

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

Policy Committee Minutes

**Tuesday, October 11, 2016
5:30 p.m.
BOE/ADM Office**

MINUTES

- I. **CALL TO ORDER:** The meeting was called to order at 5:31 p.m.
- II. **ROLL CALL:** Present – Committee Members: Tami Alberg, Don Cuskey, Keven Jensen, Gary Spear
Absent- NA
District Staff – Randy Drost, Superintendent; Susan Strouf, Director of Pupil Services
- III. **NOTICE OF POSTING:** Randy Drost announced that notice of the meeting was communicated by public notice as required by 19.84 of WI statutes.
- IV. **Approval of Minutes from July 12, 2016:** Don Cuskey and Tami Alberg motion to approve the committee meeting minutes from Tuesday, July 12, 2016. All present voting yes. Motion approved.
- V. **REVIEW THE FOLLOWING:** The board reviewed the following policies:

Policy	Title
Policy #330	Curriculum, Development and Improvement (revise): The committee reviewed the revised policy. The following revisions were recommended: <ul style="list-style-type: none">• In the fifth paragraph, remove the comma after “The Director of Instruction and Learning”.• Under the sixth paragraph, number 2, remove the word “core”. The committee recommended the policy go to the full board as a first reading with the suggested revisions.
Rule #330	Curriculum Development and Evaluation Guidelines (new): The committee reviewed the new rule. It was recommended the spacing be fixed after item #2. The committee recommended the new rule go to the full board as a first reading with the recommended revision.
Policy #361	Selection of Textbooks and Other Classroom Instructional Materials and Resources (review): The committee reviewed the current policy. It was recommended the nondiscrimination language be aligned with state statute 118.13. The committee recommended the policy go to the full board as a first reading with the recommended revisions.

Policy	Title
Rule # 361	<p>Procedures for the Selection and Reconsideration of Classroom Instructional Materials/Resources (revise): The committee reviewed the revised rule. The committee made the following recommendations:</p> <ul style="list-style-type: none"> • On page 4, under letter c. The review committee may be composed of: <ul style="list-style-type: none"> ○ Three teachers: one each from elementary, middle school and high school designated annually by the District Administrator. (strike out the annually). ○ The building principal and the Director of Instruction and Learning. ○ One community member appointed annually by the Rice Lake Area School District Board President of Education. ○ A Board of Education member appointed annually by the Rice Lake Area School District Board President of Education. ○ Two high school students appointed by the high school principal. ○ All media specialists (if challenged on media/library material) <p>It was requested we check on how long material is removed for? Also, how long until it is reconsidered? The committee recommended the revised rule go to the full board as a first reading.</p>
Exhibit (1) #361	<p>Parent Letter on the Use of Controversial Materials and Available Alternate Materials in the Classroom (review): The committee reviewed the current Exhibit (1). There were no recommended revisions. The committee recommended the current Exhibit (1) go to the full board as a first reading.</p>
Exhibit (2) #361	<p>Request for Reconsideration of Instructional Materials (revise): The committee reviewed the revised Exhibit (2). There were no recommended revisions. The committee recommended the revised Exhibit (2) go to the full board as a first reading.</p>
Exhibit (3) #361	<p>School Response to Complaint (revise): The committee reviewed the revised Exhibit (3). There were no recommended revisions. The committee recommended the revised Exhibit (3) go to the full board as a first reading.</p> <p>In addition, the committee discussed possibly having this form on file for all future curriculum purchases.</p>
Exhibit (4) #361	<p>Checklist for School Media Advisory Committee’s Reconsideration of Instructional Material-Fiction and Other Literary forms (revise): The committee reviewed the revised Exhibit (4). There were no recommended revisions. The committee recommended the revised Exhibit (4) go to the full board as a first reading.</p>
Exhibit (5) #361	<p>Checklist for School Media Advisory Committee’s Reconsideration of Instructional Material-Nonfiction (revise): The committee reviewed the revised Exhibit (5). There were no recommended revisions. The committee recommended the Exhibit (5) go to the full board as a first reading.</p>

Policy	Title
Policy #361.2	Library Media Center Material Selection and Reconsideration (new): The committee reviewed the new policy. There were no recommended revisions. The committee recommended the new policy go to the full board as a first reading.
Rule #361.2	Procedures for the Selection, Management and Reconsideration of Library Media Center Materials (new): The committee reviewed the new rule. There were no recommended revisions. The committee recommended the new rule go to the full board as a first reading.
Exhibit (1) #361.2	Parent Letter on the Use of Controversial Materials and Available Alternate Materials in the Library Media Center (new): The committee reviewed the new Exhibit (1). There were no recommended revisions. The committee recommended the new Exhibit (1) go to the full board as a first reading.
Exhibit (2) #361.2	Request for Reconsideration of Library Media Center Material (new): The committee reviewed the new Exhibit (2). There were no recommended revisions. The committee recommended the new Exhibit (2) go to the full board as a first reading.
Exhibit (3) #361.2	School Response to Complaint (new): The committee reviewed the new Exhibit (3). There were no recommended revisions. The committee recommended the new Exhibit (3) go to the full board as a first reading.
Exhibit (4) #361.2	Checklist for School Media Advisory Committee's Reconsideration of Instructional Material-Fiction and Other Literary Forms (new): The committee reviewed the new Exhibit (4). There were no recommended revisions. The committee recommended the new Exhibit (4) go to the full board as a first reading.
Exhibit (5) #361.2	Checklist for School Media Advisory Committee's Reconsideration of Instructional Material-Nonfiction (new): The committee reviewed the new Exhibit (5). There were no recommended revisions. The committee recommended the new Exhibit (5) go to the full board as a first reading.
Policy #370	Co-curricular Activities (revise): The committee reviewed the revised policy. Randy Drost requested time to review and revise this policy to align with State Statute 118.13 and also to review and compare with WASB language. This will be brought back to the committee in January 2017.
Rule #370	Guidelines for Activities (revise): The committee reviewed the revised rule. Randy Drost requested time to review and revise this policy to align with State Statute and to compare with WASB language. This will also be brought back to the committee in January 2017.
Policy #411	Equal Educational Opportunities (revise): The committee reviewed the revised policy. It was recommended any reference to gender identity and expression be removed at this time until more information is received from the state level. It was requested any information regarding education and training be left in the policy.

