



AGENDA

Wisconsin Rapids Board of Education
Educational Services Committee

510 Peach Street · Wisconsin Rapids, WI 54494 · (715) 424-6701

Anne Lee, Chairperson
John Benbow, Jr.
Katie Bielski-Medina
Larry Davis
Sandra Hett
Mary Rayome
John Krings, President

March 4, 2019

LOCATION: Board of Education, 510 Peach Street, Wisconsin Rapids, WI
Conference Room A/B

TIME: Immediately following the Business Services Committee and Personnel Services
Committee meetings, but not before 6:15 p.m.

- I. Call to Order
- II. Public Comment
- III. Actionable Items
 - A. Wood County Farm Forward Grant
 - B. Policy 447.11 – Use of Seclusion and Physical Restraint with Students, Policy 447.11 Exhibit – Notification and Reporting of Physical Restraint, Policy 447.1 – Physical Force and Corporal Punishment
- IV. Updates
 - A. Classroom Expenses
 - B. Student Travel
 - C. Make Up Days
 - D. Bullying
 - E. Federal Accountability Update
- IV. Consent Agenda Items
- V. Future Agenda Items/Information Requests

The Wisconsin open meetings law requires that the Board, or Board Committee, only take action on subject matter that is noticed on their respective agendas. Persons wishing to place items on the agenda should contact the District Office at 715-424-6701, at least seven working days prior to the meeting date for the item to be considered. The item may be referred to the appropriate committee or placed on the Board agenda as determined by the Superintendent and/or Board president.

With advance notice, efforts will be made to accommodate the needs of persons with disabilities by providing a sign language interpreter or other auxiliary aids, by calling 715-424-6701.

School Board members may attend the above Committee meeting(s) for information gathering purposes. If a quorum of Board members should appear at any of the Committee meetings, a regular School Board meeting may take place for purposes of gathering information on an item listed on one of the Committee agendas. If such a meeting should occur, the date, time, and location of the Board meeting will be that of the particular Committee as listed on the Committee agenda.



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BACKGROUND

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- I. Call to Order
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- III. Actionable Items
 - A. Wood County Farm Forward Grant

A grant opportunity is available for local food system/agriculture projects as a result of profits from the Wood County Farm Technology Days held in July of 2018.

The current greenhouse at Lincoln High School (LHS) was built in 1979 and the skeleton and operating equipment are in need of being replaced. In addition, because of its age, the greenhouse is becoming less and less efficient. Jeremy Radtke, Agriculture Teacher, would like to apply for funds from the Wood County Farm Forward Grant to put toward a new greenhouse to be attached to the current agriculture room at LHS.

The administration recommends approval of the Wood County Farm Forward Grant to replace the current LHS Greenhouse in the amount of \$50,000.

- B. Policy 447.11 – Use of Seclusion and Physical Restraint with Students, Policy 447.11 Exhibit – Notification and Reporting of Physical Restraint, Policy 447.1 – Physical Force and Corporal Punishment

The Administration has been researching policies and statutory language with regard to the use of seclusion and restraint with pupils. While the District has been following statutory requirements relative to 2011 Wisconsin Act 125 since its inception on September 1, 2012, a District policy was never developed around the

use of seclusion and restraint in District schools. Policy 447.11 - Use of Seclusion and Physical Restraint with Students (Attachment A) is a new policy developed to cover the objectives, requirements, and notifications surrounding the use of seclusion and restraint. While District schools have been reporting incidences of seclusion and restraint as required, Policy 447.11 Exhibit - Notification and Reporting of Physical Restraint (Attachment B) contains a standardized form that was developed to meet the reporting requirements as specified under State statute. Lastly, Policy 447.1 - Physical Force and Corporal Punishment has undergone review in light of the development of the seclusion and restraint policies, and slight modifications are being recommended for approval as a result.

The Administration recommends approval of Policy 447.11 - Use of Seclusion and Physical Restraint with Students, Policy 447.11 Exhibit - Notification and Reporting of Physical Restraint, and Policy 447.1 - Physical Force and Corporal Punishment, all for first reading.

IV. Updates

A. Classroom Expenses

Several months ago a request was made for a report to the Board on the amount of personal funds teachers spend on their classroom. Surveys and discussions have taken place at the building level to respond to this question. Kathi Stebbins-Hintz, Director of Curriculum and Instruction, will provide a summary of teacher responses to this question.

B. Student Travel

1. Approximately 65 LHS band students will be traveling to New York City over spring break to attend the Heritage Band Festival. The students will be chaperoned by Mrs. Jeanne Olson, Band Teacher.
2. Approximately 17 LHS students will be traveling to Orlando, Florida from April 25 to March 1 to attend Informational Career Development Conference (ICDC). Students will be chaperoned by Ashley Tessmer, Eric Siler and Brent Weinfurter, LHS Business Teachers.
3. Thirteen LHS students will be traveling to France from June 14 through June 28. Students will be chaperoned by Justine Horvath, French Teacher.

C. Make Up Days

Craig Broeren, Superintendent, will provide a brief update to the Committee regarding options for making up lost instructional time due to the seven days of school closure up to this point in the 2018-19 school year.

D. Bullying

Mr. Broeren will provide a brief update to the Committee regarding bullying information including anti-bullying initiatives currently in place across the District, Board policy as it relates to the topic of bullying and potential future modification recommendations, as well as a formal request to the Township of Grand Rapids and

the City of Wisconsin Rapids asking them to consider the implementation of an anti-bullying ordinance.

E. Federal Accountability Update

The Every Student Succeeds Act (ESSA) requires the identification of the lowest performing public schools and schools with low performing student groups in each state. While the federal system is intended to identify the schools most in need of support and improvement, the Wisconsin Department of Public Instruction (DPI) will report results for all public schools in the state (including those with no identifications) because the Department believes that providing data to educators working to close Wisconsin's achievement gaps is critically important. The State will provide these reports in addition to school report cards that were shared with the Educational Services Committee this fall.

The ESSA Accountability Reports were released to Wisconsin school districts in December and embargoed until March 5, 2019. Ms. Stebbins-Hintz will explain the contents of the Accountability Reports and how WRPS will use these reports in goal setting and future decision-making.

V. Consent Agenda Items

Committee members will be asked to decide which items should be placed on the consent agenda for the regular Board of Education meeting.

VI. Future Agenda Items/Information Requests

Agenda items are determined by the Committee Chair after consultation with appropriate administration depending upon other agenda items, presentation information, and agenda availability.

Future agenda items/information requests include, but are not limited to:

- Marketing, Business, Computers, and Health Science Curricula (April)
- District Professional Development Plan (May)
- ECCP/SCN Applications (April)
- Secondary Math Curriculum (April)
- F/CE, Agriculture, Technology & Engineering Curricula (May)
- Agenda Planners (May)
- CTE Acquisition (May)
- Elementary Social Studies Curriculum (June)
- Behavior & Mental Wellness Committee Update (June)
- Achievement Gap Reduction Update (July)
- Academic & Career Planning Report (August)

447.11 USE OF SECLUSION AND PHYSICAL RESTRAINT WITH STUDENTS

It is the policy of the School District of Wisconsin Rapids to permit the use of seclusion and restraint only when a student's behavior presents a clear, present, and imminent risk to the physical safety of the student or others, it is the least restrictive intervention feasible, and it is performed in a manner consistent with this policy and the law. All students, including students with disabilities, must be treated with dignity and respect. Behavior interventions and support practices must be implemented in such a way as to protect the health and safety of the students and others.

All employees and "covered individuals" shall comply with State and Federal law regarding the use of seclusion and physical restraint.

SECLUSION

Seclusion is defined in the law as the involuntary confinement of a student, apart from other students, in a room or area from which the student is physically prevented from leaving.

Individuals covered by the law include employees of a public or charter school, and student teachers. The law specifically includes individuals contracted with the school to provide services, such as CESA employees and student teachers.

