

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

**SCHOOL BOARD MEETING**

**October 26, 2015**

**6:30 p.m.**

Present: Rebecca Morrison, Susie Polentini, John Stahl, Aaron Dentz, Melissa Thompson, Thomas Karthausser, Kyle Moore, and Suzanne Martin.

Excused: John Fuhs

Also in attendance: Ten (10) citizens were in attendance as well as staff members Sue Peterson, Lori Alvarez, and Rachel Crockford.

**CALL TO ORDER**

Rebecca Morrison, President, 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.

Susie Polentini motioned to approve the agenda. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

**CELEBRATIONS AND COMMENDATIONS**

This month we celebrated the upcoming Fall Musical, **Little Mermaid, Jr.** We heard a preview of Lily MacLean singing **Part of Your World** and Kate Winston, Kylie Coraggio, Ellie Hostetler, Samantha Dennis performing the song and dance number **Human Stuff**.

Kyle Moore provided information about the Hawk of the Month program, commending students for positive behavior at school.

Dr. Thompson commended the Renner Family for their generous contribution of two Qubitz learning games to the Swallow School District. Erica Renner was in attendance to accept the commendation.

**CITIZENS' FORUM**

No comments were made.

**INFORMATIONAL ITEMS**

**Superintendent's Report**

Dr. Thompson presented the following information:

Employee Relations

The 2016-2017 Professional Calendar and 2016-2017 Student Calendars were discussed. The Employee Relations committee members will be discussing them with department and grade level colleagues and will provide feedback before these are finalized and voted on at the November 2015 Board Meeting.

### Finance and Operations

Process to Identify Maintenance Needs for Building and Grounds – Discussed how to determine the capital improvement list which happens through the Master Planning process, ongoing interior and exterior walkthroughs with facilities consultants, and then evaluating near term (immediate) and long term needs and budgets for capital improvements.

School Finance and Funding Information – Discussion was had regarding holding a school board work session on school finance and funding in the State of Wisconsin. This session could also include information presented from a state policy level and the Board discussed inviting other feeder school boards for these activities. Dr. Thompson was asked to reach out to other superintendents to discuss this possibility.

Funds for Capital Improvement Projects - Discussion was had regarding the merits of using Fund 41 and/or Fund 46 for funding capital projects. More information will be presented to the board for consideration on this as a budget forecasting model is selected and implemented in the coming months.

Final Presentation of 2015-16 Budget and Levy Calculation – Business Manager Tom Karthausser provided information to the school board about the changes that have occurred since the annual meeting to the budget and outlined the budget and levy calculation that will be approved later in the meeting.

### Teaching and Learning

Student Enrollment Update – Dr. Thompson presented the student enrollment numbers as of the meeting date.

Curriculum and Programmatic Review Processes for 2015-16 – Dr. Thompson updated the board on the progress of the committees reviewing the Writing, PE/Health, Special Education, and Social Studies programs. The board can expect recommendations from each to come through the Teaching and Learning Committee for approval in the spring.

### **Principal's Report**

Mr. Moore presented the following information:

Professional Development Updates – Mr. Moore presented the professional development calendar for the 2015-16 school year and provided an overview of priority areas. In October the staff has worked on furthering the implementation of target-based grading, team and leadership development, and the implementation of the professional staff evaluation tools and process.

Updates from October – The staff has worked hard to meet with parents at parent teacher conferences and get to know each of their new students this year. The students enjoyed a number of field trips this month.

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.

The process for approval of extra service proposals will be further addressed in future Employee Relations Committee Meetings.

### **ACTION ITEMS**

The Board reviewed and took action on the following items:

#### **Approval of Minutes**

Aaron Dentz motioned to approve the following minutes: September 15, 2015 – Regular Meeting; September 28, 2015 Finance and Operations Committee Meeting; and October 13, 2015 – Special Board Meeting. October 19, 2015 – Policy Committee Meeting. John Stahl seconded and the motion carried 4-0 on a voice vote.

#### **Finance and Operations**

Monthly Accounts – John Stahl moved to approve expenditures as presented in the amount of \$132,998 during the month of October 2015. Susie Polentini seconded and the motion carried 4-0 on a voice vote.

2015-2016 Budget– John Stahl motioned to approve the 2015-2016 Budget as presented and to approve the budget changes that have occurred since the Annual Meeting for publication in the newspaper. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

Susie Polentini motioned to certify the tax levy in the amount of \$5,564,311.00. John Stahl seconded and the motion carried 4-0 on a voice vote.

John Stahl motioned to approve the 2014- 2015 District Contribution to Fund 73 Employee Benefit Trust for teacher retirement in the amount of \$42,000. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

Extra Service Proposals- Susie Polentini motioned to approve the staff members' Extra Service Proposals for activities extending beyond the school day. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

### **DISCUSSION ITEMS**

The board discussed dates for School Board Meetings, the School Board's Self-Evaluation, learned updates on district action plans for Personalized Learning and Character and Community, and decided to hold a work session in November on Long Range Planning.

### **ANNOUNCEMENTS**

The Board reviewed and discussed upcoming events.

### **CLOSED SESSION**

At 8:20 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 the

business manager's resignation request. (Roll call vote required.) Morrison – YES, Polentini, YES, Stahl, - YES, Dentz – YES.

At 10:04 p.m. the Board of Education reconvened into open session. Morrison – YES, Polentini, YES, Stahl, - YES, Dentz – YES.

**ADJOURNMENT**

At 10:05 p.m., Susie Polentini made the motion to adjourn which was seconded by John Stahl and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson  
Superintendent

Approved: \_\_\_\_\_

\_\_\_\_\_, President

\_\_\_\_\_, Clerk