

**RICE LAKE AREA SCHOOL DISTRICT  
700 AUGUSTA STREET  
RICE LAKE, WI 54868**

**BOARD OF EDUCATION  
REGULAR SESSION  
Monday, September 10, 2018  
ADMINISTRATION BUILDING**

**MINUTES**

- I. **CALL TO ORDER:** The Board of Education of the Rice Lake Area School District met in regular session at 7:00 p.m. on Monday, September 10, 2018 in the Board Room of the Rice Lake Area School District Administration Building, 700 Augusta Street, Rice Lake, Wisconsin, with Keven Jensen, President presiding.
- II. **ROLL CALL:** Present - Board Members: Steve Bowman, Joshua Estreen, Abbey Fischer, Keven Jensen, Doug Kucko, Lorrie Parkman, Bert Richard, Bill Schmitzer  
Absent- Gary Spear  
Others Present- Randy Drost, District Administrator; Student Representatives: Gabby Kucko and Peyton Wager
- III. **NOTICE OF POSTING:** President, Keven Jensen announced the Board hereby finds communication and public notice of the open meeting, as required by section 19.84 of the Wisconsin Statutes, had been properly given by the presiding officer's designee, Patrick Blackaller. Such a notice and agenda to the official newspaper, the Rice Lake Chronotype, to the Eau Claire Leader-Telegram, and to radio stations WJMC and WAQE, indicating the date, time, and place of the meeting and such notice was given more than 24 hours prior to the meeting.
- IV. **APPEARANCES:** No appearances were made.
- V. **APPROVAL OF MINUTES [action]:** Abbey Fischer recommended the minutes reflect that Curt Pacholke attended the closed session on August 27, 2018. Bill Schmitzer and Abbey Fischer motioned to approve the regular session and revised closed session meeting minutes from Monday, August 27, 2018. All present voting yes. Approved.
- VI. **CONSENT AGENDA [action]:** Doug Kucko and Abbey Fischer motioned to approve the consent agenda. All present voting yes. Motion approved.
- A. Monthly Budget**
- B. Monthly Board Bills**
- C. Employment Resignations:**
1. Kyle Polzin, Teacher at NLRA effective June 7, 2019
- D. Employment Recommendations:**
1. Kyle Polzin, Teacher at NLRA
  2. Rena Christman, Work Experience Coordinator
  3. Nicole Bennett, Kitchen Assistant 2 at RLMS
  4. Sarah Tubbs, Noon/Playground Aide at Haugen Elem.
  5. Ariel Stein, Noon/Playground Aide at RLMS
  6. Patricia Gauthier, Noon/Playground Aide at RLMS
  7. Courtney Foss, Classroom/Noon/Playground Aide at Hilltop Elem.

8. Rachel Greschner, Classroom/Playground/Lunch Aide at Tainter Elem.

**VII. COMMENDATIONS:**

**A. Staff Excellence Award:** Each month a staff member is nominated by the administrative team to be recognized for their excellence in the education of children in the Rice Lake Area School District. For the month of September 2018, the board recognized Amanda Brown, Community Outreach. Amanda was presented with a plaque along with a Chamber certificate.

**VIII. REPORTS:**

**A. Police Liaison Officer Program Update-Andrew Jondreau:** District Police Liaison Officer Andrew Jondreau provided an overview of his involvement throughout the district.

**B. 2018-2019 Staff Development Plan-second reading-Randy Drost [action]:** The 2018-2019 Staff Development Plan was reviewed as a first reading by the full board on Monday, August 27, 2018. Abbey Fischer and Doug Kucko motion to approve the 2018-2019 Staff Development Plan as reviewed. All present voting yes. Motion approved.

**C. Employee Handbook-second reading-Patrick Blackaller [action]:** The Employee Handbook was reviewed by the full board as a first reading on Monday, August 27, 2018. A few additional revisions were made following the August 27, 2018 board meeting and the revised Employee Handbook was shared with the full board for a second reading.

Bill Schmitzer and Steve Bowman motion to leave the maximum number of non-sick leave PTO requests allowed to seven (7) per day. All present voting yes. Motion approved.

An addition was recommended for the handbook to include language indicating if a substitute teacher is not available, and students move to other grade-level classrooms for the day, the daily substitute teacher rate is divided equally among the teacher(s) involved.

Bert Richard and Lorrie Parkman motion to approve the revised Employee Handbook as reviewed. Steve Bowman, Keven Jensen, Doug Kucko, Lorrie Parkman, Bert Richard voting yes. Josh Estreen, Abbey Fischer, and Bill Schmitzer abstained. Gary Spear absent. Motion approved.

**D. BOE Finance Committee Meeting Update-Steve Bowman:** The BOE Finance Committee met on Thursday, September 6, 2018. The committee reviewed a staff compensation request in closed session, reviewed ValMark investment options, received an update on the pool, and reviewed the clinic/health plan. Steve Bowman provided an update from the meeting. The next meeting is scheduled for Monday, September 24, 2018.

**E. BOE Policy and Legislative Advocacy Committee Meeting Update-second reading-Keven Jensen [action]:** The full board reviewed the following policies as a first reading on Monday, August 27, 2018.

- #222.2 Policy, Voluntary Early Retirement for Administrators (revise)
- #222.2 Rule, Voluntary Early Retirement Procedures (revise)

- #344.5 Policy, High School Graduation Policy (revise)
- #344.5 Rule, Requirements for Graduation (revise)

Abbey Fischer and Josh Estreen motion to approve the policies as reviewed. All present voting yes. Motion approved.

**F. BOE Public Relations Committee Meeting Update-Bert Richard:** The BOE Public Relations Committee met on Monday, August 27, 2018. The committee discussed an outdoor electronic display as well as internal public relations. Bert Richard provided an update from the meeting. The next meeting is scheduled for Monday, October 8, 2018.

**IX. INFORMATION:**

**A. Upcoming Meeting Schedule:** The Board reviewed a schedule of upcoming meetings/events.

**X. BOARD MEMBER SUGGESTIONS AND RECOMMENDATIONS:**

- Bert Richard reminded everyone of the Forrest Run on Saturday, September 15.
- Bert Richard shared information on the state Chamber Business World event in February, open to students in Barron County.
- Bill Schmitzer shared that the board will continue with the current administrator evaluation instrument for now even though they may be using Studer in the future.

**XI. STUDENT REPRESENTATIVE COMMENTS:**

- Student representatives shared that Rachel’s Challenge is coming back to RLHS.
- Student representatives shared that Homecoming is coming up the week of September 24-28.

**XII. SUPERINTENDENT COMMENTS:**

- Randy reminded everyone of the upcoming Drive 4UR School event scheduled for Friday, September 14 at Jefferson School.
- Randy shared there is a community response drill scheduled for the last Wednesday in September in Haugen. Haugen Elementary will likely be used during the drill.

**XIII. MEETING ADJOURNED:** Steve Bowman and Bill Schmitzer motioned to adjourn the meeting. All present voting yes. Approved. Meeting adjourned at 8:12 p.m.

Abbey Fischer, Clerk