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

SCHOOL BOARD MEETING November 18, 2021 5:30 p.m.

Present: Peggy Moede, Wendy Szafranski, Darin Clark, Greg Zimmerman, Rob Nelson, Nancy Hazelberg, Adam Scanlan attended virtually, Kevin Scott arrived at 5:34 p.m. and Melissa Thompson was excused and arrived at 7:20 p.m.

Community members in attendance: Brett Weeden, Robert Burns, Annette Moy, Melissa Losiniecki, Kathy Adamson, James Emanuele, Haley Sweeney, Kim Khoury, Aaron Moede, and Sue Martin.

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 congratulated the school for being the #1 district in the state of Wisconsin.

INFORMATIONAL ITEMS

Superintendent's Report

Review of OPEB Investment Performance and Investment Model by PMA – Brett Weeden, and Mercy Ndungu of PMA reviewed the OPEB trust fund for teacher retirement benefits and discussed the investment options moving forward. Rob Nelson, Brett Weeden and Mercy Ndungu answered all questions.

Presentation of the 2020-21 Fiscal year audit by Riley, Penner & Benton LLP – Annette Moy from Riley, Penner & Benton LLP presented the 2020-2021 fiscal year audit and answered Board member questions.

Five-year forecast – Rob Nelson presented the Five Year forecast and explained what is included in the forecast, now that the current biennial budget factors and this year's enrollment and budget have been included. This is the new baseline for longer range planning purposes.

Review of proposed NEOLA policy updated with Attorney Robert Burns – Robert Burns attorney from Davis and Kuelthau attended the meeting to answer Board member questions regarding various suggested changes to policies by NEOLA. Several policies were reviewed with follow ups needed at the next meeting.

Campus Parent Connection Committee Report – School Board Vice President Wendy Szafranski and Principal Adam Scanlan presented the three pillars of this board Work Group: Culture change within the school and community, Common language between campus and home, and Community service, community-building and involvement of focusing on others instead of self. Next steps for this group were also discussed.

Staffing Update – Principal Adam Scanlan announced the hiring of Laurie Wohlfiel to assist in Middle School Math for two days a week and Megan Spindler to continue and assist in the 1st and 3rd grades.

CITIZENS' FORUM

No citizens were signed up to speak

CONSENT AGENDA

Approval of Minutes
Kevin Scott motioned to approve the following minutes October 14, 2021 – School Board Meeting; October 14, 2021 - School Board Executive Session; October 19, 2021 – School Board Work Session; October 25, 2021 – School Board Special Meeting; November 1, 2021 – School Board Work Session ; November 5, 2021 – School Board Special Meeting; November 5, 2021 – School Board Executive Session; November 16, 2021 - School Board Work Session–School Board Vice President Wendy Szafranski seconded and the motion carried 5-0 on a voice vote.

Monthly Accounts
The board acknowledged expenditures in the amount of $522,000.53 during the month of October. In addition, the Board acknowledged the receipt of $19,308.57 in revenue during the month of October. These were approved via the consent agenda.

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

Open Records Request Updates
The board acknowledged this Open Records request, which was completed as a part of the consent agenda.

Capital Improvement Project Next Steps
School Board President Peggy Moede and board members discussed the roofing and capital improvements next steps.

Principal's Month in Review Report
Principal Adam Scanlan provided an update on the current standing of the Washington D.C. trip noting that there are still spots for students to attend.

ACTION ITEMS
Darin Clark motioned to approve the middle school flooring project not to exceed $55,000. Wendy Szafranski seconded and the motion passed on a 5-0 vote.

Wendy Szafranski motioned to approve the lock down drill evaluation. Kevin Scott seconded and the motion passed on a 5-0 vote.

Lunch and Recess School Project – No action was taken on this per the request of the Campus Parent Connection Committee.

The Board reviewed and took action on the following items:

Policy
First Reading of Policy Revisions and Adoptions; the Board reviewed and discussed the following policies:

i. 2210, Curriculum Development
ii. 2240, Controversial Issues in the Classroom
iii. 2270, Religion in the Curriculum
iv. 2510, Adoption of Textbooks
v. 2521, Selection of Instructional Materials and Equipment
vi. 2605, Program Accountability and Evaluation

Wendy Szafranski motioned to approve the first reading of the policy revisions and adoptions. Kevin Scott seconded and the motion passed on a 5-0 vote.

