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

SCHOOL BOARD MEETING October 18, 2018 6:00 p.m.

Present: John Stahl, Susie Polentini, Peggy Moede, Aaron Dentz, Melissa Thompson, Kyle Moore, Jeremy Struss, Andrew Joseph, and Nancy Hazelberg.

Also in attendance: Jeanne Hanson, Laurie Calbaum, Shannon Bakalars, Val Dixon, Kate Garman, Krissy Perugini and Ashley Wolf.

Excused: Darin Clark

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. Aaron Dentz seconded and the motion carried 4-0 on a voice vote.

CITIZENS' FORUM

Valerie Dixon, a community member, asked about whether students have enough time to eat their lunches and noted this was a concern amongst other families too.

INFORMATIONAL ITEMS

Superintendent's Report
Dr. Thompson presented the following information:

Teaching and Learning
2019-2020 Student Calendar – The 2019-2020 student calendar was presented as a draft student calendar for next school year. It has been built off of the Arrowhead Area Schools calendar with only a few days that are different between the feeder schools and Arrowhead and includes 178 school days.

Employee Relations
2019-20 Professional Calendar – The 2019-2020 professional calendar was presented as a draft professional calendar for next school year based on the student calendar. There was a discussion on the professional days and possibility of adding an additional floating work day. In the meetings with the staff to prepare both calendars, feedback was considered about features of the calendar that best support the student needs, staff requests and state mandates.

Administrative Position Review Process - Board President John Stahl provided updates on how the process is moving along.

Finance and Operations
Referendum Communications and Community Engagement Planning – Discussion was had on the community informational sessions about the referendum that have already occurred, and what events are still to follow. A preview of what next steps could look like if the referendum passes or fails were also discussed.

2018-19 Budget Updates – Jeremy Struss presented updates for the current year budget now that enrollment numbers have been certified and other data from the state is available in preparation for the passage of the final budget and tax levy later in the month.

Monthly Financial Overview – Jeremy Struss presented the monthly overview for October.

Draft of Five Year Budget Forecast Model – Jeremy Struss presented a draft of projected enrollment and staffing for the next five years to assist the board in future financial planning.

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

Month in Review – Kyle Moore presented the past month in review with the following topics being discussed: Swallow Education Foundation coffee and parent/principal chat; his recent attendance at the AWSA Elementary Principal's Conference; the school's upcoming lockdown and evacuation drill; and parent/teacher conferences.

Professional Development Activities and Outcomes – Kyle Moore presented the board with updates on staff committees, professional learning during early release days and the upcoming full day for professional development on October 25.

Stipended Extra Service – Andrew Joseph presented and explained the new proposed extra service stipends instead of a flat fee per hours allotted, like it was in the past, for the board's consideration and potential action later in the agenda.

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

Approval of Minutes
Peggy Moede motioned to approve the following minutes: September 20, 2018 – School Board Meeting; October 12, 2018 – School Board Work Session. Aaron Dentz seconded and the motion passed on a 4-0 vote.

Finance and Operations
Aaron Dentz motioned to approve the expenditures as presented in the amount of **$508,758.88** during the month of September. In addition, the Board acknowledges the receipt of **$68,298.01** in revenue during the month of September. Susie Polentini seconded and the motion passed on a 4-0 vote.

Employee Relations
Aaron Dentz motioned to approve the Individual Teacher Contract as presented. Susie Polentini seconded and the motion passed on a 4-0 vote.

Susie Polentini motioned to approve the Stipended Extra Service Positions as presented. Peggy Moede seconded and the motion passed on a 4-0 vote.

Peggy Moede motioned to approve the 2019-20 Professional Calendar as presented. Aaron Dentz seconded and the motion passed on a 4-0 vote.

Policy
First Reading of Policy Revisions – The board read and discussed the following policy revisions: 352, Field Trips; 421, Tuition; 423, Open Enrollment; 423R, Open Enrollment Procedures; 443.4, Alcohol and Other Controlled Substances; 453.1, Nursing and Emergency Services; 453.3, Communicable Diseases; 453.3, Administrative Guidelines for Bloodborne Pathogens Exposure Control Plan; 453.4, Dispensing Medication to Students.

First Reading of New Policies, Administrative Guidelines – The board read and discussed the following new policies, administrative guidelines and regulations: 453.1, Procedures for Opiate Antagonist; 453.1, Procedures for Stock Epinephrine; 453.3, Procedures for Head Lice.

Teaching and Learning

Susie Polentini motioned to approve the 2019-20 Student Calendar as presented. Aaron Dentz seconded and the motion passed on a 4-0 vote.

DISCUSSION ITEMS

Board Self-Assessment and Goal Setting Process – The board will conduct a self-assessment electronically, and the administration will take the survey at a later date.

ANNOUNCEMENTS

The Board reviewed and discussed upcoming events.

1. October 29, 2018 – Special School Board Meeting, 3pm
2. November 6, 2018 – Special School Board Meeting,
3. November 9, 2018 – School Board Work Session, 7am
4. November 15, 2018 – School Board Meeting, 6pm
5. November 22-23, 2018 Thanksgiving Break
6. December 7, 2018 –School Board Work Session, 7am
7. December 14, 2018 –Staff Breakfast, 7:15am
8. December 20, 2018 – School Board Meeting, 6pm
9. December 24, 2018 – January 1, 2019 – Winter Break

ADJOURNMENT

At 8:23 p.m. Peggy Moede made the motion to adjourn which was seconded by Aaron Dentz and carried 4-0 on a voice vote.

Respectfully submitted,

Melissa Thompson

Superintendent

Approved: _____

_____, President

_____, Clerk