

School District of Manawa

Board of Education Meeting Agenda

January 17, 2022



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1. Call to Order – President Johnson – **7:00 p.m.** – MES Boardroom, 800 Beech Street
Hybrid Meeting Format (In-person Meeting for Board of Education at MES Board Room,
800 Beech Street & Virtual Components)
2. Pledge of Allegiance
3. Roll Call
4. Verify Publication of Meeting
5. Presentations:
 - a. ERVING Network Overview - Jamie Lane
 - b. State Report Card Action Steps - Principals
 - c. Student Discipline Data - Principals
6. Announcements:
 - a. Contributions to the District
 - b. Other Contributions
7. Consent Agenda
 - a. Approve Minutes of the December 20, 2021 Board Meeting
 - b. Treasurer’s Report: Approve Expenditures & Receipts
 - c. Donations:
 - i. Sacred Heart Catholic Church \$200 donation for use of the elementary school for their Annual Gift and Craft Show
 - ii. Scandinavia Garden Club \$100 donation for the Urgent Needs Fund
 - iii. Wayne and Cheryl Heiman \$20 donation for the Urgent Needs Fund
 - iv. Dr. Melanie J. Oppor donation of \$200 (Sturm Memorial Library Board Member Stipend) for Title I Books for Children
 - v. Clarification from December 20, 2021 Meeting - René Lehman donation of lures and deer labs valued at \$100 for the Agriculture Education (*Typo on last month’s agenda that indicated \$800 and it was actually \$100. The minutes reflect the correct amount.*)
 - d. Consider Approval of Early Graduation Requests as Presented
 - e. Consider Approval of Additional Special Education Paraprofessional as Presented
 - f. Approval of SY21/22 Head Softball Coach as Presented
8. Any Item Removed from Consent Agenda
 - a.
 - b.

9. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines Listed Below Agenda)
10. Correspondence: No correspondence this month.
11. Board Recognition: None this Month.
12. District Administrator's Report:
 - a. Student Council Representative - Olivia Santos
 - b. Legislative Update
 - c. Monthly Enrollment Update
 - d. Curriculum Update
 - e. COVID-19 Update
 - f. ALICE Implementation Update
 - g. 2022 Spring Board of Education Election Update and February Primary
13. School Operations Reports:
 - a. ES Principal / Special Education Director: Highlights - Included in Board Packet
 - b. MS / HS Principal: Highlights - Included in Board Packet
14. Business Related Reports:
 - a. Highlights - Included in Board Packet
 - i. IRS Mileage Reimbursement Rate 2022
 - ii. Audit Report Review
 - b. Kobussen Transportation Report
15. Director's Reports:
 - a. District Reading Specialist: Highlights - Included in Board Packet
 - b. Technology Director: Highlights - Included in Board Packet
16. Board Comments:
 - a.
 - b.
17. Committee Reports:
 - a. Curriculum Committee (Hollman)
 - i. Consider Endorsement of LWHS 2022-23 Course of Study Guide as Presented
 - ii. Consider Endorsement of Secondary ELA and Math Resource Course Proposal as Presented
 - iii. Consider Endorsement of the LWHS Sources of Strength Club as Presented
 - iv. Consider Endorsement of Revised SY2022-23 School District of Manawa Clubs and Organizations Listing as Presented
 - v. Review SY2022-23 Open Enrollment Summary
 - vi. Discuss Future Proposal of iReady Assessment Transition
 - vii. Curriculum Committee Planning Guide
 - b. Finance Committee (Pethke)

- i. Legal RFP
- ii. Salary/Wage Comparables
- iii. Substitute Teacher Incentive
- iv. Staff Special Compensation
- v. 2020-21 Audit Results
- vi. Monthly Financial Summary
- vii. 2022-23 Budget Forecast
- viii. Finance Committee Planning Guide
- c. Policy & Human Resources Committee (J. Johnson)
 - i. Consider Endorsement of Revised PO5460 - Graduation Requirements as Presented
 - ii. Consider Endorsement of Revised AG5460 - Graduation Requirements as Presented
 - iii. Consider Endorsement of Revised Library/Media Center Protocols as Listed Below
 - 1. PO2522 - Library Media Centers: Revised
 - 2. AG2522.01 - Support for Intellectual Freedom: New Administrative Guideline
 - 3. Library Material Formal Reconsideration Form: New
 - 4. Young Adult (YA) Materials Access Form: Updated and would be included in the 2022-23 registration packet for all students under the age of 16
 - 5. PO9130 - Public Request, Suggestions, or Complaints: Revised
 - iv. Review and Discuss Revised Policies as Listed
 - 1. PO0144.5 - Board Member Behavior and Code of Conduct
 - 2. PO2700.01 - School Performance and State Accountability Report Cards
 - 3. PO0167.3 - Public Comment at Board Meetings
 - 4. PO2431 - Interscholastic Athletics
 - v. Discuss and Make Decisions on Policy Revisions to Recommend to Full Board as Listed
 - 1. PO0131.1 - Bylaws and Policies
 - 2. PO2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities
 - 3. PO5517 - Nondiscrimination and Anti-Harassment - Student Anti-Harassment
 - vi. NEOLA Administrative Guideline Updates Volume 30, No. 2 + Special Update
 - 1. Consider Endorsement of Revised Administrative Guidelines as Listed
 - a. AG1422 - Nondiscrimination and Equal Employment Opportunity

- b. AG1623 - Nondiscrimination and Anti-Harassment Section 504 ADA Prohibition Against Disability Discrimination in Employment
 - c. AG2260 - Nondiscrimination and Access to Equal Educational Opportunity
 - d. AG2260.01A - Nondiscrimination and Anti-Harassment Section 504/ADA Prohibition Against Discrimination Based on Disability, Including Procedures for the Identification, Evaluation, and Placement of Students Suspected of Having a Disability, and the Right to FAPE
 - e. AG3122 - Nondiscrimination and Equal Employment Opportunity
 - f. AG3123 - Nondiscrimination and Anti-Harassment Section 504/ADA Prohibition Against Disability Discrimination in Employment
 - g. AG3160A - Physical Examination
 - h. AG3421A - Important Notice of Employees Right to Documentation of Health Coverage
 - i. AG4122 - Nondiscrimination and Equal Employment Opportunity
 - j. AG4123 - Nondiscrimination and Anti-Harassment Section 504/ADA Prohibition Against Disability Discrimination in Employment
 - k. AG4160A - Physical Examination
 - l. AG4421A - Important Notice of Employees Right to Documentation of Health Coverage
 - m. AG5111 - Admission to the District
 - n. AG5112A - Admission to Kindergarten
 - o. AG5113 - Admission of Students Participating Under Open Enrollment
 - p. AG5600A - Student Discipline
 - q. AG8405A - Use of Animals in the Classroom and on School Premises
2. Review and Discuss Revised Administrative Guidelines as Listed
 - a. AG5320 - Immunization of Students in School
 3. Discuss and Make Decisions on Administrative Guideline Revisions to Recommend to Full Board as Listed
 - a. AG2240 - Controversial Issues in the Classroom
 - b. AG2260.01B - Nondiscrimination and Anti-Harassment Section 504/ADA Parents Procedural Rights Including Due Process Hearing
 - c. AG2440 - Board Review
 - d. AG3362.01 - Nondiscrimination and Anti-Harassment Reporting Threatening Behaviors

- e. AG8390 - Use of Animals in the Classroom and on School Premises
 - f. AG8450 - Management of Casual Contact Diseases
 - vii. Consider Endorsement of Revised PO8500 - Food Services as Presented
 - viii. Consider Endorsement of Revised COVID-19 Protocol as Presented
 - ix. Consider Endorsement of Additional Special Education Paraprofessional as Presented
 - x. Policy & Human Resources Committee Planning Guide
18. Unfinished Business:
- a. Consider Approval of NEOLA Policy Updates from Volume 30, No. 2 + Special Update as Listed
 - i. PO0100 - Definitions
 - ii. PO0122 - Board Powers
 - iii. PO0144.3 - Conflict of Interest
 - iv. PO0145 - Board Member Anti-Harassment
 - v. PO1210 - Board - District Administrator Relationship
 - vi. PO1422 - Nondiscrimination and Anti-Harassment - Nondiscrimination and Equal Employment Opportunity
 - vii. PO1422.02 - Nondiscrimination and Anti-Harassment - Nondiscrimination Based on Genetic Information of the Employee
 - viii. PO1623 - Nondiscrimination and Anti-Harassment - Section 504/ADA Prohibition Against Disability Discrimination in Employment
 - ix. PO1662 - Nondiscrimination and Anti-Harassment - Employee Anti-Harassment
 - x. PO2240 - Controversial Issues in the Classroom
 - xi. PO2260 - Nondiscrimination and Anti-Harassment - Nondiscrimination and Access to Equal Education Opportunity
 - xii. PO2260.01 - Nondiscrimination and Anti-Harassment - Section 504/ADA Prohibition Against Discrimination Based on Disability
 - xiii. PO2414 - Human Growth and Development
 - xiv. PO2430 - District-Sponsored Clubs and Activities
 - xv. PO3120 - Employment of Professional Staff
 - xvi. PO3122 - Nondiscrimination and Anti-Harassment - Nondiscrimination and Equal Employment Opportunity
 - xvii. PO3122.02 - Nondiscrimination and Anti-Harassment - Nondiscrimination Based on Genetic Information of the Employee
 - xviii. PO3170 - Substance Abuse
 - xix. PO3215 - Use of Tobacco and Nicotine by Professional Staff
 - xx. PO3216 - Staff Dress and Grooming
 - xxi. PO3230 - Ethics and Conflict of Interest
 - xxii. PO3362 - Nondiscrimination and Anti-Harassment - Employee Anti-Harassment
 - xxiii. PO4120 - Employment of Support Staff
 - xxiv. PO4122 - Nondiscrimination and Anti-Harassment - Nondiscrimination and Equal Employment Opportunity

- xxv. PO4122.02 - Nondiscrimination and Anti-Harassment - Nondiscrimination Based on Genetic Information of the Employee
- xxvi. PO4123 - Nondiscrimination and Anti-Harassment - Section 504/ADA Prohibition Against Disability Discrimination in Employment
- xxvii. PO4161 - Unrequested Leaves of Absence/Fitness for Duty
- xxviii. PO4170 - Substance Abuse
- xxix. PO4215 - Use of Tobacco and Nicotine by Support Staff
- xxx. PO4216 - Support Staff Dress and Grooming
- xxxi. PO4230 - Ethics and Conflict of Interest
- xxxii. PO4362 - Nondiscrimination and Anti-Harassment - Employee Anti-Harassment
- xxxiii. PO5512 - Use of Tobacco and Nicotine by Students
- xxxiv. PO5520 - Disorderly Conduct
- xxxv. PO5720 - Student Activism - *Updated grammatical error*
- xxxvi. PO5880 - Public Performances by Students
- xxxvii. PO6152 - Student Fees, Fines, and Charges
- xxxviii. PO7434 - Use of Tobacco and Nicotine on School Premises
- xxxix. PO7440.01 - Video Surveillance and Electronic Monitoring
- xl. PO7450 - Property Inventory
- xli. PO7455 - Accounting System for Capital Assets
- xl.ii. PO9270 - Home-Based, Private, or Tribal Schooling
- xl.iii. PO9500 - Relations with Education Institutions and Organizations
- xl.iv. PO9700 - Relations with Non-School Affiliated Groups
- xl.v. PO0144.2 - Board Member Ethics
- xl.vi. PO0174.2 - School Performance Report
- xl.vii. PO1130 - Ethics and Conflict of Interest
- xl.viii. PO5112 - Entrance Age