Second Reading of Policy Revisions and Adoptions; the Board reviewed and discussed the following policies:

a. 0100, Definitions
b. 0143, Authority of Individual Board Members
c. 0144.2, Board Member Ethics
d. 0144.3, Conflict of Interest
e. 0144.5, Board Member Code of Conduct
f. 0145, Board Member Anti-Harassment
g. 0167.3, Public Comment at Board Meetings
h. 0171.1, President
i. 0174.2, School Performance Report
j. 1130, Ethics and Conflict of Interest
k. 1210, Board-Superintendent Relationship
l. 1422, Nondiscrimination and Equal Employment Opportunity
m. 1422.02, Nondiscrimination Based on Genetic Information of the Employee
n. 1623, Section 504/ADA Prohibition Against Disability Discrimination in Employment
o. 1662, Employee Anti-Harassment
p. 2240, Controversial Issues in the Classroom
q. 2260, Nondiscrimination and Access to Equal Educational Opportunity
r. 2260.01, Section 504/ ADA Prohibition Against Discrimination Based on Disability
s. 2266, Nondiscrimination on the Basis of Sex in Education Programs or Activities
t. 2430, District-Sponsored Clubs and Activities
u. 2431, Interscholastic Activities
v. 2700.01, School Performance and State Accountability Report Cards
w. 3120, Employment of Professional Staff
x. 3122, Nondiscrimination and Equal Employment Opportunity
y. 3122.02, Nondiscrimination Based on Genetic Information of the Employee
z. 3123, Section 504/ADA Prohibition Against Disability Discrimination in Employment
aa. 3170, Substance Abuse
bb. 3215, Use of Tobacco and Nicotine by Professional
cc. 3230, Ethics and Conflict of Interest
dd. 3362, Employee Anti-Harassment
ee. 4120, Employment of Support Staff
ff. 4122, Nondiscrimination and Equal Employment Opportunity
gg. 4122.02, Nondiscrimination Based on Genetic Information of the Employee
hh. 4123, Section 504/ADA Prohibition Against Disability Discrimination in Employment
ii. 4161, Unrequested Leaves of Absence/Fitness for Duty
jj. 4170, Substance Abuse
kk. 4215, Use of Tobacco and Nicotine by Support Staff
ll. 4230, Ethics and Conflict of Interest
mm. 4362, Employee Anti-Harassment
nn. 5112, Entrance Age
oo. 5500.01, Conduct in Virtual Classroom
pp. 5512, Use of Tobacco and Nicotine by Students
qq. 5517, Student Anti-Harassment
rr. 5720, Student Activism and Expression
ss. 6152, Student Fees, Fines and Payments Due
tt. 6152.01, Waiver of School Fees or Fines
uu. 7434, Use of Tobacco and Nicotine on School Premises
vv. 7440.01, Video Surveillance and Electronic Monitoring
ww. 7450, Property Inventory
xx. 7455, Accounting System for Capital Assets
yy. 8500, Food Services
zz. 9270, Home-Based, Private and Tribal Schooling

aaa. 9500, Relations with Educational Researchers
bbb. 9700, relations with Non-School Affiliated Groups

Darin Clark motioned to approve the second reading of the policy revisions and adoptions. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Consideration and Possible Action Regarding Recording of Board Meetings – Wendy Szafranski motioned to table this discussion until the December 2021 meeting. Darin Clark seconded and the motion carried on a 5-0 vote.

DISCUSSION

District Financial Health – A discussion was had regarding the student growth calculation and how this factors into open enrollment seat declaration, as well as how staffing ratios should be calculated.

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 have attorney Robert Burns present at the meetings when policy is being discussed.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. November 24-26, 2021 – Thanksgiving Break
2. Friday, December 3, 2021 – School Board Work Session, 7am
3. Thursday, December 16, 2021 – School Board Meeting, 5:30pm
4. Wednesday, December 22, 2021- School Board Work Session, 7am
5. December 23-31, 2021- Winter Break
6. Friday, January 7, 2021 – School Board Work Session, 7am
7. Thursday, January 20, 2021 – School Board Meeting, 5:30pm
8. Friday, February 4, 2022 – School Board Work Session, 7am
9. Thursday, February 17, 2022 – School Board Meeting, 5:30pm
10. Friday, March 4, 2022 – School Board Work Session, 7am
11. Thursday, March 17, 2022 – School Board Meeting, 5:30pm
12. Friday, March 18, 2022 – School Board Work Session, 7am (Staff Breakfast)
13. Friday, April 1, 2022 – School Board Work Session, 7am
14. Thursday, April 21, 2022 – School Board Meeting, 5:30pm

CLOSED SESSION

The board moved to convene into closed session at 9:16 p.m. Pursuant to Wisconsin Statutes 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." This closed session was held specifically to conduct the Superintendent's evaluation per Board Policy. (Roll Call Vote Required) (Moede – YES, Szafranski– YES, Scott – YES, Clark – YES, – Zimmerman - YES)

RECONVENE INTO OPEN SESSION

At 10:00p.m. Greg Zimmerman made the motion to return to open session which was seconded by Darin Clark. (Moede – YES, Szafranski– YES, Scott – YES, Clark – YES, – Zimmerman - YES)

ADJOURNMENT

At 10:01p.m. Wendy Szafranski made the motion to adjourn which was seconded by Darin Clark and carried 5-0 on a voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk