

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

**SCHOOL BOARD MEETING**

**February 17, 2016**

**5:30 p.m.**

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

Excused: John Fuhs

Also in attendance: Swallow staff members Annie DiPietro, Andrew Joseph, Rachel Crockford, Kayla Wayrynen, Holly Heard, Gretchen Nelson, Sue Peterson, Charisse Smith, Mike Lescossier and citizens Darin Clark, Jill and Pallin Allen, Todd and Audra Peterson, Kyle and Kristin Banks, Jeff Kalscher, Mary Burton, Erica Prevallet, Will Quinn, Nicole Jackson, Darin Clark, Kim Hofkamp, Sidd Tripathi, Paul and Julie Hunt.

**CALL TO ORDER**

Rebecca Morrison called the meeting to order at 5:30 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. Susie Polentini seconded and the motion carried 4-0 on a voice vote.

**CLOSED SESSION**

At 5:31 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 review the Superintendent's performance in accordance with Board Policy. (Roll Call Vote Required)  
Morrison – YES, Polentini – YES, Dentz – YES, Stahl – YES.

**RECONVENE INTO OPEN SESSION**

At 6:30 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. Student Council members shared good work in raising funds and awareness

for Haiti, and the school board recognized the students on the first semester Honor Roll and High Honor Roll as well as the Math Counts team.

### **CITIZENS' FORUM**

No comments were made.

### **INFORMATIONAL ITEMS**

#### **Superintendent's Report**

Dr. Thompson presented the following information:

Employee Relations – Mike Lescohier spoke about the success of the Employee Wellness Program and shared that the district has again achieved the maximum 3% Wellness Discount on the next insurance renewal as a result of these efforts. He also shared possible future wellness programming.

Finance and Operations Committee – The upcoming selection of a budget forecasting model was discussed as well as upcoming capital improvement needs and priorities. The process for approval of accounts payable was also discussed and will be referred to the Policy Committee for further study.

Teaching and Learning Updates --Dr. Thompson discussed the Swallow School application process for the National Blue Ribbon Schools Program and the collaborative efforts underway to complete the application process. Special Education teachers Holly Heard and Kayla Wayrynen explained the recent SCERTS Training that special education teachers and support staff attended, as well as ongoing coaching from an external consultant, to assist in better meeting the needs of students with autism. Also discussed was the progress on the development of the 4 Year Old Kindergarten Program with Wee Know School.

#### **Principal's Report**

Mr. Moore presented the following information:

Professional Development Update – Many professional development offerings were provided for staff during January and February. Learning Committees met, Middle School staff reviewed Aspire assessment results, all staff could participate in wellness offerings, and several next steps and supports were provided with technology tools. During Early Release and no student days there will be staff-led sessions with different foci based on individual goals and needs so as to personalize learning opportunities for the staff, in addition to continued work on district goals. Staff will be sharing their Hero's Journey. Staff members Charisse Smith, Gretchen Nelson, and Annie DiPietro shared their journeys with the school board as examples of what this experience is about.

Collaborative Learning Team Report – The Collaborative Learning Team activities were discussed. The PBIS team put on a student-led assembly on Compassion and hopes to do an assembly each quarter. The STEM committee is nearly finished cleaning the basement and repurposing supplies from old science programs. The Tech committee continues to review learning management systems. The RTI committee is reviewing requests for proposals from companies who specialize in benchmark assessments. The Humanities committee continues to review the implementation of the reading/language arts programmatic shifts for this year and assist with the Social Studies curriculum and programmatic review process.

February in Review –The recent Principal's convention where Educator Effectiveness and TeachScape were discussed was highlighted for the school board.

**ACTION ITEMS**

The Board reviewed and took action on the following items:

**Approval of Minutes**

John Stahl motioned to approve the following minutes: January 20, 2016— School Board Work Session January 20, 2016— School Board Meeting, January 20, 2016—Executive Session, January 25, 2016— Employee Relations Committee Meeting, January 26, 2016—Finance and Operations Committee Meeting, February 4, 2016—Teaching and Learning Committee Meeting, February 8, 2016—School Board Work Session, February 12, 2016—Finance and Operations Committee Meeting. Susie Polentini seconded and the motion carried on a 4-0 voice vote.

**Business Services**

Monthly Accounts – John Stahl moved to approve receipts as presented in the amount of \$3,015,547 and expenditures in the amount of \$459,038 during the month of February 2016. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

**Employee Relations**

John Stahl moved to accept the retirement of Candy O’Connell, Aaron Dentz seconded and the motion carried 4-0 on a voice vote. Rebecca Morrison thanked Mrs. O’Connell for her years of service to the district.

**DISCUSSION**

The Board discussed the following items:

Long Range Planning- The Board determined that at its next Work Session on Long Range planning it will review data on resident student population and the school funding formula to analyze the impact of open enrollment to establish a common philosophy on class size, sections and how to best use Open Enrollment to manage overall school enrollment in the future. Additionally, the board will formalize a strategic planning process and ways to further engage the school community in the process.

2016-17 Budget Development—Mr. Struss and Dr. Thompson reviewed the proposed budget calendar for the 2016-17 school year and discussed the budget parameters the board would like to see as the 2016-17 budget is built.

**ANNOUNCEMENTS**

The Board reviewed and discussed upcoming events.

**CLOSED SESSION**

At 7:58 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) Morrison – YES, Polentini – YES, Dentz – YES, Stahl – YES.

### **RECONVENE INTO OPEN SESSION**

At 10:09 p.m. the Board of Education reconvened into open session. Morrison – YES, Polentini – YES, Dentz – YES, Stahl – YES.

### **ADJOURNMENT**

At 10:09 p.m., John Stahl made the motion to adjourn which was seconded by Rebecca Morrison and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson  
Superintendent

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

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

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