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

SCHOOL BOARD MEETING April 20, 2023 6:30 p.m.

Present: Kevin Scott, Haley Sweeney, Peggy Moede, Wendy Szafranski, Kim Khoury, Melissa Thompson, Rob Nelson, Holly Heard, and Nancy Hazelberg.

Excused: Anton Shircel

Community Members in Attendance: Amy Robertson, Susie Polentini, Betsy Fleming, Annie DiPietro, Mike Hoida, Carmen Michaelis, Becki Anderson, Jeannine Ruby, Lisa Regan, Gretchen Nelson, Kelly Cavaiani, Laurie Calbaum, Kristine Zimmerman, Jeanne Hanson, Charisse Smith, Rebecca Mork, Tracy Tomczyk, Emily Stolzman, Stephanie and Kevin Christiano, Brianna Stover, Carmen Michaelis, Amy MacLean, Chris Slater, Natalie Brown, Andrea Rice, Brian Dall, Christa Vrabel, Amy Hess, Janet Chaby, Jeannine Ruby, Sarah Rose-Rankin, Jenny Lindee, Chris Tump, Annie DiPietro, Jenn Cayemberg, Geoff Seufert, Susie Polentini, Kathy & Andy Adamson, John Marzion, Mike Hoida, Becki Anderson, Betsy Fleming, Kathy Monis, Amanda McClement, Michelle Stubblefield, Nicole Blau, Salar Saleh, Megan Kurth, Heather Brown, Angela Wade, Claire Freeman, Angela Millikin, Rachel Cios, Amy Robertson, Nate Kubenik, Jennifer Ignatowski, Candace Hakim, Erica Ihn, Jess Crozier, Paul & Jenna Ernster, Nipun Yamdagni, Sarah Zwieg, Kierin Isham, Kara Kilian, Amy Scott, and Laura McGuire.

CALL TO ORDER

School Board President Kevin Scott called the meeting to order at 7:40 p.m., read the Notice of the Meeting, 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. Kim Khoury seconded and the motion passed 5-0.

INFORMATIONAL ITEMS

Administrative Reports

Announcement of Board Election Results & Appreciation of Service for Outgoing Member – Superintendent Melissa Thompson presented Peggy Moede with a gift and thanked her for her six years of service on the Board. Peggy Moede thanked the board and administration for their support and introduced incoming Board Member Mike Hoida.

2023-24 Budget Development Process Updates - Director of Business Services Rob Nelson presented the preliminary budget with projections for next five years. Superintendent Melissa Thompson discussed the Two Year Investment Plan in place with the Swallow Education Foundation as another source of potential district funding.

2023-24 Staffing Plan Updates – Superintendent Melissa Thompson informed the board that the Shared Services Agreement with Richmond School District for 30% of a School Psychologist will no longer be an option as Richmond needs this individual full time moving forward. Administration is pursuing shared service options with other area districts and will report back to the Board.

Swallow Education Foundation Presentation

Stephanie Christiano read a letter from the Swallow Education Foundation Board and requested a meeting with the School Board. A discussion was had regarding what donated money can be used toward.

CONSENT AGENDA

Haley Sweeney motioned to approve the consent agenda as presented. Peggy Moede seconded and asked for an adjustment to one set of minutes. The motion passed 5-0.

Approval of Minutes – March 16, 2023—School Board Meeting; March 16, 2023—School Board Executive Session; March 17, 2023– School Board Special Meeting; March 17, 2023—School Board Executive Session; March 22, 2023 – School Board Special Meeting; March 22, 2023—School Board Executive Session; March 24, 2023 – School Board Work Session; April 3, 2023 – School Board Work Session- Ad Hoc Transition Committee Meeting; April 4, 2023– School Board Work Session- Curriculum Committee; April 5, 2023 – School Board Work Session-Policy Committee; April 5, 2023– School Board Special Meeting; April 5, 2023—School Board Executive Session; April 6, 2023 – School Board Special Meeting; April 6, 2023—School Board Executive Session; April 10, 2023 – Board of Canvassers Meeting; April 18, 2023 – School Board Special Meeting; April 18, 2023—School Board Executive Session

Finance and Operations

Monthly Accounts - The Board acknowledged expenditures in the amount of $503,516.14 during the month of March. In addition, the Board acknowledges the receipt of $389,917.38 in revenue during the month of March.

