

**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

James Bouché, President  
Jennifer Paoli, Clerk

A **Regular Meeting** of the BOARD OF EDUCATION will be held in the **Nicholson Board Room, 415 Seymour Street, Wausau, Wisconsin 54403 at 5:00 PM on Monday, June 10, 2024.**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE: Jim Bouché, President
- IV. READING OF THE MISSION STATEMENT
- V. PUBLIC AND STUDENT COMMENT
- VI. APPROVE CONSENT AGENDA (**Action Requested**)
  - VI.A. Appointments (Additional Staff, Replacement Staff, Contract Increases)
  - VI.B. Separations (Resignations, Contract Decreases, Terminations)
  - VI.C. Leaves of Absence
  - VI.D. Retirements
  - VI.E. Minutes: Regular Meeting of May 13, 2024; and Special Meeting of May 20, 2024;
  - VI.F. Payment of Bills/Budget Status and Investment Report
  - VI.G. Donations to the District
- VII. OLD/RECURRING BUSINESS
  - VII.A. Referendum Construction & Budget Update
  - VII.B. Education/Operations Committee Meeting
- VIII. NEW BUSINESS
  - VIII.A. Donovan Group Operational Referendum Survey Results (**Action Requested**)
  - VIII.B. Elementary Task Force Goals (**Action Requested**)
  - VIII.C. SRO Agreement (**Action Requested**)
  - VIII.D. Education/Operations Committee Meeting
    - VIII.D.1. 2024-2025 Paid Meal Price Update
    - VIII.D.2. Neola Policy Update (**Action Requested**)
    - VIII.D.3. Wisconsin School Nutrition Purchasing Cooperative Agreement (**Action Requested**)
- IX. OPEN FORUM
  - IX.A. Board Member Professional Growth & Development Report
  - IX.B. Legislative Liaison
  - IX.C. Superintendent Commentary
  - IX.D. Presiding Officer Commentary
- X. REQUEST FOR CLOSED SESSION PURSUANT TO STATE STATUTES
  - X.A. Bus Contract Negotiation s. 19.85(1)(e)
  - X.B. Reconvene in Open Session, to take further action if necessary and appropriate
- XI. ADJOURN

NOTICE POSTED: Thursday, June 6, 2024, at 2:15 pm

**Shared Key  
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**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

James Bouché, President  
Jennifer Paoli, Clerk

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

WAUSAU SCHOOL DISTRICT  
HUMAN RESOURCES

TO: Board of Education  
FROM: Tabatha Gundrum  
MEETING: June 10, 2024  
SUBJECT: Staffing Consent Agenda

The Administration respectfully asks that the Board of Education approve the following staffing changes pertaining to the Consent Agenda:

**Travis Sprague has respectfully withdrawn his acceptance prior to signing his contract.**

**Samantha Seay has respectfully withdrawn her acceptance prior to signing her contract.**

**Carl Theiler has respectfully withdrawn his acceptance prior to signing his contract.**

**APPOINTMENTS** (Additional Staff, Replacement Staff, Contract Increases):

		TEACHING STAFF	
NAME	BUILDING	POSITION	EFFECTIVE DATE
Keaton Edwards	Wausau West HS	1.0 FTE, Social Studies Teacher	8/26/24
Leslie O'Callaghan	Rib Mountain Elementary & Stettin Elementary	1.0 FTE, Music Teacher	8/26/24
Cason Heckendorf	Horace Mann MS	1.0 FTE, Vocal & General Music Teacher	8/26/24
Abby Mattek	GD Jones Elementary	1.0 FTE, Library Media Specialist	8/26/24
Olivia Dreger	Wausau East HS	1.0 FTE, School Counselor	8/26/24
Lauren Patterson	District	1.0 FTE, Special Education Teacher	8/26/24
Caitlyn Fosterling	Red Granite Charter School	1.0 FTE, PK/K Teacher	8/26/24
Kimberly Booth	GD Jones Elementary	1.0 FTE, Kindergarten Teacher	8/26/24
Jamie Smith	Wausau West HS	1.0 FTE, Math Teacher	8/26/24
Sara Hinke	Hawthorn Hills Elementary & Lincoln Elementary	1.0 FTE, Art Teacher	8/26/24
Cassidy Ferguson	Hewitt-Texas Elementary	1.0 FTE, 3rd Grade Teacher	8/26/24
Annika Tordsen	John Muir MS	1.0 FTE, Math Teacher	8/26/24
Veronica Senalik	Franklin Elementary	1.0 FTE, Kindergarten Teacher	8/26/24
Austin Bradley	Lincoln Elementary & Hawthorn Hills Elementary	1.0 FTE, Music Teacher	8/26/24
Danelle Tylinski	Wausau East High School	1.0 FTE, Multi-Lingual (ESL) Teacher	8/26/24
Tyler Schultz	Horace Mann Middle School & John Muir Middle School	1.0 FTE, Business Education	8/26/24
Barry Dmytro	Lincoln Elementary & Hawthorn Hills Elementary	1.0 FTE, Science Teacher	8/26/24

ADMINISTRATIVE STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE
Hope Cameron	John Muir MS	1.0 FTE, Assistant Principal	7/1/24
Matthew Schilling (current teacher)	Thomas Jefferson Elementary	1.0 FTE, Principal	7/1/24
Katelyn Landerman	Hewitt-Texas Elementary and Red Granite Charter	1.0 FTE, Principal	7/1/24
Kyle Sackett	GD Jones Elementary	1.0 FTE, Principal	7/1/24
Jon Euting	Longfellow Administration Center	1.0 FTE, Assistant Superintendent of Academics	7/1/24
Katie Colwell	Longfellow Administration Center	1.0 FTE, Director of Secondary Education	7/1/24

**LIMITED TERM CONTRACTS:**

TEACHING STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE

ADMINISTRATIVE STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE

**SEPARATIONS** (Resignations, Contract Decreases, Terminations):

TEACHING STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE
Nathan Lemmens	Wausau West HS	1.0 FTE, Special Education Teacher	5/31/24
Elizabeth Buskirk	John Muir MS	1.0 FTE, English Teacher	5/31/24
Brianna Clement	Franklin Elementary	1.0 FTE, 5th Grade Teacher	5/31/24
Anna Fischer	Wausau East HS & Horace Mann MS	1.0 FTE, German & French Teacher	5/31/24
Ashley Zoch	Lincoln Elementary	1.0 FTE, 4th Grade Teacher	5/31/24
Amber Bosse	Thomas Jefferson Elementary	1.0 FTE, Special Education Teacher	5/31/24

ADMINISTRATIVE STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE

**LEAVES OF ABSENCE:**

TEACHING STAFF			

NAME	BUILDING	POSITION	EFFECTIVE DATE

ADMINISTRATIVE STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE

**RETIREMENTS:**

TEACHING STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE

ADMINISTRATIVE STAFF			
NAME	BUILDING	POSITION	EFFECTIVE DATE

# Minutes of REGULAR MEETING

## The Board of Education Wausau School District

**DRAFT**

A Regular Meeting of the Board of Education of the Wausau School District was held Monday, May 13, 2024, beginning at 5:00 PM in the Nicholson Board Room, 415 Seymour Street, Wausau, Wisconsin 54403.

Present: James Bouche; Sarah Brock; Jon Creisher left at 7:15 pm; Pat McKee; Joanna Reyes; Jane Rusch; Cory Sillars; and Lance Trollop.

Absent: Jennifer Paoli

### I. CALL TO ORDER

The meeting was called to order at 5:00 pm.

### II. ROLL CALL

Ms. Peck read the roll call.

### III. PLEDGE OF ALLEGIANCE: Jim Bouché, President

President Bouche led everyone in the Pledge of Allegiance.

### IV. READING OF THE MISSION STATEMENT

President Bouche read the District mission statement.

### V. PUBLIC AND STUDENT COMMENT

The following people made public comment: Peter Johnson, Cindy Bodenheimer, Mark Johnson, Cosmo Mathis, Kayleigh Tesch, Olivia Franklin, Kristi Lenzo, Sydney Ramer, Danelle Tylinski, Melanie Johnson, Alyson Johnson, and Junior Travino.

### VI. APPROVE CONSENT AGENDA (**Action Requested**)

#### A. Appointments (Additional Staff, Replacement Staff, Contract Increases)

Nova Olson (4<sup>th</sup> Grade Teacher/Hawthorn Hills) 1.0 FTE, effective 8/26/24; Bailey Crowell (4<sup>th</sup> Grade Teacher/Maine) 1.0 FTE, effective 8/26/24; Madeleine Schires (3<sup>rd</sup> Grade Teacher/Maine) 1.0 FTE, effective 8/26/24; Mason Stangle (Special Education Teacher/East) 1.0 FTE, effective 8/26/24; Stella Sharp (5<sup>th</sup> Grade Teacher/Grant) 1.0 FTE, effective 8/26/24; Johanna Nelson (Library Media Specialist/Riverview) 1.0 FTE, effective 8/26/24; Kaylee Zinser (Kindergarten Teacher/Thomas Jefferson) 1.0 FTE, effective 8/26/24; Tara Schilling (School Counselor/Hawthorn Hills) 1.0 FTE, effective 8/26/24; Jessica Kolbe (School Counselor/Franklin) 1.0 FTE, effective 8/26/24; Heather Gallenberg (School Counselor/Muir) 1.0 FTE, effective 8/26/24; Owen Powell (Adaptive Physical Education Teacher/District) 1.0 FTE, effective 8/26/24; Alyson Bushman (Math Teacher/East) 1.0 FTE, effective 8/26/24; Alexandra Handchetz (Speech & Language Pathologist/District) 1.0 FTE, effective 8/26/24; Samantha Seay (Library

Media Specialist/GD Jones) 1.0 FTE, effective 8/26/24; Kathryn Fix (3<sup>rd</sup> Grade Teacher/Riverview) 1.0 FTE, effective 8/26/24; Jenna Strojny (1<sup>st</sup> Grade Teacher/Grant) 1.0 FTE, effective 8/26/24; Caitlin Hanney (5<sup>th</sup> Grade Teacher/Franklin) 1.0 FTE, effective 8/26/24; Rachel Jean (Principal/Rib Mountain) 1.0 FTE, effective 7/1/24; Jacob Jorstad (6<sup>th</sup> Grade Band Teacher/Mann & Muir) 1.0 FTE, effective 8/26/24; Dayne Hagedorn (Social Studies Teacher/West) 1.0 FTE, effective 8/26/24; Katie Swope (1<sup>st</sup> Grade Teacher/ Marshall) 1.0 FTE, effective 8/26/24; Kelley Kolpitzke (5<sup>th</sup> Grade Teacher/Marshall) 1.0 FTE, effective 8/26/24; Lori Kurszewski (EC Special Education Teacher/District) 1.0 FTE, effective 8/26/24; Carl Theiler (Special Education Teacher/District) 1.0 FTE, effective 8/26/24; Jill Palecek ( Special Education Teacher/Muir) 1.0 FTE, effective 8/26/24; Madeline Barnes (School Social Worker/Mann & Stettin) 1.0 FTE, effective 8/26/24; and Jacob Dodge (Principal/GD Jones) 1.0 FTE, effective 7/1/24.

B. Separations (Resignations, Contract Decreases, Terminations)

Helen Martindale (Special Education Teacher/South Mountain) 1.0 FTE, effective 5/31/24; Jill Hauan (Kindergarten Teacher/Franklin) 1.0 FTE, effective 5/31/24; Margaret Pieczynski (3<sup>rd</sup> Grade Teacher/Riverview) 1.0 FTE, effective 5/31/24; Mai Lee Kha (EL Teacher/WAVE) 1.0 FTE, effective 5/31/24; Shannon Egner (3<sup>rd</sup> Grade Teacher/South Mountain) 1.0 FTE, effective 5/31/24; Jennifer Prideaux (Art Teacher/Hawthorn Hills & Lincoln) 1.0 FTE, effective 5/31/24; Melissa Grimm (English Teacher/Muir) 1.0 FTE, effective 5/31/24; Brent Johnson (Principal/Thomas Jefferson) 1.0 FTE, effective 6/31/24; Morgan Meissen (Speech & Language Pathologist/Rib Mountain & South Mountain) 1.0 FTE, effective 5/31/24; and Nevan Larson (Math Teacher/Muir) 1.0 FTE, effective 5/10/24.

C. Leaves of Absence

D. Retirements

Karen Hansen (Special Education Teacher/East) 1.0 FTE, effective 5/31/24.

E. Minutes: Regular Session of April 8, 2024; Special Session of April 22, 2024; and the Special II Session of April 22, 2024.

F. Payment of Bills/Budget Status and Investment Report

G. Donations to the District

Shoes and clothes from Jean DeNuccio, \$100 from First English Lutheran Church Fireside Book Club, food & hygiene items, and two \$10 Lamb's gift cards from Forest Park Neighborhood, and \$1,000 from E. Thomas Smiley to Wausau East; \$250 from Clements Insurance, \$1,500 from First Impressions, \$1,500 from Gastrointestinal Associates, \$1,500 from M3 Insurance, \$250 from Jerome A. Maeder Law Offices, \$500 from Menke, \$250 from Surgical Associates, \$1,300 from Wausau West Diamond Club, \$10,641 from Wausau West Warrior Hockey Boosters Club, and \$300 from Weld Riley to Wausau West.

**Pat McKee moved to approve the consent agenda with great gratitude for donations made to the District, seconded by Jane Rusch. The motion carried 7-1.**

## VII. OLD/RECURRING BUSINESS

A. Approve Design Plans for Wausau West Athletics Fields 95% **(Action Requested)**

**Lance Trollop moved to approve the design plans for West High School Athletics Phase II, as presented to be issued for bidding, seconded by Pat McKee. The motion carried 8-0.**

B. Education/Operations Committee Meeting

1. Share 50% Update for Horace Mann Middle School & Montessori

At the April Education/Operations Committee Meeting, the Board saw current plans for Horace Mann Middle School & Montessori.

2. 9-10 Math Adoption (**Action Requested**)

**Sarah Brock moved to approve the purchase of a core resource from Open Up Resources to support the implementation of Integrated Math 1 and Integrated Math 2, seconded by Pat McKee. The motion carried 8-0.**

3. Legal Expense Summary for 3rd Quarter

At the April Education/Operations Committee meeting, Assistant Superintendent Josh Viegut presented a summary report presenting all legal counsel expenses incurred during the third quarter of 2023-2024. The report is broken down by law firm and by type of legal advice sought. This is a written report that requires no action.

VIII. NEW BUSINESS

A. EEA Governance Board

Dr. Shannon Young and Kimberly Zimmermann shared a presentation with the Board regarding how the proposed staff changes to EEA will affect the school and its students.

B. Transportation RFP (**Action Requested**)

**Jim Bouche moved to postpone this agenda item until June 10, 2024, seconded by Lance Trollop. The motion carried 7-0.**

C. K-2 ELA Resource Adoption (**Action Requested**)

**Jane Rusch moved to approve the adoption of the Act 20 endorsed K-3 English Language Arts (ELA) curricular resource of Wit & Wisdom and Geodes, paired with Really Great Reading for full implementation beginning in the 2024-25 academic year as presented, seconded by Sarah Brock. The motion carried 7-0.**

D. Presentation on Multi-Lingual Programming

Libby White and Shannon Charbarneau shared multilingual and Newcomer student updates and news of a Community Foundation and Greenheck Grant award.

E. 2024-25 Teacher Contract Approvals (**Action Requested**)

**Jim Bouche moved to amended the list of teacher contracts being brought forward per discussion with Tabatha Gundrum, seconded by Sarah Brock. The motion carried 6-0-1 with Lance Trollop abstaining.**

**Jim Bouche moved to approve the list of teacher contracts for 2024-25 as amended, seconded by Cory Sillars. The motion carried 6-0-1 with Lance Trollop abstaining.**

F. Education/Operations Committee Meeting

1. LAT Reorganization (**Action Requested**)

**Pat McKee moved to accept the LAT reorganization plan as presented, including accepting of the Assistant Superintendent of Academics job description, seconded by Sarah Brock. The motion carried 7-0.**

IX. OPEN FORUM

A. Board Member Professional Growth & Development Report

Sarah Brock shared that she attended a Wausau School Foundation meeting. She is looking forward to building a positive relationship with the Foundation and also announced that the Foundation was in need of volunteers.

B. Legislative Liaison

There was none.

C. Superintendent Commentary

There was none.

D. Presiding Officer Commentary

The Board Liaison report for the month of May is as follows: Lance Trollop attended the 25 Year Club and Retirement Banquet, an WASB online seminar, the John Muir 7<sup>th</sup> Grade concert, and Wausau West Senior Awards Ceremony; Cory Sillars attended a CESA 9 Board meeting; and a DPI appeals panel; Jim Bouche attended the Wausau East Scholarship Program, and the 25 Year Club and Retirement Banquet; Sarah Brock attended an EEA Tour, NTC Alt. High Tour, John Marshall Leadership Day, WASB New Board Member Orientation, Wausau School Foundation Meeting, MCEEEDC Meeting, and met with individual district level administrators; and Jane Rusch attended the 25 Year Club and Retirement Celebration, an NTC Alternative High School, WAVE, and EEA tours.

X. REQUEST FOR CLOSED SESSION PURSUANT TO STATE STATUTES

**Cory Sillars moved to enter into closed session, seconded by Jane Rusch. The motion carried via a roll call vote with all voting aye at 8:08 pm.**

**Sarah Brock: Yes**

**Pat McKee: Yes**

**Joanna Reyes: Yes**

**Jane Rusch: Yes**

**Cory Sillars: Yes**

**Lance Trollop: Yes**

**Jim Bouche: Yes**

A. To consider the employment, promotion, compensation or performance evaluation data of an employee pursuant to Wis. Stat. sec. 19.85(1)(c)

B. Consideration of contracts for Final Notice of Non-renewal ss. 19.85(1)(c)

C. Reconvene in Open Session, to take further action if necessary and appropriate  
**Joanna Reyes moved to reconvene in Open Session, seconded by Pat McKee.  
The motion carried 7-0 at 9:35 pm.**

**Jim Bouche moved to approve the final notices of non-renewal for the listed staff due to enrollment, budget and staffing reasons, effective at the end of the 2023-2024 school year, seconded by Jane Rusch. The motion carried 6-0-1 with Lance Trollop abstaining.**

**XI. ADJOURN**

**Sarah Brock moved to adjourn, seconded by Cory Sillars. The motion carried at 9:37 pm.**

Respectfully Submitted,

Jennifer Paoli,  
Board Clerk

JP:cp

# Minutes of REGULAR MEETING

## The Board of Education Wausau School District

**DRAFT**

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A Special Meeting of the Board of Education of the Wausau School District was held Monday, May 20, 2024, beginning at 6:00 PM in the Nicholson Board Room, 415 Seymour Street, Wausau, Wisconsin 54403.

Present: James Bouche; Jon Creisher; Pat McKee; Joanna Reyes; Jane Rusch; Cory Sillars; and Lance Trollop.

Absent: Sarah Brock; and Jennifer Paoli.

### I. CALL TO ORDER

The meeting was called to order at 5:49 pm.

### II. REQUEST FOR CLOSED SESSION PURSUANT TO STATE STATUTES

**Cory Sillars moved to enter into closed session, seconded by Jon Creisher. The motion carried via roll call vote at 5:49 pm, will all voting in the affirmative.**

A. Consultation with Legal Counsel Regarding Potential Litigation 19.85 (g)

B. Reconvene in Open Session, to take further action if necessary and appropriate  
**Pat McKee moved to reconvene in Open session, seconded by Joanna Reyes. The motion carried at 6:35 pm.**

### III. ADJOURN

**Joanna Reyes moved to adjourn, seconded by Pat McKee. The motion carried at 6:37 pm.**

Respectfully Submitted,

Jennifer Paoli,  
Board Clerk

JP:cp

WAUSAU SCHOOL DISTRICT  
APPROVAL OF BILLS

Education/Operations Committee of the Whole - May 20, 2024  
Board Meeting - June 10, 2024

2023-24 Budgets  
April 16 2024 to May 13, 2024

Vouchers 1064114-1064275, 232403539-232403872, 5000906-5000940

<b>General Fund - Fund 10</b>	\$1,088,961.40
<b>Grants - Fund 11</b>	\$308,897.42
<b>Federal Projects Fund - Fund 20</b>	\$3,979.92
<b>Special Education - 27</b>	\$35,367.94
<b>Food Service Fund - Fund 50</b>	\$284,386.00
<b>Trust Funds - Fund 72</b>	\$0.00
<b>Community Service Fund - Fund 80</b>	\$3,994.05

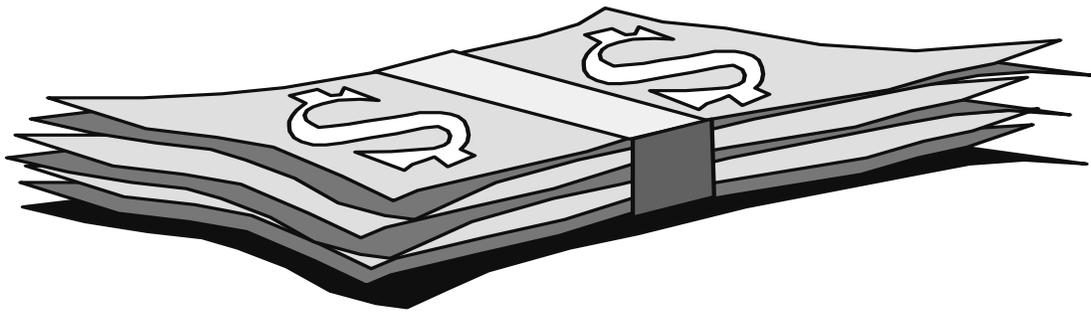
<b>Total</b>	<b>\$1,725,586.73</b>
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Vouchers 1063941, 232403111-113, 232403399, 232403537-538

<b>Capital Projects - Fund 49</b>	\$102,356.18
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<b>Total</b>	<b>\$102,356.18</b>
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# **WAUSAU SCHOOL DISTRICT**



## **BUDGET STATUS REPORT**

**Month Ending**

**May 31, 2024**

INVESTMENT PORTFOLIO  
May 31, 2024

<u>INSTITUTION</u>	<u>BALANCE</u>	<u>RATE</u>
Associated Bank	22,307,279.72	0 to 4.07%/variable
BMO Financial Group	4,477,915.66	variable
CoVantage Credit Union	6,986.35	.77% to 1 .00%
State of Wisconsin Investment Pool	6,466.53	5.38%
Wisconsin Investment Series Cooperative	57,486,420.69	5.025-5.227%

## BALANCE SHEET SUMMARY

May 31, 2024

ASSETS

General Fund	\$10,588,163.68
Special Projects Fund	\$155.00
Community Services Fund	\$753,439.95
Special Education	(\$10,060,043.05)
Food Service Fund	\$2,272,253.44
Scholarships/Donations/Activity Accounts	\$1,998,835.99
HRA Account	\$22,377.14
Trust Funds - OPEB	\$4,477,915.66
Petty Cash Fund	\$249.00

## Investments

General Fund	\$13,964,453.11
Debt Service Fund	\$8,406,174.37
Long Term Capital Improvement Trust Fund	\$2,351,284.80
Capital Projects Fund	\$69,863,286.59

Interest Receivable	\$543.63
Taxes Receivable	\$11,850,286.80
Accounts Receivable	\$187,879.97
Prepaid	\$0.00

TOTAL ASSETS\$116,677,256.08LIABILITIES

Line of Credit	\$0.00
Salaries and Benefits Payable	\$1,665,834.55
Accrued Interest Payable	\$0.00
Accounts Payable	\$495,448.09

TOTAL LIABILITIES\$2,161,282.64EQUITY - FUND BALANCE

General Fund Balance	\$28,345,871.39
Federal Programs Balance	\$0.00
Special Education	(\$10,202,736.22)
Debt Service Balance	\$8,406,329.37
Food Service Balance	\$2,206,186.44
Scholarships/Donations/Activity Accounts	\$2,005,419.73
Trust Fund Balance - OPEB	\$4,561,593.06
Community Service Balance	\$750,892.34

TOTAL FUND BALANCE\$36,073,556.11

Restricted for Insurance Claims	\$6,227,845.94
Restricted for Long Term Capital Improvement Trust Fund	\$2,351,284.80
Restricted for Construction	\$69,863,286.59

TOTAL EQUITY - FUND BALANCE\$114,515,973.44TOTAL EQUITY AND LIABILITIES\$116,677,256.08

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
10	R	---	211	-----	---	CURRENT PROPERTY TAX	24,541,622.00	0.00	24,541,622.00	0.00
10	R	---	212	-----	---	PROPERTY TAX CHARGEBACKS	9,000.00	0.00	9,000.00	0.00
10	R	---	213	-----	---	MOBILE HOME TAX	15,000.00	0.00	44,704.15	-29,704.15
10	R	---	249	-----	---	TRANSPORTATION FEES-PRIVATE	25,000.00	0.00	20,834.54	4,165.46
10	R	---	271	-----	---	ADMISSIONS ATHL/SPRT	55,000.00	0.00	57,229.04	-2,229.04
10	R	---	279	-----	---	OTH SCH ACTIVITY INC	110,000.00	2,559.00	95,891.56	14,108.44
10	R	---	280	-----	---	INT ON INVESTMENTS	300,000.00	62,080.99	427,539.19	-127,539.19
10	R	---	290	-----	---	OTHER REVENUE	0.00	-60,000.00	0.00	0.00
10	R	---	291	-----	---	GIFTS, FUNDRAISING, CONTRIBU	0.00	60,000.00	60,000.00	-60,000.00
10	R	---	292	-----	---	STUDENT FEES	80,000.00	1,393.32	70,390.94	9,609.06
10	R	---	293	-----	---	RENTALS	60,000.00	3,635.00	49,105.10	10,894.90
10	R	---	297	-----	---	STUDENT FINES	500.00	0.00	0.00	500.00
10	R	---	341	-----	---	NON-OPEN ENROLL GENERAL TUIT	10,000.00	0.00	511.63	9,488.37
10	R	---	345	-----	---	OPEN ENROLLMENT GEN. TUITION	2,191,139.00	0.00	0.00	2,191,139.00
10	R	---	515	-----	---	STATE AID TRANSIT/INT. SOURC	35,000.00	10,800.00	35,897.23	-897.23
10	R	---	612	-----	---	TRANSPORTATION AID	176,127.00	0.00	147,365.00	28,762.00
10	R	---	613	-----	---	LIBRARY AID	365,000.00	0.00	548,322.00	-183,322.00
10	R	---	618	-----	---	BILINGUAL STATE AID	376,834.00	0.00	459,100.17	-82,266.17
10	R	---	619	-----	---	OTHER STATE CATEGORICAL AID	0.00	0.00	2,164.51	-2,164.51
10	R	---	621	-----	---	EQUALIZATION AID	69,309,221.00	0.00	45,050,993.00	24,258,228.00
10	R	---	630	-----	---	SPECIAL PROJECT GRNT	56,543.00	0.00	0.00	56,543.00
10	R	---	641	-----	---	STATE TUITION PAYMENTS	206,006.00	0.00	0.00	206,006.00
10	R	---	650	-----	---	STATE SAGE AID	1,598,063.00	0.00	1,086,716.00	511,347.00
10	R	---	660	-----	---	STATE REV. THROUGH LOCAL GOV	35,000.00	0.00	34,587.45	412.55
10	R	---	691	-----	---	STATE TAX EXEMPT AIDS	855,271.00	291,149.09	291,149.09	564,121.91
10	R	---	695	-----	---	PER PUPIL AID	5,939,710.00	0.00	5,936,742.00	2,968.00
10	R	---	780	-----	---	FED AID STATE AGENCY. NOT DP	736,127.00	300,024.72	300,024.72	436,102.28
10	R	---	861	-----	---	EQUIPMENT SALES	75,000.00	128.00	32,066.55	42,933.45
10	R	---	964	-----	---	INSURANCE CLAIMS	0.00	1,840.24	143,429.86	-143,429.86
10	R	---	971	-----	---	REFUND OF PRIOR YEAR EXPENSE	325,000.00	1,206.68	356,770.29	-31,770.29
10	R	---	972	-----	---	REFUND PROPERTY TAX & EQUALI	0.00	0.00	4,826.55	-4,826.55
10	R	---	990	-----	---	MISCELLANEOUS	125,000.00	3,498.00	89,933.26	35,066.74
10	-	---	---	-----	---	GENERAL FUND	107,611,163.00	678,315.04	79,896,915.83	27,714,247.17

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
10	E	---	131	-----	---	STRAIGHT TIME	27,900.00	0.00	27,813.24	86.76
10	E	---	161	-----	---	ADMIN SALARY	496,996.48	38,230.48	464,770.56	32,225.92
10	E	---	164	-----	---	OTHER PROF SALARIES	1,516,340.04	119,404.78	1,419,071.65	97,268.39
10	E	---	166	-----	---	PRINCIPALS SALARY	2,281,340.46	175,352.64	2,067,886.85	213,453.61
10	E	---	167	-----	---	ASSIST PRINC SALARY	784,363.23	52,988.40	653,033.20	131,330.03
10	E	---	171	-----	---	INSTR SUB TEACHERS	35,692.44	15,506.03	92,686.35	56,993.91-
10	E	---	172	-----	---	OTHER CERT SALARIES	2,607,476.53	197,047.92	1,921,640.21	685,836.32
10	E	---	173	-----	---	SUB TEACHER SALARIES	609,407.51	69,178.12	533,109.65	76,297.86
10	E	---	174	-----	---	PROF HEALTH SALARIES	187,114.93	16,179.22	187,022.12	92.81
10	E	---	175	-----	---	TEACHERS SALARIES	31,696,750.08	2,342,953.19	24,256,061.93	7,440,688.15
10	E	---	176	-----	---	L-TERM SUB TCHRS	400,000.00	52,345.47	380,514.97	19,485.03
10	E	---	178	-----	---	COACHING SALARIES	921,478.82	99,263.35	927,511.65	6,032.83-
10	E	---	180	-----	---	SUPPORT SALARIES	119,983.50	9,229.50	105,939.39	14,044.11
10	E	---	181	-----	---	CUSTODIAL SALARIES	4,292,956.53	355,578.77	4,014,899.75	278,056.78
10	E	---	182	-----	---	TEACHR AIDE SALARIES	2,818,476.98	242,366.51	2,347,404.94	471,072.04
10	E	---	184	-----	---	ATTENDANCE OFFICE	60,012.98	6,281.01	58,492.38	1,520.60
10	E	---	185	-----	---	OTHER MUNIC SALARIES	1,172,269.09	95,142.03	1,090,035.28	82,233.81
10	E	---	186	-----	---	SECR-CLER SALARIES	2,039,816.97	176,014.05	1,830,633.17	209,183.80
10	E	---	187	-----	---	MAINT WORKER SALARY	141,427.80	10,249.44	130,942.03	10,485.77
10	E	---	188	-----	---	TEACHER AIDE-ENROLLMENT	65,474.00	2,073.37	7,437.68	58,036.32
10	E	---	194	-----	---	OTHER SUPV SALARIES	270,099.85	20,840.75	239,819.19	30,280.66
10	E	---	195	-----	---	MISC PAYROLLS	100,000.00	9,160.65	115,022.78	15,022.78-
10	E	---	212	-----	---	RET-EMPLR CONTRIBTN	3,498,376.40	270,624.92	2,828,164.60	670,211.80
10	E	---	218	-----	---	CONTR TO EMPLOYEE BENEFIT TR	1,283,894.82	88,843.72	941,510.70	342,384.12
10	E	---	219	-----	---	OTHER EMPLOYEE BENEFITS	20,000.00	0.00	65,000.00	45,000.00-
10	E	---	221	-----	---	MEDICARE-EMPLOYER CONTRIBUTI	750,354.23	56,443.27	593,833.94	156,520.29
10	E	---	222	-----	---	S S EMLR CON	3,205,838.61	241,479.82	2,537,405.18	668,433.43
10	E	---	230	-----	---	GROUP LIFE INS	124,968.05	7,962.05	80,211.48	44,756.57
10	E	---	243	-----	---	DENTAL INSURANCE	738,514.71	60,799.26	567,614.15	170,900.56
10	E	---	248	-----	---	HOSPITAL SURGICL INS	11,079,607.89	943,588.96	8,870,118.16	2,209,489.73
10	E	---	251	-----	---	DISABILITY INSURANCE	129,634.37	11,100.88	108,125.80	21,508.57
10	E	---	291	-----	---	COLLEGE CREDIT REIMB	40,000.00	4,022.82	51,122.85	11,122.85-
10	E	---	293	-----	---	MISC BENEFITS	170,000.00	0.00	168,969.38	1,030.62
10	E	---	299	-----	---	MISC BENEFITS	8,000.00	0.00	19,212.01	11,212.01-
10	E	---	310	-----	---	PERSONAL SERVICES	872,523.24	39,243.82	857,241.62	15,281.62
10	E	---	321	-----	---	TECH RELATED REPAIRS & MAINT	59,700.00	21,649.30	64,731.05	5,031.05-
10	E	---	324	-----	---	MAINTENANCE SERVICES	1,295,499.00	159,509.60	1,920,226.04	624,727.04-
10	E	---	325	-----	---	VEHICLE AND EQUIPMENT RENTAL	12,500.00	0.00	10,334.57	2,165.43
10	E	---	327	-----	---	CONSTRUCTION SERVICE	1,162,200.00	0.00	896,142.89	266,057.11
10	E	---	328	-----	---	BUILDING RENTAL	58,193.00	3,593.20	51,744.15	6,448.85

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
10	E	---	329	-----	---	CLEANING SERVICES	187,959.00	0.00	0.00	187,959.00
10	E	---	331	-----	---	GAS FOR HEAT	502,186.00	30,800.32	369,590.59	132,595.41
10	E	---	336	-----	---	ELECT NOT FOR HEAT	1,471,712.00	121,553.90	1,402,325.15	69,386.85
10	E	---	337	-----	---	WATER	114,910.00	3,133.45	150,422.64	35,512.64-
10	E	---	338	-----	---	SEWER	79,189.00	4,247.67	109,298.89	30,109.89-
10	E	---	339	-----	---	OTHER UTILITIES	95,352.00	832.62	24,682.28	70,669.72
10	E	---	341	-----	---	PUPIL TRANSPORTATION	2,477,015.64	466,595.99	2,319,901.30	157,114.34
10	E	---	342	-----	---	EMPLOYEE TRAVEL	142,057.76	9,542.13	113,109.09	28,948.67
10	E	---	345	-----	---	PUPIL LODGING & MEALS	8,615.53	1,248.00	22,243.87	13,628.34-
10	E	---	348	-----	---	VEHICLE FUEL	355,400.00	52,423.65	296,250.35	59,149.65
10	E	---	351	-----	---	ADVERTISING	12,840.00	0.00	3,296.36	9,543.64
10	E	---	352	-----	---	PHOTOGRAPHY	3,208.00	0.00	0.00	3,208.00
10	E	---	353	-----	---	POSTAGE	80,221.00	10,855.56	70,822.02	9,398.98
10	E	---	354	-----	---	PRINTING & BINDING	211,432.00	28,997.76	299,397.46	87,965.46-
10	E	---	355	-----	---	TELEPHONE	89,083.00	5,997.97	90,189.33	1,106.33-
10	E	---	358	-----	---	ON-LINE COMMUNICATIONS	212,364.00	7,812.13	97,898.39	114,465.61
10	E	---	359	-----	---	OTHER COMMUNICATIONS	27,000.00	0.00	0.00	27,000.00
10	E	---	360	-----	---	INFORMATION TECHNOLOGY	586,899.00	20,329.10	1,210,251.76	623,352.76-
10	E	---	362	-----	---	SOFTWARE AS A SERVICE	4,750.00	0.00	77,002.30	72,252.30-
10	E	---	373	-----	---	INSTR PAYMENTS-PRIV SCHOOLS	0.00	1,720.78	1,720.78	1,720.78-
10	E	---	382	-----	---	PAYMENTS TO WI SCHOOL DISTRI	4,202,066.00	0.00	0.00	4,202,066.00
10	E	---	385	-----	---	PAYMENT TO COUNTY	0.00	0.00	5,000.00	5,000.00-
10	E	---	386	-----	---	PAYMENT TO CESA-SERVICES	229,663.00	150.00	76,791.09	152,871.91
10	E	---	387	-----	---	PAYMENTS TO STATE	2,410,667.67	114.34	5,707.64	2,404,960.03
10	E	---	389	-----	---	PAYMENT TO WTCS	719,762.60	-69.42	389,480.64	330,281.96
10	E	---	411	-----	---	GENERAL SUPPLIES	1,019,018.10	98,888.90	719,556.68	299,461.42
10	E	---	413	-----	---	COMPUTER SUPPLIES	1,787.00	0.00	0.00	1,787.00
10	E	---	415	-----	---	FOOD	46,898.63	4,838.21	80,699.35	33,800.72-
10	E	---	416	-----	---	MEDICAL SUPPLIES	12,966.00	85.80	22,830.02	9,864.02-
10	E	---	417	-----	---	PAPER	59,268.00	12,145.92	-61,366.29	120,634.29
10	E	---	420	-----	---	APPAREL	19,885.10	2,341.88	21,921.09	2,035.99-
10	E	---	431	-----	---	AUDIO-VISUAL MEDIA	6,073.00	0.00	11,538.63	5,465.63-
10	E	---	432	-----	---	LIBRARY BOOKS	193,808.00	16,794.06	314,454.31	120,646.31-
10	E	---	433	-----	---	NEWSPAPERS	906.00	0.00	1,000.80	94.80-
10	E	---	434	-----	---	PERIODICALS	13,941.00	0.00	8,354.70	5,586.30
10	E	---	439	-----	---	OTHER MEDIA	166,537.00	0.68	19,961.89	146,575.11
10	E	---	440	-----	---	N-CAPITAL EQUIPMENT	763,086.84	90,202.19	739,493.58	23,593.26
10	E	---	449	-----	---	OTHER NON-CAPITAL OBJECTS	712.00	0.00	0.00	712.00
10	E	---	460	-----	---	EQUIPMENT COMPONENTS	4,968.00	0.00	21.99	4,946.01
10	E	---	470	-----	---	TEXTBOOKS & WORKBOOKS	429,262.23	9,102.01	161,973.65	267,288.58

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
10	E	---	471	-----	---	TEXTBOOKS	0.00	169.99	230.98	230.98-
10	E	---	472	-----	---	WORKBOOKS	900.00	0.00	0.00	900.00
10	E	---	473	-----	---	SHEET MUSIC	15,840.00	684.04	14,929.17	910.83
10	E	---	479	-----	---	OTHER INSTRUCTIONAL BOOKS	0.00	0.00	1,168.00	1,168.00-
10	E	---	480	-----	---	NON-INSTRUCTIONAL COMPUTER S	143,785.00	0.00	104,732.18	39,052.82
10	E	---	481	-----	---	TECHNOLOGY SUPPLIES	3,000.00	0.00	6,711.56	3,711.56-
10	E	---	482	-----	---	NON-CAPITAL HARDWARE	1,830,848.87	47,214.32	1,558,188.89	272,659.98
10	E	---	483	-----	---	NON-CAPITAL SOFTWARE	58,912.00	32.83	23,880.56	35,031.44
10	E	---	490	-----	---	OTHER NON-CAPITAL OBJECTS	1,300.00	0.00	1,260.61	39.39
10	E	---	550	-----	---	EQUIPMENT ADDITION	0.00	7,382.00	7,382.00	7,382.00-
10	E	---	551	-----	---	EQUIP PURCHASE ADDN	32,342.00	0.00	1,000.00	31,342.00
10	E	---	553	-----	---	EQUIP/VEHICLE PURCHASE	57,500.00	18,149.00	143,949.63	86,449.63-
10	E	---	561	-----	---	EQUIPMENT REPLACE	12,617.00	0.00	-7,277.21	19,894.21
10	E	---	563	-----	---	EQUIP/VEHICLE REPLACEMENT	0.00	0.00	12,250.00	12,250.00-
10	E	---	581	-----	---	TECHNOLOGY RELATED HARDWARE	98,650.00	0.00	0.00	98,650.00
10	E	---	678	-----	---	CAPITAL LEASE PRINCIPAL	146,000.00	4,221.82	237,849.30	91,849.30-
10	E	---	688	-----	---	CAPITAL LEASE INTEREST	5,000.00	1,657.89	17,787.81	12,787.81-
10	E	---	711	-----	---	DIST LIABILITY INS	73,212.00	0.00	1,255.00	71,957.00
10	E	---	712	-----	---	DIST PROPERTY INS	182,332.00	0.00	229,583.00	47,251.00-
10	E	---	713	-----	---	WORKERS COMPENSATION	650,331.00	34,549.44	379,643.59	270,687.41
10	E	---	730	-----	---	UNEMPLOYMENT COMP	31,828.00	23.94	8,921.62	22,906.38
10	E	---	827	-----	---	SPECIAL ED FUND TRANSFERS	10,660,743.00	0.00	0.00	10,660,743.00
10	E	---	838	-----	---	NON-REFERENDUM DEBT FUND TRA	85,140.00	0.00	0.00	85,140.00
10	E	---	940	-----	---	DUES & FEES	0.00	0.00	539.00	539.00-
10	E	---	941	-----	---	DISTRICT DUES & FEES	66,332.00	2,698.61	120,917.36	54,585.36-
10	E	---	942	-----	---	EMPLOYEE DUES & FEES	2,280.00	125.00	2,548.00	268.00-
10	E	---	943	-----	---	PUPIL DUES & FEES	49,301.79	4,700.00	47,975.23	1,326.56
10	E	---	949	-----	---	OTHER DUES & FEES	20.00	0.00	0.00	20.00
10	E	---	972	-----	---	REFND RECPT N-AIDBLE	10,354.00	3,322.14	3,322.14	7,031.86
10	-	---	---	-----	---	GENERAL FUND	108,337,221.30	7,139,863.92	75,598,028.29	32,739,193.01

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
11	R	---	630	-----	---	SPECIAL PROJECT GRNT	70,568.00	0.00	834.03	69,733.97
11	R	---	713	-----	---	VOCATIONAL EDUC ACT	68,939.00	1,558.99	69,866.69	-927.69
11	R	---	730	-----	---	SPECIAL PROJ GRANT THROUGH D	7,837,363.00	327,149.06	2,591,965.68	5,245,397.32
11	R	---	751	-----	---	ESEA TITLE 1	1,840,241.00	111,913.64	1,014,142.48	826,098.52
11	-	---	---	-----	---	GENERAL GRANTS	9,817,111.00	440,621.69	3,676,808.88	6,140,302.12

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
11	E	---	164	-----	---	OTHER PROF SALARIES	36,816.60	2,832.04	31,720.40	5,096.20
11	E	---	171	-----	---	INSTR SUB TEACHERS	17,950.00	4,942.00	25,610.71	7,660.71-
11	E	---	173	-----	---	SUB TEACHER SALARIES	15,592.50	0.00	0.00	15,592.50
11	E	---	175	-----	---	TEACHERS SALARIES	2,973,448.54	192,415.86	2,114,986.92	858,461.62
11	E	---	182	-----	---	TEACHR AIDE SALARIES	306,692.03	32,597.66	310,413.11	3,721.08-
11	E	---	185	-----	---	OTHER MUNIC SALARIES	119,016.42	10,700.68	89,705.87	29,310.55
11	E	---	186	-----	---	SECR-CLER SALARIES	0.00	3,913.43	3,913.43	3,913.43-
11	E	---	212	-----	---	RET-EMPLR CONTRIBTN	192,474.03	16,461.60	171,529.26	20,944.77
11	E	---	218	-----	---	CONTR TO EMPLOYEE BENEFIT TR	56,146.53	4,490.84	45,041.44	11,105.09
11	E	---	221	-----	---	MEDICARE-EMPLOYER CONTRIBUTI	41,104.41	3,354.25	35,183.57	5,920.84
11	E	---	222	-----	---	S S EEMPLR CON	175,756.78	14,342.69	150,441.41	25,315.37
11	E	---	230	-----	---	GROUP LIFE INS	8,828.15	491.85	5,300.65	3,527.50
11	E	---	243	-----	---	DENTAL INSURANCE	37,322.85	3,685.43	32,474.30	4,848.55
11	E	---	248	-----	---	HOSPITAL SURGICL INS	681,093.63	54,790.02	495,049.45	186,044.18
11	E	---	251	-----	---	DISABILITY INSURANCE	6,627.81	609.00	6,015.21	612.60
11	E	---	310	-----	---	PERSONAL SERVICES	1,045,302.11	67,772.54	811,637.08	233,665.03
11	E	---	321	-----	---	TECH RELATED REPAIRS & MAINT	14,887.66	0.00	0.00	14,887.66
11	E	---	322	-----	---	RENTALS OF COMPUTERS AND REL	321,039.40	0.00	0.00	321,039.40
11	E	---	328	-----	---	BUILDING RENTAL	0.00	134.00	134.00	134.00-
11	E	---	341	-----	---	PUPIL TRANSPORTATION	64,422.81	4,125.99	41,179.64	23,243.17
11	E	---	342	-----	---	EMPLOYEE TRAVEL	43,068.40	768.34	26,922.78	16,145.62
11	E	---	343	-----	---	CONTRCT SERV TRAVEL	1,500.00	1,005.00	6,081.29	4,581.29-
11	E	---	351	-----	---	ADVERTISING	0.00	0.00	200.12	200.12-
11	E	---	354	-----	---	PRINTING & BINDING	0.00	268.68	985.20	985.20-
11	E	---	355	-----	---	TELEPHONE	4,248.76	7.20	497.04	3,751.72
11	E	---	358	-----	---	ON-LINE COMMUNICATIONS	84,821.27	0.00	0.00	84,821.27
11	E	---	360	-----	---	INFORMATION TECHNOLOGY	70,864.44	58,928.00	146,285.22	75,420.78-
11	E	---	362	-----	---	SOFTWARE AS A SERVICE	407,847.30	0.00	296,667.31	111,179.99
11	E	---	371	-----	---	INSTR PAYMENTS-PRIV VENDOR	36,318.45	0.00	0.00	36,318.45
11	E	---	386	-----	---	PAYMENT TO CESA-SERVICES	3,234.74	350.00	22,378.46	19,143.72-
11	E	---	387	-----	---	PAYMENTS TO STATE	0.00	0.00	3,524.87	3,524.87-
11	E	---	410	-----	---	SUPPLIES & MATERIALS	8,873.45	0.00	0.00	8,873.45
11	E	---	411	-----	---	GENERAL SUPPLIES	331,374.34	13,165.82	119,808.13	211,566.21
11	E	---	415	-----	---	FOOD	1,136.74	3,477.00	14,530.68	13,393.94-
11	E	---	416	-----	---	MEDICAL SUPPLIES	64,214.39	0.00	0.00	64,214.39
11	E	---	420	-----	---	APPAREL	0.00	49.99	414.57	414.57-
11	E	---	440	-----	---	N-CAPITAL EQUIPMENT	1,079,726.17	148,619.09	324,902.20	754,823.97
11	E	---	470	-----	---	TEXTBOOKS & WORKBOOKS	0.00	0.00	61,533.57	61,533.57-
11	E	---	479	-----	---	OTHER INSTRUCTIONAL BOOKS	0.00	0.00	544.43	544.43-
11	E	---	482	-----	---	NON-CAPITAL HARDWARE	1,005,673.36	4,553.99	193,813.08	811,860.28

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
11	E	---	483	-----	---	NON-CAPITAL SOFTWARE	5,988.42	0.00	0.00	5,988.42
11	E	---	490	-----	---	OTHER NON-CAPITAL OBJECTS	225.63	0.00	0.00	225.63
11	E	---	541	-----	---	BLDG COMP REM/ADDN	30,218.54	0.00	0.00	30,218.54
11	E	---	550	-----	---	EQUIPMENT ADDITION	33,429.26	0.00	7,399.00	26,030.26
11	E	---	551	-----	---	EQUIP PURCHASE ADDN	151,091.18	0.00	-30,904.25	181,995.43
11	E	---	553	-----	---	EQUIP/VEHICLE PURCHASE	0.00	101,886.80	101,886.80	101,886.80-
11	E	---	676	-----	---	PRINC SUBSCRIPTION-BASED IT A	321,874.01	0.00	0.00	321,874.01
11	E	---	686	-----	---	INT SUBSCRIPTION-BASED IT AG	6,859.89	0.00	0.00	6,859.89
11	E	---	940	-----	---	DUES & FEES	0.00	0.00	700.00	700.00-
11	E	---	941	-----	---	DISTRICT DUES & FEES	0.00	500.00	500.00	500.00-
11	E	---	943	-----	---	PUPIL DUES & FEES	0.00	0.00	13,244.00	13,244.00-
11	-	---	---	-----	---	GENERAL GRANTS	9,807,111.00	751,239.79	5,682,250.95	4,124,860.05

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
21	R	---	279	-----	---	OTH SCH ACTIVITY INC	2,200,000.00	183,059.87	2,069,828.37	130,171.63
21	R	---	291	-----	---	GIFTS, FUNDRAISING, CONTRIBU	75,000.00	43,787.40	153,729.26	-78,729.26
21	-	---	---	-----	---	DONATIONS	2,275,000.00	226,847.27	2,223,557.63	51,442.37

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
21	E	---	171	-----	---	INSTR SUB TEACHERS	0.00	196.73	1,316.73	1,316.73-
21	E	---	175	-----	---	TEACHERS SALARIES	0.00	0.00	7,600.00	7,600.00-
21	E	---	212	-----	---	RET-EMPLR CONTRIBTN	0.00	0.00	516.80	516.80-
21	E	---	221	-----	---	MEDICARE-EMPLOYER CONTRIBUTI	0.00	0.00	123.15	123.15-
21	E	---	222	-----	---	S S EMLR CON	0.00	0.00	526.26	526.26-
21	E	---	310	-----	---	PERSONAL SERVICES	0.00	26,885.36	206,434.44	206,434.44-
21	E	---	324	-----	---	MAINTENANCE SERVICES	0.00	0.00	8,075.92	8,075.92-
21	E	---	328	-----	---	BUILDING RENTAL	5,927.00	0.00	0.00	5,927.00
21	E	---	341	-----	---	PUPIL TRANSPORTATION	0.00	25,395.41	172,082.36	172,082.36-
21	E	---	342	-----	---	EMPLOYEE TRAVEL	0.00	228.00	5,603.51	5,603.51-
21	E	---	345	-----	---	PUPIL LODGING & MEALS	0.00	6,047.87	56,982.49	56,982.49-
21	E	---	353	-----	---	POSTAGE	0.00	0.00	756.20	756.20-
21	E	---	354	-----	---	PRINTING & BINDING	194.00	78,155.28	84,670.24	84,476.24-
21	E	---	360	-----	---	INFORMATION TECHNOLOGY	0.00	0.00	4,000.00	4,000.00-
21	E	---	370	-----	---	EDUC SERV N-GOVT	0.00	0.00	214,352.00	214,352.00-
21	E	---	411	-----	---	GENERAL SUPPLIES	2,213,048.00	53,714.19	500,194.35	1,712,853.65
21	E	---	415	-----	---	FOOD	6,673.00	36,157.30	331,415.30	324,742.30-
21	E	---	420	-----	---	APPAREL	0.00	13,749.98	194,296.30	194,296.30-
21	E	---	432	-----	---	LIBRARY BOOKS	0.00	0.00	17.89	17.89-
21	E	---	440	-----	---	N-CAPITAL EQUIPMENT	49,158.00	11,606.94	74,671.12	25,513.12-
21	E	---	470	-----	---	TEXTBOOKS & WORKBOOKS	0.00	209.44	12,809.69	12,809.69-
21	E	---	940	-----	---	DUES & FEES	0.00	42,449.37	260,764.97	260,764.97-
21	E	---	941	-----	---	DISTRICT DUES & FEES	0.00	774.00	5,813.44	5,813.44-
21	E	---	943	-----	---	PUPIL DUES & FEES	0.00	6,160.95	90,592.16	90,592.16-
21	-	---	---	-----	---	DONATIONS	2,275,000.00	301,730.82	2,233,615.32	41,384.68

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
27	R	---	110	-----	---	GENERAL	10,660,743.00	0.00	0.00	10,660,743.00
27	R	---	346	-----	---	NON-OPEN ENROLL SP ED TUITIO	35,000.00	0.00	0.00	35,000.00
27	R	---	611	-----	---	HANDICAPPED AID	5,141,811.00	0.00	3,769,178.00	1,372,633.00
27	R	---	625	-----	---	HIGH COST SPECIAL EDUC AID	100,000.00	0.00	0.00	100,000.00
27	R	---	697	-----	---	AID FOR SPECIAL ED TRANSITIO	25,000.00	0.00	0.00	25,000.00
27	R	---	730	-----	---	SPECIAL PROJ GRANT THROUGH D	3,139,235.00	86,681.51	1,698,852.22	1,440,382.78
27	R	---	780	-----	---	FED AID STATE AGENCY. NOT DP	500,000.00	62,101.74	397,677.36	102,322.64
27	-	---	---	-----	---	SPECIAL EDUCATION	19,601,789.00	148,783.25	5,865,707.58	13,736,081.42

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
27	E	---	164	-----	---	OTHER PROF SALARIES	398,583.33	30,660.26	370,923.12	27,660.21
27	E	---	171	-----	---	INSTR SUB TEACHERS	15,000.00	305.00	4,262.40	10,737.60
27	E	---	172	-----	---	OTHER CERT SALARIES	1,309,555.18	100,618.17	1,002,357.68	307,197.50
27	E	---	173	-----	---	SUB TEACHER SALARIES	45,000.00	25,919.10	148,360.85	103,360.85-
27	E	---	174	-----	---	PROF HEALTH SALARIES	129,018.66	6,608.38	71,356.34	57,662.32
27	E	---	175	-----	---	TEACHERS SALARIES	8,003,334.60	596,504.13	6,115,262.76	1,888,071.84
27	E	---	176	-----	---	L-TERM SUB TCHRS	76,500.00	0.00	42,599.20	33,900.80
27	E	---	182	-----	---	TEACHR AIDE SALARIES	2,411,304.85	249,611.54	2,225,882.32	185,422.53
27	E	---	185	-----	---	OTHER MUNIC SALARIES	220,634.97	22,641.07	218,983.54	1,651.43
27	E	---	186	-----	---	SECR-CLER SALARIES	84,142.12	8,699.83	93,143.94	9,001.82-
27	E	---	212	-----	---	RET-EMPLR CONTRIBTN	837,718.95	69,722.46	689,686.61	148,032.34
27	E	---	218	-----	---	CONTR TO EMPLOYEE BENEFIT TR	256,777.53	19,686.38	203,540.28	53,237.25
27	E	---	221	-----	---	MEDICARE-EMPLOYER CONTRIBUTI	178,762.76	14,200.07	141,274.95	37,487.81
27	E	---	222	-----	---	S S EEMPLR CON	764,364.65	60,717.74	604,075.04	160,289.61
27	E	---	230	-----	---	GROUP LIFE INS	25,843.52	1,737.63	16,659.77	9,183.75
27	E	---	243	-----	---	DENTAL INSURANCE	171,695.09	15,064.49	137,539.22	34,155.87
27	E	---	248	-----	---	HOSPITAL SURGICL INS	2,795,278.35	233,864.85	2,142,343.70	652,934.65
27	E	---	251	-----	---	DISABILITY INSURANCE	30,504.87	2,873.07	27,206.70	3,298.17
27	E	---	310	-----	---	PERSONAL SERVICES	115,921.54	17,394.00	132,060.47	16,138.93-
27	E	---	321	-----	---	TECH RELATED REPAIRS & MAINT	0.00	169.00	219.00	219.00-
27	E	---	324	-----	---	MAINTENANCE SERVICES	4,373.35	0.00	1,442.00	2,931.35
27	E	---	328	-----	---	BUILDING RENTAL	122,490.52	2,519.80	28,283.60	94,206.92
27	E	---	341	-----	---	PUPIL TRANSPORTATION	859,015.04	208,427.07	1,003,723.71	144,708.67-
27	E	---	342	-----	---	EMPLOYEE TRAVEL	111,553.08	2,798.26	17,348.82	94,204.26
27	E	---	343	-----	---	CONTRCT SERV TRAVEL	416.69	0.00	0.00	416.69
27	E	---	348	-----	---	VEHICLE FUEL	73,149.00	23,449.52	99,669.60	26,520.60-
27	E	---	353	-----	---	POSTAGE	12,730.99	90.35	518.07	12,212.92
27	E	---	354	-----	---	PRINTING & BINDING	142,143.25	1,404.24	13,748.19	128,395.06
27	E	---	355	-----	---	TELEPHONE	5,207.70	181.47	1,345.31	3,862.39
27	E	---	360	-----	---	INFORMATION TECHNOLOGY	0.00	0.00	30,148.98	30,148.98-
27	E	---	362	-----	---	SOFTWARE AS A SERVICE	63,742.53	0.00	123,065.43	59,322.90-
27	E	---	370	-----	---	EDUC SERV N-GOVT	0.00	0.00	-33,775.00	33,775.00
27	E	---	371	-----	---	INSTR PAYMENTS-PRIV VENDOR	0.00	0.00	840.00	840.00-
27	E	---	382	-----	---	PAYMENTS TO WI SCHOOL DISTRI	0.00	0.00	300.00	300.00-
27	E	---	383	-----	---	PAYMENT TO CCDEB	42,007.92	0.00	0.00	42,007.92
27	E	---	386	-----	---	PAYMENT TO CESA-SERVICES	53,673.15	0.00	209,966.50	156,293.35-
27	E	---	387	-----	---	PAYMENTS TO STATE	1,958.08	0.00	0.00	1,958.08
27	E	---	389	-----	---	PAYMENT TO WTCS	131,236.28	0.00	87,236.00	44,000.28
27	E	---	411	-----	---	GENERAL SUPPLIES	36,059.83	1,384.15	27,318.85	8,740.98
27	E	---	415	-----	---	FOOD	0.00	101.96	1,996.35	1,996.35-

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
27	E	---	440	-----	---	N-CAPITAL EQUIPMENT	0.00	339.57	12,342.81	12,342.81-
27	E	---	470	-----	---	TEXTBOOKS & WORKBOOKS	0.00	0.00	4,005.27	4,005.27-
27	E	---	471	-----	---	TEXTBOOKS	0.00	5,519.00	8,442.95	8,442.95-
27	E	---	472	-----	---	WORKBOOKS	0.00	0.00	344.92	344.92-
27	E	---	481	-----	---	TECHNOLOGY SUPPLIES	0.00	100.00	3,164.61	3,164.61-
27	E	---	482	-----	---	NON-CAPITAL HARDWARE	0.00	1,678.67	16,552.66	16,552.66-
27	E	---	490	-----	---	OTHER NON-CAPITAL OBJECTS	21,410.49	945.76	11,605.61	9,804.88
27	E	---	936	-----	---	SP EDUC AID TRANSITED TO OTH	38,500.00	0.00	0.00	38,500.00
27	E	---	941	-----	---	DISTRICT DUES & FEES	0.00	0.00	1,638.00	1,638.00-
27	E	---	942	-----	---	EMPLOYEE DUES & FEES	2,915.89	0.00	3,076.00	160.11-
27	E	---	943	-----	---	PUPIL DUES & FEES	1,853.90	0.00	0.00	1,853.90
27	E	---	949	-----	---	OTHER DUES & FEES	7,410.34	100.00	6,357.00	1,053.34
27	-	---	---	-----	---	SPECIAL EDUCATION	19,601,789.00	1,726,036.99	16,068,444.13	3,533,344.87

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
38	R	---	110	-----	---	GENERAL	85,140.00	0.00	0.00	85,140.00
38	R	---	211	-----	---	CURRENT PROPERTY TAX	2,104,070.00	0.00	2,104,070.00	0.00
38	R	---	280	-----	---	INT ON INVESTMENTS	0.00	0.00	9,589.83	-9,589.83
38	-	---	---	-----	---	NON-REFERENDUM DEBT SERVICE	2,189,210.00	0.00	2,113,659.83	75,550.17

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
38	E	---	673	-----	---	PRINC L-TERM LOANS	2,065,000.00	0.00	2,065,000.00	0.00
38	E	---	683	-----	---	INT L-TERM LOANS	149,835.00	0.00	149,835.00	0.00
38	-	---	---	-----	---	NON-REFERENDUM DEBT SERVICE	2,214,835.00	0.00	2,214,835.00	0.00

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
39	R	---	211	-----	---	CURRENT PROPERTY TAX	22,275,000.00	0.00	22,275,000.00	0.00
39	R	---	280	-----	---	INT ON INVESTMENTS	0.00	30,869.07	513,058.14	-513,058.14
39	-	---	---	-----	---	DEBT SERVICE-REFERENDUM APPR	22,275,000.00	30,869.07	22,788,058.14	-513,058.14

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
39	E	---	675	-----	---	PRINC L-TERM BONDS	17,761,346.50	0.00	23,940,000.00	6,178,653.50-
39	E	---	685	-----	---	INT L-TERM BONDS	4,901,319.00	0.00	4,901,318.56	0.44
39	-	---	---	-----	---	DEBT SERVICE-REFERENDUM APPR	22,662,665.50	0.00	28,841,318.56	6,178,653.06-

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
46	R	---	280	-----	---	INT ON INVESTMENTS	5,000.00	10,009.33	100,768.34	-95,768.34
46	-	---	---	-----	---	LONG TERM CAPITAL IMPR TRUST	5,000.00	10,009.33	100,768.34	-95,768.34

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
49	R	---	280	-----	---	INT ON INVESTMENTS	0.00	140,204.74	2,911,616.13	-2,911,616.13
49	R	---	875	-----	---	LONG-TERM BONDS	19,810,000.00	0.00	19,810,000.00	0.00
49	R	---	957	-----	---		0.00	20,246.40	337,977.67	-337,977.67
49	R	---	990	-----	---	MISCELLANEOUS	0.00	0.00	5,498.49	-5,498.49
49	-	---	---	-----	---	OTHER CAPITAL PROJECTS FUND	19,810,000.00	160,451.14	23,065,092.29	-3,255,092.29

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
49	E	---	327	-----	---	CONSTRUCTION SERVICE	62,490,212.00	5,625,903.69	35,873,393.75	26,616,818.25
49	E	---	482	-----	---	NON-CAPITAL HARDWARE	0.00	95,333.66	350,474.64	350,474.64-
49	E	---	712	-----	---	DIST PROPERTY INS	0.00	0.00	72,855.00	72,855.00-
49	E	---	941	-----	---	DISTRICT DUES & FEES	0.00	5,971.01	89,644.67	89,644.67-
49	E	---	964	-----	---		5,203,654.00	0.00	61,466.26	5,142,187.74
49	E	---	998	-----	---	UNREALIZED LOSSES ON INVESTM	269,609.00	81,360.40	142,681.56	126,927.44
49	-	---	---	-----	---	OTHER CAPITAL PROJECTS FUND	67,963,475.00	5,808,568.76	36,590,515.88	31,372,959.12

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
50	R	---	251	-----	---	PUPILS	1,200,000.00	155,805.30	1,089,636.45	110,363.55
50	R	---	252	-----	---	ADULTS	31,000.00	4,414.75	27,789.85	3,210.15
50	R	---	259	-----	---	OTH FOOD SERV SALES	85,000.00	-19,856.11	142,790.28	-57,790.28
50	R	---	280	-----	---	INT ON INVESTMENTS	8,500.00	0.00	0.00	8,500.00
50	R	---	617	-----	---	FOOD SERVICE AID	70,000.00	61,798.36	61,798.36	8,201.64
50	R	---	714	-----	---	USDA COMMODITIES	485,000.00	0.00	0.00	485,000.00
50	R	---	717	-----	---	FEDERAL FOOD SERVICE AID	3,225,000.00	366,750.86	2,810,860.78	414,139.22
50	R	---	730	-----	---	SPECIAL PROJ GRANT THROUGH D	30,000.00	1,542.80	34,220.90	-4,220.90
50	R	---	861	-----	---	EQUIPMENT SALES	5,000.00	0.00	6,039.09	-1,039.09
50	-	---	---	-----	---	FOOD SERVICE FUND	5,139,500.00	570,455.96	4,173,135.71	966,364.29

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
50	E	---	181	-----	---	CUSTODIAL SALARIES	61,203.79	4,713.46	53,959.40	7,244.39
50	E	---	183	-----	---	COOKS SALARIES	1,235,849.34	132,145.06	1,212,230.80	23,618.54
50	E	---	185	-----	---	OTHER MUNIC SALARIES	63,667.80	4,897.52	56,321.48	7,346.32
50	E	---	186	-----	---	SECR-CLER SALARIES	70,609.50	5,475.71	63,264.22	7,345.28
50	E	---	191	-----	---	FOOD SERVICE SUPVSR	90,656.23	6,973.56	83,682.72	6,973.51
50	E	---	212	-----	---	RET-EMPLR CONTRIBTN	94,975.27	9,479.23	91,374.25	3,601.02
50	E	---	218	-----	---	CONTR TO EMPLOYEE BENEFIT TR	6,799.20	523.02	6,276.24	522.96
50	E	---	221	-----	---	MEDICARE-EMPLOYER CONTRIBUTI	21,855.36	2,080.65	19,951.09	1,904.27
50	E	---	222	-----	---	S S EEMPLR CON	93,450.53	8,896.40	85,307.38	8,143.15
50	E	---	230	-----	---	GROUP LIFE INS	3,083.57	272.41	2,470.49	613.08
50	E	---	243	-----	---	DENTAL INSURANCE	23,851.98	2,586.50	22,611.31	1,240.67
50	E	---	248	-----	---	HOSPITAL SURGICL INS	407,435.50	38,025.56	327,026.62	80,408.88
50	E	---	251	-----	---	DISABILITY INSURANCE	3,523.93	575.39	3,502.97	20.96
50	E	---	310	-----	---	PERSONAL SERVICES	19,791.00	0.00	210.00	19,581.00
50	E	---	324	-----	---	MAINTENANCE SERVICES	33,956.00	1,388.01	25,234.81	8,721.19
50	E	---	342	-----	---	EMPLOYEE TRAVEL	1,989.00	-50.31	3,637.75	1,648.75-
50	E	---	348	-----	---	VEHICLE FUEL	582.00	0.00	0.00	582.00
50	E	---	353	-----	---	POSTAGE	0.00	191.97	1,124.51	1,124.51-
50	E	---	354	-----	---	PRINTING & BINDING	6,015.00	284.28	3,003.04	3,011.96
50	E	---	360	-----	---	INFORMATION TECHNOLOGY	0.00	0.00	990.00	990.00-
50	E	---	362	-----	---	SOFTWARE AS A SERVICE	0.00	0.00	29,786.00	29,786.00-
50	E	---	387	-----	---	PAYMENTS TO STATE	2,667.00	0.00	-1,303.06	3,970.06
50	E	---	411	-----	---	GENERAL SUPPLIES	120,666.00	17,348.70	166,468.16	45,802.16-
50	E	---	415	-----	---	FOOD	2,628,925.00	320,962.80	2,161,554.55	467,370.45
50	E	---	417	-----	---	PAPER	0.00	0.00	222.06	222.06-
50	E	---	420	-----	---	APPAREL	2,284.00	617.80	2,713.80	429.80-
50	E	---	440	-----	---	N-CAPITAL EQUIPMENT	69,162.00	2,876.69	20,978.37	48,183.63
50	E	---	480	-----	---	NON-INSTRUCTIONAL COMPUTER S	20,001.00	0.00	-3,156.00	23,157.00
50	E	---	482	-----	---	NON-CAPITAL HARDWARE	0.00	0.00	8,004.20	8,004.20-
50	E	---	551	-----	---	EQUIP PURCHASE ADDN	50,000.00	0.00	0.00	50,000.00
50	E	---	941	-----	---	DISTRICT DUES & FEES	6,500.00	13.00	3,632.68	2,867.32
50	-	---	---	-----	---	FOOD SERVICE FUND	5,139,500.00	560,277.41	4,451,079.84	688,420.16

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
72	R	---	280	-----	---	INT ON INVESTMENTS	0.00	919.75	8,908.63	-8,908.63
72	R	---	291	-----	---	GIFTS, FUNDRAISING, CONTRIBU	0.00	0.00	11,381.92	-11,381.92
72	-	---	---	-----	---	EXP/NONEXP TRUST FUNDS	0.00	919.75	20,290.55	-20,290.55

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
72	E	---	991	-----	---	TRUST FUND EXPENDITURES	0.00	0.00	27,412.00	27,412.00-
72	-	---	---	-----	---	EXP/NONEXP TRUST FUNDS	0.00	0.00	27,412.00	27,412.00-

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
80	R	---	211	-----	---	CURRENT PROPERTY TAX	662,200.00	0.00	662,200.00	0.00
80	-	---	---	-----	---	COMMUNITY SERVICES	662,200.00	0.00	662,200.00	0.00

Number of Accounts: 476

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

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
80	E	---	175	-----	---	TEACHERS SALARIES	30,800.00	0.00	99.40	30,700.60
80	E	---	182	-----	---	TEACHR AIDE SALARIES	60,000.00	9,910.37	91,722.52	31,722.52-
80	E	---	185	-----	---	OTHER MUNIC SALARIES	135,072.14	21,995.38	199,101.93	64,029.79-
80	E	---	186	-----	---	SECR-CLER SALARIES	11,269.60	1,193.54	13,104.25	1,834.65-
80	E	---	189	-----	---	SEASONAL CUSTODIANS	39,662.00	0.00	0.00	39,662.00
80	E	---	195	-----	---	MISC PAYROLLS	25,000.00	0.00	0.00	25,000.00
80	E	---	212	-----	---	RET-EMPLR CONTRIBTN	11,056.15	1,897.67	17,419.32	6,363.17-
80	E	---	221	-----	---	MEDICARE-EMPLOYER CONTRIBUTI	2,648.81	460.09	4,247.12	1,598.31-
80	E	---	222	-----	---	S S EMLR CON	11,325.84	1,967.52	18,161.20	6,835.36-
80	E	---	230	-----	---	GROUP LIFE INS	230.32	24.23	209.43	20.89
80	E	---	243	-----	---	DENTAL INSURANCE	1,830.49	134.40	1,227.18	603.31
80	E	---	248	-----	---	HOSPITAL SURGICL INS	41,863.62	2,143.32	19,892.88	21,970.74
80	E	---	251	-----	---	DISABILITY INSURANCE	294.03	37.21	316.69	22.66-
80	E	---	310	-----	---	PERSONAL SERVICES	90,947.00	-41.00	47,976.72	42,970.28
80	E	---	341	-----	---	PUPIL TRANSPORTATION	0.00	755.69	1,718.61	1,718.61-
80	E	---	342	-----	---	EMPLOYEE TRAVEL	0.00	0.00	1,128.35	1,128.35-
80	E	---	353	-----	---	POSTAGE	0.00	0.00	13.03	13.03-
80	E	---	354	-----	---	PRINTING & BINDING	0.00	249.02	1,386.20	1,386.20-
80	E	---	355	-----	---	TELEPHONE	0.00	375.83	2,492.16	2,492.16-
80	E	---	360	-----	---	INFORMATION TECHNOLOGY	0.00	0.00	9,823.00	9,823.00-
80	E	---	381	-----	---	PAYMENT TO MUNICIPALITY	180,000.00	0.00	8,145.21	171,854.79
80	E	---	411	-----	---	GENERAL SUPPLIES	20,000.00	-459.33	-10,945.49	30,945.49
80	E	---	415	-----	---	FOOD	0.00	658.98	4,203.05	4,203.05-
80	E	---	440	-----	---	N-CAPITAL EQUIPMENT	0.00	3,312.53	6,946.58	6,946.58-
80	E	---	480	-----	---	NON-INSTRUCTIONAL COMPUTER S	0.00	0.00	1,987.11	1,987.11-
80	E	---	482	-----	---	NON-CAPITAL HARDWARE	0.00	0.00	9,469.00	9,469.00-
80	E	---	941	-----	---	DISTRICT DUES & FEES	0.00	0.00	100.00	100.00-
80	E	---	942	-----	---	EMPLOYEE DUES & FEES	0.00	0.00	50.00	50.00-
80	E	---	943	-----	---	PUPIL DUES & FEES	0.00	0.00	186.00	186.00-
80	-	---	---	-----	---	COMMUNITY SERVICES	662,000.00	44,615.45	450,181.45	211,818.55

Number of Accounts: 13024

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

BALANCE SHEET SUMMARY

May 31, 2024

ASSETS

General Fund	\$10,588,163.68
Special Education	(\$10,060,043.05)
HRA Account	\$22,377.14
Petty Cash Fund	\$249.00
Investments	
General Fund	\$13,956,705.29
Interest Receivable	\$543.63
Taxes Receivable	\$11,850,286.80
Accounts Receivable	\$567.01
<u>TOTAL ASSETS</u>	<u>\$26,358,849.50</u>

LIABILITIES

Salaries and Benefits Payable	\$1,562,343.83
Accounts Payable	\$425,524.56
<u>TOTAL LIABILITIES</u>	<u>\$1,987,868.39</u>

EQUITY - FUND BALANCE

General Fund Balance	\$28,345,871.39
Special Education	(\$10,202,736.22)
TOTAL FUND BALANCE	<u>\$18,143,135.17</u>
Restricted for Insurance Claims	\$6,227,845.94
TOTAL EQUITY - FUND BALANCE	<u>\$24,370,981.11</u>
TOTAL EQUITY AND LIABILITIES	<u>\$26,358,849.50</u>

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
10	R	---	2--	-----	---	REVENUE FROM LOCAL SOURCES	25,196,122.00	69,668.31	25,376,316.52	-180,194.52
10	R	---	3--	-----	---	INTER DISTRICT PAYMENTS	2,201,139.00	0.00	511.63	2,200,627.37
10	R	---	5--	-----	---	REVENUE FROM INTER. SOURCES	35,000.00	10,800.00	35,897.23	-897.23
10	R	---	6--	-----	---	REVENUE FROM STATE	78,917,775.00	291,149.09	53,557,139.22	25,360,635.78
10	R	---	7--	-----	---	REVENUE FROM FEDERAL	736,127.00	300,024.72	300,024.72	436,102.28
10	R	---	8--	-----	---	OTHER FINANCING	75,000.00	128.00	32,066.55	42,933.45
10	R	---	9--	-----	---	OTHER REVENUE	450,000.00	6,544.92	594,959.96	-144,959.96
10	-	---	---	-----	---	GENERAL FUND	107,611,163.00	678,315.04	79,896,915.83	27,714,247.17

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
10	E	---	1--	-----	---	SALARIES	52,645,378.22	4,105,385.68	42,871,748.97	9,773,629.25
10	E	---	2--	-----	---	EMPLOYEE BENEFITS	21,049,189.08	1,684,865.70	16,831,288.25	4,217,900.83
10	E	---	3--	-----	---	PURCHASED SERVICES	17,684,968.44	990,281.87	10,935,802.25	6,749,166.19
10	E	---	4--	-----	---	NON-CAPITAL OBJECTS	4,793,702.77	282,500.83	3,751,542.35	1,042,160.42
10	E	---	5--	-----	---	CAPITAL OBJECTS	201,109.00	25,531.00	157,304.42	43,804.58
10	E	---	6--	-----	---	DEBT RETIREMENT	151,000.00	5,879.71	255,637.11	104,637.11-
10	E	---	7--	-----	---	INSURANCE & JUDGEMENTS	937,703.00	34,573.38	619,403.21	318,299.79
10	E	---	8--	-----	---	OPERATING TRANSFERS - OUT	10,745,883.00	0.00	0.00	10,745,883.00
10	E	---	9--	-----	---	OTHER OBJECTS	128,287.79	10,845.75	175,301.73	47,013.94-
10	-	---	---	-----	---	GENERAL FUND	108,337,221.30	7,139,863.92	75,598,028.29	32,739,193.01

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
11	R	---	6--	-----	---	REVENUE FROM STATE	70,568.00	0.00	834.03	69,733.97
11	R	---	7--	-----	---	REVENUE FROM FEDERAL	9,746,543.00	440,621.69	3,675,974.85	6,070,568.15
11	-	---	---	-----	---	GENERAL GRANTS	9,817,111.00	440,621.69	3,676,808.88	6,140,302.12

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
11	E	---	1--	-----	---	SALARIES	3,469,516.09	247,401.67	2,576,350.44	893,165.65
11	E	---	2--	-----	---	EMPLOYEE BENEFITS	1,199,354.19	98,225.68	941,035.29	258,318.90
11	E	---	3--	-----	---	PURCHASED SERVICES	2,097,555.34	133,359.75	1,356,493.01	741,062.33
11	E	---	4--	-----	---	NON-CAPITAL OBJECTS	2,497,212.50	169,865.89	715,546.66	1,781,665.84
11	E	---	5--	-----	---	CAPITAL OBJECTS	214,738.98	101,886.80	78,381.55	136,357.43
11	E	---	6--	-----	---	DEBT RETIREMENT	328,733.90	0.00	0.00	328,733.90
11	E	---	9--	-----	---	OTHER OBJECTS	0.00	500.00	14,444.00	14,444.00-
11	-	---	---	-----	---	GENERAL GRANTS	9,807,111.00	751,239.79	5,682,250.95	4,124,860.05

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
27	R	---	1--	-----	---		10,660,743.00	0.00	0.00	10,660,743.00
27	R	---	3--	-----	---	INTER DISTRICT PAYMENTS	35,000.00	0.00	0.00	35,000.00
27	R	---	6--	-----	---	REVENUE FROM STATE	5,266,811.00	0.00	3,769,178.00	1,497,633.00
27	R	---	7--	-----	---	REVENUE FROM FEDERAL	3,639,235.00	148,783.25	2,096,529.58	1,542,705.42
27	-	---	---	-----	---	SPECIAL EDUCATION	19,601,789.00	148,783.25	5,865,707.58	13,736,081.42

Number of Accounts: 76

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

Fd	T	Loc	Obj	Func	Prj	OBJECT	2023-24 Revised Budget	May 2023-24 Monthly Activity	2023-24 FYTD Activity	Unexpended Balance
27	E	---	1--	-----	---	SALARIES	12,693,073.71	1,041,567.48	10,293,132.15	2,399,941.56
27	E	---	2--	-----	---	EMPLOYEE BENEFITS	5,060,945.72	417,866.69	3,962,326.27	1,098,619.45
27	E	---	3--	-----	---	PURCHASED SERVICES	1,739,619.12	256,433.71	1,716,140.68	23,478.44
27	E	---	4--	-----	---	NON-CAPITAL OBJECTS	57,470.32	10,069.11	85,774.03	28,303.71-
27	E	---	9--	-----	---	OTHER OBJECTS	50,680.13	100.00	11,071.00	39,609.13
27	-	---	---	-----	---	SPECIAL EDUCATION	19,601,789.00	1,726,036.99	16,068,444.13	3,533,344.87

Number of Accounts: 11659

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



# District Donation Form

## Gifts, Grants, and Bequests

Today's Date: 05/30/2024

- This is a grant.  
 This is a donation.  
 I wish to remain anonymous.

Donor's Name: Community Foundation of North Central Wisconsin

Donor's Address: 200 Washington Street, Suite 120

Wausau, WI 54403

Donor's Phone: 715.845.9555

Amount of Donation: \$12,000

School/Building Receiving Donation: District

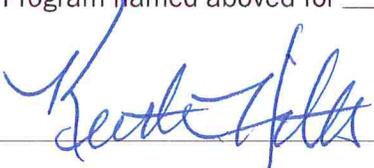
Department/Program Receiving Donation: All District English Language Learners

Designation/Purpose of Donation: Immersive Real-Time Translation Devices

The Wausau School District and N/A Department/Program

of N/A School/Building gratefully acknowledge your gift of \$12,000 Donation

to be used by the Department/Program named above for purchasing Immersive Real-Time Translation Devices. Purpose

Building Principal Signature:  Date: 05/30/24

- ROUTING:  
Original to Donor  
Email copy to Department/Program  
Email copy to Building Administrative Assistant/Building Bookkeeper  
Email copy to Superintendent's Administrative Assistant at Longfellow

Wausau School District  
PO Box 359  
Wausau, WI 54402-0359

Congratulations on being selected to receive this Wausau Marathon County Impact Grant from the Community Foundation of North Central Wisconsin:

Grant Amount: \$12,000.00  
Project Name: Immersive Real-Time Translation Devices

As outlined in the grant agreement that you signed to initiate this payment, the Community Foundation requires recognition of its grants. Please include the following statement in all material related to this project: *"Support for this project was provided through the Wausau Marathon County Fund of the Community Foundation of North Central Wisconsin."* Contact our marketing director, Maggie DeLoye ([maggie@cfoncw.org](mailto:maggie@cfoncw.org)), regarding use of our logo or to request our grant banner to be displayed by your agency to acknowledge this grant.

Please return to our Grant Management Portal to submit a final report once your project has been completed. We also ask that you keep us informed of any changes to your project and provide us with photos as your project is being implemented. Our program associate, Kelly Price ([kelly@cfoncw.org](mailto:kelly@cfoncw.org)), is available to discuss the status of your project or to answer any questions related to this grant.

Our Board of Directors, Distributions Committee, and administrative team join me in extending our appreciation on behalf of our donors for the important work you are doing. We are grateful for the opportunity to assist you with your mission and wish you much success with this project.

Sincerely,



Tim Parker  
President & CEO

### Named Unrestricted Funds for Wausau Marathon County

Otto S. & Esther M. Holmskug  
Silver | 1994

Caroline S. Mark  
Platinum | 2005

Marvin C. & Ruth (Rudie) J.  
Schuette | Platinum | 2009

Nils Folke Jr. & Jean B. Becker  
Platinum | 2013

Edward & Lois Drott  
Platinum | 2016

James & Susan Lundberg  
Gold | 2017

Tom & Marilyn Kraemer  
Silver | 2023

#### Giving Levels

Platinum donors gave  
\$1,000,000 and more

Gold donors gave between  
\$500,000 and \$999,999

Silver donors gave between  
\$250,000 and \$499,999





# District Donation Form Gifts, Grants, and Bequests

Today's Date: May 14, 2024

- This is a grant.  
 This is a donation.  
 I wish to remain anonymous.

Donor's Name: Good Shepherd Lutheran Church

Donor's Address: 930 Edgewood Rd

Wausau, WI 54403

Donor's Phone: 715-675-1997

Amount of Donation: \$542.20

School/Building Receiving Donation: WSD Nutrition Services

Department/Program Receiving Donation: School Nutrition Services

Designation/Purpose of Donation: Offset some of the burden of lunch school  
outstanding negative account balances

The Wausau School District and School Nutrition Services  
Department/Program

gratefully acknowledge your gift of \$542.20  
Donation

to be used by the Department/Program named above for student meal account assistance.  
Purpose

Building Principal Signature: Karen Fuchs Date: 5/14/24  
*ts*

- ROUTING:  
Original to Donor  
Email copy to Department/Program  
Email copy to Building Administrative Assistant/Building Bookkeeper  
Email copy to Superintendent's Administrative Assistant at Longfellow



# District Donation Form

## Gifts, Grants, and Bequests

Today's Date: May 15, 2024

- This is a grant.  
 This is a donation.  
 I wish to remain anonymous.

Donor's Name: Yauo Yang - pay it forward campaign

Donor's Address: 10620 N 60th Ave  
Merrill, WI 54452

Donor's Phone: \_\_\_\_\_

Amount of Donation: \$12,152.45

School/Building Receiving Donation: School Nutrition Services

Department/Program Receiving Donation: School Nutrition Services

Designation/Purpose of Donation: clear out negative meal account balances

The Wausau School District and School Nutrition Services.  
Department/Program

. gratefully acknowledge your gift of \$12,152.45  
Donation

to be used by the Department/Program named above for negative meal account balances.  
Purpose

Building Principal Signature: Karen Fuchs Date: 5/15/24

- ROUTING:  
Original to Donor  
Email copy to Department/Program  
Email copy to Building Administrative Assistant/Building Bookkeeper  
Email copy to Superintendent's Administrative Assistant at Longfellow



# District Donation Form Gifts, Grants, and Bequests

Today's Date: **May 21, 2024**

- This is a grant.
- This is a donation.
- I wish to remain anonymous.

Donor's Name: **Anonymous**

Donor's Address: \_\_\_\_\_

Donor's Phone: \_\_\_\_\_

Amount of Donation: **Clothing and Food**

School/Building Receiving Donation: **Horace Mann**

Department/Program Receiving Donation: **Eagle Pride Market**

Designation/Purpose of Donation: **Donation of clothing, shoes, food  
for students in need**

The Wausau School District and **Horace Mann Eagle Pride Market**  
Department/Program

of **Horace Mann** gratefully acknowledge your gift of **Clothing/Food**  
School/Building Donation

to be used by the Department/Program named above for **for students in need**  
Purpose

Building Principal Signature:  Date: **5/24/24**

ROUTING:  
Original to Donor  
Email copy to Department/Program  
Email copy to Building Administrative Assistant/Building Bookkeeper  
Email copy to Superintendent's Administrative Assistant at Longfellow



## District Donation Form Gifts, Grants, and Bequests

- This is a grant.  
 This is a donation.  
 I wish to remain anonymous.

Today's Date: 5/21/2024

Donor's Name: Jodi Ripp

Donor's Address: 1305 Rose Marie #4  
Wausau, WI 54401

Donor's Phone: 608/347-1310

Amount of Donation: Approximately \$650 value

School/Building Receiving Donation: John Muir / Horace Mann

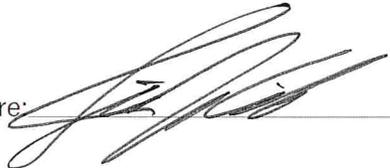
Department/Program Receiving Donation: Music

Designation/Purpose of Donation: \_\_\_\_\_

The Wausau School District and the Music Department  
Department/Program

of Horace Mann gratefully acknowledge your gift of drumsticks, mallets,  
School/Building Donation sheet music

to be used by the Department/Program named above for students in need.  
Purpose

Building Principal Signature:  Date: 5/21/2024

ROUTING:  
Original to Donor  
Email copy to Department/Program  
Email copy to Building Administrative Assistant/Building Bookkeeper  
Email copy to Superintendent's Administrative Assistant at Longfellow



# District Donation Form

Today's Date: 5-14-24

Donor's Name: Harry C Cole

Donor's Address: 901 Fulton Street

Wausau WI 54403-4973

Donor's Phone: \_\_\_\_\_

Amount of Donation: \$600

School/Building Receiving Donation: Wausau East

Department/Program Receiving Donation: Athletics

Designation/Purpose of Donation: \$300 as needed for our boys swim program and \$300 track program

The Wausau School District and \_\_\_\_\_ Department/Program

of \_\_\_\_\_ gratefully acknowledge your gift of \_\_\_\_\_ Donation  
School/Building

to be used by the Department/Program named above for \_\_\_\_\_ Purpose

Building Principal Signature: Lucas Barth Digitally signed by Lucas Barth Date: 2024.05.16 15:08:12 -05'00' Date: \_\_\_\_\_

- ROUTING:
- Original to Donor
  - Email copy to Department/Program
  - Email copy to Building Administrative Assistant/Building Bookkeeper
  - Email copy to Superintendent's Administrative Assistant at Longfellow



# District Donation Form

## Gifts, Grants, and Bequests

Today's Date: 5/22/24

- This is a grant.
- This is a donation.
- I wish to remain anonymous.

Donor's Name: DEANNE C. KIMBEL

Donor's Address: 3104 RIDGEWOOD DR

WAUSAU, WI 54401

Donor's Phone: \_\_\_\_\_

Amount of Donation: \$1,000

School/Building Receiving Donation: WW HIGH SCHOOL

Department/Program Receiving Donation: MUSIC DEPARTMENT

Designation/Purpose of Donation: 2023-2024 EXPENSES

The Wausau School District and MUSIC DEPT Department/Program

of WW HIGH SCHOOL School/Building gratefully acknowledge your gift of \$1,000 Donation

to be used by the Department/Program named above for 2023-2024 EXPENSES Purpose

Building Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- ROUTING:
- Original to Donor
  - Email copy to Department/Program
  - Email copy to Building Administrative Assistant/Building Bookkeeper
  - Email copy to Superintendent's Administrative Assistant at Longfellow



# District Donation Form

## Gifts, Grants, and Bequests

Today's Date: 5/22/24

- This is a grant.  
 This is a donation.  
 I wish to remain anonymous.

Donor's Name: SHAWN AND CHERYL SLANE

Donor's Address: 4217 SOMMER DR  
SHEBOYGAN, WI 53081

Donor's Phone: \_\_\_\_\_

Amount of Donation: \$500

School/Building Receiving Donation: WAUSAU WEST HIGH SCHOOL

Department/Program Receiving Donation: CURLING

Designation/Purpose of Donation: 2023-24 EXPENSES

The Wausau School District and CURLING  
Department/Program

of WW HIGH SCHOOL gratefully acknowledge your gift of \$500  
School/Building Donation

to be used by the Department/Program named above for 2023-24 EXPENSES  
Purpose

Building Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- ROUTING:  
Original to Donor  
Email copy to Department/Program  
Email copy to Building Administrative Assistant/Building Bookkeeper  
Email copy to Superintendent's Administrative Assistant at Longfellow



# District Donation Form Gifts, Grants, and Bequests

4/12/2024

Today's Date: \_\_\_\_\_

American Online Giving Foundation

Donor's Name: \_\_\_\_\_

611 Meeredith Road NE #700

Donor's Address: \_\_\_\_\_

Calgary, AB T2E 2W5

Donor's Phone: \_\_\_\_\_

\$67.16

Amount of Donation: \_\_\_\_\_

School/Building Receiving Donation: Wausau Area Montessori Charter School

Department/Program Receiving Donation: N/A

Designation/Purpose of Donation: Student Activity Fund

The Wausau School District and Student Activity Fund  
Department/Program

of WAMCS gratefully acknowledge your gift of \$67.16  
School/Building Donation

to be used by the Department/Program named above for supporting student activity needs.  
Purpose

Building Principal Signature: [Signature] Date: 4/12/2024

- ROUTING:
- Original to Donor
  - Email copy to Department/Program
  - Email copy to Building Administrative Assistant/Building Bookkeeper
  - Email copy to Superintendent's Administrative Assistant at Longfellow



# Capital Referendum

## CONSTRUCTION & BUDGET UPDATE

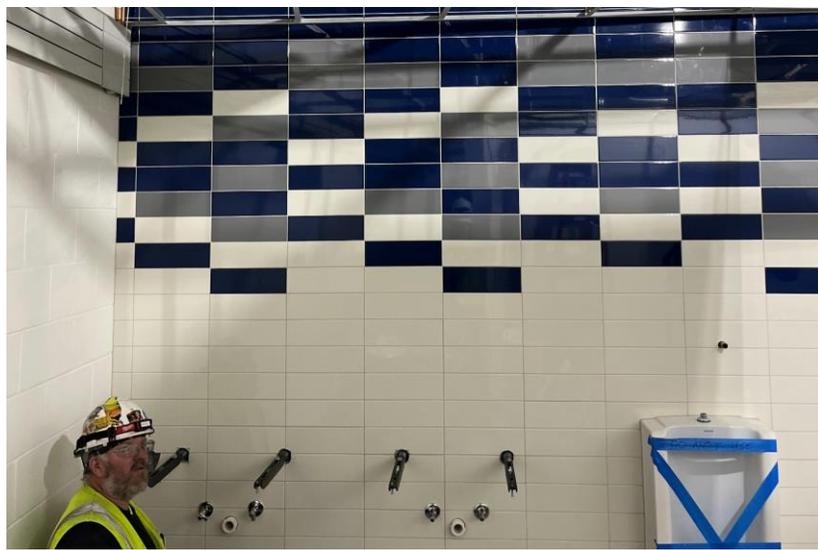
SCHOOL BOARD MEETING  
JUNE 10, 2024





# John Muir Middle School

## Music Wing Addition



## PROGRESS TO DATE

### WORK COMPLETED:

- Roofing, exterior insulation, and windows
- Interior gypsum systems
- Interior painting
- MEP rough ins
- Bathroom floor and wall tile
- Ceiling grid and tile

### WORK IN PROGRESS:

- 45% of flooring is installed
- 60% of casework is complete
- 80% of MEP trim out is done

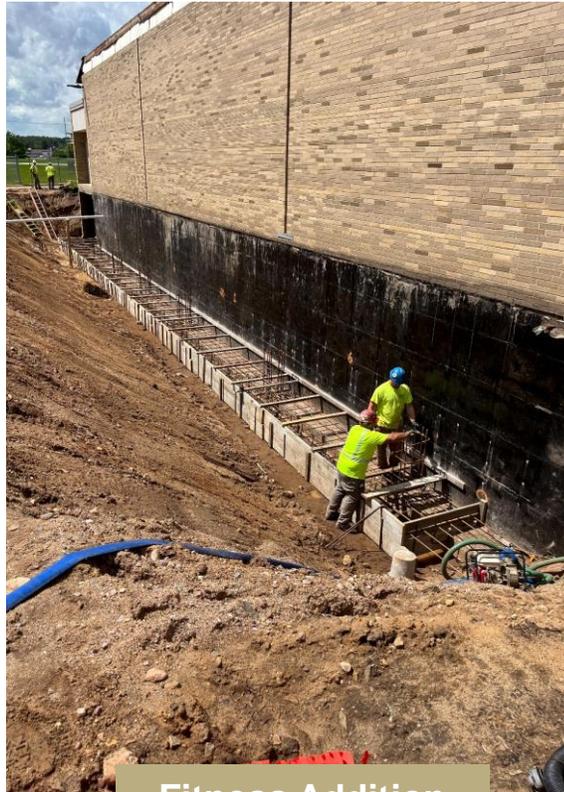


# John Muir Middle School

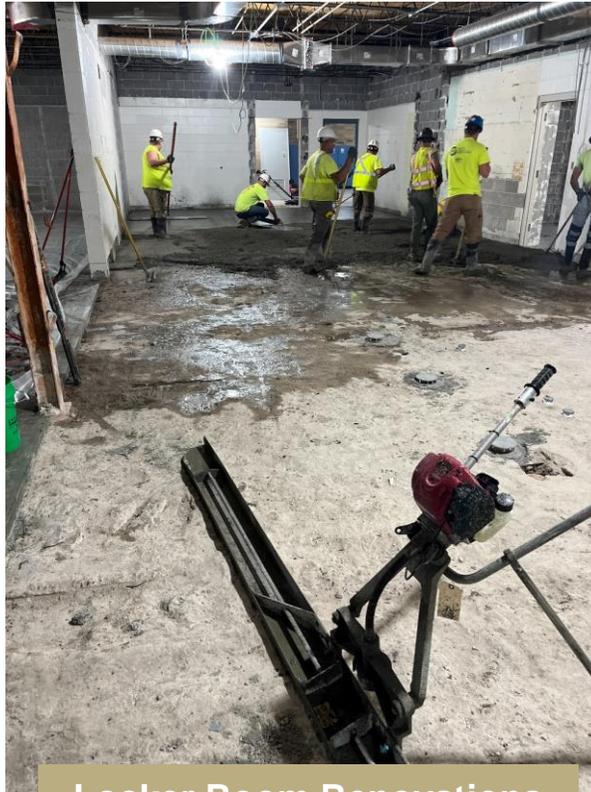
## Office, Fitness Area & Locker Rooms



Office Addition



Fitness Addition



Locker Room Renovations

## PROGRESS TO DATE

### OFFICE ADDITION- WORK COMPLETED:

- Footing/foundation excavation and installation
- Backfilling and grading
- Bearing masonry

### FITNESS ADDITION- WORK IN PROGRESS:

- Footing and foundation excavation are 25% complete

### LOCKER ROOM RENOVATIONS:

- Demolition and topping slab poured
- MEP rough ins 75% done



# John Muir Middle School

## Interiors, Roofing, Lighting



## PROGRESS TO DATE

### INTERIOR RENOVATIONS- PHASE II:

- Demolition is 25% complete

### ROOF REPLACEMENT- EXISTING BUILDING:

- 85% Complete

### INTERIOR LIGHTING UPGRADES:

- 95% Complete



# WEST High School

## Front Entrance & Auditorium Addition



## PROGRESS TO DATE

### WORK COMPLETED:

- Concrete slab roof deck
- Interior slabs poured
- Interior walls installed

### WORK IN PROGRESS:

- Roof is 95% complete
- Drywall is installed and 80% finished
- MEP above grade rough ins are 90% complete
- Interior painting is 50% done
- Brick and pre-cast are 90% complete
- Exterior metal panels are 75% complete



# WEST High School

## Auditorium Remodel



## PROGRESS TO DATE

### COMPLETED:

- Masonry work
- Gypsum wall systems and sound panels
- MEP rough ins

### IN PROGRESS:

- Theatrical lighting upgrades, rigging, and curtains are 95% complete
- Interior finishes are 85% complete



# WEST High School

## Fitness Addition



## PROGRESS TO DATE

### COMPLETED:

- Demolition of existing fitness center
- New water-main installed and operational

### IN PROGRESS:

- Footing and foundation excavation 85% complete
- Footings and foundations are 25% installed



# WEST High School

## Locker Rooms, Interior Renovations



## PROGRESS TO DATE

### LOCKER ROOM REMODEL PHASE I - PE:

- Space has been completed and handed over for school use

### FIRST FLOOR RENOVATION SUMMER 2024:

- Demolition is 25% complete

### THIRD FLOOR RENOVATION SUMMER 2024:

- Demolition is 25% complete



# EAST High School

Site Work, Front Office, EEA



## PROGRESS TO DATE

### SITE WORK:

- Demolition/removals 40% complete

### FRONT OFFICE RENOVATION:

- Demolition 25% complete

### EEA RENOVATION:

- Demolition 95% complete



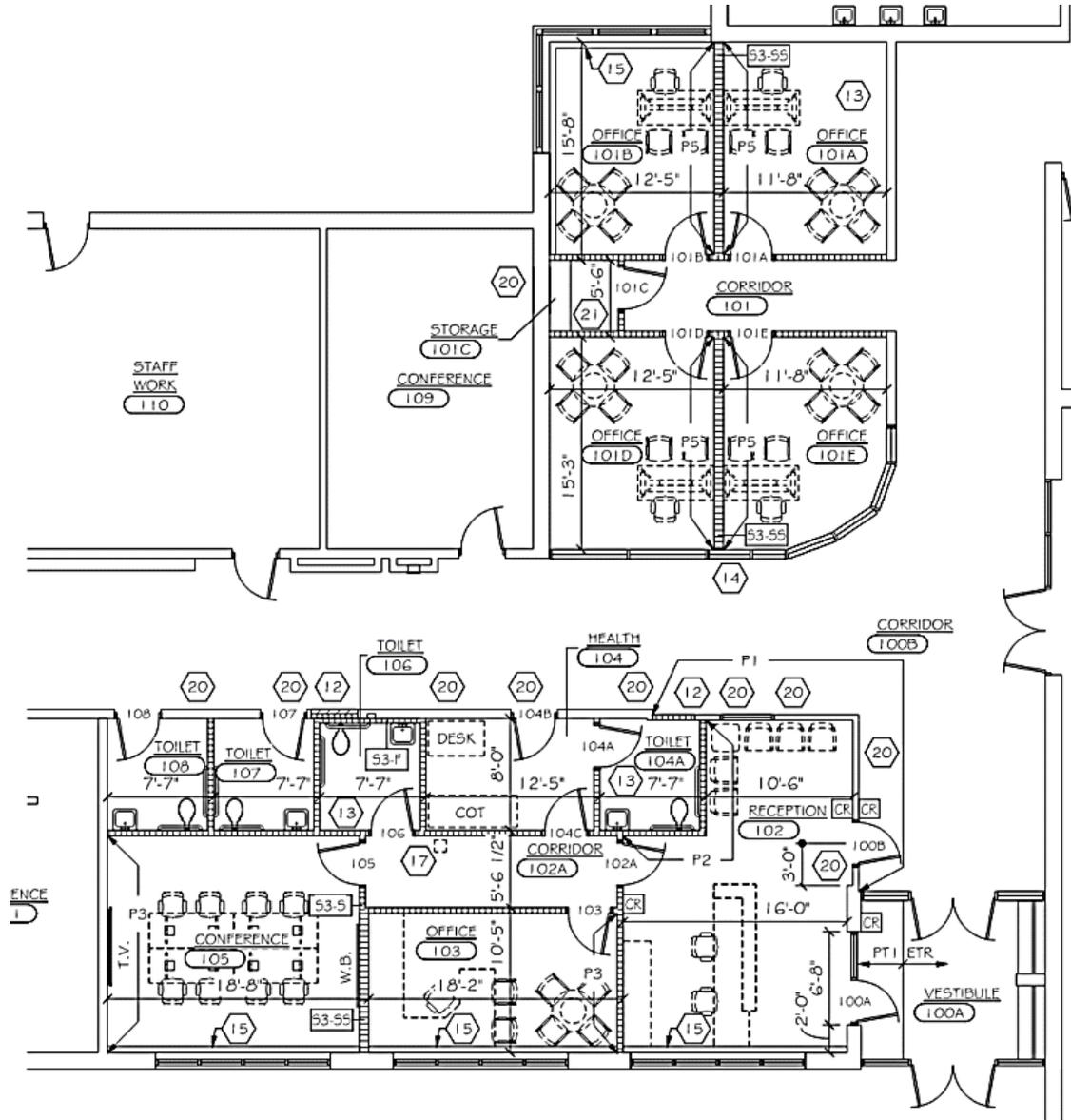
# Thomas Jefferson Elementary

## Front Office Renovation

### PROGRESS TO DATE

#### FRONT OFFICE RENOVATION:

- Demolition 85% complete





# BUDGET SUMMARY UPDATE

2022 Capital Referendum Budgets (6.10.24)			
Location	Original Budget	Design Budget	Bid Budget
District Wide	8,614,000	8,614,000	8,614,000
East High School	5,998,000	6,404,454	5,435,289
East Athletics Phase 1	3,714,000	4,346,200	4,069,948
East Athletics Phase 2			
Franklin Elementary	761,000	913,000	913,000
GD Jones Elementary	198,000	248,000	248,000
Grant Elementary	2,068,000	2,585,000	2,585,000
Hawthorn Hills Elementary (bldg)	690,000	700,000	538,950
Hawthorn Hills Elementary (site)	1,926,000	44,000	44,000
Hewitt-Texas Elementary	133,000	166,000	166,000
Horace Mann MS	7,119,000	7,725,000	7,725,000
Horace Mann (Montessori)	5,000,000	5,602,576	5,602,576
John Marshall Elementary	565,000	706,000	706,000
John Muir Middle School	34,794,000	34,307,800	36,790,953
Lincoln Elementary	214,000	268,000	268,000
Maine Elementary	141,000	176,000	176,000
Rib Mountain Elementary	158,000	198,000	198,000
Riverview Elementary	1,465,000	1,665,000	1,920,288
School Forest	4,243,000	5,043,000	5,478,788
South Mountain Elementary	4,873,000	4,873,000	4,873,000
Stettin Elementary School	3,462,000	3,767,286	3,462,000
Thomas Jefferson Elementary	902,000	1,082,000	1,082,000
West High School	28,395,000	29,895,000	31,088,437
West Athletics Phase 1	2,733,627	1,563,300	1,963,267
West Athletics Phase 2	1,633,373	2,200,000	2,200,000
West Community Room/Bleacher Storage			1,221,000
<b>Total</b>	<b>119,800,000</b>	<b>123,092,616</b>	<b>127,369,496</b>
Projected Interest Earnings	<u>8,000,000</u>		
<b>Over/(under) Including Interest Earnings</b>		<b>(4,707,384)</b>	<b>(430,504)</b>

## UP NEXT

### BIDDING

- West High School Multipurpose Field



# QUESTIONS?

Project Timelines or Updates

# COMMUNITY SURVEY REPORT

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Wausau School District  
June 10, 2024

*Perry Hibner, Lead Survey Strategist, Donovan Group*

# Survey Review: Limitations

## **Please note:**

The following data points are not based on a scientific sample.

Because we used a convenience sample, it would be methodologically inappropriate to conduct regression analysis or attempt to calculate error.

# Survey Review: Methodology

## **The survey opened on May 6, 2024**

- The purpose of the survey was to continue to gather feedback from community members to evaluate options for addressing urgent budget challenges that also meet the community's needs, are financially responsible, and move the district and community forward.
- A total of 1,959 respondents completed the survey.
- Of these, 643 were placed in a comparison group (nearly 33% of total respondents) made up of district residents who are not current parents of preschool or school-aged students, employees or students.

## **The survey closed on June 5, 2024**

# Survey Review: Data Groupings

## **All Respondents Group**

- Includes the 1,959 residents who completed the survey

## **Comparison Group**

- Includes the 643 residents who completed the survey who are not current parents of preschool or school-aged students, employees or students.

## **Weighted Group**

- 30% weight to affiliated community members (parents of preschool or school-aged children, employees and students)
- 70% weight to non-affiliated community members (comparison group)

# Survey Review: Results (Question 8)

I am satisfied with the Wausau School District?

	<b>All</b>	<b>Comparison</b>
Strongly Agree	5.87%	4.20%
Agree	48.34%	33.75%
Disagree	26.19%	35.30%
Strongly Disagree	11.28%	16.80%
No opinion	8.32%	9.95%
<b>Combined very satisfied-satisfied</b>	<b>54.21%</b>	<b>37.95%</b>

# Survey Review: Results (Question 11)

How familiar are you with the Wausau School District's budget challenges and the process the School Board is using to find solutions?

	All	Comparison
I am <b>very familiar</b> with the district's budget challenges	32.67%	28.15%
I am <b>somewhat familiar</b> with the district's budget challenges	54.01%	62.05%
I have <b>no familiarity</b> with the district's budget challenges	13.32%	9.80%

# Survey Review: Results (Question 12)

I believe the school district's most urgent financial needs must be addressed now.

	<b>All</b>	<b>Comparison</b>	<b>Weighted</b>
Strongly agree	32.41%	25.51%	27.76%
Agree	47.37%	46.81%	46.63%
Disagree	14.04%	17.88%	16.02%
Strongly disagree	6.18%	9.80%	9.60%
<b>Combined strongly agree-agree</b>	<b>79.78%</b>	<b>72.32%</b>	<b>74.30%</b>

# Survey Review: Results (Question 13)

How likely are you to support an operational referendum on the November 2024 ballot?

	All	Comparison	Weighted
I would <b>definitely</b> support it	23.63%	18.04%	20.24%
I would <b>probably</b> support it	35.83%	30.79%	32.67%
I would <b>probably not</b> support it	21.95%	23.17%	21.40%
I would <b>definitely not</b> support it	18.58%	27.99%	25.68%
<b>Combined definitely-probably</b>	<b>59.46%</b>	<b>48.83%</b>	<b>52.91%</b>

# Survey Review: Results (Question 14)

**SCENARIO #1:** I would vote “yes” on a referendum question to increase the revenue limit by \$3 million a year to temporarily reduce the District’s budget shortfall and maintain current staffing levels if there was projected to be a tax increase of \$0 on each \$100,000 of equalized property value.

	All	Comparison	Weighted
I would <b>definitely</b> support it	35.02%	26.59%	30.64%
I would <b>probably</b> support it	26.34%	23.33%	24.71%
I’m <b>not sure</b> if I would support it	18.27%	19.75%	17.79%
I would <b>probably not</b> support it	6.48%	8.24%	6.99%
I would <b>definitely not</b> support it	13.88%	22.08%	19.88%
<b>Combined definitely-probably</b>	<b>61.36%</b>	<b>49.92%</b>	<b>55.35%</b>

# Survey Review: Results (Question 15)

**SCENARIO #2:** I would vote “yes” on a referendum question to increase the revenue limit by \$6 million a year (to reduce the budget shortfall and attract and retain staff through competitive salary increases) if there was projected to be a tax increase of \$54 on each \$100,000 of equalized property value.

	All	Comparison	Weighted
I would <b>definitely</b> support it	20.98%	15.24%	17.98%
I would <b>probably</b> support it	24.14%	17.11%	19.75%
I'm <b>not sure</b> if I would support it	21.80%	20.53%	20.07%
I would <b>probably not</b> support it	11.84%	15.24%	13.41%
I would <b>definitely not</b> support it	21.24%	31.88%	28.56%
<b>Combined definitely-probably</b>	<b>45.12%</b>	<b>32.35%</b>	<b>37.73%</b>

# Survey Review: Results (Question 16)

**SCENARIO #3:** I would vote “yes” on a referendum question to increase the revenue limit by \$9 million a year (to reduce the budget shortfall, attract and retain staff, address ongoing building maintenance needs, and maintain a healthy fund balance) if there was projected to be a tax increase of \$108 on each \$100,000 of equalized property value.

	All	Comparison	Weighted
I would <b>definitely</b> support it	13.88%	9.80%	12.39%
I would <b>probably</b> support it	14.40%	10.11%	11.96%
I'm <b>not sure</b> if I would support it	25.83%	20.53%	21.38%
I would <b>probably not</b> support it	16.79%	18.04%	16.89%
I would <b>definitely not</b> support it	29.10%	41.52%	37.59%
<b>Combined definitely-probably</b>	<b>28.28%</b>	<b>19.91%</b>	<b>24.35%</b>

# Survey Review: Results (Question 17)

If the District should seek an operational referendum, which would you prefer?

	All	Comparison	Weighted
<b>Non-recurring</b> referendum	49.62%	46.19%	46.95%
<b>Recurring</b> referendum	23.12%	15.71%	19.07%
I would <b>not support</b> either type of operational referendum	27.26%	38.10%	33.98%

# Survey Review: Results (Qualitative)

- There were two qualitative (open-ended) questions on the survey.
- Approximately 1,600 responses were received to these questions.
- Describe the District (950 responses): concerns about discipline and support for classroom staff, uncertain direction and worries about stability, management and leadership issues, educational disparities and resource allocation, student welfare and special education concerns.
- What should Board keep in mind (450 responses): addressing inflation and rising costs, improved trust and transparency, find efficiencies and more effective financial management, concerns about enrollment decline and budgetary impact, and teacher support and compensation prioritized.
- Similar to themes we hear in most districts when administer a community survey, especially when satisfaction levels are below 60-70 percent.

# THANK YOU!

Questions?





**Donovan Group**  
School Communications

**Wausau  
School District**

**COMMUNITY SURVEY REPORT  
June 2024**

## EXECUTIVE SUMMARY

The Wausau School District Board of Education has evaluated the district's budget challenges and begun to investigate possible solutions as the next step in our long-range plan.

The Board of Education invited all voters to participate in a survey to evaluate the District's needs, consider possible solutions, including an operational referendum, and contribute feedback about budget challenges to guide our next steps. The survey was administered by the Donovan Group. Input from community members through the survey will be used to evaluate solutions that meet the community's needs, are financially responsible, and move the district and community forward.

It is worth noting that, for most of the survey questions, there was a high level of clarity and consistency in terms of the preferences expressed by survey takers. To that end, it is unlikely that more responses would have significantly changed the survey's results.

This report provides a summary of survey responses, along with analysis from the Donovan Group team.

## PROCESS & METHODOLOGY

The survey was administered using the Donovan Group's survey engine. Efforts were made to ensure that all eligible respondents had the opportunity to take the survey, but that no respondents took it multiple times. In accordance with best practices in online research and to protect the security of the survey, internet protocol (IP) addresses were logged and each response was time-stamped.

While we do not detail our survey security protocols, if we have reason to believe that anyone has taken the survey more than once or that there is any fraud, those responses are removed. We set aside 21 completed surveys, which works out to 1.06 percent of all completed surveys, due to duplicate responses and other factors.

To encourage residents to take the survey, the school district sent a postcard with information about how to access the survey to all households. The district also used its multiple communication tools to remind stakeholders to complete the survey while it was open. The survey was open from May 6 to June 5, 2024.

Finally, it is worth noting that, by design, this data is not based on a scientific sample. Therefore, it should be treated as qualitative data that is similar to data from a large number of focus groups. Because we used a convenience sample, it would be methodologically inappropriate to carry out a regression analysis or attempt to calculate error. Our response pool to date is a solid one that provides sound data to the board.

## SURVEY RESULTS

A total of 1,959 community members completed the survey. That is about 23 percent fewer completed surveys than when we administered a community facilities survey for the District in October 2021. The vast majority of the respondents who completed the survey did so online. To complete the survey, respondents must have clicked "submit" at the end of the online survey. Paper copies were made available for anyone who preferred that method, but only six completed paper surveys were submitted.

Below are the questions and their corresponding responses. For some of the questions or statements later in the survey, there are three columns of data. The first column reflects the responses of all completed surveys. The second column indicates responses from a comparison group of district residents who are not current parents of preschool or school-aged students, employees, or students. The comparison group does include parents of former district students.

The third column of data provides a weighted average of those who are affiliated with the district and the comparison group. In most districts, about 70 percent of eligible voters do not have an affiliation with the district, which is why that group was given a .70 weight. Those who are affiliated with the district received a .30 weight.

We typically find the comparison group to be a more accurate representation of the general population than all respondents. There were 643 completed results in the comparison group, representing nearly 33 percent of the total respondents. This is higher than we see in most community surveys, but it is encouraging because it means we are hearing from many who don't have a direct connection to the District. The responses of this comparison group differed significantly from the overall response pool for some questions, as noted in the analysis of those questions.

Below are the questions and their corresponding responses. Under each question and results is some brief analysis from the Donovan Group team.

**1) What is your age? \***

Answer	Responses	Comparison
18 or under	2.04%	0.62%
19-25	1.63%	1.24%
26-34	9.04%	1.71%
35-44	29.81%	4.51%
45-54	25.11%	13.84%
55-64	13.83%	25.82%
65 or older	18.53%	52.26%

***Analysis:** Generally, we find that those who are 65 and older tend to be under-represented in school district surveys. We are pleased that the all-respondent group included more than 32 percent of those who are 55 and older. It is also typical for the comparison group to skew older than the larger group of respondents, which is the case here; more than 78 percent of the comparison group was 55 or older. Overall, the survey received a healthy balance of respondents across age groups 35 and older, although we certainly would have liked to see more participation from those ages 34 and younger.*

*When we administered a community facilities survey in October 2021, more than 58 percent of all respondents were between the ages of 35-54, while more than 78 percent of the comparison group was ages 55 or older.*

**2) Where do you reside? \***

Answer	Responses	Comparison
City of Wausau	59.21%	65.94%
Town of Rib Mountain	15.72%	16.80%
Village of Maine	5.10%	3.73%
Town of Stettin	5.46%	3.58%
Town of Wausau	3.57%	3.42%

Town of Texas	2.86%	2.49%
Town of Berlin	1.38%	1.71%
Town of Hewitt	1.33%	1.09%
Other	5.36%	1.24%

**Analysis:** *It is our understanding that this distribution largely mirrors the population of the district and therefore represents a good respondent pool. When we administered a community facilities survey in October 2021, more than 72 percent of all respondents lived in the City of Wausau or the Town of Rib Lake, compared with nearly 75 percent this year. Meanwhile, more than 81 percent lived in those municipalities in 2021, compared with more than 82 percent this time.*

*There were 105 respondents who selected Other, with the areas indicated the most being the City of Schofield, Village of Weston, City of Mosinee, and the Village of Rib Mountain. The vast majority of those who selected Other were staff members.*

### 3) How long have you lived in the Wausau School District? \*

Answer	Responses	Comparison
Fewer than 2 years	4.13%	1.71%
Between 2 and 5 years	8.78%	3.73%
Between 5 and 10 years	12.35%	4.67%
Between 10 and 20 years	21.69%	10.42%
Between 20 and 30 years	16.44%	15.24%
More than 30 years	36.60%	64.23%

**Analysis:** *We often find that newer residents and those who have lived for a long time in the school district tend to differ significantly in their perceptions and opinions. While we would have liked to see a few more responses from those who lived in the district for 5 years or fewer, this pool provides us with a solid representation of the overall district community.*

*The group of all respondents skews on the older side as nearly 75 percent of all respondents have lived in the District at least 10 years, while more than 79 percent of the comparison group have lived in the District at least 20 years. It is also apparent that once residents move into the Wausau school community, they tend to stay for a long time.*

*When we administered a community facilities survey in October 2021, about 69 percent of all respondents had lived in the District at least 10 years, while more than 79 percent of the comparison group had lived in the District at least 20 years.*

### 4) Please select all the following that apply to you. \*

Answer	Responses	Comparison
I have school-aged children (4+)	41.76%	0.00%
I have preschool-aged children (ages 0-3)	8.17%	0.00%
I have children who currently attend a Wausau School District school	43.85%	0.00%

I have children who graduated from or previously attended a Wausau School District school	37.11%	61.28%
I have grandchildren who currently attend or have attended a Wausau School District school	10.11%	25.35%
I have attended a Wausau School District school	31.75%	35.61%
I am a community member who has never had children attending a Wausau School District school	9.14%	21.15%
I am currently a student at a Wausau School District school	1.99%	0.00%
I am currently employed by the Wausau School District	20.11%	0.00%
Other	2.96%	7.78%

**Analysis:** *No surprises here. The all-respondent pool is meaningfully diverse in terms of participants and connections to the school district. Note that more than 55 percent of all respondents have attended a Chester County School District school, while nearly 44 percent have a child who currently attends a Wausau School District school. Meanwhile, more than 61 percent of the comparison group have a child who graduated from or previously attended a district school, while more than 35 percent attended a Wausau School District school.*

*You will notice that the percentages add up to more than 100 percent here. We believe it is important to take the number of choices participants selected to this statement and divide by all respondents or the comparison group. In all, 4,054 submissions were made to this statement.*

**5) If you have school-aged children, which schools do your children attend? \*  
(Please select all that apply)**

Answer	Responses
Wausau East High School	9.96%
Wausau West High School	16.57%
Horace Mann Middle School	10.02%
John Muir Middle School	14.11%
Franklin Elementary School	1.20%
Grant Elementary School	1.15%
Hawthorn Hills Elementary School	1.32%
Hewitt-Texas Elementary School	1.32%
G.D. Jones Elementary School	2.08%
Lincoln Elementary School	1.07%
Maine Elementary School	3.21%
John Marshall Elementary School	2.96%
Rib Mountain Elementary School	3.59%
Riverview Elementary School	6.05%
South Mountain Elementary School	3.53%
Stettin Elementary School	5.17%

Thomas Jefferson Elementary School	2.21%
Wausau Area Virtual Education (WAVE)	1.13%
Enrich, Excel, Achieve (EEA) Learning Academy Center (grades 6-12)	0.70%
Wausau Area Charter Montessori School (K-8)	2.21%
4K and Early Childhood	4.65%
Public school outside of the District	0.89%
Private school	1.95%
My children are home-schooled	1.01%
Other	2.02%

**Analysis:** *It is our understanding that this distribution largely mirrors the student numbers at each of the schools throughout the District. However, it is important that we had a good cross-section of participation from families with children at each level, with more than 26 percent from the two high schools, more than 24 percent at the two middle schools, and nearly 35 percent at the 13 elementary schools. In all 1,587 options were selected to the question. Ideally, we would like to see a few more responses from community members whose children are homeschooled or enrolled in another public or private school district.*

**6) Where do you get your information about the Wausau School District? \***  
**(Please select all that apply)**

Answer	Responses	Comparison
Parent organizations	13.53%	4.67%
Friends and neighbors	33.03%	40.59%
My children and their friends	24.35%	13.53%
District mailings	47.27%	44.63%
District website	40.89%	25.19%
School e-newsletters (email)	50.89%	6.84%
District newsletters (email)	48.39%	11.35%
School Board meetings	30.12%	21.77%
Teachers and staff	39.97%	24.88%
Wausau Daily Herald (online or hard copy)	20.21%	31.57%
Wausau Pilot & Review (online)	46.21%	65.32%
Local blogs	3.11%	4.04%
Local television	37.52%	63.14%
Local radio	14.75%	24.26%
Facebook	29.81%	26.59%
X (formerly Twitter)	1.02%	1.40%
Other	3.37%	6.22%

**Analysis:** You will notice that the percentages add up to more than 100 percent here. We believe it is important to take the number of choices participants selected to this statement and divide by all respondents or the comparison group.

What stands out here is how many ways respondents get information about the District. Normally, we see 3-4 options that receive 30 percent or more. In this case, there were nine with more than 30 percent. Even the comparison group had 10 options that received at least 20 percent, although the Wausau Pilot & Review and local television were the clear top two choices among that group. We would encourage the district to use this data to determine the best communication tools for reaching specific audiences going forward. In all, 9,498 options were selected for this question.

**7) Why do you visit the district’s website? \* (Please select all that apply)**

Answer	Responses	Comparison
Infinite Campus (check grades, student schedules, etc.)	39.82%	4.20%
Upcoming events/calendar	50.89%	27.99%
Access staff contact information	22.46%	6.38%
News and updates	37.52%	30.33%
Lunch menus	17.61%	1.24%
Classroom websites	6.89%	0.31%
District policies, bylaws, and guidelines	13.12%	7.93%
Board of Education agendas/minutes	28.18%	22.86%
I don't visit the district website	22.56%	47.59%
Other	2.86%	2.80%

**Analysis:** You will notice that the percentages add up to more than 100 percent here. We believe it is important to take the number of choices participants selected to this statement and divide by all respondents or the comparison group.

What stands out here is the many reasons why respondents visit the District website. Normally, we see 2-3 options that receive 20 percent or more. In this case, there were six with more than 20 percent among all respondents, while the comparison group had four options that received at least 20 percent. Again, we would encourage the district to use this data to determine the best way to tailor what is on the website to reach specific audiences. In all, 4,739 options were selected for this option.

**8) I am satisfied with the Wausau School District? \***

Answer	Responses	Comparison
Strongly agree	5.87%	4.20%
Agree	48.34%	33.75%
Disagree	26.19%	35.30%
Strongly disagree	11.28%	16.80%
No opinion	8.32%	9.95%

**Analysis:** More than 54 percent of all respondents and nearly 38 percent of the comparison group are satisfied with the district. A no opinion option was included and had it been removed the percentages would have likely increased by 4-5 points.

These numbers are about 10 percentage points lower than we see in other districts and would normally suggest it would be difficult for any option related to an operational referendum to be supported. The fact there was good support from all respondents for some of the offerings below is encouraging. Additional engagement efforts over the next year would be one way to raise the percentage of those who strongly agree or agree with this statement and also have a positive impact on any referendum efforts.

**9) On a scale of 0-10, how likely would you be to recommend the Wausau School District to a friend, colleague, or family member? (A score of zero means you would not recommend the Wausau School District, while a score of 10 means you would be extremely likely to recommend the Wausau School District) \***

Answer	Responses	Comparison
0	4.39%	5.44%
1	2.76%	4.35%
2	6.02%	8.09%
3	6.23%	7.62%
4	6.69%	6.69%
5	16.85%	20.68%
6	10.52%	8.55%
7	16.39%	14.77%
8	17.76%	14.00%
9	6.74%	5.13%
10	5.67%	4.67%

**Analysis:** Scores of 7 or higher on this question indicate survey participants would be likely to recommend the district, while scores of 4 or lower are cause for concern. The district had more than 46 percent of all respondents offer a score of 7 or higher, which is what we would expect based on the results of the previous statement. Among the comparison group, more than 38 percent offered a score of 7 or higher. Meanwhile, more than 25 percent of all respondents and about 31 percent of the comparison group gave a score of 4 or lower, indicating the district has some work to do with the entire community to improve its reputation.

**10) How would you describe the Wausau School District to someone who is unfamiliar with it?**

**Summary:** Approximately 950 responses were provided. Respondents used this open-ended question to leave a variety of responses regarding the school district. In examining the responses, we found that they tended to fall into several overall categories:

- **Quality education and caring educators:** Despite some challenges within the school district, many respondents highlighted the positive aspects of the education provided, emphasizing the dedication and passion of staff. This indicates that despite other issues the core educational

experience for students remains positive and impactful.

- **Community engagement and support:** There are mentions of a supportive community willing to come together and help in any way they can. This sense of community engagement and support can be a significant asset for the school district, fostering resilience and a sense of belonging among students, parents, and faculty.
- **Concerns about discipline:** Many respondents express concerns about the lack of discipline within the district and the perceived inability to address disruptive behavior effectively. There are also mentions of limited support for teachers dealing with student disruptions, leading to potential challenges in maintaining a conducive learning environment. Addressing these issues is crucial for improving the overall educational experience for students and teachers alike.
- **Direction and stability:** Several comments highlight a sense of uncertainty. This includes challenges related to open enrollment, declining enrollment, staff retention, and overall district identity. Establishing a clear vision and fostering stability within the district is essential for building trust and confidence among stakeholders.
- **Financial and organizational concerns:** There are mentions of financial strain within the district, as well as concerns about administrative organization and decision-making processes. Some respondents perceive a lack of focus on core educational priorities, such as supporting teachers and students, amid broader organizational challenges. Addressing financial sustainability and improving organizational effectiveness are key areas for enhancing the overall functioning of the district.
- **Management and leadership issues:** Many comments highlight concerns about the management and leadership within the district. There is a widespread perception of disorganization, micromanagement, and a lack of effective leadership both at the district level and within the school board. Additionally, there are mentions of poor decision-making, including the handling of potential restructuring and the push for merging high schools, which has led to a loss of trust among stakeholders.
- **Educational disparities and resource allocation:** Several respondents note disparities between schools within the district, particularly between East and West high schools. Concerns include unequal access to educational opportunities and extracurricular activities. Some comments also mention issues with budget management, excessive spending on sports, and inadequate resource allocation, such as large class sizes and a shortage of teachers.
- **Student welfare and special education:** Many comments express concerns about student welfare, particularly regarding behavior management, special education support, and mental health services. There are mentions of challenges with addressing student behaviors effectively, inadequate support for students with disabilities, and concerns about the safety and well-being of both students and staff. Addressing these issues is crucial for creating a supportive and inclusive learning environment for all students.

**11) How familiar are you with the Wausau School District's budget challenges and the process the School Board is using to find solutions? \***

Answer	Responses	Comparison
I am <b>very familiar</b> with the district's budget challenges	32.67%	28.15%
I am <b>somewhat familiar</b> with the district's budget challenges	54.01%	62.05%
I have <b>no familiarity</b> with the district's budget challenges	13.32%	9.80%

**Analysis:** More than 86 percent of all respondents and more than 90 percent of the comparison group indicated they were well informed or had some familiarity with the District's budget challenges and the process the School Board is using to find solutions. This indicates the District has done a very good job of educating the community about its budget challenges. With 9.80 to 13.32 percent (depending on the group) having no familiarity with the process, there appears to be some opportunity for the District to

continue to engage and inform stakeholders in the coming months.

**12) I believe the school district's most urgent financial needs must be addressed now. \***

Answer	Responses	Comparison	Weighted
Strongly agree	32.41%	25.51%	27.76%
Agree	47.37%	46.81%	46.63%
Disagree	14.04%	17.88%	16.02%
Strongly disagree	6.18%	9.80%	9.60%

**Analysis:** In most cases, the percentage of respondents who strongly agree or agree with addressing urgent financial needs now tends to be higher than the support for specific solutions, after a referendum date is announced, or once dollar amounts and tax impact are provided. This statement often sets the ceiling for support for specific solutions.

Notably, more than 79 percent of all respondents and more than 72 percent of the comparison group strongly agree or agree that the district's urgent financial needs must be addressed now. More than 74 percent of the weighted group strongly agreed or agreed with this statement. This bodes well for the district if the right option and tax impact are determined.

**13) How likely are you to support an operational referendum on the November 2024 ballot? \***

Answer	Responses	Comparison	Weighted
I would <b>definitely</b> support it	23.63%	18.04%	20.24%
I would <b>probably</b> support it	35.83%	30.79%	32.67%
I would <b>probably not</b> support it	21.95%	23.17%	21.40%
I would <b>definitely not</b> support it	18.58%	27.99%	25.68%

**Analysis:** In most cases, the percentage of respondents who strongly agree or agree with a statement where a referendum date is included tends to be higher than support for specific solutions, or once a dollar amount or tax impact is provided. Again, this statement often sets another ceiling for support for specific solutions.

Notably, more than 59 percent of all respondents and nearly 49 percent of the comparison group definitely or probably would support an operational referendum question on the November 2024 ballot. Meanwhile, nearly 53 percent of the weighted group strongly agreed or agreed with this statement.

**14) SCENARIO #1: I would vote “yes” on a referendum question to increase the revenue limit by \$3 million a year to temporarily reduce the District's budget shortfall and maintain current staffing levels if there was projected to be a tax increase of \$0 on each \$100,000 of equalized property value. \***

Answer	Overall	Comparison	Weighted
I would <b>definitely</b> support it	35.02%	26.59%	30.64%
I would <b>probably</b> support it	26.34%	23.33%	24.71%
I'm <b>not sure</b> if I would support it	18.27%	19.75%	17.79%

I would <b>probably not</b> support it	6.48%	8.24%	6.99%
I would <b>definitely not</b> support it	13.88%	22.08%	19.88%

**Analysis:** More than 61 percent of all respondents and nearly 50 percent of the comparison group would vote “yes” on a referendum question to increase the revenue limit by \$3 million a year to temporarily reduce the District’s budget shortfall and maintain current staff levels if there was projected to be a tax increase of \$0 on each \$100,000 of equalized property value. More than 55 percent of the weighted group would support this referendum question. Another 17.79 to 19.75 percent selected were not sure if they would support such a referendum question.

**15) SCENARIO #2: I would vote “yes” on a referendum question to increase the revenue limit by \$6 million a year if there was projected to be a tax increase of \$54 on each \$100,000 of equalized property value. \***

Answer	Overall	Comparison	Weighted
I would <b>definitely</b> support it	20.98%	15.24%	17.98%
I would <b>probably</b> support it	24.14%	17.11%	19.75%
I’m <b>not sure</b> if I would support it	21.80%	20.53%	20.07%
I would <b>probably not</b> support it	11.84%	15.24%	13.41%
I would <b>definitely not</b> support it	21.24%	31.88%	28.56%

**Analysis:** More than 45 percent of all respondents and more than 32 percent of the comparison group would vote “yes” on a referendum question to increase the revenue limit by \$6 million a year if there was projected to be a tax increase of \$54 on each \$100,000 of equalized property value. More than 37 percent of the weighted group would support this referendum question. Another 20.07 to 21.80 percent selected were not sure if they would support such a referendum question.

Support dropped from 16-18 percent, depending on the group from the previous statement. It also is clear that while a majority of District families would likely support this option, there was a big drop-off in support among other residents in the school community.

**16) SCENARIO #3: I would vote “yes” on a referendum question to increase the revenue limit by \$9 million a year if there was projected to be a tax increase of \$108 on each \$100,000 of equalized property value. \***

Answer	Overall	Comparison	Weighted
I would <b>definitely</b> support it	13.88%	9.80%	12.39%
I would <b>probably</b> support it	14.40%	10.11%	11.96%
I’m <b>not sure</b> if I would support it	25.83%	20.53%	21.38%
I would <b>probably not</b> support it	16.79%	18.04%	16.89%
I would <b>definitely not</b> support it	29.10%	41.52%	37.59%

**Analysis:** More than 28 percent of all respondents and nearly 20 percent of the comparison group would vote “yes” on a referendum question to increase the revenue limit by \$9 million a year if there was projected to be a tax increase of \$108 on each \$100,000 of equalized property value. More than 24

percent of the weighted group would support this referendum question.

Support dropped from 12-17 percent, depending on the group from the previous statement. It is also clear that even if those who selected not sure had indicated support for this option the comparison and weighted groups would still fall below 50 percent support.

### 17) If the District should seek an operational referendum, which would you prefer? \*

Answer	Overall	Comparison	Weighted
Non-recurring referendum	49.62%	46.19%	46.95%
Recurring referendum	23.12%	15.71%	19.07%
I would not support either type of operational referendum	27.26%	38.10%	33.98%

**Analysis:** More than 49 percent of all respondents and more than 46 percent of the comparison group would prefer the District seek a non-recurring operational referendum should it place a question on the November 2024 ballot. Meanwhile, nearly 47 percent of the weighted group prefer this approach.

It should be noted that more than 27 percent of all respondents, more than 38 percent of the comparison group, and nearly 34 percent of the weighted group would not support either a recurring or non-recurring operational referendum question on the November 2024 ballot.

### 18) Please use the space below to provide additional information to the school board as it considers solutions to address the district's financial needs.

**Summary:** Approximately 650 responses were provided. Respondents used this open-ended question to leave a variety of responses regarding the school district as it looks to address financial needs. In examining the responses, we found that they tended to fall into several overall categories:

- **Addressing inflation and rising costs:** The community is concerned about the impact of inflation and rising costs on the school district's budget. There's a consensus that an annual increase is necessary to cover inflation and attract quality teachers.
- **Trust and transparency:** There is a significant loss of trust in the school board due to past mismanagement of funds and lack of transparency, particularly regarding the allocation of referendum money. Rebuilding trust and providing more information about how the district handles its finances is seen as essential for future initiatives.
- **Efficiency and financial management:** Suggestions include engaging with continuous improvement professionals to identify process efficiencies, reducing administrative costs, evaluating benefits, and exploring cost-saving measures across departments.
- **Focus on education and student support:** Many comments highlight the importance of prioritizing spending on education, retaining high-quality teachers, supporting students with special needs, and investing in academic programs rather than non-essential expenses like turf fields or excessive administrative positions.
- **Enrollment decline and budgetary impact:** The declining enrollment in the school district is a significant concern raised by stakeholders. This decline is perceived to have a direct impact on the district's budget, with suggestions to reduce costs by consolidating schools, cutting administrative positions, and reassessing spending priorities. There's a call for the district to operate within its means and find efficiencies without burdening taxpayers further.
- **Teacher support and compensation:** There's a strong emphasis on supporting and retaining qualified teachers through adequate compensation and improved working conditions. Many respondents express concerns about teacher turnover and its potential link to salary issues. This

*indicates the importance of prioritizing teacher support and fair compensation in any budgetary decisions or referendum proposals.*



## Elementary Facility Plan Citizen Task Force

### Task Force Charge:

1. Develop, evaluate, and recommend one or two preferred elementary school facility options by the end of 2024.
2. Advise whether the number of elementary schools in the District should be reduced and if so, then how, where, and when.
3. Consider student enrollment projections, whether four-year-old kindergarten should be included in all elementary schools, conditions and locations of school buildings, and other option evaluation criteria approved by School Board following Task Force advice. (Criteria will be developed and shared over the course of summer 2024.)
4. Serve as factual “key communicators” to and from the District community throughout the process.
5. Prepare and present a report summarizing findings and advisory recommendations to the School Board, with consultant and administrative support.

**Timeline:** The Task Force is scheduled to meet nine times in 2024, beginning on June 12<sup>th</sup>. See the detailed project timeline on the reverse side.

**Membership:** The Task Force consists of 45 members including parents with children in Wausau School District schools, residents without children in schools, and elementary educators and support staff. Members were selected from among applicants to represent different interests, expertise, and geographies, and then randomly once those factors were met.

**Support:** The Task Force is supported by a team of District administrators and consultants skilled in enrollment projections, facility planning, and process facilitation. Diana White, Coordinator of Communications & Marketing, is the primary between-meeting contact person for Task Force members. She can be reached at [dwhite@wausauschools.org](mailto:dwhite@wausauschools.org) or 715-261-0556.

### Norms and Commitments:

- Meetings will begin and end on time (or early).
- Regular attendance is expected. Please let Diana know when you cannot attend a meeting.
- Be fully attentive during each meeting.
- Everyone’s voice is important.
- Listen actively and be patient—let people finish and seek to understand before responding.
- Be positive and genuine.
- Assume positive intentions—avoid speculating on each other’s intent.
- Be civil—when necessary, disagree respectfully and explain why.
- Keep a District-wide versus individual focus—represent all students’ and residents’ best interests to the extent possible.
- Offer ideas and options with a long-term mindset.
- Offer recommendations and make decisions as a whole Task Force—using consensus where possible and voting where necessary—and respect recommendations once made.



# Wausau School District

## Project Timeline Enrollment Projections and Facility Planning

PROJECT PHASES AND TASKS	2024										2025
	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN
<b>Phase 1 - Detailed Long Range Enrollment Projections</b>											
Task 1.1: Assemble Data and Base Mapping											
Task 1.2: Analyze Housing and Community Growth and Change											
Task 1.3: Map District Schools, Attendance Areas, and Neighborhoods											
Task 1.4: Analyze Demographic and Housing Conditions and Trends											
Task 1.5: Project Housing Unit Growth											
Task 1.6: Project Resident and Total Student Enrollment Change											
Task 1.7: Prepare Projections Report and Presentation					7/10						
Task 1.8: Phase 1 Interaction and Project Management with District Staff & Officials											
<b>Phase 2 - Facility Options Analysis and Guidance</b>											
Task 2.1: Assist with Initial Process Steps											
Task 2.2: Support Task Force and Staff Meetings				6/12		8/28	9/11 9/25	10/9 10/30	11/13	12/4	
Task 2.3: Establish, Map, and Evaluate Different School Facility Options											
Task 2.4: Refine, Map, and Evaluate Preferred School Facility Option											
Task 2.5: Phase 2 Interaction and Project Management with District Staff & Officials											

Dates for Wausau School District Elementary Facility Plan Citizen Task Force Meetings are as indicated, and generally intended as follows:

Amended: 6/4/24

6/12 - Welcome, introductions, orientation, procedures, norms, initial input and questions

7/10 - Student enrollment projections; school building capacities, conditions, & attendance areas; educational policy & programming overview (including 4K)

8/28 - Financial & transportation overview; review of facility option evaluation criteria; nominations for facility options to explore in fall

9/11 to 10/9 - Presentation and evaluation of different elementary school facility options

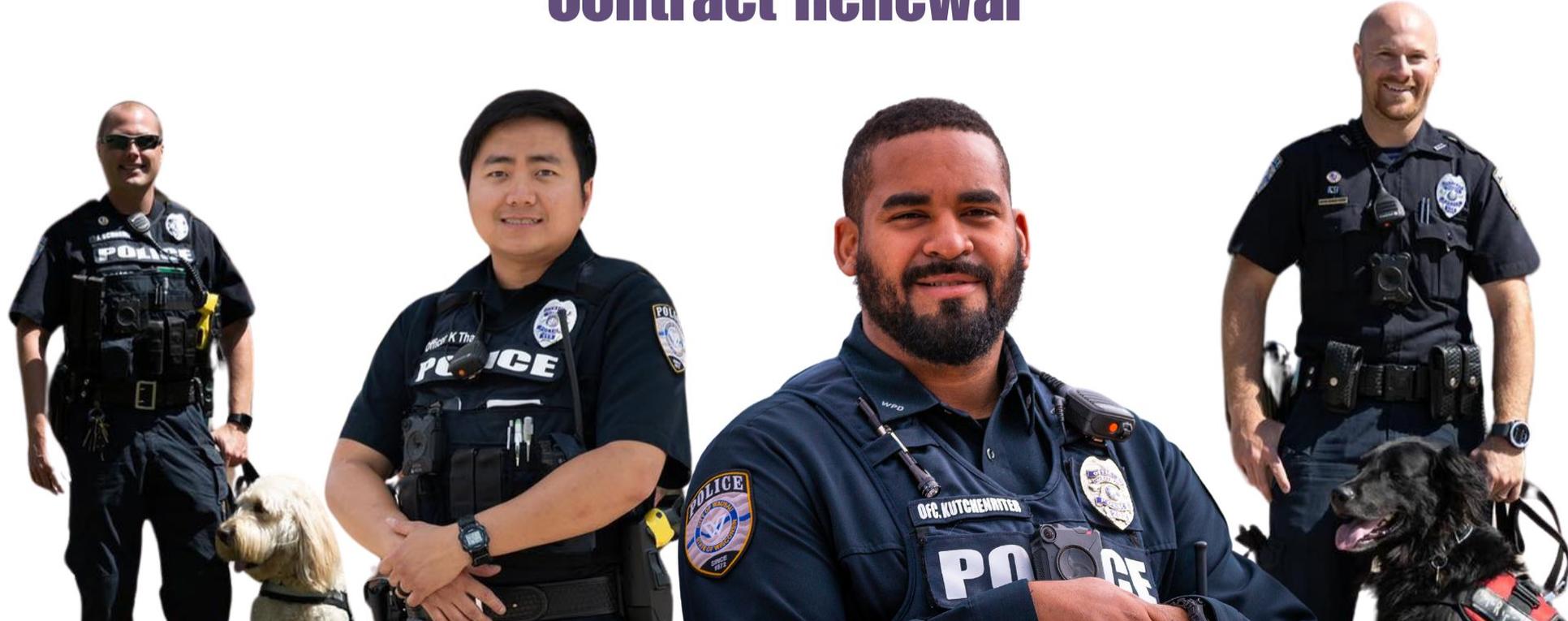
10/30 to 11/13 - Refinement and narrowing of facility options

12/4 - Recommendation to Board of preferred facility option(s)





# Wausau School District School Resource Officer Contract Renewal



# 1<sup>st</sup> Thank you, Wausau Police Department!



**Our SROs  
are the  
BEST!**





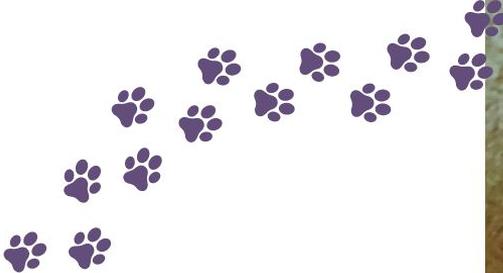
— HAPPY —  
*Retirement*  
Thank you, Badge!!





COMING  
SOON

Timber!





# Current SRO Contract



- **Paid out of Fund 80: Community Services Fund**
- **Wausau School District currently contributes 50% of employee costs during 9-month school calendar**
- **Current total cost to the district: \$181,000**





# Proposed SRO Contract



- **3-year renewal, beginning July 1, 2024**
- **District to support 75% of cost for SRO program employees for 9 months of the year**
- **Increased training reimbursement from \$1,400 to 2,000 annually**
- **Estimated impact on the overall budget in 2024-25 is \$100,000**
- **Projected impact on mill rate is \$0.017 or 1.7 cents per \$1,000 of equalized value**



# Potential Motion



**Move to approve the proposed SRO contract for 3 years beginning July 1, 2024.**





# THANK YOU!!



**2024-2025 Paid Meal Price Update**

Action Required: **No**

Estimated time to present: 5 minutes

The USDA PLE tool was used to determine the new weighted pricing average for the 2024-2025 SY for WSD. This weighted average is used as the guide for WSD Nutrition Services Department to update meal pricing for the upcoming 2024-2025 SY. In addition , the Wisconsin Adult Meal Price Calculation Guidelines provided by the DPI was used to update adult meal pricing utilizing the “pricing SFA” option of the Wisconsin DPI pricing tool.

**2024-2025 School Year Meal Prices**

**Breakfast**

**Lunch**

<b>Elementary Students:</b>	<b>\$1.75</b>	<b>Elementary Students:</b>	<b>\$2.90</b>
<b>Middle School Students</b>	<b>\$1.85</b>	<b>Middle School Students:</b>	<b>\$3.00</b>
<b>High School Students</b>	<b>\$2.00</b>	<b>High School Students:</b>	<b>\$3.20</b>
<b>Staff/Visitors:</b>	<b>\$2.75</b>	<b>Staff/ Visitors:</b>	<b>\$4.75</b>
<b>Milk carton</b>	<b>\$0.45</b>		

## Wisconsin Adult Meal Pricing Worksheet

Adult breakfast, lunch and afterschool snack meals served to visitors and school staff members must follow federal nonprogram food guidelines, outlined in 7 CFR 210.14(f). Meals served to food service employees are exempt from the following guidelines.

Adult meal prices must be sufficient to cover the full cost of providing the lunch and/or breakfast meal, including food, labor, and supplies. Since adult meal costs can be difficult to calculate, School Food Authorities (SFAs) must follow the minimum pricing guidelines in [USDA Food Nutrition Services \(FNS\) Instruction 782-5](#). (This is only the minimum adult price that must be charged. Schools that pay a higher amount for an adult meal purchased from a vendor or through a joint agreement, may need to charge more than this formula would indicate to recoup costs).

### ADULT MEAL PRICE CALCULATION GUIDELINE FOR PRICING SFAs

Establish the price based on the highest student paid price.

#### LUNCH

**Instructions:** To the highest paid student lunch price, add the federal reimbursement for a paid meal (including the \$.08 performance-based reimbursement (PBR) for menu certification), plus the USDA Foods entitlement value, plus the State lunch aid, to arrive at the minimum adult price. If an SFA receives the \$.02 lunch differential, include this amount in the federal reimbursement.

Category	Amount (\$)
Highest paid student lunch price	\$3.20
Add federal paid lunch reimbursement + \$.08 PBR	\$0.48
Add \$.02 lunch differential (if applicable) <sup>1</sup>	\$0.00
Add USDA Foods entitlement value received (if applicable) <sup>2</sup>	\$0.03
Add State lunch aid	\$0.05
<b>Minimum Adult Lunch Price</b>	<b>\$3.76</b>

1. include if the SFA receives the two-cent lunch differential

2. exclude this amount if the SFA receives no USDA Foods (commodities)

#### BREAKFAST

**Instructions:** To the highest paid student breakfast price, add the federal reimbursement for a paid meal, plus the State breakfast aid. USDA Foods entitlement value is not included in the breakfast meal price.

Category	Amount (\$)
Highest paid student breakfast price	2.00
Add Federal paid breakfast reimbursement	0.38
Add State breakfast aid	0.06
<b>Minimum Adult Breakfast Price</b>	<b>2.44</b>

## ADULT MEAL PRICE CALCULATION GUIDELINE FOR NON-PRICING SFAs

Establish the price based on the student free reimbursement rate.

### LUNCH

**Instructions:** The minimum adult lunch price should be equal to or greater than the **free** lunch reimbursement rate (including the \$.08 PBR) plus the USDA foods entitlement value, plus the State lunch aid. If a SFA receives the \$.02 lunch differential, include this amount in the federal reimbursement.

Category	Amount (\$)
Federal <b>free</b> lunch reimbursement + \$.08 PBR	
Add \$.02 lunch differential (if applicable) <sup>3</sup>	
Add USDA Foods entitlement value received (if applicable) <sup>4</sup>	
Add State lunch aid	
<b>Minimum Adult Lunch Price</b>	<b>\$0.00</b>

3. include if the SFA receives the two-cent lunch differential

4. exclude this amount if the SFA receives no USDA Foods (commodities)

### BREAKFAST

**Instructions:** To receive federal reimbursement for a **free** breakfast add the State breakfast aid. *The USDA foods entitlement value is not included in the breakfast meal price*

Category	Amount (\$)
Federal <b>free</b> breakfast reimbursement	
Add severe need reimbursement rate (if applicable) <sup>5</sup>	
Add State breakfast aid	
<b>Minimum Adult Breakfast Price</b>	<b>0.00</b>

5. Include if the SFA receives the severe need breakfast differential

## ALTERNATIVE CALCULATION FOR SFAs

Establish the adult meal prices based on the cost data for the meal.

This option is available for SFAs that have meal cost data to support a lower adult meal price than provided in the previous pages. This price must be sufficient to cover the full cost of providing the lunch and or breakfast meal including food, labor, and supplies.

For lunch, the current State lunch reimbursement and the USDA foods entitlement must also be included in this calculation.

For breakfast, the current State breakfast reimbursement must be included in the calculation.

Documentation to support how the adult meal price was calculated must be maintained as part of program record retention requirements.

## ADULT AFTERSCHOOL SNACK GUIDELINE FOR PRICING SFAs

Adult after school snack meal price should be, at a minimum, equal to the federal free reimbursement rate for an after school snack meal.

Category	Amount (\$)
Federal reimbursement rate for a free after school snack	
<b>Minimum Adult Afterschool Snack Price</b>	<b>\$0.00</b>



This institution is an equal opportunity provider.

Updated May 2022

SFA NAME: [TYPE SFA NAME HERE]

The prices are based on adjusting SY 2023-24 price requirement by the 2% rate increase plus the Consumer Price Index (8.27%).

SY 2024-25 Weighted Average Price Requirement	
Requirement to the nearest cent	Requirement ROUNDED DOWN to the nearest 5 cents
\$3.85	\$ 3.80

**SY 2024-25 Price Raise Calculator**

**Step 1**

If the SY 2023-24 Weighted Average Price is equal to or above the target price of \$3.85 then the SFA is compliant for SY 2024-25.

**SY 2023-24 Weighted Average Price Calculator**

Enter the paid prices and number of paid lunches sold at each price for October 2023.

	Number of Paid Lunches	Paid Lunch Prices	Monthly Revenue	Weighted Average Price for SY 2023-24
1	11,011	\$ 2.85	\$ 31,381.35	
2	9,567	\$ 2.95	\$ 28,222.65	
3	11,306	\$ 3.10	\$ 35,048.60	
4	4,596	\$ 0.40	\$ 1,838.40	
5			\$ -	
6			\$ -	
7			\$ -	
8			\$ -	
9			\$ -	
10			\$ -	
<b>Total</b>	<b>36,480</b>		<b>\$ 96,491.00</b>	<b>\$ 2.65</b>

**Step 2**

**Shortfall or Credit**

Enter any shortfall or credit carried forward from SY 2023-24

\$ -

**Overview of the Calculations**

<b>Total Price Increase for SY 2024-25</b>	
\$	<b>1.15</b>
<b>Required Weighted Average Price for SY 2024-25 (Increase with the 10 cents cap)</b>	
\$	<b>2.75</b>
<b>Remaining Shortfall Carried Forward to SY 2025-26</b>	
\$	<b>1.05</b>
<b>Remaining Credit Carried Forward to SY 2025-26</b>	
\$	<b>-</b>

**(Optional Step)**

**Pricing Estimation Calculator**

Below is a tool allowing users to manipulate prices to achieve the required weighted average price for SY 2024-25.

	Number of Paid Lunches	Paid Lunch Prices	Monthly Revenue	Weighted Average Price for SY 2024-25
1	11,011	\$ 2.90	\$ 31,931.90	
2	9,567	\$ 3.00	\$ 28,701.00	
3	11,306	\$ 3.20	\$ 36,179.20	
4	4,596	\$ 0.40	\$ 1,838.40	
5			\$ -	
6			\$ -	
7			\$ -	
8			\$ -	
9			\$ -	
10			\$ -	
<b>Total</b>	<b>36,480</b>		<b>\$ 98,650.50</b>	<b>\$ 2.70</b>

**Step 3**

[SY 24-25 Report](#)

To review the instructions for the SY 24-25 Price Raise Calculator:

[Instructions](#)

Attention: Users should only enter information in the cells highlighted in green. Modifications should not be made to the tool as changes can cause an incorrect new average price to be calculated which will impact future calculations.

SFA NAME: [TYPE SFA NAME HERE]

### Paid Lunch Equity Report for SY 2024-2025

This report provides a summary of what calculations were conducted for SY 2024-25. It details the weighted average paid price requirement, the method SFAs chose to meet the requirement and any shortfall or credit that will need to be carried forward to the next school year. When changes are made in the tool itself, the contents of this report will change accordingly. This report will be helpful to have when completing next year's PLE tool so it is recommended that SFAs print and keep this report in their records.

#### Section 1: SY 2024-25 Weighted Average Paid Price Requirements

<b>A. Requirement to the nearest cent:</b> This unrounded price will be entered into the SY 2025-26 tool to determine the SY 2025-26 weighted average price requirements	<b>\$3.85</b>
<b>B. Requirement ROUNDED DOWN to the nearest 5 cents:</b>	<b>\$3.80</b>

#### Section 2: Amounts Carried Forward to SY 2025-26

Select the method used to meet the requirement for SY 2024-25	
Utilization of the SY 2024-25 PLE Exemption	
<b>Weighted Average Price for SY 2024-2025:</b>	<b>\$2.70</b>
<b>Does the SFA certify that they had a positive or zero balance in the nonprofit school food service account as of June 30, 2023?</b>	<b>Yes</b>

#### Average Weighted Price Adjustments

<b>A. Remaining Shortfall Carried Forward to SY 2025-26:</b>	<b>N/A</b>
<b>B. Remaining Credit Carried Forward to SY 2025-26:</b>	<b>N/A</b>
<b>C. Weighted Average Price for SY 2024-25:</b>	

#### Non-Federal Source Contributions

<b>D. Remaining Shortfall Carried Forward to SY 2025-26:</b>	<b>N/A</b>
<b>E. Remaining Credit Carried Forward to SY 2025-26:</b>	<b>N/A</b>
<b>F. Amount of Revenue from non-Federal Sources for SY 2024-25:</b>	
<b>G. Non-Federal Revenue Sources:</b>	
<b>H. General Fund Transfer:</b>	

#### Split Calculations

<b>I. Remaining Shortfall Carried Forward to SY 2025-26:</b>	<b>N/A</b>
<b>J. Remaining Credit Carried Forward to SY 2025-26:</b>	<b>N/A</b>
<b>K. Weighted Average Price for SY 2024-25:</b>	
<b>L. Amount of Revenue from non-Federal Sources for SY 2024-25:</b>	



**Changes in Consumer Price Indexes, 2021 through 2024**

Consumer Price Index item	Relative importance <sup>1</sup>	Month-to-month January 2024 to February 2024	Year-over-year February 2023 to February 2024	Year-to-date avg. 2024 to avg. 2023	Annual 2021	Annual 2022	Annual 2023	20-year historical average (2004–2023)	Prediction Interval 2024 <sup>2</sup>		
	Percent	Percent change	Percent change	Percent change	Percent change	Percent change	Percent change	Percent change	Percent change Lower Mid Upper		
All food	100.0	0.1	2.2	1.4	3.9	9.9	5.8	3.0	0.6	2.5	4.5
Food away from home	39.7	0.1	4.5	2.6	4.5	7.7	7.1	3.4	2.9	4.1	5.2
Food at home	60.3	0.1	1.0	0.8	3.5	11.4	5.0	2.7	-1.3	1.6	4.5
Meats, poultry, and fish	11.7	-0.5	1.1	0.1	6.8	9.6	2.0	3.3	-3.5	0.5	4.7
Meats	7.6	-0.3	2.8	0.8	7.7	8.2	2.1	3.4	-4.7	0.5	6.0
Beef and veal	3.4	0.0	7.4	2.5	9.3	5.3	3.6	4.3	-4.0	2.7	10.3
Pork	2.4	-0.6	-1.6	-1.2	8.6	8.7	-1.2	2.5	-7.4	-1.6	4.7
Other meats	1.8	-0.3	0.9	0.4	2.9	14.2	4.5	2.8	-1.6	1.4	4.4
Poultry	2.3	-1.3	0.2	-0.1	5.1	14.6	3.1	3.0	-2.5	0.5	3.6
Fish and seafood	1.9	-0.7	-3.9	-2.4	5.4	9.1	0.3	3.2	-4.5	-1.7	1.3
Eggs	0.9	8.4	-17.0	1.3	4.5	32.2	1.4	4.1	-8.8	4.8	21.0
Dairy products	5.5	-0.6	-1.8	-0.5	1.4	12.0	4.0	2.5	-4.6	-1.2	2.4
Fats and oils	1.9	0.5	2.0	2.1	4.6	18.5	9.0	3.6	0.0	4.7	9.6
Fruits and vegetables	10.5	-0.2	0.8	1.2	3.2	8.5	2.5	2.2	-1.9	0.9	3.7
Fresh fruits and vegetables	8.0	-0.3	0.8	1.4	3.3	7.5	0.8	2.0	-2.4	0.9	4.3
Fresh fruits	4.2	-0.8	0.2	0.9	5.5	7.9	0.7	2.0	-3.2	0.7	5.0
Fresh vegetables	3.7	0.2	1.3	1.9	1.1	7.0	0.9	2.1	-3.1	1.2	5.6
Processed fruits and vegetables	2.5	0.1	0.8	0.6	2.9	12.0	8.0	2.9	-1.6	1.5	4.9
Sugar and sweets	2.2	0.9	4.9	2.8	3.0	10.4	8.7	2.8	2.7	5.8	9.0
Cereals and bakery products	7.8	0.6	1.7	0.4	2.3	13.0	8.4	2.9	-1.6	1.3	4.3
Nonalcoholic beverages	7.7	0.2	2.3	2.2	2.8	11.0	7.0	2.2	1.6	4.5	7.4
Other foods	12.1	0.3	1.9	0.4	2.2	12.7	6.6	2.4	-2.0	1.1	4.3

Note: The most recent forecast was published on March 25, 2024. The next forecast will be published on April 25, 2024.

<sup>1</sup>U.S. Bureau of Labor Statistics estimated expenditure shares, January 2024. Food represents 13.6 percent of the total Consumer Price Index.

<sup>2</sup>About this table:

1. Forecasts are grouped in three columns by the lower-bound, midpoint, and upper-bound of the prediction interval.
2. Each cell represents the percent change range for each point in the forecast.

Source: U.S. Bureau of Labor Statistics Consumer Price Indexes (not seasonally adjusted) and forecasts by USDA, Economic Research Service.

For questions, contact:

Megan Sweitzer, [megan.sweitzer@usda.gov](mailto:megan.sweitzer@usda.gov)

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of DEFINITIONS Keith
Code	po0100 done
Status	
Adopted	December 9, 2019
Last Revised	May 8, 2023

## 0100 - DEFINITIONS

The bylaws of the Board of this District incorporate quotations from the laws and administrative code of the State of Wisconsin. Such quotations may be substantively altered only by appropriate legislative, judicial, or administrative action.

Whenever the following items are used in these bylaws, policies, and administrative guidelines, they shall have the meaning set forth below:

### **Administrative Guideline**

A statement, based on policy, usually written, which outlines and/or describes the means by which a policy should be implemented and which provides for the management cycle of planning, action, and assessment or evaluation.

### **Administrator**

An employee who holds a position of leadership over a defined function or department of the District, is employed with an administrative contract, and/or who reports directly to the District Administrator or Directors of Education.

In policy and administrative guidelines, capitalization of the term Administrator may imply delegation of responsibilities, as appropriate, to staff members.

### **Apps and Web Services**

Apps/web services are software (i.e., computer programs) that support the interaction of personal communication devices (as defined in Bylaw 0100, above) over a network or client-server applications in which the user interface runs in a web browser. Apps/web services are used to communicate/transfer information/data that allow students to perform actions/tasks that assist them in attaining educational achievement goals/objectives, enable staff to monitor and assess their students' progress, and allow staff to perform other tasks related to their employment. Apps/web services also are used to facilitate communication to, from and among and between, staff, students, and parents.

### **Board**

The School Board, also commonly referred to as the Board of Education, shall take action that is within the comprehensive meaning of the terms "duties and powers" provided that such action is not prohibited by State or Federal law. (Chapter 118, Wis. Stats. and Chapter 120, Wis. Stats.)

### **Bylaw**

Rule of the Board for its own governance.

### **Clerk**

The chief clerk of the Board. (See Bylaw 0171.3 - Clerk)

### **District**

The School District is the territorial unit for school administration. Districts are classified as common, union high, unified and 1st class city school districts. A joint school district is one the territory of which is not wholly in one municipality. (Chapter 115, Wis. Stats.).

### **District Administrator**

The administrative head of the School District sometimes locally referred to as Superintendent.

In policy and administrative guidelines, capitalization of the term District Administrator may imply delegation of responsibilities, as appropriate, to staff members.

### **District Records Custodian**

The School District will designate one (1) District Records Custodian (DRC) to be the legal custodian of records for the District. The DRC shall keep and preserve the public records of the District and is granted authority to render a decision and carry out duties related to those public records. The DRC is designated in Policy 8310 - Public Records.

### **Due Process**

Procedural due process requires prior knowledge (a posted discipline code), notice of offense (accusation), and the opportunity to respond. Specific due process requirements are dependent upon the circumstances and may vary depending on such circumstances.

### **Full Board**

Authorized number of voting members entitled by law to govern the District. The full Board is the total number of Board members authorized by law regardless of the number of current sitting members.

### **Information Resources**

The Board defines information resources to include any data/information in electronic, audio-visual or physical form, or any hardware or software that makes possible the storage and use of data/information. This definition includes but is not limited to electronic mail, voice mail, social media, text messages, databases, CD-ROMs/DVDs, websites, motion picture film, recorded magnetic media, photographs, digitized information, or microfilm. This also includes any equipment, computer facilities, or online services used in accessing, storing, transmitting or retrieving electronic communications.

### **Law Enforcement Officer(s) or Agency(ies)**

These terms include any local, State, or Federal law enforcement agency of competent jurisdiction and its officers acting within their legal authority.

### **Legal Custodian of Records**

~~The School District will designate one (1) District Records Custodian (DRC) to be the legal custodian of records for the District. The DRC shall keep and preserve the public records of the District and is granted authority to render a decision and carry out duties related to those public records. The DRC is designated in Policy 8310 - Public Records. See "District Records Custodian".~~

### **Legal Notice**

Legal notice means every notice required by law to be published in a newspaper or other publication. There are three (3) classes of notices: class 1 (requiring one (1) insertion); class 2 (requiring two (2) insertions); and class 3 (requiring three (3) insertions). When more than one (1) insertion is required, the notice must be published once each week for consecutive weeks, with the last notice published at least one (1) week before the act or event, unless otherwise specified by law. Sunday publication is permitted.

### **Local Public Office Holder or Official**

Individuals holding those positions designated by the Board as local public offices in compliance with 19.32 (1 dm), 19.42 (7w) (f) and (g), Wis. Stats.

### **May**

This word is used when an action by the Board or its designee is permitted but not required.

**Medical Advisor**

The School District is required to appoint a medical advisor. The medical advisor shall be a licensed physician and will participate in the annual review of the District emergency nursing services plan. The School District may also have the medical advisor fulfill other roles. PI 8.01(2)(g)3

**Meeting**

Any gathering which is attended by, or open to, all of the members of the Board held with the intent on the part of the members of the body present to discuss or act as a unit upon the specific public business of that body. 19.82(2), Wis. Stats.

**Official Newspaper**

A newspaper may be designated by the Board under 985.05, Wis. Stats. Other publication options are available to the Board pursuant to 120.11(4), Wis. Stats.

**Parent**

The natural or adoptive parents or the party designated by the courts as the legal guardian, custodian, or surrogate of a student. Both parents will be considered to have equal rights unless a court of law decrees otherwise.

**Personal Communication Devices**

Personal communication devices ("PCDs") include computers, laptops, tablets, e-readers, cellular/mobile phones, smartphones, and/or other web-enabled devices of any type.

**Policy**

A general, written statement by the governing Board which defines its expectations or position on a particular matter and authorizes appropriate action that must or may be taken to establish and/or maintains those expectations.

**President**

The chief executive officer of the Board. (See Bylaw 0171.1 - President)

**Principal**

The educational leader and head administrator of one (1) or more District schools.

In policy and administrative guidelines, capitalization of the term Principal may imply delegation of responsibilities, as appropriate, to staff members.

**Professional Staff Member**

District employees that are either certified teachers employed in a position for which certification is a requirement of employment or administrative employees that are responsible for oversight or supervision of a component or components of the District's operation, or serve as assistants to such persons, regardless of whether they hold an administrative contract or are required to have administrator certification, but excluding the District Administrator/Superintendent.

**Relative**

The mother, father, sister, brother, spouse, domestic partner, parent of spouse/domestic partner, child, grandparents, grandchild, dependent or member of the immediate household.

**School Nurse**

A school nurse is a registered nurse who meets the requirements of Wis. Stat. Sec. 115.001(11), Wis. Stats. A school nurse has the authority to exclude students for signs of illness.

**School Official**

Except if otherwise defined in policy, 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); or a person serving on the Board.

The term school official is inclusive of other parties, such as an attorney, 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 their tasks (including volunteers) pursuant to the Family Educational Rights and Privacy (FERPA) definition - See Policy 8330 - Student Records.

### **Shall**

This word is used when an action by the Board or its designee is required. (The word "will" or "must" signifies a required action.)

### **Social Media**

Social media are online platforms where users engage with another and/or share information and ideas through audio, text, video, or pictures. Social media consists of any form of online publication or presence that allows interactive communication, including, but not limited to, text messaging, instant messaging, websites, web logs ("blogs"), wikis, online forums (e.g., chat rooms), virtual worlds, and social networks. Examples of social media include, but are not limited to, Facebook, Facebook Messenger, Google Hangouts, Twitter, LinkedIn, YouTube, Flickr, Instagram, Pinterest, Skype, and Facetime. Social media does not include sending or receiving e-mail through the use of District-issued e-mail accounts.

### **Student**

A person who is officially enrolled in a school or program of the District.

### **Superintendent**

Sometimes the administrative head of the School District is referred to as Superintendent, but has the authority of the District Administrator by law. In policy **(X )** and administrative guidelines **[END OF OPTION]**, capitalization of the term Superintendent may imply delegation of responsibilities, as appropriate, to staff members.

### **Support Staff**

Any employee who provides support to the District's program and whose position does not require a professional certificate. This category includes special education paraprofessionals.

### **Technology Resources**

The Board defines technology resources to include computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, web-enabled devices, video and/or audio recording equipment, SLR and DSLR cameras, projectors, software and operating systems that work on any device, copy machines, printers and scanners, information storage devices (including mobile/portable storage devices such as external hard drives, CDs/DVDs, USB thumb drives and memory chips), the computer network, Internet connection, and online educational services and apps.

### **Treasurer**

The chief financial officer of the Board. (See Bylaw 0171.4 - Treasurer)

### **Vice-President**

The Vice-President of the Board. (See Bylaw 0171.2 - Vice President)

### **Voting**

A vote at a meeting of the Board. The law requires that Board members must be present in order to have their vote officially recorded in the Board minutes and to be available for a roll call vote. A Board member's presence at a meeting includes their presence if attending by telephone or other manner of remote access, so long as such remote access is compliant with State law. No voting by Proxy may be recorded or counted in an official vote of the Board. Remote access during quasi-judicial functions (e.g. termination hearings, expulsions) may be permitted after consultation with legal counsel.

Citations to Wisconsin statutes are shown by the Section Number (e.g., 120.11, Wis. Stats.). Citations to the Wisconsin Administrative Code are prefaced P.I. (e.g., P.I. 11). Citations to the United States Code are noted as U.S.C., Federal Register are noted as F.R., and the Code of Federal Regulations as C.F.R.

Revised 7/13/20

Revised 6/13/22

Revised 11/14/22

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Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of BOARD POWERS Keith
Code	po0122 done
Status	
Adopted	December 9, 2019
Last Revised	March 11, 2024

0122 - **BOARD POWERS**

The power of this Board extends to those matters expressly or implicitly granted by the constitution, statute, local charter or ordinance, or other law, including the power to do all things reasonable to promote the cause of education unless prohibited by Federal or State law.

The Board shall also authorize the development and promulgation of rules and guidelines by the District Administrator for the proper operation and management of the District, including the conduct of students while in school, at school functions, ~~or~~ en route on school buses, or otherwise under the supervision of school authorities.

T.C. 6/13/22  
T.C. 3/11/24

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Legal	118.001, Wis. Stats.
	120.13, Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of CONFLICT OF INTEREST -- OK TAG
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Status	
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### 0144.3 - **CONFLICT OF INTEREST**

Board members shall perform their official duties in an ethical manner and free from conflict of interest pursuant to 19.59, Wis. Stats. To this end:

- A. no Board member shall use their position as a Board member to obtain financial gain or anything of substantial value for themselves, immediate family as defined in 19.42(7), Wis. Stats., or any organization with which the Board member is associated;
- B. no Board member shall accept any offer of anything of value from a person either directly or indirectly, nor shall solicit or accept anything of value if it could be reasonably expected to influence the Board member's actions;
- C. no Board member shall engage in or have a financial interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with the Board member's duties and responsibilities in the school system and as a public officer;
- D. when a member of the Board determines that the possibility of such a personal or financial interest conflict exists, the Board member should, prior to the matter being considered, disclose their interest (such disclosure shall become a matter of record in the minutes of the Board), and thereafter shall abstain from participation in both the discussion of the matter and the vote thereon. In the event that the potential conflict involves a program or activity in whole or in part financed through Federal grant funds, the potential conflict of interest must be disclosed to the Federal granting agency consistent with the requirements of the particular granting agency;
- E. Board members shall also perform their duties in a manner that does not violate criminal conflict of interest laws pursuant to 946.13, Wis. Stats. by having a private pecuniary interest in a contract with the District in an amount that exceeds \$15,000 annually or by participating in making or performing some function as a Board member with respect to a contract in which the Board member has a private pecuniary interest, unless statutory exceptions apply.
- F. no member of the Board shall hold a paid position within the School District, regardless of the type or level of position or manner of pay. However, a Board member may serve as a volunteer coach, or supervisor of an extra-curricular activity, or bus driver if the provision of in accordance with 120.20, Wis. Stats., and provided for in Policy 8120 - Volunteers and this policy are satisfied.

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Revised 2/14/22

Revised 6/13/22

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Legal	19.42(7), Wis. Stats.
	19.59, Wis. Stats.
	946.13, Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of CLERK Keith
Code	po0171.3 done
Status	
Adopted	December 9, 2019

0171.3 - **CLERK**

The Clerk of the Board of Education is responsible for the following duties, which may be completed with the assistance of appropriate staff ~~shall~~:

- A. act as clerk and record the proceedings of all meetings of the Board and of annual and special meetings;
- B. enter the proceedings of the Board in proper record books;
- C. enter in the record book copies of all Clerk's reports sent to municipal clerks;
- D. draw and record orders on the Treasurer as directed by the Board or as directed by an annual or special meeting;
- E. be the chief election officer of the District with authority to report the name and post- office address, within ten (10) days after the election or appointment, of each Board member officer, ~~within ten (10) days after their his/her election or appointment,~~ to the clerk and treasurer of each municipality having territory within the District;
- F. appoint qualified electors of the District to serve on the School District Board of Canvassers for each election in accordance with 7.53(3)(a), Wis. Stats.;
- G. perform other duties as prescribed by law or the Board.

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Legal                      120.17, Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of HEALTH EDUCATION Ed Team done
Code	po2413
Status	
Adopted	December 9, 2019

## 2413 - HEALTH EDUCATION

The Board of Education, in compliance with State law, has adopted a comprehensive program of health education which will prepare students to maintain good health and enable them to adapt to changing health problems of our society.

The Board recognizes that this program, like others the District offers, may contain content and/or activities that some parents find objectionable. ~~The District shall notify the parents, in advance of the instruction and about the content of the instruction and give the parents an opportunity to review the materials to be used.~~ A student may not be required to take instruction in physiology and hygiene, sanitation, the effects of controlled substances pursuant to State law and alcohol upon the human system, symptoms of disease, and the proper care of the body if the student's parent files with the teacher a written objection.

If a student does not take instruction in these subjects as a result of parental objection, the student may not be required to be examined in the subjects and may not be penalized in any way for not taking such instruction, and the Board authorizes the District Administrator to determine if the student shall complete an alternative assignment that is similar to the subjects in the length of time necessary to complete.

If the subjects receive credit toward graduation

~~( ) the Board authorizes the District Administrator to determine the alternative assignment to be completed by the student that is similar to the subjects in the length of time necessary to complete.~~

(X-) the Board authorizes the District Administrator to determine if an alternative assignment is to be completed by the student that is similar to the subjects in the length of time necessary to complete.

~~( ) the Board will not require an alternative assignment is to be completed by the student that is similar to the subjects in the length of time necessary to complete.~~

### **[END OF OPTIONS]**

Instruction in physiology and hygiene shall include instruction on sexually transmitted diseases and shall be offered in every high school.

The District Administrator shall notify parents of planned instruction in the health education curriculum regarding human growth and development topics as identified and in accordance with Policy 2414 - Human Growth and Development.

Students in grades seven (7) through twelve (12) will be provided instruction in cardiopulmonary resuscitation and cardiocerebral resuscitation including instruction on the psychomotor skills necessary to perform both skills as part of any health education course offered.

Students in grades seven (7) through twelve (12) will be provided instruction about automated external defibrillators as identified in Policy 8452 - Automated External Defibrillators.

X- The District Administrator shall prepare administrative guidelines that require:

- A. the health education program includes appropriate learning experiences related to such topics as use, abuse, and effects of drugs, alcohol, and tobacco; mental, physical, and dental health; disease prevention and control; accident prevention; and related health and safety topics;
- B. continual analysis of the effectiveness of the program and the accuracy, completeness, and relevancy of the information and instructional procedures.



Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of INDEPENDENT EDUCATIONAL EVALUATION (IEE) Special Education-DONE WEC
Code	po2460.03
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Adopted	December 9, 2019
Last Revised	November 14, 2022

### 2460.03 - **INDEPENDENT EDUCATIONAL EVALUATION (IEE)**

An independent educational evaluation (IEE) is an evaluation conducted by a qualified examiner who is not an employee of this District. A parent has the right to an IEE at public expense if the parent disagrees with an evaluation that the District conducted. For purposes of this policy, "evaluation" means the procedures used to determine whether a child has a disability and the nature and extent of the special education and related services the child needs. In the event the District receives a parent request for an IEE, the District must either provide the IEE at District expense pursuant to this policy or request a due process hearing to show that its evaluation is appropriate. The IEE must meet District criteria for IEEs, which is the same criteria that the District uses when it conducts its own evaluations. If the District requests a due process hearing and the hearing officer determines that the District's evaluation is appropriate, the parent still has the right to an IEE, but not at public expense. Parents may only request one publicly funded IEE for each evaluation completed by the District.

#### **Procedures to Obtain an IEE at Public Expense**

- A. The parent should submit to the District a written request for an IEE and should include in such request an explanation of their reasons for objecting to the evaluation obtained by the District. However, the District will not deny parents a publicly funded IEE because they fail to provide the District with such a written request or fail to provide reasons for requesting an IEE.
- B. If a parent requests an IEE, the District will provide the following information:
  1. A list of the names and addresses of IEE examiners located in the area. The list will consist of IEE examiners who, in the District's judgment, are qualified to perform the evaluation requested by the parents. If a qualified examiner is not located in the area, the District will identify a qualified examiner elsewhere in the State of Wisconsin.
  2. A description of the District's criteria for selection of IEE examiners.
- C. Minimum qualifications for IEE examiners. The District will not pay for an IEE unless the IEE complies with the following criteria or the parents can show unique circumstances that justify a publicly funded IEE that does not meet the criteria.
  1. The prospective IEE examiner (the "examiner") must hold a valid license from the State of Wisconsin in the field related to the known or suspected disability. The examiner must have extensive training in the evaluation of the area(s) of concern and be able to interpret the instructional implications of the evaluation results. In instances where no "applicable license" exists, the evaluator must provide documentation of extensive and recent training and experience related to the known or suspected disability.
  2. The examiner must be located within 100 miles of the District and must conduct the evaluation within District boundaries.
  3. The examiner may only charge fees for educational evaluation services that, in the sole judgment of the District, are reasonable.

4. The examiner must be permitted to directly communicate and share information with members of the IEP Team. The examiner must also agree to release the assessment and results, including parent and teacher surveys, prior to receipt of payment for services.
  5. If the District evaluation included an observation of the child in one (1) or more educational settings, the IEE shall include at least one (1) observation in that setting. Evaluators shall make at least one (1) contact with the child's general education teacher for the purpose of determining how the student is progressing in the general curriculum. In addition, evaluators are encouraged to make additional contacts with other involved general or special education teachers. If the purpose of the evaluation is to address a learning disability, an observation of the child is a required evaluation component.
  6. The same criteria apply to both public and independent examiners.
- D. The maximum allowable cost for an examiner will be the average cost per day or per hour for a similarly qualified staff member employed by the District during the current school year, as determined by the Director of Special Education IEE that exceeds the maximum allowable, the cost of the evaluation will not exceed \$4600 unless the parents provide documentation of unique circumstances that justify the extra cost. In the unusual event the examiner is one not typically employed by the District, such as a medical doctor, psychiatrist, clinical psychologist, or other similar professional, reimbursement of costs will be limited to reasonable and customary charges as determined by the District and its insurance carrier. The District shall not be responsible for reimbursement of travel costs or other related costs incurred by the parents in connection with their arrangement of, or their attendance at the IEE unless the parent can demonstrate that necessary services are not available in the community.
- E. If unique circumstances justify an IEE that exceeds the maximum allowable cost; the District must ensure the IEE is publicly funded. The District will review these circumstances on a case-by-case basis. If the total cost for an IEE exceeds the District's cost criteria and it is determined through appropriate procedures that there is no justification for excess cost, the cost of the IEE will be publicly funded up to the District's maximum allowable cost. If the District determines the cost exceeds the cost criteria, then the District must without unnecessary delay, initiate a due process hearing to demonstrate the cost did not meet appropriate agency criteria.

For more information, parents may request a copy of Bulletin 99.02 "Independent Educational Evaluations (IEEs)" from the District or from the Department of Public Instruction, Division of Learning Support: Equity and Advocacy.

Revised 11/9/20

Revised 2/14/22

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Book	Policy Manual
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Adopted	December 14, 2020
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## 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 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 at 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 and in those cases where harassment is substantiated, the Board will take immediate steps 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.

## 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 or group of students 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)** 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) 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 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 or group of students' Protected Class that:

- A. places a student or group of students in reasonable fear of harm to their person or damage to their 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 (e.g., swastikas).

## 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. 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 (1) of the District Compliance Officers, as designated in this policy, the Building Principal, or the District Administrator.

- K. remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history;

- L. 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;
- M. 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.

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").

Tabatha Gundrum  
Director of Human Resources  
715-261-0500  
415 Seymour Street  
Wausau WI 54403  
tgundrum@wausauschools.org

Cale Bushman  
Director of Pupil Services  
715-261-0500

415 Seymour Street  
 Wausau WI 54403  
 cbushman@wausauschools.org

The names, titles, and contact information of these individuals will be published annually in the student handbooks 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 District Administrator.
- 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 (1) of the Compliance Officer(s) 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 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, a CO will contact the Complainant and begin either an informal or formal process (depending on the request of the Complainant or the nature of the alleged harassment), or x ] Option 2 the District Administrator will designate a specific individual to conduct the process necessary for an informal or formal investigation. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. The CO will prepare recommendations for the District Administrator. In the case of a complaint against the District Administrator or a Board member, the CO will prepare recommendations for a 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 District Administrator, or Board President if the matter involves the District Administrator, 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 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>.

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, District Administrator, 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, District Administrator, 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 District Administrator prior to any action being taken, except for complaints against the District Administrator, 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.

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 District Administrator 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 District Administrator.

Generally, within five (5) days of receiving the report of the CO or designee, the District Administrator, or in the case of a complaint against the District Administrator 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 District Administrator's final decision will be delivered to both the Complainant and the Respondent. The District Administrator may redact information from the decision consistent with applicable law. The Board authorizes the District Administrator 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 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.

The decision of the District Administrator shall be final. If the Complainant feels that the decision does not adequately address the complaint they 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 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 District Administrator 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 District Administrator.

### **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 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.

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 will instruct each person who are 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 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. 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.

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 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 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 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 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;
- 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 or hearing; and
- 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 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, and 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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Revised 6/13/22

Revised 5/8/23

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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

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of SUSPENSION AND EXPULSION
Code	po5610 Cale done
Status	
Adopted	December 9, 2019
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## 5610 - **SUSPENSION AND EXPULSION**

The Board recognizes that exclusion from educational programs of the School District, by suspension or expulsion, is a substantial sanction and that such action must comply with the student's due process rights.

### **SUSPENSION**

For purposes of this policy, "suspension" shall be the short-term exclusion of a student from a regular District program.

The District Administrator, ~~any~~the principal, or a teacher designated by the District Administrator may suspend a student for up to five (5) school days or, if a notice of expulsion hearing has been sent, for up to fifteen (15) consecutive school days, or ten (10) consecutive school days for each incident if the student is eligible for special education services under Chapter 115, Wis. Stats.

The suspension must be reasonably justified based upon the grounds authorized under Sec. 120.13, Wis. Stats., which include, but are not limited to: noncompliance with school rules or Board rules; knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives; conduct by the student while at school or while under the supervision of a school authority that endangers the property, health, or safety of others; conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of others at school or under the supervision of a school authority; or conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of any employee or Board member of the District in which the student is enrolled.

The District Administrator, ~~any~~the principal, or a teacher designated by the District Administrator shall suspend a student if the student possessed a firearm, as defined in 18 U.S.C. 921(a)(3), while at school or while under the supervision of a school authority.

The parent of a suspended minor must be given prompt notice of the suspension and the reason for the suspension. The student's suspension from school shall be entered in the student's record as required by the rules adopted by the Board concerning the content of the student records. The suspended student or the student's parent ~~or guardian~~ may, within five (5) school days following the commencement of the suspension, have a conference with an ~~Administrator~~administrator, who shall be someone other than a principal, administrator or teacher in the suspended student's school, to discuss removing reference to the suspension from the student's records. Reference to the suspension on the student's school record shall be removed if the ~~Administrator~~administrator finds that the student was suspended unfairly or unjustly; the suspension was inappropriate, given the nature of the alleged offense; or the student suffered undue consequences or penalties as a result of the suspension. The administrator shall make a finding within fifteen (15) days of the conference.

A suspended student shall not be denied the opportunity to take any quarterly, semester, or grading period examinations or to complete course work missed during the suspension period. Such work shall be completed pursuant to the procedures established by the Board.

In the event a student is classified as homeless, the building principal shall consult with the Homeless Coordinator to determine whether the conduct is a result of homelessness. The Homeless Coordinator will assist administration and the student's parents ~~or guardian~~ in correcting conduct subject to disciplinary action that is caused by homelessness.

### **EXPULSION**

Under this policy, expulsion shall mean the Board will not permit a student to attend school at all, including any school-sponsored events or activities, for a specified period of time. If the student is expelled, the Board will determine the length of the expulsion period, which may extend at a maximum to the student's 21st birthday. The Board's expulsion order may include the opportunity for the student to return to school prior to the expiration of the term of expulsion under a specified set of early reinstatement condition(s) which are related to the conduct for which the student was expelled. The condition(s), once set forth in an expulsion order, shall be administered at the discretion of the District Administrator who shall have the authority to deny early reinstatement if any early reinstatement condition is not met prior to reinstatement or to revoke it for the remainder of the expulsion period if any enrollment conditions applicable to the student's attendance during a period of expulsion under early reinstatement, or conditional enrollment, are deemed by the District Administrator to have been violated. The decision to revoke a student's conditional enrollment shall be explained in writing. The student or student's parent may request a conference with the District Administrator within five (5) school days of a decision to revoke early reinstatement. The District Administrator shall meet with the student and/or parents within five (5) school days of a request. The District Administrator's decision is final.

The District Administrator may designate another School District employee to perform the functions pertaining to a student's early reinstatement, but may not designate someone that is an administrator or teacher in the student's school.

The Board may expel a student only when it is satisfied that the interest of the school demands the student's expulsion and only when the student: repeatedly refused or neglected to obey the rules established by the School District; knowingly conveyed or caused to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives; engaged in conduct while at school while under the supervision of a school authority that endangered the property, health, or safety of others; engaged in conduct while not at school or while not under the supervision of a school authority that endangered the property, health, or safety of others at school or under the supervision of a school authority or endangered the property, health, or safety of any employee or Board member of the School District in which the student is enrolled; or was at least sixteen (16) years old and had repeatedly engaged in conduct while at school or while under the supervision of a school authority that disrupted the ability of school authorities to maintain order or an educational atmosphere at school or at an activity supervised by a school authority and that such conduct did not otherwise constitute grounds for expulsion. For purposes of this policy, conduct that endangers a person or property includes making a threat to the health or safety of a person or making a threat to damage property.

The Board shall hold an expulsion hearing in the event a student is in possession of a firearm while at school or under the supervision of school authorities and shall expel a student from school for not less than one (1) year whenever it finds that the student brought a firearm to school or, while at school or while under the supervision of a school authority, possessed a firearm, as defined in 18 U.S.C. 921(a) (3), unless the Board finds that the punishment should be reduced based upon the circumstances of the incident. Any such finding by the Board shall be in writing. This does not include any circumstance in which a student possessed a firearm while lawfully hunting on school forest land.

The District shall refer any student who brings a firearm (as defined in 18 U.S.C. 921(a)(3)) or a weapon to school to law enforcement.

As required by 20 U.S.C. 7151, the District Administrator will ensure that the following information is sent to the Wisconsin Department of Public Instruction: a copy of this policy; a description of the circumstances surrounding any expulsion(s) for violating the above- stated firearms policy; the name of the school; the number of students expelled; and the types of firearms involved.

Prior to expelling a student, the Board shall provide the student with a hearing. Prior written notice of the hearing must be sent separately to both the student and if the student is a minor, to their parent(s) ~~or guardian(s)~~. The notice must be sent at least five (5) days prior to the date of hearing, not counting the date notice is sent. The notice must also satisfy the requirements of Sec. 120.13(1) (c)4, Wis. Stats.

An expelled student or, if the student is a minor, the student's parent(s) ~~or guardian(s)~~ may appeal the Board's expulsion decision to the Wisconsin Department of Public Instruction. An appeal from the decision of the Department may be taken within thirty (30) days to the circuit court for the county in which the school is located.

In the event a student is classified as homeless, the building principal shall consult with the Homeless Coordinator to determine whether the conduct is a result of homelessness. The District will not expel a homeless student for conduct that is caused by the student's homelessness. The Homeless Coordinator will assist the administration and the student's parents ~~or guardians~~ in correcting conduct subject to disciplinary action that is caused by homelessness. If the conduct in question is determined not to be caused by the student's homelessness, the District shall proceed with expulsion proceedings as outlined in this policy.

## **SUSPENSION/EXPULSION OF STUDENTS WITH DISABILITIES**

In matters relating to the disciplining of students with disabilities, the Board ~~of Education~~ shall abide by Federal and State laws.

The District Administrator shall establish administrative guidelines and ensure they are properly implemented when disciplining any student with disabilities.

### **ADMINISTRATIVE GUIDELINES**

The District Administrator shall develop administrative guidelines to implement this policy, which shall include, at a minimum:

- A. strategies for providing special assistance to students who are in danger of being expelled and are not achieving the goals of the educational program;
- B. procedures that ensure compliance with State and Federal law including, but not limited to, due process rights;
- C. provision for completing school work when appropriate;
- D. reference to staff obligations to report threats of violence made in or targeted at a school, which, in the good faith judgment of the staff member, pose a serious and imminent threat of harm to the health or safety of others.

T.C. 5/8/23

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Legal	119.25, Wis. Stats.
	120.13, Wis. Stats.
	18 U.S.C. 921(a)(3)
	20 U.S.C. 7151
	42 U.S.C. 11431 et seq.

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	New Policy - Vol. 33, No. 1, Dec. 2023 - DISTRICT-SUPPORTED/SPONSORED STUDENT ACTIVITY ACCOUNTS
Code	po6611 Josh done
Status	

### **New Policy - Vol. 33, No. 1**

#### **6611 - DISTRICT-SUPPORTED/SPONSORED STUDENT ACTIVITY ACCOUNTS**

The Board authorizes the maintenance of approved student activity accounts for District-supported student activities as allowed by DPI regulations and the auditor's recommendations in accordance with GASB 84. Approval of the establishment of any student activity account for District-supported student activity, after the student activity is approved, without District financial support, in accordance with Policy 2430 - District-Sponsored Clubs and Activities, shall be determined by the ~~( )~~ **Board (X ) District Administrator ~~( ) Business Manager ~~( ) School Administration ~~( )~~~~~~ **[END OF OPTION]** before monies can be collected or disbursed in the name of said activity. **[DRAFTING NOTE: For consistency, it is recommended to make the selection of the approval entity consistent with Policy 2430 — District-Sponsored Clubs and Activities.]****

District-supported clubs, activities, and athletics are supported, at least in part, with District funds and are therefore subject to District oversight and management. In addition, any club, activity, or athletic team that does not directly receive designated District funds but is required for a course or provides academic credit is also considered District-supported and is subject to District oversight and management. Typically, District-supported student co-curricular activities have designated activity funds established either in Fund 10 or Fund 21 in accordance with GASB 84, DPI regulations, and auditor recommendations. Financial support includes, but is not limited to, budgeted funds allocated by the District or school, an advisor/coach paid for by the District or school who exercises control over the activity's fund, some activities offered to students paid for by the District or school, and transportation paid for by the District or school. Also, financial support includes indirect financial assistance as part of the District's educational program when student participation is required by a course or academic credit is awarded for participation in the activity.

#### **Definitions**

The following definitions are provided for these terms within the context of this policy:

- A. **District-sponsored student activity:** All student activities recognized by the District as approved co-curricular/extra-curricular activities are designated as District-sponsored, including both District-supported and District-supported student activities. (see Policy 2430 - District-Sponsored Clubs and Activities)
- B. **District-supported student activity:** The District provides financial support of the student activity and exercises administrative control over the dispersal of the activity's funds.
- C. **Nondistrict-supported student activity:** The District does not provide financial support of the student activity and does not exercise administrative control over the dispersal of funds.

Other terms are used as defined in Bylaw 0100 - Definitions.

All activities described in 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 policy.

~~[ ] The District Administrator is directed to obtain annually a list and brief description of the objectives, activities, and limitations of each activity account prior to the start of the new fiscal year. [END OF OPTION]~~

~~[ ] The Board will review the list upon submission to determine if the objective of each activity account serves a continuing District need. [END OF OPTION]~~

~~All activities shall be on a self-sustaining basis.~~

The \_\_\_\_\_ shall be the Treasurer of the student activities activity account. The Treasurer may delegate responsibility to

~~( ) the principal.~~

~~( ) a financial secretary.~~

~~( ) \_\_\_\_\_ [other].~~

~~[ ] There shall be established in the activity account(s) an account for the use of needy students to be disbursed at the discretion of the \_\_\_\_\_. **[END OF OPTION]**~~

~~[ ] Fund-raising for all student activities will be in accordance with Board Policy 5830—Student Fund Raising and Policy 9700—Relations with Non-School-Affiliated Groups. **[END OF OPTION]**~~

~~[ ] Interest earned on the account of a specific class or activity will be credited to that class or activity. **[END OF OPTION]**~~

~~[ ] Interest earned on the activity account will be allocated to each class or activity. **[END OF OPTION]**~~

All collected money shall be handled, secured, and deposited in accordance with Policy 6630 - Cash Handling and Deposits. Misappropriation of activity accounts, which includes theft or any other misuse of funds, will result in discipline up to and including suspension, expulsion, and/or termination.

#### **~~[Administrative Guideline Clients]~~**

All monies accumulated in the account of a specific class or activity will be disposed of in accordance with the procedures set forth in the administrative guidelines established by the District Administrator.

#### **~~[Policy Only Clients]~~**

~~[ ] Following graduation, the unexpended activity accounts of the Senior Class will be transferred to the Freshman Class.~~

~~After one (1) year of inactivity, the unexpended activity accounts of discontinued student organizations shall, on the recommendation of the~~

~~( ) District Administrator and the approval of the Board,~~

~~( ) principal and the approval of the District Administrator,~~

~~be transferred to the General Fund.~~

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120.16(2) Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of FACILITY SECURITY
Code	po7440 Cale done
Status	
Adopted	December 9, 2019
Last Revised	March 11, 2024

#### 7440 - **FACILITY SECURITY**

Promoting the safety of students, staff, and others in the school buildings, as well as providing for the protection of the significant financial investment in the District's buildings is a critical function of the Board. Proper safety measures are to be implemented to protect those who use the buildings and to protect the buildings and equipment owned by the Board from theft and vandalism in order to maintain the optimum conditions for carrying out the educational program.

The District Administrator shall develop and supervise the District's School Safety Plan, in compliance with State and Federal laws, as described in Policy 8420 - School Safety.

Every effort shall be made to apprehend those who knowingly cause serious physical harm to students, staff, visitors, and Board property and to require prosecution of those who bring harm to persons and/or property. The Board will seek to repair the damage or seek the payment of a fee to cover such repairs.

The Board authorizes the District Administrator to conduct searches of non-student visitors or vehicles on school property when there is a reasonable suspicion of violation of the law or school rules, and the search is reasonable in scope related to the objectives of the search and not excessively intrusive.

Appropriate authorities may be contacted in the case of serious offenses.

The District Administrator is authorized to utilize ~~install~~ metal detectors (e.g., walk through detectors and hand-held wands), ~~and~~ video surveillance/electronic monitoring equipment, and other security devices on school property in order to protect the health, welfare, and safety of students, staff, visitors, and Board property, ~~and other security devices that would assist in the detection of guns and dangerous weapons~~ in school buildings and/or on District property.

#### **Public Access to School Facilities**

The Board expects that during regular school hours only students and school staff need to be present in the school building. The Board also acknowledges that there will be times during the instructional day that members of the public, including parents, invited guests, or other individuals will for appropriate and legitimate reasons require entry into a school facility. In such cases, the following guidelines shall be followed:

- A. All exterior doors to every school building shall be locked during the instructional day, preventing entry into the building and all visitors to the school building during those times will be directed to a single entrance into the building. This entrance shall be the entrance closest to the school office. Visitors must identify themselves and the purpose of their visit to the school through the intercom system.
- B. All persons other than students and building staff shall check in with the school office of the building and shall provide official identification used in electronic visitor monitoring. Each visitor shall be given a visitor tag that shall be worn at all times while in the building.
- C. Visitors that intend to visit a classroom during the instructional day must be escorted to the classroom by either a staff member or, if age appropriate, a student from the class. School office staff must contact the classroom teacher to verify that the visitor is expected.

- D. All visitors are expected to sign out prior to departing the building.
- E. Outside of instructional times, no person other than a staff member may be in any school building except for attendance at a public function (such as a sporting event) or based on an approved facility use request pursuant to Policy 7510 - Use of District Facilities.

Any visitor to the school may be refused entry or asked to leave the building at any time if the building administrator or event supervisor determines that the visitor's presence is disruptive or is likely to become disruptive to the educational environment, including all school-sponsored events, or for other safety or security reasons. If a visitor refuses to leave upon request by the building administrator or event supervisor, the building administrator or event supervisor shall contact the school resource officer or local law enforcement as appropriate. No staff member should attempt to physically remove a visitor unless the visitor poses an imminent safety threat.

Any school staff member that witnesses a visitor in the school building who is not wearing a visitor tag as required shall report the visitor's presence to the school office. In the event the school office does not have a record of such visitor properly checking in, the office staff shall immediately contact an Administrator or, if an Administrator is not available, the school resource officer, if applicable, or appropriate law enforcement.

### **Parents as Visitors**

The Board encourages parental involvement in the education of students in the District. For this reason, it is important to facilitate the involvement of parents in school activities and the educational process while at the same time preserving the integrity of the educational environment for all students. As a balance, the Board adopts the following requirements for parents visiting the school during the instructional day:

- A. Parents should make arrangements with their child's teacher or with the building administrator in advance of visiting their child at school unless that is not possible.
- B. Parents, like any other visitor, must enter the building through only the approved visitor entrance and shall check in at the school main office in the same fashion as a visitor.

Parents visiting District schools shall comply with Policy 9150 - School Visitors, and other relevant policies and administrative guidelines.

Parents that do not follow these guidelines or whose presence is disruptive to the educational environment may be asked to leave the building by the building administrator. Any decision to permanently restrict access of a parent may only be made by the District Administrator due to repeated failure to follow rules causing a disruption to the educational environment or for overt threats of harm or actual physical contact with any staff or student.

### **Court Imposed Restrictions**

In any case in which an individual is the subject of a court order restricting the individual's presence at a school building, including any restrictions on the individual's physical proximity to an individual that is a student or staff member at the school facility, the building administrator shall inform staff of the situation and if any staff member sees the individual on school premises that staff member shall immediately contact law enforcement and the school office.

### **Sex Offenders on School Property**

Any person that is a registered sex offender under Wisconsin Law is required to notify the District Administrator of the specific date, time and place of the person's visit to any school facility and must notify the District Administrator of their status as a registered sex offender.

Parents of students enrolled in the District must notify the District Administrator of their status as a registered sex offender and that they have a child enrolled in the District. Notification must occur at the beginning of each school year or at the time the individual is required to register or whenever the child is first enrolled, whichever occurs first.

Notification requirements do not apply if the person will be on school grounds to vote in an election or to attend a non-school sponsored event occurring on the school grounds.

Revised 5/8/23  
T.C. 3/11/24

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Legal

120.13(35), Wis. Stats.

175.32(2), (3), Wis. Stat.

301.475, Wis. Stat.

State v. Vang, 2018 AP 1730 (Ct. App. 2021), pet. rev. denied.

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of TECHNOLOGY
Code	po7540 Jon done
Status	
Adopted	December 9, 2019
Last Revised	May 8, 2023

## 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 District Administrator shall develop, recommend for approval by the Board, and implement a written District Technology Procedure (DTP). One of the primary purposes of the DTP is to evaluate new and emerging technologies and how they will play a role in student achievement and success and/or efficient and effective District operations. The Board will financially support, as the budget permits, the DTP, including recommendations to provide new and developing technology for students and staff.

~~[ ] The District Administrator shall create a Technology Governance Committee to oversee and guide the development of the DTP. The District Administrator shall appoint individuals to the Technology Governance Committee that include representatives of all educational, administrative, and business/operational areas in the District. **[DRAFTING NOTE: Establishment of such committee in policy requires compliance with the Open Meeting Law and Policy 8309 - Open Meetings for Non-Board Committees.]**~~

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 - Student Technology Acceptable Use and Safety, and Policy 7540.04 and AG 7540.04 - Staff Technology Acceptable Use and Safety)

The District Administrator, in conjunction with the Director of Technology, shall review the DTP and report 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 achieves the benefits of technology and inhibits negative side effects. 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.

### 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.  In addition, an indelible marking shall be used to write the following on each device:  
District, school name, and storage location, if applicable
3.  Records of the identification number, serial number, model, etc. for each device shall be maintained in the Technology Department\_\_\_\_\_.
4.  Records on each piece of software and software license, organized by title and course or program, shall be maintained in the \_Technology Department\_\_\_\_\_.
5.  District devices are assigned, identified, and tracked through an online management system.
6.  \_\_\_\_\_.

**[DRAFTING NOTE: If none of the above choices are selected or a District specific method of identification is not provided, the "Identification" portion of this list will be removed in its entirety.]**

#### B. Use of District-owned Devices:

All devices to be used either in the District or off school premises shall be checked out through the \_\_\_\_\_  See Form 7530A F1) Devices may not be used for the purpose of copying materials in violation of copyright laws.  See AG 2531 Copyrighted Works)

The person signing the request  form  Form 7530A F1 is responsible for the condition of the device until checked back in.

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. Requests for Personal Use:

Personal use of devices by students, staff, and  District residents **[END OF OPTION]** shall be in accordance with Policy 7530 Lending of District Owned Equipment.

Additionally, Aa device shall not be used to access any material that is prohibited by the District's technology usage policies. (See Policy 7540.03 - Student Technology Acceptable Use and Safety and Policy 7540.04 - Staff Technology Acceptable Use and Safety)

If allowed for personal use, 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.~~

No business use shall be made of any borrowed devices. Software shall not be used in violation of any licensing agreement, nor shall it be copied.

No software or other applications may be downloaded onto any device except by the District's  Information Technology Director  \_\_\_\_\_ **[END OF OPTIONS]** and only as authorized by the District Administrator.

Users will be responsible for arranging safe transportation and housing for use off school premises.

#### D. Staff Services:

Media staff will instruct the user on the correct operation of devices. Media staff may assist other staff members in



Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of USE OF SOCIAL MEDIA
Code	po7544 Diana done
Status	
Adopted	March 14, 2022
Last Revised	May 8, 2023

#### 7544 - **USE OF SOCIAL MEDIA**

Technology is a powerful tool to enhance education, communication, and learning.

The Board authorizes the use of social media to promote community involvement and facilitate effective communication with students, parents, staff (including District-approved volunteers), and the general public. Social media is defined in Bylaw 0100 - Definitions.

The District Administrator is charged with designating the District-approved social media platforms/sites, which shall be listed on the District's website.

In designating District-approved social media platforms/sites, the District Administrator shall specify which platforms/sites are appropriate for use at the District-level, the building or department level, for extra-curricular activities, and at the individual level by employees for professional purposes consistent with the Board's authorization for the official use of social media by individual buildings, departments, activities, or staff members.

It is critical that students be taught how to use social media platforms safely and responsibly. Social media (as defined in Bylaw 0100 - Definitions) are a powerful and pervasive technology that affords students and employees the opportunity to communicate for school and work purposes, and to collaborate in the delivery of a comprehensive education. Federal law mandates that the District provide for the education of students regarding appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and regarding cyberbullying awareness and response. See Board Policy 7540.03 – Student Technology Acceptable Use and Safety.

The District recognizes that employees may use social media for personal, as well as professional reasons. The District neither encourages nor discourages employees' use of social media for personal purposes. The District regulates employees' use of social media for purposes related to their District assignment to the same extent as it regulates any other form of employee communication in that regard.

