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

SCHOOL BOARD MEETING May 20, 2021 5:30 p.m.

Present: Peggy Moede, Darin Clark, Greg Zimmerman, Wendy Szafranski, Melissa Thompson, Jeremy Struss, Adam Scanlan, and Nancy Hazelberg. Kevin Scott arrived at 5:34 pm.

Community members in attendance: Jan Buckley, Jeff Hand, Geoff Seufert, Aaron Moede, Cari Kapenga, Susie Polentini, Carmen Michaelis, Annie DiPietro, Nicolette Oberst, Becki Anderson, Sonya Dickson, Kate Heimsch, James Emanuele, Morgan Emanuele, Julie Wold, Kim Diamond.

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 led those in attendance in the Pledge of Allegiance. Darin Clark motioned to approve the agenda. Greg Zimmerman seconded and the motion carried 5-0 on a voice vote.

CLOSED SESSION

Motion and roll call vote to go into closed session. 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 review administrative evaluation. (Roll Call Vote Required) (Moede – YES, Szafranski– YES, Clark – YES Zimmerman - YES.)

RECONVENE INTO OPEN SESSION

At 5:41 p.m. Darin Clark made the motion to return to open session which was seconded by Wendy Szafranski. (Moede – YES, Szafranski– YES, Scott – YES, Clark – YES Zimmerman - YES.)

Discussion and Potential Action Regarding Individual Board Member Conduct Underneath Board Policy 0144.5, Board Member Conduct – School Board President Peggy Moede motioned to censure Darin Clark. Darin Clark recused himself from the vote. A roll call vote was taken, all those in favor: (Moede-Yes, Szafranski-Yes, Zimmerman – Yes, Scott – Yes)

CITIZENS' FORUM

Three members of the community addressed the board during Citizen's Forum.

INFORMATIONAL ITEMS

Superintendent's Report

Superintendent Dr. Melissa Thompson presented the following information:

Finance and Operations

COVID-19 Impact and Updates: Board members brought up the continuation of the mask requirement that was decided at the Special Meeting last week, and that Board Policy 8420.01 Epidemics and Pandemics was not well written and expressed concern that there was a process for mask exemption that included a physician rather than school administration simply approving requests from parents. Discussion continued on the potential reinstatement of virtual learning as an option for parents who felt like their children could not attend school if masks were instead optional.

Monthly Financial Overview – Director of Business Services Jeremy Struss presented the revenue and expense reports for April. Revenue came in $4,122 below the projection. April expenditures came in below the projection by $17,769.

Proposed School Fees for the 2021-22 School Year - Superintendent Dr. Melissa Thompson presented the proposed changes to the school fees, stating the suggested revisions were based on actual cost increases for these items.

Preliminary 2021-22 Budget - Director of Business Services Jeremy Struss updated the board on the preliminary budget. Since 2021-22 is the first year of a new state biennial budget and the Joint Finance Committee is just beginning their work on that budget, there is currently little information to go on in creating the revenue side of the next budget. In addition, there are not yet allocation amounts for the second portion of ESSER II funds or any of the ESSER III funds.

Employee Relations

Review of Timeline for Employee Recognition Program Development per Action Plan for Talent Management – Superintendent Dr. Melissa Thompson presented the draft timeline proposal for development of employee recognition program, which the board favored. Board members Wendy Szafranski and Kevin Scott volunteered to be a part of this work, along with administration, teachers, and Susie Polentini who chaired the beginning of this process a few years ago.

Teaching and Learning

Contracts with CESA #1 and CESA #2 for the 2021-22 School Year - Superintendent Dr. Melissa Thompson explained what these two contracts entailed and opened a brief discussion on this topic.

Review of Proposed Fifteen Month Professional Development Plan – Principal Adam Scanlan presented the professional development plan for the next year. School Board Vice President Wendy Szafranski asked for the board to be included in the communications about professional development.

Principal's Report

Month in Review & Preview – Principal Adam Scanlan provided a synopsis of May, including professional development underway and the process of finalizing curriculum documents through our Curriculum and Programmatic Review (CPR) process. In addition to the CPR process staff is exploring different resources that may be available for 4K-5th grade literacy instruction to better align with learning targets, the District strategic planning, and align well with transitioning students into 6-8 literacy instruction.

Principal Scanlan updated the board on the master scheduling changes for next year including how staff have assisted in this process. The challenge remains how to offer additional choices to students and stay at a net neutral cost, but some solutions seem within reach.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes
Kevin Scott motioned to approve the following minutes April 15, 2021 –School Board Meeting; April 15, 2021 - School Board Executive Session; May 7, 2021 – School Board Special Meeting; May 7, 2021 – School Board Executive Session; May 12, 2021 – Open Enrollment Lottery Draw; May 13, 2021 – School Board Special Meeting. Wendy Scott 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 **$428,839.49** during the month of April. In addition, the Board acknowledged the receipt of **$97,629.76** in revenue during the month of April. Darin Clark seconded and the motion passed on a 5-0 vote.

Potential Action on Recommendations based on COVID-19 Impact and Updates – School Board President Peggy Moede motioned to allow parents to decide on face coverings for their children beginning on May 25, 2021 and to reinstate the Virtual Option to afford those families who need it a choice for a seamless education. Kevin Scott seconded.

