

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

SCHOOL BOARD MEETING

August 20, 2014

6:30 p.m.

Present: Karen Trimble, John Fuhs, John Quast, Rebecca Morrison, Melissa Thompson, Joan Fritzler, Kyle Moore, and Kim Zabel.

Excused: Andy Anderson

Also in attendance: Two (2) citizens were in attendance as well as staff members Charles Smith, Kayla Wayrynen, and Michele Whaley. Special guests were Mike Moore from Moore Construction and Joe Donovan from the Donovan Group.

CALL TO ORDER

Karen Trimble, called the meeting to order at 6:30 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

Rebecca Morrison motioned to approve the agenda. John Quast seconded and the motion carried 4-0 on a voice vote.

CELEBRATIONS AND COMMENDATIONS

Ms. Thompson introduced new staff members Charles Smith and Kayla Wayrynen.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Ms. Thompson presented the following information:

Employee Relations – Staff members expressed interest in the voluntary vision plan so Swallow will begin to offer the voluntary vision plan this fall. The Flexible Benefit Plan will be amended to reflect this additional offering.

Finance and Operations – The generator project is going well and the generator installation will be complete in the next few weeks. The Emergency Preparedness Drill will take place on August 27th and will include Swallow Staff as well as local emergency responders.

Mr. Donovan reviewed his memo to the Board regarding the referendum work to date and his recommendations for future work done by a suggested referendum committee. The Board discussed the next steps of the Referendum Planning Process.

Teaching and Learning – Ms. Thompson updated the Board on enrollment for the 2014-15 school year as of August 15, 2014 and shared more about the experiences of many Swallow teachers who have attended staff development offerings on assessment and science instruction this summer offered in conjunction with Carroll University.

Principal's Report

Mr. Moore presented the following information:

Professional Development Update for Staff Work Days – Mr. Moore discussed the staff development days that began today and will continue this week and next as the official kick off to the 2014-15 school year.

Preview of Start of 2014-15 School Year – Mr. Moore discussed several things staff, students, and parents can look forward to during the upcoming school year.

2014-15 8th Grade Washington, D.C. Trip – Swallow will be using Lake Country travel to coordinate the 8th grade trip to D.C. again and the Board will be asked to formally approve this trip later on the agenda.

ACTION ITEMS

Approval of Minutes

John Fuhs motioned to approve the following minutes: July 22, 2014 – Board Meeting; July 22, 2014 – Executive Session; August 7, 2014 – Work Session; and August 14, 2014 – Special Meeting. John Quast seconded and the motion carried on a 4-0 voice vote.

Finance and Operations

The Board reviewed and took action on the following items:

Monthly Accounts – Rebecca Morrison moved to approve expenditures as presented in the amount of \$190,555 and receipts in the amount of \$31,430 during the month of July 2014. John Quast seconded and the motion carried 4-0 on a voice vote.

Policy

Second 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 345.3 – 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.

Third Reading and Approval of Policy Revisions – John Fuhs motioned to approve the following policies: The Board read and discussed the following policies: Policy 443 – Student Rights and Responsibilities, and Policy 443 – Guidelines for Student Rights and Responsibilities. Rebecca Morrison seconded and the motion carried 4-0 on a voice vote.

Third Reading of Policy Revisions and Approval of Policy Revisions or Edits – John Fuhs moved to waive the third reading of the policy revisions or edits and approve the following policies: Policy 345.1 – Grading Systems, Policy 345.1 – Guidelines for Grading Systems – Shared Practices, Policy 345.3 – 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. John Quast seconded and the motion carried 4-0 on a voice vote.

Teaching and Learning

Approval of 8th Grade Washington, D.C. Trip in May 2015 – Rebecca Morrison motioned to approve the 8th Grade trip to Washington, D.C. in May of 2015. John Fuhs seconded and the motion carried 4-0 on a voice vote.

DISCUSSION

The Board discussed the following items:

Preparation for Annual Meeting and Budget Hearing – The Annual Meeting will be August 27th, 2014 at 6:00 p.m. (Budget Hearing) and 6:30 p.m. (Annual Meeting).

2014-15 Board Level Committee Areas of Focus – The Board discussed the Board Sub-Committee areas of focus and meeting calendar for the upcoming school year.

ANNOUNCEMENTS

The Board reviewed and discussed the upcoming events.

CLOSED SESSION

At 7:48 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 is being 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.) Trimble – YES, Fuhs – YES, Quast, YES, Morrison – YES.

At 8:12 p.m. the Board of Education reconvened into open session. Trimble – YES, Fuhs – YES, Quast, YES, Morrison – YES.

ADJOURNMENT

At 8:13 p.m., John Fuhs made the motion to adjourn which was seconded by Karen Trimble and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk