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

SCHOOL BOARD MEETING March 10, 2020 6:00 p.m.

Present: Peggy Moede, Darin Clark, and Greg Zimmerman, Melissa Thompson, Jeremy Struss, Adam Scanlan, Andrew Joseph and Nancy Hazelberg. John Stahl presided via phone. Susie Polentini arrived at 6:03 p.m.

Also in attendance:

Staff members: Marge Mosey, Lori Varcoe, Dianna Van Mullem and Diane Olenchek.

Community Member: David Michaelis.

CALL TO ORDER

John Stahl called the meeting to order at 6:01 p.m., read the Notice of the Meeting, and led those in attendance in the Pledge of Allegiance. Peggy Moede moved to approve the agenda. Greg Zimmerman seconded and the motion carried 4-0 on a voice vote.

CITIZENS' FORUM

There were no comments made.

INFORMATIONAL ITEMS

Superintendent's Report

Finance and Operations

Monthly Financial Overview – Director of Business Services Jeremy Struss explained that the Operating revenue in the month of February came in over the projection by $694,048. Since the January property tax revenue was higher than typical, and the February property tax revenue came in pretty close to where it has historically, this means the June property tax revenue will be reduced. Operating expenditures in the month of February came in at $442,211. To date the District has 50.36% of budgeted operating expenses for the fiscal year.

Employee Relations

Health Insurance Renewal Update—Director of Business Services Jeremy Struss updated the board that the coop health insurance rate will be 8% with the opportunity for a further rate reduction to 7.5% if the coop can enroll an additional 150 subscribers in UHC vision insurance. The difference in cost to the District between a 7.5% renewal and 8% renewal is approximately $102 per family plan annually. The next coop board meeting is tomorrow when rate renewal will likely be finalized and plan selection determined.

Teaching and Learning

2020-21 Enrollment Forecast—Superintendent Melissa Thompson explained that in all grades except next year's Third Grade, the anticipated enrollment forecast is holding true so far. She went on to explain that there are new-to-Swallow families who anticipate enrolling next year that will change the classroom numbers, thus possibly causing a need to revisit the number of sections for Third Grade and increase from one to two. However, there are not enough new resident students to support a second section without increasing open enrollment student attendance. Open enrollment seat availability cannot be adjusted until after July 1, per state statute. A discussion was had on how to share with the community the possibility of opening up more seats in July. Susie Polentini asked about the acceptance period and if a family can decline a seat after you have accepted one. The board asked administration to speak with current Second

Grade parents and to put something on the website notifying the community of the anticipation of opening up seats in Third Grade. The board indicated that a decision about the number of seats and sections would be made once firmer enrollment commitments from resident students, and a pool of potential open enrollment applicants, is known in the summer.

5th Grade Camp MacKenzie Field Trip Overview—Diane Olenchek presented the board with an estimated budget for the MacKenzie field trip. She answered questions and asked for their approval of the field trip.

Principal's Report
Adam Scanlan presented the following information to the board:

Month in Review
Staffing/budget Update and Recap – Mr. Scanlan revisited the Swallow enrollment, budget and resulting staffing process from last fall until present, including the inclusion of sentiments from *Community Conversations* and the recent individual conversations with all staff members about next year and designing the ideal two section school moving forward.

Aladdin, Jr: - Teachers Laurie Calbaum and Rebecca Mork along with parent Val Dixon were thanked for a terrific musical. The strong community engagement was also celebrated in the support of the new sound and lights, which were debuted during these performances.

Styles Concert- This choir concert performance happened on Thursday, February 27 and displayed world cultures via cross-curricular collaborations with music and grade level curriculum.

Boots and Beauties – The Swallow Education Foundation sponsored father-daughter dance on February 28 was a success! Attendance was strong and fun had by all.

Family Arts Night – The music and art staff put in an incredible amount of work to highlight the talents of Swallow students. The partnership with the Milwaukee Symphony's ACE program also brought professional musicians in to round out the event.

Professional Development
Recent In-service- The teacher staff development in February provided the chance to share best practices and brainstorm considerations for both this year and beyond with respect to the student experience moving forward as a two-section school.

Wisconsin Federal Funding Conference- Mr. Scanlan discussed his recent attendance at the Wisconsin Federal Funding Conference where he learned much more about funding allocations and processes that impact our school specifically with respect to his role as the Director of Special Education.

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

Approval of Minutes

Peggy Moede motioned to approve the following minutes: February 20, 2020 – Special School Board Meeting; February 20, 2020 – Executive Session; March 6, 2020 – Special School Board Meeting. Susie Polentini seconded and the motion passed on a 5-0 vote.

Finance and Operations

Susie Polentini motioned to approve the expenditures as presented in the amount of **$ 1,737,723.74** during the month of February. In addition, the Board acknowledges the receipt of **$ 1,189,357.05** in revenue during the month of February. Darin Clark seconded and the motion passed on a 5-0 vote.

Teaching and Learning

Peggy Moede motioned to approve the 5th Grade Camp MacKenzie Field Trip and Budget as presented for the 2019-20 School Year. Darin Clark seconded and the motion passed on a 5-0 vote.

DISCUSSION ITEMS

Draft School Board Meeting Calendar for 2020-2021- Dr. Thompson presented the tentative board meeting calendar for the 2020-2021 school year. Per board request, the regular board meeting times are being changed to 5:30 pm, and a few dates were revised to meet board member schedules. The final meeting schedule will be approved in May at the board's organizational meeting.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

1. March 13, 2020 –Board-Staff Breakfast, 7:15am
2. March 23-27, 2020 – Spring Break
3. April 3, 2020 – School Board Work Session 7am
4. April 10-13, 2020 – No School
5. April 16, 2020 – School Board Meeting, 6pm
6. April 22-24, 2020 – Spring Superintendent's Conference

Peggy Moede addressed the Arrowhead COVID-19 communications and a discussion was had regarding the 8th grade Washington D.C. trip, which is still scheduled to occur at this time.

ADJOURNMENT

At 7:17 p.m. Susie Polentini made the motion to adjourn which was seconded by Peggy Moede and carried 5-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk