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

SCHOOL BOARD MEETING October 17, 2022 6:00 p.m.

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

Community members in attendance: Amy Robertson, Mike Hoida, and Candace Hakim.

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 5-0.

INFORMATIONAL ITEMS

Administrative Reports

Third Friday Count Enrollment - Superintendent Thompson provided the board with current enrollment numbers used for the third Friday in September, which is what is reported to the Wisconsin Department of Public Instruction as a state required report.

Teacher Pay Model Committee Reconvening - Superintendent Thompson updated the board and answered any questions. There was a brief discussion about whether to make this a standing committee and it was agreed that Peggy Moede and Wendy Szafranski would continue on this committee, that plans to meet twice per year, for the first meeting with either Kevin Scott, Haley Sweeney or Kim Khoury taking her place for the second meeting later in the winter.

Board Committee Reports

Curriculum Committee – School Board Vice President Haley Sweeney updated the Board on the Curriculum Committee's recent meeting and what is next, per the meeting minutes.

Policy Committee – School Board Treasurer Peggy Moede updated the Board on what the Policy Committee is working on and what is next, per the meeting minutes. Wendy Szafranski requested that the Policy Committee review policies about student use of Personal Communication Devices during the school day at a next meeting.

Campus Parent Connect Committee – School Board Member Wendy Szafranski stated there was no update as they were in a holding pattern while waiting on further guidance from the Board. It was asked that the Committee reconvene to create mission and purpose statements.

CONSENT AGENDA

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

Approval of Minutes – September 15, 2022—School Board Meeting; October 7, 2022 – School Board Special Meeting; October 11, 2022 – School Board Work Session-Curriculum; October 14, 2022 – School Board Work Session-Policy

Monthly Accounts

The Board acknowledged expenditures in the amount of $646,183.85 during the month of September. In addition, the Board acknowledges the receipt of $100,467.01 in revenue during the month of September.

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 to Date – 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; a brief 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.

Second Reading of Policy Revisions and Adoptions - This was approved as part of the consent agenda; no discussion was had.

- 1.Policy 0100 - Definitions
- 2.Policy 1213/3213/4213 – Student Supervision and Welfare
- 3.Policy 1421/3121/4121 - Criminal History Record Check and Employee Self-Reporting Requirements
- 4.Policy 2260.02 - Services for Bilingual Students/English Learners
- 5.Policy 2414 - Human Growth and Development
- 6.Policy 2460.03 - Independent Educational Evaluation (IEE)
- 7.Policy 2522 - Library
- 8.Policy 2700.01 - School Performance and State Accountability Report Cards
- 9.Policy 3120.04/Policy 4120.04 - Employment of Substitutes
- 10. Policy 3425/4425 - Benefits
- 11. Policy 5340 - Student Accidents/Illness/Concussion & Sudden Cardiac Arrest
- 12. Policy 5517.01 - Bullying
- 13. Policy 7440.01 - Video Surveillance and Electronic Monitoring
- 14. Policy 8146 - Notification of Educational Options
- 15. Policy 8740 - Protection of District Funds

Revised Five Year Curriculum and Programmatic Review Cycle - This was approved as part of the consent agenda; no discussion was had.

Resource for Physical Education Department - This was approved as part of the consent agenda; no discussion was had.

First Reading of Revision to Board Policy 2430, District Sponsored Clubs and Activities - This was approved as part of the consent agenda; no discussion was had.

CITIZENS' FORUM

There were no comments from Citizens.

DISCUSSION AND ACTION ITEMS

Curriculum Committee Mission Statement and Guidelines – Assistant Principal and Curriculum Coordinator Shircel updated the board on these items. There were no motions related to this topic; however, it was suggested that a Curriculum Corner section of the Thursday Folder might be a good place to showcase the work of the committee moving forward.

Overview of Definitions of Curriculum, Instruction, Assessment, Resources, and Intervention and Extension at Swallow - Superintendent Thompson and Assistant Principal and Curriculum Coordinator Shircel presentation definitions for each topic as these constructs exist at Swallow and how each contributes to both the ongoing Curriculum and Programmatic Review process as well as daily, weekly, and yearly planning for instruction within each classroom.

Social Studies Learning Targets – Following discussion about the content of the various existing and proposed Learning Targets, Haley Sweeney motioned to approve the Social Studies Learning Targets as presented. Wendy Szafranski seconded, and the motion passed 5-0.

Review of Board Policies Related to Instructional Resources -

1.Current Events Resource(s): Due to prior discussion on this topic during the Curriculum Committee report out as well as the Overview of Definitions, it was requested that administration work with staff to draft recommendations for supplemental resources which includes current events resources, and then bring this information back for the December 2, 2022 Work Session for further discussion.

Policy Committee Mission Statement and Guidelines – Board President Scott updated the board on these items. There were no motions related to this topic.

Teacher Pay Model Mission Statement and Guidelines – Board Vice President Haley Sweeney motioned to create a standing Teacher Pay Model Committee. Wendy Szafranski seconded, and the motion passed 5-0. Board President Scott appointed the following individuals to the Teacher Pay Model Committee: Chair, Wendy Szafranski with members Peggy Moede, Megan Arreola, Kelly Cavaiani, Andrea Rice, Susie Polentini, Melissa Thompson and Rob Nelson.

Contracts the District Holds Presently – Director of Business Services Nelson presented a spreadsheet of the current contracts the District holds and will add more information per board request and provide this information at the next meeting.

District Cash Management – Director of Business Services Nelson updated the board on the current status of accounts and discussed with the board next steps to invest a portion of the fund balance monies to maximize interest earnings. The board asked him to meet with companies who do investing for school districts that the District already has relationships with, and provide an update at the next meeting.

Setting of Next Town Hall Meeting – A discussion was had on the guidelines for the next town hall meeting with possible topics to include curriculum and policy updates. The date was set for January 23, 2023 from 7-9pm and final planning will happen in December 2022.

Volunteer Opportunities – Assistant Principal and Curriculum Coordinator Shircel discussed and explained the parameters for volunteer and what the volunteer opportunities are currently. Board members expressed a desire to see if parents can again join students for lunch in the future.

NEW BUSINESS

Process Discussion – No discussion was had.

Future Agenda Items - No discussion was had.

ANNOUNCEMENTS

Future Meetings and School Board Events:

1. Special Meeting: Monday, October 31 at 7am
2. Work Session: Friday, November 4 at 7am
3. Monthly Meeting: Thursday, November 17 at 6:00pm
4. Work Session: Friday, December 2 at 7am
5. Monthly Meeting: Thursday, December 15 at 6:00pm
6. Work Session (Staff Breakfast): Thursday, December 22 at 7am
7. Work Session: Thursday, January 5 at 7am
8. Note: School Board Convention January 18-20
9. Monthly Meeting: Thursday, January 19 at 6:00pm
10. Town Hall Meeting: Monday, January 23, 2023 from 7-9pm

CLOSED SESSION

At 8:32 p.m., the Board of Education convened into Closed Session: the closed session was pursuant to Wisconsin Statutes 19.85 (1)(f) 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 is being held specifically to conduct the Superintendent's fall check-in as a part of the evaluation process per Board Policy 1240. Scott – YES, Szafranski– YES – Sweeney – YES - Khoury – YES, MOEDE - YES.

RECONVENE INTO OPEN SESSION

At 10:05 p.m. the Board of Education reconvened into open session. Scott – YES, Szafranski– YES – Sweeney – YES - Khoury – YES.

ADJOURNMENT

At 10:05 p.m. Kevin Scott made the motion to adjourn which was seconded by Wendy Szafranski and carried on a 4-0 voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk