

# School District of Manawa

## Special Board of Education Meeting Agenda

November 4, 2020



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[meet.google.com/uwr-rtnd-cua](https://meet.google.com/uwr-rtnd-cua)

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(US) +1 443-499-3013 PIN: 964 317 004#

1. Call to Order – President Johnson – **5:00 p.m.** – **MES Board Room, 800 Beech Street/Virtual**
2. Pledge of Allegiance
3. Roll Call
4. Verify Publication of Meeting
5. Unfinished Business:
  - a. Consider approval of a revision to the Winter Fans in the Stands plan to include one person from the visiting team to do the live stream recording for the visiting district as presented.
  - b. Consider approval of a calendar change in instructional hours and professional development time for teachers as presented.
6. New Business:
  - a. Consider approval of the Miracle on Bridge Street Committee to run a reverse parade using the MS/HS parking lot and driveway loop around the back of the school as presented.
7. Next Meeting Dates:
  - November 4, 2020 Board of Education Retreat - immediately following the Special Mtg- MES Board Room
  - November 9, 2020 Curriculum Committee Meeting - 5:00 p.m.
  - November 9, 2020 Finance Committee Meeting - 5:30 p.m.
  - November 11, 2020 Policy and Human Resources Committee Mtg - 5:00 p.m.
  - November 16, 2020 Board of Education Meeting - 7:00 p.m.
  - November 17, 2020 Buildings and Grounds Committee Meeting - 5:30 p.m.
8. 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.



## School District of Manawa

*Students Choosing to Excel, Realizing Their Strengths*

To: Dr. Melanie Oppor  
From: Dawn Millard - Dan Wolfgram  
Date: 11/3/2020  
Re: Fans in the Stands Recommendations - Winter Revised

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The purpose of this memo is to provide information and recommendations regarding home fan attendance at athletic events for winter sports for the 2020-2021 school year. The SDM Board of Education is applying local control as it pertains to their fan attendance policy.

The guiding principles that shape this recommendation include:

1. Providing for the safety of our student-athletes, coaches, and officials.
2. Limiting total exposure via a reduced capacity of fans.
3. Honoring the wishes of the Manwa community to take necessary precautions to enable students to continue with in-person academic instruction.

**Background information:** The Little Wolf High School gym will hold a maximum capacity of 800 patrons. Due to the COVID-19 pandemic, the recommendation from the Waupaca County Department of Health is not to exceed 25% of capacity. Overall attendance shall not exceed a maximum capacity while still maintaining a minimum of 6-ft. separation spacing for individuals and/or family groups). This would equate to 200 patrons.

**At this time for winter sports, we are recommending only home fans at our events. The home fans would be limited in number as follows:**

- Indoor events - (basketball and wrestling) Taking into account the number of competitors and coaches results in each player/coach receiving 3 tickets to distribute. The competitor or coach may distribute their tickets to family members or SDM students. The parents may bring other children using the available tickets, are able to comply with the face-covering requirement, and remain seated in the family group.
- Athletes who are a member of the team but not suited up for competition will be granted a single ticket to attend the event and be present in the stands.
- Student tickets will be available through a lottery system. Criteria for consideration of the ticket lottery include:
  1. Students must be participating with the In-person or a principal approved Blended Plan Mode of Instruction.
  2. Students must be passing all classes, and not have any Incompletes from 2019-2020.
  3. Students must not be on truancy watches.
  4. The first opportunity for student lottery tickets will be given to seniors.

*Special Note - Student attendance at sporting events is a privilege so proper conduct is expected. Anyone not following district/school expectations will lose the privilege of participating in the lottery.*

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### School District of Manawa

800 Beech Street  
Manawa, WI 54949

Phone: (920) 596-2525  
Fax: (920) 596-5308

### Little Wolf High School Manawa Middle School

515 E. Fourth St  
Manawa, WI 54949

Phone: (920) 596-2524  
Fax: (920) 596-2655

### Manawa Elementary

800 Beech Street  
Manawa, WI 54949

Phone: (920) 596-2238  
Fax: (920) 596-5339

### ManawaSchools.org



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# School District of Manawa

*Students Choosing to Excel, Realizing Their Strengths*

## **Fan and Player Calculations:**

- Girls Basketball Team - Total 22 students x 3 tickets = 66
- Boys Basketball Team - Total 20 students x 3 tickets = 60
- Wrestling Team Team - Total 15 students x 3 tickets = 45
- Additional Basketball Staffing Considerations - 1 Clock, 1 Book, 3 Officials, 3 Coaches, 1 Security = 9
- Additional Wrestling Staffing Considerations - 1 Clock, 1 Book, 1 Security
- 50 Student Tickets per contest (Priority will be given to senior students)
- 10 individuals from the SDM will be allowed to attend. These individuals can consist of staff members, administrators, or Board members. *(It is expected that staff members from that pool will be available for any assistance associated with contest management.)*

## **Potential Maximum persons:**

Girls Event: 22 players + 66 fans + 9 game staff + 50 students + 10 SDM staff = 157 Total persons

Boys Event: 20 players + 60 fans + 9 game staff + 50 students + 10 SDM staff = 149 Total persons

Wrestling: 15 wrestlers + 45 fans + 3 game staff + 50 students + 10 SDM staff = 113 Total persons

## **Additional Considerations:**

- All WIAA and DHS COVID-19 recommendations pertaining to social distancing and masking will be adhered to. If a person has forgotten a mask, some will be provided at no cost. Anyone unwilling or unable to wear a mask will not be permitted to attend this event for health and safety reasons to minimize the risks of community spread during this time period when the pandemic in Waupaca County is at its highest risk levels.
- The number of student lottery tickets will be 50. (Priority will be given to senior students)
- There will be no concessions sold and carry-ins will not be allowed.
- The media will be admitted to a designated area by the A.D. and will not be allowed on the court with the players and coaches.
- Sporting events will be live-streamed (free) so those who cannot attend in person will be able to watch the contests.
- Non-H.S. students/children who attend athletic events with their families will be expected to stay in the stands with their family for the events and must have a school-issued ticket.
- All persons regardless of age will need to have an issued ticket.
- One person from the opposing team will be allowed to attend the competition for the purposes of live-streaming. The designated individual from the opposing team must adhere to SDM COVID-19 protocols.

*\*Middle School events will follow the same protocol for student attendance at Middle School Athletic Events.*

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## School District of Manawa

To: Board of Education  
From: Dr. Melanie J. Oppor  
Date: November 3, 2020  
Re: Hours of Instruction & Teacher Professional Development – Calendar Change

The purpose of this memo is to request Board of Education approval to modify the school calendar to include 2.5 days (equates to 17.5 hours) of teacher professional development time during the weeks of November 30 to December 4, 2020 and January 4-8, 2021 that was previously scheduled for student instructional time. The School District of Manawa is making a significant investment in teachers through technology professional development to support the modification of teaching and learning strategies that are considered best practice for combined virtual and in-person instruction. This request is being made in response to providing teachers with the time needed to implement the newly learned strategies into lessons with professional support.

The principals will work out appropriate schedules with the teachers and this information will be conveyed to parents so that everyone is clear about how the virtual weeks of instruction will flow.

If this proposal is approved, the Board of Education would hold a public hearing on the request of a waiver of “hours of instruction” and would consider approval of the request for a waiver at the November 16, 2020 regular Board of Education meeting. Please let me know if you have any questions regarding this proposal.

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**WORKSHEET TO COMPUTE DAYS AND HOURS OF INSTRUCTION  
PER WISCONSIN STATUTE 121.02(1)(f)**

**I. Calculate the DAYS OF INSTRUCTION**

IDENTIFY: Number of days in school calendar. 175

LESS: Days used for parent-teacher conference days or  
for inclement weather days. No instructional hours  
are accrued on these days. 0

EQUALS: Number of days on which actual face to face  
instruction takes place. 175

**II. Calculate the HOURS OF INSTRUCTION**

IDENTIFY: Start to close of instructional day in minutes 420

LESS: Lunch time 30

LESS: One passing time (Middle/High School Only)  
(Only if you have a passing time before and after the lunch hour.) 0

LESS: Recess time in excess of 30 minutes per day 0

EQUALS: Number of minutes of instruction per day 390

TIMES: Number of Days of Instruction (from above) 175

EQUALS: Total instructional minutes per year 68,250

LESS: Total number of late arrival/early release minutes  
(e.g., staff training, inclement weather) 4,050

EQUALS: Total number of instructional minutes per year 64,200

DIVIDE: Number of minutes in an hour 60

EQUALS: Number of Hours of Instruction 1,070

Instructional hours must equal at least:

Half-Day Kindergarten	437
Grades K (Full Day) - 6	1050
Grades 7 - 12	1137

**NOTES:**

- 1) Elementary or middle schools that include grades 7 and above must provide 1137 hours of instruction for those grades.
- 2) To calculate hours for middle and high schools that offer an alternate schedule on one or more days of the week:
  - Calculate the number of minutes for the day(s), if the total varies

from the regular day total.

- Count how many times the alternative schedule occurs; for example, if the alternative schedule runs on Thursday, use a calendar to count the actual number of Thursdays that school is in session.
  - Multiply the number of minutes times the number of days on which the alternative schedule occurs.
- 3) Homeroom minutes may be counted as instructional minutes when students report to an assigned room and teacher, and all students participate in the planned activities.

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EQUALS: Number of days on which actual face to face instruction takes place. 175

**II. Calculate the HOURS OF INSTRUCTION**

IDENTIFY: Start to close of instructional day in minutes 440

LESS: Lunch time 30

LESS: One passing time (Middle/High School Only)  
(Only if you have a passing time before and after the lunch hour.) 0

LESS: Recess time in excess of 30 minutes per day 0

EQUALS: Number of minutes of instruction per day 410

TIMES: Number of Days of Instruction (from above) 175

EQUALS: Total instructional minutes per year 71,750

LESS: Total number of late arrival/early release minutes  
(e.g., staff training, inclement weather) 4,200

EQUALS: Total number of instructional minutes per year 67,550

DIVIDE: Number of minutes in an hour 60

EQUALS: Number of Hours of Instruction 1,126

Instructional hours must equal at least:

Half-Day Kindergarten	437
Grades K (Full Day) - 6	1050
Grades 7 - 12	1137

**NOTES:**

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## Miracle On Bridge Street Drive-Thru Parade

December 12, 2020 - 5:00 start

This year's parade will be a drive-thru. Floats will be stationary while spectator vehicles drive alongside the displays. Pre-packaged bags of candy will be handed to vehicles with children at the end of the route. Throwing candy will not be allowed as we do not want spectators getting out of their vehicles due to safety reasons.

Floats or displays would be set up along the perimeter of the HS parking lot and extending behind the school. As indicated in the diagram below, spectators would enter the parking lot from the west entrance and circle around to the back of the High School and exit the east side of the school. Traffic will be routed east bound to keep a steady flow of traffic and minimize congestion.

- All floats/displays will be expected to provide a generator if they need electricity. I do not anticipate that we will need electricity from the school.
- Float entries are expected to remain with their float/display or inside their tow vehicle. We do not plan to have a central warming area. We want to reduce exposure to others as much as possible.
- The Manawa PD will handle all traffic on public roads. MOBS will provide volunteers to direct traffic once on school property. However, if the SDM has a club or volunteers to help, we would gladly accept the assistance.
- We will not need bathroom access
- MOBS will list the School District of Manawa on our insurance policy.
- We anticipate 20-25 floats/displays
- Further information can be found on the [registration form](#).
- Any questions or comments can be directed to Jamie Lane 920-676-3017

Below is a map of the proposed parade route. This is subject to changes and suggestions from the SDM board of education and administration.

Thank you for helping make the season bright for Manawa!

