

Policy & HR Committee Meeting Minutes
Monday, March 4, 2024
5:00 P.M.

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

❖ **CALL TO ORDER at 5:00 pm**

❖ **PLEDGE OF ALLEGIANCE**

❖ **ROLL CALL - Verification of Quorum**

- *B.O.E. Members Present: Reierson, Hansen, Jepson*
- *Also present: Mr. Peterson, Riske*

❖ **COMPLIANCE WITH OPEN MEETING LAW NOTIFICATION** [*§19.84(2) Wis. Stats.*]
Email notice of 03/01/2024

❖ **AGENDA**

1. Review the wording of teacher contracts to align with the benefits period.
Informational - to be presented to the full board.
2. Discuss the Payroll/Accounts Payable and Accounts Receivable positions classification.
Additional comparisons to be reviewed. If the information is available by the March full Board meeting, it will be discussed at that time. If additional information is not available before the Board meeting it will be discussed at the next P&HR meeting.
3. Review the Staff Development requirement in PI 8.01 (2)(b) in relation to PO3242 and current practice - Compliance Item.
 - a. MEMO - Professional Development Verbiage for Review
The Staff Development requirement as defined in PI 8.01 (2)(b) will be included on the August calendar/agenda for review and approval by the full Board.
4. NEOLA - Policy Update Vol. 33, No. 1
 - a. PO 0100 Definitions
A definition of "Local Public Office Holder or Official" is added, as well as moving the description of the "District Records Custodian" under its own heading and adding a cross-reference from the existing heading of "Legal Custodian of Records". Titles are added to some of the by-laws referenced in the definitions.
Motion to endorse PO 0100.
Motion by: Jepson, Hansen
Motion carried.
 - b. PO 0122 Board Powers
This policy is revised to better reflect the scope of District supervision of students and align the language with statutory terminology.
Motion to endorse PO 0122.
Motion by: Jepson, Hansen

Motion carried.

- c. PO 0152 Officers
Proposed to provide greater clarity in delegation of Board responsibilities.
Motion to endorse PO 0152.
Motion by: Hansen, Jepson
Motion carried.
- d. PO 0171.3 Clerk
The revisions to this bylaw are consistent with current statutory provisions and now include a cross-reference to any designees for the officer that may have been chosen in Bylaw 0152 - Officers.
Motion to endorse PO 0171.3.
Motion by: Hansen, Jepson
Motion carried.
- e. PO 2250 Innovative and Pilot Programs
This policy has been updated to utilize common terminology in the development of new programs along with the innovative design language in the law. The statutory citation has also been updated.
Motion to endorse PO 2250.
Motion by: Jepson, Hansen
Motion carried.
- f. 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.
Motion to table PO 2413.
Motion by: Jepson, Hansen
Motion carried.
- g. PO 2460.03 Independent Educational Evaluation
This policy is revised to convert the drafting note in the template to regular policy language. While the language is not required in policy, it is helpful to give full meaning to the concept and therefore improves the policy language to incorporate it as provided here.
Motion to endorse PO 2460.03.
Motion by: Hansen, Jepson
Motion carried.
- h. PO 3431 Employee Leaves
This policy is updated to reflect recent developments in Federal law about employee pay during covered military leave. Pay is not automatically required; however, it must be provided in a manner that is consistent with similar types of leave. A short legal alert is also provided to further describe the court activity in this regard. Consideration of the revisions is recommended to ensure that a consistent practice is implemented district-wide.
Motion to endorse PO 3431.
Motion by: Jepson, Hansen
Motion carried.
- i. PO 5517 Student Anti-Harassment
The policy revision is made to clarify that harassment allegations that relate to harassing conduct directed generally at a group of students based on that group's protected characteristics are included within the prohibited conduct and are to be investigated accordingly. Revision is recommended to more clearly articulate the scope of student nondiscrimination protections afforded in 118.13, Wis. Stats. and Wis. Admin Code PI 9.
Motion to endorse PO 5517.
Motion by: Jepson, Hansen

Motion carried.

j. PO 5610 Suspension and Expulsion

The policy is revised to reflect that the term "principal" is not necessarily limited to the principal, but may include an assistant or associate principal in this context.

Motion to endorse PO 5610.

Motion by: Jepson, Hansen

Motion carried.

k. PO 6325 Procurement - Federal Grants/Funds

This policy has been revised to update the federal procurement requirements for projects that involve federal grant funds, including the provisions of prevailing wages according to the Davis-Bacon Act. The bid requirement threshold has been raised from \$150,000 to \$250,000 in the Federal Acquisition Regulations (FAR). A lesser threshold may be implemented by policy, such that until this is revised, the District is obligated to adhere to the more rigorous procurement process for larger purchases.

Motion to endorse PO 6325.

Motion by: Hansen, Jepson

Motion carried.

l. PO 6610 Non District-Supported Student Activity Accounts

This policy is revised to delete the language pertaining to District-supported accounts as that is now incorporated into Policy 6611 - District-Supported/Sponsored Student Activity Accounts.

Motion to endorse PO 6610.

Motion by: Jepson, Hansen

Motion carried.

m. PO 6611 District-Supported Student Activity Accounts

This policy now reflects the policy language pertaining to District-Supported and Sponsored Student Activity Accounts, including the language previously found in Policy 6610 - NonDistrict-Supported Student Activity Accounts. Note: A client's previous 6610, if replaced in update 32.1, can be found by selecting "Retired" under the Policies tab in BoardDocs.

Motion to endorse PO 6611.

Motion by: Hansen, Jepson

Motion carried.

❖ **FUTURE MEETING AGENDA ITEMS & DATE for ~~APRIL~~ MARCH 27, 2024
MEETING at 5:00 pm**

- **Agenda item #2 if not covered in March full Board meeting**
- **PO 2413 that was tabled**
- **PO 6320 & AG 6320A review**
- **PO 6320 Purchasing - lists policies no long published**
- **Remainder of Vol 33, No. 1**

❖ **ADJOURN**

Motion to adjourn by: Hansen, Jepson

Motion carried at: 7:51 pm