Darin Clark motioned to amend the motion on the floor to consider it a first reading. There was not a second so the motion failed.

Wendy Szafranski motioned to amend the motion on the floor to not reinstating the Virtual Option but to allow students to remove masks and face shield based on medial exemption based on parental choice with no segregation of those without face coverings from other students, with medical exemptions being done in good faith, effective immediately. Kevin Scott seconded.

Kevin Scott motioned to table the latest proposal. Peggy Moede seconded and the motion passed 3-2.

Peggy Moede motioned to allow parents to decide whether their children wear face coverings and to reinstate Virtual Learning to afford families to continue seamlessly in their education at Swallow, effective May 25th.

Based on further discussion, Peggy Moede pulled her motion.

Kevin Scott motioned that effective May 24, 2021 parents are allowed to choose whether or not their children wear face coverings at Swallow on school grounds or in the building, while leaving in place the federal law requiring masks be worn on school buses and in addition, reinstating Virtual Learning as an opt-in, opt-out option for families. Further, staff are no longer required to wear face coverings at Swallow School. Further revising Swallow's Four Phase Model for Reopening in regards to the PPE requirements of Phase Three, eliminating any requirement to wear PPE. Further, rescinding the adoption of Waukesha County Amended Quarantine Guidelines. Wendy Szafranski seconded.

Greg Zimmerman motioned to remove the staff portion of the motion to be considered separately. Kevin Scott seconded the amendment and the motion to amend passed on a 5-0 vote.

Wendy Szafranski motioned to amend the motion to read 'as well as adopt CDC guidelines of vaccinated individuals to no longer require face coverings inside or on school grounds'. Peggy Moede seconded and the motion to amend passed on a voice vote of 5-0.

The motion passed on a 3-2 voice vote.

Darin Clark motioned to approve the Fifteen Month Professional Development Plan. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Kevin Scott motioned to approve CESA #1 Contract for the 2021-22 School Year. Wendy Szafranski seconded and the motion passed on a 5-0 vote.

Greg Zimmerman motioned to approve CESA #2 Contract for the 2021-22 School Year. Darin Clark seconded and the motion passed on a 5-0 vote.

Wendy Szafranski motioned to approve revision to Middle School Guidance Programming for the 2021-22 thru 2022-23 school years. Darin Clark seconded and the motion passed on a 5-0 vote.

Kevin Scott motioned to approve the District's Education for Employment Plan. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Wendy Szafranski motioned to approve the acceptance of all open enrollment applications for every grade levels with space available. Darin Clark seconded and the motion passed on a 5-0 vote.

Darin Clark motioned to approve the acceptance of grade levels with the designated number of applicants on the waiting list based on the results of the lottery. Greg Zimmerman seconded and the motion carried 5-0 on a voice vote.

Wendy Szafranski motioned to approve the acceptance of applications for Swallow resident students to attend other districts via open enrollment. Darin Clark seconded and the motion carried 5-0 on a voice vote.

Kevin Scott motioned to deny applications for Swallow resident students to attend other districts via open enrollment. Wendy Szafranski seconded and the motion carried 5-0 on a voice vote.

Employee Relations
Kevin Scott motioned to approve the Waukesha County Area Schools Health Insurance Cooperative bylaw revisions as presented. Darin Clark seconded and the motion passed on a 5-0 vote.

Wendy Szafranski moved to approve the teacher retirement contract. Darin Clark seconded and the motion carried 5-0 on a vote.

Darin Clark moved to approve the resignation of the Director of Business Services. Wendy Szafranski seconded and the motion carried 5-0 on a vote.

DISCUSSION

School Board Meetings in June 2021 through April 2022 – Superintendent Dr. Melissa Thompson presented the updated board meeting calendar. Some adjustments were made with the agreement that ongoing adjustments would be made as needed to accommodate board member schedules.

End of the Year Planning – A brief discussion was had regarding graduation and the end of the year staff breakfast gathering.

Finalization of 2020-21 Annual Survey for Students, Parents, and Staff – School Board President Peggy Moede and School Board Vice President Wendy Szafranski had a few minor changes, and the launch dates were revised.

ANNOUNCEMENTS

Future Meetings and School Board Events

1. Graduation: Wednesday, June 9 at 5:45pm Multipurpose Room
2. Work Session: Friday, June 4 at 7am (Teaching and Learning focus)
3. Staff Breakfast: Friday, June 11 at 7:15am Staff Work Room
4. Monthly Meeting: Thursday, June 17 at 5:30pm; Multipurpose Room
5. Monthly Meeting: Thursday, July 15 at 5:30pm
6. Work Session: Friday, August 6 at 7am: Employee Relations focus
7. Staff Welcome Back Breakfast: Tuesday, August 24 at 7:15am Multi-Purpose Room (ALL)
8. Monthly Meeting & Annual Meeting and Budget Hearing: Wednesday, August 25 at 5pm & 6pm
9. Work Session: Friday, September 3 at 7am: Policy focus
10. Monthly Meeting: Thursday, September 16 at 5:30pm

ADJOURNMENT

At 10:05 p.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