

**Beaver Dam Unified School District
Board of Education Minutes**

**Operations Committee Meeting
April 25, 2022**

A meeting of the Operations Committee of the Board of Education was held on the above date at the Educational Service Center at 5:30 p.m. Board/Committee members present: Marge Jorgensen, Maria Mason, Gary Spielman, and Joanne Tyjeski.

Mr. DiStefano, Superintendent, presented the two options for the 2023-2024 school year calendar that had been discussed with the Teaching & Learning Committee, as well as a third option that had been generated following feedback from the committee on April 18th. With the first option, students begin on September 1, 2023, and the last day for students is May 31, 2024. The first day of class will be a Friday which could pose potential concerns but also provide some transition opportunities. The second option has students beginning on September 5, 2023, the day after a holiday, and the last day for students is May 31, 2024. The third option is similar to option two, however, the inservice dates were adjusted to allow for an inservice day in February. Both options include 171 student contact days, 14 inservice days and 1 collaboration day. The calendars will be presented to the board at the May regular board meeting.

Dr. White, Director of Human Resources, presented proposed revisions to the Employee Handbooks and Appendices. The Employee Handbook includes the addition of strategic plan language, an equity statement, and the hands-free cell phone policy. Updates to Appendix A: Certified Staff Handbook includes the removal of paid-up life insurance language, school bell schedules, and gold ticket redemption for personal days, and the addition of the Chemical Hygiene Officer stipend and language for department leaders. Updates to Appendix B: Support Staff Handbook includes tutor/teacher assistant classification separation and removal of the unused pay scales. The layoff language that was adopted last year will be updated in Appendix C: Administrative Support, Supervisors, and Coordinators Handbook to match Certified and Support Staff employee groups. Contact information and bell schedules will be updated in Appendix D: Substitute Staff along with updated board policies.

The next committee meeting is scheduled for June 27, 2022, at 5:30 pm.