

**BOARD OF EDUCATION
SERIES 100**

POLICY #

	MISSION POLICY
110	EDUCATIONAL PHILOSOPHY
111	EDUCATIONAL OBJECTIVES
111.1	COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT
120	LEGAL DESCRIPTION OF SCHOOL DISTRICT
130	SCHOOL BOARD LEGAL STATUS
133	FILLING BOARD VACANCIES
133 RULE	PROCEDURE FOR FILLING BOARD VANCANCIES
141	BOARD OFFICERS
141.1	WASB DELEGATE
150	SCHOOL BOARD POWERS AND DUTIES
151	POLICY ADOPTION AND AMENDMENTS
152	GOAL SETTING CALENDAR
153	EVALUATION OF BOARD OF EDUCATION
153 EXHIBIT 1	BOARD OF EDUCATION PERSONAL SELF-EVALUATION
153 EXHIBIT 2	BOARD EVALUATION QUESTIONNAIRE
163	BOARD MEMBER DEVELOPMENT OPPORTUNITIES
164	BOARD MEMBER COMPENSATIONS AND EXPENSES
164 RULE	ALLOWABLE EXPENSES
171	REGULAR BOARD MEETINGS
171.1	AGENDA PREPARATION & DISSEMINATION
171.2 EXHIBIT	REGULAR BOARD MEETINGS AGENDA FORMAT (ORDER OF BUSINESS)
172	SPECIAL BOARD MEETING
173	CLOSED SESSIONS (EXECUTIVE SESSIONS)
174	BOARD ORGANIZATIONAL MEETING
181	RULES OF ORDER
182	QUORUM
183	VOTING METHODS
184	MINUTES
185	BOARD COMMITTEES
185 RULE	BOARD COMMITTEE PROCEDURES
186	ADVISORY COMMITTEES

110 – EDUCATIONAL PHILOSOPHY

The educational objectives of the Algoma Public Schools are founded upon a basic philosophy of education, which embodies the collective beliefs of the Board of Education, administration and faculty and embraces a number of major areas.

Since one of the major functions of public education is to develop in youth an understanding of and an appreciation for the fundamental concepts of American democracy and to provide opportunity to practice democratic principals, we believe that the major purpose of education is to develop the individual so he/she can live and perform more efficiently than he/she would otherwise be able to and at the same time assume his/her responsibilities and understand his/her rights and his/her obligations as a citizen in a democratic society. As all students are not equally capable, they should each have the opportunity to develop to the fullest capable, they should each have the opportunity to develop to the fullest degree those abilities and aptitudes which can be stimulated and cultivated, we feel that the educational program of the school should be so designed as to develop the greatest potential of each and every student.

The Board of Education endorses the philosophy that a concept of self is important to each student since he/she so critically needs identify and imagery. The student must recognize his/her abilities and limitations and learn to live with them in a complex society as capably, efficiently, and productively as possible.

It shall be the aim of the Board of Education to establish those policies and make the necessary decisions to provide an adequate educational program, provide the necessary equipment, materials and facilities and direct the hiring of an adequate well-qualified staff to offer all the youth of the Algoma area equal educational opportunities and to help them become worthy citizens in the various walks of life.

To be effective an educational program must be under constant scrutiny and changes must be made in it to keep it in line with changing conditions and to serve the current and future needs of youth. It is, therefore, necessary for the members of the faculty to re-evaluate their thinking constantly to keep in harmony with changing conditions and changing needs.

A cordial, cooperative attitude should exist between teacher and administrator and between student, teacher, and administrator so all can work in harmony toward the desired goal. The student should recognize his/her responsibility toward achievement. The teacher must also recognize a student's potential and reward effort as well as accomplishment so the less capable can progress through high school if he/she so desires and tries.

The school must work in harmony with all agencies interested in the welfare of and the development of youth so efforts of all concerned can be best coordinated and directed toward the good of the community as a whole.

Student activities are desirable and if properly conducted develop leadership, constructive thinking, co-operative planning and democratic action. Time should be provided for a variety of such activities, but excessive participation should be discouraged so no student becomes lost in a whirl of responsibilities.

Adopted: September 26, 1988

LEGAL REF.: Sections 118.01 Wisconsin Statutes
118.12
121.02(1)

CROSS REF.: 152 Goal Setting
411 Equal Educational Opportunities

111.1 - COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT

The Algoma School District is committed to a policy of making its programs, services, and activities accessible to qualified individuals with disabilities in accordance with the requirements of the Americans with Disabilities Act (ADA). The District will not deny the benefits of its programs, services, and activities to qualified individuals with disabilities because its buildings are not accessible. The District will use either structural or nonstructural methods to make their programs, services, and activities accessible to the disabled.

The District will "reasonably modify" its existing policies, practices, and procedures to avoid limiting "program accessibility" on the basis of disabling conditions. The District is not required, however, by the ADA to take any action that it can demonstrate would result in a "fundamental alteration" of the nature of the particular program, service, or activity being offered, or would result in an undue financial and/or administrative burden.

The District will work toward the creation of an atmosphere in which communications with persons with disabilities are as effective as communications with persons without disabilities. This may involve providing interpreters, Braille and large-print materials, telephones compatible with hearing aids (TDD), written notes of meetings, or providing readers to individuals with disabilities upon their request.

The District will solicit the input of persons with disabilities in the formulation of the self-evaluation plan required by the ADA. The self-evaluation plan will be retained for a minimum of three (3) years. A copy of the District's self-evaluation plan will be available for inspection in the District Office. The District's self-evaluation plan will be based upon the Administration's review and assessment of the programs, services, and activities that are unique to the District.

It is the intent of the Algoma School District to comply with both the letter and the spirit of the law in making certain discrimination does not exist in its programs, services, and activities. Individuals that feel they have been discriminated against under ADA may file a grievance according to the grievance procedures as outlined in district policy.

Adopted: December 18, 2000

LEGAL REFERENCE: Americans with Disabilities Act of 1990

CROSS REFERENCE: 411-Rule: Student Discrimination Complaint Procedures
511-Rule: Employee Discrimination Complaint Procedures

111 – EDUCATIONAL OBJECTIVES

We, believe that the educational program of the Algoma Public Schools should aim to:

- A. Develop proficiency in the basic skills including competency in the use of oral and written English, the ability to read comprehensively and with reasonable speed, and the ability to understand and use basic mathematics sufficiently well to meet one's daily needs.
- B. Afford opportunity for exploration of and experience where possible in varied field of endeavor leading toward advanced study or vocational training.
- C. Provide opportunity for students to engage in the study of foreign language(s), the various branches of science, and mathematics, and subjects in the practical arts and vocational field as a preparation for more advanced study.
- D. Provide an adequate program of guidance using the talents of the entire faculty to aid the students in meeting their educational, vocational and emotional problems and in seeking out activities which will help develop well adjusted, well prepared individuals.
- E. Develop a greater appreciation of the fine arts and the beauty of nature so that the individual can enjoy a fuller life and make better use of his/her leisure time and/or put hidden talents to recreational or even professional use through art activities, displays, concerts, lyceum programs and instruction in art and music.
- F. Develop an understanding of and an appreciation for our natural and technological environments that the individual might become an intelligent and well-intentioned consumer and producer of our natural environment and that he/she can better appreciate the social and moral responsibilities involved in our rapidly changing scientific world.
- G. Provide experiences in planning for and participating in worthwhile leisure time activities to enable the individual to enjoy his/her increasing periods of leisure which he/she will likely encounter in adult life. (This largely in cooperation with the Algoma Youth Club and recreation department.)
- H. Develop an understanding of and an appreciation for our political and cultural heritage and create a sense of responsibility for the part each citizen must play in a democratic society in giving of himself/herself and in accepting the responsibility of participating in civic duties through the study of the social sciences and participation in selected student activities.
- I. Develop an understanding of the needs and functions of the human body and the practices and habits essential to good health. Adequate exercise, a balanced diet, adequate rest, good posture, cleanliness and good grooming should be stressed as should the principles of safety through courses or experiences in health education, health services, physical education, cafeteria service, athletics, driver education, bus transportation, and the natural sciences.
- J. Meet the educational goals and expectations outlined in state law.

Adopted: September 16, 1988

LEGAL REF.: 118.01 Wisconsin Statutes
118.13
121.02 (1)

CROSS REF.: 152 Goal Setting
411 Equal Educational Opportunities

120 - LEGAL DESCRIPTION OF SCHOOL DISTRICT

The Algoma School District consists of the City of Algoma and all or parts of the following townships: Ahnapee, Casco, Lincoln, and Pierce.

Adopted: December 18, 2000

130-SCHOOL BOARD LEGAL STATUS

The Board of Education shall consist of seven (7) members to be elected at the regular spring election in April by the voters of the School District of Algoma, on a district basis.

1. Four members shall be elected from the City of Algoma and three members from the rural area.
2. Board members will assume their office upon proper filing of an oath of office on or within 30 days after the fourth Monday of April.

Adopted: September 26, 1988

LEGAL REF.: Section 120.42 Wisconsin Statutes
Wisconsin Constitution, Article X – Section 3

133-RULE – PROCEDURE FOR FILLING BOARD VACANCIES

Vacancies on the board shall be filled in accordance with the following procedures:

1. The vacancy shall be announced in the local newspaper for a minimum of two weeks prior to the deadline for applications. The notice shall identify: (a) the position that is open; (b) the deadline for acceptance of applications, including a specific date and time; and, (c) how interested individuals are to apply.
2. Interested individual(s) will be required to write a letter of application for the vacancy by identifying why they want to be on the school board and provide background information. The letter of application must be submitted by the deadline. If only one or no applications are received by the deadline, the deadline may be extended by a majority vote of the Board.
3. Voting on the candidate(s) shall be done in an open meeting, by signed ballot vote. The vote of each Board member must be recorded in the minutes in keeping with state law. The candidate receiving the majority vote of those members present will be deemed the successful candidate.
4. The appointee will receive confirmation in writing and unsuccessful applicants will also be notified in writing of the Board's decision. These written notifications will occur promptly.
5. The appointee may execute the oath of office and be seated on the Board immediately or not later than the next regularly scheduled Board meeting. The Board President will assign the appointee to standing committees and other delegated responsibilities as necessary.

Adopted: March 24, 2003

133 – FILLING BOARD VACANCIES

Whenever a vacancy occurs on the Board of Education, it shall be filled by appointment by the remaining members of the Board. An election to fill the unexpired term will be held at the next spring election per Section 120.73 (c) Wisconsin Statutes.

If a vacancy on the Board occurs from death, resignation, removal, or other causes, the vacancy will be filled by appointment of the remaining members of the board. The length of appointment varies based on date of appointment.

Adopted: September 26, 1995

LEGAL REF.: Section 17.03 Wisconsin Statutes
 17.26
 19.01
 120.42 (3)

141.1 – WASB DELEGATE

Annually, the Board shall select one of its members to represent the School Board at the WASB Delegate Assembly. Whenever a new delegate is chosen by the Board, the individual shall be certified in writing to WASB at least five days before the Delegate Assembly begins.

Adopted: September 26, 1988

LEGAL REF.: Sections 120.12 (16) Wisconsin Statutes
120.44

141 – BOARD OFFICERS

Duties of the Board President, the District Treasurer, and the Clerk shall conform to state law.

The secretary shall be appointed by the Board of Education. The secretary need not be an elected member of the Board.

- A. The secretary shall attend regular and special meetings of the Board of Education as determined by the District Administrator and/or the President of the Board.
- B. He/she shall keep a record of the events of the meeting and from this prepare the minutes for approval and publication.

Adopted: September 26, 1988

Revised: April 22, 2002

LEGAL REF.: Sections 120.12 (23) Wisconsin Statutes

120.15

120.16

120.17

120.43 (1)

150 - SCHOOL BOARD POWERS AND DUTIES

The Unified School Board has all the powers as stated in state law.

The function of the Board of Education is to provide the best educational opportunities necessary to meet the students' needs in this district as efficiently and economically as possible. The Board of Education works only as a unit. Board business will only be carried out at a regular or special meeting of the board. Individual board members do not have authority outside of a board meeting. The Board of Education owes their allegiance to all of the people in all of the schools within the Algoma School District, and not to any one segment of the population.

Adopted: December 18, 2000

LEGAL REFERENCE:	Sections	118.001 Wis. Statutes
		120.10
		120.12
		120.13
		120.44

151 - POLICY ADOPTION AND AMENDMENTS

- A. All proposed policies will be presented to the Board by the Administrator. The Board still reserves the right to study and evaluate any proposed policy.
- B. Initial reading of the policy will be presented by the Administrator at a Regular Board meeting for acceptance or modification. If accepted, even if additional minor editing is required, proceed to Step "C". If major modification is suggested, the policy will be returned to Step "A".
- C. The policy will be read for final approval at the next Regular Board Meeting.

Adopted: January 22, 2007

152 - GOAL SETTING CALENDAR

The Board recognizes the importance of evaluation and the establishment of goals.

Evaluation and goal setting:

- . fosters open communication among board members and the district administrator
- . holds the board and administrator accountable in the same manner that other employees are held accountable
- . provides insight into why and how decisions are made
- . allows individual board members to reflect on their own and their colleagues' behavior and performance
- . resolves differences of opinion and challenges false perceptions
- . helps the district administrator see what the Board as a whole expects of him/her
- . helps clarify roles and responsibilities

In order to assure that these activities take place, the Board has established the following annual schedule:

September	Review District Plan/Leadership Team Plan
October	District Goal Setting (Vision-to impact the following year's budget)
December	Board Evaluation, formal
January	Assessment Review
March	District Administrator Reviews Evaluation Process of Principals and Business Manager. Review of District Administrator
May	Approve District Plan

Revised: November 26, 2001

153-EXHIBIT 1 - BOARD OF EDUCATION PERSONAL SELF-EVALUATION

Before completing the "Board Evaluation", please complete the following personal assessment of your boardmanship. This form will not be shared with others but will be for your review only. Put satisfactory (s) by those items, which you do well, and an unsatisfactory (u) by those items in which you feel you need to improve.

- ___ 1. I familiarize myself with school policies and the open meetings law.
- ___ 2. I read the agenda and supporting material prior to the board meetings.
- ___ 3. I reserve all decisions on matters until the board is in session and withhold judgment until I have all of the facts.
- ___ 4. I direct questions to the district administrator when contacted by a district resident.
- ___ 5. I read school publications sent to my home.
- ___ 6. I understand and support the school mission and belief statements and promote them within the community.
- ___ 7. Do I, as a board member, understand my role as a policy-maker and allow the administrator to operate the district?
- ___ 8. I believe in long-range planning and recognize that changing trends change school needs.
- ___ 9. I understand that I have no authority as a board member except when the board is legally in session.
- ___ 10. I rely on the district administrator to provide the board with accurate information on the school system.
- ___ 11. I take part in board in-services and participate in other workshops to help me function as a more effective member of the board.
- ___ 12. Even though I may disagree, I support publicly positions taken by the whole board.
- ___ 13. I work toward mutual trust between board members and administration and keep criticism of either to private sessions.

Adopted: December 18, 2000

Revised: August 26, 2002

153 – EXHIBIT 2 - BOARD EVALUATION QUESTIONNAIRE

Respond to the statements below using the following rating scale:

- 4 - Always
- 3 - Usually
- 2 - Occasionally
- 1 - Never
- 0 - Unsure

- ___ 1. *Orientation:* The board ensures that a systematic program is maintained by the staff to orient newly elected or appointed board members to their duties and responsibilities as well as to acquaint them with board policies and operating procedures.
- ___ 2. *Policies:* The board operates according to written policies that are updated as necessary.
- ___ 3. *Policy Implementation:* When policy is adopted, both board and staff adhere to it.
- ___ 4. *Proper Role:* The board acts as a policy-making and governance body. The district administrator is held responsible for administration and evaluation of school programs.
- ___ 5. *Staff Relationship:* Before making a decision on any matter (other than the district administrator's contract), the board allows the administrator ample opportunity to develop staff recommendations for action.
- ___ 6. *Conflict Resolution:* The board does not respond to emotional pressure and does not write "instant policy". It provides the district administrator with an opportunity to develop policy proposals.
- ___ 7. *Openness:* Board meetings are conducted in a free and open atmosphere with orderly discussion.
- ___ 8. *Decorum:* The board understands and uses parliamentary procedure to conduct its meetings.
- ___ 9. *Preparation:* Board members arrive at meetings prepared to contribute to discussions and do not waste valuable meeting time requesting information that has already been provided.

Adopted: December 18, 2000

Revised: August 26, 2002

153 - EVALUATION OF BOARD OF EDUCATION

The Algoma School District Board recognizes the need for self-evaluation. The goal is to improve the operation of the School Board as it carries out its legal and ethical responsibilities.

The Board will establish a process and an evaluation instrument to assess its own performance. The evaluation instrument will include both a Board evaluation and a self-evaluation of each member. The Board, at its discretion may have others use the instrument to rate the Board. A rating scale will be used with the Board evaluation.

The annual assessment of the Board of Education is to focus on the total Board operations and not the performance of individual Board members. It is the responsibility of the Board President to discuss concerns about the performance of individual Board members (e.g. excessive absence, lack of preparation for meetings, etc.) with the Board member privately.

CROSS REFERENCE: 153 Exhibit 1 – Board of Education Personal Self-Evaluation
153 Exhibit 2 – Board Evaluation Questionnaire

Adopted: August 26, 2002

163 – BOARD MEMBER DEVELOPMENT OPPORTUNITIES

The Board believes that inservice training for it's members is vital in order for the Board to govern the school district in the most informed and prudent manner possible. Informed decision making grows more important as school governance becomes increasingly complex.

In keeping with this position, the Board encourages the participation of its members at appropriate school board conferences, conventions, seminars, and workshops; to include a limit on one delegate per year at a National Conference, Convention, or Seminar, to be attended by a member selected at the discretion of the Board. The Board shall pay any attendance fee and shall reimburse attending board members for travel in the performance of their duties and other necessary expenses in accordance with expense reimbursement rates and procedures for district staff members. The district shall pay no expenses for the spouse of any board member..

The board correspondent (or district administrator) shall report monthly on upcoming inservice opportunities for board members. The Board shall select representatives to these sessions from among its membership. The members selected shall report to the Board on the inservice session attended and shall share information, materials, and recommendations acquired by attending the session.

Adopted: September 26, 1988

Revised: August 31, 1992

LEGAL REF.: Sections 120.10 (4) Wisconsin Statutes
 120.12 (16) and (32)
 120.44

164 – RULE – ALLOWABLE EXPENSES

School Board members guidelines for allowable expense:

Airfare – Actual Fare

Lodging – Actual Cost – Ask for the State Rate

Actual cost for cab fares, shuttle bus, vehicle rental

Mileage – 10% below IRS Rate

Meals: Breakfast \$8.00, Lunch \$10.00, and Dinner \$16.00 (including tip)

Over night per diem in state \$50.00

Over night per diem out of state \$65.00

First Reading: August 28, 2000

Adopted: September 25, 2000

Revised: January 26, 2009

164 – BOARD MEMBER COMPENSATIONS AND EXPENSES

Salaries of the Board of Education shall be fifty-three dollars per regular or special meeting and eighty-eight dollars for meetings outside the district during the day, paid quarterly. Effective July 1, 2002 salaries will be fifty-six per regular or special meeting and ninety-five dollars for meetings outside the district during the day, paid quarterly. Effective January 1, 2009 salaries will be reduced 10% from fifty-six per regular or special meeting to fifty. This shall include all regular monthly meetings, special meetings and board committee meetings as outlined in policy # 185.

The district shall pay membership fees in an organization of the school board in the state and the actual and necessary expenses of its representatives incurred in attending meetings of such organizations.

Adopted: January 1, 1995
Revised: November 26, 2001
Revised: January 26, 2009

LEGAL REFERENCE: Sections 120.10 (3) and (4) Wisconsin Statutes
120.13 (16) and (32)

171.1 – AGENDA PREPARATION AND DISSEMINATION

Meeting agendas will be compiled and prepared by the district administrator in consultation with the Board President. Agenda items may be submitted to the district administrator's office by board members, staff, and district citizens up to ten days prior to the date of the meeting. Any additional items to be considered as agenda addenda must be submitted to the district administrator's office at least 24 hours prior to the meeting in order that they may be reviewed and posted. These additional items are subject to the condition that they are not matters of wide interest to district citizens. The board shall not discuss or act upon any item of business not included on the notice agenda.

Regular monthly meeting agenda will be mailed or delivered to board members the week prior to the meeting.

Agenda for special meetings will be delivered to board members at least 24 hours prior to the meeting. If for good cause such notice is impossible or impractical, a shorter notice may be given. In no case may the required notice be provided less than two hours in advance of the meeting.

All agendas will be posted a minimum of twenty-four hours in advance of the regular/special meeting at the following locations:

District Office located in the High School
Elementary Office

The agenda will be faxed to the Algoma Record Herald a minimum of twenty-four hours in advance of the meeting.

Additional public notice shall be provided as required by law.

Adopted: January 22, 2001

LEGAL REFERENCE: Sections: 19.84 Wis. Statutes
5.19.84

CROSS REFERENCE: 171.2 Exhibit: Order Of Business

**171.2 – EXHIBIT - REGULAR BOARD MEETINGS AGENDA FORMAT
(ORDER OF BUSINESS)**

The Order of the Business shall be as follows

1. Meeting called to order
2. Pledge of Allegiance
3. Secretary to note roll call
4. Honor Students/Citizens of the Month (October – June)
5. Special Presentation(s)
6. Board Correspondence
7. CESA Report
8. Citizen’s Delegation to be Heard
9. Student Representative Report
10. Board President Announcements
11. Administration Reports
 - A. Discussion Items
 1. Superintendent’s Report
 - a.
 - b.
 2. Principal’s Report
 - a.
 - b.
 3. Business Manager’s Report
 - a.
 - b.
 4. Committee Reports
 - a.
 - b.
 5. Other specific items for discussion
 - a.
 - b.
 - B. Action Items
 1. Approval of minutes of previous regular meeting and/or special meetings
 2. Presentation and approval of bills
 3. Other specific items of business as listed on the agenda
 - C. Request for Future Agenda Items
 - 1.
 - 2.
12. Move to Closed Session if Necessary
13. Reconvene if Necessary
14. Adjournment

Adopted: November 26, 2001

Revised: October 22, 2007

Revised: March 28, 2011

171 – REGULAR BOARD MEETINGS

Regular meetings of the Board of Education shall be held in the Administrator's office at 7:00 P.M. on the fourth Monday of each calendar month. In order to change the regular meeting date and time, a majority of the Board must agree.

Public notice of regular board meetings shall be given in accordance with state law and established procedures.

Adopted: August 31, 1992

LEGAL REF.: Sections 19.84 Wisconsin Statutes
120.43 (2)

CROSS REF.: 171.1 Public Notification of Board Meetings

173 – CLOSED SESSIONS (EXECUTIVE SESSIONS)

All Board meetings shall be open to the public, except in cases where the Board may go into executive session and then the public may be excluded from such meetings, if the Board so desires.

Adopted: September 26, 1988

LEGAL REF.: Sections 19.84 Wisconsin Statutes
19.85

CROSS REF.: 171.1 Public Notification of Board Meetings

174 – BOARD ORGANIZATIONAL MEETING

The fourth Monday of April shall be the organization meeting at which time the Board meeting shall be presided over by the District Administrator until a president is elected. A vice-president, a clerk, and a treasurer shall also be elected at this meeting.

Adopted: August 31, 1992

LEGAL REF.: Section 120.43 (1) Wisconsin Statutes

181 – RULES OF ORDER

Business should be conducted according to the Roberts Rules of Order where the rules do not conflict with rules or regulations herein stated.

Adopted: September 26, 1988

183 – VOTING METHODS

A majority vote of a quorum shall decide non-monetary matters but action involving expenditures of money shall require a majority of the whole board.

A voice vote will decide all matters. The presiding officer may require each member to answer by roll call vote to be recorded by the secretary.

Adopted: September 26, 1988

184 – MINUTES

A complete and accurate set of minutes of each Board meeting is the responsibility of the Board Clerk. The minutes shall constitute the official record of proceedings of the Board and should include:

1. A record of all actions taken by the Board, including the recording of a roll call vote.
2. A record of all resolutions, orders, procedures and motions in full.

Copies of the minutes shall be made available to all Board members and superintendent at least one week prior to the meeting at which the minutes are to be approved. The minutes shall become permanent records of the Board and shall be filed in the Administrative Offices and made available to interested citizens during regular office hours.

The minutes, as corrected, of any regular or special Board meeting shall be submitted for publication within forty-five days after the meeting or within five days after the minutes are approved, whichever first occur.

LEGAL REF: Section 19.21 Wisconsin Statutes
Section 19.88 Wisconsin Statutes
Section 120.11(4) Wisconsin Statutes

CROSS REF: Access to Public Records

Revised: November 25, 2002
Adopted: September 26, 1988

185 – BOARD COMMITTEES

Ad Hoc committees may be appointed by the Board President for any purpose approved by the Board. Negotiations, Finance, Property, Transportation and Curriculum are some examples of potential Ad Hoc committees. The function of such committees shall ordinarily be fact finding, deliberative, and advisory. Ad Hoc committees shall report recommendations to the full Board for appropriate action. These committees will be dissolved by the Board when their assigned tasks are completed.

Public notice of committee meetings shall be accordance with state law.

First Reading August 21, 2000
Adopted: September 25, 2000

LEGAL REFERENCE: Sections 19.85 Wisconsin Statutes

185-RULE BOARD COMMITTEE PROCEDURES

General Procedure

1. Committee membership will be determined at a Regular Board Meeting. Membership shall be on a voluntary basis with each board member serving on at least one committee if necessary. The Board President shall appoint members to fill committee positions unfilled by volunteers. Committees will consist of three Board members.
2. Each committee shall elect its own chairperson.
3. Committees shall provide to the District Administrator and the Board, prior to the next regularly scheduled Board meeting, minutes of committee meetings. Recommendations shall be given at the next regular Board meeting.
4. Committee meeting minutes shall be kept on file in the District Office and shall essentially contain the following information:
 - a. record of attendance
 - b. listing of items considered
 - c. listing of items to be recommended for Board consideration
 - d. listing of items to be given further research by the committee
 - e. listing of new items or concerns for future consideration
5. Committees will pursue specific Board tasks pertaining to committee responsibilities.
6. All Board members may attend all committee meetings with the exception of collective bargaining sessions. Only committee members will be allowed to participate in the discussion or have the right to vote.
7. Committees make recommendations to the Board and can take no action on their decisions without Board approval.
8. If committee recommendations and suggestions are not acceptable to the Board, the committee shall do further research as directed by the Board.
9. District Administrator
 - a. shall serve in an advisory capacity on all Board Committees
 - b. shall establish an agenda to be accepted by the full committee to complete it's designated Board tasks.
 - c. shall be responsible to recruit resource people to attend meetings when appropriate.
 - d. shall seek legal advice as deemed necessary.

Adopted: December 18, 2000

186 – ADVISORY COMMITTEES

Special advisory committees shall be appointed by the president and shall serve until their function has been satisfied or the job completed.

Adopted: September 26, 1988

LEGAL REF.: Section 19.84 Wisconsin Statutes

CROSS REF.: Public Notification of Board Meetings