**SWALLOW SCHOOL DISTRICT**
**W299 N5614 County Road E**
**Hartland, Wisconsin 53029**

**SCHOOL BOARD SPECIAL MEETING April 6, 2023 7:00 a.m.**

Present: Kevin Scott, Haley Sweeney, Kim Khoury (until 8:48 a.m.), Peggy Moede, Wendy Szafranski, Melissa Thompson, Anton Shircel, Rob Nelson Nancy Hazelberg, and Holly Heard.

Community members in attendance: Amy Robertson, Stephanie Christiano, Carmen Ricco-Michaelis, Jeanne Hanson, Jenny Lindee, Colleen Berkowitz, Krissy Zimmerman, and Mike Hoida.

## CALL TO ORDER

School Board President Kevin Scott called the meeting to order at 7:01 a.m., read the Notice of the Meeting and verified proper notice per Wis. Stats. 19.84(2), and led those in attendance in the Pledge of Allegiance. Wendy Szafranski motioned to approve the agenda Peggy Moede seconded, and the motion passed 5-0.

## CLOSED SESSION

Haley Sweeney motioned to convene into closed session. Wendy Szafranski seconded and the motion passed 5-0.

The Board moved to convene into closed session at 7:02 a.m. pursuant to Wisconsin Statutes 19.85 (1)(c) the Board of Education may move into Closed Session for the purpose of: "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." This closed session was held specifically to conduct staff management planning. Scott – YES, Sweeney – YES, Szafranski– YES, Moede—YES, Khoury—YES.

## RECONVENE INTO OPEN SESSION

At 7:30 a.m. Haley Sweeney made the motion to return to open session which was seconded by Wendy Szafranski. Scott – YES, Sweeney – YES, Szafranski– YES, Moede—YES, Khoury—YES.

## DISCUSSION AND ACTION ITEMS

**Approval of Final Notice(s) of Teacher Contract Non-Renewal for Budgetary Reasons for Jeanne Hanson** - Peggy Moede motioned to approve the final notice of teacher contract non-renewal for 2023-24 for budgetary reasons for Jeanne Hanson. Haley Sweeney seconded and the motion passed 5-0.

**Approval of Individual Teacher Contracts for the 2023-24 School Year -** Peggy Moede motioned to approve the individual teacher contracts as presented for the 2023-24 school year. Haley Sweeney seconded and the motion passed 5-0.

**Approval of CESA #2 Contract for 2023-24 –** Kim Khoury motioned to approve the CESA#2 contract for the 2023-24 school year. Wendy Szafranski seconded and the motion passed 5-0.

**Approval of 66.0301 for the 2023-24 Director of Business Services Shared Services Agreement with the Richmond School District -** Peggy Moede motioned to approve the 66.0301 for the 2023-24 Director of Business

Services Shared Services Agreement with the Richmond School District. Wendy Szafranski seconded and the motion passed 5-0.

**Approval of Contract Addendum for Director of Business Services 2023-24 -** Haley Sweeney motioned to approve the contract addendum for Director of Business Services Rob Nelson for the 2023-24 school year. Kim Khoury seconded and the motion passed 5-0.

**First Reading of Policy Revisions and Adoptions -** Discussion was had regarding the following policies, with updates proposed before a Second Reading to policies related to the Use of Tobacco and Nicotine and a hold on the Employee Job Descriptions due to time:

1. Policy 0100, Definitions
2. Policy 0175, Association Memberships;
3. Policy 3215/4215 – Use of Tobacco and Nicotine by Professional/Support Staff;
4. Policy 5200 – Attendance;
5. Policy 5340 - Student Accidents/Illness/Concussion & Sudden Cardiac Arrest;
6. Policy 5410 – Promotion, Placement and Retention;
7. Policy 5512 – Use of Tobacco and Nicotine by Students;
8. Policy 5517 - Student Anti-Harassment;
9. Policy 5771 – Search and Seizure;
10. Policy 7434 – Use of Tobacco and Nicotine on School Premises;
11. Policy 7440 – Facilities Security;
12. Policy 7544 – Use of Social Media;
13. Policy 8405 – Environmental Health and Safety Program;
14. Policy 8450 – Control of Casual-Contact Communicable Diseases;
15. Policy 8510 – Wellness;
16. Policy 8600 – Transportation;
17. Policy 8800 – Religious Activities and Observances;
18. Policy 8802 - Patriotic Observances
19. Employee Job Descriptions

**Discussion of Superintendent Search Process –** Board President Kevin Scott updated the Board on the status of the search for the new Superintendent including the hire of McPherson & Jacobson as the search firm to assist the Board in the process.

**Discussion of Ad Hoc Search/Transition Committee –** Board President Kevin Scott updated the Board on the recent committee meeting including that while committee members reached out to gain stakeholder feedback, there will be more chances announced and that the job posting was reviewed with a change to the job title to now be Superintendent/Principal with a salary range of $130-150,000. Superintendent Thompson was asked to create a webpage for this search on the website under the Departments & Services, Employment tab that could house search-related items.

**Discussion of Curriculum Transparency –** Assistant Principal/Curriculum Coordinator Anton Shircel updated the Board on the staff discussion on this topic and it was agreed that a portion of the website could be devoted to this which would pull together existing resources which provide parents insight and access to what their children are learning and which resources are being used right now. Mr. Shircel will devote a *Thursday Folder* article to this topic as well. At a future meeting more discussion should be had regarding controversial vs. sensitive topics so that staff better understand any delineation in the Board or public's mind per prior discussion and to also review the listed District values within the Strategic Plan so that if there are changes they can be made and all can become apprised of them.

**Health Insurance Offering Possibilities and Next Steps –** Director of Business Services Rob Nelson presented an update on the status of the Health Insurance Cooperative and the most recent health insurance plans and costs. The timeline for next steps and decisions was outlined for the Board.

## II. INFORMATIONAL ITEMS

### Board Committee Reports

Curriculum Committee – School Board Vice President Haley Sweeney updated the Board on the recent Curriculum Committee meeting.

Policy Committee – School Board Treasurer Peggy Moede updated the Board on the latest Policy Committee meeting and what is anticipated for next steps based on discussion earlier in the meeting.

## ADJOURNMENT

At 9:01 a.m. Wendy Szafranski made the motion to adjourn which was seconded by Haley Sweeney and carried 4-0 on a voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk