

**OFFICIAL PROCEEDINGS OF THE REGULAR MEETING OF THE
BOARD OF EDUCATION, EAU CLAIRE, WISCONSIN, JUNE 4, 2012
PRESIDENT CRAIG PRESIDING**

Following the Pledge of Allegiance, President Craig called the meeting to order at 2:00 pm. Secretary Patti Iverson confirmed that the meeting was properly noticed and was in compliance with the open meeting law.

Roll call was taken and the following commissioners were present: Craig, Cummins, Duax, Faanes, Johnson, and Wogahn. Absent: Janke.

NOTICE OF CLOSED SESSION

President Craig announced that the Board would go into closed session following the committee meeting under 19.85 (1)(c)(e) to discuss potential language changes to ECAA individual administrator contracts and the ECAA Agreement, contract parameters for the new Superintendent's Contract, and Board/Superintendent evaluation.

COMMITTEE REPORTS/ITEMS FOR DISCUSSION

Preliminary Discussion of Approval of the Employee Handbook

Executive Director of Human Resources Kay Marks and Northstar Principal Michelle Golden presented a draft of the Employee Handbook for the Board's review. There were 11 items that were known areas that needed additional discussion by the Board. Ms. Marks noted that some items were not included because of lack of time to finalize them but they were items that didn't have to be addressed by July 1. Detailed information was provided on these 11 items and President Craig said the Board had three options to consider on each item: 1) preliminarily accept; 2) preliminarily deny; and 3) maintain the status quo and discuss again in the future.

Discussion Item #1 – Pay Periods

School year employees will be paid over a ten-month period; calendar year employees will continue to be paid over a twelve-month period. Mr. Van De Water stated that employees could make arrangements with their financial institutions to segregate funds during the school year so they can have the funds available to them during the summer months if they wish.

The Board gave preliminary approval of this item.

Discussion Item #2—Extended Sick Leave

Ms. Marks presented a district-wide sick leave bank proposal. When an employee runs out of sick leave, it goes into 30 or 40 days of extended sick leave. With this proposal an employee could get up to 60 days that were donated by colleagues due to a serious illness or injury. There were some concerns raised such as allowing employees to choose who they would donate their sick leave to or HIPA issues. Consensus was not reached on this item. The Board asked for more information on the sick leave donation bank and for protocol to be developed to access the sick bank leave, which may resolve the issues expressed with discontinuing extended sick leave.

Discussion Item #3—Sick Leave Earned

School year employees will earn ten days of paid sick leave per year; calendar year employees will continue to earn twelve days of paid sick leave. Sick leave for all employees will continue to accumulate to 120 days.

The Board gave preliminary approval of this item.

Discussion Item #4 – Longevity

Currently there are vastly different plans for longevity pay across the district. The Board asked for a study group to look into making recommendations for possible changes by July 31, 2012.

Discussion Item #5—Emergency School Closures

Certified, classified and food service staff currently do not report to work during emergency school closures. It was recommended that all employees, with the exception of food service employees, report to work at their normally assigned time or as reasonably thereafter as possible, given safety considerations. Staff could use a personal day, vacation day, or paid time off if they chose not to report.

The Board gave preliminary approval of this item.

Discussion Item #6—Management Rights

Item M would be modified to read, “To contract out for goods and services, provided current staff is not reduced.” Current workforce or current staffing levels would not be reduced without specific Board action. The Board discussed writing a policy or administrative rule to address the contracting out of goods and services and how that would be communicated to the Board.

The Board gave preliminary approval of this item.

Discussion Item #7—Grievance Procedure

One of administration's recommendations of this item would eliminate working conditions as part of the grievance process. The Board wanted to permit working conditions to be a grievable issue for all employee groups so this issue was tentatively denied.

Discussion Item #8—Vacation for School-Year Employees

For the 2012-13 school year, each ten month employee shall receive seven or eight days of vacation prorated according to the employee's FTE. Beginning July 1, 2013, any remaining vacation time will be turned into personal time and no longer referred to as vacation time.

The Board discussed possible adjustments in salary to make up for this change for school-year employees. Mr. Van De Water was asked to segregate this group out to see if the District is paying comparable salaries in these positions.

The Board gave preliminary approval of this item.

Discussion Item 9 – 40-Hour Work Week

The Board gave preliminary approval to set 40-hour work weeks as the standard for all employee groups. These rules governing professional work hours were proposed:

- 1) Core hours on starting and ending times for employees are determined by administration. The normal work week will be 40 hours;
- 2) It is not the intent of this provision to require more or fewer meetings and conferences, nor is it the intent to have teachers present only in classrooms during instructional time;
- 3) A staff member and his/her appropriate supervisor(s) will determine the employee's hours based upon the completion of his/her duties and the needs of their students. Teachers will be evaluated based upon the completion of their duties rather than on adherence to a fixed time schedule.

The Board asked that it receive an update by the end of the first semester on this proposal. There were some concerns about additional compensation for staff that already have an 8-hour work day like OT/PT/psychologists/social workers. There could also be issues with coaches.

Discussion Item #10—Personal Days

All employees will be granted one personal day per year at the beginning of the year, which can be accumulated to three or five days, depending on the group. An employee can earn an additional personal leave day the following year if that employee does not

use any sick leave in the preceding school year. It was noted that Director of Food Service Sue Brown would prefer that food service employees be limited to an accumulation of three personal days because it is so difficult to find substitutes.

The Board gave preliminary approval of this item with the exception of twelve month administrators who will not receive a personal day.

Discussion #11—Child Rearing Leave

This recommendation would require employees who desire to be away from work to care for a new child to apply for FMLA rather than taking a child rearing leave.

The Board denied this recommendation and asked that the current child rearing leave process be maintained. The Board asked for this to be studied over the next year to determine how to better address uniformity across all employee groups.

The Board was asked to email any other questions they have about the Employee Handbook to Kay Marks.

The Board took a short break at 6:20 p.m. and reconvened at 7:00 p.m.

PUBLIC FORUM

Bev Christianson spoke about vacation for school year classified staff as discussed in the Employee Handbook. She said there are several positions in the classified bargaining group with the same job title but some are twelve-month positions and some are ten. She said several staff members with similar job titles would have a reduction in pay with the new EH language and she asked the Board to review this.

Deb Hower said Board members should have received a packet from north side parents regarding disparities and inequities in achievement and extra-curricular activities between the two high schools. She said the group would like to discuss these issues with the Board before next school year.

BOARD/ADMINISTRATIVE REPORTS

Superintendent's Report

Superintendent Heilmann was not in attendance.

Communication to Superintendent/Board President

The Board discussed the interview schedule for superintendent candidates.

Student Representative Report

Com. Duax introduced one of the new Student Representatives, Betsy Fawcett, who was in attendance. The students will officially begin in September.

Other Reports

Policy and Governance Committee

No report given.

Budget Development Committee

No report given.

CONSENT RESOLUTION AGENDA

Board members asked to pull Resolution 4 from the consent agenda.

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

- ◆ The minutes of Board meeting of May 21, 2012 as mailed.
- ◆ The minutes of closed session of May 21, 2012, as mailed.
- ◆ The matters of employment of June 4, 2012, as presented and amended.
- ◆ 2012-2013 Calendar Amendment Changing the Date for Spring Parent-Teacher Conferences
- ◆ ECASD Technology Plan
- ◆ §66.0301 Agreement Between McKinley Governance Board, the Eau Claire Area School District and the Altoona School District for 2012-2013
- ◆ State Open Enrollment Requests for 2012-2013

Consent resolution agenda items approved by unanimous roll call vote.

INDIVIDUALLY CONSIDERED RESOLUTIONS

Resolution #4

The Board discussed the proposal and some concerns were expressed. Ms. Dimock said she met with some of the specialists and they discussed issues that will be addressed as the schedule changes are made.

Com. Wogahn moved, seconded by Com. Faanes, to approve budget adjustments for the elementary music-art-physical education schedule change. Carried by unanimous roll call vote.

Regular meeting adjourned.

Submitted by Patti Iverson, Board Secretary

**COMMITTEE MEETING
BOARD OF EDUCATION – EAU CLAIRE, WISCONSIN
JUNE 4, 2012**

1. Call to Order – Committee Meeting

Board Members present: Craig, Cummins, Duax, Faanes, Johnson, and Wogahn. Absent: Janke. Student Representatives were also present.

2. Committee Reports/Items for Discussion

A. Revision of *Policy 365 – Internet Safety Policy—CIPA Compliant* and Possible First Reading

Jim Schmitt said that in order to remain e-rate compliant, the District must add language to existing policy by June 30, 2012, to educate minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and about cyberbullying awareness and response. Revisions were shared with the Board.

Com. Johnson shared a first reading of revised Policy 365:

It is the policy of the Eau Claire Area Schools to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personally identifiable information of minors and staff; and (d) comply with the Children’s Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children’s Internet Protection Act and as follows:

1. “Technology protection measure.” This term means a specific technology that blocks or filters Internet access to visual depictions that are:
 - a) Obscene as that term is defined in section 1460 of Title 18, United States Code;
 - b) Child pornography as that term is defined in section 2256 of Title 18, United States Code; or
 - c) Harmful to minors.
2. “Harmful to minors.” This term means any picture, image, graphic image file, or other visual depiction that:
 - a) Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
 - b) Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act

- or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- c) Taken as a whole, lacks serious literary, artistic, political or scientific value as to minors.

3. "Sexual act; sexual contact." These terms have the meanings given such terms in section 2246 of Title 18, United States Code.

Access to Inappropriate Material

Technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information. Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors. Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes. Other categories of filtering may be utilized as directed by the Director of Assessment and Technology. Annual review of categories to be filtered will be conducted by the Director of Assessment and Technology, with input from district administration, faculty, and the District Technology Plan Committee.

Inappropriate Network Usage

Steps shall be taken to promote the safety and security of users of the Eau Claire Area Schools online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called "hacking," and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personally identifiable information regarding minors and staff.

Supervision and Monitoring

It shall be the responsibility of all members of the Eau Claire Area Schools' staff to supervise and monitor usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act. Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the Director of Assessment and Technology, or designated representatives.

Educating Minors about Appropriate Online Behavior

It shall be the responsibility of the Eau Claire Area Schools' staff to educate minors about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

3. Request for Future Agenda Items

4. Other Business
5. Motion to go into Closed Session

Com. Duax moved, seconded by Com. Wogahn, to go into closed session under 19.85 (1)(c)(e) to discuss potential language changes to ECAA individual administrator contracts and the ECAA Agreement, contract parameters for the new Superintendent's Contract, and Board/Superintendent evaluation. Carried by unanimous roll call vote.

6. Meeting adjourned at 7:37 p.m.