

# School District of Manawa

## Board of Education Meeting Agenda

February 28, 2022



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(US) +1 260-301-2570 PIN: 922 079 049#

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. Mid-Year Academic Data Review - Principals
  - b. Overview of Staff & Program Changes/ESSER III Proposal - Business Manager
6. Announcements:
  - a. Contributions to the District
  - b. Other Contributions
7. Consent Agenda
  - a. Approve Minutes of January 17, 2022 Board Meeting, a February 21, 2022 Special Board Meeting and Public Listening Session
  - b. Treasurer's Report: Approve Expenditures & Receipts
  - c. Donations:
    - i. 2021 Denim December Donations - MES \$90 and MMS/LWHS \$160 totaling \$250 for the Urgent Needs Fund
    - ii. Ellen Connor donation \$50 to the Art Club for helping the Sturm Memorial Library during the Miracle on Bridge Street event
    - iii. Manawa and Waupaca Lions Clubs donated two vouchers for a free eye exam and glasses for two SDM students in need
    - iv. The Crayon Project donated 12 boxes of multicultural crayons through their grant program
    - v. Russ Johnson/Cargill donation of neon safety hats, vests and gloves for emergency response/safety use
  - d. Consider Acceptance of Baseball Coaches as Presented
  - e. Consider Acceptance of Softball Coaches as Presented
  - f. Consider Acceptance of HS Track Coaches as Presented
  - g. Consider Acceptance of MS Track Coaches as Presented
  - h. Consider Approval of Student Council Overnight Field Trip 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: None
- 11. Board Recognition: Process Under Review
- 12. District Administrator's Report:
  - a. Student Council Representative - Emma Riske
  - b. Legislative Update
  - c. Monthly Enrollment Update
  - d. Curriculum Update
  - e. COVID-19 Update
  - f. February 15, 2022 Primary Results and Election Update
- 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 Summer School 2022 Booklet as Presented
    - ii. Consider Endorsement of Summer School 2022 Staffing as Presented
    - iii. Consider Endorsement of Get Kids Ahead Mental Health Initiative as Presented
    - iv. Consider Endorsement of Student Council Overnight Field Trip as Presented
    - v. Hear Presentation of MMS/LWHS Academic Achievement Data - Principal Wolfgram
    - vi. Consider Endorsement of ACT Aspire Spring Testing Proposal as Presented
    - vii. Consider Endorsement of ACT Testing Proposal as Presented
    - viii. Consider Endorsement of Middle School State Track Meet as Presented
    - ix. Preview Academic Data Presentation for February 28, 2022 Board of Education Meeting

- x. Review of Spring Pilot Programs
  - 1. iReady
  - 2. Science Materials
  - 3. Social Studies Materials
  - 4. Other
- xi. Consider Endorsement of the 2022-2023 School Year Calendar as Presented
- xii. Review USDA Rural Utilities Service - Distance Learning & Telemedicine Grant Through ERVING Network
- xiii. Wisconsin Model Early Learning Standards Department of Public Instruction Review <https://dpi.wi.gov/early-childhood>
- xiv. Curriculum Committee Planning Guide
- b. Finance Committee (Pethke)
  - i. Review of 2021-22 Budget
    - 1. Substitute Teacher Expenses
    - 2. Snow Removal Costs
    - 3. Other
  - ii. Review Cost of One-Time Support Staff Stipend of \$250 (maximum) as Endorsed by the Policy and Human Resource Committee on January 31, 2022 using ESSER II Funds
  - iii. ESSER III Overview
  - iv. Consider Endorsement of Staff & Program Changes as Presented
  - v. Monthly Financial Summary
    - 1. November
    - 2. December
  - vi. Finance Committee Planning Guide
    - 1. Review of all Grants
    - 2. Legal RFP
- c. Buildings & Grounds (R. Johnson)
  - i. Update on Rubberized Track Manawa
    - 1. Athletic Booster Club Fundraising Effort
    - 2. Scheduling
    - 3. Other
  - ii. Review Safety Information
    - 1. MacNeil Environmental Inspection Report
    - 2. Safety Committee Recommendations
    - 3. Other
  - iii. Manawa Elementary School Lighting Upgrade Phase 2
  - iv. Brainstorm and Prioritize 2022-23 Fiscal Year Projects as Presented
  - v. Major Repair Updates
  - vi. Discuss Options for Filling Custodial Position
    - 1. Review Rate of Pay - Finance Committee
    - 2. Buyer's Guide (free online), Shopper's Guide, and Classified Ad (\$30 a week)

3. Wisconsin Job Center
4. Temporary Use of a Cleaning Service
5. Indeed Free Service (Could Choose Paid Subscription)
6. District Website
7. WECAN
8. Other
- vii. Consider TruGreen 2022 Season Proposal
- viii. Continue Review of Key Performance Indicators
  - ix. Buildings & Grounds Committee Planning Guide
- d. Policy & Human Resources Committee (J. Johnson)
  - i. Consider Endorsement of Safe Return to In-Person Instruction and Continuity of Services Plan as Presented
  - ii. Discuss and Consider Endorsement of Ideas for Support Staff Morale and Well-being
  - iii. Consider Endorsement of Waupaca County On-Site Flu Clinics for Fall 2022-23
  - iv. 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
  - v. 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
  - vi. 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
  - vii. 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
  - viii. Policy & Human Resources Committee Planning Guide
- e. Ad hoc Safety Committee
  - i. Discuss and Make Recommendations Regarding Exterior Lighting
    - 1. Manawa Elementary School
    - 2. Manawa Middle/Little Wolf High School
  - ii. Review Bus Related Safety
    - 1. Safe Routes to School/District Bussing Plan - Mrs. O'Brien
    - 2. Review bus safety protocols and communication
  - iii. Review the Results of the Safety Assessment for Manawa Elementary School
    - 1. Issues
    - 2. Recommendations
    - 3. Other
  - iv. Review the Results of the Safety Assessment for Manawa Middle School/Little Wolf High School
    - 1. Issues
    - 2. Recommendations
    - 3. Other
  - v. Review Results of the Safety Assessment for Paving the Way
    - 1. Issues
    - 2. Recommendations
    - 3. Other
  - vi. Initial Review of New District Safety Handbook and Free Online Resources

18. Unfinished Business:

- a. Consider Approval of Revised PO5460 - Graduation Requirements as Presented
- b. Consider Approval of Revised PO8500 - Food Services as Presented
- c. Revisit - Consider Approval to Authorize the District Administrator to Close School as Needed for Staff Mental Health Day now through February 28, 2022. (Continuation not recommended.)
- d. Revisit - Consider Approval of Professional Staff the ability to leave early on Friday's, no earlier than 3:00 p.m., now through February 28, 2022 after all students have left their care safely. (Continuation - no opinion.)
- e. Revisit - Consider Approval of Compensation to Teachers and Administrators who double-up classes at \$120 per day, \$60 per half day, or \$20 per teaching hour, compensation retroactive to the start of this school year through February 28, 2022. (Continuation recommended due to ongoing staffing shortages not related to COVID-19.)

