AGENDA

SCHOOL DISTRICT OF NEW GLARUS
POLICY, COMMUNICATIONS & ADVOCACY COMMITTEE MEETING
MONDAY, SEPTEMBER 14, 2026
HIGH SCHOOL LIBRARY/MEDIA CENTER, ROOM 183 JOIN ZOOM MEETING USING LINK HTTPS://US02WEB.ZOOM.US/J/89867773509?PWD=MQW4RP6EB4BERJAGKWKCJ9KXMQOPCH.1 BY PHONE USING 1-646-568-7788 MEETING ID 898 6777 3509 & PASSWORD 578515
1701 2ND STREET
NEW GLARUS, WISCONSIN 53574
6:45 PM

I. **Call to Order**

II. **NEOLA Policy Updates** **2**

NEW GLARUS, SCHOOL DISTRICT OF

Draft - Policy Manual

Ready for Policy Committee

3 policies

September 9, 2026

Table of Contents

po0144.5 - Policy Committee	Special Update - Act 89 - May 2026 Revised BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT
po5530	STUDENT USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA - NG Policy
po7510	USE OF DISTRICT FACILITIES

READY FOR POLICY COMMITTEE

po0144.5 - Policy Committee

Special Update - Act 89 - May 2026 Revised BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT

Revised Bylaw - Special Update - Act 89

0144.5 - **BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT**

The Board functions most effectively when individual Board members act ethically, professionally, and responsibly. Board members serve as a member of the School District's governing body and do not have individual authority to represent a policy or enforce positions that are not supported by a majority of the Board, as evidenced by official action of the Board (See Bylaw 0143 - Authority of Individual Board Members).

Board members accept responsibility for the well-being and positive leadership of the School District, for protecting the interests of the School District as a legal entity, and for facilitating governance for the purpose of delivering the highest quality educational and related services to all of the District's students. Conduct by Board members that compromises the reputation or legal position of the District is prohibited.

Any authority delegated to the Board President in this ~~policy~~ bylaw is automatically vested in the Board Vice President in the event that either the Board President is unavailable or the Board President is the Board member accused of violating this ~~policy~~ bylaw.

General Expectations of All Board Members

A. Attend all scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings. Board members are expected to review agenda materials prior to a Board meeting and to submit questions to the District Administrator in advance of the meeting, whenever practicable, to allow for efficient and respectful meetings; this expectation does not in any way intrude upon a Board member's right to ask questions or engage in discussion at a Board meeting.

B. Be familiar with and follow applicable local, State, and Federal laws and regulations.

C. Be familiar with and comply with Board bylaws/ policies, including ~~policies~~ bylaws governing Board member conduct and Board member ethics, rules of

incompatibility of office, qualifications of the office, and conflicts of interest (see Bylaw 0144.3 - Conflict of Interest).

D. Conduct themselves with integrity, honesty, and in a manner that reflects positively on the Board and on the District.

E. Be accountable for guiding and supporting the policy decision-making process that impacts students, staff, and the community. The operation of the District is the responsibility of the administration.

F. Establish and maintain a high level of honesty, credibility, and truthfulness in all matters dealt with by the Board.

G. Treat others with respect and dignity at all times, maintain decorum, and always communicate in a way that does not violate or illustrate disregard for Board policy concerning harassment or discrimination. This decency expectation applies in all communications, including while discussing sensitive or controversial matters or matters involving disagreement.

H. At all times, conduct themselves in the best interest of the School District, including avoiding implicating the District in unlawful activity or supporting or encouraging efforts to harm the reputation, legal standing, or to bring other material harm to the interests of the District or the Board.

I. Recognize that they should endeavor to make policy decisions only after full discussion at publicly held Board meetings.

J. Render all decisions based on the available facts and independent judgment.

K. Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community.

L. Work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the District Administrator in accordance with Policy 1100 - District Organization.

M. Communicate to other Board members, in accordance with the Open Meeting Law, and the District Administrator, expressions of public reaction to Board policies and school programs (see Board Member Communication section below, Bylaw 0143.1 - Public Expression of Board Members, and Bylaw 0167.5 - Use of Electronic Mail).

N. Inform themselves about current educational issues by individual study and through participation in programs providing needed information, such as those

sponsored by the Wisconsin Association of School Boards, the Consortium of State School Board Associations, and the National School Boards Association.

O. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.

P. Refrain from using their Board positions for personal or partisan gain.

Q. Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.

R. Remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.

S. No Board member shall act or fail to act as a member of the Board in violation of 946.12, Wis. Stats., regarding misconduct in public office.

T. Disclose any actual or perceived conflict of interest.

Board Member Communication

Board members are expected to refrain from engaging in communication on behalf of the Board or on behalf of the District unless authorized to do so by majority vote of the Board (See Bylaw 0143.1 - Public Expression of Board Members).

Any Board member who chooses to engage in individual communication on matters related to Board and/or District business is expected to clearly identify whether the Board member is communicating in the following capacity:

A. On behalf of the Board: normally, this is the function of the Board President or, in the President's absence, the Vice President. The Board may, by majority vote, delegate this responsibility to another Board member in a specific circumstance. In every case, the Board member communicating the Board's position shall do so as determined by the Board and avoiding individual interpretation or editorializing.

B. As an individual Board member, but not on behalf of the Board: a Board member who speaks, including online, in social media forums, or in any other public forum, on matters related to Board and/or District business, but not as an officially designated spokesperson of the Board. The Board member must specify that any statement is not sponsored by the District and is a personal viewpoint.

Board members who fail to adhere to this expectation, or who publicly communicate false or intentionally misleading information pertaining to Board action or District policy, will be asked to correct such communication in a way that is likely to reach the same audience as

the false or misleading information. The Board President is authorized to communicate such requests to the pertinent Board member.

The Board President is authorized to issue public statements on behalf of the Board in the event a Board member expresses false or misleading information, or makes statements without properly identifying whether the member of the Board is speaking as an individual Board member. The President's communication should be limited to correcting the false or misleading statement, clarifying that the Board member was not speaking on behalf of the Board, and providing information relative to Board action, if any, on the subject matter.

Appropriate Discussion Content When Using Personal Communication Devices (PCD)

When using PCDs to communicate with student(s), Board members must use District-approved communication platforms to preserve communications to be reviewed by parents and administrators.

When Board members communicate with students using PCDs, discussions must be appropriate and related to legitimate school purposes. Whenever possible, Board members should direct students who contact them to contact an appropriate school staff member.

Appropriate content is content in a communication that fits into one of the following categories:

A. Instructional communication (assignments, coursework, academic support);

B. Scheduling or logistical information related to school programs (classes, clubs, athletics, events, field trips, rehearsals);

C. Safety or emergency communication when necessary;

D. Referring the student to the appropriate school staff member who can address the matter raised in any communication from a student.

Communications must remain professional in tone, limited to educational or school-related matters, and consistent with District policies regarding staff–student boundaries. Board members should avoid one-on-one communication with students. (See Board Policy 1213 - Student Supervision and Welfare)

Nothing in this section is intended to prohibit Board members from engaging in appropriate communication with their family members who are parents of students enrolled in the District. Parents may communicate with their own children using PCDs outside of District-approved platforms, provided such communications are personal in nature and not conducted in the Board member's official capacity. This exception does not

permit Board members to engage in District-related communications with other students outside approved platforms, nor does it exempt them from applicable laws, policies, or expectations regarding professional conduct and conflicts of interest.

Board Member Interaction with Staff

The general expectations of Board member decorum and civility apply to interactions with employees; however, because the Board is the employer of all District staff, this responsibility is appropriate for special reference. Each Board member is an individual with authority to bring matters to the Board and to influence matters related to staff. Therefore, it is imperative that Board members treat all employees with respect and as professionals. Board members are also required to comply with Board ~~P~~ p olicies governing employee anti-harassment, nondiscrimination, and threatening behavior.

No Board member has inherent authority to require any staff member to respond to the Board member regarding a specific request for information, or to direct any staff member to perform or not perform any task, except as provided by Board policy or as directed by majority vote of the Board.

Board member access to and request for School District records and information is governed by Board Bylaw 0143.2 - Board Member Information Requests.

Board Member Records and Confidentiality

Board members are expected to maintain their own public records created on resources not controlled by and thus not maintained by the School District. Each Board member is an elected official responsible for preserving all public records the Board member creates, and to comply with requests to inspect such records. The District has no obligation nor responsibility to assist any Board member in fulfilling this responsibility with respect to records that are not maintained by the District.

Board members are encouraged to review Board policy defining and explaining public records, their maintenance, and public access (see Board Policy 8310 - Public Records).

Board members are expected to maintain and protect the privacy of District records, including student records, and communications received in closed-session meetings of the Board. Board members must also protect and not disclose records consistent with, and governed by, the Family Education Rights and Privacy Act (FERPA).

Enforcement

Complaints alleging violations of the Board Member Code of Conduct may be brought by any parent, student, staff member, or District resident and must be submitted to the Board President or, if the Board President is the member accused of violating this policy, to the Vice President, who under such circumstances shall perform the duties of the Board

President described in this policy. All Complaints shall bear the name and signature of the complainant and include a detailed description of the alleged misconduct, any evidence supporting the allegations, and the action/relief being requested.

The Board President may choose to consolidate complaints for consideration if more than one (1) individual files similar complaints, but reserves the right to refuse to consider any subsequent complaint on the same matter unless previously unknown material facts are raised.

The President shall review the complaint and investigate the matter. The President may contact the School District's legal counsel for support in the investigation of the complaint and/or other matters related to the complaint. Upon completion of the investigation, if the conclusion reached is that the Board member violated the policy, the investigator shall brief the Board and may recommend action to be taken.

Board members are elected officials and therefore cannot be prevented from participating in Board meetings or removed from office by the Board. However, the Board may consider the following:

A. formal censure by resolution passed by a majority of the Board in an open session meeting of the Board;

B. removal from Board committee assignments that is an exception to Bylaw ~~po~~ 0155 - Committees;

C. restriction on Board member rights granted by policy, including requesting items for a Board meeting agenda;

D. referral to proceed with efforts to remove the Board member from office for cause, which means inefficiency, neglect of duty, official misconduct, or malfeasance in office;

E. referral to law enforcement if any alleged misconduct constitutes potentially unlawful conduct;

F. other efforts to pursue compliance with and adherence to the policy as determined by the Board and not prohibited by law.

If a complainant or any other person contacts an individual Board member, other than the Board President, to discuss a complaint or investigation under this policy, the Board member shall inform the person that the Board member has no authority to act in an individual capacity and shall refer the person to this bylaw or the Board President for further assistance.

17.13, Wis. Stats.
118.07(7), Wis. Stats.
946.12, Wis. Stats.
The Consortium of State School Board Associations
The National Association of School Boards
The Wisconsin Association of School Boards

© Neola 20 26 ~~25~~

Legal
17.13, Wis. Stats.
118.07(7), Wis. Stats.
946.12, Wis. Stats.
The Consortium of State School Board Associations
The National Association of School Boards
The Wisconsin Association of School Boards

READY FOR POLICY COMMITTEE

po5530

STUDENT USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA - NG Policy

ADOPTED Mar 13, 2017 · REVISED Sep 8, 2025

5530 - **STUDENT USE OR POSSESSION OF INTOXICANTS, DRUGS, OR PARAPHERNALIA**

The Board recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community.

As the educational institution of this community, the schools should strive to prevent drug abuse and help drug abusers by educational, rather than punitive, means.

For purposes of this policy, "drugs" shall mean:

A. all dangerous controlled substances as so designated and prohibited by Wisconsin statute;

B. all derivates of hemp, except CBD products permitted by the school (see Policy 5330 - Administration of Medication/Emergency Care);

This includes Delta-8-THC, Delta-9-THC, Delta-10-THC, Delta-11-THC, THC-0, and all other forms that cause psychosis; in all forms of delivery (i.e., inhalation, ingestion, injection, etc.).

C. all chemicals which release toxic vapors;

D. all alcoholic beverages;

E. any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;

F. "look-alikes";

G. essential oils and oil like products that may be mistaken for a drug (see Policy 5330 - Administration of Medication/Emergency Care);

H. anabolic steroids;

I. any misuse of over-the-counter drugs or medications;

J. any other illegal substance so designated and prohibited by law;

K. any substance, no matter its chemical composition, that is represented as or packaged in such a manner so as to give the appearance that the substance is a drug otherwise defined in this policy.

The Board prohibits the use, possession, concealment, or distribution of any drug and any drug-paraphernalia at any time on District property or at any District-related event.

A student may be required to submit to a breath test to determine the presence of alcohol if a designated school official or law enforcement officer has reasonable suspicion that the student is under the influence of alcohol in violation of this policy. Such tests shall be administered by a law enforcement officer or trained school official and shall meet state law requirements. A student may be disciplined for refusing to submit to a breath test.

The District Administrator shall prepare guidelines for the identification, amelioration, and regulation of drug use in the schools, including education, prevention and standards of conduct. Education shall be intended to develop awareness of: drug abuse, including prescription drug abuse, and prevention; the relationship between highway safety and the use of alcohol and controlled substances, including prescription drugs; and the relationship between youth suicide and the use of alcohol and controlled substances, including prescription drugs.

Revised 6/26/17
Revised 10/8/18
Revised 9/25/23

© Neola 2025

Legal
118.01(2)(d), Wis. Stats.
118.24(2)(f), Wis. Stats.
118.257, Wis. Stats.
125.09(2), Wis. Stats.
Drug-Free Schools and Communities Act of 1986 as amended
20 U.S.C. 3171 et seq.
20 U.S.C. 3224A

READY FOR POLICY COMMITTEE

po7510

USE OF DISTRICT FACILITIES

ADOPTED Mar 13, 2017 · REVISED Apr 27, 2026

7510 - **USE OF DISTRICT FACILITIES**

The Board of Education believes that the school facilities of this District should be made available for lawful non-school purposes, provided that such use does not interfere with use for school purposes, by school-related groups, or for school-related functions. No non-school-related group or entity may promote an activity to occur on school grounds under this policy in any manner that conveys the impression that the School District supports, endorses, or is a partner with the group or individual's cause.

The Board will permit the use of school facilities when such permission has been requested in writing by a responsible, individual, organization, or a group of citizens and has been approved by the Principal.

General conditions relating to school use are as follows:

A. Application for the use of a school building or any part of the building or grounds is to be made at least seven days in advance. School program-related applications should be made to the building Principal. Community program-related applications should also be made to the building Principal.

B. A "Facilities Schedule" shall be kept by each school Principal or his/her designee and be available for inspection and review. A District schedule will be kept in the building Principal's office.

C. Every non-school group using a facility must have an adult (non-K-12 student) designated as in charge of the activity or event.

D. Non-school events which take place on a Saturday may be charged custodial time if there is a need for custodial set-up, take-down, or clean-up.

E. Every non-school individual, group, and/or organization using a school facility, by accepting a use permit, must agree to guarantee orderly behavior and to indemnify the District for any damages to the school and its property caused by any participant and public involved as well as provide a signed liability waiver document.

F. Individuals, groups, and/or organization using school facilities are required to file a certificate of insurance with the District insurance naming the District as an additional insured. The certificate of insurance must be in the possession of the District Administrator or his/her designee before school facilities may be used. Any individual, group, and/or organization seeking an exception to this requirement shall submit a request for an exception to the District Administrator with its explanation for requesting the exception. The District Administrator has the sole discretion to grant or deny the exception request and shall communicate its decision to the requestor.

G. The District discourages the use of facilities for youth groups after 9:00 p.m. on nights before a school day,., and indoors on Sundays before 2:00 p.m. Exceptions can only be made for one-time events.

H. School facilities shall exist primarily to serve school District educational, co-curricular, recreational, and administrative activities. Upon the satisfaction of the public school District's need and use, District facilities shall then be made available to other groups based on the structure outlined below.

I. The Village Recreation Program shall enjoy a priority status among non-school facility users in scheduling events that utilize school District facilities for recreational purposes only. No rental fee shall be charged to the Village Recreation Program for these programs. All youth and adult members of the school District participating in village recreation programs which utilize school District facilities shall be treated equally in all aspects of program participation. Such programs shall not be in direct conflict with programs conducted by the school District. The Building Principal shall determine the compatibility of programming. The director of the village recreation program and his/her designee(s) shall be granted access to District buildings and grounds including the appropriate keys to said individuals and approval of them to have security codes where needed. The Village Recreation Program will be subject to all Board of Education policies in the operation of all of its programs that take place on school District property.

J. Exemptions

In the event of multiple requests to use the same facility, requests will honored in the following priority order: New Glarus School District Groups; New Glarus Non-Profit Groups; New Glarus Profit Groups; Non-Resident Non-Profit Groups; and Other Profit Groups. If two entities within a category request to use the same facility, the earliest request will be honored. Facilities can be scheduled up to one year in advance. Appeals may be made to the Superintendent.

K. Any group that believes it should be exempted from a rental fee has the option of filing a written request with the Superintendent. The Board shall consider the circumstances and stated reasons for seeking an exemption and make a decision at

the next regularly scheduled Board meeting where the request can be placed on the agenda in time for proper meeting notification. Exemptions shall only be granted for good cause and shall only be for one (1) year. Groups or individuals may re-apply annually for consideration for an exemption.

CUSTODIAL CHARGES:

When a custodian is not scheduled to be on duty and one (1) needs to be assigned there will be a $30/hour charge to the group. This fee applies to ALL GROUPS.

No Rental Charge:

A. School District of New Glarus Groups

B. New Glarus Non-Profit Groups

C. New Glarus Profit Groups (Groups comprised of 75% of more New Glarus Students, Staff, or Community)

D. Non-Resident Non-Profit Groups

Regular Rental Fee:

For-Profit Groups Not Listed Above

Negotiated Rental Rate

The Principal has the discretion to determine rental rates for groups or individuals not covered by the above categories. The Principal also makes a determination as to which category the applicants are assigned.

The Principal may refuse to allow or may cancel the use of facilities to any group due to conflicts with school activities, safety, health, or liability issues, security concerns, past experience with the proposed user, or other valid reasons. Denial of use may be appealed to the Superintendent.

Equipment, such as tables, chairs, and risers, may be made available if they are not needed for other school district-related purposes.

Given the nature of existing specialized equipment and security issues, the use of the kitchen by a public group to obtain or dispose of water needed for coffee, lemonade, etc., is not permitted without the presence of a custodian or caretaker. In no case is the kitchen to be opened or remain open without supervision.

Uses or conditions not covered in these procedures must be approved by the District Administrator.

The use of District grounds and facilities shall not be granted for any purpose which is prohibited by law.

Recreational Activity

Any non-school sponsored group requesting to use District facilities for the recreational activity must complete the District form prior to such usage.

"Recreational activity" includes any indoor or outdoor physical activity, sport, team sport, or game, whether organized or unorganized, undertaken for the purpose of the exercise, relaxation, diversion, education, or pleasure.

Should all or any part of the District's community be struck by a disaster, the Board shall make District grounds and/or facilities available, at no charge, for the housing, feeding, and care of victims or potential victims when requested by local, State, or Federal authorities. The District Administrator should meet with Green County Emergency Management to establish a disaster preparedness plan in order to ensure that proper procedures are established to minimize confusion, inefficiency, and disruption of the educational program.

Each user may be required to present evidence of the purchase of organizational liability insurance Users shall be liable financially for damage to the facilities and for proper chaperonage.

No liability shall attach to this District, any employee, officer, or member of this District specifically as a consequence of permitting access to these facilities.

Revised 10/14/19
Revised 4/11/22

© Neola 2025

Legal
120.13(17), Wis. Stats.
895.523, Wis. Stats.

A. PO0144.5 - Board Member Behavior, Communications and Code of Conduct
B. PO5530 - Student Use or Possession of Intoxicants, Drugs, or Paraphernalia
C. PO7510 - Use of District Facilities

III. **Adjourn**

PURSUANT TO APPLICABLE LAW, NOTICE IS HEREBY GIVEN THAT A QUORUM OR A MAJORITY OF THE NEW GLARUS SCHOOL DISTRICT BOARD MEMBERS MAY ATTEND THIS MEETING. INFORMATION PRESENTED AT THIS MEETING MAY HELP FORM THE RATIONALE BEHIND FUTURE ACTIONS THAT MAY BE TAKEN BY THE NEW GLARUS SCHOOL DISTRICT BOARD.

UPON REQUEST TO THE DISTRICT OFFICE, SUBMITTED TWENTY-FOUR (24) HOURS IN ADVANCE, THE DISTRICT SHALL MAKE REASONABLE ACCOMMODATIONS INCLUDING THE PROVISION OF INFORMATIONAL MATERIAL IN AN ALTERNATIVE FORMAT FOR A DISABLED PERSON TO BE ABLE TO ATTEND THIS MEETING.