

**Shared Key
Interests**

1. Advance student learning, achievement, and success by keeping it at the heart and as the filter for our decision making.

2. Utilize research-based curricula that reflects 21st Century themes and applications and are responsive to the needs and potential of all students, preparing them for a global society.

3. Provide real-life, diverse learning opportunities with practical applications in the classroom and beyond.

4. Inform and engage the community in shaping educational strategy and formulating responses to change.

5. Attract, retain, and develop a high quality, diverse, creative, and innovative workforce of leaders.

6. Provide safe, secure, flexible, inviting, and well-maintained environments that nurture student well-being and enhance teaching and learning.

7. Identify, integrate, and expand technology to foster adaptability and maximize learning for all.

8. Foster mutually beneficial partnerships and collaborations that expand learning opportunities and resources.

Wausau School District

Board of Education Meeting Agenda

In Compliance with the Wisconsin Open Meeting Law

Public Notice s.19.84 (3)
Exemptions s.19.85

Patrick McKee, President
Karen Vandenberg, Clerk

A **Education/Operations Committee Meeting** of the BOARD OF EDUCATION will be held in the **John Muir Middle School Auditorium, 1400 West Stewart Ave., Wausau , WI 54401** at **6:00 PM or immediately following the previous meeting on Monday, November 22, 2021.**

I. Call to Order	
II. Approve the Minutes	2
III. Public and Student Comment	
IV. Presentation of Financial Projection Model Assumptions (15 minutes)	4
V. New Course Requests for the 2022-23 School Year (Action Requested)	7
VI. Student Fee Requests for the 2022-23 School Year (Action Requested)	11
VII. 4K Program Agreement (Action Requested)	15
VIII. School Safety Drill Update (Action Requested)	23
IX. Policy 0144.2 Board Member Ethics	43
X. Adjourn	

NOTICE POSTED: Friday, November 19, 2021, at 2:15 pm

By: _____

NOTICE SENT TO:

WSAU WSAW-TV WAOW-TV WJFW-TV CITY PAGES WAUSAU PILOT & REVIEW SCHOOLS
WAUSAU DAILY HERALD WAAM CITY HALL COURTHOUSE PUBLIC LIBRARY

Minutes of REGULAR MEETING

The Board of Education Wausau School District

DRAFT

A Education/Operations Committee Meeting of the Board of Education of the Wausau School District was held Monday, October 25, 2021, beginning at 5:30 PM in the Nicholson Board Room, 415 Seymour Street, Wausau, Wisconsin 54403.

Present: James Bouché; Ka Lo; Pat McKee; Cody Nikolai; Jane Rusch; Lance Trollop; and Lee Webster.

Absent: Jon Creisher; and Karen Vandenberg.

I. Call to Order

The meeting was called to order at 6:00 pm

II. Approve the Minutes

Cody Nikolai moved to approve the minutes of September 27, 2021, seconded by Karen Vandenberg. The motion carried.

III. Public and Student Comment

Mark Holdhusen made brief comments.

IV. 2021-22 Student Demographic Report

Jon Euting presented the 2021-22 Student Demographic Report.

V. Milwaukee Public School Resolution (**Possible Action**)

Jim Bouché moved to recommend to the full Board to support the MPS Resolution, seconded by Ms. Rusch. The motion carried 7-0.

VI. Legal Expense Summary for 1st Quarter of 2021-22

This item was moved down in the agenda to agenda item #8.

Chief Finance and Business Services Officer, Bob Tess is presenting a summary report presenting all legal counsel expenses incurred during the first quarter of 2021-2022. The report is broken down by law firm and by type of legal advice sought.

VII. Review Community Survey Data with Donovan Group

This item was moved up in the agenda to agenda item #6.

Joe Donovan, of the Donovan Group reviewed the results of the recent Community Survey and answered Committee members questions.

VIII. Community Engagement Presentation

This item was moved up in the agenda to agenda item #7.

Diana White provided a brief community engagement presentation.

IX. Adjourn

Cody Nikolai moved to adjourn, seconded by Karen Vandenberg. The motion carried at 7:00 pm.

Respectfully Submitted,

KV:cp

Karen Vandenberg,
Board Clerk



MEMO

TO: Education/Operations Committee of the Whole
 FROM: Bob Tess, Chief Finance and Business Services Officer
 DATE: November 22, 2021
 RE: Financial projection model assumptions

Shared in this document are many of the key variables that contribute to the 5Cast multi-year projection model. This is done in an effort to create a baseline using information representative of the current state, to which adjustments are subsequently made. The 5Cast model primarily uses budget amounts from the 2021-22 WSD budget with percentages cast forward and adjustments made to create this baseline model. The supporting documents summarize these assumptions.

FY2020-21 5Cast Revenue and Expenditure Assumptions

EXPENDITURE ASSUMPTIONS

Salary Assumptions

Projected % Salary Increases		FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	Teachers	2.30%	2.75%	3.00%	3.00%	3.00%
<input checked="" type="checkbox"/>	Teachers - Non-Salary Sched. (e.g. Appx. B)	2.30%	2.75%	3.00%	3.00%	3.00%
<input checked="" type="checkbox"/>	Administrators	2.30%	2.75%	3.00%	3.00%	3.00%
<input checked="" type="checkbox"/>	Clerical	2.30%	2.75%	3.00%	3.00%	3.00%
<input checked="" type="checkbox"/>	Custodial	2.30%	2.75%	3.00%	3.00%	3.00%
<input checked="" type="checkbox"/>	Municipal	2.30%	2.75%	3.00%	3.00%	3.00%
<input checked="" type="checkbox"/>	Food Service	2.30%	2.75%	3.00%	3.00%	3.00%

Teachers:		FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	Retirement FTE's per Year	20.0	20.0	20.0	20.0	20.0
<input checked="" type="checkbox"/>	Retiree Salary or Salary Schedule Placement Step 125	\$73,000	\$74,740	\$76,497	\$78,272	\$80,065
<input checked="" type="checkbox"/>	Attrition FTE's per Year	40.0	40.0	40.0	40.0	40.0
<input checked="" type="checkbox"/>	Attrition Salary or Salary Schedule Placement Step 106	\$50,000	\$50,500	\$51,005	\$51,515	\$52,030
<input checked="" type="checkbox"/>	New Hire Salary or Salary Schedule Placement Step 106.5	\$50,700	\$51,207	\$51,719	\$52,236	\$52,759

Benefit Assumptions

Percent of Payroll Benefits		FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	FICA/Medicare	7.65%	7.65%	7.65%	7.65%	7.65%	7.65%
<input checked="" type="checkbox"/>	WRS - Board	6.50%	6.50%	6.50%	6.50%	6.50%	6.50%
<input checked="" type="checkbox"/>	Life Ins. Obj 230	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%
<input checked="" type="checkbox"/>	Disability Ins. Obj 251	0.25%	0.25%	0.25%	0.25%	0.25%	0.25%

		FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	Health Ins. - Percent Increase	0.00%	4.00%	6.00%	6.00%	6.00%
<input checked="" type="checkbox"/>	Dental Ins. - Percent Increase	0.00%	0.00%	1.00%	1.00%	1.00%

Non-Salary & Benefit Expenditure Assumptions

<input checked="" type="checkbox"/>	General Fund 10 Assumptions (% change)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
	300 Purchased Services	0.00%	0.00%	0.00%	0.00%	0.00%
	400 Non-Capital Objects	0.00%	0.00%	0.00%	0.00%	0.00%
	500 Capital Objects	0.00%	0.00%	0.00%	0.00%	0.00%
	600 Debt Service	0.00%	0.00%	0.00%	0.00%	0.00%
	900 Other Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%

<input checked="" type="checkbox"/>	Utilities Assumptions (Function 2530) (% change)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
	331 Gas for Heat	0.00%	2.00%	2.00%	2.00%	2.00%
	336 Electricity Other Than Heat	0.00%	2.00%	2.00%	2.00%	2.00%
	337 Water	0.00%	2.00%	2.00%	2.00%	2.00%
	338 Sewerage	0.00%	2.00%	2.00%	2.00%	2.00%
	339 Other Utilities	0.00%	2.00%	2.00%	2.00%	2.00%

<input checked="" type="checkbox"/>	Transportation Assumptions (Function 2560) (% change)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
	341 Contracted Pupil Transportation	2.50%	2.50%	2.50%	5.00%	5.00%
	348 Vehicle Fuel	0.00%	2.00%	2.00%	2.00%	2.00%

<input checked="" type="checkbox"/>	District Insurance (% change)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
	711 District Liability	3.00%	3.00%	3.00%	3.00%	3.00%
	712 District Property	3.00%	3.00%	3.00%	3.00%	3.00%
	713 Workers Compensation	3.00%	3.00%	3.00%	3.00%	3.00%
	730 Unemployment Compensation	0.00%	0.00%	0.00%	0.00%	0.00%
	790 Insurance & Judgements					

<input checked="" type="checkbox"/>	Fund 27 Assumptions (% change)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
	300 Purchased Services	0.00%	0.00%	0.00%	0.00%	0.00%
	400 Non-Capital Objects	0.00%	0.00%	0.00%	0.00%	0.00%
	500 Capital Objects	0.00%	0.00%	0.00%	0.00%	0.00%
	600 Debt Service	0.00%	0.00%	0.00%	0.00%	0.00%
	900 Other Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%

<input checked="" type="checkbox"/>	Fund 50 Assumptions (% change)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
	300 Purchased Services	0.00%	0.00%	0.00%	0.00%	0.00%
	400 Non-Capital Objects	2.00%	2.00%	2.00%	2.00%	2.00%
	500 Capital Objects	0.00%	0.00%	0.00%	0.00%	0.00%
	600 Debt Service	0.00%	0.00%	0.00%	0.00%	0.00%
	900 Other Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%

<input checked="" type="checkbox"/>	Fund 80 Assumptions (% change)	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
	300 Purchased Services	0.00%	0.00%	0.00%	0.00%	0.00%
	400 Non-Capital Objects	0.00%	0.00%	0.00%	0.00%	0.00%
	500 Capital Objects	0.00%	0.00%	0.00%	0.00%	0.00%
	600 Debt Service	0.00%	0.00%	0.00%	0.00%	0.00%
	900 Other Expenditures	0.00%	0.00%	0.00%	0.00%	0.00%

Manual Adjustments - Ongoing

Fund Object	Function	Description	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
10		Open Enrollment Tuition (net expense increase)	2.00%	2.00%	2.00%	2.00%	2.00%
10		Wisc Parental Choice Program Vouchers	20%	20%	20%	20%	20%

REVENUE ASSUMPTIONS

Equalized Value/General State Aid/Revenue Limit

		FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	Oct 15 Equalized Valuation (% change)	-1.14%	2.00%	2.00%	2.00%	2.00%
<input checked="" type="checkbox"/>	Per Pupil Revenue Limit Increase	\$0	\$200.00	\$200.00	\$200.00	\$200.00
<input checked="" type="checkbox"/>	Per Pupil Categorical Aid Amount Increase	\$0	\$0	\$0	\$0	\$0

Other Revenue Assumptions

		FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	Investment Income (% change)	-10.00%	0.00%	0.00%	0.00%	0.00%

Revenue Limit Exemptions

		FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	Energy Efficiency, Debt Service (\$ amount)	\$2,102,620	\$2,104,070	\$2,098,765	\$1,113,613	\$1,114,344
<input checked="" type="checkbox"/>	Energy Efficiency, Utility Savings (\$ amount)	-\$81,865	-\$85,140	-\$88,545	-\$31,322	-\$32,574

Levy Assumptions

		FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
<input checked="" type="checkbox"/>	Fund 80 Levy (\$ amount)	\$627,200	\$627,200	\$627,200	\$627,200	\$627,200

SPED Aid Reimbursement Percent

	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27
SPED Aidable Cost Reimbursement % (DPI Req)	28.20%	30.00%	30.00%	30.00%	30.00%	30.00%



2021-2022 Fab Lab 1 & Fab Lab 2 Exploratory Course Technology Education Department

7



What is a Fab Lab?

Classroom that allows students to design and make things using digital fabrication equipment.

- Laser Engraver
- 3D Printers
- CNC Router
- Vinyl Cutter
- 3D Design Software
- General Supplies