19. New Business:

- a. Discuss Ways to Support Staff Morale and Well-being Through Present Staffing Challenges
- b. Consider Approval of SY2022-2023 Open Enrollment Available Space
- c. Consider Endorsement of Additional Special Education Paraprofessional as Presented
- d. Consider Endorsement of LWHS 2022-23 Course of Study Guide as Presented
- e. Consider Endorsement of Secondary ELA and Math Resource Course Proposal as Presented
- f. Consider Endorsement of the Grades 6-12 Sources of Strength Club as Presented
- g. Consider Endorsement of Revised SY2022-23 School District of Manawa Clubs and Organizations Listing as Presented
- h. Consider Approval of Substitute Teacher Incentive as Presented
- i. First Reading of Revised PO5460 - Graduation Requirements as Presented
- j. Consider Approval of Revised AG5460 - Graduation Requirements as Presented
- k. First Reading of Revised PO8500 - Food Services as Presented
- l. Consider Approval of Revised COVID-19 Protocol as Presented

20. Next Meeting Dates:

- a. ~~January 19-21, 2022 Wisconsin State Education Convention - Milwaukee~~ - SDM Participation has been canceled
 - b. January 24, 2022 District Ad hoc Safety Committee Meeting - 5:30 p.m.
 - c. January 25, 2022 Buildings & Grounds Committee Meeting - 4:00 p.m.
 - d. January 31, 2022 Policy & Human Resources Committee Meeting - 6:00 p.m.
 - e. February 1, 2022 BOE Ad Hoc Recognition Committee Meeting - 5:00 p.m.
 - f. February 10, 2022 Township of Little Wolf Council Meeting - Dr. Oppor: Annual State of the District Presentation - 7:00 p.m. Town Hall
 - g. February 15, 2022 Finance Committee Meeting - 6:00 p.m.
 - h. February 23, 2022 Curriculum Committee Meeting - 6:00 p.m.
 - i. February 28, 2022 Board of Education Regular Meeting - 7:00 p.m. - *Note this is the 4th week of the month*
 - j. March 14, 2022 Finance Committee Meeting - 6:00 p.m.
21. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(c) and (f), Wis. Statutes, for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility **1) Grievance Settlement Agreement; 2) Administrator Evaluation**
22. Board May Act on Items Discussed in Closed Session
23. Adjourn

PLEASE NOTE: 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.

Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

0167.3 - PUBLIC COMMENT AT BOARD MEETINGS

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

Agenda Item

Any person or group who would like to have an item put on the agenda shall submit their request to the District Administrator no later than ten (10) days prior to the meeting and include:

- A. name and address of the participant;
- B. group affiliation, if and when appropriate;
- C. topic to be addressed.

Such requests shall be subject to the recommendation of the District Administrator and the approval of Board President.

Public Comment Section of the Meeting

To permit fair and orderly public expression, the Board may provide a period for public comment at any regular or special meeting of the Board and publish rules to govern such comment in Board meetings.

The presiding officer of each Board meeting at which public comment is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public comment shall be permitted as indicated on the order of business, at the discretion of the presiding officer, and for individuals who live or work within the District and parents/guardians of students enrolled in the District.
- B. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting.
- C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name; address; and group affiliation, if and when appropriate.
- D. Each statement made by a participant shall be limited to three (3) minutes duration.
- E. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- F. Participants shall direct all comments to the Board and not to staff or other participants.
- G. Participants shall address only topics within the legitimate jurisdiction of the Board.
- H. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- I. The presiding officer may:
 1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
 2. request any individual to leave the meeting when that person does not observe reasonable decorum;
 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.
 5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- J. The portion of the meeting during which the comment of the public is invited shall be limited to fifteen (15) minutes unless extended by a vote of the Board.
- K. Recording, filming, or photographing the Board's open meetings is permitted. Recording, filming, or photographing the Board's closed session is only permitted pursuant to Bylaw 0167.2 – Closed Session. The person operating the equipment should contact the District Administrator prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:
 1. No obstructions are created between the Board and the audience.
 2. No interviews are conducted in the meeting room while the Board is in session.
 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience or otherwise disrupt the meeting while the Board is in session.

