

**SCHOOL DISTRICT OF THE MENOMONIE AREA
MINUTES OF A SPECIAL MEETING OF THE BOARD OF EDUCATION
ADMINISTRATIVE SERVICE CENTER
215 PINE AVENUE E, MENOMONIE, WISCONSIN
JULY 26, 2021**

I. OPENING ITEMS

- A. Call to Order** – President David Styer called the meeting of the Board of Education of the School District of the Menomonie Area to order at 5:30 p.m. on Monday, July 26, 2021, in the boardroom of the Administrative Service Center at 215 Pine Avenue E in Menomonie, Wisconsin.
- B. Roll Call and Quorum** – Roll call showed eight board members present: Chris Freeman, Mark Hillman, Clint Moses, Karl Palmer, Amy Riddle-Swanson, Charlie Schneider, Angie Skillings, and David Styer. Tanya Husby was absent. President Styer declared a quorum and noted that the meeting had been duly noticed. Administrators in attendance were Joe Zydowsky, Tonia Kowieski and Leah Theder. Also in attendance were Recording Secretary Janet Quinn and videographer Steve Hanson. Electors and/or others registering attendance included Alexandra Hall.
- C. Agenda Order and Approval/Revision** – The agenda order was approved as presented.
- D. Recommendations and Commendations** - There were no recommendations and commendations.
- E. Community Communications** - Electronic communications were received from Christine Woodward and Jeffrey Sweat, and read by recording secretary Janet Quinn, regarding the COVID-19 plans for 2021-2022 school year. Alexandra Hall addressed the board regarding COVID-19 plans for fall 2021.

II. PERSONNEL CONSENT AGENDA

- A. Action to Approve Personnel Consent Agenda** – Moses made a motion, seconded by Freeman, that the board approve the following personnel actions:
 - 1. Resignations/Retirements: Resignation of Raymond Paul, physical educator, at Menomonie High School, July 12, 2021; and resignation of Nickolas Peterson, social studies teacher at Menomonie Middle School, effective July 15, 2021
 - 2. Request to Hire: Employment of Alyson Frey, music teacher at Downsville, Knapp, Menomonie High School, effective August 17, 2021; and Kurt Mueller, Counselor at Menomonie High School, effective August 23, 2021.

The motion passed by unanimous electronic vote.

III. ACTION AGENDA

- A. Action to Approve Policy 231.1, District Administrator Job Description** - Skillings made a motion, seconded by Palmer, that the board approve Policy 231.1, District Administrator Job Description, as presented. Freeman made a motion, seconded by Riddle-Swanson, to amend Policy 231.1 District Administrator Job Description to include a reference to the parentheticals in the job description. Amendment to motion passed by unanimous voice vote. The motion to approve Policy 231.1, District Administrator Job Description with amendment passed by unanimous electronic vote.
- B. Action to Approve Plan for the 2021-2022 District Administrator Evaluation** - Skillings made a motion, seconded by Moses, that the board approve District Administrator Evaluation, as presented. The motion passed by a 7-1 electronic vote, with Riddle-Swanson casting “nay” vote.

IV. DISCUSSION ITEMS/POLICY REVIEW

- A. Annual Pupil Services Report** – Director of Pupil Services, Tonia Kowieski provided a review of the elementary, middle school and high school programs to the SDMA pupils. A bully prevention supplemental unit and a protected factor supplemental unit were added to the second steps curriculum at the elementary level. At the middle school level, the character strong, random acts of kindness, and leadership programs were highlighted to reinforce that each child has a positive connection at the school as well as build leadership skills. The high school programs highlighted were QPR, LGBTQ and Gender Identity, and

suicide awareness. There is also a school store that offers supplies to students free of charge. The supplies are donated by investors and community members.

- B. Annual Seclusion and Restraint Report** - Director of Pupil Services, Tonia Kowieski provided the annually required seclusion and/or restraint report from the 2020-2021 school year. The total reports of the use of seclusion and/or restraint were 18, the total number of students involved was 11, and the total number of students with IEP's involved was 11.
- C. Annual Review of SDMA Bullying and Harassment Policies** - Director of Pupil Services presented an overview of SDMA Bullying and Harassment Policy and incident report for 2020-2021.
- D. WASB Equity Symposium Report** - Board member, Amy Riddle-Swanson, discussed the highlights of the NSBA Equity Symposium conference she attended July 13 - 14, 2021.
- E. Review SDMA COVID-19 Plan for 2021-2022** - The board discussed in great detail the COVID-19 plan for the 2021-2022 school year. After a discussion of possible masking policies, a motion was made by Riddle-Swanson and seconded by Palmer to advise the District Administrator to develop an option to make masks mandatory for 4K-6 until they have the option to become fully vaccinated. Motion passed by a 5-3 voice vote, with Moses, Skillings, and Styer casting "nay" vote. The full SDMA COVID-19 Plan will be presented for approval at the next meeting, August 9, 2021.
- F. Review Changes to the Employee Handbook for 2021-2022** Handbook updates for the 2021-2022 school year were shared with the board. The updated handbook will be placed on the agenda for approval in the next meeting, August 9, 2021.
- G. Review Update to Policy 527-Rule, Staff Rules for Acceptable Use of Technology and Electronic Communication Resources** - Policy 527-Rule update was shared with the board. The school district will be requiring 2-factor authentication for staff Google accounts.
- H. Notice of Election for WASB Region 4 Representative** - A notice was received from WASB was shared with the board that each WASB-member school board in Region 4 has the right to submit the name of one nominee for the election on October 12, 2021
- I. Review Extracurricular Staff Contracts Requests** - There were no extracurricular staff contract requests.
- J. Items Related to Next Meeting Dates, Board Committees, and Reports** – Regular Board Meeting on August 9, 2021, at 5:30 p.m. at the ASC, Special School Board Meeting, on August 23, 2021 at 5:00 p.m., at Menomonie High School in the library, and Annual Meeting, on August 23, 2021, at 6:00 p.m., at Menomonie High School in the tiered lecture hall.

V. CLOSED SESSION

- A.** Action to move into closed session, for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, pursuant to Section 19.85(1)(c), Wisconsin Statutes.
- B.** Action to Approve Closed Session Minutes of April 26, 2021.
- C.** 2020-2021 Administrative Evaluation Report (Principals and Directors)
- D.** Interim Evaluation of District Administrator

VI. ADJOURNMENT

Action to Adjourn – Schneider made a motion, seconded by Freeman, to adjourn the meeting at 8:16 p.m. The motion carried on a unanimous voice vote.

/s/ Clinton Moses

Clinton Moses, Clerk

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Minutes Approved: August 9, 2021