ms. Olenchek presented the proposal for the 5<sup>th</sup> grade students to take the annual trip to Camp MacKenzie.

1:1 Device Program for Grades 6-8 – Mr. Moore discussed the vision for the 1:1 Device Program for Grades 6-8 and updated the board about the work that a committee doing to allow for implementation of this program in the 2015-16 school year.

Enrollment Projection Update for 2015-16 – Ms. Thompson reviewed the enrollment projection for the 2015-16 school year.

Reading and Language Arts Curriculum and Programmatic Review Report – Krissy Perugini, Ashley Wolf, Chris Mertins, Jeannie Holmes, Dr. Durelle Chopp, Tim Lemke and Rachel Crockford presented the work done by the RLA programmatic review committee this school year and made recommendations for the future of RLA programming. The committee made recommendations for new curricular programs in handwriting and keyboarding and is considering 2-3 programs in the areas of reading, writing, and spelling.

Spanish Curriculum and Programmatic Review Report – Michele Whaley, Jeannie Hanson, Lindsay Wenner, Chris Vento-Bente, Rachel Crockford, and Tim Lemke presented the work done by the Spanish programmatic review committee this school year and made recommendations for the future of Spanish programming.

### **Principal's Report**

Mr. Moore presented the following information:

March in Review – Mr. Moore reviewed major events at the school since the last regular meeting including Fine Arts Night.

Staff Development Update – Staff have been utilizing their professional development time to meet in committees as well as discuss target-based grading revisions for next year.

Washington D.C. Trip – There will be a total of 96 people attending the 8<sup>th</sup> grade Washington D.C. trip including three staff members: Chris Evans, Lori Alvarez, and Michael Hodel.

### **ACTION ITEMS**

The Board reviewed and took action on the following items:

#### **Approval of Minutes**

Rebecca Morrison motioned to approve the following minutes: March 23, 2015 – Special Meeting; and March 23, 2015 – Executive Session. John Quast seconded and the motion carried 4-0 on a voice vote.

#### **Monthly Accounts**

John Quast moved to approve receipts in the amount of \$305,133 and expenditures as presented in the amount of \$512,134 during the month of March 2015. Karen Trimble seconded and the motion carried 4-0 on a voice vote.

#### **Employee Relations**

John Quast moved to accept the retirement of Director of Business Services, Joan Fritzler. Rebecca Morrison seconded and the motion carried 4-0 voice vote.

Karen Trimble moved to approve Thomas Karthausser for the Director of Business Services position. John Quast seconded and the motion carried 4-0 on a voice vote.

Rebecca Morrison moved to approve the individual teacher contracts, as presented. John Fuhs seconded and the motion carried 4-0 on a voice vote.

### **Finance and Operations**

Karen Trimble moved to approve the Discovery Lab and Center budget in an amount to exceed \$65,000. John Quast seconded and the motion carried 4-0 on a voice vote.

Karen Trimble moved to approve the secure front entry construction budget in an amount not to exceed \$110,000. John Quast seconded and the motion carried 4-0 on a voice vote.

Karen Trimble moved to approve the Emergency Operations and Crisis Response Plan, as presented. John Quast seconded and the motion carried 4-0 on a voice vote.

### **Policy**

The board reviewed and discussed the 2015-16 Employee Handbook, 2015-16 Employment Addendum: Teachers, and 2015-16 Employment Addendum: Non-Contracted Staff.

### **Teaching and Learning**

Karen Trimble moved to approve the annual Camp MacKenzie Trip for 5<sup>th</sup> grade. John Fuhs seconded and the motion carried 4-0 on a voice vote.

## **DISCUSSION ITEMS**

### **Budget Development Update**

Administration is reviewing the 2015-16 budget requests. The board discussed the potential for continuing funding innovation grants in the next school year.

### **8<sup>th</sup> Grade Graduation Ceremony**

The board discussed attending the 8<sup>th</sup> grade graduation ceremony.

## **ANNOUNCEMENTS**

The Board reviewed and discussed upcoming events.

## **CLOSED SESSION**

At 8:37 p.m. the Board of Education convened 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 an individual teacher’s performance. (Roll Call Vote Required) Fuhs – YES, Quast – Yes, Morrison – YES, and Trimble – YES

## **RECONVENE INTO OPEN SESSION**

At 9:24 p.m. the Board of Education reconvened into open session. Fuhs – YES, Morrison – YES, Quast – YES, Trimble - YES

**ADJOURNMENT**

At 9:25p.m., Karen Trimble 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