



Winona Area Public Schools  
Board Operations Committee Meeting  
Meeting Minutes: August 24, 2021

<b>Meeting Location:</b>	District Office Conference Room #1 903 Gilmore Ave, Winona, MN 55987
<b>Meeting Start:</b>	4:47pm
<b>Meeting End:</b>	5:56pm
<b>Members Present:</b>	Michael Hanratty Stephanie Smith Dr. Annette Freiheit Kacie Lovas
<b>Other Attendees:</b>	Sarah Slaby Dawn Lueck
<b>Members Absent:</b>	

**I. Review Upcoming Policies**

- A. **Policy 204 School Board Meeting Minutes** : Dr. Freiheit presented this policy with no recommended changes. No further discussion. Mr. Hanratty and Ms. Smith recommended that the policy be added to the September 16, 2021 School Board agenda for first reading by the School Board.
- B. **Policy 205 Open Meetings and Closed Meetings:** Dr. Freiheit presented this policy with no recommended changes. No further discussion. Mr. Hanratty recommended that the policy be added to the September 16, 2021 School Board agenda for first reading by the School Board.
- C. **Policy 501 School Weapons Policy:** Ms. Solheid pointed out that the School Weapons Policy was updated and approved in 2018 however the public facing version of the policy was not updated on BoardDocs. The committee decided that since the School Board took action on the policy changes in 2018, it will use the current approved policy, not the public facing version, to recommend any changes during this cycle. Ms. Lueck presented this policy with no recommended changes. The committee discussed several questions that needed clarification, specifically with regard to conceal and carry law and gun shows on school property. Mr. Hanratty and Ms. Smith recommended that the policy be tabled and administration seek guidance from MSBA and/or legal counsel regarding the outstanding questions.
- D. **Policy 714 Fund Balances:** Ms. Slaby presented this policy indicating that the Finance Committee has already reviewed this policy. The Finance Committee recommends moving forward to the Board Operations Committee. The Board Operations Committee discussed the definition of “strive” as it pertains to Section V of the policy but ultimately did not want to recommend a change to the policy, instead recommending that the Finance Committee make note to discuss the term as we begin reviewing the budget on an annual basis. Mr. Hanratty and Ms. Smith

recommended that the policy be added to the September 16, 2021 School Board agenda for first reading by the School Board.

**II. Follow Up from August 19, 2021 School Board Meeting**

- A. **Policy 206 Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations:** The Board Operations Committee reviewed the language suggested by a School Board member, following the August 19, 2021 meeting, regarding limiting public participation to district residents. Mr. Hanratty and Ms. Smith recommended that administration seek guidance from MSBA and/or legal counsel regarding this potential change. If MSBA and/or legal counsel responds with a suggested modification, the policy with recommended changes can be placed on the September 16, 2021 School Board agenda for action. If more discussion is needed, the policy should be added to the Board Operations Committee agenda on September 28, 2021.
- B. **Policy 213: School Board Committees:** Dr. Freiheit recommended that the Board Operations Committee approve a change to the School Board Committees policy to include a Board Diversity and Equity Committee to its policy. This recommendation would follow the discussion held by the entire School Board on September 2, 2021. Pending the outcome of that discussion, Mr. Hanratty and Ms. Smith recommended that the policy, with the addition of this committee, be added to the September 16, 2021 School Board agenda for first reading by the School Board.

**III. Process for Policy Review by the Full Board**

- A. Dr. Freiheit discussed potential modifications to how the full school board reviews policies with no recommended changes. The committee would like to explore having three sections on the Policies section of the agenda that addresses “Review Only” policies that do not need action on any changes. Mr. Hanratty and Ms. Smith recommended that an agenda item be added to the September 16, 2021 School Board Agenda to discuss this potential change.

**IV. Form Section on BoardDocs**

- A. Ms. Lovas presented a proposed change to the organizational structure of the policies section on BoardDocs. This restructure could pull specific forms associated with policies into their own section for easy access. Mr. Hanratty and Ms. Smith recommended the forms should be organized in a category under the last group of 900 policies for easy access.

**V. Complaint Form Update**

- A. Ms. Solheid and Dr. Freiheit updated the Board Operations Committee on the portal of the website that addresses complaints. District Administration just completed the McGrath Bullying and Harassment training and finalized the paperwork associated with the process and Mr. Casper will be updating the website accordingly and will have the information available for review at the September Board Operations Committee meeting.

**VI. Other**

- A. Mr. Hanratty requested that the Board Operations Committee discuss policy 202.1 for recommended modifications. It was suggested that the committee recommend changes to the ongoing application process, the application review process, and the responsibilities and guidance/mentorship associated with the student school board representative position. Administration will make the discussed changes and will add the policy to the September 16, 2021 School Board agenda for first reading by the School Board.