

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 February 11, 2013 in the City Hall Council Chambers, 214 West Blackhawk Avenue, Prairie du Chien, Wisconsin, 6:30 p.m.

CALL TO ORDER

Meeting was called to order by President, Joe Atkins at 6:30p.m.

Achenbach- present

Atkins-present

O’Kane- present

Quamme- absent

Forsythe-present

Rutherford- present

Panka-present

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

Motion by Lonnie Achenbach seconded by Mark Forsythe to adopt the agenda with all in favor. Motion carried.

GUEST SPEAKER

1. Rita Corbett, Pearson math consultant to present on new edition CMP3 Common Core aligned math series for grades 5, 6, 7-**Powerpoint presentation**

CONSENT AGENDA ITEMS

(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. January 14, 2013 Regular Board Meeting
 - b. January 31, 2013 School Board Planning 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 Resignation as Paula Check as MS assistant track coach
 - b. Approval of hiring Shelly Tesar as a Teacher Assistant for BAK
 - c. Approval of substitute Samantha Koeller
5. Youth Options (if any)- **one student approved**

Motion by Lonnie Achenbach seconded by Lynn O’Kane to approve all items above with all in favor. Motion carried.

CITIZEN PARTICIPATION

Lonnie Achenbach- would like to see policy (Policy 517) on bussing/calling off or delaying school revised. Would like this referred to policy committee meeting, along with overseas travel (International trip) and 8th grade trip transportation

CORRESPONDENCE/INFORMATION ITEMS (action if appropriate)

1. Upcoming Meetings and Board Items
 - a. March 11, 2013 Finance Committee Meeting (prior to regular board meeting)
 - b. March 11, 2013 Regular Board Meeting
 - c. April 8, 2013 Finance Committee Meeting (prior to regular board meeting)
 - d. April 8, 2013 Regular Board Meeting
 - e. Board Planning Meeting; April 15, 2013, Peoples State Bank Meeting room 5:30 p.m., discussion on long-term planning and goals
2. Information Items
 - a. February 4- April 30, 2013 window to apply for Open Enrollment if anyone has questions please contact Bridget Wright at 608-326-3711 or wrightbr1@pdc.k12.wi.us

- b. February 15, 2013 WASB Legal & Human Resource Conference in Stevens Point
 - c. February 25, 2013 at Huckleberry's at 5:30 p.m. Joe Atkins will be presenting another speakers Bureau mtg. for the Women's Civic Group
 - d. February 26, 2013 at CESA #3 at 7:00 p.m. School Board Networking Meeting
 - e. March 12, 2013 WASB School Finance Seminar- Madison
 - f. March 13, 2013 WASB Day at the Capital- Madison
 - g. April 2, 2013 Spring Election
 - h. April 11, 2013 Reality Check at PdC Armory
 - i. April 22, 2013 New School Board Members Take Office
 - j. May 6, 2013 tentative "Board Roles and Responsibilities" from 5-7 p.m. at Peoples State Bank
3. Set dates
- a. Building/Grounds Meeting tentatively Monday, February 18, 2013 @ 6:30 a.m.
 - i. BAK irrigation system for turf on east side of building-play area
 - ii. BAK east side sidewalk replacement sections
 - iii. HS Gazebo plan
 - iv. HS Gymnasium bleachers update: RFP for new bleachers; or used bleacher Rehab Company option
 - v. BV kitchen; RFP is released for steamer and pots
 - vi. BV FOB for entrance
 - vii. BV Weather Vestibule on Northwest entrance
 - viii. Update on the doors and locks as approved by Board
 - ix. Update on HS Envelope repairs
 - x. Update on HS gymnasium wiring upgrade
 - b. Meeting on Administrative Restructure under increase of Educator Effectiveness responsibility and others changes tentatively Wednesday, March 6, 2013 @ 5:30 p.m.
 - c. Drafting Administrative goals/plan for year (closed) tentatively Monday, March 4, 2013 @ 5:00 p.m. **-change to March 18th, 2013**
 - d. Community Meeting on School Safety tentatively Wednesday, February 27, 2013 @ 7:30 p.m.
 - e. Policy Meeting tentatively Monday, March 4, 2013 @ 6:30 a.m.
 - f. Finance Committee Meeting tentatively Tuesday, February 12, 2013 @ 6:30 a.m. - **reschedule to Friday, Feb. 22, 2013 @ 6:30 a.m.**
 - i. Negotiations for Support Staff for 2012-2013 (closed)
 - ii. Negotiations for Teachers for 2013-2014 (closed)
 - iii. Handbook Changes
 - iv. Professional Staffing for 2013-2014 school year
 - v. Option for CNG RFP; meet with Southwest Bus Service on options of one-year extension of the current contract or a proposal under the scenario that district owns the buses in a CNG project