#### ~~[ ] [Option 1]~~

~~The District maintains its approved social media platforms/sites as non-public forums and not as interactive forms of communication; therefore, comments are not allowed.~~

#### ~~[WAUSAU SELECTED OPTION 4 DURING DRAFTING]~~

The District uses approved social media platforms/sites as interactive forms of communication and welcomes public comments. The District-approved social media platforms/sites are considered limited public forums. As such, the District will monitor posted comments to verify they are on-topic, consistent with the posted rules for use of the forum, and in compliance with the platform/site's applicable terms of service. The Board's review of posted comments will be conducted in a viewpoint neutral manner, and consistent with State and Federal law. Employees' personal posts on the public platforms/sites are limited/restricted to matters of general public interest that are not related to the employee's specific employment and wholly unrelated to the employee's job responsibilities (i.e., matters where it is clear the individual is posting not in an official capacity, but simply as a member of the public). Employees in administrative positions are ordinarily not permitted to post personal comments on matters of general public interest because to do so could be misconstrued as Board-sponsored speech.

Each District-approved social media account/site must contain a statement that specifies its purpose(s) and limits those who access the social media account/site to use ~~of~~ the account/site only for that/those purpose(s), and in accordance with any specified procedures, and applicable terms of service. Users are personally responsible for the content of their posts.

The District Administrator shall maintain the District's social media presence with respect to general announcements, notices, or other such communications that are disseminated to the public at large or specific audiences within the community. To the extent individual staff members wish to post information or announcements to a District social media platform, the staff member may request that the District Administrator approve and post such information. (This provision does not apply to social media communications that are related to instructional and school-sponsored activities.)

### **Expected Standards of Conduct on District-Approved Social Media**

Employees and District-approved volunteers who access District-approved social media platforms are expected to conduct themselves in a respectful, courteous, and professional manner. Students, parents, and members of the general public who access District-approved social media platforms are similarly expected to conduct themselves in a respectful, courteous, and civil manner.

District-approved social media sites shall not contain content that is obscene; is vulgar and lewd such that it undermines the school's basic educational mission; is libelous or defamatory; constitutes hate speech; promotes illegal drug use; is aimed at inciting an individual to engage in unlawful acts or to cause a substantial disruption or material interference with District operations; or interferes with the rights of others. The District may exercise editorial control over the style and content of student speech on District-approved social media if reasonably related to legitimate pedagogical concerns. Staff or students who post prohibited content shall be subject to appropriate disciplinary action.

The District is committed to protecting the privacy rights of students, parents/guardians, staff, volunteers, Board members, and other individuals on District-approved social media sites. District employees and volunteers are prohibited from posting or releasing confidential information about students, employees, volunteers, or District operations through social media, without appropriate consent (i.e., express written consent from the parent of a student, the affected employee or volunteer, or the District Administrator concerning District operations). Employees and District-approved volunteers are prohibited from using District-approved social media platforms/sites to communicate privately with individual students.

### **Retention of Public/Student Records**

District communications that occur through the use of District-approved social media platforms/sites – including staff members'/volunteers' use of social media with school-sponsored activities, and comments, replies, and messages received from the general public – may constitute public records or student records, and all such communications will be maintained (i.e., electronically archived) in accordance with the Board's adopted record retention schedule and all applicable State statutes. (See AG 8310A –Public Records)

If a staff member uses District-approved social media platforms/sites in the classroom for educational purposes (i.e., classroom instruction), the staff member must consult with the Principal concerning whether such use may result in the creation of public and/or education records that must be maintained (i.e., electronically archived) for a specific period of time.

### **Employees' Use of District Technology Resources to Access Social Media for Personal Use**

Employees and District-approved volunteers are permitted to use District technology resources (as defined in Bylaw 0100 - Definitions) to access social media for personal use during breaks, mealtimes, and before and after scheduled work hours.

They are reminded that the District may monitor their use of District technology resources.

### **Employees' Use of Personal Communication Devices at Work to Access Social Media for Personal Use**

Employees are permitted to use personal communication devices to access social media for personal use during breaks and mealtimes.

Employees and District-approved volunteers are prohibited from posting or engaging in communication that violates State or Federal law, Board policies, or administrative guidelines. If an employee/volunteer's communication interferes with their ability to effectively perform their job, or violates State or Federal law, Board policies, or administrative guidelines, the District may impose disciplinary action and/or refer the matter to appropriate law enforcement authorities.

This policy and its corresponding administrative guideline will be reviewed and updated as necessary.

Legal

Protecting Children in the 21st Century Act, Pub. L. No. 110-385, Title II, Stat. 4096 (2008)

Children's Internet Protection Act (CIPA), Pub. L. No. 106-554 (2001)

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of PUBLIC RECORDS
Code	po8310 Keith done
Status	
Adopted	December 9, 2019
Last Revised	March 11, 2024

### 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 District Administrator 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 his/her 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 that are available for inspection at a public library. The personal use exception applies to notes created by the originator solely for the purpose of refreshing his/her the originator's recollection and as a matter of convenience (not part of his/her 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.

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. 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.

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 of a copy of a record of \$0.20 per page, which represents the actual, necessary, and direct cost of reproduction of the record. In addition, the District may impose a fee upon a requester for the actual time spent by District employees in locating a record, if the cost is \$50.00 or more. In calculating location costs, the District will use the applicable employee's hourly rate for salary and benefits.

The District may also charge the requester for any equipment required to fill the request (such as videotapes, computer disks, etc.) The District may impose a fee upon a requester for the actual, necessary, and direct cost of 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 \$50.00. 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 his/her their duties.

Nothing in this policy shall be construed as preventing a Board member from inspecting in the performance of his/her official duties any record of this District, except student records and certain portions of personnel records.

The District Administrator 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 following records retention schedules developed by the Wisconsin Historical Society and PRB:

- A. Wisconsin Public School District and Related Records GRS (expiring March 20, 2033)
- B. Administrative and Related Records GRS (expiring March 21, 2032)

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.

Revised 7/13/20

Revised 6/13/22

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Legal	19.21, Wis. Stats.
	19.31-39, Wis. Stats.
	120.13(12), Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of STUDENT RECORDS
Code	po8330 consider reviewing directory data Jon Cale done
Status	
Adopted	December 9, 2019
Last Revised	November 14, 2022

### 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.

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.

#### **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 (46.215, 46.22 or 46.23, Wis. Stats.) 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 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 their parents not be permitted access to personally identifiable information from their 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, 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 - Form 8330 F9 - 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, receive 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 an adult) or their parent or guardian 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 46.215, 46.22, or 46.23, Wis. Stats. 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.

This written agreement must include: 1) specification of the purpose, scope, duration of the study, and the information to be disclosed; 2) a statement requiring the organization to use the personally identifiable information only to meet the purpose of the study; 3) a statement requiring the organization to prohibit personal identification of parents and students by anyone other than a representative of the organization with legitimate interests; and 4) a requirement that the organization destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information must be destroyed.

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.

This written agreement must include: 1) designation of the receiving entity as an authorized representative; 2) specification of the information to be disclosed; 3) specification that the purpose of the disclosure is to carry out an audit or evaluation of a government-supported educational program or to enforce or comply with the program's legal requirements; 4) a summary of the activity that includes a description of methodology and an explanation of why personally identifiable information is necessary to accomplish the activity; 5) a statement requiring the organization to destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information must be destroyed; and 6) a statement of policies and procedures that will protect personally identifiable information from further disclosure or unauthorized use.

Under the audit exception, the District will use "reasonable methods" to verify that the authorized representative complies with FERPA regulations. Specifically, the District will verify, to the greatest extent practicable, that the personally identifiable information is used only for the audit, evaluation or enforcement of a government-supported educational program. The District will also ascertain the legitimacy of the audit or evaluation and will only disclose the specific records that the authorized representative needs. Further, the District will require the authorized representative to use the records only for the specified purpose and not to disclose the information any further, such as for another audit or evaluation. Finally, the District will verify that the information is destroyed when no longer needed for the audit, evaluation or compliance activity.

- 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 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 explanation and interpretation 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 their parent, without the written consent of the parent, or, if the student is an eligible student, without the written consent of the student, except as provided by applicable law.

## **DIRECTORY DATA**

Each year, the District Administrator 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. a student's name;
- B. ~~photograph (with the choice of social media, school newsletters/publications, district/school website, yearbook or all places);~~
- C. ~~major field of study;~~
- D. ~~participation in officially recognized activities and sports;~~
- E. ~~height and/or weight, if a member of an athletic team;~~
- F. ~~dates of attendance;~~
- G. date of graduation;
- H. ~~degrees and awards received;~~
- I. ~~name of the school most recently previously attended.~~

~~(-) Directory data may also include a student ID number, user ID, or other unique personal identifier used by the student when accessing or communicating in a District's electronic systems, if, standing alone, it cannot be used to access student education records (i.e. a pin number, password, or other factor is also needed).~~

**~~[Drafting Note: The option above is recognized under FERPA (34 C.F.R. Part 99.3) but is not included with the Wisconsin definition of "directory data" in 118.125 (1)(b), Wis. Stats. It is recommended Districts consult their legal counsel if considering this option.]~~**

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 District Administrator'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 data and who participates in the extra-curricular activity must complete the appropriate acknowledgement, 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, District assigned e-mail addresses (if available), 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, District assigned e-mail address (if available), and telephone listing not be released without 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 District Administrator is authorized to charge mailing fees for providing this information to a recruiting officer.

Whenever 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 District Administrator 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 District Administrator 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 District Administrator 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 District Administrator 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 computer data storage 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 7/13/20

T.C. 6/13/22

T.C. 11/14/22

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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

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of NURSING MOTHERS
Code	po8700 OK -- TG done
Status	
Adopted	March 11, 2024

## 8700 - ~~NURSING MOTHERS~~ LACTATING EMPLOYEES

The Board supports staff members who choose to ~~breastfeed and/or~~ express breast milk following the birth of a child. When any staff member, whether a professional staff member or support staff member has notified their supervisor of the staff member's intent to express breast milk during the workday, the supervisor shall make necessary arrangements to provide the following:

- A. An appropriate location that is suitable for expressing breast milk. The location must be shielded from view and not accessible during usage by any other person. The location provided may not be a bathroom.
- B. A reasonable amount of time to complete the activity based on an established schedule of frequency the staff member requires. The staff member is responsible for providing a schedule of frequency and for completing the process efficiently.

Additional requests from a covered employee to assist in the process of expressing breast milk under this policy should be addressed to a building administrator. Reasonable efforts will be made to facilitate full access to the benefits of this policy.

A participating employee must record time spent expressing breast milk at work which will be recorded as unpaid time, unless the employee also performs work related responsibilities during this time. Any staff member who has given birth to a child and opts to express breast milk thereafter is entitled to the benefits of this policy.

Any staff member who has provided notice of the need to express breast milk at work and has complied with the responsibilities of doing so in this policy is eligible to do so for up to one (1) calendar year from the birth of the child. ~~[-Drafting Note: The law requires one year, but some professional medical organizations recommend supplementing solid foods with breastmilk until the age of 2.-]~~

No staff member who requires break time to express breast milk consistent with this policy shall be subjected to retaliation or any form of adverse treatment for doing so.

Any staff member who feels they have been denied adequate protections or feels they have been retaliated against or otherwise treated unfairly as a result of availing themselves of the rights described in this policy shall report such concerns to the District Administrator. Any such report shall specify the alleged deficiency and desired resolution so that the District Administrator may provide an appropriate resolution, within ten (10) calendar days of the report.

The benefits described in this policy shall be administered concurrently with other benefits, such as Family Medical Leave Act (FMLA) rights.

This policy does not apply to students. Any student who is expressing breast milk following the birth of a child should contact ~~(-) the Pupil Services Director (-) the Principal (-) \_\_\_\_\_~~ **[END OF OPTION]** to discuss arrangements to enable the student to do so.

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Legal 29 U.S.C. 218d

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of PUBLIC REQUESTS, SUGGESTIONS, OR COMPLAINTS
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Adopted	December 9, 2019
Last Revised	November 14, 2022

### 9130 - PUBLIC REQUESTS, SUGGESTIONS, OR COMPLAINTS

Any individual(s), having a legitimate interest in the staff, programs, and operations of this District shall have the right to present a request, suggestion, or complaint to the District and the Board. At the same time, the Board reserves the right to protect District staff and students from harassment, disclosure of confidential information, and other violations of the staff's or student's rights. It is the intent of this policy to provide a process for considering and addressing public requests, suggestions, or complaints in an efficient, reasonable, and equitable manner. Requests, suggestions, or complaints made by District staff members are covered by Policy 1422~~7~~/Policy 3122~~7~~~~and~~/Policy 4122 - Nondiscrimination and Equal Employment Opportunity. This policy is not to be used to appeal or to otherwise seek review of a personnel decision that was or could have been reviewed through the grievance policy, Policy 3340~~or~~/Policy 4340 - Grievance Procedure.

It is the desire of the Board to address any such matters through direct, informal discussions. It is only when attempts at informal resolution fail that more formal procedures shall be used.

Generally, requests, suggestions, or complaints reaching the Board or Board members shall be referred to the District Administrator for consideration. Only those items that are appropriate for consideration under this policy will be considered. The District Administrator may close out any such request presented to him/her that is not appropriate for consideration consistent with this policy. The Board reserves the right to reverse the District Administrator's decision to dismiss any item raised and to fully investigate or review the matter.

### Guidelines for Consideration of Matters Brought Forward Under this Policy

#### A. First Level

Generally, if the matter raised involves a staff member, the individual(s) should discuss the matter with the staff member, if appropriate. The staff member shall take appropriate action within their authority and District administrative guidelines to deal with the matter. Matters related to other aspects of the District operations, programming, or other decisions shall be brought generally to the ~~administrator~~ Administrator closest to the issue (e.g. if the matter relates to a decision, procedure, or the like in one of the schools, the matter should be raised first with the ~~building principal~~ Principal or a designated person in the school).

Discussion with the staff member may not be appropriate in some situations including, for example, where the matter involves suspected child abuse, substance abuse, or any other serious allegation that may require investigation or inquiry by school officials prior to approaching the staff member.

As appropriate, the staff member shall report the matter and whatever action may have been taken to his/her supervisor.

#### B. Second Level

If the matter has not been satisfactorily addressed at the First Level or it would be inappropriate to discuss the matter with the staff member, the individual(s) may discuss the matter with the staff member's supervisor, if applicable. Discussions with the supervisor shall occur promptly following any discussion with the staff member. If the matter involves allegations of harassment, discrimination, bullying, or other conduct implicating other policies and investigative procedures, the supervisor shall proceed to follow the applicable procedures which may include informing the District Compliance Officer for further review.

Matters not resolved at the Second Level may be brought to the Third Level.

#### C. Third Level

If the matter has not been satisfactorily addressed at the Second level, and the matter does not involve the District Administrator, the individual(s) may submit a written request for a conference to the District Administrator. This request should include:

1. the specific nature of the request, suggestion or complaint and a brief statement of the facts giving rise to it;
2. the respect in which it is alleged that the individual(s) (or child of a complainant) has been affected adversely, if at all, or an explanation of other adverse results or impact of the matter;
3. the action which the individual(s) wishes taken and the reasons why it is felt that such action be taken.

The request shall be submitted promptly after discussion with the staff member's supervisor.

#### D. Fourth Level

If the matter has not been satisfactorily addressed at the Third Level, or at the First Level in the case of a matter involving the District Administrator, the individual(s) may submit a written or verbal request to the Board to address the matter. Any such request shall be submitted promptly after the latest attempt to resolve the matter. The written submission shall include all correspondences pertaining to the matter between the individual and any School District officials or employees.

The Board, after reviewing all material relating to the matter, will provide a written response or may, at its discretion, grant an opportunity to address the Board or a committee of the Board prior to making a final decision on the matter.

The Board's decision, or the decision of the committee of the Board to which the matter was referred, will be final on the matter. The Board may choose to consolidate complaints or other communications for consideration if more than one individual raises similar concerns before it, but reserves the right to refuse to consider any subsequent complaint on the same matter unless previously unknown material facts are raised.

If the individual(s) contacts an individual Board member to discuss the matter, the Board member shall refer the individual(s) to this policy or the District Administrator for further assistance.

### **Guidelines for Matters Regarding Classroom Instructional Materials (X-) and Classroom Library Materials**

The District Administrator shall inform students and parents each year regarding their right to inspect instructional materials used as part of the educational curriculum and the procedure for completing such an inspection. See ~~Policy 5780—Student/Parent Rights~~, AG 9130A.

Parents of children attending school in the District and District residents may request formal reconsideration of the inclusion of specific instructional materials.

Concerns about specific textbooks or other classroom materials should be raised first with the classroom teacher and then the Principal if necessary, in an effort to resolve the matter informally. Concerns about specific library materials should be raised first with the library media specialist, then with the Principal, if necessary, in an effort to resolve the matter informally. If a satisfactory resolution is not reached, requests for consideration of removal of any instructional materials, including library materials, shall be submitted in writing to the District Administrator.

If the request, suggestion, or complaint relates to classroom instructional materials, Form 9130 F2 should be completed and the following procedure shall be followed:

A. The criticism is to be addressed to the Director of Technology and Media Services, verbally or in writing, and shall include:

1. author;
2. title;

3. sections objected to by page and item;
  4. ~~( )~~ reasons for objections specific concerns upon which the request to reconsider is based. This should include a specific description of the offending material (e.g. contains content that is harmful to minors or prohibited under State law, violates the District's policy on nondiscrimination, is not age-appropriate or developmentally appropriate for the grade level for which the material is used, or some other specified reason). This should include specific references to the text of the material by page number and excerpted text if known.
- B. If the request, suggestion or complaint relates to library materials, see Policy 2521D - Library Selection Policy.
  - C. If the request, suggestion, or complaint relates to the human growth and development curriculum or instructional materials, it shall be referred to the Director of Secondary Education and the advisory committee responsible for developing the human growth and development curriculum and advising the Board on the design, review, and implementation of the curriculum. (See Policy 2414 - Human Growth and Development).
  - D. ~~The material in question may be temporarily withdrawn from use pending final resolution of the matter.~~ The material being reviewed based on a request under this policy shall remain available during the review process unless the District Administrator determines that the subject material poses a threat of harm to students considering the grade level involved and provided the determination is not made solely because the material presents ideas that may be unpopular or offensive to some. Any temporarily removed materials will be promptly returned if the final determination is to retain the material. Any action to remove material following a request reviewed under this policy will be explained in the review process records.
  - E. The Ceommittee's recommendation shall be reported to the District Administrator in writing within 30 business days following the first meeting of the Ceommittee, unless extended time is granted by the District Administrator. The District Administrator will advise the individual(s), in writing, of the Ceommittee's recommendation and the District Administrator's decision. The District Administrator shall also advise the Board of the Ceommittee's recommendation and their decision.
  - F. The decision of the Board is final.

Decisions on reconsidered materials will stand for five (5) years before new requests for reconsideration of those items will be entertained.

No challenged material may be permanently removed from the curriculum or from a collection of resource materials except by action of the Board, and no challenged material may be removed solely because it presents ideas that may be unpopular or offensive to some. Any Board action to remove material will be accompanied by the Board's statement of its reasons for the removal.

Revised 7/13/20

Revised 2/14/22

T.C. 11/14/22

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Legal                                    118.01, Wis. Stats.  
     118.019, Wis. Stats.  
     20 U.S.C. 1232h

Book	Policy Manual
Section	Policies for the Board, 33-1
Title	Copy of STUDENT ACTIVITY FUND
Code	po6610 Josh done
Status	
Adopted	December 9, 2019
Last Revised	March 11, 2024

### 6610 - NONDISTRICT-SUPPORTED STUDENT ACTIVITY ACCOUNTS

The Board authorizes the maintenance of approved student activity accounts for nondistrict-supported student activities as allowed by DPI regulations and the auditor's recommendations in accordance with GASB 84. Approval of the establishment of any student activity account for a nondistrict-supported student activity, after the student activity is approved, without District financial support, in accordance with Policy 2430 - District-Sponsored Clubs and Activities, shall be determined by the District Administrator before monies can be collected or disbursed in the name of said activity.

#### Definitions

The following definitions are provided for these terms within the context of this policy:

- A. **District-sponsored student activity:** All student activities recognized by the District as approved co-curricular/extra-curricular activities are designated as District-sponsored, including both District-supported and nondistrict-supported student activities. (see See Policy 2430 - District-Sponsored Clubs and Activities and Policy 6611 - District-Supported/Sponsored Student Activity Accounts)
- B. **District-supported student activity:** The District provides financial support of the student activity and exercises administrative control over dispersal of the activity's funds. (See Policy 6611 - District-Supported/Sponsored Student Activity Accounts)
- C. **Nondistrict-supported student activity:** The District does not provide financial support of the student activity and does not exercise administrative control over dispersal of funds.

Other terms are used as defined in Bylaw 0100 - Definitions.

#### Nondistrict-supported Student Activities

Nondistrict-supported student activity accounts are intended to provide a custodial account for an approved student activity for which the District does not provide funds (i.e., have financial involvement) or exercise administrative control over the funds. Such nondistrict-supported student activities may not be required by any course or provide any academic credit. These student activities are established for District students and may have a District-assigned and/or a District-compensated staff advisor/coach for supervisory purposes. While these student activities may use District facilities, equipment, and materials, the funds for these activities are self-managed by the students. Assistance from parents or other volunteers is permissible (see Policy 8120 - Volunteers). Fund-raising is permissible in accordance with District policies (see Policy 5830 - Student Fund-Raising and Policy 9700 - Relations with Non-School Affiliated Groups). Equal access shall be provided in accordance with Policy 5730 - Equal Access for Nondistrict-Sponsored Student Clubs and Activities. A District staff member may serve as an advisor/coach, but decisions regarding money must be made by the students, as long as such expenditures do not violate District policies (e.g., purchase of illegal items, purchase of nonconforming technology, purchase from a non-approved vendor). As a fiduciary in accordance with GASB 84, the District maintains custodial accounts for the student activity, but does not determine or approve how account monies are used since financial decisions are made by the students without administrative control or endorsement from District staff.

#### Criteria for Nondistrict-Supported Student Activity Accounts

Nondistrict-supported student activity accounts may be established if all of the following criteria are met:

- A. The student activity account has been approved in accordance with this policy.
- B. The activity's students or student officers make all decisions regarding revenues, budgeting, and expenditures.
- C. Any request to expend money from the account must be endorsed in writing by the activity's President and Treasurer.

D. The activity's advisor/coach is NOT permitted to make decisions regarding money, nor may the advisor/coach initiate or endorse any expenditure request.

E. The student activity account is not under the District's control, nor subject to District oversight.

### **Accounts for District-Supported Clubs, Activities, and Athletics**

~~District supported clubs, activities, and athletics are supported, at least in part, with District funds and are therefore subject to District oversight and management. In addition, any club, activity, or athletic team that does not directly receive designated District funds but is required for a course or provides academic credit is also considered District supported and is subject to District oversight and management.~~

~~District supported clubs, activities, or athletics are not affected by this policy.~~

~~Typically, District supported student co-curricular activities have designated activity funds established either in Fund 10 or Fund 21 in accordance with GASB 84, DPI regulations, and auditor recommendations. Financial support includes, but is not limited to, budgeted funds allocated by the District or school, an advisor/coach paid for by the District or school who exercises control over the activity's fund, some activities offered to students paid for by the District or school, and transportation paid for by the District or school. Also, financial support includes indirect financial assistance as part of the District's educational program when student participation is required by a course or academic credit is awarded for participation in the activity.~~

### **General Provisions**

The purpose of District-sponsored activities is 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. District-sponsored activities must be approved in accordance with Policy 2430 - District-Sponsored Clubs and Activities or Policy 2431 - Interscholastic Athletics.

District-sponsored student activities 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.

Student fund-raising shall be conducted in accordance with Policy 5830 - Student Fund-Raising and Policy 9700 - Relations with Non-School Affiliated Groups.

All collected money shall be handled, secured, and deposited in accordance with Policy 6630 - Cash Handling and Deposits. Misappropriation of activity monies, which includes theft or any other misuse of monies, will result in discipline up to and including suspension, expulsion, and/or termination of employment.

### **Discontinued Student Activities**

After one (1) full school year of inactivity, the unexpended funds of a discontinued nondistrict-supported student activity shall be transferred to the Student Council's account unless the discontinued student activity had provided other instructions for dispersal of its unexpended funds.

After one (1) full school year of inactivity, the unexpended funds of a discontinued District-supported student activity shall be transferred to the District's General Fund - Fund 10.

Revised 2/14/22

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Legal 120.16(2), Wis. Stats.



# Wisconsin School Nutrition Purchasing Cooperative

DATE: April 8, 2024  
TO: Member District of the Wisconsin School Nutrition Purchasing Cooperative  
FROM: Advisory Council of the Wisconsin School Nutrition Purchasing Cooperative  
SUBJECT: 2024-25 SY Agreement

The attached packet for the Wisconsin School Nutrition Purchasing Cooperative (WiSNP Co-op) includes:

1. Resolution
2. 66.0301 Agreement (sign and return)
3. Proposed Annual budget for WiSNP Co-op
4. Membership Listing
5. Governance and Bylaws of the WiSNP Co-op

NOTE:

1. The Resolution should be presented to your school board for approval
2. The 66.030 Agreement must be signed and returned to:  
WiSNP Co-op, MCPASD,  
2130 Pinehurst Drive, Middleton, WI 53562 or [agundeck@mcpasd.k12.wi.us](mailto:agundeck@mcpasd.k12.wi.us)

For the 2024-25 SY, the annual dues are set at \$300 per school district. Middleton Cross Plains Area School District will serve as the fiscal agent for WiSNP Co-op.

## Wisconsin School Nutrition Purchasing Cooperative Agreement (Section 66.0301)

Pursuant to a resolution adopted by school districts participating in the Wisconsin School Nutrition Purchasing Cooperative (WiSNP Co-op) to cooperatively procure and purchase food and supplies for the member district's Child Nutrition Program(s): Participating school districts hereby mutually agree, pursuant to Section 66.0301 of the Wisconsin Statutes, to the following conditions:

1. That said parties agree to retain a school nutrition procurement consultant to coordinate the bidding and procurement process for the WiSNP Co-op as hereinafter set forth;
2. That the fiscal agent for the WiSNP Co-op shall be a Member District or a CESA;
3. That the fiscal agent shall maintain necessary records for WiSNP Co-op and establish and maintain financial accounts in accordance with uniform financial accounting systems prescribed by the Department of Public Instruction;
4. That the fiscal agent shall be authorized to pay necessary bills and collect fees;
5. That the proration of costs will be collected through administrative fees from approved vendor agreements based on purchase volume of each participating school district; and annual membership dues;
6. That the estimated budget and plan of operation for this cooperative shall be approved in advance of contract signing by all school district parties hereto;
7. That variations from the budget will require prior approval of all school district parties hereto;
8. That attached hereto and incorporated herein by reference are the authorizing resolution, budget, plan of payments to fiscal agent, and the plan for operation (WiSNP Co-op bylaws).

### School District Signature of Approval

\_\_\_\_\_  
School District

\_\_\_\_\_  
Authorizing Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

### Fiscal Agent Signature of Approval

Middleton Cross Plains Area School District  
Fiscal Agent District

[Signature] 2/20/24  
Authorizing Signature Date

Terrud Rossing  
Printed Name

Asst Superintendent  
Title

## Membership

### Wisconsin School Nutrition Purchasing Cooperative

2024-25 SY Member School Districts of the WiSNP Co-op

1. Adams Friendship
2. Almond Bancroft
3. Benton
4. Big Foot Union High School
5. Brillion
6. Cambridge
7. Campbellsport
8. Cassville
9. Cuba City
10. D C Everest Area
11. Deerfield
12. DeForest
13. Dodgeville
14. East Troy
15. Fall River
16. Fort Atkinson
17. Hartford Union High School
18. Highland
19. Janesville
20. Jefferson School District
21. Johnson Creek
22. Kewaskum
23. Lake Mills
24. Lakeside Lutheran High  
School
25. Lomira
26. Marshfield
27. Mayville
28. McFarland
29. Menominee Falls
30. Menominee Indian
31. Middleton Cross Plains
32. Milton
33. Mishicot
34. Monona Grove
35. Mount Horeb
36. Necedah
37. Norwalk Ontario Wilton
38. Oregon School District
39. Port Edwards
40. Potosi
41. Poynette
42. Princeton
43. Randolph
44. Random Lake/St Johns  
Sherman Center
45. Rio
46. River Valley
47. Sauk Prairie
48. Sharon Community Schools
49. Sheboygan Falls
50. Slinger
51. Sun Prairie
52. Valders
53. Verona
54. Watertown
55. Wausau
56. Wautoma
57. West Bend
58. Westfield
59. Wisconsin Rapids