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

SCHOOL BOARD MEETING December 15, 2022 6:00 p.m.

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

Community members in attendance: Amy Robertson, Mike Hoida, Colleen Berkowitz, Jennifer Arndt, Angela Wade, Stephanie Christiano and Kristin Schultz.

CALL TO ORDER

School Board President Kevin Scott called the meeting to order at 6:03 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 requested that a Special Meeting to hold a Closed Session be scheduled for Monday, December 19, 2022 which was tabled to determine Board member availability. Peggy Moede motioned to approve the agenda. Haley Sweeney seconded, and the motion passed 5-0.

INFORMATIONAL ITEMS

Administrative Reports

Review of OPEB Investment Performance and Investment Model by PMA – Brett Weeden and Kendra Shelland both from PMA presented the OPEB investment performance and model and answered Board member questions. Additional research will be done regarding donations to Swallow and how this money could be invested or not.

Food Service Program Overview & Lunch Pricing - Director of Business Services Rob Nelson updated the Board with the current lunch program costs as well as those for surrounding school districts, as well as led discussion about the increase in costs for food. A potential increase in lunch prices for next school year was discussed and information about which area feeder schools participate in the National School Lunch program will also be brought back.

Contracts the District Holds Presently - Director of Business Services Rob Nelson provided the Board with a listing of contracts and answered Board member questions.

Year-Over-Year Comparison of Forward Scores – Superintendent Thompson provided the Board with the Forward test scores and showed comparisons by Arrowhead Area School District over time. The Board asked to have additional data provided by grade and subject area at a next meeting to look at cohorts of Swallow students longitudinally.

Board Committee Reports

Policy Committee – School Board President Kevin Scott updated the Board regarding the most recent policy committee meeting. There are not any recommended changes at this time.

Curriculum Committee - School Board Vice President Haley Sweeney updated the Board on the most recent policy committee meeting. Next committee agenda items A discussion was had regarding the request by staff to have a Student Survey and it was requested to fully outline the survey process, who

would have access to the data and how it would be used to be brought to a future board meeting.

CONSENT AGENDA

Wendy Szafranski motioned to approve the consent agenda as presented. Haley Sweeney seconded and the motion passed 5-0.

Approval of Minutes – November 17, 2022—School Board Meeting; November 17, 2022—School Board Executive Session; December 1, 2022 – School Board Work Session—Policy; December 2, 2022 – School Board Work Session; December 14, 2022 –School Board Work Session—Curriculum

Monthly Accounts

The Board acknowledged expenditures in the amount of $587,961.06 during the month of November. In addition, the Board acknowledges the receipt of $53,934.45 in revenue during the month of November.

These were approved via the consent agenda; no discussion was had.

Monthly Financial Overview

This was approved as part of the consent agenda; no discussion was had.

Open Records Request Updates

Legal Fees 2022 – This was approved as part of the consent agenda.

District Administration Hours and Cost to District - This was approved as part of the consent agenda; no discussion was had.

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

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

Approval of Lock Down Drill Evaluation - This was approved as part of the consent agenda; no discussion was had.

CITIZENS' FORUM

Angela Wade addressed the Board.

DISCUSSION AND ACTION ITEMS

District Cash Management – A brief discussion was had regarding the steps necessary to implement the cash management plan and investments with the Board clarifying that administrators would be the authorized signors and provide updates to the Board moving forward. Haley Sweeney motioned to approve the District Cash Management plan as presented. Wendy Szafranski seconded and the motion passed 5-0.

Continuation of Campus Parent Connect Committee – A brief discussion was had regarding keeping this as a committee versus an ad hoc committee. Peggy Moede motioned to terminate the Campus Parent Connection Committee as a standing committee. Haley Sweeney seconded and the motion passed 5-0.

Arrowhead Area Schools Finance Workshop November 10, 2022 and Next Steps – Superintendent Thompson provided a summary of the event and updated the Board on the plans for a second meeting with a tentative date was scheduled for February 9, 2023.

WASB Convention Planning and Review of Delegate Assembly – There are two board members and two administrators currently registered to attend the upcoming WASB Convention in January 2023. The delegate assembly discussion was tabled until the January 5, 2023 Work Session due to time.

Open Enrollment Policy 5113 Resident Guarantee Clause and Board Prerogative Each Year – Superintendent Thompson and Board members Scott and Moede presented the Board with the current open enrollment policy with discussion about the option the Board has to guarantee current resident enrollment despite there being no seats available in a grade level or program in preparation for the January Declaration of Open Enrollment seats.

2023-24 Professional and Student Calendar - Superintendent Thompson presented the proposed 2023-2024 professional and student calendar, and answered questions. Wendy Szafranski motioned to approve the 2023-2024 professional and student calendar as presented. Haley Sweeney seconded and the motion passed 5-0.

A brief recess was taken from 8:47-8:51 p.m.

NEW BUSINESS

Process Discussion – No discussion was had.

Future Agenda Items - Board members requested to add the following topics to upcoming agendas:

- Second Grade Class Size
- Town Hall Meeting
- Contracts and Personnel
- Personal Communication Device Policy as related to Wearable Technologies
- Curriculum Transparency

ANNOUNCEMENTS

Future Meetings and School Board Events:

1. Work Session (Staff Breakfast): Thursday, December 22 at 7am
2. Work Session: Thursday, January 5 at 7am
3. Note: School Board Convention January 18-20
4. Monthly Meeting: Thursday, January 19 at 6:00pm
5. Town Hall Meeting: Monday, January 23, 2023 from 7-9pm.
6. Work Session: Friday, February 3, 2023 at 7am
7. Board Meeting: Thursday, February 16, 2023 at 6pm
8. Work Session: Friday, March 3, 2023 at 7am
9. Board Meeting: Thursday, March 16, 2023 at 6pm

10. Work Session: Thursday, April 6, 2023 at 7am
11. Board Meeting: Thursday, April 20, 2023 at 6pm

CLOSED SESSION

At 9:32 p.m., the Board of Education convened into Closed Session: the closed session was pursuant to Wisconsin Statutes 19.85 (1)(c) 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 being held specifically to review and consider administrative contracts. Scott – YES, Sweeney – YES, Moede – YES, Szafranski– YES. Haley Sweeney motioned to convene into closed session. Wendy Szafranski seconded and the motion passed 4-0.

RECONVENE INTO OPEN SESSION

At 11:05 p.m. the Board of Education reconvened into open session. Scott – YES, Sweeney –YES, Szafranski– YES, and Moede – YES.

Potential Action on Administrative Contracts- No action was taken.

ADJOURNMENT

At 11:05 p.m. Wendy Szafranski made the motion to adjourn which was seconded by Peggy Moede and carried on a 4-0 voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk