

**MINUTES OF THE POLICY COMMITTEE MEETING
HELD ON MONDAY, NOVEMBER 26, 2018, AT 5:00 P.M.
HIGH SCHOOL LMC**

PRESENT: Ms. Kehn, Mrs. Moll, Mrs. Neuens, Mr. Burklund, and Mrs. Lindow

OTHERS PRESENT: Kerri Oratch

The meeting was called to order by Mrs. Kehn at 5:01 p.m.

Motion by Moll/Neuens to approve the agenda. Unanimous.

Review NEOLA Policy Updates

Mr. Burklund reviewed the NEOLA Policy updates, Volume 27, Number 2.

Review Wisconsin Department of Public Instruction, Records Retention Schedule

Mr. Burklund reviewed the Wisconsin Department of Public Instruction, Records Retention Schedule. This schedule outlines the length of time both hard copy and electronic records shall be retained in the district.

Motion by Moll/Neuens to adjourn at 5:30 p.m. Unanimous.