

SCHOOL DISTRICT OF POTOSI
REGULAR SCHOOL BOARD MEETING AGENDA
School Cafeteria - 7:30 PM
July 15, 2013

1. Call Meeting to Order
Presenter: Curt McMahan
Time: 1 minute
2. Pledge of Allegiance
Presenter: Curt McMahan
Time: 1 minute
3. Roll Call
Presenter: Curt McMahan
Time: 1 minute
4. Certification of Meeting Posting
Presenter: Curt McMahan
Time: 1 minute
5. Approval of Minutes
Presenter: Curt McMahan
Time: 2 minutes
 - A. June 17, 2013 Regular Meeting
 - B. July 10, 2013 Special Meeting
6. Approval of Current Expenditures included in community packet
Presenter: Curt McMahan
Time: 2 minutes
7. Public Input - (20 minutes-limit 2 minutes per person)
8. Administrative Reports
Presenter: Ron Saari
Time: 5 minutes
 - A. Report on Goals
I plan to give the board a brief report each month regarding the implementation of the Transition Plan.
Presenter: Ron Saari
Time: 5 Minutes
9. Unfinished Business
 - A. Discuss PEP Grant

I am not aware of any new information to share. This item may just need to be tabled until more information comes forward.

Presenter: Mark Seigert

Time: 1 minute

B. WASB Policy Review Guide

The Policy Review Guide (PRG) item was tabled last month when the board approved contracting with WASB to perform a Policy Review Quick Check.

The PRG is a web-based policy tool that provides background information resources regarding specific policies we are working on. It is complete with live links to current statutes and other related publications. It will assist us in the day-to-day process of policy implementation, and provide us with solid grounding in the policy and legal considerations that are relevant to each policy topic we have.

The PRG is designed for us to update our school district policy manuals in a **timely and efficient manner**, using the policy background information and model policies as a guide. It can also be used by school boards in making policy decisions on individual topics under school district discussion and can be used by individual board members as a professional development tool.

The guide is a user-friendly and easily navigable tool organized according to the WASB Policy Manual Coding System, and is searchable by topic. Each policy topic addressed in the guide contains:

- (1) Key policy considerations related to the topic, including questions school officials can ask themselves when making local policy decisions;
- (2) General legal considerations related to the topic, including hyperlinks to the laws and regulations referenced;
- (3) Hyperlinks to selected additional resources related to the topic including WASB Legal Comments, Legal Notes, FOCUS issues and other relevant educational and other agency resources; and
- (4) Sample model policies related to the topic, and in some cases, sample rules and exhibits. Sample model policies, rules and exhibits are downloadable as Word documents for local customization and local policy manual maintenance and storage.

Policy topic additions and updates are made to the Policy Resource Guide on an ongoing basis throughout the subscription year. Subscribing districts are informed of those additions and updates as they are posted online. When there is a change in state law or other issues come up that require district policy action, it is our intention to update the Policy Resource Guide policy topic background

information sheets and sample model policies related to such topics as soon as reasonably possible. It is a WASB priority to provide for timely updates.

The initial one-time cost is \$7,500. The annual cost for additional years is \$1,900.

When I compare this cost to the other policy service that many other districts in WI use, it over half the cost.

I recommend that the board invest in this service to help the district get our policies current, complete, and constantly up-to-date.

Presenter: Ron Saari

Time: 5 minutes

10. New Business

A. Approval of Building and Student Handbooks

Attached you will find copies of the handbooks and the minor changes that need to be made. Deb Bisbach went through all three handbooks for us and made the comments that you see. Beth and Michelle will be typing in the changes into the electronic document. Please understand that the appropriate names will be changed as well as the other updates. Deb identified items such as including our bullying policy, (which you have already approved) but is not attached. Those are the things that our secretaries can cut and paste into these documents. If you have any questions please contact me. Thank you.

Administration recommends approval of the handbooks for 2013-14.

Presenter: Ron Saari

Time: 4 minutes

B. First Reading of Proposed Board Policy 180 Board Operating Protocol

This is the document that we went over during our retreat on Wednesday evening.

As you are probably aware, we need to have a first reading, and then next month we will have a second reading which will be where you vote to approve the new policy.

Presenter: Curt McMahon

Time: 1 minute

C. Propane Bid Approval

You can see from the attachment that we recommend staying with New Horizons.

Not only do they have the lowest bid, but we also are familiar with them and have had excellent customer service from them.

Presenter: Ron

Time: 1 minute

D. Regular School Board Meeting Times

As you are aware, we currently meet at 7:30 pm for our regular monthly meetings. This agenda item is to discuss the idea of moving the meeting starting time to 6:00pm. The advantages are that we are all more "fresh" and alert at the earlier time; more time is available later (if necessary); hopefully the meetings will be able to end in the neighborhood of an hour or so, enabling people to have family time after the meeting.

Presenter: Ron Saari

Time: 10 minutes

E. District Cell Phone Proposal

The district currently does not provide cell phones to anyone. I have had conversations with Mark, Mike, Deb, and Jamie regarding the need and use of a district cell phone for each of them. Deb is not interested, and the other three are interested.

Previously, Steve was reimbursed for his cell phone plan. US Cellular has prepared a proposal for 4 lines (Ron, Mike, Mark, Jamie). The cost would be \$185 per month total, plus taxes and charges. The plan includes 1000 shared minutes and free: mobile to mobile, nights and weekends, and incoming calls. US Cellular will also provide Samsung Galaxy Axiom phones for \$50 each.

In today's online Internet culture, people expect rapid responses to needs and issues. A cell phone allows us to be more reachable for quick decisions as well as to complete work on the phone after hours. It will also provide for better customer service and help us be reached "after hours."

I recommend the board approve the cell phone package with US Cellular as presented.

Presenter: Ron Saari

Time: 7 minutes

F. Approval of Teacher Contracts

Administration recommends Aaron Cooley as our next Band Instructor. He comes to us from Barneveld, WI where he taught for the past 5 years.

Presenter: Ron Saari

Time: 2 minutes

G. Approval of District Personnel Manual

Last month the board reviewed the proposed changes to the Personnel Manual. I believe that all questions were answered.

Administration recommends that the board approve the Personnel Manual as

presented.

Presenter: Ron Saari

Time: 5 minutes

11. Board Member Input -- Not for Action
12. Closed Session - Contemplated executive closed session as per Wisconsin Statutes 19.85 (1) (c) in order to consider, deliberate, and take action, if appropriate, considering employment, promotion, compensation or performance evaluation data of public employees over which the governmental body has responsibility.

The Board will convene in closed session in accordance with State Statute.

A. Personnel Staffing & Evaluations, 19.85(1)(c)

Discuss personnel including potential of specific concerns and individual performance.

This is a two pronged item having to do with staffing (and rationale) for next year, as well as the recommendation for appropriate compensation amounts. This discussion is based on the savings from Mr. Mengel and Dr. Lozeau; the comparisons with other districts; and the needs that exist in our district.

No action is expected at this time. However, this topic should be addressed and voted on in early August.

Presenter: Ron Saari

Time: 30 minutes

13. The Board will reconvene into open session and take such action on executive session matters as appropriate.
14. Adjourn Meeting