

River Valley School Board – Policy Committee Meeting

Committee: Policy Date: April 3, 2023 Meeting Time: 5:00 pm Adjourn Time: 6:25
 Present: Kathy Jennings, Deb Nelson, Fred Iausly, Sara Carstensen Loren Glasbrenner

Agenda Item	Motion	2 nd	Discussion
N/A	Sara	Fred	Motion to accept proofs of notice. Passed unanimously on a voice vote.
Approval of minutes from March 6, 2023	Sara	Fred	Approved
Update on Creation of 2023-28 Strategic Plan			Information Item. Mark Roffers (MDRoffers Consulting) gave an update to the Strategic Plan to date, including information gathered from various online input, workshops and meetings. He will bring a preliminary plan to the committee next month, and a plan to the full Board in June.
671.1 Expense Reimbursements	Fred	Sara	<p>Recommend to the Board for a 2nd 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>
342.2 Gifted and Talented Program	Fred	Sara	<p>Recommend to the Board for a 2nd reading.</p> <p>Updated language reflects there in now a coordinator in each building for the Gifted and Talented Program.</p>
421 Entrance Criteria for 4K, 5K and First Grade	Fred	Sara	<p>Recommend to the Board for a 2nd reading.</p> <p>This policy has not been reviewed since 2014. No modifications recommended.</p>
421 Rule Guidelines for Entrance Criteria for 5K/First Grade	Fred	Sara	<p>Recommend to the Board for a 2nd reading.</p> <p>This policy has not been reviewed since 2014. No modifications recommended.</p>
421 Exhibit 1 Application for Early Admission to Kindergarten/First Grade	Fred	Sara	<p>Recommend to the Board for a 2nd reading.</p> <p>This policy has not been reviewed since 2014. No modifications recommended.</p>

352 Field Trips and Overnight School Trips	Fred	Sara	Recommend to the Board for a 2 nd reading. Add a form for a field trip itinerary modification, to be filled out two weeks prior to a field trip.
352 Exhibit 1 Student Health Information for Overnight Field Trips	Fred	Sara	Recommend to the Board for a 2 nd reading. Nurses reviewed – no modifications recommended.
352 Exhibit 2 School Field Trip Checklist	Fred	Sara	Recommend to the Board for a 2 nd reading. Nurses reviewed – no modifications recommended.
(NEW) 352 Exhibit 3 Overnight School Trip Itinerary Modification	Fred	Sara	Recommend to the Board for a 2 nd reading. New form to be filled out if a student is planning to leave a school trip with a parent or guardian instead of staying with the group.
452.1 Emergency Nursing Services	Fred	Sara	Recommend to the Board for a 2 nd reading. Modifications to policy will allow nurses to NOT be required to attend every field trip.
452.4 Administering Medication to Students	Fred	Sara	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	Sara	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	Sara	Recommend to the Board for a 2 nd reading. Nurses reviewed – added cross references to other related policies.
(NEW) 834.1 Therapy Animals			Hold – although this went through a 1 st reading at the Board, the Committee has additional questions. Loren will talk with local vet. This policy was added because the ADA makes a distinction between service animals and therapy animals. (the District already has a Service Animal policy) and there have been requests for therapy animals.

834 Service Animals	Kathy	Fred	Recommend to the Board for a 1 st reading. Cross reference to new policy regarding therapy animals and to policy outlining bus rules and regulations.
836 Animals on School Premises	Kathy	Fred	Recommend to the Board for a 1 st reading. Cross reference to new policy regarding therapy animals.
860 Visitors to Schools	Kathy	Fred	Recommend to the Board for a 1 st reading. Cross reference to new policy regarding therapy animals.
753.1 Bus Rules and Regulations	Kathy	Fred	Recommend to the Board for a 1 st reading. Cross reference to new policy regarding service animals.
431 Student Attendance			Hold until next month-no action
431 Student Attendance Guidelines			Hold until next month-no action
751.4 Use of Cameras or Recording Devices on School Buses or other Authorized Vehicles			Hold until next month-no action
(NEW) Video Surveillance and Electronic Monitoring			Hold until next month-no action
(NEW) School Forest			Recommend to the Board for a 1 st reading. RV currently does not have a policy for the school forest and is adding this policy in order to minimize litigation and to put a set of rules in place.
Adjourn	Fred	Sara	Next meeting scheduled for May 8, 2023 at 5:00 in the Middle School Library.