

School District of Rhinelander
Board of Education

Operations and Strategic Planning Committee
Monday, November 13, 2017

Meeting Notes

The meeting of the Operations and Strategic Planning Committee was called to order at 5:00 p.m. on Monday, November 13, 2017 in the Professional Development Center of the Administration Center, 665 Coolidge Avenue-Suite B, Rhinelander, WI.

Mike Roberts, Committee Member, led the Pledge of Allegiance.

Committee Members Present: David Holperin and Mike Roberts
Committee Members Absent: Benjamin Roskoskey

Superintendent Jacobi was also present, as well as School Board President Ronald Counter and Jamie Taylor of the Northwoods River News.

Comments/Report by the Chairperson and/or Superintendent/Administration
No reports

Citizens/Delegations
No citizens/delegations wished to address the Committee.

Committee Meeting Minutes
The Minutes of the October 9, 2017 Committee meeting were accepted.

Discussion and/or Action Topics

Budget Status Report

Marta Kwiatkowski, Director of Business Services, reviewed the October 2017 Budget Status Report with the Committee.

Proposal for Roof Projects at Crescent Elementary, James Williams Middle School, and the Press Box at Mike Webster Stadium

The District has been keeping up with the repair and/or replacement of the aging roofs on all school buildings. Recently a 'Request for Proposal' (RFP) was submitted to contractors asking for quotes for the repair and replacement of roofs 1, 2, 3, 4, 5, 7 & 8 on the James Williams Middle School facility, the press box roof at Mike Webster Stadium, and roofs 6 & 7 (gymnasium roof) on the Crescent Elementary School building. The RFP was sent to the following contractors:

Custofoam Corporation	Mauston, WI
Commercial Roofing Co., Inc.	Plover, WI
Maurer Roofing Co.	Marshfield, WI

The following proposals were received:

Custofoam Corporation	\$722,112.00
Commercial Roofing Co., Inc.	\$532,031.00
Maurer Roofing Co.	\$511,095.00

The Committee recommended Board acceptance of the proposal from Mauer Roofing Co. Maurer is currently completing the roof projects approved by the Board in May 2017. These projects include the roof located on the north end of the high school and the Band/Chorus Dept. areas, as well as the middle school roof (#9) located over the west end of the building. Payment for the new proposed roof projects will come from the 2017-2018 maintenance budget.

Proposal for the Purchase of a New Pick-Up Truck and Snow Plow

A recommendation was made for the purchase of a new pick-up truck and snow plow for use by the Maintenance Dept. staff for hauling, deliveries, and plowing purposes. The Department's trucks are heavily used, but are well-maintained and serve the District for many years before a new truck needs to be purchased.

In early October, a 'Request for Proposal' (RFP) for the new truck was sent to the following dealerships:

Rhineland GM Auto Center	Rhineland, WI
Sedlak Chevrolet-Buick-Pontiac, Inc.	Minocqua, WI
Parsons of Eagle River	Eagle River, WI
Parsons of Antigo	Antigo, WI
Heritage Chevrolet, Inc.	Tomahawk, WI
Stark Chevrolet, Buick, Cadillac	Merrill, WI

Dealerships were given until November 3rd to respond. The District received only one proposal for the new truck; that being from Rhineland GM Auto Center as follows:

2018 Chevrolet Silverado Pick-up Truck and Snow Plow

\$27,547.00	(truck price - not including applicable title or license fees)
<u>\$ 6,600.00</u>	(plow price)
\$34,147.00	

Jeff Zdroik, Supervisor of Plant Operations, also searched the Internet and personally visited dealerships in the area, including the Wausau area, on his own time, but did not find a truck that met all of the necessary specifications.

The last pick-up truck purchased was approved by the Board eight years ago (October 2009). The purchase was through Rhineland GM Auto with a trade-in of three of the District's existing pick-ups (1993 Chevy, 1995 GMC, 1996 Ford) all with high miles and with costly repairs that would have been needed in the near future. The new truck cost was \$28,900.00 less \$4,000.00 in trade-ins.

The Committee recommended Board acceptance of the proposal from Rhineland GM. If Board-accepted, the cost will be funded through the 2017-18 Maintenance Department budget.

