

Policy Committee Minutes
August 17th, 2022- Room 113

Meeting called to order by Abram Valenta at 5:04 pm.

Names of those present: Board committee members Abram Valenta and Brock Naze. Absent: Lynn Boom.

Also Present: Superintendent Phil Leitner, Principal Sara Boom, and Business Manager Amy Maurer.

Handbooks: Mr. Leitner reviewed the teacher, classified staff, and substitute teacher handbooks. The only recommended changes are to update the name of the superintendent.

Ms. Boom presented recommended changes for the student handbook including the following:

- 1) Updating the belief statement to the one currently approved.
- 2) Removing the specific timeframe for when detentions can be served.
- 3) Removing being sent to the principal's office as an automatic reason for a mandatory detention.
- 4) Removing the criteria that a dress code violation must "cause an undue interruption of the school day" in order for it to be addressed.
- 5) Removing specific open campus criteria and putting open campus at the discretion of the principal.

Naze made a motion, seconded by Valenta to approve recommending the handbook changes.

Ending Fund Balance Policy: Ms. Maurer shared an Ending Fund Balance Policy which has been recommended to be adopted by the district's independent auditor in order to address the requirements of the Governmental Standards Board (GASB) Statement #54. The policy is to ensure the district maintains adequate fund balances and reserves to cover its needs.

Naze made a motion, seconded by Valenta to approve recommending the policy.

Bus Drivers: Mr. Leitner reviewed his recommendation to change the requirement for a health physical to a requirement that bus drivers be properly licensed and meet all requirements for any vehicles driven for the school district. This would mean that only the drivers needing CDL's would need physicals to maintain state licensure requirements. The school district will pay for all required fees for licensure or training for all bus drivers.

Valenta made a motion, seconded by Naze to recommend the change.

Graduation Requirements: Mr. Leitner reviewed the following proposed changes:

- 1) One unit of PE and one-half unit of health, changes to one unit of PE or ½ unit of PE and ½ unit of Health
- 2) One half unit from an online platform. Recommended to be removed.
- 3) Any 4 additional credits is changed to any 5 additional credits.
- 4) Addition: Must be Choice Ready as defined by the NDDPI (starting with the Class of 2025.)

5) Addition: Any student that will not be Choice Ready by the date of graduation can apply for an exemption to the Choice Ready requirement by petitioning the high school principal. The request will be heard by a staff committee consisting of 4 teachers and the high school principal. The committee will consider the student's dedication and ability to achieve Choice Ready standards when deciding to approve or deny the request. Valenta made a motion, seconded by Naze to approve recommending the policy.

Classified Staff Non-traditional School Day Pay: Mr. Leitner reviewed the proposed policy creating non-traditional school day leave which would provide 5 days leave, with 5 days allowed to be carried over to the next school year, to classified staff to help make classified employee paychecks whole during times that the district needs a different educational model due to safety concerns or other school priorities. For example, paying classified staff who are not required to work when there is a virtual teaching day, a full day professional development day or no school/late starts/early outs due to weather. Days that will not be made up at a later date.

It was decided to take the proposed policy to the board without a recommendation.

The meeting was adjourned at 5:46

Respectfully submitted,

Amy Maurer, Business Manager