



Respectful, Responsible, Safe & Prepared

POLICY COMMITTEE MEETING MINUTES
October 17, 2022 – 5:30 p.m.
Waupaca High School Community Room and [Live Stream](#)

Welcome and Call to Order:

The meeting was called to order by Committee Chairperson Ron Brooks at 5:30 p.m. He then led the Committee in the Pledge of Allegiance.

Roll Call:

Present in the WHS Community Room: Chairperson Ron Brooks and Committee members Steve Klismet and Molly McDonald were present. Additionally, Board members Stephen Johnson, Dale Feldt, Patrick Phair, and Betty Manion were present.

Also Present:

Present in the WHS Community Room: Ron Saari and Sandy Lucas.

Approval of Agenda:

A motion was made by Steve Klismet and seconded by Molly McDonald to approve the agenda as presented. Chairperson Brooks noted that the agenda was approved by the Committee.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Deleted NEOLA Policies:

Policy 0144.2 Board Member Ethics:

The Committee agreed with the deletion.

Policy 4162 Controlled Substance and Alcohol Policy for Employees that Transport Students:

Mr. Saari advised that this policy was deleted because it pertains to CDL drivers and the District contracts out its bus transportation services. However, the Committee was concerned to delete the entire policy because they want to make sure there is another comprehensive policy still in place that pertains to District staff and/or coaches that transport students in a school vehicle or in their private vehicles. They discussed a couple of other policies relating to student transportation that are currently in place, but they don't mention anything about the testing or use of a controlled substance or alcohol. The Committee asked Mr. Saari to check into that.

New NEOLA Policies:

Policy 1211 Whistleblower Protection:

The Committee had no questions relating to this new policy.

Policy 1421 Criminal History Record Check and Employee Self-Reporting Requirements:

Chairperson Brooks inquired whether Policies 1421, 3121, and 4121 are redundant. Mr. Saari advised that Policy 1421 pertains to administration, Policy 3121 pertains to professional staff, and Policy 4121 pertains to support staff. Mr. Brooks asked that Policy 1421 be revised to add a

sentence specifically stating that the District Administrator would self-report to the Board President.

Policy 2370 Educational Options Provided by the District:

Committee member Molly McDonald inquired as to how parents are notified of these educational options. Mr. Saari advised that the guidance counselors provide the information to the students and parents, and he shared a copy of the letter that was sent last year.

Policy 5500.01 Conduct in Virtual Classroom:

Chairperson Brooks felt that some of the behaviors listed in this policy are vague, in particular he questioned what constitutes a “weapon.” Mr. Saari advised that these are general guidelines which gives administration some leeway and allows for more discretion, but it can be revised to be more specific if desired. The Committee determined to leave the policy as is.

Updated/Revised NEOLA Policies:

Policy 2240 Controversial Issues in the Classroom:

Chairperson Brooks inquired as to who defines “substantial disruption” (paragraph D) and feels it needs to be more defined in this policy. He stated that debate and civil dialogue should always be encouraged, but it has to be consistent, with the teacher knowing when to step in.

Committee member McDonald asked if the topic has to be in the curriculum and if it’s not, how is it vetted. Mr. Saari advised that if it is not in the curriculum it has to be approved by the principal.

Policy 2260.02 Services for Bilingual Students/English Learners:

Committee member McDonald questioned the deletion of the language in the first paragraph, but after further discussion, is OK with it.

Policy 3122.01 Drug-Free Workplace:

Committee member McDonald inquired as to who determines “reasonable suspicion.” Mr. Saari advised that the principal or administrator, based on the facts and circumstances, would make that determination and added that multiple individuals are also usually involved. Ms. McDonald suggested that reasonable suspicion should be more defined, such as what are some of the things you look for, is more than one person involved in making that determination, etc. Mr. Saari advised that NEOLA’s attorneys made the revisions to this policy. Board member Dale Feldt commented that this policy provides more leeway so administration can do their job. He also reminded the Committee that the accused person can bring a second party with them as well.

The Committee suggested that additional language should be added to this policy stating that the reasonable suspicion has to be reviewed by a second party (which doesn’t necessarily have to be an administrator).

