



# School District of Altoona

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1903 Bartlett Avenue • Altoona, Wisconsin 54720  
715-839-6033 • Fax 715-839-6066 • [www.altoona.k12.wi.us](http://www.altoona.k12.wi.us)

## School Board Reorganizational Meeting Agenda April 25, 2022, 6:30 pm District Office Conference Room

### *Agenda*

This meeting is open to the public. If a member of the public requires an accommodation to attend the meeting, he or she should contact Executive Assistant Lisa Boss at least 24 hours in advance of the meeting to request an accommodation.

Please note that any meeting where more seating is needed than is available will be moved to the Pederson Commons, which is directly adjacent to the Conference Room. Please watch for door signage.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Pledge of Allegiance
- V. Election of Chair of the Reorganizational Meeting
- VI. Consideration of Use of Secret Ballots
- VII. Election of Officers (GC-4)
  - A. President
  - B. Vice President
  - C. Treasurer
  - D. Clerk
- VIII. Appointment of Secretary to the Board of Education
- IX. Appointment of District Elections Clerk
- X. Announcement of Committee Appointments
  - A. Parks and Recreation
  - B. Altoona Foundation
- XI. Appointment of WASB Delegate and Alternate
- XII. Appointment of CESA Annual Meeting Representative and Alternate
- XIII. Consideration of Approval of the Release of Funds for Time-Sensitive Payables
- XIV. Designation of District Depositories
- XV. Designation of the Meeting Dates for Regular Monthly Board Meetings
- XVI. Authorization of Use of Electronic Signature (B/SR 2.1)

XVII. Adjourn Reorganizational Meeting

*Students are prepared academically and socially for personal success in life and are respectful members of the local and global communities.*



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**April 22, 2022**

## **NOTICE OF REORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION**

**PLEASE TAKE NOTICE** that members of the School District of Altoona Board of Education will hold a reorganizational meeting on **April 25, 2022 at 6:30 pm**, in the boardroom of the District Office, **1903 Bartlett Avenue, Altoona, WI**. Please note that any meeting where more seating is needed than is available will be moved to the Pederson Commons, which is directly adjacent to the Board Room. Please watch for door signage.

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## ***Policy Type: Governance Culture***

### **Officers' Roles**

The officers of the Board are those listed in this policy. Their duties are those assigned by this policy, and others required by law.

#### **President**

The President provides leadership to the Board, ensures the faithful execution of the Board's processes, exercises interpretive responsibilities with integrity, reflecting the spirit and intent of the Board's policies, and normally serves as the Board's official spokesperson.

The President has the following specific authority and duties:

1. Monitor Board actions to assure that they are consistent with the Board's own rules and policies and with other obligations imposed by agencies whose authority supersedes the Board's own authority;
  - a. Conduct and monitor Board meeting deliberations to assure that Board discussion and action are focused on Board issues, as defined in Board policy (see GC-3);
  - b. Assure that Board meeting discussions are productive, efficient and orderly;
  - c. Chair Board meetings using the authority normally vested in the chair as described in *Robert's Rules of Order, Newly Revised*;
  - d. Lead timely Board meeting debriefings and periodic self-assessments to ensure continuous process improvement.
2. Make all interpretive decisions of Board policies in the ***Governance Culture*** and ***Board/Superintendent Relationship*** sections, using reasonable judgment. The President is not authorized to:
  - a. make any interpretive decisions about policies created by the Board in the ***Results*** and ***Operational Expectations*** policy areas. Interpretation of these policies is the responsibility of the Superintendent;
  - b. exercise any authority as an individual to supervise or direct the Superintendent.
  - c. serve as a barrier between the Superintendent and the Board.

3. Assure the compilation of the Board's summative evaluation of the Superintendent.
4. Represent the Board as its official spokesperson about issues decided by the Board and other matters related to official Board business.
5. Execute all documents authorized by the Board, except as otherwise provided by law.
6. Appoint members of all Board committees and Board liaisons to other organizations.
7. On behalf of the Board, and in concert with the Superintendent, develop proposed Board meeting agendas consistent with the Board's annual calendar.

### **Vice-President**

The Vice-President shall serve as President in the event of the President's absence or inability to perform assigned duties.

### **Clerk**

The Clerk shall serve as President in the event of the absence or inability of both the President and Vice-President, and also shall perform other duties as assigned by law. Such duties may be assigned at the Board's discretion.

### **Treasurer**

The Treasurer shall serve as President in the event of the absence or inability of the President, Vice-President and Clerk, and also shall perform other duties as assigned by law. Such duties may be assigned at the Board's discretion.

Adopted: 12/16/2019

**Monitoring Method:** *Board self-assessment*  
**Monitoring Frequency:** *Annually*

School District of Altoona Board of Education

ALTOONA BOARD OF EDUCATION  
Board Calendar 2022/23

July 18	Regular Meeting
August 15	Regular Meeting
September 26	Annual Meeting/ Regular Meeting
October 24	Budget & Levy Adoption/ Regular Meeting
November 21	Regular Meeting
December 19	Regular Meeting
January 16	Regular Meeting
February 20	Regular Meeting
March 27	Regular Meeting
April 24	Organizational/ Regular Meeting
May 15	Regular Meeting
June 19	Regular Meeting



Adopted: 4/25/2022

Please Note: This calendar may be subject to change as necessary.  
Please check our website to confirm meeting dates, location, and time.