

**Palmyra-Eagle Area School District
Curriculum and Policy Committee Meeting
Tuesday, September 6, 2022 - 5:30 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)

- I. **Call to Order:** The meeting was called to order by Committee Chair, Kristiana Williams, at 5:31 pm.
- II. **Roll Call – quorum (2) of this committee required to proceed**
 - A. **Attendees:** Kristiana Williams, Mitzi Roscizewski, and Zachary Rutkowski
 - B. **Others Present:** Doris Parsons, Tara LeRoy, Jodi Didenki - Curriculum & Instruction Coordinator, Kari Timm - MS/HS Principal, KayLeigh Sockrider - Special Education Director and Traci Plotz - Board Secretary
- III. **Discussion and approval of agenda:** The agenda was reviewed and approved.
- IV. **Agenda**
 - A. **Review of August 2022 Minutes:** The minutes from the August 2, 2022 meeting were reviewed and approved.
 - B. **Review and Discussion of Middle & High School Grading Policies:** Ms. Timm gave an explanation of the new Grading practices in the Middle High School. All assignments will be graded with homework weighted as 5% of the grade, Formative Assessments as 20%, and Summative as 75%.
 - C. **Discussion Regarding MS Intervention/Make-up Work Plan:** Ms. Timm reported that all efforts have been made to eliminate the need to remove students in the Middle School from classes for Intervention/Make-up Work.
 - D. **Review and Discussion of the New Teacher Mentor Program:** Ms. Didenko gave a synopsis of the New Teacher Mentor Program. She stated that in the future they would like to go in the direction of a tiered program, versus a buddy program. Currently, the district has two CESA trained instructional mentors, next year the district will have five. This year brand new teachers will meet with their mentors twice a month and experienced/new to district teachers are meeting once a month.
 - E. **District Curriculum & Instructor Coordinator Update:** Ms. Didenko reported that she is working to support teachers to make sure they have what they need for the school year. Teachers are interested in learning the AVID program.
 - F. **Review NEW Policies as recommended by NEOLA**
 1. po0143.2 Board Member Information Requests
 2. po0144.5 Board Member Behavior and Code of Conduct
 3. po01211 Whistleblower Protection

The committee reviewed the New policies as recommended by NEOLA. It was recommended that po01211 Whistleblower Protection be forwarded to the full board for a first reading, the other two policies need more discussion.
 - G. **Review Policy Updates as Recommended by NEOLA**
 1. Section 0000 Bylaws: po0100-Definitions, po0131.1-Bylaws and Policies, po0142.1-Electoral Process, po0142.5-Vacancies, po0144.3-Conflict of Interest, po0144.4-Indemnification, po0152-Officers, po0161-Parliamentary Authority, po0162-Quorum, po0164.2-Special Meetings, po0165.1-Notice of Meetings, po0172-Legal Counsel
 2. Section 1000 Administration: po01210-Board-District Administrator Relationship, po01213-Student Supervision and Welfare, po01220-Employment of the District Administrator,

po1260-Incapacity of the District Administrator, po1422.02-Nondiscrimination Based on Genetic Information of the Employee

3. Section 2000 Programs: po2210-Curriculum Development, po2266-Nondiscrimination on the Basis of Sex in Education Programs or Activities; po2411-School Counseling and Academic and Career Planning; po2412-Homebound Instruction Program; po2416-Student Privacy and Parental Access to Information; po2430-District-Sponsored Clubs and Activities, po2431-Interscholastic Athletics, po2460-Programs for Students with Disabilities, po2460.03-Independent Educational Evaluations (IEE), po2700.01-School Performance and State Accountability Report Cards
4. Section 3000 Professional Staff: po3120-Employment of Professional Staff, po3120.04-Employment of Substitutes, po3120.1-Job Sharing, po3121-Criminal History Record Check and Employee Self-Reporting Requirement, po3122.01-Drug-Free Workplace, po3213-Student Supervision and Welfare, po3215-Use of Tobacco and Nicotine by Professional Staff, po3216-Staff Dress and Grooming, po3220-Staff Evaluation and Educator Effectiveness, po3362.01-Threatening Behavior Toward Staff Members, po3425-Benefits, po3531-Unauthorozied Work Stoppage

The committee reviewed the revised policies for section 0000 - section 3000, as recommended by NEOLA and recommended that they be forwarded to the full board for a first reading.

H. Review Policy Deletions as Recommended by NEOLA

1. Section 0000 Bylaws: po0144.2 Board Member Ethics, po0174.2-School Performance Report
2. Section 2000 Program: po2416.01-Parental/Police Access to Instruction Material Center Information
3. Section 3000 Professional Staff: po3170-Substance Abuse

The committee reviewed the policies that NEOLA recommends for deletion and recommended that they be forwarded to the full board.

I. Review Technical Policy Updates as Recommended by NEOLA Section 0000 - Section 3000

The committee reviewed the Technical revisions to policies as recommended by NEOLA. These policies do not need to go to the board for approval.

V. Schedule next meeting: Tuesday, October 4, 2022 at 5:30 pm.

VI. Adjourn: The meeting was adjourned at 6:36 pm.

Respectfully Submitted,
Traci Plotz
District Administrative Assistant