

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

Date: September 6 , 2022

Time: 5:00 p.m.

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

In Attendance: Reierson, Riske, Krueger, Dr. Oppor, Brauer, Marzofka

Timer/Recorder: Reierson

1. Review of Policies and Administrative Guidelines (Information / Action)
See notations
 - a. PO 2416 - Student Privacy and Parental Access to Information and AG 2416 - Procedures for Inspection of Surveys Administered or Distributed to Students
PO 2416 & AG 2416 - form noted within AG 2416 is not an approved form within policy documentation and cannot be found within the NEOLA system or on the SDM website. During discussion the parental sign-off form noted within the policy and AG was not presented in the on-line student registration. Policy and AG need to be updated to agree, form needs to be approved by the Board, parental notification needs to be completed. This agenda item to be reviewed at next meeting to confirm accuracy and completion.
 - b. PO 9130 - Public Requests Suggestions or Complaints and AG 9130A - Procedures for Inspection of Instructional Materials
No action taken - Note to not reference PO 9130 and AG 9130A when talking about surveys.
2. Discussion of Wolf Pack Express (Information / Action)
PO 9130 and AG 9130A will not be referenced in newsletter in the Survey section. Confirm that the Paving the Way educational location has had asbestos, lead, and water quality documentation -> we are required to have this information for any location where students are educated and it needs to be a part of our Asbestos Management Plan (PO 8431.01).
3. Review PO5136 - Personal Communication Devices (Information / Action)
Policy to be updated to reflect additional security measures required by our insurance and other proactive SDM security.
4. Review Fundraising Policies and Administrative Guideline (Information / Action)
Policies to be updated to clarify who is responsible for what actions - i.e. principal vs administrator. Policies to also clarify processes for fundraising activity - information needed whether it is a school sponsored activity or a school associated activity (i.e. booster or alumni) or a community group activity (i.e. Girl Scouts, etc.)
 - a. PO5830 Student Fundraising
 - b. PO6605 and AG6605 Crowdfunding
 - c. PO9700.01 Advertising and Commercial Activities
5. Discuss and Recommend Applicable 2022-23 School Year Key Performance Indicators (Information / Action)

6. Plan and Schedule Support Staff Job Satisfaction Committee for the 2022-23 School Year - KPI IV. Engagement & Satisfaction (Information / Action)
Meeting date: October 10, 2022 at 3:30 p.m.
7. Set Next Meeting Date: October 4, 2022 at 5:00 p.m.
8. Next Meeting Items:
 - a. Mr. LaValle will be present to review Policy and Administrative Guideline Volume 31, No. 2 Updates (Information / Action)
 - b. Discuss Overall School Safety & School Resource Officer as it related to Board Policy or Administrative Guidelines (SRO) (Information / Action)
 - c. School Nurse References - Nurse/Paramedical (Information / Action)
 - d.
9. Adjourn: Motion by: Krueger, Riske at 6:52 p.m.