

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

SCHOOL BOARD MEETING

July 22, 2014

6:30 p.m.

Present: John Fuhs, John Quast, Andy Anderson, Melissa Thompson, Joan Fritzler, Kyle Moore, and Kim Zabel.

Excused: Karen Trimble and Rebecca Morrison

Also in attendance: Six (6) community members were in attendance as well as staff member Tim Lemke. Special guests were Mike Moore from Moore Construction and Joe Donovan from the Donovan Group, as well as Nick Kent from PRA.

CALL TO ORDER

John Fuhs, Vice President, called the meeting to order at 6:34 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

John Quast motioned to approve the agenda. Andy Anderson seconded and the motion carried 3-0 on a voice vote.

CITIZENS' FORUM

Jennifer Pope commented on the Master Planning Process and the building design options presented over the last few months.

Megan Fedders discussed the congestion during afternoon pick up in the parking lot.

INFORMATIONAL ITEMS

Superintendent's Report

Ms. Thompson presented the following information:

Finance and Operations – Much work has been done on the Master Planning Process throughout the past year. Ms. Thompson reviewed the needs and designs proposed. Mr. Moore and Mr. Kent replied to many of the questions posed by the community members including how has the school district calculated the estimated costs, the process used to determine needs and priorities to date, and the information provided to the community. Mr. Donovan discussed the recent work done including communication to the district residents, the Community Presentations and Tours, as well as the in-process online survey. Ms. Thompson played the referendum video found on www.swallowschool.org/referendum.cfm

Ms. Thompson reviewed the status of the current generator installation project. The generator is projected to be up and running at the end of August.

Ms. Fritzler reviewed the changes the changes to the 2014-15 budget since last presented in June.

Teaching and Learning – Ms. Thompson updated the board on the current enrollment projections for the upcoming school year. She reviewed the Innovation Grant Kick-Off Day which included guest speakers and teacher work on projects for which grants were awarded. Tim Lemke presented the Report on Seclusion and Restraint.

Principal's Report

Mr. Moore presented the following information:

Staff Development and STEM Programming for Students and Personalized Learning – Mr. Moore reviewed the upcoming plans for staff development, STEM and personalized learning throughout the next school year.

Master Schedule Development – The master schedule is still in development this summer and will be out to staff within the next few weeks.

Infinite Campus – The new student information system will be rolled-out in August. Staff members have signed up to become trainers for other staff. A video for parents to become familiar with Infinite Campus and one for staff to do the same will also be rolled out in early August. Follow up training will occur for students, staff, and parents as the school year commences.

Bi-Annual Report on Bullying Prevention and Response – Mr. Moore presented the bi-annual report on bullying for the past school year at Swallow School and outlined the process taken for each bullying issue presented.

ACTION ITEMS

Approval of Minutes

Andy Anderson motioned to approve the following minutes: June 14, 2014 – Policy Committee Meeting; June 18, 2014 – School Board Meeting; and June 18, 2014 – Executive Session. John Quast seconded and the motion carried on a 3-0 voice vote.

Finance and Operations

The Board reviewed and took action on the following items:

Monthly Accounts – John Quast moved to approve expenditures as presented in the amount of \$754,806 plus \$200,088 and receipts in the amount of \$810,326 during the month of June 2014. Andy Anderson seconded and the motion carried 3-0 on a voice vote.

Approval of WCASC Health Insurance Coop Bylaws – Andy Anderson moved to approve the WCASC Health Insurance Coop Bylaws. Andy Anderson seconded and the motion carried 3-0 on a voice vote.

Approval of 2014-15 Budget for Publication & Presentation at the Annual Meeting– John Quast moved to approve the 2014-14 budget for publication and presentation at the annual meeting. Andy Anderson seconded and the motion carried 3-0 on a voice vote.

Policy

First Reading of Policy Adoptions – The board read and discussed the following policies: Policy 345.1 – Grading Systems, Policy 345.1 – Guidelines for Grading Systems – Shared Practices, Policy 345.4 – Homework, Policy 345.4 – Student Promotion, Policy 345.51 Administrative Rule – Honor Roll, Policy 656.1 – Fees, Fines, and Payments Due, Policy 671.3 – Expenses, and Policy 673 Administrative Rule – Use of District Credit Card.

Second Reading of Policy Revisions – The board read and discussed the following policies: Policy 443 – Student Rights and Responsibilities, and Policy 443 – Guidelines for Student Rights and Responsibilities.

Determination of Additional Space Available to Accept Wait List Open Enrollment Student

John Quast motioned to approve the following spaces available to accept wait list open enrollment students:

Kindergarten – 7 spaces
First Grade – 0 spaces
Second Grade – 1 space
Third Grade – 0 spaces
Fourth Grade – 3 spaces
Fifth Grade – 0 spaces
Sixth Grade – 3 spaces
Seventh Grade – 0 spaces
Eighth Grade – 0 spaces

Andy Anderson seconded and the motion carried 3-0 on a voice vote.

ANNOUNCEMENTS

The Board reviewed and discussed the upcoming events.

CLOSED SESSION

At 8:24 p.m., the Board of Education convened into Closed Session: the closed session was pursuant to Wisconsin Statute 19.85 (e), “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session,” Wisconsin Statute 19.85 (f), “Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the 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 Wisconsin Statute 19.85 (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 was held specifically to discuss contract negotiations with AUTO and to confer with legal counsel about potential litigation in which the district may become involved related to a student incident. (Roll call vote required.) Anderson – YES, Quast – YES, Fuhs – Yes.

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

ADJOURNMENT

At 9:24 p.m., Andy Anderson made the motion to adjourn which was seconded by John Quast and carried 3-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk