

Hortonville Area School District
Policy Committee Meeting Minutes: February 10, 2025

1. Meeting was called to order by Mrs. Jessica Hartjes at 6:30 p.m. Committee members in attendance was Mrs. Andrea Marcks-Ziegler. Absent was Mr. Brett Eidahl
Administrators present were Timothy Rietveld, Janna Cochrane, Dallas Herbst, Jared Deli, Jesse Powell. Other in attendance Tamie Neilson.
2. Mrs. Jessica Hartjes confirmed that notice of the meeting was posted Notice of the meeting was posted at the Greenville Elementary, Hortonville Elementary, North Greenville Elementary, Greenville Middle, Hortonville Middle and Hortonville High School, Hortonville Public Library, Town of Greenville and District website (www.hasd.org). Notice of the meeting was sent to the Press Star and the Post Crescent.
3. Mrs. Andrea Macks-Ziegler made a motion to approve the minutes of July 15, 2024; Mrs. Jessica Hartjes seconded the motion; roll call vote; motion carried.
4. Mr. Brett Eidahl and Mr. Todd Timm arrived at 6:33 p.m.
5. Mrs. Andrea Marcks-Ziegler made a motion to bring the following Uniform Grant Guidance Regulations (UGG Edgar) updated policies to the full Board; Mrs. Jessica Hartjes seconded the motion, roll call vote; motion carried.

Policies moving to full Board:

- Policy 3440 – Job-Related Expense Reimbursement
 - Policy 4440 – Job-Related Expense Reimbursement
 - Policy 6110 – Federal Funds
 - Policy 6111 – Internal Controls
 - Policy 6112 – Cash Management of Grants – NEW
 - Policy 6114 – Cost Principles – Spending Federal Funds
 - Policy 6325 – Procurement – Federal Grants / Funds
 - Policy 7450 – Property Inventory
6. Mr. Brett Eidahl made a motion to bring the following Policy updates by NEOLA and the District to the full Board; Mrs. Andrea Marcks-Ziegler seconded the motion; roll call vote; motion carried.

Bylaws and Policies moving forward to the Board:

- Policy 1100 – District Organization
- Policy 1130 – Conflict of Interest
- Policy 1241 – Non-Reemployment of the District Administrator
- Policy 2210 – Curriculum Development
- Policy 2260.02 – Services for Bilingual Students English Learners
- Policy 2270 – Religion in the Curriculum
- Policy 2464 – Programs for Gifted and Talented Students
- Policy 3214 & 4214 – Staff Gifts
- Policy 3281 – Personal Property of Staff Members
- Policy 4124 – Notice of Reasonable Assurance of Employment – NEW
- Policy 5113.02 – Part-Time Open Enrollment
- Policy 5330 – Administration of Medication / Emergency Care
- Policy 5341 – Emergency Medical Authorization – DELETING
- Policy 6320 – Purchasing – updated by District
- Policy 6620 – Petty Cash – DELETING per District

- Policy 6620.01 – Cash in School Buildings – updated by District
- Policy 7430 – Safety Standards
- Policy 7440 – Facility Security
- Policy 7510 – Use of Facilities and Properties
- Policy 7540.01 – Student Technology Acceptable Use and Safety – DELETING per District
- Policy 7540.02 – Web Content, Apps, and Services – NEW
- Policy 7540.03 – Student Technology Acceptable Use and Safety
- Policy 7540.04 – Staff Technology Acceptable Use and Safety – New Number and Updates
- Policy 7540.07 – District-Issued Student E-Mail Account – NEW
- Policy 8120 – Volunteers
- Policy 8125 – Consultants – NEW
- Policy 8305 – Information System
- Policy 8395 – Student Mental Health Services
- Policy 8531 – Free and Reduced-Price Meals
- Policy 8600 – Transportation
- Policy 8600.01 – Out-of-District Licensed Daycare Transportation – District Updated

7. The Committee members reviewed the Technical Changes as made by NEOLA.

(NEOLA will send out Technical Corrections to Bylaws and Policies as necessary, these technical changes do not materially alter the policy's intent but rather provide minor changes that improve the quality and/or consistency of the policy. No Board Action needed but the Committee & Board are to be notified of these technical corrections.)

- Bylaw 0152 – Officers
- Bylaw 0164 – Meetings
- Policy 1421, 3121, and 4121 – Criminal History Record Check and Employee Self-Reporting Requirements
- Policy 1619.03, 3419.03, and 4419.03 – Patient Protection and Affordable Care Act
- Policy 2271 – Early College Credit Program
- Policy 2460 – Programs for Students with Disabilities
- Policy 3120.04 – Employment of Substitutes
- Policy 3140 – Non-Renewal, Resignation, and Termination
- Policy 5340 – Student Accidents / Illness / Concussion
- Policy 5460 – Graduation Requirements
- Policy 5540 – The Schools and Governmental Agencies
- Policy 5610 – Suspension and Expulsion
- Policy 7540.052 – Assistive Technology and Services
- Policy 8310 – Public Records
- Policy 8700 – Lactating Employees
- Policy 9600 – Staff / Student Participation in community Events

8. With no further business, Mr. Brett Eidahl made a motion to adjourn; Mrs. Andrea Marcks-Ziegler seconded the motion; roll call vote; motion carried. 6:37 PM

Minutes Respectfully Submitted by,
 Jessica Hartjes
 Committee Chairperson