

REGULAR 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 December 10, 2012 in the City Hall Council Chambers, 214 West Blackhawk Avenue, Prairie du Chien, Wisconsin, 6:30 p.m. This meeting will follow the Finance Committee Meeting at 6:00 p.m. Matters to be taken up, discussed and acted upon at this meeting are as follows:

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ADOPTION OF AGENDA
- IV. SPEAKER
  1. John Ashby from WASB to present the School Board Honor roll award to 3M Corporation for their services they provide to education
- V. CONSENT AGENDA ITEMS
  1. (The School Board may approve all items with one motion or any Board Member can simply request to remove certain items for later discussion)
  2. Approval of Minutes
    - a. November 12, 2012 Regular Board Meeting
    - b. November 12, 2012 Finance Committee Meeting
    - c. November 14, 2012 Special Board Meeting
    - d. December 3, 2012 Negotiations Committee Meeting
    - e. December 5, 2012 Policy Committee Meeting
  3. Financial Report: Approval of Payment
    - a. (The Prairie du Chien Board of Education does hereby accept and agree to pay invoices for the last month as presented, included are dated bills to avoid late charges.)
  4. Personnel
    - a. Approval of signed Preliminary Notice of Retirement
      - i. Linda Hulst HS teacher
      - ii. Meredith Gentes as cook
    - b. Approval of Resignation
      - i. Sean Schmidt as School Psychologist at the end of December
      - ii. April Tesar as Teacher Aide at Bluff View
    - c. Approval of hiring
      - i. Suzanne Holhauser as Bluff View teacher's aide
- VI. CITIZEN PARTICIPATION
- VII. CORRESPONDENCE/INFORMATION ITEMS (action if appropriate)
  1. Upcoming Meetings and Board Items
    - a. January 14, 2013 Regular Board Meeting
    - b. February 11, 2013 Regular Board Meeting
    - c. March 11, 2013 Regular Board Meeting
    - d. Board Planning Meeting: April 15, 2013, Peoples State Bank Meeting room 5:30 p.m., discussion on long-term planning and goals
    - e. Set date for Finance meeting on CNG
    - f. Set date for a February Board Planning Meeting at Peoples State Bank 5:30 p.m., discussion on long-term planning and Administrator Evaluation Review (Meeting was set for January 7, 2013 but is cancelled)
    - g. Set date for next week for the purpose of approving Bullying training (Possible dates would be Wednesday, December 12 either 7:00 a.m. or 6:30 p.m.)
    - h. Set date for a December Policy meeting on Virtual Schools
  2. Information Items
    - a. December 21, 2012 Incumbent Notice of Non- Candidacy deadline
    - b. January 2, 2013 Deadline for filing of Declarations of Candidacy and Nomination Papers for eligibility for Appearance on Ballot
    - c. January 23-25, 2013 State Education Convention in Milwaukee, Wisconsin
    - d. February 19, 2013 Spring Primary Election

- e. April 2, 2013 Spring Election
- f. April 22, 2013 New School Board Members Take Office

VIII. REPORTS AND DISCUSSION (action if appropriate)

- 1. Superintendent/Building Administrator's Report/Presentation
  - a. Annual Technology update; plan and Budget for 2013-2014 (Joe Ruskey, Dependable solutions)
  - b. GED testing in the next year: Policy and operational changes (reference to New Business #3)
  - c. Prevention of student issues based on best practices learned at "The Heart of Successful Schools conference" (Jennifer Gallagher and Elaina Knoble-Janney)
  - d. Plan for Application for 21<sup>st</sup> Century Grant for 2013-2014 school year
  - e. Educator Effectiveness initial presentation on what is coming based on latest available information and a broad implementation timeline. Administrators are having an initial training by DPI in January. After that, the plan is to start meeting with staff to outline academic achievement goals. Approximately 50% of Teacher evaluations will be based on an academic improvement.
  - f. RtI; Response to Instruction- team to go to Galesburg, Illinois in January for a training on data entry in Skyward based on RtI plan. Before that a draft RtI plan will be put in place; draft being prepared to be sent to all staff for review and comment. Response to Intervention- to be implemented starting fall of 2013 (required by December 2013 for Special Education Learning Disability process). Final approved by Board in School Handbooks.
  - g. Preliminary look at Revenue Limit outlook for 2013-2014. Best case scenario seems to be an additional \$200.00 per student in revenue limit. Zero increase in the revenue limit cap is also a possibility, which will mean less revenue limit for operations.
  - h. Pictures and Report on Bluff View outdoor facility project

IX. NEW BUSINESS (action if appropriate)

- 1. Any items removed from Consent Agenda for further discussion
- 2. Grants & Donations read into record and approved (if any)
  - a. \$100.00 donation from St. Peter's women's Sunshine fund
  - b. 3M school supply donation and NAIER donation
  - c. Blair Dillman donated concrete for the JV field dug outs
  - d. \$1000.00 Mike and Liz Steiner labor and some materials for the varsity dug outs
  - e. Randy Weeks (Design Homes) donated materials for ball field
- 3. Graduation Requirements for the Class of 2015 and beyond (Policy #987) Change to reflect current H.S. requirements and changes in GEDO (Policy 1<sup>st</sup> reading, final approval in January; unless 2 meeting rule is suspended and approved at this meeting)
- 4. Bullying Policy changes; cross referencing to school handbooks (Policy 1<sup>st</sup> reading, final approval in January; unless 2 meeting rule is suspended and approved at this meeting)
- 5. Handbook Clarification; cross referencing to policy
- 6. Approval of Negotiated base salary contract with PEA Teacher Union up to State Law allowed limits
- 7. Approval of Board approved Teacher salaries
- 8. Adult Crossing Guard Recognition Week

*A Proclamation*

*Whereas Wisconsin's adult school crossing guards provide an invaluable service in helping to ensure the safe passage of our youngest, most vulnerable pedestrians, children walking between home and school; and*

*Whereas adult school crossing guards typically serve with a dedication that discounts the rigors of harsh weather, split shifts, and heavy traffic; and*

*Whereas for more than five decades, adult school crossing guards have served communities across Wisconsin; and that service has helped to drive down the rates of young pedestrian deaths and injuries, despite increases in traffic volume; and*

*Whereas adult school crossing guards add to the effectiveness of the student safety patrol members with whom they often serve and whose activity they help direct; and*

*Whereas adult school crossing guards help reinforce in the minds of the young people they assist the importance of traffic-hazard identification and safe street-crossing behavior; and*

*Therefore, be it resolved that January 14-18, 2013, be declared Adult School Crossing Guard Recognition Week in the State of Wisconsin*

- 9. Student Travel (if any)

X. OLD BUSINESS (action if appropriate)

XI. CLOSED SESSION

BE IT RESOLVED that the Prairie du Chien Board of Education moves to go into Closed Session in which may be convened pursuant to Statute 19.85 of Sub-Chapter of the Open Meetings Law exemptions: sub (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; (e) Deliberating or conducting other specific public business whenever competitive or bargaining reasons require a closed session. Closed Session in which may be convened pursuant to Statute 19.85 of Sub-Chapter of the Open Meetings Law exemptions: sub (1) (a) and (1) (f) which allow a meeting to be closed to the public when a government body is going to deliberate concerning a case which was the subject of any judicial or quasi – judicial trial or hearing before that governmental body, or where the governmental body considers financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration or specific personnel problems or the investigation of charges against specific persons except where Section 19.85 (b) applies, which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations.

- a. PEA Staff discussion
- b. Support Staff Negotiation goals and time line
- c. Site Administration Evaluations (all site Administration must attend)

XII. RETURN TO OPEN SESSION

XIII. ACTION TAKEN, IF APPROPRIATE, AS A RESULT OF CLOSED SESSION (if any).

XIV. ADJOURNMENT



## ANTI-BULLYING POLICY

### Introduction

The Prairie du Chien School District strives to provide a safe, secure and respectful learning environment for all students in school buildings, on school grounds, and school buses and at school-sponsored activities. Bullying has a harmful social, physical, psychological and academic impact on bullies, victims and bystanders. The school district consistently and vigorously addresses bullying so that there is no disruption to the learning environment and learning process.

### Definition

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be repeated behavior and involves an imbalance of power. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic or family status.

Bullying behavior can be:

1. Physical (e.g. assault, hitting or punching, kicking, theft, threatening behavior)
2. Verbal (e.g. threatening or intimidating language, teasing or name-calling, racist remarks)
3. Indirect (e.g. spreading cruel rumors, intimidation through gestures, social exclusion and sending insulting messages or pictures by mobile phone or using the internet – ~~also known as cyber bullying~~)
4. **Cyber Bullying on social media sites such as Facebook, Twitter, etc.**

### Prohibition

Bullying behavior is prohibited in all schools, buildings, property and educational environments, including any property or vehicle owned, leased or used by the school district. This includes public transportation regularly used by students to go to and from school. Educational environments include, but are not limited to, every activity under school supervision.

### Procedure for Reporting/Retaliation

All school staff members and school officials who observe or become aware of acts of bullying are required to report these acts to \_\_\_\_\_ (a school staff member or administrator designated by the Board of Education to be a recipient of such reports.)

Any other person, including a student who is either a victim of the bullying or is aware of the bullying or any other concerned individual is encouraged to report the conduct to \_\_\_\_\_ (a school staff member or administrator designated by the Board of Education to be a recipient of such reports.)

Reports of bullying may be made verbally or in writing and may be made confidentially. All such reports, whether verbal or in writing, will be taken seriously and a clear account of the incident is to be documented. A written record of the report, including all pertinent details, will be made by the recipient of the report.

The school official receiving a report of bullying shall immediately notify the school district employee assigned to investigate the report. The following school district employees have been identified as the investigator: (a list that contains the names of district employees and schools who have the responsibility to receive the information and conduct the investigation)

There shall be no retaliation against individuals making such reports. Individuals engaging in retaliatory behavior will be subject to disciplinary action.

### **Procedure for investigating reports of bullying**

The person assigned by the district to conduct an investigation of the bullying report shall, within one school day, interview the person(s) who are the victim(s) of the bullying and collect whatever other information is necessary to determine the facts and the seriousness of the report.

Parents and/or guardians of each pupil involved in the bullying will be notified prior to the conclusion of the investigation. The district shall maintain the confidentiality of the report and any related pupil records to the extent required by law.

### **Sanctions and supports**

If it is determined that students participated in bullying behavior or retaliated against anyone due to the reporting of bullying behavior, the school district administration and school board may take disciplinary action, including: suspension, expulsion and/or referral to law enforcement officials for possible legal action as appropriate. Pupil services staff will provide support for the identified victim(s).

**Cross referenced to School Handbook disciplinary rule, infraction and procedures as applies to each school building.**

### **Disclosure and Public Reporting**

The policy will be distributed annually to all students enrolled in the school district, their parents and/or guardians and employees. It will also be distributed to organizations in the community having cooperative agreements with the schools. The school district will also provide a copy of the policy to any person who requests it.

Records will be maintained on the number and types of reports made, and sanctions imposed for incidents found to be in violation of the bullying policy.

An annual summary report shall be prepared and presented to the school board, which includes trends in bullying behavior and recommendations on how to further reduce bullying behavior. The annual report will be available to the public.

Adopted: 7/12/2010