

# School District of Manawa

Board of Education Meeting Agenda

November 15, 2021

**REVISED Agenda 11/12/2021**



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(US) +1 804-552-1688 PIN: 651 060 100#

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. Key Performance Indicator Student Engagement & Satisfaction IV. B -Attendance Overview - Principals
  - b. SDM Technology Standards & Skills - Mrs. Krueger, Library Media Specialist
6. Announcements:
  - a. Contributions to the District
  - b. Other Contributions
7. Consent Agenda
  - a. Approve Minutes of October 18, 2021 Regular Board Meeting, October 25, 2021 Annual District Meeting, and October 25, 2021 Special Board Meeting
  - b. Treasurer’s Report: Approve Expenditures & Receipts
  - c. Donations:
    - i. First State Bank \$540 donation from their \$20 Local School Donation Challenge - Classroom needs and special projects
    - ii. Joseph and Amy Starr \$200 donation to the LWHS/MMS Drama Club
  - d. Approve FY22 Fab Lab Grant Application Process**
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:
  - a. Thank You from the Family of Mark Suehs
11. Board Recognition:
  - a. Manawa FFA Chapter 3-Star Gold Award

- b. Sandy Cordes/Leadership Classes - Wolf Walk planning, preparations, and implementation.
  - c. Andrea Whitman, Corrie Ziemer and the MES Student Council for sponsoring and organizing the Red Ribbon Week dress up days, signage, announcements, skit, and promoting positive messages to remind youth to stay drug free.
  - d. Jen Krueger for organizing and hosting the staff book club and creating “Tech Tuesdays” professional development for staff.
  - e. Jill Seka for leading the planning and implementation of Child Development Days; Ann Romberg and Janet Abbey for meeting with children and their parents.
  - f. The Manawa Lion's Club, Lion Dr. Melanie Oppor, and Krystal Draeger for performing vision screening at Child Development Days.
  - g. All-Conference Award Recipients
    - i. Football
    - ii. Volleyball
    - iii. Cross Country
12. District Administrator’s Report:
- a. Student Council Representative - Olivia Santos
  - b. State Report Card Release
  - c. District Safety Committee Update
  - d. Legislative Update
  - e. Monthly Enrollment Update
  - f. Curriculum Update
  - g. Spring 2022 Election Update
  - h. COVID-19 Update
  - i. 2021-2022 Annual Board Development Tool Survey
  - j. State of the District Address
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
  - 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 New LWHS Gay/Straight Alliance Club as Presented
  - ii. Consider Endorsement of School District of Manawa 2022-23 Internal Schedule Change Proposal as Presented
  - iii. Consider Endorsement to Add a New Articulated Wildlife/Ecology Agriculture Science Course with Fox Valley Technical College
  - iv. Formation of Wellness Committee as Per New Policy Being Considered by P and HR Committee
  - v. Consider Endorsement of Fountas and Pinnell Interactive Read Aloud (IRA) Collection for 4K at a Cost of \$1,088 as Presented
  - vi. Consider Endorsement of Reading Mini-lessons for Grades K-5 at a Cost of \$1,633.50 as Presented
  - vii. Consider Whether to Proceed with or Cancel the Washington D.C. Spring Trip for Grades 7-9 as Presented
  - viii. Consider Endorsement of High School Music Department Overnight/Out-of-State Field Trip Request - National Festival of the States in South Dakota - March 5, 2022 to March 10, 2022 as Presented
  - ix. Consider Endorsement of Wolfpack Brigade - Band Renaming Request
  - x. Consider Endorsement of LWHS and Manawa Middle School Moving from a 7-Period Day to an 8-Period Day as Presented
  - xi. Consider Endorsement of Update to Robotics and Engineering Career and Technical Education Course Sequencing as Presented
  - xii. Curriculum Committee Planning Guide
- b. Policy & Human Resources Committee (J. Johnson)
  - i. Consider Endorsement for Offering a School Site Vaccination Clinic
  - ii. Consider Endorsement for the Waupaca County Sheriff's Department Call Center to Have Direct Access to the SDM Security Cameras
  - iii. Review of District Hiring Process
    - a. Onboarding/Offboarding Process
    - b. Policy 4120 - Employment of Support Staff
  - iv. Review and Revise Policies and Administrative Guidelines per Handbook Review as Needed
    - a. PO2260 - Nondiscrimination and Access to Equal Education Opportunity
    - b. PO5517.01 - Bullying
    - c. PO7540.03 - Student Technology Acceptable Use And Safety
    - d. Other Policies/Administrative Guidelines Identified of Concern During the Handbook Review
  - v. Consider Endorsement of NEOLA Policy Updates Volume 30, No. 2 + Special Update
    - a. Discuss Policies 3120, 4120.04, and 4120 (Regarding relatives of BOE appropriately found in PO1130)

