

Palmyra-Eagle Area School District
Curriculum and Policy Committee Meeting
Tuesday, March 7, 2023 - 5:00 pm
Palmyra-Eagle MS/HS School Community Center - 123 Burr Oak Street, Palmyra, WI
Meeting Minutes

All meetings are subject to Wisconsin Statutes – Open Meeting Laws (19.81-19.98)

“In compliance with Open Meeting Law, it is hereby posted that the following committees of the School Board of the Palmyra-Eagle Area School District will meet on the following dates and times. It is possible that a quorum may exist at one or more of the Board Committee meetings, as a Board member who is not an official member of a committee may attend. No Board action will be taken at any of the Committee Meetings.”

- I. **Call to Order:** : The meeting was called to order by Committee Chair, Kristiana Williams, at 5:01 pm.
- II. **Roll Call – quorum (2) of this committee required to proceed**
 - A. Attended - Kristiana Williams, Mitzi Roscizewski, and Zachary Rutkowski
 - B. Others Present - Doris Parsons, EES Principal - Katie Robertson, MS/HS Principal - Kari Timm, and District Executive Assistant - Traci Plotz
- III. **Discussion and approval of agenda:** The agenda was reviewed and approved.
- IV. **Agenda**
 - A. **Review of February 2023 Minutes:** The minutes from the February 7, 2023 meeting were reviewed.
 - B. **Discussion Regarding 2023 Summer Programming:** Katie Roberston shared the 2023 Summer School Course Catalog. Goal is to have it out before Spring Break. Wrap around care, and busing will be available.
 - C. **Review Policy Updates as Recommended by NEOLA**
 1. po2414 Human Growth and Development
 2. po5722 School-Sponsored Publications and ProductionsThe committee is recommending these be moved on to the full board, with 1 addition to the Human Growth and Development policy.
 - D. **Discussion Regarding Choir/Band for 5th grade and Possible Changes to Course Offering/Requirements.:** Katie Robertson shared a plan that would allow band and choir to be offered to all students in 5th grade with the General music teacher taking over the teacher role. One trimester would be band for all students, one trimester would be choir for all students. The General Music Teacher has the capacity to take this on with their current schedule. Then it would free up the MS/HS Band teacher to focus more on the MS/HS Bands. The committee recommended to move forward to the full board for approval in April.
 - E. **Discussion Regarding Addition of AP 3D Art to the High School Course Catalog for the 23-24 School Year.:** Kari Timm reported that there are a few students that would like to take an AP 3D art class. Since this agenda was created the interest has gone away. However, it will be looked at as a possible addition to the 24-25 course catalog.
 - F. **Discussion and Review of Curriculum & Instruction Coordinator Job Duties.:** Kari Timm reported that the staff worked together to draft a job duties list for the Curriculum & Instruction Coordinator position. Items in red were new duties added to the position.
- V. **Schedule next meeting:** Tuesday, April 4, 2023 at 5:30 pm. Palmyra-Eagle MS/HS Library
- VI. **Adjourn:** The meeting was adjourned at 5:38 pm.

Respectfully Submitted,
Traci Plotz
District Executive Assistant