

River Ridge School District  
Policy and Curriculum Committee Meeting Minutes  
February 1, 2017

The Policy/Curriculum Committee met on Wednesday, February 1, 2017 at the ES/MS/HS located at 11165 County Highway P, Patch Grove, WI 53817. The following business was conducted:

- I. Call to Order – Jason Cathman called the meeting to order at 5:15 pm.
- II. Roll Call – The following board committee members were present: Jason Cathman, Cory Moravits, and Kerri Schier. Also present were: Supt./Elementary Principal Dr. Jeff Athey, Business Manager Kevin Kocer, and 5-12<sup>th</sup> Grade Principal Clay Koenig.
- III. Pledge of Allegiance – the Pledge of Allegiance was recited.
- IV. Statement of Notice – Schier said the notice for this meeting was posted on January 25, 2017 at 12:00 pm. Motion by Schier, second by Moravits to accept that the meeting notice was properly posted. The motion carried on a voice vote.
- V. Appearances – There were none.
- VI. New Business
  - a. 188 Telephone Participation in Board/Committee Meetings [new]– This policy is being reviewed because of a couple of situations this year where board members wished to participate in meetings via phone. The Committee reviewed a draft policy from Eileen Brownlee, the district’s attorney. Recommendations from the committee’s discussion of the draft policy were as follows:
    - i. The policy references a form that board members would use to request phone access. The Committee asked Administration to draft a form where board members would record their name, date and reason they cannot attend a meeting in person.
    - ii. The draft policy allows for no more than one member to join any given meeting by phone. If more than one member requests to attend by phone, the Committee recommends permission be granted on a first come, first served basis.
    - iii. A board member who is approved to join an open session via phone should have full voting rights during the meeting.
    - iv. The policy should make it clear that the board president/committee chair is responsible for approving or denying a request to join a meeting via phone.
    - v. The policy should be clear that no phone participation will be allowed for closed sessions.A revised draft policy will be reviewed at the March Policy and Curriculum Committee meeting.
  - b. 421 Entrance Age for 4K Kindergarten [revised] –Athey indicated that DPI regulations prohibit schools from denying access to 4K kindergarten based on “readiness”. Our current policy restricts access based on toilet training. The Committee recommends the revised policy for a 1<sup>st</sup> reading by the Board.

- c. 421 Rule Guidelines for Early Admission (for 4K Kindergarten) [revised] - The revised policy (based on a WASB model policy) replaces and updates the current RRSD policy. The Committee recommends the revised policy for a 1<sup>st</sup> reading by the Board.
- d. 662.3 Fund Balance Policy [revised] –Kocer recommends adding the following sentence to our current Fund Balance Policy “The Board shall strive to maintain a General Fund operating reserve minimum of approximately 15% of the District’s General Fund operating budget for the subsequent fiscal year.” Kocer noted that the language reflects a recommendation, not a requirement. The Committee recommends the revised policy for a 1<sup>st</sup> reading by the Board.
- e. Resolution to Repeal Existing State Statutes Restricting the School Start Date – Athey explained that superintendents from CESA 3 school districts would like their district boards to support a resolution asking the state legislature to grant districts the right to begin school earlier than September 1. The Committee recommends the Board adopt the resolution.

VII. Old Business

- a. Policy Manual Sections 920-950 Facilities Planning and Construction [revised and replacement]. Athey explained that the current RRSD policies have been updated with language from the Kenosha School District (per Brownlee’s recommendations). The Committee recommends the revised policy for a 1<sup>st</sup> reading by the Board.
- b. 321 Annual School Calendar and School Hours [replacement] – recommend to the Board for 2<sup>nd</sup> reading – The Committee recommends the replacement policy be adopted by the Board at its February meeting.
- c. 760 Food Service Management [replacement] – recommend to the Board for 2<sup>nd</sup> reading – The Committee recommends the replacement policy be adopted by the Board at its February meeting.
- d. 760.1 Free and Reduced Meals [revised] – The Committee decided to table discussion of this revised policy until the March Policy and Curriculum Committee. The Committee would like to hear what was learned about Prairie du Chien application rates for free and reduced lunch.
- e. 852 Distribution of Non-school related Materials [replacement] – recommend to Board for 2<sup>nd</sup> reading. The Committee recommends the replacement policy be adopted by the Board at its February meeting.

VIII. Next Meeting – Wednesday, March 1, 2017 at 5:00 pm – The Committee would like to begin future meetings at 5:00 pm.

IX. Member Suggestions and Recommendations for Future Items – Discussion of both 760.1 Free and Reduced Meals *and* 188 Telephone Participation in Board/Committee Meetings.

X. Adjournment – Motion by Schier/second by Moravits to adjourn. The meeting adjourned at 6:05 pm. The next meeting will be Wednesday, March 1, 2017 at 5:00 pm.