- vi. Consider Endorsement of NEOLA Administrative Guidelines Volume 30, No. 2 + Special Update
- vii. Consider Endorsement of Revised AG5421A - Grading
- viii. Preliminary Review of School Perceptions Key Measurements Systems (KMS)
  - a. 18 surveys options for staff, parents, and students
  - b. Annual KMS district subscription - \$1,450
- ix. Waupaca County DHHS hired Calen Strickman to serve in the shared multi-district support position with Weyauwega-Fremont, Iola-Scandinavia, Marion, and Manawa to begin on November 15, 2021 with the cost to be shared evenly across the four districts
- c. Ad Hoc Safety Committee (Hollman)
  - i. Introduction of SDM Safety Committee Members
  - ii. Review the purpose of the SDM Safety Advisory Committee
    - Convene a committee representative of the diversity of the community once every three years per state statute.
    - Identify revisions to the District’s safety plan to ensure it is up-to-date and employs best practices in current safety practices.
    - Plan for any professional development regarding the safety plan for students, staff, families, the community, and emergency responders.
    - Plan for the effective implementation of the SDM safety plan.
  - iii. Establish Safety Committee ground rules
    1. \_\_\_\_\_ will serve as the committee moderator.
    2. \_\_\_\_\_ will serve as the committee secretary.
    3. *Anyone wishing to speak will take turns when no one else is speaking. The moderator may call upon committee members who have not shared to ensure everyone who wishes to speak receives a turn.*
    4. *Members of the committee agree to respect and listen to the diverse perspectives of the other members of the committee.*
    5. *Other?*
  - iv. Discuss background information as contained in the Google Drive folder and answer questions
    1. Current SDM Safety Plan
    2. Office of School Safety - 2017 Wisconsin Act 143; 2021-2022 Requirement Checklist
    3. Other
  - v. Discuss approach for conducting safety assessments for both schools and Paving the Way
    1. Who will be responsible?
    2. When will this be done?
    3. Other
  - vi. Consider Whether to Endorse the Waupaca County Sheriff’s Department Call Center to Have Direct Access to the SDM Security Cameras
  - vii. Review and revise the SDM Safety Plan

- viii. Address any other issues brought before the Safety Advisory Committee
- ix. Review the Board of Education Safety Plan Approval Process

18. Unfinished Business: No Unfinished Business

19. New Business:

- a. Consider Approval of RESOLUTION SY21/22 #10 AUTHORIZING A TAXABLE TAX AND REVENUE ANTICIPATION PROMISSORY NOTE FOR CASH FLOW PURPOSES IN AN AMOUNT NOT TO EXCEED \$750,000
- b. Consider Approval of New LWHS Gay/Straight Alliance Club as Presented
- c. Consider Approval of School District of Manawa 2022-23 Internal Schedule Change Proposal as Presented
- d. Consider Approval to Add a New Articulated Wildlife/Ecology Agriculture Science Course with Fox Valley Technical College as Presented
- e. Consider Approval of Fountas and Pinnell Interactive Read Aloud (IRA) Collection for 4K at a Cost of \$1,088 as Presented
- f. Consider Approval of Reading Mini-lessons for Grades K-5 at a Cost of \$1,633.50 as Presented
- g. Consider Approval of Cancellation of the Washington D.C. Spring Trip for Grades 7-9 as Presented
- h. Consider Approval of High School Music Department Overnight/Out-of-State Field Trip Request - National Festival of the States in South Dakota - March 5, 2022 to March 10, 2022 as Presented
- i. Consider Approval of Wolfpack Brigade - Marching and Pep Band Renaming Request as Presented
- j. Consider Approval of LWHS and Manawa Middle School Moving from a 7-Period Day to an 8-Period Day as Presented
- k. Consider Approval of Update to Robotics and Engineering Career and Technical Education Course Sequencing as Presented
- l. First Reading of PO2260 - Nondiscrimination and Access to Equal Education Opportunity as Presented
- m. First Reading of PO5517.01 - Bullying as Presented
- n. Consider Approval of Providing SDM Security Cameras Direct Access to the Waupaca County Sheriff's Department Call Center as Unanimously Endorsed by the District Ad hoc Safety Committee
- o. Consider Approval of AG5421A - Grading as Presented
- p. Consider Approval of New Alternative Open Enrollment Applications for the 2021-2022 School Year as Presented
- q. Annual Appointment of WASB Delegate

20. Next Meeting Dates:

- a. Buildings & Grounds Committee Meeting - TBD
- b. November 22, 2021 Policy & Human Resources Committee Mtg 6:00 p.m.
- c. December 6, 2021 Township of St. Lawrence Council Meeting - Dr. Oppor presenting Annual State of the District Presentation - 6:00 p.m. Town Hall Annex
- d. December 7, 2021 Finance Committee Meeting - 6:00 p.m.

- e. December 8, 2021 Curriculum Committee Meeting - 6:00 p.m.
  - f. December 13, 2021 Policy & Human Resources Committee Mtg - 6:00 p.m.
  - g. December 20, 2021 City of Manawa Common Council Meeting - Dr. Oppor presenting Annual State of the District Presentation - 6:00 p.m. Manawa City Hall
  - h. December 20, 2021 Regular Board of Education Meeting - 7:00 p.m.
  - i. January 3, 2022 Township of Union Council Meeting - Dr. Oppor presenting Annual State of the District Presentation - 6:00 p.m. Union Town Hall
  - j. January 5, 2022 Ad Hoc Safety Committee - 5:30 p.m.
  - k. January 17, 2022 Regular Board of Education Meeting - 7:00 p.m.
  - l. January 19-21, 2022 Wisconsin State Education Convention - Milwaukee (reservations needed)
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) 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.

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19.90, Wis. Stats.