

River Valley School Board – Policy Committee Meeting

Committee: Policy Date: February 6 , 2023 Meeting Time: 5:00 pm Adjourn Time: 6:15
 Present: Kathy Jennings, Deb Nelson, Fred Iausly, Loren Glasbrenner

Agenda Item	Motion	2 nd	Discussion
N/A	Fred	Deb	Motion to accept proofs of notice. Passed unanimously on a voice vote.
Approval of minutes from Jan 2, 2023	Deb	Kathy	Approved
443.5 (NEW) Student Distribution of Literature and Student Self-Expression	Fred	Deb	Recommend to the Board for a 2 nd reading. RV added a policy to address students distributing electronic or printed material. Policy was provided by the District’s attorney. No additional changes at 2 nd reading.
861 School Volunteers	Fred	Deb	Recommend to the Board for a 2 nd reading. Added language that volunteers will be approved by Building Principals and included RV’s standard non-discrimination language. No additional changes at 2 nd reading.
861 Exhibit 1 Confidentiality Agreement/ Disclosure Statement	Fred	Deb	Recommend to the Board for a 2 nd reading. Policies for Fair Credit Reporting Act Disclosure Statements for employees and volunteers are being eliminated (533 Ex & 861 Ex 2). Pertinent information from those policies has been combined into this policy. All references to these policies have been eliminated. No additional changes at 2 nd reading.
347 Exhibit 1 Release Form for Student Records Not Considered to be “Student Directory Data”	Fred	Deb	Recommend to the Board for a 2 nd reading. Reviewed because Exhibit 2 for this policy was up for review. No changes recommended.
744 Exhibit Consent Form – Web/RVTV Permission to Display Classroom/ Academic Activities	Fred	Deb	Recommend to the Board for a 2 nd reading. Conflicting language in this policy and 443.8 (Videotaping and/or photographing and/or digital media recording of students) was updated. No additional changes at 2 nd reading.

533 Exhibit Disclosure Statement – Employee Fair Credit Reporting Act Disclosure	Fred	Deb	<p>Recommend to the Board to delete (2nd reading).</p> <p>This was approved when RV chose to use the third party processor for background checks for employees, and this vendor could use Fair Credit Reporting. The Fair Credit Reporting Act (FCRA) changes with some regularity and would need Board approval each time regulations change. RVSD’s attorney stated that eliminating the policy is fine. Necessary information from this policy is now in 861-Exhibit 1 (Confidentiality Agreement/Disclosure Statement).</p>
861 Exhibit 2 Disclosure Statement – Volunteer Fair Credit Reporting Act Disclosure	Fred	Deb	<p>Recommend to the Board to delete (2nd reading).</p> <p>This was approved when RV chose to use the third party processor for background checks for volunteers, and this vendor could use Fair Credit Reporting. The Fair Credit Reporting Act (FCRA) changes with some regularity and would need Board approval each time regulations change. RVSD’s attorney stated that eliminating the policy is fine. Necessary information from this policy is now in 861-Exhibit 1 (Confidentiality Agreement/Disclosure Statement).</p>
671.1 Expense Reimbursements	Fred	Kathy	<p>Recommend to the Board for a 1st reading.</p> <p>RV’s current policy states that meals (with tip) can't exceed \$25/day. Policy committee is following Brian Krey’s recommendation the RV follow the U.S. General Services Administration Guidelines for meal reimbursement. This would be similar to our mileage reimbursement, which follows the IRS rate. The changes are based on the website where the per diem fluctuates based on the City the event is in. The updated language also includes ground transportation and lodging. Under lodging, it's always been an unwritten rule that staff does not get hotel rooms in Wisconsin Dells or Madison (where a lot of events/conferences take place), but now the 60-mile rule is stated in the policy.</p>
352 Field Trips	Fred	Deb	<p>Recommend to the Board for a 2nd reading.</p> <p>Add a form for a field trip itinerary modification, to be filled out two weeks prior to a field trip.</p>
352 Exhibit 1 Student Health Information for Overnight Field Trips	Fred	Deb	<p>Recommend to the Board for a 2nd reading.</p> <p>Nurses reviewed – no modifications recommended.</p>
352 Exhibit 2 School Field Trip Checklist	Fred	Deb	<p>Recommend to the Board for a 2nd reading.</p> <p>Nurses reviewed – no modifications recommended.</p>
452.1 Emergency Nursing Services	Fred	Deb	<p>Recommend to the Board for a 2nd reading.</p> <p>Modifications to policy will allow nurses to NOT be required to attend every field trip.</p>

452.4 Administering Medication to Students	Fred	Deb	Recommend to the Board for a 2 nd reading. Modifications state who is allowed to administer medication instead of a nurse (designee).
452.4 Rule 1 Administering Medication Procedure	Fred	Deb	Recommend to the Board for a 2 nd reading. Modifications state who will train the designee referred to in Policy 452.4. New language also state there are certain times when parents/guardians will need to have child self-administer medications (e.g. allergy medication).
452.4 Exhibit 3 Self Administration of Medication on Overnight Field Trips – Health Care Provider and Parent Permission Form	Fred	Deb	Recommend to the Board for a 2 nd reading. Nurses reviewed – added cross references to other related policies.
342.2 Gifted and Talented Program	Fred	Kathy	Recommend to the Board for a 1 st reading. Updated language reflects there in now a coordinator in each building for the Gifted and Talented Program.
421 Entrance Criteria for 4K, 5K and First Grade	Fred	Kathy	Recommend to the Board for a 1 st reading. This policy has not been reviewed since 2014. No modifications recommended.
421 Rule Guidelines for Entrance Criteria for 5K/First Grade	Fred	Kathy	Recommend to the Board for a 1 st reading. This policy has not been reviewed since 2014. No modifications recommended.
421 Exhibit 1 Application for Early Admission to Kindergarten/First Grade	Fred	Kathy	Recommend to the Board for a 1 st reading. This policy has not been reviewed since 2014. No modifications recommended.
Adjourn	Fred	Deb	Next meeting scheduled for March 6, 2023 at 5:00 in the Middle School Library.