

WILLIAMS BAY SCHOOL
BOARD OF EDUCATION
POLICY COMMITTEE MEETING
Tuesday, January 19, 2021

Board Members Present: P. Peyer and D. Woss
Absent: None
Administration Present: District Administrator Dr. W. White
Guests: None

I. CALL TO ORDER

Dr. White began the meeting at 5:00 pm.

II. REVIEW AND DISCUSS POSSIBLE CHANGES TO POLICY NUMBERS IN THE 300 AND 400 SERIES.

Dr. White reviewed drafts of the following policies with changes noted:

Policy 310 Instructional Goals

Dr. White recommended combining Policy 310 and Policy 320 Organization of Instruction. He replaced K with 4K so the policy reflected a 4K-12 instructional program.

Policy 320 Organization of Instruction

Dr. White suggested deleting this policy and combining it with Policy 320.

Policy 321 School Calendar and School Day

Dr. White recommended adding a section that establishes that the school calendar is set by the Board. He also added a paragraph that outlines the hour requirements per grade level established by DPI.

Policy 330 Curriculum Development

Dr. White added a section that indicates curriculum is based on Common Core State Standards or Wisconsin Model Academic Standards.

Policy 341 Reading Instruction

Dr. White indicated that he had worked with Ali Bond and Kay Connley to review this policy. They recommended additional statements be added that reflect the annual reading assessment and parent involvement.

Policy 341.21 Wellness, Nutrition and Physical Activity

Dr. White recommended adjusting the policy to reflect current practice. The Wellness Committee meets as necessary instead of two times a school year and adjusted representation on the committee.

Policy 342.1 Special Education Programs and Accommodations

Dr. White replaced Instructional with Education in the title of the policy. The District is no longer affiliated with WCCDEB and coordinates our own Special Education Program. The policy has been written to reflect how our SPED program is organized and the foundations of the program. Ms. McOmber, SPED Director was consulted on this policy.

Policy 342.2 Homebound Instruction

The policy was revised to outline the conditions under which Homebound Instruction will occur and the process for requesting Homebound Instruction. It was also rewritten to outline protections for the homebound instructor.

Policy 342.5 Section 504 Policy

Dr. White recommended adding this as a new policy. Federal law outlines the 504 process and the district has several students that have 504 Plans, making this policy necessary. All the other district's reviewed have this policy. I worked with Ms. McOmber to create this policy.

Policy 342.6 Gifted and Talented Educational Services

This would be a new policy. The district has a Gifted and Talented Program as required by state statute. This is a standard policy that the other districts have in place.

Policy 343 Technical College Course Program (Start College Now Program)

The district has several students that participate in the Start College Now Program through Gateway Technical College. This is a program required to be offered by state statute. This recommended policy was adopted from other districts, and it provides guidelines for student participation in this program.

Policy 343.46 Early College Credit Program

This is a policy that the other districts have in place to be in compliance with state statute. The District has not had many students participate in this program, but this policy provides guidelines on how this participation is regulated.

Policy 345.1 Grading Systems

The sentence, "The Alternative High School will issue its own transcripts. Therefore, students graduating from that school will not receive a Williams Bay High School diploma" was deleted. This is addressed in the new policy 345.62.

Policy 345.2 Student Honors Recognition Policy

Dr. White recommended changing that cumulative grade point average will be carried out to two places instead of three. The District has outstanding and hardworking students and separating a valedictorian by .001 makes no sense.

Policy 345.4 Promotion/Retention Policy

This policy was written to simplify it and to match current practice more closely. Currently there are separate policies for promotion to 4th and 8th grade. These policies are not aligned, are cumbersome to interpret, and are not closely followed as do not match district philosophy. This policy is required by state statute. Policies 345.41 and 345.42 would be eliminated and have been wrapped into 345.4.

Policy 345.6 Williams Bay High School Graduation Policy

The policy was revised to reflect the addition of a .5 credit of Personal Finance I and a .5 credit of Junior Seminar required for graduation. A section was added on the state requirement for the Civics Test and the requirement that students must be enrolled for a minimum of six classes each semester.

Policy 345.61 Graduation Ceremonies

Dr. White added a paragraph regarding the participation of foreign exchange students in the graduation ceremony so that this matches our current practice.

Policy 345.62 Alternative High School/Career and College Academy Graduation

The Williams Bay School District participates in a consortium with the Alternative High School and typically three to five students attend the school each year. This policy is based on the EASD policy but also matches WBSD practice for these students.

Policy 346 Testing Programs

The current policy is prescriptive regarding the state and local assessments that are administered. Some of this does not match current practice. By indicating district assessments align to state and federal requirements, it allows the administrators to adjust as needed without having to re-write the policy each time. The policy was revised to align to the district philosophy on testing and assessment.

Policy 346 Rule Testing Guidelines for Students with Disabilities

There was a section of the current policy that no one completely understood what it meant. This was removed and replaced by a section that aligns with the IEP process.