19. New Business:

- a. Consider Approval of Proceeding with Purchase of Rubberized Track to Include the Addition of a Second Long Jump Pit as Presented
- b. Consider Approval to Proceed with Purchase of MES Playground Equipment up to \$150,000 and an ADA Accessible Portable Graduation Stage for \$29,000 using the Fund Balance
- c. Consider Approval of Youth Adult (YA) Materials Access Form as Presented
- d. Consider Approval of Library Materials Reconsideration Form as Presented
- e. Consider Approval of PO9130 - Public Request, Suggestions, or Complaints as Presented.
- f. Consider Approval of Revised Policies as Listed Below:
  - i. PO0144.5 - Board Member Behavior and Code of Conduct.
  - ii. PO2700.01 - School Performance and State Accountability Report Cards.
  - iii. PO0167.3 - Public Comment at Board Meetings
  - iv. PO2431 - Interscholastic Athletics
  - v. PO2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities
  - vi. PO5517 - Nondiscrimination and Anti-Harassment - Student Anti-Harassment
- g. Consider Approval of NEOLA Administrative Guideline Updates Volume 30, No. 2 + Special Update as Listed Below:
  - i. AG1422 - Nondiscrimination and Equal Employment Opportunity (Deletion)
  - ii. AG1623 - Nondiscrimination and Anti-Harassment Section 504 ADA Prohibition Against Disability Discrimination in Employment
  - iii. AG2260 - Nondiscrimination and Access to Equal Educational Opportunity (Deletion)
  - iv. 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
  - v. AG3122 - Nondiscrimination and Equal Employment Opportunity (Deletion)
  - vi. AG3123 - Nondiscrimination and Anti-Harassment Section 504/ADA Prohibition Against Disability Discrimination in Employment
  - vii. AG3160A - Physical Examination
  - viii. AG3421A - Important Notice of Employees Right to Documentation of Health Coverage (Deletion)
  - ix. AG4122 - Nondiscrimination and Equal Employment Opportunity (Deletion)
  - x. AG4123 - Nondiscrimination and Anti-Harassment Section 504/ADA Prohibition Against Disability Discrimination in Employment
  - xi. AG4160A - Physical Examination
  - xii. AG4421A - Important Notice of Employees Right to Documentation of Health Coverage (Deletion)

- xiii. AG5111 - Admission to the District
  - xiv. AG5112A - Admission to Kindergarten
  - xv. AG5113 - Admission of Students Participating Under Open Enrollment
  - xvi. AG5600A - Student Discipline (Deletion)
  - xvii. AG8405A - Use of Animals in the Classroom and on School Premises
  - xviii. AG5320 - Immunization of Students in School
  - xix. AG2240 - Controversial Issues in the Classroom
  - xx. AG2260.01B - Nondiscrimination and Anti-Harassment Section 504/ADA Parents Procedural Rights Including Due Process Hearing
  - xxi. AG2440 - Summer School
  - xxii. AG3362.01 - Nondiscrimination and Anti-Harassment Reporting Threatening Behaviors
  - xxiii. AG8390 - Use of Animals in the Classroom and on School Premises
  - xxiv. AG8450 - Management of Casual Contact Diseases
  - h. Consider Approval of Safe Return to In-Person Instruction and Continuity of Services Plan as Presented
  - i. Consider Approval of Budget Implications of Staff & Program Changes and ESSER III Funding Allocation as Presented
  - j. Consider Approval of Waupaca County On-Site Flu Clinics for Fall 2022-23
  - k. Consider Approval of Board Recognitions to be Renamed to District Showcase to be Determined by the Administrative Team and Announced Prior to Presentations at the Beginning of the Regular Monthly Board Agenda
  - l. Consider Approval of Summer School 2022 Booklet as Presented
  - m. Consider Approval of Summer School 2022 Staffing as Presented
  - n. Consider Approval of ACT Aspire Spring Testing Proposal as Presented
  - o. Consider Approval of ACT Testing Proposal as Presented
  - p. Consider Approval of Middle School State Track Meet as Presented
  - q. Consider Approval of the 2022-2023 School Year Calendar as Presented
20. Next Meeting Dates:
- a. March 1, 2022 Special Board of Education Meeting to Conduct Legal Firm Interviews - 5:45 p.m.
  - b. March 2, 2022 Ad hoc Recognition Committee - 4:30 p.m.
  - c. March 3, 2022 Buildings and Grounds Committee - 4:30 p.m.
  - d. March 14, 2022 Finance Committee Meeting - 6:00 p.m.
  - e. March 15, 2022 Policy and Human Resources Committee Meeting - 6:00 p.m.
  - f. March 17, 2022 Ad hoc Safety Committee Meeting - 5:30 p.m.
  - g. March 21, 2022 Regular Board of Education Meeting - 7:00 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 Discussing the Employment Status of Employees 1) To confer with the



School Board as to a pending personnel matter involving a district employee; 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.