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

SCHOOL BOARD MEETING September 16, 2021 5:30 p.m.

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

Community members in attendance: Brynn Rohde, Jan Buckley, and Geoff Seufert.

Bob Winters and James Wilde from Entourage Expeditions.

CALL TO ORDER

School Board President Peggy Moede called the meeting to order at 5:30 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. School Board President Peggy Moede asked for a correction in the agenda to change the comma to a decimal for the revenue in the month of August. Kevin Scott motioned to approve the corrected agenda. Wendy Szafranski seconded and the motion carried 5-0 on a voice vote.

CELEBRATIONS AND COMMENDATIONS

Superintendent Dr. Melissa Thompson presented the following:

CITIZENS' FORUM

Geoff Seufert addressed the board regarding School Board cell phones paid for by the District and presented a donation to the Swallow Education Foundation in the amount of $1,512.

CLOSED SESSION

Kevin Scott motioned to go into Closed Session at 5:36 p.m. Darin Clark seconded. The Closed Session was pursuant to Wisconsin Statute 19.85 (1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility," (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations," and (g) "conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." This closed session was held specifically to conduct staff management planning, discuss the resignation request of a teacher, and confer with legal counsel. (Moede-YES, Szafranski – YES, Scott – YES, Clark – YES, – Zimmerman – YES.)

RECONVENE INTO OPEN SESSION

At 8:13 p.m. Peggy Moede made the motion to return to open session which was seconded by Darin Clark. (Moede – YES, Szafranski- YES, Scott – YES, Clark – YES, Zimmerman – YES)

INFORMATIONAL ITEMS

Superintendent's Report

Finance and Operations

Monthly Financial Overview – Director of Business Services Rob Nelson presented the revenue and expense reports for August.

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 which indicate that both resident and open enrollment has increased over last school year.

Camp Mackenzie 2022 – Principal Adam Scanlan started the discussion regarding resuming the 5th grade camp experience at the end of this school year. School Board President Peggy Moede asked the administration to survey the parents to see what their preferences are regarding this opportunity.

Entourage Expeditions Washington, D.C. Trip Update – Bob Winter from Entourage Expeditions described what the proposed 8th grade D.C. trip could look like. The school board expressed their gratitude for the refunds given in 2020 for a nonrefundable trip.

Employee Relations

2022-23 Professional Calendar Development Process and Timeline – Superintendent Dr. Melissa Thompson explained to the board the usual process for creating a school year calendar and the board agreed to continue with the same process which will include taking the drafted Arrowhead Area Schools template and working with staff to make suggestions within the 192 teacher contract and bus calendar.

Principal's Report

Start of the Year Summary – Principal Adam Scanlan updated the board on the first days of school including outreach he and Nurse Beth completed in all classrooms about The Swallow Way. In addition, many requests to use the Building and Grounds have been submitted by various community groups so it is a first chance to let the many renovated spaces be used by these groups.

New and returning families joined administration for the first SEF Coffee and Conversations program, which was well-attended. Professional development plans and the approach with SOAR was also discussed to ensure that all students are having their learning needs met this school year based on student performance data.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Wendy Szafranski motioned to approve the following minutes August 25, 2021 – School Board Meeting; August 25, 2021 – Executive Session; September 3, 2021 – School Board Special Meeting; September 9, 2021 -

School Board Special Meeting; September 9, 2021 – Executive Session; 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 **$448,578.79** during the month of August. In addition, the Board acknowledged the receipt of **$1,336,686.33** in revenue during the month of August. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Teaching and Learning
Wendy Szafranski motioned to approve the resignation of Ronald Turner. Kevin Scott seconded and the motion passed on a 5-0 vote.

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

DISCUSSION

Annual Board Self-Evaluation and Goal-Setting Process and Timeline - The Board decided to proceed with the WASB-offered self-evaluation in October or whenever it becomes available, and then to complete goal-setting as-needed as a follow up.

Process Discussion and Future Agendas – The board discussed new business for the upcoming agendas. School Board Vice President Wendy Szafranski stated she would like to discuss how many open records requests Superintendent Dr. Melissa Thompson has fulfilled which would include complete transparency with the total amount of time it takes, not just what can be billed to the requestor for locating costs. School Board Treasurer Kevin Scott would like to have an open forum discussing curriculum as a standing agenda item to address questions or issues as they arise.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. October 1, 2021 – School Board Work Session, 7am
2. October 12 & 14, 2021 – Parent-Teacher Conferences
3. October 14, 2021 – School Board Meeting, 5:30pm
4. October 25, 2021 – School Board Special Meeting, 7am
5. October 28-29, 2021 – No School
6. November 5, 2021 – School Board Work Session, 7am
7. November 18, 2021 – School Board Meeting, 5:30pm
8. November 24-26, 2021 – Thanksgiving Break
9. Friday, December 3, 2021 – School Board Work Session, 8am
10. Thursday, December 16, 2021 – School Board Meeting, 5:30pm
11. Wednesday, December 22, 2021- School Board Work Session, 7am
12. December 23-31, 2021- Winter Break
13. Friday, January 7, 2021 – School Board Work Session, 7am
14. Thursday, January 20, 2021 – School Board Meeting, 5:30pm

ADJOURNMENT

At 9:07 p.m. Wendy Szafranski made the motion to adjourn which was seconded by Kevin Scott and carried 5-0 on a voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk