

SCHOOL DISTRICT OF HOLMEN
Personnel and Governance Committee
Wednesday, September 12, 2018 6:30 p.m.
District Office Conference Room E

01. CALL TO ORDER

02. ROLL CALL

Anita Jagodzinski, Barb Wettstein, Excused Lisa Kosin Joni Wittwer,
Kristin Mueller, Jay Clark, Melissa Kaatz
Guest Board Member - Tom Kruse

03. APPROVAL OF AGENDA - Approved by consensus

04. PUBLIC PARTICIPATION - none

05. APPROVAL OF MINUTES 5-9-18 - Approved by consensus

06. COMMITTEE MEMBERSHIP - Kari is no longer a committee member. If anyone knows of anyone interested in joining the committee, forward their information to Dr. Mueller.

07. COMMITTEE MEETING DATES/MEMBERSHIP FOR 2018-19 - Meet 2nd Wednesday of each month from 6:30 - 8:00 p.m. Consensus by committee to keep same date/time.

08. COMMITTEE PURPOSE - Reviewed committee purpose. Consensus by committee to strike "negotiations for school personnel" from purpose statement. Dr. Mueller will notify Board in weekly update of change in Personnel & Governance Committee purpose.

09. KEY PERFORMANCE MEASURES (P&G measures awareness and performance status) - Reviewed 2018 Dashboard - Focus Area Performance. Workers Comp performance indicator will be brought back to next meeting for review. Reviewed and discussed each element within Workforce area.

10. 18-19 POLICY CONSIDERATIONS

- a. AR 110 Educational Philosophy
- b. BP 131.2 Oath of Office
- c. BP 151 Board Policy/Administrative Rule Development
- d. BP 185 Board Committees
- e. AR 210 Administrative Goals
- f. AR 272 District Annual Report
- g. AR 523 Employee Safety
- h. AR 523.3 Employee Assistance Program
- i. AR 529 Criminal Background Checks
- j. BP 529.1 Criminal Activities
- k. AR 532.3 Employee Unpaid Leave of Absence
- l. AR 533 Posting of Professional Vacancies
- m. BP 538 Evaluation/Assessment of Personnel
- n. BP 542.3 Use of Sick Leave
- o. AR 542.4 Use of Vacation Time
- p. BP 723.3 Emergency School Closing
- q. AR 753 School Owned Vehicles
- r. AR 773 Data Management
- s. BP 811 Community/Staff/Student Involvement in Decision Making

Vision: Educating every student to achieve global success.

Committee Purpose: Provide guidance and direction on negotiations for school personnel, Employee Handbook development and revisions, contracted services, and any other personnel or governance related ideas, policies and proposals to improve the effectiveness and efficiency of the school District. Conduct regular review of policies in the areas of personnel and general governance of School District operations.

- t. AR 820 Public Information/Communication
- u. BP 822 Board News Media Relationship
- v. BP 823 Access to Public Records
- w. AR 831 Smoke -Free Environment
- x. AR 870 Suggestions Concerns and Complaints

A few of the policies are carryover from last year; the remaining are up for review in the cycle. Committee indicated that Administration should identify policies that can be grouped together and brought forward to review at one time.

11. NEXT AGENDA: TBD

- 01. CALL TO ORDER
- 02. ROLL CALL
 - ___ A. Jagodzinski, ___ B. Wettstein, ___ L. Kosin, ___ J. Wittwer, ___ K. Mueller, ___ J. Clark, ___ M. Kaatz
- 03. APPROVAL OF AGENDA
- 04. PUBLIC PARTICIPATION
- 05. APPROVAL OF MINUTES 9-12-18
- 06. EMPLOYEE HANDBOOK LANGUAGE EXAMINATION/TBD
- 07. POLICY CONSIDERATIONS
 - a.
- 08. NEXT AGENDA: TBD
- 09. ADJOURNMENT Personnel & Governance Committee meeting of October 10 adjourns at _____ p.m

12. ADJOURNMENT: Personnel & Governance Committee meeting of September 12, 2018 adjourns at ___7:27_p.m.

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