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

SCHOOL BOARD MEETING August 24, 2022 5:00 p.m.

Present: Kevin Scott, Haley Sweeney, Peggy Moede, Wendy Szafranski, Melissa Thompson, Anton Shircel, Rob Nelson, Holly Heard and Nancy Hazelberg. Kim Khoury arrived at 5:23 pm.

Community members in attendance: Jan Buckley and Mike Hoida.

CALL TO ORDER

School Board President Kevin Scott called the meeting to order at 5:00 p.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. Peggy Moede motioned to approve the minutes Haley Sweeney seconded, and the motion passed 4-0.

INFORMATIONAL ITEMS

Administrative Reports

District Key Performance Indicators and Annual Checklist – Superintendent Dr. Melissa Thompson and Director of Business Services Rob Nelson updated Board members on these indicators as related to the District's Strategic Plan and answered any questions.

Board Committee Reports

Curriculum Committee – School Board Vice President Haley Sweeney updated the Board on what the Curriculum Committee is working on, per the meeting minutes.

Policy Committee – School Board Treasurer Peggy Moede updated the Board on the Policy Committee's first meeting and the plan to review the policies during committee meetings to then explain needed changes to the Board at regular meetings.

CONSENT AGENDA

The consent agenda was approved on a 5-0 vote.

Approval of Minutes – July 21, 2022 – School Board Meeting; August 4, 2022 –School Board Work Session; August 12, 2022 – Special School Board Meeting; August 12, 2022 – Executive Session; August 12, 2022 – School Board Work Session.

Monthly Accounts

The Board acknowledged expenditures in the amount of $220,969.43 during the month of July. In addition, the Board acknowledges the receipt of $112,723.34 in revenue during the month of July.

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; no discussion was had.

Approval of Education for Employment Plan - This was approved as part of the consent agenda; no discussion was had.

CITIZENS' FORUM

Community member Mike Hoida expressed his opinions regarding the recording of board meetings and CNN 10 as a resource.

DISCUSSION AND ACTION ITEMS

Recording and Transcription of School Board Meetings – A discussion was had regarding continuing to record School Board meetings as there are legal requirements for transcription of recorded material on the District's website. Discussion about the costs associated with accurate transcription and editing of auto-generated captioning which may not be correct, coupled with needing to go back in and attach names to statements transcribed was had. Wendy Szafranski motioned to terminate video recordings in keeping with Americans with Disabilities Act and Section 504 of the Rehabilitation Act requirements. Kim Khoury seconded and the motion passed 5-0.

The School Board took a recess at 5:57 p.m. to hold the Annual Meeting and Budget Hearing.

RECONVENE INTO SESSION (7:03 p.m.)

CNN 10 As A Resource – School Board President Kevin Scott opened discussion regarding CNN 10 as a resource and indicated he did not feel it was an appropriate resource for Swallow students. Discussion was had about how it was being used in school by teachers in the middle school during the handwashing cycle during the 2020-21 school year and since for specific timely news items. School Board Treasurer Peggy Moede requested a replacement be found so that current events could be incorporated into middle school classrooms per the curriculum and asked if the Curriculum Committee could vet out CNN 10 or other news resources. Kevin Scott motioned to remove CNN 10 as a resource, Kim Khoury seconded and the motion carried on a 5-0 voice vote.

Facility Usage and Charges – Dr. Melissa Thompson showcased the Use of District Facilities Policy, Administrative Guidelines and described the two types of agreements renters need to fill out for approval consideration using the District website. Questions about the cost charged to various groups as well as how spaces are prioritized when non-Swallow groups request to use the building and grounds were answered.

NEW BUSINESS

Process Discussion – Board members thanked School Board Treasurer Peggy Moede and Director of Business Services Rob Nelson for their hard work on the budget information for the annual meeting.

Future Agenda Items - This was tabled until the September 2 Work Session.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. Work Session: Friday, September 2 at 7am & Swallow Education Foundation Meeting
2. Monthly Meeting: Thursday, September 15 at 6:00pm
3. Work Session: Friday, October 7 at 7am
4. Monthly Meeting: Thursday, October 20 at 6:00pm
5. Special Meeting: Monday, October 31 at 7am
6. Work Session: Friday, November 4 at 7am
7. Monthly Meeting: Thursday, November 17 at 6:00pm
8. Work Session: Friday, December 2 at 7am
9. Monthly Meeting: Thursday, December 15 at 6:00pm
10. Work Session (Staff Breakfast): Thursday, December 22 at 7am
11. Work Session: Friday, January 6 at 7am
12. Note: School Board Convention January 18-20
13. Monthly Meeting: Thursday, January 19 at 6:00pm

ADJOURNMENT

At 7:44 p.m. Haley Sweeney made the motion to adjourn which was seconded by Kim Khoury and carried on a 5-0 voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk