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

**SCHOOL BOARD MEETING August 26, 2020 5:00 p.m.**

Present: John Stahl, Susie Polentini, Peggy Moede, Darin Clark, Greg Zimmerman, Melissa Thompson, Jeremy Struss, Adam Scanlan and Nancy Hazelberg

Community members in attendance: Ben Falls, John Wiesenberger, Kelsey Kolb, and Lindsay Schiller from CG Schmidt, Nick Kent from PRA, Aaron Dentz, Bob Mallow, Luke Szafranski, Mark Polentini and Mr. & Mrs. Yearling; staff members: Nelly Fischer, Holly Heard, Beth Gatzow, Kelly Cavaiani, Jessie Zarling, Kelly Cavaiani, Doug Neumann, Jennifer Ruhland and Annie DiPietro.

Also in attendance via Virtual Connection: Shane Marvelli, Janet Chaby, Kathy Monis, Heather Brown, Kelly Peiffer, Kim Diamond, Stacey Yearling, Amanda McClement, Laurie Newton, Greg Seufert, Anni Schleicher, Emily Stolzman, Wally Rogers, Stephanie Christiano, Bryan Yearling, Lauren Scanlan, Jeff Hand, Wendy Szafranski, Amy Goetz, Kyle Wold, Tracey Schultz, The Scott Family, Emily Cornell and Mark Polentini.

Swallow staff members included: Megan Arreola, and Jenny Lindee.

Unknown: Jen's iphone and Michele.

## CALL TO ORDER

School Board President John Stahl called the meeting to order at 5:01 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

Darin Clark motioned to approve the agenda. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

**Superintendent's Report**

## INFORMATIONAL ITEMS

Superintendent Dr. Melissa Thompson presented the following information:

Ribbon Cutting and Virtual Grand Opening Ceremony – At 5:00 pm School Board President John Stahl welcomed everyone and Superintendent Melissa Thompson, Principal Adam Scanlan, Project Coordinator Ben Falls from CG Schmidt, and Nick Kent from PRA all spoke to the crowd before the unveiling of the new Swallow school. The ceremony ended at 5:42 pm at which time the board took a recess until 7:00 pm for the Annual Meeting and Budget Hearing.

Re-opening Task Force Update - Task Force and Swallow staff members Kelly Cavaiani, Annie DiPietro and Beth Gatzow provided an update on the Task Force's recent meeting and two recommendations: to open with a "soft start" where half of the students attend on Tuesday and Wednesday and the other half attend on Thursday and Friday of the first week of school and to update Board Policy #8450- Control of Casual-Contact Communicable Diseases, to include the County Health Department to the description. There was a discussion on using metrics to determine when to close should there be cases of COVID-19; however, it was pointed out that Waukesha County will not provide metrics for this purpose—they will only provide advice when the district calls. There was a discussion then as to whether to use the 10% rule which is used for other communicable diseases/viruses. This led to discussion regarding the four phases of the Reopening Plan, and whether we want to take these off the table. The board asked that a summary of the process and information that will be used, even if hard numbers or metrics cannot be firmly determined, be presented for parents along with scenarios to illustrate potential outcomes of

various scenarios and data related to a classroom, grade level, or the school remaining fully open or needing to shift to virtual.

Finance and Operations
Monthly Financial Overview – Director of Business Services Jeremy Struss stated that due an issue with the software, the July reports are not available, but will be at the September meeting. Revenue came in under budget at $29,334. The expenditure side finished over budget by $295,575, with the overage due to the acceleration of the construction projects.

Teaching and Learning
2020-21 Student Enrollment Forecast: The current enrollment numbers were shared with the board.

**Principal's Report**
Welcome Back Events and Professional Development Update – Principal Scanlan discussed the professional development underway for staff including Clevertouch and Canvas training so far, with Zoom and extensive final planning for the kick off to the year to come next week with all staff back.

## CITIZENS' FORUM –

John Stahl opened up the meeting for the Citizen's Forum - Dr. Mark Polentini shared his perspective, as he is an emergency room doctor at a hospital, indicating that to date they have not seen a huge number of very sick COVID-19 patients. He, as a parent, has no reservations about sending children to school at this time.

Geoff Seufert spoke to his concerns with opening the school, procedures to keep the students safe, and how metrics could be used to guide future decisions.

## ACTION ITEMS
The Board reviewed and took action on the following items:

**Approval of Minutes**
Susie Polentini motioned to approve the following minutes: August 7, 2020 - Special School Board Meeting; August 11, 2020 – Executive Session; August 11, 2020 – Special School Board Meeting: August 18, 2020 School Board Work Session. Darin Clark seconded and the motion passed on a 5-0 vote.

**Finance and Operations**
Greg Zimmerman motioned to approve the expenditures as presented in the amount of **$1,295,594.04** during the month of July. In addition, the Board acknowledged the receipt of **$41,911.79** in revenue during the month of July. Susie Polentini seconded and the motion passed on a 5-0 vote.

**Employee Relations**
Susie Polentini motioned to approve the resignations of Bill Barden and Nicole Borosch. Darin Clark seconded and the motion passed on a 5-0 vote.

Peggy Moede motioned to approve the individual teacher contracts for Jayne Costello and Katy Riedel for the 2020-2021 school year. Susie Polentini seconded and the motion passed on a 5-0 vote.

**Teaching and Learning**
Peggy Moede motioned to approve the alternative open enrollment applications as presented. Susie Polentini seconded and the motion passed on a 5-0 vote.

Susie Polentini motioned to approve the Task Force recommendation to go to an assigned one-day orientation on either September 8th or 9th with full instruction to commence on September 10th. Greg Zimmerman seconded and the motion passed on a 4-1 voice vote.

Darin Clark motioned to approve the change to school board policy 8450- Control of Casual-Contact Communicable Diseases, adding the Waukesha County Health Department. Susie Polentini seconded and the motion passed on a 5-0 vote.

**DISCUSSION ITEMS**

Planning for Staff Days' Back August 31- September 4, 2020 – The board discussed the upcoming events and decided not to do a breakfast with the board on August 31st but to greet staff in conjunction with the September 4 work session.

**ANNOUNCEMENTS**

Future Meetings and School Board Events

1. Work Session—Reopening Task Force: Tuesday, September 1, 2020 at 6pm
2. Work Session -- Friday, September 4 at 7am
3. Work Session—Reopening Task Force: Tuesday, September 15, 2020 at 6pm
4. Monthly Meeting: Thursday, September 17 at 5:30pm
5. Work Session—Reopening Task Force: Tuesday, September 29, 2020 at 6pm
6. Work Session: Friday, October 2 at 7am
7. Monthly Meeting: Thursday, October 15 at 5:30pm
8. Special Meeting: Monday, October 26 at 7am
9. Work Session: Friday, November 6 at 7am
10. Monthly Meeting: Thursday, November 19 at 5:30pm
11. Work Session: Friday, December 4 at 7am
12. Monthly Meeting: Thursday, December 17 at 5:30pm
13. Staff Breakfast: Friday, December 18 at 7am

**ADJOURNMENT**

At 8:58 p.m. Peggy Moede made the motion to adjourn which was seconded by Greg Zimmerman and carried 5-0 on a voice vote.

Respectfully submitted,

Superintendent Dr. Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk