

**OFFICIAL PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOARD OF EDUCATION, EAU CLAIRE, WISCONSIN, JULY 15, 2013  
PRESIDENT CRAIG PRESIDING**

Following the Pledge of Allegiance, President Craig called the meeting to order at 7:00 p.m. Secretary Patti Iverson confirmed that the meeting was properly noticed and was in compliance with the open meeting law.

Board Members present: Craig, Cummins, Hambuch-Boyle, Johnson, and Spindler.  
Absent: Duax and Xiong (arrived at 7:26 p.m.).

### **PUBLIC FORUM**

Lynn Christianson is the President of the classified union and spoke to the Board about vacation days for 9 and 10 month classified employees. With the elimination of vacation for these employees, the union asked to find a way to compensate the staff for the loss in pay.

Classified staff member, Ann Meyer, said 9 and 10 month classified staff have no flexibility to take time off because vacation has been eliminated. In addition, there has been a loss in wages because in the past staff could use vacation or receive compensation for that time. She asked the Board to consider adding personal days or allowing paid time off that would accrue according to the time an employee works.

### **BOARD/ADMINISTRATIVE REPORTS**

#### Superintendent's Report

Superintendent Hardebeck shared a list of events on the Board's calendar for the next month.

Dr. Hardebeck reported that Memorial student, John Paul Nelson, achieved a perfect score on the ACT with a score of 36. JP is 16 and a member of the Class of 2014. His parents are John and Donna Nelson. Dr. Hardebeck acknowledged that less than one-tenth of a percent of students nationwide achieve this top score. She congratulated JP!

#### Communication to Superintendent/Board President

President Craig received the resolutions from WASB that the Delegate Assembly passed. She said if any Board members want to submit a resolution for consideration in January 2014, they should be thinking about that now.

#### Other Reports

#### Policy and Governance Committee

The Policy & Governance Committee will meet on August 5, 2013.

### Budget Development Committee

Com. Spindler reported that at the recent meeting Mr. Van De Water gave an overview of the revenue limit increase the District might expect. He said that new legislation involving the Community Service Fund may impact the District's budget. The committee also discussed the tasks remaining to get a final estimate on the budget as well as the RFP that was sent out for legal services.

### Update on State Budget

Mr. Van De Water said the state budget was signed into effect on July 3, 2013. All schools received a \$75 per student revenue limit adjustment. The ECASD anticipates an increase in state aid, which should transfer into a flat levy or a slight decrease.

## **CONSENT RESOLUTION AGENDA**

Board members asked to pull Resolution 7 from the consent agenda.

Com. Johnson moved, seconded by Com. Spindler, to approve the consent resolution agenda consisting of the following items:

- ◆ The minutes of closed session of June 3, 2013
- ◆ The minutes of Board meeting of June 17, 2013 as mailed.
- ◆ The minutes of closed session of June 17, 2013, as mailed.
- ◆ The budget adjustments as presented.
- ◆ The gifts in the amount of \$3,823.03 for the period June 1, 2013, through June 30, 2013, as presented.
- ◆ The payment of all bills in the amount of \$9,055,518.17 and net payroll in the amount of \$3,419,459.67 for the period June 1, 2013, through June 30, 2013, as presented.

Consent resolution agenda items approved by unanimous roll call vote.

## **INDIVIDUALLY CONSIDERED RESOLUTIONS**

### Resolution #7 – Employment Report

The Board received an addendum to the Employment Report which included the recommendation to employ Thomas Dechant as Principal at Sherman Elementary and Timothy Skutley as Principal at Northstar Middle. Superintendent Hardebeck shared the work history for these two principals.

It was noted that none of the individuals employed would be subject to responsibility pay.

There was a request to get an update on the number of resignations and whether there are more than usual.

Com. Cummins moved, seconded by Com. Johnson, to approve the Employment Report for July 15, 2013, as presented including Addendums. Carried by unanimous roll call vote.

Com. Xiong arrived at 7:26 p.m.

Regular meeting adjourned.

Submitted by Patti Iverson, Board Secretary

**COMMITTEE MEETING  
BOARD OF EDUCATION – EAU CLAIRE, WISCONSIN  
JULY 15, 2013**

1. Call to Order – Committee Meeting

Board Members present: Craig, Cummins, Hambuch-Boyle, Johnson, Spindler and Xiong. Absent: Duax.

2. Committee Reports/Items for Discussion

A. Budgeting for Study of Joint Health Care Services

Mr. Van De Water said an RFP was sent out to study Joint Health Care Services for the Joint Commission on Shared Services. He noted that the District already has a consultant it uses for these services, and he felt the District shouldn't spend more money to get similar data. He will share his concerns with the Commission. All three governmental entities would have to approve a study.

B. Discussion and Possible First Reading of *Policy 181 -- Rules of Order*

A revision of *ECASD Policy 181 – Rules of Order* was shared with the Board. A suggestion was made to add the word "each" to the beginning of Item #7.

Com. Hambuch-Boyle shared the first reading of *Policy 181-- Rules of Order*:

All meetings of the School Board shall conduct business using the following Rules of Order. In the absence of any specific legal requirement or policy established by the Board, *Robert's Rules of Order* shall apply, modified by the rules listed below. The failure to follow *Robert's Rules of Order* or any other local procedural rule(s) that have been set at the discretion of the Board shall not, standing alone, be construed to render any decisions made by the Board void, voidable or otherwise invalid.

