

# Prairie du Chien Area School District

## Innovation for Success™

### POLICY COMMITTEE MEETING OF THE PRAIRIE DU CHIEN BOARD OF EDUCATION

Public notice is hereby given as required by law that a Meeting of the Prairie du Chien Board of Education will convene on **February 22, 2016** in the Prairie du Chien High School Library Conference Room 125B, 800 East Crawford Street, Prairie du Chien, Wisconsin, 6:00 p.m. Matters to be taken up, discussed and acted upon at this meeting are as follows:

- I. CALL TO ORDER
- II. OLD BUSINESS (action if appropriate)
  - A. English Language Learners policy; Board President Panka has worked on draft language
- III. NEW BUSINESS (action if appropriate)
  - A. Remove PRAIRIE DU CHIEN SCHOOL DISTRICT Policy 739.1 LEAVES WITHOUT PAY and add the following language to the Staff Handbook (this does not change any practice, only clarifies and places the information in the handbook for ease of employee access)

#### Leaves Without Pay:

It is the philosophy of the Board of Education that employees have a primary commitment to the agreed upon workdays. Therefore, requests for unpaid leave time should only be approved by supervisors on highly unusual or a unique major life event; these leaves should generally be less than five days. Abuse of leave without pay will constitute disciplinary action and/or dismissal. This policy does not apply to unpaid leaves required by the law; e.g., Family and Medical Leave Act.

For Leaves Without Pay, the employee's gross salary and total compensation, i.e. health insurance, will be docked for the time the employee is absent from their job, thereby reducing the employee's annual total compensation; the deduction will be made on the next payroll or, with the approval of the District Administrator or designee, additional payrolls. Upon commencement of the leave of absence, the employee may continue insurances by remitting the full premium amounts to the District for each day of leave or a deduction will be made on the next payroll.

The Board retains the right to grant or deny a sabbatical for leaves well beyond five days. A sabbatical must be of an educational nature beneficial for the staff member and the District. A sabbatical results in a leave without pay.

- B. Change High School Handbook and Junior High Handbook, for courses taken in 7th and 8th grade, to reflect the State recommendation:

The Department of Public Instruction recommends that high school courses taken in 7th or 8th grade should be so noted on the transcript along with the grade received; however, the grade/s received should not be factored into the high school grade point average. The reasoning behind that recommendation is that students might shy away from taking a more challenging course because of future implications on their overall grade point average.

Source: <http://dpi.wi.gov/cal/middle-school-credit>

- IV. PARKING LOT (action if appropriate)
  - I. Wellness policy rewrite
- V. ADJOURNMENT