REPORTS AND DISCUSSION (action if appropriate)

- 1. Superintendent/Building Administrator's Report/Presentation
 - a. HS Student Handbook addition: GPA add-on for AP excellence for class of 2017 and beyond (this is only a positive addition, there is no negative affect on GPA). The Grade for the class is the students GPA points on a 4.0 scale.

AP Score	2	Grade	x	1.2
AP Score	3	Grade	x	1.3
AP Score	4	Grade	x	1.4
AP Score	5	Grade	x	1.5
 - b. Professional Staffing changes for 2013-2014 discussion items:
 - i. Additional Special Education teacher for High School (Special Education: Fund 27)-**post (cost \$40,000-\$70,000)**
 - ii. One less "guest" Chinese teacher and add one "permanent" Chinese teacher position (Regular Education: Fund 10)

- iii. Music teacher shifting (Regular Education: Fund 10)-**Jeremy Henning will take over the 80% position and hire a long-term sub for 50% when Mrs. Sturmer is on maternity leave.**
- iv. Initial discussion on added Reading Recovery teacher for Early Elementary Intervention (Combination of Title I, Special Education and Regular Education)-**studying this right now and Laura will come back with more concrete ideas/plans. Want to implement something for 13-14 school year, put on agenda for March 11th Mtg.**

Motion by Lonnie Achenbach and seconded by Christine Panka to add addition to HS Student Handbook as written above with all in favor. Motion carried.

NEW BUSINESS (action if appropriate)

1. Any items removed from Consent Agenda for further discussion-**none**
2. Grants & Donations read into record and approved (if any)-**none**
3. School Calendar for end of 2012-2013 school year adjustment and 2013-2014 school year
4. Classroom Conduct policy 1023 addition (1st reading) (this change of one sentence is to reflect recent changes in Federal/State law)
5. Student Travel (if any)-**none**

Motion by Lonnie Achenbach and seconded by Mark Forsythe to approve school calendar for end of 12-13 school year adjustment and 13-14 school year with all in favor. Motion carried.

Motion by Lonnie Achenbach seconded by Joe Atkins to approve addition to Policy 1023 and to waive 2nd reading with all in favor. Motion carried.

OLD BUSINESS (action if appropriate)

1. Develop a plan for open enrollment period-**Joe wants to market PdC School District to the residents of surrounding districts, ads in paper, radio ads, find out why they are going elsewhere...is the reason something that we have control over?**
Joe, Lynn, Chris P. to meet after bldg. and grounds mtg. 2-18-13 to discuss this further.

PARKING LOT

- **BAK Reading Recovery**
- **Open Enrollment Study Group**
- **Committee Meeting Report (what happened since last Bld. Mtg.)**
- **Bussing Policy (snow days, International and 8th grade trip)**

ADJOURNMENT

Motion by Chris Panka seconded by Lonnie Achenbach to adjourn the meeting at 8:40 p.m. with all in favor. Motion carried. Meeting adjourned.

Joe Atkins, President

Notes taken by Vicki Waller

CODE OF CLASSROOM CONDUCT**Philosophy**

The Prairie du Chien Area School District is committed to maintaining a favorable academic atmosphere. Teachers are expected to create a positive learning climate for students in their classrooms and to maintain proper order. Students are expected to behave in the classroom in such a manner that allows teachers to effectively carry out their lesson plans and allows students to participate in classroom learning activities. Students are also expected to abide by all rules of behavior established by the Board, administration and their classroom teachers.

Student behavior that is dangerous, disruptive or unruly or that interferes with the teacher's ability to teach effectively will not be tolerated. Any student who engages in such behavior may be subject to removal from class and placement as outlined below. In addition, the student may be subject to disciplinary action in accordance with established Board policies and school rules.

This code of classroom conduct applies to all students in the Prairie du Chien Area School District.

1. Student Removal from Class

A teacher may remove a student from class for the following reasons:

- a. Behavior that violates the behavioral rules and expectations set forth in the Student Handbook.
- b. Dangerous, disruptive or unruly behavior or behavior that interferes with the ability of the teacher to teach effectively. This behavior includes the following:
 - repeated use of profanity
 - possession or use of a weapon or other item that might cause bodily harm to persons in the classroom (see Student Handbook)
 - being under the influence of alcohol or other controlled substances or controlled substance analogs, or otherwise in violation of district student alcohol and other drug policies (see Student Handbook)
 - behavior that creates an intimidating, hostile or offensive classroom environment
 - fighting
 - taunting, baiting, inciting and/or encouraging a fight or disruption
 - disruption and intimidation caused by gang or group symbols or gestures, gang or group posturing to provoke altercations or confrontations
 - pushing or striking a student or staff member
 - obstruction of classroom activities or other intentional actions taken to attempt to prevent the teacher from exercising his/her assigned duties
 - interfering with the orderly operation of the classroom by using, threatening to use or counseling others to use violence, force, coercion, threats, intimidation, fear or disruptive means
 - restricting another person's freedom to properly utilize classroom facilities or equipment
 - repeated classroom interruptions, confronting staff argumentatively, making loud noises or refusing to follow directions
 - throwing objects in the classroom
 - repeated disruption or violation of classroom rules
 - behavior that causes the teacher or other students fear of physical or psychological harm
 - physical confrontations or verbal/physical threats
 - willful damage to school property
 - use of an electronic device that disrupts the classroom environment

A student with a disability may be removed from class and placed in an alternative educational setting only to the extent authorized by state ~~and federal laws and regulations.~~ **law, the Federal Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act, and related regulations, and consistent with the Department of Public Instruction's directives on the appropriate use of seclusion and restraint.**

When a student is removed from class, the teacher shall send the student to the principal or designee and inform him/her of the reason for the student's removal from class. A written explanation of the reasons shall be given to the principal or designee within 24 hours of the student's removal from class.

The principal shall inform the student of the reason(s) for the removal from class and shall allow the student the opportunity to present his/her version of the situation. The principal shall then determine the appropriate educational placement for the student who has been removed from a class by a teacher.

The parent/guardian of a minor student shall be notified of the student's removal from class as outlined below.

2. Placement Procedures

- a. The principal or designee shall place a student who has been removed from a class by a teacher in one of the following alternative educational settings:
 - 1) An alternative education program approved by the Board. State law defines this as an instructional program approved by the school board that utilizes successful alternative or adaptive school structures and teaching techniques and that is incorporated into existing, traditional classrooms or regularly scheduled curricular programs or that is offered in place of regularly scheduled curricular programs.
 - 2) Another class in the school or another appropriate place in the school.
 - 3) Another instructional setting.
 - 4) The class from which the student was removed if, after weighing the interests of the removed student, the other students in the class and the teacher, the principal or designee determines that readmission to the class is the best or only alternative.
 - 5) Short-term removals will be handled according to Parent-Student Handbook
- b. When making placement decisions, the principal or designee shall consider the following factors:
 - the reason the student was removed from class (severity of offense)
 - the type of placement options available for students in that particular school and any limitations on such placements (costs, space availability, location)
 - the estimated length of time of placement
 - the student's individual needs and interests
 - whether the student has been removed from a teacher's class before (repeat offender)
 - the relationship of the placement to any disciplinary action (e.g., if student suspension from school is required as a result of the student's conduct is the placement applicable before and/or after the suspension?)

The principal or designee may consult with other appropriate school personnel as the principal or designee deems necessary when making or evaluating placement decisions when determined by the principal or designee to be in the best interests of the persons involved or required by law.
- c. All placement decisions shall be made consistent with established Board policies and in accordance with state and federal laws and regulations.
- d. The parent/guardian of a minor student shall be notified of a student's placement in an alternative educational setting as outlined below.

3. Parent/Guardian Notification Procedures for Long Term Removal

- a. The principal or designee shall notify the parent/guardian of a minor student in writing, when a teacher has removed a student from a class. This notification shall include the reasons for the student's removal from class and the placement decision involving the student. The notice shall be given as soon as practical after the student's removal from a class and placement determination.
- b. If the removal from class and change in educational placement involves a student with a disability, parent/guardian notification shall be made consistent with state and federal laws and regulations.
- c. If the student removed from a class is also subject to disciplinary action for the particular classroom conduct (i.e., suspension or expulsion), the student's parent/guardian shall also be notified of the disciplinary action in accordance with legal and policy requirements.

Adopted: 1/12/1998
Revised: 3/11/2002;7/10/2006