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

SCHOOL BOARD MEETING August 15, 2019 6:00 p.m.

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

Excused: Susie Polentini.

Also in attendance: Ben Falls & Dan Davis of C.G. Schmidt, staff member Ashley Wolf, and community members: Carmen & David Michaelis, Dan & Sarah Merkel, Lydia Vanderpoel, Lauren Hanley, Mike Hoida, Eric Egenhoefer, Sarah Eggenberger, and Binod Balakrishnan.

CALL TO ORDER

John Stahl called the meeting to order at 6:00 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance.

Peggy Moede motioned to amend the agenda to shift the first item under the superintendent's report to under the principal's report. Greg Zimmerman motioned to approve the amendment to the agenda, Darin Clark seconded and the motion carried on a 4-0 voice vote.

Darin Clark motioned to approve the amended agenda. Peggy Moede seconded and the motion carried 4-0 on a voice vote.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Dr. Thompson presented the following information:

Teaching and Learning

2019-20 Student Enrollment Forecast – The current and pending class size for the 2019-20 second grade class was discussed.

Darin Clark spoke to the notion that staff are free to come to the school board or administration to discuss their opinions and the board and administration have always had an open door policy.

Policy

Review of Board Policy #343.2 Class Size - John Stahl stated that the class size policy will not be changed at this time, but will be reviewed over time as more budgeting and staffing

discussions occur as a part of long range planning, as a summary of board discussion on this topic.

Review of Board Policy #423 Open Enrollment and Procedures – John Stahl stated that guarantees for currently enrolled resident students who become non-resident students and seek to open enroll back to the district would be added to the agenda for the next regular board meeting, in line with board member discussion on this topic.

Principal's Report

Adam Scanlan presented the following information:

Month in Review: During August, one on one meetings were held with each staff member, emergency protocols for Swallow school have been updated, the Online Registration Process for families is going smoothly, and meetings are being held with families and local principals.

Staffing Updates and Plan –Current staffing updates were discussed and the hiring of a new band teacher was announced. Adam also presented the board with Hattie's research and what research shows to be the most important factors in student achievement. He met with four teachers to discuss all ideas related to best serving the students in second grade and a decision was made to keep second grade as one section with supports for core subject areas and continued monitoring of student needs as is done in all other grades.

Master Schedule Update – Working with the first and second grade teams to ensure the needs of the second grade class are met, some adjustments to the schedule will be made.

Professional Development Overview for Welcome Back Week –The focus for the 2019-20 school year will be to grow *our* students. SOAR and special education planning time this year will also include the support staff. Also part of the 2019-20 professional development focus will be on dedicated time to review the district survey data, re-establish norms and procedures for SOAR and Response to Intervention (RTI), and continue Everyday Math resource training.

Finance and Operations

Proposed Scope of Construction Project and Guaranteed Maximum Price – Dan Davis of C.G. Schmidt presented the board with the proposed guaranteed maximum price (GMP) and total project budget. His presentation included the total project budget sheet, itemized statement of the GMP, alternates, capital improvement plan, value-engineering line item and the budget and funding source. The following schedules were also included: new ceiling, new lighting, new flooring and roof replacement.

Monthly Financial Overview – Director of Business Services Jeremy Struss explained that the accounting for fiscal year 2018-19 is now substantially complete but there may be minor adjustments as the final audit is completed at the end of the month.

ACTION ITEMS

Approval of Minutes

Darin Clark motioned to approve the following minutes: July 18, 2019 – School Board Meeting; July 18, 2019 – School Board Executive Session; August 5, 2019 – Special School Board Meeting; August 12, 2019 – School Board and AUTO Negotiations Session Peggy Moede seconded and the motion carried on a 4-0 voice vote.

Finance and Operations

Monthly Accounts – Peggy Moede moved to approve expenditures as presented in the amount of **$393,872.37** during the month of July. In addition, the Board acknowledged the receipt of **$26,316.67** in revenue during the month of July. Greg Zimmerman seconded and the motion carried 4-0 on a voice vote.

Darin Clark motioned to approve the Approval of Guaranteed Maximum Price for Construction Projects. Peggy Moede seconded and the motion carried 4-0 on a voice vote.

Employee Relations

Greg Zimmerman motioned to approve the 2019-20 Master Agreement with AUTO. Darin Clark seconded and the motion carried 4-0 on a voice vote.

Darin Clark motioned to approve the Individual Teacher Contract with Gail Hoffman. Peggy Moede seconded and the motion carried 4-0 on a voice vote.

Peggy Moede motioned to approve the Third Reading of Policy Revisions to include the Employee Handbook, the Employment Addendum: Teachers, and the Employment Addendum: Non-Contracted Staff. Darin Clark seconded and the motion carried 4-0 on a voice vote.

Teaching and Learning

Greg Zimmerman motioned to approve the Alternative Open Enrollment Applications. Darin Clark seconded and the motion carried on a 4-0 vote.

DISCUSSION ITEMS

Planning for Staff Welcome Back Breakfast to be held on August 26, 2019 - Annually the School Board joins all staff to welcome everybody back for the new school year and this year's event will be held at 8am on Monday, August 26. Board members discussed who was available for this meeting and the welcome process.

Planning for Annual Meeting and Budget Hearing to be held on August 28, 2019- The board discussed who would be available to attend this meeting and their roles.

ANNOUNCEMENTS

A. Future Meetings and School Board Events
   1. August 20, 2019 – Registration, 2-6pm
   2. August 26, 2019 – Staff Welcome Back Event, 7:15am
   3. August 27, 2019 – Strong Start Conferences & Tailgate, 3-6pm
   4. August 28, 2019 – Strong Start Conferences, 8-11am
   5. August 28, 2019 – Annual Meeting and Budget Hearing, 6pm

6. September 3, 2019 – First Day of School
7. September 13, 2019 – School Board Work Session, 7am
8. September 19, 2019 – School Board Meeting, 6pm
9. October 11, 2019 – School Board Work Session, 7am
10. October 28, 2019 – Special School Board Meeting, 7am
11. November 8, 2019 – School Board Work Session, 7am
12. November 21, 2019 – School Board Meeting, 6pm
13. December 6, 2019 – School Board Work Session, 7M
14. December 13, 2019 – Staff Breakfast, 7am
15. December 19, 2019 – School Board Meeting, 6pm

ADJOURNMENT

At 8:05 p.m., Peggy Moede made the motion to adjourn which was seconded by Greg Zimmerman and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk