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

SCHOOL BOARD SPECIAL MEETING June 14, 2023 7:00 a.m.

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

Excused: Kim Khoury.

Community members in attendance: Jim Barrie, Nipun Yamdagni, Laura McGuire, Katie Bergmann, Jill Ries and Amy Robertson.

CALL TO ORDER

School Board President Kevin Scott called the meeting to order at 7:03 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 Mike Hoida seconded, and the motion passed 3-0.

CONSENT AGENDA

Wendy Szafranski motioned to approve the consent agenda. Mike Hoida seconded. During discussion Kevin Scott made a motion to remove the approval for the May 23, 2023 School Board Executive Session from consideration. Mike Hoida seconded and the motion passed 3-0.

Approval of Minutes – May 23, 2023 – School Board Work Session; May 23, 2023 – School Board Meeting; May 25, 2023 – School Board Special Meeting; May 25, 2023 – School Board Executive Session; May 26, 2023 – School Board Special Meeting; May 26, 2023 – School Board Executive Session; June 2, 2023 – School Board Special Meeting; June 7, 2023 – School Board Event; June 8, 2023 – School Board Work Session.

Finance and Operations

Monthly Accounts - The Board acknowledged expenditures in the amount of $559,726.13 during the month of May. In addition, the Board acknowledges the receipt of $113,433.00 in revenue during the month of May. This was approved as part of 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- 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; a brief discussion was had regarding caseloads for next school year.

Annual Report on Seclusion and Restraint - This was approved as part of the consent agenda; no discussion was had.

Semi-Annual Report on Bullying and Prevention - This was approved as part of the consent agenda; a brief discussion was had about the process of compiling this report.

School Safety Drill Evaluation - This was approved as part of the consent agenda; no discussion was had.

School Fees for the 2023-24 School Year - This was approved as part of the consent agenda; no discussion was had.

Administrative Authority to Approve Expenses through June 30, 2023 - This was approved as part of the consent agenda; no discussion was had.

Long Range Library and Technology Plan 2023-26 - This was approved as part of the consent agenda; no discussion was had.

Social Studies Curriculum Documents - This was approved as part of the consent agenda; no discussion was had.

DISCUSSION & ACTION ITEMS

2023-24 Health Insurance Plan Offering - Wendy Szafranski motioned to approve the Health Insurance Plan offering as presented. Mike Hoida seconded and the motion passed on a 3-0 voice vote.

2023-24 Employee Handbooks and Addendums - Wendy Szafranski motioned to approve the 2023-24 Employee Handbooks and Addendums. Mike Hoida seconded and a discussion was had regarding potential changes to the Catastrophic Leave Bank and Teacher Liquidated Damages sections of the Handbook. It was decided to add this to the June 15 Board Agenda for additional discussion pending consultation with the District auditors.

Job Descriptions - Wendy Szafranski motioned to approve the job descriptions as presented. Mike Hoida seconded and the motion passed on a 3-0 voice vote.

Reading and Language Arts Middle School Curriculum Documents - Wendy Szafranski motioned to approve the Reading and Language Arts Middle School curriculum documents as presented. Mike Hoida seconded and the motion passed on a 3-0 voice vote.

School Board Vacancy Filling Process Discussion and Process Establishment – The Board determined the process by which the Board vacancy will be filled on June 15 including requesting that candidates provide responses to four questions by noon on the 15th for Board preview, how additional questions will be asked of candidates and areas in which each Board member will ask a question, how the voting to select a candidate to fill the vacancy will occur and the creation of a ballot for such purpose, and a discussion of the Oath of Office and then election of officer(s) depending on who fills the Vice-President position.

ADJOURNMENT

At 9:15 a.m. Wendy Szafranski made the motion to adjourn which was seconded by Mike Hoida. The motion carried 3-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk