

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

**SCHOOL BOARD MEETING**

**December 16, 2015**

**6:30 p.m.**

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

Excused: John Fuhs

Also in attendance: Incoming Director of Business Services Jeremy Struss, Daniel Holzhauer, DDS, SC, Swallow School teachers Rachel Crockford, Jeanne Hanson, Michele Whaley, Chris Evans, Andrew Joseph, Kate Garman and Jack Hill, Ed Marek, Kent Atwell of the Society of Plastics Engineers, and one additional community member.

**CALL TO ORDER**

Rebecca Morrison 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 Stahl motioned to approve the agenda. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

**CELEBRATIONS AND COMMENDATIONS**

Commendations were presented to Daniel Holzhauer, DDS, SC for his donation of \$1865 towards the purchase of the 3D printer and to Jack Hill, Ed Marek, and Kent Atwell, members of the Society of Plastics Engineers for their grant of \$2000 for the purchase of the 3D printer for our Discovery Lab.

Whereupon the Meeting moved to the Discovery Lab for a showcase of the learning that goes on daily in the engineering courses. Swallow teacher Chris Evans and 7th Graders Adam Braunschweig and Shaili Tripathi and 8th Graders Coleton Borkowicz, Eddie Cooper, Tyler Gallun, Kavya Mohanram and Marc Scaringi took part in the engineering demonstrations.

Whereupon the Meeting returned to the Meeting Room, Kyle Moore provided information about the Hawk of the Month program, commending students for positive behavior at school.

**CITIZENS' FORUM**

No comments were made.

**INFORMATIONAL ITEMS**

### **Superintendent's Report**

Dr. Thompson presented the following information:

#### Finance and Operations

Graystone Consulting provided a review of investment performance with Hans Anderson and Barry Martzahl via conference call. Discussed were changes to Fund 73 within the 2015-2016 Budget.

#### Teaching and Learning

Two Swallow Spanish teachers, Sras. Whaley and Hanson, along with Mrs. Crockford, updated the board on the implementation of the recommendations from last year's programmatic review, including the development of thematic units and student learning outcomes so far this school year. Discussion was had regarding ongoing testing to determine student language proficiency and progress at various grade levels.

Dr. Thompson updated the board on the progress and changes to the Curriculum and Programmatic Review Cycle.

#### Employee Relations

Dr. Thompson provided a summary of the recommendations of the Employee Relations Committee, discussed the staff wellness activities and the professional staff compensation model development to support a more flexible staffing model.

#### Policy

Dr. Thompson updated the board on required statutory changes to Policy 423 Open Enrollment and Policy 423R Open Enrollment Procedures.

### **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 and accomplishments. The work and focus of school committees was also shared with the board.

December in Review – December is a busy month at Swallow. The 5<sup>th</sup>-8<sup>th</sup> Grade Band Concert and 5<sup>th</sup>-8<sup>th</sup> Grade Choir concerts were great successes. Student Council hosted Breakfast with Santa, which was also well attended and fun for all. The 3<sup>rd</sup> and 4<sup>th</sup> grade and the Kindergarten Holiday Concerts are coming up before the Winter Break.

### **ACTION ITEMS**

The Board reviewed and took action on the following items:

Approval of Minutes –Susie Polentini moved to approve the following minutes:

November 18, 2015—School Board Work Session

November 18, 2015– School Board Meeting

December 2, 2015— Employee Relations Committee Meeting

December 2, 2015—Special Meeting

December 10, 2015—School Board Work Session

December 12, 2015—School Board Work Session

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 \$609,413 during the month of December 2015. Aaron Dentz seconded and the motion carried 4-0 on a voice vote. In addition, the Board acknowledged receipt of \$58,479 in revenue during the month of December 2015.

Susie Polentini motioned to approve the change in the 2015-2016 Budget to reflect the October approved District Contribution to Fund 73 Employee Benefit Trust. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

## **Employee Relations**

John Stahl moved to approve Approval of Job Description for Director of Business Services as presented. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

## **Policy**

The board reviewed Policy Revisions of Policy 423 – Open Enrollment and Policy 423R-Open Enrollment Procedures during a first reading.

## **Teaching and Learning**

Susie Polentini moved to approve Curriculum & Programmatic Review Cycle Changes as presented. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

## **DISCUSSION ITEMS**

The Board discussed the following items:

8<sup>th</sup> Grade Washington, D.C. Trip and Travel Alerts – School board members reviewed current travel alerts and determined that the trip should continue on as planned at this point, with a communication to families to this effect.

School Board Self-Evaluation – School board members reviewed the self-evaluation survey in which they recently participated.

Long Range Planning- A next work session has been set for January 17, 2016 and meeting date has been tentatively set for January 20, 2016 for further discussion of long range planning. Discussion was had regarding parent, student and staff perceptions surveys to be administered in spring 2016.

WASB Convention Planning and Review of Delegate Assembly – School board members discussed the upcoming WASB Convention to be held in January 2016.

**ANNOUNCEMENTS**

The Board reviewed and discussed upcoming events.

**ADJOURNMENT**

At 9:12 p.m. John Stahl made the motion to adjourn which was seconded by Susie Polentini and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson  
Superintendent

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

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

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