The "covered individuals" (school employees and contracted individuals who provide services for a public or charter school) may use seclusion with a student only if all of the following apply:

- A. The student's behavior presents a clear, present, and imminent risk to the physical safety of the student or others and it is the least restrictive intervention available;**
- B. The seclusion lasts only as long as necessary to resolve the risk to physical safety;**
- C. A covered individual maintains constant supervision of the student;**
- D. The seclusion room or area is free of objects or fixtures that may injure the student;**
- E. The student has adequate access to bathroom facilities, drinking water, necessary medication, and meals;**
- F. No door connecting the seclusion room or area to other rooms or areas is capable of being locked.**

PHYSICAL RESTRAINT

Physical restraint is defined as a restriction that immobilizes or reduces the ability of a student to freely move his/her torso, arms, legs, or head. The "covered individuals" may only use physical restraint on or with a student only if all of the following apply:

- A. The student's behavior presents a clear, present, and imminent risk to the physical safety of the student or others and it is the least restrictive intervention available.**
- B. The degree of force used and the duration of the physical restraint do not exceed the degree and duration that are reasonable and necessary to resolve the risk.**
- C. There are no medical contraindications to the use of physical restraint;**
- D. None of the following maneuvers or techniques are used:**
 - 1. those that do not give adequate attention and care to protecting the student's head**
 - 2. those that cause chest compression**
 - 3. those that place pressure or weight on the student's neck or throat**

4. it does not constitute corporal punishment
5. neither mechanical nor chemical restraints are used

Actions that are specifically excluded from the definitions of seclusion and physical restraint above include: 1) if a student is not confined to an area from which she/he is physically prevented from leaving; 2) directing a disruptive student to temporarily separate himself/herself from the general activity in the classroom to allow the student to regain control, or for the teacher to maintain or regain classroom order; 3) directing a student to temporarily remain in the classroom to complete tasks; or 4) briefly touching or holding a student's hand, arm, shoulder, or back to calm, comfort, or redirect the student.

PARENTAL NOTICE AND WRITTEN REPORT REQUIREMENTS

Whenever seclusion or physical restraint is used with or on a student, the Principal or his/her designee shall notify the student's parent or guardian as soon as practicable but no later than one (1) business day after the incident. The notice shall advise the parent of the incident and of the availability of the written report.

The Principal shall prepare this written report, in consultation with the individuals involved, within two (2) business days of the incident. The written report shall include details of the student and staff involved in the incident; the date, time, and duration of the use of seclusion or physical restraint; a description of the incident including the actions of the student before, during, and after the incident; and the names and titles of the covered individuals present during the incident. This written report shall be retained as a record by the school district and within three (3) business days of the incident, the report shall be made available to the parent for review.

Annually by September 1, the Principal of each school or his/her designee shall submit to the Board a report containing all of the following: 1) the number of incidents of seclusion and of physical restraint in the school during the previous school year; and 2) the total number of pupils who were involved in the incidents, and the number of children with disabilities who were involved in the incidents.

INDIVIDUAL EDUCATION PROGRAM (IEP) REQUIREMENTS

The law requires that for students with identified disabilities under the Individuals with Disabilities in Education Act (IDEA), the first time that seclusion or physical restraint is used on a "child with a disability," the student's Individual Education Program (IEP) team must convene as soon as possible after the incident. The IEP team shall review the student's IEP to ensure that it contains appropriate positive behavioral interventions and supports to address behaviors that are of concern and to revise the IEP if necessary.

MANDATORY TRAINING FOR STAFF

Staff who engage in the lawful use of physical restraint shall obtain training as to the methods of preventing the need for physical restraint, identification of dangerous behaviors that may indicate the need for physical restraint and the methods of evaluating risk of harm such that physical restraint is warranted, experience in administering and receiving various types of restraint, instruction on the effects of restraint, monitoring signs of distress during restraint, obtaining medical assistance and demonstrating proficiency in administering physical restraint.

Pursuant to State law, the Superintendent or his/her designee shall create and maintain a record of the training received by the employees and school staff covered by the State law governing seclusion and restraint.

LIMITED TRAINING REQUIREMENT EXCEPTION

Training for staff in the use of physical restraint is required unless the situation is an emergency and a trained individual is not immediately available due to the "unforeseen nature of the emergency." However, at a minimum the school in which physical restraint is used must ensure that at least one (1) employee has been trained in its use.

DISCIPLINARY ACTION FOR A VIOLATION OF THIS POLICY

In addition to any penalty prescribed by law, the Superintendent or his/her designee is directed by this policy to see that a Board employee who intentionally, knowingly, or recklessly violates this policy is subject to a disciplinary action up to and including dismissal. A Board employee engages in conduct "intentionally" if, when s/he engages in the conduct, it is his/her conscious objective to do so. A Board employee engages in conduct "knowingly" if, when s/he engages in the conduct, s/he is aware of a high probability of a violation of this policy.

A Board employee engages in conduct “recklessly” if s/he engages in conduct in violation of this policy in a plain, conscious, and unjustifiable disregard of harm that might result to a student and the disregard involves a substantial deviation from acceptable standards of conduct established by this policy.

RETALIATION FOR FULLY IMPLEMENTING OR REPORTING VIOLATIONS

No Board employee shall be permitted to retaliate against a person for reporting or objecting to actions in violation of this policy or providing information regarding a violation of this policy.

LEGAL REF.: Sections *115.787(2)(i)* *Wisconsin Statutes*
 115.787(3)(b)(l)
 118.13
 118.164
 118.305
 118.31
 939.48
 Individuals with Disabilities Education Act (IDEA)

CROSS REF.: *411 Rule, Student Non-Discrimination and Anti-Harassment*
 447.I, Physical Force and Corporal Punishment
 447.II, Exhibit – Notification & Reporting of Physical Restraint and/or Seclusion

APPROVED: *TBD*



**Wisconsin Rapids Public Schools
Notification & Reporting of Physical Restraint and/or Seclusion**

Parents of pupil must be notified of the incident no later than 1 business day.

This report shall be completed within 2 business days of the incident and must be available for review by the pupil's parents within 3 business days of the incident.

Person Completing Report:	School Building:	Date of Report:
Pupil Name:	Grade:	Date of Incident:
Parent Name:		Date/Method of Notification:

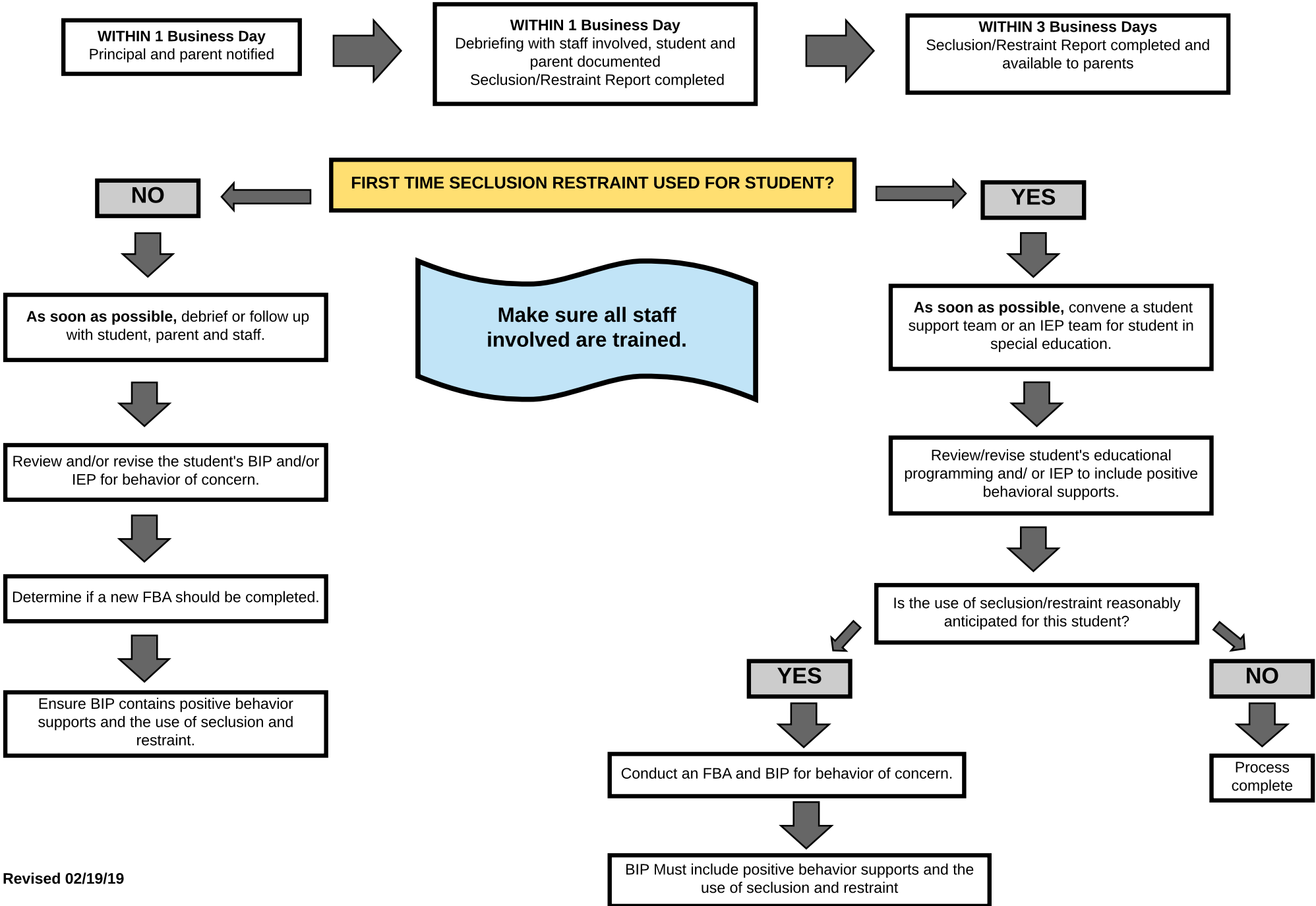
Incident Written Report *(use additional pages as needed)*

SECLUSION	Yes / No	Date:	Time: _____ a.m./p.m. (circle)	Duration:	Location:
RESTRAINT	Yes / No	Date:	Time: _____ a.m./p.m. (circle)	Duration:	Location:

Description of clear, present, and imminent risk:
Description of strategies used to de-escalate student prior to seclusion/restraint:
Description of pupil's actions:
<i>Before the incident:</i>
<i>During the incident:</i>
<i>After the incident:</i>
Name/Title of Staff Member(s) involved in incident:
List date(s), method(s), and outcome(s) for debriefing incident with student, parent, and staff (use additional pages as needed):
List any follow-up actions needed such as student meeting, IEP review, etc. (use additional pages as needed):
Principal/Designee Signature:
Date: _____

This incident was recorded and report was filed in the building level seclusion and restraint log on the following date: _____

Due to *clear, present and imminent risk*, student is secluded and/or restrained



447.1 PHYSICAL FORCE AND CORPORAL PUNISHMENT

No official, employee, or agent of the Board may subject a district student to corporal punishment. Corporal punishment means the intentional infliction of physical pain, which is used as a means of discipline. Corporal punishment does not include actions consistent with an individual educational program for students with exceptional educational needs developed under state law or reasonable physical activities associated with athletic training.

At times reasonable and necessary force may be used by an official, employee or agent of the Board:

1. To quell a disturbance or prevent an act that threatens physical injury to any person;
2. To obtain possession of a weapon or other dangerous object within a ~~student's~~ pupil's control;
3. For the purpose of self-defense or the defense of others, in accordance with state law;
4. For the protection of property, in accordance with state law;
5. To remove a disruptive student from a school premises or motor vehicle or from school sponsored activities;
6. To prevent a student from inflicting harm on him/herself; or
- ~~7.~~ 7. To protect the safety of others;
- ~~8.~~ 8. ~~An official, employee or agent of the Board may use~~ or the use of incidental, minor or reasonable physical contact designed to maintain order and control.

The School District of Wisconsin Rapids does not discriminate in disciplinary measures on the basis of gender, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, transgender status, gender identity, or physical, mental, emotional, or learning disability or ~~handicap~~ any other characteristic protected under State or Federal civil rights laws. Discrimination complaints shall be processed in accordance with established procedures.

LEGAL REF.: Sections 118.13 Wisconsin Statutes
 118.31
 120.13(1)
 120.44
 ~~125.09(2)(a)1 and 4~~
 939.48-939.49
 PI 9.03(1), Wisconsin Administrative Code

CROSS REF.: 411 Rule, Student Non-Discrimination and Anti-Harassment Complaint Procedures
 447.11 – Use of Seclusion and Physical Restraint with Students

APPROVED: March 1978

REVISED: August 1987
 September 1988
 August 13, 2001
 February 11, 2008
 TBD