Revised and New Policies

Pursuant to the recommendation of NEOLA, the District's policy consulting firm, the following revised policies were recommended for Board approval:

- Policy 2261.01, Parent Participation in Title I Programs (Program)
Pursuant to current law, this policy has been re-titled and revised to include family engagement as part of the implementation and consultation process of students being served under Title I programs.

NEOLA also recommended deletion of the language relating to the support of Federal and ESSA (Every Student Succeeds Act) requirements since this language is stated in the policy's administrative guidelines.
- Policy 2411, School Counseling (Program)
This policy has been re-titled and revised to include the academic and career planning services process as required by the Wisconsin Department of Public Instruction (DPI) Chapter 26 legislation, Wisconsin Statutes, and Wisconsin Administrative Code.
- Policy 2430, District-Sponsored Clubs and Activities (Program)
This policy has been revised to reflect the Board's goal that all students have the opportunity to participate in co-curricular activities that are provided to them

The non-discrimination statement was deleted since the policy revisions include the statement that all students have the opportunity to participate in co-curricular programs. The District's non-discrimination policy will be followed for all students.

- Policy 2431, Interscholastic Athletics (Program)
This policy has been revised to reflect the intention of the Board that interscholastic activities are provided to those students who want an athletic experience. It also now states that a student's health and safety should never be at risk through the dispensing of any drug, medication, or food supplement solely for performance-enhancing purposes.

As in Policy 2430 above, the non-discrimination statement has been deleted and the District's non-discrimination policy will be followed.
- Policy 3120.04, Employment of Substitutes (Professional Staff)
The policy was revised to eliminate a statement pertaining to substitute pay which does not follow the current practice. Substitute pay is covered in the policy which indicates that substitutes will be offered the rate of pay as set by the Board.
- Policy 3430.01, Family & Medical Leave of Absence (FMLA) (Professional Staff)
This policy has been revised to specify the process to follow when a professional staff member is able to return to work from FMLA/WFMLA leave.
- Policy 5111, Eligibility of Resident/Non-Resident Students (Students)
This policy has been revised to incorporate language relating to those students and their families who are in the 'Safe and Home/Address Confidentiality Program' through the Dept. of Justice. Language has also been added which gives the Superintendent authority to consider the enrollment of students that have been expelled from other schools/school districts, as well as language relating to the enrollment of non-resident students into the District's 'Course Options' program.
- Policy 5130, Withdrawal from School (Students)
This policy has been revised to better define the steps to take when a student wishes to withdraw from school.
- Policy 7540, Technology Acceptable Use (Property)
NEOLA has provided the District with a new title for this policy and has revised the wording to meet current law.
- Policy 7540.02, District Web Site (Property)
This policy has been re-titled and revised to reflect changes that NEOLA has recommended pertaining to the web page.

Policy 9700, Relations with Non-School Affiliated Groups, was also considered by the Operations and Strategic Planning Committee but was tabled so additional information relating to advocacy by "District officials" could be obtained. A revision to the policy as recommended by NEOLA states the following: "*District officials may not advocate for a position on a referendum in any manner in which such advocacy is in the individual's capacity as a District official or may reasonably be perceived as such.*" The question asked was whether or not school board members are considered "District officials" and can they act as advocates during a referendum campaign. This policy will be brought back at a future meeting with information as requested

The following new policy, Technology Privacy, was also recommended by NEOLA for adoption, as well as the following three new policies drafted by the Administration for adoption:

- Policy 7540.01, Technology Privacy (Property)
NEOLA has recommended adoption of this new policy for the protection of staff member privacy in the educational and workplaces settings, and to protect the Board's interests.
- New Policies Relating to Use of Recording Devices During Meetings or Conversations (Professional Staff, Support Staff, and Relations)
Recently, there was an incident where a private and confidential meeting was held with administrators and professional employees present. It was realized after the meeting that one of the employees present recorded the meeting without the others knowing that they were being recorded. Since the District does not have policy protecting employees, parents, students, or community members from someone recording a meeting or conversation without their knowledge, the WI Association of School Boards (WASB) and NEOLA were contacted

for some sample policies relating to this topic. NEOLA had no policies to share, but WASB shared another school district's handbook language. The language has been used to develop the new policies for the District. If approved, NEOLA will provide a number for each policy and will use our District's policies as samples for other school districts in need of similar policy language.

The Committee recommended a first reading of the new policies as proposed.

Adjournment

The meeting adjourned at 5:23 p.m.