

WESTERN DUBUQUE COUNTY COMMUNITY SCHOOL DISTRICT

Board of Education Minutes

Workshop Session

October 9, 2012 – 5:30 p.m.

Call to Order:

Board President Bob McCabe called the meeting to order at 5:30 p.m. in the Board Conference Room – District Administration Office, Farley, Iowa.

Roll Call:

Present were Bob McCabe, Jeanne Coppola, Mark Knuth, Gary McAndrew, Chad Vaske and Superintendent Jeff Corkery.

Presentation on employee code of conduct and expectations and pilot school consideration of program offered by UPSLOPE SOLUTIONS:

Superintendent Corkery stated that the purpose of the presentation was for the Board to become familiar with a program offered by Upslope Solutions that assists with the development and operation of an employee code of conduct and the rubrics that are used to record and assess violations. His primary concern is that the District currently does not have a written code of conduct nor methods to ensure that violations are handled in a fair, reasonable and consistent manner.

Mr. David Braswell, CEO and Co-Founder of Upslope Solutions provided the Board with an overview of the services that his company could provide. The following topics were covered.

- Review of information discussed with the Administration and Union officials earlier in the day.
- Review of a Draft Code of Conduct prepared by the District Administration.
- The need and benefits of a well-defined employee Code of Conduct.
- Cross referencing of the Code of Conduct with School Board Policies, Dept. of Education rules and state/federal laws.
- A profile of what is needed to document Just Cause in discipline appeal cases. Grounds for employee discipline.
- Distinction between oral and written warnings - pros and cons of each.
- Training.

Adjournment:

Motion by Coppola, second by McAndrew to adjourn. Motion passed 5-0. The meeting adjourned at 7:20 pm on October 9, 2012.

David A. Wegmann
Board Secretary

Robert McCabe
President, Board of Education