Policy 347 Student Records

Dr. White separated out the paragraph on Student Physical Health records.

Policy 351 Field Trips and Excursions

Dr. White re-wrote the policy to reflect the different types of trips that occur in the district including foreign travel. The revised policy provides increased parameters and guidance.

Policy 363.1 Student Distance Learning Guidelines

The policy was reworked to tighten up our guidelines and to provide more guidance.

Policy 364 Counseling Program

Dr. White made minor changes to some wording that is important to the counselors (changing Guidance to School Counselor). He added the sentence, "This does not prohibit the use of special counseling materials or techniques that meet the individual needs of students." This provides some latitude for the counselors and the use of CFTS as counselors.

Policy 370 Co-Curricular and Interscholastic Programs

A large portion of the policy was eliminated since all this information is found in the Co-Curricular Handbook that is Board approved in accordance with the policy. Dr. White added a paragraph regulating how clubs and activities are organized and recognized by the district.

Policy 372 Student Publications and Productions

Changed the policy name from "Student Newspaper" to "Student Publications and Productions" to make it more encompassing of all publications and performances. The policy was one sentence, and it is questionable if the newspaper is part of the curriculum. The revised policy provides more guidance and parameters that protect the students and district.

Policy 374

Dr. White rewrote the policy to provide more guidelines for fundraisers, especially limiting the number. Currently, it seems that there is constantly fundraisers and limited guidelines regulating them. He felt it provides parameters that protect our students and the integrity of the district.

Policy 412 Full-Time Student

A paragraph titled special students was added that provides for circumstances where a student has less than the minimum program.

Policy 423 Open Enrollment Policy

Dr. White used another district's policy as a template and completely rewrote this policy so that it is easier to read and interpret.

Policy 423-Rule Open Enrollment Policy

Dr. White used another district's policy as a template. The rule provides clarity on the procedures and process for open enrollment.

Policy 423.1 Part-Time Open Enrollment

This is a new policy that most districts have in place. Open enrollment rules allow students to partially enroll. The District has had students participate in this program, so Dr. White thinks it is important to have a policy that covers this issue.

Policy 443.3 Student Use of Tobacco and Electronic Cigarettes

Language was borrowed from other Districts to make this policy more encompassing and clearer.

Policy 443.4 Student Use of Alcohol and Controlled Substances

The statement "possessing drug paraphernalia" was moved to #4 since the consequences under this section are more appropriate.

Policy 443.5 Electronic Devices

The building principals and leadership teams have developed policies specific to their buildings and these are adjusted periodically. Dr. White adjusted the policy to give more discretion to the building principals and their leadership teams. The guidelines developed at the building level are placed in the handbooks that the Board approves.

Policy 443.6 Possession or Use of Weapons - Students

This is a new policy. Based on the review of other district's policies, Dr. White felt it was important to have a policy of this nature.

Policy 445.1 Relations with Law Enforcement Agencies

This is another policy that many districts have. Dr. White believed since we have a SRO and law enforcement agencies come our schools to interview students, it is prudent to have this policy.

Policy 447.11 Use of Seclusion of Physical Restraint with Students

This is a new policy. This is a policy that the District should have. Dr. White worked with Kassie on this. With the new regulations and reporting requirements, this is a policy that should be in place.

Policy 447.11 Exhibit

This exhibit would accompany policy 447.11 and it is good practice to have this completed if someone is restrained.

Policy 447.3 Student Suspension/Expulsion

The superintendent can extend a suspension pending an expulsion hearing and this has been done that in previous situations. The deleted line seems to contradict that. Also, added a sentence about students with disabilities.

Policy 448 Students of Legal Age

Outlined the rights a student of legal age may exercise.

Policy 449 Rights and Responsibilities of Divorced/Separated Parents/Guardians and Parents/Guardians not Sharing the Same Household

This would be a new policy for the district. The District is increasingly seeing issues with divorced/separated parents disputing each other's rights. This would provide more clarity to district employees and the families.

Policy 454 Reporting Child Abuse

The wording was changed to reflect all district employees are mandatory reporters. Dr. White added a section that states the training requirements.

Policy 455 School Safety

This would be a new policy. Dr. White felt it is important as it details the creation of a District Safety Plan and how this is developed. It outlines required training, required drills and outlines security measures including that staff display a picture I.D.

Policy 457 Suicide Prevention Program

This would be a new policy. With an increase in student suicide rates, Dr. White felt it was important that the district demonstrate the importance of suicide prevention and delineate the components of such program. Ms. McOmber has written this policy and gathered feedback as appropriate.

III. SET DATE AND TIME FOR NEXT POLICY COMMITTEE MEETING

The committee did not schedule a meeting. This will be done when policies in the 500 policy series are ready for review.

IV. ADJOURN

The meeting was adjourned at 6:18 p.m.