

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

**BOARD OF EDUCATION
DISTRICT ADMINISTRATOR OBSERVATION COMMITTEE
Board/Administration Office**

**Thursday, January 4, 2018
9:00 a.m.**

MINUTES

- I. CALL TO ORDER:** Bill Schmitzer called the meeting to order at 9:02 a.m.
- II. ROLL CALL:** Present - Board Members: Steve Bowman, Joshua Estreen, Bill Schmitzer, Gary Spear
Absent- NA
Others Present-Randy Drost, District Administrator
- III. STATEMENT OF NOTICE:** Communications and public notice of the meeting, as required by Section 19.84 of the Wisconsin Statutes, had been properly given by District Administrator Drost.
- IV. APPROVE MEETING MINUTES FROM MARCH 13, 2017; JUNE 26, 2017 AND NOVEMBER 6, 2017:** Gary Spear and Steve Bowman motioned to approve the regular session and closed session meeting minutes from March 13, 2017, June 26, 2017, and November 6, 2017. All present voting yes. Motion approved.
- V. REVIEW DRAFT OF DISTRICT ADMINISTRATOR'S PERSONAL GOALS AND ACTION PLANS:** The committee congratulated Mr. Drost and acknowledged his strong job performance as measured by the DA evaluation matrix. Randy presented his administrative goals and action plans. The committee was supportive of his presentation.
- VI. REVIEW DISTRICT ADMINISTRATOR EVALUATION TIMELINE:** The committee, along with Mr. Drost, reviewed the DA observation timeline. Following discussion, it was agreed that the two closed session meetings in November were needed and appropriate. Reference to the closed session meeting in July was examined. The committee will recommend to the full board that the closed session meeting requirement be deleted.
- VII. ADJOURNMENT:** Meeting adjourned at 9:50 a.m.

Minutes submitted by Bill Schmitzer.