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

SCHOOL BOARD MEETING October 15, 2020 5:30 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: Geoff Seufert and Andrew Mueller.

Also in attendance via Virtual Connection: David Michaelis, Amy Robertson, Wally Rogers, Annie DiPietro, Jeanne Hanson, Kathy Monis, Jeff Hand, Janet Chaby, Krissy Perugini, Jenny Lindee and Beth Gatzow.

CALL TO ORDER

School Board President John Stahl called the meeting to order at 5:32 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. Peggy Moede seconded and the motion carried 5-0 on a voice vote.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Superintendent Dr. Melissa Thompson presented the following information:

COVID-19 Impact and Updates – Principal Adam Scanlan spoke to the Swallow student and staff numbers in isolation and quarantine. There have been zero contacts linked back to exposure at Swallow to date. Dr. Melissa Thompson presented information provided on the local dashboards: Waukesha County, Arrowhead and Swallow School for the board's review.

A review of recent discussions with community members and staff, including the very positive fireside chats with parents who are appreciative of the staff with a few concerns noted about staff availability during their school day when using virtual. Overall the schedule is becoming more routine for those face to face and virtual. Staff stated they are appreciative of the time they have gotten back due to no recess supervision, but more time is needed to collaborate as all PLC time is gone this year with changes to the master schedule to reduce student contact time outside of their cohorts. Tech issues have been a concern and we are getting these issues figured out. A survey will be sent out soon to gather information from parents, students and staff.

Director of Business Services Jeremy Struss updated the staff on the mitigation efforts we have implemented. The HVAC improvement with the bipolar ionization system is working well, extra cleaning and disinfecting is happening multiple times per day throughout the building and in each classroom. Cohorting students to keep contact down, increased hand washing, and universal masking are all part of the normal daily routine.

School Board member Darin Clark stated that Swallow is doing a great job, thank you to the staff, the data is showing the school is doing everything well.

Superintendent Dr. Melissa Thompson stated that Nurse Beth Gatzow deserves a big thank you, as she is working at all hours of the day, night and weekends to take care of issues as they arise.

A letter from the staff was sent to the school board requesting some changes be made to the virtual offering to sustain the current level of teaching. Citizen Geoff Seufert made an open records request to see this letter.

A discussion was had regarding the recommendations for the board to consider approving going forward. Citizen Geoff Seufert asked the board if they were moving Swallow into Phase 3 of the Reopening Plan by making virtual only available for those based on medical necessity or short-term illness or quarantine and if the mask mandate is not extended, if the board would revisit this determination and similarly if the disease level would change or COVID-19 cases within Swallow's student or staff, would the board revisit this decision and provide parents the option to choose virtual for non-medically related reasons?

School Board President John Stahl recommended extending the use of masks until November 29th and revisiting the issue at the November 19th board meeting.

Finance and Operations
Monthly Financial Overview – Director of Business Services Jeremy Struss presented the September revenue and expense reports. He stated this has been a very difficult year to do the budget and it is very likely a budget modification will happen this year given the fluidity of COVID-19 mitigation procedures and resulting staffing and cleaning expenses.

Principal's Report
Month in Review – Principal Scanlan provided a synopsis of the month in review, stating STAR assessments have begun and the 8th grade DC trip is currently on hold due to the pandemic.

Staffing Update – Welcome to Mr. Scott Otto as our new physical education teacher. The hiring process continues for an additional support staff position.

Professional Development – Having support staff be a regular part of professional development has been very beneficial and time working collaboratively with grade levels being supported is the main focus of this time, as well as technology implementation as we continue on the 'good-better-best' continuum of best practices with Zoom, Clevertouches, webcams, and Canvas.

Swallow School was awarded three Promising Practices Character Education Awards for 2020 as well as learning this week of the Niche ranking of #4 Middle School in Wisconsin. News updates on the District website for these will be completed as soon as possible.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes
Peggy Moede motioned to approve the following minutes: September 17, 2020 - School Board Meeting; September 17, 2020 – Executive Session; October 2, 2020 – Special School Board Meeting. 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 of $1,381,989.56 during the month of September. In addition, the Board acknowledged the receipt of $64,411.00 in revenue during the month of September. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Employee Relations

Darin Clark motioned to approve the administrative contracts for 2021-2023. Peggy Moede seconded and the motion passed on a 5-0 vote.

Teaching and Learning

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

Potential Action on Recommendations based on COVID-19 Impact and Updates

Susie Polentini motioned to require students and staff to continue to wear face coverings, in line with the Governor's current order, through Sunday, November 29. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Darin Clark motioned to hire two building subs for the remainder of the school year. Peggy Moede seconded and the motion passed on a 5-0 vote.

Susie Polentini motioned to change the Early Release Days as scheduled from November through May to full no school days with professional development for staff. Greg Zimmerman seconded and the motion passed on a 4-1 vote.

Darin Clark motioned to have a virtual option for the second 9 weeks of school only for medical necessity or short-term illness or quarantine. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. Work Session: Tuesday, October 20 at 5:30pm
2. Special Meeting: Monday, October 26 at 7am
3. Work Session: Friday, November 6 at 7am
4. Monthly Meeting: Thursday, November 19 at 5:30pm
5. Work Session: Friday, December 4 at 7am
6. Monthly Meeting: Thursday, December 17 at 5:30pm
7. Staff Breakfast: Friday, December 18 at 7am

CLOSED SESSION

The board moved to convene into closed session at 7:13 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" and (e) "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." This session was held specifically to discuss AUTO negotiations. (Stahl – YES, Polentini – YES, Moede – YES, Clark – YES, – Zimmerman - YES)

RECONVENE INTO OPEN SESSION

At 7:43 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 7:44 p.m. Darin Clark 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