

**SCHOOL DISTRICT OF MANAWA
POLICY & HUMAN RESOURCES COMMITTEE MEETING
MINUTES**

Date: December 8, 2022

Time: 5:00 p.m.

Board Committee Members: Reierson (C), Riske, and Krueger

In Attendance: Reierson, Riske, Krueger, Dr. Oppor, Fietzer, Jepson, Dr. El Manssouri, Tohm, Benke, Phelan

Timer/Recorder: Reierson

Meeting called to order @ 5:00

1. Update on School Resource Officer (Information)
 - a. Visit with St. Paul Principal - St. Paul Principal will discuss with their school Board.
 - b. Next Steps - Survey the staff for their input on having an SRO. Board needs to define what role a potential SRO position will play in the District's Safety Plan.

Dr. Oppor to pursue educational and interactive opportunities that are available from the Waupaca County Sheriff's department.
2. Consider Endorsement of a Reconfiguration Proposal of the Activities Director and Athletic Director for the 2022-23 School Year as Presented (Information / Action)
 - a. Job Descriptions
 - b. Policy
 - c. AD Full-time Year Round Position to Include Super Sub. and Maintenance Duties
 - d. Other

Motion to endorse option B.

Motion by: Riske, Krueger

Motion carried.

Motion to endorse utilize the C2 rate in Salary & Stipend Guide

Motion by: Riske, Krueger

Motion carried.

Job descriptions need to have more specific details so there is no confusion for what may appear to be overlapping responsibilities.

3. Support Staff concerns (10/10/22 meeting) - Special Ed paraprofessional coverage (Information / Action)

No formal motions made on this agenda item.

Special Ed Paraprofessional staff is still short handed and working over scheduled hours on a regular basis. The approved additional position from Oct. 2022 regular Board meeting has not yet been filled.

Committee requests that the Special Ed Director, Principal, Special Ed MMS/LWHS teachers and Paraprofessionals meet to discuss priorities and additional options for meeting the student needs.

4. Discuss Development of an Employment Orientation Process (Information / Action)
No formal motions made on this agenda item. Mrs. Krueger and Mrs. O'Brien met to discuss orientation and on-boarding practices. Mrs. Krueger has developed a project charter for this and will update the committee and Board on progress.

5. Create a Donations Policy (Information / Action)

Dr. Oppor to look at adding additional detail for Donations such as American Heart Assoc. into PO 7230 and adding questions to the new Fundraising Forms recently established.

No further agenda items were covered during the meeting.

6. Discuss Alternative Policy-Administrative Guideline Development Options (Information / Action)

Motion by:

7. Confirmation of Required Website Information is Complete (Information)

8. Confirmation of Required Posting and Notices are Complete (Information)

9. Kelly Marinoff, MacNeil Environmental was contacted to provide Paving the Way asbestos, lead, and water quality documentation on her next SDM visit as per PO8431.01. (Information)

10. Discuss and Recommend Applicable 2022-23 School Year Key Performance Indicators (Information / Action)

11. Set Next Meeting Dates: Tuesday, January 10, 2023 at 5:00 pm

12. Next Meeting Items:

a. School Nurse References - Nurse/Paramedical (Information / Action)

b.

13. Adjourn

Motion by: Krueger, Riske

Motion carried at 6:46 pm