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

SCHOOL BOARD MEETING September 17, 2020 5:30 p.m.

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

Community members in attendance: Geoff Seufert.

Also in attendance via Virtual Connection: Angela Wade, the Michaelis Family, Amy Robertson, Janet Chaby, Kathy Monis, Kelly Peiffer, Geoff Seufert, Wally Rogers, Jeff Hand, Wendy Szafranski, and Annie DiPietro.

CALL TO ORDER

School Board President John Stahl called the meeting to order at 5:30 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

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

CITIZENS' FORUM –

Geoff Seufert spoke to his concerns with the proposed changes to School Board Policy 0167.3, Public Comment at Board Meetings and urged the board to rethink making these verbiage changes from 'shall' to 'may' and 'participation' to 'comment.' Board member Moede asked for clarification of the level of participation he felt community members should have at each Board meeting.

INFORMATIONAL ITEMS

Superintendent's Report

Superintendent Dr. Melissa Thompson presented the following information:

Re-opening Task Force Update - Task Force Members Holly Heard and Adam Scanlan updated the board on the results of the most recent task force meeting. Holly Heard presented the two recommendations from the task force: Conclude the regular task force meetings and meet as needed from here on out and place a Swallow COVID-19 dashboard on the District's website that would include the number of students and staff in isolation and quarantine and links to the County data and Swallow's Decision-Making information related to COVID-19.

The Waukesha County Health Department meetings for superintendents and nurses will continue and be used to provide updates to the board both monthly and in real-time if needed. Additional discussion was had about the staff workload with providing both virtual and face to face learning, and continuing to keep students in their cohort.

Finance and Operations
Monthly Financial Overview – Director of Business Services Jeremy Struss presented the July and August revenue and expense reports. He stated he is working to get the current year budget finalized for the board to approve. He is waiting on the student count from third Friday, as well as staffing numbers and the cost of cleaning supplies.

Teaching and Learning
2020-21 Student Enrollment Update: The current enrollment numbers were shared with the board. Board member Darin Clark asked for the number of students who were residents, but switched to open enrollment. This will be verified and sent back out to the board in their regular weekly communication.

Staffing Updates: Superintendent Dr. Melissa Thompson updated the board on the need for an ESL teacher for this school year as well as a full time PE teacher who is certified and has experience teaching Adaptive PE and Health due to the pending resignation of Mike Lescohier. Board member Peggy Moede expressed her concerns over the class sizes in 7th grade, and discussion was had over possible solutions.

Reading and Language Arts Resource Review: The Reading and Language Arts committee recommended piloting two new typing/keyboard programs this year; Type to Learn and Typing.com. Teachers are looking for a program that is more effective and engaging for students than the current one the district uses.

Principal's Report
Start of the Year Summary – Principal Scanlan discussed the month in review, stating we are working on getting into the new routines and troubleshooting the new technology. The orientation days went well and helped students and staff orient with the new school and procedures.

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

Approval of Minutes
Greg Zimmerman motioned to approve the following minutes: August 26, 2020 - School Board Meeting; September 1, 2020 – School Board Work Session; September 4, 2020 – School Board Work Session: September 15, 2020 School Board Work Session. Susie Polentini 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 of $356,714.40 during the month of August. In addition, the Board acknowledged the receipt of $1,491,870.62 in revenue during the month of August. Peggy Moede seconded and the motion passed on a 5-0 vote.

Policy

First Reading of Policy Updates and Adoptions

a.0162, Quorum
b.0164.2, Special Meetings
c.0167.3, Public Comment at Board Meetings
d.0172, Legal Counsel
e.1130, Conflict of Interest
f. 1220, Employment of the Superintendent
g.1260, Incapacity of the Superintendent
h.2260.02, English Language Proficiency
i. 2412, Homebound Instruction Program
j. 2460, Programs for Students with Disabilities
k.2700.01, School Performance and Accountability Reports
l. 3120.04, Employment of Substitutes
m. 3131, Reduction in Staff
n.3215, Use of Tobacco and Nicotine by Professional Staff
o.3230, Conflict of Interest
p.3231, Outside Activities of Professional Staff
q.3362.01, Threatening Behavior Toward Staff Members
r. 4130, Assignment and Transfer
s. 4131, Reduction in Staff
t. 4215, Use of Tobacco and Nicotine by Support Staff
u.4230, Conflict of Interest
v.4231, Outside Activities of Support Staff

w. 4362.01, Threatening Behavior Toward Staff Members
x.5111, Eligibility of Resident/Nonresident Students
y.5200, Attendance
z. 5512, Use of Tobacco and Nicotine by Students
aa. 5630.01, Use of Seclusion and Physical Restraint with Students
bb. 6145, Borrowing
cc. 6147, Debt Management
dd. 7230, Gifts, Grants, and Bequests
ee. 7434, Use of Tobacco and Nicotine on School Premises
ff. 7440.03, Drones
gg. 8395, Student Mental Health Services
hh. 8710, Insurance
ii.8900, Fraud

A discussion was had regarding policies 0162, 0167.3, 2260.02, 2460, 3131, 3215, 4130, 4131, 5512, 7434. All questions were resolved immediately except those pertaining to the Use of Tobacco and Nicotine. Superintendent Thompson will follow up with NEOLA on concerns about the wording of the third paragraph.

Teaching and Learning
Darin Clark motioned to approve the recommendation to disband the Reopening Task Force. Susie Polentini seconded and the motion passed on a 5-0 vote.

DISCUSSION ITEMS

Annual Board Self-Evaluation and Goal-Setting Process and Timeline: A discussion was had on the timeline for completing the board self-evaluation survey once it becomes available for board members to complete.

District Strategic Plan Review and Development of Next Three Year Action Plans: School Board President John Stahl opened the discussion on the strategic planning process and the timeline for completion. He plans to send out a follow up email so that board members and administration can be prepared for work on this during the October 2 Board Work Session.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. Work Session: Friday, October 2 at 7am
2. Monthly Meeting: Thursday, October 15 at 5:30pm
3. Special Meeting: Monday, October 26 at 7am
4. Work Session: Friday, November 6 at 7am
5. Monthly Meeting: Thursday, November 19 at 5:30pm
6. Work Session: Friday, December 4 at 7am
7. Monthly Meeting: Thursday, December 17 at 5:30pm
8. Staff Breakfast: Friday, December 18 at 7am

CLOSED SESSION

The board moved to convene into closed session at 8:04 p.m. 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.” This session was being held specifically to discuss administrative contracts and engage in staff management planning. (Stahl – YES, Polentini – YES, Moede – YES, Clark – YES, – Zimmerman - YES)

RECONVENE INTO OPEN SESSION

At 8:51 p.m. Greg Zimmerman made the motion to return to open session which was seconded by Darin Clark. (Stahl- YES; Polentini: YES; Moede- YES; Clark – YES; Zimmerman- YES)

ADJOURNMENT

At 8:52 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