

**SCHOOL DISTRICT OF HOLMEN
SCHOOL BOARD COMMITTEE MEETING NOTES
POLICY COMMITTEE
Wednesday, September 4, 2024 5:00 p.m.
Frederic D. Frick Administrative Center
Boardroom
1019 McHugh Road
Holmen, Wisconsin 54636**

01. CALL TO ORDER

C. Lau called the meeting to order at 5:00 p.m.

02. ROLL CALL & NOTICE OF QUORUM

Committee members present were Chris Lau, Maggie Smith, Khadijah Islam, Dr. Kristin Mueller, Nick Bakke, Caitlynn Hinytzke, Katherine Lavelle, Betty Pfaff, and Eric Schmitz. Stacy Lockington was also present as notetaker.

03. APPROVAL OF AGENDA

The agenda was approved by consensus.

04. PUBLIC PARTICIPATION

No one addressed the committee.

05. INTRODUCTIONS

Committee members introduced themselves and their role in the School District of Holmen community.

06. COMMITTEE MEETING DATES FOR 2024-25

Dr. Mueller reviewed the proposed Policy Committee meetings dates for the 2024-25 school year. The committee will meet the first Wednesday of the month, if it meets. Scheduled meeting dates for 2024-25 are 9/4/24, 10/2/24, 12/4/24, 3/5/25, and 5/7/25 from 5:00 p.m. to 6:30 p.m.

07. COMMITTEE PURPOSE

The School District of Holmen utilizes the Neola policy platform. The purpose of this committee is to discuss and review policies in response to periodic and special updates from Neola and other scheduled policy reviews. Policies come to this committee after review by administrators. The Committee discusses the suggested revisions and makes recommendations to the Board. Various administrators will attend meetings to discuss policies regarding their departments, as needed.

08. COMMITTEE NORMS

Dr. Mueller reviewed norms for the committee. The committee approved the norms by consensus.

09. APPROVAL OF PRIOR MEETING NOTES

9.1 April 22, 2024 Policy Committee Notes

The April 22, 2024 Policy Committee Notes were approved by consensus.

10. POLICY REVIEW

10.1 0100 Definitions

Dr. Mueller reviewed the suggested edits to policy 0100 Definitions, which include updates to formatting and definitions of District Records Custodian and Local Public Office Holder or Official. M. Smith suggested adding “/guardian” to any reference in policy to “parent.”

Policy 0100 Definitions was approved by consensus with the recommended changes noted here.

10.2 7544 Use of Social Media

Dr. Mueller explained the suggested revisions to po 7544 Use of Social Media reaffirm the District uses social media platforms/sites as limited public forms, but will not engage in dialogue in comments received. Additional language adds a prohibition of the use of such sites by staff or volunteers to communicate privately with students. Committee members discussed the benefits of consolidating apps used by schools and activities, social media sites of classrooms, and protecting student privacy, but did not make any changes to the policy recommendations.

The revised po 7544 Use of Social Media was approved by consensus.

10.3 8395 Student Mental Health Services

The revisions to po 8395 Student Mental Health Services account for the delivery of mental health services using virtual platforms in addition to face-to-face delivery. There were minor formatting updates, as well.

The committee approved the revisions to po 8395 Student Mental Health Services by consensus.

10.4 9130 Public Requests, Suggestions, or Complaints

The Committee reviewed changes recommended by Neola to clarify the informal and formal processes in addition to options for review of classroom materials. There was concern that the suggestions do not clearly define the difference between classroom instructional materials and LMC materials.

Administration will work on further revisions of the policy to address concerns and bring a recommendation back to the Policy Committee at a subsequent meeting.

11. CLARIFY/REVIEW ACTIONS & DISCUSSION

If a Committee member has further feedback or questions on a policy discussed, they can email or call Stacy Lockington. The Committee is advancing policies 0100, 7544, and 8395 to the Board for consideration. Policy 9130 will be reviewed by administration and brought back to the Committee.

12. ADJOURNMENT

The September 4, 2024 Policy Committee meeting adjourned at 5:58 pm.