Policy	Title
	The committee recommended the revised policy go to the full board as a first reading.
Rule (1) #411	Student Discrimination Complaint Procedures (revise): The committee reviewed the revised rule. The committee recommended the language be revised according to state statute. It was also requested the language referencing the McKenny Vento Act be added as well as language referencing veterans who can come back to get diplomas. The committee recommended the revised rule go to the full board as a first reading with these revisions.
Exhibit (1) #411	Notice of Student Non-Discrimination Policy (revise): The committee reviewed the revised Exhibit (1). There were no recommended revisions. The committee recommended the revised Exhibit (1) go to the full board as a first reading.
Exhibit (2) #411	Student Discrimination Complaint Form (review): The committee reviewed the current Exhibit (2). There were no recommended revisions. The committee recommended the Exhibit (2) go to the full board as a first reading.
Policy #411.1	Facilities Usage by Students (recommend delete): The committee reviewed the policy recommended for deletion. There were no recommended revisions. The committee recommended the policy go to the full board as a first reading for possible deletion.
Policy #411.2	Accommodation of Student’s Religious Beliefs (revise): The committee reviewed the revised policy. It was recommended in the third paragraph to revise the sentence which says, “Students will be given the right to make up course tests or district tests and will not be deprived of any awards as a result of their absence.” The committee recommended the policy go to the full board as a first reading with these revisions.
Policy #411.3	Student Harassment, Intimidation, and Bullying (review): The committee reviewed the current policy. The committee recommended the current policy be reviewed for additional revisions and be brought back to the committee in January 2017.
Rule #411.3	Student Harassment, Intimidation, and Bullying Complaint Investigation Rules (revise): The committee reviewed the revised rule. The committee recommended the current rule be reviewed for additional revisions and be brought back to the committee in January 2017.
Policy #421	Full-Time Students (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 #442	Student Conduct (revise): The committee reviewed the revised policy. There were no recommended revisions. Policy #446 was incorporated into this policy. The committee recommended the revised policy go to the full board as a first reading.

Policy	Title
	The committee requested that any future revisions made to the policy be reviewed by the Board of Education.
Rule #442	<p>Student Code of Conduct (revise): The committee reviewed the revised rule. There was a request to consider documenting that all rules and expectations are reviewed with students and possibly have staff sign off once it is reviewed. Also, we may want to revise to indicate exactly which students this is reviewed with if it is not with all grade levels.</p> <p>On page 3 under letter “A”, the sentence was revised to read, “The District policies procedures regarding suspension and expulsion are set forth in the District policy.” The committee recommended the revised rule go to the full board as a first reading.</p> <p>The committee requested that any future revisions made to the rule be reviewed by the Board of Education.</p>
Policy #442.4	Student Alcohol and Drug Use (revise): The committee reviewed the revised policy. It was recommended the language in this policy read similar to the language in policy #521.1. The committee recommended the revised policy go to the full board as a first reading.
Policy #442.6	Student Possession and/or use of Electronic Devices (recommend delete): The committee reviewed the policy recommended for deletion. There were no recommended revisions. The committee recommended the policy go to the full board as a first reading for possible deletion.
Policy #444	Locker Search (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 #446	Student Discipline (recommend delete): The committee reviewed the policy recommended for deletion. This policy was incorporated into policy #442. There were no recommended revisions. The committee recommended the policy go to the full board as a first reading for possible deletion.
Policy #454	Communicable Diseases (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 #454	Communicable Disease Control Guidelines (revise): The committee reviewed the revised rule. On page 1, under #1, the sentence was revised, “The school nurse or building principal will determine the next steps.” The committee recommended the revised rule go to the full board as a first reading.
Policy #521.1	Drug-Free Workplace (revise): The committee reviewed the revised policy. It was recommended the language be similar to the student policy; or at least add language regarding drug/alcohol testing. The committee recommended the revised policy go to the full board as a first reading.

Policy	Title
Policy #537.2	Staff Attendance at Professional Development Events (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 #537.2	Guidelines for Staff Attendance at Professional Development Events (revise): The committee reviewed the revised rule. It was recommended the expenses are parallel with the state guide. The committee recommended the revised rule go to the full board as a first reading with these recommended revisions.
Exhibit (1) #537.2	Professional Development Request Form (revise): The committee reviewed the revised Exhibit (1). The expense information on page 2 will need to be revised to match the rule. The committee recommended the revised Exhibit (1) go to the full board as a first reading with these recommended revisions.
Exhibit (2) #537.2	Professional Development Reflection (revise): The committee reviewed the revised Exhibit (2). There were no recommended revisions. The committee recommended the revised Exhibit (2) go to the full board as a first reading.

VI. **OTHER:** NA

VII. **2016-2017 Meeting Dates/Times:** The next committee meetings are scheduled for: Tuesday, January 10, 2017; and Tuesday, April 11, 2017; all to be held at 5:30 p.m. in the Board Room at the administration office.

VIII. **ADJOURN:** A motion to adjourn was made at 7:45pm by Gary Spear and seconded by Don Cuskey.

Minutes respectfully submitted by Randy Drost.