Regular School Board Meeting
Wednesday, November 18, 2026, 6:30 PM
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

– A G E N D A –

Upon request to the Executive Assistant to the Superintendent, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

This meeting is a meeting of the School Board in public for the purpose of conducting the School District's business and is not be considered a public community meeting. There is a time for public comment during the meeting as indicated in the agenda.

The live stream may be found at:
Webinar topic:
D.C. Everest School Board Meeting November 2026

Date and time:
Wednesday, November 18, 2026 6:30 PM | (UTC-06:00) Central Time (US & Canada)

Join link:
https://dce.webex.com/dce/j.php?MTID=me6f1fc9cd6f523cc3b0c0a180455fed3

Webinar number:
2480 018 9273

Webinar password:
BoardNov2026 (26273669 when dialing from a phone or video system)

Join by phone
+1-415-655-0003 United States Toll

Access code: 248 001 89273
Meetings are recorded and will be available a day or two after the meeting.
at: https://www.youtube.com/channel/UCrYDZCV5lwlInSHhWl0od8g/videos.

I. **Call to Order**
II. **Roll Call**
III. **Pledge of Allegiance**
IV. **Approval of Agenda**
V. **Public Comment**
VI. **Consent Agenda**
A. Approval of Minutes

B. Certified Staff Recommended Employment/Resignations/Contract Adjustments 12
C. Treasurer's Report - General/Other Fund Bills 13
D. Balance Sheet 50
E. Budget Transfers 60
F. Budget Revisions 66
G. Grant Application(s)/Budget(s) Approval
H. Fundraising Requests
I. Gift/Bequests
J. Bus Accident Report
K. Second Reading of Policies
1. po0144.5 Board Member Behavior and Code of Conduct 68
2. po1422 Nondiscrimination Equal Employment Opportunity and Anti-Harassment 76
3. po1422.02 Nondiscrimination Based on Genetic Information of the Employee 97
4. po1662 Employee Anti-Harassment 100
5. po2210 Curriculum Development 119
6. po2260 Nondiscrimination and Access to Equal Educational Opportunity 122
7. po2266 Nondiscrimination on the Basis of Sex in Education Programs or Activities 136
8. po2414 Human Growth and Development 161
9. po2421 Career and Technical Education Program 167
10. po2461 Recording of IEP Team Meetings 169
11. po2510 Adoption of Textbooks Primary Curricular Resources 172
12. po2521 Selection of Supplemental Instructional Materials Curricular Resources and Equipment 174
13. po2623 Student Assessment and Grading 176
14. po3122 Nondiscrimination Equal Employment Opportunity and Anti-Harassment 181
15. po3122.02 Nondiscrimination Based on Genetic Information of the Employee 202
16. po3130 Assignment and Transfer 205
17. po3242 Professional Growth Requirements 206
18. po3362 Employee Anti-Harassment 207
19. po4122 Nondiscrimination Equal Employment Opportunity and Anti-Harassment 229
20. po4122.02 Nondiscrimination Based on Genetic Information of the Employee 250
21. po4362 Employee Anti-Harassment 253
22. po5120 Assignment Within District 275
23. po5136 Personal Communication Devices 276
24. po5310 Health Services 280
25. po5451.01 Wisconsin Academic Excellence Scholarship 282
26. po5505 Academic Honesty 284
27. po5511 Dress and Appearance 288
28. po5512 Use of Tobacco and Nicotine by Students 292
29. po5514 Use of Personal Transportation Devices 296
30. po5516 Student Hazing 298
31. po5517 Student Anti-Harassment 300
32. po6325 Federal Grants Funds 321
33. po7440.02 Smart Sensor and Monitoring Technology 331
34. po7440.03 Small Unmanned Aircraft Systems (Drones) 333
35. po7540 Technology
36. po7540.03 Student Technology and Acceptable Use and Safety

37. po7540.04 Staff Technology Acceptable Use and Safety 347
38. po8315 Preservation of Records and Litigation Holds 354
39. po8325 Receipt of Legal Documents by District Employees 358
40. po8330 Student Records 361
41. po8330.01 Unauthorized Acquisition of Student Personal Information 370
42. po8410 Crisis Intervention 372
43. po8600 Transportation 376
44. po8913 Section 504 ADA Prohibition Against Disability Discrimination in Employment 380

VII. **Non-Certified Staff Employment Changes (Informational Only)** **391**

VIII. **Reports/Considerations**

A. WASB Legislative Network Member
B. Student Representative
C. Superintendent
1. District Update
2. Facilities Study, Board Workshop
3. Additional Facility, Program Updates
4. Calendar Planning, Survey
5. Early State Budget Chatter
6. Teacher of the Year

IX. **Unfinished Business**

A. First Reading of po 2430 District-Sponsored Clubs and Activities - Postponed from October 393
B. First Reading of po8310 Public Records - Postponed from October 398

X. **New Business**

A. Budget Calendar 402
B. First Reading of Policies
1. po2260.01 Section 504 ADA Prohibition Against Discrimination Based on Disability 404
2. po8510 Wellness 421
C. Course Proposals for 2027-2028 443

XI. **Petitions and Communications**

A. Aldridge Thank You for Sympathy 446

XII. **Future Meeting Dates**

A. Regular School Board Meeting
December 16, 2026, at 6:30 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

Regular School Board Meeting
January 13, 2027, at 6:30 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

XIII. The Board will consider adjournment to Closed Session Pursuant to W.S.S. 19.85(1)(a) to deliberate concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before the governmental body (Consider the expulsion of a Senior High student and the expulsion

of a Junior High student) (d) to consider strategy for crime detection or prevention. (Review/Approve annual school safety drills) and 19.85(1)(c) for considering performance evaluation data of any public employee over which the governmental body exercises responsibility. (Begin the annual Superintendent's review.) The Board will adjourn from Closed Session.

Special School Board Meeting
Monday, November 9, 2026, 5:00 PM
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

– MINUTES–

Upon request to the Executive Assistant to the Superintendent, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to be able to attend this meeting.

I. **Call to Order**
II. **Roll Call**

Attendance taken at 5:00 pm: Ben Bliven: Present, Jennifer Douck: Present, Katie Felch: Present - attending virtually, Shannon Grabko: Present, Lindsey Lewitzke: Present, Larry Schaefer: Present, Yee Leng Xiong: Present. Present: 7.

Also Present: Superintendent Nye, Dr. Lindell, Assistant Superintendent of Learning, Dr. Strike, Assistant Superintendent of Operations, Rob DeMeuse (virtual), from School Perception, Mike Raether, Director of Teaching and Learning, Sarah Trimner, Director of Talent and Culture, Gina Lehman, Director of Student Services, Julie Weller, Director of Special Education, Brady Mesenberg, Director of Technology, Jason Jablonski, Director of Buildings and Grounds, Aaron Mull, Director of Community Services, Dallas Rennie, Senior High Principal, Jason Mcfarlane, Junior High Principal, Phil Tubbs, Middle School Principal, Kevin Kampmann, Lead Elementary Principal Melanie Parma from Somerville, Matt Femal from Findorff, Michelle Rothmeyer, Communications Coordinator, Ellen Suckow, Executive Assistant, Rachel Rentmeester, Administrative Assistant.

III. **Pledge of Allegiance**
IV. Discussion of Community Survey Results
V. **Adjourn** – 6:51pm

Respectfully submitted,

Benjamin K. Bliven, Clerk

Ellen Suckow, Executive Assistant to the Superintendent & School Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the November 18, 2026, meeting of the School Board.

Regular School Board Meeting
Wednesday, October 28, 2026 Immediately
following the Annual Meeting/Budget Hearing
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

I. **Call to Order at 6:43 p.m.**

II. **Roll Call**

Attendance Taken at 6:44 PM. Ben Bliven: Absent, Jennifer Douck: Present, Katie Felch: Present, Shannon Grabko: Present, Lindsey Lewitzke: Absent, Larry Schaefer: Present, Yee Leng Xiong: Present. Present: 5, Absent: 2.

III. **Pledge of Allegiance**

IV. **Approval of Agenda**
Motion to approve the agenda for tonight's meeting. With a voice vote, this motion, made by Yee Leng Xiong and seconded by Larry Schaefer, Passed.

V. **Public Comment – Paul Froom, President of DCETA**

VI. **Consent Agenda**
Motion to approve the Consent agenda without K. This motion made by Katie Felch and seconded by Yee Leng Xiong, passed with a roll call vote.
Ben Bliven: Absent, Lindsey Lewitzke: Absent, Jennifer Douck: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
Yea: 5, Nay: 0, Absent: 2
Motion to approve K. This motion, made by Yee Leng Xiong and seconded by Larry Schaefer, Passed.
Ben Bliven: Absent, Lindsey Lewitzke: Absent, Katie Felch: Abstain (With Conflict), Jennifer Douck: Yea, Shannon Grabko: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
Yea: 4, Nay: 0, Absent: 2, Abstain (With Conflict): 1

VI.A. Approval of Minutes

VI.B. Certified Staff Recommended Employment/Resignations/Contract Adjustments

VI.C. Treasurer's Report - General/Other Fund Bills

VI.D. Balance Sheet

VI.E. Budget Transfers

VI.F. Budget Revisions

VI.G. Grant Application(s)/Budget(s) Approval

VI.H. Fundraising Requests

VI.I. Gift/Bequests

VI.I.1. Football Gridiron Donation

VI.J. Bus Accident Report

VI.K. Senior High Early College Credit and Start College Now Requests

VII. **Non-Certified Staff Employment Changes (Informational Only)**

VIII. **Reports/Considerations**

VIII.A. WASB Legislative Network Member

VIII.B. Student Representative

VIII.C. Superintendent

VIII.C.1. Third Friday

VIII.C.2. Certified Staff Compensation

VIII.C.3. Facilities Study Update

VIII.C.4. 2027-2028 Calendar Planning

VIII.C.5. Qmalitiv

VIII.C.6. Winter Clothing List

VIII.C.7. District Update

IX. **Unfinished Business**

IX.A. Connections, Belonging, and Inclusion - Riverside Elementary

X. **New Business**

X.A. Approval of Budget and Tax Levy
WHEREAS, the Board of Education of the D.C. Everest Area School District formulated a budget pursuant to Sec.65.90(1) and 65.90(2) Wis. Stats., for the period of July 1, 2026 - June 30, 2027 and WHEREAS, the summary of the budget was published on October 16, 2026, setting forth the locations at which the detailed budget could be inspected and setting forth the date and time of the public hearing on the budget, and WHEREAS, the budget hearing was held at the D.C. Everest Senior High on October 28, 2026, at 6:00 p.m. IT IS HEREBY RESOLVED, that the Board of Education of the D.C. Everest Area School District adopt a school budget including all funds in the amount of $109,811,123 (net expenses for all funds less fund transfers) for the period of July 1, 2026 - June 30, 2027. IT IS FURTHER RESOLVED, that the Board of Education authorizes the collection of a general property tax for school purposes in the amount of $17,247,189 (inclusive of vouchers Line 14a of the revenue limit worksheet) and $2,004,375 for Fund 38 energy efficiency debt service payments - Line 14b of the revenue limit worksheet. IT IS FURTHER RESOLVED, that the Board of Education authorizes the collection of an additional $7,765,784 to support the debt service payments for the community approved referendum for facility improvements and modifications to district facilities (line 15a of the revenue limit worksheet). IT IS FURTHER RESOLVED, that the Board of Education authorize the collection of an additional $450,000 for the purpose of operating programs that benefit the community. These programs include a

community crime prevention program and community youth and adult sporting activities at the GTCC. (line 15b of the revenue limit worksheet). The total district tax levy inclusive of all levies outlined above equals $27,467,348 (Line 16 of the revenue limit worksheet). With a roll call vote, this motion, made by Shannon Grabko and seconded by Katie Felch, Passed.
Ben Bliven: Absent, Lindsey Lewitzke: Absent, Jennifer Douck: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
Yea: 5, Nay: 0, Absent: 2

X.B. Administrator Continuous Improvement Plans

X.C. WIAA Membership

X.D. Report on Student Device Usage

X.E. First Reading of Policies

Motion to postpone po2430 and 8310 to allow administration to review. This motion, made by Larry Schaefer and seconded by Yee Leng Xiong, then amended by Xiong with approval from Schaefer passed with a voice vote.

This motion, made by Larry Schaefer and seconded by Jennifer Douck to approve all the policies listed on first reading except po2430 and 8310. Motion passed with a voice vote.

X.E.1. po0144.5 Board Member Behavior and Code of Conduct

X.E.2. po1422 Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment

X.E.3. po1422.02 Nondiscrimination Based on Genetic Information of the Employee

X.E.4. po1662 Employee Anti-Harassment

X.E.5. po2210 Curriculum Development

X.E.6. po2260 Nondiscrimination and Access to Equal Educational Opportunity

X.E.7. po2266 Nondiscrimination on the Basis of Sex in Education Programs or Activities

X.E.8. po2414 Human Growth and Development

X.E.9. po2421 Career-Technical Education Program

X.E.10. po2430 District-Sponsored Clubs and Activities

X.E.11. po2461 Recording of IEP Team Meetings

X.E.12. po2510 Adoption of Textbooks/Primary Curricular Resources

X.E.13. po2521 Selection of Supplemental Instructional Materials/Curricular Resources and Equipment

X.E.14. po2623 Student Assessment and Grading

X.E.15. po3122 Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment

X.E.16. po3122.02 Nondiscrimination Based on Genetic Information of the Employee

X.E.17. po3130 Assignment and Transfer

X.E.18. po3242 Professional Growth Requirements

X.E.19. po3362 Employee Harassment

X.E.20. po4122 Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment

X.E.21. po4122.02 Nondiscrimination Based on Genetic Information of the Employee

X.E.22. po4362 Employee Anti-Harassment

X.E.23. po5120 Assignment Within District

X.E.24. po5136 Personal Communication Devices

X.E.25. po5310 Health Services

X.E.26. po5451.01 Wisconsin Academic Excellence Scholarship

X.E.27. po5505 Academic Honesty

X.E.28. po5511 Dress and Appearance

X.E.29. po5512 Use of Tobacco and Nicotine by Students

X.E.30. po5514 Use of Personal Transportation Devices

X.E.31. po5516 Student Hazing

X.E.32. po5517 Student Anti-Harassment

X.E.33. po6325 Procurement - Federal Grants/Funds

X.E.34. po7440.02 Smart Sensor and Monitoring Technology

X.E.35. po7440.03 Small Unmanned Aircraft Systems (Drones)

X.E.36. po7540 Technology

X.E.37. po7540.03 Student Technology Acceptable Use and Safety

X.E.38. po7540.04 Staff Technology Acceptable Use and Safety

X.E.39. po8310 Public Records

X.E.40. po8315 Perservation of Records and Litigation Holds

X.E.41. po8325 Receipt of Legal Documents by District Employees

X.E.42. po8330 Student Records

X.E.43. po8330.01 Unauthorized Acquisition of Student Personal Information

X.E.44. po8410 Crisis Intervention

X.E.45. po8600 Transportation

X.E.46. po8913 Section 504/ADA Prohibition Against Disability Discrimination in Employment

X.F. Commitments to attend the State Education Convention (January 19-22).

XI. **Petitions and Communications**

XI.A. Thank you from T. Sondelski for Memorial Tribute

XI.B. Thank you from A. Natzke for Memorial Tribute

XII. **Future Meeting Dates**

XII.A. School Board Retreat
November 9, 2026, at 5:00 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

Regular Board Meeting
November 18, 2026, at 6:30 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

Regular Board Meeting
December 16, 2026, at 6:30 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

XIII. Motion by Grabko and seconded by Xiong to adjourn to Closed Session pursuant to W.S.S. 19.85 (1) (a) for deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing (Junior High Student Expulsion) and (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Social Media MDL) With a roll call vote motion passed. Ben Bliven: Absent, Lindsey Lewitzke: Absent, Jennifer Douck: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
Yea: 5, Nay: 0, Absent: 2. Time was 8:35 p.m.

XIV. The Board returned to open session at 9:06 p.m.
WHEREAS, social media companies have developed products designed to promote compulsive and excessive use by school-aged children; and WHEREAS, the U.S. Surgeon General issued an Advisory in 2023 which reported that up to 95% of youth ages 13-17 report using a social media platform, with more than a third saying they use social media "almost constantly" and nearly 40% of children ages 8-12 use social media even though the commonly required minimum age on most platforms is age 13; and WHEREAS, peer reviewed scientific literature confirms that the compulsive and excessive use of social media platforms have significantly contributed to a crisis in the mental and physical health of America's school-aged youth as evidenced by increased anxiety, depression, suicidal ideation, eating disorders, harm caused by online bullying, impairment of self-control and regulation, and sleep deprivation; and WHEREAS, the demonstrated adverse impacts on the mental and physical health and well-being of school-aged children caused by the compulsive and excessive use of social media platforms are manifested in

the school environment every day; and WHEREAS, the harm caused by these products leads to behavioral problems and disruptions in the school environment, impairs and interferes with instruction and student learning, and diverts staff and school resources to respond to and intervene to manage and respond to the significant impact of social media platforms on the mental and physical health of students; and WHEREAS, over 1,300 school divisions nationwide have to date initiated litigation against social media companies Meta (owner of Facebook and Instagram), ByteDance (owner of TikTok), Snap (owner of Snapchat), and Google (owner of YouTube) and many more school divisions are expected to join the litigation; and WHEREAS, the School Board supports the effort to hold these social media companies accountable for the harm and disruption caused by the companies' design and engineering of their products intended to promote the compulsive and excessive use by school-aged children; and NOW THEREFORE BE IT RESOLVED that the D.C. Everest Area School Board, this 28th day of October, 2026: 1. Authorizes the initiation of litigation against the following social media companies: Meta Platforms, Inc.; Facebook Payments, Inc.; Siculus, Inc.; Facebook Operations, LLC; Instagram, LLC; Snap Inc.; Tiktok Inc.; Tiktok, Ltd.; Tiktok, LLC; Bytedance Ltd.; Bytedance Inc.; Google LLC; and Youtube, LLC (collectively referred to as the "Social Media Defendants"). 2. Authorizes the execution of a retainer agreement with the law firms of Lieff Cabraser Heimann & Bernstein; Brockstedt Mandalas Federico; Renning Lewis & Lacy, S.C.; Spotlight Justice PLLC; and Medina Morgan LLC (collectively referred to as "Counsel") to represent the School Board on a contingency fee basis, meaning the School Board will only be responsible for the payment of attorneys' fees and costs if it recovers damages in the litigation. 3. Authorizes Counsel to file suit on behalf of the School Board against the Social Media Defendants. 4. Authorizes the Division Superintendent to execute all necessary documents to effectuate this Resolution and to facilitate litigation activities as directed by Counsel, who shall keep the School Board advised of material and significant developments in the litigation. This motion, made by Shannon Grabko and seconded by Katie Felch, passed with a roll call vote.
Ben Bliven: Absent, Lindsey Lewitzke: Absent, Jennifer Douck: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
Yea: 5, Nay: 0, Absent: 2

XV. **Adjourned at 9:12 p.m.**

Respectfully submitted,

Benjamin K. Bliven, Clerk	Ellen Suckow, Executive Assistant to the Superintendent & School Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the November 18, 2026, meeting of the School Board.

D.C. Everest Area
SCHOOL DISTRICT

Date: 11/18/2026

Employment Report - Consent Agenda

Currently None

New Hires			
Name	***Position/Building***	***Type/FTE***	***Start Date***

Change of Status			
Name	***Position/Building From***	***Position/Building To***	***Effective Date***

End of Employment			
Name	***Position/Building***	***Reason***	***Effective Date***

D.C. EVEREST AREA SCHOOL DISTRICT

6100 ALDERSON STREET, WESTON, WI 54476

TREASURER'S REPORT

OCTOBER 31, 2026

CASH BALANCE AS OF OCTOBER 1, 2026	($48,584.16)	
INVESTMENT ACCOUNT TRANSFERS		$6,334,297.83
RECEIPTS CR#37469 - #37564	$8,592,382.85	
CHECKS FOR APPROVAL: #240271- #240438 ACH: #262700698- #262701058		$2,299,916.54
VOIDS: 240244, 240375	$211.54	
CASH BALANCE AS OF OCTOBER 31, 2026		($90,204.14)
	$8,544,010.23	$8,544,010.23

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
240271	GLACIER CANYON LODGE	B65036,B65034,B6503	10/2/26	202.00
240271	GLACIER CANYON LODGE	B65036,B65034,B6503	10/2/26	404.00
240272	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7691918 2 SPED	10/2/26	309.54
240273	A & A LOCK SERVICE	SEPT.25.26	10/2/26	200.00
240274	BOELTER COMPANIES, THE	9100157525	10/2/26	35.41
240274	BOELTER COMPANIES, THE	9100157525	10/2/26	47.21
240274	BOELTER COMPANIES, THE	9100157525	10/2/26	106.22
240274	BOELTER COMPANIES, THE	9100157525	10/2/26	991.43
240275	CESA 5	2700773	10/2/26	1,781.25
240276	CONSTANGY BROOKS SMITH & PROPHETE LI	13278355	10/2/26	892.50
240277	COUNTY READY MIX CORP.	138230-00	10/2/26	1,422.00
240278	EVERWAY LLC	#00289410N	10/2/26	381.98
240279	FISH WINDOW CLEANING	3186-26959	10/2/26	2,801.00
240280	GERBER LEISURE PRODUCTS, INC.	13256	10/2/26	291.00
240281	GORDON FOOD SERVICE INC	9040435063	10/2/26	3.55
240281	GORDON FOOD SERVICE INC	9040435051	10/2/26	64.97
240281	GORDON FOOD SERVICE INC	9040435053	10/2/26	95.85
240281	GORDON FOOD SERVICE INC	9040435060	10/2/26	114.96
240281	GORDON FOOD SERVICE INC	9040435033	10/2/26	115.17
240281	GORDON FOOD SERVICE INC	9040435033	10/2/26	122.43
240281	GORDON FOOD SERVICE INC	9040435042	10/2/26	302.77
240281	GORDON FOOD SERVICE INC	9040435049	10/2/26	455.05
240281	GORDON FOOD SERVICE INC	9040435048	10/2/26	475.22
240281	GORDON FOOD SERVICE INC	9040435045	10/2/26	562.05
240281	GORDON FOOD SERVICE INC	9040435055	10/2/26	714.71
240281	GORDON FOOD SERVICE INC	9040158188	10/2/26	734.44
240281	GORDON FOOD SERVICE INC	9040435061	10/2/26	887.65
240281	GORDON FOOD SERVICE INC	9040435058	10/2/26	1,632.88
240281	GORDON FOOD SERVICE INC	9040435044	10/2/26	3,130.37
240281	GORDON FOOD SERVICE INC	9040435037	10/2/26	4,656.01
240281	GORDON FOOD SERVICE INC	9040435047	10/2/26	6,975.10
240281	GORDON FOOD SERVICE INC	9040435038	10/2/26	14,040.42
240282	GREEN VALLEY SEPTIC LLC	I19311	10/2/26	225.00
240283	IMAGE MARKET INC.	1165381	10/2/26	1,036.64
240284	IMAGINE YOUR CAPACITY COUNSEL & CONS	4353	10/2/26	747.50
240285	INSPIRING YOUNG LEARNERS LLC	2178	10/2/26	1,648.25
240286	LAMERS BUS LINES, INC.	111004	10/2/26	170.32
240286	LAMERS BUS LINES, INC.	110419	10/2/26	252.07
240286	LAMERS BUS LINES, INC.	111003	10/2/26	355.89

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240286	LAMERS BUS LINES, INC.	111006	10/2/26	378.11
240286	LAMERS BUS LINES, INC.	111005	10/2/26	613.83
240287	MECA SPORTSWEAR, INC.	SIP278031	10/2/26	597.95
240288	NAPA AUTO PARTS	998619	10/2/26	4.94
240289	OTICON, INC.	INV13115071	10/2/26	639.99
240290	PARTS TOWN, LLC.	2110364398	10/2/26	32.52
240291	PJ JACOBS JUNIOR HIGH SCHOOL	XCF 101326	10/2/26	150.00
240292	PRIVATIZER TECHNOLOGIES LLC	21269	10/2/26	165.00
240293	REVELATIONS IN EDUCATION	1515	10/2/26	6,977.90
240294	SPARTA HIGH SCHOOL	EF Golf 083026	10/2/26	200.00
240295	STAPLES ADVANTAGE	6074862616	10/2/26	14.14
240295	STAPLES ADVANTAGE	6074954033	10/2/26	23.17
240295	STAPLES ADVANTAGE	6074862617	10/2/26	330.60
240296	STEVE'S CURLING SUPPLIES	18209	10/2/26	470.45
240297	TEACHERS DISCOVERY	220821	10/2/26	45.94
240297	TEACHERS DISCOVERY	220822	10/2/26	142.89
240298	THE CHILDREN'S HEALTH MARKET, INC.	60765	10/2/26	7,245.00
240299	TITO INC	16610	10/2/26	500.94
240300	V MARCHESE INC	2861977	10/2/26	57.90
240300	V MARCHESE INC	2861977	10/2/26	132.00
240300	V MARCHESE INC	2862552	10/2/26	197.50
240300	V MARCHESE INC	2861200	10/2/26	331.30
240300	V MARCHESE INC	2860340	10/2/26	440.55
240300	V MARCHESE INC	2861200	10/2/26	746.60
240300	V MARCHESE INC	2860340	10/2/26	1,089.15
240301	VENTRIS LEARNING LLC	20266057	10/2/26	376.25
240302	VESTIS SERVICES LLC	6320845140	10/2/26	63.86
240303	WARDS NATURAL SCIENCE	8822592592	10/2/26	190.34
240304	WAUSAU WEST HIGH SCHOOL	EF JV Tennis 082626	10/2/26	40.00
240305	WI RAPIDS MIDDLE SCHOOL	XCF 100826	10/2/26	100.00
240306	ZYNDA, BAILEY	SCHOLARSHIP	10/2/26	250.00
240307	KOHN LAW FIRM SC	10022026A	10/2/26	261.54
240308	MESSERLI & KRAMER PA	10022026A	10/2/26	267.12
240309	MONT L. MARTIN TRUSTEE	10022026A	10/2/26	67.00
240310	UNEMPLOYMENT INSURANCE	10022026A	10/2/26	210.93
240311	UNITED WAY OF MARATHON CNTY	20261002ADUWAY	10/2/26	644.97
240312	LAMERS BUS LINES, INC.	111201	10/9/26	530.00
240313	VILLAGE OF ROTHSCHILD	2027	10/9/26	125.00
240314	WSCA ADMIN	9292026	10/9/26	150.00
240315	A & A LOCK SERVICE	SEPT25.26	10/9/26	97.50
240316	ADS ON BOARDS	1957	10/9/26	900.00

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240317	ALLIANT ENERGY/WP&L	46266	10/9/26	1,314.86
240318	CELLCOM - WAUSAU	486869	10/9/26	2,387.88
240319	CRANE MEADOW GOLF COURSE	Crane GC 10012026	10/9/26	1,600.00
240320	CURRICULUM ASSOCIATES LLC	90989130	10/9/26	212.74
240321	DEGRAVE, PAYTEN	SCHOLARSHIP	10/9/26	800.00
240322	FEDEX, INC.	9-483-14517	10/9/26	16.09
240322	FEDEX, INC.	9-483-14517	10/9/26	17.79
240323	FERGUSON, SAVANNAH	46266	10/9/26	306.68
240324	FSI PRINT & DESIGN LLC	59937	10/9/26	52.00
240324	FSI PRINT & DESIGN LLC	59937	10/9/26	196.00
240325	GORDON FOOD SERVICE INC	2003829705	10/9/26	(42.40)
240325	GORDON FOOD SERVICE INC	2003834869	10/9/26	(27.90)
240325	GORDON FOOD SERVICE INC	9040709829	10/9/26	129.00
240325	GORDON FOOD SERVICE INC	9040709784	10/9/26	222.48
240325	GORDON FOOD SERVICE INC	9040709829	10/9/26	251.99
240325	GORDON FOOD SERVICE INC	9040709802	10/9/26	396.81
240325	GORDON FOOD SERVICE INC	9040709813	10/9/26	468.68
240325	GORDON FOOD SERVICE INC	9040709800	10/9/26	473.38
240325	GORDON FOOD SERVICE INC	9040709817	10/9/26	689.04
240325	GORDON FOOD SERVICE INC	9040709805	10/9/26	1,306.65
240325	GORDON FOOD SERVICE INC	9040709793	10/9/26	1,859.93
240325	GORDON FOOD SERVICE INC	9040709797	10/9/26	4,340.34
240325	GORDON FOOD SERVICE INC	9040709783	10/9/26	5,735.99
240325	GORDON FOOD SERVICE INC	9040709775	10/9/26	9,362.50
240326	GREEN BAY PREBLE HS	EF BoysSoccer 091926	10/9/26	100.00
240327	LAMERS BUS LINES, INC.	111008	10/9/26	153.45
240327	LAMERS BUS LINES, INC.	111009	10/9/26	213.45
240327	LAMERS BUS LINES, INC.	111013	10/9/26	247.20
240327	LAMERS BUS LINES, INC.	111011	10/9/26	284.02
240327	LAMERS BUS LINES, INC.	111007	10/9/26	336.18
240327	LAMERS BUS LINES, INC.	111012	10/9/26	358.03
240327	LAMERS BUS LINES, INC.	111015	10/9/26	376.82
240328	LESSMILLER, LOGAN	SCHOLARSHIP	10/9/26	250.00
240329	MARA CTY HEALTH DEPT	INV09979	10/9/26	33.00
240330	MARSHFIELD HIGH SCHOOL	EF JV VB 09082026R	10/9/26	75.00
240331	MS GRAPHICS, LLC	20148948	10/9/26	2,290.00
240332	PITNEY BOWES INC	1030187721	10/9/26	201.00
240333	ROBINSON, FRED	58106	10/9/26	16.25
240334	ROMA, BRENDA	119	10/9/26	93.50
240335	SCHOLASTIC INC.	M7751235	10/9/26	477.41
240336	STACHOVAK, NOAH	REF 100126-100426	10/9/26	80.00

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240337	STAPLES ADVANTAGE	6075665097	10/9/26	101.59
240338	SYSTEMS TECHNOLOGIES	CD99042611	10/9/26	2,394.00
240339	T-MOBILE USA INC	206775445-18	10/9/26	157.50
240339	T-MOBILE USA INC	207340233-17	10/9/26	536.00
240340	UMS PRINT SOLUTIONS, LLC	53053	10/9/26	12,685.24
240341	V MARCHESE INC	02862552 CM	10/9/26	(25.00)
240341	V MARCHESE INC	2861346	10/9/26	113.70
240341	V MARCHESE INC	2861346	10/9/26	211.50
240341	V MARCHESE INC	2866815	10/9/26	391.60
240341	V MARCHESE INC	2861346	10/9/26	586.80
240341	V MARCHESE INC	2866815	10/9/26	595.05
240341	V MARCHESE INC	2865904	10/9/26	745.90
240341	V MARCHESE INC	2865904	10/9/26	1,298.40
240342	VESTIS SERVICES LLC	6320848057	10/9/26	64.36
240343	VILLAGE OF WESTON	6/15-9/15/26	10/9/26	927.50
240343	VILLAGE OF WESTON	6/15/26-9/15/26	10/9/26	2,004.07
240343	VILLAGE OF WESTON	6/15-9/15/26	10/9/26	2,061.88
240343	VILLAGE OF WESTON	6/15/26-9/15/26	10/9/26	4,167.09
240343	VILLAGE OF WESTON	6/15-9/15/26	10/9/26	5,324.21
240344	WAUSAU AWARDS AND ENGRAVING	WauAwrd 09292026	10/9/26	82.50
240345	WAUSAU EARLY BIRDS ROTARY	5668114	10/9/26	175.00
240346	WEMTA	8810	10/9/26	343.00
240347	WEST MUSIC CO	SI2670809	10/9/26	502.30
240348	WMEA-CONFERENCE REGISTRATION	INV-2026-0381	10/9/26	518.00
240349	ACTIVITIES FOR LEARNING, INC	396668	10/16/26	425.43
240350	ASPIRUS MEDICAL GROUP	163108	10/16/26	84.00
240350	ASPIRUS MEDICAL GROUP	163108	10/16/26	168.00
240350	ASPIRUS MEDICAL GROUP	163108	10/16/26	420.00
240350	ASPIRUS MEDICAL GROUP	163108	10/16/26	1,962.00
240351	BOELTER COMPANIES, THE	9100164717	10/16/26	84.16
240351	BOELTER COMPANIES, THE	9100164717	10/16/26	112.22
240351	BOELTER COMPANIES, THE	9100164717	10/16/26	252.48
240351	BOELTER COMPANIES, THE	9100164717	10/16/26	2,356.51
240352	CALLTOWER INC	203526421	10/16/26	853.11
240353	CDA PIZZA, INC.	46266	10/16/26	42.79
240353	CDA PIZZA, INC.	46266	10/16/26	62.38
240353	CDA PIZZA, INC.	46266	10/16/26	152.53
240354	CHARTER COMMUNICATIONS, INC.	1.71371E+14	10/16/26	1,202.59
240355	DC EVEREST SENIOR HIGH SCHOOL	GBBFall2026	10/16/26	1,089.00
240356	EVEREST GRIDIRON INC	FB2026	10/16/26	2,935.76
240357	FSI PRINT & DESIGN LLC	60163	10/16/26	287.00

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240357	FSI PRINT & DESIGN LLC	60130	10/16/26	290.00
240358	GORDON FOOD SERVICE INC	4918651	10/16/26	(1,563.47)
240358	GORDON FOOD SERVICE INC	4918653	10/16/26	(576.42)
240358	GORDON FOOD SERVICE INC	4918652	10/16/26	(443.42)
240358	GORDON FOOD SERVICE INC	4916764	10/16/26	(96.07)
240358	GORDON FOOD SERVICE INC	4916763	10/16/26	(73.90)
240358	GORDON FOOD SERVICE INC	2003851579	10/16/26	(42.12)
240358	GORDON FOOD SERVICE INC	203856214	10/16/26	(16.28)
240358	GORDON FOOD SERVICE INC	9040987698	10/16/26	16.08
240358	GORDON FOOD SERVICE INC	9040987663	10/16/26	17.75
240358	GORDON FOOD SERVICE INC	9040987622	10/16/26	28.40
240358	GORDON FOOD SERVICE INC	9040987662	10/16/26	47.84
240358	GORDON FOOD SERVICE INC	9040987633	10/16/26	63.74
240358	GORDON FOOD SERVICE INC	9040987709	10/16/26	71.00
240358	GORDON FOOD SERVICE INC	9040987540	10/16/26	107.19
240358	GORDON FOOD SERVICE INC	9040987540	10/16/26	188.40
240358	GORDON FOOD SERVICE INC	9040987628	10/16/26	723.36
240358	GORDON FOOD SERVICE INC	9040987706	10/16/26	733.54
240358	GORDON FOOD SERVICE INC	9040987641	10/16/26	888.07
240358	GORDON FOOD SERVICE INC	9040987668	10/16/26	1,307.36
240358	GORDON FOOD SERVICE INC	9040987659	10/16/26	1,707.21
240358	GORDON FOOD SERVICE INC	9040987610	10/16/26	2,490.28
240358	GORDON FOOD SERVICE INC	9040987632	10/16/26	6,982.46
240358	GORDON FOOD SERVICE INC	9040987666	10/16/26	11,602.69
240359	LAMERS BUS LINES, INC.	111378	10/16/26	91.45
240359	LAMERS BUS LINES, INC.	111525	10/16/26	105.71
240359	LAMERS BUS LINES, INC.	111537	10/16/26	114.52
240359	LAMERS BUS LINES, INC.	111384	10/16/26	120.44
240359	LAMERS BUS LINES, INC.	111341	10/16/26	131.86
240359	LAMERS BUS LINES, INC.	111343	10/16/26	147.18
240359	LAMERS BUS LINES, INC.	111549	10/16/26	165.33
240359	LAMERS BUS LINES, INC.	111524	10/16/26	166.27
240359	LAMERS BUS LINES, INC.	111530	10/16/26	177.20
240359	LAMERS BUS LINES, INC.	111397	10/16/26	205.00
240359	LAMERS BUS LINES, INC.	111526	10/16/26	205.37
240359	LAMERS BUS LINES, INC.	111542	10/16/26	205.96
240359	LAMERS BUS LINES, INC.	111383	10/16/26	231.38
240359	LAMERS BUS LINES, INC.	111386	10/16/26	233.76
240359	LAMERS BUS LINES, INC.	111546	10/16/26	256.61
240359	LAMERS BUS LINES, INC.	111544	10/16/26	264.19
240359	LAMERS BUS LINES, INC.	111443	10/16/26	265.84

240359	LAMERS BUS LINES, INC.	111532	10/16/26	269.39
240359	LAMERS BUS LINES, INC.	111528	10/16/26	273.21
240359	LAMERS BUS LINES, INC.	111393	10/16/26	277.97
240359	LAMERS BUS LINES, INC.	111403	10/16/26	285.26
240359	LAMERS BUS LINES, INC.	111405	10/16/26	299.57
240359	LAMERS BUS LINES, INC.	111395	10/16/26	301.18
240359	LAMERS BUS LINES, INC.	111527	10/16/26	306.25
240359	LAMERS BUS LINES, INC.	111391	10/16/26	314.18
240359	LAMERS BUS LINES, INC.	111389	10/16/26	315.61
240359	LAMERS BUS LINES, INC.	111523	10/16/26	319.89
240359	LAMERS BUS LINES, INC.	111400	10/16/26	323.70
240359	LAMERS BUS LINES, INC.	111541	10/16/26	326.87
240359	LAMERS BUS LINES, INC.	111342	10/16/26	335.94
240359	LAMERS BUS LINES, INC.	111535	10/16/26	362.80
240359	LAMERS BUS LINES, INC.	111398	10/16/26	368.25
240359	LAMERS BUS LINES, INC.	111399	10/16/26	379.76
240359	LAMERS BUS LINES, INC.	111402	10/16/26	381.66
240359	LAMERS BUS LINES, INC.	111444	10/16/26	382.76
240359	LAMERS BUS LINES, INC.	111552	10/16/26	393.69
240359	LAMERS BUS LINES, INC.	111531	10/16/26	490.04
240359	LAMERS BUS LINES, INC.	111529	10/16/26	498.70
240359	LAMERS BUS LINES, INC.	111410	10/16/26	574.88
240359	LAMERS BUS LINES, INC.	111407	10/16/26	603.36
240359	LAMERS BUS LINES, INC.	111446	10/16/26	744.95
240359	LAMERS BUS LINES, INC.	111404	10/16/26	1,220.78
240360	MCKEOUGH, HEATHER	SEP2026 MILEAGE	10/16/26	80.70
240361	V MARCHESE INC	00680764 CM	10/16/26	(31.95)
240361	V MARCHESE INC	2867003	10/16/26	30.00
240361	V MARCHESE INC	2849950	10/16/26	38.02
240361	V MARCHESE INC	2845458	10/16/26	42.30
240361	V MARCHESE INC	2844493	10/16/26	73.75
240361	V MARCHESE INC	2871570	10/16/26	77.90
240361	V MARCHESE INC	2873518	10/16/26	89.45
240361	V MARCHESE INC	2845458	10/16/26	126.90
240361	V MARCHESE INC	2872698	10/16/26	172.80
240361	V MARCHESE INC	2867003	10/16/26	209.75
240361	V MARCHESE INC	2850849	10/16/26	213.70
240361	V MARCHESE INC	2849688	10/16/26	216.75
240361	V MARCHESE INC	2867003	10/16/26	259.55
240361	V MARCHESE INC	2843504	10/16/26	306.70
240361	V MARCHESE INC	2872698	10/16/26	307.75

240361	V MARCHESE INC	2871729	10/16/26	383.05
240361	V MARCHESE INC	2871570	10/16/26	384.75
240361	V MARCHESE INC	2844493	10/16/26	393.20
240361	V MARCHESE INC	2871729	10/16/26	677.85
240361	V MARCHESE INC	2872698	10/16/26	721.60
240361	V MARCHESE INC	2849950	10/16/26	722.28
240361	V MARCHESE INC	2850849	10/16/26	1,014.40
240361	V MARCHESE INC	2843504	10/16/26	1,096.15
240361	V MARCHESE INC	2849688	10/16/26	1,289.10
240362	VESTIS SERVICES LLC	6320850877	10/16/26	59.14
240362	VESTIS SERVICES LLC	736581000-SEP 2026	10/16/26	1,895.90
240363	VILLAGE OF HATLEY	6/26-26-9/29/26	10/16/26	(25.00)
240363	VILLAGE OF HATLEY	6/26-26-9/29/26	10/16/26	157.98
240363	VILLAGE OF HATLEY	6/26-26-9/29/26	10/16/26	161.36
240364	WAUSAU & MARA CTY PARKS	31898	10/16/26	2,058.00
240365	WILLIAM H. SADLIER, INC.	INV282201	10/16/26	397.10
240365	WILLIAM H. SADLIER, INC.	INV281632	10/16/26	1,187.73
240366	KOHN LAW FIRM SC	10162026A	10/16/26	262.36
240367	MESSERLI & KRAMER PA	10162026A	10/16/26	267.14
240368	MONT L. MARTIN TRUSTEE	10162026A	10/16/26	67.00
240369	UNEMPLOYMENT INSURANCE	10162026A	10/16/26	208.92
240370	UNITED WAY OF MARATHON CNTY	20261016ADUWAY	10/16/26	650.22
240371	FAWLEY, CHRIS	FawleyRefund	10/23/26	907.00
240372	GUILLAUME, RILEY	101526guillaumescrub	10/23/26	70.44
240373	IMAGINE YOUR CAPACITY COUNSEL & CONS	4412	10/23/26	2,258.02
240374	LAMERS BUS LINES, INC.	112213	10/23/26	2,071.00
240375	LIETHEN, HAYLEN	101926Liethenmileage	10/23/26	36.54
240376	MS GRAPHICS, LLC	2014-9064	10/23/26	1,296.00
240377	PETERS, IAN	101926Petersboots	10/23/26	149.99
240378	STANKE, TAYLYN	101926Stankemileage	10/23/26	150.00
240379	8PINE INC	263250 APP 2	10/23/26	852.10
240379	8PINE INC	261100 APP4	10/23/26	4,752.85
240379	8PINE INC	263250 APP 1	10/23/26	14,870.90
240379	8PINE INC	261100 APP5	10/23/26	20,448.53
240380	A & A LOCK SERVICE	OCT1626	10/23/26	60.00
240380	A & A LOCK SERVICE	OCT.16.2026	10/23/26	120.00
240380	A & A LOCK SERVICE	OCT.16.26.	10/23/26	130.00
240381	ABEE INC	11625	10/23/26	189.00
240381	ABEE INC	11625	10/23/26	1,368.00
240381	ABEE INC	11625	10/23/26	1,368.00
240382	BOELTER COMPANIES, THE	9100169735	10/23/26	40.19

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240382	BOELTER COMPANIES, THE	9100169735	10/23/26	53.60
240382	BOELTER COMPANIES, THE	9100169735	10/23/26	120.58
240382	BOELTER COMPANIES, THE	9100169735	10/23/26	1,125.42
240383	BOUND TO STAY BOUND, INC.	266146	10/23/26	45.15
240383	BOUND TO STAY BOUND, INC.	266147	10/23/26	91.18
240383	BOUND TO STAY BOUND, INC.	266155	10/23/26	252.70
240384	CITY-COUNTY INFORMATION TECHNOLOGY	31733	10/23/26	250.00
240385	DC EVEREST SENIOR HIGH SCHOOL	26speed#1	10/23/26	193.75
240386	EBLI	10435	10/23/26	3,500.00
240387	GOAL LINE, INC.	1857-58	10/23/26	155.00
240387	GOAL LINE, INC.	1857-58	10/23/26	1,727.88
240387	GOAL LINE, INC.	1857-58	10/23/26	2,399.40
240388	GORDON FOOD SERVICE INC	2003883387	10/23/26	(32.31)
240388	GORDON FOOD SERVICE INC	2003872208	10/23/26	(17.39)
240388	GORDON FOOD SERVICE INC	9041261269	10/23/26	7.10
240388	GORDON FOOD SERVICE INC	9041261296	10/23/26	24.85
240388	GORDON FOOD SERVICE INC	9041261275	10/23/26	24.85
240388	GORDON FOOD SERVICE INC	9041261314	10/23/26	87.62
240388	GORDON FOOD SERVICE INC	9041561299	10/23/26	95.85
240388	GORDON FOOD SERVICE INC	9041261216	10/23/26	141.30
240388	GORDON FOOD SERVICE INC	9041261293	10/23/26	150.57
240388	GORDON FOOD SERVICE INC	9041261283	10/23/26	231.32
240388	GORDON FOOD SERVICE INC	9041261306	10/23/26	231.36
240388	GORDON FOOD SERVICE INC	9041261270	10/23/26	311.44
240388	GORDON FOOD SERVICE INC	9041261284	10/23/26	374.03
240388	GORDON FOOD SERVICE INC	9041261274	10/23/26	391.60
240388	GORDON FOOD SERVICE INC	9041261304	10/23/26	640.94
240388	GORDON FOOD SERVICE INC	9041261278	10/23/26	712.22
240388	GORDON FOOD SERVICE INC	9041261268	10/23/26	836.07
240388	GORDON FOOD SERVICE INC	9041261265	10/23/26	1,431.29
240388	GORDON FOOD SERVICE INC	9041261285	10/23/26	4,811.87
240388	GORDON FOOD SERVICE INC	9041261258	10/23/26	4,931.65
240388	GORDON FOOD SERVICE INC	9041261254	10/23/26	5,463.82
240388	GORDON FOOD SERVICE INC	9041261267	10/23/26	12,532.30
240389	HOME INSULATION CO, INC	49540	10/23/26	352.00
240390	JAS CONSTRUCTION, LLC	10.12.26	10/23/26	457.65
240391	KLEMAN, LILY	OCT.14.26	10/23/26	20.00
240392	LAKESHORE LEARNING MATERIALS	94894138	10/23/26	217.55
240393	LAMERS BUS LINES, INC.	111445	10/23/26	75.20
240393	LAMERS BUS LINES, INC.	111746	10/23/26	75.30
240393	LAMERS BUS LINES, INC.	111756	10/23/26	95.98

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240393	LAMERS BUS LINES, INC.	111750	10/23/26	103.70
240393	LAMERS BUS LINES, INC.	111735	10/23/26	105.59
240393	LAMERS BUS LINES, INC.	111550	10/23/26	110.12
240393	LAMERS BUS LINES, INC.	112206	10/23/26	147.28
240393	LAMERS BUS LINES, INC.	111409	10/23/26	160.38
240393	LAMERS BUS LINES, INC.	112210	10/23/26	163.44
240393	LAMERS BUS LINES, INC.	112207	10/23/26	173.54
240393	LAMERS BUS LINES, INC.	112208	10/23/26	298.78
240393	LAMERS BUS LINES, INC.	111556	10/23/26	340.58
240393	LAMERS BUS LINES, INC.	111726	10/23/26	368.96
240393	LAMERS BUS LINES, INC.	111741	10/23/26	381.09
240393	LAMERS BUS LINES, INC.	111738	10/23/26	417.08
240393	LAMERS BUS LINES, INC.	111554	10/23/26	495.02
240393	LAMERS BUS LINES, INC.	111921	10/23/26	570.00
240393	LAMERS BUS LINES, INC.	111794	10/23/26	1,520.00
240394	MARA CTY HEALTH DEPT	INV10052	10/23/26	33.00
240395	MATHFACTLAB LLC	260934	10/23/26	450.00
240396	MS GRAPHICS, LLC	2014-9053	10/23/26	19.20
240396	MS GRAPHICS, LLC	2014-9057	10/23/26	98.00
240396	MS GRAPHICS, LLC	2014-9053	10/23/26	812.80
240396	MS GRAPHICS, LLC	2014-9053	10/23/26	1,469.85
240397	NAPA AUTO PARTS	1985	10/23/26	43.42
240398	NORTHWOODS CAB	46266	10/23/26	576.00
240399	OTT, ISABELLA	123	10/23/26	79.00
240400	PAOLI CLAY COMPANY	32472	10/23/26	56.80
240400	PAOLI CLAY COMPANY	32472	10/23/26	198.80
240400	PAOLI CLAY COMPANY	32472	10/23/26	284.00
240400	PAOLI CLAY COMPANY	32472	10/23/26	312.40
240400	PAOLI CLAY COMPANY	32472	10/23/26	397.60
240400	PAOLI CLAY COMPANY	32472	10/23/26	397.60
240400	PAOLI CLAY COMPANY	32472	10/23/26	426.00
240400	PAOLI CLAY COMPANY	32472	10/23/26	710.00
240400	PAOLI CLAY COMPANY	32472	10/23/26	1,136.80
240401	ROTHSCHILD WATERWORKS	6/30-9/30/26	10/23/26	384.44
240401	ROTHSCHILD WATERWORKS	6/30/26-9/30/26	10/23/26	474.54
240401	ROTHSCHILD WATERWORKS	6/30-9/30/26	10/23/26	476.41
240401	ROTHSCHILD WATERWORKS	6/30/26-9/30/26	10/23/26	533.82
240402	SCHAIRER'S AUTUMN ACRES	INV0082	10/23/26	952.00
240403	SPECIALLY DESIGNED ED SERVICES	INV-001934	10/23/26	11,950.00
240404	STAPLES ADVANTAGE	6076736235	10/23/26	25.44
240405	STEVENS POINT SCHOOL DISTRICT	EF Swim 10272026	10/23/26	50.00

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240406	V MARCHESE INC	681183	10/23/26	(31.95)
240406	V MARCHESE INC	2879244	10/23/26	16.55
240406	V MARCHESE INC	2877305	10/23/26	43.95
240406	V MARCHESE INC	2879244	10/23/26	50.00
240406	V MARCHESE INC	2879244	10/23/26	50.00
240406	V MARCHESE INC	2876727	10/23/26	115.80
240406	V MARCHESE INC	2878496	10/23/26	126.90
240406	V MARCHESE INC	2877699	10/23/26	194.75
240406	V MARCHESE INC	2877305	10/23/26	370.25
240406	V MARCHESE INC	2877699	10/23/26	454.40
240406	V MARCHESE INC	2876727	10/23/26	679.85
240406	V MARCHESE INC	2878496	10/23/26	2,805.20
240407	VESTIS SERVICES LLC	6320853728	10/23/26	62.88
240408	W EDUCATION SERVICES LLC	INV- 290	10/23/26	200.00
240409	WAUSAU CHEMICAL CORP	INV-369115	10/23/26	1,875.08
240409	WAUSAU CHEMICAL CORP	INV-369117	10/23/26	2,332.30
240410	WAUSAU WEST HIGH SCHOOL	EF Tennis 09052026	10/23/26	30.00
240411	OTIS ELEVATOR CO	1.00402E+11	10/30/26	2,091.90
240412	A & A LOCK SERVICE	OCT.16.26	10/30/26	70.00
240412	A & A LOCK SERVICE	OCT.23.2026	10/30/26	75.00
240412	A & A LOCK SERVICE	OCT.23.26	10/30/26	243.00
240413	ADVANCED FITNESS SERVICE	10.7.26	10/30/26	1,500.00
240414	BOELTER COMPANIES, THE	9100173255	10/30/26	52.49
240414	BOELTER COMPANIES, THE	9100173255	10/30/26	69.97
240414	BOELTER COMPANIES, THE	9100173255	10/30/26	157.46
240414	BOELTER COMPANIES, THE	9100173255	10/30/26	1,469.61
240415	BOUND TO STAY BOUND, INC.	266608	10/30/26	267.74
240415	BOUND TO STAY BOUND, INC.	266607	10/30/26	327.66
240416	BURR, CHRISTOPHER	20261003	10/30/26	1,100.00
240417	CTM SERVICES INC	17004	10/30/26	689.28
240418	ECM PUBLISHERS, INC	1116819	10/30/26	508.07
240419	FLINN SCIENTIFIC CO	3334783	10/30/26	138.58
240420	FRIENDS OF EVEREST BASKETBALL	DCE102626	10/30/26	175.00
240421	GERBER LEISURE PRODUCTS, INC.	13277	10/30/26	485.00
240422	GOPHER SPORT, INC.	IN547317	10/30/26	395.48
240423	GORDON FOOD SERVICE INC	2003897973	10/30/26	(18.56)
240423	GORDON FOOD SERVICE INC	9041531065	10/30/26	3.55
240423	GORDON FOOD SERVICE INC	9041531070	10/30/26	7.10
240423	GORDON FOOD SERVICE INC	9041531086	10/30/26	24.85
240423	GORDON FOOD SERVICE INC	9041531088	10/30/26	26.13
240423	GORDON FOOD SERVICE INC	1058081779-01	10/30/26	30.25

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

240423	GORDON FOOD SERVICE INC	9041531085	10/30/26	59.29
240423	GORDON FOOD SERVICE INC	9041531064	10/30/26	126.16
240423	GORDON FOOD SERVICE INC	9041531056	10/30/26	187.77
240423	GORDON FOOD SERVICE INC	9041531042	10/30/26	192.83
240423	GORDON FOOD SERVICE INC	9041531058	10/30/26	796.65
240423	GORDON FOOD SERVICE INC	9041531087	10/30/26	839.61
240423	GORDON FOOD SERVICE INC	9041531061	10/30/26	1,017.83
240423	GORDON FOOD SERVICE INC	9041531068	10/30/26	1,307.66
240423	GORDON FOOD SERVICE INC	9041531067	10/30/26	3,443.61
240423	GORDON FOOD SERVICE INC	9041531051	10/30/26	3,794.14
240423	GORDON FOOD SERVICE INC	9041531057	10/30/26	5,576.79
240423	GORDON FOOD SERVICE INC	9041531076	10/30/26	12,743.45
240424	HIORNS PIANO SERVICE	hiorns 10.19.26	10/30/26	65.00
240425	JOSTENS, INC.	40164609	10/30/26	19.80
240425	JOSTENS, INC.	40372357	10/30/26	31.50
240425	JOSTENS, INC.	N003495791	10/30/26	1,193.06
240425	JOSTENS, INC.	40385299	10/30/26	3,645.95
240426	LAMERS BUS LINES, INC.	111379	10/30/26	146.12
240426	LAMERS BUS LINES, INC.	111380	10/30/26	154.43
240426	LAMERS BUS LINES, INC.	111408	10/30/26	163.28
240426	LAMERS BUS LINES, INC.	112512	10/30/26	634.00
240426	LAMERS BUS LINES, INC.	113065	10/30/26	4,260.00
240427	MIDWAY STEEL, INC.	237620	10/30/26	273.01
240428	PARTS TOWN, LLC.	2100659152	10/30/26	144.66
240429	PRETODD LLC	1250	10/30/26	122.80
240430	STAPLES ADVANTAGE	6077466839	10/30/26	16.28
240430	STAPLES ADVANTAGE	6077466837	10/30/26	26.73
240431	V MARCHESE INC	2883974	10/30/26	46.20
240431	V MARCHESE INC	2883035	10/30/26	93.90
240431	V MARCHESE INC	2883092	10/30/26	105.25
240431	V MARCHESE INC	2883801	10/30/26	107.00
240431	V MARCHESE INC	2883974	10/30/26	138.00
240431	V MARCHESE INC	2883035	10/30/26	445.35
240431	V MARCHESE INC	2883974	10/30/26	506.20
240431	V MARCHESE INC	2883801	10/30/26	538.70
240431	V MARCHESE INC	2883092	10/30/26	709.30
240432	VESTIS SERVICES LLC	6320856517	10/30/26	65.42
240433	WISCO COOPERATIVE ASSN	1688867	10/30/26	11,100.00
240434	KOHN LAW FIRM SC	10302026A	10/30/26	262.81
240435	MESSERLI & KRAMER PA	10302026A	10/30/26	266.75
240436	MONT L. MARTIN TRUSTEE	10302026A	10/30/26	67.00

240437	UNEMPLOYMENT INSURANCE	10302026A	10/30/26	185.47
240438	UNITED WAY OF MARATHON CNTY	20261030ADUWAY	10/30/26	650.22
262700698	ABLE DISTRIBUTING CO INC	S04131458.001	10/2/26	19.12
262700699	ALVIS, LEROY JR	REF 092126-092726	10/2/26	120.00
262700699	ALVIS, LEROY JR	REF 092426-092726	10/2/26	120.00
262700700	AMAZON CAPITAL SERVICES	14P7-R3Y9-3XR4	10/2/26	(65.56)
262700700	AMAZON CAPITAL SERVICES	1LWJ-H3W3-6WQX	10/2/26	(57.04)
262700700	AMAZON CAPITAL SERVICES	1LJL-LNDJ-6PDQ	10/2/26	(39.99)
262700700	AMAZON CAPITAL SERVICES	11XQ-6RDP-174V	10/2/26	(15.92)
262700700	AMAZON CAPITAL SERVICES	1NWG-FCT4-7CDH	10/2/26	(15.29)
262700700	AMAZON CAPITAL SERVICES	14WH-KLCW-DPLG	10/2/26	(13.98)
262700700	AMAZON CAPITAL SERVICES	1JCF-HDYK-19KW	10/2/26	(11.99)
262700700	AMAZON CAPITAL SERVICES	14QF-TNNK-VW4F	10/2/26	(9.79)
262700700	AMAZON CAPITAL SERVICES	1DT6-KWPF-TCGQ	10/2/26	(9.79)
262700700	AMAZON CAPITAL SERVICES	197T-JXRC-VYTR	10/2/26	(9.79)
262700700	AMAZON CAPITAL SERVICES	11XQ-6RDP-174V	10/2/26	(8.17)
262700700	AMAZON CAPITAL SERVICES	11XQ-6RDP-174V	10/2/26	(4.90)
262700700	AMAZON CAPITAL SERVICES	1NQ4-CCWK-771D	10/2/26	4.98
262700700	AMAZON CAPITAL SERVICES	1X19-4VLJ-DWT9	10/2/26	5.69
262700700	AMAZON CAPITAL SERVICES	1GVP-PGQF-XD3J	10/2/26	7.81
262700700	AMAZON CAPITAL SERVICES	1CYR-FFJH-9VKH	10/2/26	9.19
262700700	AMAZON CAPITAL SERVICES	1WHJ-LMGM-HRVK	10/2/26	9.99
262700700	AMAZON CAPITAL SERVICES	1N9F-HNLJ-F7QD	10/2/26	9.99
262700700	AMAZON CAPITAL SERVICES	114D-3VDV-DQQJ	10/2/26	10.52
262700700	AMAZON CAPITAL SERVICES	1KPP-1Q1L-4N4C	10/2/26	11.52
262700700	AMAZON CAPITAL SERVICES	1LJC-CN9X-3XMN	10/2/26	12.70
262700700	AMAZON CAPITAL SERVICES	14Q9-JHFK-9VDX	10/2/26	12.94
262700700	AMAZON CAPITAL SERVICES	1DXY-W77T-CRR1	10/2/26	13.49
262700700	AMAZON CAPITAL SERVICES	1DCL-CC3D-RN49	10/2/26	13.89
262700700	AMAZON CAPITAL SERVICES	1MNY-FGDP-631M	10/2/26	14.19
262700700	AMAZON CAPITAL SERVICES	1VG4-NQMY-7QVH	10/2/26	15.00
262700700	AMAZON CAPITAL SERVICES	1Q1P-RDLY-VJTX	10/2/26	15.03
262700700	AMAZON CAPITAL SERVICES	1X6G-H3N4-PN7W	10/2/26	16.29
262700700	AMAZON CAPITAL SERVICES	17PV-LMDW-7YVJ	10/2/26	16.58
262700700	AMAZON CAPITAL SERVICES	1KP7-QD49-91WN	10/2/26	17.49
262700700	AMAZON CAPITAL SERVICES	1TWG-LTNW-GDW6	10/2/26	17.67
262700700	AMAZON CAPITAL SERVICES	1N13-DLCN-C3TX	10/2/26	18.03
262700700	AMAZON CAPITAL SERVICES	11PJ-WPL9-NDG3	10/2/26	20.71
262700700	AMAZON CAPITAL SERVICES	1C9R-63WH-W7J9	10/2/26	20.87
262700700	AMAZON CAPITAL SERVICES	17H9-9CHK-77RR	10/2/26	21.97
262700700	AMAZON CAPITAL SERVICES	1JPN-QLC1-CQQG	10/2/26	21.99

262700700	AMAZON CAPITAL SERVICES	19YL-1H6C-6VKC	10/2/26	22.79
262700700	AMAZON CAPITAL SERVICES	1PH3-363V-C6R7	10/2/26	22.82
262700700	AMAZON CAPITAL SERVICES	1YF6-K6R4-CK4D	10/2/26	22.99
262700700	AMAZON CAPITAL SERVICES	1WQ4-HWHR-CVVC	10/2/26	23.05
262700700	AMAZON CAPITAL SERVICES	1QLJ-TWNY-X7V9	10/2/26	24.10
262700700	AMAZON CAPITAL SERVICES	1K1Y-VHMY-CGRV	10/2/26	25.05
262700700	AMAZON CAPITAL SERVICES	16T7-P9J9-QJTV	10/2/26	25.99
262700700	AMAZON CAPITAL SERVICES	13LN-494D-1MW1	10/2/26	26.61
262700700	AMAZON CAPITAL SERVICES	1XQY-FL36-CRNQ	10/2/26	26.97
262700700	AMAZON CAPITAL SERVICES	1WKT-Y6LF-DWDQ	10/2/26	27.52
262700700	AMAZON CAPITAL SERVICES	1KKK-4KRM-7K71	10/2/26	28.61
262700700	AMAZON CAPITAL SERVICES	1QFG-KNL1-41L7	10/2/26	28.95
262700700	AMAZON CAPITAL SERVICES	1WQ4-HWHR-G4P4	10/2/26	28.99
262700700	AMAZON CAPITAL SERVICES	1YF9-9CDD-63FP	10/2/26	29.39
262700700	AMAZON CAPITAL SERVICES	1VG4-NQMY-7YG6	10/2/26	29.99
262700700	AMAZON CAPITAL SERVICES	1HFQ-V16M-1CTT	10/2/26	30.39
262700700	AMAZON CAPITAL SERVICES	1JCT-K3VM-C9FK	10/2/26	30.40
262700700	AMAZON CAPITAL SERVICES	1GQC-4GMF-43HT	10/2/26	30.47
262700700	AMAZON CAPITAL SERVICES	1NXR-CWX7-CVPN	10/2/26	31.44
262700700	AMAZON CAPITAL SERVICES	13KK-DHNC-43XT	10/2/26	31.57
262700700	AMAZON CAPITAL SERVICES	1LTR-Y94W-H1MV	10/2/26	32.99
262700700	AMAZON CAPITAL SERVICES	1MGW-6JRR-NW99	10/2/26	33.34
262700700	AMAZON CAPITAL SERVICES	146X-MGW4-4WJF	10/2/26	34.29
262700700	AMAZON CAPITAL SERVICES	1VMR-V4Q3-44KN	10/2/26	34.77
262700700	AMAZON CAPITAL SERVICES	1V1C-CPNX-9C3T	10/2/26	34.99
262700700	AMAZON CAPITAL SERVICES	11PD-PY1L-91VF	10/2/26	34.99
262700700	AMAZON CAPITAL SERVICES	1HFQ-V16M-37GP	10/2/26	35.82
262700700	AMAZON CAPITAL SERVICES	1HFL-TH19-QHDP	10/2/26	36.44
262700700	AMAZON CAPITAL SERVICES	14L6-RND7-9PLL	10/2/26	36.68
262700700	AMAZON CAPITAL SERVICES	1VKG-HHD9-C6RL	10/2/26	36.99
262700700	AMAZON CAPITAL SERVICES	1LCD-GXTG-3VRL	10/2/26	37.92
262700700	AMAZON CAPITAL SERVICES	1YKY-9XCY-6X9P	10/2/26	37.99
262700700	AMAZON CAPITAL SERVICES	1977-QWKD-CP76	10/2/26	39.94
262700700	AMAZON CAPITAL SERVICES	1R6D-3MKL-944T	10/2/26	39.95
262700700	AMAZON CAPITAL SERVICES	1MNY-FGDP-4M33	10/2/26	39.96
262700700	AMAZON CAPITAL SERVICES	1V4H-97FH-F94W	10/2/26	39.98
262700700	AMAZON CAPITAL SERVICES	1JCT-K3VM-XHGV	10/2/26	43.69
262700700	AMAZON CAPITAL SERVICES	1Q4R-G3TF-4TYQ	10/2/26	43.82
262700700	AMAZON CAPITAL SERVICES	1HYX-1T3F-3C41	10/2/26	44.75
262700700	AMAZON CAPITAL SERVICES	1TTP-1MXY-CTGJ	10/2/26	47.58
262700700	AMAZON CAPITAL SERVICES	1Q3L-KNKT-NNL6	10/2/26	47.83

262700700	AMAZON CAPITAL SERVICES	1N44-J6LF-7RDY	10/2/26	48.50
262700700	AMAZON CAPITAL SERVICES	1QJR-96TR-PJKV	10/2/26	49.96
262700700	AMAZON CAPITAL SERVICES	1N3J-FK4P-PG4X	10/2/26	49.99
262700700	AMAZON CAPITAL SERVICES	11PJ-WPL9-NDG3	10/2/26	50.17
262700700	AMAZON CAPITAL SERVICES	1CY1-14TG-4V9D	10/2/26	51.99
262700700	AMAZON CAPITAL SERVICES	11QP-7P3N-VG14	10/2/26	52.80
262700700	AMAZON CAPITAL SERVICES	17PV-LMDW-7YVJ	10/2/26	54.25
262700700	AMAZON CAPITAL SERVICES	1TJV-JHY4-CLRK	10/2/26	55.04
262700700	AMAZON CAPITAL SERVICES	1VT3-JLG9-D1N9	10/2/26	56.96
262700700	AMAZON CAPITAL SERVICES	1NJG-QPPF-MF7G	10/2/26	57.04
262700700	AMAZON CAPITAL SERVICES	17RT-1RYR-1H4J	10/2/26	58.99
262700700	AMAZON CAPITAL SERVICES	1VVK-VPMM-7N3R	10/2/26	59.96
262700700	AMAZON CAPITAL SERVICES	11PD-PY1L-7LMG	10/2/26	62.56
262700700	AMAZON CAPITAL SERVICES	16N4-VR4P-1XCT	10/2/26	64.00
262700700	AMAZON CAPITAL SERVICES	1Q4R-G3TF-7MHW	10/2/26	64.92
262700700	AMAZON CAPITAL SERVICES	11MG-9T9R-4DHR	10/2/26	69.54
262700700	AMAZON CAPITAL SERVICES	1KKD-RMPX-JCTY	10/2/26	71.90
262700700	AMAZON CAPITAL SERVICES	1VQV-YLR4-D1RN	10/2/26	71.96
262700700	AMAZON CAPITAL SERVICES	1R6D-3MKL-QLRX	10/2/26	72.07
262700700	AMAZON CAPITAL SERVICES	16NX-6TVY-DPLM	10/2/26	73.63
262700700	AMAZON CAPITAL SERVICES	1YNJ-LGT9-394K	10/2/26	74.56
262700700	AMAZON CAPITAL SERVICES	1P6M-P6Q9-4CNN	10/2/26	78.45
262700700	AMAZON CAPITAL SERVICES	1RC6-RDNL-3Y1X	10/2/26	79.50
262700700	AMAZON CAPITAL SERVICES	1LTR-Y94W-GRFQ	10/2/26	80.70
262700700	AMAZON CAPITAL SERVICES	11QM-CYX3-LKH6	10/2/26	86.36
262700700	AMAZON CAPITAL SERVICES	1DJL-GNNG-GNRD	10/2/26	92.72
262700700	AMAZON CAPITAL SERVICES	1GV7-96LL-4PMK	10/2/26	98.86
262700700	AMAZON CAPITAL SERVICES	143X-34PQ-3WMK	10/2/26	101.33
262700700	AMAZON CAPITAL SERVICES	1WHJ-LMGM-JDWT	10/2/26	103.87
262700700	AMAZON CAPITAL SERVICES	1DJL-GNNG-QH3C	10/2/26	107.86
262700700	AMAZON CAPITAL SERVICES	1V1C-CPNX-3Y4F	10/2/26	111.63
262700700	AMAZON CAPITAL SERVICES	1V3L-JWFF-1NK4	10/2/26	116.30
262700700	AMAZON CAPITAL SERVICES	1C9N-MTYV-4L7W	10/2/26	117.68
262700700	AMAZON CAPITAL SERVICES	13P7-TXD9-RFM1	10/2/26	122.33
262700700	AMAZON CAPITAL SERVICES	1D6V-J9NJ-4XGX	10/2/26	125.51
262700700	AMAZON CAPITAL SERVICES	143X-34PQ-93QR	10/2/26	126.70
262700700	AMAZON CAPITAL SERVICES	1DDN-VHQJ-1JGC	10/2/26	128.77
262700700	AMAZON CAPITAL SERVICES	1LCD-GXTG-94N9	10/2/26	137.94
262700700	AMAZON CAPITAL SERVICES	1KP7-QD49-9XYL	10/2/26	139.98
262700700	AMAZON CAPITAL SERVICES	1WWR-LFL4-61MJ	10/2/26	148.36
262700700	AMAZON CAPITAL SERVICES	13RP-79WM-36MH	10/2/26	149.97

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

262700700	AMAZON CAPITAL SERVICES	1MLM-X9R7-CMXY	10/2/26	149.99
262700700	AMAZON CAPITAL SERVICES	1WHQ-KHK3-GDKY	10/2/26	152.55
262700700	AMAZON CAPITAL SERVICES	1D61-T1DH-6LVF	10/2/26	155.16
262700700	AMAZON CAPITAL SERVICES	1KPP-1Q1L-DQDF	10/2/26	161.70
262700700	AMAZON CAPITAL SERVICES	1GMV-KGDX-CQXM	10/2/26	163.07
262700700	AMAZON CAPITAL SERVICES	1X19-4VLJ-4PGQ	10/2/26	164.28
262700700	AMAZON CAPITAL SERVICES	197T-JXRC-X333	10/2/26	170.38
262700700	AMAZON CAPITAL SERVICES	1YKD-1GNC-1VW7	10/2/26	174.88
262700700	AMAZON CAPITAL SERVICES	1NQ4-CCWK-DYDP	10/2/26	175.80
262700700	AMAZON CAPITAL SERVICES	1NTW-CMKR-WPDY	10/2/26	189.95
262700700	AMAZON CAPITAL SERVICES	1KPP-1Q1L-FFK7	10/2/26	194.88
262700700	AMAZON CAPITAL SERVICES	1DJL-GNNG-76JV	10/2/26	215.50
262700700	AMAZON CAPITAL SERVICES	1CTR-CLRT-3R41	10/2/26	219.56
262700700	AMAZON CAPITAL SERVICES	16MV-PT3H-LDHX	10/2/26	221.39
262700700	AMAZON CAPITAL SERVICES	1NMF-CPVN-7TTM	10/2/26	226.17
262700700	AMAZON CAPITAL SERVICES	1TXG-CP6F-FV7G	10/2/26	243.58
262700700	AMAZON CAPITAL SERVICES	1J6K-1WN9-RX1Y	10/2/26	271.04
262700700	AMAZON CAPITAL SERVICES	1XVX-N39W-74YJ	10/2/26	290.99
262700700	AMAZON CAPITAL SERVICES	1DDN-VHQJ-4LJV	10/2/26	292.21
262700700	AMAZON CAPITAL SERVICES	13LH-66X1-YND1	10/2/26	359.30
262700700	AMAZON CAPITAL SERVICES	179F-WGQ7-FKCN	10/2/26	390.06
262700700	AMAZON CAPITAL SERVICES	111H-GDNG-9PLP	10/2/26	391.99
262700700	AMAZON CAPITAL SERVICES	1CV9-WQXT-P3YD	10/2/26	405.02
262700700	AMAZON CAPITAL SERVICES	1DCR-GXQC-36G6	10/2/26	833.98
262700700	AMAZON CAPITAL SERVICES	16HJ-FFXF-3JDC	10/2/26	865.48
262700700	AMAZON CAPITAL SERVICES	14L6-RND7-NJ11	10/2/26	898.50
262700700	AMAZON CAPITAL SERVICES	16Q1-D76P-CL9D	10/2/26	1,091.43
262700700	AMAZON CAPITAL SERVICES	1TXG-CP6F-FLFF	10/2/26	2,450.24
262700701	BACKGROUND INVESTIGATION BUREAU, LL(	INV-105637	10/2/26	14.00
262700702	BLUE EDGE ENERGY LLC	6932	10/2/26	187.22
262700703	CARRICO AQUATIC RESOURCES, INC	20267068	10/2/26	137.50
262700703	CARRICO AQUATIC RESOURCES, INC	20267000	10/2/26	541.38
262700704	CESA 9	22569	10/2/26	100.00
262700705	FERGUSON ENTERPRISES LLC #1550	2463287	10/2/26	92.41
262700706	FIRST SUPPLY LLC	205749-00	10/2/26	34.97
262700706	FIRST SUPPLY LLC	205628-00	10/2/26	46.97
262700706	FIRST SUPPLY LLC	205617-00	10/2/26	58.89
262700706	FIRST SUPPLY LLC	205627-00	10/2/26	73.21
262700707	FLAK, GREG	REF 091426-092026	10/2/26	60.00
262700708	FOLLETT CONTENT SOLUTIONS, LLC.	778696A	10/2/26	274.75
262700708	FOLLETT CONTENT SOLUTIONS, LLC.	794681A	10/2/26	593.11

262700708	FOLLETT CONTENT SOLUTIONS, LLC.	800338	10/2/26	3,944.98
262700709	FUNDAMENTALS EDUC SERV LLC	26-27 Semester 1	10/2/26	17,516.17
262700709	FUNDAMENTALS EDUC SERV LLC	26-27 Semester 1	10/2/26	19,427.16
262700709	FUNDAMENTALS EDUC SERV LLC	26-27 Semester 1	10/2/26	36,864.58
262700710	GLEASON, DEBRA	REF 09242026	10/2/26	160.00
262700711	GRAINGER INC, WW	9094729630	10/2/26	301.47
262700712	HEID MUSIC COMPANY, INC.-APPLETON	4305738	10/2/26	32.34
262700712	HEID MUSIC COMPANY, INC.-APPLETON	4288634	10/2/26	85.00
262700713	HEISE, STACY	REF 092126-092726	10/2/26	70.00
262700714	HELLER, LUKE	REF 092126-092726	10/2/26	120.00
262700714	HELLER, LUKE	REF 092426-092726	10/2/26	120.00
262700715	HOLIDAY WHOLESALE, INC	2454706	10/2/26	56.02
262700715	HOLIDAY WHOLESALE, INC	2454706	10/2/26	251.86
262700715	HOLIDAY WHOLESALE, INC	2454706	10/2/26	300.68
262700716	JANKE, TODD	REF 092126-092726	10/2/26	50.00
262700717	JULIOT, DAVID	REF 092426-092726	10/2/26	70.00
262700718	K12 MANAGEMENT INC. DBA FUELED	INV-49423	10/2/26	1,999.00
262700718	K12 MANAGEMENT INC. DBA FUELED	INV-49433	10/2/26	1,999.00
262700719	KITCHELL, TED	REF 09262026	10/2/26	140.00
262700720	KLUEVER, MIA	REF 092426-092726	10/2/26	80.00
262700721	LO, XENG	REF 09222026	10/2/26	70.00
262700721	LO, XENG	REF 09242026	10/2/26	70.00
262700721	LO, XENG	REF 09242026	10/2/26	110.00
262700721	LO, XENG	REF 09262026	10/2/26	140.00
262700722	LOR, LONG	REF 09222026	10/2/26	70.00
262700722	LOR, LONG	REF 09242026	10/2/26	70.00
262700722	LOR, LONG	REF 09262026	10/2/26	70.00
262700722	LOR, LONG	REF 09222026	10/2/26	110.00
262700722	LOR, LONG	REF 09242026	10/2/26	110.00
262700723	LOR, PAO CHOUA	REF 09242026	10/2/26	70.00
262700723	LOR, PAO CHOUA	REF 09242026	10/2/26	110.00
262700724	LOR, TRUE	REF 09222026	10/2/26	110.00
262700725	LORGE, ERIC	REF 092426-092726	10/2/26	80.00
262700726	MARATHON PEST CONTROL	74832	10/2/26	45.00
262700727	MARCELLINO, ANTHONY	AUG2026 MILEAGE	10/2/26	162.91
262700728	MERZ, SARAH	AUG2026 ITEM	10/2/26	48.41
262700729	MID WISCONSIN BEVERAGE	2230796	10/2/26	83.40
262700729	MID WISCONSIN BEVERAGE	2230797	10/2/26	95.00
262700729	MID WISCONSIN BEVERAGE	2230795	10/2/26	115.00
262700729	MID WISCONSIN BEVERAGE	2230795	10/2/26	120.00
262700729	MID WISCONSIN BEVERAGE	2229656	10/2/26	292.20

262700729	MID WISCONSIN BEVERAGE	2230797	10/2/26	429.74
262700729	MID WISCONSIN BEVERAGE	2229657	10/2/26	1,075.26
262700729	MID WISCONSIN BEVERAGE	2229659	10/2/26	1,300.00
262700730	NASSCO INC - CUSTODIAL	6765996	10/2/26	0.96
262700730	NASSCO INC - CUSTODIAL	6765996	10/2/26	0.96
262700730	NASSCO INC - CUSTODIAL	6765996	10/2/26	2.87
262700730	NASSCO INC - CUSTODIAL	6765996	10/2/26	8.61
262700730	NASSCO INC - CUSTODIAL	6764904	10/2/26	8.86
262700730	NASSCO INC - CUSTODIAL	6764904	10/2/26	8.87
262700730	NASSCO INC - CUSTODIAL	6764904	10/2/26	26.60
262700730	NASSCO INC - CUSTODIAL	6764904	10/2/26	79.79
262700730	NASSCO INC - CUSTODIAL	6765996	10/2/26	82.28
262700730	NASSCO INC - CUSTODIAL	6765796	10/2/26	264.21
262700730	NASSCO INC - CUSTODIAL	6764904	10/2/26	762.46
262700731	NORTHWAY COMMUNICATIONS INC	122355	10/2/26	131.00
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	77.47
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	77.47
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	123.80
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	123.80
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	368.18
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	368.18
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	383.90
262700732	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/2/26	383.90
262700733	PERFORMANCE FOODSERVICE	33069-453852	10/2/26	114.04
262700733	PERFORMANCE FOODSERVICE	33073-490272	10/2/26	166.30
262700733	PERFORMANCE FOODSERVICE	33073-495192	10/2/26	276.36
262700733	PERFORMANCE FOODSERVICE	33073-490272	10/2/26	499.51
262700733	PERFORMANCE FOODSERVICE	33069-453852	10/2/26	522.12
262700733	PERFORMANCE FOODSERVICE	33073-495192	10/2/26	967.34
262700734	REIMANN, DAVID	AUG2026 MILEAGE	10/2/26	118.18
262700735	SCHOEN, NANCY	REF 09242026	10/2/26	160.00
262700736	SCHOOL DATEBOOKS	S26-0347169	10/2/26	104.80
262700737	SCHOOL SPECIALTY, LLC.	2.08138E+11	10/2/26	142.20
262700737	SCHOOL SPECIALTY, LLC.	2.08138E+11	10/2/26	700.14
262700738	STOCKWELL, GARY	REF 092126-092726	10/2/26	50.00
262700739	SUN PRINTING LLC	166625	10/2/26	836.00
262700740	TARRAS, STEPHEN	REF 092126-092726	10/2/26	50.00
262700741	THOMPSON, CHAD	REF 092126-092726	10/2/26	70.00
262700741	THOMPSON, CHAD	REF 092426-092726	10/2/26	70.00
262700742	US OMNI & TSACG COMPLIANCE SERVICES	139056	10/2/26	261.32
262700743	VANSLYKE, KENDRA	AUG2026 ITEMa	10/2/26	93.17

262700744	WEISE, ROBERT	REF 09222026	10/2/26	110.00
262700745	1ST PLACE TROPHY & ENGRAVING	6019	10/9/26	75.00
262700746	ABLE DISTRIBUTING CO INC	S024177141.002	10/9/26	(30.96)
262700746	ABLE DISTRIBUTING CO INC	S024177141.001	10/9/26	30.96
262700746	ABLE DISTRIBUTING CO INC	S024025324.001	10/9/26	43.71
262700746	ABLE DISTRIBUTING CO INC	S024179317.001	10/9/26	88.94
262700747	ALVIS, LEROY JR	REF 092826-100426	10/9/26	100.00
262700747	ALVIS, LEROY JR	REF 100126-100426	10/9/26	120.00
262700748	AMELSE, RICK	REF 10012026	10/9/26	110.00
262700749	ASPIRUS YMCA CHILD DEV CTR	2026-2027	10/9/26	3,200.00
262700749	ASPIRUS YMCA CHILD DEV CTR	46266	10/9/26	65,625.00
262700750	BABCOCK, HARRY	REF 10012026	10/9/26	160.00
262700751	BARKLEY, ASHLEE	SEP2026 MILEAGE	10/9/26	143.77
262700752	BATES, CRISTIE	SEP2026 MILEAGE	10/9/26	26.32
262700753	BELANGER, SCOTT	REF 092926-100426	10/9/26	50.00
262700753	BELANGER, SCOTT	REF 100226-100426	10/9/26	50.00
262700753	BELANGER, SCOTT	REF 100126-100426	10/9/26	60.00
262700753	BELANGER, SCOTT	REF 10022026	10/9/26	120.00
262700754	BETHLEHEM COMMUNITY	2026-2027	10/9/26	896.00
262700754	BETHLEHEM COMMUNITY	46266	10/9/26	18,375.00
262700755	BIZJAK, CHRISTOPHER	REF 09292026	10/9/26	110.00
262700756	BLANCHETTE, ALLISHA	SEPT2026 ITEM	10/9/26	225.00
262700757	BRUX, AUBREE	REF 10012026	10/9/26	160.00
262700758	BUCHBERGER, LAWRENCE	REF 100226-100426	10/9/26	50.00
262700758	BUCHBERGER, LAWRENCE	REF 100126-100426	10/9/26	60.00
262700758	BUCHBERGER, LAWRENCE	REF 10022026	10/9/26	120.00
262700759	BURGESS, DENIS	REF 09292026	10/9/26	70.00
262700759	BURGESS, DENIS	REF 09292026	10/9/26	110.00
262700760	BURGESS, EVA	SEPT2026 ITEM	10/9/26	140.00
262700761	CARRICO AQUATIC RESOURCES, INC	20267176	10/9/26	510.63
262700762	CESA 9	22558	10/9/26	300.00
262700763	CHAVEZ, ADRIAN	SEP2026 MILEAGE	10/9/26	179.87
262700764	COUNTY MATERIALS CORP.	4355988-00	10/9/26	113.00
262700765	DIGGERS HOTLINE INC	260 9 27751	10/9/26	55.35
262700766	EBSCO INFORMATION SERVICES	91011064572	10/9/26	164.40
262700767	ENGEBRETSON, AMY	SEP2026 MILEAGE	10/9/26	250.71
262700768	ENGLISH, JOSHUA	REF 09282026	10/9/26	70.00
262700769	FASTENAL COMPANY	WISCH393954	10/9/26	10.79
262700770	FAUST, BRIAN	REF 092926-100426	10/9/26	60.00
262700770	FAUST, BRIAN	REF 10012026	10/9/26	110.00
262700771	FIRST SUPPLY LLC	205918-00	10/9/26	12.28

262700771	FIRST SUPPLY LLC	205883-00	10/9/26	46.97
262700771	FIRST SUPPLY LLC	205923-00	10/9/26	73.79
262700771	FIRST SUPPLY LLC	205906-00	10/9/26	110.44
262700772	FOLLETT CONTENT SOLUTIONS, LLC.	774099F	10/9/26	623.68
262700773	FOX, GRETCHEN	OCT2026 ITEM	10/9/26	68.81
262700773	FOX, GRETCHEN	SEP2026 MILEAGE	10/9/26	88.74
262700774	GESKE, TYLER	REF 10022026	10/9/26	20.00
262700775	GRAINGER INC, WW	9098744403	10/9/26	213.69
262700776	HARBERT, MICHAEL	REF 092926-100426	10/9/26	60.00
262700777	HARTER'S FOX VALLEY DISPOSAL	2130788	10/9/26	5,922.00
262700778	HEID MUSIC COMPANY, INC.-APPLETON	4305741	10/9/26	65.60
262700779	HEISE, STACY	REF 092826-100426	10/9/26	70.00
262700780	HELLER, LUKE	REF 092826-100426	10/9/26	100.00
262700780	HELLER, LUKE	REF 100126-100426	10/9/26	120.00
262700781	HER, ELVIS	WORK PERMIT	10/9/26	10.00
262700782	HOLIDAY WHOLESALE, INC	2467039	10/9/26	76.94
262700782	HOLIDAY WHOLESALE, INC	2467039	10/9/26	168.27
262700782	HOLIDAY WHOLESALE, INC	2462967	10/9/26	235.74
262700782	HOLIDAY WHOLESALE, INC	2462967	10/9/26	277.71
262700782	HOLIDAY WHOLESALE, INC	2460391	10/9/26	426.52
262700782	HOLIDAY WHOLESALE, INC	2460391	10/9/26	525.65
262700783	IMME, JOSHUA	REF 10012026	10/9/26	45.00
262700784	J.H. FINDORFF & SON, INC.	261092.0101	10/9/26	246,221.00
262700785	J.W. PEPPER & SON, INC	368767805	10/9/26	74.08
262700785	J.W. PEPPER & SON, INC	368742591	10/9/26	124.00
262700786	JULIOT, DAVID	REF 092826-100426	10/9/26	70.00
262700787	KAMINSKI, SARAH	SEP2026 MILEAGE	10/9/26	66.19
262700788	KAROW, TONYA	117	10/9/26	104.00
262700789	KEY TO LIFE CHILDCARE CENTER, INC.	2026-2027	10/9/26	1,120.00
262700789	KEY TO LIFE CHILDCARE CENTER, INC.	46266	10/9/26	22,968.75
262700790	KITCHELL, TED	REF 100126-100426	10/9/26	60.00
262700791	KLAFKA, KATIE	SEP2026 MILEAGE	10/9/26	56.70
262700792	KLUEVER, MIA	REF 092926-100426	10/9/26	60.00
262700793	KNESER, JEFFREY	REF 092826-100426	10/9/26	100.00
262700794	KOSS, RACHEL	AUG2026 MILEAGE	10/9/26	48.29
262700795	KRANZ, BRANDON	SEP2026 MILEAGE	10/9/26	82.94
262700796	KRANZ, OLIVIA	AUG2026 ITEM	10/9/26	96.54
262700797	KRAUTKRAMER, ANDY	REF 100226-100426	10/9/26	50.00
262700797	KRAUTKRAMER, ANDY	REF 100126-100426	10/9/26	60.00
262700798	KYLES CONSULTING LLC	2459	10/9/26	1,550.00
262700799	LOR, PAO CHOUA	REF 092826-100426	10/9/26	60.00

262700800	LORGE, ERIC	REF 092826-100426	10/9/26	60.00
262700800	LORGE, ERIC	REF 092926-100426	10/9/26	60.00
262700800	LORGE, ERIC	REF 100126-100426	10/9/26	80.00
262700801	M3 INSURANCE SOLU INC	145048	10/9/26	8,468.91
262700801	M3 INSURANCE SOLU INC	145048	10/9/26	29,904.20
262700801	M3 INSURANCE SOLU INC	145048	10/9/26	33,549.10
262700802	MARA CTY CHILD DEVELOPMENT	2026-2027	10/9/26	704.00
262700802	MARA CTY CHILD DEVELOPMENT	46266	10/9/26	14,437.50
262700803	MARCUM, CHESTER III	REF 09282026	10/9/26	70.00
262700804	MCDONNELL, BRITTANY	SEP2026 MILEAGE	10/9/26	43.50
262700805	MEISSEN, MORGAN	SEP2026 MILEAGE	10/9/26	158.63
262700806	MICHOLIC, JACK	SEP2026 ITEM	10/9/26	296.25
262700807	MID WISCONSIN BEVERAGE	2232222	10/9/26	104.00
262700807	MID WISCONSIN BEVERAGE	2232221	10/9/26	782.30
262700807	MID WISCONSIN BEVERAGE	2230798	10/9/26	1,180.00
262700808	MOUA, TOULY	REF 100126-100426	10/9/26	60.00
262700809	NASSCO INC - CUSTODIAL	6765831	10/9/26	110.94
262700809	NASSCO INC - CUSTODIAL	6769559	10/9/26	267.08
262700809	NASSCO INC - CUSTODIAL	6769480	10/9/26	2,500.85
262700809	NASSCO INC - CUSTODIAL	6767868	10/9/26	5,788.46
262700810	NATZKE, ANDREW	SEP2026 ITEM	10/9/26	35.97
262700811	NEWMAN CATHOLIC-ST THERESE	2026-2027	10/9/26	1,024.00
262700811	NEWMAN CATHOLIC-ST THERESE	46266	10/9/26	21,000.00
262700812	NYE, CASEY	SEPT2026 MILEAGE	10/9/26	268.25
262700813	OURADA, JOHN	REF 09282026	10/9/26	70.00
262700814	OXFORD, JONENE	SEP2026 MILEAGE	10/9/26	19.21
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+12	10/9/26	61.90
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+12	10/9/26	61.90
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/9/26	61.90
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/9/26	61.90
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/9/26	92.85
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/9/26	92.85
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/9/26	123.80
262700815	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/9/26	123.80
262700816	PERFORMANCE FOODSERVICE	11573-495913	10/9/26	41.78
262700816	PERFORMANCE FOODSERVICE	33073-501533	10/9/26	44.38
262700816	PERFORMANCE FOODSERVICE	11573-495913	10/9/26	105.10
262700816	PERFORMANCE FOODSERVICE	33073-501533	10/9/26	161.30
262700816	PERFORMANCE FOODSERVICE	11573-495913	10/9/26	440.47
262700816	PERFORMANCE FOODSERVICE	33073-501533	10/9/26	503.02
262700816	PERFORMANCE FOODSERVICE	11573-501401	10/9/26	584.05

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

262700816	PERFORMANCE FOODSERVICE	02266-501992	10/9/26	1,967.42
262700817	PINSONNEAULT, SARA	SEP2026 MILEAGE	10/9/26	65.83
262700818	PISCA, SARAH	118	10/9/26	220.00
262700818	PISCA, SARAH	118	10/9/26	322.50
262700819	PLISCH, SANDRA	SEP2026 ITEM	10/9/26	32.61
262700820	PRAIRIE FARMS-WOODBURY, MN	SEPT2026 P132F	10/9/26	28,525.60
262700821	R & R SPECIALTIES INC	0094181-IN	10/9/26	120.00
262700822	RESCH, SAVANAH	SEP2026 MILEAGE	10/9/26	119.92
262700823	RHYNER, ASHLEY	AUG2026 MILEAGE	10/9/26	45.10
262700824	RIFTON EQUIPMENT	J8X20 CM	10/9/26	(111.60)
262700824	RIFTON EQUIPMENT	K3E93-1	10/9/26	1,084.00
262700825	ROCK RIDGE ORCHARD, LLC.	DCE092926	10/9/26	80.00
262700825	ROCK RIDGE ORCHARD, LLC.	79678	10/9/26	80.00
262700825	ROCK RIDGE ORCHARD, LLC.	DCE092926	10/9/26	160.00
262700825	ROCK RIDGE ORCHARD, LLC.	DCE0901	10/9/26	400.00
262700825	ROCK RIDGE ORCHARD, LLC.	485971	10/9/26	400.00
262700825	ROCK RIDGE ORCHARD, LLC.	79678	10/9/26	400.00
262700825	ROCK RIDGE ORCHARD, LLC.	DCE0901	10/9/26	560.00
262700825	ROCK RIDGE ORCHARD, LLC.	485971	10/9/26	640.00
262700826	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7737080 7	10/9/26	48.43
262700826	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7692581 7	10/9/26	103.13
262700826	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7738246 3	10/9/26	131.87
262700826	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7737658 0	10/9/26	138.38
262700826	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7737258 9	10/9/26	241.76
262700826	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7737112 8	10/9/26	241.76
262700827	SCHOOL SPECIALTY, LLC.	3.08105E+11	10/9/26	797.61
262700827	SCHOOL SPECIALTY, LLC.	3.08105E+11	10/9/26	991.81
262700828	SIPPEL, MARC	REF 09282026	10/9/26	70.00
262700829	SONDELSKI, TRACI	SEP2026 ITEM	10/9/26	14.99
262700830	STUDER EDUCATION LLC	2026-1	10/9/26	13,478.00
262700831	SULLIVAN, SHAWN	REF 09282026	10/9/26	70.00
262700832	SWENO, JARED	REF 100226-100426	10/9/26	50.00
262700832	SWENO, JARED	REF 10022026	10/9/26	120.00
262700833	TARRAS, STEPHEN	REF 100226-100426	10/9/26	50.00
262700833	TARRAS, STEPHEN	REF 100126-100426	10/9/26	60.00
262700833	TARRAS, STEPHEN	REF 092926-100426	10/9/26	100.00
262700833	TARRAS, STEPHEN	REEF 10022026	10/9/26	120.00
262700834	THOMPSON, CHAD	REF 092826-100426	10/9/26	100.00
262700835	TLACHAC, MATTHEW	REF 09292026	10/9/26	70.00
262700835	TLACHAC, MATTHEW	REF 09292026	10/9/26	110.00
262700836	USIC RECEIVABLES, LLC	836015	10/9/26	4,787.61

262700837	VAN PIETERSOM, ETHAN	WORK PERMIT	10/9/26	10.00
262700838	VERNIER SOFTWARE & TECHNOLOGY INC	5557548	10/9/26	5,266.64
262700839	VLIETSTRA, ALISON	SEP2026 MILEAGE	10/9/26	100.41
262700840	WAUSAU CHILD CARE-CEDAR CR,INC.	2026-2027	10/9/26	800.00
262700840	WAUSAU CHILD CARE-CEDAR CR,INC.	46266	10/9/26	16,406.25
262700841	WEIR, DAVID	REF 092926-100426	10/9/26	100.00
262700842	WI PUBLIC SERVICE	6097396482	10/9/26	16.77
262700842	WI PUBLIC SERVICE	6097396482	10/9/26	1,974.04
262700843	WSMA	43253	10/9/26	162.00
262700843	WSMA	44821	10/9/26	515.00
262700843	WSMA	44820	10/9/26	599.00
262700844	ZELL, BRIAN	SEP2026 MILEAGE	10/9/26	35.53
262700845	AMAZON CAPITAL SERVICES	19LV-NR64-HMX7	10/16/26	(117.10)
262700845	AMAZON CAPITAL SERVICES	191P-6T49-DNHP	10/16/26	(33.34)
262700845	AMAZON CAPITAL SERVICES	1RDM-KNHT-671G	10/16/26	(11.73)
262700845	AMAZON CAPITAL SERVICES	1JDV-GWYT-4YYP	10/16/26	6.99
262700845	AMAZON CAPITAL SERVICES	16FM-PJ3P-J611	10/16/26	8.95
262700845	AMAZON CAPITAL SERVICES	1HGY-TY4H-F9DC	10/16/26	8.98
262700845	AMAZON CAPITAL SERVICES	1PVL-RG6T-6V9N	10/16/26	9.42
262700845	AMAZON CAPITAL SERVICES	1JXL-R1F4-CD9N	10/16/26	9.69
262700845	AMAZON CAPITAL SERVICES	1QVV-94MG-NKNM	10/16/26	18.99
262700845	AMAZON CAPITAL SERVICES	1L4Q-JYNV-J34J	10/16/26	19.89
262700845	AMAZON CAPITAL SERVICES	1DD6-GWRT-PW1T	10/16/26	23.70
262700845	AMAZON CAPITAL SERVICES	13JX-JPVJ-GFYF	10/16/26	23.89
262700845	AMAZON CAPITAL SERVICES	1JH9-LPHP-CTTD	10/16/26	24.83
262700845	AMAZON CAPITAL SERVICES	1XDC-NDLP-FTYJ	10/16/26	24.99
262700845	AMAZON CAPITAL SERVICES	1KKM-VFVL-GTH9	10/16/26	26.95
262700845	AMAZON CAPITAL SERVICES	14MX-F9QC-7QVJ	10/16/26	26.99
262700845	AMAZON CAPITAL SERVICES	1D96-YP9Q-36QR	10/16/26	27.99
262700845	AMAZON CAPITAL SERVICES	1WNX-WNGT-364M	10/16/26	29.98
262700845	AMAZON CAPITAL SERVICES	1XLV-GGWF-GM3J	10/16/26	31.45
262700845	AMAZON CAPITAL SERVICES	1TKN-NMFX-6WG9	10/16/26	35.99
262700845	AMAZON CAPITAL SERVICES	1CTX-6PXY-DVDJ	10/16/26	39.99
262700845	AMAZON CAPITAL SERVICES	19Y6-V9JV-P1HV	10/16/26	43.99
262700845	AMAZON CAPITAL SERVICES	19MT-PMDF-N6VT	10/16/26	52.10
262700845	AMAZON CAPITAL SERVICES	143P-GQJD-77LW	10/16/26	56.97
262700845	AMAZON CAPITAL SERVICES	1P7C-YFXN-C4N4	10/16/26	58.15
262700845	AMAZON CAPITAL SERVICES	1PVH-J4G6-6KD1	10/16/26	58.17
262700845	AMAZON CAPITAL SERVICES	17FY-TM67-XCGQ	10/16/26	67.37
262700845	AMAZON CAPITAL SERVICES	19NJ-3VGD-PT9K	10/16/26	69.16
262700845	AMAZON CAPITAL SERVICES	11NY-LX3F-TNJ6	10/16/26	72.98

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

262700845	AMAZON CAPITAL SERVICES	1194-D1V1-4XVH	10/16/26	77.81
262700845	AMAZON CAPITAL SERVICES	1VW4-YPNX-Q94N	10/16/26	81.39
262700845	AMAZON CAPITAL SERVICES	1QDD-11G6-7W3C	10/16/26	87.66
262700845	AMAZON CAPITAL SERVICES	1XFM-PXMC-7C77	10/16/26	88.00
262700845	AMAZON CAPITAL SERVICES	1D9K-T149-HYW9	10/16/26	94.80
262700845	AMAZON CAPITAL SERVICES	1GTC-33XJ-GJY6	10/16/26	99.26
262700845	AMAZON CAPITAL SERVICES	11NY-LX3F-DN7R	10/16/26	102.06
262700845	AMAZON CAPITAL SERVICES	1GNY-9NGN-714J	10/16/26	103.46
262700845	AMAZON CAPITAL SERVICES	1FGJ-D4RR-LK7L	10/16/26	124.25
262700845	AMAZON CAPITAL SERVICES	1WXR-NNXC-DGP6	10/16/26	138.89
262700845	AMAZON CAPITAL SERVICES	1D9K-T149-CJPJ	10/16/26	177.87
262700845	AMAZON CAPITAL SERVICES	1Y6D-74KL-FV6R	10/16/26	187.53
262700845	AMAZON CAPITAL SERVICES	19Y6-V9JV-NF3F	10/16/26	191.68
262700845	AMAZON CAPITAL SERVICES	1XXP-QD36-4P1R	10/16/26	220.36
262700845	AMAZON CAPITAL SERVICES	1P36-KHTF-G3NN	10/16/26	230.16
262700845	AMAZON CAPITAL SERVICES	1NT4-LFW7-NWY6	10/16/26	238.86
262700845	AMAZON CAPITAL SERVICES	1FGT-66FX-YR3G	10/16/26	253.50
262700845	AMAZON CAPITAL SERVICES	1XXP-QD36-4P1R	10/16/26	332.06
262700845	AMAZON CAPITAL SERVICES	1ND1-DPTV-JDX1	10/16/26	402.50
262700845	AMAZON CAPITAL SERVICES	1W7N-JH9G-MPJC	10/16/26	460.32
262700846	AMELSE, RICK	REF 100526-101126	10/16/26	60.00
262700847	ANDREAS, HEATHER	SEP2026 ITEM	10/16/26	92.92
262700848	BAACKE, ALAYNA	OCT2026 ITEM	10/16/26	10.00
262700849	BAUMANN, GLORIA	SEPT2026 ITEM	10/16/26	50.00
262700850	BCHEX	INV-106030	10/16/26	16.45
262700850	BCHEX	INV-106030	10/16/26	16.45
262700850	BCHEX	INV-106030	10/16/26	49.35
262700850	BCHEX	INV-105832	10/16/26	263.20
262700850	BCHEX	INV-106030	10/16/26	329.00
262700850	BCHEX	INV-105832	10/16/26	2,319.45
262700851	BLAIR, KATHLEEN	SEPT2026 MILEAGE	10/16/26	63.58
262700852	BRUX, AUBREE	OCT2026 ITEM	10/16/26	39.32
262700853	BULLIS, LAUREN	SEP2026 MILEAGE	10/16/26	69.60
262700854	BUREAU VERITAS NATL ELEVATOR INSPECTIC	26020756 RI 00396	10/16/26	220.00
262700854	BUREAU VERITAS NATL ELEVATOR INSPECTIC	26020756 RI 00396	10/16/26	550.00
262700855	CHECK, SALLY	SEPT2026 MILEAGE	10/16/26	48.14
262700855	CHECK, SALLY	SEPT2026 MILEAGE	10/16/26	76.63
262700856	CLEVELAND, CARLY	AUG2026 MILEAGE	10/16/26	19.21
262700856	CLEVELAND, CARLY	SEP2026 MILEAGE	10/16/26	57.64
262700857	DAKTRONICS INC	7230634	10/16/26	1,280.00
262700858	DILBECK, KATHERINE	SEP2026 ITEM	10/16/26	58.28

262700859	DORSEY, SARA	120	10/16/26	204.00
262700860	FAUST, BRIAN	REF 100526-101126	10/16/26	60.00
262700861	FIRST SUPPLY LLC	206015-00	10/16/26	46.78
262700861	FIRST SUPPLY LLC	206063-00	10/16/26	46.97
262700861	FIRST SUPPLY LLC	205512-00	10/16/26	134.93
262700861	FIRST SUPPLY LLC	205884-00	10/16/26	187.86
262700861	FIRST SUPPLY LLC	206064-00	10/16/26	187.86
262700861	FIRST SUPPLY LLC	205924-00	10/16/26	221.38
262700862	FOLLETT CONTENT SOLUTIONS, LLC.	809324	10/16/26	1,056.14
262700862	FOLLETT CONTENT SOLUTIONS, LLC.	774102F	10/16/26	7,376.21
262700863	GRAINGER INC, WW	9113403035	10/16/26	59.96
262700864	GULDAN, DONNA	SEP2026 MILEAGE	10/16/26	97.59
262700865	HARBERT, MICHAEL	REF 100526-101126	10/16/26	60.00
262700866	HARTER'S FOX VALLEY DISPOSAL	2130789	10/16/26	638.00
262700867	HAWKINS ASH CPAS LLP	3269098	10/16/26	536.00
262700868	HEAT & POWER PRODUCTS INC.	51737	10/16/26	416.80
262700869	HEBEIN, HALEY	SEP2026 MILEAGE	10/16/26	143.77
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4312810	10/16/26	15.18
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4320142	10/16/26	34.00
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4320137	10/16/26	51.98
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4320946	10/16/26	63.97
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4312808	10/16/26	140.25
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4308283	10/16/26	185.84
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4320133	10/16/26	455.10
262700870	HEID MUSIC COMPANY, INC.-APPLETON	4312832	10/16/26	874.99
262700871	HEISE, STACY	REF 100526-101126	10/16/26	70.00
262700872	HELLER, LUKE	REF 100526-101126	10/16/26	120.00
262700873	HER, KIA	AUG2026 ITEM	10/16/26	50.25
262700874	HOFFMAN, AARON	SEP2026 MILEAGE	10/16/26	18.42
262700875	HOLIDAY WHOLESALE, INC	2468991	10/16/26	55.37
262700875	HOLIDAY WHOLESALE, INC	2468991	10/16/26	299.19
262700875	HOLIDAY WHOLESALE, INC	2468991	10/16/26	447.53
262700876	JAKUSZ, LISA	OCT2026 ITEM	10/16/26	81.42
262700877	JANKE, TODD	REF 100526-101126	10/16/26	100.00
262700878	JOHNSON, JENNIFER	SEPT2026 ITEM	10/16/26	140.00
262700879	JONES, ELIJAH	REF 10062026	10/16/26	110.00
262700880	KINECT ENERGY INC	64037-41103	10/16/26	5,502.45
262700881	KOSTKA, RACHAEL	AUG2026 ITEM	10/16/26	51.64
262700881	KOSTKA, RACHAEL	AUG2026 ITEM	10/16/26	64.66
262700882	KRUEGER, EMMALEE	SEP2026 MILEAGE	10/16/26	38.57
262700883	KWICK, SARAH	SEP2026 ITEM	10/16/26	20.00

262700884	KWIK TRIP INC	54784-SEPT 2026	10/16/26	282.71
262700884	KWIK TRIP INC	54784-SEPT 2026	10/16/26	480.16
262700884	KWIK TRIP INC	54784-SEPT 2026	10/16/26	956.40
262700884	KWIK TRIP INC	54784-SEPT 2026	10/16/26	1,903.27
262700885	LAMMERT, SARAH	OCT2026 ITEM	10/16/26	297.98
262700886	LEHMAN, GINA	SEPT2026 MILEAGE	10/16/26	59.23
262700887	LEPAK, MOLLY	SEP2026 MILEAGE	10/16/26	32.34
262700888	LERCH, ANDREA	SEP2026 MILEAGE	10/16/26	18.42
262700889	LOR, PAO CHOUA	REF 100526-101126	10/16/26	60.00
262700889	LOR, PAO CHOUA	REF 100826-101126	10/16/26	80.00
262700890	LORGE, ERIC	REF 100526-101126	10/16/26	60.00
262700890	LORGE, ERIC	REF 100826-101126	10/16/26	80.00
262700891	LOY, EMILY	SEPT2026 MILEAGE	10/16/26	56.28
262700892	LUKASKO, TIFFANY	SEP2026 MILEAGE	10/16/26	143.04
262700893	MARATHON PEST CONTROL	75152	10/16/26	38.00
262700893	MARATHON PEST CONTROL	75286	10/16/26	38.00
262700893	MARATHON PEST CONTROL	75287	10/16/26	38.00
262700893	MARATHON PEST CONTROL	75101	10/16/26	40.00
262700893	MARATHON PEST CONTROL	75104	10/16/26	42.00
262700893	MARATHON PEST CONTROL	75156	10/16/26	90.00
262700894	MARCELLINO, ANTHONY	SEPT2026 MILEAGE	10/16/26	157.69
262700895	MCELDOWNEY, TODD	REF 10082026	10/16/26	160.00
262700896	MCMILLAN-HEHIR, HEATHER	SEPT2026 MILEAGE	10/16/26	52.27
262700897	MISSISSIPPI WELDERS SUPPLY CO., INC	3026020	10/16/26	284.85
262700897	MISSISSIPPI WELDERS SUPPLY CO., INC	3024819	10/16/26	521.95
262700898	NOWINSKY, MIKAYLA	SEP2026 MILEAGE	10/16/26	79.03
262700899	OLIGNEY, KELLI	SEP2026 MILEAGE	10/16/26	59.38
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	61.90
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	61.90
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	75.90
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	75.90
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	154.75
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	154.75
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	320.84
262700900	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/16/26	320.84
262700901	PAYNE, JONATHAN	REF 10062026	10/16/26	110.00
262700902	PERFORMANCE FOODSERVICE	33073-512639	10/16/26	117.16
262700902	PERFORMANCE FOODSERVICE	33073-512639	10/16/26	697.68
262700903	RAETHER, MICHAEL	sept2026 mileage	10/16/26	48.79
262700904	RAMSEY, JOSEPH JR	REF 09262026	10/16/26	140.00
262700905	REIMANN, DAVID	SEP2026 MILEAGE	10/16/26	98.09

262700906	RHYNER, ASHLEY	SEPT2026 MILEAGE	10/16/26	269.56
262700907	RIFTON EQUIPMENT	J2X46-1	10/16/26	2,270.00
262700908	SALZMAN, BRIANNA	121	10/16/26	82.50
262700909	SCHAUB JR, EDWARD	REF 10082026	10/16/26	160.00
262700910	SCHNEIDER, DANIEL	REF 10062026	10/16/26	110.00
262700911	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7748887	10/16/26	109.89
262700911	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7705923	10/16/26	227.70
262700912	SCHUBRING, KAELYN	SEPT2026 MILEAGE	10/16/26	6.74
262700913	SCHULT, MATTHEW	SEP2026 MILEAGE	10/16/26	42.92
262700914	SOMMER, JENNIFER	SEPT2026 ITEM	10/16/26	49.13
262700915	STASHEK, JACQUELINE	SEPT2026 MILEAGE	10/16/26	231.79
262700916	STENGER, MOLLY	SEP2026 MILEAGE	10/16/26	95.42
262700917	SUCKOW, ELLEN	OCT2026 MILEAGE	10/16/26	84.83
262700918	SUN PRINTING LLC	166260	10/16/26	58.00
262700918	SUN PRINTING LLC	55516	10/16/26	258.00
262700919	SWENO, JARED	REF 100526-101126	10/16/26	100.00
262700920	TARR, MATTHEW	REF 092926-100426	10/16/26	60.00
262700921	TESKE, STEFANIE	SEP2026 MILEAGE	10/16/26	119.77
262700922	THAO, PANYIA	SEP2026 MILEAGE	10/16/26	57.86
262700923	THAO, YER	SEP2026 MILEAGE	10/16/26	23.20
262700924	THEISS, HEATHER	SEP2026 MILEAGE	10/16/26	73.81
262700925	THOMA, AMANDA	SEP2026 MILEAGE	10/16/26	40.60
262700926	THOMPSON, CHAD	REF 100526-101126	10/16/26	70.00
262700927	TUBBS, PHILLIP	SEP2026 MILEAGE	10/16/26	38.28
262700928	VIKING ELECTRIC SUPPLY	S010699377.005	10/16/26	(66.86)
262700928	VIKING ELECTRIC SUPPLY	S010772428.001	10/16/26	233.66
262700929	WEIR, DAVID	REF 100526-101126	10/16/26	100.00
262700930	WELLER, JULIE	SEP2026 MILEAGE	10/16/26	53.43
262700931	WELSH, SARA	SEP2026 MILEAGE	10/16/26	128.77
262700932	WENDORF, MICHAEL	SEP2026 ITEM	10/16/26	140.00
262700933	WI PUBLIC SERVICE	6096539714	10/16/26	20.79
262700933	WI PUBLIC SERVICE	6096753158	10/16/26	28.07
262700933	WI PUBLIC SERVICE	6095923648	10/16/26	30.19
262700933	WI PUBLIC SERVICE	6096733523	10/16/26	32.73
262700933	WI PUBLIC SERVICE	6095720555	10/16/26	33.12
262700933	WI PUBLIC SERVICE	6095881726	10/16/26	58.46
262700933	WI PUBLIC SERVICE	6095902177	10/16/26	80.41
262700933	WI PUBLIC SERVICE	6097092551	10/16/26	139.98
262700933	WI PUBLIC SERVICE	6095513106	10/16/26	173.59
262700933	WI PUBLIC SERVICE	6095923648	10/16/26	193.18
262700933	WI PUBLIC SERVICE	6096624162	10/16/26	205.50

262700933	WI PUBLIC SERVICE	6103103116	10/16/26	286.29
262700933	WI PUBLIC SERVICE	6095666853	10/16/26	333.76
262700933	WI PUBLIC SERVICE	6103034872	10/16/26	366.68
262700933	WI PUBLIC SERVICE	6103080170	10/16/26	422.94
262700933	WI PUBLIC SERVICE	6096266496	10/16/26	440.05
262700933	WI PUBLIC SERVICE	6103193151	10/16/26	462.93
262700933	WI PUBLIC SERVICE	6096680854	10/16/26	492.58
262700933	WI PUBLIC SERVICE	6096111880	10/16/26	495.04
262700933	WI PUBLIC SERVICE	6096635919	10/16/26	539.74
262700933	WI PUBLIC SERVICE	6103247184	10/16/26	558.28
262700933	WI PUBLIC SERVICE	6103120861	10/16/26	665.77
262700933	WI PUBLIC SERVICE	6095720555	10/16/26	969.85
262700933	WI PUBLIC SERVICE	6096389838	10/16/26	997.39
262700933	WI PUBLIC SERVICE	6096232769	10/16/26	6,627.10
262700933	WI PUBLIC SERVICE	6096635919	10/16/26	8,203.08
262700933	WI PUBLIC SERVICE	6096680854	10/16/26	8,619.01
262700933	WI PUBLIC SERVICE	6095694276	10/16/26	9,190.42
262700933	WI PUBLIC SERVICE	6097305556	10/16/26	10,454.66
262700933	WI PUBLIC SERVICE	6096932469	10/16/26	20,534.80
262700933	WI PUBLIC SERVICE	6095850937	10/16/26	22,358.70
262700933	WI PUBLIC SERVICE	6096750946	10/16/26	29,392.48
262700933	WI PUBLIC SERVICE	6095604352	10/16/26	34,344.14
262700934	WILKE, ANDREW	REF 100526-101126	10/16/26	100.00
262700935	ZELL, CASSIE	SEP2026 MILEAGE	10/16/26	96.57
262700936	ZIER, SAMUEL	REF 10062026	10/16/26	160.00
262700937	ABLE DISTRIBUTING CO INC	S024177281.002	10/23/26	(72.40)
262700937	ABLE DISTRIBUTING CO INC	S024241278.001	10/23/26	9.92
262700937	ABLE DISTRIBUTING CO INC	S024239274.001	10/23/26	10.47
262700937	ABLE DISTRIBUTING CO INC	S024239215.001	10/23/26	62.06
262700937	ABLE DISTRIBUTING CO INC	S024177281.001	10/23/26	72.40
262700937	ABLE DISTRIBUTING CO INC	S024276651.001	10/23/26	429.52
262700938	ALVIS, LEROY JR	REF 101326-101826	10/23/26	120.00
262700938	ALVIS, LEROY JR	REF 101226-101826	10/23/26	150.00
262700939	AMAZON CAPITAL SERVICES	1TTK-QFHM-XX31	10/23/26	(62.98)
262700939	AMAZON CAPITAL SERVICES	1QRQ-T6TL-GR7D	10/23/26	(36.79)
262700939	AMAZON CAPITAL SERVICES	11RW-FT7R-H4L1	10/23/26	(36.79)
262700939	AMAZON CAPITAL SERVICES	1QWQ-3RKP-3Y7W	10/23/26	6.54
262700939	AMAZON CAPITAL SERVICES	1R1L-KM77-DM3F	10/23/26	7.89
262700939	AMAZON CAPITAL SERVICES	16P1-73VF-NFP4	10/23/26	9.18
262700939	AMAZON CAPITAL SERVICES	1H4R-71PM-61GG	10/23/26	9.89
262700939	AMAZON CAPITAL SERVICES	1TDL-FGRV-WRFJ	10/23/26	9.94

262700939	AMAZON CAPITAL SERVICES	1HRC-MJGX-Q3PM	10/23/26	9.99
262700939	AMAZON CAPITAL SERVICES	16X1-KMPW-3PK	10/23/26	9.99
262700939	AMAZON CAPITAL SERVICES	19JW-3WQ1-Y7CY	10/23/26	13.93
262700939	AMAZON CAPITAL SERVICES	1PHT-WCMV-TFC7	10/23/26	15.98
262700939	AMAZON CAPITAL SERVICES	1JRY-PFLL-WLRT	10/23/26	15.99
262700939	AMAZON CAPITAL SERVICES	1XR7-XXP9-6M17	10/23/26	16.19
262700939	AMAZON CAPITAL SERVICES	17RT-YTL1-PF6P	10/23/26	16.87
262700939	AMAZON CAPITAL SERVICES	1GNT-M63H-NNHY	10/23/26	17.05
262700939	AMAZON CAPITAL SERVICES	1H3Q-4QLL-VJ14	10/23/26	17.99
262700939	AMAZON CAPITAL SERVICES	1R1L-KM77-DM3F	10/23/26	19.10
262700939	AMAZON CAPITAL SERVICES	1THN-JTFQ-GX6R	10/23/26	21.54
262700939	AMAZON CAPITAL SERVICES	1DVH-4VW3-LQMQ	10/23/26	22.00
262700939	AMAZON CAPITAL SERVICES	13GV-3M3Y-GV31	10/23/26	23.91
262700939	AMAZON CAPITAL SERVICES	1R4P-3CTF-VFJ7	10/23/26	27.99
262700939	AMAZON CAPITAL SERVICES	1VHT-RJKX-TY3X	10/23/26	27.99
262700939	AMAZON CAPITAL SERVICES	11X3-PG17-WFWC	10/23/26	28.50
262700939	AMAZON CAPITAL SERVICES	1M49-6KV9-H1LH	10/23/26	28.98
262700939	AMAZON CAPITAL SERVICES	1CJG-LVFW-HX43	10/23/26	29.57
262700939	AMAZON CAPITAL SERVICES	1K67-N9XQ-WVM7	10/23/26	29.96
262700939	AMAZON CAPITAL SERVICES	16P1-73VF-XW64	10/23/26	29.99
262700939	AMAZON CAPITAL SERVICES	1QY7-R6M7-TNH3	10/23/26	30.01
262700939	AMAZON CAPITAL SERVICES	14KF-QJ1Y-CGXX	10/23/26	31.62
262700939	AMAZON CAPITAL SERVICES	1THN-JTFQ-GX6R	10/23/26	32.43
262700939	AMAZON CAPITAL SERVICES	1KJH-9DGP-66JR	10/23/26	34.88
262700939	AMAZON CAPITAL SERVICES	1KFR-KT14-CMTJ	10/23/26	34.97
262700939	AMAZON CAPITAL SERVICES	1DCX-X4X6-TD4C	10/23/26	35.49
262700939	AMAZON CAPITAL SERVICES	11LX-GWX1-LVXN	10/23/26	35.63
262700939	AMAZON CAPITAL SERVICES	1LGF-MF6X-LHFJ	10/23/26	35.98
262700939	AMAZON CAPITAL SERVICES	1MPQ-1FVD-691L	10/23/26	38.85
262700939	AMAZON CAPITAL SERVICES	19QV-9DY4-VKMF	10/23/26	38.88
262700939	AMAZON CAPITAL SERVICES	1TDV-GYDT-WXH7	10/23/26	40.75
262700939	AMAZON CAPITAL SERVICES	1NXP-7FYH-63VT	10/23/26	41.69
262700939	AMAZON CAPITAL SERVICES	1LYG-H3MF-PFLW	10/23/26	41.99
262700939	AMAZON CAPITAL SERVICES	1FPC-F7C9-PNHP	10/23/26	42.98
262700939	AMAZON CAPITAL SERVICES	1X6X-KWPV-QMML	10/23/26	44.93
262700939	AMAZON CAPITAL SERVICES	14RG-M9HR-WHNK	10/23/26	47.54
262700939	AMAZON CAPITAL SERVICES	1WXG-T7H1-V3LG	10/23/26	47.90
262700939	AMAZON CAPITAL SERVICES	1MXK-X4CJ-WT96	10/23/26	49.49
262700939	AMAZON CAPITAL SERVICES	1XX4-TDGN-MW6K	10/23/26	49.78
262700939	AMAZON CAPITAL SERVICES	1YFY-HPG4-3J4G	10/23/26	50.98
262700939	AMAZON CAPITAL SERVICES	1DQH-TTYQ-74N3	10/23/26	52.81

262700939	AMAZON CAPITAL SERVICES	1MWW-7M4G-1D11	10/23/26	55.97
262700939	AMAZON CAPITAL SERVICES	1H3T-376J-4XC7	10/23/26	56.11
262700939	AMAZON CAPITAL SERVICES	1RJ3-V1QN-43VM	10/23/26	56.99
262700939	AMAZON CAPITAL SERVICES	1GT3-N6H1-PGNP	10/23/26	58.72
262700939	AMAZON CAPITAL SERVICES	14VX-TKLN-T4V1	10/23/26	59.37
262700939	AMAZON CAPITAL SERVICES	1GQR-VVWK-6WN7	10/23/26	59.98
262700939	AMAZON CAPITAL SERVICES	1MKV-HHL7-WK3N	10/23/26	61.94
262700939	AMAZON CAPITAL SERVICES	1CXP-TMK7-H4NM	10/23/26	62.40
262700939	AMAZON CAPITAL SERVICES	1YTX-XTY6-RNGV	10/23/26	73.75
262700939	AMAZON CAPITAL SERVICES	11NQ-7TJ3-Q1Q1	10/23/26	74.15
262700939	AMAZON CAPITAL SERVICES	1M3L-YH6X-HNQF	10/23/26	75.92
262700939	AMAZON CAPITAL SERVICES	16N4-VXK1-WPVP	10/23/26	78.66
262700939	AMAZON CAPITAL SERVICES	1W1H-3TD3-NKFR	10/23/26	82.99
262700939	AMAZON CAPITAL SERVICES	1PYK-DRJR-KT9N	10/23/26	84.45
262700939	AMAZON CAPITAL SERVICES	1F7D-FN4Y-X7VW	10/23/26	90.56
262700939	AMAZON CAPITAL SERVICES	1XGX-CDRJ-MGFG	10/23/26	93.93
262700939	AMAZON CAPITAL SERVICES	11LX-GWX1-WJFL	10/23/26	94.95
262700939	AMAZON CAPITAL SERVICES	1HT4-J7Y9-QHD7	10/23/26	96.52
262700939	AMAZON CAPITAL SERVICES	13JX-JPVJ-LH3R	10/23/26	98.76
262700939	AMAZON CAPITAL SERVICES	1Y17-GDVQ-397T	10/23/26	100.55
262700939	AMAZON CAPITAL SERVICES	1MRL-NF6K-4W7M	10/23/26	101.14
262700939	AMAZON CAPITAL SERVICES	1H3T-376J-JQ9Q	10/23/26	104.69
262700939	AMAZON CAPITAL SERVICES	1M3L-YH6X-CMQQ	10/23/26	105.96
262700939	AMAZON CAPITAL SERVICES	1YYY-LV1G-RJYV	10/23/26	119.23
262700939	AMAZON CAPITAL SERVICES	1JQT-CHC6-GFHV	10/23/26	119.48
262700939	AMAZON CAPITAL SERVICES	1PWT-QX79-TF1W	10/23/26	138.67
262700939	AMAZON CAPITAL SERVICES	1VG4-GRVL-3X7C	10/23/26	140.15
262700939	AMAZON CAPITAL SERVICES	1TPP-69C1-Y616	10/23/26	149.85
262700939	AMAZON CAPITAL SERVICES	1KL9-4FFV-H6WH	10/23/26	149.99
262700939	AMAZON CAPITAL SERVICES	1HNK-RH33-FHJQ	10/23/26	158.53
262700939	AMAZON CAPITAL SERVICES	119R-9R6W-973W	10/23/26	173.60
262700939	AMAZON CAPITAL SERVICES	1DPC-LXJ7-KHYL	10/23/26	174.38
262700939	AMAZON CAPITAL SERVICES	1KGY-7JPQ-7V3P	10/23/26	174.62
262700939	AMAZON CAPITAL SERVICES	16P1-73VF-67WW	10/23/26	184.80
262700939	AMAZON CAPITAL SERVICES	1H3T-376J-71JK	10/23/26	186.34
262700939	AMAZON CAPITAL SERVICES	1VHJ-XFM3-W7WP	10/23/26	189.99
262700939	AMAZON CAPITAL SERVICES	11RL-1XT3-16TM	10/23/26	196.36
262700939	AMAZON CAPITAL SERVICES	1CD9-GR6W-R44L	10/23/26	209.95
262700939	AMAZON CAPITAL SERVICES	1PYC-DDJG-KC6H	10/23/26	219.78
262700939	AMAZON CAPITAL SERVICES	1PYK-DRJR-VGV4	10/23/26	224.52
262700939	AMAZON CAPITAL SERVICES	11JH-NDHT-XGYC	10/23/26	240.28

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(10/1/2026 - 10/31/2026)

262700939	AMAZON CAPITAL SERVICES	1VHJ-XFM3-99D9	10/23/26	248.47
262700939	AMAZON CAPITAL SERVICES	1M1V-VGCD-DK1N	10/23/26	253.18
262700939	AMAZON CAPITAL SERVICES	1TTK-QFHM-T4RN	10/23/26	256.08
262700939	AMAZON CAPITAL SERVICES	1YTX-XTY6-MJ6V	10/23/26	264.22
262700939	AMAZON CAPITAL SERVICES	1CJY-Q9VR-DHT6	10/23/26	298.63
262700939	AMAZON CAPITAL SERVICES	1XGX-CDRJ-JJL6	10/23/26	349.05
262700939	AMAZON CAPITAL SERVICES	1WPC-M71F-6KFG	10/23/26	415.03
262700939	AMAZON CAPITAL SERVICES	1PK9-TC3T-617R	10/23/26	534.61
262700939	AMAZON CAPITAL SERVICES	1M9F-QL9N-WP34	10/23/26	654.96
262700939	AMAZON CAPITAL SERVICES	1R6T-VLYK-LXJL	10/23/26	675.20
262700939	AMAZON CAPITAL SERVICES	1NGH-Q1VJ-6KNL	10/23/26	833.19
262700939	AMAZON CAPITAL SERVICES	1TTK-QFHM-T4RN	10/23/26	1,180.00
262700940	AMBROZIAK, ALAYNA	WORK PERMIT	10/23/26	10.00
262700941	AMELSE, RICK	REF 10152026	10/23/26	110.00
262700942	ANDERSON, NICOLE	OCT2026 ITEM	10/23/26	140.00
262700943	ASPIRUS HEALTH PLAN, INC	2.6292E+11	10/23/26	861,379.51
262700944	AUGUST WINTER & SONS INC	82032	10/23/26	7,189.00
262700945	AWSA ASSOC WI SCHL ADM	50965	10/23/26	99.00
262700945	AWSA ASSOC WI SCHL ADM	50965	10/23/26	289.00
262700946	BAINER, HARALD JR	REF 10162026	10/23/26	120.00
262700947	BAUDHUIN, LATICIA	SEP2026 MILEAGE	10/23/26	20.88
262700948	BCHEX	INV-107412	10/23/26	14.00
262700949	BELANGER, SCOTT	REF 101326-101826	10/23/26	60.00
262700950	BUCHBERGER, LAWRENCE	REF 101326-101826	10/23/26	60.00
262700951	BUTTNER, ROCHELLE	OCT2026 ITEM	10/23/26	50.00
262700952	CARRICO AQUATIC RESOURCES, INC	20267357	10/23/26	468.33
262700953	DEMCO INC	7869155	10/23/26	64.96
262700954	DETERT, DAWN	REF 10152026	10/23/26	110.00
262700955	ENGLISH, JOSHUA	REF 10122026	10/23/26	70.00
262700956	FASTENAL COMPANY	WISCH394481	10/23/26	72.27
262700956	FASTENAL COMPANY	WISCH394339	10/23/26	82.17
262700957	FIRST SUPPLY LLC	206336-00	10/23/26	164.32
262700957	FIRST SUPPLY LLC	206565-00	10/23/26	317.09
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	778696F	10/23/26	17.09
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	812912	10/23/26	26.64
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	811071	10/23/26	73.44
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	811064	10/23/26	86.89
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	800338A	10/23/26	402.91
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	809324A	10/23/26	610.94
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	811067	10/23/26	657.61
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	812930	10/23/26	902.47

262700958	FOLLETT CONTENT SOLUTIONS, LLC.	811052	10/23/26	1,196.60
262700958	FOLLETT CONTENT SOLUTIONS, LLC.	812199	10/23/26	1,397.64
262700959	GEIER, AIME	SEP2026 ITEM	10/23/26	29.97
262700960	GLEASON, DEBRA	REF 10132026	10/23/26	160.00
262700961	HALPIN, MALLORY	OCT2026 ITEM	10/23/26	39.00
262700962	HARRINGTON, NEHEMIAH	AUG2026 MILEAGE	10/23/26	11.53
262700962	HARRINGTON, NEHEMIAH	SEP2026 MILEAGE	10/23/26	65.32
262700963	HARVANEK, ANGELA	OCT2026 ITEM	10/23/26	140.00
262700964	HEID MUSIC COMPANY, INC.-APPLETON	4326052	10/23/26	10.78
262700964	HEID MUSIC COMPANY, INC.-APPLETON	4326048	10/23/26	21.99
262700964	HEID MUSIC COMPANY, INC.-APPLETON	4308287	10/23/26	30.00
262700964	HEID MUSIC COMPANY, INC.-APPLETON	4308285	10/23/26	53.00
262700965	HELLER, LUKE	REF 101326-101826	10/23/26	120.00
262700965	HELLER, LUKE	REF 101226-101826	10/23/26	150.00
262700966	HOHL, RICHARD	REF 10162026	10/23/26	120.00
262700967	HOLIDAY WHOLESALE, INC	2472768	10/23/26	464.17
262700968	J.W. PEPPER & SON, INC	368916930	10/23/26	45.00
262700968	J.W. PEPPER & SON, INC	368880175	10/23/26	179.99
262700969	JANKE, TODD	REF 101326-101826	10/23/26	60.00
262700970	JENKIN, DOUGLAS	122	10/23/26	432.50
262700971	JULIOT, DAVID	REF 101226-101826	10/23/26	150.00
262700972	KASPRZYCKI, KELLY	OCT2026 ITEM	10/23/26	100.00
262700973	KLEIN, MICHAEL	REF 10162026	10/23/26	120.00
262700974	KNESER, JEFFREY	REF 101226-101826	10/23/26	150.00
262700975	KNESER, KRYSTAL	OCT2026 ITEM	10/23/26	140.00
262700976	KOSS, RACHEL	SEP2026 MILEAGE	10/23/26	110.78
262700977	LIGHTSPEED TECHNOLOGIES INC	178362-00	10/23/26	268.00
262700978	M3 INSURANCE SOLU INC	148923	10/23/26	133.15
262700979	MARA CTY SPEC ED	ACAD 01-2627	10/23/26	750.00
262700980	MARATHON PEST CONTROL	75461	10/23/26	40.00
262700980	MARATHON PEST CONTROL	75300	10/23/26	42.00
262700980	MARATHON PEST CONTROL	75301	10/23/26	42.00
262700980	MARATHON PEST CONTROL	75307	10/23/26	43.00
262700980	MARATHON PEST CONTROL	75304	10/23/26	48.00
262700981	MARCUM, CHESTER III	REF 10122026	10/23/26	70.00
262700982	MID WISCONSIN BEVERAGE	2233391, 5584458	10/23/26	(20.00)
262700982	MID WISCONSIN BEVERAGE	2233390	10/23/26	42.00
262700982	MID WISCONSIN BEVERAGE	2233392	10/23/26	260.00
262700982	MID WISCONSIN BEVERAGE	2232220	10/23/26	1,385.00
262700982	MID WISCONSIN BEVERAGE	2233391, 5584458	10/23/26	1,759.50
262700983	MISSISSIPPI WELDERS SUPPLY CO., INC	3024838	10/23/26	22.37

262700983	MISSISSIPPI WELDERS SUPPLY CO., INC	4898058	10/23/26	49.12
262700983	MISSISSIPPI WELDERS SUPPLY CO., INC	3029767	10/23/26	64.28
262700984	NASSCO INC - CUSTODIAL	6773501	10/23/26	(70.80)
262700984	NASSCO INC - CUSTODIAL	6776219	10/23/26	4.15
262700984	NASSCO INC - CUSTODIAL	6776219	10/23/26	4.15
262700984	NASSCO INC - CUSTODIAL	6776219	10/23/26	12.45
262700984	NASSCO INC - CUSTODIAL	6776219	10/23/26	37.36
262700984	NASSCO INC - CUSTODIAL	6770920	10/23/26	55.72
262700984	NASSCO INC - CUSTODIAL	6776636	10/23/26	100.00
262700984	NASSCO INC - CUSTODIAL	6774842	10/23/26	104.39
262700984	NASSCO INC - CUSTODIAL	6776219	10/23/26	356.95
262700985	OURADA, JOHN	REF 10122026	10/23/26	70.00
262700986	OVERDRIVE INC	CD0744426352106	10/23/26	1,000.00
262700986	OVERDRIVE INC	CD0744426352106	10/23/26	1,000.00
262700986	OVERDRIVE INC	CD0744426352106	10/23/26	1,000.00
262700986	OVERDRIVE INC	CD0744426352106	10/23/26	1,000.00
262700986	OVERDRIVE INC	CD0744426352106	10/23/26	1,000.00
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	30.95
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	30.95
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	61.90
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	61.90
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	111.51
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	111.51
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	178.45
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	178.45
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	575.09
262700987	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/23/26	575.09
262700988	PAXTON PATTERSON	PSI-0019276	10/23/26	602.25
262700989	PERFORMANCE FOODSERVICE	33069-517828	10/23/26	26.65
262700989	PERFORMANCE FOODSERVICE	11573-515705	10/23/26	38.36
262700989	PERFORMANCE FOODSERVICE	33069-517828	10/23/26	50.00
262700989	PERFORMANCE FOODSERVICE	33069-517828	10/23/26	123.56
262700989	PERFORMANCE FOODSERVICE	33069-517828	10/23/26	200.00
262700989	PERFORMANCE FOODSERVICE	33069-517828	10/23/26	399.59
262700989	PERFORMANCE FOODSERVICE	11573-515705	10/23/26	662.35
262700990	PLISCH, SANDRA	SEPT2026 ITEM	10/23/26	27.80
262700991	R & R SPECIALTIES INC	0093921-IN	10/23/26	467.11
262700992	REMICK, CODY	REF 10162026	10/23/26	120.00
262700993	ROCK RIDGE ORCHARD, LLC.	DCE101326	10/23/26	60.00
262700993	ROCK RIDGE ORCHARD, LLC.	DCE101326	10/23/26	300.00
262700993	ROCK RIDGE ORCHARD, LLC.	DCE100626	10/23/26	500.00

262700993	ROCK RIDGE ORCHARD, LLC.	DCE100626	10/23/26	1,500.00
262700994	ROHRER, SARA	OCT2026 ITEM	10/23/26	140.00
262700995	SACHS, SHANNON	SEP2026 MILEAGE	10/23/26	104.47
262700996	SCHOEN, NANCY	REF 101226-101826	10/23/26	150.00
262700996	SCHOEN, NANCY	REF 10132026	10/23/26	160.00
262700997	SCHOOL SPECIALTY, LLC.	2.08138E+11	10/23/26	52.63
262700997	SCHOOL SPECIALTY, LLC.	2.08138E+11	10/23/26	72.31
262700997	SCHOOL SPECIALTY, LLC.	2.08138E+11	10/23/26	90.00
262700998	SCHUMANN, SCOTT	REF 10602026	10/23/26	160.00
262700999	SIPPEL, MARC	REF 10122026	10/23/26	70.00
262701000	SOLUM, NICHOLAS	REF 10122026	10/23/26	70.00
262701001	TARRAS, STEPHEN	REF 101326-101826	10/23/26	60.00
262701002	THEISS, HEATHER	SEPOCT2026 CONF	10/23/26	229.00
262701003	THOMPSON, CHAD	REF 101226-101826	10/23/26	150.00
262701004	U.S. WATER, LLC.	209594	10/23/26	169.00
262701005	VAN PIETERSOM, ANDREW	SEP2026 CONF	10/23/26	174.00
262701006	VIKING ELECTRIC SUPPLY	S010778426.001	10/23/26	177.33
262701006	VIKING ELECTRIC SUPPLY	S010778215.001	10/23/26	1,125.00
262701007	WIRKUS, BRENDA	REF 10132026	10/23/26	45.00
262701007	WIRKUS, BRENDA	REF 10132026	10/23/26	45.00
262701007	WIRKUS, BRENDA	REF 10132026	10/23/26	45.00
262701007	WIRKUS, BRENDA	REF 10132026	10/23/26	45.00
262701008	YANG-VONGPHAKDY, MANEE	SeptmileageManee	10/23/26	7.25
262701009	ABEL, SCOT	SEP2026 MILEAGE	10/30/26	356.05
262701010	ABLE DISTRIBUTING CO INC	S024281269.001	10/30/26	14.74
262701011	ACKLEY, MEGAN	OCT2026 ITEM	10/30/26	152.78
262701012	AMAZON CAPITAL SERVICES	1141-7LPL-DWFX	10/30/26	(288.00)
262701012	AMAZON CAPITAL SERVICES	1NCY-3PHL-3X7J	10/30/26	6.99
262701012	AMAZON CAPITAL SERVICES	1TGV-FCQF-C9XF	10/30/26	7.30
262701012	AMAZON CAPITAL SERVICES	1HX3-RWQG-4D3W	10/30/26	8.49
262701012	AMAZON CAPITAL SERVICES	11N1-XNPP-RJXD	10/30/26	10.43
262701012	AMAZON CAPITAL SERVICES	1NGH-Q1VJ-QPQ1	10/30/26	13.89
262701012	AMAZON CAPITAL SERVICES	1HGD-Y337-6HKM	10/30/26	16.22
262701012	AMAZON CAPITAL SERVICES	131Y-GL1C-VLDN	10/30/26	17.99
262701012	AMAZON CAPITAL SERVICES	1MCK-GLMJ-44FL	10/30/26	21.89
262701012	AMAZON CAPITAL SERVICES	161J-67WG-3V1X	10/30/26	21.99
262701012	AMAZON CAPITAL SERVICES	1KWQ-19T4-GTVV	10/30/26	25.93
262701012	AMAZON CAPITAL SERVICES	1134-CXD7-9P4H	10/30/26	28.97
262701012	AMAZON CAPITAL SERVICES	1CCR-RRTT-XGDY	10/30/26	29.87
262701012	AMAZON CAPITAL SERVICES	1GT9-7VDC-9KCG	10/30/26	29.88
262701012	AMAZON CAPITAL SERVICES	1P3X-JYHJ-4THG	10/30/26	30.97

262701012	AMAZON CAPITAL SERVICES	169Y-CKWQ-PXXV	10/30/26	33.80
262701012	AMAZON CAPITAL SERVICES	1QT3-6M6H-C6TW	10/30/26	35.98
262701012	AMAZON CAPITAL SERVICES	1PK9-TC3T-WYXQ	10/30/26	40.18
262701012	AMAZON CAPITAL SERVICES	1KWQ-19T4-4PCR	10/30/26	42.37
262701012	AMAZON CAPITAL SERVICES	17WM-PMW4-3MVC	10/30/26	42.98
262701012	AMAZON CAPITAL SERVICES	1GT9-7VDC-QXWN	10/30/26	43.68
262701012	AMAZON CAPITAL SERVICES	1L7H-FFLJ-733P	10/30/26	49.99
262701012	AMAZON CAPITAL SERVICES	1LGF-MF6X-MP6L	10/30/26	59.55
262701012	AMAZON CAPITAL SERVICES	1CD7-W61V-QYLQ	10/30/26	63.55
262701012	AMAZON CAPITAL SERVICES	1PQF-7M97-4XJ3	10/30/26	75.25
262701012	AMAZON CAPITAL SERVICES	1134-CXD7-9VRW	10/30/26	86.54
262701012	AMAZON CAPITAL SERVICES	1J4R-QT9M-H43G	10/30/26	95.31
262701012	AMAZON CAPITAL SERVICES	1PRT-M41R-49MG	10/30/26	96.63
262701012	AMAZON CAPITAL SERVICES	1KFP-TDTQ-TGRG	10/30/26	117.61
262701012	AMAZON CAPITAL SERVICES	1KFP-TDTQ-7NCJ	10/30/26	141.66
262701012	AMAZON CAPITAL SERVICES	1P4J-LP99-LQGQ	10/30/26	142.42
262701012	AMAZON CAPITAL SERVICES	16GN-GDRK-T93K	10/30/26	193.18
262701012	AMAZON CAPITAL SERVICES	1LGF-MF6X-LLNQ	10/30/26	200.40
262701012	AMAZON CAPITAL SERVICES	161J-67WG-6TLP	10/30/26	227.99
262701012	AMAZON CAPITAL SERVICES	1JGX-RJTR-W499	10/30/26	246.26
262701012	AMAZON CAPITAL SERVICES	1479-HPHY-T6HK	10/30/26	262.48
262701012	AMAZON CAPITAL SERVICES	1GNJ-XVHC-PTX3	10/30/26	281.58
262701012	AMAZON CAPITAL SERVICES	1Y3F-VQFG-JKQD	10/30/26	296.73
262701012	AMAZON CAPITAL SERVICES	1C6D-DR4P-6K9W	10/30/26	396.06
262701013	BLUE EDGE ENERGY LLC	6997	10/30/26	306.61
262701014	BURNETT, BRITTANY	OCT2026 ITEM	10/30/26	135.00
262701015	CESA 9	22725B	10/30/26	321.50
262701015	CESA 9	22725D	10/30/26	425.00
262701015	CESA 9	22725C	10/30/26	3,791.67
262701015	CESA 9	22725F	10/30/26	5,100.00
262701015	CESA 9	22725A	10/30/26	7,125.00
262701015	CESA 9	22725E	10/30/26	7,733.25
262701016	CHRISTENSEN, THOMAS JR	OCT2026 ITEM	10/30/26	320.77
262701017	COUNTY MATERIALS CORP.	4363102-00	10/30/26	141.04
262701018	DAHLGREN, JAMES	OCT2026 ITEM	10/30/26	13.38
262701019	DEPT OF PUBLIC INST	255-0000077622	10/30/26	1,500.00
262701020	ECM HOLDING GROUP INC.	3.00001E+11	10/30/26	2,014.00
262701021	FIRST SUPPLY LLC	206944-00	10/30/26	8.44
262701021	FIRST SUPPLY LLC	207200-00	10/30/26	11.95
262701021	FIRST SUPPLY LLC	206944-01	10/30/26	36.12
262701021	FIRST SUPPLY LLC	206295-00	10/30/26	49.21

262701021	FIRST SUPPLY LLC	207187-00	10/30/26	56.63
262701021	FIRST SUPPLY LLC	207126-00	10/30/26	60.39
262701022	FOLLETT CONTENT SOLUTIONS, LLC.	818013	10/30/26	153.88
262701022	FOLLETT CONTENT SOLUTIONS, LLC.	811071F	10/30/26	216.52
262701022	FOLLETT CONTENT SOLUTIONS, LLC.	812199A	10/30/26	577.87
262701022	FOLLETT CONTENT SOLUTIONS, LLC.	811052A	10/30/26	623.22
262701023	FUNDAMENTALS EDUC SERV LLC	1509	10/30/26	10,587.76
262701024	GOFF, NICOLE	SEP2026 ITEM	10/30/26	36.48
262701025	GRAINGER INC, WW	9132546418 CR	10/30/26	(48.50)
262701025	GRAINGER INC, WW	9126330902	10/30/26	63.20
262701025	GRAINGER INC, WW	9132844128	10/30/26	92.28
262701025	GRAINGER INC, WW	9126359778	10/30/26	609.95
262701025	GRAINGER INC, WW	9129581048	10/30/26	1,887.12
262701026	GRAYKOWSKI'S DISTRIBUTING LLC	8022	10/30/26	211.00
262701026	GRAYKOWSKI'S DISTRIBUTING LLC	8530	10/30/26	405.00
262701027	HECKEL, CORY	SEP2026 MILEAGE.	10/30/26	53.36
262701027	HECKEL, CORY	SEP2026 MILEAGE	10/30/26	69.17
262701028	HEID MUSIC COMPANY, INC.-APPLETON	4332358	10/30/26	9.74
262701028	HEID MUSIC COMPANY, INC.-APPLETON	4320575	10/30/26	29.50
262701028	HEID MUSIC COMPANY, INC.-APPLETON	4320614	10/30/26	48.50
262701029	HOEPPNER, KOREY	OCT2026 ITEM	10/30/26	56.24
262701030	HOLIDAY WHOLESALE, INC	2475796	10/30/26	(90.66)
262701030	HOLIDAY WHOLESALE, INC	2475796	10/30/26	292.79
262701030	HOLIDAY WHOLESALE, INC	2475796	10/30/26	353.63
262701031	J.W. PEPPER & SON, INC	368950164	10/30/26	35.00
262701031	J.W. PEPPER & SON, INC	368940466	10/30/26	64.20
262701031	J.W. PEPPER & SON, INC	368923858	10/30/26	140.99
262701032	JORGENSEN, ROBIN	OCT2026 MILEAGE	10/30/26	10.44
262701033	KAPPEL, SAMANTHA	OCT2026 ITEM	10/30/26	16.93
262701034	LEARN BY DOING, INC.	62185	10/30/26	1,500.00
262701034	LEARN BY DOING, INC.	62185	10/30/26	13,029.00
262701035	LINDELL, JEFF	SEP2026 MILEAGE	10/30/26	80.33
262701036	MARATHON PEST CONTROL	75587	10/30/26	45.00
262701037	MCLAUGHLIN, BRIAN	REF 100526-101126	10/30/26	120.00
262701038	MCMILLAN-HEHIR, HEATHER	OCT2026 ITEM	10/30/26	199.59
262701039	MEISSEN, MORGAN	OCT2026 ITEM	10/30/26	278.00
262701040	MID WISCONSIN BEVERAGE	2234441	10/30/26	525.00
262701041	NASSCO INC - CUSTODIAL	6774995	10/30/26	1.00
262701041	NASSCO INC - CUSTODIAL	6774995	10/30/26	1.00
262701041	NASSCO INC - CUSTODIAL	6774995	10/30/26	3.00
262701041	NASSCO INC - CUSTODIAL	6774995	10/30/26	9.00

262701041	NASSCO INC - CUSTODIAL	6774995	10/30/26	86.00
262701041	NASSCO INC - CUSTODIAL	6779605	10/30/26	199.89
262701041	NASSCO INC - CUSTODIAL	6780152	10/30/26	282.89
262701042	NATZKE, ANDREW	OCT2026 ITEM	10/30/26	17.44
262701043	NOWINSKY, MIKAYLA	OCT2026 MILEAGE	10/30/26	62.13
262701044	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/30/26	72.00
262701044	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/30/26	72.00
262701044	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/30/26	261.12
262701044	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	10/30/26	261.12
262701045	PAXTON PATTERSON	PSI-0019757	10/30/26	267.76
262701045	PAXTON PATTERSON	PSI-0019703	10/30/26	469.18
262701046	PLAMANN, LIBERTAD	SEP2026 ITEM	10/30/26	79.96
262701047	RENNIE, DALLAS	SEP2026 ITEM	10/30/26	16.14
262701047	RENNIE, DALLAS	SEP2026 ITEM	10/30/26	150.00
262701048	RENNING LEWIS & LACY SC	7362951	10/30/26	1,273.00
262701048	RENNING LEWIS & LACY SC	7362952	10/30/26	1,875.00
262701049	RESCH, KAMI	OCT2026 ITEM	10/30/26	201.90
262701050	ROCK RIDGE ORCHARD, LLC.	DCE102026	10/30/26	40.00
262701050	ROCK RIDGE ORCHARD, LLC.	DCE102026	10/30/26	800.00
262701051	SANDQUIST, BREE	SEP2026 ITEM	10/30/26	49.95
262701051	SANDQUIST, BREE	OCT2026 ITEM	10/30/26	125.32
262701052	SEEHAFER, DAWN	SEP2026 ITEM	10/30/26	175.47
262701052	SEEHAFER, DAWN	SEP2026 ITEM	10/30/26	282.94
262701053	SENDELBACH, ABIGAIL	OCT2026 ITEM	10/30/26	48.97
262701054	STINGL, JACOB	OCT2026 ITEM	10/30/26	28.04
262701055	STURM, PHILLIP	SEPOCT2026 ITEM	10/30/26	36.39
262701056	SUCKOW, ELLEN	OCT2026 ITEM	10/30/26	51.86
262701057	US OMNI & TSACG COMPLIANCE SERVICES	140099	10/30/26	278.24
262701058	VIKING ELECTRIC SUPPLY	S010810558.001	10/30/26	21.18
262701058	VIKING ELECTRIC SUPPLY	S010797934.001	10/30/26	25.04
				2,299,916.54

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
10 A 000 000 711000 000 000 000	GENERAL FUND/CL	Cash	-1,397,202.69	51,447,518.61	46,721,396.92	3,328,919.00
10 A 000 000 711100 000 000 000	GENERAL FUND/PA	Payroll Cash Clearance Account	0.00	15,153,982.99	15,153,982.99	0.00
10 A 000 000 711105 000 000 000	GENERAL FUND/A/	A/P ACH Cash Clearing Account	0.00	0.00	0.00	0.00
10 A 000 000 711200 000 000 000	GENERAL FUND/PE	PETTY CASH	87.00	2,695.00	595.00	2,187.00
10 A 000 000 712000 000 000 000	GENERAL FUND/IN	INVESTMENTS	24,433,363.78	33,212,414.67	47,871,194.18	9,774,584.27
10 A 000 000 712001 000 000 000	GENERAL FUND/IN	E-COMMERCE CASH ACCOUNT	0.00	0.00	0.00	0.00
10 A 000 000 712999 000 000 000	GENERAL FUND/WI	WISC INVESTMENT ACCOUNT, PMA	906,362.85	11,434.51	0.00	917,797.36
10 A 000 000 713100 000 000 000	GENERAL FUND/TA	TAXES RECEIVABLE	5,124,368.77	1,479,354.31	6,603,723.08	0.00
10 A 000 000 713200 000 000 000	GENERAL FUND/AC	ACCOUNTS RECEIVABLE	53,149.31	0.00	53,149.31	0.00
10 A 000 000 713207 000 000 000	GENERAL FUND/SC	SCOREBOARDS RECEIVABLE	0.00	0.00	0.00	0.00
10 A 000 000 713208 000 000 000	GENERAL FUND/FO	FOUNDATION RECEIVABLE	0.00	0.00	0.00	0.00
10 A 000 000 713210 000 000 000	GENERAL FUND/TR	TRACK RENOVATION PROJECT	0.00	0.00	0.00	0.00
10 A 000 000 714100 000 000 000	GENERAL FUND/DU	Due From Other Funds	0.00	0.00	0.00	0.00
10 A 000 000 715100 000 000 000	GENERAL FUND/DU	DUE FROM LOCAL GOVERNMENTS	10,339.29	0.00	10,339.29	0.00
10 A 000 000 715200 000 000 000	GENERAL FUND/OT	OTHER WI DISTRICTS	200.00	0.00	200.00	0.00
10 A 000 000 715420 000 000 000	GENERAL FUND/CE	RECEIVABLE FROM CESA	0.00	0.00	0.00	0.00
10 A 000 000 715500 000 000 000	GENERAL FUND/DU	DUE FROM STATE GOVERNMENT	188,580.17	0.00	188,580.17	0.00
10 A 000 000 715600 000 000 000	GENERAL FUND/DU	DUE FROM FED GOVERNMENT	667,878.12	0.00	667,878.12	0.00
10 A 000 000 716100 000 000 000	GENERAL FUND/IN	INVENTORY	0.00	0.00	0.00	0.00
10 A 000 000 717000 000 000 000	GENERAL FUND/PR	PREPAID EXPENSE	1,063,426.30	20,095.05	999,537.16	83,984.19
10 A 000 000 717001 000 000 000	GENERAL FUND/PR	PREPAID EXPENSE	0.00	0.00	0.00	0.00
10 A 000 000 751000 000 000 000	GENERAL FUND/FI	FIXED ASSETS-SITES	0.00	0.00	0.00	0.00
10 A 000 000 753000 000 000 000	GENERAL FUND/FI	FIXED ASSETS-BUILDINGS	0.00	0.00	0.00	0.00
10 A 000 000 754000 000 000 000	GENERAL FUND/FI	FIXED ASSETS-EQUIPMENT	0.00	0.00	0.00	0.00
10 A 000 000 754100 000 000 000	GENERAL FUND/EQ	FIXED ASSETS-ACCUM DEPRECIATN	0.00	0.00	0.00	0.00
10 L 000 000 000000 000 000 000	GENERAL FUND/N/		0.00	0.00	0.00	0.00
10 L 000 000 811100 000 000 000	GENERAL FUND/TE	TEMPORARY NOTES PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 811200 000 000 000	GENERAL FUND/AC	ACCOUNTS PAYABLE	-457,594.71	8,604,727.09	8,147,132.38	0.00
10 L 000 000 811555 000 000 000	GENERAL FUND/AP	AP P-CARD	0.00	0.00	0.00	0.00
10 L 000 000 811558 000 000 000	GENERAL FUND/AP	AP STAPLES	0.00	0.00	0.00	0.00
10 L 000 000 811610 000 000 000	GENERAL FUND/ME	MEDICARE TAX	-53,302.19	603,705.91	550,403.72	0.00
10 L 000 000 811611 000 000 000	GENERAL FUND/FI	SOCIAL SECURITY TAX	-227,913.13	2,580,286.17	2,352,373.04	0.00
10 L 000 000 811612 000 000 000	GENERAL FUND/FE	FEDERAL INCOME TAX	0.00	1,368,446.29	1,368,446.29	0.00
10 L 000 000 811613 000 000 000	GENERAL FUND/ST	STATE INCOME TAX	-73,394.64	585,558.55	649,981.66	-137,817.75
10 L 000 000 811620 000 000 000	GENERAL FUND/RE	RETIREMENT DEDUCTION	-819,874.86	2,498,171.66	2,475,906.66	-797,609.86
10 L 000 000 811622 000 000 000	GENERAL FUND/HD	HDHP - 4K / 8K	0.00	0.00	0.00	0.00
10 L 000 000 811624 000 000 000	GENERAL FUND/HD	HDHP - 40 PLAN	0.00	0.00	0.00	0.00
10 L 000 000 811626 000 000 000	GENERAL FUND/HS	HSA - EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811628 000 000 000	GENERAL FUND/HS	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811630 000 000 000	GENERAL FUND/DE	DENTAL - PPO CONTRIBUTIONS	0.00	0.00	0.00	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
10 L 000 000 811631 000 000 000	GENERAL FUND/HE	HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000 811632 000 000 000	GENERAL FUND/DE	DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000 811633 000 000 000	GENERAL FUND/DI	DISABILITY INS DEDUCTION	-11,934.10	51,831.94	53,005.24	-13,107.40
10 L 000 000 811634 000 000 000	GENERAL FUND/SP	SPOUSE/DEP'T LIFE INSURANCE	-2,471.61	2,713.65	4,639.42	-4,397.38
10 L 000 000 811635 000 000 000	GENERAL FUND/DE	DEPENDENT CARE - CHPT125	-10,685.08	21,035.86	21,553.44	-11,202.66
10 L 000 000 811636 000 000 000	GENERAL FUND/DE	DENTAL-PPO CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811637 000 000 000	GENERAL FUND/HE	HEALTH-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811638 000 000 000	GENERAL FUND/DE	DENTAL-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811639 000 000 000	GENERAL FUND/AD	ADDITIONAL LIFE INSURANCE	929.54	24,272.37	43,093.45	-17,891.54
10 L 000 000 811640 000 000 000	GENERAL FUND/UN	UNITED WAY	0.00	7,173.65	7,173.65	0.00
10 L 000 000 811641 000 000 000	GENERAL FUND/OT	OTHER MEDICAL - CHPT 125	0.00	0.00	0.00	0.00
10 L 000 000 811642 000 000 000	GENERAL FUND/EB	EBC - FLEX CLAIMS TAIL	0.00	0.00	0.00	0.00
10 L 000 000 811643 000 000 000	GENERAL FUND/HE	HEALTH INS. - SELF PAY - COBRA	0.00	0.00	45,222.95	-45,222.95
10 L 000 000 811644 000 000 000	GENERAL FUND/DE	DENTAL INS. - SELF PAY - COBRA	0.00	55.93	4,821.99	-4,766.06
10 L 000 000 811645 000 000 000	GENERAL FUND/LI	LIFE INS - EMPLOYER CONTRIBUTI	-22,089.75	27,475.93	36,615.17	-31,228.99
10 L 000 000 811647 000 000 000	GENERAL FUND/LI	LIMITED FLEX PLAN-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811648 000 000 000	GENERAL FUND/SU	SUPPLEMENTAL LIFE INSURANCE	-4,627.48	10,408.37	18,441.10	-12,660.21
10 L 000 000 811650 000 000 000	GENERAL FUND/UN	UNION DUES DEDUCTION	0.00	0.00	0.00	0.00
10 L 000 000 811652 000 000 000	GENERAL FUND/GR	GREENHECK FIELDHOUSE MEMBERSHP	0.00	0.00	0.00	0.00
10 L 000 000 811654 000 000 000	GENERAL FUND/GT	GREENHECK TURNER CTR DONATIONS	0.00	0.00	0.00	0.00
10 L 000 000 811655 000 000 000	GENERAL FUND/V	V VISION PLAN (DELTA)	856.78	17,760.33	17,226.25	1,390.86
10 L 000 000 811656 000 000 000	GENERAL FUND/V	V SHORT TERM DISABILITY	8,070.66	26,723.67	33,200.21	1,594.12
10 L 000 000 811660 000 000 000	GENERAL FUND/AC	ACCIDENT INSURANCE	-319.13	4,340.84	5,486.97	-1,465.26
10 L 000 000 811665 000 000 000	GENERAL FUND/RO	ROTH 403(B)	0.00	82,778.19	82,778.19	0.00
10 L 000 000 811670 000 000 000	GENERAL FUND/TS	TSA'S	0.00	329,528.41	329,528.41	0.00
10 L 000 000 811673 000 000 000	GENERAL FUND/RE	RETIREE HEALTH	0.00	0.00	0.00	0.00
10 L 000 000 811674 000 000 000	GENERAL FUND/RE	RETIREE DENTAL	0.00	0.00	0.00	0.00
10 L 000 000 811675 000 000 000	GENERAL FUND/RE	RETIREE LIFE	0.00	0.00	0.00	0.00
10 L 000 000 811697 000 000 000	GENERAL FUND/CH	GIFT CARDS OR CERTIFICATES	0.00	0.00	0.00	0.00
10 L 000 000 811699 000 000 000	GENERAL FUND/MI	MISCELLANEOUS DEDUCTION	0.00	17,048.32	17,048.32	0.00
10 L 000 000 811700 000 000 000	GENERAL FUND/IN	INTEREST PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 811810 000 000 000	GENERAL FUND/NE	NET PAYROLL PAYABLE (CHECKS)	0.00	0.00	0.00	0.00
10 L 000 000 811815 000 000 000	GENERAL FUND/NE	NET EFT PAYABLE	0.00	30,290,602.79	30,290,602.79	0.00
10 L 000 000 811820 000 000 000	GENERAL FUND/VO	VOUCHERS PAYABLE	-3,705,900.99	3,705,900.99	0.00	0.00
10 L 000 000 812000 000 000 000	GENERAL FUND/DU	Due To Other Funds	-4,050,940.90	4,050,940.90	0.00	0.00
10 L 000 000 813500 000 000 000	GENERAL FUND/DU	DUE TO STATE GOVERNMENT	0.00	0.00	0.00	0.00
10 L 000 000 813510 000 000 000	GENERAL FUND/DU	DUE TO MARATHON COUNTY	0.00	0.00	0.00	0.00
10 L 000 000 815100 000 000 000	GENERAL FUND/SE	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
10 L 000 000 815110 000 000 000	GENERAL FUND/DI	SF DENTAL PREMIUMS - DISTRICT	0.00	0.00	0.00	0.00
10 L 000 000 815120 000 000 000	GENERAL FUND/EM	SF DENTAL PREMIUMS - EMPLOYEE	0.00	0.00	0.00	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
10 L 000 000 815901 000 000 000	GENERAL FUND/OP	OPEB 73	0.00	0.00	660,012.00	-660,012.00
10 L 000 000 816000 000 000 000	GENERAL FUND/DE	DEFERRED REVENUES	0.00	0.00	0.00	0.00
10 L 000 000 816200 000 000 000	GENERAL FUND/DE	DEFERRED REVENUE STATE AID	0.00	0.00	0.00	0.00
10 L 000 000 816900 000 000 000	GENERAL FUND/DE	OTHER DEFERRED REVENUES	-27,885.40	27,885.40	0.00	0.00
10 L 000 000 816903 000 000 000	GENERAL FUND/DE	DEFERRED REVENUE-VARIOUS CAMPS	0.00	0.00	0.00	0.00
10 L 000 000 816905 000 000 000	GENERAL FUND/DE	DEFERRED REVENUE-MISC. ICE USE	0.00	0.00	0.00	0.00
10 L 000 000 816909 000 000 000	GENERAL FUND/DE	DEFERRED REVENUE H.S. HOCKEY	0.00	0.00	0.00	0.00
10 L 000 000 816910 000 000 000	GENERAL FUND/DE	DEF. REV. - IN TECH	0.00	0.00	0.00	0.00
10 L 000 000 816999 000 000 000	GENERAL FUND/OT	DEFERRED REVENUE- OTHER GRANTS	0.00	0.00	0.00	0.00
10 L 000 000 817100 000 000 000	GENERAL FUND/HE	HEALTH-CLAIMS PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 817101 000 000 000	GENERAL FUND/SE	HEALTH INS. PREMIUM PAYABLE	-984,362.52	4,654,976.07	3,778,074.34	-107,460.79
10 L 000 000 817110 000 000 000	GENERAL FUND/C.	CIL- CASH IN LIEU OF HEALTH	0.00	345,155.12	345,155.12	0.00
10 L 000 000 817150 000 000 000	GENERAL FUND/HR	HRA PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 817200 000 000 000	GENERAL FUND/DE	DENTAL-CLAIMS PAYABLE	-173,719.54	458,941.51	353,595.36	-68,373.39
10 L 000 000 819107 000 000 000	GENERAL FUND/CO	CONF ROOM A - ED IMPROVEMENT	0.00	0.00	0.00	0.00
10 L 000 000 842300 000 000 000	GENERAL FUND/LO	LONG TERM BONDS PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 842350 000 000 000	GENERAL FUND/38	38 FUND TAXABLE BONDS	0.00	0.00	0.00	0.00
10 Q 000 000 000000 000 000 000	GENERAL FUND/N/		0.00	0.00	0.00	0.00
10 Q 000 000 911000 000 000 000	GENERAL FUND/FI	FIXED ASSETS - L.T.D.	0.00	0.00	0.00	0.00
10 Q 000 000 912000 000 000 000	GENERAL FUND/FI	FIXED ASSETS - TAX LEVY	0.00	0.00	0.00	0.00
10 Q 000 000 914000 000 000 000	GENERAL FUND/FI	FIXED ASSETS-ACCUM DEPRECIATIO	0.00	0.00	0.00	0.00
10 Q 000 000 916000 000 000 000	GENERAL FUND/FI	FIXED ASSETS - DONATIONS	0.00	0.00	0.00	0.00
10 Q 000 000 931000 000 000 000	GENERAL FUND/FU	FUND BALANCE-RESERVED	0.00	2,331,155.92	2,062,418.69	268,737.23
10 Q 000 000 931700 000 000 000	GENERAL FUND/FU	FUND BALANCE - L.T.D.	0.00	0.00	0.00	0.00
10 Q 000 000 932000 000 000 000	GENERAL FUND/FU	FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
10 Q 000 000 936110 000 000 000	GENERAL FUND/SE	FUND BALANCE - SELF INSURANCE	0.00	0.00	0.00	0.00
10 Q 000 000 936120 000 000 000	GENERAL FUND/Co	CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
10 Q 000 000 936130 000 000 000	GENERAL FUND/UN	UNSPENT COMMON SCHOOL LIBRARY	-89,891.84	353,987.41	149,227.46	114,868.11
10 Q 000 000 936320 000 000 000	GENERAL FUND/De	DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
10 Q 000 000 936500 000 000 000	GENERAL FUND/Fo	FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
10 Q 000 000 936900 000 000 000	GENERAL FUND/FD	FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
10 Q 000 000 938900 000 000 000	GENERAL FUND/As	ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
10 Q 000 000 939200 000 000 000	GENERAL FUND/CA	WORKING CAPITAL (CASH FLOW)	-20,371,872.36	25,440,177.34	17,148,948.73	-12,080,643.75
10 Q 000 000 939200 000 525 000	GENERAL FUND/CA	RIVERSIDE STORM DAMAGE REPAIRS	25,000.00	1,784,087.19	2,318,858.94	-509,771.75
10 Q 000 000 939200 577 000 000	GENERAL FUND/CA	CAREER & TECH ED INCENTIVE	3,370.35	7,759.85	1,560.60	9,569.60
10 Q 000 000 939900 000 000 000	GENERAL FUND/Un	UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
10 - --- --- ------ --- --- ---			0.00	191,643,108.76	191,643,108.76	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
27 A 000 000 711000 000 000 000	SPECIAL EDUCATI	CASH	280,237.15	1,406,374.88	4,762,250.07	-3,075,638.04
27 A 000 000 711100 000 000 000	SPECIAL EDUCATI	PAYROLL CLEARANCE ACCOUNT	0.00	4,845,070.28	4,845,070.28	0.00
27 A 000 000 711105 000 000 000	SPECIAL EDUCATI	A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
27 A 000 000 711200 000 000 000	SPECIAL EDUCATI	PETTY CASH - 27 FUND	0.00	0.00	0.00	0.00
27 A 000 000 712000 000 000 000	SPECIAL EDUCATI	INVESTMENTS	0.00	980,544.24	980,544.24	0.00
27 A 000 000 713200 000 000 000	SPECIAL EDUCATI	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
27 A 000 000 714100 000 000 000	SPECIAL EDUCATI	Due From Other Funds	0.00	0.00	0.00	0.00
27 A 000 000 715410 000 000 000	SPECIAL EDUCATI	DUE FROM COUNTY	45,954.25	0.00	45,954.25	0.00
27 A 000 000 715420 000 000 000	SPECIAL EDUCATI	DUE FROM CESA	0.00	0.00	0.00	0.00
27 A 000 000 715500 000 000 000	SPECIAL EDUCATI	DUE FROM STATE GOVERNMENT	0.00	2,420.75	2,420.75	0.00
27 A 000 000 715600 000 000 000	SPECIAL EDUCATI	DUE FROM FED GOVERNMENT	789,815.66	193,149.33	982,964.99	0.00
27 L 000 000 000000 000 000 000	SPECIAL EDUCATI		0.00	0.00	0.00	0.00
27 L 000 000 811200 000 000 000	SPECIAL EDUCATI	ACCOUNTS PAYABLE	-20,427.77	249,159.52	228,731.75	0.00
27 L 000 000 811558 000 000 000	SPECIAL EDUCATI	AP STAPLES	0.00	0.00	0.00	0.00
27 L 000 000 811610 000 000 000	SPECIAL EDUCATI	MEDICARE TAX	-10,880.92	10,880.92	0.00	0.00
27 L 000 000 811611 000 000 000	SPECIAL EDUCATI	SOCIAL SECURITY TAX	-46,525.53	46,525.53	0.00	0.00
27 L 000 000 811620 000 000 000	SPECIAL EDUCATI	RETIREMENT DEDUCTION	-54,509.67	54,509.67	0.00	0.00
27 L 000 000 811628 000 000 000	SPECIAL EDUCATI	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
27 L 000 000 811630 000 000 000	SPECIAL EDUCATI	DENTAL - PPO CONTRIBUTION	0.00	0.00	0.00	0.00
27 L 000 000 811633 000 000 000	SPECIAL EDUCATI	DISABILITY INS DEDUCTION	-2,209.24	2,209.24	0.00	0.00
27 L 000 000 811645 000 000 000	SPECIAL EDUCATI	LIFE INS - EMPLOYER CONTRIBUTI	-1,400.24	1,400.24	0.00	0.00
27 L 000 000 811815 000 000 000	SPECIAL EDUCATI	NET EFT PAYABLE	0.00	6,952,777.87	6,952,777.87	0.00
27 L 000 000 811820 000 000 000	SPECIAL EDUCATI	VOUCHERS PAYABLE	-757,080.72	757,080.72	0.00	0.00
27 L 000 000 812000 000 000 000	SPECIAL EDUCATI	Due To Other Funds	0.00	0.00	0.00	0.00
27 L 000 000 813500 000 000 000	SPECIAL EDUCATI	DUE TO STATE GOVERNMENT	0.00	0.00	0.00	0.00
27 L 000 000 815100 000 000 000	SPECIAL EDUCATI	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
27 L 000 000 815110 000 000 000	SPECIAL EDUCATI	S/F DENTAL PREMIUMS - DISTRICT	0.00	0.00	0.00	0.00
27 L 000 000 817101 000 000 000	SPECIAL EDUCATI	SECURITY PREMIUM PAYABLE	-206,687.85	206,687.85	0.00	0.00
27 L 000 000 817110 000 000 000	SPECIAL EDUCATI	CIL- CASH IN LIEU OF HEALTH	0.00	0.00	0.00	0.00
27 L 000 000 817150 000 000 000	SPECIAL EDUCATI	HRA PAYABLE	0.00	0.00	0.00	0.00
27 L 000 000 817200 000 000 000	SPECIAL EDUCATI	DENTAL - CLAIMS PAYABLE	-16,285.12	16,285.12	0.00	0.00
27 Q 000 000 000000 000 000 000	SPECIAL EDUCATI		0.00	0.00	0.00	0.00
27 Q 000 000 931000 000 000 000	SPECIAL EDUCATI	FUND BALANCE - RESERVED	0.00	98,272.01	126,067.36	-27,795.35
27 Q 000 000 932000 000 000 000	SPECIAL EDUCATI	FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
27 Q 000 000 936120 000 000 000	SPECIAL EDUCATI	CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
27 Q 000 000 936320 000 000 000	SPECIAL EDUCATI	DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
27 Q 000 000 936500 000 000 000	SPECIAL EDUCATI	FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
27 Q 000 000 936900 000 000 000	SPECIAL EDUCATI	FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
27 Q 000 000 938900 000 000 000	SPECIAL EDUCATI	ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
27 Q 000 000 939200 000 000 000	SPECIAL EDUCATI	WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
27 Q 000 000 939900 000 000 000	SPECIAL EDUCATI	UNASSIGNED FUND BALANCE	0.00	4,929,787.91	1,826,354.52	3,103,433.39
27 - --- --- ------ --- --- ---			0.00	20,753,136.08	20,753,136.08	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
50 A 000 000 711000 000 000 000	FOOD SERVICE FU	CASH	461,460.92	803,204.74	960,504.14	304,161.52
50 A 000 000 711100 000 000 000	FOOD SERVICE FU	PAYROLL CLEARANCE ACCOUNT	0.00	448,008.11	448,008.11	0.00
50 A 000 000 711105 000 000 000	FOOD SERVICE FU	A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
50 A 000 000 711200 000 000 000	FOOD SERVICE FU	PETTY CASH	70.00	0.00	0.00	70.00
50 A 000 000 712000 000 000 000	FOOD SERVICE FU	INVESTMENTS	0.00	682,108.94	682,108.94	0.00
50 A 000 000 712001 000 000 000	FOOD SERVICE FU	FS INTERNET CASH ACCOUNT	28,138.31	351,249.28	225,360.44	154,027.15
50 A 000 000 713200 000 000 000	FOOD SERVICE FU	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
50 A 000 000 713300 000 000 000	FOOD SERVICE FU	INTEREST RECEIVABLE	0.00	0.00	0.00	0.00
50 A 000 000 714100 000 000 000	FOOD SERVICE FU	Due From Other Funds	0.00	0.00	0.00	0.00
50 A 000 000 715500 000 000 000	FOOD SERVICE FU	DUE FROM STATE GOVERNMENT	0.00	0.00	0.00	0.00
50 A 000 000 715600 000 000 000	FOOD SERVICE FU	DUE FROM FEDERAL FUNDS	118,173.97	341,237.69	459,411.66	0.00
50 L 000 000 000000 000 000 000	FOOD SERVICE FU		0.00	0.00	0.00	0.00
50 L 000 000 811200 000 000 000	FOOD SERVICE FU	ACCOUNTS PAYABLE	-21,004.15	514,065.08	493,060.93	0.00
50 L 000 000 811558 000 000 000	FOOD SERVICE FU	AP STAPLES	0.00	0.00	0.00	0.00
50 L 000 000 811610 000 000 000	FOOD SERVICE FU	MEDICARE TAX	-272.51	272.51	0.00	0.00
50 L 000 000 811611 000 000 000	FOOD SERVICE FU	SOCIAL SECURITY TAX	-1,165.13	1,165.13	0.00	0.00
50 L 000 000 811620 000 000 000	FOOD SERVICE FU	RETIREMENT DEDUCTION	-1,353.07	1,353.07	0.00	0.00
50 L 000 000 811628 000 000 000	FOOD SERVICE FU	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
50 L 000 000 811630 000 000 000	FOOD SERVICE FU	DENTAL PPO PLAN	0.00	0.00	0.00	0.00
50 L 000 000 811633 000 000 000	FOOD SERVICE FU	DISABILITY INS DEDUCTION	0.00	0.00	0.00	0.00
50 L 000 000 811645 000 000 000	FOOD SERVICE FU	LIFE INS - EMPLOYER CONTRIBUTI	0.00	0.00	0.00	0.00
50 L 000 000 811815 000 000 000	FOOD SERVICE FU	NET EFT PAYABLE	0.00	469,048.96	469,048.96	0.00
50 L 000 000 811820 000 000 000	FOOD SERVICE FU	VOUCHERS PAYABLE	-18,792.64	18,792.64	0.00	0.00
50 L 000 000 812000 000 000 000	FOOD SERVICE FU	Due To Other Funds	0.00	0.00	0.00	0.00
50 L 000 000 815000 000 000 000	FOOD SERVICE FU	DEPOSITS PAYABLE-FAMILY BALANC	0.00	0.00	0.00	0.00
50 L 000 000 815100 000 000 000	FOOD SERVICE FU	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
50 L 000 000 815300 000 000 000	FOOD SERVICE FU	DUE TO STATE	0.00	0.00	0.00	0.00
50 L 000 000 815900 000 000 000	FOOD SERVICE FU	Other Deposits Payable	-129,748.47	0.00	0.00	-129,748.47
50 L 000 000 817101 000 000 000	FOOD SERVICE FU	SECURITY PREMIUM PAYABLE	0.00	0.00	0.00	0.00
50 L 000 000 817110 000 000 000	FOOD SERVICE FU	CIL- CASH IN LIEU OF HEALTH	0.00	0.00	0.00	0.00
50 L 000 000 817150 000 000 000	FOOD SERVICE FU	HRA PAYABLE	0.00	0.00	0.00	0.00
50 L 000 000 817200 000 000 000	FOOD SERVICE FU	DENTAL-CLAIMS PAYABLE	0.00	0.00	0.00	0.00
50 Q 000 000 000000 000 000 000	FOOD SERVICE FU		0.00	0.00	0.00	0.00
50 Q 000 000 931000 000 000 000	FOOD SERVICE FU	FUND BALANCE - RESERVED	0.00	485.02	618.16	-133.14
50 Q 000 000 932000 000 000 000	FOOD SERVICE FU	FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
50 Q 000 000 936120 000 000 000	FOOD SERVICE FU	CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
50 Q 000 000 936320 000 000 000	FOOD SERVICE FU	DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
50 Q 000 000 936500 000 000 000	FOOD SERVICE FU	FOOD SERVICE FUND BALANCE	-435,507.23	943,533.36	836,403.19	-328,377.06
50 Q 000 000 936900 000 000 000	FOOD SERVICE FU	FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
50 Q 000 000 938900 000 000 000	FOOD SERVICE FU	ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
50 Q 000 000 939200 000 000 000	FOOD SERVICE FU	WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
50 Q 000 000 939900 000 000 000	FOOD SERVICE FU	UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
50 - --- --- ------ --- --- ---			0.00	4,574,524.53	4,574,524.53	0.00

Fd	T	Loc	Obj	Func	Prj	DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
80	A	000	000	711000	000	000 000	COMMUNITY SERVI	CASH	173,258.35	1,082,642.27	1,787,466.20	-531,565.58
80	A	000	000	711001	000	000 000	COMMUNITY SERVI	COMM. SERV. MINIMUM BALANCE RQ	250.00	0.00	0.00	250.00
80	A	000	000	711100	000	000 000	COMMUNITY SERVI	PAYROLL CLEARANCE ACCOUNT	0.00	774,849.26	774,849.26	0.00
80	A	000	000	711105	000	000 000	COMMUNITY SERVI	A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
80	A	000	000	711200	000	000 000	COMMUNITY SERVI	PETTY CASH	1,200.00	400.00	170.00	1,430.00
80	A	000	000	711300	000	000 000	COMMUNITY SERVI	HOLDING ACCOUNT - CASH	0.00	0.00	0.00	0.00
80	A	000	000	712000	000	000 000	COMMUNITY SERVI	INVESTMENTS	0.00	47,428.03	47,428.03	0.00
80	A	000	000	712001	000	000 000	COMMUNITY SERVI	ECOMMERCE - COMMUNITY SERVICE	8,488.86	81,321.76	47,428.03	42,382.59
80	A	000	000	713100	000	000 000	COMMUNITY SERVI	TAXES RECEIVABLE	0.00	0.00	0.00	0.00
80	A	000	000	713200	000	000 000	COMMUNITY SERVI	ACCOUNTS RECEIVABLE	909,930.72	0.00	183,857.46	726,073.26
80	A	000	000	713205	000	000 000	COMMUNITY SERVI	RECEIVABLES - UNCOLLECTED GHF	0.00	0.00	0.00	0.00
80	A	000	000	714100	000	000 000	COMMUNITY SERVI	Due From Other Funds	0.00	0.00	0.00	0.00
80	A	000	000	715600	000	000 000	COMMUNITY SERVI	DUE FROM FEDERAL GOVERNMENT	0.00	0.00	0.00	0.00
80	L	000	000	000000	000	000 000	COMMUNITY SERVI		0.00	0.00	0.00	0.00
80	L	000	000	811200	000	000 000	COMMUNITY SERVI	ACCOUNTS PAYABLE	-535,537.02	911,202.39	375,665.37	0.00
80	L	000	000	811225	000	000 000	COMMUNITY SERVI	CMTY ED CK ACCT PAYABLE	0.00	0.00	0.00	0.00
80	L	000	000	811558	000	000 000	COMMUNITY SERVI	AP STAPLES	0.00	0.00	0.00	0.00
80	L	000	000	811610	000	000 000	COMMUNITY SERVI	MEDICARE TAX	-725.42	725.42	0.00	0.00
80	L	000	000	811611	000	000 000	COMMUNITY SERVI	SOCIAL SECURITY TAX	-3,101.58	3,101.58	0.00	0.00
80	L	000	000	811620	000	000 000	COMMUNITY SERVI	RETIREMENT DEDUCTION	-1,102.20	1,102.20	0.00	0.00
80	L	000	000	811628	000	000 000	COMMUNITY SERVI	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
80	L	000	000	811630	000	000 000	COMMUNITY SERVI	DENTAL - PPO CONTRIBUTION	0.00	0.00	0.00	0.00
80	L	000	000	811633	000	000 000	COMMUNITY SERVI	DISABILITY INSURANCE	0.00	0.00	0.00	0.00
80	L	000	000	811645	000	000 000	COMMUNITY SERVI	LIFE INS - EMPLOYER CONTRIBUTI	0.00	0.00	0.00	0.00
80	L	000	000	811815	000	000 000	COMMUNITY SERVI	NET EFT PAYABLE	0.00	911,026.94	911,026.94	0.00
80	L	000	000	811820	000	000 000	COMMUNITY SERVI	VOUCHERS PAYABLE	-51,065.14	51,065.14	0.00	0.00
80	L	000	000	812000	000	000 000	COMMUNITY SERVI	Due To Other Funds	0.00	0.00	0.00	0.00
80	L	000	000	816000	000	000 000	COMMUNITY SERVI		0.00	0.00	0.00	0.00
80	L	000	000	816900	000	000 000	COMMUNITY SERVI	DEFER.REV.-SCHL.AGE CARE	0.00	0.00	0.00	0.00
80	L	000	000	816901	000	000 000	COMMUNITY SERVI	DEFERRED REV.-YOUTH ACTIV.FEES	-67,655.98	67,655.98	0.00	0.00
80	L	000	000	816902	000	000 000	COMMUNITY SERVI	DEFER.REV.-ADULT & FAMILY FEES	0.00	0.00	0.00	0.00
80	L	000	000	816903	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE-VARIOUS CAMPS	0.00	0.00	0.00	0.00
80	L	000	000	816904	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE PRESCHOOL FEE	0.00	0.00	0.00	0.00
80	L	000	000	816905	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE-OTHER ICE USE	-16,245.47	16,245.47	0.00	0.00
80	L	000	000	816906	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE - CARE CORNER	0.00	0.00	0.00	0.00
80	L	000	000	816907	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE-POOL ACTIVITY	0.00	0.00	0.00	0.00
80	L	000	000	816908	000	000 000	COMMUNITY SERVI	DEF.REV.-GFH BUILDING RENTAL	-1,570.00	1,570.00	0.00	0.00
80	L	000	000	816909	000	000 000	COMMUNITY SERVI	DEF.REV.- H.S. HOCKEY	0.00	0.00	0.00	0.00
80	L	000	000	816911	000	000 000	COMMUNITY SERVI	DEF.REV.-MEMBERSHIPS	0.00	0.00	0.00	0.00
80	L	000	000	816913	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE-GHF CONCESSIO	0.00	0.00	0.00	0.00

Fd	T	Loc	Obj	Func	Prj	DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
80	L	000	000	816915	000	000 000	COMMUNITY SERVI	DEFFERED REVENUE - GTCC TURF	-74,000.00	74,000.00	0.00	0.00
80	L	000	000	816916	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE - YOUTH HOCKE	0.00	0.00	0.00	0.00
80	L	000	000	816917	000	000 000	COMMUNITY SERVI	DEF. REV. MEETING ROOMS	0.00	0.00	100.00	-100.00
80	L	000	000	816918	000	000 000	COMMUNITY SERVI	DEFERED REVENUE PARTNERSHIP	-5,878.68	5,878.68	0.00	0.00
80	L	000	000	816919	000	000 000	COMMUNITY SERVI	DEFERED REVENUE FAM PROGRAMMIN	-231.29	231.29	0.00	0.00
80	L	000	000	817101	000	000 000	COMMUNITY SERVI	SECURITY PREMIUM PAYABLE	0.00	0.00	0.00	0.00
80	L	000	000	817110	000	000 000	COMMUNITY SERVI	CIL- CASH IN LIEU OF HEALTH	0.00	0.00	0.00	0.00
80	L	000	000	817200	000	000 000	COMMUNITY SERVI	DENTAL CLAIMS PAYABLE	0.00	0.00	0.00	0.00
80	Q	000	000	000000	000	000 000	COMMUNITY SERVI		0.00	0.00	0.00	0.00
80	Q	000	000	931000	000	000 000	COMMUNITY SERVI	FUND BALANCE - RESERVED	0.00	293,813.58	293,813.58	0.00
80	Q	000	000	931896	000	000 000	COMMUNITY SERVI	TOURNAMENT ACTIVITY	0.00	0.00	0.00	0.00
80	Q	000	000	932000	000	000 000	COMMUNITY SERVI	FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
80	Q	000	000	936120	000	000 000	COMMUNITY SERVI	CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
80	Q	000	000	936320	000	000 000	COMMUNITY SERVI	DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
80	Q	000	000	936500	000	000 000	COMMUNITY SERVI	FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
80	Q	000	000	936900	000	000 000	COMMUNITY SERVI	FUND BALANCE-RESTRICTED OTHER	-329,896.49	1,138,697.17	1,126,826.00	-318,025.32
80	Q	000	000	936900	000	904 000	COMMUNITY SERVI	MEMBERSHIP ASSISTANCE PROGRAM	-6,118.66	62.50	1,892.21	-7,948.37
80	Q	000	000	938900	000	000 000	COMMUNITY SERVI	ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
80	Q	000	000	939200	000	000 000	COMMUNITY SERVI	WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
80	Q	000	000	939900	000	000 000	COMMUNITY SERVI	UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
80	Q	869	000	936900	000	980 000	COMMUNITY SERVI	GTCC CAPITAL PROJECT	0.00	394,601.67	307,098.25	87,503.42
80	Q	871	000	936900	000	120 000	COMMUNITY SERVI	3K PROGRAM EQUITY ACCOUNT 871	0.00	0.00	0.00	0.00
80	-	---	---	------	---	--- ---			0.00	5,857,621.33	5,857,621.33	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
Grand Asset Totals		33,867,531.09	113,367,504.70	135,506,373.07	11,728,662.72
Grand Liability Totals		-12,662,614.86	71,744,465.07	61,121,929.94	-2,040,079.73
Grand Equity Totals		-21,204,916.23	37,716,420.93	26,200,087.69	-9,688,582.99
Grand Totals		0.00	222,828,390.70	222,828,390.70	0.00

Number of Accounts: 261

********** End of report **********

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00030	Transfer for district salt purchase	2026-2027	11/06/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Salt purchase transfer	10 E 838 310 254200 000 809 000		11/06/2026	0.00	20,000.00
2		Salt purchase transfer	10 E 838 411 254200 000 809 000		11/06/2026	20,000.00	0.00
					TOTALS	20,000.00	20,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00029	Adjusting equipment purchase to the right acc	2026-2027	11/06/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Equipment purchase to the right account	10 E 832 440 254200 000 253 000		11/06/2026	1,249.70	0.00
2		Equipment purchase to the right account	10 E 832 440 254300 000 253 000		11/06/2026	0.00	1,249.70
					TOTALS	1,249.70	1,249.70

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00028	Budget transfer for a new fence at the High S	2026-2027	11/06/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Fence installation at the High School	10 E 832 327 254200 000 253 000		11/06/2026	4,746.00	0.00
2		Fence installation at the High School	10 E 832 324 254490 000 253 000		11/06/2026	0.00	4,746.00
					TOTALS	4,746.00	4,746.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00027	Budget transfer to allocate the proper budget	2026-2027	11/06/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Balance transfer for custodial maintenance not that the final budget was adopted	10 E 832 324 254300 000 253 000		11/06/2026	50,000.00	0.00
2		Balance transfer for custodial maintenance not that the final budget was adopted	10 E 832 324 254490 000 253 000		11/06/2026	0.00	50,000.00
					TOTALS	50,000.00	50,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00026	Balance transfer to new accounts numbers now	2026-2027	11/06/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to balance accounts now that budgets have been approved for the year.	10 E 832 324 254200 000 253 000		11/06/2026	10,000.00	0.00
2		Transfer to balance accounts now that budgets have been approved for the year.	10 E 832 324 254490 000 253 000		11/06/2026	0.00	10,000.00
					TOTALS	10,000.00	10,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00024	general funds deficit	2026-2027	11/06/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		purchased general supplies out of the wrong general funds account	10 E 400 411 120000 000 241 000		11/05/2026	0.00	217.79
2		purchased general supplies out of the wrong general funds account	10 E 400 411 241000 000 241 000		11/05/2026	217.79	0.00
					TOTALS	217.79	217.79

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00023	MS English deficit transfer 411 to 415	2026-2027	11/06/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Amazon classroom supplies	10 E 200 411 122000 000 122 000		11/05/2026	0.00	29.99
2		Amazon classroom supplies	10 E 200 415 122000 000 122 000		11/05/2026	29.99	0.00
					TOTALS	29.99	29.99

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00022	ASWA increase	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		ASWA increase	10 E 102 440 241000 000 241 000		11/05/2026	0.00	124.00
2		ASWA increase	10 E 102 940 241000 000 241 000		11/05/2026	124.00	0.00
					TOTALS	124.00	124.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00021	Over Budget - Art	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Over Budget - Art	10 E 102 411 110000 000 241 000		11/05/2026	0.00	65.01
2		Over Budget - Art	10 E 102 411 121000 000 121 000		11/05/2026	65.01	0.00
					TOTALS	65.01	65.01

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00020	Math deficit transfer from 411 to 417 & 480	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		cardstock paper, Deltamath Plus subscriptions	10 E 400 411 124000 000 124 000		11/05/2026	0.00	79.02
2		cardstock paper	10 E 400 417 124000 000 124 000		11/05/2026	44.02	0.00
3		Deltamath Plus subscriptions	10 E 400 480 124000 000 124 000		11/05/2026	35.00	0.00
					TOTALS	79.02	79.02

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00019	Transfer to cover negative balance	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to cover negative account balance	10 E 200 310 241000 000 241 000		11/05/2026	0.00	10.00
2		Transfer to cover negative account balance	10 E 200 360 241000 000 241 000		11/05/2026	10.00	0.00
					TOTALS	10.00	10.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00018	AG deficit transfer from 411 to 310	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		handi-capped portable toilet at Fust Dairy Farm	10 E 400 411 131000 000 131 000		11/05/2026	0.00	25.00
2		handi-capped portable toilet at Fust Dairy Farm	10 E 400 310 131000 000 131 000		11/05/2026	25.00	0.00
					TOTALS	25.00	25.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00016	Transfer from Travel to Memberships/Registrat	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer to Memberships/Registrations to cover conference fee balance	10 E 200 342 222200 000 220 000		11/05/2026	0.00	18.00
2		transfer from Travel to cover conference fee balance	10 E 200 940 222200 000 220 000		11/05/2026	18.00	0.00
					TOTALS	18.00	18.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00015	Transfer to cover negative account balance	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to cover negative account balance	10 E 200 411 110000 000 241 000		11/05/2026	0.00	1,500.00
2		Transfer to cover negative account balance	10 E 200 940 110000 000 241 000		11/05/2026	1,500.00	0.00
					TOTALS	1,500.00	1,500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00014	science transfer from 411 to 440 for insuffci	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Carolina biological 8/28/26 chromosome simulation, beakers, test tubes	10 E 400 411 126000 000 126 000		11/05/2026	0.00	4,412.22
2		Carolina biological 8/28/26 chromosome simulation, beakers, test tubes	10 E 400 440 126000 000 126 000		11/05/2026	4,412.22	0.00
					TOTALS	4,412.22	4,412.22

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00013	Start of YR Negative Balance Correction	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		From ACCT 411 for Goal Line 2026 Hockey Equipment in ACCT 440	10 E 410 411 162000 000 160 000		11/05/2026	0.00	4,532.00
2		To ACCT 440 for Goal Line 2026 Hockey Equipment from ACCT 411	10 E 410 440 162000 000 160 000		11/05/2026	4,532.00	0.00
					TOTALS	4,532.00	4,532.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00012	cover expenses	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		cover expenses	10 E 824 341 256710 000 212 000		11/04/2026	0.00	800.00
2		cover expenses	10 E 824 354 211000 000 212 000		11/04/2026	0.00	125.00
3		cover expenses	10 E 824 411 211000 000 212 000		11/04/2026	0.00	341.51
4		cover expenses	10 E 824 440 219000 000 212 000		11/04/2026	1,016.51	0.00
5		cover expenses	10 E 824 310 213200 000 212 000		11/04/2026	250.00	0.00
					TOTALS	1,266.51	1,266.51

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00011	MS Overdrawn Athletics Dues & Fees	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		For MS Overdrawn Athletics Dues & Fees	10 E 210 411 162000 000 160 000		11/04/2026	0.00	400.00
2		MS Overdrawn Athletics Dues & Fees	10 E 210 940 162000 000 160 000		11/04/2026	400.00	0.00
					TOTALS	400.00	400.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00010	Tr to cover overage for school apparel	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Tr from 411 to 420	10 E 108 411 110000 000 241 000		11/04/2026	0.00	339.71
2		Tr from 411 to 420	10 E 108 420 110000 000 241 000		11/04/2026	339.71	0.00
					TOTALS	339.71	339.71

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00009	Tr to cover overage for food supplies in clas	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Tr from 411 to 415	10 E 108 411 110000 000 103 000		11/04/2026	0.00	54.03
2		Tr from 411 to 415	10 E 108 415 110000 000 103 000		11/04/2026	54.03	0.00
					TOTALS	54.03	54.03

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00008	Tr to cover overage for Lego Computer & Scien	2026-2027	11/05/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Tr from 432 Library books to 439 other media	10 E 108 432 222200 031 220 000		11/04/2026	0.00	2,228.95
2		Tr from 432 Library books to 439 other media	10 E 108 439 222200 031 220 000		11/04/2026	2,228.95	0.00
					TOTALS	2,228.95	2,228.95

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00007	cover deficit	2026-2027	11/04/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		padded dues and fees but not needed	10 E 400 940 179100 000 179 000		11/04/2026	0.00	150.00
2		no money budgeted by mistake	10 E 400 415 179100 000 179 000		11/04/2026	150.00	0.00
					TOTALS	150.00	150.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00006	cover deficit	2026-2027	11/03/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		budgeted under the wrong account to purchase classroom supplies	10 E 400 342 179100 000 179 000		11/03/2026	0.00	100.00
2		to cover deficit to purchase classroom supplies	10 E 400 411 179100 000 179 000		11/03/2026	100.00	0.00
					TOTALS	100.00	100.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00005	Funds moved from 342 to 310	2026-2027	11/03/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		AWSA conference payment had to come out of other account per Chris N	10 E 106 342 241000 000 241 000		11/03/2026	0.00	716.00
2		AWSA conference payment had to come out of other account per Chris N	10 E 106 310 241000 000 241 000		11/03/2026	716.00	0.00
					TOTALS	716.00	716.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00003	Funds moved from 411 to 411	2026-2027	11/03/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		teacher used wrong account number on reimbursement	10 E 106 411 110000 000 103 000		11/03/2026	0.00	60.87
2		wrong unit number used on a reimbursement	10 E 106 411 110000 000 101 000		11/03/2026	60.87	0.00
					TOTALS	60.87	60.87

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00002	Funds moved from 411 to 411	2026-2027	11/03/2026	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		extra money from losing K teacher	10 E 106 411 110000 000	101 000	11/03/2026	0.00	200.00
2		money shifted for added multicat teacher	10 E 106 411 110000 000	107 000	11/03/2026	200.00	0.00
					TOTALS	200.00	200.00

********** End of report **********

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00007	Scott & Mary Turner Foundation- GTCC Cooling	2026-2027	11/09/2026	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Scott & Mary Turner Foundation- GTCC Cooling Project	80 E 869 551 255100 000 980 000		11/09/2026	45,822.43	0.00
2		Scott & Mary Turner Foundation- GTCC Cooling Project	80 E 869 327 255300 000 980 000		11/09/2026	41,680.99	0.00
3		Scott & Mary Turner Foundation- GTCC Cooling Project	80 R 869 291 500000 000 980 000		11/09/2026	0.00	87,503.42
					TOTALS	87,503.42	87,503.42

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00006	Focus On Energy- GTCC Cooling Project	2026-2027	11/09/2026	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Focus On Energy- GTCC Cooling Project	80 E 869 327 255300 000 980 000		11/09/2026	18,674.35	0.00
2		Focus On Energy- GTCC Cooling Project	80 R 869 971 500000 000 980 000		11/09/2026	0.00	18,674.35
					TOTALS	18,674.35	18,674.35

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00003	Scoreboard Advertising - TS Lawn Barbers, LLC	2026-2027	11/04/2026	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		TS Lawn Barbers, LLC - Payment for Advertising on the Stiehm Stadium Scoreboard (Ty Strehlow)	21 R 809 291 500000 000 975 000		09/30/2026	0.00	1,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00004	DCE Education Foundation - GTCC Support	2026-2027	11/03/2026	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #4)	21 E 809 327 255300 000 980 000		10/14/2026	4,752.85	0.00
2		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #4)	21 R 809 291 500000 000 980 000		10/14/2026	0.00	4,752.85
3		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #5)	21 E 809 327 255300 000 980 000		10/14/2026	20,448.53	0.00
4		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #5)	21 R 809 291 500000 000 980 000		10/14/2026	0.00	20,448.53
5		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #2)	21 E 809 327 255300 000 980 000		10/14/2026	852.10	0.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00004	DCE Education Foundation - GTCC Support	2026-2027	11/03/2026	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
6		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #2)	21 R 809 291 500000 000 980 000		10/14/2026	0.00	852.10
7		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #3)	21 E 809 327 255300 000 980 000		10/14/2026	13,884.29	0.00
8		DCE Education Foundation - GTCC Support (8PINE, Inc. Pay App #3)	21 R 809 291 500000 000 980 000		10/14/2026	0.00	13,884.29
					TOTALS	39,937.77	39,937.77

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
26-00002	Donation - Mental Health Collab., Raise Voice	2026-2027	11/03/2026	Web Clone	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Donation - Mental Health Collaborative, Raise Voice Coordinator (Erin Jacobson)	21 E 809 145 219000 000 948 207		09/17/2026	2,175.80	0.00
2		Donation - Mental Health Collaborative, Raise Voice Coordinator (Erin Jacobson)	21 E 809 212 219000 000 948 207		09/17/2026	157.75	0.00
3		Donation - Mental Health Collaborative, Raise Voice Coordinator (Erin Jacobson)	21 E 809 222 219000 000 948 207		09/17/2026	166.45	0.00
4		Donation - Mental Health Collaborative, Raise Voice Coordinator (Erin Jacobson)	21 R 809 291 500000 000 948 000		09/17/2026	0.00	2,500.00
					TOTALS	2,500.00	2,500.00

********** End of report **********

SECOND READING BY BOARD

po0144.5

BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT

ADOPTED Jun 16, 2021 · REVISED May 20, 2026

0144.5 - **BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT**

The Board functions most effectively when individual Board members act ethically, professionally, and responsibly. School Board members serve as a member of the School District's governing body and do not have individual authority to represent a policy or enforce positions that are not supported by a majority of the Board as evidenced by official action of the Board (See Bylaw 0143 - Authority of Individual Board Members).

Board members accept responsibility for the well-being and positive leadership of the School District, for protecting the interests of the School District as a legal entity, and for facilitating governance for the purpose of delivering the highest quality educational and related services to all of the District's students. Conduct by Board members that compromises the reputation or legal position of the District is prohibited.

Any authority delegated to the Board President in this bylaw ~~policy~~ is automatically vested in the Board Vice President in the event that either the Board President is unavailable or the Board President is the Board member accused of violating this bylaw ~~policy~~.

General Expectations of All Board Members

A. Attend all scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings. Board members are expected to review agenda materials prior to a Board meeting and to submit questions to the Superintendent in advance of the meeting, whenever practicable, to allow for efficient and respectful meetings; this expectation does not in any way intrude upon a Board member's right to ask questions or engage in discussion at a Board meeting.

B. Be familiar with and follow applicable local, State, and Federal laws and regulations.

C. Be familiar with and comply with Board bylaws ~~policies~~, including bylaws ~~policies~~ governing Board member conduct and Board member ethics, rules of incompatibility of office, qualifications of the office, and conflicts of interest (see Bylaw 0144.3 - Conflict of Interest).

D. Conduct themselves with integrity, honesty, and in a manner that reflects positively on the Board and on the District.

E. Be accountable for guiding and supporting the policy decision-making process that impacts students, staff, and the community. The operation of the District is the responsibility of the administration.

F. Establish and maintain a high level of honesty, credibility, and truthfulness in all matters dealt with by the Board.

G. Treat others with respect and dignity at all times, maintain decorum, and always communicate in a way that does not violate or illustrate disregard for Board policy concerning harassment or discrimination. This decency expectation applies in all communications, including while discussing sensitive or controversial matters, or matters involving disagreement.

H. At all times conduct themselves in the best interest of the School District, including avoiding implicating the District in unlawful activity or supporting or encouraging efforts to harm the reputation, legal standing, or to bring other material harm to the interests of the District or the Board.

I. Recognize they should endeavor to make policy decisions only after full discussion at publicly held Board meetings.

J. Render all decisions based on the available facts and independent judgment.

K. Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community.

L. During Board meetings, work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the Superintendent in accordance with Policy 1100 - District Organization.

M. Communicate to other Board members, in accordance with the Open Meeting Law, and the Superintendent expressions of public reaction to Board policies and school programs (see Board Member Communication section below, Bylaw 0143.1 - Public Expression of Board Members, and Bylaw 0167.5 - Use of Electronic Mail).

N. Inform themselves about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the Wisconsin Association of School Boards, the Consortium of State School Board Associations, and the National School Board Associations.

O. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.

P. Refrain from using their Board positions for personal or partisan gain.

Q. Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.

R. Remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.

S. No Board member shall act or fail to act as a member of the Board in violation of 946.12, Wis. Stats., regarding misconduct in public office.

T. Disclose any actual or perceived conflict of interest.

Board Member Communication

Board members are expected to refrain from engaging in communication on behalf of the Board or on behalf of the District unless authorized to do so by majority vote of the Board (See Bylaw 0143.1).

Any Board member who chooses to engage in individual communication on matters related to Board and/or District business is expected to clearly identify whether the Board member is communicating in the following capacity:

A. On behalf of the Board: normally, this is the function of the Board President or, in the President's absence, the Vice President. The Board may by majority vote delegate this responsibility to another Board member in a specific circumstance. In every case, the Board member communicating the Board's position shall do so as determined by the Board and avoiding individual interpretation or editorializing.

B. As an individual Board member, but not on behalf of the Board: a Board member who speaks, including online, in social media forums, or in any other public forum, on matters related to Board and/or District business, but not as an officially designated spokesperson of the Board. The Board member must specify that any statement is not sponsored by the District and is a personal viewpoint.

Board members who fail to adhere to this expectation, or who publicly communicate false or intentionally misleading information pertaining to Board action or District policy, will be asked to correct such communication in a way that is likely to reach the same audience as the false or misleading information. The Board President is authorized to communicate such requests to the pertinent Board member.

The Board President is authorized to issue public statements on behalf of the Board in the event a Board member expresses false or misleading information, or makes statements without properly identifying whether the member of the Board is speaking as an individual Board member. The President's communication should be limited to correcting the false or misleading statement, clarifying that the Board member was not speaking on behalf of the Board, and providing information relative to Board action if any on the subject matter.

~~[DRAFTING NOTE: The following section is in alignment with 2025 Wisconsin Act 89 (118.07(7), Wis. Stat.) for appropriate communication with students. Act 89 does not expressly pertain to Board members; however, this optional language is consistent with Act 89's expectations and could be adopted by the Board to align with employee and volunteer requirements. The statute does not define "appropriate content," but requires Districts to specify in policy what "appropriate content" means locally. Items A-E are recommended for a comprehensive definition, but Districts may choose a narrower definition or include additional parameters for its definition.]~~

[X] Appropriate Discussion Content When Using Personal Communication Devices (PCD)

[X] When using PCDs to communicate with student(s), Board members must use District-approved communication platforms to preserve communications to be reviewed by parents and administrators.

~~[ ] When Board members communicate with students using PCDs, discussions must be appropriate and related to legitimate school purposes. Whenever possible, Board members should direct students who contact them to contact an appropriate school staff member.~~

~~[ ] Appropriate content is content in a communication that fits into one of the following categories:~~

1. ~~( ) Instructional communication (assignments, coursework, academic support);~~
2. ~~( ) Scheduling or logistical information related to school programs (classes, clubs, athletics, events, field trips, rehearsals);~~
3. ~~( ) Safety or emergency communication when necessary;~~
4. ~~( ) Referring the student to the appropriate school staff member who can address the matter raised in any communication from a student;~~
5. ~~( ) _____.~~

[X] Communications must remain professional in tone, limited to educational or school-related matters, and consistent with District policies regarding staff–student boundaries. Board members should avoid one-on-one communication with students. (See Board Policy 1213 - Student Supervision and Welfare)

~~[Drafting Note: 2025 Wisconsin Act 89 does not create an exception for communication between employees and volunteers and their family members.]~~

~~[ ] Nothing in this section is intended to prohibit Board members from engaging in appropriate communication with their family members who are parents of students enrolled in the District. Parents may communicate with their own children using PCDs outside of District-approved platforms, provided such communications are personal in nature and not conducted in the Board member's official capacity. This exception does not permit Board members to engage in District-related communications with other students outside approved platforms, nor does it exempt them from applicable laws, policies, or expectations regarding professional conduct and conflicts of interest.~~

~~[END OF OPTIONAL SECTION]~~

Board Member Use of Electronic Communication Devices

To support effective governance and ensure transparency, Board members are encouraged to refrain from using electronic communication devices (such as cell phones or smartphones) during Board meetings - both in open and closed sessions - except when accessing agenda materials on a tablet or laptop.

The use of such devices during meetings may unintentionally create the appearance that a Board member is not fully engaged or could raise concerns that information is being shared or received in a manner not accessible to all Board members or the public.

The Board recognizes that emergencies and special circumstances not related to Board business may require occasional exceptions.

Handling of Complaints by Members of the School Board

As individual Board members are frequently confronted with complaints by teachers, parents, and the public in general, it seems prudent to establish guidelines for the handling of these complaints.

Board members must remember that as individuals they have no legal status and that the only time Board members can legally transact business is when meeting together as a Board in a legal session.

It is wise for a Board member to postpone the formulation of an opinion until hearing the issue discussed by the Board as a whole, where all the aspects of the problem are aired. A Board member should not obligate other members of the Board by predicting how they will vote.

Therefore, the following procedure is established for the handling of complaints made to individual Board members.

A. Neither the Board as a whole nor any individual member will entertain or consider communications or complaints from teachers, parents, or the general public until, or unless, such communications or complaints have been routed through the proper channels.

B. If a Board member is approached by a school employee on matters of school policy or school problems, the employee should be advised by the Board member to refer the matter to the principal or supervisor. If the employee is not satisfied by the determination of the principal or supervisor, the problem may be brought to the attention of the Superintendent. If the employee still feels the determination is unsatisfactory, the problem may be brought to the attention of the Board by letter or personal appearance.

C. Similarly, if a Board member is approached by a parent who has a complaint, the parent should be referred to the principal of the school of the teacher involved. If the parent is not satisfied by the determination of the principal, the problem may be brought to the attention of the Superintendent. If the parent still feels that the determination is unsatisfactory, the problem may be brought to the attention of the Board by letter or by personal appearance.

Board Member Interaction with Staff

The general expectations of Board member decorum and civility apply to interactions with employees; however, because the Board is the employer of all District staff, this responsibility is appropriate for special reference. Each Board member is an individual with the authority to bring matters to the Board and to influence matters related to staff. Therefore, it is imperative that Board members treat all employees with respect and as professionals. Board members are also required to comply with Board p ~~P~~olicies governing employee anti-harassment, nondiscrimination, and threatening behavior.

No Board member has inherent authority to require any staff member to respond to the Board member regarding a specific request for information or to direct any staff member to perform or not perform any task, except as provided by Board policy or as directed by a majority vote of the Board.

Board members access to and request for School District records and information is governed by Board Bylaw 0143.2 - Board Member Information Requests.

Board Member Records and Confidentiality

Board members are expected to maintain their own public records created on resources not controlled by and thus not maintained by the School District. Each Board member is an elected official responsible for preserving all public records the Board member creates, and complying with requests to inspect such records. The District has no obligation nor

responsibility to assist any Board member in fulfilling this responsibility with respect to records that are not maintained by the District.

Board members are encouraged to review Board policy defining and explaining public records, their maintenance, and public access (See Board Policy 8310).

Board members are expected to maintain and protect the privacy of District records, including student records, and communications received in closed session meetings of the Board. Board members must also protect and not disclose records consistent with, and governed by, the Family Education Rights and Privacy Act (FERPA).

Enforcement

Complaints alleging violations of the Board Member Code of Conduct may be brought by any parent, student, staff member or District resident and must be submitted to the Board President or, if the Board President is the member accused of violating this policy, to the Vice President, who under such circumstances shall perform the duties of the Board President described in this policy. All Complaints shall bear the name and signature of the complainant and include a detailed description of the alleged misconduct, any evidence supporting the allegations, and the action/relief being requested..

The Board President may choose to consolidate complaints for consideration if more than one (1) individual files similar complaints, but reserves the right to refuse to consider any subsequent complaint on the same matter unless previously unknown material facts are raised.

The President shall review the complaint and investigate the matter. The President may contact the School District's legal counsel for support in the investigation of the complaint and/or other matters related to the complaint. Upon completion of the investigation, if the conclusion reached is that the Board member violated the policy, the investigator shall brief the Board and may recommend action to be taken.

Board members are elected officials and therefore cannot be prevented from participating in Board meetings, or removed from office by the Board. However, the Board may consider the following:

A. formal censure by resolution passed by a majority of the Board in an open session meeting of the Board;

B. removal from Board committee assignments that is an exception to Bylaw 0155 - Committees;

C. restriction on Board member rights granted by policy, including requesting items for a Board meeting agenda;

D. referral to proceed with efforts to remove the Board member from office for cause, which means inefficiency, neglect of duty, official misconduct, or malfeasance in office;

E. referral to law enforcement if any alleged misconduct constitutes potentially unlawful conduct;

F. other efforts to pursue compliance with and adherence to the policy as determined by the Board and not prohibited by law.

If a complainant or any other person contacts an individual Board member, other than the Board President, to discuss a complaint or investigation under this policy, the Board member shall inform the person that the Board member has no authority to act in an individual capacity and shall refer the person to this bylaw or the Board President for further assistance.

Revised 2/23/22
T.C. 3/23/23
Revised 6/19/24
Revised 11/12/25

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Legal
17.13, Wis. Stats.
118.07(7), Wis. Stats.
946.12, Wis. Stats.
The Consortium of State School Board Associations
The National Association of School Boards
The Wisconsin Association of School Boards

SECOND READING BY BOARD

po1422

Vol. 35, No. 2 - Special Update - Nondiscrimination - July 2026 WI Replacement NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT

ADOPTED May 25, 2016 · REVISED Jun 27, 2024

Replacement Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

1422 - **NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT**

~~**[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]**~~

The Board does not discriminate on the basis of race, color, national origin, age, sex ~~- ( ) (including gender status, change of sex, sexual orientation, or gender identity) **[END OF OPTION]**~~, pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities.

The Board is committed to providing a work environment that is free from Prohibited Conduct, responding promptly and effectively when it has knowledge of conduct that reasonably may constitute Prohibited Conduct, and addressing Prohibited Conduct in its education programs or activities. This commitment applies to all District operations and this policy applies to Prohibited Conduct occurring within or as a part of the District's education programs and activities, whether on school property or at another location during an activity sponsored by the Board.

Persons who commit Prohibited Conduct are subject to the full range of disciplinary sanctions outlined in this policy.

Definitions:

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Bullying means: any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an employee, supervisor, manager, or other member of the District staff, that is sufficiently severe or pervasive to create an intimidating, hostile, or offensive work environment; or unreasonably interfere with the individual's work performance or participation. It may involve: (a) threats; (b) intimidation; (c) stalking; (d) cyberstalking; (e) cyberbullying; (f) physical violence; (g) theft; (h) sexual, religious, or racial harassment; (i) public humiliation; or (j) destruction of property. Bullying rises to the level of unlawful harassment when the conduct is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal and/or State civil rights laws and is severe or pervasive enough to alter the conditions of employment or create a hostile environment. Ordinary teasing, horseplay, arguments, and peer conflict do not constitute bullying for purposes of this policy.

Complainant means: an employee who is alleged to have been subjected to conduct that could constitute Prohibited Conduct; or a person, other than an employee, who is alleged to have been subjected to conduct that could constitute Prohibited Conduct and who was participating or attempting to participate in the District's education programs or activities at the time of the alleged Prohibited Conduct.

Complaint means: an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged Prohibited Conduct.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., days that the Board office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Disciplinary sanctions means: consequences imposed on a respondent following a determination that the respondent engaged in Prohibited Conduct.

Education programs or activities refer to: all the District's operations including, but not limited to, in-person and online/remote educational instruction, employment, extracurricular activities, athletics, performances, and community engagement and outreach programs. The term applies to all programs and activities operated by the Board on school grounds or on other property owned or occupied by the Board. It also includes events and circumstances that take place off school property/grounds but over which the District asserts disciplinary authority (e.g., at off-campus activities sponsored by the Board).

Exculpatory evidence means: evidence that is favorable to a respondent because it helps excuse, justify, or absolve a respondent of alleged wrongdoing and tends to establish that a

respondent did not engage in Prohibited Conduct.

Genetic information means: information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

Harassment means: any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against an employee that (a) places the employee in reasonable fear of harm to their person or damage to their property; (b) has the effect of substantially interfering with the employee's work performance; or (c) has the effect of substantially disrupting the orderly operation of a school. Each of the following types of harassment involves unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's protected characteristic(s) and has the purpose or effect of interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.

A. **Age Harassment** means: harassment based on negative perceptions about older workers. It also includes harassment based on stereotypes about older workers, even if they are not motivated by animus, such as pressuring an older employee to transfer to a job that is less technology-focused because of the perception that older workers are not well-suited to such work or encouraging an older employee to retire.

B. **Disability Harassment** means: harassment based upon a person’s disability and includes harassment based upon stereotypes about individuals with disabilities in general or about an individual’s particular disability. It also includes harassment based on traits or characteristics linked to an individual’s disability, such as how the person speaks, looks, or moves. For example, negative comments about an individual's speech patterns, movement, physical impairments, or defects/appearances, or the like. Disability-based harassment includes: (a) harassment because an individual requests or receives reasonable accommodation; (b) harassment because an individual is regarded as having an impairment, even if the individual does not have an actual disability, or a record of disability; (c) harassment because an individual has a record of a disability, even if the individual currently does not have a disability; and (d) harassment based on the disability of an individual with whom the employee is associated. Finally, disability-based harassment may occur where conduct is directed at or pertains to a person's genetic information.

C. **National Origin/Ancestry Harassment** means: harassment due to a person's (or their ancestor's) place of origin. Such harassing conduct can include ethnic slurs or epithets, derogatory comments about individuals of a particular nationality, and use of stereotypes about a person's national origin. Additionally, it can include harassment regarding traits or characteristics linked to an individual's national origin, such as physical characteristics, ethnic or cultural characteristics or customs (e.g., surnames, attire, or diet), or linguistic characteristics (e.g., a person's manner of speaking, non-English language accent, or a lack of fluency in English).

D. **Race/Color Harassment** means: unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's race or color and has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive work environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

E. **Religious (Creed) Harassment** means: harassment based on a person's surname, religion (including atheism or lack of religious belief), religious traditions and practices, or religious dress/clothing, and includes making offensive comments about the same. It also includes religious slurs or epithets, harassing conduct based on religious stereotypes, and harassment associated with a person's request for and/or receipt of religious accommodation. Religious harassment also involves explicitly or implicitly coercing an employee to engage in religious practices at work.

F. **Sexual Harassment** means (for purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964): unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (a) submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment; (b) submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (c) such conduct has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive working environment. Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

    1. Sexual Harassment covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.

    2. Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

a. Conduct of a sexualized nature, such as unwanted conduct expressing sexual attraction or involving sexual activity (e.g., unwelcome sexual propositions, invitations, solicitations, and flirtations; unwanted physical and/or sexual contact, including unwelcome and inappropriate touching, patting, or pinching **(X)**; and obscene gestures ~~- **[END OF OPTION]**~~.

b. Sexual attention or sexual coercion, such as demands or pressure for sexual favors (e.g., threats or insinuations that a person's employment, wages, or other conditions of employment may be adversely affected by not submitting to sexual advances; giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship; leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin).

c. Rape, sexual assault, or other acts of sexual violence.

d. Discussing or displaying visual depictions of sex acts or sexual remarks (e.g., unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, texts, etc.; sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature placed in the work environment; asking or telling about sexual fantasies, sexual preferences, or sexual activities; speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history).

e. A consensual sexual relationship where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.

f. Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

g. Non-sexual conduct based on sex, such as sex-based epithets; sexist comments (such as remarks that women do not belong in management or that men do not belong in the nursing profession); or facially sex-neutral offensive conduct motivated by sex (such as bullying directed toward employees of one sex).

h. Harassment based on pregnancy, childbirth, or related medical condition, which may include issues pertaining to lactation, using or not using contraception, or deciding whether to have, or not to have, an abortion.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be objectively offensive (a reasonable person would find it hostile or abusive), subjectively offensive (the complainant actually perceived it as abusive), and either sufficiently severe (a single extremely serious incident) or pervasive (a pattern of behavior), such that it adversely affects, limits, or denies an individual's employment, or creates a hostile or abusive employment environment.

Inculpatory evidence means: evidence that links a respondent to alleged wrongdoing and tends to establish a respondent engaged in Prohibited Conduct (i.e., has culpability).

Military status means: a person's status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, full-time National Guard duty, and performance of duty or training by a member of Wisconsin organized militia. It also includes the period of time for which a person is absent from employment for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Party means: a complainant or respondent.

Pregnancy, childbirth, or related medical conditions means:

A. ”Pregnancy” and “childbirth” refer to the pregnancy or childbirth of a specific employee and include, but are not limited to, current pregnancy; past pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).

B. “Related medical conditions” are medical conditions relating to the pregnancy or childbirth of a specific employee, and may include termination of pregnancy, including via miscarriage, stillbirth, or abortion; ectopic pregnancy; preterm labor; pelvic prolapse; nerve injuries; cesarean or perineal wound infection; maternal cardiometabolic disease; gestational diabetes; preeclampsia; HELLP (hemolysis, elevated liver enzymes and low platelets) syndrome; hyperemesis gravidarum; anemia; endometriosis; sciatica; lumbar lordosis; carpal tunnel syndrome; chronic migraines; dehydration; hemorrhoids; nausea or vomiting; edema of the legs, ankles, feet, or fingers; high blood pressure; infection; antenatal (during pregnancy) anxiety, depression, or psychosis; postpartum depression, anxiety, or psychosis; frequent urination; incontinence; loss of balance; vision

changes; varicose veins; changes in hormone levels; vaginal bleeding; menstruation; and lactation and conditions related to lactation, such as low milk supply, engorgement, plugged ducts, mastitis, or fungal infections. The preceding list of related medical conditions is not exhaustive.

Prohibited Conduct means: unlawful discrimination or harassment based on a person's Protected Class(es) or retaliation. Such misconduct involves a violation of Federal and/or State civil rights laws.

Respondent means: a person who is alleged to have engaged in Prohibited Conduct.

Retaliation means: intimidation, threats, coercion, or discrimination against any person by the District, a student, a Board employee, or any other person authorized by the Board to provide aid, benefit, or service under the District's education programs or activities, for the purpose of interfering with any right or privilege secured by Federal or State law, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under applicable Federal or State laws or regulations.

School District community means: students and Board employees (i.e., administrators and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties means: guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Pregnancy, Childbirth, and Related Medical Conditions

The Board will not discriminate against an employee based on the person's current pregnancy, potential or intent to become pregnant, past pregnancy, or medical condition related to pregnancy or childbirth, or because the person uses birth control, or has had or not had an abortion.

Additionally, the Board will provide a reasonable accommodation to an employee's known limitation related to pregnancy, childbirth, or a related medical condition, unless the accommodation will cause the District undue hardship.

The Board will treat pregnancy, childbirth, and related medical conditions as any other temporary medical conditions for all job-related purposes, including commencement, duration, and extensions of leave; accrual of seniority and any other benefit or service; reinstatement; and under any fringe benefit offered to employees by virtue of employment.

The Board will provide reasonable break time for an employee to express breast milk while at work for the first year after the employee's child's birth. The Board will provide the employee with a space, other than a bathroom, that is clean, shielded from view, free from intrusion from coworkers and the public, and which the employee can use as needed to express breast milk. See Board Policy 6700 – Fair Labor Standards Act.

Nondiscrimination Based on Employee's Genetic Information

The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of the individual's genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.

District Compliance Officer(s)

~~**[DRAFTING NOTES:**~~

1. ~~**Neola suggests the Board appoint both a male and a female to serve as the District Compliance Officers. By appointing two (2) District Compliance Officers, there should always be a District Compliance Officer available to address a claim that pertains to the other District Compliance Officer. If, however, the Board appoints more than one (1) District Compliance Officer, Neola recommends that it designate one (1) of the District Compliance Officers to retain ultimate oversight over the assigned responsibilities and ensure the Board's consistent compliance with its responsibilities under applicable Federal and State laws that prohibit unlawful discrimination/harassment based on protected classes and retaliation. Alternatively, the Board could appoint a District Compliance Officer and one (1) or more persons to assist the District Compliance Officer with performance of the responsibilities identified in this policy and its accompanying administrative guidelines. Often the person(s) designated to assist a District Compliance Officer is/are called Deputy or Assistant Compliance Officer(s). If the Board elects this alternative approach, it would designate a District Compliance Officer for purposes of this policy, and then designate the other position(s) through its AG. The person(s) in the alternative support role(s) will need to be trained in the same manner as the District Compliance Officer.**~~

2. ~~**The Board must list in this policy either the Name(s) or Title(s) of the District Compliance Officer(s); while the Board may list both the Name(s) and Title(s), Neola suggests that the Board only list the Title(s)**~~

~~in this policy (so the Board does not need to revise/amend the policy whenever there is a change in the actual person(s) holding the designated position(s)), but list both the Name(s) and Title(s) in the requisite notices/postings (e.g., website) and publications (e.g., handbooks).~~

3. ~~Reminder: Whenever a new person begins to serve as the District Compliance Officer (or in a support role to the District Compliance Officer), the District needs to make sure the new person is appropriately trained, in a timely manner, to fulfill the responsibilities of the position to which the person is assigned.]~~

~~[END OF DRAFTING NOTES]~~

The Board designates and authorizes the following individual(s) to coordinate its efforts to comply with the Board's responsibilities under Federal and State laws that prohibit discrimination, including harassment, based on Protected Classes and retaliation (also known as "Civil Rights Coordinator(s)" or "Anti-Harassment Compliance Officer(s)") (hereinafter referred to as the "District Compliance Officer(s)" or "CO(s)"):

Sarah Trimner, Director of Talent and Culture _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
strimner@dce.k12.wi.us _____
(Email Address)
715-359-4221 _____
(Telephone Number)

~~[DRAFTING NOTE: The District may want to create a static (i.e., fixed) District Compliance Officer -specific email address and phone number that will not change when the person(s) and/or position(s) designated to be the CO(s) change(s) – e.g., CO4CivilRights@(insert District's domain) – which the Technology Director/Department can program to be forwarded to the actual individual(s) serving as the District Compliance Officer(s) at any given time. Likewise, the District may want to establish a static Telephone Number for the position of District Compliance Officer that can be forwarded to, and accessed by, the actual person(s) serving in the CO position(s) at any given time. These two (2) steps will help reduce the information that needs to be updated in policy, AG, and/or the requisite notices/postings and publications when changes occur to the specific person(s)/position(s) designated to serve as the CO(s).]~~

~~[DRAFTING NOTE: Complete the following information if the Board appoints more than one (1) District Compliance Officer.]~~

[X] [DESIGNATION OF A SECOND DISTRICT COMPLIANCE OFFICER]

Kelley Strike, Assistant Superintendent of Operations _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
kstrike@dce.k12.wi.us _____

(Email Address)
715-359-4221 _____
(Telephone Number)

~~[END OF OPTION]~~

~~[DRAFTING NOTE: As discussed above, if the Board designates more than one (1) CO, Neola recommends that the District select the following option.]~~

[X] The Board designates Sarah Trimner, Director of Talent and Culture _____ ~~[DRAFTING NOTE: Insert Name and/or Title of the District Compliance Officer who is ultimately responsible for the District's compliance with its responsibilities under Federal and State laws that prohibit discrimination/harassment based on Protected Classes and retaliation]~~ as the individual who is ultimately responsible for oversight over the Board's compliance with applicable Federal and State laws and regulations that prohibit discrimination based on the basis of Protected Classes and retaliation. ~~[END OF OPTION]~~

[X] The District Compliance Officer may delegate specific duties to one (1) or more designees. ~~[END OF OPTION]~~

The contact information concerning the District Compliance Officer(s) will be published on the School District's website **(X)** and annually ~~[END OF OPTION]~~:

A. **(X)** in parent/student and staff handbooks.

B. ~~( ) in the School District Annual Report to the public.~~

C. ~~( ) on each individual school's website.~~

D. ~~( ) in the School District's calendar.~~

E. ~~( ) _____.~~

~~[DRAFTING NOTE: The Board may want to select the following option when the Superintendent is not the CO. While Neola recognizes that this may not always be possible, it may be preferable to have the CO be someone other than the Superintendent because then – if the CO serves as the investigator and~~

~~decisionmaker – the Superintendent can serve as the appeal decisionmaker or the facilitator for the informal resolution process.]~~

[X] The District Compliance Officer(s) shall report directly to the Superintendent except when the Superintendent is a party to a complaint (i.e., either the complainant or the respondent). Under such circumstances, the CO(s) shall report directly to ~~- [SELECT ONE OF THE FOLLOWING] ( ) the Board President~~ **(X)** the Board's Legal Counsel ~~- ( ) _____ [OTHER] [END OF INTERNAL OPTIONS] until the matter in which the Superintendent is a party is concluded. [END OF OPTION]~~

Questions about this policy should be directed to the District Compliance Officer(s).

The CO(s) is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, harassment, retaliation, or denial of equal opportunity/access. The CO(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), Genetic Information Nondiscrimination Act (GINA), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. Copies of the laws and regulations listed above are available upon request from the CO(s).

The CO(s) shall monitor the District's education programs and activities for barriers to reporting information about conduct that reasonably may constitute Prohibited Conduct pursuant to Federal and/or State laws that prohibit discrimination/harassment based on the basis of a Protected Class/Category and retaliation, and take steps reasonably calculated to address such barriers.

Notice of Nondiscrimination

The Superintendent shall provide notice of the Board's policy on nondiscrimination and the identity of the School District's Compliance Officer(s). Such notice will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Reports and Complaints of Prohibited Conduct and Retaliation

Employees are required to report incidents of Prohibited Conduct and/or retaliation to an administrator, supervisor, or other supervisory employees so that the Board may address the conduct. Any administrator, supervisor, or other supervisory employees who receive such a report shall file it with the CO as soon as reasonably practicable.

Discrimination against an individual based on their sex (including gender status, sexual orientation, and gender identity) is discrimination in violation of Title VII. Specifically,

discrimination on the basis of sex stereotyping/gender-nonconformity constitutes sex discrimination. This is true irrespective of the cause of the person's gender non-conforming behavior. Employment actions based upon an individual's sex could be suspect and potentially impermissible.

COs are required to investigate allegations of Prohibited Conduct involving the discrimination or harassment of an employee or applicant based upon their gender status, sexual orientation, and gender identity.

Any questions concerning whether alleged Prohibited Conduct might violate this prohibition should be brought to the CO's attention promptly.

Employees who believe they have been subject to Prohibited Conduct are entitled to utilize the complaint process set forth below. Initiating a complaint will not adversely affect the Complainant's employment. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as practicable after the conduct occurs while the facts are known and potential witnesses are available.

The COs will be available during regular school/work hours to discuss concerns related to Prohibited Conduct or Retaliation. COs shall accept reports of Prohibited Conduct or Retaliation directly from any member of the School District Community or a Third Party, or receive reports that are initially filed with another Board employee.

Upon receipt of a report of alleged Prohibited Conduct or Retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged Prohibited Conduct/Retaliation), or **(X)** ~~**[OPTION 1]**~~ the CO will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. ~~**[END OF OPTION 1] ( ) [OPTION 2]** the Superintendent will designate a specific individual to conduct the process necessary for an informal or formal investigation.~~ ~~**[END OF OPTION 2]**~~ The CO will provide a copy of this policy to the Complainant and the Respondent upon request.

Any Board employee who directly observes Prohibited Conduct/Retaliation is obligated, in accordance with this policy, to report such observations to one of the COs as soon as reasonably practicable. Additionally, any Board employee who observes an act of discrimination/retaliation is expected to intervene to stop the misconduct, unless circumstances make such an intervention dangerous, in which case the staff member should promptly notify other Board employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO must contact the Complainant as soon as reasonably practicable to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure (See Form 1422 F2)

Except for sex discrimination and/or sexual harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee who alleges to have been subjected to Prohibited Conduct or Retaliation may seek resolution of the complaint through the procedures described below. The complaint procedures involve an investigation of the individual's claims of Prohibited Conduct/Retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of discrimination or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division, or the Equal Employment Opportunity Commission ("EEOC").

Complaint Procedure

A Complainant who alleges Prohibited Conduct/Retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) the CO; or 3) to the Superintendent or other supervisory employees. Any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who shall coordinate with the other appointed/designated CO or, if appropriate, appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of Prohibited Conduct and Retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint as soon as reasonably practicable after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO at the employee's first opportunity, as soon as reasonably practicable.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the

Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further Prohibited Conduct or Retaliation, including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as reasonably practicable, the CO or designee will initiate an investigation by, at a minimum, confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and, upon request, provided with a copy of any relevant policies and/or administrative guidelines, including this Policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint and the obligation to do so within a reasonable timeframe established by the CO or designee based on the circumstances.

[X] [OPTION 1] Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of Prohibited Conduct based on a protected class or Retaliation as promptly as reasonably practicable after receiving the formal complaint. ~~**[ ] [OPTION 2]** Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress.~~ ~~**[END OF OPTIONS]**~~

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of the Prohibited Conduct/Retaliation as provided in Board policy and State and Federal law as to whether the Respondent has engaged in harassment/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if Prohibited Conduct or Retaliation occurred, a preponderance of evidence standard will be used.

[X] The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may **(X)** in consultation with the Superintendent or Board President, if the matter involves the Superintendent, ~~- **[END OF OPTION]**~~ engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within a reasonable timeframe after receiving the report of the CO, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A summary of the Superintendent's final decision will be provided to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed as soon as reasonably practicable, taking into account the availability of necessary witness(es) or documents. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

If the Superintendent determines the Respondent engaged in Prohibited Conduct/Retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.

[X] The decision of the Superintendent shall be final.

~~**OR**~~

~~**[ ]** A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Superintendent, who will forward the request to the Board President.~~

~~In an attempt to resolve the complaint, the Board shall review the findings and may meet with the concerned parties and their representatives within a reasonable timeframe after the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of its decision. The decision of the Board will be final.~~

~~**[END OF OPTIONS]**~~

The Board reserves the right to investigate and resolve a complaint or report of Prohibited Conduct/Retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The Board will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

During the course of an investigation, the CO will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the Prohibited Conduct/Retaliation, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further Prohibited Conduct or Retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against Prohibited Conduct by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging Prohibited Conduct/Retaliation, or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of Prohibited Conduct, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

Application of the First Amendment

The Board will construe and apply this policy consistent with the First Amendment to the U.S. Constitution. In no case will a respondent be found to have committed Prohibited Conduct based on expressive conduct that is protected by the First Amendment.

Education and Training

All District Compliance Officer(s), and other persons who are responsible for implementing the Board's complaint procedures or have the authority to modify or terminate supportive measures shall receive training related to their duties under applicable Federal and State laws and this policy. ~~- **[ ]** The training shall be provided promptly upon hiring or a change of position that alters their duties under this policy, and annually thereafter. **[END OF OPTION]**~~ The training shall not rely on stereotypes involving Protected Classes.

~~**[ ]** Training materials will be made available for inspection upon request by members of the public. **[END OF OPTION]**~~

Recordkeeping (including retention of investigatory records and materials)

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy must retain all information, documents, electronically stored information, and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation. Records and materials associated with the implementation of this policy shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for the period set in the District's records retention schedule.

These records may include, but are not limited to the following:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; ~~**[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]** **[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]**~~

Q. documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. ~~( ) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( ) copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( ) copies of any notices sent to the Complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( ) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

The information, documents, ESI, and electronic media (as defined in Policy 8315-Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records, medical records).

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Legal

111.31 et seq., Wis. Stats.
111.335(d)(2), Wis. Stats.
118.195, Wis. Stats.
118.20, Wis. Stats.
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1092(F)(6)(A)(v)
20 U.S.C. 1232g
20 U.S.C. Section 1681, Title IX of Education Amendment Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act
29 C.F.R. Part 1635
29 U.S.C. 201 et seq., The Fair Labor Standards Act (FLSA)
29 U.S.C. 218d, PUMP for Nursing Mothers Act (PUMP Act)
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 701 et seq. (in particular 794), Rehabilitation Act of 1973, as amended
34 C.F.R. Part 110 (7/27/93)
38 U.S.C. Chapter 43 4301-4335 (see in particular 4311(a) [prohibits discrimination based on military service] and 4312 [reemployment rights]), Uniformed Services Employment and Reemployment Rights Act (USERRA)
42 U.S.C. 1983
42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq., Civil Rights Act of 1964 (e.g., Title VI and Title VII), as amended by the Pregnancy Discrimination Act
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 2000gg, Pregnant Workers Fairness Act (PWFA)
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended

SECOND READING BY BOARD

po1422.02

Special Update - Nondiscrimination - July 2026 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE

~~1422.02 - **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**~~

~~The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify applicants or employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of the person as an employee, based on genetic information. Harassment of a person because of genetic information also is prohibited. Likewise, retaliation against a person for identifying, objecting to, or filing a complaint concerning a violation of this policy is prohibited.~~

~~The identity of the Compliance Officer (see Policy 1422 - Nondiscrimination and Equal Employment Opportunity) shall be posted throughout the District and published in any District statement regarding the prohibition of discrimination on the basis of genetic information in all aspects of employment, in any staff handbooks, and in general information publications of the District as required by Federal and State law and on the District website.~~

~~In accordance with Title II of the Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. 2000ff, et seq., and 29 C.F.R. Part 1635 ("GINA"), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with GINA, applicants and employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be provided as part of the certification process for FMLA leave, or when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application for employment process. Employees and applicants for employment shall not be penalized for providing genetic information in good faith in response to a request from a District employee or~~

agent, unless that applicant or employee refuses to delete the information at the request of the employee or agent of the District.

The Board recognizes that genetic information may be acquired through commercially and publicly available media including newspapers, books, magazines, periodicals, television shows or the Internet. The Board prohibits District employees and agents including commercial background investigation agents from searching these sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information. If genetic information about an employee or applicant is obtained in error, it shall be redacted immediately and not shared beyond the point of first receipt.

As used in this policy, "genetic information" means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for or receipt of genetic services or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

The term "genetic information" does not include information about the sex or age of the individual, the sex or age of family members, or information about the race or ethnicity of the individual or family member that is not derived from a genetic test.

As used in this policy, "genetic test" means an analysis of human DNA, RNA, chromosomes, proteins, or metabolites that detect genotypes, mutations, or chromosomal changes. The term includes any test of a person's DNA/RNA.

If the District's employees or agents legally and/or inadvertently receive genetic information about an employee or applicant, it shall be treated as a confidential medical record in accordance with law.

The District's Compliance Officer (see Policy 1422 - Nondiscrimination and Equal Employment Opportunity) is responsible for overseeing the Board's compliance with this policy and GINA and proposing revisions and additions to this policy as necessary to ensure the Board's compliance with GINA. This person shall be responsible for working with the Board's legal counsel to fully implement the requirements of GINA in all activities of the School District. The Compliance Officer also shall verify that proper notice of nondiscrimination for Title II of GINA is provided to staff members, and that all requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for PTO first, then sick leave) are accompanied by a written warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:

Genetic Information Nondiscrimination Act of 2008 (GINA) Disclosure Requirement

The Genetic Information Nondiscrimination Act of 2008 or "GINA" prohibits employers and other entities covered by the law, including the Board, from requesting or requiring genetic information of an employee or applicant or family member of an employee or applicant, except as specifically allowed by law. To comply with GINA, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. Questions concerning compliance with the requirements of GINA may be directed to the Compliance Officer at 715-359-4221.

The Board offers health services. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the District and no applicant or employee shall be identified or identifiable from the reported information.

The grievance procedure for complaints of discrimination in Policy 1422 applies to complaints of discrimination, including harassment, or retaliation prohibited by GINA and may be utilized if an employee alleges discrimination or harassment on the basis of genetic information or retaliation for identifying, objecting to, or filing a complaint concerning a violation of GINA or this policy.

Revised 11/17/21

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Legal
42 U.S.C. 2000ff et seq.
Title II, The Genetic Information Nondiscrimination Act of 2008
29 C.F.R. Part 1635

SECOND READING BY BOARD

po1662

Special Update - Nondiscrimination - July 2026 Rescind EMPLOYEE ANTI-HARASSMENT

~~662 - **EMPLOYEE ANTI-HARASSMENT**~~

~~**Prohibited Harassment**~~

~~The Board is committed to a work environment that is free of harassment of any form. The Board will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it. Any member of the School District community who violates this policy will be subject to disciplinary action, up to and including termination of employment. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our employees.~~

~~The Board will vigorously enforce its prohibition against harassment based on race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters (collectively, 'Protected Classes'),or any other characteristic protected by law in its employment practices (hereinafter referred to as 'harassment'), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board prohibits harassment that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile, or offensive working environment. Harassment may occur employee-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male, or female-to-female.~~

~~The Board will investigate all allegations of harassment and, in those cases where harassment is substantiated, take immediate steps to end the harassment, prevent its reoccurrence, and remedy its effects.~~

~~Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.~~

~~**Notice**~~

Respondent : - is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community : means students and Board employees (i.e., administrators, and professional and support staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties : include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Bullying

Bullying rises to the level of harassment when one or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

"Harassment" also includes "hate speech"—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice (e.g., swastikas).

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, 'sexual harassment' is defined as unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitutes sexual harassment when:

A. a supervisory employee engages in harassing behavior towards a subordinate employee, regardless of whether such conduct creates a hostile work environment;

B. acquiescence in or submission to such conduct is an explicit or implicit term or condition of employment;

C. an individual's acquiescence in, submission to, or rejection of such conduct becomes the basis for employment decisions affecting that individual;

D. such conduct is sufficiently severe, pervasive, and persistent such that it has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment;

E. consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism results in an adverse employment action for another employee or otherwise creates a hostile work environment;

F. inappropriate boundary invasions by a District employee or other adult member of the District into a student's personal space and personal life.

Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

Sexual Harassment covered by Policy 2266/AG 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not

~~included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~unwelcome sexual propositions, invitations, solicitations, and flirtations;~~

B. ~~unwanted physical and/or sexual contact;~~

C. ~~threats or insinuations that a person's employment, wages, promotion, assignments, or other conditions of employment may be adversely affected by not submitting to sexual advances;~~

D. ~~unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, text messages, or social media postings;~~

E. ~~sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature placed in the work environment that reasonably may embarrass or offend individuals;~~

F. ~~unwelcome and inappropriate touching, patting, or pinching; obscene gestures;~~

G. ~~asking or telling about sexual fantasies, sexual preferences, or sexual activities;~~

H. ~~speculation about a person's sexual activities or sexual history or remarks about one's own sexual activities or sexual history;~~

I. ~~giving unwelcome personal gifts, such as lingerie, that suggest the desire for a romantic relationship;~~

J. ~~leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin;~~

K. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment;~~

L. ~~inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life; and~~

M. verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

Sexual relationships between staff members, where one staff member has supervisory responsibilities over the other, are discouraged as a matter of Board policy. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding the consequences of non-compliance.

Romantic or sexual relationships between District staff (teachers, aides, administrators, coaches or other school authorities) and a student is expressly prohibited. Any school staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement authorities.

Boundary Invasions

Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However, other behaviors might be going too far, are inappropriate and may be signs of sexual grooming. Inappropriate boundary invasions may include, but are not limited to the following:

A. hugging, kissing, or other physical contact with a student;

B. telling sexual jokes to students;

C. engaging in talk containing sexual innuendo or banter with students;

D. talking about sexual topics that are not related to curriculum;

E. showing pornography to a student;

F. taking an undue interest in a student (i.e. having a 'special friend' or a 'special relationship');

G. initiating or extending contact with students beyond the school day for personal purposes;

H. using e-mail, text messaging, or websites to discuss personal topics or interests with students;

I. giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;

J. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~

K. ~~going to a student's home for non-educational purposes;~~

L. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of student);~~

M. ~~giving gifts or money to a student for no legitimate educational purpose;~~

N. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

O. ~~being overly 'touchy' with students;~~

P. ~~favoring certain students by inviting them to come to the classroom at non-class times;~~

Q. ~~getting a student out of class to visit with the staff member;~~

R. ~~providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;~~

S. ~~talking to a student about problems that would normally be discussed with adults (i.e. marital issues);~~

T. ~~being alone with a student behind closed doors without a legitimate educational purpose;~~

U. ~~telling a student 'secrets' and having 'secrets' with a student;~~

V. ~~other similar activities or behavior.~~

~~Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the Superintendent.~~

~~Religious (Creed) Harassment~~

~~Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.~~

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Age Harassment

Prohibited age-based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's age, being over age forty (40), and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

Race/Color Harassment

Prohibited race/color based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race and/or color and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability, perceived disability, or record of disability, and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's current or past disability or a perceived condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)" or 'CO' 'COs'):

~~Sarah Trimner~~
~~Director of Talent and Culture~~
~~6100 Alderson Street~~
~~Weston, WI 54476~~
~~715-359-4221 ext. 1225~~
~~strimner@dce.K12.wi.us~~

~~Kelley Strike, Assistant Superintendent~~
~~Operations~~
~~6100 Alderson Street~~
~~Weston, WI 54476~~
~~715-359-4221 ext. 1243~~
~~kstrike@dce.K12.wi.us~~

~~The names, titles, and contact information of these individuals will be published annually in the School District Annual Report to the public and on the School District's website.~~

~~The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.~~

~~Reports and Complaints of Harassing Conduct~~

~~The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about 'unwelcome' conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.~~

~~Compliance Officers shall accept reports of harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District-level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the Superintendent or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.~~

~~Any Board employee who directly observes harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of harassment is expected to intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.~~

~~Members of the School District community along with Third Parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.~~

~~Members of the School District community and Third Parties who believe they have been harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment unless the complaining individual makes the complaint maliciously or with the knowledge that it is false.~~

~~Reporting procedures are as follows:~~

A. ~~Any employee who believes s/he has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the appropriate school official as identified in D below.~~

B. ~~Teachers, administrators, and other District officials who have knowledge of or receive notice that an employee has or may have been the victim of harassment prohibited under this policy shall immediately report the alleged harassment to the appropriate school official as defined in D below.~~

C. ~~Any other person with knowledge or belief that an employee has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to an appropriate school official as identified in D below.~~

D. ~~Appropriate District officials are as follows:~~

1. ~~Any complaint under this policy shall be reported to the District's Compliance Officer unless the complaint is regarding the Compliance Officer.~~

In such cases, the complaints shall be reported to the Superintendent, who will coordinate with the other appointed/designated CO, or, if appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

2. Any complaint under this policy regarding the Superintendent or Board Member that is received by the District Compliance Officer shall be referred to the Board's legal counsel, who shall assume the role of the District Compliance Officer for such complaints.

E. The reporting party or Complainant shall be encouraged to use a report form available from the Principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing. Further, nothing in this policy shall prevent any person from reporting harassment directly to the Superintendent or other supervisory employee.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the District shall designate both a male and a female District Compliance Officer.

If during an investigation of alleged bullying, aggressive behavior, and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be investigated in accordance with the grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 1662 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

Investigation and Complaint Procedure

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to harassment or has witnessed harassment of another may seek resolution of the complaint through the procedures described below. The complaint

process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of harassment or retaliation with the United States Department of Education Office for Civil Rights ('OCR'), the Wisconsin Equal Rights Division, and/or Equal Employment Opportunity Commission ('EEOC'). The Chicago Office of the OCR can be reached at John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604; Telephone: 312-730-1560; FAX: 312-730-1576; TDD: 800-877-8339; Email: OCR.Chicago@ed.gov; Web: http://www.ed.gov/ocr.

Complaint Procedure

A Complainant who alleges harassment based on a protected class or retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) directly to one of the COs; or 3) to the Superintendent or other supervisory employee. As noted above, any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who will consult with the other appointed/designated CO, if any, and if necessary appoint/designate another individual to serve in the role of CO for a complaint regarding a CO.

Due to the sensitivity surrounding complaints of harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employee, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO within two (2) days.

Throughout the course of the process, as described herein, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All written complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

~~Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions deemed appropriate in consultation with the Superintendent. No temporary arrangements shall be disciplinary to either the Complainant or Respondent.~~

~~Within two (2) days of receiving a complaint, the CO will inform the Respondent that a complaint has been received.~~

~~The Respondent is not entitled to receive a copy of any written complaint unless the CO determines it is appropriate to do so; however, the Respondent will be informed about the nature of the allegations. The CO shall inform the Respondent of the requirements of this policy, which may include providing the Respondent with a copy of this policy or information about where to find it. Respondent shall be afforded the opportunity to submit a written response to the complaint. The CO shall inform the Respondent of the Respondent's deadline to provide the CO with the written response to the allegations in the complaint.~~

~~Within five (5) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.~~

~~Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress.~~

~~The investigation will include:~~

A. ~~interview(s) with the Complainant;~~

B. ~~interview(s) with the Respondent;~~

C. ~~interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;~~

D. ~~consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.~~

~~At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in this policy and State and Federal law as to whether the Respondent engaged in harassment of or retaliation toward the Complainant. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used.~~

~~The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.~~

~~In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may in consultation with the Superintendent or Board President, if the matter involves the Superintendent engage outside legal counsel to conduct the investigation consistent with this policy.~~

~~Absent extenuating circumstances, within five (5) days of receiving the report of the CO, the Superintendent must either issue a written decision regarding whether or not the complaint of harassment has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.~~

~~If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.~~

~~If the Superintendent determines the Respondent engaged in harassment of or retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the harassment or retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.~~

~~The decision of the Superintendent shall be final. If the investigation results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Board Policy 3340. Nothing in this policy shall be construed to prevent an employee from bringing a complaint before the Equal Employment Opportunity Commission or the Wisconsin Equal Rights Division.~~

~~The Board reserves the right to investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to~~

~~have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.~~

~~The parties may be represented, at their own cost, at any of the above-described meetings/hearings.~~

~~The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.~~

~~All timelines pertinent to the investigation process are intended to be guidelines to assure that the investigation proceeds with all deliberate efficiency. Failure of the CO to meet any specific timeline does not invalidate the investigation or provide a defense to the allegations.~~

~~Privacy/Confidentiality~~

~~The District will employ reasonable efforts to protect the rights of the Complainant, the Respondent(s), and all the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligation in an investigation of harassment. The School District will respect the privacy of the Complainant, the Respondent, and all witnesses in a manner consistent with the School District's legal obligations under State and Federal law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided with the Complainant's identity.~~

~~During the course of an investigation, the CO will determine whether confidentiality during the investigation process is necessary to protect the interests and reputations of those involved and/or to protect the integrity of the investigation and if so, shall instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.~~

~~Directives During Investigation~~

~~The CO may recommend to the Superintendent placing any employee involved in an investigation under this Policy on administrative leave pending resolution of the matter. If the Superintendent is the Respondent, the CO shall make such recommendation to the Board. Administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.~~

The CO shall determine whether any witnesses in the course of an investigation should be provided a *Garrity* warning apprising the person of his/her obligations to answer questions truthfully and honestly while preserving the right against self-incrimination in the context of any resulting criminal investigation or prosecution.

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be an employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the Superintendent shall consider the totality of the circumstances. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified,

assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Allegations Constituting Criminal Conduct

If the CO has reason to believe that the Complainant has been the victim of criminal conduct, such knowledge should be reported to local law enforcement. After such report has been made, the Superintendent shall be advised that local law enforcement was notified.

If the Complainant has been the victim of criminal conduct and the accused is the Superintendent, such knowledge should be reported by the CO to local law enforcement. After such report has been made, the Board Attorney shall be advised that local law enforcement was notified.

Any reports made to local law enforcement shall not terminate the CO's obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, the harassment investigation shall not be stopped due to the involvement of outside agencies without good cause after consultation with the Superintendent.

Reprisal

Submission of a good faith complaint or report of harassment will not affect the Complainant's or reporter's work status or work environment. However, the Board also recognizes that false or fraudulent claims of harassment or false or fraudulent information about such claims may be filed. The Board reserves the right to discipline any person filing a false or fraudulent claim of harassment or false or fraudulent information about such a claim.

The District will discipline or take appropriate action against any member of the School District community who retaliates against any person who reports an incident of

harassment prohibited by this policy or participates in a proceeding, investigation, or hearing relating to such harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Miscellaneous

The District shall conspicuously post a notice including this policy against harassment in each school in a place accessible to the School District community and members of the public. This notice shall also include the name, mailing address, and telephone number of the COs, the name, mailing address, and telephone number of the State agency responsible for investigating allegations of discrimination in educational employment, and the mailing address and telephone number of the United States Equal Opportunity Employment Commission.

A link to this policy and any related administrative guidelines shall appear in the employee handbook and a copy shall be made available upon request of employees and other interested parties.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of harassment. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District staff at such times as the Board in consultation with the Superintendent determines is necessary or appropriate.

The Board will respect the privacy of the Complainant, the individuals against whom the complaint is filed, and the witnesses as much as practicable, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery, disclosure, or other legal obligations.

Retention of Investigatory Records and Materials

The CO(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information ('ESI'), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but are not limited to:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. ~~any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;~~

E. ~~narratives of, notes from, or audio, video, or digital recordings of witness statements;~~

F. ~~all documentary evidence;~~

G. ~~e-mails, texts, or social media posts pertaining to the investigation;~~

H. ~~contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;~~

I. ~~written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;~~

J. ~~dated written determinations to the parties;~~

K. ~~dated written descriptions of verbal notifications to the parties;~~

L. ~~written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt;~~

M. ~~documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;~~

N. ~~copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);~~

O. ~~copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment; and~~

P. ~~documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.~~

~~Revised 4/24/19~~
~~T.C. 6/22/20~~
~~Revised 10/21/20~~
~~Revised 11/17/21~~
~~Reviewed 6/15/22~~
~~Revised 6/19/23~~
~~T.C. 6/27/24~~

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~~**Legal**~~
~~111.31, 118.195, 118.20, Wis. Stats.~~
~~29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967~~
~~29 U.S.C. 794, Rehabilitation Act of 1973~~
~~42 U.S.C. 1983~~
~~42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964~~
~~42 U.S.C. 2000e et seq., Title VII of the Civil Rights Act of 1964~~
~~42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act~~
~~42 U.S.C. 6101 et seq., Age Discrimination Act of 1975~~
~~42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended~~
~~29 C.F.R. Part 1635~~
~~National School Boards Association Inquiry and Analysis - May 2008~~

SECOND READING BY BOARD

po2210

Vol. 35, No. 2 - July 2026 Revised CURRICULUM DEVELOPMENT

2210 - **CURRICULUM DEVELOPMENT**

The Board recognizes its responsibility for the quality of the educational program of the schools. To this end, a District curriculum plan shall be developed, evaluated, and adopted. The plan shall include overall program evaluation processes that provide for evaluation on a continuing basis and shall provide for the review of the evaluation process at least every five (5) years. The District curriculum plan shall include sequential curriculum plans, which provide an organized set of learning experiences that build upon previously acquired knowledge and skills.

For purposes of this policy and consistent communication throughout the District, curriculum shall be defined to include:

A. the courses of study, subjects, classes, and organized activities provided by the school;

B. learning activities approved by the Board for individuals or groups of students and expressed in terms of specific instructional objectives or class periods;

C. the plan for learning necessary to accomplish the educational goals of the District;

D. all the planned activities of the schools, including formal classroom instruction and out-of-class activity, both individual and group, necessary to accomplish the educational goals of the District.

The Board directs that the curriculum shall be developed and evaluated by the Superintendent, and that curriculum plans and courses of study incorporated into the curriculum of this District:

A. provide instruction in courses consistent with statute and regulations of the Department of Public Instruction or appropriate State agency;

B. ensure, consistent with 115, Wis. Stats., and other applicable Federal and State laws and regulations, that special learning needs of students are provided for in the

context of the regular program or classroom and provides for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom;

C. be consistent with and designed to achieve the District's philosophy and goals and ensure the possibility of their achievement ;

D. (X) incorporate State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives;

E. ~~use State and District approved content area standards as the basis for developing and assessing curriculum outcomes.~~

F. allow for the development of individual talents and interests as well as recognizes that learning styles of students may differ

G. provide a strategy for continuous and cumulative learning through effective articulation at all levels, particularly of those skills identified as essential and life-role skills

H. utilize a variety of learning resources to accomplish the educational goals

I. encourage students to utilize school counseling services in their academic and career planning

J. in the elementary grades, provide regular instruction in reading, language arts, social studies, mathematics, science, health, physical education, art and music

K. in grades 5 to 8, provide regular instruction in language arts, social studies, mathematics, science, health, physical education, art and music; -

L. in grades 9 to 12, provide access to an educational program that enables students each year to study English, social studies, mathematics, science, vocational education, world language, physical education, art and music; -

M. provide regular instruction in world language in grades 7 and 8

N. in one of grades 5 to 8 and in one of grades 10 to 12, provide students with the instruction on shaken baby syndrome and impacted babies described in 253.15 (5), Wis. Stats.

O. incorporate instruction in financial literacy into the curriculum in grades kindergarten to 12; -

P. at least once in grades 5 to 8 and at least once in grades 9 to 12, include instruction on the Holocaust and other genocides

Q. provide that, in the social studies curriculum, instruction in the history, culture, and tribal sovereignty of Federally-recognized American Indian tribes and bands located in Wisconsin takes place at least twice in the elementary grades and once in the high school grades ;

R. : **(X)** shall include procedures for providing parents with advance notice of specific instructional content or activities that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and for honoring parental requests to excuse their child from such instruction and to provide alternative learning activities. See also Policy 2240 - Controversial Issues in the Classroom and Policy 2270 - Religion in the Curriculum. **[END OF OPTION**

The Superintendent shall make progress reports to the Board periodically.

The Superintendent may propose programming using innovative instructional design as deemed to be beneficial or necessary to the continuing growth of the instructional program and to better the District's educational goals. Each such innovative program intended to be part of the required hours of instruction must be consistent with State law and implemented consistent with the District's curriculum as approved by the Board.

The Board encourages, where it is feasible and in the best interests of the District, participation in programs of educational research.

Revised 11/18/20
Revised 1/31/22
Revised 6/19/23
T.C. 3/4/24

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Legal
118.01, 118.24, 118.30, 121.02(1)(k) and (L), Wis. Stats.
PI 8.001(6g)
PI 8.01(2)(L), PI 8.01(2)(K), PI 8.01(2)(k)(4)

SECOND READING BY BOARD

po2260

Special Update - Nondiscrimination - July 2026 Revised NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

2260- **NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

The Board is committed to providing an equal educational opportunity for all students in the District.

The Board does not discriminate on the basis of sex **(X)** (including gender identity or gender stereotypes/nonconformance) age, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability (Protected Classes) or any other characteristic protected by Federal or State civil rights laws ~~race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ('Protected Classes')~~ in any of its student program and activities. This policy is intended to support and promote nondiscriminatory practices in all District and school activities, particularly in the following areas:

A. use of objective bases for admission to any school, class, program, or activity;

B. prohibition of harassment towards students and procedures for the investigation of claims (see Policy 5517 - Student Anti-Harassment);

C. use of disciplinary authority, including suspension and expulsion authority;

D. administration of gifts, bequests, scholarships and other aids, benefits, or services to students from private agencies, organizations, or persons;

E. selection of instructional and library media materials in a nondiscriminatory manner and that reflect the cultural diversity and pluralistic nature of American society;

F. design and implementation of student evaluation practices, materials, and tools, but not at the exclusion of implementing techniques to meet students' individual needs;

G. design and configuration of facilities;

H. opportunity for participation in extra-curricular and co-curricular activities provided that separate programs for male and female students may be available provided comparable activities are made available to all in terms of type, scope, and District support; and

I. the school lunch program and other school-sponsored food service programs.

The Board is also committed to equal employment opportunity in its employment policies and practices as they relate to students. The Board's policies pertaining to employment practices can be found in Policy 1422, Policy 3122, and Policy 4122 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment ~~Nondiscrimination and Equal Employment Opportunity~~ .

The District will identify, evaluate, and provide a free appropriate public education to students with disabilities who are determined eligible for special education and related services under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 (Section 504).

The District's educational programs include the academic and nonacademic setting. Each qualified student with a disability shall be educated with students without disabilities to the maximum extent appropriate. In the nonacademic setting, a student with a disability shall participate with students without disabilities to the maximum extent appropriate.

Notice of the Board's policy on nondiscrimination and the identity of the District's Compliance Officer(s) (see below) will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Principal's Responsibilities

Each Principal shall verify that the procedures used with students and parents for selection of and participation in any part of the District's academic, co-curricular, or extra-curricular programs do not discriminate on the basis of the Protected Classes.

Superintendent's Responsibilities

In furtherance of the aforesaid goal, the Superintendent shall:

A. Curriculum Content

1. review current and proposed courses of study and textbooks to detect any bias based upon the Protected Classes ascertaining whether or not

supplemental materials, singly or taken as a whole, fairly depict those Protected Classes toward the development of human society;

2. provide that necessary programs are available for students with limited use of the English language;

B. Staff Training

develop an ongoing program of staff training and in-service training for school personnel designed to identify and solve problems of bias based upon the Protected Classes in all aspects of the program;

C. Student Access

1. review current and proposed programs, activities, facilities, and practices to ensure that all students have equal access thereto and are not segregated on the basis of the Protected Classes in any duty, work, play, classroom, or school practice, except as may be permitted under State regulations;

2. verify that facilities are made available in a non-discriminatory fashion, in accordance with Board Policy 7510 - Use of District Facilities, for non-curricular student activities that are initiated by parents or other members of the community, including but not limited to any group officially affiliated with the Boy Scouts of America or any other youth group listed in Title 36 of the United States Code as a patriotic society;

3. verify that the educational programs of this District are accessible to all students;

   All programs need to be designed and scheduled so the location or nature of the facility or area will not deny an otherwise qualified student with a disability the opportunity to participate in the academic or other school programs on the same basis as students without disabilities.

4. require that service animals for students who require this type of assistance shall be permitted access to all facilities, programs, and events of the District.

D. District Support

require that like aspects of the District program receive like support as to staff size and compensation, purchase and maintenance of facilities and equipment, access to such facilities and equipment, and related matters;

E. Student Evaluation

verify that tests, procedures, and guidance and counseling materials, which are designed to evaluate student progress, rate aptitudes, analyze personality, or in any manner establish or tend to establish a category by which a student may be judged, are not differentiated or stereotyped on the basis of the Protected Classes.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Complainant: is the individual who alleges, or is alleged, to have been subjected to unlawful discrimination/retaliation, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged discrimination/retaliation.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the District office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Military status:refers to a person's status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, and full-time National Guard duty. It also includes the period of time for which a person is absent from school for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Respondent: is the individual who has been alleged to have engaged in unlawful discrimination/retaliation, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged discrimination/retaliation.

School District community: means students and Board employees (i.e., administrators, and professional and support staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties: include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

The Superintendent shall publicize the name of the compliance officer(s) who is/are responsible for coordinating the District's efforts to comply with the applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or equal access. The Compliance Officer(s) also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and VII of the Civil Rights Act of

1964, Section 504 of the Rehabilitation Act of 1973 (as amended), is provided to students, their parents, staff members, and the general public.

In addition, the Superintendent shall establish procedures to identify students who are Limited English Proficient, including immigrant children and youth, to assess their ability to participate in District programs and develop and administer a program that meets the English language and academic needs of these students. This program shall include procedures for student placement, services, evaluation, and exit guidelines and shall be designed to provide students with effective instruction that leads to academic achievement and timely acquisition of proficiency in English. As a part of this program, the District will evaluate the progress of students in achieving English language proficiency in the areas of listening, speaking, reading and writing, on an annual basis. **(X)** The Superintendent ~~District Administrator~~ is responsible for verifying that a concentration of students who are Limited English Proficient English Learner (EL) in one (1) or more programs is not the result of discrimination.

Reporting Procedures

Students and District employees are required, and all other members of the District community and Third Parties are encouraged to promptly report suspected violations of this policy to an administrator, supervisor, or other District official so that the Board may address the conduct. Any teacher, administrator, supervisor, or other District employee or official who receives such a complaint shall file it with the District's Compliance Officer within two (2) days. **[~~NOTE: While students are advised to report discrimination/retaliation to administrators, supervisors, or other~~ ~~District~~ ~~officials, the Board recognizes that some students may report discrimination/retaliation to a teacher. When a teacher receives such a report, the teacher must file it with the CO as indicated above.~~]**

Members of the District community, which includes students or Third Parties, who believe they have been discriminated/retaliated against are entitled to utilize the complaint process set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs, while the facts are known and potential witnesses are available.

If, during an investigation of alleged bullying, aggressive behavior, and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may constitute unlawful discrimination based on a Protected Class, the Principal shall report the act to one of the COs, who shall investigate the allegation in accordance with this policy. While the CO investigates the allegation, the Principal shall suspend the Policy 5517.01 investigation to await the CO's written report. The CO shall keep the principal informed of the status of the Policy 2260 - Nondiscrimination and

Access to Equal Educational Opportunity investigation and provide the Principal with a copy of the resulting written report.

The COs will be available during regular school/work hours to discuss concerns related to discrimination/retaliation. The COs shall accept reports of discrimination/retaliation directly from any member of the District community or a Third Party and reports that initially are made to another District employee. Upon receipt of a report of alleged discrimination/retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged discrimination/retaliation) or designate a specific individual to conduct such a process.

The CO will provide a copy of this policy to the Complainant and the Respondent. In the case of a formal complaint, the CO will prepare recommendations for the Superintendent or oversee the preparation of such recommendations by a designee. All members of the District community must report incidents of discrimination/retaliation that are reported to them to the CO within two (2) days of learning of the incident/conduct.

Any District employee who directly observes discrimination/retaliation of a student is obligated, in accordance with this policy, to report such observations to one (1) of the COs within two (2) days. Additionally, any District employee who observes an act of unlawful discrimination/retaliation is expected to intervene to stop the misconduct unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other District employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO/designee must contact the Complainant if age eighteen (18) or older, or the Complainant's parents/guardians if the student is under the age of eighteen (18) within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

District Compliance Officers (hereinafter referred to as the 'COs')

The Board designates the following individuals to serve as the District's CO's:

Sarah Trimner
Director of Talent and Culture
6100 Alderson Street
Weston, WI 54476
715-359-4221 ext. 1225
strimner@dce.K12.wi.us

Gina Lehman
Director of Student Services
6100 Alderson Street
Weston, WI 54476

715-359-4221 ext. 1351
gilehman@dce.K12.wi.us

The names, titles, and contact information of these individuals will be published annually in the School District Annual Report to the public and on the School District's website.

A CO will be available during regular school/work hours to discuss concerns related to student discrimination in educational opportunities under this policy.

Investigation and Complaint Procedure

The CO shall investigate any complaints brought under this policy. Throughout the course of the process, as described herein, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: a description of the alleged violation, the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken during the investigatory phase to protect the Complainant from further loss of educational opportunity, including, but not limited to, a change of work assignment or class schedule for the Complainant, tentative enrollment in a program, or other appropriate action. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as appropriate in the investigation process, the CO will inform the Respondent, that a complaint has been received. The person(s) must also be provided an opportunity to respond to the complaint.

All investigations shall be commenced as soon as practicable upon receipt of a complaint and concluded as expeditiously as feasible, in consideration of the circumstances, while taking measures to complete a thorough investigation. The complaining party shall be notified in writing of receipt of the complaint within forty-five (45) days of the complaint and shall reach a determination concerning the complaint within ninety (90) days of receipt unless additional time is agreed to by the complaining party.

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the Superintendent which summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definitions in this Policy, as well as in State and Federal law as to whether the Complainant has been denied access to educational opportunities on the basis of one (1) of the protected classifications, based on a preponderance of evidence standard. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved.

The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may in consultation with the Superintendent or Board President, if the matter involves the Superintendent, engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within five (5) days of receiving the report of the CO or designee, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and Respondent. The Superintendent may redact information from the decision in the event the release of information raises concerns regarding the integrity of the complaint or investigation process. The Board authorizes the Superintendent to consult with legal counsel to determine the extent to which information in an investigation report must be provided to either the Complainant or Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the

Superintendent must issue a final written decision as described above. The decision of the Superintendent willbe reviewed by the Board upon request.

If the Complainant feels that the decision does not adequately address the complaint the Complainant ~~s/he~~ may appeal the decision to the State Superintendent of Public Instruction within 30 days of the board's decision by submitting a written request, within thirty (30) calendar days of the decision, to the Wisconsin Department of Public Instruction (DPI), Pupil Nondiscrimination Program, or by contacting the DPI Pupil Nondiscrimination Program at (608) 267-9157. Any person, including the Respondent in a complaint, who is subject to disciplinary action up to and including termination as a result of a complaint may choose to file a grievance utilizing the District's grievance procedure as outlined in Policy 3340 - Grievance Procedure or Policy 4340 - Grievance Procedure.

The Board reserves the right to investigate and resolve a complaint or report regardless of whether the member of the School District community or third party chooses to pursue the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.

The parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, Denver Office, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582, Telephone: (303) 844-5695, FAX: (303) 844-4303, E-mail: OCR.Denver@ed.gov, Web: https://www.ed.gov/about/ed-offices/ocr ~~Office for Civil Rights,~~ the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Additional School District Action

If the evidence suggests that any conduct at issue violates any other policies of the Board, is a crime, or requires mandatory reporting under the Children's Code (48.981, Wis. Stats.) ~~(Sec. 48.981, Wis. Stat.)~~ (Policy 8462 - Child Abuse and Neglect), or threats of violence (Policy 8462.01 - Threats of Violence), the CO or Superintendent shall take such additional actions as necessary and appropriate under the circumstances, which may include a report to the appropriate social service and/or law enforcement agency charged with responsibility for handling such investigations.

Privacy/Confidentiality

The District will make reasonable efforts to protect the privacy of any individuals involved in the investigation process. Confidentiality cannot be guaranteed, however. Additionally,

the Respondent must be provided the Complainant's identity.

During the course of an investigation, the CO or designee will instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken because of the discrimination, the opportunity to complete assignments missed due to absences related to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against discrimination/retaliation by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action, up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the ages and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation, or participates as a witness in an investigation, is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with

any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided, or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information, provided regarding the Board's policy and discrimination in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all information, documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation, including, but not limited to:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts related to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions, both individual and systemic, taken to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects.

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy. ~~[**REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time, and location of the training, and a copy of the materials reviewed and/or presented during the**~~

~~training.]~~

~~[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]~~

Q. ~~( )~~ ~~documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~

R. ~~( )~~ ~~copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( )~~ ~~copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( )~~ ~~copies of any notices sent to the complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( )~~ ~~copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

Additionally, the CO shall retain copies of any written request for an impartial due process hearing, the IHO's notices to the parties, the evidence entered in the hearing, any transcript of the hearing, and the IHO's decision.

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) created or received as part of an investigation shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, Policy 8330 - Student Records for not less than three (3) years, but longer if required by the District's records retention schedule.

Revised 10/25/17
Revised 4/24/19
T.C. 6/22/20
Revised 11/18/20
Revised 11/17/21
Revised 6/15/22

Revised 6/19/23
T.C. 5/13/24

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Legal
118.13 Wis. Stats.
P.I. 9 Wis. Adm. Code
P.I. 41, Wis. Adm. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. 7905, Boy Scouts of America Equal Access Act
29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973, as amended
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 2000 et seq., Civil Rights Act of 1964
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1635, The GINA Regulations
34 C.F.R. Part 110, The Age Discrimination Act Regulations
Guidelines for Vocational Education Programs, Department of Education, Office for Civil Rights, March 21, 1979

SECOND READING BY BOARD

po2266

Special Update - Nondiscrimination - July 2026 Revised NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES

2266 – **NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES**

Introduction

The Board does not discriminate on the basis of sex **(X)** (including gender identity or gender stereotypes/nonconformance), ~~(including sexual orientation or gender identity),~~ in its education programs or activities, and is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The Board is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

The Board prohibits sexual harassment that occurs within its education programs and activities. When the District has actual knowledge of sexual harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent.

Pursuant to its Title IX obligations, the Board is committed to eliminating sexual harassment and will take appropriate action when an individual is determined responsible for violating this policy. Members of the School District community who commit Sexual Harassment are subject to the full range of disciplinary sanctions set forth in this policy. Third parties who engage in sexual harassment are also subject to the disciplinary sanctions listed in this policy. The Board will provide persons who have experienced Sexual Harassment ongoing supportive measures as reasonably necessary to restore or preserve access to the District's education programs and activities.

Coverage

This policy applies to sexual harassment that occurs within the District's education programs and activities and that is committed by a Board employee, student, third-party

vendor or contractor, guest, or other members of the school community.

This policy does not apply to sexual harassment that occurs off school grounds, in a private setting, and outside the scope of the Board's education programs and activities; such sexual misconduct/sexual activity may be prohibited by the Student Code of Conduct if committed by a student, or by Board policies and administrative guidelines, applicable State and/or Federal laws and/or Employee Handbook(s) if committed by a Board employee.

Consistent with the U.S. Department of Education's implementing regulations for Title IX, this policy does not apply to sexual harassment that occurs outside the geographic boundaries of the United States, even if the sexual harassment occurs in the District's education programs or activities. Sexual harassment that occurs outside the geographic boundaries of the United States is governed by the Student Code of Conduct if committed by a student, or by other applicable Board policies and administrative guidelines, applicable State and/or Federal laws, and/or Employee Handbook(s) if committed by a Board employee.

Complaints alleging sexual harassment and/or discrimination on the basis of sex are also covered by and subject to the investigation procedures in Board Policy 5517 - Student Anti-Harassment. Complaints not covered by this policy may still be governed by and subject to the procedures in Policy 5517 - Student Anti-Harassment.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Sexual Harassment: "Sexual Harassment" means conduct on the basis of sex that satisfies one (1) or more of the following:

A. A Board employee conditioning the provision of aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (often called "quid pro quo" harassment);

B. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or

C. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)A(v), or "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

    1. "Sexual assault" means any sexual act directed against another person, without the consent of the victim, including instances where the victim is

incapable of giving consent. Sexual assault includes rape, sodomy, sexual assault with an object, criminal sexual contact ~~fondling~~, incest, and statutory rape.

a. *Rape* is the carnal knowledge of a person (i.e. penetration, no matter how slight, of the genital or anal opening of a person), ~~of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person,~~ without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. ~~Attempted rape is included.~~

b. *Sodomy* is oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

c. *Sexual Assault with an Object* is using an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. An "object" or "instrument" is anything used by the offender other than the offender's genitalia.

d. *Criminal Sexual Contact (f.k.a. Fondling)* is the intentional touching of the clothed or unclothed body parts, without consent, of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation; or the forced touching by the victim of the other individual's clothed or unclothed body parts, without consent of the victim, for the purpose of sexual degradation, sexual gratification, or sexual humiliation. This includes instances where the victim is incapable of giving consent because of age or incapacity due to temporary or permanent mental or physical impairment or intoxication for the purpose of sexual degradation, sexual gratification, or sexual humiliation. ~~*Fondling* is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.~~

e. *Incest* is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by State law.

f. *Statutory Rape* is sexual intercourse with a person who is under the statutory age of consent as defined by 948.02 or 948.09, Wis. Stats., or whose status as a student prohibits such sexual contact per 948.095, Wis. Stats.

g. *Other Sexual Contact* includes the intentional emission of bodily fluids on the complainant, or at the direction of the Respondent, for the purposes of sexual gratification as defined in Wis. Stat. § 940.225(5)(b).

h. *Consent* refers to words or actions that a reasonable person would understand as agreement to engage in the sexual conduct at issue. A person may be incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. A person who is incapacitated is not capable of giving consent.

i. *Incapacitated* refers to the state where a person does not understand and/or appreciate the nature or fact of sexual activity due to the effect of drugs or alcohol consumption, medical condition, disability, or due to a state of unconsciousness or sleep.

2. "Domestic violence" includes felony or misdemeanor crimes of violence committed by:

    a. A current or former spouse or intimate partner of the victim;

    b. A person with whom the victim shares a child in common;

    c. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

    d. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime occurred; or

    e. Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime occurred.

3. "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

4. "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to – 1) fear for the person's safety or the safety of others; or 2) suffer substantial emotional distress.

Complainant: "Complainant" means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

Respondent: "Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Formal Complaint: "Formal complaint" means a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the District investigate the allegation(s) of sexual harassment. At the time of filing a formal complaint with the District, a Complainant must be participating in or attempting to participate in the District's education program or activity. A "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal that the Board provides for this purpose) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a Complainant or a party to the formal complaint and must not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

Actual Knowledge: "Actual knowledge" means notice of sexual harassment or allegations of sexual harassment to the District's Title IX Coordinator, or any District official who has authority to institute corrective measures on behalf of the Board, or any Board employee. The mere ability or obligation to report Sexual Harassment or to inform a student about how to report sexual harassment, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of the District. "Notice" includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator. This standard is not met when the only District official with actual knowledge is the Respondent. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge.

Supportive Measures: "Supportive measures" means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the District's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, school/campus escort services, mutual restrictions of contact between the parties, changes in work locations), leaves of absence, increased security and monitoring of certain areas of the campus

(including school buildings and facilities), referral to Employee Assistance Program, and other similar measures.

Education Program or Activity: "Education program or activity" refers to all operations of the District over which the Board exercises substantial control, including in-person and online educational instruction, employment, extra-curricular activities, athletics, performances, and community engagement, and outreach programs. The term applies to all activity that occurs on school grounds or on other property owned or occupied by the Board. It also includes events and circumstances that take place off-school property/grounds if the Board exercises substantial control over both the Respondent and the context in which the sexual harassment occurs.

School District Community: 'School District community' refers to students and Board employees (i.e., administrators, and professional and support staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties: "Third Parties" include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Inculpatory Evidence: "Inculpatory evidence" is evidence that tends to establish a Respondent's responsibility for alleged sexual harassment.

Exculpatory Evidence: "Exculpatory evidence" is evidence that tends to clear or excuse a Respondent from allegations of sexual harassment.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday–Friday, excluding State-recognized holidays).

Eligible Student: "Eligible student" means a student who has reached eighteen (18) years of age or is attending an institution of postsecondary education.

Title IX Coordinator(s)

The Board designates and authorizes the following individual(s) to oversee and coordinate its efforts to comply with Title IX and its implementing regulations:

Gina Lehman
Director of Student Services
D.C. Everest Area School District
6100 Alderson Street

Weston, WI 54476
715-359-4221

Sarah Trimner
Director of Talent and Culture
D.C. Everest Area School District
6100 Alderson Street
Weston, WI 54476
715-359-4221

The Title IX Coordinator shall report directly to the Superintendent except when the Superintendent is a Respondent. In such matters, the Title IX Coordinator shall report directly to the Board President. Questions about this policy should be directed to the Title IX Coordinator.

The Superintendent shall notify applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, Board employees, and all unions or professional organizations holding collective bargaining or professional agreements with the Board of the following information:

> *The Board of the D.C. Everest Area School District does not discriminate on the basis of sex in its education program or activity and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The District's Title IX Coordinator(s) are:*
>
> *Sarah Trimner*
>
> *Director of Talent and Culture*
>
> *715-359-4221, ext. 1225*
>
> *6100 Alderson Street*
>
> *Weston, WI 54476*
>
> *strimner@dce.k12.wi.us*
>
> *Gina Lehman*
>
> *Director of Student Services*
>
> *715-359-4221, ext. 1351*
>
> *6100 Alderson Street*

Weston, WI 54476

gilehman@dce.k12.wi.us

Any inquiries about the application of Title IX and its implementing regulations to the District may be referred to the Title IX Coordinator(s), the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Board has adopted a grievance process and procedures that provide for the prompt and equitable resolution of student and employee complaints alleging any action that is prohibited by Title IX and/or its implementing regulations. The grievance process and procedures are included in Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, which is available at: https://go.neola.com/dcea-wi ~~https://go.boarddocs.com/wi/dcea/Board.nsf/Public~~ .The grievance process and procedures specifically address how to report or file a complaint of sex discrimination, how to report or file a formal complaint of Sexual Harassment, and how the District will respond.

The Superintendent shall also prominently display the Title IX Coordinators' contact information – including Name(s) and/or Title(s), Phone Number(s), Office Address(es), and Email Address(es) – and this policy on the District's website and in each handbook or catalog that the Board makes available to applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, Board employees, and all unions or professional organizations holding collective bargaining or professional agreements.

Grievance Process

The Board is committed to promptly and equitably resolving student and employee complaints alleging Sexual Harassment. The District's response to allegations of sexual harassment will treat Complainants and Respondents equitably, including providing supportive measures to the Complainant and Respondent, as appropriate, and following this grievance process before the imposition of any disciplinary sanctions or other actions, other than supportive measures, against the Respondent.

The Title IX Coordinator(s), along with any investigator(s), decision-maker(s), or any person(s) designated to facilitate an informal resolution process, shall not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

If a determination of responsibility for sexual harassment is made against the Respondent, the Board will provide remedies to the Complainant. The remedies will be designed to restore or preserve equal access to the District's education program or activity. Potential remedies include, but are not limited to, individualized services that constitute supportive

measures. Remedies may also be disciplinary or punitive in nature and may burden the Respondent.

The Process described herein relates exclusively to complaints brought under this Policy. The District will continue to handle complaints subject to the District's other nondiscrimination and anti-harassment policies, including: Policy 5517 - Student Anti-Harassment; Policy 5517.01 - Bullying; Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity; and Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability.

Report of Sexual Discrimination/Harassment

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the Title IX Coordinator's(s') contact information listed above, or by any other means that results in the Title IX Coordinator receiving the person's oral or written report. Reports may be made at any time (including during non-business hours), by using the telephone number(s) or electronic mail address(es), or by mail to the office address(es), listed for the Title IX Coordinator(s).

Board employees are required, and other members of the School District community and Third Parties are encouraged, to report allegations of sex discrimination or sexual harassment promptly to the/a Title IX Coordinator or to any Board employee, who will, in turn, notify the/a Title IX Coordinator. Reports can be made orally or in writing and should be as specific as possible. The person making the report should, to the extent known, identify the alleged victim(s), the perpetrator(s), and witness(es), and describe in detail what occurred, including date(s), time(s), and location(s).

If a report involves allegations of sexual harassment by or involving the Title IX Coordinator, the person making the report should submit it to the Superintendent, or another Board employee who, in turn, will notify the Superintendent of the report. The Superintendent shall determine who will serve in place of the Title IX Coordinator for purposes of addressing that report of sexual harassment.

The Board does business with various vendors, contractors, and other third parties who are not students or employees of the Board. Notwithstanding any rights that a given vendor, contractor, or third-party Respondent may have under this policy, the Board retains the right to limit any vendor's, contractor's, or third party's access to school grounds for any reason. The Board further retains all rights it enjoys by contract or law to terminate its relationship with any vendor, contractor, or third-party irrespective of any process or outcome under this policy.

A person may file criminal charges simultaneously with filing a formal complaint. A person does not need to wait until the Title IX investigation is completed before filing a criminal

complaint. Likewise, questions or complaints relating to Title IX may be filed with the U.S. Department of Education's Office for Civil Rights at any time.

Any allegations of sexual misconduct/sexual activity not involving sexual harassment will be addressed through the procedures outlined in Board policies and/or administrative guidelines, the applicable Student Code of Conduct, or the Employee Handbook.

Because the Board is considered to have actual knowledge of sexual harassment or allegations of sexual harassment if any Board employee has such knowledge, and because the Board must take specific actions when it has notice of sexual harassment or allegations of sexual harassment, a Board employee who has independent knowledge of or receives a report involving allegations of sex discrimination and/or sexual harassment must notify the/a Title IX Coordinator within two (2) days of learning the information or receiving the report. ~~immediately/promptly notify the/a Title IX Coordinator of such information or report.~~ The Board employee must also comply with mandatory reporting responsibilities pursuant to Wis. Stat. 48.981 and Policy 8462 – Student Abuse and Neglect, if applicable. If the Board employee's knowledge is based on another individual bringing the information to the Board employee's attention and the reporting individual submitted a written complaint to the Board employee, the Board employee must provide the written complaint to the Title IX Coordinator.

If a Board employee fails to report an incident of sexual harassment of which the Board employee is aware, the Board employee may be subject to disciplinary action, up to and including termination.

When a report of sexual harassment is made, the Title IX Coordinator shall promptly (i.e., within two (2) days) contact the Complainant (including the parent/guardian if the Complainant is under eighteen (18) years of age or under guardianship) to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the Complainant the process for filing a formal complaint. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures. Any supportive measures provided to the Complainant or Respondent shall be maintained as confidential, to the extent that maintaining such confidentiality will not impair the ability of the District to provide the supportive measures.

Emergency Removal: Subject to limitations and/or procedures imposed by State and/or Federal law, the District may remove a student Respondent from its education program or activity on an emergency basis after conducting an individualized safety and risk analysis. The purpose of the individualized safety and risk analysis is to determine whether the student Respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment that justifies removal. If the District determines the student Respondent poses such a threat, it will so notify the student Respondent and the student Respondent will have an opportunity to

challenge the decision immediately following the removal. In determining whether to impose emergency removal measures, the Title IX Coordinator shall consult related District policies, including Policy 5120 - Assignment within District; Policy 5605 - Suspension/Expulsion of Students with Disabilities, and Policy 5610 – Suspension and Expulsion.

If the Respondent is a non-student employee, the District may place the Respondent on administrative leave during the pendency of the grievance process. Such leave will typically be paid leave unless circumstances justify unpaid leave in compliance with legal requirements.

For all other Respondents, including other members of the School District community and Third Parties, the Board retains broad discretion to prohibit such persons from entering onto its school grounds and other properties at any time and for any reason, whether after receiving a report of sexual harassment or otherwise.

Formal Complaint of Sexual Harassment

A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information set forth above. If a formal complaint involves allegations of sexual harassment by or involving the Title IX Coordinator, the Complainant should submit the formal complaint to the Superintendent, who will designate another person to serve in place of the Title IX Coordinator for the limited purpose of implementing the grievance process with respect to that formal complaint.

The Complainant's wishes with respect to whether a formal complaint is filed will be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances.

When the Title IX Coordinator receives a formal complaint or signs a formal complaint, the District will follow its grievance process and procedures, as set forth herein. Specifically, the District will undertake an objective evaluation of all relevant evidence – including both inculpatory and exculpatory evidence – and provide that credibility determinations will not be based on a person’s status as a Complainant, Respondent, or witness.

It is a violation of this policy for a Complainant(s), Respondent(s), and/or witness(es) to knowingly making false statements or knowingly submitting false information during the grievance process, including intentionally making a false report of sexual harassment or submitting a false formal complaint. The Board will not tolerate such conduct, which is a violation of the Student Code of Conduct and the Employee Handbook.

The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Timeline

The District will seek to conclude the grievance process within ninety (90) calendar days of receipt of the formal complaint, followed by the appeal process which shall be processed in a timely manner.

If the Title IX Coordinator offers informal resolution processes, the informal resolution processes may not be used by the Complainant or Respondent to unduly delay the investigation and determination of responsibility. The timeline, however, may be subject to a temporary delay of the grievance process or a limited extension for good cause with written notice to the Complainant and the Respondent of the delay or extension and the reasons for the action, except that any complaint covered by Policy 5517 - Student Anti-Harassment as well must comply with the timelines in that Policy, however, an investigation may still proceed as required under this Policy. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; and the need for language assistance or an accommodation of disabilities. The Title IX Coordinator will provide the parties with reasonable updates on the status of the grievance process.

Upon receipt of a formal complaint, the Title IX Coordinator will provide written notice of the following to the parties who are known:

A. Notice of the Board's grievance process, including any informal resolution processes;

B. Notice of the allegations of misconduct that potentially constitutes sexual harassment as defined in this policy, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known. The written notice must:

    1. include a statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process;

    2. inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, and may inspect and review evidence.

    3. inform the parties of any provision in the Student Code of Conduct, this policy, and/or Employee Handbook that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

If during the course of the investigation, the investigator becomes aware of allegations about the Complainant or Respondent that are not included in the original notice provided to the parties, the investigator will notify the Title IX Coordinator and the Title IX Coordinator will decide whether the investigator should investigate the additional allegations; if the Title IX Coordinator decides to include the new allegations as part of the investigation, the Title IX Coordinator will provide notice of the additional allegations to the parties whose identities are known.

Dismissal of a Formal Complaint

The District shall investigate the allegations in a formal complaint unless the conduct alleged in the formal complaint:

A. would not constitute sexual harassment (as defined in this policy) even if proved;

B. did not occur in the District's education program or activity; or

C. did not occur against a person in the United States.

If one (1) of the preceding circumstances exist, the Title IX Coordinator shall dismiss the formal complaint. If the Title IX Coordinator dismisses the formal complaint due to one (1) of the preceding reasons, the District may still investigate and take action with respect to such alleged misconduct pursuant to another provision of an applicable code of conduct, Board policy, and/or Employee Handbook.

The Title IX Coordinator may dismiss a formal complaint, or any allegations therein, if at any time during the investigation:

A. a Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the formal complaint or any allegations therein;

B. the Respondent is no longer enrolled in the District or employed by the Board; or

C. specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

If the Title IX Coordinator dismisses a formal complaint or allegations therein, the Title IX Coordinator must promptly send written notice of the dismissal and the reason(s) therefor simultaneously to the parties.

Consolidation of Formal Complaints

The Title IX Coordinator may consolidate formal complaints as to allegations of sexual harassment against more than one (1) Respondent, or by more than one (1) Complainant

against one (1) or more Respondents, or by one (1) party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

Where a grievance process involves more than one (1) Complainant or more than one (1) Respondent, references in this policy to the singular "party," "Complainant," or "Respondent" include the plural, as applicable.

Informal Resolution Process

Under no circumstances shall a Complainant be required as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, to waive any right to an investigation and adjudication of a formal complaint of sexual harassment. Similarly, no party shall be required to participate in an informal resolution process.

If a formal complaint is filed, the Title IX Coordinator may offer to the parties an informal resolution process. If the parties mutually agree to participate in the informal resolution process, the Title IX Coordinator shall designate a trained individual to facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication. The informal resolution process may be used at any time prior to the decision-maker(s) reaching a determination regarding responsibility.

If the Title IX Coordinator is going to propose an informal resolution process, the Title IX Coordinator shall provide to the parties a written notice disclosing:

A. the allegations;

B. the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations; and

C. any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

Any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the Formal Complaint.

Before commencing the informal resolution process, the Title IX Coordinator shall obtain from the parties their voluntary, written consent to the informal resolution process.

During the pendency of the informal resolution process, the investigation and adjudication processes that would otherwise occur are stayed and all related deadlines are suspended.

The informal resolution process is not available to resolve allegations that a Board employee or another adult member of the School District community or Third Party sexually harassed a student.

The informal resolution process is not available to resolve allegations involving a sexual assault involving a student Complainant and a student Respondent.

Investigation of a Formal Complaint of Sexual Harassment

In conducting the investigation of a formal complaint and throughout the grievance process, the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility is on the District, not the parties.

In making the determination of responsibility, the decision-maker(s) is (are) directed to use the preponderance of the evidence standard. The decision-maker(s) is charged with considering the totality of all available evidence, from all relevant sources.

The District is not permitted to access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the party provides the District with voluntary, written consent to do so; if a student party is not an eligible student, the District must obtain the voluntary, written consent of a parent.

Similarly, the investigator(s) and decision-maker(s) may not require, allow, rely upon or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege in writing.

As part of the investigation, the parties have the right to:

A. present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence; and

B. have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney. The District may not limit the choice or presence of an advisor for either the Complainant or Respondent in any meeting or grievance proceeding.

C. The District establishes the following restrictions, which apply equally to both parties, regarding the extent to which an advisor may participate in the proceedings.

Limit the advisor from:

1. questioning the other party,

2. answering questions on behalf of any party, and

3. disrupting the investigation process.

D. Whether a person is allowed to audio record or video record any meeting or grievance proceeding will be consistent with the procedures established in Board Policy 2461 – Recording of IEP Team Meetings.

Neither party shall be restricted in their ability to discuss the allegations under investigation or to gather and present relevant evidence.

The District will provide to a party whose participation is invited or expected written notice of the date, time, location, participants, and purpose of all investigative interviews, or other meetings, with sufficient time for the party to prepare to participate. The investigator(s) and decision-maker(s) must provide a minimum of one (1) days' notice with respect to investigative interviews and other meetings. ~~( ) and ____ (___) days' notice with respect to hearings~~ **~~[END OF OPTION].~~** ~~**[DRAFTING NOTE: The Board should consult with its local legal counsel concerning whether to set a minimum amount of advance notice – i.e., define "sufficient time"; Neola suggests a minimum of three (3) days' advance notice for hearings and one (1) day's advanced notice for investigative interviews and other meetings.]**~~ .

Both parties have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

Prior to completion of the investigative report, the Title IX Coordinator will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least ten (10) calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report.

At the conclusion of the investigation, the investigator shall create an investigative report that fairly summarizes relevant evidence and send the report to each party and the party's advisor, if any, for their review and written response. The investigator will send the investigative report in an electronic format or a hard copy, at least ten (10) calendar days prior to the decision-maker(s) issuing a determination regarding responsibility.

Determination of Responsibility

The Title IX Coordinator shall appoint a decision-maker(s) to issue a determination of responsibility. The decision-maker(s) cannot be the same person(s) as the Title IX Coordinator(s) or the investigator(s).

After the investigator sends the investigative report to the parties and the decision-maker(s), and before the decision-maker(s) reaches a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. The decision-maker(s) must explain to the party proposing the question of any decision to exclude a question as not relevant.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

Determination of Responsibility

The Title IX Coordinator shall appoint a decision-maker(s) to issue a determination of responsibility. The decision-maker(s) cannot be the same person(s) as the Title IX Coordinator(s) or the investigator(s).

After the investigator sends the investigative report to the parties and the decision-maker(s), and before the decision-maker(s) reaches a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. The decision-maker(s) must explain to the party proposing the question of any decision to exclude a question as not relevant.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

Determination regarding responsibility: The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) must apply the preponderance of the evidence standard.

The written determination will include the following content:

A. Identification of the allegations potentially constituting sexual harassment pursuant to this policy;

B. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, [and] methods used to gather other evidence.

C. Findings of fact supporting the determinations;

D. Conclusions regarding the application of the applicable code of conduct to the facts;

E. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the decision-maker(s) is recommending that the District impose on the Respondent(s) and whether remedies designed to restore or preserve equal access to the District's education program or activity should be provided by the District to the Complainant(s); and

F. The procedures and permissible bases for the Complainant(s) and Respondent(sd) to appeal.

Informal or formal disciplinary sanctions/consequences may be imposed on a student Respondent who is determined responsible for violating this policy (i.e., engaging in sexual harassment). Consequences could be up to and including an expulsion hearing, or permanent exclusion from co-curricular and/or extra-curricular activity(ies), including athletics or current class enrollment.

If the decision-maker(s) determines the student Respondent is responsible for violating this policy (i.e., engaging in Sexual Harassment), the decision-maker(s) will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the Superintendent of the recommended remedies, so an authorized administrator can consider the recommendation(s) and implement an appropriate remedy(ies) in compliance with Policy 5605 – Suspension/Expulsion of Students with Disabilities, Policy 5610 –Suspension and Expulsion, Policy 5610.01 – Alternative Expulsion Hearing Procedure, and Policy 5610.02 – In-School Discipline. The discipline of a student Respondent must comply with the applicable provisions of the Individuals with Disabilities Education Improvement Act (IDEA) and/or Section 504 of the Rehabilitation Act of 1972, and their respective implementing regulations.

Disciplinary sanctions/consequences , up to and including termination, may be imposed on an employee Respondent who is determined responsible for violating this policy . ~~including but not limited to (i.e., engaging in Sexual Harassment):~~

If the decision-maker(s) determines the employee Respondent is responsible for violating this policy (i.e., engaging in sexual harassment), the decision-maker(s) will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the Superintendent of the recommended remedies, so an authorized administrator can consider the recommendation(s) and implement an appropriate remedy(ies) in compliance with applicable due process procedures, whether statutory or contractual. If the Superintendent is the Respondent, the Title IX Coordinator will notify the **(X)** Board Attorney of the recommended remedies for consideration and, if necessary and appropriate, implementation in compliance with applicable due process procedures, whether statutory or contractual.

The discipline of an employee will be implemented in accordance with Federal and State law, and Board policy.

The following disciplinary sanctions/consequences may be imposed on a non-student/non-employee member of the School District community or Third Party determined responsible for violating this policy (i.e., engaging in sexual harassment):

(X) oral or written warning;

(X) suspension or termination/ cancellation of the Board's contract with the Third Party vendor or contractor;

-

(X) mandatory monitoring of the Third Party while on school property and/or while working/interacting with students;

-

(X) restriction/prohibition on the Third Party's ability to be on school property; and

-

(X) any combination of the same.

~~oral or written warning;~~

A. ~~written reprimands;~~

B. ~~performance improvement plan;~~

C. ~~required counseling;~~

D. ~~required training or education;~~

E. ~~demotion;~~

F. ~~suspension with pay;~~

G. ~~suspension without pay;~~

H. ~~termination, and any other sanction authorized by any applicable Employee Handbook.~~

If the decision-maker(s) determines the third-party Respondent is responsible for violating this policy (i.e., engaging in sexual harassment), the decision-maker(s) will recommend appropriate remedies, including the imposition of sanctions. The Title IX Coordinator will notify the Superintendent of the recommended remedies, so appropriate action can be taken.

The decision-maker(s) will provide the written determination to the Title IX Coordinator who will provide the written determination to the parties simultaneously.

In ultimately ~~,~~ imposing a disciplinary sanction/consequence, the Superintendent will consider the severity of the incident, previous disciplinary violations (if any), and any mitigating circumstances. If the Respondent is a member of the Board, that member of the Board shall be excluded from any determination regarding the imposition of a disciplinary sanction/consequence by the remaining Board members.

The District's resolution of a formal complaint ordinarily will not be impacted by the fact that criminal charges involving the same incident have been filed or that charges have been dismissed or reduced.

At any point in the grievance process and procedures, the Superintendent may involve local law enforcement and/or file criminal charges related to allegations of sexual harassment that involve a sexual assault.

The Title IX Coordinator is responsible for the effective implementation of any remedies.

Appeal

Both parties have the right to file an appeal from a determination regarding responsibility or from the Title IX Coordinator's dismissal of a formal complaint or any allegations therein, on the following bases:

A. Procedural irregularity that affected the outcome of the matter (e.g. material deviation from established procedures);

B. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;

C. The Title IX Coordinator, or decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant(s) or Respondent(s) that affected the outcome of the matter;

D. The recommended remedies (including disciplinary sanctions/consequences) are unreasonable in light of the findings of fact (i.e., the nature and severity of the sexual harassment).

The Complainant(s) may not challenge the ultimate disciplinary sanction/consequence that is imposed.

Any party wishing to appeal the decision-maker(s)'s determination of responsibility, or the Title IX Coordinator's dismissal of a formal complaint or any allegations therein, must submit a written appeal to the Title IX Coordinator within five (5) days after receipt of the decision-maker(s)'s determination of responsibility or the Title IX Coordinator's dismissal of a formal complaint or any allegations therein.

Nothing herein shall prevent the Superintendent from imposing any remedy, including disciplinary sanction, while the appeal is pending.

As to all appeals, the Title IX Coordinator will notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties.

The decision-maker(s) for the appeal shall not be the same person(s) as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator(s). The decision-maker(s) for the appeal shall not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant(s) or Respondent(s) and shall receive the same training as required of other decision-makers.

Both parties shall have a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome.

Specifically, the appealing party must submit with the notice of appeal a written statement challenging the determination of responsibility. The nonappealing party shall have up to five (5) days after receipt of the appealing party's written statement to submit his/her written statement in support of the determination of responsibility.

The decision-maker(s) for the appeal shall issue a written decision describing the result of the appeal and the rationale for the result. The original decision-maker's(s') determination of responsibility will stand if the appeal request is not filed in a timely manner or the appealing party fails to show clear error and/or a compelling rationale for overturning or modifying the original determination. The written decision will be provided to the Title IX Coordinator who will provide it simultaneously to both parties. The written decision will be issued within five (5) days of when the parties' written statements were submitted.

The determination of responsibility associated with a formal complaint, including any recommendations for remedies/disciplinary sanctions, becomes final when the time for filing an appeal has passed or, if an appeal is filed, at the point when the decision-maker(s) for the appeal's decision is delivered to the Complainant and the Respondent. No further review beyond the appeal is permitted.

Retaliation

Neither the Board nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation or proceeding under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, constitutes retaliation. Retaliation against a person for making a report of sexual harassment, filing a formal complaint, or participating in an investigation, is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Complaints alleging retaliation may be filed according to the grievance procedures set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this policy shall not constitute retaliation, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

Confidentiality

The District will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any Complainant, or any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as may be permitted by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g, or FERPA's regulations, and State law under Wis. Stat. § 118.12, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation or judicial proceeding arising thereunder (i.e., the District's obligation to maintain confidentiality shall not impair or otherwise affect the Complainant's and Respondent's receipt of the information to which they are entitled with respect to the investigative record and determination of responsibility).

Application of the First Amendment

The Board will construe and apply this policy consistent with the First Amendment to the U.S. Constitution. In no case will a Respondent be found to have committed Sexual Harassment based on expressive conduct that is protected by the First Amendment.

Training

The District's Title IX Coordinator, along with any investigator(s), decision-maker(s), or person(s) designated to facilitate an informal resolution process, must receive training on:

A. the definition of sexual harassment (as that term is used in this policy);

B. the scope of the District's education program or activity;

C. how to conduct an investigation and implement the grievance process, appeals, and informal resolution processes as applicable; and

D. how to serve impartially, including by avoiding prejudgement of the facts at issue, conflicts of interest, and bias.

All Board employees will be trained concerning their legal obligation to report sexual harassment to the Title IX Coordinator. This training will include practical information about how to identify and report sexual harassment.

Recordkeeping

As part of its response to alleged violations of this policy, the District shall create, and maintain for a period of seven (7) calendar years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the District shall document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the District's education program or activity.

If the District does not provide a Complainant with supportive measures, then the District will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the District in the future from providing additional explanations or detailing additional measures taken.

The District shall maintain for a period of seven (7) calendar years the following records pursuant to ~~Wis. Stat. §~~ 19.21(6), Wis. Stats.:

A. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions recommended and/or imposed on the Respondent(s), and any remedies provided to the Complainant (s) designed to restore or preserve equal access to the District's education program or activity.

B. Any appeal and the result therefrom;

C. Any informational resolution and the result therefrom; and;

D. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.

The District will make its training materials publicly available on its website.

Outside Appointments, Dual Appointments, and Delegations

The Board retains the discretion to appoint suitably qualified persons who are not Board employees to fulfill any function of the Board under this policy, including, but not limited to, Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor.

The Board also retains the discretion to appoint two (2) or more persons to jointly fulfill the role of Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor.

The Superintendent may delegate functions assigned to a specific Board employee under this policy, including but not limited to the functions assigned to the Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor, to any suitably qualified individual and such delegation, may be rescinded by the Superintendent at any time.

Discretion in Application

The Board retains the discretion to interpret and apply this policy in a manner that is not clearly unreasonable, even if the Board's interpretation or application differs from the interpretation of any specific Complainant and/or Respondent.

Despite the Board's reasonable efforts to anticipate all eventualities in drafting this policy, it is possible unanticipated or extraordinary circumstances may not be specifically or reasonably addressed by the express policy language, in which case the Board retains the discretion to respond to the unanticipated or extraordinary circumstance in a way that is not clearly unreasonable.

The provisions of this policy are not contractual in nature, whether in their own right or as part of any other express or implied contract. Accordingly, the Board retains the discretion to revise this policy at any time, and for any reason. The Board may apply policy revisions to an active case provided that doing so is not clearly unreasonable.

Revised 1/31/22
Revised 3/16/22
Revised 6/15/22
Revised 9/1/22
Revised 6/19/23
Revised 7/17/24
Revised 10/1/24
T.C. 2/19/25
T.C. 9/3/25

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Legal
19.21(6), Wis. Stats.
120.13, Wis. Stats.
948.01 et. seq., Wis. Stats.
20 U.S.C. 1092(F)(6)(A)(v)
20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)
20 U.S.C. 1681 et seq., Title IX of the Education Amendments of 1972 (Title IX)
34 C.F.R. Part 106
34 U.S.C. 12291(a)(8)
34 U.S.C. 12291(a)(10)
34 U.S.C. 12291(a)(30)
42 U.S.C. 1983
42 U.S.C. 2000c et seq., Title IV of the Civil Rights Act of 1964
42 U.S.C. 2000d et seq.
42 U.S.C. 2000e et seq.
OCR's Revised Sexual Harassment Guidance (2001)

SECOND READING BY BOARD

po2414

Special Update - Nondiscrimination - July 2026 Technical Correction HUMAN GROWTH AND DEVELOPMENT

2414 - **HUMAN GROWTH AND DEVELOPMENT**

The School Board directs that students receive instruction in human growth and development, consistent with Chapter 118.019(2) Wis. Stats, to include the following:

A. ~~Medically accurate and age-appropriate instruction in the following topics:~~

1. ~~the importance of communication about sexuality between the student and the student's parents or guardians~~

2. ~~reproductive and sexual anatomy and physiology, including biological, psychosocial, emotional, and intellectual changes that accompany maturation~~

3. ~~puberty, pregnancy, parenting, body image, and gender stereotypes~~

4. ~~the benefits of and reasons for abstaining from sexual activity~~

   ~~Instruction under this subdivision shall stress the value of abstinence as the only reliable way to prevent pregnancy and sexually transmitted infections and shall identify the skills necessary to remain abstinent.~~

5. ~~the health benefits, side effects, and proper use of contraceptives and barrier methods approved by the Federal Food and Drug Administration to prevent pregnancy and barrier methods approved by the Federal Food and Drug Administration to prevent sexually transmitted infections~~

6. ~~methods for developing healthy life skills, including setting goals, making responsible decisions, communicating, and managing stress~~

7. ~~how alcohol and drug use affect responsible decision making~~

8. ~~the impact of media and one's peers on thoughts, feelings, and behaviors related to sexuality~~

9. ~~adoption resources, prenatal care, and postnatal supports~~

10. ~~the nature and treatment of sexually transmitted infections~~

B. ~~use instructional methods and materials that do not discriminate against a student based upon the student's race, gender, religion, sexual orientation, or ethnic or cultural background or against sexually active students or children with disabilities~~

C. ~~address self-esteem, personal responsibility, healthy relationships, and positive interpersonal skills, with an emphasis on healthy relationships~~

D. ~~identify counseling, medical, and legal resources for survivors of sexual abuse and assault, including resources for escaping violent relationships~~

~~The Superintendent will ensure that any instruction provided under this policy also includes instruction in the same year, when age-appropriate, that fulfills the requirements of Chapter 118.019(2m), Wis. Stats. required subjects as listed below:~~

A. ~~presents abstinence from sexual activity as the preferred choice of behavior for unmarried students;~~

B. ~~emphasizes that abstinence from sexual activity before marriage is the only reliable way to prevent pregnancy and sexually transmitted diseases, including human immunodeficiency virus and acquired immunodeficiency syndrome;~~

C. ~~provides instruction in parental responsibility and the socioeconomic benefits of marriage for adults and their children;~~

D. ~~explains pregnancy, prenatal development, and childbirth;~~

E. ~~explains the criminal penalties for engaging in sexual activities involving a child under Ch. 948, Wis. Stats.;~~

F. ~~explains the sex offender registration requirements under 301.45, Wis. Stats;~~

~~Instruction under this paragraph shall include who is required to report under 301.45, Wis. Stats. what information must be reported, who has access to the information reported, and the implications of being registered under 301.45, Wis Stats.~~

G. ~~provides medically accurate information about the human papillomavirus and the human immunodeficiency virus and acquired immunodeficiency syndrome.~~

~~The Board authorizes the curriculum to include separating students on the basis of gender as determined by the Committee.~~

~~[ ] [OPTION #1]~~

~~The Board directs that students shall not receive instruction in human growth and development.~~

~~[END OF OPTION #1]~~

[X] ~~**[OPTION #2]**~~

The Board directs that students receive instruction in human growth and development, consistent with Chapter 118.019(2), Wis. Stats.

~~**[DRAFTING NOTE: If instruction in human growth and development is provided, the following instructional program is recommended, per 118.019(2), Wis. Stats.]**~~

[X] Such instruction will include the following:

1. Medically accurate and age-appropriate instruction in the following topics:

    1. **(X)** the importance of communication about sexuality between the student and the student's parents or guardians

    2. **(X)** reproductive and sexual anatomy and physiology, including biological, psychosocial, emotional, and intellectual changes that accompany maturation

    3. **(X)** the benefits of and reasons for abstaining from sexual activity, which shall stress the value of abstinence as the only reliable way to prevent pregnancy and sexually transmitted infections, and shall identify the skills necessary to remain abstinent

    4. **(X)** methods for developing healthy life skills, including setting goals, making responsible decisions, communicating, and managing stress

    5. **(X)** how alcohol and drug use affect responsible decision-making

    6. **(X)** the impact of media and one's peers on thoughts, feelings, and behaviors related to sexuality

7. **(X)** adoption resources, prenatal care, and postnatal supports

8. **(X)** the nature and treatment of sexually transmitted infections

2. **(X)** The instructional program will also include the following:

    1. **(X)** address self-esteem and personal responsibility, positive interpersonal skills, and healthy relationships

    2. **(X)** identify counseling, medical, and legal resources for survivors of sexual abuse and assault, including resources for escaping violent relationships

    3. **(X)** address the positive connection between marriage and parenting

    4. **(X)** present information about avoiding stereotyping and bullying, including how to refrain from making inappropriate remarks, avoiding engaging in inappropriate physical or sexual behaviors, and how to recognize, rebuff, and report any unwanted or inappropriate remarks or physical or sexual behaviors

        [DRAFTING NOTE: The following options are permissive areas of instruction that were removed as part of the statutory recommendations for inclusion in the Human Growth and Development Curriculum by 2011 Act 216. However, a District may still include these in their Human Growth and Development Curriculum.]

    5. **(X)** puberty, pregnancy, parenting, body image, and gender stereotypes

    6. **(X)** the health benefits, side effects, and proper use of contraceptives and barrier methods approved by the Federal Food and Drug Administration to prevent pregnancy and barrier methods approved by the Federal Food and Drug to prevent sexually transmitted infections

    7. **(X)** the skills needed to make responsible decisions about sexuality and sexual behavior throughout the student's life.

~~[DRAFTING Note: If the District chooses to provide instruction, regardless of whether it is articulated in policy, in any of the areas listed under Section A above, they must also include instruction in the following areas, when age-appropriate, in the same course, and during the same year]~~

Consistent with applicable State law, the following shall also be incorporated into the above subjects, when age-appropriate, in the same course and during the same year:

1. presents abstinence from sexual activity as the preferred choice of behavior for unmarried students;

2. emphasizes that abstinence from sexual activity before marriage is the only reliable way to prevent pregnancy and sexually transmitted diseases, including human immunodeficiency virus and acquired immunodeficiency syndrome;

3. provides instruction in parental responsibility and the socioeconomic benefits of marriage for adults and their children;

4. explains pregnancy, prenatal development, and childbirth;

5. explains the criminal penalties for engaging in sexual activities involving a child under Ch. 948, Wis. Stats.;

6. explains the sex offender registration requirements under 301.45, Wis. Stats., which shall include who is required to report, what information must be reported, who has access to the information reported, and the implications of being registered;

7. provides medically accurate information about the human papillomavirus and the human immunodeficiency virus and acquired immunodeficiency syndrome; and

8. explains the process under 48.195, Wis. Stats., under which a parent of a newborn child may relinquish custody of the child to a law enforcement officer, emergency medical services practitioner, or hospital staff member .

The District shall use instructional methods and materials compliant with Board Policy 2260 - Nondiscrimination and Equal Access to Educational Programming that do not

discriminate against a student based upon the student's race, gender, religion, sexual orientation, or ethnic or cultural background or against sexually active students or children with disabilities.

~~[END OF OPTION #2]~~

A citizens' advisory committee shall be established, in accordance with Board Policy 9140 - Citizen's Advisory Committees and 118.019(5), Wis. Stats., in order to ensure the effective participation of staff, parents, health-care professionals, members of clergy, and other residents of the District. The role of the advisory committee is to advise the Board on the design and implementation of the human growth and development curriculum and to review the curriculum. The Board **(X)** authorizes the Committee to submit a recommendation to the Board for the curriculum to include separating students on the basis of gender when age-appropriate. ~~in the design and implementation of this program area.~~

The District shall provide parents annually with an outline of the human growth and development program used in their child's grade level as well as information regarding how the parent may inspect the complete program and instructional materials. Prior to use in the classroom, the program shall be made available to parents for inspection.

