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

SCHOOL BOARD MEETING August 25, 2021 5:00 p.m.

Present: Wendy Szafranski, Darin Clark, Greg Zimmerman, Kevin Scott, Melissa Thompson, Rob Nelson, and Adam Scanlan. Peggy Moede participated virtually

Community members in attendance: Brynn Rohde, Ron Turner, Becky Christian, Kathy Monis, Jan Buckley, Lori McClain, Julie Wold, Kim Khoury, and Troy Ignatowski.

CALL TO ORDER

School Board Vice President Wendy Szafranski 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. Darin Clark motioned to approve the agenda. Greg Zimmerman seconded and the motion carried 5-0 on a voice vote.

CELEBRATIONS AND COMMENDATIONS

Superintendent Dr. Melissa Thompson presented the following:

Commendations for Jeff Grunwald, Patti Winkelman, Doug Neumann, and Dawn Flasch for their hard work in getting the school ready for the 2021-2022 school year.

The Swallow Education Foundation board Shannon Bakalars, Anne Procto and Janet Chaby were celebrated for their hard work which led to the presentation of $15,000 from last year's fundraising activities. These dollars are being allocated to the next portions of the 2019-21 Two Year Investment Plan with $5,000 to replace Boys Basketball Uniforms and $10,000 towards replacement of STEAM lab furniture.

New staff members Becky Christian, Kathy Monis, Rob Nelson, Megan Spindler and Rob Turner were welcomed and introduced.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Finance and Operations

Monthly Financial Overview – Director of Business Services Rob Nelson presented the revenue and expense reports for July. The audit for the 2020-2021 school year is substantially complete.

Teaching and Learning

2021-22 Student Enrollment Forecast – Superintendent Thompson shared the enrollment forecast, showing the updated enrollment numbers based on registration for the 2021-2022 school year.

Principal's Report
Month in Review & Preview – Principal Adam Scanlan explained work with committees through the last month regarding Educator Effectiveness changes, Wellness updates and planning and Employee Recognition. The student handbook has been updated and is available on our website.

Staffing Updates and Plan – Hiring is complete and due to some challenges with balancing class sizes due to course offerings and trying to do what is best for students, the board discussed having Annie DiPietro take on an overload for a section of middle school science. This will be added to the September 3 board agenda for formal approval and Mrs. DiPietro is amenable to this arrangement.

Master Schedule Update – The Master Schedule is complete and final class balancing is happening as are tweaks to the duty schedule to maximize the support for students during SOAR.

An overview of the Professional Development for Welcome Back Week was also presented to the board.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes
Kevin Scott motioned to approve the following minutes July 15, 2021 – School Board Meeting; July 19, 2021 – School Board Work Session; August 3, 2021 – School Board Work Session; August 6, 2021 - School Board Work Session; August 10, 2021 – School Board-AUTO Negotiations; Darin Clark seconded and the motion passed on a 5-0 vote.

Finance and Operations
Darin Clark motioned to approve the expenditures as presented in the amount **$250,958.78** during the month of July. In addition, the Board acknowledged the receipt of **$177,100.15** in revenue during the month of July. Kevin Scott seconded and the motion passed on a 5-0 vote.

Darin Clark motioned to approve the AUTO Master Agreement for 2021-22. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Teaching and Learning
Kevin Scott motioned to approve the Alternative Open Enrollment Applications as presented. Darin Clark seconded the amendment and the motion passed on a 5-0 vote.

Darin Clark motioned to approve the Travel Agent for Potential 2022 8th Grade Washington, D.C. Trip. Kevin Scott seconded the amendment and the motion passed on a 5-0 vote.

DISCUSSION

Strategic Plan and Key Performance Indicators – The Board reviewed each of the Key Performance Indicator areas and determined that there would not be any changes to the Strategic Plan, Goals, or Measures at this time.

RECESS for ANNUAL MEETING & BUDGET HEARING

Darin Clark made a motion to go into a recess for the Annual Meeting and Budget Hearing at 5:52 p.m. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

The meeting reconvened at 6:52 p.m.

Potential Board Work Groups – The Board discussed the overall survey data coupled with Key Performance Indicators and requested to begin a Social and Emotional Wellness Work Group to include board members, staff, and parents. This will be added as an action item to the September 3 Board Meeting agenda.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. August 26 & 30, 2021 – Strong Start Conferences
2. August 30, 2021 – Back to School Tailgate & New Family Gatherings
3. September 1, 2021 – First Day of School
4. September 3, 2021 – School Board Work Session, 7am
5. September 9, 2021 – School Board Work Session, 6pm
6. September 16, 2021- School Board Meeting, 5:30pm
7. October 1, 2021 – School Board Work Session, 7am
8. October 12 & 14, 2021 – Parent-Teacher Conferences
9. October 14, 2021 – School Board Meeting, 5:30pm
10. October 25, 2021 – School Board Special Meeting, 7am
11. November 5, 2021 – School Board Work Session, 7am
12. November 18, 2021 – School Board Meeting, 5:30pm

CLOSED SESSION

The board moved to convene into closed session at 7:14 p.m. The Closed Session was pursuant to Wisconsin Statute 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" and (d) "considering strategy for crime detection or prevention." This closed session was held specifically to conduct staff management and school safety planning. (Szafranski – YES, Scott – YES, Clark – YES, – Zimmerman - YES)

ADJOURNMENT

At 7:56 p.m. Darin Clark made the motion to adjourn which was seconded by Kevin Scott and carried 4-0 on a voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk