

**OFFICIAL PROCEEDINGS OF THE REGULAR MEETING OF THE
BOARD OF EDUCATION, EAU CLAIRE, WISCONSIN, OCTOBER 7, 2013
PRESIDENT CRAIG PRESIDING**

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

Board Members present: Craig, Duax, Hambuch-Boyle, Johnson, Spindler and Xiong. Absent: Cummins. Student Representatives Kelsey Ackerman and Leah Sutliff were also present.

PUBLIC FORUM

No one signed up to address the Board.

BOARD/ADMINISTRATIVE REPORTS

Superintendent's Report

Ron Martin from WEAC was present to award Chris Hambuch-Boyle with the Tenia Jenkins Activist Award. Mr. Martin said the award recognizes Ms. Hambuch-Boyle as an individual who has made significant contributions of activism for the benefits of students and members of the organization. She works tirelessly in defense of, and support of, public education for all and is a true social justice warrior. The Board congratulated Com. Hambuch-Boyle for this recognition.

Superintendent Hardebeck shared a list of events on the Board's calendar for the next month. She reiterated that the public budget hearing will be held at 6 pm on October 21st. After the hearing the Board will adopt the budget and hold a Work Session immediately thereafter.

Dr. Hardebeck highlighted the long-standing partnership with RCU to bring the "Save at School" program to nine schools in the District. The U.S. Department of Treasury conducted hearings at UW-Madison on September 25th, which drew participants from both the public and private sectors to discuss financial literacy to prepare students for life after high school. RCU and the ECASD were recognized at these hearings. Alex Martinez, a 2012 graduate of North High, participated in the panel discussion and shared testimony of how RCU's program provides the opportunity for kids to have hands-on experience in managing their own money. He characterized this program as life-changing.

Dr. Hardebeck also announced that Memorial student, Foua Xiong, was named the First Place Outstanding Vocalist at the UW-Eau Claire Clearwater Choral Festival and was selected to receive the top honor of a scholarship to attend UW-Eau Claire as a music major.

Communication to Superintendent/Board President

President Craig said that all six legislators will be able to attend the breakfast on October 14th with the Altoona, Chippewa Falls and Eau Claire school boards to address current legislative issues related to education.

Student Representative Report

Kelsey Ackerman and Leah Sutliff shared a list of events that have taken place at both high schools as well as information on upcoming events.

Other Reports

Policy and Governance Committee

The committee met and discussed Policy 512—Employee Harassment and Bullying, which is on the Board agenda for consideration, and will bring Policy 310 – Equitable Educational Opportunities to the Board for review in November.

Budget Development Committee

The committee has not had any meetings to report.

Montessori Governance Board

Com. Hambuch-Boyle serves as an ex-officio member of the Montessori Governance Board. They recently met and reviewed their contract and talked about their strategic plan. They have included actions to increase communication with their Governance Board and the School Board.

CONSENT RESOLUTION AGENDA

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

- ◆ The minutes of Board meeting of September 23, 2013 as mailed.
- ◆ The minutes of closed session of September 23, 2013, as mailed.
- ◆ The matters of employment of October 7, 2013, as presented.
- ◆ Revisions to ECASD Policy 536 – Professional Staff Resignation

Consent resolution agenda items approved by unanimous voice of acclamation.

Regular meeting adjourned.

Submitted by Patti Iverson, Board Secretary

**COMMITTEE MEETING
BOARD OF EDUCATION – EAU CLAIRE, WISCONSIN
OCTOBER 7, 2013**

1. Call to Order – Committee Meeting

Board Members present: Craig, Duax, Hambuch-Boyle, Johnson, Spindler and Xiong. Absent: Cummins. Student Representatives Kelsey Ackerman and Leah Sutliff were also present.

2. Committee Reports/Items for Discussion

A. Discussion & Possible First Reading of Policy 512 – Employee Harassment & Bullying

Kay Marks, Executive Director of Human Resources, said the Policy & Governance Committee was asked to review the policy and make modifications as discussed at the last Board meeting. An updated draft was shared with the Board.

Com. Spindler shared the first reading of *ECASD Policy 512 – Employee Harassment & Bullying*:

The District is committed to providing fair and equal employment opportunities and to providing a professional work environment free of all forms of harassment and bullying. The District shall not tolerate harassment or bullying toward an individual based, in whole or in part, on a person's sex, race, religion, national origin, color, ancestry, creed, pregnancy, marital status, sexual orientation, disability, age, genetic information or other protected status which has the purpose or effect of: (1) creating an intimidating, hostile or offensive work environment; (2) interfering with a person's work performance; or (3) otherwise adversely affecting a person's employment opportunities. Harassment can occur as a result of a single incident or a pattern of behavior.

