



School District of Manawa

Policy & Human Resources COMMITTEE MEETING

*Manawa School District Office - Board Room
800 Beech Street, Manawa WI
(920)596-2525*

Wednesday, March 27, 2024
5:00 P.M.

Board of Education Committee Members:
Reierson (C), Hansen, & Jepson

❖ **CALL TO ORDER**

❖ **PLEDGE OF ALLEGIANCE**

❖ **ROLL CALL - Verification of Quorum**

➤ *B.O.E. Members Present:*

❖ **COMPLIANCE WITH OPEN MEETING LAW NOTIFICATION** [*§19.84(2) Wis. Stats.*]

❖ **AGENDA**

1. Policies / Administrative Guideline Updates per B.O.E.

a. **PO 2413 Health Education**

These revisions better align this policy (last revised in 2016) with more recent statutory changes reflected in Policy 2414 - Human Growth and Development, which includes notification requirements. No statutory notification requirements apply to the topics within this policy.

b. **PO 6320**

These revisions eliminate reference to policies that are no longer in the School District of Manawa Policy Manual.

2. **NEOLA - Policy Update Vol. 33, No. 1**

a. **PO 7440 Safety and Security**

This policy is revised to clarify the definition of metal detectors to include handheld wands. Also, school event supervisors are authorized to respond to school safety situations when an Administrator is not present as may be the case at after-school and/or evening events.

b. **PO 7540 Technology**

The policy is revised to incorporate security and usage procedures that had previously been in the administrative guideline into the policy.

c. **PO 7544 Use of Social Media**

These revisions clarify the public forum options available as to social media platforms/sites and add a prohibition of the use of such sites by staff or volunteers to communicate privately with students.

* Any person with a qualifying disability under the Americans with Disabilities Act that requires the meeting or material to be in accessible format, please contact the District Administrator to request reasonable accommodation. The meeting room is wheelchair accessible. This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public hearing. There may be a time for public comment during the meeting as indicated in the agenda.

**Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodations including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.



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- d. **PO 8120 Volunteers**
This policy is revised to include an option for Board members to serve as volunteer bus drivers under certain conditions consistent with recent statutory changes as a result of 2023 Wisconsin Act 26.
 - e. **PO 8310 Public Records**
This policy has been revised to highlight the responsibility of the District Records Custodian to provide notice of the public records policy, including identifying in said notice the positions that each district identifies as a local public office.
 - f. **PO 8330 Student Records**
This policy now includes an option for directory data available under FERPA but, as stated in the drafting note, it is unclear if it would be considered directory data under Wisconsin law and thus consultation with legal counsel is recommended.
 - g. **PO 8431 Preparedness for Toxic Hazards**
Revisions to this policy authorize the District Administrator to designate two required job titles in the District--the Toxic Hazard Preparedness Officer and the Chemical Hygiene Officer.
 - h. **PO 9130 Public Requests, Suggestions, or Complaints**
This policy is revised to include additional clarification of the procedure and options for review of classroom and, if options are selected, library materials.
 - i. **PO 9140 Citizens' Advisory Committees**
This policy is revised to account for alternative requirements for committee development in specific cases, for example, a committee to recommend curriculum revisions in human growth and development must be appointed by the Board and must include staff members.
3. **NEOLA - Administrative Guidelines Update Vol. 33, No. 1**
- a. **AG 5330 Administration of Medications - Revision**
 - b. **AG 5540 Relationship with Governmental Agencies - Revision**
 - c. **AG 7510C Supervision of Rented Facilities - Revision**
 - d. **AG 7530A Technology Equipment Security Procedures - Rescind**
 - e. **AG 7530B Non School Use of District Equipment and Facilities By Students - Rescind**
 - f. **AG 7530C Cellular Phones - Rescind**

❖ **FUTURE MEETING AGENDA ITEMS**

- **Exploration of Salaried Business Office Position(s)**
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❖ **ADJOURN**

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UPCOMING MEETING(S):

- April 10th @ 4:00 PM - Finance Committee Meeting
- April 10th @ 4:50 PM - Building and Grounds Committee Meeting
- April 17th @ 5:00 PM - Curriculum Committee Meeting
- April 22nd @ 6:00 PM - Regular Board Meeting

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