



Respectful, Responsible, Safe & Prepared

POLICY COMMITTEE MEETING MINUTES
June 20, 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 5:29 p.m.

Roll Call:

Present in the WHS Community Room: Chairperson Ron Brooks and Committee member Steve Klismet were present; Committee member Mark Polebitski was excused.

Additionally, Board members Stephen Johnson, Dale Feldt, 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 Ron Brooks to approve the agenda as presented. The motion carried unanimously on a voice vote.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

New NEOLA Policy 0144.5 Board Member Behavior and Code of Conduct:

This policy was tabled at the April 27, 2022, Policy Committee meeting for further review. At the May 10, 2022, Board meeting Board Vice President Dale Feldt requested that this policy be placed on an upcoming meeting agenda.

Board President Stephen Johnson advised that Committee member Mark Polebitski asked him to communicate to the Committee to consider tabling this policy as he will be moving out of the District and feels the new Board member should be present to review it prior to approval. Some discussion was had then as to the process of replacing Mr. Polebitski on the Board.

Committee Chairperson Ron Brooks advised he is not going to table this policy as he doesn't see the point in delaying approval of this policy any further. He added that it wouldn't be right to throw this at a new Board member, and in fact believes every new Board member should read this.

A motion was made by Steve Klismet and seconded by Ron Brooks to move NEOLA Policy 0144.5 Board Member Behavior and Code of Conduct as presented to the full Board for approval and adoption. The motion carried unanimously on a voice vote.

Board Policies for Review (Sections 7000 and 8000) – New NEOLA Policies:

NEOLA Policy 7240 Site Acquisition

NEOLA Policy 7250 Memorials and Dedications

NEOLA Policy 7300 Disposition of Real Property

NEOLA Policy 7310 Disposition of Personal Property

NEOLA Policy 7410 Maintenance
NEOLA Policy 7440 Facility Security
NEOLA Policy 7440.01 Video Surveillance and Electronic Monitoring
NEOLA Policy 7450 Property Inventory
NEOLA Policy 7530.02 Staff and School Officials Use of Personal Communication Devices
NEOLA Policy 7540 Technology
NEOLA Policy 7540.01 Technology Privacy
NEOLA Policy 7540.02 Web Content, Apps, and Services
NEOLA Policy 7540.06 District-Issued Staff E-Mail Account
NEOLA Policy 7540.07 District-Issued Student E-Mail Account
NEOLA Policy 7541 Electronic Data Processing Disaster Recovery Plan
NEOLA Policy 7542 Access to District Technology Resources From Personally-Owned Communication Devices
NEOLA Policy 7543 Remote Access to the District's Network
NEOLA Policy 8141 Required Reporting of Staff Conduct
NEOLA Policy 8145 Annual Reports
NEOLA Policy 8146 Notification of Educational Options
NEOLA Policy 8210 School Calendar
NEOLA Policy 8220 School Day
NEOLA Policy 8300 Continuity of Organizational Operations Plan
NEOLA Policy 8309 Open Meetings for Non-Board Committees
NEOLA Policy 8315 Information Management
NEOLA Policy 8320 Personnel Records
NEOLA Policy 8320.01 Unauthorized Acquisition of Staff Personal Information
NEOLA Policy 8325 Receipt of Legal Documents by District Employees
NEOLA Policy 8330.01 Unauthorized Acquisition of Student Personal Information
NEOLA Policy 8350 Confidentiality
NEOLA Policy 8405 Environmental Health and Safety Program
NEOLA Policy 8407 School Resource Officer Program
NEOLA Policy 8410 Crisis Intervention
NEOLA Policy 8431 Preparedness for Toxic Hazards
NEOLA Policy 8431.01 Asbestos Management
NEOLA Policy 8442 Reporting Accidents
NEOLA Policy 8451 Pediculosis (Head Lice)
NEOLA Policy 8453 Direct Contact Communicable Diseases
NEOLA Policy 8462.01 Threats of Violence
NEOLA Policy 8463 Students Without Parents
NEOLA Policy 8540 Vending Machines
NEOLA Policy 8550 Competitive Food Sales
NEOLA Policy 8605 Use of Electronic Wireless Communication Devices by District Employees Who Operate Board-Owned or Operated Vehicles
NEOLA Policy 8640 Transportation for Field and Other District-Sponsored Trips
NEOLA Policy 8680 Bus Services Contracts
NEOLA Policy 8800 Religious and Patriotic Ceremonies and Observances
NEOLA Policy 8310 Public Records (W825)
NEOLA Policy 8330 Student Records (W826)

Committee Chairperson Brooks advised that he wants all of these policies to be approved and in force by the next school year, and then opened it up for discussion.

Committee Chairperson Brooks advised that the only question he had was regarding the tracking of federal funds and Director of Business Services Carl Hayek had previously answered that for him.

Board member Feldt questioned the process on how the Administration brings the school calendars (NEOLA Policy 8210) forward for Board approval. Mr. Saari advised that Administration solicits input from the staff before going to the Board with recommendations.

Board member Betty Manion questioned whether NEOLA Policy 8141 Required Reporting of Staff Conduct seemed vague, particularly the third and fourth paragraphs. Mr. Saari advised that this is statutory language and he works with legal counsel as to whether or not we report it.

A motion was made by Steve Klismet and seconded by Ron Brooks to move the above NEOLA Policies (Agenda Items VI.A.1-48), as presented, to the full Board for approval and adoption. The motion carried unanimously on a voice vote.

In response to inquiries, Mr. Saari advised that now that this project is completed, a resolution will be brought forward to the Board approving all of the NEOLA policies. He advised he is currently continuing to work on the Administrative Guidelines with NEOLA and will come before the Board when those are completed. He added that the next Policy Committee focus will be bringing forward the policy updates that occurred over the past three years that we set aside in order to complete the transition to NEOLA. Thereafter, when all of that is completed, the Policy Committee may meet two times a year to review any updated or new policies that may be required based on changes to the law. Board member Feldt stated that after the policy updates are completed, a focus on reviewing our Governance Policies will need to occur.

Adjournment:

A motion was made by Steve Klismet and seconded by Ron Brooks to adjourn the meeting at 5:50 p.m. The motion carried unanimously on a voice vote.