

**Kickapoo Area School District
Board Policy Committee
Wednesday, January 27, 2021
4:45 P.M.
KASD Conference Room**

MINUTES

1. Call Meeting to Order

Meeting called to order by Chair. Angie Egge. Present: Angie Egge, Scott Walter, Jennifer Vielhaber (attending remotely). Also attending: Kristi Deaver

2. Review Neola Board Policies ~ Section 3000 – Professional Staff

The committee reviewed Section 3000 – Professional Staff. Points of discussion included:

- 3120.01 – Job Descriptions

The policy references job descriptions being located in the District Office. Currently, there are job descriptions completed for a number of positions, but the committee requested that job descriptions for the missing employee classifications be completed in the near future.

- 3217 – Weapons

- A. The Neola policy varied somewhat from the current weapons policy and upon review, the committee determined that allowing weapons unloaded and out of sight as in the trunk of a car, or covered up with a blanket, etc. in the back seat of a car, should be deleted. Under the heading, "Definition of Weapon", they replaced Neola's A. and B. with our current language as follows:
Weapons under the control of active law enforcement personnel, and retired law enforcement personnel with current and appropriate credentials as provided by statute, are permitted; weapons under the control of law enforcement personnel while on duty, or qualified former law enforcement officers, off duty law enforcement officers, or out-of-state law enforcement officers;

- B. Weapons that are registered and handled in a legal manner for the purpose of student education, such as the programs "Learn to Hunt" or "Hunter Safety", may be authorized by a principal or district administrator. Weapons that are registered and handled in a legal manner for the purpose of student education, such as the programs "Learn to Hunt" or "Hunter Safety", may be authorized by a principal or district administrator. () items approved by () a Principal () the District Administrator, () the Board as part of a class or individual presentation under adult supervision, including but not limited to hunters' education courses, if used for the purpose of and in the manner approved (working firearms, except those protected at all times by a cable or trigger lock, and live ammunition shall never be approved)

- 3231 – Outside Activities of Professional Staff

Under the heading "Research and Publishing", the committee questioned if a professional staff member develops a product that is patented or copyrighted, is it a requirement for the District to be granted the privilege of purchasing the materials or products free of any copyright or royalty charges. The Neola rep will be consulted, and the committee will revisit.

- 3340 – Grievance Procedure

Rather than have a grievance procedure in both the policy manual and the employee handbook, a reference was made in the policy to refer to the employee handbook; the committee felt this was appropriate.

3. Any Other Business

The committee requested a discussion item be placed on the February board agenda to determine how Board members would like their school emails listed on the district website.

4. Adjourn Meeting

Meeting adjourned at 6:00 P.M.