

**Minutes of the Policy & Personnel Committee Meeting
School District of Mauston**

DATE: Monday, December 19, 2016

TIME: 6:00 p.m.

PRESENT: Pam Holmes, RJ Rogers, Betty Kryka

ALSO PRESENT: Superintendent Christine Weymouth, Michele Yates-Wickus, Lynda Oleinik, Jim Dillin.

1. Pam Holmes called the meeting to order at 6:00 p.m. Two members were present (Betty Kryka joined the meeting at 6:20 p.m.). The minutes from the November 21, 2016 committee meeting were approved as read.
2. Dr. Weymouth gave a brief general personnel update, noting that an individual has been offered the position of District Groundskeeper. Other positions posted include special education aide and long term substitute for math instructor.
3. The committee discussed Policy 345.4 and Rule 345.4R – Student Retention, Promotion and Acceleration, which are on the agenda for the Second Reading and possible approval by the Board of Education at this evening’s meeting. The committee members and Dr. Weymouth received no calls or comments regarding these items; there was consensus to recommend that the third reading should be waived, and to approve the policy and rule as presented.
4. Superintendent Weymouth presented proposed revisions to Board Policy 346 and 346.1 – Testing Programs and Non-Discriminatory Testing. The proposal includes a recommendation to combine the two policies into one, with updated policy entitled “Student Assessment” which addresses the district-wide assessment plan, utilization of assessment data (formal and informal), and practices for non-discriminatory assessment practices. She asked the committee members to review the policy and to contact her if they had any questions. Barring any concerns, the policy will be placed on the Board Agenda for first reading at the January 2017 meeting.
5. Dr. Weymouth spoke with the committee about a review process for the policies in Section 500 of the Board policies, relating to Personnel. At the present time, the Section 500 policies are not posted on the District website. With the development of the Mauston School District Employee Handbook, a complete review of personnel policies is needed in order to coordinate Handbook procedures with policy language. Dr. Weymouth will bring personnel policies forward for committee consideration in the coming months.
6. Dr. Weymouth distributed copies of the current District organizational chart (Ref. Policy 251E). The committee members agreed that this chart should be reviewed and updated.
7. The meeting adjourned at 6:45 p.m.