Policy 3216 Staff Dress and Grooming:

Chairperson Brooks asked if Policies 3216 and 4216 could be combined. Mr. Saari advised that NEOLA advises it is best to keep them separate – one for professional staff and one for support staff, as dress differs depending on their role.

Committee member Molly McDonald asked if the student dress code should be included in this policy. Mr. Saari advised that the student dress code is much more specific and is in the school student handbooks. Ms. McDonald commented that it seems that students are being disciplined for violating the dress code more often this year. Mr. Saari advised that the nurses, counselors,

and WHS Associate Principal Jenifer Erb work with the students. Additional discussion regarding the student dress code and who is reporting the violations and enforcing it continued, but Board President Stephen Johnson then instructed the Committee that we need to get back to the agenda as discussing the student dress code is not on the agenda.

Policy 5113 Open Enrollment Program (Inter-District):

Under paragraph B. Processing of Open Enrollment Applications, under Preferences, Chairperson Brooks stated the language relating to the random selection process doesn't make sense and is very confusing. He would like it clarified. Mr. Saari advised that it applies to the CEC/WLC.

Policy 5517.01 Bullying:

Committee member McDonald questioned why, under the Notification section, "and/or guardians" as well as the sentence "All new hires will be required to review and sign off on this policy and the related complaint procedures" were stricken. Mr. Saari will check with NEOLA.

Much discussion then ensued regarding disciplinary action taken and whether it's based on certain levels of bullying. The Committee members also commented that they feel there is no transparency as to how a matter was handled. Mr. Saari reminded them that it is difficult to be transparent because of confidentiality issues. He also advised that depending on if the student is a regular education or special education student as to how much discipline can be given.

Committee member McDonald commented that even though a decision has to be made on a per situation basis, she would like some general guidelines setting out what the normal course of action would be for each level of severity of the conduct to be incorporated into this policy. She added that this would also help the principals to administer discipline. Ms. McDonald also advised that she feels there is no transparency of how the discipline works and, therefore, what is going to happen. Mr. Saari advised that he could put something together but it wouldn't go into the policy and instead would go into the school student handbooks. Board President Johnson suggested that we start with Mr. Saari checking with NEOLA as there might be a reason there is no matrix outlined in the policy.

Policy 8500 Food Services:

Committee member McDonald inquired as to why the paragraph relating to food safety was stricken and asked Mr. Saari to check on that. Chairperson Brooks commented that it might be because it is redundant because of the USDA language.

The Committee had no questions or discussion on the remaining NEOLA policies that had been revised:

Policy 0142.1 Electoral Process

Policy 0145 Board Member Anti-Harassment

Policy 0165.1 Notice of Regular Meetings

Policy 0172 Legal Counsel

Policy 1130 Ethics and Conflict of Interest

Policy 1210 Board-District Administrator Relationship

Policy 2266 Nondiscrimination on the Basis of Sex in Education Programs or Activities

Policy 2416 Student Privacy and Parental Access to Information

Policy 2460.03 Independent Educational Evaluation (IEE)

Policy 2700.01 School Performance and Accountability Reports

Policy 3121 Criminal History Record Check

Policy 3230 Ethics and Conflict of Interest
Policy 4120 Employment of Support Staff
Policy 4121 Criminal History Record Check and Employee Self-Reporting Requirement
Policy 4122.01 Drug-Free Workplace
Policy 4216 Support Staff Dress and Grooming
Policy 4230 Ethics and Conflict of Interest
Policy 5340 Student Accidents/Illness/Concussion & Sudden Cardiac Arrest
Policy 5512 Use of Tobacco and Nicotine by Students
Policy 5520 Disorderly Conduct
Policy 6152 Student Fees
Policy 7450 Property Inventory
Policy 8146 Notification of Educational Options
Policy 9130 Public Requests, Suggestions, or Complaints
Policy 9500 Relations with Educational Institutions and Organizations

A motion was made by Steve Klismet and seconded by Molly McDonald to move the deleted, new, and updated/revised NEOLA policies listed above, as presented, with the changes and clarifications as discussed, to the full Board for approval. The motion carried unanimously on a voice vote.

Adjournment:

A motion was made by Steve Klismet and seconded by Molly McDonald to adjourn the meeting at 6:53 p.m. The motion carried unanimously on a voice vote.