8



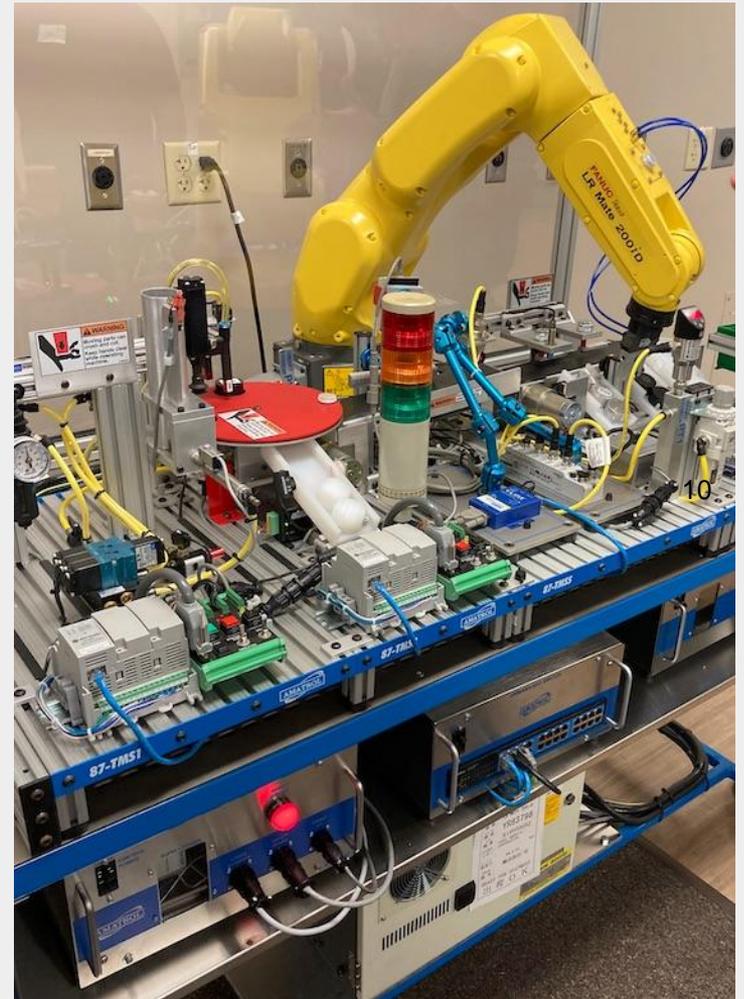
Fab Lab 1 & Fab Lab 2

- Existing course - Project Lead the Way - Introduction to Engineering Design
 - Year long
 - College Credit offered
 - 1st level of the high school PLTW engineering curriculum offered by WSD
 - Emphasis on solid modeling, design process, reverse engineering, sketching
- Proposed course will retain much of the content, PLTW branding and opportunities, but...
 - Offered as two semester courses to provide greater flexibility for students schedules
 - Modify existing curriculum to include more opportunities for hands-on, project-based learning
 - Incorporate activities in graphic design, automation, manufacturing as a cross-curricular experience
 - Incorporate an introduction to Industry 4.0 fundamentals

Future of Tech Ed



- Automation
- Mechatronics
- Robotics
- Smart Machines
- Machine Learning



2022-2023 High School Student Fees (Policy 6152)

Department	East	West
ACTIVITY CODE FEE	\$25.00/activity	\$25.00/activity
AGRISCIENCE		
Intro to Agriscience	\$5.00/semester	\$5.00/semester
Conservation	\$5.00/semester	\$5.00/semester
Vet Science	\$5.00/semester	\$5.00/semester
Horticulture	\$5.00/semester	\$5.00/semester
Advanced Conservation	\$5.00/semester	\$5.00/semester
ART		
Art Foundations	\$11.00/semester	\$11.00/semester
Art Classes	\$11.00/semester	\$11.00/semester
Art Fellows/Studio Art	\$11.00/semester	\$15.00/semester
Ceramics I, II, III	\$15.00/semester	\$15.00/semester
IB Art	\$11.00/semester	N/A
AP/Art Studio	N/A	\$15.00/semester
ATHLETIC USER FEE	\$50.00/sport	\$50.00/sport
INTRAMURAL FEE	\$5.00/sport - \$10.00/year	\$5.00/sport - \$10.00/year
BUSINESS EDUCATION		
Accounting I, II		
Accounting III, IV		
Recordkeeping I, II		
COMPUTER SCIENCE		
Physical Computing	N/A	\$40.00/year
Computer Science Topics	N/A	NTC Textbook
Web Design	N/A	NTC Textbook
ENGLISH		
English 9 - Handbook for Writers	\$15.00	N/A
English 9 - Consumable Materials	N/A	\$15.00
English 9 - ACT Workbook	\$8.25	N/A
Composition		\$2.00
Creative Writing		\$2.00
Multi-Cultural Lit	\$2.00	\$2.00
E9 Accelerated	\$2.00	N/A
World Lit	\$2.00	N/A
Contemporary American Lit	\$2.00	N/A
English 10 American Studies & Comp		\$5.00
FAMILY & CONSUMER SCIENCE		
Foods I, II, III	\$25.00/course	\$25.00/course
Foods Core	N/A	\$25.00
Food Science	\$25.00	\$25.00
Fashion & Interior Design	\$10.00	N/A
Child Development	\$10.00	\$10.00
Family Relations	\$6.00	\$6.00
Early Childhood Services	\$10.00	\$10.00
Money Matters	\$5.00	\$5.00
Aspiring Educators & Internship	\$10.00	\$10.00
Medical Terminology	\$80.00/cost of textbook (depending on vendor cost)	\$79.00/cost of book
Medical Terminology	\$3.00/lab fee	\$5.00/lab fee

GLOBAL LANGUAGES		
Spanish I & II		
Spanish III & IV	\$3.00/workbook	
Spanish IB I	\$20.00/workbook	N/A
Spanish IB II	\$20.00/workbook (unless student purchased workbook as a junior, then no fee)	N/A
Spanish AP	N/A	
French I, II, III, IV		
French Pre-IB, IB I, IB		N/A
II French AP		
German I, II, III, IV		
German Pre-IB, IB I, IB II		N/A
German AP	N/A	
MUSIC		
School Instrument Rental	\$30.00/year	\$30.00/year
Band	\$35.00/year	\$35.00/year
Orchestra	\$10.00/year	\$10.00/year
MATH		
Pre-Algebra	N/A	\$3.00/course
Algebra I, 1a, 1b, II, 2 IB	\$3.00/course	\$3.00/course
Intermediate Algebra	\$3.00/course	N/A
Algebra III	N/A	\$3.00/course
Geometry (Regular & Extended)	\$3.00/course	\$3.00/course
PSYCHOLOGY		
Psychology		
AP Psychology	N/A	
PHYSICAL EDUCATION		
Ice Skating	\$5.00	N/A
Fitness Class at FIRE	\$5.00	N/A
YMCA Class (spinning, etc.)	\$2.00	N/A
Croi Croga (yoga)	\$2.00	N/A
Bowling/Golf	N/A	\$45.00/course
Young Adult Medicine	\$5.00	\$5.00
Health	\$3.00	\$3.00
P.E. Lock		\$6.00/lock (if desired)
SCIENCE		
All Science Courses Lab Fee	\$6.00/course	\$5.00/semester
Semester Classes	\$3.00/semester	See Agriculture
Medical Terminology	\$80.00/cost of textbook (depending on vendor cost)	\$79.00/cost of textbook
Medical Terminology Lab Fee	\$3.00/lab fee	\$5.00/lab fee
TECHNOLOGY & ENGINEERING EDUCATION		
Auto Awareness		
Broadcast Studio		
Buildings Trades I		
Building Trades II		
Intro to CAD		
PLTW-Intro to Engineering Design (IED)		
PLTW-Principles of Engineering (POE)		
Graphic Communications I		
Graphic Communications II		
Graphic Communications III		

Occupational Mechanics I		
Occupations Mechanics II		
Advanced Manufacturing		
Metals Materials & Processes		
Woods I		
Woods II		
Intro to Power Mechanics		
Metals II		
PLTW-Engineering Design & Development (EDD)		
Intro to Welding		
PLTW-Civil Engineering & Architecture (CEA)		
PLTW-Computer Integrated Manufacturing (CIM)		
Exploring Technology, Transportation, and Trades		
STUDENT PARKING	\$20.00/semester	\$20.00/semester

ENRICH EXCEL ACHIEVE ACADEMY (EEA)

Student Parking - \$20/semester

WAUSAU AREA VIRTUAL EDUCATION (WAVE)

K-5 Social Outings - \$1-\$15 depending on the event and supplies needed

2022-2023 Middle School Student Fees (Policy 6152)

DEPARTMENT	HORACE MANN	JOHN MUIR
SCHOOL ACTIVITY FEE	\$20.00/year	\$20.00/year
The school activity fee is used to fund the following items: Physical Education Towels, Student Council, Activity Account, District Activities		
ACTIVITY USER FEE		
Outdoor Club	N/A	\$10.00/year
Intramural Sports	\$10.00/activity	\$10.00/activity
WIAA Athletic User Fee	\$30.00/sport	\$30.00/sport
MUSIC		
School Instrument Rental Fee	\$30.00/year	\$30.00/year
G2M Out of School Learning		
Enrichment Programs	\$10.00/student or \$25.00/family	\$10.00/student or \$25.00/family

2022-2023 Elementary Student Fees		
MUSIC		
Recorder - Grade 3	\$10.00	
G2M Out of School Learning		
Enrichment Programs	\$10.00/student or \$25.00/family	
2022-2023 4K & Early Childhood Student Fees		
Snack & Activity Fee	\$40.00/year	

WAUSAU SCHOOL DISTRICT
Four-Year-Old-Kindergarten
Program Agreement - Type III – 2022-2023

This agreement is between _____,
a preschool/childcare provider (hereinafter “Provider”) and the Wausau School District
(hereinafter “WSD”), (collectively hereinafter “Parties”). It is agreed as follows:

I. OPERATIONS

- A. Provider shall be the sole employer, and provide the teacher, teacher’s assistant and Site for the delivery of a Four Year Old Kindergarten Program under this Agreement (hereinafter “4K Services”). 4K Services shall be provided in accordance with the requirements of this agreement that provides funding for such services. WSD retains the authority to make final placement decisions based on availability, location and program evaluation.
- B. The 4K Services shall include minimum student contact time of 437 hours per full school year. Each session of 4K shall be comprised of continuous, uninterrupted 4K programming with specific hours of operation agreed to by the parties. It is understood by the parties that the WSD has no involvement of any kind with any other services and/or care provided by the Provider
- C. The Provider, in collaboration with the District, will provide an outreach program (e.g., home visits, training, team planning, parent outreach, etc.) that is available for 87.5 hours per year. Written documentation regarding the 87.5 hours of the outreach program shall be maintained and made available for auditing purposes. Each Provider will sponsor at least a one hour event, per year, for invitation to all 4K students at all District 4K sites.
- D. Students utilizing the childcare services of the Provider will have priority over students not requiring childcare services.
- E. 4K Services shall begin on the first scheduled day of the WSD school year and terminate on the last day of WSD’s scheduled school year. The scheduling of 4K Services will follow the 4K WSD’s inclement weather schedule.
- F. Daily attendance records shall be maintained by the Provider in accordance with state requirements and as requested by WSD. Attendance records must be sent to the WSD on a weekly basis. The WSD 4K Coordinator shall be advised by Provider of current enrollments, student address changes and all other student reports requested by the District within 10 school days of the event causing any change or the request, whichever

occurs first. Provider shall attend bi-monthly director's meetings, scheduled by the WSD, and be responsible for communications with District 4K Staff.

II. LOCATION/FACILITIES

- A. The facilities at which the services are to be provided pursuant to the Agreement are located at _____, (hereinafter "Site").
- B. The Provider will be solely responsible for maintaining an appropriate environment for four-year-olds including, but not limited to:
- (i) Indoor play space and equipment appropriate for early childhood; and
 - (ii) Space which complies with all applicable legal requirements, including but not limited to the requirements of the First Amendment to the United States Constitution regarding public educational facilities for young children; and
 - (iii) Daily access to outdoor play space and equipment appropriate for early childhood; and
 - (iv) Space for support services and parents; and
 - (v) Handicap accessibility in accordance with any applicable laws and regulations.
- C. Custodial services will be provided daily by the Provider.

III. STAFF

- A. The 4K Principal & Early Childhood Coordinator is **KARA RAKOWSKI**.
- B. The Director of Teaching, Learning & Leadership Integration for the WSD is: **JULIE SCHELL**.
- C. The Site Coordinator's name is _____. The provider will give notification of any changes in the Site Coordinator designation at the time of such change.
- D. Participation of non-WSD students in the 4K program may occur, without reimbursement, provided that permission is obtained from the WSD. In any event, there shall be a student/adult ratio of no more than 10 to 1. Enrollment priority will be given to WSD students. Purchase of curriculum materials for non-WSD 4K students will be the responsibility of the Provider.
- E. Provider will designate a member(s) for a Response to Intervention (RtI) Team, to meet with WSD Pupil Services staff, at the District's request.

- F. At least ½ of all students in each classroom will meet the 4K age requirements. If any classroom has non-4K age students, the Provider will meet with the 4K Principal and Early Childhood Coordinator and submit a detailed plan regarding differentiated instruction in a multi-age classroom that among other components, provides for appropriate teacher training.
- F. Participation in joint training and professional development will occur for all staff providing services pursuant to this Agreement. All 4K teachers will attend the WSD designated Professional Growth & Development training. A calendar will be provided by August 15 of each year.
- G. Teacher Assistants, if employed by the Provider, will have a high school diploma and/or Early Childhood I Certification (or the equivalent).
- H. Provider shall provide a DPI certified teacher for the Program, with license Early Childhood birth – age 8 or Early Childhood to Middle Childhood birth to age 11.
- I. Provider shall conduct a background check on all candidates prior to employment and shall employ only those individuals for 4-K Program Services who pass said background check.
- J. Provider shall provide Sexual Harassment Training and Seclusion and Restraint training, for all teachers and teacher assistants.
- K. Provider shall ensure that CPR and First Aid trained staff are available during the time that 4K Services are delivered

IV. ACTIVITIES/CURRICULUM

- A. Provider must use the curricula and assessments identified by the WSD.

V. FUNDING

- A. The schedule of payments to be provided by the WSD to the Provider 2022-2023 is as shown on Exhibit “A” attached hereto and incorporated herein by reference.

- B. No enrollment fees may be required of a parent(s)/guardian(s) to enroll their child for the WSD 4K Services; Provider shall provide notification in this regard to all parents/guardians.

VI. PARENT INVOLVEMENT

- A. As part of the 87.5 parent outreach program, all 4K teachers will invite parent(s)/guardian(s) to school for one hour per month with a curricular focus.
- B. Parent(s)/guardian(s) shall have input into their child’s educational program and care.
- C. Parent(s)/guardian(s) and/or community members may serve as volunteers, supervised by a teacher, with appropriate background check conducted by the Provider.

VII. SUPPORT SERVICES

- A. Available support services provided by WSD include:
 - (i) Immunization records on file;
 - (ii) Information on health and safety;
 - (iii) Integration of special education students, when appropriate; and
 - (iv) Student Services: Response to Intervention Team referrals.
 - (v) ELL Assessment

VIII. STANDARDS

The following standards apply to Provider and the 4K program:

- A. State day care licensing standards
- B. DPI standards
- C. State statutes, and
- D. WSD Board policies and procedures, as provided to Provider.

IX. EVALUATION

- A. Monitoring of the 4K Services will be done in conjunction with the Site Coordinator and the 4K Coordinator through site observations and participation in director’s meetings.
- B. Responsibility for evaluations shall remain solely with the Provider; however, Provider will seek input from the 4K Coordinator regarding concerns, if any.

- C. This Agreement and any dispute arising from or related to this Agreement shall be governed by the law of the State of Wisconsin.
- D. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

This Agreement shall be for the 2022-2023 school year. This Agreement shall not automatically be renewed for the next school year.

- E. If either Party shall breach any term, covenant, or condition of this Agreement, this Agreement may be terminated by the non-breaching Party or a reasonable time may be given to permit compliance at the option of the non-breaching Party. The Agreement may be immediately terminated for conduct of an employee of a Party involving the health and safety of participants or other health and safety concerns.
- F. Intending to be legally bound, Provider agrees to hold harmless, defend and indemnify the District, its officers, employees and agents from and against all claims, liability, loss, demands, causes of action, damages, costs and attorney fees, of any kind or nature, arising from or incident to Provider's and Provider's agents' acts and failures to act under this Agreement or otherwise in the operation of Provider's business, including but not limited to claims for negligence and claims associated with the condition or nature of Provider's premises.
- G. The Parties agree that Provider is and remains an independent contractor, and is not engaging in a partnership or joint venture of any kind under this Agreement.
- H. This Agreement remains subject to, and conditioned upon, the requirements of the grant that provides funding for the services hereunder. The provisions of said grant supersede any inconsistent provisions in this Agreement.
- I. Provider agrees to maintain compliance with all applicable federal and state laws, rules and regulations. Failure to do so will be recognized as grounds for declaring a breach of contract hereunder.
- J. This Agreement and attached Exhibits constitute the entire agreement between the Parties and shall supersede all previous communications and commitments, whether written or verbal, between the Parties regarding the subject matter of this Agreement. No agreement or understanding changing, modifying, or extending this Agreement, shall be binding on either Party unless in writing and signed by both Parties' authorized representatives.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed in duplicate, each constituting an original, by their duly-authorized representatives.

Dated this _____ day of _____, 2022.

Organization:

Wausau School District

By: _____

By: _____

Julie Schell
Director of Teaching, Learning
and Leadership Integration

Name _____

Title: _____

Kara Rakowski
4K Principal and
Early Childhood Coordinator

By: _____

Title: _____

EXHIBIT “A”

SCHEDULE OF FEES – TYPE III 2022-2023

Preschool Program Services

524.5 Hours (Full Year)

262.25 Hours (Half Year)

Breakdown Per Child (.6 FTE)

Instructional Staff	\$ 2,035.00
Materials & Supplies	\$ 184.00
Provider Administrative Fee	<u>200.00</u>
TOTAL	\$2,419.00 (full year) \$1,209.50 (per semester)

On October 15 during the term of this Agreement, Provider shall be paid the first semester fees identified above for all participants enrolled as of the third Friday in September (“1st semester calculation date”). If a WSD student withdraws after the first semester calculation date, Provider shall pay no refund to WSD. If a participant enrolls in the Program after the first semester calculation date, and it results in the total number of students enrolled to exceed the number enrolled on the third Friday in September at the end of the semester, the WSD shall pay Provider a per diem based on a daily rate for each school day remaining in the semester that the student was enrolled. A child is considered enrolled on the date enrollment paperwork is received by the WSD.

On February 1 during the term of this Agreement, Provider shall be paid the second semester fees identified above for all participants enrolled as of the second Friday in January (“2nd semester calculation date”). If a WSD student withdraws after the second semester calculation date, Provider shall pay no refund to WSD. If a participant enrolls in the Program after the second semester calculation date, and it results in the total number of students enrolled to exceed the number enrolled on the second Friday in January at the end of the semester, the WSD shall pay Provider a per diem based on a daily rate for each school day remaining in the semester that the student was enrolled. A child is considered enrolled on the date enrollment paperwork is received by the WSD.

School Safety Drill Evaluation 2021-2022

School Name: Riverview Elementary School

Short Narrative:

Grades K-2

Grades kindergarten through second grade used multiple sources provided by the district on ALICE safety in addition to utilizing the book **I'm Not Scared, I'm Prepared.** The teachers felt this book was appropriate for the age group and it provided great discussion with the students, including the following:

- where to go if we needed to quickly exit the building, where the common place to meet up was
- A safe and trusted adult will always help out in an emergency situation
- School is a safe place to be

The teachers felt that being prepared (even if it causes some uneasiness talking about it) is more important than not talking about it and the children not knowing what to do in an emergency.

Grades 3-5

Grades 3-5 viewed a couple of videos including one of Officer Bruce from the West Chester Police Department, the Safety Pup on Stranger Danger, and The Sheep, Shepherd, and the Wolf. Each class discussed the procedures for a lockdown drill. Students had a lot of "What if..." questions. Teachers reassured students that we practice different drills to keep us safe because we need to know what to do in case of a fire, tornado, or "wolf" in the building.

After the videos, teachers discussed the following:

- Identified trusted adults at our school and in our neighborhood. Students had a lot of questions about who they can trust, how to be more cautious when they are playing outside, and how to tell an adult no. They talked about the fact that someone that you do not know, should never need your help finding a dog, cat, or anything.
- How important it is to listen to the adult they are with and that it would be acceptable to break rules during this serious situation (running in hall, throwing objects, etc) Many students wondered what they should do if they were not in a classroom and the warning

came on. Should they stay hiding in the bathroom? Go to a closed classroom? Run back to homeroom?

Successful highlights:

Each classroom felt they are better prepared to react to an intruder situation than before. They are more aware of who safe and trusted adults are, and know to look for them in an emergency situation. Students felt comfortable having discussions with their teachers and also felt reassured that school is a safe place.

Focus areas for the next drill:

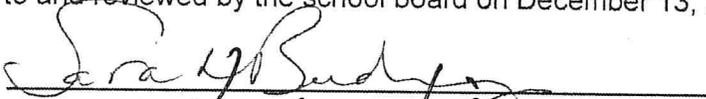
We would like to practice these skills learned in the classroom for the spring safety drill. Talking and discussing these strategies is different than going through the actions.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on November 2nd, 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: _____



Superintendent Signature: _____



School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name Rite Mountain Elementary

Short Narrative: Students were shown the ALICE video created by Angie Lloyd and spent some time discussing each step
Committing the

Successful highlights: See attached.

Focus areas for the next drill: See attached.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on Nov. 2, 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: Jammy Sledgebauer

Superintendent Signature: Keith Hills

School Board President Signature: _____

Rib's School Drill Safety Evaluation

Successful highlights:

- There were no tears in kdn. & kids seem to know where our big red mustang is outside (that's where they run if they need to exit the playground)
- It seemed like just enough information to keep them informed without becoming anxious
- Students felt comfortable with the video they watched and could remember what the ALICE letters stood for
- Students were able to tell the teacher that their #1 job was to look to the teacher and they did a great job listening and accepted it like any other drill
- a great discussion was had
- Students were thinking about being leaders during situations where they can help everyone.
- Discussed how practice helps make us prepared and ready
- Students were serious and asked good questions
- Assigned hiding spots, know importance of quiet and look to the teacher

Focus areas for the next drill:

- Actually trying to fit in the little bathroom in the hallway if necessary or to run to the mustang outside
- Practice where to go in the room during a lockdown and where to go to evacuate
- Possibly designate jobs and walk to the mustang outside on the back of the playground
- Hiding, closing blinds, running to the mustang outside (practice before Feb.), making sure the door is closed and locked and remaining quiet during any/all announcements
- Possibly walk down to Granite Peak. This was an area discussed as a place to run on the fifth grade side of the building to help make the kids feel more comfortable if that situation should occur
- Students wondered what happens when in encore and other rooms they switch to?
- Look, and listen and be ready for inform to know what to do and be ready to make a decision in a moment

School Safety Drill Evaluation 2021-2022

School Name John Marshall Elementary

Short Narrative:

Students and teachers viewed and discussed a video titled Speak Up Speak Out created by the Wausau Police Department about talking to a trusted adult whenever there is a safety concern. Students also viewed and discussed a series of short videos about ALICE and the process if there was an emergency situation at school and what to expect.

Successful highlights:

The primary focus for the drill was to ensure students have been taught the expectations to report concerns and to stop and listen to the adults if there is an emergency situation. Students asked great questions to better understand these steps.

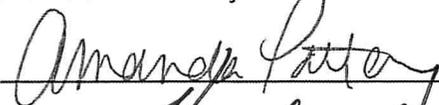
Focus areas for the next drill:

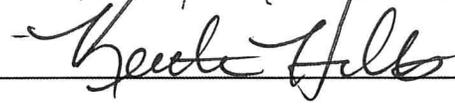
Our next drill will focus on continued reminders of the expectations in an emergency situation and then putting these steps into practice through a lockdown drill.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on November 2, 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: 

Superintendent Signature: 

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name **Maine Elementary**

Short Narrative:

All K-5 students were led through the A.L.I.C.E. protocols by their teacher with the preface that just as we practice for fire drills and tornado drills, we need to learn what to do in the event of someone coming into our school that didn't belong here. Teachers communicated to students that they would be watching a video which talked about what to do if there was a threat or someone who wasn't supposed to be in the building. Each class showed the recording featuring Angie Lloyd going through the steps of A.L.I.C.E. Teachers stopped after each concept was introduced and discussed with students.

Successful highlights:

Students are aware of the importance of A.L.I.C.E.
Students were able to identify a safe spot or rally point for our school.
Students honestly shared their feelings, questions, and concerns after the presentation and teachers reinforced that talking about A.L.I.C.E. is done to help them feel prepared, not scared.
Students know that A.L.I.C.E. is not a soft lockdown.
Students understood that voices need to be off and to follow the adult's directions quietly and quickly.

Focus areas for the next drill:

Teachers would like to walk their classes to our rally point so they know where to go as it's about ¼ mile from our school.
Students request that we actually practice the drill which we will do in February.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on 11/2/21, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: *Mari Northrup*

Superintendent Signature: *Heidi Felt*

School Board President Signature: _____

School Safety Drill Evaluation
2021-2022

School Name Thomas Jefferson

Short Narrative:

Smooth logistics and well executed drill. Good questions came up and conversations had to be well prepared and proactive.

Successful highlights:

Very secure building during walk around. Drill was done well without causing additional stress or fear as best we could.

Focus areas for the next drill:

working on go bags and details of planning for a myriad of scenarios

Certifications:

Our School Board will meet to discuss this drill on December 13, 2020 during the monthly school board meeting.

Our school certifies that this drill was conducted on Nov 2nd 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2020.

Principal Signature: [Signature]

Superintendent Signature: [Signature]

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name: Franklin Elementary, Wausau Wisconsin.

Short Narrative: Teachers used the provided teaching tools to review the A.L.I.G.E process. Students asked engaged with the lesson, asked questions, and shared input.

Successful highlights:

Teachers presented the lesson with care and concern. First through fifth-grade students are familiar with the process and were comfortable with the style used to re-teach the safety information.

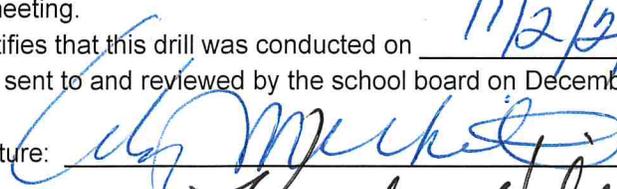
Focus areas for the next drill:

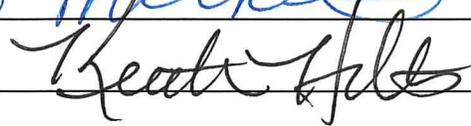
We would like to go more in-depth on where students can go for safety once they leave the school.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on 11/2/21 and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: 

Superintendent Signature: 

School Safety Drill Evaluation 2021-2022

School Name: Stettin Elementary

Short Narrative:

- Parent/Guardian letter was sent home via school messenger on 11/1/21 from principal
- Morning Announcements on 11/2/21 included a BRIEF description of the ALICE safety procedures that each class would be learning about during their Leader in Me/Morning Meeting time today.
- Slide presentation was shared with each class.
- Discussions were held at the individual class level to meet developmental levels of k-5.
- Information included in the 11/4/21 newsletter with follow-up resources for parents/guardians.

