

**RICE LAKE AREA SCHOOL DISTRICT
BOARD OF EDUCATION
30 Phipps Avenue
Rice Lake, WI 54868**

Policy and Legislative Advocacy Committee Minutes

**Tuesday, November 21, 2023
5:30 PM
Board Room at Administration Office**

MINUTES

- I. **CALL TO ORDER:** The meeting was called to order at 5:30 p.m.
- II. **ROLL CALL:** Present – Committee Members: Don Cuskey, Phil Henkel, Keven Jensen, Dianne Koser
Absent- NA
District Staff –Randy Drost, District Administrator
Others: NA
- III. **STATEMENT OF NOTICE:** Randy Drost announced that notice of the meeting was communicated by public notice as required by 19.84 of WI statutes.
- IV. **Approval of Minutes from Monday, November 6, 2023 [action]:** Dianne Koser and Phil Henkel motioned to approve the meeting minutes from Monday, November 6, 2023. All present voting yes. Motion approved.
- V. **LEGISLATIVE ADVOCACY UPDATE:** The committee discussed the following items:
- Phil Henkel gave an update from WASB
 - Personal financial literacy bill will likely go to the Governor by November 30th
- VI. **REVIEW THE FOLLOWING:** The committee reviewed the following policies:

Policy	Title
Policy #524.1	Staff Involvement in Political Activities (revise): The committee reviewed the revised policy. On page 1, under item (C), the following will be added at the end: <i>(includes political walkouts, displays of political signs, etc.)</i> The committee recommended the revised policy go to the full Board as a first reading.
Policy #525	Personnel Records (revise): The committee reviewed the revised policy. The committee recommended the revised policy go to the full Board as a first reading.
Rule #525	Personnel Records Guidelines (recommend delete): The committee reviewed the rule recommended for deletion. The

Policy	Title
	committee recommended the rule go to the full Board as a first reading for possible deletion.
Policy #531	Certified Staff Positions (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #532.2	Unauthorized Leave (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #533.1	Recruiting/Hiring Summer School Teachers (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #534	Substitute Teachers (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #535	Certified Staff Assignments and Transfers (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #536.1	Resignation of Certified Staff (revise): The committee reviewed the revised policy. The committee recommended the revised policy go to the full Board as a first reading.
Policy #536.2	Dismissal of Certified Staff (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #537.1	Certified Staff Orientation (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Rule #537.1	New Teacher Orientation Procedures (review): The committee reviewed the current rule. There were no recommended revisions. The committee recommended the current rule go to the full Board as a first reading.
Policy #539.1	Outside Employment of Certified Staff Members (review): The

Policy	Title
	committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #539.2	Tutoring (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Rule #539.2	Tutoring Guidelines (review): The committee reviewed the current rule. There were no recommended revisions. The committee recommended the current rule go to the full Board as a first reading.
Policy #541	Non-Certified Staff Positions (revised): The committee reviewed the current rule. The first sentence of the policy will be revised to read, <i>“All District non-certified staff are subject to the policies of the Board of Education and applicable laws.”</i> The committee recommended the revised policy go to the full Board as a first reading.
Policy #542.1	Non-Certified Staff Contracts and Compensation (recommend delete): The committee reviewed the policy recommended for deletion. The committee recommended the policy go to the full Board for as a first reading for possible deletion.
Policy #542.2	Non-Certified Staff Leaves and Absences (recommend delete): The committee reviewed the policy recommended for deletion. The committee recommended the policy go to the full Board for as a first reading for possible deletion.
Policy #542.3	Non-Certified Staff Unauthorized Leave (recommend delete): The committee reviewed the policy recommended for deletion. The committee recommended the policy go to the full Board for as a first reading for possible deletion.
Policy #543	Non-Certified Staff Recruiting/Hiring (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #544	Substitute/Part-time Non-Certified Staff Employment (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #545	Non-Certified Staff Assignments/Transfers (review): The committee reviewed the current policy. There were no

Policy	Title
	recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #549.1	Non-school Employment of Non-certified Staff (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Policy #751.1	Use of Alternative Vehicles to Transport Students (review): The committee reviewed the current policy. There were no recommended revisions. The committee recommended the current policy go to the full Board as a first reading.
Rule #751.1	Authorization of Alternative Vehicles and Drivers to Transport Students (review): The committee reviewed the current rule. There were no recommended revisions. The committee recommended the current rule go to the full Board as a first reading.
Exhibit (1) #751.1	Alternative Driver/Vehicle Authorization Checklist (Employee driver using a privately owned vehicle for student transportation) (review): The committee reviewed the current Exhibit (1). There were no recommended revisions. The committee recommended the current Exhibit(1) go to the full Board as a first reading.
Exhibit (2) #751.1	Alternative Driver/Vehicle Authorization Checklist (Employee driver using a vehicle owned or leased by the District for student transportation) (review): The committee reviewed the current Exhibit (2). There were no recommended revisions. The committee recommended the current Exhibit (2) go to the full Board as a first reading.
Exhibit (3) #751.1	Alternative Driver/Vehicle Authorization Checklist (Volunteer driver using a privately owned vehicle for no compensation) (review): The committee reviewed the current Exhibit (3). There were no recommended revisions. The committee recommended the current Exhibit (3) go to the full Board as a first reading.
Exhibit (4) #751.1	Medical Opinion Verification of Fitness to Drive Vehicle to Transport Students (review): The committee reviewed the current Exhibit (4). There were no recommended revisions. The committee recommended the current Exhibit (4) go to the full Board as a first reading.
Policy #752	Use of District-Owned Vehicles (revise): The committee reviewed the revised policy. The committee recommended the revised policy go to the full Board as a first reading.

VII. **OTHER:** NA

VIII. **Next Meeting:** The next meeting is scheduled for **Tuesday, December 12, 2023 at 5:15 p.m. in the Board Room at the Administration Office.**

- **Upcoming Policies for review:** Policies that are up for review at the next committee meeting include the following:
 - Policy #344.41, Promotion and Retention of Students in Grades 1-12
 - Rule #344.41, Promotion and Retention of Students in Grades 1-12
 - Exhibit (1) #344.41, Promotion and Retention of Students in Grades 1-8
 - Sample Rule #387, Displays and Postings in Student Environments
 - Policy #430, Student Attendance
 - Rule #430, Student Attendance Procedures
 - Policy #663, Bonded Employees and Officers
 - Policy #723.4, Emergency School Closings
 - Rule #723.4, Inclement Weather Procedures
 - Policy #830, Use of School Facilities
 - Rule #830, Use of School Facilities Regulations
 - Policy #851, Advertising and Promotions
 - Rule #851, Advertising Guidelines

IX. **ADJOURN:** A motion to adjourn was made at 6:43 p.m. by Phil Henkel and seconded by Don Cuskey.

Minutes respectfully submitted by Randy Drost.