

School District of Manawa

Board of Education Meeting Agenda

July 18, 2022



Google Meet joining information

Video call link: <https://meet.google.com/yuw-fipj-rtc>

Or dial: (US) +1 872-205-9013 PIN: 323 922 158#

1. Call to Order – President Reiersen– **6:30 p.m.** – MES Boardroom, 800 Beech Street
2. Adjourn to Closed Session – The Board of Education Shall Move into Closed Session Pursuant to Wis. Statutes 19.85(1) to deliberate or negotiate the purchase of public properties, the investment of District funds, or the conduct of other Board business whenever competitive or bargaining reasons require a closed session; (19.85(1)(e) consider financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; (19.85(1)(f) regarding 1) Contractor performance and compensation
3. Reconvene in Open Session - **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)
4. Pledge of Allegiance
5. Roll Call
6. Verify Publication of Meeting
7. District Showcase:
 - a. Manawa FFA
8. Presentations:
 - a. District Literacy Report - Michelle Johnson; District Reading Specialist (KPI - Learning I.A. State of the District’s Literacy Program) [Link to Presentation](#)
 - b. WASB Conference Highlights Presented by Director Krueger and Director Riske [WASB Recap](#)
9. Announcements:
 - a. Contributions to the District
 - b. Other Contributions
10. Consent Agenda
 - a. Approve Minutes of a Regular June 20, 2022 Board Meeting; July 7, 2022 Special Board Meeting
 - b. Treasurer’s Report: Approve Expenditures & Receipts

- c. Donations:
 - i. A. Sturm & Sons Foundation, Inc. \$3,000 donation to enhance the Fine Arts
 - ii. A. Sturm & Sons Foundation, Inc. \$3,000 donation to the Manawa FFA Chapter
 - iii. Manawa FFA Alumni \$600 donation to defray State FFA Convention expenses
- d. Consider Approval of MS/HS Second Shift Custodian
- 11. Any Item Removed from Consent Agenda
 - a.
 - b.
- 12. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines Listed Below Agenda)
- 13. Correspondence:
 - a. Pethke Memorial Thank You Card
 - b. Suehs Memorial Thank You Card
- 14. District Administrator's Report:
 - a. Student Council Representative - None this month.
 - b. Legislative Update
 - c. SDM Employment Opportunities
 - d. Free School COVID-19 Testing Program for 2022-23 - Staff and Students Only
 - e. Manawa Night Out - District Presence
 - f. Monthly Enrollment Update - None this month.
 - g. Curriculum Update
 - h. NEOLA Policy or Administrative Guidelines Technical Changes
 - i. Delete PO5514.01 - Student Use of Motor Vehicles as it is an exact duplicate of PO5515. PO5514.01 has the more recent approval date on it.
- 15. School Operations Reports:
 - a. ES Principal / Special Education Director: Highlights - Included in Board Packet
 - b. MS / HS Principal: Highlights - None available this month
- 16. Business Related Reports:
 - a. Highlights - Included in Board Packet
 - b. Kobussen Transportation Report
- 17. Director's Reports:
 - a. District Reading Specialist: Highlights - Included in Board Packet
 - b. Technology Director: Highlights - Included in Board Packet
- 18. Board Comments:
 - a.
 - b.

19. Committee Reports:

- a. Curriculum Committee (Hollman)
 - i. Consider NEW District Student-Parent Handbook
 - ii. Consider Endorsement of Extended StudySync Resource Pilot
 - iii. Consider Endorsement of Section 504/ADA Prohibition against Discrimination Based on Disability Plan
 - iv. Consider Endorsement of Title I Schoolwide Plan
 - v. Consider Endorsement of District Response to Intervention (RtI) Plan
 - vi. Consider Annual Endorsement of Student Academic Standards
 - vii. AD Johnson will work with the new principal and school counselor to further investigate and design an implementation proposal for Teen Intervene for the 2023-24 school year.
 - viii. Discuss and Recommend Applicable 2022-23 School Year Key Performance Indicators
 - ix. Curriculum Committee Planning Guide
- b. Finance Committee (Jepson)
 - i. Consider Endorsement of Fund 46 - Long-term Capital Improvement Trust Fund as presented
 - ii. Food Service Vending Machine Options
 - iii. Little Wolf High School/Manawa Middle School Cafeteria Furniture Proposal
 - iv. School District of Manawa Benefits Summary
 - v. Monthly Financial Summary
 - vi. School Finance 101
 1. Revenue Limit Worksheet
- c. Buildings & Grounds (Griffin) No July Meeting.
- d. Policy and Human Resources (Reiersen)
 - i. Consider Endorsement of 3D Institute or Professional Development and Evaluation for Athletic Coaches as Presented
 - ii. *Special note regarding Handbook Annual Review: Handbooks will be posted to the School District of Manawa website following Board of Education approval of substantive language changes as presented. The Manawa Board of Education will be notified of the date that this handbook (or plan as appropriate) is converted to a version considered compatible for use by individuals with visual impairments or limited vision as per the Office of Civil Rights requirements and posted to the School District of Manawa website. This OCR compatible conversion may impact the appearance of the document (i.e. change in fonts, font sizes, paging in the table of contents, etc.) resulting in technical changes but no substantive changes will be made. Should a substantive change be required, the handbook (plan) will be brought back to the Board of Education for approval.*
 1. Coaches Handbook
 2. Support Staff Handbook

3. Information Technology Plan

- iii. Discuss Job Description and Title for Special Assignment Teachers and Secondary Resource Courses
- iv. Consider Endorsement of PO8510 - Wellness as Presented
- v. Consider Endorsement of AG5463 - Student and Credit Transfer from Nonpublic Schools as Presented
- vi. Consider Endorsement of PO0155 - Committees as Presented
- vii. Consider Endorsement of a Teacher Wage Equalization Request
- viii. Discuss Costs Incurred During the Hiring Process
 - 1. ThedaCare at Work Physical - \$186 per person
 - a. DS Rapid 5 Bundled - \$65
 - b. TB Questionnaire Review - \$28
 - c. Physical Free From Communicable Disease - \$96
 - 2. Background Check
 - a. Department of Justice -\$7
 - b. Out of State - \$30.30
- ix. Consider Endorsement of the Professional Educator Handbook
- x. Discuss and Recommend Applicable 2022-23 School Year Key Performance Indicators
- xi. Consider Endorsement of Wisconsin Records Retention Schedule as Presented
- xii. Plan and Schedule Support Staff Job Satisfaction Committee for the 2022-23 School Year - KPI IV. Engagement & Satisfaction

20. Unfinished Business: None this month

21. New Business:

- a. Consider Approval of Supplemental Contract with Hoffman Planning, Design & Construction, Inc. for Post-Referendum Work
- b. Consider Acceptance of District Reading Specialist's District Literacy Report as Presented
- c. Consider Approval of New District Student-Parent Handbook as Presented
- d. Consider Approval of Extended StudySync Resource Pilot
- e. Consider Approval of Section 504/ADA Prohibition against Discrimination Based on Disability Plan as Presented
- f. Consider Approval of Title I Schoolwide Plan as Presented
- g. Consider Approval of District Response to Intervention (RtI) Plan as Presented
- h. Consider Annual Approval of Student Academic Standards as Presented
- i. Consider Approval of 3D Institute or Professional Development and Evaluation for Athletic Coaches as Presented
- j. Consider Approval of Coaches Handbook as Presented
- k. Consider Approval of Support Staff Handbook as Presented
- l. Consider Approval of Information Technology Plan as Presented
- m. 1st Reading of PO8510 - Wellness as Presented
- n. 1st Reading of PO0155 - Committees as Presented

- o. Consider Approval of AG5463 - Student and Credit Transfer from Nonpublic Schools as Presented
 - p. Consider Approval of the Professional Educator Handbook as Presented
 - q. Consider Approval of Wisconsin Records Retention Schedule as Presented
 - r. Consider Approval of Fund 46 - Long-term Capital Improvement Trust Fund as Presented
22. Next Meeting Dates:
- a. July 25, 2022 Rodeo Appreciation Night - 5:00 p.m. - Rodeo Grounds
 - b. August 4, 2022 Manawa Night Out - 5:00 p.m. - Lindsey Park
 - c. August 9, 2022 District Registration Day - 10:00 a.m.-6:00 p.m. - MES
 - d. August 10, 2022 Policy and Human Resource Committee Meeting - 5:00 p.m. - MES Board Room
 - e. August 11, 2022 Curriculum Committee Meeting - 7:00 p.m. - MES Board Room
 - f. August 15, 2022 Regular Board of Education Meeting - 7:00 p.m. - MES Board Room
 - g. August 16, 2022 Buildings and Grounds Committee Meeting - 5:00 p.m. - MES Board Room
 - h. August 23, 2022 Back to School Night - 3:30-6:30 p.m. - Both Schools
 - i. August 31, 2022 Finance Committee Meeting - 5:00 p.m. - MES Board Room
 - j. Consider setting a date for a short retreat (90 minutes) to discuss the ideas in Director Krueger's and Riske's presentation
23. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(f), Wis. Statutes, for the Purposes of: Discussing the Employment Status of Employees Over Which the Board Has Jurisdiction or Exercises Responsibility
- 1) Exit Surveys
24. Board May Act on Items Discussed in Closed Session
25. 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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