SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029

POLICY COMMITTEE MEETING _ __ February 23, 2016 _____ 7:30 a.m.

Present: Aaron Dentz, Jeremy Struss, Rachel Crockford and Melissa Thompson

Excused: Rebecca Morrison

The Policy Meeting convened at 7:32 a.m.

DISCUSSION

A. Current Policy Development Process and Potential New Policy Service: Committee members reviewed a proposal from NEOLA to become the policy services provider for the district. Additional NEOLA users will be asked for more information about how the services fit their needs and current expenses for policy services will be reviewed and presented at the next Policy Committee Meeting.

B. Review of Existing Policies, Guidelines, and Procedures: The following policies, guidelines, and procedures were reviewed in light of suggestions from staff and legal updates received. Drafts of revisions will be presented to the committee for review and a first reading by the school board in the month of March.
   1. 671.2: Expense Reimbursements
   2. 671.3: Expenses
   3. 672: Purchasing
   4. Employee Handbook
   5. Employment Addendum—Teachers
   6. Employment Addendum—Non-Contracted Staff

C. Potential New Policies Based on Changes to State Law or Department of Public Instruction Rules: Committee members discussed the following potential policies based on recommendations from the Wisconsin Association of School Boards and staff. Policies to address these issues will be drafted for committee review and a first reading by the school board at an upcoming board meeting.
   1. School Board Member Resignations/Removal from Office
   2. School Board Vacancies
   3. Virtual Attendance at School Board Meetings
   4. Head Lice
   5. Education for Employment Programs
   6. Participation of Non-Public School Students in District Courses, Programs, and Activities

ADJOURNMENT

The Policy Committee meeting was adjourned at 8:54 a.m.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

                 _____, President

                 _____, Clerk