Successful highlights:

The slide presentation is well done.

It is developmentally appropriate and the message can be adjusted for all ages to frame the class discussions. In any type of emergency, the most important thing for students to remember is to look to the adult closest to you and do what they direct them to do quickly.

The reassurance that the adults are here to do everything we can to keep them safe is critical.

Focus areas for the next drill:

We will continue to discuss emergency procedures monthly. This includes fire, tornado, and ALICE procedures.

The active ALICE safety drill will occur in February.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on 11/2/21, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: _____

Superintendent Signature: _____

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name Grant Elementary

Short Narrative:

All classroom teachers shared the video with the WSD SRO's talking about how to talk to a trusted adult. It was followed with a brief discussion on who these might be in the building and how listening to the teacher is very important too.

Successful highlights:

Students were able to identify the School Counselor, their parents, and other safe adults in the school and community to talk to.

They also were able to share if someone was not safe/trusted, like an adult we don't know.

Focus areas for the next drill:

We think we want to read the book "I'm not Scared, I'm Prepared" and we also want to practice talking about "counter" and leaving the building.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on November 2nd, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: Colleen Bergstrom

Superintendent Signature: Heidi Yells

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name Wausau Area Montessori Charter School

Short Narrative:

Communication went out to all families via paper copy and SchoolMessenger notifying them of our annual safety (ALICE) drill.

Classroom teachers had discussions with their students this morning and showed the pre-approved ALICE videos that were available in our safety folder.

We conducted our drill on Friday, November 12, 2021 at 1:30pm. It took us 1 minute and 32 seconds to complete the drill.

Successful highlights:

- All classrooms used paper covering on the glass beside the window to block visibility.
- Students were quiet during the drill.
- Staff and students follow all of our protocols to ensure everyone's safety.

Focus areas for the next drill:

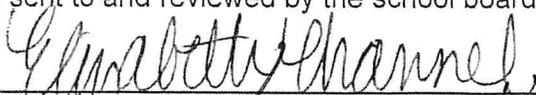
I would like to begin talking with students about general school safety after each monthly fire drill

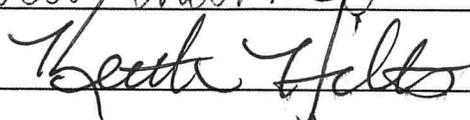
Classroom door #136 was left unlocked and an email reminder was given to that classroom teacher.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on Friday, November 12, 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: 

Superintendent Signature: 

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name: Horace Mann Middle School

Short Narrative:

On Thursday, November 12th, students participated in a drill, practicing the Lockdown/Barricade option in ALiCE protocols. Teachers went through a brief overview presentation of ALiCE protocols and then barricaded the doors to their classrooms / discussed other safety options should there be an intruder in the building. Officer Thao and Hope Cameron walked through the building to check in on classrooms and see the barricades.

Successful highlights:

Students were able to practice barricading and ask important questions that will be helpful in an emergency.

Focus areas for the next drill:

On February 24th, we will be doing an evacuation drill with WPD presence. We will not go to Rally points, but get students as far away from the building as possible.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on FRI NOV 12, 2021 and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: _____
Fran Phelan

Superintendent Signature: _____
Beate Hills

School Board President Signature: _____

School Safety Drill Evaluation 2021-2022

School Name: Wausau West

Short Narrative:

Students and staff were read our soft-lockdown and ALICE protocol via the PA. During this time, the incident from October 15th, when a student was found to be in possession of a firearm, was discussed along with the rationale for administration's response to the report. Staff then led a 10 minute discussion with students about ALICE protocol as well as to answer any questions they may have. The drill was concluded via the PA. The importance of reporting concerns and emphasizing how safety is the responsibility of all students and staff was discussed.

Successful highlights:

The drill gave us the ability to revisit and explain a significant safety event in the building that happened last month. It also allowed staff to continue to build relationships with students through the discussions on safety happening in their classrooms.

Focus areas for the next drill:

We are working to add-in an active barricade component to the next drill so students and staff can practice a barricade, or at minimum, specifically discuss how their current room could be barricaded.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on November 11th, 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: 

Superintendent Signature: 

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name Lincoln Elementary

Short Narrative:

Students and teachers watched together the video created by Angie Lloyd on ALICE Drill protocol in the Wausau School District as well as the Speak Up Speak Out video by the SRO's. They then walked to our evacuation safe site so that students and staff would all know where our safe point was.

Successful highlights:

All teachers commented that their practice went well and there were no large concerns.

Focus areas for the next drill:

Our focus area for the next drill will be on lock down. Evacuation was our focus for this drill.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on November 2, 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: CWhooley Jepson

Superintendent Signature: _____



**School Safety Drill Evaluation
2021-2022**

School Name _____ **South Mountain** _____

Short Narrative:

On Oct. 28th during our professional development day we reviewed the ALICE video and procedures that would be followed on Nov. 4th. On Nov 1st a letter was sent to parents explaining the ALICE framework and the video and process that would be followed on Nov. 4th. A document was shared with all staff prior to Nov. 4th to outline the specific steps to follow when sharing the video and follow-up discussions.

Successful highlights:

Staff was able to share the video with students and review the steps that are followed at the elementary level associated with the ALICE framework.

Focus areas for the next drill:

Our next drill will provide an opportunity for students and staff to practice a very structured ALICE drill with the focus being on lockdown and evacuate components.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on _____, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: *Deb Heilmann*

Superintendent Signature: _____



School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name GD Jones Elementary

Short Narrative:

On Tuesday, Nov. 2, 2021 257 K-5 students engaged in conversations with staff regarding an all-school field trip to our rally point at Holy Name Church. This all school drill/walk to the rally point allowed students the opportunity to know where to go should we need to evacuate the building in an event of a critical situation at GD Jones.

Successful highlights:

Teachers of students 4k-5th grade discussed with students what to do if an unsafe person enters our school.
Teachers used grade level discussion points and/or videos to support the conversations that were developmentally appropriate for all students.
Teachers conducted follow-up discussions with students after the drill.

