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

SCHOOL BOARD MEETING February 23, 2023 6:00 p.m.

Present: Kevin Scott, Haley Sweeney, Wendy Szafranski, Melissa Thompson, Rob Nelson, Anton Shircel, Holly Heard, and Nancy Hazelberg.

Excused: Kim Khoury and Peggy Moede.

Community members in attendance: Amy Robertson, Andy Malcolm, Michelle Stubblefield, Matt Osman, Colleen Berkowitz, Michelle Frame, Carmen Michaelis, Briana Stover, Janet Chaby, Emily Stolzman, Stephanie Christiano, Chris Thompson, Ashlyn Slater, Mike Hoida, Joel Tyler, Angela Wade, Krissy Zimmerman and Jeanne Hanson.

CALL TO ORDER

School Board President Kevin Scott called the meeting to order at 6:00 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. Haley Sweeney motioned to approve the agenda. Wendy Szafranski seconded, and the motion passed 3-0.

CITIZENS' FORUM

There were no comments from Citizens.

CLOSED SESSION

At 6:02 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 held specifically to conduct staff management planning.

Haley Sweeney motioned to convene into closed session. Wendy Szafranski seconded, and the motion passed 3-0. Scott – YES, Sweeney – YES Szafranski– YES.

RECONVENE INTO OPEN SESSION

At 7:43 p.m. the Board of Education reconvened into open session. Scott – YES, Sweeney –YES, Szafranski– YES.

CONSENT AGENDA

Haley Sweeney motioned to approve the consent agenda as presented. Wendy Szafranski seconded and the motion passed 3-0.

Approval of Minutes – January 19, 2023-School Board Meeting; January 19, 2023-School Board Executive Session; January 23, 2023; School Board Work Session-Town Hall Meeting; January 25, 2023-School Board Work Session-Curriculum; February 3, 2023-School Board Special Meeting; February 3, 2023-School Board Executive Session; February 9, 2023-School Board Work Session

Monthly Accounts - The Board acknowledged expenditures in the amount of $574,565.83 during the month of January. In addition, the Board acknowledges the receipt of $2,108,325.96 in revenue during the month of January. 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.

DISCUSSION AND ACTION ITEMS

Approval of Superintendent Resignation Effective June 30, 2023 – Haley Sweeney motioned to approve the resignation of Superintendent Melissa Thompson, effective June 30, 2023. Wendy Szafranski seconded and the motion passed 3-0. The Board discussed creating an Ad Hoc Committee with school stakeholders to help and requested that administration create and send out a Request for Proposal for search firms specializing in Superintendent Searches to assist in finding a new superintendent. Both of these will be further discussed at the next meeting.

Approval of Teacher Resignation Effective June 30, 2023 - Wendy Szafranski motioned to approve the resignation of Luke Mattias effective June 30, 2023. Haley Sweeney seconded and the motion passed 3-0.

Approval of Property, Liability & Worker's Compensation Insurance – After a brief explanation by Business Director Rob Nelson, Wendy Szafranski motioned to approval the Property, Liability & Worker's Compensation Insurance as presented**.** Haley Sweeney seconded and the motion passed 3-0.

Approval of Camp MacKenzie Trip and Budget – Krissy Zimmerman presented the Camp MacKenzie field trip plan and budget. Haley Sweeney motioned to approve the Camp MacKenzie trip and budget. Wendy Szafranski seconded and the motion passed 3-0.

Approval of 66.0301 Arrowhead Area Schools Beginning Band Camp - Haley Sweeney motioned to approve the Arrowhead Area Schools Beginning Band Camp 2023. Wendy Szafranski seconded and the motion passed 3-0.

2023-24 Budget Priorities and Parameters Development Process – Director of Business Services Rob Nelson presented the timeline and budget needs for 2023-2024. Board members agreed to the same priorities and parameters as last year.

Capital Improvement Project List and Recommended Summer Projects – Director of Business Services Rob Nelson presented the capital improvement and summer projects list, indicating that there are two long lead-time projects proposed. Approval for these will likely be requested at the next Board meeting.

Review of Vendor Agreements Expiring June 30, 2023 - Director of Business Services Rob Nelson presented the Request for Proposal for Managed IT Services and asked for feedback and recommendations on any companies to send it to.

Discussion of Curriculum Transparency Strategy–Board members asked that this topic be explored by the Curriculum Committee and Wendy Szafranski was appointed to join the committee. The Curriculum Committee's meeting agenda was finalized to include this topic along with the Reading and Language Arts Curriculum and Programmatic Review update.

Discussion of Student Discipline – A discussion was had regarding the concerns with student behavior and Board members pledged support for staff in continued work to curb the issues presently impacting the school.

INFORMATIONAL ITEMS

Administrative Reports
2023-24 Waukesha County Area Schools Health Insurance Cooperative & Insurance Renewal-Superintendent Melissa Thompson and Director of Business Services Rob Nelson updated the Board on the current state of the 2023-2024 health insurance plan options and renewal rates with more information expected in late March.

Board Committee Reports
Curriculum Committee – No update as it was provided earlier in the meeting on a different topic.

NEW BUSINESS

Process Discussion – No discussion was had.

Future Agenda Items - Board members asked to review committee membership and Board roles.

ANNOUNCEMENTS

Future Meetings and School Board Events:

1. Work Session: Monday, March 6, 2023 at 7am –This meeting date was scheduled due to conflicts with the prior date and changed to a special meeting so that the Board could take action on Capital Improvement items.
2. Board Meeting: Thursday, March 16, 2023 at 6pm
3. Work Session: Thursday, April 6, 2023 at 7am
4. Board Meeting: Thursday, April 20, 2023 at 6pm

ADJOURNMENT

At 8:53 p.m. Wendy Szafranski made the motion to adjourn which was seconded by Haley Sweeney and carried on a 3-0 voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk