

Policy & HR Meeting Minutes

Wednesday, May 1, 2024

6:45 P.M.

Board of Education Committee Members:
Reierson (C), Emmert, Coyle

❖ **CALL TO ORDER at 6:45 pm**

❖ **ROLL CALL - Verification of Quorum**

- *B.O.E. Members Present: Reierson, Coyle, Emmert*
- *Also present: Mr. Peterson, Riske, Fietzer*

❖ **COMPLIANCE WITH OPEN MEETING LAW NOTIFICATION** [*§19.84(2) Wis. Stats.*]
Email on April 26, 2024

❖ **AGENDA**

1. Exploration of District/Business Office Position(s) pay structure

a. Discussion regarding Hourly vs. Salary

Discussed what other CWC schools around our size are doing. There are pros and cons to both pay structures. There needs to be more discussion with the employees within the District office.

2. Summer School Coordinator

a. Discussion regarding the summer of 2025

Review after the completion of the 2024 Summer School session -targeting August meeting.

3. Athletic Department and Coaching

a. Discussion

i. Update cadence and document review for Fall, Winter, & Spring groups

1. Review Job Description examples (multiple levels HS/MS)

ii. Board Guidance - philosophy around athletics and high-quality coaching

Athletic Director and Administration to develop an athletics philosophy proposal - targeting review at the July meeting in order to align with the updated Athletic Coaches Handbook for the 2024-25 school year. Outlook will be to establish a philosophy approved by the Board and then reviewed annually. Coaching job descriptions will need to be updated to align with the approved philosophy. All Coaching job descriptions will need to be updated during the 2025-25 school year and it is proposed that the seasonal coaching job descriptions be reviewed in a 3 year rotation. I.e.: Fall sports, 2025-26, Winter sports, 2026-27, Spring sports 2027-28.

4. Policies / Administrative Guideline Updates per B.O.E.

NEOLA Volume 33 - 1 Administrative Guidelines

- a. AG 8330 - Student Records
Motion to endorse revisions to AG 8330.
Motion by: Coyle, Emmert
Motion carried.

- b. AG 8390 - Animals in the Classroom
Motion to endorse revisions to AG 8390.
Motion by: Emmert, Coyle
Motion carried.

- c. AG 8420 - Emergency Procedures
Motion to endorse revisions to AG 8420.
Motion by: Coyle, Emmert
Motion carried.

- d. AG 8420A - Severe Weather and Tornadoes
Motion to endorse revisions to AG 8420A.
Motion by: Coyle, Emmert
Motion carried.

- e. PO 5540 - The Schools and Governmental Agencies
Motion to endorse revisions to PO 5540.
Motion by: Emmert, Coyle
Motion carried.

- f. PO 2416 - Student Privacy and Parental Access to Information
 - i. Board Member question regarding opt out/opt in and compliance with (20 U.S.C. 1232h)
TABLED: Waiting for legal response

- g. PO 9130 Public Requests, Suggestions, or Complaints -
 - i. Tabled from the previous meeting, discussion on how general review of curriculum and/or materials is to be handled, not just complaints.
Motion to endorse revisions to PO 9130.
Motion by: Coyle, Emmert
Motion carried.

 - ii. AG 9130A Procedures for Inspection of Instructional Materials
Motion to endorse RESCINDING AG 9130A.
Motion by: Coyle, Emmert
Motion carried.
NOTE* This AG endorsement cannot be on the full Board agenda until the June meeting. It must happen after Full Board approval of the revisions to PO 9130.**

❖ **FUTURE MEETING AGENDA ITEMS**

- **PO 2416 (waiting for legal response)**
- **Handbooks**
- **July- Athletic philosophy and Coaching job descriptions**
- **August- Summer School Coordinator Review**

❖ **ADJOURN**

Motion to adjourn.

Motion by: Coyle, Emmert

Motion carried at 9:17 pm.

UPCOMING MEETING(S):

- Regular ***Board of Education*** - Next meeting is May 20, 2024.
- ***Buildings, Grounds and Finance Committee*** Next meeting is May 6, 2024.
- ***Curriculum Committee*** Meetings take place the 1st Wednesday every month.
- ***Policy & Human Resource Committee*** Meetings take place the 1st Wednesday every month.