



School District of Manawa

Policy & Human Resources COMMITTEE MEETING

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

Wednesday, January 3, 2024
6:55 P.M.

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

❖ **CALL TO ORDER**

❖ **ROLL CALL - Verification of Quorum**
➤ *B.O.E. Members Present:*

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

❖ **AGENDA**

1. Payroll & Benefits Office - Resignation
 - a. Need to hire replacement very early to ensure proper training
 - i. Discussion

2. Informational notice to the Policy Committee:
 - a. PO 1100 - District Organization, PO1210 - Board-District Administrator Relationship, PO1220 - Employment of the District Administrator, PO1230 - Responsibilities of the District Administrator, PO 1230.01 - Development of Administrative Guidelines, PO 1240 - Evaluation of the District Administrator, PO 1241 - Non-Reemployment of the District Administrator, & PO 1619.02 - Privacy Protections of Fully Insured Group Health Plans.

The above listed policies were removed from the Policy Manual in error. They have been/will be added back to the Policy Manual immediately.

* 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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3. Administrative Guidelines for NEOLA Batch Update:

a. **AG 1400 - Revising Job Descriptions for Compliance with ADA/504 (Technical Correction)**

The guideline is updated to reflect appropriate policy cross-references.

b. **AG 2370A - Independent Study (Technical Correction)**

Revised reference from "guidance" to "school" counselor to better reflect the current standard.

c. **AG 2440 - Summer and Interim Session School (Technical Correction)**

Revised reference from "guidance" to "school" counselor to better reflect the current standard.

d. **AG 2451 - Alternative Placement RESCIND**

Guideline has been renamed and consolidated with content from AG 5250.

e. **AG 2451 - Program and Curriculum Modifications REVISED**

Guideline has been renamed and consolidated with content from AG 5250.

f. **AG 5200 - Attendance REVISED**

Guideline is revised to better describe the difference between when oral communication of a student's absence is acceptable by law (e.g. cases of unanticipated absence due to illness or the like) and where advance written notice is required (e.g. in the case of planned absences within the ten school day limit). In addition, the identification of acceptable medical providers has been revised by 2021 Wisconsin Act 130. The complete list provided for in applicable statute is reflected in the guideline revisions.

g. **AG 5250 - Program or Curriculum Modifications RESCIND**

Content has been consolidated into AG 2451.

h. **AG 5350 - Suicide Prevention, Intervention, and Postvention REPLACEMENT**

This replacement guideline was developed with the assistance of suicide prevention experts and reflects current best practice. The new guideline includes general prevention provisions, including instructional elements, and also provides more procedures pertinent to specific student situations involving suicide intervention.

i. **AG 8802 - Care, Custody, and Display of the United States Flag (New/Renum.)** This guideline replaces AG 8800 to correspond with the similar renumbering in policy.

4. Additional Administrative Guidelines for review:

a. **AG8452 Automated External Defibrillators (AED) - REVISION**

b. **AG5830 Student Fund-Raising - REVISION**

c. **AG8500 Food and Beverage Sales - REVISION**

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❖ FUTURE MEETING AGENDA ITEMS

- Public Relations Program (PO 9120 & AG 9120A)
- Asbestos Management Plan (PO & AF 8431.01)
- Toxic Hazards Communication Program (PO & AG 8431)

❖ ADJOURN

UPCOMING MEETING(S):

- Regular **Board of Education** Meetings take place the 4th Monday every month.
- **Building & Grounds Committee** Meetings take place the 2nd Wednesday every month.
- **Finance Committee** Meetings take place the 2nd Wednesday every month.
- **Curriculum Committee** Meetings take place the 1st Wednesday every month.
- **Policy & Human Resource Committee** Meetings take place the 1st Wednesday every month.

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