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

SCHOOL BOARD MEETING November 18, 2019 6:00 p.m.

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

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.

Susie Polentini moved to approve the agenda. Greg Zimmerman seconded and the motion carried 5-0 on a voice vote.

CITIZENS' FORUM

No comments were made.

INFORMATIONAL ITEMS

Superintendent's Report

Dr. Thompson presented the following information:

Finance and Operations

Review of OPEB Investment Performance and Investment Model by PMA – Brett Weeden of PMA reviewed the annual OPEB trust fund, and discussed the options moving forward. Jeremy Struss and Brett Weeden answered all questions.

Monthly Financial Overview- Jeremy Struss updated the board on the Operating revenue and expenditures. Revenues came in ahead of projections in the month of October and brought the annual variance to date ahead of the projection.

Updated Five Year Budget Forecast Model – Jeremy Struss presented the forecast and explained that this forecast does not have any staffing reductions as this is intended as a baseline reference for staff management and planning.

Teaching and Learning

Revised Curriculum Documents for Science & Engineering 4K-8th Grade – Andrew Joseph presented the board with the revised Science & Engineering curriculum documents, reflective of board approved changes last year when the new resources were approved. This is the second year for IQWST curriculum for 6th-8th grades, the teachers are continuing to expand the resources to further support the curriculum.

Revised Curriculum Documents for Math 4K-8th Grade – Andrew Joseph presented the updates for the revised Math curriculum. Swallow uses a resource with acceleration so that all students have Algebra by the end of 8th grade. These updates reflect the approved curricular changes from last year when the resource updates were approved.

Review of Forward Exam Data Over Time – The analysis of Forward Exam data over time was explained by Andrew Joseph. Due to how the DPI calculates proficiency and has adjusted which scaled scores fall into which proficiency ranges over time, looking at the scale score data over time is a more accurate picture of Swallow performance than just the level of proficiency attained by students. The data overall shows considerable growth of students during their time at Swallow.

Principal's Report
Mr. Scanlan presented the following information:

Month in Review – Adam Scanlan presented updates about the Student Council blood drive, staff wellness challenge, classroom Halloween parties, installation for the new sound system, and the safety drill, which consisted of a lockdown and an evacuation.

Professional Development Update – The staff learning outcomes based on the full day of professional development on October 24th and the half day on November 15th, were presented by Adam Scanlan and discussed.

ACTION ITEMS

The Board reviewed and took action on the following items:

Approval of Minutes

Peggy Moede motioned to approve the following minutes: October 17, 2019 – School Board Meeting; October 28, 2019 – Special School Board Meeting; November 8, 2019 – School Board Work Session; 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 **$1,103,591.59** during the month of October. In addition, the Board acknowledges the receipt of **$38,079.84** in revenue during the month of October. Susie Polentini seconded and the motion passed on a 5-0 vote.

Peggy Moede motioned to approve the Lock Down Drill Evaluation. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Darin Clark motioned to approve Resolution to Adopt the Post-Employment Health Reimbursement Account Plan Amendment. Greg Zimmerman seconded and the motion passed on a 5-0 vote.

Policy

First Reading of Policy Revisions and Adoptions

Board members reviewed and discussed the following policy revisions and adoptions to complete a first reading:

a. 0142.4 - Oath
b. 0165.1 - Notice of Regular Meetings
c. 0168.1 - Meeting Minutes
d. 1422 - Nondiscrimination and Equal Employment Opportunity
e. 1623 - Section 504/ADA Prohibition Against Disability Discrimination in Employment
f. 1662 - Employee Anti-Harassment
g. 2260 - Nondiscrimination and Access to Equal Educational Opportunity
h. 2260.01 - Section 504/ADA Prohibition Against Discrimination Based On Disability
i. 2260.02 - English Language Proficiency
j. 2340 - Field Trips and Other District-Sponsored Trips
k. 2411 - School Counseling and Academic and Career Planning

l. 3111 - Creating A Position
m. 3122 - Nondiscrimination and Equal Employment Opportunity
n. 3123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment
o. 3362 - Employee Anti-Harassment
p. 4111 - Creating A Position
q. 4122 - Nondiscrimination and Equal Employment Opportunity
r. 4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment
s. 4362 - Employee Anti-Harassment
t. 5111 - Eligibility of Resident/Nonresident Students
u. 5340 - Student Accidents/Illness/Concussion
v. 5517 - Student Anti-Harassment
w. 5530 - Alcohol and Other Controlled Substances
x. 5340 - Student Accidents/Illness/Concussion
y. 5830 - Student Fundraising
z. 6152 - Student Fees, Fines, And Payments Due
aa. 6470 - Payment of Invoices
bb. 6610 - Student Activity Fund
cc. 6630 - Cash Handling and Deposits
dd. 6830 - Audit
ee. 7300 - Disposition of Real Property
ff. 7310 - Disposition of Personal Property
gg. 7434 - Use of Tobacco On School Premises
hh. 7455 - Accounting System for Fixed Assets
ii. 7540.01 - Technology Privacy
jj. 8210 - School Calendar
kk. 8330 - Student Records
ll. 8660 - Transportation by Private Vehicle

Teaching and Learning

Susie Polentini motioned to approve the Alternative Open Enrollment Applications as presented. Peggy Moede seconded and the motion passed on a 5-0 vote.

Greg Zimmerman motioned to approve the Revised Curriculum Documents for Science 4K-8th Grade as presented. Susie Polentini seconded and the motion passed on a 5-0 vote.

Peggy Moede motioned to approve the Revised Curriculum Documents for Math 4K-8th Grade as presented. Darin Clark seconded and the motion passed on a 5-0 vote.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

1. November 27-29, 2019 Thanksgiving Break
2. December 6, 2019 – School Board Work Session, 7am
3. December 13, 2019 – Staff Breakfast, 7am
4. December 19, 2019 – School Board Meeting, 7pm
5. December 21, 2019- January 1, 2020 Winter Break
6. January 9, 2020 – Community Conversation 8:30-10am
7. January 9, 2020 – Community Conversation 6:30-8pm
8. January 10, 2020 – School Board Work Session, 7am

9. January 14, 2020 – Community Conversation 8:30-10am
10. January 14, 2020 – Community Conversation 6:30-8pm
11. January 16, 2019 – School Board Meeting, 6pm
12. January 21-24, 2020—WASB/WASDA/WASBO State Education Convention
13. February 6, 2020 – School Literacy Night 6pm
14. February 7, 2020 – School Board Work Session 7am
15. February 20, 2020 – School Board Meeting, 6pm
16. March 5, 2020 – Family Arts Night 6pm
17. March 6, 2020 School Board Work Session 7am
18. March 19, 2020 – School Board Meeting, 6pm
19. March 23-27, 2020 – Spring Break
20. April 3, 2020 – School Board Work Session 7am
21. April 16, 2020 – School Board Meeting, 6pm
22. April 22-24, 2020 – Spring Superintendent's Conference

CLOSED SESSION

The board moved to convene into closed session at 7:24 p.m. The closed session was pursuant to Wisconsin Statutes 19.85 (1)(c) 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 conduct the Superintendent's evaluation and discuss staff management planning. (Stahl – YES, Polentini – YES, Moede – YES, Clark – YES, – Zimmerman - YES)

RECONVENE INTO OPEN SESSION

At 10:24 p.m. the Board of Education reconvened into open session. Stahl- YES; Polentini: YES; Moede- YES; Clark – YES; Zimmerman- YES

ADJOURNMENT

At 10:24 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,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk