

# Wednesday, January 3, 2024 Meeting Minutes 6:55 P.M.

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

❖ **CALL TO ORDER at 6:55 pm**

❖ **ROLL CALL - Verification of Quorum**

- *B.O.E. Committee Members Present:* Reierson, Hanse, Jepson
- Others present: Riske, Mr. Peterson

❖ **COMPLIANCE WITH OPEN MEETING LAW NOTIFICATION** [*§19.84(2) Wis. Stats.*] - compliant based on the notification email of 12/28/23.

❖ **AGENDA**

1. Payroll & Benefits Office - Resignation

- a. Need to hire replacement very early to ensure proper training
  - i. Discussion - discussed possible hiring timeline to ensure proper training with current personnel.

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.***

Reviewed the database information. Documents put back to active are the latest revisions that had been approved by the full Board. No additional action taken as their initial removal from the database was not approved by the full Board.

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)**
- 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.

Motion to endorse agenda number 3, items a through i revisions.

Motion by: Hansen, Jepson.

Motion carried.

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**

Motion to endorse agenda number 4, items a through c revisions.

Motion by: Jepson, Hansen

Motion carried.

❖ **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)
- Harassment AG - Compliance Officer (AG2266)q

**ADJOURN** - Motion to adjourn by: Hansen, Jepson

Motion carried at 8:26 pm.