The President's Duties:

1. It shall be the duty of the President to preserve order and to decide questions of order, subject to an appeal to the Board by any two members.
2. The President shall have the ability to vote just as other Board members do (not just to break a tie or to make a tie).

Motions and Discussion:

1. Every motion requires a second to be considered by the Board.

2. A Board member is required to obtain the floor through recognition by the President before speaking or making a motion. Board members need not stand to obtain recognition.
3. The President may participate in debate while giving every member an equal opportunity to speak.
4. At the end of any discussion, the President shall have the ability to:
  - (a) If considering a motion, ask if the Board is ready to call the question.
  - (b) If in a Committee of the Whole considering a possible motion for a future meeting, ask if the Board is ready to put a resolution on the agenda at the next meeting.
5. The subject of discussion and debate shall be about the motion and not about a member.
6. A Board member may speak any number of times (not just twice) and every member has an equal opportunity to speak.
7. Each member shall be limited to speaking for a total of 5 minutes per topic or motion, which may be extended by an appeal.
8. Discussion is allowed when there is not a motion on the table, subject to the rules set forth in this policy.
9. Votes may be taken by a show of hands or verbally unless a roll call vote is required.

The Policy will be brought back for final approval at the August 5, 2013 meeting.

C. Discussion and Possible First Reading of *Policy 185 -- Board Committees*

A revision of *Policy 185 – Board Committees* was shared with the Board. There was a suggestion to change the last sentence of the third paragraph to read, “The President shall appoint members to standing committees, subject to approval of the Board.” There was also discussion about Temporary Committees and who appoints those committees as well as what committees are designated as Standing Committees and what are Advisory Councils. It was decided that this policy be brought back to the Policy & Governance Committee for review at its August 5<sup>th</sup> meeting.

D. Discussion and Possible First Reading of *Policy 453.4 – Administration of Medications to Students*

The Board received a draft of *Policy 453.4 – Administration of Medications to Students*. Changes in the policy were a result of revised state statutes.

It was suggested that the policy state that “rules shall be developed with the assistance of a school nurse and adopted by the Board.”

It was pointed out that the Board typically does not adopt rules as indicated in the policy. The Board asked to check if there are any state statutes that require the Board to adopt rules in this case.

Com. Spindler shared the first reading of *Policy 453.4 – Administration of Medications to Students*:

Medications should be administered to school children at home, rather than at school, whenever possible.

District employees, who are authorized to do so in writing by a school principal or District administrator, may administer medications to students under the rules established to implement this policy. These rules shall be developed with the assistance of a school nurse and adopted by the Board.

The school nurse shall be responsible for overseeing the receipt of the written medication instructions and consents, maintenance of complete and accurate medication administration records, proper storage of medications, and disposal of outdated and unused medications in accordance with District procedures.

The school principal or District administrator shall be responsible for ensuring that the written medication administration instructions that are on file in the District are periodically reviewed by the school nurse.

Authorized District employees who administer a prescription or nonprescription drug shall complete Department of Public Instruction-approved training before administering medication to a student.

Students may possess (carry) and use an inhaler or epinephrine auto-injector (e.g., Epipen®) as well as self-administer their own prescription and nonprescription drugs with the written approval of the student's physician and parent or guardian.

No District policy or procedure shall be interpreted to limit or detract from the immunities and other limitations on liability available under the law to nurses and other persons who engage in or assist with the administration of medication to students.

The Policy will be brought back for final approval at the August 5, 2013 meeting.

#### E. Vacation Days for 10-Month Employees

Ms. Marks reviewed the process used in modifying vacation days for the classified employee group. The Board previously agreed to eliminate vacation days for 9 and 10 month classified employees effective July 1, 2013. When the decision was made in June 2012, the Board asked administration to look into options that would replace vacation time with another monetary benefit. Administration met with union leadership to

discuss options for providing an additional holiday, additional personal days, or a modification of the salary schedule. The cost outs for those options were shared with the Board. The Board also received information about cost savings as the result of changes made in health insurance. The Board discussed the compensation study that will be done during the 2013-2014 school year as a way to equalize salary/benefits for staff. There was a desire to keep consistency in the Employee Handbook. No further action will take place on this matter until after the study is completed.

Several classified staff members spoke to the Board about the issue and asked that the Board consider providing additional compensation, holidays or personal days. It was noted that the group gave up salary over the years during negotiations so they could have vacation days. Another concern shared was that there are some positions that have the same job title but some work 12 months and others work 10 months. This could create inequities as well.

#### F. History & Status of Charter Ad Hoc Committee

Mr. Leibham provided a historical overview of the Charter Ad Hoc Committee that was formed in the spring of 2007. The primary focus of the committee was to establish guidelines and procedures for the development and operation of additional charter schools. Several recommendations were made by the committee and some of those were implemented. Policy 331 was developed by the committee and approved by the Board in May 2008. The last documented record of future direction and action of the committee was in October 2008.

The Board asked that a draft charge be developed which would include potential rules and responsibilities of the charter. Board members were asked to volunteer to help with this. The Board felt an ad hoc committee would then be reinstated and Dr. Hardebeck will assign an administrator to work with the committee and meetings will be scheduled.

#### 3. Request for Future Agenda Items

There was a request for a written report on the requirement to give annual seclusion and restraint report and how the information is used by staff to evaluate student need and past practice for inservices.

#### 4. Other Business

5. Motion to Adjourn

Com. Hambuch-Boyle moved, seconded by Com. Xiong, to adjourn committee meeting. Carried by unanimous voice of acclamation.

6. Meeting adjourned at 9:37 p.m.