Focus areas for the next drill:

GD Jones Elementary will continue to focus on our safety plan and practices to ensure we have the best safety practices in place for our staff and students.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on Nov. 2, 2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: Roba Franks

Superintendent Signature: Keith Hilde

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name: Hewitt-Texas Elementary School

Short Narrative: K-5 core classroom teachers showed their students the Trusted Adult video created by Officers Cornell and Thao during their morning meetings on November 2, 2021. This was followed by teacher-led conversation. Parents were notified that this would take place via School Messenger on October 28.

Successful highlights: There were no concerns expressed by parents, teachers, or students. Our guidance counselor also talks with students about talking to trusted adults whenever they have worries or concerns.

Focus areas for the next drill: We will have an active drill in February, with the focus on ALICE as well as a review of the Trusted Adult.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on 11/2/2021, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: Philip Berk

Superintendent Signature: Kent Holt

School Board President Signature: _____

**School Safety Drill Evaluation
2021-2022**

School Name - Wausau East High School

Short Narrative: We conducted a drill of just over 11 minutes length. We covered our procedures for both a Soft Lockdown and a Hard Lockdown. Students were asked to consider what they would do in the event of a Barricade, a Counter, and an Evacuate. Students and teachers discussed multiple options, and they were also asked at drill's end to discuss what they can contribute to East High safety. As a close, teachers and students were to record any questions or comments they saw fit regarding the drill and East High school safety and security.

Successful highlights: Teachers and students reported that the drill went well and that our students gave the time their full attention. This included a reported willingness to listen carefully and, when prompted, briefly discuss with their teachers.

Focus areas for the next drill: Our focus for the next drill is to incorporate the DOING as related to Barricade, Counter, and Evacuate. We will be prepared to allow all three action responses to an armed intruder threat during our February or March drill. We will also schedule a bit more time for a formal debrief with students. We anticipate that this drill will be 15 - 20 minutes long.

Certifications:

Our School Board will meet to discuss this drill on December 13, 2021 during the monthly school board meeting.

Our school certifies that this drill was conducted on _____, and this written evaluation was sent to and reviewed by the school board on December 13, 2021.

Principal Signature: Jason M. Sinz

Superintendent Signature: 

School Board President Signature: _____

Book	Policy Manual
Section	0000 Bylaws
Title	BOARD MEMBER ETHICS
Code	po0144.2
Status	Active
Adopted	December 9, 2019

0144.2 - **BOARD MEMBER ETHICS**

School Board members are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Wisconsin and United States Constitutions, carry out impartially all applicable state and federal laws, observe in their official acts the highest ethical standards, and discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern. Their official conduct should be above reproach so as to foster respect for the entire school system.

A School Board member should honor the authority and high responsibility that this membership demands by:

- A. Being prepared and attending each Board meeting.
- B. Always thinking in terms of the District's Mission Statement and Shared Key Interests.
- C. Understanding that the role of the School Board is "policy-making," planning, evaluation, and providing the necessary resources to effectively run the District.
- D. Maintaining a stature that is above political pressure and partisanship.
- E. Recognizing responsibility as a state official to seek improvement of education throughout Wisconsin.
- F. Keeping abreast of current District, state, and national educational issues.

Establishing fair and equitable terms and conditions of employment and evaluation for all school employees.

A School Board member should respect relationships of other Board members by:

- A. Working with the Board to establish effective Board policies by which the District Administrator can administer the schools.
- B. Recognizing that authority rests only with the Board in official meetings and that the individual member has no legal status to bind the Board outside of such meetings.
- C. Recognizing the integrity of predecessors and associates and the merit of their work.
- D. Refusing to make statements or promises relating to a vote on any matter that must come before the Board as a whole.
- E. Making decisions only after all facts bearing on the question have been presented and discussed.
- F. Considering alternative solutions to problems when appropriate.
- G. Setting high expectations for the work of the Board.
- H. Sharing the responsibility for all Board decisions, regardless of how you voted.

- I. Striving for teamwork.
- J. Respecting the opinion of others and by graciously conforming to the principle of "majority rule."
- K. Refusing to participate in secret or illegal meetings that are not officially posted and which all Board members and the public do not have the opportunity to attend.

A School Board member should maintain desirable relations with the District Administrator and District staff by:

- A. Striving to recruit and hire when the vacancy exists, the best professional leader available as the District Administrator.
- B. Giving the District Administrator full administrative authority for properly discharging all professional duties and by also holding the District Administrator responsible for acceptable results.
- C. Acting upon the recommendation of the District Administrator in matters of employment or dismissal of school personnel.
- D. Having the District Administrator present at all meetings of the Board except when his/her contract and salary are under consideration.
- E. Referring all complaints to the proper administrative office.
- F. Supporting and respecting the District Administrator and other staff members, professionally and personally, so they can discharge their educational functions in a proper manner.
- G. Presenting personal criticisms of any employee directly to the District Administrator.
- H. Knowing the ONLY form of volunteering that a Board member can perform is providing infrequent assistance at school events/programs. Examples of infrequent assistance include school carnivals, assemblies, plays, award ceremonies, graduation ceremonies, reading to students as part of Read Across America, and interviewing students for mock employment/career planning. Board members are officers of the District and are perceived differently by District employees. Volunteering regularly in schools and classrooms places undue pressure on the principal, teachers, and staff. The seeds of favoritism, influence, and pressure exist when Board members are present and when Board members want to volunteer in schools on a regular basis.

A School Board member should meet community responsibilities by:

- A. Encouraging ideas and opinions from students, staff, and citizens of the District, and endeavor to incorporate their views in your deliberations and decisions.
- B. Attempting to appraise fairly both the present and future educational needs of the community.
- C. Communicating the goals and activities of the schools to the community.
- D. Insisting that all school business be transacted on an open and ethical basis.
- E. Vigorously seeking adequate financial support for the District.
- F. Taking no private action that will compromise the school system, the Board, or the Administration, and avoid being placed in a position of conflict of interest.
 - 1. Accepting no items or services of substantial value for private benefit, or for the benefit of the Board member's immediate family or associated organizations, if offered because of one's public position
 - 2. Accepting anything of value that could reasonably be expected to influence the Board member's vote, official action(s), or judgment.

3. Accepting anything of value that could reasonably be considered a reward for official action(s).

G. Respecting the confidentiality of information that is privileged.

H. Obtaining the community's confidence by assuring that all efforts are being made in the best interests of students.

I. Listening objectively and being respectful to constructive criticism.

J. Being visible, approachable, and serve as an Ambassador to the District.

K. Consistently exhibiting public behavior that reflects well upon the District.

Legal Ref: Confidentiality: WI Statutes Chapters 48, 188, 895, 938

Conflict of Interest: WI Statutes Chapters 19, 118, 119, 175, 946

Open Meetings Law: WI Statutes Chapter 19

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