

**POLICY AND PERSONNEL COMMITTEE**  
**SCHOOL DISTRICT OF BELOIT**  
**February 13, 2018**

**1. CALL TO ORDER**

The Policy and Personnel Committee was called to order by Dennis Baskin, Chair at 6:13 p.m. at the Kolak Education Center, Room 106, Superintendent's Conference Room.

Members present: Shelly Cronin, Kris Klobucar and Dennis Baskin. Others present: Pam Charles, Laurie Endres, Wendy Sanchez, Anthony Bonds, Tony Bosco, Jamie Merath, Emily Pelz, Deetra Sallis and Darrell Williams.

**2. APPROVAL OF THE AGENDA**

Klobucar moved approval of the agenda. Seconded by Cronin. Motion carried.

**3. APPROVAL OF JANUARY 2018 MINUTES**

Klobucar moved approval of the January 9 and 23, 2018 minutes. Seconded by Cronin. Motion carried.

**4. ATHLETICS BOOSTER CLUB UPDATE**

Joel Beard, Athletic Director, showed board members enhancements to the Barkin Arena and Fieldhouse as well as trophy cases that were made by students last year and are now being displayed. He also showed enhancements to the pool area. He indicated that the Knight Club has been formed with a few officers, which is the new booster club. They plan to file for 501c3 status and will hold regular meetings. They have a website off of the Athletic website. He stated that moving forward they would like to start a nutrition program, which the booster club may take on.

Cronin asked how Knight Club funds will be allocated to the different sports. Joel indicated that they don't have enough money to do anything yet. He stated that the vision would be to supply food for all teams. Cronin asked for an overall vision. Beard indicated it's a work in progress and currently they are looking at the nutrition and youth sports grades 4-8.

**5. POLICIES FOR FIRST READING**

Sallis explained the revisions to the harassment policies and the employee misconduct policy.

Klobucar moved to recommend the revisions and layover of Policy 522.2 RULE 1 Guidelines for Reporting Employee Misconduct, 522.6 Sexual Harassment and 522.6 RULE 1 Staff Discrimination Complaint Procedures to the full Board of Education for first reading. Seconded by Cronin. Motion carried.

Baskin moved to table Policy 522.31 Supervisory Nepotism until March. Seconded by Klobucar. Motion carried.

**6. POLICIES FOR SECOND READING**

Baskin moved to recommend to the full Board of Education the revisions of Policy 353.3 Language Access Policy for second reading. Seconded by Klobucar. Motion carried.

Klobucar moved to recommend to the full Board of Education the revisions of Policy 522.1 RULE 2 Drug and Alcohol Testing. Seconded by Cronin. Motion carried. Baskin moved to recommend to the full Board of Education the revisions of 522.11 Pre-Employment Drug Testing and 522.11 RULE 1 Pre-Employment Drug Testing Procedures. Seconded by Klobucar. Motion carried.

**7. SUBSTITUTE TRAINING FOR TEACHERS AND PARAPROFESSIONALS**

Sallis explained several people from various departments met and determined what content would be needed to train someone for subbing. They determined it would be a two day training. Day one is for four hours covering a multitude of items. Day two will be a full day of training with mandatory videos in the morning and job shadowing in the afternoon.

Klobucar moved to recommend to the full Board of Education approval of the substitute training and the cost associated with it. Seconded by Cronin. Motion carried.

## **8. EQUITY & RECRUITMENT PLANS**

Baskin moved to table the Equity and Recruitment Plans until March. Seconded by Klobucar. Motion carried.

## **9. LABOR LIAISON UPDATE**

Sallis provided an update on the employment fair at Fruzen indicating that it was good. Thirty-four people checked in and 25 people completed the exit survey with great feedback.

## **10. LEGISLATIVE UPDATE**

Charles indicated that the resolution submitted to the convention, was changed by WASB and then changed again by the delegation so it really no longer represented what the board was trying to bring forth. She also explained that the bill for mandatory expulsion hearings for students who bring guns is now going to have more local control.

## **11. DISTRICT CLOSURE FOR SNOW DAY & POLICY 723.4 RULE 1 EMERGENCY SCHOOL CLOSINGS PROCEDURES**

Sallis explained the process for making the determination to cancel school. She then explained that the professional educator staff would have one day added at the end of their calendar and 52 week staff had to take a leave of some type for the day. She indicated that the cabinet was hoping the board would consider gifting this day back to staff since the Sheriff's department was asking people not to travel and the conditions were determined to be so unsafe.

Baskin moved approval of waiving policy 723.4 RULE 1 Emergency School Closings Procedures and gifting Friday, February 9<sup>th</sup> to all staff as a day off with no need to extend the calendar nor take time off.

Seconded by Cronin. Motion carried. Baskin asked that Dr. Williams and Deetra send out the email to all staff.

## **12. POSSIBLE PERSONNEL CLOSED SESSION ITEMS\***

Baskin moved to convene the Policy/Personnel Committee into Closed Session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes relative to considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Seconded by Cronin. Motion carried on a roll call vote 3-0.

Members discussed exit interviews, the consultant for Business Services, the HR director position and Personnel Recommendations.

## **13. THE POLICY AND PERSONNEL COMMITTEE MAY RECONVENE TO PUBLIC SESSION IN ORDER TO TAKE ANY ACTION, IF NECESSARY ON ITEMS DISCUSSED IN CLOSED SESSION**

Cronin moved to reconvene to open session. Seconded by Klobucar. Motion carried.

Baskin moved approval of the consultant for business services. Seconded by Cronin. Motion carried.

## **14. FUTURE ITEMS FOR DISCUSSION**

Future items for discussion included Equity/Recruitment Plan and Supervisory Nepotism Policy in March and Associate versus Bachelor Degrees for substitutes, Body Cameras, Hiring/Promotion/Transfer Policy and Compensation Workshop which are to be determined.

## **15. ADJOURNMENT**

The meeting adjourned at 7:52 p.m.