

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

SCHOOL BOARD MEETING

April 13, 2016

6:00 p.m.

Present: Susie Polentini, John Stahl, Aaron Dentz, Melissa Thompson, Kyle Moore, Jeremy Struss and Suzanne Martin.

Excused: Rebecca Morrison, John Fuhs

Also in attendance: Board Member Elect Darin Clark, Swallow staff members Krissy Perugini, Rachel Crockford, Chris Evans, Candy O'Connell, Dacia Hopfensperger, Ashley Wolf, Holly Heard, Annie DiPietro, Sue Peterson and citizens Susie Buerger, and Jennifer Craven, Richard Craven, Adam Craven, Sam Polentini, Parnia Serjooi, Noah Prevallet, and Erica Prevallet.

CALL TO ORDER

Susie Polentini called the meeting to order at 6:00 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

John Stahl motioned to approve the agenda. Aaron Dentz seconded and the motion carried 3-0 on a voice vote.

CLOSED SESSION

At 6:01 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 discuss staff management planning. (Roll Call Vote Required), Polentini – YES, Dentz – YES, Stahl – YES.

RECONVENE INTO OPEN SESSION

At 6:37 p.m. the Board of Education reconvened into open session. Morrison – YES, Polentini – YES, Dentz – YES, Stahl – YES.

CELEBRATIONS AND COMMENDATIONS

Mr. Moore provided information about the Hawk of the Month program, commending students for positive behavior at school. The Math Meet participants were recognized for their participation in the Regional Math Meet. Susie Buerger was thanked for organizing and managing the Scholastic Book Fair for the Swallow Education Foundation to benefit Swallow School.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Dr. Thompson presented the following information:

Teaching and Learning Updates –Staff member Sue Peterson presented information on the 5th Grade Camp MacKenzie trip that is being presented for Board approval.

Candy O'Connell and Chris Evans presented information on Swallow School's Information and Technology Plan 2013-2016. Chris Evans presented further information on Digital Learning at Swallow and how the BrightBytes survey is being used to assess growth in this area for student and staff members.

Dacia Hopfensperger and Holly Heard presented on the District Benchmark Assessment Evaluation Process and reviewed the products being considered which include STAR 360, SRI/SMI, ACT Aspire, and NWEA/MAP. A recommendation will be brought to the school board in May for approval based on the outcome of the pilots of these products and staff and student feedback about them.

Rachel Crockford provided an update on the implementation of the 4 Year Old Kindergarten Program with Wee Know School including curriculum development and the family outreach opportunities being planned.

Employee Relations – Jeremy Struss and Melissa Thompson shared the Health Insurance Coop's decision to change health insurance carriers from UHC to WEA and provided plan design information. The planning for the upcoming Teacher Pay Model redesign process was also discussed.

Finance and Operations Committee – Jeremy Struss presented the copier contract request for proposal process and request to continue with Ricoh in preparation for approval later in the agenda. The transition from Arrowhead High School to Dousman Transport as the district's special education transportation provider for the 2016-17 school year was also shared.

Principal's Report

Mr. Moore presented the following information:

Professional Development Update – Swallow participated in Autism Awareness Day led by the Special Education Department and other teaching staff.

April in Review –Swallow enjoyed a PBIS assembly on Honesty today. We will be hosting a Literacy Event this month and will be inviting community members to join us to celebrate what Swallow School contributes to the community. Staff participation in their individual professional development continues.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Susie Polentini motioned to approve the following minutes with one correction for the April 1 Work Session minutes: March 14, 2016—Employee Relations Committee Meeting; March 16, 2016— School Board Meeting ; March 16, 2016— Executive Session; March 22, 2016—Employee Relations Committee Meeting; April 1, 2016—School Board Work Session; April 4, 2016—Employee Relations Committee Meeting. Aaron Dentz seconded and the motion carried on a 3-0 voice vote.

Finance and Operations

Monthly Accounts – John Stahl moved to approve receipts as presented in the amount of \$176,012 and expenditures in the amount of \$870,285 since the March 16, 2016 school board meeting. Susie Polentini seconded and the motion carried 3-0 on a voice vote.

Approval of Copier Contract- John Stahl moved to approve the copier contract with Ricoh as presented. Aaron Dentz seconded and the motion carried 3-0 on a voice vote.

Employee Relations

John Stahl moved to approve the individual teacher contracts as presented, reiterating the policy that if the contract is not signed and returned by June 15, 2016 this will be deemed a resignation. Aaron Dentz seconded. The motion carried on a 3-0 vote.

Policy

First Reading of Policy Revisions or Edits – The board read and discussed recommended revisions in the Employee Handbook, Employment Addendum: Teachers, Employment Addendum: Non-Contracted Staff.

Second Reading of Policy Revisions or Edits - The board read and discussed the following policies: Board Policy 671.2 Expense Reimbursements; Board Policy 671.2 Expense Reimbursements—Guidelines; Board Policy 671.3 Expenses; Board Policy 672 Purchasing; Board Policy 673 Use of Credit Cards; Board Policy 673 Use of Credit Cards—Guidelines.

Waiver of Third Reading of Policy Revisions or Edits – John Stahl moved to waived a third reading and approve the following policies: Board Policy 671.2 Expense Reimbursements; Board Policy 671.2 Expense Reimbursements—Guidelines; Board Policy 671.3 Expenses; Board Policy 672 Purchasing; Board Policy 673 Use of Credit Cards; Board Policy 673 Use of Credit Cards—Guidelines. Aaron Dentz seconded and the motion carried on a 3-0 voice vote.

Teaching and Learning

John Stahl moved to approve the Recommendations for the Writing Program as a Result of the Curricular & Programmatic Review Process. Aaron Dentz seconded and the motion carried on a 3-0 voice vote.

John Stahl moved to approve the Recommendations for the Social Studies Program as a Result of the Curricular & Programmatic Review Process. Aaron Dentz seconded and the motion carried on a 3-0 voice vote.

John Stahl moved to approve the Recommendations for the Special Education Program as a Result of the Curricular & Programmatic Review Process. Aaron Dentz seconded and the motion carried on a 3-0 voice vote.

John Stahl moved to approve the 5th Grade Camp MacKenzie Field Trip and Budget per Board Policy 352. Aaron Dentz seconded and the motion carried on a 3-0 voice vote.

John Stahl moved to approve the 66.0301 Agreement with the Elmbrook School District to participate in the Waukesha County Special Education Cooperative during the 2016-17 School Year. Aaron Dentz seconded and the motion carried on a 3-0 voice vote.

DISCUSSION

The Board discussed the following items:

Long Range Planning- Dr. Thompson discussed the ongoing Community Conversations series taking place this month. Board members reviewed the schedule and sign up for participation.

Last week's School Board election results were discussed.

School Board organizational meeting date options were discussed as was the date for a work session for the board to review feedback from the Community Conversation series.

2016-17 Budget Development—Mr. Struss and Dr. Thompson reviewed the projected revenues and expenses for the 2016-17 budget and forecasted June 2016 budget changes which will be published for community review after board approval in June.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

ADJOURNMENT

At 9:16 p.m., John Stahl made the motion to adjourn which was seconded by Aaron Dentz and carried 3-0 on a voice vote.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk