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

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

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

Community members in attendance: Amy Robertson, Matt Osman and Mike Hoida.

CALL TO ORDER

School Board President Kevin Scott called the meeting to order at 7:04 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 minutes Haley Sweeney seconded, and the motion passed 5-0.

CLOSED SESSION

The Board moved to convene into closed session at 7:06 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.

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

RECONVENE INTO OPEN SESSION

At 7:57 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 & ACTION ITEMS

Discussion of Budget Priorities and Parameters:

Wendy Szafranski motioned to approve a third section for the 2023-24 Third Grade class. Peggy Moede seconded and the motion passed 5-0 on a voice vote.

Discussion of Superintendent Search Process:

Requests for Proposals from Search firms are due back March 13 and five of the six firms are expected to submit proposals. It was agreed that the Board will interview these firms the morning of March 17. Rob Nelson was asked to set these interviews with the prospective firms.

Discussion of Ad Hoc Search/Transition Committee:

Board members discussed the qualities sought in Committee members and defined the Committee charge including the Mission Statement, Scope, Size, Timeline and General Guidelines. Kevin Scott will be

appointing members and working with administration to have meetings set, posted, and packets prepared.

Reconfiguration of Board Responsibilities: Board President Kevin Scott named Wendy Szafranski Board Clerk through the rest of this Board term in April.

Discussion of Curriculum Transparency:
Board members agreed that the Board, per the recommendation of the Curriculum Committee, should define what it means by Curriculum Transparency. Board members agreed to come to the next meeting with their definitions so that the Board could fashion a collective definition.

Approval of Middle School Heating, Ventilation, and Air Conditioning Replacement Contract Not to Exceed $145,000:
Peggy Moede motioned to approve the middle school HVAC contract not to exceed $145,000. Wendy Szafranski seconded and the motion passed 5-0 on a voice vote.

Approval of Replacement of Windows from 1994 Not to Exceed $110,000:
Wendy Szafranski motioned to approve the replacement of windows from 1994 not to exceed $110,000. Haley Sweeney seconded and the motion passed 5-0 on a voice vote.

ADJOURNMENT

At 9:12 a.m. Haley Sweeney made the motion to adjourn which was seconded by Wendy Szafranski and carried 5-0 on a voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk