

**RICE LAKE AREA SCHOOL DISTRICT
BOARD OF EDUCATION
700 Augusta Street
Rice Lake, WI 54868**

Policy Committee Minutes

**Tuesday, March 29, 2016
5:00 p.m.
BOE/ADM Office**

MINUTES

- I. **CALL TO ORDER:** The meeting was called to order at 5:06 p.m.
- II. **ROLL CALL:** Present – Committee Members: Tami Alberg, Keven Jensen, Doug Kucko
Absent- Don Cuskey
District Staff – Larry Brown, Superintendent; Bill Schmitzer, Representative of the Superintendent Observation Committee
- III. **NOTICE OF POSTING:** Larry Brown announced that notice of the meeting was communicated by public notice as required by 19.84 of WI statutes.
- IV. **Approval of Minutes from November 3, 2015:** Doug Kucko and Tami Alberg motion to approve the committee meeting minutes from November 3, 2015. All present voting yes. Motion approved.
- V. **REVIEW THE FOLLOWING:** The board reviewed the following policies:

Policy	Title
Policy #151	Board Policy Development and Adoption (Review Only): The committee reviewed the policy. There were no recommended revisions. The committee recommended the policy go to the full board as a first reading.
Policy #151.1	Policy Review and Evaluation (Revise): The committee reviewed the revised policy. There were no recommended revisions. The committee recommended the revised policy go to the full board as a first reading.
Rule #151.1	Policy Review (Revise): The committee reviewed the revised rule. There were no recommended revisions. The committee recommended the revised rule go to the full board as a first reading. Larry Brown suggested the committee consider another WASB quick check of district policies sometime in August.
Policy #152	Evaluation of Board Operations (Recommend Delete): The committee reviewed the policy. The consensus of the committee was to delete this policy. The committee recommended policy go to the full board as a first reading for possible deletion.
Policy #164	Board Member Compensation and Expenses (Revise): The committee reviewed the revised policy. It was recommended language be added to revise the sentence stating, “Board members are compensated at a rate of \$50.00 per

Policy	Title
	posted meeting and board related professional development meetings.” The committee recommended the revised policy go to the full board as a first reading.
Policy #210	Administration Goals (Revise): The committee reviewed the revised policy. The committee agreed to revise the first sentence to read, “Administrators in the Rice Lake Area School District shall work within established Board policy, local, state and federal law, and the employee handbook to provide direction, coordination, and control of students and staff, in order to reach the educational goals of the board.” The committee recommended the revised policy go to the full board as a first reading.
Policy #221:	Recruitment and Appointment of Administrators (Revise): The committee reviewed the revised policy. There were no recommended revisions. The committee recommended the revised policy go to the full board as a first reading.
Policy #222.2:	Voluntary Early Retirement for Administrators (Revise): The committee reviewed the revised policy. There were no recommended revisions. The committee recommended the revised policy go to the full board as a first reading.
Rule #222.2:	Voluntary Early Retirement Procedures (Recommend Delete): The committee reviewed the rule. The committee recommended the rule go to the full board as a first reading for possible deletion.
Policy #223	Administration Development Opportunities (Revise): The committee reviewed the revised policy. It was recommended the word Effective Educator be spelled out in the second paragraph to read, “Annual goals shall be developed by each administrator in accordance with the Effective Educator system.” The committee recommended the policy go to the full board as a first reading.
Policy #225	Administrator Evaluation (Revise): The committee reviewed the revised policy. They recommended the last sentence be left in the policy to read, “A summary of these evaluations shall be reported to the board annually.” The committee recommended the policy go to the full board as a first reading.
Rule #225	Guidelines for Evaluation of the Superintendent (Revise): The committee reviewed the revised rule. The committee recommended a few changes to the rule to follow the superintendent evaluation timeline developed by the Superintendent Observation Committee. Item #5 was revised to read, “The board will prepare for the evaluation of the superintendent and individual board members will complete a written evaluation by the end of the third week in October.” The committee recommended the rule go to the full board as a first reading.
Policy #231:	District Administrator-Superintendent of Schools (Revise): The committee reviewed the revised policy. The committee recommended clarification for the item, “Experience Required”. The language will read, “Minimum of three years of successful experience in teaching or its equivalent, and three years of school administration.” They also recommended item #14 be revised in the third sentence to read, “A the regular <u>March</u> meeting, the District Administrator shall give to the board a list of certified employees recommended for appointment for the ensuing year.” There was also a recommendation to fix the number on the remainder of the items. The committee recommended the policy go to the full board as a first reading.

Policy	Title
Policy #252	Employee Appeal of Administrative Decisions (Revise): The committee reviewed the revised policy. The committee recommended the language of “appropriate labor agreements” be revised to read, “ Employee Handbook. ” The committee recommended the revised policy go to the full board as a first reading.
Policy #254	Consultants (Recommend Delete): The committee reviewed the policy recommended for deletion. The committee recommended the policy go to the full board as a first reading for recommended deletion.
Policy #344.5	High School Graduation Policy (Revise): The committee reviewed the revised policy. There was a recommendation to be sure the numbering is revised according to the revised/deleted language. The committee recommended the policy go to the full board as a first reading.
Rule #344.5	Requirements for Graduation (Revise): The committee reviewed the revised rule. There were no recommended revisions. The committee recommended the rule go to the full board as a first reading.
Policy #351	Field Trips (Revise): The committee reviewed the revised policy. There were no recommended revisions. The committee recommended the policy go to the full board as a first reading.
Rule (1) #351	Overnight Student Trips Sponsored or Authorized by the District (Review Only): The committee reviewed Rule (1) of policy #351. There was a recommendation to revise the language in letter “q” to modernize the list of devices. Larry Brown will work on developing a new list for the rule. The committee recommended Rule (1) go to the full board as a first reading.
Rule (2) #351	District Sponsoring and Authorizing Foreign Trips for Students (Review Only): The committee reviewed Rule (2) of policy #351. There were no recommended revisions. The committee recommended Rule (2) go to the full board as a first reading.
Exhibit (1) #351	Parental Consent and Agreement for Foreign Travel (Review Only): The committee reviewed Exhibit (1) of policy #351. There were no recommended revisions. The committee recommended Exhibit (1) go to the full board as a first reading.
Exhibit (2) #351	Memo of Understanding Parental Consent and Agreement for Foreign Travel (Review Only): The committee reviewed Exhibit (2) of policy #351. There were no recommended revisions. The committee recommended Exhibit (2) go to the full board as a first reading.
Exhibit (3) #351	Authorization for Medical Treatment on Student Trip (Review Only): The committee reviewed Exhibit (3) of policy #351. There were no recommended revisions. The committee recommended Exhibit (3) go to the full board as a first reading.
Exhibit (4) # 351	Field Trip Permission Form (Review/Revise): The committee reviewed Exhibit (4). There were no recommended revisions. The committee recommended Exhibit (4) go to the full board as a first reading.

Policy	Title
Policy #453	Student Immunizations (Revise): The committee reviewed the revised policy. There were no recommended revisions. The committee recommended the policy go to the full board as a first reading.
Policy #462	Wisconsin Technical Excellence Scholarship (Revise): The committee reviewed the revised policy. There were no recommended revisions. Larry Brown has requested this policy go back to the high school principal for revisions. The committee recommended this policy be taken back as requested by superintendent Brown.
Policy #533	Certified Degreed Staff Recruiting/Hiring (Revise): The committee reviewed the revised policy. There were no recommended revisions. The committee recommended the policy go to the full board as a first reading.
Rule #533	Selection of Certified Degreed Staff Procedures (Revise): The committee reviewed the revised rule. There were no recommended revisions. The committee recommended the rule go to the full board as a first reading.
Exhibit (1) #533	Authorizing for Reference/Background Checks-English (Review Only): The committee reviewed Exhibit (1) of policy #533. There were no recommended revisions. The committee recommended Exhibit (1) go to the full board as a first reading.
Exhibit (2) # 533	Authorization for Reference/Background Checks-Spanish (Review Only): The committee reviewed Exhibit (2) of policy #533. There were no recommended revisions. The committee recommended Exhibit (2) go to the full board as a first reading.
Policy #539.3	Exchange Teaching (Review Only): The committee reviewed policy #539.3. There were no recommended revisions. The committee recommended policy #539.3 go to the full board as a first reading.
Policy #662	Petty Cash (Review Only): The committee reviewed policy #662. There were no recommended revisions. The committee recommended policy #662 go to the full board as a first reading.
Policy #683	Inventories/Asset Management (Review Only): The committee reviewed policy #683. There were no recommended revisions. The committee recommended policy #683 go to the full board as a first reading.
Policy #722.1	Accident Reporting (Review Only): The committee reviewed policy #722.1. There were no recommended revisions. The committee recommended policy #722.1 go to the full board as a first reading.
Policy #760	Food Services Management (Review Only): The committee reviewed policy #760. There were no recommended revisions. The committee recommended policy #760 go to the full board as a first reading.
Policy #761	Free and Reduced Price Meals (Review Only): The committee reviewed policy #761. There were no recommended revisions. The committee recommended policy #761 go to the full board as a first reading.

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Policy #830	Use of School Facilities (Review Only): The committee reviewed policy #830. There were no recommended revisions. The committee recommended policy #830 go to the full board as a first reading.
Rule #830	Use of School Facilities Regulations (Review Only): The committee reviewed rule #830. There were no recommended revisions. The committee recommended rule #830 go to the full board as a first reading.
Policy #833	Weapons on School Premises (Review Only): The committee reviewed policy #833. There were no recommended revisions. The committee recommended policy #833 go to the full board as a first reading.
Exhibit (1) #833	MOU between the City of Rice Lake and the Rice Lake Area School District (Review Only): The committee reviewed Exhibit (1) of policy #833. There were no recommended revisions. The committee recommended Exhibit (1) go to the full board as a first reading.
Exhibit (2) #833	MOU between the Barron County Sheriff's Department and the Rice Lake Area School District (Review Only): The committee reviewed Exhibit (2) of policy #833. There were no recommended revisions. The committee recommended Exhibit (2) go to the full board as a first reading.

(Don Cuskey entered the meeting at 6:00 p.m.)

- VI. **OTHER:** N/A
- VII. **Next Meeting Date/Time:** The next committee meeting is scheduled for: **Tuesday, May 3, 2016 at 6:00 p.m.** in the BOE/ADM office.
- VIII. **ADJOURN:** A motion to adjourn was made at 6:15 pm by Tami Alberg.

Minutes respectfully submitted by Larry Brown.