The District shall notify the parents, in advance of the instruction and give them an opportunity, prior to instruction, to review the complete program and instructional materials and of their right to have their child excused from the instruction. The notice shall state that in the event a student is excused, that student will still receive instruction under 118.01(2)(d)2c, Wis. Stats. unless exempted and under 118.01(2)(d)8, Wis. Stats.

T.C. 8/6/21

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Legal
115.35, 118.01(2)(d), 118.019, 118.13, Wis. Stats.
P.I. 8.01(2)(j), Wis. Adm. Code

SECOND READING BY BOARD

po2421

Special Update - Nondiscrimination - July 2026 Technical Correction CAREER AND TECHNICAL EDUCATION PROGRAM

2421 - **CAREER-TECHNICAL EDUCATION PROGRAM**

The mission of career and technical education is to provide an opportunity for students to develop the knowledge needed for success in employment, build foundations for further education, and acquire independent living skills.

The District's curriculum will provide every student with the opportunity to participate in learning experiences, explore potential careers, and, when appropriate, acquire the occupational skills necessary for the transition from school to the world of work.

For purposes of this policy, " career and technical ~~vocational~~ education" shall be defined as a program designed to provide educational experiences and guidance for students to plan and prepare for a future:

A. in the labor market as employable individuals immediately after graduation with productive, saleable skills;

B. in education beyond high school with the opportunity to gain a marketable job skill(s) that will assist them in achieving career goals;

C. in the world of work while continuing their education in order to help offset higher education expenses.

The Board shall provide, ~~( ) in cooperation with the _____~~ , a career and technical education program which shall include:

1. **(X)** Technology and Engineering Education;

2. **(X)** Agriculture, Food, and Natural Resources Education;

3. **(X)** Family and Consumer Sciences Education;

4. **(X)** Business and Information Technology Education;

5. **(X)** Marketing, Management and Entrepreneurship Education;

6. **(X)** Health Science Education;

The Board directs that any efforts to recruit students to participate in a particular vocational program must include literature and comparable recruitment efforts for students with disabilities in a format and context in which they can communicate.

The career and technical education program may also include:

A. integration with Early College Credit or Start College Now programs;

B. paid or unpaid youth work-based learning opportunity;

C. a work-study program involving the employment of qualified students.

The programs are available to students without regard to any Protected Class consistent with Board Policy - 2260 - Nondiscrimination and Access to Equal Educational Opportunity. ~~race; color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including transgender status, change of sex, or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes").~~ The Superintendent is to ensure that application forms for work-study programs contain a notice of nondiscrimination and that each employer associated with a work-study program has provided assurance of nondiscrimination based on the Protected Classes prior to the time the students are selected and/or assigned.

Revised 1/25/17
T.C. 8/6/21
T.C. 1/31/22

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Legal
118.01(2)(b), 118.15(1)(b), 118.13, Wis. Stats.
P.I. 8.01(2)(k)(2b), 8.01(2)(l), Wis. Adm. Code

SECOND READING BY BOARD

po2461

Vol. 35, No. 2 - July 2026 Replacement RECORDING OF IEP TEAM MEETINGS

ADOPTED May 25, 2016 · REVISED Mar 20, 2019

2461 - **RECORDING OF IEP TEAM MEETINGS**

The District recognizes that parents may wish to record (this includes audio and/or video, including AI tools) IEP Team meetings in order to better understand the IEP process, their child's IEP, or to implement their rights as a parent for access accommodations under the IDEA, Section 504 of the Rehabilitation Act of 1973, and/or the Americans with Disabilities Act.

If a parent believes that recording an IEP Team meeting is necessary, the parent should notify Principal ~~_____ [principal or Director of Student Services or Director of Special Education]~~ in writing, preferably at .least two (2) school days before the IEP Team meeting, of the parent's desire to record the meeting and the reason the recording is required.

~~[DRAFTING NOTE - Recent technological developments, including AI-enabled meeting recording tools, have increased the likelihood that parents may record virtual or in-person IEP meetings without advance notice. Wisconsin is a one-party consent state under 948.31 Wis. Stats, meaning a meeting participant may lawfully record the conversation. The District's current policy prohibits video recording except as a disability accommodation. The proposed revision clarifies notice expectations, affirms the District's right to record when a parent records, addresses AI tools explicitly, and preserves the integrity of the IEP process while reducing potential litigation exposure.]~~

The purpose of advance notice is to promote transparency, ensure appropriate logistical arrangements, and allow the District to determine whether it will also record the meeting.

Recording of an IEP Team meeting, whether audio, video, or AI-assisted, shall not disrupt the meeting or interfere with the IEP Team process. If recording becomes disruptive, the District may suspend the meeting and reschedule.

If a parent records an IEP Team meeting, the District reserves the right to record the meeting as well.

Any recording made by the District shall become part of the student's education record and will be maintained in accordance with State and Federal law. Any recording made by the parent becomes a record of the parent, and the District has no responsibility for maintenance of that particular record.

The District is not responsible for the storage, security, or distribution of recordings created by parents or other participants.

~~In order to facilitate parents' ability to fully participate in the IEP process, parents of students with disabilities are ordinarily permitted to audio record IEP Team meetings in accordance with the procedures set forth.~~

A. ~~Parents wishing to audio record an IEP Team meeting must utilize their own recording device and tapes and provide notice to the District prior to the date of the scheduled IEP Team meeting.~~

B. ~~Parents must obtain the consent of any staff member or other participant in the IEP meeting prior to the meeting in order to tape record the meeting. If any member of the IEP team does not consent to an audio recording of the meeting, the parent will not be permitted to record the meeting, but other accommodations will be made, if the tape recording is requested for the parent due to his/her own disability to access the IEP process.~~

C. ~~If parent(s) elects to audio record an IEP Team meeting, the District will also record the meeting and maintain as a student record, in accordance with State and Federal law.~~

~~Video recording an IEP Team meeting is prohibited, unless it is required to permit a parent to access the IEP process, ensure that the parent is able to understand the IEP or implement the IEP will effectively remove a parent(s) barrier to access the IEP process~~

~~caused by a disability. Documentation of the parent's disability and need for accommodations is required.~~

~~If the District records an IEP Team meeting, the resulting recording shall become a part of the student's educational record and will be maintained in accordance with State and Federal law.~~

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SECOND READING BY BOARD

po2510

Vol. 35, No. 2 - July 2026 Revised ADOPTION OF TEXTBOOKS/PRIMARY CURRICULAR RESOURCES

2510 - **ADOPTION OF TEXTBOOKS /PRIMARY CURRICULAR RESOURCES**

~~The School Board delegates the selection of all online or in print textbooks used as part of the educational program of this District to the Superintendent. "Textbook", for purposes of this policy, shall mean the principal source of instructional material for any given course of study, in whatever form the material may be presented, that is available or distributed to every student enrolled in the course.~~

~~The Board does not discriminate on the basis of any characteristic protected under State or Federal law including, but not limited to race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including transgender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes") in its selection of instructional materials and equipment.~~

The Superintendent ~~Board~~ shall approve all textbooks used as part of the educational program of this District. The list of the adopted books shall be filed with the School District Clerk. "Textbook", for purposes of this policy, shall mean the primary ~~principal~~ source of instructional material for any given course of study, in whatever form the material may be presented, that is available or distributed to every student enrolled in the course.

The criteria established for the method of selection and subsequent Board adoption of textbooks shall not discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. Further, the Superintendent shall review all textbooks to assure they reflect the cultural diversity and pluralistic nature of American society in compliance with applicable educational standards.

The Superintendent shall be responsible for the selection of online or in print textbooks. ~~of online or in print textbooks~~. In considering any proposed textbook, the Superintendent ~~Superintendent~~ will weigh their decision as related to ~~the following~~:

A. suitability for the maturity level and educational accomplishment of the students who will be using the material;

B. freedom from bias;

C. relationship to the curriculum adopted by the Board;

D. relationship to a continuous multigrade program;

E. impact on community standards;

F. manner of selection;

G. cost;

H. appearance and durability.

The Superintendent shall develop administrative guidelines for the selection of textbooks .

The Superintendent shall provide parents with timely notice of the adoption or use of textbooks or instructional materials that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and shall establish procedures for parents to request that their child be excused from instruction involving such materials with appropriate alternative assignments provided. See also Policy 2240 - Controversial Issues in the Classroom and 2270 - Religion in the Curriculum.

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Legal
118.13, 120.13(5) Wis. Stats.
P.I. 9, 41, Wis. Adm. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. Section 1681, Title IX of Education Amendments Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
29 U.S.C. Section 794, Rehabilitation Act of 1973
42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964
42 U.S.C. Section 12101 et seq., The Americans with Disabilities Act of 1990
Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979

SECOND READING BY BOARD

po2521

Vol. 35, No. 2 - July 2026 Revised SELECTION OF SUPPLEMENTAL INSTRUCTIONAL MATERIALS/CURRICULAR RESOURCES AND EQUIPMENT

2521 - **SELECTION OF SUPPLEMENTAL INSTRUCTIONAL MATERIALS /CURRICULAR RESOURCES AND EQUIPMENT**

The Board shall provide instructional materials and equipment, within budgetary constraints, to implement the District's educational goals and objectives and to meet students' needs. The primary objective of such instructional materials and equipment shall be to enrich, support, and implement the educational program of the school.

For purposes of this policy, the term "instructional /curricular materials" is defined as supplemental books, readings, activities, online resources, and media distributed by a classroom teacher to students for the purpose of teaching the course content in accordance with the Board-approved course of study (see Policy 2220 - Adoption of Courses of Study). Textbooks, as defined in Policy 2510 - Adoption of Textbooks /Primary Curricular Resources, are not included in this definition or policy. Learning assessment materials designed or selected by the teacher, such as quizzes, tests, exams, worksheets, lesson plans, homework assignments, and the like, are not selected by the Board and therefore not considered instructional materials for purposes of this policy.

The term "instructional equipment" is defined as tools and apparatus used by a classroom teacher for the purpose of conveying the course content or by a student for the purpose of learning the course content. Examples of instructional equipment include, but are not limited to, computing devices, projectors, screens, smartboards, chalkboards/whiteboards, televisions, DVD/video players, overhead projectors, calculators, maps, microscopes, scientific laboratory items, balls, physical activity equipment, musical equipment, career and technical education tools and appliances, art apparatus such as kilns and easels, and the like. Expendable supplies with an expected lifespan of a school year or less, and purchased with a corresponding WUFAR accounting code in accordance with DPI regulations, are not considered instructional equipment.

Any concerns by the public regarding instructional materials and equipment shall be reviewed in accordance with Policy 9130 - Public Requests, Suggestions, or Complaints.

The District does not discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~any characteristic protected under State or Federal law including, but not limited to, age, sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender status, change of sex or gender identity) or physical, mental, emotional, or learning disability ("Protected Classes")~~ in its selection of instructional materials and equipment.

The Superintendent shall establish procedures for providing parents with advance notice of instructional materials or activities that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and for accommodating requests to excuse students from such instruction. See also Policy 2240 - Controversial Issues in the Classroom.

The Superintendent shall periodically, provide for a systematic review by the Board of the District's instructional materials and equipment in order to ensure that they are appropriate for the current educational program. Any revisions that occur should be a result of the school-improvement process.

Students shall be held responsible for the cost of replacing any materials or properties which are lost or damaged through their negligence.

The cost of materials may be charged for materials used in those activities beyond the basic curriculum in which a student elects to participate, particularly in shop and art activities where the product becomes the property of the student.

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Legal
118.13, 120.13(5), 121.02(1)(h), Wis. Stats.
P.I. 9, 41, Wis. Adm. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. Section 1681, Title IX of Education Amendments Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
29 U.S.C. Section 794, Rehabilitation Act of 1973
42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964
42 U.S.C. Section 12101 et seq., The Americans with Disabilities Act of 1990
Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979

SECOND READING BY BOARD

po2623

Vol. 35, No. 2 - July 2026 Revised STUDENT ASSESSMENT AND GRADING

2623 - **STUDENT ASSESSMENT** **AND GRADING**

The ~~School~~ Board shall assess student achievement and needs in all areas of the curriculum in order to determine the progress of students and to assist them in attaining District goals.

(X) The Board approves a balanced, comprehensive system of assessment that shall measure levels of student proficiency, growth, and learning needs in all areas of the curriculum in order to determine the progress of students. This information is used to:

A. Provide summative and formative opportunities for students to demonstrate their learning.

B. Accurately communicate each student's proficiency of knowledge and skill level toward grade-level outcomes.

C. Provide evidence of student proficiency and growth in relation to Board-approved standards and learning targets.

D. Inform instruction on a regular, ongoing basis.

E. Provide meaningful feedback for student goal setting.

F. Identify strengths and weaknesses of curricular and instructional programs.

A balanced, comprehensive system of assessments includes:

A. Universal screening assessments;

B. Standards-based formative and summative classroom assessments that are authentic, valid, reliable, and aligned to grade-level learning targets;

C. Diagnostic assessments;

D. Progress Monitoring Assessments.

The Director of Teaching and Learning, in collaboration with the School Administrators, shall develop a program of standards-based assessment that includes summative and formative assessments.

~~All students shall participate in State-wide or District-wide assessments, and any student with a disability shall be provided appropriate accommodation and/or alternate assessments where necessary as indicated in the student's I.E.P. or Section 504 plan.~~

Each student's proficiencies and needs will be assessed by staff members upon the student's ~~his/her~~ entrance into the District and annually thereafter. Procedures for such assessments will include, but need not be limited to, teacher observation techniques, cumulative student records, student performance data collected through standard testing programs, student portfolios, and physical examinations.

The Superintendent shall develop

~~( ) and present to the Board annually~~

~~( ) and the Board shall approve~~

a program of testing and assessment that includes:

A. State-required tests;

-

B. curriculum-based written and oral examinations which include the use of alternative questions, demonstrations, writing exercises, individual and group projects, performances, portfolios, and samples of best work;

-

~~( ) assessment tests;~~

-

~~( ) aptitude tests;~~

-

( ) achievement tests;

-

( ) vocational inventories;

-

( ) tests of mental ability.

-

The Board requires that:

-

A. (X) tests be administered by persons who are qualified under State law and regulation;

-

B. (X) parents be informed of the testing program of the schools and of the special tests that are to be administered to their children;

-

( ) data regarding individual test scores be entered on the student's cumulative record, where it will be subject to the policy of this Board regarding student records;

-

( ) the results of each school-wide, program-wide, and District-wide test be made part of the public record.

-

All students shall participate in State-wide or District-wide assessments, and any student with a disability shall be provided appropriate accommodation and/or alternate assessments where necessary as indicated in the student's I.E.P. or Section 504 plan.

-

[ ] In addition to the testing programs, the Superintendent shall develop administrative guidelines whereby a portfolio is developed and maintained for each student.

Parental Opt Out of Assessments (students)

The Board authorizes the Superintendent to ~~shall~~ excuse any student from the State examination administered in 4th grade, 8th grade, 9th grade, 10th grade, or 11th grade whether the test administered is the one developed by the Department of Public Instruction or the District's own test developed and approved by the DPI and the U.S. Department of Education. To opt out of these examinations, the student's parent must submit a statement in writing to the building principal stating that the parent is opting out of the examination(s).

[X] The Board also authorizes the Superintendent to accept opt-out requests from parents regarding State examinations administered in 3rd grade, 5th grade, 6th grade, and 7th grade, except when such opt-out provisions are prohibited by State or Federal law. **[END OF OPTIONAL SENTENCE]**

Parents may not opt any student out of the reading readiness screening required of all students in grades 4 K - 3.

[X] GRADING

Philosophy

Classroom grades should provide feedback to students and parents. The intent of grades is not to punish, but to communicate what a student knows and is able to do compared to clearly communicated classroom expectations.

[X] Standards-Based Grading

The Board ~~( ) encourages~~ **(X)** discourages ~~( ) allows ( ) forbids~~ the following methodologies classroom teachers may utilize when determining grades:

B. (X) use of extra credit

C. (X) grade modification for participation

D. (X) student behavior

E. (X) grade modification for "late work"

F. ( ) grading homework

G. (X) curving grades based on an individual student's performance compared to a peer

H. ( ) the use of "zero"

I. (X) grade modification for attendance

J. (X) percentages

~~K. ( ) performance descriptions~~

[END OF OPTIONS]

[X] The Board **(X)** encourages ~~( ) requires~~ **[END OF INTERNAL OPTIONS]** classroom grades be based on:

A. (X) performance against clear descriptions of expectations (i.e. learning goals, rubrics, etc.)

B. ( ) the most recent performance

~~C. ( ) _____~~

Classroom achievement will be communicated formally to parents a minimum of **(2)** times a year. ~~( ) every nine weeks ( ) _____~~.

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Legal

118.015, Wis. Stats.
118.30, Wis. Stats.
P.I. 8.01(2r/s), Wis. Adm. Code

SECOND READING BY BOARD

po3122

Vol. 35, No. 2 - Special Update - Nondiscrimination - July 2026 WI Replacement NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT

ADOPTED May 25, 2016 · REVISED Jun 27, 2024

Replacement Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

3122 - **NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT**

~~**[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]**~~

The Board does not discriminate on the basis of race, color, national origin, age, sex ~~(~~ ~~(including gender status, change of sex, sexual orientation, or gender identity) [END OF OPTION]~~ , pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities.

The Board is committed to providing a work environment that is free from Prohibited Conduct, responding promptly and effectively when it has knowledge of conduct that reasonably may constitute Prohibited Conduct, and addressing Prohibited Conduct in its education programs or activities. This commitment applies to all District operations and this policy applies to Prohibited Conduct occurring within or as a part of the District's education programs and activities, whether on school property or at another location during an activity sponsored by the Board.

Persons who commit Prohibited Conduct are subject to the full range of disciplinary sanctions outlined in this policy.

Definitions:

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Bullying means: any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an employee, supervisor, manager, or other member of the District staff, that is sufficiently severe or pervasive to create an intimidating, hostile, or offensive work environment; or unreasonably interfere with the individual's work performance or participation. It may involve: (a) threats; (b) intimidation; (c) stalking; (d) cyberstalking; (e) cyberbullying; (f) physical violence; (g) theft; (h) sexual, religious, or racial harassment; (i) public humiliation; or (j) destruction of property. Bullying rises to the level of unlawful harassment when the conduct is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal and/or State civil rights laws and is severe or pervasive enough to alter the conditions of employment or create a hostile environment. Ordinary teasing, horseplay, arguments, and peer conflict do not constitute bullying for purposes of this policy.

Complainant means: an employee who is alleged to have been subjected to conduct that could constitute Prohibited Conduct; or a person, other than an employee, who is alleged to have been subjected to conduct that could constitute Prohibited Conduct and who was participating or attempting to participate in the District's education programs or activities at the time of the alleged Prohibited Conduct.

Complaint means: an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged Prohibited Conduct.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., days that the Board office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Disciplinary sanctions means: consequences imposed on a respondent following a determination that the respondent engaged in Prohibited Conduct.

Education programs or activities refer to: all the District's operations including, but not limited to, in-person and online/remote educational instruction, employment, extracurricular activities, athletics, performances, and community engagement and outreach programs. The term applies to all programs and activities operated by the Board on school grounds or on other property owned or occupied by the Board. It also includes events and circumstances that take place off school property/grounds but over which the District asserts disciplinary authority (e.g., at off-campus activities sponsored by the Board).

Exculpatory evidence means: evidence that is favorable to a respondent because it helps excuse, justify, or absolve a respondent of alleged wrongdoing and tends to establish that a

respondent did not engage in Prohibited Conduct.

Genetic information means: information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

Harassment means: any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against an employee that (a) places the employee in reasonable fear of harm to their person or damage to their property; (b) has the effect of substantially interfering with the employee's work performance; or (c) has the effect of substantially disrupting the orderly operation of a school. Each of the following types of harassment involves unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's protected characteristic(s) and has the purpose or effect of interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.

A. **Age Harassment** means: harassment based on negative perceptions about older workers. It also includes harassment based on stereotypes about older workers, even if they are not motivated by animus, such as pressuring an older employee to transfer to a job that is less technology-focused because of the perception that older workers are not well-suited to such work or encouraging an older employee to retire.

B. **Disability Harassment** means: harassment based upon a person’s disability and includes harassment based upon stereotypes about individuals with disabilities in general or about an individual’s particular disability. It also includes harassment based on traits or characteristics linked to an individual’s disability, such as how the person speaks, looks, or moves. For example, negative comments about an individual's speech patterns, movement, physical impairments, or defects/appearances, or the like. Disability-based harassment includes: (a) harassment because an individual requests or receives reasonable accommodation; (b) harassment because an individual is regarded as having an impairment, even if the individual does not have an actual disability, or a record of disability; (c) harassment because an individual has a record of a disability, even if the individual currently does not have a disability; and (d) harassment based on the disability of an individual with whom the employee is associated. Finally, disability-based harassment may occur where conduct is directed at or pertains to a person's genetic information.

C. **National Origin/Ancestry Harassment** means: harassment due to a person's (or their ancestor's) place of origin. Such harassing conduct can include ethnic slurs or epithets, derogatory comments about individuals of a particular nationality, and use of stereotypes about a person's national origin. Additionally, it can include harassment regarding traits or characteristics linked to an individual's national origin, such as physical characteristics, ethnic or cultural characteristics or customs (e.g., surnames, attire, or diet), or linguistic characteristics (e.g., a person's manner of speaking, non-English language accent, or a lack of fluency in English).

D. **Race/Color Harassment** means: unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's race or color and has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive work environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

E. **Religious (Creed) Harassment** means: harassment based on a person's surname, religion (including atheism or lack of religious belief), religious traditions and practices, or religious dress/clothing, and includes making offensive comments about the same. It also includes religious slurs or epithets, harassing conduct based on religious stereotypes, and harassment associated with a person's request for and/or receipt of religious accommodation. Religious harassment also involves explicitly or implicitly coercing an employee to engage in religious practices at work.

F. **Sexual Harassment** means (for purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964): unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (a) submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment; (b) submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (c) such conduct has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive working environment. Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

    1. Sexual Harassment covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.

    2. Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

a. Conduct of a sexualized nature, such as unwanted conduct expressing sexual attraction or involving sexual activity (e.g., unwelcome sexual propositions, invitations, solicitations, and flirtations; unwanted physical and/or sexual contact, including unwelcome and inappropriate touching, patting, or pinching **(X)**; and obscene gestures ~~- **[END OF OPTION]**~~.

b. Sexual attention or sexual coercion, such as demands or pressure for sexual favors (e.g., threats or insinuations that a person's employment, wages, or other conditions of employment may be adversely affected by not submitting to sexual advances; giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship; leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin).

c. Rape, sexual assault, or other acts of sexual violence.

d. Discussing or displaying visual depictions of sex acts or sexual remarks (e.g., unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, texts, etc.; sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature placed in the work environment; asking or telling about sexual fantasies, sexual preferences, or sexual activities; speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history).

e. A consensual sexual relationship where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.

f. Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

g. Non-sexual conduct based on sex, such as sex-based epithets; sexist comments (such as remarks that women do not belong in management or that men do not belong in the nursing profession); or facially sex-neutral offensive conduct motivated by sex (such as bullying directed toward employees of one sex).

h. Harassment based on pregnancy, childbirth, or related medical condition, which may include issues pertaining to lactation, using or not using contraception, or deciding whether to have, or not to have, an abortion.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be objectively offensive (a reasonable person would find it hostile or abusive), subjectively offensive (the complainant actually perceived it as abusive), and either sufficiently severe (a single extremely serious incident) or pervasive (a pattern of behavior), such that it adversely affects, limits, or denies an individual's employment, or creates a hostile or abusive employment environment.

Inculpatory evidence means: evidence that links a respondent to alleged wrongdoing and tends to establish a respondent engaged in Prohibited Conduct (i.e., has culpability).

Military status means: a person's status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, full-time National Guard duty, and performance of duty or training by a member of Wisconsin organized militia. It also includes the period of time for which a person is absent from employment for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Party means: a complainant or respondent.

Pregnancy, childbirth, or related medical conditions means:

A. ”Pregnancy” and “childbirth” refer to the pregnancy or childbirth of a specific employee and include, but are not limited to, current pregnancy; past pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).

B. “Related medical conditions” are medical conditions relating to the pregnancy or childbirth of a specific employee, and may include termination of pregnancy, including via miscarriage, stillbirth, or abortion; ectopic pregnancy; preterm labor; pelvic prolapse; nerve injuries; cesarean or perineal wound infection; maternal cardiometabolic disease; gestational diabetes; preeclampsia; HELLP (hemolysis, elevated liver enzymes and low platelets) syndrome; hyperemesis gravidarum; anemia; endometriosis; sciatica; lumbar lordosis; carpal tunnel syndrome; chronic migraines; dehydration; hemorrhoids; nausea or vomiting; edema of the legs, ankles, feet, or fingers; high blood pressure; infection; antenatal (during pregnancy) anxiety, depression, or psychosis; postpartum depression, anxiety, or psychosis; frequent urination; incontinence; loss of balance; vision

changes; varicose veins; changes in hormone levels; vaginal bleeding; menstruation; and lactation and conditions related to lactation, such as low milk supply, engorgement, plugged ducts, mastitis, or fungal infections. The preceding list of related medical conditions is not exhaustive.

Prohibited Conduct means: unlawful discrimination or harassment based on a person's Protected Class(es) or retaliation. Such misconduct involves a violation of Federal and/or State civil rights laws.

Respondent means: a person who is alleged to have engaged in Prohibited Conduct.

Retaliation means: intimidation, threats, coercion, or discrimination against any person by the District, a student, a Board employee, or any other person authorized by the Board to provide aid, benefit, or service under the District's education programs or activities, for the purpose of interfering with any right or privilege secured by Federal or State law, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under applicable Federal or State laws or regulations.

School District community means: students and Board employees (i.e., administrators and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties means: guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Pregnancy, Childbirth, and Related Medical Conditions

The Board will not discriminate against an employee based on the person's current pregnancy, potential or intent to become pregnant, past pregnancy, or medical condition related to pregnancy or childbirth, or because the person uses birth control, or has had or not had an abortion.

Additionally, the Board will provide a reasonable accommodation to an employee's known limitation related to pregnancy, childbirth, or a related medical condition, unless the accommodation will cause the District undue hardship.

The Board will treat pregnancy, childbirth, and related medical conditions as any other temporary medical conditions for all job-related purposes, including commencement, duration, and extensions of leave; accrual of seniority and any other benefit or service; reinstatement; and under any fringe benefit offered to employees by virtue of employment.

The Board will provide reasonable break time for an employee to express breast milk while at work for the first year after the employee's child's birth. The Board will provide the employee with a space, other than a bathroom, that is clean, shielded from view, free from intrusion from coworkers and the public, and which the employee can use as needed to express breast milk. See Board Policy 6700 – Fair Labor Standards Act.

Nondiscrimination Based on Employee's Genetic Information

The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of the individual's genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.

District Compliance Officer(s)

~~**[DRAFTING NOTES:**~~

1. ~~**Neola suggests the Board appoint both a male and a female to serve as the District Compliance Officers. By appointing two (2) District Compliance Officers, there should always be a District Compliance Officer available to address a claim that pertains to the other District Compliance Officer. If, however, the Board appoints more than one (1) District Compliance Officer, Neola recommends that it designate one (1) of the District Compliance Officers to retain ultimate oversight over the assigned responsibilities and ensure the Board's consistent compliance with its responsibilities under applicable Federal and State laws that prohibit unlawful discrimination/harassment based on protected classes and retaliation. Alternatively, the Board could appoint a District Compliance Officer and one (1) or more persons to assist the District Compliance Officer with performance of the responsibilities identified in this policy and its accompanying administrative guidelines. Often the person(s) designated to assist a District Compliance Officer is/are called Deputy or Assistant Compliance Officer(s). If the Board elects this alternative approach, it would designate a District Compliance Officer for purposes of this policy, and then designate the other position(s) through its AG. The person(s) in the alternative support role(s) will need to be trained in the same manner as the District Compliance Officer.**~~

2. ~~**The Board must list in this policy either the Name(s) or Title(s) of the District Compliance Officer(s); while the Board may list both the Name(s) and Title(s), Neola suggests that the Board only list the Title(s)**~~

~~in this policy (so the Board does not need to revise/amend the policy whenever there is a change in the actual person(s) holding the designated position(s)), but list both the Name(s) and Title(s) in the requisite notices/postings (e.g., website) and publications (e.g., handbooks).~~

3. ~~Reminder: Whenever a new person begins to serve as the District Compliance Officer (or in a support role to the District Compliance Officer), the District needs to make sure the new person is appropriately trained, in a timely manner, to fulfill the responsibilities of the position to which the person is assigned.]~~

~~[END OF DRAFTING NOTES]~~

The Board designates and authorizes the following individual(s) to coordinate its efforts to comply with the Board's responsibilities under Federal and State laws that prohibit discrimination, including harassment, based on Protected Classes and retaliation (also known as "Civil Rights Coordinator(s)" or "Anti-Harassment Compliance Officer(s)") (hereinafter referred to as the "District Compliance Officer(s)" or "CO(s)"):

Sarah Trimner, Director of Talent and Culture _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
strimner@dce.k12.wi.us _____
(Email Address)
715-359-4221 _____
(Telephone Number)

~~[DRAFTING NOTE: The District may want to create a static (i.e., fixed) District Compliance Officer -specific email address and phone number that will not change when the person(s) and/or position(s) designated to be the CO(s) change(s) – e.g., CO4CivilRights@(insert District's domain) – which the Technology Director/Department can program to be forwarded to the actual individual(s) serving as the District Compliance Officer(s) at any given time. Likewise, the District may want to establish a static Telephone Number for the position of District Compliance Officer that can be forwarded to, and accessed by, the actual person(s) serving in the CO position(s) at any given time. These two (2) steps will help reduce the information that needs to be updated in policy, AG, and/or the requisite notices/postings and publications when changes occur to the specific person(s)/position(s) designated to serve as the CO(s).]~~

~~[DRAFTING NOTE: Complete the following information if the Board appoints more than one (1) District Compliance Officer.]~~

[X] [DESIGNATION OF A SECOND DISTRICT COMPLIANCE OFFICER]

Kelley Strike, Assistant Superintendent of Operations _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____(Office Address)
kstrike@dce.k12.wi.us _____

(Email Address)
715-359-4221 _____
(Telephone Number)

~~**[END OF OPTION]**~~

~~**[DRAFTING NOTE: As discussed above, if the Board designates more than one (1) CO, Neola recommends that the District select the following option.]**~~

[X] The Board designates Sarah Trimner, Director of Talent and Culture _____ ~~**[DRAFTING NOTE: Insert Name and/or Title of the District Compliance Officer who is ultimately responsible for the District's compliance with its responsibilities under Federal and State laws that prohibit discrimination/harassment based on Protected Classes and retaliation]**~~ as the individual who is ultimately responsible for oversight over the Board's compliance with applicable Federal and State laws and regulations that prohibit discrimination based on the basis of Protected Classes and retaliation. ~~**[END OF OPTION]**~~

X ~~**[**~~ **]** The District Compliance Officer may delegate specific duties to one (1) or more designees ~~. **[END OF OPTION]**~~

The contact information concerning the District Compliance Officer(s) will be published on the School District's website **(X)** and annually ~~**[END OF OPTION]** :~~

(X) in parent/student and staff handbooks.

A. ~~**( )** in the School District Annual Report to the public.~~

B. ~~**( )** on each individual school's website.~~

C. ~~**( )** in the School District's calendar.~~

D. ~~**( )** _____.~~

~~**[DRAFTING NOTE: The Board may want to select the following option when the Superintendent is not the CO. While Neola recognizes that this may not always be possible, it may be preferable to have the CO be someone other than the Superintendent because then – if the CO serves as the investigator and decisionmaker – the Superintendent can serve as the appeal decisionmaker or the facilitator for the informal resolution process.]**~~

[X] The District Compliance Officer(s) shall report directly to the Superintendent except when the Superintendent is a party to a complaint (i.e., either the complainant or the respondent). Under such circumstances, the CO(s) shall report directly to ~~**[SELECT ONE OF THE FOLLOWING] ( )** the Board President~~ **(X)** the Board's Legal Counsel ~~**( )** _____ **[OTHER] [END OF INTERNAL OPTIONS]**~~ until the matter in which the Superintendent is a party is concluded. ~~**[END OF OPTION]**~~

Questions about this policy should be directed to the District Compliance Officer(s).

The CO(s) is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, harassment, retaliation, or denial of equal opportunity/access. The CO(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), Genetic Information Nondiscrimination Act (GINA), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. Copies of the laws and regulations listed above are available upon request from the CO(s).

The CO(s) shall monitor the District's education programs and activities for barriers to reporting information about conduct that reasonably may constitute Prohibited Conduct pursuant to Federal and/or State laws that prohibit discrimination/harassment based on the basis of a Protected Class/Category and retaliation, and take steps reasonably calculated to address such barriers.

Notice of Nondiscrimination

The Superintendent shall provide notice of the Board's policy on nondiscrimination and the identity of the School District's Compliance Officer(s). Such notice will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Reports and Complaints of Prohibited Conduct and Retaliation

Employees are required to report incidents of Prohibited Conduct and/or retaliation to an administrator, supervisor, or other supervisory employees so that the Board may address the conduct. Any administrator, supervisor, or other supervisory employees who receive such a report shall file it with the CO as soon as reasonably practicable.

Discrimination against an individual based on their sex (including gender status, sexual orientation, and gender identity) is discrimination in violation of Title VII. Specifically, discrimination on the basis of sex stereotyping/gender-nonconformity constitutes sex discrimination. This is true irrespective of the cause of the person's gender non-conforming

behavior. Employment actions based upon an individual's sex could be suspect and potentially impermissible.

COs are required to investigate allegations of Prohibited Conduct involving the discrimination or harassment of an employee or applicant based upon their gender status, sexual orientation, and gender identity.

Any questions concerning whether alleged Prohibited Conduct might violate this prohibition should be brought to the CO's attention promptly.

Employees who believe they have been subject to Prohibited Conduct are entitled to utilize the complaint process set forth below. Initiating a complaint will not adversely affect the Complainant's employment. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as practicable after the conduct occurs while the facts are known and potential witnesses are available.

The COs will be available during regular school/work hours to discuss concerns related to Prohibited Conduct or Retaliation. COs shall accept reports of Prohibited Conduct or Retaliation directly from any member of the School District Community or a Third Party, or receive reports that are initially filed with another Board employee.

Upon receipt of a report of alleged Prohibited Conduct or Retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged Prohibited Conduct/Retaliation), or **(X)** ~~**[OPTION 1]**~~ the CO will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. ~~**[END OF OPTION 1]**~~ ~~**( ) [OPTION 2]**~~ ~~the Superintendent will designate a specific individual to conduct the process necessary for an informal or formal investigation.~~ ~~**[END OF OPTION 2]**~~ The CO will provide a copy of this policy to the Complainant and the Respondent upon request.

Any Board employee who directly observes Prohibited Conduct/Retaliation is obligated, in accordance with this policy, to report such observations to one of the COs as soon as reasonably practicable. Additionally, any Board employee who observes an act of discrimination/retaliation is expected to intervene to stop the misconduct, unless circumstances make such an intervention dangerous, in which case the staff member should promptly notify other Board employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO must contact the Complainant as soon as reasonably practicable to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure (See Form 3122 F2)

Except for sex discrimination and/or sexual harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee who alleges to have been subjected to Prohibited Conduct or Retaliation may seek

resolution of the complaint through the procedures described below. The complaint procedures involve an investigation of the individual's claims of Prohibited Conduct/Retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of discrimination or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division, or the Equal Employment Opportunity Commission ("EEOC").

Complaint Procedure

A Complainant who alleges Prohibited Conduct/Retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) the CO; or 3) to the Superintendent or other supervisory employees. Any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who shall coordinate with the other appointed/designated CO or, if appropriate, appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of Prohibited Conduct and Retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint as soon as reasonably practicable after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO at the employee's first opportunity, as soon as reasonably practicable.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further Prohibited Conduct or Retaliation, including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as reasonably practicable, the CO or designee will initiate an investigation by, at a minimum, confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and, upon request, provided with a copy of any relevant policies and/or administrative guidelines, including this Policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint and the obligation to do so within a reasonable timeframe established by the CO or designee based on the circumstances.

~~**[ ] [OPTION 1]** Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of Prohibited Conduct based on a protected class or Retaliation as promptly as reasonably practicable after receiving the formal complaint.~~ **X** ~~**[ ] [OPTION 2]**~~ Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress. ~~**[END OF OPTIONS]**~~

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of the Prohibited Conduct/Retaliation as provided in Board policy and State and Federal law as to whether

the Respondent has engaged in harassment/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if Prohibited Conduct or Retaliation occurred, a preponderance of evidence standard will be used.

[X] The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may ~~**( )** in consultation with the Superintendent or Board President, if the matter involves the Superintendent, **[END OF OPTION]**~~ engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within a reasonable timeframe after receiving the report of the CO, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A summary of the Superintendent's final decision will be provided to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed as soon as reasonably practicable, taking into account the availability of necessary witness(es) or documents. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

If the Superintendent determines the Respondent engaged in Prohibited Conduct/Retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.

[X] The decision of the Superintendent shall be final.

~~**OR**~~

~~**[ ]** A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Superintendent, who will forward the request to the Board President.~~

~~In an attempt to resolve the complaint, the Board shall review the findings and may meet with the concerned parties and their representatives within a reasonable timeframe after the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent~~

~~to each concerned party within ten (10) days of its decision. The decision of the Board will be final.~~

~~**[END OF OPTIONS]**~~

The Board reserves the right to investigate and resolve a complaint or report of Prohibited Conduct/Retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The Board will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

During the course of an investigation, the CO will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the Prohibited Conduct/Retaliation, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further Prohibited Conduct or Retaliation has occurred and

to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against Prohibited Conduct by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging Prohibited Conduct/Retaliation, or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of Prohibited Conduct, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

Application of the First Amendment

The Board will construe and apply this policy consistent with the First Amendment to the U.S. Constitution. In no case will a respondent be found to have committed Prohibited Conduct based on expressive conduct that is protected by the First Amendment.

Education and Training

All District Compliance Officer(s), and other persons who are responsible for implementing the Board's complaint procedures or have the authority to modify or terminate supportive measures shall receive training related to their duties under applicable Federal and State laws and this policy. ~~**[ ]** The training shall be provided promptly upon hiring or a change of position that alters their duties under this policy, and annually thereafter. **[END OF OPTION]**~~ The training shall not rely on stereotypes involving Protected Classes.

~~**[ ]** Training materials will be made available for inspection upon request by members of the public. **[END OF OPTION]**~~

Recordkeeping (including retention of investigatory records and materials)

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy must retain all information, documents, electronically stored information, and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation. Records and materials associated with the implementation of this policy shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for the period set in the District's records retention schedule.

These records may include, but are not limited to the following:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; ~~[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]~~ ~~[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]~~

Q. documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. ~~( ) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( ) copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( ) copies of any notices sent to the Complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( ) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

The information, documents, ESI, and electronic media (as defined in Policy 8315-Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records, medical records).

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Legal

111.31 et seq., Wis. Stats.
111.335(d)(2), Wis. Stats.
118.195, Wis. Stats.
118.20, Wis. Stats.
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1092(F)(6)(A)(v)
20 U.S.C. 1232g
20 U.S.C. Section 1681, Title IX of Education Amendment Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act
29 C.F.R. Part 1635
29 U.S.C. 201 et seq., The Fair Labor Standards Act (FLSA)
29 U.S.C. 218d, PUMP for Nursing Mothers Act (PUMP Act)
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 701 et seq. (in particular 794), Rehabilitation Act of 1973, as amended
34 C.F.R. Part 110 (7/27/93)
38 U.S.C. Chapter 43 4301-4335 (see in particular 4311(a) [prohibits discrimination based on military service] and 4312 [reemployment rights]), Uniformed Services Employment and Reemployment Rights Act (USERRA)
42 U.S.C. 1983
42 U.S.C. 2000d et seq.
42 U.S.C. 2000e et seq., Civil Rights Act of 1964 (e.g., Title VI and Title VII), as amended by the Pregnancy Discrimination Act
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 2000gg, Pregnant Workers Fairness Act (PWFA)

42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended

SECOND READING BY BOARD

po3122.02

Special Update - Nondiscrimination - July 2026 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~3122.02 - NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE~~

~~The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify applicants or employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of the person as an employee, based on genetic information. Harassment of a person because of genetic information also is prohibited. Likewise, retaliation against a person for identifying, objecting to, or filing a complaint concerning a violation of this policy is prohibited.~~

~~The identity of the Compliance Officer (see Policy 3122 - Nondiscrimination and Equal Employment Opportunity) shall be posted throughout the District and published in any District statement regarding the prohibition of discrimination on the basis of genetic information in all aspects of employment, in any staff handbooks, and in general information publications of the District as required by Federal and State law and on the District website.~~

~~In accordance with Title II of the Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. 2000ff, et seq., and 29 C.F.R. Part 1635 ("GINA"), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with GINA, applicants and employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be provided as part of the certification process for FMLA leave, or when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application for employment process. Employees and applicants for employment shall not be penalized for providing~~

genetic information in good faith in response to a request from a Board employee or agent, unless that applicant or employee refuses to delete the information at the request of the employee or agent of the Board.

[ ] The Board recognizes that genetic information may be acquired through commercially and publicly available media including newspapers, books, magazines, periodicals, television shows or the Internet. The Board prohibits its employees and agents including commercial background investigation agents from searching these sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information. If genetic information about an employee or applicant is obtained in error, it shall be redacted immediately and not shared beyond the point of first receipt.

As used in this policy, "genetic information" means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

The term "genetic information" does not include information about the sex or age of the individual, the sex or age of family members, or information about the race or ethnicity of the individual or family member that is not derived from a genetic test.

As used in this policy, "genetic test" means an analysis of human DNA, RNA, chromosomes, proteins, or metabolites that detect genotypes, mutations, or chromosomal changes. The term includes any test of a person's DNA/RNA.

If the Board's employees or agents legally and/or inadvertently receive genetic information about an employee or applicant, it shall be treated as a confidential medical record in accordance with law.

The Compliance Officer (See Policy 3122 - Nondiscrimination and Equal Employment Opportunity) is responsible for overseeing the Board's compliance with this policy and GINA and proposing revisions and additions to this policy as necessary to ensure the Board's compliance with GINA. This person shall be responsible for working with the Board's legal counsel to fully implement the requirements of GINA in all activities of the School District. The Compliance Officer shall also verify that proper notice of nondiscrimination for Title II of GINA is provided to staff members, and that all requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for sick leave) are accompanied by a written

warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:

> **Genetic Information Nondiscrimination Act of 2008 (GINA) Disclosure Requirement**
>
> The Genetic Information Nondiscrimination Act of 2008 or "GINA" prohibits employers and other entities covered by the law, including the Board, from requesting or requiring genetic information of an employee or applicant or family member of an employee or applicant, except as specifically allowed by law. To comply with GINA, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. Questions concerning compliance with the requirements of GINA may be directed to the Compliance Officer at _____ **[phone] .**

[ ] The Board offers health services, **( )** including a wellness program. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the Board and no applicant or employee shall be identified or identifiable from the reported information.

The grievance procedure for complaints of discrimination in Policy 3122 applies to complaints of discrimination, including harassment, or retaliation prohibited by GINA and may be utilized if a District employee alleges discrimination or harassment on the basis of genetic information or retaliation for identifying, objecting to, or filing a complaint concerning a violation of GINA or this policy.

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Legal

42 U.S.C. 2000ff et seq.
Title II, The Genetic Information Nondiscrimination Act of 2008
29 C.F.R. Part 1635

SECOND READING BY BOARD

po3130

Vol. 35, No. 2 - July 2026 Revised ASSIGNMENT AND TRANSFER

3130 - **ASSIGNMENT AND TRANSFER**

The ~~School~~ Board believes that the appropriate placement of qualified and competent staff is essential to the successful functioning of the District.

The Superintendent shall oversee the assignment and transfer of professional personnel **(X)** in accordance with the provisions of the Employee Handbook ~~[END OF OPTION]~~ . All placements will prioritize the best interests of the District while adhering to certification requirements. ~~The Superintendent shall be responsible for the proper assignment and transfer of all professional staff members and shall attempt to effect the optimum assignment of the professional staff in conformance with any applicable contractual or legal requirements and certification requirements. S/He shall establish an audit procedure to ensure that each instructional staff member's teaching certificate is currently in compliance with appropriate State certification criteria and has not been nullified.~~

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SECOND READING BY BOARD

po3242

Vol. 35, No. 2 - July 2026 Revised PROFESSIONAL GROWTH REQUIREMENTS

3242 - **PROFESSIONAL GROWTH ~~LEARNING~~ REQUIREMENTS**

The ~~School~~ Board believes that ongoing learning is a prerequisite for professional growth of staff and, therefore, requires the participation of professional staff members in in-service and other training programs.

The Superintendent shall plan programs of staff development for professional staff members. Such staff development programs should be designed to address the professional development needs of staff members who are working at a particular level, involved in a particular course or subject, or need to be prepared for a new assignment. The development plan should be designed to meet the needs of staff members or curriculum areas in each school.

Professional staff members are expected to satisfy any applicable requirements to maintain licensure. ~~Professional staff members are expected to comply with the Professional Development Plan requirements of their license and provide timely verification of progress towards fulfilling this responsibility.~~

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Legal
121.02(b), Wis. Stats.
P.I. 8.01(2)(b), Wis. Adm. Code

SECOND READING BY BOARD

po3362

Special Update - Nondiscrimination - July 2026 Rescind EMPLOYEE ANTI-HARASSMENT

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~3362- **EMPLOYEE ANTI-HARASSMENT**~~

~~**Prohibited Harassment**~~

~~The Board is committed to a work environment that is free of harassment of any form. The Board will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it. Any member of the School District community who violates this policy will be subject to disciplinary action, up to and including termination of employment. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our employees.~~

~~The Board will vigorously enforce its prohibition against harassment based on race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters (collectively, Protected Classes),or any other characteristic protected by law in its employment practices (hereinafter referred to as harassment), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board prohibits harassment that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile, or offensive working environment. Harassment may occur employee-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male, or female-to-female.~~

~~The Board will investigate all allegations of harassment and, in those cases where harassment is substantiated, take immediate steps to end the harassment, prevent its reoccurrence, and remedy its effects.~~

~~Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.~~

[ ] The District will offer counseling services to any person found to have been subjected to harassment and, where appropriate, the person(s) who committed the harassment.

Notice

Notice of the Board's policy on anti-harassment related to employment practices and the identity of the District's Compliance Officers will be posted throughout the District and published in any District statement regarding the availability of employment, staff handbooks, and general information publications of the District as required by Federal and State law and this policy.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Complainant is the individual who alleges, or is alleged, to have been subjected to harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.

Day(s) : Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the District office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Respondent is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community means students and Board employees (i.e., administrators, and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Bullying

Bullying rises to the level of harassment when one or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or

dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

"Harassment" also includes "hate speech"—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice (e.g., swastikas).

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitutes sexual harassment when:

A. ~~a supervisory employee engages in harassing behavior towards a subordinate employee, regardless of whether such conduct creates a hostile work environment;~~

B. ~~acquiescence in or submission to such conduct is an explicit or implicit term or condition of employment;~~

C. ~~an individual's acquiescence in, submission to, or rejection of such conduct becomes the basis for employment decisions affecting that individual;~~

D. ~~such conduct is sufficiently severe, pervasive, and persistent such that it has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment;~~

E. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism results in an adverse employment action for another employee or otherwise creates a hostile work environment;~~

F. ~~inappropriate boundary invasions by a District employee or other adult member of the District into a student's personal space and personal life.~~

~~Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.~~

~~Sexual Harassment covered by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** – Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** - Nondiscrimination on the Basis of Sex in Education Programs or Activities.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~unwelcome sexual propositions, invitations, solicitations, and flirtations;~~

B. ~~unwanted physical and/or sexual contact;~~

C. ~~threats or insinuations that a person's employment, wages, promotion, assignments, or other conditions of employment may be adversely affected by not submitting to sexual advances;~~

D. ~~unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive~~

~~or insulting sounds or whistles; obscene telephone calls, text messages, or social media postings;~~

E. ~~sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature placed in the work environment that reasonably may embarrass or offend individuals;~~

F. ~~unwelcome and inappropriate touching, patting, or pinching; obscene gestures;~~

G. ~~asking or telling about sexual fantasies, sexual preferences, or sexual activities;~~

H. ~~speculation about a person's sexual activities or sexual history or remarks about one's own sexual activities or sexual history;~~

I. ~~giving unwelcome personal gifts, such as lingerie, that suggest the desire for a romantic relationship;~~

J. ~~leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin;~~

K. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment;~~

L. ~~inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life; and~~

M. ~~verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.~~

~~Sexual relationships between staff members, where one staff member has supervisory responsibilities over the other, are discouraged as a matter of Board policy. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding the consequences of non-compliance.~~

~~Romantic or sexual relationships between District staff (teachers, aides, administrators, coaches or other school authorities) and a student is expressly prohibited. Any school staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement authorities.~~

~~[ ] Boundary Invasions~~

~~Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However other behaviors might be going too far, are inappropriate and may be signs of sexual grooming.~~

~~Inappropriate boundary invasions may include, but are not limited to the following:~~

A. ~~hugging, kissing, or other physical contact with a student;~~

B. ~~telling sexual jokes to students;~~

C. ~~engaging in talk containing sexual innuendo or banter with students;~~

D. ~~talking about sexual topics that are not related to curriculum;~~

E. ~~showing pornography to a student;~~

F. ~~taking an undue interest in a student (i.e. having a special friend or a special relationship);~~

G. ~~initiating or extending contact with students beyond the school day for personal purposes;~~

H. ~~using e-mail, text messaging, or websites to discuss personal topics or interests with students;~~

I. ~~giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;~~

J. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~

K. ~~going to a student's home for non-educational purposes;~~

L. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of student);~~

M. ~~giving gifts or money to a student for no legitimate educational purpose;~~

N. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

O. ~~being overly touchy with students;~~

P. favoring certain students by inviting them to come to the classroom at non-class times;

Q. getting a student out of class to visit with the staff member;

R. providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;

S. talking to a student about problems that would normally be discussed with adults (i.e. marital issues);

T. being alone with a student behind closed doors without a legitimate educational purpose;

U. telling a student secrets and having secrets with a student;

V. other similar activities or behavior:

1. ( ) _____;
2. ( ) _____;
3. ( ) _____.

Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the District Administrator.

[END OF BOUNDARY INVASIONS OPTION]

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work

performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Age Harassment

Prohibited age based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's age, being over age forty (40), and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

Race/Color Harassment

Prohibited race/color based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race and/or color and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability, perceived disability, or record of disability, and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's current or past disability or a perceived condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)" or CO or COs):

[DRAFTING NOTE: - Neola suggests the Board - appoint both a male and a female Compliance Officer in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The same individual(s) assigned to serve as Compliance Officer(s) may also be assigned to serve as the District's Section 504 Compliance Officer(s) /ADA Coordinator(s) and/or Title IX Coordinator(s). Additionally, by appointing two

~~**(2) Compliance Officers, there should also be a Compliance Officer available to investigate a claim of harassment that pertains to the other Compliance Office r, as appropriate .]**~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~The names, titles, and contact information of these individuals will be published annually:~~

A. ~~on the School District's website.~~

B. ~~( ) in the parent and staff handbooks.~~

C. ~~( ) in the School District Annual Report to the public.~~

D. ~~( ) on each individual school's website.~~

E. ~~( ) in the School District's calendar.~~

F. ~~( ) _____~~

~~The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.~~

~~Reports and Complaints of Harassing Conduct~~

~~The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about unwelcome conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.~~

~~Compliance Officers shall accept reports of harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District-level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or~~ **~~[ ] Option 1~~** ~~the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators.~~ **~~[END OF OPTION 1] [ ] Option 2~~** ~~the District Administrator will designate a specific individual to conduct the process necessary for an informal or formal investigation~~ **~~[END OF OPTION 2]~~** ~~. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the District Administrator or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.~~

~~Any Board employee who directly observes harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of harassment is expected to~~

intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Members of the School District community along with Third Parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.

Members of the School District community and Third Parties who believe they have been harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment unless the complaining individual makes the complaint maliciously or with the knowledge that it is false.

Reporting procedures are as follows:

A. Any employee who believes s/he has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the appropriate school official as identified in D below.

B. Teachers, administrators, and other District officials who have knowledge of or receive notice that an employee has or may have been the victim of harassment prohibited under this policy shall immediately report the alleged harassment to the appropriate school official as defined in D below.

C. Any other person with knowledge or belief that an employee has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to an appropriate school official as identified in D below.

D. Appropriate District officials are as follows:

1. Any complaint under this policy shall be reported to the District's Compliance Officer unless the complaint is regarding the Compliance Officer. In such cases, the complaints shall be reported to the District Administrator, who shall coordinate with the other appointed/designated CO, or, if

appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

2. Any complaint under this policy regarding the District Administrator or Board member that is received by the District Compliance Officer shall be referred to the Board's legal counsel, who shall assume the role of the District Compliance Officer for such complaints.

E. The reporting party or complainant shall be encouraged to use a report form available from the Principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing. Further, nothing in this policy shall prevent any person from reporting harassment directly to the District Administrator or other supervisory employee.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the District shall designate both a male and a female District Compliance Officer.

If, during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be handled in accordance with grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 3362 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

A CO will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the School District community, and third parties who seek support or advice when informing another individual about unwelcome conduct.

The COs are assigned to accept complaints of harassment directly from any member of the School District community or a visitor to the District or to receive complaints that are initially filed with a school building administrator. Upon receipt of a complaint either directly or through a school building administrator, a CO will begin either an investigation or the CO will designate a specific individual to conduct such a process. The CO will

prepare recommendations or will oversee the preparation of such recommendations. All members of the School District community should report incidents of harassment that are reported to them to the CO within two (2) days of learning of the incident.

Investigation and Complaint Procedure (see Form 3362 F1)

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to harassment or has witnessed harassment of another may seek resolution of the complaint through the procedures described below. The complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of harassment or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division and/or Equal Employment Opportunity Commission (EEOC). The Chicago Office of the OCR can be reached at John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604; Telephone: 312-730-1560; FAX: 312-730-1576; TDD: 800-877-8339; Email: OCR.Chicago@ed.gov; Web: http://www.ed.gov/ocr.

Complaint Procedure

A Complainant who alleges harassment based on a protected class or retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) directly to one of the COs; or 3) to the District Administrator or other supervisory employee. As noted above, any complaint received regarding the District Administrator or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the District Administrator, who will consult with the other CO, if any, or if necessary appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) calendar days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, District Administrator, or other supervisory employee, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO within two (2) days.

Throughout the course of the process as described herein, the CO should keep the parties informed of the status of the investigation and the decision-making process.

All written complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions deemed appropriate in consultation with the District Administrator. No temporary arrangements shall be disciplinary to either the Complainant or Respondent.

Within two (2) days of receiving a complaint, the CO will inform the Respondent that a complaint has been received.

The Respondent is not entitled to receive a copy of any written complaint unless the CO determines it is appropriate to do so; however, the Respondent will be informed about the nature of the allegations. The CO shall inform the Respondent of the requirements of this policy, which may include providing the Respondent with a copy of this policy or information about where to find it. The Respondent shall be afforded the opportunity to submit a written response to the complaint. The CO shall inform the Respondent of the Respondent's deadline to provide the CO with the written response to the allegations in the complaint.

Within two (2) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

[ ] [OPTION 1] Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of harassment based on a protected class or retaliation within fifteen (15) days of receiving the formal complaint. **[ ] [OPTION 2]** Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the complainant reasonably informed of the investigation's progress. **[END OF OPTIONS]**

~~The investigation will include:~~

A. ~~interview(s) with the Complainant;~~

B. ~~interview(s) with the Respondent;~~

C. ~~interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;~~

D. ~~consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.~~

~~At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the District Administrator that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in this policy and State and Federal law as to whether the Respondent engaged in harassment of or retaliation toward the Complainant. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used.~~

~~**( )** The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the District Administrator.~~

~~In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may~~ **~~( )~~** ~~in consultation with the District Administrator or Board President, if the matter involves the District Administrator,~~ **~~[END OF OPTION]~~** ~~engage outside legal counsel to conduct the investigation consistent with this policy.~~

~~Absent extenuating circumstances, within five (5) days of receiving the report of the CO, the District Administrator must either issue a written decision regarding whether or not the complaint of harassment has been substantiated or request further investigation. A copy of the District Administrator's final decision will be delivered to both the complainant and the respondent.~~

~~If the District Administrator requests additional investigation, the District Administrator must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the District Administrator must issue a final written decision as described above.~~

~~If the District Administrator determines the Respondent engaged in harassment of or retaliation toward the Complainant, the District Administrator must identify what corrective~~

~~action will be taken to stop, remedy, and prevent the recurrence of the harassment or retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.~~

~~The decision of the District Administrator shall be final. If the investigation results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Board Policy 3340. Nothing in this policy shall be construed to prevent an employee from bringing a complaint before the Equal Employment Opportunity Commission or the Wisconsin Equal Rights Division.~~

~~The Board reserves the right to investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.~~

~~The parties may be represented, at their own cost, at any of the above-described meetings/hearings.~~

~~The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.~~

~~All timelines pertinent to the investigation process are intended to be guidelines to assure that the investigation proceeds with all deliberate efficiency. Failure of the CO to meet any specific timeline does not invalidate the investigation or provide a defense to the allegations.~~

~~Privacy/Confidentiality~~

~~The District will employ reasonable efforts to protect the rights of the Complainant, the Respondent(s), and all the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligation in an investigation of harassment. The School District will respect the privacy of the Complainant, the Respondent, and all witnesses in a manner consistent with the School District's legal obligations under State and Federal law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided with the Complainant's identity.~~

~~During the course of an investigation, the CO will determine whether confidentiality during the investigation process is necessary to protect the interests and reputations of those involved and/or to protect the integrity of the investigation, and if so, shall instruct all members of the School District community and third parties who are interviewed about~~

the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Directives During Investigation

The CO may recommend to the District Administrator placing any employee involved in an investigation under this policy on administrative leave pending resolution of the matter. If the District Administrator is the Respondent, the CO shall make such recommendation to the Board. Administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation should be provided a *Garrity* warning apprising the person of his/her obligations to answer questions truthfully and honestly while preserving rights against self-incrimination in the context of any resulting criminal investigation or prosecution.

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the District Administrator shall consider the totality of the circumstances. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against a Respondent, all subsequent sanctions imposed by the Board and/or District Administrator shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Allegations Constituting Criminal Conduct

If the CO has reason to believe that the complainant has been the victim of criminal conduct, such knowledge should be reported to local law enforcement. After such report has been made, the District Administrator shall be advised that local law enforcement was notified.

If the complainant has been the victim of criminal conduct and the accused is the District Administrator, such knowledge should be reported by the CO to local law enforcement. After such report has been made, the **( )** Board President **( )** Board Attorney shall be advised that local law enforcement was notified.

Any reports made to local law enforcement shall not terminate the COs obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, the harassment investigation shall not be stopped due to the involvement of outside agencies without good cause after consultation with the District Administrator.

Reprisal

Submission of a good faith complaint or report of harassment will not affect the complainant's or reporter's work status or work environment. However, the Board also recognizes that false or fraudulent claims of harassment or false or fraudulent information about such claims may be filed. The Board reserves the right to discipline any person filing a false or fraudulent claim of harassment or false or fraudulent information about such a claim.

The District will discipline or take appropriate action against any member of the School District community who retaliates against any person who reports an incident of harassment prohibited by this policy or participates in a proceeding, investigation, or hearing relating to such harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Miscellaneous

The District shall conspicuously post a notice including this policy against harassment in each school in a place accessible to the School District community and members of the public. This notice shall also include the name, mailing address, and telephone number of the COs, the name, mailing address, and telephone number of the State agency responsible for investigating allegations of discrimination in employment, and the mailing address and telephone number of the United States Equal Opportunity Employment Commission.

A **( )** link to **( )** summary of **[END OF OPTION]** this policy and any related administrative guidelines shall appear in the employee handbook and a copy shall be made available upon request of employees and other interested parties.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of harassment. The District Administrator shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District staff at such times as the Board in consultation with the District Administrator determines is necessary or appropriate.

The Board will respect the privacy of the complainant, the individuals against whom the complaint is filed, and the witnesses as much as practicable, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery, disclosure, or other legal obligations.

Retention of Investigatory Records and Materials

~~The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information (ESI), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but are not limited to:~~

A. ~~all written reports/allegations/complaints/statements;~~

B. ~~narratives of all verbal reports, allegations, complaints, and statements collected;~~

C. ~~a narrative of all actions taken by District personnel;~~

D. ~~any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;~~

E. ~~narratives of, notes from, or audio, video, or digital recordings of witness statements;~~

F. ~~all documentary evidence;~~

G. ~~e-mails, texts, or social media posts pertaining to the investigation;~~

H. ~~contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;~~

I. ~~written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;~~

J. ~~dated written determinations to the parties;~~

K. ~~dated written descriptions of verbal notifications to the parties;~~

L. ~~written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and~~

M. ~~documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;~~

N. ~~copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff~~

with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the district concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. **( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. **( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;

S. **( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;

T. **( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

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Legal

111.31, 118.195, 118.20, Wis. Stats.
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 794, Rehabilitation Act of 1973
42 U.S.C. 1983
42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964
42 U.S.C. 2000e et seq., Title VII of the Civil Rights Act of 1964
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 6101, The Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1635
National School Boards Association Inquiry and Analysis - May 2008

SECOND READING BY BOARD

po4122

Vol. 35, No. 2 - Special Update - Nondiscrimination - July 2026 WI Replacement NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT

ADOPTED May 25, 2016 · REVISED Jun 27, 2024

~~**Replacement Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination**~~

4122 - **NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT**

~~**[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]**~~

The Board does not discriminate on the basis of race, color, national origin, age, sex ~~(~~ ~~(including gender status, change of sex, sexual orientation, or gender identity) [END OF OPTION~~], pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities.

The Board is committed to providing a work environment that is free from Prohibited Conduct, responding promptly and effectively when it has knowledge of conduct that reasonably may constitute Prohibited Conduct, and addressing Prohibited Conduct in its education programs or activities. This commitment applies to all District operations and this policy applies to Prohibited Conduct occurring within or as a part of the District's education programs and activities, whether on school property or at another location during an activity sponsored by the Board.

Persons who commit Prohibited Conduct are subject to the full range of disciplinary sanctions outlined in this policy.

Definitions:

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Bullying means: any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an employee, supervisor, manager, or other member of the District staff, that is sufficiently severe or pervasive to create an intimidating, hostile, or offensive work environment; or unreasonably interfere with the individual's work performance or participation. It may involve: (a) threats; (b) intimidation; (c) stalking; (d) cyberstalking; (e) cyberbullying; (f) physical violence; (g) theft; (h) sexual, religious, or racial harassment; (i) public humiliation; or (j) destruction of property. Bullying rises to the level of unlawful harassment when the conduct is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal and/or State civil rights laws and is severe or pervasive enough to alter the conditions of employment or create a hostile environment. Ordinary teasing, horseplay, arguments, and peer conflict do not constitute bullying for purposes of this policy.

Complainant means: an employee who is alleged to have been subjected to conduct that could constitute Prohibited Conduct; or a person, other than an employee, who is alleged to have been subjected to conduct that could constitute Prohibited Conduct and who was participating or attempting to participate in the District's education programs or activities at the time of the alleged Prohibited Conduct.

Complaint means: an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged Prohibited Conduct.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., days that the Board office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Disciplinary sanctions means: consequences imposed on a respondent following a determination that the respondent engaged in Prohibited Conduct.

Education programs or activities refer to: all the District's operations including, but not limited to, in-person and online/remote educational instruction, employment, extracurricular activities, athletics, performances, and community engagement and outreach programs. The term applies to all programs and activities operated by the Board on school grounds or on other property owned or occupied by the Board. It also includes events and circumstances that take place off school property/grounds but over which the District asserts disciplinary authority (e.g., at off-campus activities sponsored by the Board).

Exculpatory evidence means: evidence that is favorable to a respondent because it helps excuse, justify, or absolve a respondent of alleged wrongdoing and tends to establish that a

respondent did not engage in Prohibited Conduct.

Genetic information means: information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

Harassment means: any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against an employee that (a) places the employee in reasonable fear of harm to their person or damage to their property; (b) has the effect of substantially interfering with the employee's work performance; or (c) has the effect of substantially disrupting the orderly operation of a school. Each of the following types of harassment involves unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's protected characteristic(s) and has the purpose or effect of interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.

A. **Age Harassment** means: harassment based on negative perceptions about older workers. It also includes harassment based on stereotypes about older workers, even if they are not motivated by animus, such as pressuring an older employee to transfer to a job that is less technology-focused because of the perception that older workers are not well-suited to such work or encouraging an older employee to retire.

B. **Disability Harassment** means: harassment based upon a person’s disability and includes harassment based upon stereotypes about individuals with disabilities in general or about an individual’s particular disability. It also includes harassment based on traits or characteristics linked to an individual’s disability, such as how the person speaks, looks, or moves. For example, negative comments about an individual's speech patterns, movement, physical impairments, or defects/appearances, or the like. Disability-based harassment includes: (a) harassment because an individual requests or receives reasonable accommodation; (b) harassment because an individual is regarded as having an impairment, even if the individual does not have an actual disability, or a record of disability; (c) harassment because an individual has a record of a disability, even if the individual currently does not have a disability; and (d) harassment based on the disability of an individual with whom the employee is associated. Finally, disability-based harassment may occur where conduct is directed at or pertains to a person's genetic information.

C. **National Origin/Ancestry Harassment** means: harassment due to a person's (or their ancestor's) place of origin. Such harassing conduct can include ethnic slurs or epithets, derogatory comments about individuals of a particular nationality, and use of stereotypes about a person's national origin. Additionally, it can include harassment regarding traits or characteristics linked to an individual's national origin, such as physical characteristics, ethnic or cultural characteristics or customs (e.g., surnames, attire, or diet), or linguistic characteristics (e.g., a person's manner of speaking, non-English language accent, or a lack of fluency in English).

D. **Race/Color Harassment** means: unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's race or color and has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive work environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

E. **Religious (Creed) Harassment** means: harassment based on a person's surname, religion (including atheism or lack of religious belief), religious traditions and practices, or religious dress/clothing, and includes making offensive comments about the same. It also includes religious slurs or epithets, harassing conduct based on religious stereotypes, and harassment associated with a person's request for and/or receipt of religious accommodation. Religious harassment also involves explicitly or implicitly coercing an employee to engage in religious practices at work.

F. **Sexual Harassment** means (for purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964): unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (a) submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment; (b) submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (c) such conduct has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive working environment. Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

    1. Sexual Harassment covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.

    2. Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

a. Conduct of a sexualized nature, such as unwanted conduct expressing sexual attraction or involving sexual activity (e.g., unwelcome sexual propositions, invitations, solicitations, and flirtations; unwanted physical and/or sexual contact, including unwelcome and inappropriate touching, patting, or pinching (X); and obscene gestures ~~[END OF OPTION]~~.

b. Sexual attention or sexual coercion, such as demands or pressure for sexual favors (e.g., threats or insinuations that a person's employment, wages, or other conditions of employment may be adversely affected by not submitting to sexual advances; giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship; leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin).

c. Rape, sexual assault, or other acts of sexual violence.

d. Discussing or displaying visual depictions of sex acts or sexual remarks (e.g., unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, texts, etc.; sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature placed in the work environment; asking or telling about sexual fantasies, sexual preferences, or sexual activities; speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history).

e. A consensual sexual relationship where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.

f. Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

g. Non-sexual conduct based on sex, such as sex-based epithets; sexist comments (such as remarks that women do not belong in management or that men do not belong in the nursing profession); or facially sex-neutral offensive conduct motivated by sex (such as bullying directed toward employees of one sex).

h. Harassment based on pregnancy, childbirth, or related medical condition, which may include issues pertaining to lactation, using or not using contraception, or deciding whether to have, or not to have, an abortion.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be objectively offensive (a reasonable person would find it hostile or abusive), subjectively offensive (the complainant actually perceived it as abusive), and either sufficiently severe (a single extremely serious incident) or pervasive (a pattern of behavior), such that it adversely affects, limits, or denies an individual's employment, or creates a hostile or abusive employment environment.

Inculpatory evidence means: evidence that links a respondent to alleged wrongdoing and tends to establish a respondent engaged in Prohibited Conduct (i.e., has culpability).

Military status means: a person's status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, full-time National Guard duty, and performance of duty or training by a member of Wisconsin organized militia. It also includes the period of time for which a person is absent from employment for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Party means: a complainant or respondent.

Pregnancy, childbirth, or related medical conditions means:

A. ”Pregnancy” and “childbirth” refer to the pregnancy or childbirth of a specific employee and include, but are not limited to, current pregnancy; past pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).

B. “Related medical conditions” are medical conditions relating to the pregnancy or childbirth of a specific employee, and may include termination of pregnancy, including via miscarriage, stillbirth, or abortion; ectopic pregnancy; preterm labor; pelvic prolapse; nerve injuries; cesarean or perineal wound infection; maternal cardiometabolic disease; gestational diabetes; preeclampsia; HELLP (hemolysis, elevated liver enzymes and low platelets) syndrome; hyperemesis gravidarum; anemia; endometriosis; sciatica; lumbar lordosis; carpal tunnel syndrome; chronic migraines; dehydration; hemorrhoids; nausea or vomiting; edema of the legs, ankles, feet, or fingers; high blood pressure; infection; antenatal (during pregnancy) anxiety, depression, or psychosis; postpartum depression, anxiety, or psychosis; frequent urination; incontinence; loss of balance; vision

changes; varicose veins; changes in hormone levels; vaginal bleeding; menstruation; and lactation and conditions related to lactation, such as low milk supply, engorgement, plugged ducts, mastitis, or fungal infections. The preceding list of related medical conditions is not exhaustive.

Prohibited Conduct means: unlawful discrimination or harassment based on a person's Protected Class(es) or retaliation. Such misconduct involves a violation of Federal and/or State civil rights laws.

Respondent means: a person who is alleged to have engaged in Prohibited Conduct.

Retaliation means: intimidation, threats, coercion, or discrimination against any person by the District, a student, a Board employee, or any other person authorized by the Board to provide aid, benefit, or service under the District's education programs or activities, for the purpose of interfering with any right or privilege secured by Federal or State law, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under applicable Federal or State laws or regulations.

School District community means: students and Board employees (i.e., administrators and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties means: guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Pregnancy, Childbirth, and Related Medical Conditions

The Board will not discriminate against an employee based on the person's current pregnancy, potential or intent to become pregnant, past pregnancy, or medical condition related to pregnancy or childbirth, or because the person uses birth control, or has had or not had an abortion.

Additionally, the Board will provide a reasonable accommodation to an employee's known limitation related to pregnancy, childbirth, or a related medical condition, unless the accommodation will cause the District undue hardship.

The Board will treat pregnancy, childbirth, and related medical conditions as any other temporary medical conditions for all job-related purposes, including commencement, duration, and extensions of leave; accrual of seniority and any other benefit or service; reinstatement; and under any fringe benefit offered to employees by virtue of employment.

The Board will provide reasonable break time for an employee to express breast milk while at work for the first year after the employee's child's birth. The Board will provide the employee with a space, other than a bathroom, that is clean, shielded from view, free from intrusion from coworkers and the public, and which the employee can use as needed to express breast milk. See Board Policy 6700 – Fair Labor Standards Act.

Nondiscrimination Based on Employee's Genetic Information

The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of the individual's genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.

District Compliance Officer(s)

~~**[DRAFTING NOTES:**~~

1. ~~**Neola suggests the Board appoint both a male and a female to serve as the District Compliance Officers. By appointing two (2) District Compliance Officers, there should always be a District Compliance Officer available to address a claim that pertains to the other District Compliance Officer. If, however, the Board appoints more than one (1) District Compliance Officer, Neola recommends that it designate one (1) of the District Compliance Officers to retain ultimate oversight over the assigned responsibilities and ensure the Board's consistent compliance with its responsibilities under applicable Federal and State laws that prohibit unlawful discrimination/harassment based on protected classes and retaliation. Alternatively, the Board could appoint a District Compliance Officer and one (1) or more persons to assist the District Compliance Officer with performance of the responsibilities identified in this policy and its accompanying administrative guidelines. Often the person(s) designated to assist a District Compliance Officer is/are called Deputy or Assistant Compliance Officer(s). If the Board elects this alternative approach, it would designate a District Compliance Officer for purposes of this policy, and then designate the other position(s) through its AG. The person(s) in the alternative support role(s) will need to be trained in the same manner as the District Compliance Officer.**~~

2. ~~**The Board must list in this policy either the Name(s) or Title(s) of the District Compliance Officer(s); while the Board may list both the Name(s) and Title(s), Neola suggests that the Board only list the Title(s)**~~

~~in this policy (so the Board does not need to revise/amend the policy whenever there is a change in the actual person(s) holding the designated position(s)), but list both the Name(s) and Title(s) in the requisite notices/postings (e.g., website) and publications (e.g., handbooks).~~

3. ~~Reminder: Whenever a new person begins to serve as the District Compliance Officer (or in a support role to the District Compliance Officer), the District needs to make sure the new person is appropriately trained, in a timely manner, to fulfill the responsibilities of the position to which the person is assigned.]~~

~~[END OF DRAFTING NOTES]~~

The Board designates and authorizes the following individual(s) to coordinate its efforts to comply with the Board's responsibilities under Federal and State laws that prohibit discrimination, including harassment, based on Protected Classes and retaliation (also known as "Civil Rights Coordinator(s)" or "Anti-Harassment Compliance Officer(s)") (hereinafter referred to as the "District Compliance Officer(s)" or "CO(s)"):

Sarah Trimner, Director of Talent and Culture _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
strimner@dce.k12.wi.us _____
(Email Address)
715-359-4221 _____
(Telephone Number)

~~[DRAFTING NOTE: The District may want to create a static (i.e., fixed) District Compliance Officer -specific email address and phone number that will not change when the person(s) and/or position(s) designated to be the CO(s) change(s) – e.g., CO4CivilRights@(insert District's domain) – which the Technology Director/Department can program to be forwarded to the actual individual(s) serving as the District Compliance Officer(s) at any given time. Likewise, the District may want to establish a static Telephone Number for the position of District Compliance Officer that can be forwarded to, and accessed by, the actual person(s) serving in the CO position(s) at any given time. These two (2) steps will help reduce the information that needs to be updated in policy, AG, and/or the requisite notices/postings and publications when changes occur to the specific person(s)/position(s) designated to serve as the CO(s).]~~

~~[DRAFTING NOTE: Complete the following information if the Board appoints more than one (1) District Compliance Officer.]~~

[X] [DESIGNATION OF A SECOND DISTRICT COMPLIANCE OFFICER]

Kelley Strike, Assistant Superintendent of Operations _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
kstrike@dce.k12.wi.us _____

(Email Address)
715-359-4221 _____
(Telephone Number)

~~**[END OF OPTION]**~~

~~**[DRAFTING NOTE: As discussed above, if the Board designates more than one (1) CO, Neola recommends that the District select the following option.]**~~

[X] The Board designates Sarah Trimner, Director of Talent and Culture _____ ~~**[DRAFTING NOTE: Insert Name and/or Title of the District Compliance Officer who is ultimately responsible for the District's compliance with its responsibilities under Federal and State laws that prohibit discrimination/harassment based on Protected Classes and retaliation]**~~ as the individual who is ultimately responsible for oversight over the Board's compliance with applicable Federal and State laws and regulations that prohibit discrimination based on the basis of Protected Classes and retaliation. ~~**[END OF OPTION]**~~

[X] The District Compliance Officer may delegate specific duties to one (1) or more designees. ~~**[END OF OPTION]**~~

The contact information concerning the District Compliance Officer(s) will be published on the School District's website **(X)** and annually ~~**[END OF OPTION]**~~:

A. **(X)** in parent/student and staff handbooks.

B. **( )** in the School District Annual Report to the public.

C. **( )** on each individual school's website.

D. **( )** in the School District's calendar.

E. **( )** _____.

~~**[DRAFTING NOTE: The Board may want to select the following option when the Superintendent is not the CO. While Neola recognizes that this may not always be possible, it may be preferable to have the CO be someone other than the Superintendent because then – if the CO serves as the investigator and**~~

~~decisionmaker – the Superintendent can serve as the appeal decisionmaker or the facilitator for the informal resolution process.]~~

[X] The District Compliance Officer(s) shall report directly to the Superintendent except when the Superintendent is a party to a complaint (i.e., either the complainant or the respondent). Under such circumstances, the CO(s) shall report directly to ~~[SELECT ONE OF THE FOLLOWING] ( )~~ ~~the Board President~~ **(X)** the Board's Legal Counsel ~~( ) _____ [OTHER] [END OF INTERNAL OPTIONS]~~ until the matter in which the Superintendent is a party is concluded. ~~[END OF OPTION]~~

Questions about this policy should be directed to the District Compliance Officer(s).

The CO(s) is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, harassment, retaliation, or denial of equal opportunity/access. The CO(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), Genetic Information Nondiscrimination Act (GINA), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. Copies of the laws and regulations listed above are available upon request from the CO(s).

The CO(s) shall monitor the District's education programs and activities for barriers to reporting information about conduct that reasonably may constitute Prohibited Conduct pursuant to Federal and/or State laws that prohibit discrimination/harassment based on the basis of a Protected Class/Category and retaliation, and take steps reasonably calculated to address such barriers.

Notice of Nondiscrimination

The Superintendent shall provide notice of the Board's policy on nondiscrimination and the identity of the School District's Compliance Officer(s). Such notice will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Reports and Complaints of Prohibited Conduct and Retaliation

Employees are required to report incidents of Prohibited Conduct and/or retaliation to an administrator, supervisor, or other supervisory employees so that the Board may address the conduct. Any administrator, supervisor, or other supervisory employees who receive such a report shall file it with the CO as soon as reasonably practicable.

Discrimination against an individual based on their sex (including gender status, sexual orientation, and gender identity) is discrimination in violation of Title VII. Specifically,

discrimination on the basis of sex stereotyping/gender-nonconformity constitutes sex discrimination. This is true irrespective of the cause of the person's gender non-conforming behavior. Employment actions based upon an individual's sex could be suspect and potentially impermissible.

COs are required to investigate allegations of Prohibited Conduct involving the discrimination or harassment of an employee or applicant based upon their gender status, sexual orientation, and gender identity.

Any questions concerning whether alleged Prohibited Conduct might violate this prohibition should be brought to the CO's attention promptly.

Employees who believe they have been subject to Prohibited Conduct are entitled to utilize the complaint process set forth below. Initiating a complaint will not adversely affect the Complainant's employment. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as practicable after the conduct occurs while the facts are known and potential witnesses are available.

The COs will be available during regular school/work hours to discuss concerns related to Prohibited Conduct or Retaliation. COs shall accept reports of Prohibited Conduct or Retaliation directly from any member of the School District Community or a Third Party, or receive reports that are initially filed with another Board employee.

Upon receipt of a report of alleged Prohibited Conduct or Retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged Prohibited Conduct/Retaliation). , or (X) the CO will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. ~~( ) [OPTION 2] the Superintendent will designate a specific individual to conduct the process necessary for an informal or formal investigation. [END OF OPTION 2]~~ The CO will provide a copy of this policy to the Complainant and the Respondent upon request.

Any Board employee who directly observes Prohibited Conduct/Retaliation is obligated, in accordance with this policy, to report such observations to one of the COs as soon as reasonably practicable. Additionally, any Board employee who observes an act of discrimination/retaliation is expected to intervene to stop the misconduct, unless circumstances make such an intervention dangerous, in which case the staff member should promptly notify other Board employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO must contact the Complainant as soon as reasonably practicable to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure (See Form 4122 F2)

Except for sex discrimination and/or sexual harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee who alleges to have been subjected to Prohibited Conduct or Retaliation may seek resolution of the complaint through the procedures described below. The complaint procedures involve an investigation of the individual's claims of Prohibited Conduct/Retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of discrimination or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division, or the Equal Employment Opportunity Commission ("EEOC").

Complaint Procedure

A Complainant who alleges Prohibited Conduct/Retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) the CO; or 3) to the Superintendent or other supervisory employees. Any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who shall coordinate with the other appointed/designated CO or, if appropriate, appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of Prohibited Conduct and Retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint as soon as reasonably practicable after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO at the employee's first opportunity, as soon as reasonably practicable.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the

Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further Prohibited Conduct or Retaliation, including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as reasonably practicable, the CO or designee will initiate an investigation by, at a minimum, confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and, upon request, provided with a copy of any relevant policies and/or administrative guidelines, including this Policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint and the obligation to do so within a reasonable timeframe established by the CO or designee based on the circumstances.

~~**[ ] [OPTION 1]** Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of Prohibited Conduct based on a protected class or Retaliation as promptly as reasonably practicable after receiving the formal complaint.~~ **[X]** ~~**[OPTION 2]**~~ Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress. ~~**[END OF OPTIONS]**~~

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of the Prohibited Conduct/Retaliation as provided in Board policy and State and Federal law as to whether the Respondent has engaged in harassment/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if Prohibited Conduct or Retaliation occurred, a preponderance of evidence standard will be used.

[X] The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may ~~**( )** in consultation with the Superintendent or Board President, if the matter involves the Superintendent, **[END OF OPTION]**~~ engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within a reasonable timeframe after receiving the report of the CO, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A summary of the Superintendent's final decision will be provided to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed as soon as reasonably practicable, taking into account the availability of necessary witness(es) or documents. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

If the Superintendent determines the Respondent engaged in Prohibited Conduct/Retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.

[X] The decision of the Superintendent shall be final.

~~**OR**~~

~~**[ ]** A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Superintendent, who will forward the request to the Board President.~~

~~In an attempt to resolve the complaint, the Board shall review the findings and may meet with the concerned parties and their representatives within a reasonable timeframe after the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of its decision. The decision of the Board will be final.~~

~~**[END OF OPTIONS]**~~

The Board reserves the right to investigate and resolve a complaint or report of Prohibited Conduct/Retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The Board will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

During the course of an investigation, the CO will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the Prohibited Conduct/Retaliation, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further Prohibited Conduct or Retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against Prohibited Conduct by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging Prohibited Conduct/Retaliation, or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of Prohibited Conduct, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

Application of the First Amendment

The Board will construe and apply this policy consistent with the First Amendment to the U.S. Constitution. In no case will a respondent be found to have committed Prohibited Conduct based on expressive conduct that is protected by the First Amendment.

Education and Training

All District Compliance Officer(s), and other persons who are responsible for implementing the Board's complaint procedures or have the authority to modify or terminate supportive measures shall receive training related to their duties under applicable Federal and State laws and this policy. ~~**[ ]** The training shall be provided promptly upon hiring or a change of position that alters their duties under this policy, and annually thereafter. **[END OF OPTION]**~~ The training shall not rely on stereotypes involving Protected Classes.

~~**[ ]** Training materials will be made available for inspection upon request by members of the public. **[END OF OPTION]**~~

Recordkeeping (including retention of investigatory records and materials)

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy must retain all information, documents, electronically stored information, and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation. Records and materials associated with the implementation of this policy shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for the period set in the District's records retention schedule.

These records may include, but are not limited to the following:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; ~~**[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]** **[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]**~~

Q. documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. ~~( ) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( ) copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( ) copies of any notices sent to the Complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( ) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

The information, documents, ESI, and electronic media (as defined in Policy 8315-Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records, medical records).

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Legal

111.31 et seq., Wis. Stats.
111.335(d)(2), Wis. Stats.
118.195, Wis. Stats.
118.20, Wis. Stats.
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1092(F)(6)(A)(v)
20 U.S.C. 1232g
20 U.S.C. Section 1681, Title IX of Education Amendment Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act
29 C.F.R. Part 1635
29 U.S.C. 201 et seq., The Fair Labor Standards Act (FLSA)
29 U.S.C. 218d, PUMP for Nursing Mothers Act (PUMP Act)
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 701 et seq. (in particular 794), Rehabilitation Act of 1973, as amended
34 C.F.R. Part 110 (7/27/93)
38 U.S.C. Chapter 43 4301-4335 (see in particular 4311(a) [prohibits discrimination based on military service] and 4312 [reemployment rights]), Uniformed Services Employment and Reemployment Rights Act (USERRA)
42 U.S.C. 1983
42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq., Civil Rights Act of 1964 (e.g., Title VI and Title VII), as amended by the Pregnancy Discrimination Act
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 2000gg, Pregnant Workers Fairness Act (PWFA)
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended

SECOND READING BY BOARD

po4122.02

Special Update - Nondiscrimination - July 2026 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~4122.02 - **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**~~

~~The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify applicants or employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of the person as an employee, based on genetic information. Harassment of a person because of genetic information also is prohibited. Likewise, retaliation against a person for identifying, objecting to, or filing a complaint concerning a violation of this policy is prohibited.~~

~~The identity of the Compliance Officer (see Policy 4122 - Nondiscrimination and Equal Employment Opportunity) shall be posted throughout the District and published in any District statement regarding the prohibition of discrimination on the basis of genetic information in all aspects of employment, in any staff handbooks, and in general information publications of the District as required by Federal and State law and on the District website.~~

~~In accordance with Title II of the Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. 2000ff, et seq., and 29 C.F.R. Part 1635 ("GINA"), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with GINA, applicants and employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be provided as part of the certification process for FMLA leave, or when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application for employment process. Employees and applicants for employment shall not be penalized for providing~~

genetic information in good faith in response to a request from a Board employee or agent, unless that applicant or employee refuses to delete the information at the request of the employee or agent of the Board.

[ ] The Board recognizes that genetic information may be acquired through commercially and publicly available media including newspapers, books, magazines, periodicals, television shows or the Internet. The Board prohibits its employees and agents including commercial background investigation agents from searching these sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information. If genetic information about an employee or applicant is obtained in error, it shall immediately be redacted and not shared beyond the point of first receipt.

As used in this policy, "genetic information" means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for or receipt of genetic services or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

The term "genetic information" does not include information about the sex or age of the individual, the sex or age of family members, or information about the race or ethnicity of the individual or family member that is not derived from a genetic test.

As used in this policy, "genetic test" means an analysis of human DNA, RNA, chromosomes, proteins, or metabolites that detect genotypes, mutations, or chromosomal changes. The term includes any test of a person's DNA/RNA.

If the Board's employees or agents legally and/or inadvertently receive genetic information about an employee or applicant, it shall be treated as a confidential medical record in accordance with law.

The District's Compliance Officer (see Policy 4122 - Nondiscrimination and Equal Employment Opportunity) is responsible for overseeing the Board's compliance with this policy and GINA and proposing revisions and additions to this policy as necessary to ensure the Board's compliance with GINA. This person shall be responsible for working with the Board's legal counsel to fully implement the requirements of GINA in all activities of the School District. The Compliance Officer also shall verify that proper notice of nondiscrimination for Title II of GINA is provided to staff members, and that all requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for sick leave) are accompanied by a written

warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:

Genetic Information Nondiscrimination Act of 2008 (GINA) Disclosure Requirement

The Genetic Information Nondiscrimination Act of 2008 or "GINA" prohibits employers and other entities covered by the law, including the Board, from requesting or requiring genetic information of an employee or applicant or family member of an employee or applicant, except as specifically allowed by law. To comply with GINA, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. Questions concerning compliance with the requirements of GINA may be directed to the GINA Compliance Officer at _____ **[phone] .**

[ ] The Board offers health services, **( )** including a wellness program. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the District and no applicant or employee shall be identified or identifiable from the reported information.

The grievance procedure for complaints of discrimination in Policy 4122 applies to complaints of discrimination, including harassment, or retaliation prohibited by GINA and may be utilized if a District employee alleges discrimination or harassment on the basis of genetic information or retaliation for identifying, objecting to, or filing a complaint concerning a violation of GINA or this policy.

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Legal
42 U.S.C. 2000ff et seq.
Title II, The Genetic Information Nondiscrimination Act of 2008
29 C.F.R. Part 1635

SECOND READING BY BOARD

po4362

Special Update - Nondiscrimination - July 2026 Rescind EMPLOYEE ANTI-HARASSMENT

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~4362 - **EMPLOYEE ANTI-HARASSMENT**~~

~~**Prohibited Harassment**~~

~~The Board is committed to a work environment that is free of harassment of any form. The Board will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it. Any member of the School District community who violates this policy will be subject to disciplinary action, up to and including termination of employment. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our employees.~~

~~The Board will vigorously enforce its prohibition against harassment based on race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters (collectively, Protected Classes),or any other characteristic protected by law in its employment practices (hereinafter referred to as harassment), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board prohibits harassment that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile, or offensive working environment. Harassment may occur employee-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male, or female-to-female.~~

~~The Board will investigate all allegations of harassment and, in those cases where harassment is substantiated, take immediate steps calculated to end the harassment, prevent its reoccurrence, and remedy its effects. Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.~~

[ ] The District will offer counseling services to any person found to have been subjected to harassment and, where appropriate, the person(s) who committed the harassment.

Notice

Notice of the Board's policy on anti-harassment related to employment practices and the identity of the District's Compliance Officers will be posted throughout the District and published in any District statement regarding the availability of employment, staff handbooks, and general information publications of the District as required by Federal and State law and this policy.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Complainant is the individual who alleges, or is alleged, to have been subjected to harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.

Day(s) : Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the District office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Respondent is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community means students and Board employees (i.e., administrators, and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Bullying

Bullying rises to the level of harassment when one or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or

dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

"Harassment" also includes "hate speech"—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice (e.g., swastikas).

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitutes sexual harassment when:

A. ~~a supervisory employee engages in harassing behavior towards a subordinate employee, regardless of whether such conduct creates a hostile work environment;~~

B. ~~acquiescence in or submission to such conduct is an explicit or implicit term or condition of employment;~~

C. ~~an individual's acquiescence in, submission to, or rejection of such conduct becomes the basis for employment decisions affecting that individual;~~

D. ~~such conduct is sufficiently severe, pervasive, and persistent such that it has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment;~~

E. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism results in an adverse employment action for another employee or otherwise creates a hostile work environment;~~

F. ~~inappropriate boundary invasions by a District employee or other adult member of the District into a student's personal space and personal life.~~

~~Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.~~

~~Sexual Harassment covered by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** – Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** – Nondiscrimination on the Basis of Sex in Education Programs or Activities.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~unwelcome sexual propositions, invitations, solicitations, and flirtations;~~

B. ~~unwanted physical and/or sexual contact;~~

C. ~~threats or insinuations that a person's employment, wages, promotion, assignments, or other conditions of employment may be adversely affected by not submitting to sexual advances;~~

D. ~~unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive~~

~~or insulting sounds or whistles; obscene telephone calls, text messages, or social media postings;~~

E. ~~sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature, placed in the work environment that reasonably may embarrass or offend individuals;~~

F. ~~unwelcome and inappropriate touching, patting, or pinching; obscene gestures;~~

G. ~~asking or telling about sexual fantasies, sexual preferences, or sexual activities;~~

H. ~~speculation about a person's sexual activities or sexual history or remarks about one's own sexual activities or sexual history;~~

I. ~~giving unwelcome personal gifts, such as lingerie, that suggest the desire for a romantic relationship;~~

J. ~~leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin;~~

K. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment;~~

L. ~~inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life; and~~

M. ~~verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.~~

~~Sexual relationships between staff members, where one staff member has supervisory responsibilities over the other, are discouraged as a matter of Board policy. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding the consequences of non-compliance.~~

~~Romantic or sexual relationships between District staff (teachers, aides, administrators, coaches or other school authorities) and a student is expressly prohibited. Any school staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement authorities.~~

~~[ ]Boundary Invasions~~

~~Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However other behaviors might be going too far, are inappropriate and may be signs of sexual grooming.~~

~~Inappropriate boundary invasions may include, but are not limited to the following:~~

A. ~~hugging, kissing, or other physical contact with a student;~~

B. ~~telling sexual jokes to students;~~

C. ~~engaging in talk containing sexual innuendo or banter with students;~~

D. ~~talking about sexual topics that are not related to curriculum;~~

E. ~~showing pornography to a student;~~

F. ~~taking an undue interest in a student (i.e. having a special friend or a special relationship);~~

G. ~~initiating or extending contact with students beyond the school day for personal purposes;~~

H. ~~using e-mail, text messaging, or websites to discuss personal topics or interests with students;~~

I. ~~giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;~~

J. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~

K. ~~going to a student's home for non-educational purposes;~~

L. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of student);~~

M. ~~giving gifts or money to a student for no legitimate educational purpose;~~

N. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

O. ~~being overly touchy with students;~~

P. favoring certain students by inviting them to come to the classroom at non-class times;

Q. getting a student out of class to visit with the staff member;

R. providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;

S. talking to a student about problems that would normally be discussed with adults (i.e. marital issues);

T. being alone with a student behind closed doors without a legitimate educational purpose;

U. telling a student secrets and having secrets with a student;

V. other similar activities or behavior:

1. ( ) _____;

2. ( ) _____.

Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the District Administrator.

[END OF BOUNDARY INVASIONS OPTION]

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's

national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Age Harassment

Prohibited age based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's age, being over age forty (40), and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

Race/Color Harassment

Prohibited race/color based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race and/or color and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability, perceived disability, or record of disability, and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's current or past disability or a perceived condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)" or CO or COs):

[DRAFTING NOTE: - Neola suggests the Board - appoint both a male and a female Compliance Officer in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The same individual(s) assigned to serve as Compliance Officer(s) may also be assigned to serve as the District's Section 504 Compliance Officer(s) /ADA Coordinator(s) and/or Title IX Coordinator(s). Additionally, by appointing two (2) Compliance Officers, there should also be a Compliance Officer available to

~~**investigate a claim of harassment that pertains to the other Compliance Officer ; as appropriate .]**~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~The names, titles, and contact information of these individuals will be published annually:~~

A. on the School District's website.

B. ( ) in the parent and staff handbooks.

C. ( ) in the School District Annual Report to the public.

D. ( ) on each individual school's website.

E. ( ) in the School District's calendar.

F. ( ) _____

The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.

Reports and Complaints of Harassing Conduct

The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about unwelcome conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.

Compliance Officers shall accept reports of harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District-level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or **[ ] Option 1** the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. **[END OF OPTION 1] [ ] Option 2** the District Administrator will designate a specific individual to conduct the process necessary for an informal or formal investigation. **[END OF OPTION 2]** The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the District Administrator or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.

Any Board employee who directly observes harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of harassment is expected to

intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Members of the School District community along with Third Parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.

Members of the School District community and Third Parties who believe they have been harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment unless the complaining individual makes the complaint maliciously or with knowledge that it is false.

Reporting procedures are as follows:

A. Any employee who believes s/he has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the appropriate school official as identified in D below.

B. Teachers, administrators, and other District officials who have knowledge of or receive notice that an employee has or may have been the victim of harassment prohibited under this policy shall immediately report the alleged harassment to the appropriate school official as defined in D below.

C. Any other person with knowledge or belief that an employee has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to an appropriate school official as identified in D below.

D. Appropriate District officials are as follows:

1. Any complaint under this policy shall be reported to the District's Compliance Officer unless the complaint is regarding the Compliance Officer. In such cases, the complaints shall be reported to the District Administrator, who shall coordinate with the other appointed/designated CO, or, if

appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

2. Any complaint under this policy regarding the District Administrator or Board Member that is received by the District Compliance Officer shall be referred to the Board's legal counsel, who shall assume the role of the District Compliance Officer for such complaints.

E. The reporting party or complainant shall be encouraged to use a report form available from the Principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing. Further, nothing in this policy shall prevent any person from reporting harassment directly to the District Administrator or other supervisory employee.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the District shall designate both a male and a female District Compliance Officer.

If, during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be handled in accordance with grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 4362 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

A CO will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the School District community, and third parties who seek support or advice when informing another individual about unwelcome conduct.

The COs are assigned to accept complaints of harassment directly from any member of the School District community or a visitor to the District, or to receive complaints that are initially filed with a school building administrator. Upon receipt of a complaint either directly or through a school building administrator, a CO will begin either an investigation or the CO will designate a specific individual to conduct such a process. The CO will

prepare recommendations or will oversee the preparation of such recommendations. All members of the School District community should report incidents of harassment that are reported to them to the CO within two (2) days of learning of the incident.

Investigation and Complaint Procedure (see Form 4362 F1)

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to harassment or has witnessed harassment of another may seek resolution of the complaint through the procedures described below. The complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of harassment or retaliation with the United States Department of Education Office for Civil Rights (OCR), the Wisconsin Equal Rights Division and/or Equal Employment Opportunity Commission (EEOC). The Chicago Office of the OCR can be reached at John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604; Telephone: 312-730-1560; FAX: 312-730-1576; TDD: 800-877-8339; Email: OCR.Chicago@ed.gov; Web: http://www.ed.gov/ocr.

Complaint Procedure

A Complainant who alleges harassment based on a protected class or retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) directly to one of the COs; or 3) to the District Administrator or other supervisory employees. As noted above, any complaint received regarding the District Administrator or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the District Administrator, willconsult with the other CO, if any, and if appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, District Administrator, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO within two (2) days.

Throughout the course of the process as described herein, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All written complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions deemed appropriate in consultation with the District Administrator. No temporary arrangements shall be disciplinary to either the complainant or respondent.

Within two (2) days of receiving a complaint, the CO will inform the Respondent that a complaint has been received.

The Respondent is not entitled to receive a copy of any written complaint unless the CO determines it is appropriate to do so; however, the Respondent will be informed about the nature of the allegations. The CO shall inform the Respondent of the requirements of this policy, which may include providing the Respondent with a copy of this policy or information about where to find it. The Respondent shall be afforded the opportunity to submit a written response to the complaint. The CO shall inform the Respondent of the Respondent's deadline to provide the CO with the written response to the allegations in the complaint.

Within two (2) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

[ ] [OPTION 1] Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of harassment based on a protected class or retaliation within fifteen (15) days of receiving the formal complaint. **[ ] [OPTION 2]** Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the complainant reasonably informed of the investigation's progress. **[END OF OPTIONS]**

The investigation will include:

A. interview(s) with the Complainant;

B. interview(s) with the Respondent;

C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other evidence presented by the complainant, respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the District Administrator that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in this policy and State and Federal law as to whether the Respondent engaged in harassment of or retaliation toward the Complainant. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used.

( ) The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the District Administrator.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may **( )** in consultation with the District Administrator or Board President, if the matter involves the District Administrator, **[END OF OPTION]** engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within five (5) days of receiving the report of the CO, the District Administrator must either issue a written decision regarding whether or not the complaint of harassment has been substantiated or request further investigation. A copy of the District Administrator's final decision will be delivered to both the Complainant and the Respondent.

If the District Administrator requests additional investigation, the District Administrator must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the District Administrator must issue a final written decision as described above.

If the District Administrator determines the Respondent engaged in harassment of or retaliation toward the Complainant, the District Administrator must identify what corrective

~~action will be taken to stop, remedy, and prevent the recurrence of the harassment or retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.~~

~~The decision of the District Administrator shall be final. If the investigation results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Board Policy 4340. Nothing in this policy shall be construed to prevent an employee from bringing a complaint before the Equal Employment Opportunity Commission or the Wisconsin Equal Rights Division.~~

~~The Board reserves the right to investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.~~

~~The parties may be represented, at their own cost, at any of the above-described meetings/hearings.~~

~~The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.~~

~~All timelines pertinent to the investigation process are intended to be guidelines to assure that the investigation proceeds with all deliberate efficiency. Failure of the CO to meet any specific timeline does not invalidate the investigation or provide a defense to the allegations.~~

~~Privacy/Confidentiality~~

~~The District will employ reasonable efforts to protect the rights of the Complainant, the Respondent(s), and all the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligation in an investigation of harassment. The School District will respect the privacy of the complainant, the respondent, and all witnesses in a manner consistent with the School District's legal obligations under State and Federal law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided with the Complainant's identity.~~

~~During the course of an investigation, the CO will determine whether confidentiality during the investigation process is necessary to protect the interests and reputations of those involved and/or to protect the integrity of the investigation, and if so, shall instruct all members of the School District community and third parties who are interviewed about~~

the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Directives During Investigation

The CO may recommend to the District Administrator placing any employee involved in an investigation under this policy on administrative leave pending resolution of the matter. If the District Administrator is the Respondent, the CO shall make such recommendation to the Board. Administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation should be provided a *Garrity* warning apprising the person of his/her obligations to answer questions truthfully and honestly while preserving the right against self-incrimination in the context of any resulting criminal investigation or prosecution.

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the District Administrator shall consider the totality of the circumstances. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or District Administrator shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Allegations Constituting Criminal Conduct

If the CO has reason to believe that the complainant has been the victim of criminal conduct, such knowledge should be reported to local law enforcement. After such report has been made, the District Administrator shall be advised that local law enforcement was notified.

If the complainant has been the victim of criminal conduct and the accused is the District Administrator, such knowledge should be reported by the CO to local law enforcement. After such report has been made, the **( )** Board President **( )** Board Attorney shall be advised that local law enforcement was notified.

Any reports made to local law enforcement shall not terminate the COs obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, the harassment investigation shall not be stopped due to the involvement of outside agencies without good cause after consultation with the District Administrator.

Reprisal

Submission of a good faith complaint or report of harassment will not affect the complainant's or reporter's work status or work environment. However, the Board also recognizes that false or fraudulent claims of harassment or false or fraudulent information about such claims may be filed. The Board reserves the right to discipline any person filing a false or fraudulent claim of harassment or false or fraudulent information about such a claim.

The District will discipline or take appropriate action against any member of the School District community who retaliates against any person who reports an incident of harassment prohibited by this policy or participates in a proceeding, investigation, or hearing relating to such harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Miscellaneous

The District shall conspicuously post a notice including this policy against harassment in each school in a place accessible to the School District community and members of the public. This notice shall also include the name, mailing address, and telephone number of the COs, the name, mailing address, and telephone number of the State agency responsible for investigating allegations of discrimination in employment, and the mailing address and telephone number of the United States Equal Opportunity Employment Commission.

A **( )** link to **( )** summary of **[END OF OPTION]** this policy and any related administrative guidelines shall appear in the employee handbook and a copy shall be made available upon request of employees and other interested parties.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of harassment. The District Administrator shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District staff at such times as the Board in consultation with the District Administrator determines is necessary or appropriate.

The Board will respect the privacy of the complainant, the individuals against whom the complaint is filed, and the witnesses as much as practicable, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery, disclosure, or other legal obligations.

Retention of Investigatory Records and Materials

~~The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information (ESI), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but are not limited to:~~

A. ~~all written reports/allegations/complaints/statements;~~

B. ~~narratives of all verbal reports, allegations, complaints, and statements collected;~~

C. ~~a narrative of all actions taken by District personnel;~~

D. ~~any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities; -~~

E. ~~narratives of, notes from, or audio, video, or digital recordings of witness statements;~~

F. ~~all documentary evidence;~~

G. ~~e-mails, texts, or social media posts pertaining to the investigation;~~

H. ~~contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;~~
~~-~~

I. ~~written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;~~
~~-~~

J. ~~dated written determinations to the parties;~~
~~-~~

K. ~~dated written descriptions of verbal notifications to the parties;~~
~~-~~

L. ~~written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and~~
~~-~~

M. ~~documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;~~

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the district concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. **( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. **( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;

S. **( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;

T. **( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315,

Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

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Legal

111.31, 118.195, 118.20, Wis. Stats.
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 794, Rehabilitation Act of 1973
42 U.S.C. 1983
42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964
42 U.S.C. 2000e et seq., Title VII of the Civil Rights Act of 1964
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1635
National School Boards Association Inquiry and Analysis - May 2008

SECOND READING BY BOARD

po5120

Special Update - Nondiscrimination - July 2026 Technical Correction ASSIGNMENT WITHIN DISTRICT

5120 - **ASSIGNMENT WITHIN DISTRICT**

The ~~School~~ Board directs that the assignment of students to schools within this District be consistent with the best interests of students and the best use of the resources of this District.

The Board shall determine periodically the school attendance areas of the District and shall expect the students within each area to attend the school so designated.

The Superintendent shall periodically review existing attendance areas and recommend to the Board such changes as may be justified .

No assignment to schools or attendance schedules shall discriminate against students on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. ~~gender, race, religion, disability, or national origin.~~

The Superintendent or designee may assign a student to a school other than that designated by the attendance area when such exception is justified by circumstances and is in the best interest of the student.

~~Every~~ ~~effort~~ Effort shall be made to continue a student in the elementary school to which the student ~~s/he~~ is initially assigned. Wherever possible and advisable in the interests of the students, siblings shall be assigned to the same building.

The Superintendent or designee shall assign incoming transfer students to such schools, grades, and classes ~~as may afford each student the greatest likelihood of realizing his/her fullest educational potential~~ .

The principal shall assign students in the principal's ~~his/her~~ school to appropriate grades, classes, or groups. ~~This action shall be based on consideration of the needs of the student as well as the administration of the school.~~

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SECOND READING BY BOARD

po5136

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised PERSONAL COMMUNICATION DEVICES

5136 - **PERSONAL COMMUNICATION DEVICES**

The Board is aware that Personal Communication Devices (PCDs) are used by students and parents to communicate with each other. However, the use of PCDs on school grounds must be appropriately regulated to protect students, staff, and the learning environment.

~~"Personal communication devices" ("~~ PCDs ~~")~~, also referred to as "wireless communication devices", as used in this policy, mean a portable wireless device that has the capability to provide voice, messaging, or other data communication between two (2) or more parties and includes all of the following:

A. cellular/mobile telephone;

B. tablet computer;

C. laptop computer;

D. gaming device;

E. smartphone;

F. e-reader;

G. wearable technology that captures images or video;

H. any other web-enabled devices of any type.

Students may use PCDs before and after school, during their lunch break, in between classes as long as they do not create a distraction, disruption, or otherwise interfere with the educational environment, during after-school activities (e.g., extra curricular activities), and at school-related functions. Use of PCDs at any other time is prohibited and they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight. Individual buildings may develop more stringent protocols based on the ages of the students they serve.

All PCD use must consistently adhere to the standards outlined in Policy 7540.08 – Artificial Intelligence (AI).

Students may not use PCDs on school property or at a school-sponsored activity to access and/or view internet websites that are otherwise blocked to students at school. Students are prohibited from unauthorized use of, or access to, the District's wired and/or wireless network.

Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicle or on a school bus or Board-provided vehicle during school-sponsored activities at the discretion of the bus driver, classroom teacher, or sponsor/advisor/coach. Distracting behavior that creates an unsafe environment will not be tolerated.

Except as authorized by a teacher, administrator, or IEP team, students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record, and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member, or other person. Using a PCD to capture, record, and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. Students who violate this provision and/or use a PCD to violate the privacy rights of another person may have their PCD confiscated and held until the end of the school day and/or a parent picks it up and may be directed to delete the audio and/or picture/video file while the parent is present. If the violation involves potentially illegal activity, the confiscated PCD may be turned over to law enforcement.

PCDs with cameras or any other recording capabilities may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, classrooms, gymnasiums, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. See Policy 5517.01 – Bullying. In particular, students are prohibited from using PCDs to: 1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity; and 2) engage in "sexting" - i.e., sending, receiving, sharing,

viewing, or possessing pictures, text messages, e-mails, or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student at school during school hours and/or during extra-curricular activities is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Policy Violations

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The building principal will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent after the student complies with any other disciplinary consequences that are imposed unless the violation involves potentially illegal activity, in which case the PCD may be turned over to law enforcement.

A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent or turned over to law enforcement. School officials will not search or otherwise tamper with PCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 Search and Seizure. If multiple offenses occur, a student may lose the privilege to bring a PCD to school for a designated length of time or on a permanent basis.

Student use of PCDs in the following circumstances will not be considered a violation of this policy:

A. **Emergency or Threat:** Student use of a PCD is allowed in the event of an emergency or a perceived threat to address the safety and security of students and staff.

B. **Health Care Management:** Student use is authorized as necessary to manage or support a specific student’s health care needs as approved by the District Nurse.

C. **Individualized Education Plans:** Student use is authorized consistent with a student's Individualized Education Program (IEP) or a plan developed under Section 504 of the federal Rehabilitation Act of 1973.

D. **Educational Purposes:** Student use is authorized by a teacher for legitimate educational purposes during instructional time as described above.

Duty to Report

A person who discovers a student using a PCD in violation of this policy is required to report the violation to the building principal.

Students Responsible for Their PCDs

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property.

Parents are advised that the best way to get in touch with their child during the school day is by calling the school office.

Students may use school phones to contact parents during the school day.

Annual Notice

No later than October 1 of each year, the Department of Public Instruction (DPI) shall be notified by the District of whether any changes have been made to this policy and, if so, the updated policy shall be submitted to the DPI.

Revised 11/15/17
Revised 5/19/21
T.C. 1/31/22
Revised 11/4/25

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Legal
118.13, Wis. Stats.
118.258, Wis. Stats.
120.12(29), Wis. Stats.
175.22, Wis. Stats.

SECOND READING BY BOARD

po5310

Vol. 35, No. 2 - July 2026 Revised HEALTH SERVICES

5310 - **HEALTH SERVICES**

The Board actively follows all Federal and State laws aimed at protecting student privacy and providing transparency. In the rare and unusual circumstance of the District requiring a physical examination or screening, such decisions shall prioritize student privacy and parental authorization. Only after written advance notification to parents **(X)** no less than five (5) school days in advance ~~[END OF OPTION]~~ , the ~~The School~~ Board per State law, may require students to submit to periodic health examinations to:

A. protect the school community from the spread of communicable disease;

B. **(X)** determine that each student's participation in health, safety, and physical education courses meets the student's ~~his/her~~ individual needs ;

C. determine that the learning potential of each child is not lessened by a remediable, physical disability.

The District shall provide advance written notification to parents any time the District determines there is a ~~specify the~~ need for health services which may include, but not be limited to:

A. **(X)** student physical examinations;

B. athlete physical examinations;

C. dental examinations;

D. vision screening;

E. audiometric screening.

Any health services program will ~~should~~ also include instruction to staff members on the observance of students for conditions that indicate physical defect or disability which may be pertinent to the student's ability to fully access the District's programming .

Federal Protection of Student Rights

The Board shall directly notify the parents of students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when any non-emergency, invasive physical examination or screening is scheduled or expected to be scheduled for students if the examination or screening is: (1) required as a condition of attendance; (2) administered by the school and scheduled by the school in advance; and (3) not necessary to protect the immediate health and safety of a specific student, or other students.

Per Federal law, the ~~The~~ term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. If for some unforeseen and unexpected reason such examinations would be conducted by the District without notification at the beginning of the school year, then the District shall provide parents with written notification of such examinations no less than five (5) school days prior to an examination.

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Legal
118.25(3)(4), 118.255, Wis. Stats.
20 U.S.C. 1232h

SECOND READING BY BOARD

po5451.01

Vol. 35, No. 2 - Technical Corrections - July 2026 WISCONSIN ACADEMIC EXCELLENCE SCHOLARSHIP

5451.01 - **WISCONSIN ACADEMIC EXCELLENCE SCHOLARSHIP**

Wisconsin's Academic Excellence Scholarship is a State-supported program, jointly administered by the Department of Public Instruction (DPI) and the Higher Education Aids Board (HEAB). The program offers scholarship recipients an exemption from specified tuition and fees for post-high school education at eligible higher education institutions in Wisconsin.

By the deadline set by the HEAB ~~February 25th of each school year,~~ the ~~School~~ Board will designate the appropriate number of senior(s) from the high school with the highest grade point average in all subjects as scholars eligible to receive an Academic Excellence Scholarship.

The following standards must be met to qualify for the Academic Excellence Scholarships. The student and alternates must:

A. be a resident of the United States who is either a U.S. citizen or an alien lawfully admitted for permanent residence;

B. be a Wisconsin resident as defined in 36.27, Wis. Stats.;

C. have achieved senior status and have been in attendance for four (4) consecutive semesters, during their freshman, sophomore, junior, and senior year(s);

D. be selected based on the Grade Point Average (GPA) on the student's official transcript as of the last day of the semester which ended just prior to the deadline set by the HEAB ~~February 25th~~.

Beginning with courses taken in the 2025-2026 school year, weighted grades will be used to calculate GPA for the Academic Excellence Scholarhip. This change will not apply retoractively to prior coursework.

Students enrolled under full-time public school Open-Enrollment Program who qualify based on the standards identified above are eligible for the Academic Excellence

Scholarship in the school they actually attend.

The designation of scholar will be awarded to the qualifying student(s) with the highest weighted grade point average. The scholar's GPA shall be computed to as many places past the decimal point as necessary to determine a distinction between the scholars.

In the event of a tie involving the GPAs:

A. the first tie-breaker will be the scholar with the most laude points;

B. the second tie-breaker will be the scholar with the highest ACT composite score;

C. in the event there is still a tie, a random draw will determine the scholar.

Except for the limitation on the number of designated scholars, the faculty of the high school shall select the applicable number of seniors for designation as scholars and shall certify, in order of priority, any remaining seniors with the same grade point average as alternates for the scholars or, if there is no remaining senior with the same grade point average, any remaining seniors with the next highest grade point average, but not less than 3.800 or the equivalent, as alternates for the scholars.

T.C. 1/31/22

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Legal
39.41, Wis. Stats.

Wis. Admin Code HEA 9

SECOND READING BY BOARD

po5505

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised ACADEMIC HONESTY

5505 – **ACADEMIC HONESTY**

The Board values honesty and expects integrity in the District's students. Violating academic honesty expectations erodes the trust between teachers and students as well as compromises the academic standing of other students. So that each student learns the skills being taught, and is judged solely on their own merits, the Board prohibits any student from presenting someone else's work as their own, using artificial intelligence platforms in place of one's own work, providing unauthorized assistance to another student, and cheating in any manner.

All school work submitted for the purpose of meeting course requirements must be the individual student's original work or the original work of a group of students for group projects. It is prohibited for any student to unfairly advance their own academic performance or that of any other student. Likewise, no student may intentionally limit or impede the academic performance or intellectual pursuits of other students.

Academic dishonesty includes, but is not limited to:

A. plagiarism (of ideas, work, research, speech, art, music, etc.);

B. forgery of another's work;

C. presenting the results that are the product of an artificial intelligence (AI) platform as one's own where the use of AI was not specifically allowed by the teacher as part of the assignment;

D. downloading or copying information from other sources and presenting it as one's own;

E. using language translation work of someone else or using technology when the expectation is doing one's own translation;

F. copying another person's work;

G. allowing another person to copy one's own work;

H. stealing another person's work;

I. doing another person's work for them;

J. distributing copies of one's work for use by others;

K. distributing copies of someone else's work for use by others for academic gain or advantage;

L. intentionally accessing another's work for the purpose of presenting it as one's own for academic gain or advantage;

M. distributing or receiving answers to assignments, quizzes, tests, assessments, etc.

N. distributing or receiving questions from quizzes, tests, assessments, etc.

O. using AI to modify another person's work to avoid detection;

P. collaborating on an assignment when independent work is required;

Q. fabricating data, citations, sources, research results, or evidence;

R. receiving unauthorized assistance from another person (tutor, parent, peer, online forum, contract service, etc.);

Use of Artificial Intelligence/Natural Language Processing Tools For School Work

In order to ensure the integrity of the educational process and to promote fair and equal opportunities for all students, except as outlined below, the use of Artificial Intelligence (AI) and Natural Language Processing (NLP) tools (collectively, "AI/NLP tools") is strictly prohibited for the completion of school work. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools and they should ask their teachers when they have questions and/or need assistance. Unauthorized use of AI/NLP tools is considered a form of plagiarism and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Code of Conduct.

Notwithstanding the preceding, students can use AI/NLP tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI/NLP tools in an ethical and responsible manner. Teachers have the discretion to authorize students to use AI/NLP tools for the following uses:

A. Research assistance: AI/NLP tools can be used to help students quickly and efficiently search for and find relevant information for their school projects and

assignments.

B. Data Analysis: AI/NLP tools can be used to help students to analyze, understand, and interpret large amounts of data, such as text documents or social media posts. This can be particularly useful for research projects or data analysis assignments – e.g., scientific experiments and marketing research.

C. Language translation: AI/NLP tools can be used to translate texts or documents into different languages, which can be helpful for students who are learning a new language or for students who are studying texts written in a different language.

D. Writing assistance: AI/NLP tools can provide grammar and spelling corrections, as well as suggest alternative word choices and sentence structure, to help students improve their writing skills. Proper citation when using AI/NLP tools is required when non-original AI/NLP-generated content is incorporated into any work product. **(X)** Citation when using AI/NLP tools for spell check, grammar assistance, and similar refinement/editing tools does not need to be disclosed unless required by a student's teacher.

E. Accessibility: AI/NLP tools can be used to help students with disabilities access and understand written materials. For example, text-to-speech software can help students with specific learning disabilities or visual impairments to read texts and AI-powered translation tools can help students with hearing impairments understand spoken language.

Staff and Administration have the responsibility for monitoring students' work for compliance with this policy.

When enrolled in Advanced Placement (AP), International Baccalaureate (IB), Early College Credit Programs (ECCP), Start College Now (SCN), or any other third-party, District-sponsored programming, students are expected to follow the corresponding policies and guidelines regarding the use of AI/NLP.

Before any disciplinary action is taken based in part on AI detection output, employees must exercise professional judgment rather than treating detection software results as conclusive.

Students who are found to have violated ~~violate~~ this policy are subject to disciplinary consequences. ~~- up to and including expulsion.~~

[X] Teachers are authorized, in consultation with their Principal, to apply appropriate consequences for violations of this policy. Disciplinary consequences for significant violations may include removal from the class with a failing grade, removal from student

leadership positions, elimination of honors recognition, loss of membership in honor organizations, as well as other disciplinary consequences up to and including expulsion appropriate to the nature of the violation. ~~[END OF OPTION]~~

Parents shall be contacted as soon as practicable to report any alleged acts of academic dishonesty by their child.

Student and/or parent appeals of disciplinary consequences resulting from violation of this policy may be made within five (5) business days to the Principal, whose decision shall be final. If the Principal was the staff member responsible for the disciplinary consequence being appealed, then student and/or parent appeals should be directed within five (5) business days to the Superintendent or Assistant Superintendent of Learning, whose decision shall be final.

A summary of this policy shall be included in the Student Handbook and the Employee Handbook.

Revised 10/22/25
T.C. 1/22/26

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Legal
118.01, 118.164, 120.12, Wis. Stats.

SECOND READING BY BOARD

po5511

Vol. 35, No. 2 - July 2026 Revised DRESS AND APPEARANCE

5511 - **DRESS AND APPEARANCE**

The Board recognizes that each student's mode of dress and appearance is a manifestation of personal style and individual preference _ and that students do possess certain individual rights, including the right to engage in expressive speech -. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the Superintendent shall establish such dress and appearance guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or appearance practices that:

A. present a hazard to the health or safety of the individual student or to others in the school including by way of communicating threats of harm or depictions of harmful conduct directed at others , including depictions that are reasonably likely to or are intended to incite violence against or hatred towards others;

B. interfere with school work, create disorder, or cause or is likely to cause a material and substantial disruption to ~~disrupt~~ the educational program, including dress that promotes or depicts illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;

C. ~~illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;~~

D. **(X)** violate the District's anti-harassment policies by depicting images or messages that represent or promote discrimination or harassment on the basis of one or more protected classifications;

E. **(X)** depict or promote obscenity, pornography, or otherwise depict or describe sexual activity;

F. cause excessive wear or damage to school property;

G. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall also apply to the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event. Where appropriate, a uniform or specific dress requirement shall be used for students when representing the District as described.

In enforcing the dress code, the following procedures shall be used:

A. the Principal shall serve as the initial arbiter of student dress and appearance within the building or at school-sponsored events or activities;

B. before taking action to enforce dress code requirements, including by requiring that a student remove, cover, or otherwise conceal the item or depiction at issue, the principal shall consider ~~determine whether~~ the expressive nature of the particular item while evaluating the application of the dress code. ~~constitutes protected speech insofar as the item independently makes a statement of a discernable nature to the observer by depiction, words, or combination of the two that does not require separate explanation;~~

~~Expressive dress may not be protected speech if it involves:~~

A. ~~obscenity;~~

B. ~~language or depictions intended to incite violence or foment hatred of others.~~

~~Dress that is protected speech may still be prohibited if it is likely to cause a substantial disruption to the educational environment. This may include dress that includes the use of vulgarity, discriminatory language including racial or ethnic slurs, negative stereotypes, violence, or other communication when the clear intent is to invoke strong reactions in observers so as to impair the ability of teachers and/or students to engage in educational pursuit.~~

In determining whether a student's dress or appearance materially interferes with schoolwork, creates disorder, or disrupts the educational program, school officials may consider the age and emotional maturity of the student audience, recent local or national events, and the unique characteristics of the school community. Decisions to restrict student dress or expression should be based on a reasonable forecast of material and substantial disruption, supported by specific facts and context, and should be documented accordingly.

No protected speech may be prohibited on the basis of disagreement by District officials with the specific point of view expressed if the topic is otherwise permitted (e.g. permitting

depictions of support for one political party, but prohibiting depictions of support for the other)

~~**[ ] Development of ( ) Dress Code ( ) Uniform Requirements**~~

~~-~~

Each school shall engage in efforts to develop a dress code that prescribes certain types of dress and that identifies building-specific dress expectations. ~~The development of the dress code shall be completed using the following guidelines:~~

~~( ) invite the participation of~~

~~( ) staff~~

~~( ) parents~~

~~( ) students~~

~~in the preparation of a dress code which may specify prescribed dress and grooming practices, but may not amplify the rationale for prohibition established by Board policy;~~

~~-~~

~~( ) instruct staff members to demonstrate, by example and precept, personal neatness, cleanliness, propriety, modesty, and good sense in attire and appearance;~~

~~-~~

~~( ) ensure that all administrative guidelines impose only minimum and necessary restrictions on the exercise of the student's taste and individuality.~~

Students who violate the foregoing rules will not be admitted to class and may be subject to additional consequences.

If the clothing cannot be removed or concealed, the student may be sent home after contact is made with the student's parent/guardian.

Revised 4/21/21
Revised 12/2/21

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Legal
120.13(1), Wis. Stats.

SECOND READING BY BOARD

po5512

USE OF TOBACCO AND NICOTINE BY STUDENTS

ADOPTED May 25, 2016 · REVISED Apr 16, 2025

5512 - **USE OF TOBACCO AND NICOTINE BY STUDENTS**

The Board recognizes that the use of tobacco products, as well as other nicotine delivery systems, such as electronic smoking devices, are a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The Board is acutely aware of the serious health risks associated with the use of these products, both to users and non-users, and that their use or promotion on school grounds and at off-campus school-sponsored events is detrimental to the health and safety of students, staff, and visitors. The Board also believes accepting tobacco industry gifts or materials will send an inconsistent message to students, staff, and visitors.

It shall be a violation of this policy for any student of the District to possess, use, consume, display, promote, or sell any tobacco products, tobacco industry brand, tobacco-related devices, imitation tobacco products, electronic smoking or vaping devices, regardless of content including smoking as defined in this policy, at any time on school property or at off-campus, school-sponsored events.

It shall be a violation of this policy for the District to solicit or accept any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products retailer. This includes, but is not limited to, donations, monies for sponsorship, advertising, promotions, loans, or support for equipment, uniforms, and sports and/or training facilities. It shall be a violation of this policy to participate in any type of service funded by the tobacco industry while in the scope of employment for the District.

Exceptions

It shall not be a violation of this policy for tobacco products, tobacco-related devices, imitation tobacco products, or lighters to be included in instructional or work-related activities in school buildings if the activity is conducted by a staff member or an approved visitor and the activity does not include smoking, chewing, or otherwise ingesting the product.

The prohibition on the use of other products containing nicotine, including, but not limited to, nicotine patches and nicotine gum may be removed when a parent or “adult” student provides documentation from a licensed medical practitioner that the student's use of non-tobacco nicotine products is being medically supervised for the cessation of a nicotine

addiction and the student complies with Policy 5330 - Administration of Medication /Emergency Care.

Instruction in the history and purpose of traditional tobacco that has been used as a part of faith and tradition in the Native American and American Indian communities is an exception to this policy. Nothing in this policy is intended to infringe upon the legitimate exercise of cultural beliefs or ceremonial representations. In the event of a potential conflict between the Board's policy prohibiting the use or possession of nicotine containing products and a student's exercise of cultural traditions, the administration shall consult with appropriate community representatives to apply this policy in a manner that respects such cultural significance.

Response to Policy Violations

Separate from disciplinary sanctions imposed for violations of this policy, the District shall address violations of this policy by students with the application of supportive disciplinary practices designed to promote recovery and reduction of tobacco and nicotine addictions and dependence.

Policy Specific Definitions

The term “any time” means during normal school and non-school hours: twenty-four (24) hours a day, seven (7) days a week.

The term “electronic smoking device” means any product containing or delivering nicotine, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. The term electronic smoking device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, JUUL, or under any other product name or descriptor. The term electronic smoking device includes any component part of a product, whether or not marketed or sold separately, including but not limited to e-liquids, e-juice, cartridges, and pods.

The term “imitation tobacco product” means any edible non-tobacco product designed to resemble a tobacco product, or non-edible, non-tobacco product designed to resemble a tobacco product that is intended to be used by children as a toy. Examples of imitation tobacco products include but are not limited to: candy or chocolate cigarettes, bubble gum cigars, shredded bubble gum resembling chewing tobacco, pouches containing flavored substances packaged similar to snuff, shredded beef jerky in containers resembling snuff tins, plastic cigars, caffeine pouches, and puff cigarettes.

The term “off-campus, school-sponsored event” means any event sponsored by the school or School District that is not on school property, including but not limited to, sporting events, day camps, field trips, entertainment seminars, dances, or theatrical productions.

The term “school property” means all facilities and property, including land, whether owned, rented, or leased by the District, and all vehicles owned, leased, rented, contracted for, or controlled by the District used for transported students, staff and visitors.

The term “smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plants, whether natural or synthetic, that is intended for inhalation. This specifically includes marijuana and hemp plant-derived substances, whether or not legally sold in Wisconsin, including CBD products, Delta 8 THC, Delta 9 THC, or any other variation thereof. “Smoking” also includes carrying or using an activated electronic smoking device.

The term “supportive disciplinary practices” means disciplinary practices that incorporate opportunities for students to understand the root causes of their behavior, develop positive coping strategies, and support efforts to cease the problematic conduct.

The term “tobacco product” means any product containing, made, or derived from tobacco or that contains nicotine, whether synthetic or natural, that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to, cigarettes; electronic smoking devices; cigars; little cigars; cheroots; stogies; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; pouches, snuff; snuff flour; cavendish; plug and twist tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco, and other kinds and forms of tobacco.

The term 'tobacco products retailer' means retailers whose primary business is to sell tobacco and/or tobacco-related products.

The term “tobacco industry” means manufacturers, distributors, or wholesalers of tobacco products, electronic smoking devices, or tobacco-related devices; this includes parent companies and subsidiaries.

The term “tobacco industry brand” means any corporate name, trademark, logo, symbol, motto, selling message, recognizable pattern of colors, or any other indication of product identification identical or similar to those used for any brand of tobacco product, company, or manufacturer of tobacco products.

Revised 2/27/19
Revised 1/20/21
Revised 12/15/21
Revised 9/1/22
Revised 6/19/23

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Legal

111.321, Wis. Stats.
120.12(20), Wis. Stats.
20 U.S.C. 6081 et seq.
20 U.S.C. 7182

SECOND READING BY BOARD

po5514

Vol. 35, No. 2 - Technical Corrections - July 2026 USE OF PERSONAL TRANSPORTATION DEVICES

Technical Correction - Vol. 35, No. 2

5514 - **USE OF PERSONAL TRANSPORTATION DEVICES**

The Board regulates the utilization of bicycles, e-bikes, scooters, skateboards, hoverboards, and similar personal transportation devices, whether powered manually by an operator or powered by a mechanical means (including, but not limited to, small gas engines or electric motors). For purposes of this policy, such items are collectively referred to as "personal transportation devices" but do not include personal transportation devices needed and/or used due to a disability. Personal transportation devices necessary for use due to a student's disability are governed by other policies of the Board. Additionally, this policy does not prevent the safe and reasonable utilization and operation of personal transportation devices when needed due to a disability. This policy does not apply to motor vehicles which are subject to Policy 5515 - Student Use and Parking of Motor Vehicles.

~~**[ ]** Because of the clear and present danger of accidents in traffic, inherent to riding personal transportation devices, it shall be the policy of the Board to prohibit the use of personal transportation devices **( )** except **( )** bicycles **( )** _____ **[END OF INTERNAL OPTIONS]** by students on campus for purposes of travel to and from school. **[END OF OPTION] [DRAFTING NOTE: If any exceptions are allowed in the above action, the following option should be chosen as well.]**~~

~~**[ ]** The Board regards the use of personal transportation devices for travel to and from school by students as an assumption of care, risk, and responsibility on the part of the students and parents of students. **[END OF OPTION]**~~

The Board in no way regulates the utilization of personal transportation devices off Board property and in no way takes responsibility regarding the utilization of personal transportation devices on Board property, with the owner and operator of such devices being fully and wholly liable for any personal or property damage resulting from the operation of such devices.

The operator of a personal transportation device must observe all safety laws and rules, display courtesy and consideration toward others, and must abide by this policy as well as

all laws and ordinances regarding the operation of the relevant device. Operating or bringing a personal transportation device on Board property is a privilege and not a right. An administrator may temporarily or permanently revoke such privilege to the extent that a personal transportation device is operated in a negligent, reckless, or other manner that creates a risk of harm to the operator or others, or in a fashion that otherwise fails to comply with safety rules, laws, or ordinances. Additional disciplinary action may result from the unsafe operation of a personal transportation device on Board property.

[X **]** Under no circumstances are gas-powered personal transportation devices to be operated on Board property.

~~**[ ]** Under no circumstances may an electric powered personal transportation device be operated on Board property at a speed that exceeds **( )** two (2) miles per hour **( )** _____ miles per hour **[END OF INTERNAL OPTIONS]** . Upon the request of an administrator, the operator of an electric powered transportation device will dismount the device and walk the device to the appropriate storage area. Failure to comply with an administrator's request to dismount and walk such a device may subject the student to disciplinary action.~~

[X **]** The Board will not be responsible for personal mobility or transportation devices that are lost, stolen, or damaged.

~~**[END OF OPTIONS]**~~
~~The Board will not be responsible for personal transportation devices that are lost, stolen, or damaged.~~

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SECOND READING BY BOARD

po5516

Special Update - Nondiscrimination - July 2026 Technical Correction STUDENT HAZING

5516 - **STUDENT HAZING**

The School Board believes that hazing activities of any type are inconsistent with the educational process and may in some circumstances be a violation of State law. It prohibits all such activities at any time in school facilities, on school property, and at any District-sponsored activity or event.

Hazing shall be defined for purposes of this policy as performing any act or coercing another, including the victim, to perform any act of initiation into any class, group, or organization that causes or creates a risk of causing mental, emotional, or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Administrators, faculty members, and other employees of the District shall be alert to possible situations, circumstances, or events that might include hazing. If hazing or planned hazing is discovered, the students involved shall be informed by the discoverer of the prohibitions contained in this policy and shall be ordered to end all hazing activities or planned activities immediately. All hazing incidents shall be reported immediately to the principal or to the Superintendent. The individual informed of the situation shall immediately do the following:

A. Write all information concerning the reported activity or planned activity received from the person reporting the incident to create a complete record of the initial contact with administration.

B. Determine if any potential criminal activity has occurred, and if so contact law enforcement immediately.

C. Determine whether the information received illustrates hazing behavior that is based on the student's or any group of students membership in a Protected Classification defined in Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity, in which case the matter shall be referred to the District's Compliance Officer consistent with Board s ~~ex (including transgender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or~~

~~learning disability, or any other characteristic protected by Federal or State civil rights laws ("Protected Classes"). If the conduct reported appears to be based on one (1)or more Protected Class, the Administrator shall inform the District Compliance Officer and refer to~~ Policy 5517 – Student Anti-Harassment and proceed accordingly.

D. If the hazing or planned hazing does not appear to be based on any Protected Classes, then the Administrator shall proceed to conduct an investigation consistent with the procedures found in Policy 5517.01 - Bullying. ~~If at any point, information surfaces indicating that hazing activity was based on one (1) or more Protected Class, the Administrator or designee conducting the investigation shall contact the Compliance Officer and consult Policy 5517 – Student Anti-harassment.~~

Students, administrators, faculty members, and other employees who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil or criminal penalties. Disciplinary action for students may include, but is not limited to, suspension and/or expulsion. Disciplinary action for staff members may be issued up to and including termination from employment. (See Policy 3139 – Staff Discipline , Policy 3140 - Non-renewal, Resignation, and Termination, Policy 4140 - Termination and Resignation, or Policy 4139 – Staff Discipline).

The Superintendent shall distribute this policy to all students and District employees, and shall incorporate it into building, staff, and student handbooks. It shall also be the subject of discussion at employee staff meetings or in-service programs.

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Legal
118.13 Wis. Stats.
120.13 Wis. Stats
948.51 Wis. Stats
P.I. 9, 41 Wis. Admin. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1415
20 U.S.C. 1681 et seq., Title IX of Education Amendments Act
20 U.S.C. 1701 et seq., Equal Educational Opportunities Act of 1974
29 U.S.C. 794, Rehabilitation Act of 1973
42 U.S.C. 1983
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990
42 U.S.C. 2000 et seq., Civil Rights Act of 1964
42 U.S.C. 2000d et seq.
34 C.F.R. Sec. 300.600-300.662
Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979

SECOND READING BY BOARD

po5517

Special Update - Nondiscrimination - July 2026 Technical Correction STUDENT ANTI-HARASSMENT

5517 - **STUDENT ANTI-HARASSMENT**

Prohibited Harassment

It is the policy of the Board to maintain an educational environment that is free from all forms of harassment. This commitment applies to all District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of harassment. This policy applies to conduct occurring in any manner or setting over which the Board can exercise control, including on school property, or at another location if such conduct occurs during an activity sponsored by the Board.

The Board will not tolerate any form of harassment and will take all necessary and appropriate actions to eliminate it, including suspension or expulsion of students and disciplinary action against any other individual in the School District community. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our students.

The Board will vigorously enforce its prohibition against harassment based on any Protected Class described in Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws (hereinafter referred to as 'Protected Classes')~~, and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. Additionally, the Board prohibits harassing behavior directed at students, including a group of students, for any reason, even if not based on one of the Protected Classes, through its policies on bullying (See Policy 5517.01 – Bullying).

The Board will investigate all allegations of harassment ~~All allegations of harassment will be investigated~~ and in those cases where harassment is substantiated immediate steps will be taken designed to end the harassment, prevent its reoccurrence, and remedy its effects.

Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.

Other Violations of the Anti-Harassment Policy

The Board will also take prompt steps to impose disciplinary action on individuals engaging in any of the following prohibited acts:

A. Retaliating against a person who has made a report or filed a complaint alleging harassment, or who has participated as a witness in a harassment investigation;

B. Filing a malicious or knowingly false report or complaint of harassment;

C. Disregarding, failing to investigate adequately, or delaying investigation of allegations of harassment, when responsibility for reporting and/or investigating harassment complaints comprises part of one's duties.

Sexual Harassment covered by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not included in this policy. Allegations of such conduct shall be addressed by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.

Notice

Notice of the Board's policy on anti-harassment in the educational environment and the identity of the District's Compliance officers will be posted throughout the District and published in any District statement regarding the availability of employment, staff handbooks, and general information publications of the District as required by Federal and State law and this policy ~~u nless expressly stated otherwise herein~~ .

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Complainant is the individual who alleges, or is alleged, to have been subjected to harassment, regardless of whether the person files a formal complaint or is pursuing an individual resolution to the alleged harassment.

Day(s) means business day(s) (i.e., a day(s) that the District office is open for normal operating hours, Monday through Friday, excluding State-recognized holidays) unless expressly stated otherwise herein.

Respondent is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community means individuals, students, administrators, teachers, and staff, as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Bullying

Bullying is prohibited by Board Policy 5517.01 – Bullying. It is defined as deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well-being. Bullying need not be based on any Protected Class. Bullying behavior rises to the level of harassment when the prohibited conduct is based upon the student's membership in a Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~sex (including gender status, change of sex, or gender identity), race color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation, physical, mental, emotional, or learning disability, or any other characteristic protected by Federal or State civil rights~~. Complaints brought under this policy that are more appropriately handled under the Bullying policy shall be referred for investigation consistent with the procedures in that policy.

Bullying that rises to the level of Sexual Harassment is covered by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, and is not included in this policy. Allegations of such conduct shall be addressed by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.

Harassment

Harassment means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct directed against a student, or group of students, based on one or more of the student's Protected Class that:

A. places a student, or group of students, in reasonable fear of harm to the student's person or damage to the student's property;

B. has the effect of substantially interfering with a student's, or group of students', educational performance, opportunities, or benefits; or

C. has the effect of substantially disrupting the orderly operation of a school.

“Harassment” also includes “hate speech” directed against a student, or group of students—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice.

Sexual Harassment

For purposes of this policy only and not sexual harassment under Title IX, addressed in Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, 'sexual harassment' is defined as unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

A. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of access to educational opportunities or program;

B. submission or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's education;

C. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's education, or creating an intimidating, hostile, or offensive educational environment.

Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

A. unwelcome verbal harassment or abuse;

B. unwelcome pressure for sexual activity;

C. threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs, activities, or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances;

D. unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls and obscene gestures;

E. Sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature, placed in the work or educational environment, that may reasonably embarrass or offend individuals;

F. unwelcome, sexually motivated or inappropriate patting, pinching, or physical contact, other than necessary restraint of students by teachers, administrators, or other school personnel to avoid physical harm to persons or property;

G. unwelcome sexual behavior or words including demands for sexual favors, accompanied by implied or overt threats concerning an individual's educational status;

H. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's educational status;

I. unwelcome behavior or words directed at an individual because of gender;

Examples are:

1. repeatedly asking a person for dates or sexual behavior after the person has indicated no interest;

2. rating a person's sexuality or attractiveness;

3. staring or leering at various parts of another person's body;

4. spreading rumors about a person's sexuality;

5. letters, notes, telephone calls, or materials of a sexual nature;

6. displaying pictures, calendars, cartoons, or other materials with sexual content.

J. Boundary Violations as defined in PO 1213/3213/4213 - Student Supervision and Welfare ~~inappropriate boundary invasions by a District employee or other adult member of the District community into a student's personal space and personal life;~~

~~Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However other behaviors might be going too far, are inappropriate and may be signs of sexual grooming.~~

~~Inappropriate boundary invasions may include, but are not limited to the following:~~

1. ~~hugging, kissing, or other physical contacts with a student;~~
2. ~~telling sexual jokes to students;~~
3. ~~engaging in talk containing sexual innuendo or banter with students;~~
4. ~~talking about sexual topics that are not related to the curriculum;~~
5. ~~showing pornography to a student;~~
6. ~~taking an undue interest in a student (i.e. having a 'special friend' or a 'special relationship');~~
7. ~~initiating or extending contact with students beyond the school day for personal purposes;~~
8. ~~using e-mail, text messaging or websites to discuss personal topics or interests with students;~~
9. ~~giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;~~
10. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~
11. ~~going to a student's home for non-educational purposes;~~
12. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of a student);~~

13. ~~giving gifts or money to a student for no legitimate educational purpose;~~

14. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

15. ~~being overly 'touchy' with students;~~

16. ~~favoring certain students by inviting them to come to the classroom at non-class times;~~

17. ~~getting a student out of class to visit with the staff member;~~

18. ~~providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;~~

19. ~~talking to a student about problems that would normally be discussed with adults (i.e. marital issues);~~

20. ~~being alone with a student behind closed doors without a legitimate educational purpose;~~

21. ~~telling a student 'secrets' and having 'secrets' with a student;~~

22. ~~other similar activities or behavior.~~

~~Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the Superintendent.~~

K. ~~a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;~~

L. remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history;

M. a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;

N. verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

Not all behavior with sexual connotations constitutes sexual harassment. Sex-based or gender-based conduct must be sufficiently severe, pervasive, or persistent such that it adversely affects, limits, or denies an individual's education, or such that it creates a hostile or abusive educational environment, or such that it is intended to, or has the effect of, denying or limiting a student's ability to participate in or benefit from the educational program or activities.

In addition to investigating and taking appropriate corrective action in instances of harassment, or of sexual harassment or other sexual misconduct, the District shall make available to the victim of such harassment or misconduct resources to assist the student with coping with the effects of victimization. The school counseling services shall identify available resources in the community and provide assistance to students in contacting such resources if desired by the student. The District will not directly provide or pay for assistance unless such services are available in the District program or the Board otherwise approves.

It is further the policy of the Board that a sexual relationship between staff and students is not permissible in any form or under any circumstances, in or out of the workplace, in that it interferes with the educational process and may involve elements of coercion by reason of the relative status of a staff member to a student.

Race/Color Harassment

Prohibited racial harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of: interfering with the individual's work or educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive working and/or learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's physical, mental, emotional or learning disability and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's disability, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like.

Anti-Harassment Compliance Officers

The Board designates the following individuals to serve as the District's Compliance Officers (also known as 'Anti-Harassment Compliance Officers'; hereinafter referred to as the 'COs').

Employee Issues:

Sarah Trimner
Director of Talent and Culture
6100 Alderson Street
Weston, WI 54476
715-359-4221, ext. 1225
strimner@dce.K12.wi.us

Kelley Strike
Assistant Superintendent of Operations
6100 Alderson Street
Weston, WI 54476
715-359-4221 ext. 1243
kstrike@dce.K12.wi.us

Student Issues:

Gina Lehman

Student Services Director
D.C. Everest Area School District
6100 Alderson Street
Weston, WI 54476
715-359-4221 Ext. 1351
gilehman@dce.k12.wi.us

Dr. Jeff Lindell
Assistant Superintendent of Learning
D.C. Everest Area School District
6100 Alderson Street
Weston, WI 54476
715-359-4221 Ext. 1327
jlindell@dce.k12.wi.us

~~Gina Lehman Student Services Director D.C. Everest Area School District 6100 Alderson Street Weston, WI 54476 715-359-4221 Ext. 1351 gilehman@dce.k12.wi.us~~

The names, titles, and contact information of these individuals will be published annually in the School District Annual Report to the public and on the School District's website.

The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.

Reports and Complaints of Harassing Conduct

Reporting procedures are as follows:

A. Any student who believes they have been the victim of harassment prohibited under this policy will be encouraged to report the alleged harassment to any District employee, such as a teacher, administrator or other employees.

B. Any parent of a student who believes the student has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the student's teacher, building administrator or Superintendent.

C. Teachers, administrators, and other school employees who have the knowledge or received notice that a student has or may have been the victim of harassment prohibited under this policy shall report the alleged harassment to one of the Compliance Officers and the building principal or Superintendent within two (2) days.

D. Any other person with knowledge or belief that a student has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to any District employee, such as a teacher, administrator or other employees.

E. The reporting party or Complainant shall be encouraged to use a report form available from the principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the Board has designated both a male and a female Compliance Officer for receiving reports of harassment prohibited by this policy. At least one (1) Compliance Officer or other individuals shall be available outside regular school hours to address complaints of harassment that may require immediate attention.

A CO will be available during regular school/work hours to discuss concerns related to harassment and to assist students, other members of the School District community, and third parties who seek support or advice when informing another individual about 'unwelcome' conduct, or to intercede informally on behalf of the student.

Any Board employee who directly observes harassment of a student is obligated, in accordance with this policy, to report such observations to one of the COs within two (2) days. Thereafter, the COs must contact the Complainant, if over age eighteen (18) or the Complainant's parents/guardians if under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged misconduct, including the obligation of the Compliance Officer to conduct an investigation following all the procedures outlined in the complaint procedures.

The COs are assigned to accept complaints of harassment directly from any member of the School District community or a Third Party, or to receive complaints that are initially filed with a school building administrator. Upon receipt of a complaint, either directly or through a school building administrator, the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. The CO will prepare recommendations for the Superintendent. In the case of a complaint against the Superintendent or a Board member, the CO will prepare recommendations for the Board Attorney who has been designated to serve as the decision-maker for such complaints. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer as soon as possible, but always within no more than two (2) days of learning of the incident.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias, or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may, in consultation with the Superintendent, or Board President if the matter involves the Superintendent, engage outside legal counsel to conduct the investigation consistent with this policy.

Filing a Complaint and Initial Processing of a Complaint

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, any student, or the student's parent/guardian, who believes that the student has been subjected to harassment may seek resolution of the complaint through the procedures described below. The formal complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of a student to pursue a complaint of harassment or retaliation with : ~~the United States Department of Education Office for Civil Rights ('OCR') and/or other applicable government agency. The Chicago Office of the OCR can be reached at:~~

~~U.S. Department of Education~~
~~Office for Civil Rights~~
~~Chicago Office~~
~~John C. Kluczynski Federal Building~~
~~230 S. Dearborn Street, 37th Floor~~
~~Chicago, IL 60604~~
~~Telephone: 312-730-1560~~
~~FAX: 312-730-1576~~
~~TDD: 800-877-8339~~
~~E-mail: OCR.Chicago@ed.gov~~
~~Web: http://www.ed.gov/ocr~~

Office for Civil Rights, Denver Office
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
Telephone: (303) 844-5695
FAX: (303) 844-4303
E-mail: OCR.Denver@ed.gov
Web: https://www.ed.gov/about/ed-offices/ocr

If at any time during the investigation process, the investigator determines that the complaint is properly defined as Bullying, under Policy 5517.01 - Bullying and not

Harassment under this Policy, because the conduct at issue is not based on a student's Protected Characteristics, the investigator shall transfer the investigation to the appropriate building principal.

If during an investigation of alleged bullying, aggressive behavior, and/or harassment, in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile educational environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior, and/or harassment to one (1) of the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, the matter will be investigated in accordance with the grievance process and procedures outlined in Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01- Bullying investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266 -Nondiscrimination on the Basis of Sex in Education Program or Activities. The Compliance Officer shall keep the Principal informed of the status of the investigation under this policy and provide the Principal with a copy of the resulting report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities grievance process.

Complaint and Investigation Procedure

A Complainant may file a complaint, either orally or in writing with a teacher, principal, or other District employee at the student's school, the CO, Superintendent, or other District official who works at another school or at the District level. Due to the sensitivity surrounding complaints of harassment, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a teacher, principal, or other District official at the student's school, the CO, Superintendent, or other District employee, either orally or in writing, about any complaint of harassment, that employee must report such information to the CO within two (2) days.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); and a list of potential witnesses.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the Compliance Officer shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of class schedule for the Complainant or the Respondent, or possibly a change of school for either or both of the parties. In making such a determination the Compliance Officer should consult the Superintendent prior to any action being taken, except for complaints against the Superintendent, in which case the Board President should be consulted. The Complainant should be notified of any proposed action prior to such action being taken.

As soon as appropriate in the investigation process, the CO will inform the Respondent that a complaint has been received. The Respondent will be informed about the nature of the allegations and a copy of any relevant policies and/or administrative procedures and the Board's anti-harassment policy shall be provided to the Respondent at that time. The Respondent must also be provided an opportunity to respond to the complaint.

All investigations shall be commenced as soon as practicable upon receipt of a complaint and concluded as expeditiously as feasible, in consideration of the circumstances, while taking measures to complete a thorough investigation. The Complainant shall be notified in writing of receipt of the complaint within forty-five (45) days of the complaint and shall reach a determination concerning the complaint within ninety (90) days of receipt unless additional time is agreed to by the Complainant.

Generally, within two (2) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

~~Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the complainant reasonably informed of the investigation's progress.~~

The investigation generally will include:

A. interview(s) with the Complainant;

B. interview(s) with the Respondent;

C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a report to the Superintendent which summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in Board policy and State and Federal law as to whether the Respondent engaged in harassment/retaliation of the Complainant. In determining if harassment occurred, a preponderance of evidence standard will be used. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved.

The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

Generally, within five (5) days of receiving the report of the CO or designee, the Superintendent, or in the case of a complaint against the Superintendent or a Board member, the person designated to serve as the decision-maker for the complaint either must issue a written decision regarding whether the complaint has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent. The Superintendent may redact information from the decision consistent with applicable law. The Board authorizes the Superintendent to consult with legal counsel to determine the extent to which information in an investigation report must be provided to either the Complainant or Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

The decision of the Superintendent shall be final. If the Complainant feels that the decision does not adequately address the complaint s/he may appeal the decision to the State Superintendent of Public Instruction by submitting a written request to the Wisconsin Department of Public Instruction ('DPI'), Pupil Nondiscrimination Program, or by contacting the DPI Pupil Nondiscrimination Program at (608) 267-9157.

The Board reserves the right to investigate and may request the Superintendent investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to have the complaint investigation

conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.

To the extent required by law or permitted by the District, the parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Additional School District Action

If the evidence suggests that the harassment at issue is a crime or requires mandatory reporting under the Children's Code (Sec. 48.981, Wis. Stat.), the CO or Superintendent shall report the harassment to the appropriate social service and/or law enforcement agency charged with responsibility for handling such investigations and crimes.

Any reports made to the local child protection service or to local law enforcement shall not terminate the CO's obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, in no event shall the harassment investigation be inhibited by the involvement of outside agencies without good cause after consultation with the Superintendent.

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the District's legal obligations to investigate ~~investigation~~, take appropriate action, and comply with any discovery or disclosure obligations. Confidentiality cannot be guaranteed, however. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Additionally, the Respondent must be provided with the Complainant's identity.

During the course of an investigation, the CO or designee will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to Third Parties any information that is learned or provided during the course of the investigation.

Directives During Investigation

The CO may recommend to the Superintendent placing any employee involved in an investigation under this Policy on administrative leave pending resolution of the matter. If the Superintendent is the Respondent, the CO shall make such recommendation to the Board. For example, administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation may be required to answer questions that could also involve criminal investigations or sanctions, including the existence of a co-occurring law enforcement investigation are still required to answer questions concerning the District's investigation, but are entitled to do so without waiving their Constitutional right against self-incrimination that applies during a criminal investigation. Employees should be advised of this right, through what is often referred to as a "Garrity Warning". The Garrity Warning informs the employee that the employee is required to respond to questions posed during the investigation and that answers to questions relating to the employee's conduct may be used by the District for determining appropriate discipline, but will not be provided to law enforcement officials in the course of their independent criminal investigation, unless otherwise required by law. (see Form 5517 F3 - "Garrity" Warning)

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken because of the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information, provided regarding the Board's policy and discrimination in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all information, documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315) created and received as part of an investigation which may include but are not limited to:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt;

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff

with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy. **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time, and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

Q. **(X) documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;**

R. **(X) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;**

S. **(X) copies of any notices sent to the Complainant and the Respondent in advance of any interview or hearing; ( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.

T. **(X) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.**

The information, documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) created or received as part of an investigation shall be retained in accordance with Policy 8310 - Public Records, Policy 8315- Information Management, Policy 8320 - Personnel Records, Policy 8330 - Student Records for not less than three (3) years, but longer if required by the District's records retention schedule.

~~The Board exercises its executive power in part by the appointment of a Superintendent for the proper operation and management of the district (Policy 1233 - Board Powers) and the Superintendent shall enforce the Statutes of the State of Wisconsin, rules of the Department of Public Instruction, and the policies of the Board (Policy 0132.1).~~

~~This policy describes the expectations for the District's response to reports of harassment. If, following the completion of an investigation, new concerns arise, it is recognized that this policy would be enacted for the new concerns or additional reports.~~

Revised 4/24/19
Revised 9/6/19
T.C. 6/22/20
Revised 2/17/21
T.C. 7/14/21
Revised 11/17/21
Revised 6/15/22
T.C. 7/17/23
Revised 7/19/23
Revised 1/24/24
Revised 4/17/24
T.C. 6/27/24

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Legal
48.981, Wis. Stats.
118.13, Wis. Stats.
P.I. 9, Wis. Admin. Code
P.I. 41 Wis. Admin. Code
20 U.S.C. 1400 et seq., the Individuals with Disabilities Education Act of 2004, as amended (IDEA)
29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973, as amended
42 U.S.C. 1983
42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
34 C.F.R. Part 104, Section 504 Regulations
34 C.F.R. Part 300, IDEA Regulations

SECOND READING BY BOARD

po6325

Vol. 35, No. 2 - July 2026 Revised PROCUREMENT - FEDERAL GRANTS/FUNDS

6325 - **PROCUREMENT - FEDERAL GRANTS/FUNDS**

Procurement of all supplies, materials, equipment, and services paid for from Federal funds including any District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, Board policies, and administrative procedures.

The Superintendent shall have and use a procurement and contract administration system in accordance with the USDOE requirements (2 C.F.R. 200.317-.326), including affirmative steps for small businesses, minority business, women's business enterprises, veteran-owned businesses, and labor surplus area firms, for the administration and management of Federal grants and Federally-funded programs. The District shall maintain oversight that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall conform to the provisions of the District's documented general purchasing policy and administrative guidelines (Policy 6320 and AG6320).

When required by Federal program legislation, all Federally-funded contracts in excess of $2,000 related to construction, alteration, repairs, painting, decorating, etc. must comply with Davis-Bacon prevailing wage requirements.

All District employees, officers, and agents who have purchasing authority shall abide by the standards of conduct covering conflicts of interest and governing the actions of its employees, officers, and agents engaged in the selection, award, and administration of contracts as established in Policy 1130 - Ethics and Conflict of Interest, and Policy 3230 - Ethics an Conflict of Interest, and Policy 4230 - Ethics and Conflict of Interest.

The District will avoid the acquisition of unnecessary or duplicative items. Consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase . When appropriate, an analysis shall be made between leasing and purchasing property or equipment to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

To foster greater economy and efficiency, the District may enter into State and local

intergovernmental agreements, where appropriate, for procurement or use of common or shared goods and services.

Competition

All procurement transactions under the Federal award paid for from Federal funds or District matching funds shall be conducted in a manner that provides full and open competition and that is in accordance with 2 C.F.R. Part 200, good administrative practice, and sound business judgment. To ensure objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids from competition for such procurements.

Examples of situations that may restrict competition include, but are not limited to:

A. unreasonable requirements on firms for them to qualify to do business;

B. unnecessary experience and excessive bonding requirements;

C. noncompetitive pricing practices between firms or between affiliated companies;

D. noncompetitive contracts to consultants that are on retainer contracts;

E. organizational conflicts of interest;

F. specification of only a “brand name” product instead of allowing for an “or equal” product to be offered and describing the performance or other relevant requirements of the procurement;

G. any arbitrary action in the procurement process.

To the extent that the District uses a pre-qualified list of persons, firms, or products to acquire goods and services, that are subject to this policy, the pre-qualified list includes enough qualified sources to ensure maximum open and free competition. The District allows vendors to apply for consideration to be placed on the list continuously

The District shall require that all prequalified lists of persons, firms, or products which are used in procurement transactions are current and include enough qualified sources to provide maximum open competition. When establishing or amending prequalified lists, the District (or subrecipient) must consider objective factors that evaluate price and cost to maximize competition. The District shall not preclude potential bidders from qualifying during the solicitation period.

To the extent consistent with established practices and legal requirements applicable to the recipient or subrecipient, this subpart does not prohibit recipients or subrecipients from

developing written procedures for procurement transactions that incorporate a scoring mechanism that rewards bidders that commit to specific numbers and types of U.S. jobs, minimum compensation, benefits, on-the-job-training for employees making work products or providing services on a contract, and other worker protections. This subpart also does not prohibit recipients and subrecipients from making inquiries of bidders about these subjects and 2 C.F.R. Revisions 2024: Unofficial Comparison Version assessing the responses. Any scoring mechanism must be consistent with the U.S. Constitution, applicable Federal statutes and regulations, and the terms and conditions of the Federal award.

Solicitation Language (Purchasing Procedures)

The District shall have written procurement procedures (in accordance with 2 C.F.R. 200.319(d)) that require all solicitations incorporate a clear and accurate description of the technical requirements for the property, equipment, or service being procured. The description may include a statement of property, equipment, or service to be procured. When necessary, the description must set forth those minimum essential characteristics and standards to which the property, equipment, or service shall conform. Detailed product specifications should be avoided if at all possible.

When it is impractical or uneconomical to clearly and accurately describe the technical requirements, a "brand name or equivalent" description of features to provide procurement requirements may be used. The specific features of the named brand must be clearly stated and the District must identify any additional requirements which the offerors must fulfill and all other factors that will be used in evaluating bids or proposals.

The Board will not approve any expenditure for an unauthorized purchase or contract.

Procurement Methods

The District shall have and use documented procedures, consistent with the standards described above, for the following methods of procurement:

A. **Informal Procurement Methods**

Informal procurement methods for small purchases expedite the completion of transactions, minimize administrative burdens, and reduce costs. Informal procurement methods may be used when the value of the procurement under a Federal award does not exceed the simplified acquisition threshold, or a lower threshold established by the State. The informal procurement methods include:

1. **Micro-Purchases**

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the class maximum

deviation by Federal Acquisition Regulation. To the extent practicable, the District should distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if the Superintendent considers the price to be reasonable based on research, experience, purchase history, or other relevant information, and maintains documents to support its conclusion. The District shall maintain evidence of this reasonableness in the records of all purchases made by this method.

[X] Unless otherwise defined by State or local law, districts are responsible for determining and documenting an appropriate micro-purchase threshold in accordance with 2 C.F.R. 200.320(a)(iv) based on internal controls, an evaluation of the risk, and its documented procurement procedures. The micro-purchase threshold used by the District shall be authorized or not prohibited under State, local, or tribal laws or regulations.

An eligible District may self-certify a threshold of up to $50,000 on an annual basis and must maintain documentation to be made available to the Federal agency or pass-through entity and auditors in accordance with 2 C.F.R. 200.334. The self-certification, in accordance with 2 C.F.R. 200.334, must include a justification, clear identification of the threshold, and supporting documentation of any of the following:
a. a qualification as a low-risk auditee in accordance with the criteria in 2 C.F.R. 200.520;

b. an annual internal institutional risk assessment to identify, mitigate, and manage finanial rists; or

c. for public institutions, a higher threshold is consistent with State law.

2. **Small Purchases**

Small purchases include the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold of $_ 350,000 _____ **[not to exceed $350,000 ~~$250,000~~]**. Small purchase procedures require that price or rate quotations shall be obtained from **( )** _____ **(X)** an adequate number of **[** ~~END OF OPTION]~~ qualified sources. ~~**[DRAFTING NOTE: Unless the pass-through entity or State law defines the number of quotes required, t he District may define in policy how many quotations are adequate. The number must be greater than one (1).]** the class maximum deviation by Federal Acquisition Regulation, except as otherwise required by State law. Small purchase procedures require that price or rate quotations shall be obtained~~

~~from an adequate number of qualified sources.~~

Districts are responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk, and its documented procurement procedures which must not exceed the threshold established in the Federal Acquisition Regulations ("FAR"). When applicable, a lower simplified acquisition threshold used by the District must be authorized or not prohibited under State, local, or tribal laws or regulations.

B. Formal Procurement Methods

When the value of the procurement for property or services under a Federal award exceeds the simplified acquisition threshold, or a lower threshold established by the State, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement method can be used in accordance with the standards on competition in 200.319 or non-competitive procurement. The formal methods of procurement are:

1. **Sealed Bids**

   Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to $350,000 ~~$250,000~~ and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed $50,000 unless otherwise required by State law.

   In order for sealed bidding to be feasible, the following conditions shall be present:

   a. a complete, adequate, and realistic specification or purchase description is available;

   b. two (2) or more responsible bidders have been identified as willing and able to compete effectively for the business; and

   c. the procurement lends itself to a firm, fixed-price contract and the selection of the successful bidder can be made principally based on the basis of price.

   When sealed bids are used, the following requirements apply:

   a. Bids shall be solicited in accordance with the provisions of State law and Policy 6320. Bids shall be solicited from an adequate number of qualified

suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.

b. The invitation for bids must define the items or services with specific information, including any required specifications, for the bidder to properly respond.

c. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.

d. A firm, fixed-price contract is awarded in writing to the lowest responsive bid and responsible bidder. When specified in the invitation for bids, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts must only be used to determine the low bid when the District determines they are a valid factor based on prior experience.

e. The Board reserves the right to reject any or all bids but must document and provide a justification for all bids it rejects.

2. **Proposals**

Procurement by proposals is a method in which either a fixed-price or cost-reimbursement contract is awarded. This method is used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method.

If this method is used, the following requirement apply:

a. Requests for proposals require public notice and must identify all evaluation factors and their relative importance. ~~I~~To the maximum extent practicable, any proposals submitted in response to the public notice must be considered.

b. Proposals shall be solicited from an adequate number of sources.

c. The District must have written procedures for conducting technical and for making selections.

d. Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the District considering price and other factors.

The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby the competitors' qualifications are evaluated and the most qualified competitor

is selected, subject to negotiation of fair and reasonable compensation. The method, where the price is not used as a selection factor, can only be used to procure A/E professional services. The method cannot be used to purchase other services though A/E firms that are a potential source to perform the proposed effort.

3. **Noncompetitive Procurement**

Procurement by noncompetitive proposals may be used only when one (1) or more of the following circumstances apply:

a. the aggregate amount of the procurement transaction does not exceed the micro-purchase threshold;

b. the procurement transaction can only be fulfilled by a single source;

c. the public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;

d. the District requests in writing to use a noncompetitive procurement method, and the Federal agency or pass-through entity provides written approval; or

e. after soliciting several sources, competition is determined to be inadequate.

Domestic Preference for Procurement

The District should, to the extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. Such requirements shall be included in all subawards, contract, and purchase orders for work or products under the Federal award.

Procurement of Recovered Materials

The District must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976, as amended, 42 U.S.C. 6962. These requirements include:

A. procuring only items designated in the guidelines of the Environmental Protection Agency ("EPA") at 40 C.F.R. part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000;

B. procuring solid waste management services in a manner that maximizes energy and resource recovery; and

C. establishing an affirmative procurement program for the procurement of recovered materials identified in the EPA guidelines.

The District should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable.

This may include purchasing compostable items and other products and services that reduce the use of single-use plastic products.

Contract/Price Analysis

The District shall perform a cost or price analysis for every procurement transaction, including contract modifications, in excess of the Simplified Acquisition Threshold (currently $ 350,000 ~~250,000~~). The method and degree of analysis conducted depend on the facts surrounding the particular procurement transaction. For example, the District should consider potential workforce impacts in their analysis if the procurement transaction will displace public sector employees. However, as a starting point, the District must make independent estimates before receiving bids or proposals.

A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements. The District must not use the "cost plus a percentage of cost" and "percentage of construction costs" methods of contracting.

Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that the costs incurred or cost estimates included in negotiated prices would be allowable for the District according to cost principle requirements.

Time and Materials Contracts

The District uses a time and materials type contract only (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. A time-and-materials type contract means a contract whose cost to the District is the sum of the actual costs of materials and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Because this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight to obtain

reasonable assurance that the contractor is using efficient methods and effective cost controls.

Suspension and Debarment

The District will awards contracts only to responsible contractors that possess the ability to perform successfully under the terms and conditions of the proposed contract. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as 1) contractor integrity; (2) public policy; 3) compliance; 4) proper classification of employees; 5) record of past performance and 6) financial and technical resources.

The District shall not subcontract with or award subgrants to any person or company who is debarred or suspended. For contracts over $25,000, the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management, which maintains a list of such debarred or suspended vendors, at www.sam.gov; collecting a certification from the vendor; or adding a clause or condition to the covered transaction with that vendor. (2 C.F.R. Part 180 Subpart C)

Bid Protest

The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals ("RFPs") or the individual bid specifications package, for resolution. Bid protests shall be filed in writing with the Office of the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest or failure to file a formal written protest within the time prescribed shall constitute a waiver of proceedings.

Maintenance of Procurement Records

The District shall maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and

the basis for the contract price (including a cost or price analysis).

Records Retention

The District must retain all Federal award records for three (3) years from the date of submission of the final financial report, or as otherwise required pursuant to the Board-adopted records retention schedule, whichever is longer. For awards that are renewed quarterly or annually, the District must retain records for three (3) years from the date of submission of the quarterly or annual financial report, respectively, or as otherwise required pursuant to the Board-adopted records retention schedule, if longer. Records to be retained include, but are not limited to, financial records, supporting documentation, and statistical records. Other records retention requirements shall be in accordance with 2 C.F.R. 200.334 and the Board-adopted records retention schedule.

The District must collect, transmit, and store Federal award information in an open file, non-licensed, and machine-readable formats. The District may substitute electronic versions of original paper records through duplication or other forms of electronic conversion, provided that the procedures are subject to periodic quality control reviews. Quality control reviews must ensure that electronic conversion procedures provide safeguards against the alteration of records and assurance that records remain in a format that is readable by a computer system.

Revised 9/25/19
Revised 2/17/21
Revised 4/17/24

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Legal

2 C.F.R. 2.101
2 C.F.R. 200.317 - .326
Appendix II to Part 200
2 C.F.R. 200.334-200.336
2 C.F.R. 200.520

SECOND READING BY BOARD

po7440.02

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised SMART SENSOR AND MONITORING TECHNOLOGY

7440.02 - **SMART SENSOR AND MONITORING TECHNOLOGY**

In order to protect students and faculty, promote security and protect the health, welfare and safety of students, staff and visitors, the Board authorizes the use of smart sensor and electronic monitoring equipment on school property, and in school buildings and school buses. Smart sensor and monitoring technology uses devices that can sense, collect, and process a variety of environmental information. Smart sensor and monitoring technology also includes utilizing Artificial Intelligence (AI) to monitor, analyze, and identify real-time and recorded video footage for surveillance and investigative purposes. Information obtained through smart sensor devices may be used to identify intruders and persons breaking the law, Board policy, or the Student Code of Conduct ~~(i.e., it may be used as evidence in disciplinary actions and criminal proceedings)~~.

The monitoring of actions and behavior of individuals who come onto school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school and student property. Smart sensor monitoring systems serve to complement other means being employed in the District to promote and foster a safe and secure teaching and learning environment for students and staff. The Board recognizes that the use of a smart sensor monitoring system does not replace the need for the ongoing vigilance of the school staff assigned by the building principal to monitor and supervise the school building. Rather, the smart sensor monitoring system serves as an appropriate and useful tool with which to augment or support the in-person supervision provided by staff. The building principal is responsible for verifying that due diligence is observed in maintaining general campus safety and security.

The Superintendent is responsible for determining where to install and operate fixed-location smart sensor monitoring equipment in the District. The determination of where and when to use smart sensor equipment shall ~~will~~ be made in a nondiscriminatory manner. Smart sensor equipment may be placed in designated areas in school buildings (e.g., school hallways, restrooms, classrooms, locker rooms, entryways, the front office where students, employees, and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries).

Any person who takes action to damage, block, move, or alter the location of a smart sensor shall be subject to disciplinary action.

Except for instructional use of smart sensor monitoring authorized by the Superintendent, any ~~Any~~ information obtained from smart sensor monitoring systems may only be used to support the orderly operation of the District's schools and facilities, and for law enforcement purposes, and not for any other purposes. As such, information obtained through the use of smart sensor equipment may be used as evidence in any disciplinary proceedings, administrative proceedings, or criminal proceedings, subject to Board policy and administrative guidelines.

Smart sensor technology is to be implemented in accordance with this policy and any related guidelines. The Board will not accept or tolerate the improper use of smart sensor and monitoring technology and will take appropriate action in any cases of wrongful use of such technology.

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SECOND READING BY BOARD

po7440.03

Vol. 35, No. 2 - July 2026 Revised SMALL UNMANNED AIRCRAFT SYSTEMS (Drones)

7440.03 - **SMALL UNMANNED AIRCRAFT SYSTEMS (Drones)**

~~The Board prohibits the operation of small Unmanned Aircraft Systems (sUAS), commonly known as drones, at any time on a property that is owned or leased or contracted for by the Board at any time by any individual who is not authorized to do so by the Superintendent.~~

~~**[ ] Option 1**~~

-

~~The Board prohibits the operation of small Unmanned Aircraft Systems (sUAS), commonly known as drones, at any time on property owned or leased or contracted for by the Board by any individual, whether the individual is employed by the District or not.~~

-

~~Any individual who violates this policy~~ ~~**( )**~~ ~~may be~~ ~~**( )**~~ ~~shall be~~ ~~**[END OF OPTION]**~~ ~~referred to local law enforcement and/or subject to discipline, if an employee or student.~~

-

~~**[End of Option 1]**~~

A drone may be operated over property owned by the District during periods when the school is open to students for instruction or when the property is being used for an event approved by the Board at the express authorization of the Board. The Board shall respond to a request for authorization within five (5) business days of receiving the request. **(X)** The Board designates this responsibility to the **(X)** Superintendent.

If sUAS (drones) are used during high school athletic activities and/or events, the use will adhere to the Wisconsin Interscholastic Athletic Association's (WIAA) administrative policies and procedures.

To be authorized to operate a drone on property owned or leased or contracted for by the Board, the individual or organization granted permission by the Board ~~a staff member or administrator or vendor employed by the Board~~ must meet all criteria for the operation of and comply with all requirements and restrictions pertaining to the operation of any sUAS established by the Federal Aviation Administration (FAA).

(See AG 7440.03 - Small Unmanned Aircraft Systems (Drones))

Failure to adhere by applicable regulations and AG 7440.03 - Small Unmanned Aircraft Systems (Drones) may result in loss of authorization to operate a drone on property owned or leased or contracted for by the Board, referral to local law enforcement, and/or further disciplinary action, up to and including termination.

A drone(s) may be operated over property owned by the District at the direction of the sheriff or the chief of a public protective agency having jurisdiction over the territory on which the District property is located for any of the following purposes:

1. to assist in an active search and rescue operation;

2. to locate an escaped prisoner;

3. to surveil a place or location for the purpose of executing an arrest warrant; or,

4. when a law enforcement officer has reasonable suspicion to believe that the use of a drone is necessary to prevent imminent danger to an individual or to prevent imminent destruction of evidence.

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Legal
14 C.F.R. Part 107

114.045 Wis. Stats.
86 FR 4314

SECOND READING BY BOARD

po7540

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised TECHNOLOGY

7540 - **TECHNOLOGY**

The Board is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of District operations.

Students' use of District technology resources (see definition in Bylaw 0100 - Definitions) is a privilege, not a right. Students and their parents must comply with Policy 7540.03 - Student Technology Acceptable Use and Safety.

The Superintendent or designee shall develop, recommend for approval by the Board, and implement a written District Technology Procedure (DTP). One (1) primary purpose of the DTP is to evaluate new and emerging technologies , **(X)** including the strategic integration and governance of Artificial Intelligence (AI) tools and how they will play a role in student achievement and success and/or efficient and effective District operations.

~~**The DTP shall set forth procedures for the proper acquisition of technology. The DTP shall also provide guidance to staff and students concerning making safe, appropriate and ethical use of District technology resources, as well as inform both staff and students about disciplinary actions that will be taken if Board technology and/or networks are abused in any way or used in an illegal or unethical manner. (See Policy 7540.03 ( ) and AG 7540.03 [END OF OPTION] - Student Technology Acceptable Use and Safety, and Policy 7540.04 ( ) and AG 7540.04 [END OF OPTION] - Staff Technology Acceptable Use and Safety)**~~

-

~~**The District Administrator ( ) , in conjunction with the _____, [END OF OPTION] shall review the DTP and ( ) report ( ) recommend the approval of [END OF OPTION] any changes, amendments, or revisions to the Board ( ) annually.**~~

This policy, along with the Student and Staff Technology Acceptable Use and Safety policies, and the Student Code of Conduct, further govern students' and staff members' use of their personal communication devices (see Policy 5136- Personal Communication Devices and Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices). Users

have no right or expectation of privacy when using District technology resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

Further, safeguards shall be established so that the Board's investment in both hardware and software achieve the benefits of technology and inhibits negative side affects. Accordingly, students shall be educated about appropriate online behavior including, but not limited to, using social media, which is defined in Bylaw 0100 - Definitions to interact with others online; interacting with other individuals in chat rooms or on blogs; and, recognizing what constitutes cyberbullying, understanding cyberbullying is a violation of Board policy, and learning appropriate responses if they experience cyberbullying. Social media does not include sending or receiving e-mail through the use of District-issued e-mail accounts.

District Policy on Artificial Intelligence (AI) Use

The District considers Artificial Intelligence (AI) tools to be a fundamental part of its technology infrastructure. Therefore, all AI technology , including software and hardware that is procured, developed, or utilized , is subject to the same oversight, inventory, and management standards as all other District technology assets.

The Board has established Policy 7540.08 - Artificial Intelligence (AI) to ensure the ethical, responsible, and compliant use of AI by everyone in the school community.

Equipment Security and Retention Procedures

The District invests significant resources in making current technology available for staff and students. Individual usage of devices that are not in a fixed location must be in accordance with these guidelines. The term "device" for purposes of this guideline includes District-owned computers, tablets, smart devices, and any other hardware or software systems or equipment owned or leased by the District.

A. **Identification:**

1. A label with the District's name and an identification number will be placed on each device owned by the District.

2. Records of the identification number, serial number, model, etc. for each device shall be maintained in the Technology Department.

3. District devices are assigned, identified, and tracked through an online management system.

B. **Use of District-Owned Devices:**

No device may be used to access any material that is prohibited by the District's technology usage policies, Policy 7540.03 - Student Technology Acceptable Use and Safety and Policy 7540.04 - Staff Technology Acceptable Use and Safety. Devices may not be used to access content that is unlawful or potentially harmful to the device and may never be used to access any "darkweb" content. Specifically, use of devices to access material that poses a risk of introducing viruses, malware, or other destructive content is strictly prohibited. Users are responsible for replacing devices that are inoperable due to the introduction of such malicious content while in the user's possession.

C. **Staff Services:**

Media staff will instruct the user on the correct operation of devices. Media staff may assist other staff members in obtaining materials for instructional use by recording and/or copying within copyright guidelines.

D. **Equipment Inventory and Repair:**

All devices will be inventoried pursuant to Policy 7450 - Property Inventory.

If a piece of equipment requires repair, it will be sent to the Technology Department.

E. **Report of Loss:**

If any device is lost, the Principal and the Technology Department shall be notified. The Principal may notify the police if deemed appropriate.

Access to Social Media

Staff use of District-approved social media platforms/sites shall be consistent with Policy 7544 - Use of Social Media.

Students must comply with Policy 7544 - Use of Social Media, Policy 7540.03- Student Technology Acceptable Use and Safety, and Policy 5136- Personal Communication Devices when using District technology resources to access and/or use District-approved social media platforms/sites.

Staff may use District-approved social media platforms/sites in accordance with Policy

7544 - Use of Social Media and, pursuant to Policy 7540.02 - Staff and School Officials Use of Personal Communication Devices. Staff may use web content, apps, and services for one-way communication with the District's constituents for business-related purposes. Authorized staff may use District technology resources to access and use District-approved social media platforms/sites to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the Superintendent approves, in advance, such access and use. Use of District-approved social media platforms/sites for business-related purposes is subject to Wisconsin's public records laws and, as set forth in Policy 7544- Use of Social Media, staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records and AG 8310A – Public Records.

Staff must comply with Policy 7544 - Use of Social Media, Policy 7540.04 - Staff Technology Acceptable Use and Safety, and Policy 7530.02- Staff and School Officials Use of Personal Communication Devices when using District technology resources or personally-owned PCDs to access and/or use social media for personal purposes. (

~~**[NOTE: CHOOSE ONE OF THE THREE OPTIONS, IF DESIRED]**~~

~~**[ ] OPTION #1]**~~

[X] Staff use of District-approved social media platforms/sites shall be consistent with Policy 7544 - Use of Social Media.

Students must comply with Policy 7540.03 - Student Technology Acceptable Use and Safety and Policy 5136 - Personal Communication Devices when using District technology resources to access and/or use District-approved social media platforms/sites.

Similarly, staff must comply with Policy 7544 - Use of Social Media, Policy 7540.04 - Staff Technology Acceptable Use and Safety, and Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices when using District technology resources to access and/or use District-approved social media platforms/sites.

~~**OR**~~

~~**[ ] OPTION #2] [DRAFTING NOTE: Choose this option if the District intends to prohibit staff and students from accessing social media using District technology resources. If so, Policy 7544 is not necessary.]**~~

~~**[ ]** The Board prohibits students and staff members from using District technology resources to access and/or use social media.~~

OR

[ ] OPTION #3]

The Board prohibits students from using District technology resources to access and/or use social media for other than instructional purposes.

Staff may use District-approved social media platforms/sites in accordance with Policy 7544 - Use of Social Media **( )** and, pursuant to Policy 7540.02 - Staff and School Officials Use of Personal Communication Devices, may use web content, apps, and services for one-way communication with the District's constituents **[END OF OPTION]** . Authorized staff may use District technology resources to access and use District-approved social media platforms/sites to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the District Administrator approves, in advance, such access and use. Use of District-approved social media platforms/sites for business-related purposes is subject to Wisconsin's public records laws and, as set forth in Policy 7544 - Use of Social Media, staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records **( )** and AG 8310A **[END OF OPTION]** – Public Records.

[DRAFTING NOTE: Retain this provision if the District has chosen an option in Policy 7544 permitting staff to access social media from District technology resources or from personal technology resources.]

[ ] Staff must comply with Policy 7544 - Use of Social Media, Policy 7540.04 - Staff Technology Acceptable Use and Safety, and Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices when using District technology resources **( )** or personally-owned PCDs **[END OF OPTION]** to access and/or use social media for personal purposes.

[END OF OPTIONS]

Revised 1/20/21
Revised 6/19/23

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Legal
947.0125, Wis. Stats.
948.11, Wis. Stats.

SECOND READING BY BOARD

po7540.03

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY

ADOPTED May 25, 2016 · REVISED Aug 19, 2026

7540.03 - **STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY**

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning to incorporate the vast, diverse, and unique resources available through the Internet. The Board provides technology resources (as defined in Bylaw 0100 - Definitions) to support the educational and professional needs of its students and staff. With respect to students, District Technology Resources afford them the opportunity to acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board provides students with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students. The District's computer network and Internet system do not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of District technology resources by principles consistent with applicable local, State, and Federal laws, the District's educational mission, and articulated expectations of student conduct as delineated in the Student Code of Conduct. This policy and its related administrative guidelines and the Student Code of Conduct govern students' use of District Technology Resources and students' personal communication devices when they are connected to the District computer network, Internet connection, and/or online educational services/apps, or when used while the student is on Board-owned property or at a Board-sponsored activity (see Policy 5136 - Personal Communication Devices).

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

Users have no right or expectation to privacy when using District Technology Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

The Board may not be able to technologically limit access to services through its technology resources to only those that have been authorized for the purpose of instruction, study, and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Superintendent, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The technology protection measures may not be disabled at any time that students may be using the District technology resources, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Board utilizes software and/or hardware to monitor online activity of students and to block/filter access to child pornography and other material that is obscene, objectionable, inappropriate, and/or harmful to minors. "Harmful to minors" is a term defined by the Communications Act of 1934 (47 U.S.C. 254(h)(7)) as any picture, image, graphic image file, or other visual depiction that:

A. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

B. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;

C. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

At the discretion of the Board or the Superintendent, the technology protection measure may be configured to protect against access to other material considered inappropriate for students to access. The technology protection measure may not be disabled at any time that students may be using the District technology resources, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Superintendent or designee may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material if access to such sites has been inappropriately blocked by the technology protection measure. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measure.

The Superintendent or designee may disable the technology protection measure to enable access for bona fide research or other lawful purposes.

Parents are advised that a determined user may be able to gain access to services and/or resources on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable, or controversial. Parents of minors are responsible for setting and conveying the standards that their children should follow when using the Internet.

Pursuant to Federal law, students shall receive education about the following:

A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications;

B. the dangers inherent with the online disclosure of personally identifiable information;

C. the consequences of unauthorized access (e.g., "hacking", "harvesting", digital piracy", "data mining", etc.), cyberbullying, and other unlawful or inappropriate activities by students online;

D. unauthorized disclosure, use, and dissemination of personally identifiable information regarding minors.

Staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above. Furthermore, staff members will monitor the online activities of students while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

Building Principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of District technology resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media, including in chat rooms, and cyberbullying awareness and response. All users of District technology resources (and their parents if they are minors) are required to sign the District technology use form. This agreement remains active until the student leaves the District unless explicitly revoked by a parent.

Off-premises use of E-Rate supported technology must be primarily for an educational purpose that is integral, immediate, and proximate to the education of students.

Students will be assigned a school email account that they are required to utilize for all school-related electronic communications, including those to staff members, peers, and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. Further, as directed and authorized by their teachers, they shall use their school-assigned email account when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes.

Students are responsible for good behavior when using District technology resources - i.e., behavior comparable to that expected of students when they are in classrooms, school hallways, and other school premises and school-sponsored events. Communications on the Internet are often public in nature. The Board does not approve any use of its technology resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines.

~~Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District technology resources that are not authorized by this policy and its accompanying guidelines.~~

Appropriate Discussion Content When Using PCDs (Personal Communication Devices)

When using PCDs to communicate with Board members, staff and/or volunteers, students must use District-approved communication platforms.

~~The approved communication platform(s) is/are:~~

A. ~~District email/messaging;~~

B. ~~District-approved social media platform(s) - (see also Policy 7544 - Use of Social Media);~~

C. ~~District-approved communication apps.~~

~~The District-approved communication platform(s) shall be listed on the District's website.~~

When students communicate with staff, volunteers, or Board members using PCDs, discussions must be appropriate, professional, and related to legitimate school purposes. These communications shall occur only when absolutely necessary. Appropriate content includes:

A. Instructional communication (assignments, coursework, academic support);

B. School-related activities (clubs, athletics, events, field trips, rehearsals);

C. Scheduling or logistical information related to classes or school programs;

D. Pedagogical assistance related to school participation (clarifying expectations, reminders, or academic assistance); and

E. Safety or emergency communication when necessary.

Communications must remain professional in tone, limited to educational or school-related matters, and consistent with District policies regarding staff–student boundaries. Failure to follow these policy expectations may result in discipline up to and including termination, as well as referral to law enforcement if deemed appropriate. The level of discipline will depend on the severity of the violation. This policy applies to communication that occurs during or outside of school hours.

AI Prohibited Data Input ~~Expectations for Responsible Artificial Intelligence (AI) Use~~

~~Students are strictly prohibited from inputting Personally Identifiable Information (PII), confidential student or staff data, or any non-public school records into any AI tool or service that has not been explicitly approved and contracted with by the District.~~

~~Students are expected to adhere to principles of transparency, proper citation, and responsible use of AI in all academic and school-related activities. Students must disclose the use and extent of AI assistance on any submitted work as required by staff.~~

Students are prohibited from using technology and/or AI to bully, harass, threaten, impersonate, create, or distribute deceptive or harmful content, including deepfake or synthetic media that falsely depicts another person. AI may not be used for academic dishonesty, privacy violations, or any conduct that materially disrupts the educational environment. Violations of this policy will result in disciplinary action consistent with Policy 5500 - Student Codes of Conduct and other applicable Board policies.

Academic Honesty

The unauthorized use of Artificial Intelligence tools to generate or complete academic work shall constitute a violation of the District's policy on academic honesty. (See Policy 5505 - Academic Honesty)

~~All student use of AI technology must comply with the requirements and standards set forth in Policy 7540.08 – Artificial Intelligence (AI).~~

~~Students may only use District technology resources to access or use social media if it is done for educational purposes in accordance with their teacher's approved plan for such use.~~ -

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District technology resources that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and designee as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to students' use of District technology resources.

Revised 9/27/17

Revised 11/4/17
Revised 11/18/20

Revised 5/21/25

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Legal
H.R. 4577, P.L. 106-554, Children's Internet Protection Act of 2000
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended
18 U.S.C. 2256

18 U.S.C. 1460
18 U.S.C. 2246
47 C.F.R. 54.500
47 C.F.R. 54.501
47 C.F.R. 54.502
47 C.F.R. 54.503
47 C.F.R. 54.504
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47 C.F.R. 54.518
47 C.F.R. 54.519
47 C.F.R. 54.520
47 C.F.R. 54.522
47 C.F.R. 54.523
942.09, Wis. Stats.
118.07(7), Wis. Stats.

SECOND READING BY BOARD

po7540.04

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY

7540.04 - **STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY**

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides Technology and Information Resources (as defined by Bylaw 0100) to support the educational and professional needs of its staff and students. The Board provides staff with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students and to facilitate the staff's work. The District's computer network and Internet system do not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of District Technology and Information Resources by principles consistent with applicable local, State, and Federal laws, and the District's educational mission. This policy and its related administrative guidelines Policy 7544 - Use of Social Media and AG 7544 - Use of Social Media, and any applicable employment contracts govern the staff's use of the District's computers, laptops, tablets, personal communication devices (as defined by Policy 7540.02- Digital Content and Accessibility ~~Web Content, Apps, and Services~~), when they are connected to the District computer network, Internet connection, and/or educational services/apps.

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on the use of the bandwidth, storage space, and printers.

Users have no right or expectation to privacy when using District Technology and Information Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

Staff members are expected to utilize District technology and information resources to promote educational excellence in our schools by providing students with the opportunity to develop the resource-sharing, innovation, and communication skills and tools that are essential to both life and work. The Board encourages the faculty to develop the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources to enrich educational activities. The instructional use of the Internet and online educational services will be guided by the Board's Policy 2521 - Selection of Instructional Materials and Equipment.

The Internet is a global information and communication network that provides a valuable education and information resources to our students. The Internet connects computers and users in the District with computers and users worldwide. Through the Internet, students and staff can access relevant information that will enhance their learning and the education process. Further, District technology and resources provide students and staff with the opportunity to communicate with other people from throughout the world. Access to such a vast quantity of information and resources brings with it, however, certain unique challenges.

The Board may not be able to technologically limit access to services through its technology resources to only those that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures, that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children’s Internet Protection Act. At the discretion of the Board or Superintendent, the technology protection measures may also be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of staff members to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. The technology protection measures may not be disabled at any time that students may be using the District's technology resources if such disabling will cease to protect against access to materials that are prohibited under the Children’s Internet Protection Act. Any staff member who attempts to disable the technology protection measures without express written consent of an appropriate administrator will be subject to disciplinary action, up to and including termination.

The Board utilizes software and/or hardware to monitor online activity of staff and to block/filter access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. "Harmful to minors" is a term defined by the Communications Act of 1934 (47 U.S.C. 254 (h)(7)) as any picture, image, graphic image file, or other visual depiction that:

A. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

B. depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;

C. taken as a whole, lacks serious literary, artistic, political, or scientific value to minors.

The Superintendent or designee may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether the material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures. The Superintendent or Designee may disable the technology protection measure to enable access for bona fide research or other lawful purposes for staff . ~~or students aged seventeen (17) or older.~~

Authorized and Appropriate Use of Artificial Intelligence (AI)

Staff are expected to use District-approved AI tools responsibly and ethically to support essential professional functions, including, but not limited to, instruction, providing student feedback, and improving workflow efficiency.

All use of AI technology by staff must adhere to the requirements and standards detailed in Policy 7540.08 – Artificial Intelligence (AI).

Use of AI to Generate any Synthetic Intimate Representation

Any staff member or student suspected of using AI or other technological means to create a synthetic intimate representation will be referred to law enforcement in addition to any disciplinary action imposed by administration. Synthetic Intimate Representation means a representation of a nude or partially nude person, or of a person engaged in sexual activity, or as otherwise prohibited by law that is generated using technological means that uses an identifiable person's face, likeness, or other distinguishing characteristic to depict an intimate representation of that person, regardless of whether the representation includes components that are artificial, legally generated, or generally accessible, and that

is so realistic that a reasonable person would believe it depicts conduct of the identifiable person.

AI Prohibited Data Input

Staff shall use AI tools responsibly, ethically, and in compliance with district technology, student records, and data privacy policies.

Staff must not enter student Personally Identifiable Information (PII), staff PII, or proprietary District data into any AI system or service unless it has been explicitly reviewed, approved, and contracted by the District.

Staff members are prohibited from using AI tools to bully, harass, threaten, impersonate, or create or distribute deceptive or harmful content, including deepfake or synthetic media that falsely depicts another person. AI may not be used in ways that violate student or employee privacy, compromise confidential information, engage in academic or professional misconduct, or otherwise disrupt the educational environment.

Any misuse of AI that violates Board policy, professional standards, or applicable law may result in disciplinary action, up to and including termination of employment.

Staff members will participate in professional development programs in accordance with the provisions of this policy. Training shall include:

A. the safety and security of students while using e-mail, chat rooms, social networking sites and other forms of direct electronic communications;

B. the inherent danger of students disclosing personally identifiable information when using AI and when online;

C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying and other unlawful or inappropriate activities by students or staff online; and

D. unauthorized disclosure, use, and dissemination of personally identifiable information regarding minors.

Furthermore, staff members shall provide instruction for their students regarding the appropriate technology use and online safety and security as specified above, and staff members will monitor students' online activities while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

The disclosure of personally identifiable information about students online is prohibited.

Building Principals are responsible for providing training so that staff users of District technology resources under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the District technology resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media, including chat rooms and cyberbullying awareness and response. All users of District technology resources are required to confirm their agreement to abide by the terms and conditions of this policy and its accompanying guidelines by signing the District technology use form. Pursuant to Policy 7540.06 - District-Issued Staff E-Mail Account, staff and Board members using the District's e-mail system shall acknowledge their review of, and intent to comply with, the District's policy on acceptable use of District-issued email accounts.

Off premises use of E-Rate supported technology must be primarily for an educational purpose that is integral, immediate, and proximate to the education of students.

Staff will be assigned a school email address that they are required to utilize for all school-related electronic communications, including those to students, parents and other constituents, fellow staff members, vendors or individuals seeking to do business with the District.

[X] With prior approval from the Superintendent, staff may direct students who have been issued school-assigned email accounts to use those accounts when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the students for educational purposes under the teacher's supervision.

Staff members are responsible for good behavior when using District technology and information resources - i.e., behavior comparable to that expected when they are in classrooms, school hallways, and other school premises and school-sponsored events. Communications on the Internet are often public in nature. The Board does not approve any use of the technology and information resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines and Policy 7544 - Use of Social Media and its accompanying guideline.

~~[DRAFTING NOTE: Choose the option above if the District Administrator recommends and the Board adopts Policy 7544 .]~~

~~[DRAFTING NOTE: If the use of social media is authorized by Policy 7540 and Policy 7544 , choose the appropriate option to match that language]~~

~~[ ] Staff members may only use District technology resources to access or use social media if it is done for educational or business-related purposes.~~

~~[ ] Staff members' use of District technology resources to access or use social media is to be consistent with Policy 7544 and its accompanying guideline.~~

An employee's personal or private use of social media may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the District's mission, undermine staff relationships, or cause a substantial disruption to the school environment. This warning includes staff members' online conduct that occurs off school property, including from the employee's personal computer. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities.

General school rules for behavior and communication apply.

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District technology and information resources that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and designee as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to staff members' use of District technology and information resources.

In addition, Federal and State confidentiality laws forbid schools and their employees from using or disclosing student education records without parental consent. See Policy 8330. Education records include a wide variety of information; posting personally identifiable information about students is not permitted. Staff members who violate State and Federal confidentiality laws or privacy laws related to the disclosure of confidential employee information may be disciplined.

Staff members retain rights of communication for collective bargaining purposes and union organizational activities.

Revised 9/27/17
Revised 11/18/20
Revised 9/24/24

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Legal

P.L. 106-554, Children's Internet Protection Act of 2000
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)
18 U.S.C. 2256
18 U.S.C. 1460
18 U.S.C. 2246
20 U.S.C. 6777, 9134 (2003)
47 C.F.R. 54.500 - 54.523

118.07(7), Wis. Stats.

SECOND READING BY BOARD

po8315

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised PRESERVATION OF RECORDS AND LITIGATION HOLDS

8315 - **PRESERVATION OF RECORDS AND LITIGATION HOLDS** ~~**INFORMATION MANAGEMENT**~~

~~The Board recognizes its responsibility, in certain circumstances, to maintain information created, maintained, or otherwise stored by the District outside the "Records Retention Schedule" in Policy 8310 - Public Records. In such situations, a "Litigation Hold" procedure will be utilized to identify and preserve information relevant to a specific matter. "Information" includes both paper documents and electronically stored information ("ESI"). When implementing the "Litigation Hold," the District will identify individuals in possession or custody of paper documents, ESI, and electronic media containing ESI, and inform them of their obligation to preserve the documents and ESI outside the "Records Retention Schedule" in Policy 8310. The District will also identify third parties with custody or control over paper documents, ESI, or electronic media storing ESI, and request them to preserve that information. All information falling within a "Litigation Hold," which is under the control of the District, must be preserved in a readily accessible form under the requirements of Policy 8310. Failure to comply with a Litigation Hold notice may result in disciplinary action, up to and including possible termination.~~

The ~~Instances where the~~ Board must preserve records and Electronically Stored Information (ESI) beyond ~~maintain information outside~~ the " Records Retention Schedule " in Policy 8310 - Public Records when: ~~include:~~

A. ~~when the Board has specific information and/or written notice from an individual, parent, or student of an intent to file an appeal of student discipline to State court;~~

B. ~~when~~ the Board receives ~~has~~ specific information and/or written notice that litigation has been commenced or when it is threatened or imminent even though the litigation has not yet been filed in any tribunal. Litigation Hold expectations apply in threatened or imminent litigation in federal or state court, before an administrative agency, or upon service of a notice of circumstances of a claim pursuant to Wis. Stats. 893.80; ~~in Federal or State court~~;

C. ~~when the Board is served with litigation, including, but not limited to, notice of a lawsuit in Federal or State court, or notice of a student disciplinary appeal to State~~

~~court;~~

D. ~~when the Board receives specific information and/or written notification from an employee, labor union, or other person of an intent to file a claim against the Board, its members, employees, or agents at an administrative agency such as the Equal Employment Opportunity Commission, Wisconsin Employment Relations Commission, U.S. Department of Education Office for Civil Rights, or a Wisconsin Equal Rights Divisionregarding a claim against the Board, its members, employees or agents;~~

E. ~~when the Board receives specific information and/or written notification from an administrative agency such as the Equal Employment Opportunity Commission, Wisconsin Employment Relations Commission, U.S. Department of Education Office for Civil Rights, State Personnel Board of Review, or a Civil Service Commission regarding a claim against the Board, its members, employees or agents;~~

F. ~~when~~ the Board receives written notification from a third party requesting that the Board maintain information that could be at issue in litigation or potential litigation against a ~~that~~ third party;

G. ~~when the Superintendent recommends the termination of an employee to the Board;~~

H. when the Board explores, contemplates initiating, or initiates litigation.

All information falling within a Litigation Hold, which is under the control of the District, must be preserved in a readily accessible form under the requirements of Policy 8310 - Public Records. An employee's failure to comply with a Litigation Hold notice and this Policy shall subject the employee to disciplinary action, up to and including termination of employment in accordance with Policy 3139-4139 - Staff Discipline **(X)** and the Employee Handbook.

Any board member or District employee who receives specific information or written notice that may trigger a Litigation Hold shall immediately provide that information or notice to the Superintendent.

When implementing a Litigation Hold, the Superintendent shall notify the District's insurance company or broker, when appropriate, and follow the direction of appointed insurance defense counsel. The District shall take reasonable steps, with the help of the insurance defense counsel, to determine the scope of the hold, including identifying individuals who have relevant information, identifying where relevant records and ESI are stored, and preserving such materials. The Superintendent shall notify individuals in possession or custody of records and ESI, and inform them of their obligation to preserve records and ESI outside the Records Retention Schedule in Policy 8310 - Public Records.

The District shall suspend routine destruction, deletion, overwriting, or automatic retention rules for records and ESI covered by the hold.

If a staff member's or board member's District-provided device (computer, cell phone, etc.) must be taken out of service to properly preserve the contents due to a Litigation Hold, that individual may not access the device for any reason, including for access to personal items that may have been stored. Once a device is placed on a Litigation Hold, access will be limited to those authorized to access the device pursuant to the advice of legal counsel in consultation with IT professionals involved.

Definitions

"Documents" includes, but is not limited to, writings, drawings, graphs, charts, photographs, blueprints, sound recordings, images, and other data or data compilations stored in any medium from which information can be obtained or translated if necessary.

"ESI" includes, but is not limited to, writings, drawings, graphs, charts, photographs, blueprints, sound recordings, images, and other data or data compilations stored in any electronic media from which information can be obtained or translated if necessary. It includes, but is not limited to, e-mails, e-mail attachments, instant messages, word processing files, spreadsheets, pictures, application program and data files, databases, data files, metadata, system files, electronic calendar appointments, scheduling program files, TIFF files, PDF files, MPG files, JPG files, GIF files, network share files, internal websites, external websites, newsgroups, directories, security and access information, legacy data, audio recordings, voice mails, phone logs, faxes, internet histories, caches, cookies, ~~or~~ logs of activity on computer systems that may have been used to process or store electronic data, and/or Artificial Intelligence (AI) data, including but not limited to prompts, model inputs, generated outputs, and usage logs.~~:~~

"Electronic media" includes, but is not limited to, hard drives (including portable hard disk drives "HDD's"), floppy drives, disaster recovery media, and storage media (including DVD's, CD's, floppy discs, Zip discs/drives, Jazz discs/drives, USB memory drives, jump disc/drives, flash discs/drives, keychain discs/drives, thumb discs/drives, smart cards, micro-film, backup tapes, cassette tapes, cartridges, etc.), accessed, used and/or stored on/in/through the following locations: networks and servers; laptop and desktop work computers; home and personal computers; other computer systems; backup computers or servers; archives; personal digital assistants ("PDAs" – including Palm, Blackberry, cellular phone, tablet PC, etc.); pagers; firewalls; audit trails and logs, printers; copiers; scanners; digital cameras; photographic devices; and video cameras and devices. Electronic media shall also include any item containing or maintaining ESI that is obtained by the District for Board member or employee usage or that an employee uses for such purpose (even if privately owned by the Board member or employee) from the date this policy is adopted into the future.

Initiation and Removal of a "Litigation Hold"

The Board or the Superintendent may initiate a "Litigation Hold" under this policy. Upon initiating a Litigation Hold, the Superintendent or designee shall notify the District Records Custodian to suspend disposal of records potentially covered by the hold. ~~If the Superintendent initiates a "Litigation Hold," s/he or the Board's legal counsel will notify the Board of the reason the Litigation Hold was instituted and its scope. When implementing a Litigation Hold, the Board or Superintendent may utilize an Electronically Stored Information Team ("ESI Team")~~. The Board's legal counsel shall be involved in implementation of the "Litigation Hold Procedure" (X) outlined in AG 8315 - Litigation Hold Procedure. ~~:~~.

A "Litigation Hold" shall remain in place until removed by the Board. A "Litigation Hold" may be removed when the litigation or ~~a dministrative~~ administrative agency matter has been resolved or can no longer be initiated. Any record ~~information~~ maintained under this policy shall fall back under the "Records Retention Schedule" in Policy 8310 - Public Records once the "Litigation Hold" is removed. When a Litigation Hold is removed, the Superintendent or designee shall notify affected individuals, third parties, and records personnel that the hold has ended.

The District shall document reasonable steps taken to initiate, implement, monitor, and remove a Litigation Hold.

Custody of Third-Party and AI-Hosted Information

Records and ESI maintained in third-party hosted systems, including District-contracted AI platforms, shall be preserved in accordance with this policy ( ) and AG 8315 - Litigation Hold Procedure [END OF OPTION].

[X] The Superintendent shall develop administrative guidelines outlining the procedures to be followed by Board members and employees when initiating and implementing a "Litigation Hold." This policy and its related administrative guidelines shall be posted and distributed (X) in the manner described in AG 8315 - Litigation Hold Procedure.

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Legal
Federal Rules of Civil Procedure 34, 37(f)

SECOND READING BY BOARD

po8325

Vol. 35, No. 2 - July 2026 Revised RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES

8325 - **RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES**

~~School employees often gain substantial personal knowledge regarding many aspects of the lives and behavior of students. As a result they may be called upon to provide testimony in the course of legal proceedings such as divorce actions involving custody disputes, criminal prosecutions or other types of legal proceedings. School employees may also be the subject of civil suits relating to the performance of their employment responsibilities, resulting in the service of legal documents requiring them to respond to allegations, produce records or provide sworn testimony.~~

Service of Legal Process

Service of legal process is defined as a formal delivery of a notice of claim, summons, complaint, writ, or other legal notice to a defendant or interested party. This action officially notifies the defendant or interested party of a lawsuit or legal proceeding, establishing a court's jurisdiction over them.

Accepting Legal Service

Legal service requires compliance with procedural rules. The Board authorizes the Superintendent to receive service of legal process for District matters, pursuant to 118.26, Wis. Stats. The Superintendent is authorized to refer legal process to the Board's legal counsel.

Staff members may not accept service of legal documents on behalf of the District unless authorized by the Superintendent to do so. If authorized by the Superintendent to accept service of legal documents on behalf of the District, staff members may only accept service through personal service and should not agree to accept service via email, fax, or any other means other than personal service unless directed to do so by the Superintendent.

The Superintendent shall be immediately informed of the receipt of any legal documents by a District staff member naming a District staff member in their official capacity as a

party to a legal action or otherwise implicating the District staff member's official duties as a subject of a lawsuit or legal proceedin g.

Providing Testimony or Documentation

At times employees may be called upon to provide legal testimony or provide documentation on student or District matters. The staff member shall immediately notify ~~( ) their principal ( ) the Superintendent~~ **(X)** the Talent and Culture Department ~~[END OF OPTIONS]~~ who shall notify the **(X)** Superintendent who shall consult with the Board's legal counsel. ~~( ) Board's legal counsel ( ) _____ who shall consult with the Board's legal counsel [END OF OPTIONS].~~

No staff member may produce confidential student records or testify concerning the content of student records without first notifying students or ~~( ) their principal ( ) the Superintendent~~ **(X)** the Talent and Culture Department ~~[END OF OPTIONS]~~ .

~~**Service of Legal Documents**~~

~~Legal service requires compliance with procedural rules. Staff members may not accept service of legal documents on behalf of the District unless authorized to do so, and should not agree to accept service via e-mail, fax, or other means other than personal service unless directed to do so.~~

~~The Superintendent has authorization to contact legal counsel.~~

~~**Student Records and Other Confidential Information**~~

~~If a District staff member is served with any legal document(s) such as a subpoena or summons and complaint, requiring this staff member to answer factual allegations or appear at a particular place and time to provide testimony and/or records pertaining to any matter related to the staff member's employment, the staff member must immediately notify the building principal or Superintendent.~~

Legal documents regarding matters related to school business may implicate confidential personnel records or protected student records (see Policy 8330 - Student Records and Policy 8310 - Public Records). Observation and opinions regarding student behavior, academic performance or similar topics likewise constitute confidential records. The administration shall determine what action must be taken regarding the disclosure of and testimony related to school documents. ~~No staff member may produce confidential student records or testify concerning the content of student records without first notifying the administration.~~

~~District administration shall be immediately informed of the receipt of any legal documents by a District staff member naming a District staff member in their official~~

~~capacity as a party to a legal action or otherwise implicating the District staff member's official duties as a subject of a lawsuit or legal proceeding.~~

Compliance with Legal Documents

Depending on the circumstances of the particular matter involved, District administration may determine what action must be taken in the event a staff member is issued a subpoena requiring attendance at any hearing, deposition or requiring the production of documents~~;~~ ~~-~~ however, nothing in this policy shall require any staff member to disregard, to otherwise fail, to properly comply with any legally served documents, or any court order pertaining to the staff member's testimony or production of documents.

Litigation Hold

If a Litigation Hold is initiated, the process specified in Policy 8315 - Preservation of Records and Litigation Holds shall be followed.

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SECOND READING BY BOARD

po8330

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised STUDENT RECORDS

8330 - **STUDENT RECORDS**

In order to provide appropriate educational services and programming, the Board must collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard students' privacy and restrict access to students' personally identifiable information.

Except for data identified by policy as "directory data," student "personally identifiable information" includes, but is not limited to: the student's name; the name of the student's parent or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.

Reference in this policy to "directory data," includes reference to "directory information," in the context of the Family Educational Rights and Privacy Act (FERPA).

The Board is responsible for the records of all students who attend or have attended schools in this District. Only records mandated by the State or Federal government and/or necessary and relevant to the function of the School District or specifically permitted by this Board will be compiled by Board employees.

In all cases, permitted, narrative information in student records shall be objectively-based on the personal observation or knowledge of the originator.

Any student record, or portion thereof, generated or compiled by an artificial intelligence (AI) system and/or social media/ Personal Communication Devices (PCD) communications between students and board members, staff, and/or

volunteers is subject to all provisions of this policy and all other applicable Board policies, **(X)** AG 8330 - Student Records, and state or federal laws.

The District maintains full and sole responsibility for the accuracy, security, access, and disclosure of all AI-generated content within a student's education record, as if the content were created solely by a District employee.

Student records shall be available only to students and their parents, eligible students, designated school officials who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law. For purposes of this policy and in accordance with FERPA, all records, files, documents, and other materials maintained by the District that are directly related to a student—regardless of format, storage location, or whether they are kept separately from the official student file—are considered education records and are accessible to parents or eligible students upon request, unless a specific legal exception applies.

Address Confidentiality Program

Students who are verified participants in the Safe at Home/Address Confidentiality Program administered by the Wisconsin Department of Justice shall be permitted to use their substitute assigned address for all District purposes. The Board shall refrain from including the student's actual/confidential residential address in any student records or files (including electronic records and files) or disclosing the student's actual/confidential residential address when releasing student records. The Board shall only list the address designated by the Wisconsin Department of Justice to serve as the student's address in any student records or files, including electronic records and files. Further, the Board shall use the student's substitute assigned address for any and all communications and correspondence between the Board and the parent(s) of the student (or adult student). The student's actual/confidential residential address shall be maintained in a separate confidential file that is not accessible to the public or any employees without a legitimate purpose. The intentional disclosure of a student's actual/confidential residential address is prohibited.

The Board may enter into a memorandum of understanding with a county department under State Statutes (s. 46.215, 46.22, or 46.23) or a tribal organization, as defined under Federal law, that permits disclosure of information contained in student records as provided under State law in cases in which the student's parent, if the student is a minor, or the student if the student is an adult, does not grant permission for such disclosure.

The term "parents" includes legal guardians or other persons standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child). The term "eligible student" or "adult student" refers to a student who is eighteen (18) years of age or older.

Both parents shall have equal access to student records unless stipulated otherwise by court order or the law. In the case of adult students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code, and provided that the student has not made a written request to the District that the parents not be permitted access to personally identifiable information from the student's records.

A school official is a person employed by the Board as an administrator, supervisor, teacher/instructor (including substitutes), or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board; a person or company with whom the Board has contracted to perform a special task (such as an attorney, auditor, or medical consultant); a contractor, consultant, volunteer or other party to whom the Board has outsourced a service otherwise performed by Board employees (e.g. a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing tasks (including volunteers).

"Legitimate educational interest" is defined as a "direct or delegated responsibility for helping the student achieve one (1) or more of the educational goals of the District" or if the record is necessary in order for the school official to perform an administrative, supervisory, or instructional task or to perform a service or benefit for the student or the student's family. The Board directs that reasonable and appropriate methods (including but not limited to physical and/or technological access controls) are utilized to control access to student records and to make certain that school officials obtain access to only those education records in which they have a legitimate educational interest.

The Board authorizes the administration to:

A. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a private or public school or school district in which a student of this District is enrolled, seeks or intends to enroll, or is instructed to enroll, on a full-time or part-time basis, within five (5) business days upon condition that:

    1. a reasonable attempt is made to notify the student's parent or eligible student of the transfer (unless the disclosure is initiated by the parent or eligible student; or the Board's annual notification includes a notice that the Board will forward education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer);

    2. the parent or eligible student, upon request, receives a copy of the record;

3. the parent or eligible student, upon request, has an opportunity for a hearing to challenge the content of the record; and

4. no later than the next working day, the District shall transfer to another school, including a private or tribal school, or school district, all student records relating to a specific student, if the transferring school district or private school has received written notice from the student, if the student is an adult, or parent if the student is a minor, that the student intends to enroll in the other school or school district or written notice from the other school or school district that the student has enrolled or from a court that the student has been placed in a juvenile correctional facility, as defined in s. 938.02(10p), or a secured residential care center for children and youth, as defined in s. 938.02(15g);

   In this subsection, "school" and "school district" include any juvenile correctional facility, secured residential care center for children and youth, adult correctional institution, mental health institute, or center for the developmentally disabled that provides an educational program for its residents instead of, or in addition to, that which is provided by public, private, and tribal schools.

B. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a juvenile detention facility in which the student has been placed, or a juvenile court that has taken jurisdiction of the student;

C. disclose student records that are pertinent to addressing a student's educational needs to a caseworker or other representative of the department of children and families, a county department under s. 46.215, 46.22, or 46.23, or a tribal organization, as defined in 25 USC 450b(L), that is legally responsible for the care and protection of the student, if the caseworker or other representative is authorized by that department, county department, or tribal organization to access the student's case plan;

D. provide "personally-identifiable" information to appropriate parties, including parents of an eligible student, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals, if there is an articulable and significant threat to the health or safety of a student or other individuals, considering the totality of the circumstances;

E. report a crime committed by a child to appropriate authorities, and, with respect to reporting a crime committed by a student with a disability, to transmit copies of the student's special education and disciplinary records to the authorities for their consideration;

F. release de-identified records and information in accordance with Federal regulations;

G. disclose personally identifiable information from education records, without consent, to organizations conducting studies "for, or on behalf of" the District for purposes of developing, validating or administering predictive tests, administering student aid programs, or improving instruction;

   Information disclosed under this exception must be protected so that students and parents cannot be personally identified by anyone other than a representative of the organization conducting the study, and must be destroyed when no longer needed for the study. In order to release information under this provision, the District will enter into a written agreement with the recipient organization that specifies the purpose of the study.

   While the disclosure of personally identifiable information without consent is allowed under this exception, it is recommended that whenever possible the administration either release de-identified information or remove the students' names and social security identification numbers to reduce the risk of unauthorized disclosure of personally identifiable information.

H. disclose personally identifiable information from education records without consent, to authorized representatives of the Federal government, as well as State and local educational authorities. The disclosed records must be used to audit or evaluate a Federal or State-supported education program, or to enforce or comply with Federal requirements related to those education programs. A written agreement between the parties is required under this exception.

   The District will verify that the authorized representative complies with FERPA regulations.

I. request each person or party requesting access to a student's record to abide by Federal regulations and State laws concerning the disclosure of information.

The Board will comply with a legitimate request for access to a student's records within a reasonable period of time but not more than forty-five (45) days after receiving the request or within such a shorter period as may be applicable to students with disabilities. Upon the request of the viewer, a record shall be reproduced, unless said record is copyrighted, or otherwise restricted, and the viewer may be charged a fee equivalent to the cost of handling and reproduction. Based upon reasonable requests, viewers of education records will receive explanations and interpretations of the records.

The Board shall maintain a record of each request for access and each disclosure of personally identifiable information. Such disclosure records will indicate the student, person viewing the record, their legitimate interest in the information, information

disclosed, date of disclosure, and date parental/eligible student consent was obtained (if required).

Only "directory information" regarding a student shall be released to any person or party, other than the student or parent, without the written consent of the parent, or, if the student is an eligible student, without the written consent of the student, except to those persons or parties stipulated by the Board's policy and administrative guidelines and/or those specified in the law.

DIRECTORY DATA

Each year the Superintendent shall provide a public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory data." The Board designates as student "directory data": a student's name; photograph; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; date of graduation; and degrees and awards received.

Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory data" upon written notification to the Board within fourteen (14) days after receipt of the Superintendent's annual public notice or enrollment of the student into the District if such enrollment occurs after the annual public notice. Any parent or eligible student who refuses to allow disclosure of directory and who participates in the extra-curricular activity must complete Form 2431 F1 – Parent Acknowledgement of Risk and Release, which includes a limitation on the refusal to disclose directory data obtained during the course of the student's participation in extra-curricular activities.

In accordance with Federal and State law, the Board shall release the names, addresses, and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the student's name, address, and telephone listing not be released without the prior consent of the parent(s)/eligible student. The recruiting officer is to sign a form indicating that "any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces." The Superintendent is authorized to charge mailing fees for providing this information to a recruiting officer.

Whenever the consent of the parent(s)/eligible student is required for the inspection and/or release of a student's health or education records or for the release of "directory data," either parent may provide such consent unless agreed to otherwise in writing by both parents or specifically stated by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

The Board may disclose "directory data," on former students without student or parental consent unless the parent or eligible student previously submitted a request that such information not be disclosed without their prior written consent.

The Board shall not collect or use personal information obtained from students or their parents for the purpose of marketing or for selling that information.

INSPECTION OF INFORMATION COLLECTION INSTRUMENT

The parent of a student or an eligible student has the right to inspect upon request any instrument used in the collection of personal information before the instrument is administered or distributed to a student. Personal information for this section is defined as individually identifiable information including a student or parent's first and last name, a home or other physical address (including street name and the name of the city or town), a telephone number, or a Social Security identification number. In order to review the instrument, the parent or eligible student must submit a written request to the building principal at least fourteen (14) business days before the scheduled date of the activity. The instrument will be provided to the parent or eligible student within fourteen (14) business days of the principal receiving the request.

The Superintendent or designee shall directly notify the parent(s) of a student and eligible students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.

This section does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

A. college or other postsecondary education recruitment, or military recruitment

B. book clubs, magazines, and programs providing access to low-cost literary products

C. curriculum and instructional materials used by elementary and secondary schools

D. tests and assessments used by elementary and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments

E. the sale by students of products or services to raise funds for school-related or education-related activities

F. student recognition programs

The Superintendent shall prepare administrative guidelines so that students and parents are adequately informed each year regarding their rights to:

A. inspect and review the student's education records;

B. request amendments if the parent believes the record is inaccurate, misleading, or violates the student's privacy rights;

C. consent to disclosures of personally identifiable information contained in the student's education records, except to those disclosures allowed by the law;

D. challenge Board noncompliance with a parent's request to amend the records through a hearing;

E. file a complaint with the United States Department of Education;

F. obtain a copy of the Board's policy and administrative guidelines on student records.

The Superintendent shall also develop guidelines for:

A. the proper storage and retention of records including a list of the type and location of records;

B. informing Board employees of the Federal and State laws concerning student records.

The Board authorizes the use of the microfilm process or electromagnetic processes of reproduction for the recording, filing, maintaining, and preserving of records.

No liability shall attach to any member, officer, or employee of this Board as a consequence of permitting access or furnishing student records in accordance with this policy and regulations.

Any entity receiving personally identifiable information pursuant to a study, audit, evaluation, or enforcement/compliance activity must comply with all FERPA regulations. Further, such an entity must enter into a written contract with the Board delineating its responsibilities in safeguarding the disclosed information. Specifically, the entity must demonstrate the existence of a sound data security plan or data stewardship program, and must also provide assurances that the personally identifiable information will not be redisclosed without prior authorization from the Board. Further, the entity conducting the study, audit, evaluation, or enforcement/compliance activity is required to destroy the

disclosed information once it is no longer needed or when the timeframe for the activity has ended, as specified in its written agreement with the Board.

Revised 9/27/17
Reviewed 2/27/19
Revised 9/6/19
Revised 11/18/20
Revised 9/1/22
T.C. 10/10/22

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Legal
46.215, Wis. Stats.
46.22, Wis. Stats.
46.23, Wis. Stats.
115.298, Wis. Stats.
118.125, Wis. Stats.
118.125(2)(q), Wis. Stats.
20 U.S.C. Section 1232f (FERPA)
20 U.S.C. Section 1232g (FERPA)
20 U.S.C. Section 1232h (FERPA)
20 U.S.C. Section 1232i (FERPA)
20 U.S.C. 1400 et seq., Individuals with Disabilities Education Improvement Act
20 U.S.C. 7165(b)
20 U.S.C. 7908
25 USC 450b(L)
26 U.S.C. 152
34 C.F.R. Part 99

SECOND READING BY BOARD

po8330.01

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised UNAUTHORIZED ACQUISITION OF STUDENT PERSONAL INFORMATION

8330.01 - **UNAUTHORIZED ACQUISITION OF STUDENT PERSONAL INFORMATION**

The ~~School~~ Board is responsible for maintaining records of all students attending schools in this District.

If the District becomes aware of the unauthorized acquisition of "Personal Information" including acquisition facilitated by an Artificial Intelligence (AI) system or its associated vendor platform, the District shall make reasonable efforts to notify each affected student, and if a minor, the parents, that their personal information has been accessed.

" Personal Information " includes the individual's social security number, driver's license number, State identification number, the number of financial accounts or access codes, the individual's deoxyribonucleic acid (DNA) profile, or the individual's unique biometric data including fingerprint, voice print, retina or iris image, or any other unique physical representation.

The notice shall be issued within a reasonable time, not to exceed forty-five (45) days after the District learns of the acquisition of the personal information. The notice shall indicate that the District knows of the unauthorized acquisition of personal information pertaining to the student. The notice shall be by mail or by a method the District has previously employed to communicate with the students.

If, as the result of a single incident, the District is required to notify 1,000 or more students, the District shall without unreasonable delay notify all consumer reporting agencies that compile and maintain files on consumers on a nationwide basis of the timing, distribution, and content of the notices sent to the students. Notification is not required if the acquisition of personal information does not create a material risk of identity theft or fraud to the subject of the personal information.

Upon written request from the student who has received a notice, the District shall identify the personal information that was acquired.

A law enforcement agency may, in order to protect an investigation or homeland security, ask the District not to provide a notice for any period of time and the District's notification

process shall begin at the end of that time period.

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Legal
134.98 (2)(cm)(1)(2), Wis. Stats.

SECOND READING BY BOARD

po8410

Vol. 35, No. 2 - July 2026 Revised CRISIS INTERVENTION

8410 - ~~- SCHOOL SAFETY AND~~ CRISIS INTERVENTION

The Board ~~of Education~~ is committed to maintaining a safe school environment. The Board believes that school crime and violence are multifaceted problems that need to be addressed in a manner that utilizes the best resources and coordinated efforts of District personnel, law enforcement agencies, and families. The Board further believes that administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-sponsored activity or while en route to or from school, or a school-sponsored activity. The Board also believes that the first step in addressing school crime and violence is to assess the extent and nature of the problem(s) or threat, and then plan and implement strategies that promote school safety and minimize the likelihood of school crime and violence.

The Superintendent shall develop administrative guidelines as appropriate to assist in providing effective intervention for students who may show warning signs that relate to violence or other threatening behaviors.

The District shall develop, and the Board shall approve, a school safety plan consistent with Policy 8420 - School Safety and Reporting of Crime Statistics.

[ ] - ~~Threat Assessment (See AG 8410 - Threat Assessment and Intervention)~~

~~The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. This policy is designed to be consistent with the process for identifying, assessing, and managing students who may pose a threat as set forth in the joint U.S. Secret Service and U.S. Department of Education publication, *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*. The goal of the threat assessment process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to the student being assessed. The District also performs facilities' threat assessments, which are discussed in Policy 8420 - School Safety and Reporting of Crime~~

~~Statistics and part of the school safety and emergency preparedness plan and response to school violence event protocols. This policy deals with crisis intervention as it relates to individuals.~~

~~The threat assessment process is centered upon an analysis of the facts and evidence of behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual intends to cause physical harm and is engaged in planning or preparing for that event.~~

~~The Board authorizes the Superintendent to create building-level, trained threat assessment teams. Each Team shall be headed by the Principal and include appropriate staff such as a school counselor, school psychologist, instructional personnel, and, where appropriate, the School Resource Officer. At the discretion of the Superintendent, a threat assessment team may serve more than one (1) school when logistics and staff assignments make it feasible.~~

~~The Team will meet when the Principal learns a student has made a threat of violence or engages in concerning communications or behaviors that suggest the likelihood of a threatening situation.~~

~~The Team is empowered to gather information, evaluate facts, and make a determination as to whether a given student poses a threat of violence to a target. If an inquiry indicates that there is a risk of violence in a specific situation, the Team may collaborate with others to develop and implement a written plan to manage or reduce the threat posed by the student in that situation.~~

~~The Superintendent shall be responsible for the following:~~

- ~~identifying team participants by position and role;~~
- ~~requiring team participants to undergo appropriate training;~~
- ~~defining the nature and extent of behavior or communication that would trigger a threat assessment and/or action pursuant to a threat assessment;~~
- ~~defining what types of information that may be gathered during the assessment;~~
- ~~stating when and how parents of a student making a threat shall be notified and involved;~~
- ~~designating the individuals (by position) who would be responsible for gathering and investigating information;~~
- ~~identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.~~

~~Board employees, volunteers, and other school community members, including students and parents, shall immediately report to the Superintendent or Principal any expression of intent to harm another person or other statements or behaviors that suggest a student may intend to commit an act of violence.~~

~~Nothing in this policy overrides or replaces an individual's responsibility to contact 911 in an emergency or to report threats of violence if required (see Policy 8462.01 - Threats of Violence).~~

~~Regardless of threat assessment activities or protocols, disciplinary action and referral to law enforcement shall occur as required by State law and Board policy.~~

~~Threat assessment team members shall maintain student confidentiality at all times as required by Board Policy 8330 – Student Records, and State and Federal law.~~

~~**[END OF OPTION]**~~

Persistently Dangerous Schools ~~**[DRAFTING NOTE: This section is required by the ESEA as amended by ESSA]**~~

The Board recognizes that State and Federal law requires that the District report annually incidents that meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the Wisconsin Department of Public Instruction will then use this data to determine whether or not a school is considered "persistently dangerous" as defined by State policy.

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State policy, the Superintendent shall

~~**( )** discuss this at the annual meeting for the purpose of reviewing the School Safety Plan so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~**( )** convene a meeting of the building administrator, representative(s) of the local law enforcement **( )** agency **( )** agencies **[END OF OPTION]** , and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~The Superintendent shall~~ make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, students attending the school shall have the choice option as provided in Policy 5113.02 - Intra-District Safe School Transfers Options.

~~In addition, the Superintendent shall~~

~~( ) discuss the school's designation as a persistently dangerous school at the annual meeting for the purpose of reviewing the School Safety Plan so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~( ) convene a meeting of the building administrator, representative(s) of the local law enforcement ( ) agency ( ) agencies **[END OF OPTION]** , and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~**[ ]** If a school in a neighboring district is identified as persistently dangerous and there is not another school in that district, the District will admit students from that school in accordance with Board Policy 5113.02 - Intra-District Safe School Transfers Options.~~

The transfer provision under PI 23 only applies if the District has another appropriate grade level public school, including a public charter. The U.S. Department of Education encourages but does not require Districts to explore other appropriate options such as an agreement with a neighboring school district to accept transfer pupils if there is not another school in the district for the transferring student, or alternative open-enrollment under 118.51, Wis. Stats.

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State law, the parents of the eligible student shall have the choice options provided by Policy 5113.02 - Intra-District Safe School Transfers Options.

~~A school safety plan will be developed for each school in the District and will be reviewed no less then every three (3) years.~~

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Legal
118.07(4)(a)-(d) Wis. Stat.

SECOND READING BY BOARD

po8600

Vol. 35, No. 2 - July 2026 Revised TRANSPORTATION

8600 - **TRANSPORTATION**

It is the policy of the Board to provide transportation for those students, of any age, whose distance from their school makes this service necessary within the limitations established by State law and the regulations of the Department of Public Instruction or other appropriate agency.

1. A.M. 4K – home pick-up and drop-off
2. Grades K-9 - more than one half (1/2) mile
3. Grades 10-12 - more than one (1) mile
4. Hazardous areas. Regardless of distance, students whose home is located in one of the designated hazardous areas, will be transported to and from school.

Students are expected to walk up to ¾ mile to a bus pickup point depending on grade level as shown below:

1. Grades K-5 - one-quarter (1/4) mile
2. Grades 6-9 - one-half (1/2) mile
3. Grades 10-12 - three-quarters (3/4) mile

~~To qualify for transportation, a student must attend, or reside at or beyond the following distance by grade, or otherwise reside in a hazardous area:~~

A. ~~A.M. 4K – home pick-up and drop-off~~

B. ~~Grades K-9 - more than one half (1/2) mile~~

C. ~~Grades 10-12 - more than one (1) mile~~

D. ~~Hazardous areas. Regardless of distance, students whose home is located in one of the designated hazardous areas, will be transported to and from school.~~

~~Students are expected to walk up to ¾ mile to a bus pickup point depending on grade level as shown below:~~

A. ~~Grades K-5 - one-quarter (1/4) mile~~

B. ~~Grades 6-9 - one-half (1/2) mile~~

C. ~~Grades 10-12 - three-quarters (3/4) mile~~

School buses and student-transportation vehicles shall be purchased, housed, and maintained by the District or the District shall contract for transportation services in accordance with Policy 8680 - Transportation Services Contracts for the transportation of resident students between their home areas and the schools of the District to which they are assigned. In accordance with State law, the District shall not transport students by alternative transportation methods of vehicles carrying more than nine (9) passengers and the operator. This prohibition does not apply to school buses operated in compliance with the Wisconsin Department of Transportation's regulations.

~~In accordance with State law, the District shall not transport students by alternative transportation methods of vehicles carrying more than nine (9) passengers and the operator. This prohibition does not apply to school buses operated in compliance with the Wisconsin Department of Transportation's regulations.~~

All school buses and student-transportation vehicles, whether purchased, leased, or contracted for as provided in Policy 8680 - Transportation Service Contracts shall comply with specifications defined in State and Federal law. Each operator of a school vehicle used to transport students of the District shall be licensed for the purpose for which the vehicle is being used and shall operate the vehicles in accordance with Federal and State laws.

Transportation for private school students, eligible for transportation under State law, shall be provided on the same basis as for District students.

~~The Board shall approve the attendance area boundary lines designated by the governing body of all private schools receiving services from the District. The purpose of these boundary lines will be for constituting the attendance areas for transportation purposes. Attendance areas of private schools affiliated with the same religious denomination shall not overlap. No later than May 15 in each year by statute121.54(5) and 121.555 Wis. Stats., each private school shall notify the Board of the names, grade levels and location of all students eligible to have transportation provided by the School Board and are planning to attend such private school during the forthcoming school term. The Board may extend the notification deadline.~~

For the purposes of this policy, the term “student with a disability” refers to a student who qualifies for special education under the Individuals with Disabilities Education Act (IDEA). In addition to transportation provided routinely to all students, some students with disabilities require transportation (often called “specialized transportation”) as a related service as part of their individualized education program (IEP). Students with disabilities are entitled to transportation as a related service only if the IEP team has determined that transportation is necessary for the student to benefit from special education. Outside of IEP team determinations about specialized transportation, State and local officials set most transportation policies and procedures.

Transportation must be viewed as a way to include students with disabilities with their nondisabled peers. In general, transportation for students with disabilities should occur in the same manner as for their peers. This may be especially important for students with disabilities who have limited opportunities during the school day to interact with their nondisabled peers. Safety issues must also be taken into consideration when determining appropriate transportation arrangements.

Transportation of eligible students with exceptional educational needs or attending a technical education program shall be arranged through the use of District-owned vehicles, through cooperation with other districts, through commercial carriers, and/or by other means in the most efficient and economical manner.

Transportation privileges may be revoked if the student's conduct is in violation of the Superintendent ~~District Administrator~~'s administrative guidelines or the Code of Conduct pertaining to student transportation. Such revocation shall be in accord with statutorily required procedures.

Surveillance on School Buses

~~**express regulatory authority for the use of audio surveillance on school buses.]**~~

The Board authorizes the Superintendent or designee to install and operate video and audio surveillance on District buses to enhance student safety and well-being.

Any agreement with a transportation contractor for the provision of transportation services for the District shall have language regarding the use of video and audio surveillance on all school buses, and shall clearly post notice of such surveillance on the interior of the bus. Recordings pursuant to this policy shall remain confidential except for use by school officials or law enforcement for investigations, school discipline, or criminal prosecutions..

The ~~It is strongly recommended that the~~ District shall provide notification to students and parents regarding this policy permitting video and audio on District buses.

The District's process for signing up for transportation services shall include notice of the policies regarding student behavior and conduct expectations . ~~and regarding surveillance technology on the buses, if applicable.~~

The Board shall maintain video surveillance/electronic monitoring recordings for a limited period. Any request to view a recording under this policy should be made promptly after the event/incident in order to assure its availability. Delayed inquiries may not be available depending on current retention capabilities. If action is taken by the Board/Administration, as a result of a formal complaint or incident, recordings, if available, shall be kept consistent with the Board's record retention policy.

District-Owned Vehicles Used for Transporting Students

All drivers of motor vehicles owned by the District and used for transportation of students shall be under written contract with the Board as required by 121.52, Wis. Stats.

All operators of motor vehicles owned by the District and used for transportation of students shall be subject to the provisions of 121.555, Wis. Stats. and may be subject to the District's employee drug testing policy in accordance with Policy 8601 - Controlled Substance and Alcohol Policy for Employees that Transport Students.

Revised 6/19/23
Revised 12/18/24

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Legal
Wis. Admin. Code Trans 300.81
347.446, 120.13(27m), 121.52, 121.53, 121.54 et seq., 121.555(1)(a) Wis. Stats.

SECOND READING BY BOARD

po8913

Special Update - Nondiscrimination - July 2026 Technical Correction SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT

8913 - **SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT**

The Board prohibits discrimination against any employee or applicant based upon their disability. As such, the Board will not engage in employment practices or adopt policies that discriminate on the basis of disability, or otherwise discriminate against qualified individuals with disabilities in regard to job application procedures, the hiring, advancement or discharge of employees, employee compensation, job training, or other terms, conditions and privileges of employment. The Board further will not limit, segregate or classify applicants or employees in any way that adversely affects their opportunities or status because of disability. Additionally, the Board will not participate in any contractual or other relationships that have the effect of subjecting qualified individuals with disabilities who are applicants or employees to discrimination on the basis of disability.

Notice of the Board's policy on nondiscrimination in employment practices and the identity of the School District's Compliance Officer(s) (see below) will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Complainant is the individual who alleges or is alleged to have been subjected to discrimination/retaliation, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged discrimination/retaliation.

Day(s): Unless expressly stated otherwise, the term “day” or “days” as used in this policy means business day(s) (i.e., a day(s) that the District office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Respondent is the individual who is alleged to have engaged in discrimination/retaliation, regardless of whether the Complainant files a formal complaint or is seeking an informal resolution to the alleged discrimination/retaliation.

District community means students, District employees (i.e., administrators, and professional and support staff), and Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include but are not limited to guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with or seeking to do business with the Board, and other individuals who come in contact with members of the District community at school-related events/activities (whether on or off District property).

An individual with a disability means a person who has, has a record of, or is regarded as having, a physical or mental impairment that substantially limits one or more major life activities.

Major Life Activities

Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, sitting, reaching, interacting with others, and working.

Major life activities also include the operation of a major bodily function, including, but not limited to, functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, hemic, lymphatic, musculoskeletal and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

Impairment That Substantially Limits a Major Life Activity

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (defined as devices that magnify, enhance, or otherwise augment a visual image, but not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aid(s) and cochlear implant(s) or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, use of assistive technology, reasonable accommodations or "auxiliary aids or services," learned behavioral or adaptive neurological modifications, psychotherapy, behavioral therapy, or physical therapy.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

Qualified Individual with a Disability

A qualified individual with a disability means the individual satisfies the requisite skill, experience, education and other job-related requirements of the employment position the individual holds or desires and can perform the essential functions of the job in question, with or without reasonable accommodation.

Reasonable Accommodation

The Board will provide a reasonable accommodation to a qualified individual who has an actual disability or who has a record of a disability unless the accommodation would impose an undue hardship on the operation of the Board's program and/or activities. A reasonable accommodation is not required for an individual who believes they are being regarded as having a disability. Employees requesting reasonable accommodation must cooperate with school officials in obtaining specific medical opinion that identifies the precise limitations resulting from the disability and potential reasonable accommodations that could overcome those limitations.

Facilities

No qualified person with a disability will be denied the benefits of, excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/American s with Disabilities Act (ADA) applies because the District's facilities are inaccessible to or unusable by persons with disabilities.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities.

District Compliance Officers

The Board designates the following individual(s) to serve as the District's 504 CO(s)/ADA Coordinator(s) (hereinafter referred to as the "COs").

Sarah Trimner
Director of Talent & Culture
715-359-4221, ext. 1225
6100 Alderson Street
Weston, WI 54476
strimner@dce.k12.wi.us

Kelley Strike
Assistant Superintendent of Operations
715-359-4221, ext. 1243
6100 Alderson Street
Weston, WI 54476
kstrike@dce.k12.wi.us

The name(s), title(s), and contact information of this/these individual(s) will be published annually on the District's website.

The COs are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination/retaliation or denial of equal access. The COs also shall verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. A copy of each of the Acts and regulations on which this notice is based will be made available upon request from the CO.

The COs will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints. Any complaint received regarding the District Administrator or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints, as appropriate. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the District Administrator, who shall coordinate with the other appointed/designated CO, or, if appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. (See Complaint Procedure below.)

Complaint Procedures

If a person believes that they have been discriminated against on the basis of their disability, the person may utilize the following complaint procedures as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter.

Internal complaints must be put in writing and must identify the specific circumstances or areas of dispute that have given rise to the complaint, and offer possible solutions to the dispute. The complaint must be filed with COs within the time limits specified below. The COs are available to assist individuals in filing a complaint.

Internal Complaint Procedure

The following internal complaint procedure is available to employees for the prompt and equitable resolution of complaints alleging discrimination based upon disability. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the U.S. Department of Education's Office for Civil Rights.

A. An employee with a complaint based on alleged discrimination on the basis of disability may first discuss the problem with the CO.

B. If the informal discussion does not resolve the matter, or if the employee skips Step A, the individual may file a formal written complaint with the CO. The written complaint must contain the name and address of the individual or representative filing the complaint, be signed by the Complainant or someone authorized to sign for the Complainant, describe the alleged discriminatory action in sufficient detail to inform the CO of the nature and date of the alleged violation and propose a resolution. The complaint should be filed within thirty (30) days of the circumstances or event giving rise to the complaint.

C. The CO will conduct an independent investigation of the matter. This complaint procedure contemplates informal, but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to present witnesses and other evidence relevant to the complaint. The CO will provide the Complainant with a written disposition of the complaint as soon as practicable relative to the ability to complete a thorough investigation but within sixty (60) days. If no decision is rendered within sixty (60) business days, or the decision is unsatisfactory in the opinion of the Complainant, the employee may file, in writing, an appeal with the District Administrator. The CO shall maintain the District's files and records relating to the complaint.

D. The District Administrator will, within ten (10) days of receiving the written appeal, conduct a meeting with all parties involved in an attempt to resolve the complaint.

   The District Administrator will render their decision within ten (10) days of the meeting.

E. The employee may be represented, at their own cost, at any of the above-described meetings.

F. The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights or the filing of a court case. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.

If it is determined that the Complainant was subjected to discrimination, the CO must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, effective, and tailored to the specific situation.

Directives During Investigation

The CO may recommend to the District Administrator placing any employee involved in an investigation under this Policy on administrative leave pending resolution of the matter. If the District Administrator is the Respondent, the CO shall make such a recommendation to the Board. For example, administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation may be required to answer questions that could also involve criminal investigation or sanctions, including the existence of a co-occurring law enforcement investigation are still required to answer questions concerning the District investigation, but are entitled to do so without waiving their Constitutional right against self-incrimination that applies during a criminal investigation. Such investigations still require that an employee answer questions truthfully and honestly and refusal to answer may result in discipline up to and including termination. As appropriate, employees should be advised of this right, through what is often referred to as a "Garrity Warning". The Garrity Warning informs the employee that the employee is required to respond to questions posed during the investigation and that answers to questions relating to the employee's conduct may be used by the District for determining appropriate discipline, but will not be provided to law enforcement officials in the course of their independent criminal investigation, unless otherwise required by law. ~~( ) (See Form 8913 F1 - Garrity Warning)~~

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

OCR Complaint

At any time, if an employee believes that they have been subjected to discrimination based upon their disability in violation of Section 504 or the ADA, the individual may file a complaint with the U.S. Department of Education's Office for Civil Rights ("OCR"). The OCR can be reached at:

Office for Civil Rights, Denver Office
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
Telephone: (303) 844-5695

FAX: (303) 844-4303
E-mail: OCR.Denver@ed.gov
Web: https://www.ed.gov/about/ed-offices/ocr

~~U.S. Department of Education Office for Civil Rights Citigroup Center~~
~~500 W. Madison Street Suite 1475~~
~~Chicago, IL 60661~~
~~(312) 730-1560~~
~~FAX: (312) 730-1576~~
~~TDD: (877) 521-2172~~
~~E-mail: OCR.Chicago@ed.gov~~

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the District's legal obligations to investigate, take appropriate action, and conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.

During the course of a formal investigation, the CO or designee will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against discrimination by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the

suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the District Administrator shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or District Administrator shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging discrimination/retaliation, or participates as a witness in an investigation, is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce, or interfere with any individual because the person opposed any act or practice made by Section 504 or the ADA, or because that individual made a report, formal complaint, testified, assisted or participated, or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of discriminatory practices. The District Administrator shall provide appropriate information to all members of the District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training and information provided regarding the Board's policy and discrimination, in general, will be age and content-appropriate.

Retention of Investigatory Records and Materials

The CO is responsible for overseeing the retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management) created and/or received as part of an investigation, which may include but are not limited to:

A. all written reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

B. any narratives that memorialize oral reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

C. any documentation that memorializes the actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities related to the investigation and/or the District's response to the alleged violation of this policy;

D. written witness statements;

E. narratives, notes from, and audio, video, or digital recordings of witness interviews/statements;

F. e-mails, texts, and social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after-the-fact commentary about or media coverage of the incident);

G. notes and summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;

H. written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;

I. dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;

J. documentation of any supportive measures offered and/or provided to the Complainant and the Respondent, including no contact orders issued to both

parties, the dates the no contact orders were issued, and the dates the parties acknowledged receipt of the no contact orders;

K. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

L. copies of the Board policy and procedures/guidelines used by the District to conduct the investigation and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

M. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

N. documentation of any training provided to District personnel related to this policy including, but not limited to notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conduct an investigation of an alleged violation of this policy.

The documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law, such as student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) created or received as part of an investigation shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for not less than three (3) years and longer if required by the District's records retention schedule.

T.C. 6/22/20
Revised 11/17/21
Revised 6/15/22
Revised 6/19/23
Revised 1/24/24
T.C. 6/27/24
Revised 7/17/24

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Legal
29 U.S.C. 794, Section 504 Rehabilitation Act of 1973, as amended

42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1630
34 C.F.R. Part 104

D.C. Everest Area SCHOOL DISTRICT

Date: 11/18/2026

Employment Report - Information Only

New Hires			
Name	***Position/Building***	***Type/FTE***	***Effective Date***
Sean Bunting	Boys Hockey Varsity Assistant Coach/SH	N/A	November 9, 2026
Trinity Foster	Girls Hockey JV Head Coach/SH	N/A	November 9, 2026
Anna Huckbody	Evening/Overnight Naturalist/TO	0.27	November 9, 2026
Jaylen Lor	Student Custodian/District	0.25	November 9, 2026
Jason Pathoumvanh	Community Enrichment Staff/GTCC	0.35	November 9, 2026
Emilee Paye	Lifeguard/SH	0.05	November 9, 2026
Kayden Schillinger	Student Custodian/District	0.25	November 9, 2026
Emma Amelse	Lifeguard/SH	0.05	November 10, 2026
Anna Beatty	Lifeguard/SH	0.05	November 11, 2026
Lorri Yanda	Substitute Assistant/District	N/A	November 16, 2026
Riley Gary	Student Custodian/District	0.25	November 23, 2026
Katrina Lee	Member Services/GTCC	0.35	November 23, 2026
Jamie Reidy	Administrative Assistant to Director of Special Education/Admin	1.00	November 23, 2026
Maria Stuttgen	Guest Teacher & Substitute Assistant/District	N/A	November 23, 2026
Miranda Adamski	Substitute Assistant/District	N/A	November 30, 2026

Change of Status			
Name	***Position/Building From***	***Position/Building To***	***Effective Date***
Selena Stefonek	Special Education Assistant/HA	Special Education Assistant/RI	November 3, 2026
Sara Glodowski	Substitute Assistant/District	Special Education Assistant/MB	November 9, 2026
Angela Grambow	Special Education Assistant/WE	Special Education Assistant/MB	November 9, 2026
Nicole Gresbach	Server/SH	School Nutrition Subsitute/District	November 9, 2026
Kelli Johnson	Special Education Assistant/MB	Substitute Assistant/District	November 9, 2026

Mckenna Hammond	Special Education Assistant/RI	Special Education Assistant/WE	November 16, 2026
End of Employment			
Name	***Position/Building***	***Reason***	***Effective Date***
Carleigh Smart	Substitute Assistant/District	Did Not Start	October 14, 2026
Laura Aleckson	Guest Teacher & Substitute Assistant/District	Resignation	October 22, 2026
Diane Stroik	Guest Teacher/District	Resignation	October 22, 2026
Chang Thao	Building Monitor/GTCC & Evening/Overnight Naturalist/TO	Resignation	October 28, 2026
Haley Tessmer	Special Education Assistant/MB	Resignation	October 29, 2026
Brenda Geier	Health Assistant/JH	Termination	November 3, 2026
Jonathan Smith	Music Production Staff/JH	Resignation	November 5, 2026
Steve Vue	Building Monitor/GTCC	Resignation	November 11, 2026
Kyle Robbins	Custodian/MS & SH	Resignation	November 18, 2026
Laneta Wiles-Wierzbanowski	Special Education Assistant/RO	Resignation	November 18, 2026

PROPOSED

po2430

Vol. 35, No. 2 - July 2026 Revised DISTRICT-SPONSORED CLUBS AND ACTIVITIES

2430- **DISTRICT-SPONSORED CLUBS AND ACTIVITIES**

The Board believes that the goals and objectives of this District are best achieved by a diversity of learning experiences, including those that are not conducted in a regular classroom but are related to the District's curriculum and/or mission.

The purpose of District-sponsored activities shall be to enable students to explore a wider range of individual interests than may be available in the District's courses of study but are still related to accomplishing the educational outcomes for students as adopted by the Board in Policy 2131 - Educational Outcome Goals and Expectations. The Board encourages all students, including those students in elementary and middle school grades, to participate in such opportunities. In implementing this policy, the Superintendent shall take steps to make such opportunities accessible to all students.

For purposes of this policy, District-sponsored activities are typically those activities in which:

A. the subject matter is actually taught or will be taught in a regularly offered course;

B. the subject matter concerns the District's composite courses of study;

C. participation is required for a particular course;

D. participation results in academic credit; or

E. the subject matter is of interest to students and aligns with the District's goals and mission.

No activity shall be considered to be under the sponsorship of this Board unless it meets one or more of the criteria stated above and has been approved by the Superintendent. **[DRAFTING NOTE: Choice must be consistent with Policy 6610 - Nondistrict-Supported Student Activity Accounts**

Such activities, along with competitive extra-curricular activities/athletics, may be conducted on or off school premises by clubs, associations, and organizations of students

sponsored by the Board and directed by a staff advisor.

The Board shall allow nondistrict-sponsored, student clubs and activities during noninstructional time, in accordance with the provisions in Policy 5730 - Equal Access For Nondistrict-Sponsored, Student Clubs and Activities.

Nondistrict-sponsored, student activities that are initiated by parents or other members of the community may be allowed under the provisions of Policy 7510 - Use of District Facilities. The Board, however, will not:

A. assume any responsibility for the planning, conducting, or evaluating of such activities;

B. provide any funds or other resources;

C. allow any member of the District's staff to assist in the planning, conducting, or evaluating of such activity during the hours when functioning as a member of the staff.

All activities which meet the criteria of this policy are sponsored by the District and are authorized to use the District name, logo, mascot, or any other name which would associate an activity with the District, provided such use is consistent with other applicable District policies.

No non-district-sponsored organization may use the name, logo, mascot, or any other name which would associate an activity with the District. Additionally, no nondistrict-sponsored organization may use the assets of the District, including but not limited to facilities, technology, or communication networks without the specific permission(s) as outlined in the relevant District policies.

~~Eligibility is determined by the rules in the D.C. Everest Athletics and Activities Handbook and the Wisconsin Interscholastic Athletic Association.~~

Students **(X)** must not have received more than one failing grade in any course at the conclusion of any quarter or semester grading period to be eligible to participate. **[X]** An exception may be made by the Principal in extenuating circumstances.

Students shall be fully informed of the District-sponsored activities available to them and of the eligibility standards established for participation in these activities. District-sponsored activities shall be available to all students who elect to participate and who meet eligibility standards.

All District-sponsored club communications, including flyers or posters to be displayed on school property, shall be limited to the club's name, meeting date, time, and location, **(X)** and subject to administrative approval. ~~[END OF OPTION]~~

The Superintendent shall prepare administrative guidelines to implement a program of clubs and activities. Such guidelines should ensure that the needs and interests of the students are properly assessed and procedures are established for continuing evaluation of each club and activity.

Whenever a student becomes a member of a District-sponsored student group or national organization such as the National Honor Society, in order to remain a member, the student must continue to meet all of the eligibility criteria and abide by the principles and practices established by the group or the organization.

Revised 2/22/21
Revised 6/16/21
Revised 12/15/21
Revised 9/1/22
Revised 6/19/23

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Legal
120.12(23), Wis. Stats.
P.L. 98-377

D.C. Everest Senior High School

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

Mrs. Dallas Rennie, Principal
Mr. Luke Stachovak, Assistant Principal
Mr. Michael Krohn, Assistant Principal
Mrs. Brittany Sepnafski, Dean of Students
Mr. Mike Mathies, Athletic Director

To: Casey Nye, School Board

From: Mike Mathies, Athletic Director

Date: November 10, 2026

Re: Academics and Athletic Eligibility

A portion of Board Policy 2430 addresses academic eligibility for participation in athletics. That portion states the following:

> **Students (X) must not have received more than one failing grade in any course at the conclusion of any quarter or semester grading period to be eligible to participate. [X] An exception may be made by the Principal in extenuating circumstances.**

The Athletic Handbook also addresses academic eligibility and is similar to the wording in Policy 2430, but the Handbook adds an Incomplete grade as also being considered the same as a failing grade. The wording in the Athletic Handbook under the academic eligibility section reads as follows:

> **1. If a student has more than one failing grade at the conclusion of any quarter or semester grading period, upon detection, that student will be suspended for a period of 15 school days from athletic competitions or co-curricular activity special events. (Fall Sports - the lesser of 21 calendar days beginning with the date of earliest allowed competition in a sport or one-third of the maximum number of games/meets allowed in a sport). After the 15 or 21 calendar days grades will be run again to determine if they are now eligible. (Middle School LP = D, NE = F)**
>
> **2. If a student has more than one incomplete, or one incomplete and any failing grades, at the conclusion of any quarter or semester grading period, upon detection, that student will be suspended for a period of 15 school days from athletic competitions or co-curricular activity special events. A student regains eligibility immediately if incompletes are made up within two weeks after a grade-reporting period. After the 15 or 21 calendar days grades will be run again to determine if they are now eligible.**

The D.C. Everest Area School District does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, marital status, parental status, sexual orientation, sex, (including pregnancy, gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability or any basis protected by state or federal laws. The following staff are designated to receive inquiries regarding the non-discrimination policies: Gina Lehman, Director of Student Services, gilehman@dce.k12.wi.us, or Sarah Trimner, Director of Talent and Culture, strimner@dce.k12.wi.us, both are located at 6100 Alderson Street, Weston, WI 54476 and (715) 359-4221.

D.C. Everest Senior High School

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

Mrs. Dallas Rennie, Principal
Mr. Luke Stachovak, Assistant Principal
Mr. Michael Krohn, Assistant Principal
Mrs. Brittany Sepnafski, Dean of Students
Mr. Mike Mathies, Athletic Director

3. If a student is ineligible due to grades, the student will not be excused from school for competition or riding a bus to an away event unless the student is passing all classes.

4. A student serving an academic or conduct suspension may not dress for pre-game, games, meets, or participate in co-curricular activities, meetings, or events.

The WIAA also has a section in their eligibility regulations that covers academics. It is similar to our Board Policy 2430 phrasing:

> **ACADEMICS - A student-athlete must meet school and DPI requirements defining a full-time student and have received no more than one failing grade (including incompletes) in the most recent school issued grade reporting period. Note: Some member schools adopt code and academic policies and other participation requirements which are more stringent than WIAA minimum requirements. In those instances, the school's requirements prevail and must be applied as written.**

Currently I am in my fifth year as Athletic Director. Over the previous 4 years I have had a total of 4 student-athletes that were academically ineligible according to the standard in the Athletic Handbook. All four of these student athletes had 2 - F's on their quarter or semester report card.

Schools in our area do vary from the WIAA terminology for academic eligibility, with the most popular approach being to add a GPA minimum, along with the failing grade wording. "Less than 2 failing grades along with a minimum of a 1.75 GPA." As an example.

Our coaches do an excellent job of staying on top of their athletes and the importance of academic success. Several have higher expectations than what our Athletic Handbook requires. The majority of our teams have a cumulative GPA over 3.00. Grade Guardian is a program that the district has that allows our coaches to receive instant feedback on their athletes academic progress. This way they can be more proactive in helping their athletes maintain academic eligibility. At this time I would recommend status quo with our current academic requirements.

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D.C. Everest School District Public Records Fee Schedule

A location and processing fee of $20/hour of staff time will be imposed if the time exceeds two (2) hours. This includes searching for, identifying, and processing (both electronic and hard copies) responsive records, but does not include legal fees.

Public Records custodian may require prepayment of any fee imposed if the total amount exceeds $5.

	Fee	Explanation
Hard Copies	$.03 per page (black and white) $.08 per page (color) *Fees based on actual copy and paper cost* Applicable processing fee of $20/hour	Includes any paper records provided by copying a paper record or printing and electronic record.
Electronic Copies (email, pdf, flash drive)	**Paper to Digital** Applicable processing fee of $20/hour	Includes scanning physical documents and saving them into a digital format for electronic distribution.
	Digital to Physical **1.** Applicable processing fee of $20/hour **2.** Cost of physical medium: • 16 GB flash drive $5.60 each • 32 GB flash drive $7.00 each	Fees based on cost of physical flash drive and time spent moving the files.
	Digital to Digital Applicable processing fee of $20/hour	Includes copying records from one digital format to another for distribution.

FIRST READING BY BOARD

po8310

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised PUBLIC RECORDS

8310 - **PUBLIC RECORDS**

The Board recognizes its responsibility to maintain the public records of this District and to make such records available for inspection and reproduction. The Board designates the Superintendent as the District Records Custodian (DRC) to be the legal custodian of records for the District. The DRC shall safely keep and preserve the public records of the District and shall have the authority to render decisions and carry out duties related to those public records, including providing the notice required under 19.34(1) Wis. Stats., identifying the positions of the District that constitute a local public office pursuant to 19.32(1dm), and 19.42 (7w), Wis. Stats., and other required information. The DRC may deny access to records only in accordance with the law. The DRC is authorized and encouraged to consult with the District's legal counsel to determine whether to deny access to a records request in whole or in part.

Under the Wisconsin Public Records Law, a "record" is defined as any material on which written, drawn, printed, spoken, visual, or electromagnetic information or electronically generated or stored data is recorded or preserved, regardless of physical form or characteristics, that has been created or is being kept by the authority. It includes handwritten, typed, or printed pages, maps, charts, photographs, films, recordings, tapes, optical discs, and any other medium on which electronically generated or stored data is recorded or preserved. A "record" does not include drafts, notes, preliminary computations, and like materials prepared for the originator's personal use or prepared by the originator in the name of a person for whom the originator is working; materials that are purely the personal property of the custodian and have no relation to the office held; materials to which access is limited by copyright, patent, or bequest; and published materials in the possession of an authority other than a public library that are available for sale or inspection at a public library. The personal use exception applies to notes created by the originator solely for the purpose of refreshing the originator's recollection and as a matter of convenience (not part of assigned job duties), but does not apply to notes that are distributed to others for the purpose of communicating information or notes that are created or retained for the purpose of memorializing agency activity.

Any record, or portion thereof, generated or compiled by an Artificial Intelligence (AI) system and/or social media/ Personal Communication Devices (PCD) communications between students and board members, staff, and/or volunteers are subject to all

provisions of this policy and all other applicable Board policies, **(X)** administrative guidelines, and state or federal laws.

In addition, records may be exempted from disclosure as a matter of statute or common law, or, under the balancing test, the public interest in disclosure may be outweighed by the public interest in non-disclosure.

Any person may make an oral or written request for any public records of the District. The person may inspect or receive copies of the public record requested. The District will respond as soon as practicable and without delay ; however, the amount of time a request takes to complete varies based on the volume and complexity of the request, the volume of records located that require review, available staff time to complete the request, and other factors that affect the process of fulfilling a request . The District will either provide the requested documents, subject to any redactions, or inform the requester of the District's decision to deny the request and the reason for the denial .

The District will comply with the Safe at Home/Address Confidentiality Program administered by the Wisconsin Department of Justice. (See Policy 5111 - Eligibility of Resident/Nonresident Students, Policy 8320 - Personnel Records, and Policy 8330 - Student Records)

The District may impose a fee upon the requester at the cost to the District as shown in the attached fee schedule.

The District may also charge the requester for any equipment required to fill the request (such as videotapes, pen drives, etc.). The District may impose a fee upon a requester for the actual, necessary, and direct cost of the mailing or shipping of any copies which are mailed or shipped to the requester.

The District may require prepayment of fees if the total amount exceeds $5.00. If payment is required, the District will calculate the actual cost and charge the requester. If advance payment is required, the District will either invoice the requester for the difference between the estimate and actual cost or refund any overpayment.

No public record may be removed from the office in which it is maintained except by a Board officer or employee in the course of the performance of their duties.

Nothing in this policy shall be construed as preventing a Board member from inspecting in the performance of official Board member duties any record of this District, except student records and certain portions of personnel records.

The Superintendent is authorized to develop administrative guidelines to provide for proper compliance with the intent of this policy and the public records law.

Records Retention Schedule

19.21(6), Wis. Stats. requires that school districts retain public records, other than student records, for seven (7) years, unless a shorter period is fixed by the Public Records Board (PRB) in a records retention schedule subsequently adopted by the Board.

The Board has approved the current Wisconsin Public School District and Related Records GRS as developed by the Wisconsin Historical Society and PRB.

The District will retain public records in accordance with the preceding general records schedule(s). In the event that the preceding general records schedules adopted do not define the retention period for a particular record, the District will retain the record for seven (7) years.

Additionally, School Board recordings will be maintained for one (1) year.

Revised 9/15/17
Revised 11/28/18
Revised 9/1/20
Revised 1/31/22
Revised 3/16/22
Revised 4/6/22
Revised 12/21/22
Revised 12/20/23
Revised 3/18/24
Revised 4/17/24
Revised 2/7/25

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Legal
19.21, Wis. Stats.
19.31-39, Wis. Stats.
19.42, Wis. Stats
118.125, Wis. Stats.
120.13(12), Wis. Stats.

D.C. Everest Area School District

6100 Alderson Street
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

Dr. Kelley Strike
Assistant Superintendent of Operations

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

TO: Dr. Casey Nye, Superintendent
FROM: Dr. Kelley Strike, Assistant Superintendent of Operations
DATE: November 16, 2026
SUBJECT: Budget Calendar

Attached is the proposed budget calendar for the 27-28 school year. A budget calendar provides a clear timeline for budgeting activities, ensuring that our financial planning process is timely, coordinated, and aligned with our organizational goals.

Recommendation:

It is recommended that the board approve the budget calendar for the 2027-2028 fiscal year.

Budget Calendar - 2027-2028 School Year
D.C. Everest Area School District

November 2026	❖ Board review and approval of budget calendar ❖ Build budget projections for 2027-2028 ❖ Begin review of student enrollment & FTE allocations ❖ Certified Staff Compensation Committee Meetings
December 2026	❖ Conduct Pre-Budget Meetings w/ Principals and Directors ❖ Adopt Referendum Resolution ❖ Review & consider adjustments to certified compensation plan
January 2026	❖ Review budget projections and determine resource allocations based on projections including FTE allocations ❖ Complete January Student Count ❖ Prepare for Negotiations
February 2027	❖ Share department and building budget process with administrators and budget managers ❖ Board review and approval of per pupil building allocations ❖ Student course selection process
March 2027	❖ Finalize Staffing FTE ❖ Finalize Negotiations
April 2027	❖ Close purchasing requisitions for 26-27 - (April 1) ❖ Current year budget performance review ❖ Approve salary and wage increases ❖ Election Day - April 7th
May 2027	❖ Prepare preliminary 27-28 budget
June 2027	❖ Present a preliminary budget to board ❖ Assess ongoing capital projects to verify incurred expenses, ensuring they are accurately recorded in the appropriate fiscal year ❖ Review expenditures in comparison to budget and actual revenue and expenses and make budget transfers or revisions as needed ❖ Request approval of preliminary spending as of July 1, 2027
July 2027	❖ Receive July 1 preliminary aid estimate from DPI ❖ Ongoing budget revisions in preparation for final budget ❖ Update and board approval of 10 year capital plan ❖ Prepare for and complete on site audit
August 2027	❖ Finalize and submit budgets and applications for IDEA/ESSA grants ❖ Finalize and approve benefit renewals
September 2027	❖ Complete September Student Count
October 2027	❖ Final adjustments with October 1 property value report ❖ Final adjustments with final state aid amount on October 15 ❖ Annual Meeting ❖ School Board adopts budget and sets final tax levy ❖ Prepare and send tax levy certifications to municipal clerks and file with DPI
November 2027	❖ Begin budget projections for 2028-2029

FIRST READING BY BOARD

po2260.01

Vol. 35, No. 2 - Special Update - Nondiscrimination - July 2026 WI Replacement SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY

ADOPTED May 25, 2016 · REVISED Jun 19, 2023

Replacement Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

2260.01 **- SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY**

Pursuant to Section 504 of the Rehabilitation Act of 1973 ("Section 504"), the Americans with Disabilities Act of 1990, as amended ("ADA"), and the implementing regulations (collectively "Section 504/ADA"), the Board shall not discriminate on the basis of disability in its education programs and activities. Specifically, the Board shall not, on the basis of disability, exclude from participation in, deny the benefits of, or subject to discrimination qualified persons with disabilities in the District's programs or activities.

Definitions

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Individual with a disability means any person who: (1) has a physical or mental impairment that substantially limits one or more major life activities; (2) has a record of such an impairment; or (3) is regarded as having such an impairment.

Physical impairment means any physiological disorder or condition, somatic disfigurement, or anatomical loss affecting one or more listed body systems. These include neurological, musculoskeletal, special sense organs, respiratory or speech, cardiovascular, reproductive, digestive, genito-urinary, hemic/lymphatic, skin, and endocrine body systems.

Mental impairment means any mental or psychological disorder, such as intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

Substantially limits means the impairment substantially limits an individual's ability to perform a major life activity as compared to most people in the general population. An impairment need not prevent, or significantly or severely restrict, the performance of a major life activity in order to be considered substantially limiting. The term shall be construed broadly in favor of expansive coverage.

Major life activity means functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, sitting, reaching, interacting with others, and working.

Major life activities also include the operation of a major bodily function, including, but not limited to, functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, hemic, lymphatic, musculoskeletal and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

Qualified Individual with a Disability

With respect to public preschool, elementary, and secondary educational services, a qualified individual with a disability means a student with a disability:

A. who is of an age during which persons without disabilities are provided educational services;

B. who is of any age during which it is mandatory under Wisconsin law to provide educational services to persons with disabilities; or

C. to whom the State is required to provide a free appropriate public education pursuant to the IDEA.

With respect to vocational education services, a qualified individual with a disability means a student with a disability who meets the academic and technical standards requisite to admission or participation in the vocational program or activity. The Board will not deny a student with disability access to its vocational education programs or courses due to architectural and/or equipment barriers, or because the student needs related aids or services to receive an appropriate education.

With respect to employment, a qualified individual with a disability means the individual satisfies the requisite skill, experience, education and other job-related requirements of the employment position the individual holds or desires and can perform the essential functions of the job in question, with or without reasonable accommodation.

Complainant is the individual who alleges or is alleged to have been subjected to discrimination/retaliation, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged discrimination/retaliation.

Respondent is the individual who is alleged to have engaged in discrimination/retaliation, regardless of whether the Complainant files a formal complaint or is seeking an informal resolution to the alleged discrimination/retaliation.

District community means students, District employees (i.e., administrators and professional and support staff), and Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include but are not limited to guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with or seeking to do business with the Board, and other individuals who come in contact with members of the District community at school-related events/activities (whether on or off District property).

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the District office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Section 504 Referrals, Evaluations, and Free Appropriate Public Education

If a District staff member suspects that a student has a physical or mental impairment that substantially limits one or more major life activities, they shall refer the student for an evaluation. Any other individuals who suspect the student has a disability, including the parents and outside providers, may submit a referral. If the District refuses to conduct an evaluation, prior written notice of the District's decision and a notice of procedural safeguards will be provided to the parents.

Evaluations shall be conducted in accordance with the procedural requirements of Section 504, including that tests and other evaluation materials have been validated for the specific purpose for which they are used and are administered by trained personnel in conformance with the instructions; are tailored to assess specific areas of educational need and are not merely designed to provide a single general intelligence quotient; and are administered so as to best ensure that the test results accurately reflect the student's aptitude or achievement level or whatever other factor the test purports to measure. A special education evaluation conducted in accordance with the Individuals with Disabilities Education Act (IDEA) complies with the procedural requirements of Section 504.

A Section 504 Team, comprised of a group of people knowledgeable about the student, the meaning of evaluation data, and placement options will convene to review the evaluation and determine eligibility under Section 504.

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aids and cochlear implants or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, assistive technology, reasonable accommodations or auxiliary aids or services, or learned behavioral or adaptive neurological modifications. An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

If the 504 Team determines that the student has a physical or mental impairment that substantially limits one or more major life activities (see definitions below), the Board shall provide the student with a free appropriate public education (FAPE). For the purposes of Section 504, an appropriate education means the provision of regular or special education and related aids and services that are designed to meet the individual educational needs of students with disabilities as adequately as the needs of students without disabilities are met.

The regular or special education and related aids and services (including accommodations and modifications) that the student needs to receive FAPE, if any, and the student's placement will be documented in a Section 504 Plan. ~~**( ) _____ [INSERT FORM NAME AND NUMBER, IF APPLICABLE] [END OF OPTION]**~~ Parents/guardians will have the opportunity and are strongly encouraged to meaningfully participate in the evaluation process and development of a Section 504 Plan.

In interpreting evaluation data and making placement determinations, the District shall draw upon, consider, and document information from a variety of sources, including aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background, and adaptive behavior. The District shall also ensure that placement decisions are made by a group of persons, including persons knowledgeable about the child, the meaning of the evaluation data, and the placement options.

Students with disabilities will be educated with students without disabilities to the maximum extent appropriate. Generally, the District will place a student with a disability in the general education environment unless it is demonstrated that the education of the student in the general education environment, even with the use of supplementary aids and services, cannot be achieved satisfactorily. If the District places a student in a setting other than the general education environment, it shall take into account the proximity of the alternate setting to the student's home. If the Board operates a separate class or facility that is identified as being provided for students with disabilities, the facility, program, and activities and services must be comparable to the facilities, programs, and activities and services offered to students without disabilities.

[X] (See also ag2260.01A – Section 504/ADA Prohibition Against Discrimination Based on Disability, Including Procedures for the Identification, Evaluation, and Placement of

Students Suspected of Having Disabilities, and the Right to FAPE).

Nonacademic Extracurricular Activities

The District will provide non-academic extra-curricular services and activities in such a manner as is necessary to afford qualified students with disabilities an equal opportunity for participation in such services and activities. Nonacademic and extra-curricular services and activities may include counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs sponsored by the District, referrals to agencies that provide assistance to individuals with disabilities, and employment of students. In providing or arranging for the provision of meals and recess periods and nonacademic and extracurricular services and activities, including those listed above, the District will verify that students with disabilities participate with students without disabilities in such services and activities to the maximum extent appropriate.

Reasonable Accommodations

With respect to employment, the Board will provide a reasonable accommodation to a qualified individual who has an actual disability or who has a record of a disability, unless the accommodation would impose an undue hardship on the operation of the Board's program and/or activities. A reasonable accommodation is not required for an individual who is merely regarded as having a disability.

Facilities

No qualified person with a disability will be denied the benefits of, excluded from participation in, or otherwise subjected to discrimination under any program or activity to which Section 504/ADA applies because the District's facilities are inaccessible to or unusable by persons with disabilities.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities.

District Compliance Officers (hereinafter referred to as the "COs")

The following person(s) is/are designated as the District Section 504/ADA Compliance Officer(s)/Coordinator(s):

~~**[DRAFTING NOTE: Neola suggests the Board appoint two coordinators if practicable – one with expertise in student-related 504 matters (e.g., Director of Special Education and Pupil Services) and one with expertise in employment-related 504 matters (e.g., Director of Human Resources). Additionally, by**~~

~~**appointing two (2) COs, there should always be a CO available to investigate a claim that pertains to the other CO.**~~

Sarah Trimner
Director of Talent and Culture
6100 Alderson Street
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strimner@dce.K12.wi.us

Gina Lehman
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6100 Alderson Street
Weston, WI 54476
715-359-4221 ext. 1351
gilehman@dce.K12.wi.us

~~_____ (Name) _____ (School District Title) _____ (Telephone Number) _____ (Office Address) _____ (E-mail)~~

~~_____~~
~~(Name)~~
~~_____~~
~~(School District Title)~~
~~_____~~
~~(Telephone Number)~~
~~_____~~
~~(Office Address)~~
~~_____~~
~~(E-mail)~~

The name(s), title(s), and contact information of this/these individual(s) will be published annually:

A. on the School District's website.

B. **( )** in the staff and student handbooks.

C. **(X)** in the School District Annual Report to the public.

D. **( )** on each individual school's website.

E. **( )** in the School District's calendar.

F. **( )** _____.

The COs are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination/retaliation or denial of equal access. The COs also shall verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. A copy of each of the Acts and regulations on which this notice is based will be made available upon request from the CO.

Internal Complaint/Grievance Procedures

In accordance with Section 504, parents and students shall be notified of their right to file an internal complaint/grievance regarding an alleged violation, misinterpretation, or misapplication of Section 504.

The Board provides for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA.

Students and District employees are required, and all other members of the District community and Third Parties are encouraged, to promptly report incidents of discrimination and/or retaliation to an administrator, supervisor, or other District official so that the Board may address the conduct. Any teacher, administrator, supervisor, or other District employee or official who receives such a complaint shall file it with the CO within two (2) days. **[DRAFTING NOTE: While students are advised to report discrimination/retaliation to administrators, supervisors, or other District officials, the Board recognizes that some students may report discrimination/retaliation to a teacher. When a teacher receives such a report, the teacher must file it with the CO as indicated above.]**

Members of the District community, which includes students or Third Parties, who believe they have been discriminated/retaliated against are entitled to utilize the complaint process set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs while the facts are known and potential witnesses are available.

A student and/or parent may initiate the internal complaint procedure when they believe that a violation, misapplication or misinterpretation of Section 504 has occurred. Additionally, the following procedure may be used for any disagreement with respect to actions regarding the identification, evaluation, or educational program or placement of students who are identified as having a disability or believed to have a disability pursuant

to Section 504 and are not eligible under the IDEA, except in the case of disciplinary actions where the provisions of the Student Code of Conduct apply. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the OCR or requesting an impartial due process hearing.

If during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may constitute discrimination based on a Protected Class, the Principal shall report the act to one of the COs, who shall investigate the allegation in accordance with this policy. While the CO investigates the allegation, the Principal shall suspend the Policy 5517.01 investigation to await the CO's written report. The CO shall keep the Principal informed of the status of the Policy 2260 investigation and provide the Principal with a copy of the resulting written report.

The COs will be available during regular school/work hours to discuss concerns related to discrimination/retaliation. COs shall accept reports of discrimination/retaliation directly from any member of the District community or a Third Party and reports that initially are made to another District employee. Upon receipt of a report of alleged discrimination/retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged discrimination/retaliation) or designate a specific individual to conduct such a process.

The CO will provide a copy of this policy to the Complainant and the Respondent. In the case of a formal complaint, the CO will prepare recommendations for the Superintendent or oversee the preparation of such recommendations by a designee. All members of the District community must report incidents of discrimination/retaliation that are reported to them to the CO within two (2) days of learning of the incident/conduct.

Any District employee who directly observes discrimination/retaliation of a student is obligated, in accordance with this policy, to report such observations to one of the COs within two (2) days. Additionally, any District employee who observes an act of discrimination/retaliation is expected to intervene to stop the misconduct unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other District employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO/designee must contact the Complainant if age eighteen (18) or older or the Complainant's parents/guardians if the student is under the age of eighteen (18) within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure (see Form 2260.01B F2)

The CO shall investigate any complaints brought under this policy. Throughout the course of the process as described herein, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: a description of the alleged violation, the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the report by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken during the investigatory phase to protect the Complainant from further discrimination or retaliation, including but not limited to a change of work assignment or class schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as appropriate in the investigation process, the CO will inform any individual named by the Complainant in connection with an alleged violation of this policy, that a complaint has been received. The person(s) must also be provided an opportunity to respond to the complaint.

Within two (2) days of receiving the complaint, the CO or designee will initiate an investigation by, at a minimum, confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

~~**[ ] [OPTION 1]** Although certain cases may require additional time, the CO will attempt to complete an investigation into the allegations of harassment within fifteen (15) days of receiving the formal complaint.~~ **[X]** ~~**[OPTION 2]**~~ Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress. ~~**[END OF OPTIONS]**~~ The investigation will include:

A. interview(s) with the Complainant;

B. interview(s) with the Respondent;

C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness which is reasonably believed to

be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO or the designee shall prepare and deliver a written report to the Superintendent which summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of discrimination/retaliation as provided in Board policy and State and Federal law as to whether the Respondent has engaged in harassment/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if discrimination or retaliation occurred, a preponderance of evidence standard will be used.

[X **]** The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may **(** X **)** in consultation with the Superintendent ~~Superintendent~~ or Board President, if the matter involves the Superintendent, **[END OF OPTION]** engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within five (5) days of receiving the report of the CO or designee, the Superintendent must either issue a final decision regarding whether the charges have been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to the Complainant and to the Respondent. The Superintendent may redact information from the decision in the event the release of information raises concerns regarding the integrity of the complaint or investigation process. The Board authorizes the Superintendent to consult with legal counsel to determine the extent to which information in an investigation report must be provided to either the Complainant or Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above. The decision of the Superintendent ~~( ) shall be final~~ **(** X **)** will be reviewed **[END OF OPTION]** by the Board upon request.

If the Complainant feels that the decision does not adequately address the complaint, the Complainant may appeal the decision to the State Superintendent of Public Instruction.

The Board reserves the right to investigate and resolve a complaint or report of discrimination/retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy, or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the OCR or ICRC, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Additional School District Action

If the evidence suggests that any conduct at issue violates any other policies of the Board, is a crime, or requires mandatory reporting under the Children's Code (Sec. 48.981, Wis. Stat.), the CO or Superintendent shall take additional such actions as necessary and appropriate under the circumstances, which may include a report to the appropriate social service and/or law enforcement agency charged with responsibility for handling such investigations.

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the District's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations. Confidentiality cannot be guaranteed, however. All Complainants proceeding through the investigation process should be advised that as a result of the investigation, allegations against individuals may become known to those individuals, including the Complainant's identity.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.

During the course of an investigation, the CO or designee will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination, the opportunity to complete assignments missed due to absences related to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against discrimination by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of any relevant code of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Impartial Due Process Hearing

Parent(s)/guardian(s) or an adult student may request an impartial due process hearing before an Impartial Hearing Officer (IHO) to challenge the District's actions regarding the identification, evaluation or educational placement of their child. The student and/or parent may but are not required to first exhaust the above internal complaint/grievance procedure before requesting an impartial due process hearing.

Requests for impartial due process hearings shall be submitted in writing to the District's Section 504 Coordinator. The request should include the name and address of the child, the name of the school where the child is attending, a description of the issue(s) to be resolved at the hearing, the facts giving rise to those issues, and a proposed resolution. The request must be submitted within two (2) years of the date on which the parent(s)/guardian(s) knew or should have known of the alleged facts/actions that form the basis for the hearing request.

Within fifteen _____ (15) ~~**[INSERT AMOUNT]**~~ calendar days of receiving the request, the District will appoint a qualified IHO who meets the following criteria:

A. may not be an employee of the District;

B. may not have a personal or professional interest that conflicts with their objectivity in the hearing;

C. must possess knowledge of, and the ability to understand, the provisions of Section 504 and legal interpretations by federal and state courts; and

D. must possess the knowledge of and ability to conduct a hearing and write decisions in accordance with standard legal practices.

The hearing shall be held within ninety ~~_____~~ (90) ~~[INSERT AMOUNT]~~ calendar days of receiving the request, unless the IHO extends the timeline for good cause or the parties mutually agree to an extension. The IHO will give the parent and/or student written notice of the hearing, which will include the issues presented and the date, time and location of the hearing.

The IHO shall conduct the hearing in a manner that will afford all parties a full and fair opportunity to present evidence and to otherwise be heard. The parent(s)/guardian(s) and student may participate in the hearing, present evidence, cross-examine witnesses, and be represented by an attorney at their own expense. The IHO shall keep a complete and accurate record of the proceedings.

The IHO shall render a decision in writing to the parties within thirty ~~_____~~ (30) ~~[INSERT AMOUNT]~~ calendar days following the conclusion of the hearing. The decision will be based solely on the evidence presented at the hearing and shall include findings of fact, conclusions of law, and appeal rights. **[DRAFTING NOTE: In selecting the above timelines, districts may choose to use the timelines for due process hearing complaints under the IDEA, as compliance with the procedural requirements of the IDEA means compliance with the procedural requirements of Section 504.]**

Appeal of the IHO's decision may be made to a Federal court of competent jurisdiction.

OCR Complaint

At any time, if a student or parent believes that the student has been subjected to discrimination based upon disability in violation of Section 504 or the ADA, the student or parent may file a complaint with the OCR. The OCR can be reached at:

Office for Civil Rights, Denver Office
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
Telephone: (303) 844-5695
FAX: (303) 844-4303

E-mail: OCR.Denver@ed.gov
Web: https://www.ed.gov/about/ed-offices/ocr

Except in extraordinary circumstances, the OCR does not review the result of individual placement and other educational decisions, so long as the District complies with the "process" requirements of Subpart D of Section 504.

Notice

Notice of the Board's policy on nondiscrimination in education practices and the identity of the COs will be published on the District's website and posted throughout the District, and included in the District's recruitment statements or general information publications.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging discrimination/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, made a report/formal complaint, testified, assisted or participated, or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of discriminatory practices. The Superintendent shall provide appropriate information to all members of the District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training and information provided regarding the Board's policy and discrimination in general will be age and content appropriate.

Retention of Investigatory Records and Materials

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all information, documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315) created and received as part of an investigation, including but not limited to:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts related to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt;

M. documentation of all actions, both individual and systemic, taken to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the

alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[DRAFTING NOTE: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

~~**[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]**~~

Q. ~~( )~~ ~~documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~

R. ~~( )~~ ~~copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( )~~ ~~copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( )~~ ~~copies of any notices sent to the Complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( )~~ ~~copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

Additionally, the CO shall retain copies of any written request for an impartial due process hearing, the IHO's notices to the parties, the evidence entered in the hearing, any transcript of the hearing, and the IHO's decision.

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) created or received as part of an investigation shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, Policy 8330 - Student Records for not less than three (3) years, but longer if required by the District's records retention schedule.

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Legal
29 C.F.R. Part 1630
34 C.F.R. Part 300
34 C.F.R. Part 104
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

FIRST READING BY BOARD

po8510

Vol. 35, No. 2 - July 2026 Revised WELLNESS

8510 - **WELLNESS**

As required by law, the Board for the D.C. Everest Area School District establishes the following wellness policy.

Policy Preamble

The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research suggests that there is a positive correlation between a student's health and well-being and the student's ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

Students ~~Schools alone, however, cannot develop in students~~ healthy behaviors and habits with regard to eating and exercise cannot be accomplished by the schools alone. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits.

The Board sets the following goals in an effort to enable students to establish good health and nutrition choices to:

A. promote nutrition education with the objective of improving students' health;

B. improve the health and well-being of our children, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits;

C. promote nutrition guidelines, a healthy eating environment, child nutrition programs, and food safety and security on each school campus with the objective of promoting student health;

D. provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical

activity, and understand the short and long-term benefits of a physically active lifestyle;

E. promote the health and wellness of students and staff through other school-based activities.

Wellness Policy Leadership

[DRAFTING NOTE: At a minimum, schools/districts must establish wellness policy leadership of one or more school official(s) who have the authority and responsibility to ensure each school complies with the policy.]

-

[Choose One of the Following but the First Option is Recommended:]

[ ] The Superintendent shall implement and ensure compliance with the policy by leading the review, update, and evaluation of the policy **( )** and is authorized to designate a staff member or members with responsibility to assure that wellness initiatives are followed in the District's schools. **[END OF OPTIONAL SENTENCE]**

[X] The designated official for oversight of the wellness policy is Director of School Nutrition ~~_____~~ ~~**[INSERT NAME/TITLE]**~~ ~~.~~ ~~**( )**~~ ~~The official shall convene the Wellness Committee and lead the review, updating, and evaluation of the policy.~~ ~~**[END OF OPTIONAL SENTENCE]**~~

~~The designated official for oversight of the wellness policy is the Director of School Nutrition.~~

Required Public Involvement

~~The Superintendent shall obtain the input of District collaborators to participate in the development, implementation, and periodic review and update of the policy. The collaborators may include parents, students, representatives of the school food authority, educational staff (including physical education teachers), school health professionals, Board members, members of the public, medical/health care professionals, and other school administrators. The school-level Wellness Committees may assist in the planning and implementation of these wellness initiatives.~~

The District shall invite a diverse group of collaborators to participate in the development, implementation, and periodic review and update of the Wellness Policy.

District Wellness Committee

[DRAFTING NOTE: There is no requirement related to the inclusion of policy language regarding the formation of a Wellness Committee. However, this practice is strongly encouraged.]

Committee Formation

~~**[OPTION #1]**~~

-

~~**[ ]** A Wellness Committee shall be formed and maintained to oversee the activities set forth in this policy. The Committee shall meet annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Committee shall meet no less than _____ **[INSERT NUMBER]** times during the school year to discuss the implementation of the established activities and address any barriers and challenges. The Committee shall report annually to the Board on the implementation of the policy and any recommended changes or revisions. The Board will adopt or revise policies based on the Committee's recommendations.~~

-

~~**[OPTION #2]**~~

-

~~**[ ]** The District shall convene a Wellness Committee that meets at least _____ **[INSERT NUMBER]** times during the school year to establish goals and oversee school health policies and programs, including development, implementation, and periodic review and update of this Wellness Policy.~~

[OPTION #3] ~~**is what we have**~~

To assist in the creation of a healthy school environment, the District shall establish a Wellness Committee that will provide an ongoing review and evaluation of the Wellness Policy. The Committee shall meet no less than one (1) time during the school year to implement, assess and review, and make recommendations for changes to the wellness policy.

[END OF OPTIONS]

~~**Committee Representatives**~~

~~The District shall invite a diverse group of collaborators to participate in the development, implementation, and periodic review and update of the Wellness Policy.~~

~~Collaborators may include:~~

A. ~~Administrator;~~

B. ~~Board member;~~

C. ~~Classroom teacher;~~

D. ~~Physical education teacher;~~

E. ~~School nutrition representative;~~

F. ~~District nurse;~~

G. ~~Community member/parent;~~

H. ~~Students;~~

I. ~~Nutrition and/or health education teachers;~~

J. ~~School counselor;~~

Nutrition Standard for All Foods

The District is committed to serving healthy meals to our students. The school meal programs aim to improve the diet and health of school children, model healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

School Meal Programs

Standards and Guidelines for School Meal Programs

A. All meals meet or exceed current nutrition requirements established under the Healthy Hunger-free Kids Act of 2010. (https://www.fns.usda.gov/nslp/national-school-lunch-program-meal-pattern-chart). **[DRAFTING NOTE: The policy shall include a link to USDA meal pattern requirements or list them individually.]**

B. Drinking water is available for students during mealtimes. When drinking fountains are not present in the cafeteria, water cups/jugs are available.

C. All schools in the District participate in USDA child nutrition programs, including NSLP and SBP.

D. **(X)** All meals are accessible to all full-day students.

E. Withholding food as a punishment shall be strictly prohibited.

F. All meals are appealing and attractive and served in clean and pleasant settings.

G. ~~When drinking fountains are not present in the cafeteria, water cups/jugs are available.~~

H. ~~Lunch must start serving between 10:00 a.m. and 1:00 p.m.~~

I. Students are provided at least ten (10) minutes to eat breakfast and at least twenty (20) minutes to eat lunch after being seated.

J.
1. **( )** All school campuses are "closed" meaning that students are not permitted to leave the school grounds during the school day.

2. **( )** Lunch shall be scheduled following recess for elementary students.

3. **(X)** Lunch shall be served between 10:00 a.m. and 1:30 p.m. ~~[INSERT TIME; recommended 11am-1pm]~~

4. **( )** Menus shall be posted on the District website and will include nutrient content.

5. **( )** Menus shall be created/reviewed by a Registered Dietitian or other certified nutrition professional.

6. **( )** All school nutrition program directors, managers, and staff shall meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals.

School Meal Program Participation

The District:

A. shall notify parents of the availability of the breakfast, lunch, and summer food programs and shall be encouraged to determine eligibility for reduced or free meals;

B. shall allow students the opportunity to provide input on menu items;

C. shall restrict the scheduling of club/organizational meetings during the lunch period unless students are allowed to purchase lunch to be consumed during the meetings;

D. shall explore the use of nontraditional breakfast service models (such as breakfast in the classroom) to increase breakfast participation.

Standards for Foods and Beverages Sold Outside of School Meals

All food and beverages sold ~~and served~~ outside of the school meal program ("competitive" foods and beverages), between midnight and thirty (30) minutes after the end of the instructional school day, shall, at a minimum, meet the standards established in USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. https://fns-prod.azureedge.us/sites/default/files/resource-files/smartsnacks.pdf **[DRAFTING NOTE: The policy should include a link to the USDA Smart Snacks standards or list individually.]**

All food and beverages sold to students during before and after-school programs shall meet the USDA Smart Snack nutrition standards.

1. **( )** No beverages with non-nutritive sweeteners (artificial or natural), such as diet iced tea, diet soda, etc. shall be sold to students during the school day regardless of their compliance with the USDA Smart Snacks standards.

2. **( )** The sale of foods and/or beverages containing caffeine (with the exception of trace amounts of naturally occurring caffeine) at all grade levels during the school day are prohibited.

Foods Offered/Provided but Not Sold

[DRAFTING NOTE: USDA has not set forth standards related to foods offered/provided, but not sold, to students. However, they have mandated that schools establish their own standards. To meet this requirement, districts/schools must select one option or write your own.]

~~( ) All foods offered on the school campus shall meet or exceed the USDA Smart Snacks in School nutrition standards including those provided at celebrations and parties and classroom snacks brought by staff or family members.~~

The District encourages foods offered on the school campus meet or exceed the USDA Smart Snacks in School nutrition standards, including those provided at celebrations and parties and classroom snacks brought by staff or family members. Non-food celebrations will be promoted and a list of ideas is available.

1. ~~( ) All foods and beverages offered on the school campus, including those provided at celebrations, parties, or part of classroom snacks, will adhere to the District standards as established below.~~

2. ~~( ) Food rewards or incentives shall not be used in classrooms to encourage student achievement or desirable behavior.~~

3. ~~( ) Celebrations that involve food will be limited to _____ [INSERT NUMBER] (e.g. one per month).~~

4. **(X)** Non-food celebrations will be promoted and a list of ideas is available to staff and family members.

5. ~~( ) Other: _____~~

[DRAFTING NOTE: If the District has established their own standards for schools allowed at parties, celebrations, snacks, etc. please list the standards below.]

(DRAFTING NOTE: Enter the number of allowed celebrations, if applicable.)

~~[ ] The ( ) District ( ) School [END OF OPTION] allows ____ [INSERT NUMBER] celebration per classroom per school year. [END OF OPTIONAL SENTENCE]~~

[DRAFTING NOTE: Language related to the use of food fundraisers ~~fund-raisers~~ sold during the school day MUST ~~must~~ be included in your policy

Fundraising

~~Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule.~~

The District adheres to the Wisconsin Department of Public Instruction fundraiser ~~fund - raiser~~ exemption policy and allows two (2) exempt fundraisers ~~fund - raisers~~ per student organization per school per year. All other fundraisers ~~fund - raisers~~ sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold thirty (30) minutes after the end of the instructional school day. ~~outside of the school day~~.

1. ~~( ) FundraisingFund-raising during and outside school hours use only non-food fundraisersfund-raisers, and the District encourages those fundraisersfund-raisers promoting physical activity (such as walk-a-thons, jump rope for heart, fun runs, etc.).~~

2. ~~( ) FundraisingFund-raising outside school hours sell only non-food items or foods not intended to be eaten immediately and beverages that meet or exceed the Smart Snacks nutrition standards. This may include but is not limited to, donation nights at restaurants, cookie dough, candy and pizza sales, market days, etc.~~

3. ~~( ) Foods and beverages that meet or exceed the USDA Smart Snacks standards may be sold through fundraisersfund-raisers during the school day. No restrictions are placed on the sale of food/beverage items sold outside of the school day.~~

4. **(X)** The District allows up to two (2) ~~_____~~ **[INSERT NUMBER, but it cannot exceed the DPI limit of two (2)]** exempt fundraisers ~~fund-raisers~~ per school per year. All other fundraisers ~~fund-raisers~~ sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold outside of the school day.

5. ~~( ) Other:~~
~~_____~~

Marketing

[DRAFTING NOTE: USDA requires Districts/Schools to establish policies for food/beverage marketing. At a minimum, Districts/Schools may only allow for foods and beverages that meet the Smart Snacks standards to be marketed/advertised. Districts/Schools may adopt stricter guidelines, such as prohibiting the marketing of food companies. As such, it is recommended that option A be adopted or the District/School include its specific statement.]

Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by the USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. Marketing includes brand names, trademarks, logos, or tags except when placed on a food or beverage product/container; displays, such as vending machine exteriors; corporate/brand names, logos, trademarks on cups, posters, school supplies, education materials, food service equipment, and school equipment (e.g. message boards, scoreboards, uniforms); advertisements in school publications/mailings; sponsorship of school activities, fundraisers ~~fund-raisers~~, or sports teams; educational

incentive programs such as contests or programs; and free samples or coupons displaying advertising of a product.

Nutrition Education

[DRAFTING NOTE: At a minimum, all schools/districts must include at least one goal related to nutrition education.]

1. ~~( ) Staff shall integrate nutrition education into other classroom subjects, such as math, science, language arts, social sciences, and elective subjects.~~

2. **(X) The primary goal of nutrition education is to influence students' lifelong eating behaviors.**

3. ~~( ) Nutrition education, a component of comprehensive health education, shall be offered every year to all students of the District. The District aims to teach, model, encourage, and support healthy eating by providing nutrition education.~~

4. Nutrition curriculum shall be offered as part of a sequential, standards-based program designed to provide students with the knowledge and skills necessary to promote health. Curriculum will place an emphasis on: promotion of adequate nutrient intake, healthy food preparation techniques, food safety, and healthy eating practices based on the Dietary Guidelines for Americans and MyPlate; skill development, such as reading labels to evaluate the nutrient quality of foods, meal planning, analysis of health information; and media literacy and the problems associated with food marketing to children.

5. ~~Curriculum will place an emphasis on: promotion of adequate nutrient intake, healthy food preparation techniques, food safety, and healthy eating practices based on the Dietary Guidelines for Americans and MyPlate; skill development, such as reading labels to evaluate the nutrient quality of foods, meal planning, analysis of health information; and media literacy and the problems associated with food marketing to children.~~

6. 1. ~~( ) Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards-based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives.~~

   2. ~~( ) Nutrition education shall be incorporated into the Health curriculum and other aspects of the curriculum, including science, math, language arts, and elective courses.~~

-

3. ~~(X) Nutrition education shall be included in the sequential, comprehensive health curriculum in accordance with the Wisconsin Department of Public Instruction Model Academic Standards for Nutrition.~~
-

4. ~~( ) Nutrition education shall be integrated into other subject areas of the curriculum, when appropriate, to complement, but not replace, the standards and benchmarks for health education.~~
-

5. ~~( ) Nutrition education shall be offered in the cafeteria as well as the classroom with coordination between the foodservice staff and teachers.~~
-

6. ~~( ) Staff shall integrate at least _____ [INSERT NUMBER] experiential nutrition education activities in all grade levels. Activities will include gardening, cooking demonstrations, and farm and farmers' market tours.~~
-

7. ~~( ) All students shall participate in school garden activities, such as planning, planting, harvesting, preparing, serving, and tasting garden-produced foods.~~
-

8. ~~( ) Staff members responsible for nutrition education will regularly participate in relevant professional development.~~

9. ~~( ) Schools will provide nutrition education lessons that cover topics such as reading a Nutrition Facts label.~~
-

10. ~~( ) Nutrition education will provide the knowledge and skills necessary to promote health.~~
-

11. ~~( ) Nutrition education shall include enjoyable, developmentally appropriate, and culturally relevant participatory activities, such as contests, promotions, taste testing, and others.~~
-

12. ~~( ) Nutrition education shall include opportunities for appropriate student projects related to nutrition, involving, when possible, community agencies and organizations.~~
-

13. ~~( ) Nutrition education shall extend beyond the classroom by engaging and involving the school's food service staff.~~
    -
14. ~~( ) Nutrition education posters, such as the MyPlate Guide, will be displayed in the cafeteria.~~
    -
15. ~~( ) The school cafeteria shall serve as a learning lab by allowing students to apply the knowledge, attitudes, and skills taught in the classroom when making choices at mealtime.~~
    -
16. ~~( ) Nutrition education shall extend beyond the school by engaging and involving families and the community.~~
    -
17. ~~( ) Nutrition education shall reinforce lifelong balance by emphasizing the link between caloric intake (eating) and exercise in ways that are age-appropriate.~~
    -
18. ~~( ) Nutrition education benchmarks and standards include a focus on media literacy as it relates to food marketing strategies.~~
    -
19. ~~( ) Nutrition education standards and benchmarks promote the benefits of a balanced diet that includes fruits, vegetables, whole grain products, and low-fat and fat-free dairy products.~~
    -
20. ~~( ) Staff responsible for providing instruction in nutrition education shall regularly participate in professional development activities designed to better enable them to teach the benchmarks and standards.~~
    -
21. ~~( ) Instruction related to the standards and benchmarks for nutrition education shall be provided by highly qualified teachers.~~
    -
22. ~~( ) Nutrition education shall be provided to families via handouts, newsletters, postings on the website, presentations, and workshops.~~

Nutrition Promotion

[DRAFTING NOTE: At a minimum, all schools/Districts must include at least one goal related to nutrition promotion. Schools/Districts are required to review and consider evidence-based strategies when determining these goals. One of the following must be selected or the District/school must include its own specific goal.]

The District is committed to providing a school environment that encourages students to practice healthy eating and physical activity. Students shall receive consistent nutrition messages that promote health throughout schools, classrooms, cafeterias, and school media.

A. ~~( ) School nutrition services shall use the Wisconsin Team Nutrition Meal Appeal Self-Assessment (dpi.wi.gov/sites/default/files/imce/wisconsin-school-meals-rock/_files/meal-appeal-self-assessment.pdf) to determine ways to improve the school meals environment.~~

B. ~~( ) School nutrition services shall implement at least _____ [INSERT NUMBER] Wisconsin Team Nutrition Meal Appeal techniques at each school.~~

C. ~~( ) School nutrition services shall purchase at least _____ [INSERT NUMBER] locally grown/produced products each year.~~

D. ~~( ) School nutrition services shall menu at least _____ [INSERT NUMBER] local food(s) per month.~~

E. ~~( ) School nutrition services shall offer students school garden activities, such as planning, planting, harvesting, preparing, serving, and tasting garden-produced foods.~~

F. ~~( ) The District shall offer students the ability to participate culinary activities, such as cooking clubs and the Wisconsin Student Chef Competition.~~

G. ~~( ) Other: _____~~

Physical Activity

[DRAFTING NOTE: At a minimum, all schools/Districts must include at least one goal related to physical activity. Additionally, schools/districts are encouraged to include goals related to physical education.]

A. Children and adolescents should participate in sixty (60) minutes of physical activity every day. The District shall provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and State standards for physical education. The District shall also provide opportunities for students to participate in physical activity in addition to physical education.

B. The District shall provide students with age and grade-appropriate opportunities to engage in physical activity.

C. ~~( ) The District shall utilize the Wisconsin Department of Public Instruction's Active Schools: Core 4+ resources.~~

D. ~~( ) The District shall develop a comprehensive, school-based physical activity program (CSPAP), that includes the following components: physical education, recess; classroom-based physical activity; walk to school, and out-of-school time activities.~~

E. Physical activity during the school day shall not be withheld as punishment. Participation on sports teams may be exempt from this rule if related to failure to meet WIAA or other school codes, e.g. academic or attendance requirements.

F. ~~( ) Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.~~

G. ~~( ) Schools shall encourage families to provide physical activity outside the regular school day, such as outdoor play at home, participation in sports sponsored by community agencies or organizations, and in lifelong physical activities like bowling, swimming, or tennis.~~

H. All students in grades K-5 shall be provided with a daily recess period at least twenty (20) minutes in duration. Recess shall not be used as a reward or punishment. **[DRAFTING NOTE: NASPE's recommendation is that all elementary school students should be provided with at least one daily period of recess for a minimum of twenty (20) minutes.]**

I. Outdoor recess shall be offered weather permitting.

J. ~~( ) Recess monitors/teachers shall encourage students to be active during recess.~~

K. Teachers shall incorporate movement and kinesthetic learning approaches into "core" subject instruction when possible.

L. ~~( ) Teachers shall offer short (three (3) - five (5) minute) activity breaks throughout the school day.~~

M. ~~( ) Schools shall provide physical activity opportunities for all students before and after school. Activities include physical activity classes/clubs, physical activity in aftercare, intramurals, and varsity sports.~~

N. ( ) District facilities shall be made available to students and community members [INSERT ADDITIONAL INFORMATION, for example times/dates of open gym.

O. ( ) Opportunities to participate in physical activity shall be promoted throughout the school via _____ [SPECIFY MEDIA, e.g., school announcements, newsletters, flyers].

P. 1. ( ) The District shall support active transport to and from school by engaging in the following activities (check those that apply below):

1. ( ) Promotional activities such as participation in International Walk to School Week, National Walk, and Bike to School Week.
-

2. ( ) Secure storage facilities for bicycles (e.g., bike racks, shed, fenced area).

3. ( ) Instruction on walking/bicycling safety provided to students.

4. ( ) Promotion of safe routes program to students, staff, and parents via newsletters, websites, local newspaper.

5. ( ) Crossing guards are used.
-

6. ( ) Crosswalks exist on streets leading to schools.

7. ( ) Walking school buses are used.

8. ( ) Creation and distribution of maps of school environment (e.g., sidewalks, crosswalks, roads, pathways, bike racks, etc.).

2. ( ) The school shall provide information to families to encourage and assist them in their efforts to incorporate physical activity into their children's daily lives.
-

3. ~~( ) The school shall encourage families and community organizations to help develop and institute programs that support physical activity of all sorts.~~

S. In addition to planned physical education, the school shall provide age-appropriate physical activities (e.g., recess during the school day, intramurals and clubs before and after school, and interscholastic sports) that meet the needs of all students . ; ~~including males, females, student with disabilities, and students with special health care needs.~~ **[DRAFTING NOTE: This is a NASPE recommendation in their position statement on Comprehensive School Physical Activity Programs (2008).]**

~~T.( ) All students in grades ___ - ___ [INSERT GRADE LEVELS] shall have the opportunity to participate in extra-curricular activities and intramural programs that emphasize physical activity.~~

All students in grades 6 -12 shall have the opportunity to participate in interscholastic sports programs.

Physical Education

A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the physical education academic content standards and benchmarks adopted by the State.

1. **(X)** The sequential, comprehensive physical education curriculum shall provide students with opportunities to learn, practice, and be assessed on developmentally appropriate knowledge, attitudes, and skills necessary to engage in lifelong, health-enhancing physical activity.

2. ~~( ) Planned instruction in physical education shall be sufficient for students to achieve a proficient level with regard to the standards and benchmarks adopted by the State.~~

1. ~~() All District elementary students in each grade shall receive at least _____ [INSERT NUMBER] minutes of physical education per week throughout the school year.~~

2. **(X)** All District elementary students in each grade shall have physical education a minimum of three (3) times per week.

3. ~~( ) All District middle school students in each grade shall receive at least 85 [INSERT NUMBER] minutes of physical education per week throughout the school year.~~

4. ~~( ) All District middle school students are required to take the equivalent of one (1) academic year of physical education.~~

All-District high school students are required to receive at least 1.5 credits of physical education prior to graduation unless the District allows for the substitution of 0.5 credit per Policy 5460 - Graduation Requirements.

1. **(X)** Waivers, exemptions, or substitutions for physical education classes are not granted. **[DRAFTING NOTE: Choice of this option must be consistent with Policy 5460 - Graduation Requirements.]**

2. ~~( ) Students shall be moderately to vigorously active for at least fifty percent (50%) of class time during all physical education class sessions.~~

3. ~~( ) Planned instruction in physical education shall promote participation in physical activity outside the regular school day.~~

4. ~~( ) All students in grades K-12, including those with disabilities, special health care needs and in alternative educational settings (to the extent consistent with the students' IEPs), shall receive daily physical education for the entire school year, for at least 150 minutes per week for K- ___ [INSERT GRADE LEVEL] students and at least 225 minutes per week for students in grades ___ [INSERT GRADE LEVEL] -12.~~

   [NOTE: The National Association for Sport and Physical Education (NASPE) defines a quality physical education program in the terms and minutes specified above.]

5. **(X)** The physical education curriculum shall provide sequential instruction related to the knowledge, attitudes, and skills necessary to participate in lifelong, health-enhancing physical activity.

6. **(X)** Physical education classes shall provide students with opportunities to learn, practice, and be assessed on developmentally appropriate knowledge and attitudes necessary to engage in lifelong, health-enhancing physical activity.

7. **(X)** The sequential, comprehensive physical education curriculum shall stress the importance of remaining physically active for life.

8. **(X)** The K-12 program shall include instruction in physical education as well as opportunities to participate in competitive and non-competitive team sports to encourage lifelong physical activity.

9. **(X)** Planned instruction in physical education shall require students to be engaged in moderate to vigorous physical activity for at least fifty percent (50%) of scheduled class time.

10. **(X)** All physical education classes are taught by licensed teachers who are certified to teach physical education.

11. **(X)** Physical education staff shall receive professional development on a yearly basis.

12. ~~( ) All physical education classes shall have a student/teacher ratio comparable to the student/teacher ratio in other curricular areas .~~

    [NOTE: NASPE includes this option in the definition of a quality physical education program.]

13. In health education classes, the District shall include topics of physical activity, including: the physical, psychological, or social benefits of physical activity; how physical activity can contribute to a healthy weight; how physical activity can contribute to the academic learning process; how an inactive lifestyle contributes to chronic disease; and decreasing sedentary activities.

14. **(X)** Planned instruction in physical education shall teach cooperation, fair play, and responsible participation.

15. **(X)** Planned instruction in physical education shall meet the needs of all students, including those who are not athletically gifted.

16. **(X)** Planned instruction in physical education shall be presented in an environment free of embarrassment, humiliation, shaming, taunting, bullying, or harassment of any kind.

17. **(X)** Planned instruction in physical education shall include cooperative as well as competitive games.

18. **(X)** Planned instruction in physical education shall take into account gender and cultural differences.

~~**Other Activities That Promote School Wellness**~~

A. ~~As appropriate, schools shall support students, staff, and parents' efforts to maintain a healthy lifestyle.~~

B. ~~The District supports the implementation of other programs that help create a school environment that conveys consistent wellness messages in an effort to promote student well-being.~~

C. ~~Students shall be allowed to bring and carry throughout the day approved water bottles filled with only water.~~

Community Engagement

A. The District shall inform and invite parents to participate in school-sponsored activities throughout the year.

B. The District shall actively inform families and the public about the content of and any updates to the policy through the website and social media.

C. ~~( ) The District shall provide information on how the public can participate in the school wellness committee on an annual basis.~~

Additional Strategies for Consideration:

1. **(X)** The schools shall provide at least fifteen (15) ~~[INSERT NUMBER]~~ minutes daily for students to eat.

2. **(X)** The schools shall schedule mealtimes so there is minimum disruption by bus schedules, recess, and other special programs or events.

3. **(X)** The school shall provide attractive, clean environments in which the students eat.

4. ~~( )Students at _____ [INSERT NAME(S) OF BUILDING(S)] are permitted to have bottled water in the classroom.~~

5. **(X)** Activities, such as tutoring or club meetings, shall not be scheduled during mealtimes, unless students may eat during those meetings.

6. ~~() Schools ( ) may ( ) shall [END OF INTERAL OPTION] limit the number of celebrations involving serving food during the school day to no more than _____ (_____) [INSERT NUMBER] party(ies) per class per month.~~

7. ~~( )The schools ( ) shall ( ) [END OF INTERNAL OPTION] may use environmentally friendly practices, such as the use of locally grown foods and non-disposable tableware and dishes.~~

8. ~~( ) Schools in our system utilize electronic identification and payment systems, therefore, eliminating any stigma or identification of students eligible to receive free and/or reduced meals.~~

9. ~~( ) Students are discouraged from sharing their foods or beverages with one another during meal times, given concerns about allergies and other restrictions on some students' diets.~~

Monitoring and Evaluation - Triennial Assessment

[DRAFTING NOTE: At a minimum, schools/districts must conduct an assessment of the wellness policy every three (3) years, report to the public the finding of the evaluation, and update the policy as appropriate. Language related to how the wellness policy, including any updates, will be made available to the public on an annual basis, must be included in your policy.]

[It is recommended that the first option be included or check the second option if the Wellness Committee will complete the evaluation and report to the Board. Check any others as they apply.]

A. The District will evaluate compliance with the Wellness Policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy, progress towards meeting policy goals, and how the policy compares to a model policy, as established by the USDA. The District will use the Wisconsin Local Wellness Policy Triennial Assessment Report Card to fulfill the

triennial assessment requirement. The results of the triennial assessment will be made available to the public.

B. **(X)** The Wellness Committee shall evaluate compliance with the Wellness Policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy and how the policy compares to a model policy, as established by the U.S. Department of Agriculture. The District will use the Wisconsin Local Wellness Policy Triennial Assessment Report Card to fulfill the triennial assessment requirement. The results of the triennial assessment will be made available to the Board and public.

C. The District wellness policy will be updated as needed based on evaluation results, District changes, emersion of new health science information/technology, and/or new Federal or State guidance are issued.

Update/Inform the Public

The District will actively inform and update the public about the content of and any updates to the policy through the District website and Board meetings.

The Superintendent shall be responsible for informing the public, including parents, students, and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall

~~( ) distribute information at the beginning of the school year to families of school children,~~

~~( ) include information in the student handbook,~~

~~and~~ post the wellness policy on the District's website, including the assessment of the implementation of the policy prepared by the District.

Record Retention

The Superintendent shall require that the District retains documentation pertaining to the development, review, evaluation, and update of the policy, including:

A. copy of the current policy , and ~~;~~

B. documentation pertaining to the most recent assessment of the implementation of wellness initiatives identified in the policy.

C. 1. ~~( ) documentation of efforts to publicize the policy;~~

2. ~~( ) documentation of efforts to review and update the policy, including identification of the participating and invited collaborators.~~

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: https://www.usda.gov/sites/default/files/documents/ad-3027.pdf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail:
   U.S. Department of Agriculture
   Office of the Assistant Secretary for Civil Rights
   1400 Independence Avenue, SW
   Washington, D.C. 20250-9410; or

2. Fax:
   (833) 256-1665 or (202) 690-7442; or

3. E-mail:
   program.intake@usda.gov.

This institution is an equal opportunity provider.

Revised 5/24/17
Revised 7/25/18
Revised 1/31/22
T.C. 3/23/23

Revised 6/9/23
Revised 4/16/25

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Legal
42 U.S.C. 1751 et seq.
42 U.S.C. 1771 et seq.

D.C. Everest Area School District

6100 Alderson Street
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

To: Dr. Jeff Lindell, Assistant Superintendent for Learning
From: Mike Raether
Date: November 10, 2026

Course Proposal for 2027-2028

D.C. Everest Senior High School administration has submitted a proposal to add *Advanced Placement English Language Arts Seminar* to the 2027–2028 course catalog. This course will provide sophomore students with an additional opportunity to pursue a rigorous, cross-disciplinary English language arts experience that extends beyond the expectations of English 10 and English 10 Honors.
English 10 and English 10 Honors will continue to be offered as they have historically. The full course proposal is attached for review.

The D.C. Everest Area School District does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, marital status, parental status, sexual orientation, sex, (including pregnancy, gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability or any basis protected by state or federal laws. The following staff are designated to receive inquiries regarding the non-discrimination policies: Gina Lehman, Director of Student Services, gilehman@dce.k12.wi.us, or Sarah Trimner, Director of Talent and Culture, strimner@dce.k12.wi.us, both are located at 6100 Alderson Street, Weston, WI 54476 and (715) 359-4221.

Date Received _____

DC EVEREST Senior HIGH

Course Proposal Submission Form

Please complete the following information to propose a new senior high course and submit to the building principal:

Department:	English
New Course Title:	AP ELA Seminar
Specific License Required:	English Language Arts 5038 or legacy code 301

Advanced Placement Course:	☑ Yes ☐ No	**Dual Enrollment Course:**	☐ Yes ☑ No	If yes, affiliated university/college:

Is this replacing an existing course:	☐ Yes ☑ No	

Course Description: This description will be used in the course book and in Infinite Campus. Include prerequisites in the course description.

AP Seminar is a foundational course that engages students in cross-curricular conversations that explore the complexities of academic and real-world topics and issues by analyzing divergent perspectives. Using an inquiry framework, students practice reading and analyzing articles, research studies, and foundational, literary, and philosophical texts; listening to and viewing speeches, broadcasts, and personal accounts; and experiencing artistic works and performances. Students learn to synthesize information from multiple sources, develop their own perspectives in written essays, and design and deliver oral and visual presentations, both individually and as part of a team. Ultimately, the course aims to equip students with the power to analyze and evaluate information with accuracy and precision in order to craft and communicate evidence-based arguments.

Complete the following information in full:

Grade Level(s):	10	**Max Capacity:**	20-24	**Credits Worth:**	1
Include specific grade levels that can take the course.		*How many students can take the course in each section?*		*How many credits is this course worth?*	

Course Length:	☐ Semester ☑ Full Year	*If semester, what semester is preferred:*		
		☐ Semester 1	☐ Semester 2	☐ Either

Additional Information to include: How does this course align with department, building and board goals? What standards would it cover? Potential FTE requirements, projected enrollment?

This course meets and exceeds all ELA 10th grade standards for reading, writing, speaking/listening, and language.

Teacher Submitting Request:	Len Fike

DCE Administration
and School Board,

Thank you for the
beautiful dish garden
that was sent for our
Mom's funeral.
That was very thought ful.
As a family of DCE
alumni - 1975, 1976, 1978 and
1979 that put a smile
on everyone.

family of Betty Zastrow