



MERTON COMMUNITY SCHOOL DISTRICT SCHOOL BOARD COMMUNITY FORUM

September 26, 2022

6:00 p.m.

Merton Intermediate School Little Theater

The public is invited to view the meeting either in person or virtually. The link for the livestream can be found on the Merton Community School District website at

www.merton.k12.wi.us.

The Merton Community School District Board of Education will meet in a community forum format to discuss any concerns/topics from community members within the Merton Community School District.

No action is scheduled to be taken.

Merton District Offices

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BOARD OF EDUCATION MEETING

September 26, 2022

Immediately after the Community Forum, Approximately 6:15 p.m.

Merton Intermediate School Little Theater

AGENDA

The public is invited to view the meeting either in person or virtually. The link can be found on the Merton Community School District website at

www.merton.k12.wi.us.

- I. Call to Order
- II. Pledge of Allegiance
- III. Announcement of Notice of Open Meeting Publication
- IV. Approval of Agenda
- V. Approval of Minutes
 - A. [Monday, August 29, 2022 @ 6:00 p.m. - Open Session](#)
 - B. [Monday, August 29, 2022 @ 7:00 p.m. - Open/Closed Session](#)
- VI. Approval of Financial Report and Bill Listing
- VII. Delegations to be Heard

The purpose of this part of the agenda is to allow a citizen or citizens, who have asked to be placed on the agenda, an opportunity to speak. It is important to remember the following:

- 1. No personnel/confidential issues can be discussed in the open session of the board. These types of concerns must be brought forth through board adopted procedures.*
- 2. The school district has adopted policies and procedures for dealing with problems/complaints. These procedures provide for discussion and resolution of concerns, with board involvement if necessary, as certain steps are followed. The board is prohibited from becoming involved outside of the adopted procedure*

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9/26/22

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IX. Administrator's Report

A. Actions

1. Acceptance of Donations (Action)
2. Personnel Actions (Action)

B. Information

1. 2021-22 Seclusion and Restraint Report
2. Staff Recognition
3. Staff Climate/Culture Survey Update

X. Committee Reports

A. Personnel/Policy Committee

XI. New Business

A. Final Reading of Service Animal Policy(Action)

XII. Future Meeting and Agenda Items

XIII. Motion to Adjourn

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MERTON COMMUNITY SCHOOL DISTRICT- *FINANCIAL INFORMATION*

MEETING DATE: September 26, 2022

AGENDA ITEM: *Approval of Financial Report and Bill Listing AND Donations (Action)*

[Business Manager Memo](#) and [Voucher Listing](#)

[September 6 Payroll](#)

[Payroll Wire Listing](#)

[Check Registry](#)

[AP Wires](#)

[Credit Card](#)

[ACH Listing](#)

[Donations](#)

ADMINISTRATIVE RECOMMENDATION:

The administration recommends making a motion to approve the check registry and donations.

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MERTON COMMUNITY SCHOOL DISTRICT- ADMINISTRATOR'S REPORT

MEETING DATE: September 26, 2022

AGENDA ITEM: *Personnel Actions*

Please see the [letter of resignation from Kelly Naylor](#) (Special Education Instructional Assistant). Kelly just started with us this past year.

Recruitment for Mrs. Naylor is ongoing. The administration may have a recommendation at the time of the Board meeting.

ADMINISTRATIVE RECOMMENDATION:

The administration is recommending the board make a motion to approve Kelly Naylor's letter of resignation as presented.

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MERTON COMMUNITY SCHOOL DISTRICT- ADMINISTRATOR'S REPORT

MEETING DATE: September 26, 2022

AGENDA ITEM: *2021-22 Seclusion and Restraint Report*

Please see the [2021-22 Seclusion and Restraint Report](#). We had no students secluded or restrained during the last school year.

ADMINISTRATIVE RECOMMENDATION:

This is for information purposes only. State statutes require us to share this information with the board.

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MERTON COMMUNITY SCHOOL DISTRICT- ADMINISTRATOR'S REPORT

MEETING DATE: September 26, 2022

AGENDA ITEM: *Staff Recognition*

This month we would like to recognize Dan Hanrahan, a 5th grade teacher at Merton Intermediate School. Dan has spent 33 years in education with the past 32 years in Merton. Dan has contributed to our community and district in countless ways and has touched so many people.

Dan has been our Athletic Director (AD) for over a decade. He tackles scheduling, arranges coaches, and handles all athletic concerns in the District. Dan also serves as the lead AD for our AMSAC organization.

Dan currently serves as one of the District's Arrowhead Unified Teacher's Organization representatives for Merton and has for several years. This involves working with teachers, administration, and the Board.

Dan was recently nominated for a few MVP's (Merton's Values Personified) by parents and staff members. Highlights from these nominations include:

- He was absolutely amazing for my daughter at her first open house, new school, new school district, and first time middle schooler. She was having horrific anxiety. He was AMAZING with her! He immediately settled her nerves! You can tell he is a very experienced teacher, father and grandfather! It is great to see a nurturing teacher that will help build my child's confidence as the school year progresses. He is exactly what the kids need transitioning into middle school! I can not say enough about how he acknowledged her fears, helped her take a big breath and was able to settle her nerves. It was a massive relief to us as parents to know that he will be looking out for her. I loved his intro letter, I loved his support of not being afraid to fail, and willingness to support her growth, learning and support her through any anxiety she has. - Parent

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- I observed Mr. Hanrahan going out of his way to assist a struggling new student. The child was very upset and he offered several suggestions to her including: going to lunch with her, sitting down in his room to see what is happening, or whatever the child was going to need to make sure that the rest of the day went better. - Staff Member

Dan also volunteered to be in the Dunk Tank at Merton's 100th Year Celebration.

We would like to thank Mr. Hanrahan for all of his 33 years in education, but in particular want to recognize him for his service to our students, staff, families, and community this past month.

ADMINISTRATIVE RECOMMENDATION:

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MERTON COMMUNITY SCHOOL DISTRICT- ADMINISTRATOR'S REPORT

MEETING DATE: September 26, 2022

AGENDA ITEM: *Staff Climate and Culture Survey Update*

The Policy/Personnel Committee has been working on finalizing the District's Staff Climate and Culture Survey. This is the [third draft](#) of the survey. [Here](#) is the projected next steps and timeline.

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MERTON COMMUNITY SCHOOL DISTRICT- COMMITTEE REPORTS

MEETING DATE: September 26, 2022

AGENDA ITEM: *Personnel/Policy Committee*

The Personnel/Policy Committee met before the meeting at 9:00 on September 21st. Below is the agenda. A verbal review of the meeting will be given.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Select Committee Chairperson
4. Update on new policy impacts to the District.
5. Discussion around Employee Climate and Culture Survey with DSB Research and Marketing
 - a. [New Draft](#) with changes from August 29, 2022 committee meeting.
6. Discussion around possible creation of [Social Emotional Learning Policy 7044](#)
7. Discussion around legal counsel's recommendations to the proposed Service Animal Policy 4023
 - a. [Original proposed policy](#)
 - b. [Legal counsel's recommendations](#)
 - c. [Final recommended policy](#)
8. Discussion around next steps for 1000 Policy Series
 - a. [WASB new alignment and recommendations with our current policies](#)
9. Adjourn

ADMINISTRATIVE RECOMMENDATION:

Any recommendations will be shared at the meeting.



MERTON COMMUNITY SCHOOL DISTRICT- NEW BUSINESS

MEETING DATE: September 26, 2022

AGENDA ITEM: *Final Reading of Service Animal Policy (Action)*

This is the second/final reading of the Service Animal Policy. The Personnel/Policy Committee has reviewed this and the first reading was at the August 29, 2022, Board meeting.

Please see the [original proposed policy](#), [legal counsel's recommendations](#), and the [final recommended policy](#) given legal counsel's recommendations.

ADMINISTRATIVE RECOMMENDATION:

The administration and Personnel/Policy Committee recommend the Board make a motion to approve the Service Animal Policy as presented.

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MERTON COMMUNITY SCHOOL DISTRICT- *FUTURE AGENDA ITEMS AND MEETINGS*

MEETING DATE: September 26, 2022

AGENDA ITEM: *Future Agenda Items and Meetings*

Upcoming Meetings:

- A. October 24, 2022 @ 6:00 p.m. (Open Session)
 - 1. Monthly Meeting w/Community Forum to begin the meeting
 - a) Draft of Student Calendar for 2023-24 School Year
 - b) Set Final Budget and Tax Levy
- B. November 28, 2022 @ 6:00 p.m. (Open Session)
 - 1. Monthly Meeting w/Community Forum to begin the meeting
- C. December 19, 2022 @ 6:00 p.m. (Open Session)
 - 1. Monthly Meeting w/Community Forum to begin the meeting

ADMINISTRATIVE RECOMMENDATION:

No action necessary.

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