

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

**SCHOOL BOARD MEETING**

**October 27, 2014**

**6:30 p.m.**

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

Also in attendance: Two (2) citizens were in attendance as well as staff members Candy O'Connell, Tim Lemke and Rachel Crockford and Special Guest Mike Moore from Moore Construction.

John Fuhs was excused at 7:06 p.m.

**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.

John Fuhs motioned to approve the agenda. Andy Anderson seconded and the motion carried 5-0 on a voice vote.

**CELEBRATIONS AND COMMENDATIONS**

Mike Hodel and Mike Lescohier presented the PE Innovation Grant that was implemented this year to enhance the middle school Phy. Ed experience using the Polar Heart Rate monitors and Go Fit App.

**CITIZENS' FORUM**

No comments were made.

**INFORMATIONAL ITEMS**

**Superintendent's Report**

Ms. Thompson presented the following information:

Employee Relations – The Board reviewed the proposed 2015-16 Swallow Professional and Student Calendars, based on the Arrowhead calendar and discussion with staff at Employee Relations.

Finance and Operations – The Board discussed the emergency preparedness drill after action report and reviewed the financial status and outlook of the district. Ms. Thompson also shared the status of referendum planning and what could come next based on school maintenance needs.

Teaching and Learning – Ms. Thompson updated the Board on enrollment for the 2014-15 school year as of October 24, 2014, and discussed the reading/language arts curricular and programmatic review process for the 2014-15 school year.

### **Principal's Report**

Mr. Moore presented the following information:

October in Review – The staff has worked hard to meet with parents at parent teacher conferences and get to know each of their new students this year. There has been a lot of positive feedback about how positive a start to the year we have experienced and a recap of the awards ceremony in Madison when Swallow was recognized as one of only eight high achieving and high progress schools in the state.

Staff Development Update – In October the staff has worked on furthering the implementation of target-based grading, team and leadership development, and the implementation of the new professional staff evaluation tools and process.

Extra Service Proposal Update – Mr. Moore discussed the proposals for extra service for this school year. The Board will be asked to approve extra service proposals during the action portion of the agenda.

### **Business Services Report**

Ms. Fritzler presented the following information:

Final Presentation of 2014-15 Budget and Levy Calculation – The Board discussed the changes that have occurred since the annual meeting to the budget and outlined the budget and levy calculation that will be up for approval later in the meeting.

## **ACTION ITEMS**

### **Approval of Minutes**

John Quast motioned to approve the following minutes: September 15, 2014 – Board Meeting; September 15, 2014 – Executive Meeting; September 29, 2014 – Negotiations; September 29, 2014 – Meet & Confer; October 3, 2014 – Special Meeting; October 6, 2014 – Policy Meeting; October 16, 2014 – Special Meeting; October 16, 2014 – Finance and Operations; and October 22, 2014 – Employee Relations. Rebecca Morrison seconded and the motion carried on a 4-0 voice vote.

### **Business Services**

The Board reviewed and took action on the following items:

Monthly Accounts – John Quast moved to approve expenditures as presented in the amount of \$84,817 during the month of October 2014. Andy Anderson seconded and the motion carried 4-0 on a voice vote.

Approve 2014-15 Budget – Rebecca Morrison moved to approve the 2014-15 Budget as presented. Andy Anderson seconded and the motion carried on 4-0 voice vote.

Certify Tax Levy – Rebecca Morrison moved to approve the tax levy in the amount of \$5,512,857. John Quast seconded and the motion carried 4-0 on a voice vote.

Approval of the Contribution to Fund 73 for Teacher Retirement – Andy Anderson moved to approve \$1000 per eligible staff member to fund 73. John Quast seconded and the motion carried on a 4-0 voice vote.

### **Personnel**

Approval of the Extra Service Proposals – Rebecca Morrison moved to approve the extra service proposals as presented. Andy Anderson seconded and the motion carried 4-0 on a voice vote.

### **Policy**

First Reading of Policy Revisions or Edits – The Board reviewed and discussed the following policies: Policy 110 – Education Philosophy; Policy 111 – District Goals; Policy 453.1 – Nursing and Emergency Medical Services; and Policy 671.2 – Expense Reimbursements.

### **Teaching and Learning**

Approval of Alternative Open Enrollment Applications – John Quast moved to approve the presented alternative open enrollment applications. Andy Anderson seconded and the motion carried 4-0 on a voice vote.

## **DISCUSSION**

The Board discussed the following items:

School Board Meeting Dates January – April 2015 – The Board set tentative meeting dates for the first part of 2015: Wednesday, January 21<sup>st</sup>, 6:30pm; Wednesday, February 18<sup>th</sup>, 6:30pm; Wednesday, March 18<sup>th</sup>, 6:30pm; and Wednesday, April 15<sup>th</sup>, 6:30pm.

School Board Self-Evaluation – The Board discussed the self-evaluation survey in which they recently participated.

## **ANNOUNCEMENTS**

The Board reviewed and discussed upcoming events.

## **CLOSED SESSION**

At 8:38 p.m., the Board of Education convened into Closed Session: the closed session is 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 conduct an assessment of the start of the year and a review of the Superintendent’s performance in accordance with Board Policy and to discuss administrative contracts. (Roll call vote required.) Trimble – YES, Quast, YES, Anderson, - YES, Morrison – YES.

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

**ADJOURNMENT**

At 9:25 p.m., Andy Anderson 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