Harassment and other unacceptable activities that could alter conditions of employment, or form a basis for personnel decisions, or interfere with an employee's work performance are specifically prohibited. Sexual harassment, whether committed by supervisory or non-supervisory personnel, is unlawful and also specifically prohibited. In addition, the District shall not tolerate acts by nonemployees (e.g., volunteers, vendors, visitors) that have the effect of harassing or bullying District employees in the workplace. Harassment or bullying can occur as a result of a single incident or a pattern of behavior where the purpose or effect of such behavior is to create an intimidating, hostile or offensive working environment. Harassment encompasses a broad range of physical and verbal behavior that can include, but is not limited to, the following:

- 1. Unwelcome sexual advances, comments or innuendos;*
- 2. Physical or verbal abuse;*

3. *Jokes, insults or slurs based on any personal characteristic set forth above (Such comments are unacceptable whether or not the individual within the protected class is present in the workplace to overhear them and whether or not a member of a class professes to tolerate such remarks);*
4. *Taunting based on any personal characteristic described above intended to provoke an employee; and/or*
5. *Requests for sexual favors used as a condition of employment or affecting any personnel decisions such as hiring, promotion, compensation, etc.*

All employees are responsible for ensuring that harassment and bullying do not occur. An employee who believes that he or she has been the subject of harassment or bullying or has knowledge of violations of this policy shall report the matter in accordance with established complaint procedures. All reports regarding employee harassment or bullying shall be taken seriously and promptly and thoroughly investigated. Individual privacy shall be protected to the extent possible. There shall be no retaliation against any person who files a complaint under this policy, objects to harassment or bullying, or participates in an investigation of harassment or bullying. The District shall take appropriate and necessary action to eliminate employee harassment and bullying. Actions that are determined to be harassment or bullying shall be subject to disciplinary action, up to and including termination.

All employees have a duty to report incidents of potential or alleged harassment and bullying to their immediate supervisor or Executive Director of Human Resources. Employees have up to 300 calendar days to report an alleged incident(s) of harassment/bullying. This timeframe applies to employees who are either the subject of the harassment/bullying or have knowledge of the violation of this policy. Supervisors who fail to respond to harassment or bullying complaints or to act on their knowledge of violation of this policy shall be subject to disciplinary action, up to and including termination. In addition, employees who fail to report incidents of potential or alleged harassment and bullying, as described above, shall be subject to disciplinary review, which could include actions up to and including termination.

The Superintendent or his/her designee shall be responsible for implementing Administrative Rules.

President Craig said this policy will be brought forward as a consent resolution at the next regular meeting.

B. Opening of 2013-2014 School Year Report

Tim Leibham, Kay Marks and James Schmitt provided demographic data related to District enrollment and staff.

Mr. Leibham, Executive Director of Administration, reported that enrollments have steadily increased over the last ten years but were down slightly from last school year. The greatest decline occurred at early learning and McKinley. He also noted that the percentage of students applying for

free/reduced meals continues to increase; 41% of students are living in poverty based on those applications. The student composition by ethnic code was also shared. The percentage of students of color has increased from 12% in 1999 to 20% in 2013.

Jim Schmitt, Director of Assessment & Technology, shared results of an Open Enrollment Survey which addressed why families chose to open enroll out of the district. He said the two biggest reasons for leaving were school climate/culture and academic preparation and opportunities. Dr. Hardebeck said the District is looking at alternatives for virtual learning to give students other options in the District.

Kay Marks, Executive Director of Human Resources, shared a summary of trends related to recruitment and maintenance of all employee groups. She reviewed a statistical analysis of employee demographics by gender and ethnicity as well as a history of retirements, resignations, years of service and FTE's by employee groups.

The Board discussed the challenge of hiring more minority employees in a community where there is not much diversity. They asked that the District continue to work to increase those numbers.

This data will be shared with the Demographic Trends Committee as it looks at capacity in the buildings and the effects of programs like SAGE.

C. Discussion of Emergency Closures & Possible Rescinding of Board Action Approved September 9, 2013

At the September 9, 2013 meeting, the Board took action to modify Part I, Section 3.14 of the Employee Handbook dealing with Emergency School Closures. Com. Spindler asked to discuss the decision made with the possibility that the Board may rescind the motion.

After discussion the Board referred this section to the Employee Relations Committee (ERC) to review the wording as it relates to two variables: employee types (school year hourly vs. salary positions) and job descriptions.

D. Employee Handbook Modifications Concerning Sick Leave Bank

Kay Marks provided updated language vetted through legal council related to the District Wide Sick Leave Donation Bank. She said the determination whether leave is granted is the authority of the Executive Director of Human Resources based upon state and federal law as well as District policy. The Employee Board determines if a preauthorization to utilize the donation

bank is granted but does not determine if paid leave is granted.
Administration recommended that the Board approve these modifications.

The Board asked that this information be shared with the ERC and that it come back as a Resolution at the next regular meeting in November.

3. Request for Future Agenda Items

4. Other Business

5. Motion to Adjourn

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

6. Meeting adjourned at 8:57 pm.