

School District of Rhinelander
Board of Education

Operations and Strategic Planning Committee
Monday, April 8, 2019

Meeting Notes

The meeting of the Operations and Strategic Planning Committee was called to order at 5:00 p.m. on Monday, April 8, 2019 in the Professional Development Center of the Administration Center, 665 Coolidge Avenue-Suite B, Rhinelander.

The Pledge of Allegiance was led by Mike Roberts, Committee Chair.

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

Also present were School Board President Ron Counter, Superintendent Kelli Jacobi, and Jamie Taylor of the Northwoods River News.

Comments/Report by the Chairperson and/or Superintendent/Administration

Superintendent Jacobi introduced and welcomed Michele Cornelius, new Director of Human Resources.

Citizens/Delegations

No citizens/delegations wished to address the Committee.

Committee Meeting Minutes

The Minutes of the March 11, 2019 Committee meeting were accepted.

Discussion and/or Action Topics

Budget Status Report

Marta Kwiatkowski, Director of Business Services, was not present for this meeting, but Superintendent Jacobi asked that Committee members direct any questions or concerns pertaining to the report to Ms. Kwiatkowski at their convenience.

First Reading of New Policies

The policies listed below were reviewed by the Committee. NEOLA, the District's policy consulting firm drafted these policies pursuant the requirements of State Statutes and Administrative Code, the Internal Revenue Code, the Office for Civil Rights requirements, and the Wisconsin School Safety Plan regulations.

Policy 1662, Employee Anti-Harassment

This policy clarifies the investigation process of harassment complaints and the rights of the accused during the course of an investigation, including the effect of failure to meet certain timelines.

Policy 2420, Education for Employment

This policy identifies the requirements from PI 26, Education for Employment Plans and Program, and addresses the grade level requirements for providing education for future employment. It also explains the regulatory requirements and addresses the requirements for the District's education for employment plan.

Policy 4120.10 (Support Staff) - Job Sharing

This policy has also been developed to provide direction for consideration of requests from support staff to job share.

Policy 6520 (Finance) - Payroll Deductions

This policy references Section 457 (Deferred Compensation Plans) and Section 403(b) (Taxability of Beneficiary under Annuity Purchases by a Section 501 (c)(3) Organization or Public School) of the Internal Revenue Code.

Policy 7440.01 (Property) - Video Surveillance and Electronic Monitoring

This policy has been developed as part of the School Safety Plan

Policy 8407 (Operations) - School Resource Officer Program

This policy has been developed to acknowledge the existence of a School Resource Officer program.

Policy 8462.01 (Operations) - Threats of Violence

This policy has been developed to reference threats of violence and mandatory reporting of threats.

The Committee asked that Policy 1662, Employee Anti-Harassment, be tabled until further review by Supt. Jacob. All other policies were recommended for Board approval of a first reading.

Revised Policies Relating to Administration

Revised policies relating to Administration were proposed. The policies, with an explanation of the reason for the revisions, are listed below. If approved, the revisions made will help to ensure that the District is in compliance with state and federal regulations and requirements. After review of revised policies, the Committee recommended Board approval as proposed.

Policy 1130, Private Practice

This policy has been revised to clarify the scope of the conflict of interest laws, particularly as they pertain to situations when there is a conflict or a potential conflict, and to clearly identify that the conflict may not harm the interests of the District; and to assure that the decisions and actions of employees retain the public's trust.

Policy 1213, Student Supervision and Welfare

This policy has been revised to clarify that the expectation of the Board is that all administrators are responsible for taking steps to monitor and maintain student welfare.

Policy 1400, Job Descriptions

This policy has been revised to clarify and distinguish the Board's commitment to maintain job descriptions for all District personnel.

Policy 1422, Nondiscrimination and Equal Employment Opportunity

The United States Department of Education's Office for Civil Rights expects to see policy language mandating that school districts retain records and materials gathered during the course of investigations of harassment. This policy has been revised to include a section addressing the responsibility to maintain investigatory records.

Revised Policies Relating to Programs

Revisions to the following policies related to educational programs were also reviewed, with the Committee recommending Board approval of the revisions as proposed:

Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity

The United States Department of Education's Office for Civil Rights expects to see policy language mandating that school districts retain records and materials gathered during the course of investigations of harassment. The revisions to the policy language are pursuant to the requirements of the Office of Civil Rights.

Policy 2270 - Religion in the Curriculum

With outside parties appearing to have increased their scrutiny of references to religion in the curriculum, the terminology in this policy was revised to better conform to legal standards.

Policy 2700.01 - School Performance and Accountability Reports

Language in this policy has been deleted to reflect those statutory programs that are no longer active.

Revised Policies Relating to Professional Staff

Revisions to policies relating to professional staff were also considered, as well as the deletion of the professional staff policy #3143, Non-renewal of Administrative Contracts, since the language in this policy has been incorporated into Policy 3140, Termination, Non-Renewal, and Resignation, so is no longer needed. The Committee recommended Board approval of the policies as revised and/or deleted, other than Policy 3362, Employee Anti-Harassment. This policy was tabled for further review by Supt. Jacobi.

Policy 3120 - Employment of Professional Staff

Revised to reflect that the Board, by a majority vote, is required to approve the employment of all employees. The revisions are recommended for consistency with law and other related policies.

Policy 3122 - Nondiscrimination and Equal Employment Opportunity

The language in this policy has been revised to clearly state the requirements (state and federal) for addressing inquiries or complaints pertaining to discrimination, retaliation, or denial of equal access.

Policy 3139 - Staff Discipline

Revised to remove reference to termination as that is covered by Policy 3140, Non-renewal, Resignation, and Termination. This policy is also revised to include an option to address the non-disciplinary nature of corrective action related to performance, such as the use of performance improvement plans.

Policy 3140 - Termination, Non-Renewal, and Resignation

This policy has been redrafted to clarify the processes applicable to different types of employees depending on whether the employee is a teacher covered by Section 118.22 Wis. Stats., an administrator covered by Section 118.24, Wis. Stats., an employee not covered by express statutory rules but who has an employment agreement, and other employees. The revisions are recommended to clarify the policy and applicable procedures for each different type of employee.

Policy 3213 - Student Supervision and Welfare

This policy has been revised to clarify that the Board expects that all professional employees are responsible for taking steps to monitor and maintain student welfare matters.

Policy 3362 - Employee Anti-Harassment

This policy has been revised to clarify the investigation process of harassment complaints and the rights of the accused during the course of an investigation, including the effect of failure to meet certain timelines. The U. S. Dept. of Education's Office for Civil Rights expects to see policy language mandating that school districts retain records and materials gathered during the course of investigations of harassment.

Adjournment

The meeting adjourned at 5:40 p.m.