Monthly Financial Overview - This was approved as part of the consent agenda; no discussion was had.

Open Records Request Updates- This was approved as part of the consent agenda.

Assistant Principal's Month in Review Report- This was approved as part of the consent agenda; the tornado drill was moved to Friday, April 21, 2023.

Director of Special Education's Month in Review Report - This was approved as part of the consent agenda; no discussion was had.

CITIZENS' FORUM

Jeannine Ruby, Salar Saleh and Tracy Tomczyk made comments.

DISCUSSION AND ACTION ITEMS

Approval of Swallow Education Foundation Gift and Application Toward Curriculum Retention – Discussion was had about what the Swallow Education Foundation was proposing for a gift. No approval was needed as a formal proposal was not offered at this time.

Superintendent Search Process- A brief discussion was had regarding the timeline for the Superintendent search and the upcoming feedback sessions hosted by the search firm open to all stakeholders to be held at Swallow School on April 24th at 3:30 and 5:30.

2023-24 Health Insurance Plan Offering Update and Potential Action Regarding Membership in the Waukesha County Area Schools Health Insurance Cooperative - Superintendent Melissa Thompson and Director of Business Services Rob Nelson updated the Board on the current state of the Health Insurance Cooperative as well as 2023-2024 health insurance plan options and renewal rates which are currently at 49% or an additional cost of nearly $200,000 to the District. The process of going out to market for additional insurance quotes was also discussed and a tentative timeline for review and selection of these quotes.

Approval of District Managed Informational Technology Services Provider – Haley Sweeney motioned to approve the District managed Informational Technology Services provider, K-12, Wendy Szafranski seconded and the motion passed 5-0.

Second Reading of Policy Revisions and Adoptions

1. Policy 0100, Definitions
2. Policy 0175, Association Memberships;
3. Policy 5200 – Attendance;
4. Policy 5330 - Administration of Medication/Emergency Care;
5. Policy 5340 - Student Accidents/Illness/Concussion & Sudden Cardiac Arrest;
6. Policy 5410 – Promotion, Placement and Retention;
7. Policy 5517 - Student Anti-Harassment;
8. Policy 5771 – Search and Seizure;
9. Policy 7440 – Facilities Security;
10. Policy 7544 – Use of Social Media;
11. Policy 8405 – Environmental Health and Safety Program;
12. Policy 8450 – Control of Casual-Contact Communicable Diseases;
13. Policy 8510 – Wellness;
14. Policy 8600 – Transportation;
15. Policy 8800 – Religious Activities and Observances;
    Policy 8802 - Patriotic Observances

Peggy Moede motioned to approve the policies as listed. Haley Sweeney seconded and the motion passed 5-0.

NEW BUSINESS

School Board Meetings After April 23, 2023 – The Board discussed the upcoming meetings for May and will approve the rest of the calendar at the Board's organizational meeting April 25, 2023 at 2:00 p.m.

Process Discussion – No comments were made.

Future Agenda Items - No comments were made.

OATH OF OFFICE FOR ADMINISTRATION FOR NEW BOARD MEMBER WHOSE TERM BEGINS ON MONDAY, APRIL 24, 2023

Mike Hoida was sworn in as the newest board member, replacing Peggy Moede.

CLOSED SESSION

Peggy Moede motioned to convene into closed session. Kevin Scott seconded, and the motion passed 5-0.

At 10:14 p.m., the Board of Education convened into closed session: Pursuant to Wisconsin Statutes 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 closed session was held specifically to conduct staff management planning for teaching positions and administrative succession planning and to discuss the Board's annual evaluation process. Scott – YES, Sweeney – YES, Moede – YES, Szafranski– YES, Khoury – YES.

RECONVENE INTO OPEN SESSION

At 11:28 p.m. Kim Khoury made the motion to reconvene into open session which was seconded by Peggy Moede and carried on a 5-0 voice vote.

ADJOURNMENT

At 11:28 p.m. Wendy Szafranski made the motion to adjourn which was seconded by Peggy Moede and carried on a 5-0 voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk