The mission of the Boyceville Community School District, as a partner with family and community, is to provide a high quality education in which students gain respect for themselves, others, and their surrounding and develop a desire for excellence while learning the skills to become contributing members of a global society.

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
Board of Education Regular Meeting
Wednesday, November 18, 2026 - 5:00 PM
Middle/High School IMC
1003 Tiffany Street
Boyceville, Wisconsin 54725

Agenda items may change up to 24 hours prior to the start of the meeting. Please check our web page for the most current agenda - www.boyceville.k12.wi.us.

The regular Board meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

1. Call to Order
2. Roll Call of Attendance
3. Approval of Agenda
4. Approval of Board Minutes from the October 21, 2026, Board Meeting 3
5. Visitor's Welcome & Comments
6. **Information & Discussion Items:**
   a. CESA 10 Referendum TCE Parking Lot Update 6
   b. Athletic Director's Report 16
   c. Network Administrator's Report 20
   d. Principal's, Special Education Director's, and Reading Specialist's Reports: Staff and Student Recognitions and Accomplishments; Recent and Upcoming Events/Activities in the Schools 21
   e. Superintendent's Report: Referendum Updates; School Board Reminders; Recent and Upcoming Events/Activities in the District 30
   f. School and District Accountability Reports
   g. First Reading of the Proposed Neola Policy Updates 31
   h. Prepare Discussion Items for Community Education Director's Report to Present During the December 16, 2026, Board Meeting
   i. DECA Advisor Compensation
   j. Sick Leave Payout at Resignation/Retirement 87
   k. Review Administrator Contracts 88
7. **Action Items**
   a. Treasurer's Report: Act on Approval of Receipts, Bills, and Payments for October 2026 109

b. Discuss/Act on Additional Partition Replacements for the Elementary Bathrooms 116
c. Discuss/Act on Two Additional Part-Time Paraeducator Positions at TCE
d. Discuss/Act on the Approval of a Head Girls' Wrestling Coach Position to be Assigned to the Assistant Wrestling Coach for the 2026-2027 Season with Compensation set at $5300.
e. Act on the School District's Safety Plan

8. Adjournment to closed session under Wis. Statutes 19.85 (1)(c) for the purpose of discussing employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to discuss retirements and the superintendent's evaluation. 117
9. Reconvene in open session for the purpose of taking action as deemed necessary or appropriate on any matter discussed or deliberated upon in closed session.
10. Personnel Resignations and/or Hiring Recommendations

a. Act on the Retirement Request from Chris Bowman as Social Studies Teacher 121
b. Act on the Retirement Request from Neil Fruit as Custodian 122

11. Adjournment

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
Board of Education
BCSD Middle/High School Library
Wednesday, October 21, 2026

The Board of Education of the Boyceville Community School District met in regular session on Wednesday, October 21, 2026, at 5:02 p.m. in the Middle/High School Library.

Board Members Present: Amber Carlsrud, Stacy Fetzer, Ben Mrdutt, and Katie Wirth

Board Members Absent: Shanna Krueger

Others Present: Superintendent Nick Kaiser, Alesha Kersten, Emmaly Monfort, Patrick Gretzlock, Jacob Peterson, Shannon Bignell, Teddi Humpal, and Laura Ulrich

Motion by Ben Mrdutt to approve the agenda as presented removing line item *7.h. Act on the Duties and Compensation for the Head Wrestling Coach Position*. Seconded by Stacy Fetzer. All voted in favor. Motion carried.

Motion by Ben Mrdutt to approve the Board Minutes from the September 16 Regular Board Meeting, the September 30 Special Meeting, the October 7 Work Session and Special Meeting, and the October 7, 2026, Budget Hearing and Annual Meeting. Seconded by Katie Wirth. All voted in favor. Motion carried.

Visitor's Welcome & Comments
President Amber Carlsrud welcomed those in attendance. No comments were made.

Information & Discussion Items
Food Service Director's Report - Teddi Humpal presented to the Board an overview of the daily operations of the food service department and reviewed our recent SSO program administrative review with DPI. Teddi will be working towards applying for a grant for a new dish machine. She is looking into serving more whole foods while meeting USDA requirements. Discussion on how negative food service balances are handled in the lunch line and new processes that have been put in place.

Transportation Coordinator's Report - Laura Ulrich presented to the Board her experience with driver challenges and recruiting new drivers, current route times, discipline procedures, and scheduling transportation for school activities and events. Laura is working on creating a Driver Guidebook that will be signed off on by drivers annually.

Principal's, Pupil Serviced Director, and Reading Specialist's Reports - High/Middle School Principal Gretzlock, Elementary Principal Peterson, and Reading Specialist Shannon Bignell reviewed their written reports on staff and student recognitions and accomplishments; and recent and upcoming activities in the schools.

Superintendent's Report - Nick Kaiser

- National School Lunch Week was October 12-16. Thank you to all of our food service staff for their work and dedication. National School Bus Safety Week is October 19-

23. We want to recognize our transportation staff for their service to the students and this community.

- Fall sports seasons are wrapping up. Thank you to all of our staff, students, and parents for their efforts this fall. Cross Country, Football, and Volleyball all have post-season ambitions!
- Veteran's Day will be recognized on Wednesday, November 11. The buildings are working out the details for their programs.
- As we approach inclement weather season, parents are reminded of our Inclement Weather School Closing Procedures. The guidelines we use for closing school can be found on our website. They are also printed inside of our 2026-2027 District Calendar of Events.
- Planning for Phase 3 items continue to move forward with remaining items going out to bid soon. TCE curtain delivered, quote received for MS gym floor, waiting for bus garage/parking lot bids.

Prepare Athletics/IT Director Discussion Items for Reports
Athletics - Fall/Winter participation, winter coach's transition, process for new participants and requirements
IT - Update on how things are going, upcoming challenges, current projects, District needs

Sick Leave Payout at Resignation/Retirement - The Board discussed increasing the payout for unused sick days at resignation or retirement after a minimum of 10 years of service with the District. Further discussion will be planned for the November Regular Board Meeting.

Action Items:

Treasurer's Report - Motion by Ben Mrdutt to approve Check Numbers 1526-1530, 16489-16496, 85131-85138, 85175-85223, 85230-85301, 85308-85362, and the ACH payments made by PMA as presented totaling $441,619.85 from the general fund and $178,180.99 from the referendum fund . Seconded by Katie Wirth. Discussion on Check No. 85179. 3-1 vote. Motion carried.

Final Approval of the 2026-2027 Budget
Motion by Ben Mrdutt to approve the 2026-2027 budget as outlined:

Fund	Revenues	Expenses
Fund 10 – General Fund	$10,709,171	$10,887,789
Fund 21 – Student Activity	$200,000	$200,000
Fund 27 – Special Education	$2,118,287	$2,118,287
Fund 38 – Non-Referendum Debt	$46,477	$46,477
*Fund 39 – Referendum Approved Debt	$1,433,475	$1,448,600
Fund 49 – Capital Projects	$150,000	$6,650,000
Fund 50 – Food Service	$514,541	$514,541
Fund 80 – Community Service	$80,000	$67,333

- Fund 10 has a forecasted deficit of $178,618
- Fund 39 revenues and expenses will not be the same because we budget for fiscal year, and levy for calendar year
- Fund 80 has a forecasted surplus of $12,667

Seconded by Katie Wirth. Roll call vote: Carlsrud- Yes, Fetzer- Yes, Krueger- Absent, Mrdutt-Yes, Wirth-Yes. Motion carried.

2026-2027 Levy for Funds 10, 30, and 80 - Motion by Ben Mrdutt to set the total levy at $4,215,622 as outlined with the mill rate of 6.65%. Seconded by Stacy Fetzer. Roll call vote: Carlsrud- Yes, Fetzer- Yes, Krueger- Absent, Mrdutt- Yes, Wirth Yes. Motion carried.

Start College Now and Early College Credit Applications - Motion by Stacy Fetzer to approve the 2027 Spring semester Early College Credit and Start College Now applications as presented. Seconded by Ben Mrdutt. All voted in favor. Motion carried

Out-of-State Field Trip Request - Motion by Stacy Fetzer to approve the Business/Marketing class field trip to the Minnesota Wild Arena-Grand Casino in St. Paul, MN, as requested. Seconded by Ben Mrdutt. All voted in favor. Motion carried.

School Safety Drill Evaluation - The 2026 School Safety Drill Evaluations were reviewed with the Board. Discussion. Motion by Stacy Fetzer to approve the documents as presented. Seconded by Ben Mrdutt. All voted in favor. Motion carried

Complimentary Meals for Substitute Teachers and Substitute Paras - Motion by Ben Mrdutt to approve providing our full day substitute teachers and substitute paras with a complimentary food service lunch beginning November 1. Seconded by Katie Wirth. All voted in favor. Motion carried

Multi-Hazard Mitigation Plan - Motion by Ben Mrdutt to approve the resolution for the Multi-Hazard Mitigation Plan for the Boyceville Community School District as presented. Seconded by Katie Wirth. All voted in favor. Motion carried.

Personnel Resignations/Hiring Recommendations
Motion by Ben Mrdutt to approve the hiring recommendation of Mason Elsen as JV Boys' Basketball Coach. Seconded by Katie Wirth. All voted in favor. Motion carried.

Grants/Donations - Motion by Ben Mrdutt to approve the following donations as presented. Seconded by Katie Wirth. All voted in favor. Motion carried

- 2026 Alfalfa Fest proceeds donation of $4,000 for educational needs
- Boyceville Firefighter's Association donation to the Class of 2028 for their help at the derby during Pickle Fest
- WestCap Food Service Angel Fund donation of $540

Adjournment
Motion by Stacy Fetzer to adjourn the meeting. Second by Katie Wirth. All voted in favor. Motion carried. The meeting adjourned at 6:47 p.m.

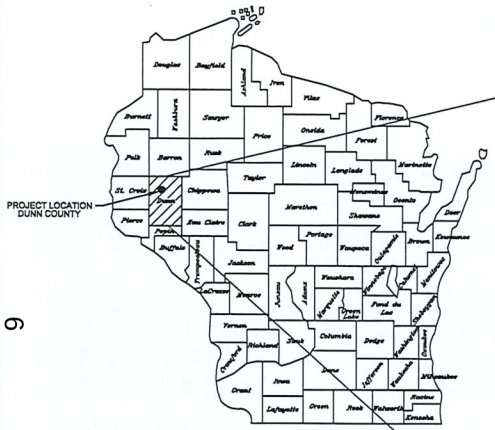
Respectfully submitted
by Alesha Kersten for

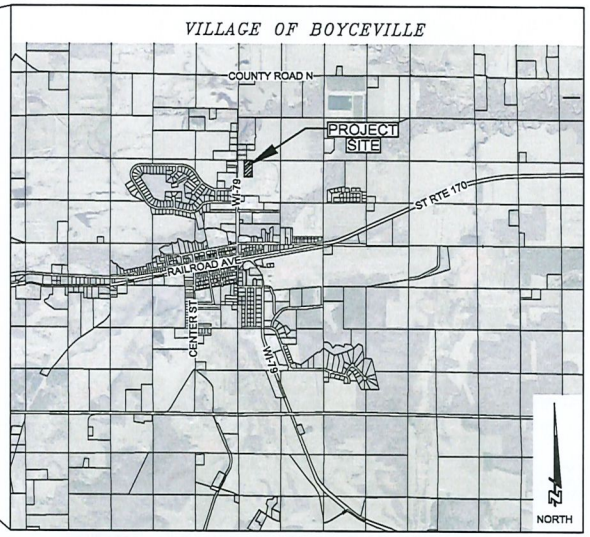
_____
Katie Wirth, School Board Clerk

TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS

BOYCEVILLE SCHOOL DISTRICT

VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN





LOCATION MAP

N.T.S.

CONSTRUCTION NOTES

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY EXCAVATION.
2. CONTRACTOR SHALL SALVAGE AND REPLACE TOPSOIL IN ALL DISTURBED AREAS.
3. NO TREES OR SHRUBS TO BE REMOVED WITHOUT THE PRIOR APPROVAL OF THE OWNER.
4. CONTRACTOR SHALL MAINTAIN TRAFFIC ACCESSIBILITY ALONG PROJECT.
5. SALVAGED MATERIALS TO BECOME PROPERTY OF THE OWNER.
6. CONTRACTOR SHALL MECHANICALLY COMPACT ALL TRENCHES UNDER ALL PAVED, CONCRETE, GRAVEL AND BUILDING PAD AREAS.
7. ALL TOPSOIL, ORGANIC AND UNSUITABLE MATERIAL TO BE REMOVED BEFORE FILL MATERIAL IS PLACED. NO ORGANIC, UNSUITABLE OR FROZEN MATERIAL TO BE PLACED IN FILL AREAS. ALL FILL MATERIAL AND ENGINEERED FILL TO BE MECHANICALLY COMPACTED AS RECOMMENDED BY THE GEOTECHNICAL ENGINEER.

CONVENTIONAL SYMBOLS

- BOUNDARY PROPERTY LINE
- PROPOSED R.O.W.
- PROPOSED LOT LINES
- PROPOSED BIT
- PROPOSED GRAVEL
- PROPOSED CULVERT/PIPE
- DRAINAGE EASEMENT
- EXISTING TREELINE
- EXISTING FENCE
- OR SILT FENCE
- EROSION CONTROL MAT

RELEASED FOR BIDDING
10/28/2026

CONTACTS

PROJECT ENGINEER/SURVEYOR
AUTH CONSULTING & ASSOCIATES
2920 ENLOE ST, SUITE 101
HUDSON, WI 54016
715-381-5277

OWNER
BOYCEVILLE SCHOOL DISTRICT

DIGGERS HOTLINE
Dial 811 or (800)242-8511
www.DiggersHotline.com

WISCONSIN
ZACHARY P. FAGAN
E-40586
HUDSON
WI
PROFESSIONAL ENGINEER
10/28/2026

SHEET INDEX

SHEET	SHEET DESCRIPTION
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C3.0	SITE PLAN
C4.0	GRADING PLAN
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C6.0-C6.2	DETAILS

DRAWING PHASE:
- OWNER REVIEW
- AGENCY REVIEW
- X BID DOCUMENT
- FOR CONSTRUCTION
- AS-BUILT DOCUMENT

DRAWN BY: JVF
CHECKED BY: ZPF
DATE: 10/13/2026
DWG FILE: CL0756
REF FILE: 150-005sco
JOB NUMBER: 150-005

NAME	DATE	REVISION DESCRIPTION
ZPF	10/28/26	RELEASED FOR BIDDING

AUTH CONSULTING & ASSOCIATES
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PROJECT:
TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS
BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN

TITLE SHEET

SHEET NO.
C1.0

UTILITY NOTIFICATION

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES.

GENERAL NOTES

1. CONTRACTOR TO COORDINATE RELOCATION OF ANY SMALL UTILITIES, AS NECESSARY.
2. CONTRACTOR SHALL SALVAGE AND REPLACE TOPSOIL IN ALL DISTURBED AREAS.
3. NO TREES OR SHRUBS TO BE REMOVED WITHOUT THE PRIOR APPROVAL FROM THE OWNER.
4. SALVAGED MATERIALS TO BECOME PROPERTY OF THE OWNER AT THE OWNER'S DISCRETION. ANY MATERIALS NOT WANTED BY THE OWNER SHALL BE DISPOSED OF PROPERLY BY THE CONTRACTOR.
5. CONTRACTOR SHALL MECHANICALLY COMPACT ALL TRENCHES UNDER ALL PAVED, CONCRETE, GRAVEL AND BUILDING PAD AREAS.
6. EROSION CONTROL TO BE IN PLACE BEFORE BEGINNING ANY DEMOLITION, EXCAVATION, OR CONSTRUCTION AND CONTINUOUSLY MAINTAINED.
7. ANY REQUIRED STREET OR LANE CLOSURES AND ASSOCIATED TRAFFIC CONTROL SIGNAGE/DETOUR PLANS IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE COORDINATED WITH VILLAGE STAFF, AS REQUIRED. ALL DETOUR PLANS AND SIGNAGE SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE MUTCD (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES). ALL PROPOSED DETOUR PLANS SHALL BE SUBMITTED TO THE VILLAGE ENGINEER FOR REVIEW AND APPROVAL A MINIMUM OF (10) DAYS PRIOR TO INSTALLATION.
8. THE CONTRACTOR SHALL ORGANIZE HIS WORK SUCH THAT SERVICE SHUT-DOWNS OCCUR ONLY WHILE CONNECTIONS TO THE EXISTING SYSTEM ARE BEING MADE. SYSTEM SHUT-DOWNS SHOULD BE HELD TO A MINIMUM PRACTICAL TIME NEEDED TO MAKE SUCH CONNECTIONS. SHUT-DOWNS SHALL NOT BE SCHEDULED OVER THE NOON LUNCH HOUR. THE CONTRACTOR SHALL NOTIFY ALL CUSTOMERS AFFECTED BY SHUT-DOWNS PRIOR TO SHUTTING OFF WATER. SHUT-DOWNS SHALL BE SCHEDULED WITH THE OWNER AT LEAST TWENTY-FOUR (24) HOURS IN ADVANCE.
9. TO MINIMIZE THE DURATION OF ANY INTERRUPTIONS OF SERVICE ACCESS, THE CONTRACTOR SHALL HAVE SUFFICIENT WORKMEN, EQUIPMENT AND MATERIALS ON SITE TO COMPLETE THE REQUIRED WORK IN A TIMELY MANNER.
10. ALL WORK WITHIN THE PROJECT SHALL BE CONDUCTED IN ACCORDANCE WITH MUTCD REQUIREMENTS CONCERNING: SIGNS, BARRICADES, LIGHTING, FLAG PERSONS, OR ANY OTHER TRAFFIC OR SAFETY DEVICES.
11. THE ENGINEER WILL NOT BE RESPONSIBLE FOR THE CONSTRUCTION, MEANS, CONTROLS, TECHNIQUES, SEQUENCE, PROCEDURES, OR SAFETY.
12. THE WORK INVOLVED TO CONNECT INTO THE EXISTING UTILITIES SHALL BE COORDINATED WITH THE APPROPRIATE CITY DEPARTMENT.
13. NO DISTURBANCE TO AREAS OUTSIDE OF THE CONSTRUCTION OR DEMOLITION LIMITS SHOWN ON THE PLANS. IF NOT DIRECTED BY THE ENGINEER, CONTRACTOR SHALL RESTORE ALL AREAS TO ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE, EVEN IF A UNIT PRICE EXISTS FOR THAT ITEM.
14. ALL BITUMINOUS AND CONCRETE REMOVAL TO BE DONE WITH SAW-CUTTING TO CREATE A STRAIGHT CLEAN MATCHING SURFACE.
15. CONTRACTOR SHALL OBTAIN PERMISSION/PERMIT FROM THE VILLAGE TO WORK IN RIGHT-OF-WAY PRIOR TO ANY WORK BEING PERFORMED WITHIN THE PUBLIC RIGHT-OF-WAY. ANY REQUIRED LANE CLOSURES OR TRAFFIC CONTROL SIGNAGE IS THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE COORDINATED WITH VILLAGE STAFF, AS REQUIRED.
16. ALL EXISTING BITUMINOUS PAVEMENT SURFACES, AS SHOWN ON PLAN, SHALL BE CRACK FILLED AND HAVE A SEAL COATING APPLIED.
17. ALL PARKING LOT STRIPING TO BE REDONE. DELINEATE PARKING STALLS WITH 4" WIDE WHITE PAINTED STRIPE. ACCESS AISLES WITH 4" WIDE WHITE PAINTED STRIPES 18" ON CENTER AND AT 45 DEGREE ANGLE TO DIRECTION OF TRAVEL.

GRADING NOTES

1. CONTRACTOR SHALL NOTIFY UTILITIES AND HAVE ALL UTILITIES LOCATED PRIOR TO ANY CONSTRUCTION, EXCAVATION OR DEMOLITION ACTIVITIES COMMENCING.
2. CONTRACTOR TO COORDINATE WITH SMALL UTILITIES ALL REQUIRED UTILITY RELOCATION TO AVOID CONFLICTS WITH PROPOSED GRADING.
3. CONTRACTOR SHALL MECHANICALLY COMPACT ALL TRENCHES UNDER ALL PAVED, CONCRETE, GRAVEL, AND BUILDING PAD AREAS.
4. ALL TOPSOIL, ORGANIC, & UNSUITABLE MATERIAL TO BE REMOVED BEFORE FILL MATERIAL IS PLACED. NO ORGANIC, UNSUITABLE, OR FROZEN MATERIALS TO BE PLACED IN FILL AREAS. ALL FILL MATERIAL & ENGINEERED FILL TO BE MECHANICALLY COMPACTED AS RECOMMENDED BY THE GEOTECHNICAL REPORT PROVIDED BY PROFESSIONAL SERVICES INDUSTRIES, INC., SEPTEMBER 18,2026.
5. ALL GRADES AND ELEVATIONS SHOWN ARE TO FINISHED GRADES, UNLESS NOTED OTHERWISE.
6. CONTRACTOR SHALL SALVAGE AND REPLACE TOPSOIL IN ALL DISTURBED AREAS.
7. 1.0% (MIN.) SLOPE REQUIRED ON ALL CONSTRUCTED DITCH BOTTOMS, UNLESS NOTED OTHERWISE .
8. ALL EXCESS & UNSUITABLE MATERIALS TO BE REMOVED FROM THE SITE BY SITE CONTRACTOR AS REQUIRED.
9. NO TOPSOIL OR WASTE MATERIALS TO BE PLACED BENEATH PROPOSED DITCH BOTTOMS. ALL EXISTING SOILS INFILTRATION CHARACTERISTICS SHALL BE MAINTAINED TO THE MAXIMUM EXTENT PRACTICABLE .
10. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR DETERMINING ALL EARTHWORK QUANTITIES BASED ON THE EXISTING AND PROPOSED ELEVATIONS PROVIDED ON THE PLANS. ANY GEOTECHNICAL INVESTIGATIONS PROVIDED BY THE OWNER APPLY ONLY TO THOSE LOCATIONS THAT DATA WAS COLLECTED, AND MAY NOT BE INDICATIVE OF CONDITIONS ELSEWHERE ON THE SITE. THE CONTRACTOR IS RESPONSIBLE FOR COLLECTING ANY ADDITIONAL GEOTECHNICAL OR SURVEY DATA HE DEEMS NECESSARY TO COMPLETE AN ACCURATE ESTIMATE OF EARTHWORK QUANTITIES.
11. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR BALANCING SITE MATERIALS. IF ONSITE EXCAVATION AND BORROW OPERATIONS DO NOT PROVIDE ENOUGH SUITABLE MATERIAL FOR FILL AREAS, THE CONTRACTOR SHALL COORDINATE AND PAY FOR EXCAVATION, TRANSPORT AND PLACEMENT OF IMPORTED MATERIAL MEETING THE SPECIFICATIONS OF THE CONTRACT DOCUMENTS. IF EXCAVATION RESULTS IN EXCESS MATERIALS, THE CONTRACTOR SHALL PROVIDE AND PAY FOR LOADING, TRANSPORT AND OFFSITE DISPOSAL OF EXCESS MATERIALS.

EROSION CONTROL NOTES

1. EROSION CONTROL DEVICES SHALL BE IN PLACE BEFORE BEGINNING ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ACTIVITIES AND CONTINUOUSLY MAINTAINED.
2. INSTALL CONSTRUCTION VEHICULAR TRACKING PAD AT ENTRANCE/EXIT OF PROJECT SITE. SEE DETAIL SHEETS FOR INSTALLATION REQUIREMENTS.
3. INSTALL SILT FENCE AS SHOWN ON PLAN OR AS DIRECTED BY THE ENGINEER. SEE DETAIL SHEETS FOR SILT FENCE INSTALLATION. SILT FENCE SHALL BE MAINTAINED IN ACCORDANCE WITH SECTION 628 EROSION CONTROL OF THE WisDOT STANDARD SPECIFICATIONS.
4. INSTALL SEDIMENT LOGS AT ALL DITCH INLETS AND ANY OTHER LOCATIONS SHOWN ON PLAN OR AS DIRECTED BY THE ENGINEER. SEE DETAIL SHEETS FOR SEDIMENT LOG INSTALLATION.
5. ALL DITCH CHECKS ARE TO BE SEDIMENT LOGS. SEE DETAIL SHEETS FOR SEDIMENT LOG INSTALLATION.
6. ALL DISTURBED AREAS SHALL BE SEEDED AND MULCHED IMMEDIATELY AFTER FINAL GRADE IS ESTABLISHED IN ANY PARTICULAR AREA.
7. ALL DISTURBED SLOPES IN EXCESS OF 4:1 SHALL BE SEEDED AND PROTECTED WITH EROSION MAT(WisDOT CLASS I TYPE A) OR SHALL BE SODDED AND STAKED OR HYDROSEEDED AS AN ALTERNATIVE.
8. TEMPORARY SEED SHOULD BE APPLIED, IF CONSTRUCTION EXTENDS PAST SEPTEMBER 1ST, OF ANNUAL RYEGRASS AND OATS AT THE RATE OF (5) POUNDS PER 1000 S.F. OF AREA AND LEFT OVER WINTER. PERMANENT SEEDING SHALL BE COMPLETED THE FOLLOWING SPRING. IF TEMPORARY SEEDING CANNOT BE COMPLETED BEFORE WINTER FREEZE UP THEN ALL DISTURBED AREAS SHALL BE MULCHED AT A RATE OF (3) TONS PER ACRE AND ANCHORED ACCORDING TO THE WDNR TECHNICAL STANDARD-(1058) "MULCHING FOR CONSTRUCTION SITES." PERMANENT SEEDING SHALL BE COMPLETED THE FOLLOWING SPRING.
9. ALL EROSION CONTROL MEASURES SHALL BE LEFT IN PLACE AND MAINTAINED UNTIL RESTORATION ON SITE HAS BEEN ESTABLISHED (A MINIMUM OF 70% VEGETATION TYP.).
10. ANY SOIL STOCKPILES WHICH ARE LEFT MORE THAN (7) DAYS MUST BE PROTECTED BY SEEDING AND MULCHING, EROSION MAT, SILT FENCING, COVERING OR OTHER APPROVED METHODS. THIS DOES NOT INCLUDE FILL OR TOPSOIL PILES THAT ARE IN ACTIVE USE.
11. SITE WATERING SHALL TAKE PLACE AS CONSTRUCTION AND WEATHER CONDITIONS WARRANT TO MINIMIZE DUST POLLUTION FROM LEAVING THE SITE.
12. SITE MONITORING OF EROSION AND SEDIMENT CONTROL PRACTICES FOR MAINTENANCE NEEDS SHALL BE COMPLETED AT THE INTERVALS SPECIFIED UNTIL THE SITE IS STABILIZED. SITE MONITORING SHALL OCCUR AT LEAST WEEKLY OR WITHIN (24) HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. A RAINFALL EVENT SHALL BE CONSIDERED TO BE THE TOTAL AMOUNT OF RAINFALL RECORDED IN ANY CONTINUOUS (24) HOUR PERIOD. MONITORING RECORDS SHALL BE KEPT AND CONTAIN, AT A MINIMUM, THE CONDITION OF THE EROSION AND SEDIMENT CONTROL PRACTICES AT THE INTERVALS SPECIFIED AND A DESCRIPTION OF THE MAINTENANCE CONDUCTED TO REPAIR OR REPLACE EROSION AND SEDIMENT CONTROL PRACTICES.
13. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM THE FAILURE OF AN EROSION OR SEDIMENT CONTROL PRACTICE SHALL BE CLEANED UP WITHIN (24) HOURS. OFF-SITE SEDIMENT DEPOSITION RESULTING FROM CONSTRUCTION ACTIVITY, THAT CREATES A NUISANCE, SHALL BE CLEANED UP BY THE END OF THE WORK DAY. IF THE FAILURE OF EROSION OR SEDIMENT CONTROL PRACTICES RESULT IN AN IMMEDIATE THREAT OF SEDIMENT ENTERING PUBLIC SEWERS OR THE WATERS OF THE STATE, PROCEDURES SHALL BE IMPLEMENTED IMMEDIATELY TO REPAIR OR REPLACE THE PRACTICES. SCRAPING OF THE STREET SHALL BE COMPLETED WITHIN (4) HOURS AND STREET SWEEPING WITHIN (24) HOURS.
14. INSTALL AND MAINTAIN A CONCRETE WASHOUT BASIN PER EPA 833-F-11-008. CONCRETE WASHOUT BASIN TO BE UTILIZED BY ALL CONCRETE CONTRACTORS THROUGHOUT CONSTRUCTION. LIQUIDS MAY BE REUSED IN CONCRETE MIXING, EVAPORATED, OR DISPOSED OF AS WASTEWATER.

DIGGERS HOTLINE
Dial 811 or (800)242-8511
www.DiggersHotline.com

DRAWN BY: JVF
CHECKED BY: ZPF
DATE: 10/13/2026
DWG FILE: C11-General Notes
REF FILE: 150-005oco
JOB NUMBER: 150-005

DRAWING PHASE:
- DESIGN REVIEW
- AGENCY REVIEW
- X BID DOCUMENT
- FOR CONSTRUCTION
- AS-BUILT DOCUMENT

NAME	DATE	REVISION DESCRIPTION
ZPF	10/28/26	RELEASED FOR BIDDING

CORPORATE OFFICE
148 Technology Drive East
Suite 1
Menomonie, WI 54751
Tel 715.235.6000
Fax 715.235.6077
aultconsulting.com

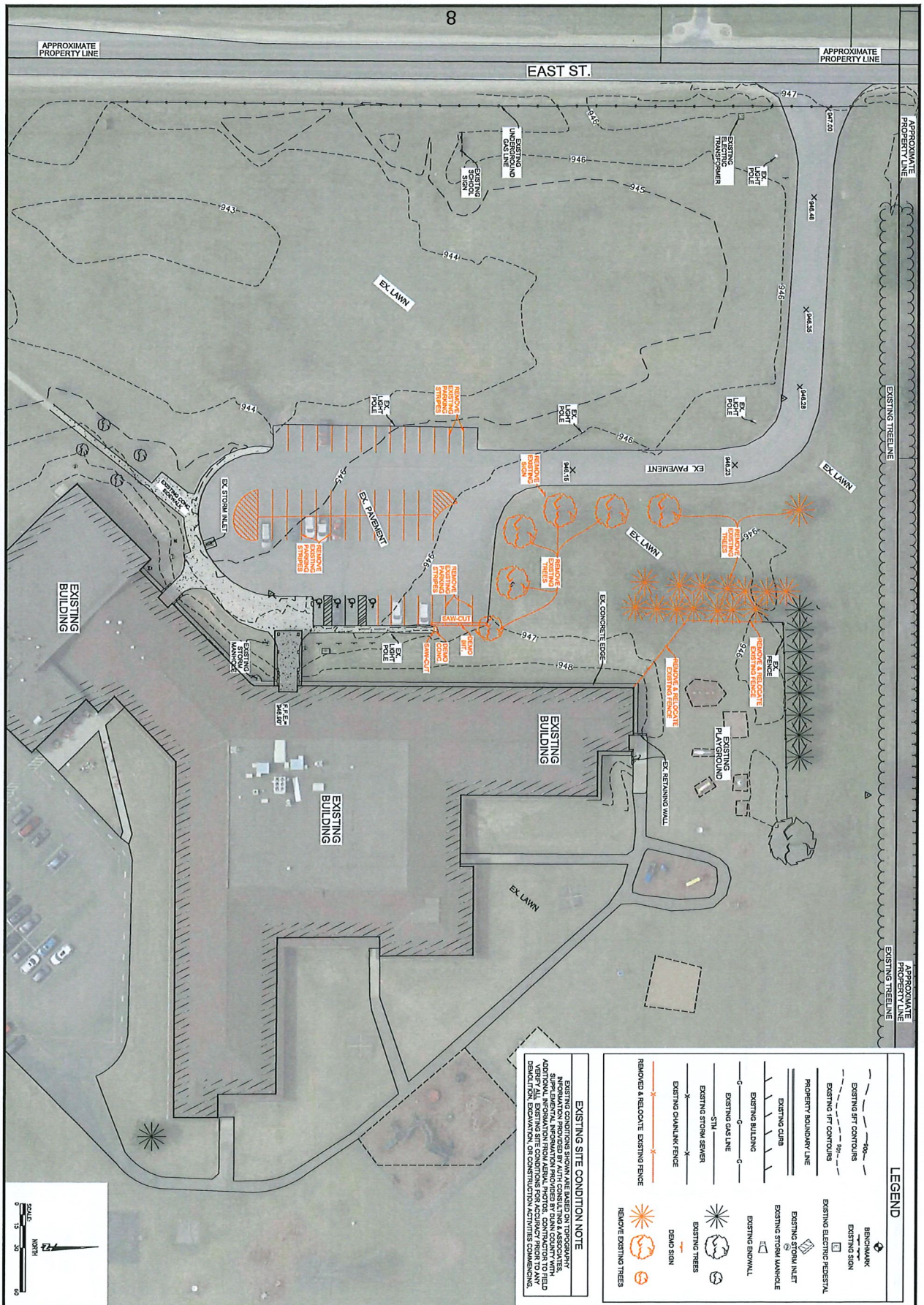
BRANCH OFFICE
2800 Dyke Street
Suite 101
Eau Claire, WI 54703
Tel 715.861.6077

A·C/a Auth·Consulting/associates

PROJECT:
TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS
BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN

GENERAL NOTES

SHEET NO.
C1.1



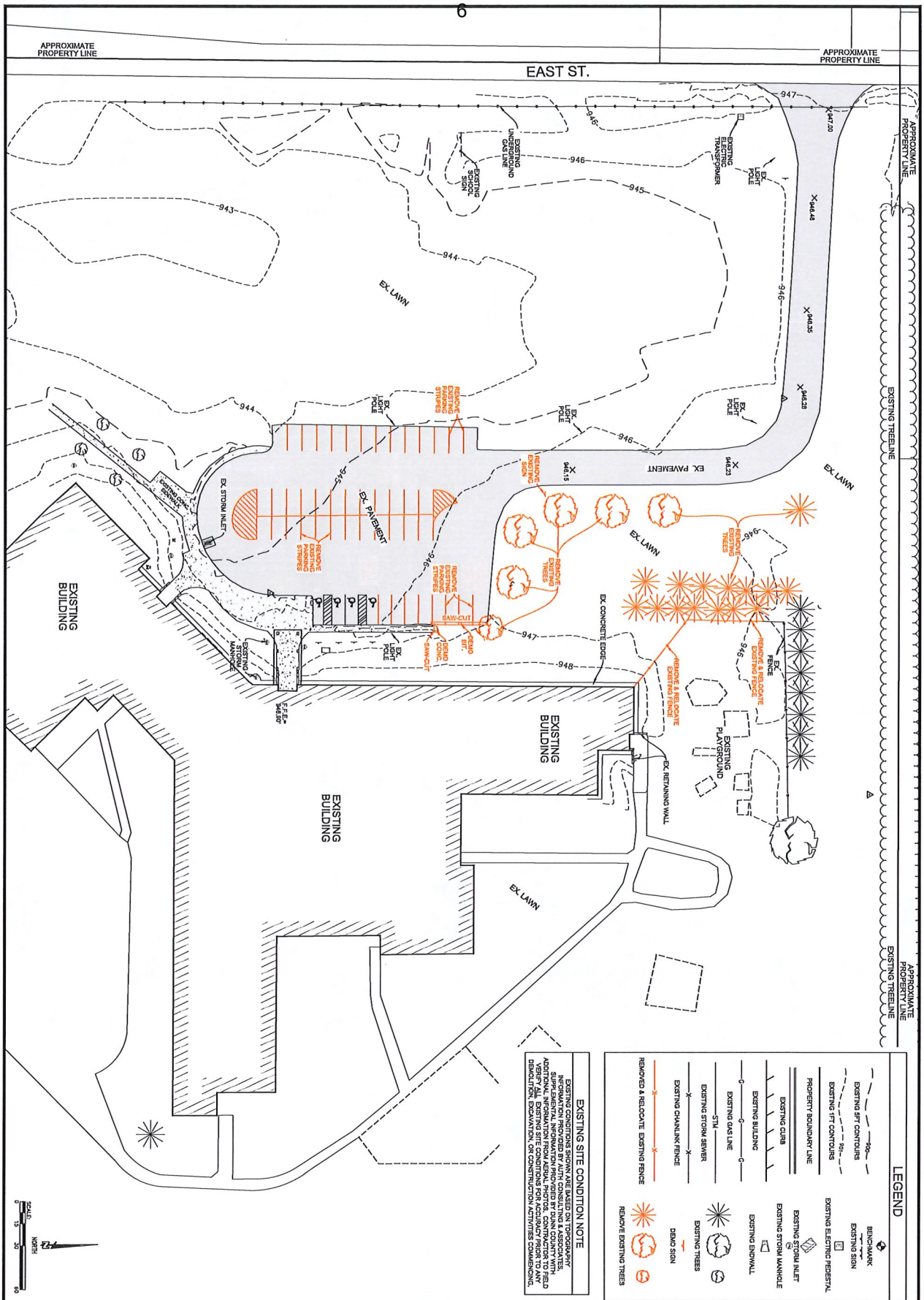
PROJECT:
TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS
BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN

SHEET NO. C2.0

EXISTING SITE CONDITIONS & DEMO PLAN W/ AERIAL

A·C/a Auth·Consulting/associates
CORPORATE OFFICE
606 Technology Drive East
Suite A
Menomonie, WI 54751
Tel 715-232-8490
BRANCH OFFICE
2800 Raine Street
Suite 101
Rubens, WI 54818
Tel 715-301-6277
authconsulting.com

DRAWING PHASE:	DRAWN BY: JVF			
XC OWNER REVIEW	CHECKED BY: ZPF			
AGENCY REVIEW	DATE: 10/13/2026			
X BID DOCUMENT	DWG FILE: C2.0-Ex Site			
FOR CONSTRUCTION	REF FILE: 150-005cco	RELEASED FOR BIDDING	ZPF	10/28/26
AS-BUILT DOCUMENT	JOB NUMBER: 150-005	REVISION DESCRIPTION:	NAME:	DATE:



PROJECT:
TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS
BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN
EXISTING SITE CONDITIONS & DEMO PLAN

SHEET NO. C2.1

A·C/a Auth·Consulting/associates
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DRAWING PHASE:	DRAWN BY: JVF		
OWNER REVIEW	CHECKED BY: ZPF		
AGENCY REVIEW	DATE: 10/13/2026		
X BID DOCUMENT	DWG FILE: C2.0-Ex Site		
FOR CONSTRUCTION	REF FILE: 150-005aca	RELEASED FOR BIDDING	ZPF 10/28/26
AS-BUILT DOCUMENT	JOB NUMBER: 150-005	REVISION DESCRIPTION:	NAME: DATE:

SITE PLAN
TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS
BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN
PROJECT:
SHEET NO. C3.0
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AS-BUILT DOCUMENT
FOR CONSTRUCTION
BID DOCUMENT
AGENCY REVIEW
OWNER REVIEW
DRAWING PHASE:
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DATE: 10/13/2026
JOB NUMBER: 150-005
REVISION DESCRIPTION
NAME
DATE
RELEASED FOR BIDDING
ZPF
10/28/26
LEGEND
PROPERTY LINE
PROPOSED CONCRETE SURFACE
PROPOSED BITUMINOUS
EXISTING FENCE
NEW RELOCATED FENCE
NEW SIGN
PAVEMENT ARROW MARKING
PROPOSED DIRECTION OF TRAFFIC
GENERAL SITE NOTES
1. SEE SHEET C1.1 FOR GENERAL SITE NOTES
NORTH
SCALE:
APPROXIMATE PROPERTY LINE
EXISTING TREELINE
EX. LAWN
EXISTING BUILDING
EX. PAVEMENT
EXISTING PLAYGROUND
10' WIDE CONCRETE SIDEWALK
PROPOSED GATE
PROPOSED FENCE
EXISTING FENCE
6' WIDE CONCRETE SIDEWALK
STUDENT PICKUP ZONE
EXISTING CONCRETE SIDEWALK
EX. LIGHT POLE
EXISTING SIGNS
F.F.E.= 946.00'
EXISTING STORM MANHOLE
NO PARKING
DO NOT ENTER
ENTER
RS-1
(2) NEW SIGNS "DO NOT ENTER"
ONE WAY TRAFFIC
MATCH EXISTING PAVEMENT
-4.3%
NON-PROTECTED PARKING SPACES (TYP.)
10'
18'
5 ADA PARKING (TO REMAIN)
RELOCATED PARKING STALLS
23'
22'
8'
EXISTING CONC. SIDEWALK
ADA ACCESSIBLE ROUTE
EXISTING PAVEMENT TO BE CRACK SEALED AND SEAL COATED PRIOR TO RESTRIPING
TWO WAY TRAFFIC
SINGLE CENTERLINE PAVEMENT MARKING
EXISTING SIGN
EXISTING ELECTRIC TRANSFORMER
EXISTING UNDERGROUND GAS LINE
EXISTING SCHOOL SIGN
EAST STREET
APPROXIMATE PROPERTY LINE

PROJECT:
TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS
BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN

GRADING PLAN

SHEET NO. C4.0

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autoconsult@aol.com

Auto-Consulting/associates

DRAWING PHASE	
OWNER REVIEW	
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AGENCY REVIEW	DATE: 10/13/2026
BID DOCUMENT	DWG FILE: C40-GRADNG PLAN
FOR CONSTRUCTION	RFT FILE: 150-005dcd
AS-BUILT DOCUMENT	JOB NUMBER: 150-005

REVISION DESCRIPTION	NAME	DATE
RELEASED FOR BIDDING	ZPF	10/28/26

LEGEND

- EXISTING 5FT CONTOURS
- EXISTING 1FT CONTOURS
- PROPOSED 5FT CONTOURS
- PROPOSED 1FT CONTOURS
- PROPERTY LINE
- APPROXIMATE GRADING LIMITS
- XX.XX PROPOSED FINISHED GRADE SPOT ELEVATIONS (GUTTER FLOWLINE UNLESS OTHERWISE NOTED, CURB FLOWLINE UNLESS OTHERWISE NOTED)
- XX% PROPOSED FINISHED GRADE SURFACE DRAINAGE
- H.P. = HIGH POINT GRADE ELEVATION
- L.P. = LOW POINT GRADE ELEVATION
- FFE = FINISHED FLOOR ELEVATION
- T3 = TOP OF SIDEWALK ELEVATION
- BENCHMARK

GRADING NOTES

1. REFER TO SHEET C1.1 - "GRADING & EROSION CONTROL NOTES" FOR GRADING NOTES.

SCALE: 0 15 30 60 NORTH

EAST ST.

APPROXIMATE PROPERTY LINE

EXISTING TREELINE

EX. LAWN

EXISTING BUILDING

EXISTING PLAYGROUND

EXISTING FENCE

10' WIDE CONCRETE SIDEWALK

MATCH EX. SIDEWALK

EXISTING CONCRETE SIDEWALK

EX. LIGHT POLE

EXISTING SIGNS

EXISTING STORM MANHOLE

APPROX. GRADE LIMITS

MATCH EX GRADE

RELOCATED PARKING STALLS

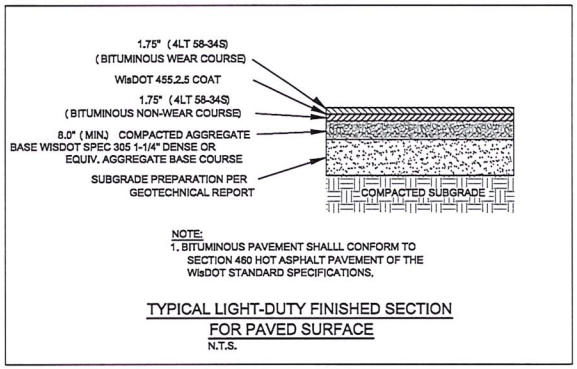
EXISTING SIGN

EXISTING ELECTRIC TRANSFORMER

EXISTING UNDERGROUND GAS LINE

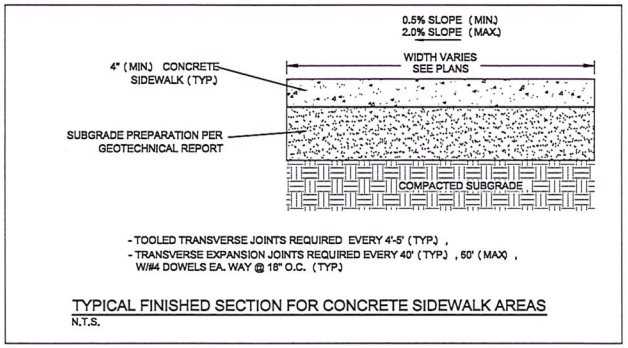
EXISTING SCHOOL SIGN

TIFFANY CREEK ELEMENTARY PARKING LOT IMPROVEMENTS
BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN
EROSION CONTROL PLAN
SHEET NO. C5.0
Auth•Consulting/associates
AS-BUILT DOCUMENT
FOR CONSTRUCTION
BID DOCUMENT
AGENCY REVIEW
OWNER REVIEW
DRAWING PHASE
DRAWN BY: JJF
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DATE: 10/13/2026
REF. FILE: 150-005dcd
DWG FILE: C5.0-EROSNTRL PLAN
JOB NUMBER: 150-005
RELEASED FOR BIDDING
ZPF
10/28/26
LEGEND
EROSION CONTROL NOTES
1. REFER TO SHEET C1.1 - "GRADING & EROSION CONTROL NOTES" FOR EROSION CONTROL NOTES.
EXISTING BUILDING
EX LAWN
EXISTING PLAYGROUND
EXISTING FENCE
EXISTING CONCRETE SIDEWALK
EXISTING CONCRETE MANHOLE
EX LIGHT POLE
INLET PROTECTION
12" FILTER SOCK PERIMETER CONTROL
APPROX GRADE LIMITS
MATCH EX GRADE
CONSTRUCTION VEHICLE TRACKING PAD
SILT FENCE
EXISTING TREELINE
APPROXIMATE PROPERTY LINE
EAST ST.
EXISTING SIGN
EXISTING ELECTRIC TRANSFORMER
EXISTING UNDERGROUND GAS LINE
EXISTING SCHOOL SIGN
RELOCATED PARKING STALLS
EROSION CONTROL MAT
NORTH
SCALE



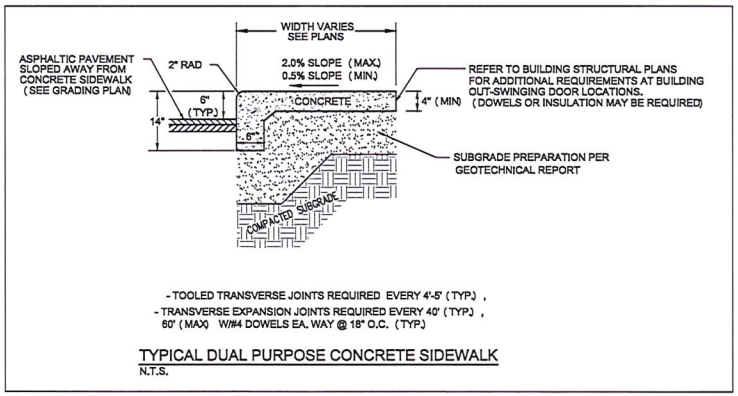
NOTE:
1. BITUMINOUS PAVEMENT SHALLL CONFORM TO SECTION 460 HOT ASPHALT PAVEMENT OF THE WisDOT STANDARD SPECIFICATIONS.

TYPICAL LIGHT-DUTY FINISHED SECTION FOR PAVED SURFACE
N.T.S.



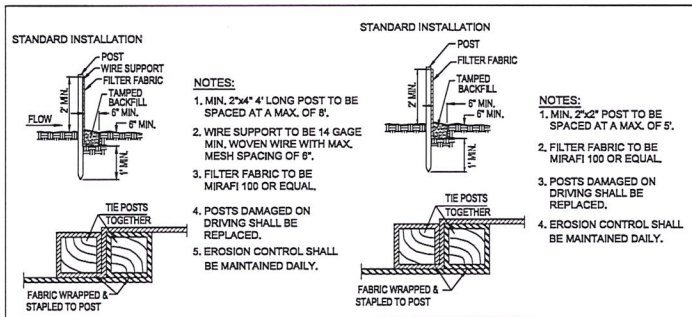
- TOOLED TRANSVERSE JOINTS REQUIRED EVERY 4'-5' (TYP.),
- TRANSVERSE EXPANSION JOINTS REQUIRED EVERY 40' (TYP.), 60' (MAX), W/#4 DOWELS EA. WAY @ 18" O.C. (TYP.)

TYPICAL FINISHED SECTION FOR CONCRETE SIDEWALK AREAS
N.T.S.



- TOOLED TRANSVERSE JOINTS REQUIRED EVERY 4'-5' (TYP.),
- TRANSVERSE EXPANSION JOINTS REQUIRED EVERY 40' (TYP.), 60' (MAX) W/#4 DOWELS EA. WAY @ 18" O.C. (TYP.)

TYPICAL DUAL PURPOSE CONCRETE SIDEWALK
N.T.S.



NOTES:
1. MIN. 2"x4" 4' LONG POST TO BE SPACED AT A MAX. OF 8'.
2. WIRE SUPPORT TO BE 14 GAGE MIN. WOVEN WIRE WITH MAX. MESH SPACING OF 6".
3. FILTER FABRIC TO BE MIRAFI 100 OR EQUAL.
4. POSTS DAMAGED ON DRIVING SHALL BE REPLACED.
5. EROSION CONTROL SHALL BE MAINTAINED DAILY.

EROSION FENCE WITH WIRE MESH SUPPORT
N.T.S.

NOTES:
1. MIN. 2"x2" POST TO BE SPACED AT A MAX. OF 5'.
2. FILTER FABRIC TO BE MIRAFI 100 OR EQUAL.
3. POSTS DAMAGED ON DRIVING SHALL BE REPLACED.
4. EROSION CONTROL SHALL BE MAINTAINED DAILY.

DETAIL FOR INSTALLATION OF EROSION FENCE
N.T.S.

GENERAL NOTES SILT FENCE

DETAIL OF CONSTRUCTION NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND APPLICABLE SPECIAL PROVISIONS.

WHEN POSSIBLE THE SILT FENCE SHOULD BE CONSTRUCTED IN AN ARC OR HORSESHOE SHAPE. WITH THE ENDS POINTING UPSLOPE TO MAXIMIZE BOTH STRENGTH AND EFFECTIVENESS.

CROSS BRACE WITH 2"x4" WOODEN FRAME OR EQUIVALENT AT TOP OF POSTS AS DIRECTED BY THE ENGINEER.

① MINIMUM 14 GAGE WIRE REQUIRED, FOLD FABRIC 3" OVER THE WIRE AND STAPLE OF PLACE WIRE RINGS ON 12" C-C.

② EXCAVATE A TRENCH A MINIMUM OF 4" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.

③ WOOD POSTS SHALL BE A MINMUM SIZE OF 1-1/8"x1-1/8" OF OAK OR HICKORY.

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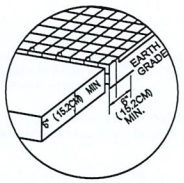
DETAILS

SHEET NO.
C6.0



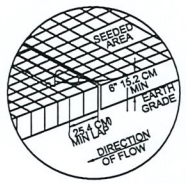
JUNCTION SLOT
SOD ONLY

DETAIL "A"
N.T.S.



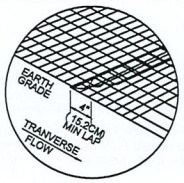
ANCHOR SLOT
AT BEGINNING AND END OF EROSION MAT

DETAIL "B"
N.T.S.



JUNCTION SLOT
SEED ONLY

DETAIL "C"
N.T.S.



LAP JOINT
SEED AND SOD

DETAIL "D"
N.T.S.

GENERAL NOTES EROSION MAT

DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND THE APPLICABLE SPECIAL PROVISONS.

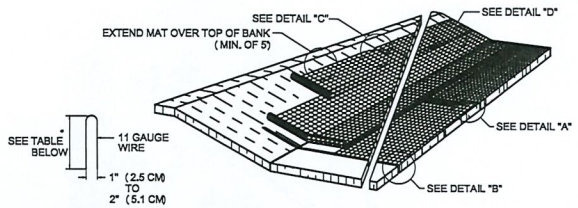
LAP JOINTS SHALL NOT BE PLACE IN THE BOTTOM OF V-SHAPED DITCHES.

JUNCTION SLOTS ON ADJACENT STRIPS OF MATTING SHALL BE STAGGERED A MINIMUM OF 4 FEET (1.219 m) APART.

EDGES OF THE EROSION MAT SHALL IMPRESSED IN THE SOIL.

EROSION MAT OVER SEEDING JUNCTION OR ANCHOR SLOTS SHALL BE AT MINIMUM INTERVALS OF 50 FEET.

STAPLE INSTALLATION AND PATTERNS SHALL COMPLY WITH EROSION MAT MANUFACTURER'S SPECIFICATIONS.



DETAIL OF TYPICAL STAPLE

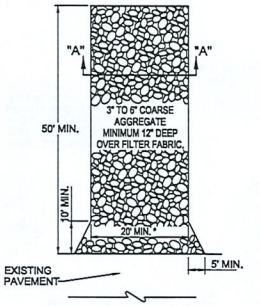
* 6" (15.2 CM MIN. FOR LOOSE SOILS)
12" (30.5 CM MIN FOR LOOSE SOILS)
8" (20.3 CM MIN WHERE BOTH SOD AND MATS ARE BEING USED)

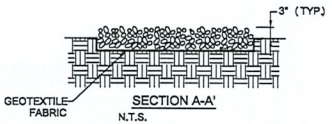
EROSION CONTROL MAT
N.T.S.

Seed Mix Number	Areas of Use	Species	Mixture Proportions %	Seeding Rate
20	Light, dry, well-drained, sandy, or gravelly soils and high cut & fill slopes	Kentucky Bluegrass Hard Fescue Tall Fescue Perennial Ryegrass	6 24 40 30	3 lbs/ 1000 sq.ft OR 130 lbs/acre

Note: See Wisconsin Department of Transportation standard specification section 630-seeding for additional information.

SEED MIXTURES



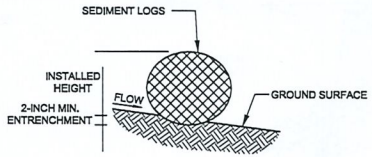


* MUST EXTEND FULL WIDTH OF INGRESS AND EGRESS OPENING.

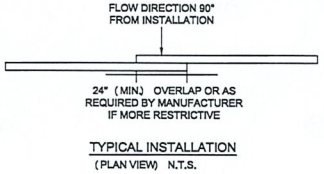
NOTES:

1. TRACKING ENTRANCE SHALL BE INSPECTED DAILY. DEFICIENT AREAS SHALL BE REPAIRED OR REPLACED IMMEDIATELY. THIS WORK SHALL BE INCIDENTAL TO THE CONTRACT.
2. STONE SHALL BE REMOVED AND REPLACED WHEN SOIL FILLS OPENINGS AND/OR DIRECTED BY THE ENGINEER. THIS WORK SHALL BE INCIDENTAL TO THE CONTRACT.
3. EXISTING PAVEMENT SHALL BE INSPECTED AND CLEANED AT LEAST DAILY. THIS WORK SHALL BE INCIDENTAL TO THE CONTRACT.

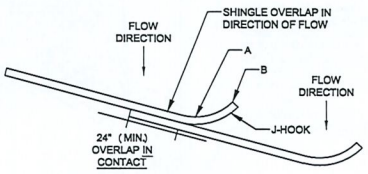
VEHICULAR TRACKING ENTRANCE
N.T.S.



CROSS SECTION
N.T.S.



TYPICAL INSTALLATION
(PLAN VIEW) N.T.S.



NOTES:

1. J-HOOKS SHALL BE INSTALLED SO THAT THE GROUND-PRODUCT INTERFACE ELEVATION AT LOCATION B IS HIGHER THAN THE TOP OF PRODUCT ELEVATION AT LOCATION A TO CREATE A WEIR AT POINT A.
2. J-HOOKS SHALL BE INSTALLED EVERY 2 VERTICAL FEET OF DROP ALONG THE LENGTH OF THE INSTALLATION.
3. STAKE OVERLAP AS REQUIRED BY MANUFACTURER.

SLOPING INSTALLATION
(PLAN VIEW) N.T.S.

INTERIM MANUFACTURED PERIMETER CONTROL AND SLOPE INTERRUPTION
N.T.S.

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RELEASED FOR BIDDING	ZPF	10/28/26

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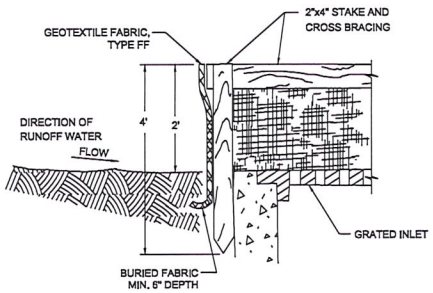
BLACK OFFICE
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authconsulting.com

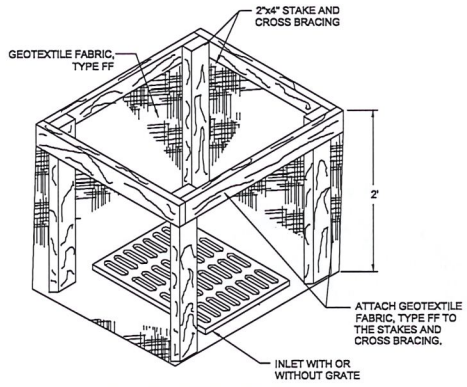
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PROJECT:
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BOYCEVILLE SCHOOL DISTRICT
VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN

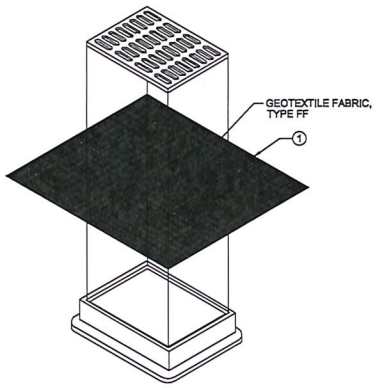
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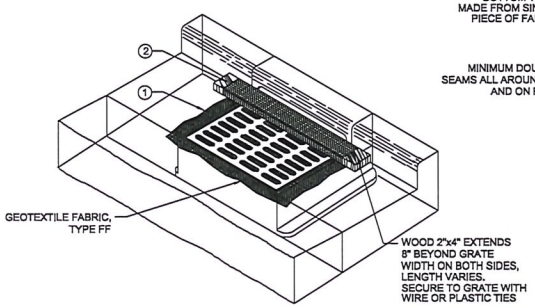




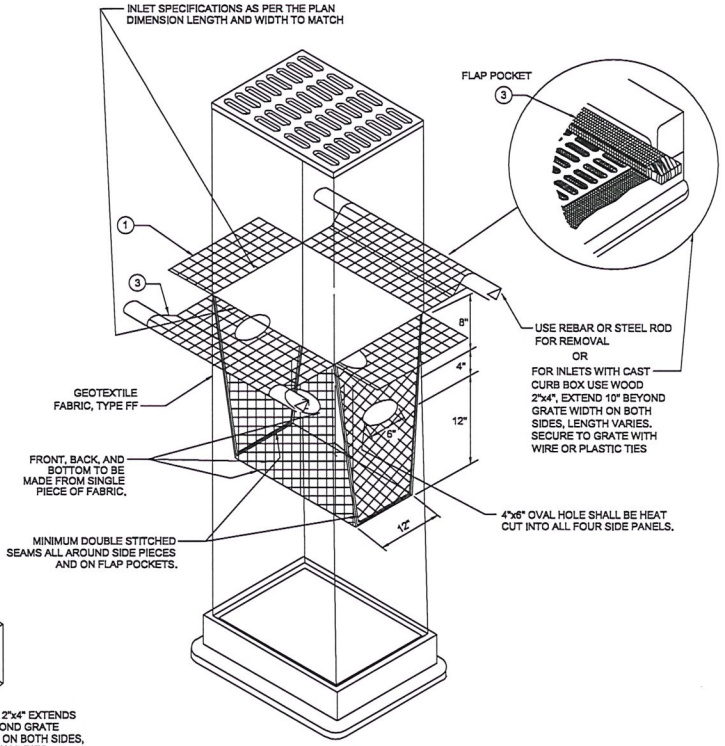
INLET PROTECTION, TYPE A



INLET PROTECTION, TYPE B
(WITHOUT CURB BOX)
(CAN BE INSTALLED IN ANY INLET WITHOUT A CURB BOX)



INLET PROTECTION, TYPE C
(WITH CURB BOX)



INLET PROTECTION, TYPE D
(CAN BE INSTALLED IN ANY INLET TYPE WITH OR WITHOUT A CURB BOX AS PER NOTE ②)

GENERAL NOTES

INLET PROTECTION DEVICES SHALL BE MAINTAINED OR REPLACED AT THE DIRECTION OF THE ENGINEER.

MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENT'S EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED.

WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

① FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.

② FOR INLET PROTECTION, TYPE C (WITH CURB BOX, AN ADDITIONAL 18" OF FABRIC IS WRAPPED AROUND THE WOOD AND SECURED WITH STAPLES. THE WOOD SHALL NOT BLOCK THE ENTIRE HEIGHT OF THE CURB BOX OPENING.

③ FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2"x4".

INSTALLATION NOTES

TYPE B & C

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

THE CONTRACTOR SHALL DEMONSTRATE A METHOD OF MAINTENANCE, USING A SEWN FLAP, HAND HOLDS OR OTHER METHOD TO PREVENT ACCUMULATED SEDIMENT FROM ENTERING THE INLET.

TYPE D

DO NOT INSTALL INLET PROTECTION TYPE D IN INLETS SHALLOWER THAN 30", MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

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VILLAGE OF BOYCEVILLE, DUNN COUNTY, WISCONSIN

DETAILS

SHEET NO.
C6.2



Boyceville Middle/High School

Fall- November 11- Athletic Director Report (2nd Report)

Student Participation:

High School Fall Start/End participation

- **Football---40** Athletes (Season end **39**) *Graduate 4
- **Cross Country** – Boys-**11** athletes / Girls- **9** athletes (Season end **20**) *Graduate 3
- **Volleyball- 25** Athletes (Season end **25** athletes) *Graduate 5
- **Fall Dance**-- **9** athletes (Season end **9**athletes)
- **Fall Cheer**-- **10** Athletes (Season end **10**)

Fall Recap/Awards

Volleyball: Varsity (11-11)

- Lost First round of Regionals
- **All- Conference- 2nd Team-** Lucy Wheeldon
- **Honorable Mention**- Aubrey Malean
- 3 New coaches this year

Cross Country Season

- **Girls won Fourth DSC Conference Championship in row**
- **All Conference Girls 1st Team:** Jaycie Oberle , Blake Jeske, Brielle Jeske and Ellie Engeman
- **All Conference Second Team:** Brooklyn Talmage, Sydney Larson, and Lydia Day
- **2026 Sectional Runner Up Team**
- **State 12th** Place Girls team **Jaycie Oberle** (3rd Place overall)
- New School Record: **Jaycie Oberle**
- **All Conference Boys 1st Team:** Clayton Score and Riley Naughton
- **All Conference 2nd Team:** Easton Lange

Football: Varsity (9-3)

- **2026 Conference Champs -Lost in Sectional Final Level III**
- DSC Conference Champs 3 of the last 4 years
- Level 3 Playoff Qualifier 4th year in a row
- Record last 7 years (65-14)
- **All Conference Team Offense- 1st Team**-Jacoby Kurshner-WR and Isaiah Romero-OL
- **All Conference Offense 2nd Team**- Andrew Tonn-RB, Tucker Lindstrom-RB, Cole Retz-OL, Jacoby Kurschner-P
  Honorable Mention- Eli Weber-QB, Lexton Benitz-WR, and Owen Tuttle-OL

- **All Conference Team Defense-1st Team-** Tucker Lindstrom-LB, Gavin Rydel-DB, Isaiah Romero-DL, and Jacoby Kurschner-DE
  2nd Team- Beau Dawson-ILB and Andrew Tonn-OLB
- All Region has not been released yet
- **Academic All State**- Deven Lee

Winter Sports Numbers High School:

Girls Basketball – 13 Girls (1- Senior)
Boys Basketball – 14-17 Boys (0 -Seniors)
Boys Wrestling- 15-20 Boys (2 Seniors)
Girls Wrestling- 2-4 Girls (1 Senior)
Dance Team—Looking to be back this year with 8-10 girls-Competition events

Transition to Winter Sports:

- Meet with coach weeks before the season- go over schedule and needs
- Send out transportation schedule to review
- Run a winter sports meeting in the gym with all coaches present to meet athletes and potential new athletes and encourage athletes to go out in mid/late October
- Go over list of kids that did not sign up and get to coaches to contact if they want, attend first practice and go over kids we should encourage to go out
- Coaches will run a meeting with parents/players during first week of practice

Sports Retention High School:

- Based on the success of the program- we will see an increase if a program is successful.
- Winter sports usually has the most athletes that don't stick it over a 4-year period.
- Numbers from MS to HS will drop off some as we promote participating in a sport in the middle school to see if it is something you want to pursue in high school.
- On Staff Coaches- we will see more students out for those sports as coaches have access to those students more frequently.
- All three sports in Fall saw and increase in participation
- Enrollment is 190
- Amount of Male/Female per class effects participation (example 40 in grade only 12 are female)
- Some Students focus on other extracurricular activities that are not in sports
- More students are getting jobs than in the past

- Numbers were low from youth level to start- Winter moving 6th grade up in BBB and GBB last 5 years and 6th grade participates in WR.
- Some athletes are not allowed to go out for more than one or two sports so they have to chose
- Winter season is the longest and most demanding with late nights
- Numbers have maintained even with enrollment drop in all sports in high school

Homeschool Participation:

High School

- Football-0 Cross-Country- 0 Volleyball-0 Dance-0 Cheer-0
- Boys Basketball-0 Girls Basketball- 0 Wrestling- 1
- Baseball-0 Softball- 0 Track/Field- 1-2

Middle School

- Football-0 Cross Country- 3 Volleyball- 0
- Boys Baskeball-1 Girls Basketball -1 Wrestling-1
- Track/Field-1

Athletic Department Involvement-last 2 months:

- Took 13 Students to the DSC Sportsmanship/Leadership conference in Colfax
- Meet with Leaders in Athletics on a regular basis
- Attended WADA Conference in Wisconsin Dells in early November-15 year award
- Set-up 2 Home Playoff Football Games
- Ran Pep Rally's for Volleyball, CC and Football (STATE CC), Dance and Cheer
- Help set up State CC Trip
- Working with New Boys Basketball Coach for smooth transition-Youth Programs
- Ran Parent and Player Meeting by appointment
- Attend DSC Conference meetings
- Ran Winter Sign up meeting in Gym
- Work with Community Ed. Director with scheduling of Gyms
- Scheduling Games for and officials for 2027-2028 season
- Setting up trip to Mauston for Baseball and Softball with lodging-April
- Attend weekly Admin meetings
- Work with transportation Director when short on drivers

- Set-up and tear down of events
- Supervise home events after practice
- Help with Discipline of athletes with principal
- Hire new coaches
- Meet with athletes on a regular basis
- Attend Booster Club meetings
- Attended DSC A.D. meeting in Rice Lake with WIAA
- Observed practices (CC, Volleyball, MS Basketball)
- Meet with new coaches on a regular basis
- Finished Winter transportation schedule
- Drive C-team volleyball to events
- Track Winter Coaches for WIAA Test and video Completion
- Finished Winter event worker schedule
- Coordinate fall teams award banquets (Current)
- Girls Basketball will play in Bound Tournament at Columbus Catholic (Marshfield)
- Wrestling traveling to Wisconsin Dells for tournament-December

Technology Update to the Board

Boyceville Community School District
November 18, 2026 | Dale Mahalko, Director of Technology

No board action is requested at this time.

Progress this school year

- **Network reliability.** Security cameras were causing a disruption for other district needs. They have been relocated into a separate network.

- **Network monitoring.** Implemented an event and trend tracking system, to observe the ongoing health and activity of district network equipment.

- **Student Chromebooks.** Standardized device settings and tightened management restrictions to help reduce classroom distractions.

- **Staff computer upgrades, maintenance.** Set up a new method for automated Windows 11 and software installation, for consistent device deployment.

- **Staff workspace alignment with their needs:** I have been working with staff to review how their workspaces are organized, so that equipment and cabling is arranged in a manner that works best for them.

Next priorities

- **Wi-Fi upgrades:** Cisco ended support for most district Wi-Fi equipment in July 2026. The equipment is still working while I compare replacement options for E-Rate. A Meraki replacement could cost up to $120,000 before discounts, and I'm also reviewing lower-cost options like Ubiquiti UniFi.

- **Data backup protection:** I'm evaluating a replacement data backup system estimated at $30,000. It would let us keep backups longer and improve our ability to recover files and systems, using copies stored both on site and off site.

Longer term planning

- **Realignment of staff technology to be more mobile:** Staff have requested more mobile flexibility, to use laptops with docking stations rather than desktops. I am reviewing options such as Google Drive, and I am planning a test with a handful of Microsoft 365 Education A3 cloud accounts.

- **Future server upgrades and replacement:** Manufacturer support for the district's servers is expected to end in July 2028. I'm comparing the cost of extending support with replacing the equipment. Moving staff files to the cloud could reduce how much server capacity we need on site.

November Board Report
Pupil Service Department

Facilities

- **Goal: Ensure all Pupil Services offices and intervention spaces are organized, accessible, and equipped to provide confidential and effective services.**
  - Work closely with Principals on purchasing new furniture for classrooms.
  - Teachers/Counselors have started to pick furniture options. The next step will be mockups of classroom furniture.

Climate/Culture

- **Goal: Establish and maintain a regular schedule of structured meetings where staff set agendas, identify needs, and collaborate on strategies that support student success and a positive school climate.**
  - Encourage staff to add to the agenda.
  - Use shared agenda templates for transparency and focus.
  - Collect and review meeting feedback to continuously improve processes.
- Added monthly intervention meetings in both buildings.

Upcoming events/Celebrations:

- Planning PD for staff connected to Reflex integration. Kayla, Sarah, Jenni, and I will be meeting Nov. 23rd to get ready for staff training on how to incorporate Reflex Integration into their daily routines.
- Also, to set up more effective sensory breaks based on the students' retention of reflexes.

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Curriculum and Instruction

- **Goal: Increase paraprofessional knowledge, skills, and collaboration to enhance support for students' academic, behavioral, and social-emotional needs.**
  - Offer monthly internal/external professional development sessions focused on instructional strategies, behavior supports, and IEP/504 implementation.
  - Training for Skyward.
  - Create individual goals from last year's evaluation feedback
- *Paraprofessionals have turned in their individual goals to increase students' independence.*

- **Goal: Empower students to understand their IEP/504 plans and actively participate in communicating their learning needs and accommodations to staff.**
  - Collaborate with case managers and classroom teachers to provide structured opportunities for students to self-advocate.
  - Include student voice in progress monitoring discussions to increase ownership and understanding of their plans.
    - 100% of the MS/HS students share goals and accommodations in the meeting along with future college and career ideas either by written input or attendance.
    - Have 50% of grades 3-5 have written/verbal input on their IEPs.

- **Goal: Increase the frequency and effectiveness of coaching observations to strengthen intervention implementation and improve student outcomes.**
  - High-level practice continuation from CESA training.

- **Goal: Support staff in ParentSquare and Skyward to be effective**

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communicators.

- ➢ Teachers have confidential groups for their caseloads to help communicate field trips and other group notifications.
- ➢ Additional Skyward training will be held during the first PD meeting.

❖ Progress reports did not go as well as we had planned. Many issues and still working through Skyward not reporting to the state.

❖ **Goal: Support Zone of Regulation integration with Taylor/Jenni/OT.**

Upcoming events/Celebrations:

❖ We currently have five staff signed up for a four-part CESA training about regulation and understanding the foundations of the regulation system. This virtual training has three hours in January and one hour in February.

Student Health and Safety

- **Goal: Support the school nurse in implementing building-wide Medical Response Teams to enhance student and staff safety.**

❖ The first schoolwide drill will be in October. - It was postponed due to a training conflict.

Technology

- **Goal: Increase the use of district-approved observation, evaluation, progress monitoring, and data collection tools to improve the quality, efficiency, and compliance of special education services.**
  - Continue to support technology by providing professional

development for staff in the areas of observations, evaluation writing, and the use of Skyward.

Reflections from Professional Development:

Jenni Link, Sarah Holden, and I attended an all-day training on integrated movement for regulation on November 4th. We learned a great deal of information regarding reflex integration and how important it is for learning and regulation. We are planning a PD in-service event and rolling out monthly tips/tricks after the PD. Overall, this was one of the better events I have attended, and I am looking at possibly having the presenter come to Boyceville.

Respectfully submitted by *Rebecca Hanestad*

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11/18/26 Board Report submitted by Shannon Bignell

Reading Specialist:

Strengthening Tier 3 Reading Interventions: We are strengthening and refining our Tier 3 reading intervention resources to ensure students with the most significant reading needs receive systematic, explicit, research-based instruction.

- Our current resources include:
  - Pieces of SIPPS and Sonday
  - UFLI
  - FastBridge for assessment and progress monitoring
  - Advanced Word Study
- We are evaluating additional programs to determine which would best meet our students' intensive literacy needs.
- I have requested program information, materials, and sample lessons from:
  - 95% Group
  - S.P.I.R.E.
  - Wilson Reading System
- We are focusing on developing a more cohesive, comprehensive approach to Tier 3 instruction rather than relying on disconnected resources.
- The ultimate goal is to provide consistent, targeted, and individualized reading intervention that responds to students' specific skill deficits and supports meaningful progress.
- **Personal Reading Plans revised and updated**
- **TCE Early Literacy Remediation Plan - Act 20 Updated 11/3/26**
- **ELA committee meeting focus for November:** Oral Reading Fluency measures and instructional practices. Dyad Reading/HMH module inventory (every 3-4 weeks)

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District Assessment Coordinator:

November Assessment/Data Focus:

- High School
  - Awaiting PreACT/ACT results (met with freshmen, sophomores, and juniors separately before testing)
- Middle School
  - Sharing of framework and instructional practices
  - Goal Setting
- TCE
  - Preparing for Winter assessment window
  - Sending progress monitoring reports to families via Parent Squared
  - Continuing to refine Tier 2 practices within Walk to Learn and core

Professional Development Highlights:

- Dyad Reading presentation to TCE staff 11/12/26
- 3rd grade ELA assessment alignment/development
- Curriculum Coord
  - Spotlight Schools Interventions and MLSS Systems: Elk Mound, Unity, Amery
  - Common themes: Designated intervention time outside of CORE and within, **PLCs** that begin with Administration, prioritizing essential standards
- DAC
  - *Target Group Outcome Dashboard.* The data within this dashboard can be used to identify students in the greatest need of support and lead to analysis of our system for areas of strength and improvement.
- Reading Network
  - After 3rd Grade: What Continues
    - Provide intensive support, including progress monitoring and identified targets.

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- Notify families in writing that the plan was not completed and describe services the student will receive.
- Offer intensive summer reading programming every summer until grade-level expectations are met.

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Board Report: November 18th, 2026

Prepared by Jacob Peterson

Facilities and Fiscal Plans

- Library furniture soft furnishings have been delivered and installed. Tables, shelves and staff desk will be delivered in December
- The Hallway Storage/Cubby sample was reviewed and slightly modified. The order was placed, delivery and installation details are pending.

Curriculum and Instruction

- Building goals have been set for Math and ELA. Our process this year for building goals were:
    - Fall Assessment Data was reviewed by Classroom teachers and they filled out Notice and Wonders
    - Responses were compiled by Interventionist and myself to write a few building goal choices.
    - Building Goals were decided by Math and ELA committee reps, then two Common Commitment (Instructional Practices) were collectively written to support the Math and ELA goals.
    - Interventionists and I met with each grade level to discuss grade level goals, when the common commitments are happening and how we can support them in their classroom.
- Three staff members went to CESA on November 4th for the Integrated Movement for Regulation presentation. They will present to staff during our December PD meeting.
- We are looking into ELA Universal and Intervention Materials for grades 3-5 to support a deficit in our Oral Reading Fluency.

Climate/Culture

- Halloween Parade for all TCE students and families were invited to watch the students walk through the gym. The new bleachers were packed with family members!
- The first PTO Halloween Party and Dance was a success, we welcomed around 130 students and 75 adults to the night of food, activities and dancing. All of this was provided by the PTO.

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- Veterans Day Presentation was held at TCE on the afternoon of November 11th. The 4th grade staff and music teachers did a wonderful job preparing all the students for their respective parts. Parents, families and community members were commenting on the organization and how much they appreciated us taking the time to honor the Veterans in our community.
- Grandparents Day in ELC happened over November 12th and 13th. Thank you to the ELC staff for inviting in Grandparents and family members of our ELC students to complete activities like: making handprint shirts, turkey hats, reading stories and providing snacks.
- Staff meetings are held 2x a month, we will have a short in-house PD presentation each month. Thanks to Shannon Bignell and Bethany Bird for presenting on the instructional practice of Dyad Reading. Dyad Reading is one of our common commitments that support Oral Reading Fluency.
- 5th Grade Bulldog Ambassadors have been reading stories to grades ELC through 4th grade.
- Staff Wellness Get together is scheduled for over Fall Break.

Student Health and Safety

- Ran a school wide Fire Drill on November 2nd
- School Nurse has been updating our student Vaccination records and entering them into the Skyward permissions given by parents at the start of school year registration.

Technology

- The front office staff has been working to finalize parts of our new Student Information System, Skyward. The parts we are working on are: Updating essential standards in the grade book, running attendance reports, and providing teachers with access to student information.

Communication

- Reviewed the use of Parent Square at TCE with the Building Council reps. Here are some data points from September:
    - 99% of parents are engaged with the September messages
    - A parent was sent on average 23 messages in the month of September

Superintendent Report
November 2026

- Reminder- Regular monthly board meeting in December is scheduled for Wednesday, December 16th at 5:00 pm in the Middle/High School Library.
- Happy Thanksgiving to all! Enjoy the time with family and friends.
- The fall play went well. The students and staff did a wonderful job!
- Concert dates in December are Monday the 7th and 14th.
- Congratulations to our Girl's CC team as they competed at State on Oct. 31
- Thank you to both schools for the wonderful Veterans Day Programs.
- The Village of Boyceville did not approve the hiring of a second officer. This means we will not have local coverage for many of our evening and weekend events. After hour calls will need to go to the County Sheriff's Office.
- Reminder- There is no school November 23-27. There is teacher in-service on November 23.
- As we approach the inclement weather season, I want to remind parents of our Inclement Weather School Closing Procedures. The guidelines we use for closing school can be found on our website. They are also printed inside of our 2026-2027 District Calendar of Events.



BOYCEVILLE COMMUNITY SCHOOL DISTRICT

Draft - Policy Manual

Ready for Board

18 policies

November 10, 2026

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READY FOR BOARD

01 - OVERVIEW

Vol. 35, No. 1 - November 2025 OVERVIEW

WISCONSIN LOCAL UPDATE OVERVIEW AND COMMENTS

VOLUME 35 NUMBER 1

NOVEMBER 2025

All production-related materials and questions should be directed to the Coshocton Office at 632 Main Street, Coshocton, Ohio 43812 (phone 800-407-5815, fax 740-622-2557). Billing questions should be directed to the Stow Office at 3914 Clock Pointe Trail, Suite 103, Stow, Ohio 44224 (phone 330-926-0514, fax 330-926-0525).

Please make any revisions on the BoardDocs software using the instructions provided to you. You may direct questions related to content to your Neola Associate. Questions regarding the software should be directed to the BoardDocs help desk staff.

If a District chooses not to adopt a policy or administrative guideline, the District is still obligated to follow applicable Federal and State laws relating to that topic.

The proposed new, revised, and replacement policies, administrative guidelines, and forms included in this update have been thoroughly prepared and reviewed by Neola's legal counsel for statutory compliance. If you make revisions or substitute in their entirety policies or other materials of your own drafting, those materials should be reviewed by your legal counsel to verify compliance. Neola does not review District specific edits to update materials or District-specific policies for statutory compliance.

If a policy or guideline is marked as a revision, the revisions have been marked in bold (to add material) and crossed out (to delete material). As you review a revised policy or guideline, you may accept one, many, or all of the revisions provided. If a policy or guideline is marked as a replacement, enough revisions have been made to justify a complete, clean replacement copy. As you review a replacement policy or guideline, you should also check the materials you have in your current policy or guideline to see if there is some specific wording you want to be included in the replacement policy. If so, a copy of any wording to be added and where it should be inserted should be forwarded with the replacement policy or guideline when it is returned to the Coshocton office for processing.

If the District authors language and adds it to a policy template or deletes content that is not marked as a choice in the policy template, then these actions will constitute District-specific edits.

Policies to be deleted from the policy manual require Board action to rescind the policy.

Your Neola Associate will contact you soon to schedule an appointment to review this update and ensure you are current on it and previous updates.

If you are not an administrative guidelines client, you did not receive those materials in this packet. Contact your Associate for more information about becoming an administrative guidelines client.

Processing Update Materials

Revisions to your policies and administrative guidelines should be made using the BoardDocs software, following the instructions provided.

Using Header Box Options in BoardDocs

Each policy and administrative guideline has multiple header boxes in BoardDocs that provide essential information in addition to the document's title and code number. (NOTE: All the header boxes are visible only when editing is turned on; in view mode, only the header boxes with content are shown.)

Adopted: The "Adopted" header box indicates when the policy or guideline was first adopted, and that date never changes as long as the policy or guideline is active.

Last Revised: Retaining the history of each policy and guideline is essential for legal and administrative reasons, so BoardDocs provides options for such retention. Immediately beneath the "Adopted" header box is the "Last Revised" header box that indicates the last time the policy or guideline was changed, and this box is updated by Neola Production each time a revision is submitted. Any revision dates between the initial adoption and the latest revision are usually located at the bottom of the document, just above the Neola copyright. (Again, these dates are updated by Neola Production with each submission and should correspond to Board meeting minutes, except for TC notations for technical corrections.)

Last Reviewed: A new "Last Reviewed" option now exists for indicating that you have reviewed the policy or guideline and have found it to be sufficient as presently written. Since no revision is being made in these situations, there is no record that the document was reviewed. A typical example would be a technical correction that isn't needed on your document, or a revision to an option that you do not have or want. In such cases, because the copyright has changed but not any content, you would want to show that your document is current as of the new copyright date even though it has the older copyright date from the previous version of the Neola template. Now you have the option to indicate that you have reviewed the document even though no revision was made by putting the review date in the new "Last Reviewed" header box. This is also a handy feature for those Boards that use a policy review regimen in addition to revisions made through the Neola Update process.

Any questions about how to use these BoardDocs header box features should be directed to your Neola Associate, or you may contact BoardDocs Support at 1-800-407-0141.

District-Specific Materials

If the District chooses, during any step of the Update process, to incorporate District specific material into a new policy or guideline that has been proposed or to insert District-specific material into a current policy or guideline for which revisions have been proposed in an update issued by Neola, then the District agrees to hold Neola harmless for those District-specific edits and acknowledges that Neola's warranty for legal challenges to that District-specific language in that policy or guideline will not be in effect. In addition, Neola retains ownership of the text from the original policy template that remains in a policy to which District-specific material has been added. District-specific materials include the following:

1. Materials from the District's existing materials that the District requests be incorporated during the drafting process;

2. New materials that the District develops in their entirety and exclusive of Neola;

3. Revisions or deletions that substantively depart from Neola's templates; and

4. Outdated material that a District did not keep current with Neola updates.

Further, Neola does not recommend the use or incorporation of District-specific materials. Neola will, at the request of the District, incorporate District-specific materials into the licensed materials, with the implicit understanding that the District bears all risks associated with the District's decision to request that such District specific materials be incorporated. Neola reserves the right to but is not obligated to, advise the District to seek its own legal review of District-specific materials.

Notice Regarding Legal Accuracy

Neola is vigilant in providing policy language to clients that has been vetted for legal accuracy by outside legal counsel. Should questions arise as to the legal compliance or accuracy of Neola materials, it is our expectation that Neola's counsel would have the opportunity to assist in the resolution of such a claim. Please notify the Neola corporate office if an issue arises in which such a review or assistance is necessary.

Policies in this update have been reviewed by Renning Lewis & Lacy, s.c. for consistency with Federal and State law.

BYLAWS AND POLICIES

Bylaw 0100 - DEFINITIONS (Revised)

This policy establishes a comprehensive list of terms and their specific meanings for use throughout the district's bylaws and policies. Its importance lies in ensuring consistency and clarity across all district governance and operational documents, preventing ambiguity that could lead to misinterpretation or legal issues.

This policy now includes the definition of School Support Organizations (SSO) which is a topic of several policy and administrative guideline revisions in a recent special update. The SSO change is recommended, but not required. It also includes "gaming devices" as part of the definition of Personal Communications Devices (PCD) due to a recent change in statutory language relative to student use of PCDs in schools. The "gaming device" addition to the definition of PCD is a statutory definition and is required.

Bylaw 0142.7 - ORIENTATION (Revised)

This policy outlines the importance of preparing each Board member for their duties to ensure the effective functioning of the Board, encouraging new members to understand Board functions, district operations, and procedures. It is important because it ensures that all Board members are well-informed and equipped to make sound decisions for the District.

The policy revisions provide new optional topics for onboarding new Board members, and revisions are not required.

Bylaw 0144.5 - BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT (Revised)
***APPROVED BY BOARD 8/2026**
This policy outlines the expected ethical, professional, and responsible conduct for all Board members, covering their behavior, communications, and interactions with staff. It is important because it establishes the standards of integrity and professionalism necessary for effective governance, protects the district's legal standing, and ensures a focus on the welfare of students.

The revisions to the policy update include communicating that individual Board members, other than the Board President, do not have the authority to act on complaints or investigations. It is important because it establishes a clear chain of command and ensures that all complaints are handled through the proper channels, maintaining consistency and fairness in the process. The revisions are recommended, but not required.

Policy 1210 - BOARD - DISTRICT ADMINISTRATOR RELATIONSHIP (Revised)

This policy defines the relationship between the Board and the District Administrator, emphasizing the Board's role in establishing policies and the District Administrator's responsibility in administering them. It is important for ensuring clear lines of authority and efficient operation of the school district, with the District Administrator serving as the primary professional advisor to the Board.

The policy revisions focus on including the District Administrator's authority to delegate duties to staff members, who are then accountable to the Administrator for their performance. In turn, the Board holds the District Administrator accountable for the overall administration of the District, including their actions and personal behavior. These revisions are recommended, but not required.

Policy 1230.01 - DEVELOPMENT OF ADMINISTRATIVE GUIDELINES (Revised)

This policy delegates to the District Administrator the responsibility for designing and implementing administrative guidelines for the District's operation, ensuring they are consistent with Board policies. It is important for establishing clear operational procedures and ensuring that the District's daily functions align with the Board's strategic vision.

There are new optional clauses regarding the District Administrator consulting with stakeholders and the publication of administrative guidelines and handbooks on the District website for transparency. The policy revisions provide new optional topics, and revisions are not required.

Policy 1240 - EVALUATION OF THE DISTRICT ADMINISTRATOR (Revised)

This policy emphasizes the importance of periodically evaluating the District Administrator's performance to assist both the Board and the Administrator in their responsibilities and ensure effective leadership. It is crucial for making informed decisions regarding contract renewal, salary, identifying strengths and weaknesses, and establishing objectives to advance the District's goals.

This policy revision includes new options to allow the Board to make decisions regarding the District Administrator's contract renewal, determine their salary and performance-based incentives, and assess progress towards District strategic goals. The policy revisions provide new optional topics, and revisions are not required.

Policy 2131.01 - READING INSTRUCTIONAL GOALS AND KINDERGARTEN ASSESSMENT (Revised)

This policy outlines the Board's program of reading goals for students from kindergarten to 12th grade and mandates the employment of a certified reading specialist to develop and coordinate a comprehensive reading curriculum. It is important for promoting student reading skills through assessments and interventions, ensuring that students at risk of reading difficulty receive necessary support.

The policy now includes the interventions required by law under Act 20 for each qualifying student. The District Administrator must create, provide, and monitor a personal reading plan with interventions, share it with parents, and notify them of progress after 10 weeks. Revisions in this policy are required, based on information provided by state statute and the Department of Public Instruction.

Policy 2261.01 - PARENT AND FAMILY ENGAGEMENT IN TITLE I PROGRAMS (Revised)

This policy outlines the requirements for parent and family engagement in Title I programs, ensuring meaningful consultation and involvement of parents in their children's education. This is crucial for improving academic quality, addressing barriers to participation, and fostering a strong partnership between schools and families.

The policy revision is provided to clarify the distinction between the Policy and the Parent and Family Engagement Policy, which is the plan developed by the District. The use of the term Policy to describe the plan can create confusion as to what the annual requirement is. Federal law requires that the district conduct an "annual evaluation of the content and effectiveness of the parent and family engagement policy". The Board policy uses the term "plan" to assist in distinguishing between the Board policy and the engagement plan developed per the Board Policy. Adoption of these policy revisions are recommended, but not required.

Policy 2431 - INTERSCHOLASTIC ATHLETICS (Revised)

This policy recognizes the value of interscholastic athletics, emphasizing maximum student participation, good sportsmanship, team play, and fair competition over winning. It is important for providing students with opportunities to develop athletic abilities and fostering school loyalty and community interest.

The policy revisions include adopting Name, Image, Likeness (NIL) compensation standards set by the Wisconsin Interscholastic Athletic Association (WIAA), criteria that meet or exceed the Wisconsin Interscholastic Athletic Association (WIAA) standards, and directing the District Administrator to provide interscholastic athletics in accordance with WIAA rules.

It is recommended to improve options and enhance clarity.

Policy 4140 - TERMINATION AND RESIGNATION (Revised)

This policy establishes clear, official procedures for ending the employment relationship, whether through termination by the employer or resignation by the employee. It defines who has the authority to act (Board or District Administrator) on employee terminations.

Unlike administrators and teachers, there is no statutory requirement that the Board terminate support staff. For maximum flexibility and expedience in managing vacancies, Neola's counsel recommends the Board delegate support staff termination authority to the District Administrator. Districts are encouraged to review their current termination authority for support staff.

Policy 5112 - ENTRANCE AGE (Revised)

This policy establishes student entrance age requirements consistent with Wisconsin Law and sound educational practice, ensuring equitable treatment for all. Its importance lies in providing clear guidelines for student enrollment in kindergarten and first grade, promoting consistency and fairness.

The policy revision includes clarification on days (school days) and includes a new section on age verification and its adoption is recommended.

Policy 5135 - STUDENT IDENTIFICATION NUMBERS AND CARDS (New) *NOT TAKING THIS POLICY

This new policy mandates that if students are issued an identification card, the student also receives a unique identification number, distinct from their social security number.

The policy is important because it ensures student privacy by avoiding social security numbers and provides a critical resource for student well-being by including required contact information for suicide prevention and crisis support services on identification cards. Items in this new policy are required by law, but not to have in policy. This policy is recommended, but not required.

Policy 5136 - PERSONAL COMMUNICATION DEVICES (Revised) *APPROVED BY BOARD 8/2026

This policy regulates the use of student personal communication devices (PCDs) to protect the students, staff, and the learning environment from disruption. It establishes clear rules to prevent academic dishonesty, safeguard the privacy of individuals, and address harmful behaviors like cyberbullying and harassment. Ultimately, the policy is intended to establish a safe and focused educational setting by managing when and how these devices are used on school property.

This policy revision is a result of 2025 Wisconsin Act 42, requiring each school board to adopt, by July 1, 2026, (and submit a copy of this policy to the Department no later than October 1, 2026) a policy generally prohibiting students from using wireless communication devices during instructional time. Each school board must define such a device as any portable wireless device capable of voice, messaging, or data communication, including cell phones, tablets, laptops, and gaming devices. The policy must allow exceptions for emergencies, health management, individualized education programs or 504 plans, and teacher-approved educational uses. School boards may also include additional exceptions if they determine they benefit student education or well-being. Finally, the policy acknowledges that WI Stat. 120.12(29)(e) allows school boards to adopt policies more restrictive than 2025 Wisconsin Act 42.

Policy 5411 - THIRD GRADE PROMOTION AND RETENTION: AT-RISK STUDENTS (Revised)

This policy governs the promotion of students from 3rd grade to 4th grade, ensuring decisions are based on a thorough and equitable process that considers individual student reading needs. It is important for providing clear guidelines and support for students who have not completed their personal reading plans, aiming to make promotion decisions that are in the student's best interest.

The policy revision includes an appeal process and timelines for appealing the decision to the District Administrator. If the school representatives recommend retention but the student's parent/caregivers do

not consent to retention, it is best practice (although not required by statute) for the student to be promoted to 4th grade regardless of any other facts, circumstances, or analysis. The appeal process, while an option, is not required.

Policy 5514 - USE OF PERSONAL TRANSPORTATION DEVICES (Replacement)

This new policy is relevant because it expands the scope of the previous bicycle rule to address a wider variety of modern personal transportation devices like scooters, skateboards, and hoverboards, whether they're manual or motorized. It establishes clear guidelines for their use on school property, focusing on safety, liability, and the privilege of operation. Crucially, the policy disclaims Board responsibility for damage, theft, or accidents, shifting the full risk and liability to the students and their parents. It is recommended but not required.

Policy 5515 - STUDENT USE AND PARKING OF MOTOR VEHICLES (Revised)

This policy outlines the conditions under which students may use motor vehicles to travel to and from school, emphasizing their responsibility for property care, safety, and courtesy. It is important for establishing clear guidelines for student drivers, ensuring safety, and promoting responsible behavior on school grounds.

Revisions to this policy include students only being permitted to bring vehicles they own or have express permission to operate onto District property; unauthorized vehicles are a violation; law enforcement may be contacted; students may not enter a vehicle without consent; and school officials can search vehicles on District property in accordance with policy. The Board may also permit the use of snowmobiles and Off Highway Vehicles (OHVs) by legally qualified individuals in designated areas for travel to and from school. This revision is recommended but not required.

Policy 5895 - STUDENT EMPLOYMENT (Rescind)

This policy is being rescinded. Teenagers in Wisconsin need a work permit if they are under 16 and are not working in agriculture or domestic service. Schools are no longer authorized to provide students with work permits. Parents or guardians must apply for the permit online through the Wisconsin Department of Workforce Development (DWD) website.

Policy 6152.01 - WAIVER OF SCHOOL FEES OR FINES (Revised)
***NOT TAKING - DO NOT HAVE THIS POLICY**

This policy provides that school fees and fines do not prevent financially struggling students from accessing their education and required materials, consistent with the requirement that such charges cannot be barriers to the educational program. It establishes clear eligibility standards, including for low-income and homeless students, and outlines a necessary procedure for requesting and appealing fee waivers. By formalizing this process, the policy upholds equity by preventing discrimination against students whose families are unable to pay.

The policy revisions make optional the language for fee eligibility standards and the resolution of disputes, as well as a defined list and options for fees to be waived. It is recommended to improve options, reflect practice, and enhance clarity.

Policy 6320 - PURCHASING (Revised)

This policy outlines the procedures for the procurement of all supplies, materials, equipment, and services using District funds, emphasizing compliance with relevant laws and ethical standards. Its importance lies in ensuring fair and open competition, responsible financial management, and preventing conflicts of interest in all purchasing transactions.

The key policy revisions include reorganization of content as well as clarification on single vendor bids and the timeline for bid delivery to the District. This revision is recommended but not required.

Policy 7540.02 - Digital Content and Accessibility (Replacement)

This policy provides digital equity and legal compliance by mandating that all District web content and mobile apps adhere to accessibility standards like WCAG 2.1, Level AA. This adherence provides individuals with disabilities an equal opportunity to access information, programs, and services, preventing discrimination as required by Section 504 and the ADA. Furthermore, the policy maintains the professional and educational integrity of the District's digital presence, controlling content for appropriateness, security, and alignment with the District's mission.

This replacement policy now reflects the U.S. Department of Justice (DOJ) final rule provisions under Title II of the Americans with Disabilities Act (ADA) requiring state and local government entities — including public schools — to make web content and mobile applications accessible to individuals with disabilities. There are statutory timelines relative to the technical standards compliance that are addressed in the notes of the policy template. Adoption is recommended for a legally compliant guideline.

Policy 7540.08 - ARTIFICIAL INTELLIGENCE (AI) (Replacement)

This policy update/revision is designed to be legally compliant by referencing and building upon existing Federal laws, Family Educational Rights and Privacy Act (FERPA), Individuals with Disabilities Education Act (IDEA), Children's Online Privacy Protection Act (COPPA); Protection of Pupil Rights Amendment (PPRA) and State laws, Public Records Law WI 19.31 - S19.37; Personally Identifiable Information WI 19.62 - S19.80; Pupil Records Law Section WI 118.125; Access to Personal Internet Account Information Section WI 995.55, as well as school board policies related to privacy, civil rights, and academic integrity. It takes an active, risk-mitigating approach to integrating AI into education while prioritizing ethical use and legal adherence.

This policy replaces the current template due to significant expansion and increased language required for legal compliance.

READY FOR BOARD

po0100 - 11/4/26 AK

DEFINITIONS

ADOPTED Jan 14, 2004 · REVISED Mar 25, 2026

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 and policies, 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 and who reports directly to the District Administrator.

Administrators may include the following positions: Director of Special Education and Pupil Services, Director of Instruction, Principal.

Apps and Services

Apps and 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 and 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 and services also are used to facilitate communication to, from, and among, and between, staff, students, parents, Board members, and/or other stakeholders and members of the community.

Board

The School Board 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.)

Within these bylaws and policies, the terms Board and District may be used interchangeably, depending on the context of the policy.

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 that is not wholly in one municipality. (Chapter 115, Wis. Stats.)

Within these bylaws and policies, the terms Board and District may be used interchangeably, depending on the context of the policy.

District Administrator

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

In policy, 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

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)(a) (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's 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. Wis. Stat. 19.82(2).

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, including a foreign exchange student. Both parents will be considered to have equal rights unless a court of law decrees otherwise.

Personal Communication Devices

Personal communication devices ('PCDs') , also referred to as "wireless communication devices," means a portable wireless device that has the capability to provide voice, messaging, or other data communication between two (2) or more parties and includes all of the following: ~~include~~ computers, laptops, tablets, e-readers, cellular/mobile phones, smartphones, smartwatches, wearable technology, gaming devices, and/or other web-enabled devices of any type.

Policy

A general, written statement by the governing Board that defines its expectations or position on a particular matter and authorizes appropriate action that must, or may, be taken to establish and/or maintain 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, capitalization of the term Principal may imply delegation of responsibilities, as appropriate, to staff members.

Professional Staff Member

District employees who are either certified teachers employed in a position for which certification is a requirement of employment or administrative employees who 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.

Relative

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

School/District Classification

Per 115.01, Wis. Stats., Wisconsin school districts are classified as follows:

Common School Districts:

These districts are responsible for K-12 education and are the most common type of district in Wisconsin, and operate pursuant to Subchapter I of Chapter 120, Wis. Stats.

Unified School Districts:

These districts serve all grade levels, from kindergarten through high school, and operate pursuant to Subchapter II of Chapter 120, Wis. Stats.

Union High Schools:

These districts focus on high school education and are often formed by a group of smaller common school districts. They operate pursuant to Subchapter I of Chapter 120, Wis. Stats.

School Nurse

A school nurse is a registered nurse who meets the requirements of Wis. Stat. Sec. 115.001(11). 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.

School Support Organizations (SSO)

Any other nongovernmental organization or group of persons whose primary purpose is to support a District, school, school club, or academic, arts, athletic, or social activities related to a school, that collects or receives money, materials, property, or securities from students, parents, or members of the general public. (Examples: Booster Club, Foundation, Parent-Teacher Association (PTA), Parent-Teacher Organization (PTO), Parent-Teacher Support Association)

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 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, weblogs ('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, 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, even though it is a requirement to hold a special education program aide license issued by the Wisconsin Department of Public Instruction (DPI) or another valid and current DPI license or permit.

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 by 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 11/19/07
Revised 10/24/11
Revised 5/16/16
Revised 1/16/17
Revised 1/15/18
Revised 5/21/18
Revised 2/19/20
Revised 7/15/20
Revised 3/17/21
Revised 2/16/22
Revised 8/17/22
Revised 3/15/23
Revised 7/19/23
Revised 6/12/24
T.C. 2/19/25

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READY FOR BOARD

po0142.7 - 11/4/26 AK

ORIENTATION

ADOPTED Jan 14, 2004 · REVISED May 21, 2018

0142.7 - **ORIENTATION**

The Board believes that the preparation of each Board member for the performance of Board duties is essential to the effective functioning of the Board. The Board shall encourage each new Board member to understand the functions of the Board, acquire knowledge of matters related to the operation of the District, and learn Board procedures. Accordingly, the Board shall give to each new Board member no later than the new member's ~~his/her~~ first regular meeting as a Board member for ~~his/her~~ use and possession during their ~~the~~ term on the Board the following items:

A. access to the Board policy manual

B. a copy of each current employee handbook(s)

C. the current budget statement and related fiscal materials

Each new Board member shall be invited to meet with the Board President and the District Administrator to discuss Board functions, policies, and procedures.

The Board shall encourage the attendance of each new Board member at orientation and training meetings

Revised 5/16/16

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READY FOR BOARD

po1210 - 11/4/26 AK

BOARD - DISTRICT ADMINISTRATOR RELATIONSHIP

ADOPTED Jan 14, 2004 · REVISED Feb 16, 2022

1210 - **BOARD - DISTRICT ADMINISTRATOR RELATIONSHIP**

The Board believes that, in general, it is the primary duty of the Board to establish policies and that of the District Administrator to administer such policies. Policy should not be originated or changed without the input or recommendation of the District Administrator. The District Administrator should be given the latitude to determine the best method of implementing the policies of the Board.

The District Administrator, as the ~~chief administrative officer~~ administrative head of the District, is the primary professional advisor to the Board. As such, the District Administrator ~~S/He~~ is responsible for the development, supervision, and operation of the school program and facilities.

The District Administrator and those administrators directed by the District Administrator shall attend all Board meetings, when feasible. Administrative participation shall be by professional counsel, guidance, and recommendation - as distinct from deliberation, debate, and voting of Board members.

In the interests of promoting and maintaining a healthy and productive work environment, the District Administrator shall report to the Board President any information regarding Board member conduct in violation of Policy 3362.01 /Policy 4362.01 - Threatening Behavior Toward Staff Members ~~, Policy 4362.01 - Threatening Behavior Toward Staff Members,~~ or Bylaw 0144.5 - Board Member Behavior , Communications, and Code of Conduct. If such a report involves the Board President, the Board Vice-President shall be notified.

The Board is responsible for determining the success of the District Administrator in meeting the goals established by the Board through annual evaluations of the District Administrator's performance. As the administrative head of the District, the District Administrator may delegate duties and responsibilities, including those contained in Board policy, to appropriate members of the staff. Those staff performing such duties and responsibilities shall be held accountable by the District Administrator for their performance as employees of the District. **[X]** The Board shall hold the District Administrator accountable for the administration of the District, actions taken by the District Administrator, and the District Administrator's personal behavior. (See Policy 1240 - Evaluation of the District Administrator)

[X] Individual Board members who receive communications regarding matters within the purview of the administration including, but not limited to, personnel concerns or student/parent concerns, shall immediately refer concerns to the District Administrator, or if the concern relates to the District Administrator, to the Board President.

Revised 5/15/17

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READY FOR BOARD

po1230.01 - 11/5/26 AK

DEVELOPMENT OF ADMINISTRATIVE GUIDELINES

ADOPTED Jan 14, 2004

1230.01 - **DEVELOPMENT OF ADMINISTRATIVE GUIDELINES**

The Board ~~of Education~~ delegates to the District Administrator the function of designing and implementing the guidelines, required actions, and detailed arrangements under which the District will operate. These administrative guidelines shall not be inconsistent with the policies adopted by the Board.

The Board itself will formulate and adopt administrative guidelines and rules only when required by law, and when the District Administrator recommends Board adoption.

The District Administrator may also issue such administrative and student handbooks as the District Administrator ~~s/he~~ may consider necessary for the effective administration of the schools and distribute them to employees and students and/or their parents.

[X] The District Administrator may consult with appropriate District leadership and stakeholders, when appropriate, during the development of administrative guidelines.

As long as the provisions of these administrative guidelines and handbooks are not inconsistent with Board policies, or with Federal/State law, they will be considered to be an extension of the policy manual and binding upon all employees and students.

[X] All handbooks shall be published on the District website and be readily accessible to staff, students, parents, and community members to ensure transparency and ease of access.

A copy of ~~the District's administrative guidelines manual and a copy of~~ each handbook shall be made a part of the Board's reference materials maintained in the District office.

The District Administrator shall maintain a current organizational chart to which immediate reference can be made by the Board or any employee of the Board.

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Legal
118.24, Wis. Stats.

READY FOR BOARD

po1240 - 11/10/26 AK

EVALUATION OF THE DISTRICT ADMINISTRATOR

ADOPTED Jan 14, 2004

1240 - **EVALUATION OF THE DISTRICT ADMINISTRATOR**

The Board ~~of Education~~ believes it is essential that it evaluate the District Administrator's performance periodically in order to assist both the Board and the District Administrator in the proper discharge of their responsibilities and to enable the Board to provide the District with the best possible leadership.

The Board shall annually , no later than January 31, evaluate the performance of the District Administrator. (See Policy 1110 - Assessment of District Goals)Such evaluation shall include an assessment of:

A. the progress toward the educational goals of the District;

B. the working relationship between the Board and the District Administrator;

C. the Board's own effectiveness in providing direction to the District Administrator.

Such assessments will be based on defined quality expectations developed by the Board for each ~~criteria~~ criterion being assessed.

The Board and the District Administrator, jointly, shall, at the outset of each evaluation, determine the method by which the evaluation shall be conducted. Such method may include:

A. the District Administrator's own self-analysis of the current status of the District;

B. the active participation of each Board member;

C. a compilation of assessments on a prepared standard form by individual Board members, which shall then be reviewed jointly by the Board and District Administrator;

D. evaluation interviews between the Board and District Administrator during which no other business is discussed;

E. the District Administrator's assessment of Board efficiency and effectiveness.

As an outcome of the evaluation of the District Administrator's performance, the Board should be prepared to judge the advisability of retention of the District Administrator and be prepared to:

A. **(X)** make decisions related to the District Administrator's contract renewal;

B. identify strengths and weaknesses in the operation of the District and determine means by which weaknesses can be reduced and strengths are maintained;

C. establish specific objectives, the achievement of which will advance the District toward its goals;

D. **(X)** determine progress toward District strategic goals as outlined in Policy 1110 - Assessment of District Goals;

E. improve its own performance as the public body ultimately charged with the educational responsibility of this District.

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READY FOR BOARD

po2131.01 - 11/4/26 AK

READING INSTRUCTIONAL GOALS AND KINDERGARTEN ASSESSMENT

ADOPTED Dec 21, 2009 · REVISED Jul 14, 2020

2131.01 - **READING INSTRUCTIONAL GOALS AND KINDERGARTEN ASSESSMENT**

The Board shall approve a program of reading goals for students for grades four (4) year-old kindergarten and five (5) year-old kindergarten to twelve (12) ~~12~~.

To promote students' ~~student's~~ reading skills, the Board requires the District Administrator to employ a certified reading specialist who will be responsible to develop and coordinate a comprehensive reading curriculum for students in grades four (4) year-old kindergarten five (5) year-old kindergarten to twelve (12) ~~12~~. The District Administrator may fulfill this obligation by contracting with another District or with the Cooperative Educational Service Agency for the services of a certified reading specialist.

The goals shall be based on an assessment of existing reading needs of students. Subsequently, the students shall be assessed based on the reading goals.

The Reading Specialist shall annually prepare a report evaluating the reading curriculum of the School District and forward the report to the District Administrator who shall present the report to the Board.

Assessments of Reading Readiness

An appropriate, valid, and reliable assessment of literacy fundamentals selected by the Department of Public Instruction (DPI) ~~Board~~ shall be administered annually to each student enrolled in four (4) year-old kindergarten through second grade. ~~The Board shall require that the assessment selected evaluates whether a student possesses phonemic awareness and letter-sound knowledge.~~

The results of a student's assessment shall be reported to the student's parent.

A student whose assessment indicates that the student ~~s/he~~ is at risk of reading difficulty shall be provided with interventions or remedial reading services.

Interventions or remedial reading services shall be provided for a student in ~~four (4) year-old kindergarten~~ five (5) year-old kindergarten to grade three (3) ~~4~~ if the student is identified as at-risk based on the assessment tool. ~~any of the following occurs:~~

Interventions

Within the period of time specified by law, the District Administrator shall, for each student identified as at-risk, do the following:

A. Create a personal reading plan for the student that includes at least all of the following:
   1. The student's specific early literacy skill deficiencies, as identified by the applicable assessment.
   2. Goals and benchmarks for the student's progress toward grade-level literacy skills.
   3. How the student's progress will be monitored.
   4. A description of the interventions and any additional instructional services that will be provided to the student to address the student's early literacy skill deficiencies.

5. The programming using science-based early reading instruction, as defined in s. 118.015 (1c) (b), that the student's teacher will use to provide reading instruction to the student, addressing the areas of phonemic awareness, phonics, fluency, vocabulary, and comprehension.
6. Strategies the student's parent is encouraged to use to help the student achieve grade-level literacy skills.
7. Any additional services available and appropriate to accelerate the student's early literacy skill development.

B. Provide the interventions described in the student's personal reading plan to the student, as soon as practicable.
C. Monitor the student's progress at least weekly using the method described in the student's personal reading plan to determine whether the student demonstrates an inadequate rate of progress.
D. Provide a copy of the student's personal reading plan to the student's parent and obtain a copy of the student's personal reading plan signed by the student's parent.
E. After providing the interventions described in the student's personal reading plan to the student for ten (10) weeks, notify the student's parent of the student's progress, as determined under the student's personal reading plan.

F. ~~The student fails to meet the reading objectives specified in the reading curriculum plan maintained by the Board.~~
G. ~~The student fails to score above the State minimum performance standard on the reading test and:~~

1. ~~a teacher in the School District and the student's parent agree the student's test performance accurately reflects the student's ability; or~~
2. ~~a teacher in the School District determines, based on other objective evidence of the student's test performance, that it accurately reflects the student's reading ability;~~
3. ~~the student's reading assessment under 118.016, Wis. Stats. indicates that the student is at risk of reading difficulty. If this subdivision applies, the interventions or services provided the student shall be scientifically based and shall address all areas in which the student is deficient in a manner consistent with the State standards in reading and language arts.~~

Revised 10/28/13
Revised 4/21/14
Revised 1/16/17
T.C. 7/14/20

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Legal
115.77, 118.015, 118.016, 121.02 (1) (c), 121.02 (1) (d), Wis. Stats.

READY FOR BOARD

po2261.01 - 11/4/26 AK

PARENT AND FAMILY ENGAGEMENT IN TITLE I PROGRAMS

ADOPTED Jan 14, 2004 · REVISED Feb 9, 2021

2261.01**- PARENT AND FAMILY ENGAGEMENT IN TITLE I PROGRAMS**

In accordance with the requirements of Federal law, programs supported by Title I funds must be planned and implemented in meaningful consultation with parents and family members of the students being served.

Each year , the District Administrator shall work with parents and family members of children served in Title I Programs in order to jointly develop and agree upon a proposed written parent and family engagement plan (referred to as " policy " in Federal law) to establish expectations for the involvement of such parents and family members in the education of their children. The content and effectiveness of the ~~proposed~~ plan (policy) shall be reviewed ~~and approved~~ annually by the District ~~Board~~ and distributed to parents and family members of children receiving Title I services.

In accordance with Federal law, the ~~The~~ proposed plan (policy) must establish the District's expectations and objectives for meaningful parent and family involvement, and describe how the School District will:

A. involve parents and family members in the development of the School District's Title I plans and any State-mandated comprehensive support and improvement plans;

B. provide coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family member involvement activities to improve student achievement and school performance, which may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education;

C. coordinate and integrate parent and family member engagement strategies, to the extent feasible and appropriate, with other Federal, State, and local laws and programs;

D. with meaningful involvement of parents and family members, annually evaluate the content and effectiveness of the parent and family member engagement policy in improving the academic quality of schools, including:

1. identifying barriers to greater parent participation (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background);

2. the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and

3. strategies to support successful school and family interactions;

E. use the findings of the above-referenced evaluation to:

1. design evidence-based strategies for more effective parental involvement; and,

2. revise the parent and family member engagement policy, if necessary;

F. involve parents in the activities of the District's Title I schools, which may include establishing a parent advisory board that may be charged with developing, revising and reviewing the parent and family member engagement policy;

G. provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency and/or disabilities, and parents and family members of migratory children) , including providing information and school reports in a format, and to the extent practicable , in a language, such parents can understand;

H. conduct meetings with parents including provisions for flexible scheduling and assistance to parents to better assure their attendance at meetings;

I. develop agendas for parent meetings to include review and explanation of the curriculum, means of assessments, and the proficiency levels students are expected to achieve and maintain;

J. provide opportunities for parents to formulate suggestions, interact and share experiences with other parents, and participate appropriately in the decision-making about the program and revisions in the plan;

K. involve parents in the planning, review, and improvement of the Title I program;

L. communicate information concerning school performance profiles and their child's individual performance to parents;

M. assist parents in helping their children in achieving the objectives of the program by such means as ensuring regular attendance, monitoring television-watching, providing adequate time and the proper environment for homework, guiding nutritional and health practices, and the like;

N. provide timely responses to parental questions, concerns, and recommendations;

O. coordinate and provide technical assistance and other support necessary to assist Title I schools to develop effective parent participation activities to improve academic achievement;

P. conduct other activities as appropriate to the Title I plan and State and Federal requirements.

The Board will reserve the requisite percent of its allocation of Federal Title I funds to carry out the above-described activities. Parents and family members of children receiving Title I services shall be involved in the decisions regarding how the reserved funds are allotted for parent and family member involvement activities. Reserved funds shall be used to carry out activities and strategies consistent with the Board's parent and family member engagement policy (Policy 2261.01), including at least one (1) of the following:

A. Supporting schools and nonprofit organizations in providing professional development for the District and school personnel regarding parent and family member engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.

B. Supporting programs that reach parents and family members at home, in the community, and at school.

C. Disseminating information on best practices focused on parent and family member engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.

D. Collaborating, or providing subgrants to schools to enable such schools to collaborate, with community-based or other organizations or employers with a record of success in improving and increasing parent and family member engagement.

E. Engaging in any other activities and strategies that the Board determines are appropriate and consistent with its parent and family member engagement policy.

The District Administrator must also assure that each Title I participating school develops a specific written plan, with parental involvement and agreement, which includes provisions regarding the following:

A. Each principal must convene an annual meeting at a convenient time to which all parents of participating children are invited and encouraged to attend to explain the parents' rights to be involved and the school's obligations to develop a parent and family member engagement policy.

B. Meetings with parents of children receiving Title I services must be scheduled at flexible times with assistance such as child care, transportation, home visits, or similar aid offered to parents to encourage their involvement.

C. Parents must be involved in an organized, ongoing ~~on-going~~ and timely way in the development, review, and improvement of parent involvement activities, including the planning, review, and improvement of the school parent and family member engagement policy, and the joint development of the schoolwide program plan, if appropriate.

D. Parents of participating students must be provided with:

1. timely information about the Title I program and the school's parent and family member engagement policy;

2. description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels expected;

3. regular meetings, upon request, for parents to make suggestions, and to participate as appropriate, in decisions relating to the education of their children, and receive responses regarding the parents' suggestions about their student's education as soon as practicably possible.

E. If the written plan is not satisfactory to the parents of participating children, the school must submit any parents' comments when it presents the plan to the District Administrator.

F. As a component of the school-level parent and family member engagement policy, the principal for each school shall coordinate the development of a school-parent compact jointly with parents of children served under Title I which outlines how the school staff, the parents, and the student will share responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help students achieve the State's high standards. The compact must:

1. describe the school's responsibility to provide a high-quality curriculum and instruction in a supportive, effective learning environment;

2. describe the ways in which each parent is responsible for supporting their child's learning environment such as monitoring attendance, homework, extra-curricular activities, and excessive television watching; volunteering in the classroom; and participating, as appropriate, in decisions relating to the education of their children and their positive use of extra-curricular time;

3. address the importance of parent/teacher communication on an on-going basis through at least annual parent-teacher conferences to discuss the child's achievement and the compact; frequent progress reports to the parents on their child's progress; reasonable access to the staff and to observe and participate in classroom activities and regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand.

G. Parents of children receiving Title I services must be notified about their school's parent and family member engagement policy in an understandable and uniform format, and to the extent practicable, in a language the parents can understand. These policies must also be made available to the community.

H. School-level parent and family member engagement policies must be updated periodically to meet the changing needs of parents and the schools.

In order to involve parents in the education of their children and to support a partnership among the school, parents and the community for improving student academic achievement, the District Administrator and building principals must include provisions in the School District and school-level parent and family member engagement policies regarding:

A. assisting parents of children served under Title I in understanding such topics as the State's academic standards, State and local academic assessments Title I, and how to monitor their child's progress and how to work with educators to improve their child's achievement;

B. providing materials and training to help parents work with their children to improve achievement, such as literacy training and using technology (including education about the harms of copyright privacy);

C. educating teachers, specialized instructional support personnel, school leaders (including principals), and other staff, with the assistance of parents, about the value and utility of contributions of parents, how to reach out to, communicate with, and work with parents as equal partners, how to implement and coordinate parent programs, and how to build ties between parents and the school;

D. to the extent feasible and appropriate, coordination and integration of parent involvement programs and activities with other Federal, State and local programs (including public preschool programs), and conducting other activities that encourage and support parents more fully participating in the education of their children (e.g., parent resource centers);

E. providing information related to school and parent programs, meetings, and other activities to parents of participating children in a format, and, to the extent practicable, in a language the parents can understand;

F. providing such reasonable support for parent involvement activities as parents may request.

In order to build the School District's capacity for parent involvement, the District Administrator and building principals may also:

A. involve parents in the development of training for teachers and administrators and other educators to improve the effectiveness of such training;

B. provide necessary literacy training from Title I funds if the District has exhausted all other reasonably available sources of funding for such training;

C. pay reasonable and necessary expenses associated with parental involvement activities to enable parents to participate in school-related meetings and training sessions, including transportation and child care costs;

D. train parents to enhance the involvement of other parents;

E. arrange school meetings at a variety of times, or conduct in-house conferences between teachers or other educators who work directly with participating children, with parents who are unable to attend such conferences at school, in order to maximize parental involvement and participation;

F. adopt and implement model approaches to improving parental involvement in Title I programs;

G. establish a District-wide parent advisory council to provide advice on all matters related to parental involvement programs;

H. develop appropriate roles for community-based organizations and businesses in parental involvement activities.

Revised 5/21/18
Revised 7/15/20
T.C. 2/9/21

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Legal
20 U.S.C. 6318
34 C.F.R. Part 200 et seq.

READY FOR BOARD

po2431 - 11/4/26 AK

INTERSCHOLASTIC ATHLETICS

ADOPTED Jan 14, 2004 · REVISED Mar 25, 2026

2431 - **INTERSCHOLASTIC ATHLETICS**

The Board recognizes the value to the District and to the community of a program of interscholastic athletics for as many students as feasible and in accordance with Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. The Board believes that it is the purpose of an interscholastic program to provide the benefits of an athletic experience to as large a number of students as feasible within the District.

The program of interscholastic athletics should provide students the opportunity to exercise and test their athletic abilities in a context greater and more varied than that which can be offered by a school or the School District alone.

The program should foster the growth of school loyalty with the student body as a whole and stimulate community interest in athletics.

Game activities and practice sessions should provide many opportunities to teach the values of competition and good sportsmanship.

Since the primary purpose of the athletic program is to enhance the education of participating students as indicated in this policy, the Board places top priority on maximum student participation and the values of good sportsmanship, team play, and fair competition, rather than on winning, particularly at sub-varsity levels. The District Administrator is to develop guidelines for coaches to follow, which will ensure that as many students as possible have the opportunity to play, so they have the opportunity to benefit from the learning experience.

The Board ~~further~~ adopts ~~those~~ eligibility criteria that meet or exceed the Wisconsin Interscholastic Athletic Association (WIAA) standards. **[X]** The Board further adopts the Name, Image, Likeness (NIL) compensation standards set by the ~~Constitution of the Wisconsin Interscholastic Athletic Association~~ (WIAA) - , and directs the District Administrator to provide interscholastic athletics for students in accordance with the WIAA Constitution, Bylaws, and Rules of Eligibility. ~~and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this Board.~~

The District Administrator is authorized to establish a set of behavior expectations for participants, as well as the implementation of appropriate disciplinary procedures against those who violate these expectations. The District provides the following safeguards:

A. Prior to enrolling in the sport, parents shall report any past or current health problems along with a physician's statement that any such problems have or are being treated and pose no threat to the student's participation.

B. Any student who is found to have a health condition that may be life-threatening to self or others shall not be allowed to participate until the situation has been analyzed by a medical review panel that has determined the conditions under which the student may participate.

C. Any student who incurs an injury requiring a physician's care is to have written approval by a physician prior to the student's return to participation.

D. Any student suspected of having a head injury or concussion shall be provided with safety protocols specified in Policy 5340 - Student Accidents/Illness/Concussion.

In order to minimize health and safety risks to student-athletes and maintain ethical standards, school personnel, coaches, athletic trainers, and lay coaches should never dispense, supply, recommend, or permit the use of any drug, medication, or food supplement solely for performance-enhancing purposes.

To support the efforts to strengthen sportsmanship, ethics, and integrity, the Board commits itself to:

A. adopt policies (upon recommendation of the administration) which reflect the District's educational objectives and promote the ideals of good sportsmanship, ethics, and integrity;

B. attend and enjoy school athletic activities, serving as a positive role model and expecting the same from parents, fans, participants, coaches, and other school personnel;

C. support and reward participants, coaches, school administrators, and fans who display good sportsmanship.

Revised 5/21/18
Revised 2/16/22
T.C. 3/25/26

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Legal
120.12(23), Wis. Stats.
P.I. 9.03(1)(h), Wis. Adm. Code

READY FOR BOARD

po4140 - 11/4/26 AK

TERMINATION AND RESIGNATION

ADOPTED Jan 14, 2004 · REVISED Mar 25, 2026

4140 - **TERMINATION AND RESIGNATION**

TERMINATION

Employment of support staff employees may be terminated ~~upon a majority vote of the Board of Education~~ (X) by the District Administrator. Support staff employees subject to termination may be given an opportunity to resign.

RESIGNATION

A support staff member may resign by filing a written resignation with the District Administrator. The District Administrator may act for the Board in the acceptance of a resignation.

Revised 11/19/07
Revised 10/15/12

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READY FOR BOARD

po5112 - 11/4/26 AK

ENTRANCE AGE

ADOPTED Jan 14, 2004 · REVISED Mar 25, 2026

5112 - **ENTRANCE AGE**

The Board shall establish student entrance age requirements that are consistent with Wisconsin Law and sound educational practice and that ensure equitable treatment.

A. **Kindergarten**

1. A child is eligible for entrance into four (4) year old kindergarten if the child attains the age of four (4) on or before September 1st of the school year in which the child is being enrolled and meets the residency requirements.

2. A child is eligible for five (5) year old kindergarten when the child attains the age of five (5) on or before September 1st of the school year in which the child is being enrolled and meets the residency requirements. The child may not be placed in an alternative program without the permission of the parent.

B. **First Grade**

A child must be six (6) years of age on or before September 1st in the school year in which the student enrolls. A student must also have completed a kindergarten program or received a waiver of this requirement.

Any student who has not completed a five (5) year old kindergarten program, but seeks to enroll into first grade, must receive a waiver of the requirement. The following students are eligible to receive a waiver:

1. Any student who has moved to the District from another state or country where completion of a five (5) year old kindergarten program is a prerequisite to enrollment in first grade, and that student has received a waiver of the requirement in the prior state or country.

2. Any student who has moved to the District from another state or country that does not require the completion of five (5) year old kindergarten prior to enrollment in first grade.

3. Any student who, at the discretion of the Principal, in consultation with the first grade teacher(s) of the District, determines that, notwithstanding that the student has not completed a five (5) year old kindergarten program, the student has demonstrated sufficient aptitude in all core competencies normally required of kindergarten students in the District upon completion of the kindergarten program.

   The Principal shall perform any required testing to establish the student's academic capabilities and shall prepare a written evaluation that either grants or denies the waiver and provides an explanation as to the decision.

C. **Appeal of Denial of Waiver**

The parents of any student denied a waiver under this section by the Principal may appeal that

decision to the District Administrator by submitting a written request to the District Administrator within ten (10) calendar days of the decision of the Principal. The decision of the District Administrator is final.

D. **Initial Entry**

Children entering the District for the first time must comply with State law. Students must have an immunization record or a properly submitted waiver on file at the school. Any student who does not have the proper immunization records or appropriate waiver within thirty (30) days of enrollment may be excluded or permitted to remain in school pursuant to Policy 5320 - Immunization.

Any student, and/or the student's parent(s), who enters the District for the first time must disclose prior or pending school expulsions at the time of enrollment.

E. **Verification of Residence**

Verification of a parent's residence shall be required at the time the child registers in a District school. Verification of residence may also be required at any other time at the discretion of the District Administrator.

F. **Verification of Age**

Verification of a child's age shall be required at the time the child enrolls.

G. **Early Admission**

The District shall prescribe procedures, conditions, and standards for early admission to five (5) year old kindergarten and first grade. The District does not allow early entrance to four (4) year old kindergarten.

E. **Older Students**

A person who is a resident of the District and over twenty (20) years of age may enroll, provided the District Administrator does not think such enrollment will interfere with the education of the other students.

Revised 12/18/06
Revised 7/25/11
Revised 4/17/19
Revised 10/23/19
Revised 2/16/22

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Legal
118.14, 118.15, 120.12(25), 252.04 Wis. Stats.

READY FOR BOARD

po5411 - 11/4/26 AK

THIRD GRADE PROMOTION AND RETENTION: AT-RISK STUDENTS

ADOPTED May 14, 2025 · REVISED Mar 25, 2026

5411 - **THIRD GRADE PROMOTION AND RETENTION: AT-RISK STUDENTS**

Introduction

This policy governs the promotion of students from 3rd grade to 4th grade in accordance with 118.33, Wis. Stats. The policy applies to all students being considered for promotion from 3rd to 4th grade, effective on September 1, 2027.

The District intends to make promotion decisions based on a thorough and equitable process that considers individual student needs in reading. For any student who has not completed their personal reading plan by the end of the 3rd grade, a team will determine whether retention or promotion to 4th grade, with intensive instructional support, progress monitoring, and supports to remediate the identified areas of deficiency, is in the student's best interest. The determination process will consider relevant factors such as reading proficiency, social and emotional development, and available supports.

Definitions

"Personal Reading Plan" means a reading plan provided for five (5) year-old-kindergarten to third-grade students who are identified as at risk based on a universal screening assessment or diagnostic assessment, in accordance with 118.016(5), Wis. Stats.

"Limited English-Proficient Student" means a student whose ability to use the English language is limited because of the use of a non-English language in the student's family or the student's daily, non-school surroundings, and who has difficulty in performing ordinary classwork in English as a result of such limited English proficiency.

"Completed" - means a 3rd grade student who has a personal reading plan is considered to have completed the personal reading plan if the student's parent and the student's school agree that the student has met the goals outlined in a personal reading plan and the student scores at grade-level in reading on a summative assessment, as defined by the Department of Education (DPI).

Promotion of Third Grade Students with Personal Reading Plans

For any student who has not completed their personal reading plan by the end of the student's third-grade year, the District will engage in a process to determine whether to promote that student to the fourth grade. The District will not promote a student from third to fourth grade who has not completed their personal reading plan by the end of third grade unless the District, in consultation with the student's parent(s), believes retention is not in the best interest of the student.

In reaching the decision to promote or retain the student, the District will carefully consider all relevant factors, including but not limited to:

A. Whether a team of interested individuals, including the parent(s) of the student and school representatives who have knowledge of the reading instruction, supports, and interventions provided to the student, believes promotion is in the best interest of the student;

B. All relevant and available data demonstrating the student's response or progress to reading instruction and intervention, and data demonstrating the student's progress towards meeting personal reading plan goals;

C. Why the student has not completed their personal reading plan;

D. Whether or which alternatives to retention can help support the student to achieve reading proficiency;

E. Any other factor(s) relevant in deciding whether to retain or promote a student;

G. Whether the student is eligible for an exception contained under this policy;

H. The potential long-term adverse risks and/or benefits of retention;

I. The district will not deny any student advancement to 4th grade based solely on the student's performance in reading on the 3rd-grade state summative assessment or the universal reading screener.

Based on the comprehensive evaluation of factors above, the District will make one of the following determinations:

A. Promotion: Promotion to fourth grade with applicable supports and services is more appropriate than retention in ~~to~~ third grade.

B. Promotion: The student's non-completion of their personal reading plan was not primarily due to the student's lack of reading proficiency.

C. Promotion: The District recommends retention with applicable supports and services, but the student's parent(s) do not agree with the District's recommendation.

D. Retention: The District determined that, in consultation with the student's parent(s), retention with applicable supports and services is more appropriate than promotion to fourth grade.

Promoting Students with Incomplete Personal Reading Plans

If the District promotes a third-grade student who has not completed their personal reading plan by the end of third grade, the District shall conduct all of the following post-promotion requirements:

A. In the following and subsequent school year(s), provide intensive instructional services, progress monitoring, and supports to remediate the identified areas of deficiency until the student scores at grade level in reading on a summative assessment;

B. Notify the student's parent(s), in writing, that the student did not complete their personal reading plan, including a description of the instructional services and supports that will be provided to the student to remediate the identified areas of deficiency; and

C. Provide the student with an intensive summer reading program each summer until the student scores at grade level in reading on a summative assessment.

Exceptions to Post-Promotion Requirements

The following are good cause exceptions. Any student who meets one (1) or more of the following good cause exceptions may be exempt from the promotion policy, the intensive summer reading program, and/or the intensive reading intervention requirements:

A. The student is identified as a Limited-English Proficient student as per the definition included in this policy;

B. The student has an individualized education plan (IEP) that indicates that neither taking the universal reading screener nor the State summative assessment in reading is appropriate for the student;

C. The student scores as proficient in reading on the alternative Statewide standardized summative assessment;

D. The student has an IEP or Section 504 plan under the Rehabilitation Act of 1973 that indicates that the student has received intensive intervention in reading for more than two (2) years if the student continues to demonstrate a deficiency in reading and was previously retained in 5K, grades one (1), two (2), or three (3);

E. The student has received intensive reading interventions for two (2) or more school years, continues to demonstrate a deficiency in reading, and was previously retained in 5K, grades one (1), two (2), or three (3) for a total of two (2) years.

Mid-Year Enrollment/Transfers

Any student who enrolls as a third-grade student late in the school term without any accompanying record of a personal reading plan shall be promoted to fourth grade under the criteria that the student did not have a personal reading plan in effect at the end of third grade.

If a student transfers into a school enrolled as a fourth-grade student and the provided records indicate the student may have met requirements to be retained in third grade (e.g., incomplete personal reading plan), the District shall provide all supports and services that the student would have otherwise received as a post-promotion requirement including intensive instructional services, progress monitoring and supports to remediate the identified areas of deficiency, parent notification, and an intensive summer reading program each summer until the student scores at grade-level in reading on a summative assessment.

Parental Notification

No later than fifteen (15) days after the reading readiness assessment is scored, the Board shall provide the results of the reading readiness assessment, in writing, containing at least all of the following information, to the student's parent in the parent's native language:

A. the student's score on the reading readiness assessment;

B. the student's score in each early literacy skill category assessed by the assessment;

C. the student's percentile rank score on the reading readiness assessment, if available;

D. the definition of "at-risk" and the score on the reading readiness assessment that would indicate the student is at-risk;

E. a plain language description of the literacy skills the reading readiness assessment is designed to measure.

If the diagnostic assessment indicates that a student is at-risk, the Board shall include information about how to make a special education referral under 115.777, Wis. Stats., with the diagnostic assessment results provided.

If the Board is required to assess a student's early literacy skills using a diagnostic assessment, the Board shall provide all of the following, in writing, to the student's parent:

A. a description of the common indicators and characteristics of dyslexia;

B. information about appropriate interventions and accommodations for students with characteristics of dyslexia.

The Board shall post its early literacy remediation plan (including the parent notification policy) on the School District website.

If a student is identified as at risk based on a universal or diagnostic assessment, the Board shall:

A. provide a copy of the student's personal reading plan to the student's parent and obtain a copy of the personal reading plan signed by the student's parent (acknowledgement rather than consent);

B. after ten (10) weeks of providing the student with the interventions in the student's personal reading plan, notify the student's parent of the student's progress, as determined under the student's personal reading plan.

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118.016(4)(5), Wis. Stats.
118.33(5m)(a), Wis. Stats.

READY FOR BOARD

po5514 - 11/4/26 AK

USE OF PERSONAL TRANSPORTATION DEVICES (REPLACEMENT POLICY)

ADOPTED Jan 14, 2004

Replacement Policy - Vol. 35, No. 1

5514 - **USE OF PERSONAL TRANSPORTATION DEVICES**

The Board regulates the utilization of bicycles, scooters, skateboards, hoverboards, and similar personal transportation devices, whether powered manually by an operator or powered by a mechanical means (including, but not limited to, small gas engines or electric motors). For purposes of this policy, such items are collectively referred to as "personal transportation devices" but do not include personal transportation devices needed and/or used due to a disability. Personal transportation devices necessary for use due to a student's disability are governed by other policies of the Board. Additionally, this policy does not prevent the safe and reasonable utilization and operation of personal transportation devices when needed due to a disability. This policy does not apply to motor vehicles which are subject to Policy 5515-Student Use and Parking of Motor Vehicles.

~~[ ] Because of the clear and present danger of accidents in traffic, inherent to riding personal transportation devices, it shall be the policy of the Board to prohibit the use of personal transportation devices ( ) except ( ) bicycles ( ) _____ [END OF INTERNAL OPTIONS] by students on campus for purposes of travel to and from school. [END OF OPTION] [DRAFTING NOTE: If any exceptions are allowed in the above action, the following option should be chosen as well.]~~

[X] The Board regards the use of personal transportation devices for travel to and from school by students as an assumption of care, risk, and responsibility on the part of the students and parents of students. ~~[END OF OPTION]~~

The Board in no way regulates the utilization of personal transportation devices off Board property and in no way takes responsibility regarding the utilization of personal transportation devices on Board property, with the owner and operator of such devices being fully and wholly liable for any personal or property damage resulting from the operation of such devices.

The operator of a personal transportation device must observe all safety laws and rules, display courtesy and consideration toward others, and must abide by this policy as well as all laws and ordinances regarding the operation of the relevant device. Operating or bringing a personal transportation device on Board property is a privilege and not a right. An administrator may temporarily or permanently revoke such privilege to the extent that a personal transportation device is operated in a negligent, reckless, or other manner that creates a risk of harm to the operator or others, or in a fashion that otherwise fails to comply with safety rules, laws, or ordinances. Additional disciplinary action may result from the unsafe operation of a personal transportation device on Board property.

~~[ ] Under no circumstances are gas-powered personal transportation devices to be operated on Board property.~~

~~[ ] Under no circumstances may an electric powered personal transportation device be operated on Board property at a speed that exceeds ( ) two (2) miles per hour ( ) _____ miles per hour [END OF INTERNAL OPTIONS] . Upon the request of an administrator, the operator of an electronic powered transportation device will dismount the device and walk the device to the appropriate storage area. Failure to comply with an administrator's request to dismount and walk such a device may subject the student to disciplinary action.~~

~~**[ ]** The Board will not be responsible for personal mobility devices that are lost, stolen, or damaged.~~

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

The Board will not be responsible for personal transportation devices that are lost, stolen, or damaged.

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READY FOR BOARD

po5515 - 11/4/26 AK

STUDENT USE OF MOTOR VEHICLES

ADOPTED Jan 14, 2004 · REVISED Feb 21, 2019

5515 - **STUDENT USE AND PARKING OF MOTOR VEHICLES**

The Board will permit the operation and parking ~~use~~ of legally licensed, motorized vehicles, snowmobiles, or UTV/ATV's on District property by legally qualified individuals for travel to and from school provided that it is operated only within designated areas.

~~The Board regards the use of motor vehicles for travel to and from school by students as an assumption of responsibility on the part of those students -- a responsibility in the care of property, in the observation of safety rules, and in the display of courtesy and consideration toward others.~~

The Board will permit the use of motor vehicles by students, in accordance with the rules of this District, provided that such students are licensed drivers and have been granted permission by the Principal to park ~~operate~~ a motor vehicle on school grounds.

Students may only bring onto District property vehicles that are owned by the student or vehicles for which the student has express permission to operate. Bringing other vehicles onto District property shall be considered a violation of school rules and this policy; school officials may contact law enforcement, as appropriate, when vehicles are brought onto District property without legal authorization.

At no time may a student enter a vehicle without the owner's consent, or the driver's consent if the owner has granted the driver express permission to operate the vehicle. School officials may contact law enforcement for unauthorized entry of a vehicle.

School officials may search a vehicle located on District property in accordance with Board Policy 5771 - Search and Seizure.

The Board will not be responsible for motor vehicles that ~~which~~ are ~~lost,~~ stolen ~~,~~ or damaged on District property .

~~The Board may permit the use of snowmobiles by legally qualified individuals for travel to and from school provided that the snowmobile is operated only within designated areas.~~

Revised 5/16/16

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READY FOR BOARD

po5895

STUDENT EMPLOYMENT (RESCIND)

ADOPTED Jan 14, 2004 · REVISED Mar 17, 2021

Rescind Policy - Vol. 35, No. 1

~~5895 - **STUDENT EMPLOYMENT**~~

~~The Board believes that attendance at school, full effort in completing school assignments, and participation in school-related activities should be a student's primary focus. The Board also recognizes the value and in some instances the necessity of students' pursuit of employment opportunities. The Board supports these student efforts provided that they do not interfere with or adversely impact a students' ability to fully participate in the educational programming offered to the student.~~

~~Unless exempted by law or by temporary order due to emergency circumstances, no student under the age of sixteen (16) may be employed without a permit issued by the State and may not work in excess of prescribed hours per day or week, or later than a particular time.~~

~~If a student works while attending school, s/he should receive counseling and assistance in seeking appropriate job opportunities and in correlating work schedules with school studies and activities, particularly where such work requires dismissal from school during instructional time periods. Any school staff who becomes aware of a student working in excess of permitted hours or later than permitted times, shall notify the building administration who shall contact the student's parents.~~

~~**Application Process**~~

~~The District can not serve as a permit officer for the purpose of issuing employment permits to minors. Minors age 14 and 15 require work permits for most jobs, except agriculture and domestic service. Minors age 16 and 17 do not need a work permit. Parents apply and pay for the permit online through the Wisconsin Department of Workforce Development Website.~~

~~**Permit Officer**~~

~~**[ ] OPTION 1**~~

~~The District opts not to serve as a permit officer for the purpose of issuing employment permits to minors.~~

~~**[ ] OPTION 2**~~

~~Consistent with the authority provided to the Board by the State of Wisconsin Department of Workforce Development, the District will serve as a permit officer for the purpose of issuing permits for the employment of minors. The Board designates _____ (insert title) to serve as the permit officer.~~

~~The Permit Officer shall manage the issuance of student work permits consistent with the requirements of state law, specifically, to issue work permits to minors who provide appropriate supporting documentation establishing the requirements for the issuance of a permit. The Permit Officer shall maintain all records associated with the permit issuance process.~~

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Legal
103.70 et seq., Wis. Stats.
Wis. Admin. Code DWD 270

READY FOR BOARD

po6320 - 11/4/26 AK

PURCHASING

ADOPTED Jan 14, 2004 · REVISED Oct 22, 2025

6320 - **PURCHASING**

Procurement of all supplies, materials, equipment, and services paid for from District funds shall be made in accordance with all applicable Federal and State statutes, and Board policies ~~, and administrative guidelines~~. Standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts are established in Policy 1130 / ~~,~~ Policy 3230 / ~~,~~ and Policy 4230 – Ethics and Conflict of Interest.

All procurement transactions shall be conducted in a manner that encourages full and open competition and in accordance with good administrative practice and sound business judgment.

It is the policy of the Board of Education that the District Administrator seek price quotations on purchases of more than $12,000.00 for a single item, except in cases of a single vendor, emergency , or when the materials purchased are of such a nature that price negotiations would not result in a savings to the District.

Competitive Bids

Purchase of and contract for projects will be subject to a competitive bid process as and when required by law. The Board reserves the right to reject any and all bids.

When the purchase of, and contract for, single items of supplies, materials, or equipment is reasonably anticipated to reach the amount of $12,000.00 or more, the District shall obtain competitive bids.

Bids shall be sealed and shall be opened by the District Administrator in the presence of at least one (1) witness. A bidder may be required to submit a sworn statement regarding:

A. financial ability to complete the contract, including the posting of a bond where appropriate or required;

B. nature and quality of equipment to be used in performing the contract;

C. experience and past performance in performing the contract;

D. such other information the District deems relevant to the protection and welfare of the public in the performance of the contract or that are required by applicable law.

Purchasing Items with Federal Grant Funds (See also Policy 6325 - Procurement - Federal Grants/Funds)

When purchasing items with Federal funds, a District shall:

A. give consideration to whether separating or combining purchases will provide for a more cost-effective approach to avoid the acquisition of unnecessary or duplicative items;

B. where appropriate, conduct an analysis of lease versus purchase options, and the most economical and beneficial method shall be pursued;

C. conduct an evaluation of the availability and feasibility of entering into inter-governmental agreements to procure the goods or services required on a shared basis;

D. in the case of a time and material contract, make a determination that no other arrangement is suitable and that the contract places a ceiling price that protects the District.

The Board reserves the right to reject any and all bids.

Contracts can be awarded by the District Administrator without Board approval for any single item or group of identical items costing less than the amount designated by statute. All other contracts require Board approval prior to purchase.

The Board shall be informed of the terms and conditions of all competitive bids and shall award contracts as a consequence of such bids.

General Provisions

The District Administrator is authorized to purchase all items within budget allocations. For additional information on hiring consultants, see Policy 8125 - Consultants.

Revised 4/15/13
Revised 1/16/17
Revised 6/12/24
T.C. 10/22/25

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Legal
120.12(24), 66.0133, Wis. Stats.
2 C.F.R. Section 200.213; 200.318 200.326
48 C.F.R. Section 9.4

READY FOR BOARD

po7540.02 - 11/5/26 AK (Replaces 7540.02 Web Content, Apps, and Services)

DIGITAL CONTENT AND ACCESSIBILITY (REPLACEMENT POLICY)

ADOPTED Jan 14, 2004 · REVISED Feb 19, 2020

Replacement Policy - Vol. 35, No. 1

7540.02 - **DIGITAL CONTENT AND ACCESSIBILITY**

A. **Creating Digital Content**

The Board authorizes staff members **(X)** and students ~~**[END OF OPTION]**~~ - to create content for the District's website and District-approved/affiliated apps and services (see Bylaw 0100 - Definitions) ("digital content").

District-generated and school-related digital content must comply with applicable State and Federal laws (e.g., copyright laws, Children's Internet Protection Act (CIPA), Section 504 of the Rehabilitation Act of 1973 (Section 504), Americans with Disabilities Act (ADA), Student Online Personal Protection Act (SOPPA), and Children's Online Privacy Protection Act (COPPA)) and reflect the professional image/brand of the District, its employees, and students. District-generated digital content must be consistent with the Board's Mission Statement and is subject to prior review and approval of the District Administrator before being published on the District's website or District-approved/affiliated apps/services.

~~**[DRAFTING NOTE: CHOOSE ONE (1), BOTH, OR NONE OF THE FOLLOWING OPTIONS.]**~~
(X) School-related student-created content for the Board's website or District-approved/affiliated apps/services are subject to Policy 5722 - School-Sponsored Publications and Productions.

~~**( )** Creation of school-related content by students for the Board's website or District-approved/affiliated apps/services must be done under the supervision of a District staff member.~~

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

B. **Purpose of Digital Content**

The purpose of digital content covered by this policy is to educate, inform, and communicate. The following criteria shall guide the development of District-generated digital content:

1. **Educate**

   Digital content should be suitable for and usable by students and teachers to support the curriculum and the Board's Objectives as listed in the Board's Strategic Plan.

2. **Inform**

   Digital content may inform the community about the school, teachers, students, or departments, including information about curriculum, events, class projects, student activities, and departmental policies.

3. **Communicate**

Digital content may communicate information about the plans, policies, and operations of the District to members of the public and other persons who may be interested in and/or affected by District matters.

The information published on the Board's website and District-approved/affiliated apps/services should reflect and support the Board's Mission Statement, Educational Philosophy, and School Improvement Process.

When the digital content includes a photograph or personally identifiable information relating to a student, the Board will abide by the provisions of Policy 8330 - Student Records.

Under no circumstances is District-generated digital content to be used for commercial purposes, advertising, political lobbying, or to provide financial gains for any individual. Included in this prohibition is the fact that no digital content published on the District's website or District-approved/affiliated apps/services may:

1. include statements or other items that support or oppose a candidate for public office, the investigation, prosecution, or recall of a public official, or passage of a tax levy or bond issue;

2. link to a website of another organization if the other website includes such a message; or

3. communicate information that supports or opposes any labor organization or any action by, on behalf of, against any labor organization.

(X) Under no circumstances shall a staff member post on their personal web pages/websites or private digital accounts (i.e., non-District-approved/affiliated apps/services) student progress reports, grades, class assignments, or any other similar class-related material. Employees are required to use the Board's website or District-approved/affiliated apps/services (e.g., Skyward and/or ParentSquare ~~_____ [Progressbook/PowerSchool/Infinite Campus]~~) for the purpose of conveying information to students and/or parents. ~~- [END OF OPTION]~~

(X) Staff members are prohibited from requiring students to go to the staff member's personal web pages/websites and/or private digital accounts (i.e., non-District-approved/affiliated apps/services) (including, but not limited to, the staff member's personal accounts on Facebook, Instagram, Pinterest, YouTube Channel(s), or TikTok sites) to check grades, obtain class assignments and/or class-related materials, and/or to turn in assignments. ~~[END OF OPTION]~~

(X) If a staff member creates digital content related to their class, it must be hosted on the Board's website or a District-approved app/service. ~~[END OF OPTION]~~

(X) The Board's website, including school-specific websites, shall be generally open/available to the public unless specific digital content is unique to a specific child and/or includes student personally identifiable information, in which case the information must be password-protected or access to it must be otherwise restricted. When digital content involving student personally identifiable information or information concerning coursework, particularly a specific student's classes/assignments, is password-protected/access is otherwise restricted, the student's parent(s)/guardian(s) will continue to have access to that digital content. ~~[END OF OPTION]~~

Digital content published on the Board's website should reflect an understanding that both internal and external audiences will be viewing the information.

~~( ) The District Administrator shall prepare administrative guidelines defining the rules and standards applicable to staff ( ) and students [END OF OPTION] who publish digital content on the Board's website and District-approved/affiliated apps/services.~~

The Board retains all proprietary rights related to the design of and content for its website(s) and any apps/services it operates and/or is affiliated with, absent written agreement to the contrary.

In order for a student's school work (i.e., work that is created in or for a class or as part of a school-sponsored extracurricular activity) to be displayed on the Board's website, the student (who is

eighteen (18) years of age or older) or the student's parent (if the student is seventeen (17) years of age or younger) must provide written permission and expressly license its display without cost to the Board.

Likewise, prior written permission from a student (who is eighteen (18) years of age or older) or the student's parent (if the student is seventeen (17) years of age or younger) is necessary for a student to be identified by name on the Board's website.

C. **Accessibility of Web Content and Mobile Apps**

The District is committed to providing persons with disabilities an opportunity equal to that of persons without disabilities to participate in the District's programs, benefits, and services, including those delivered through electronic and information technology, except where doing so would impose an undue burden or create a fundamental alteration. The District is further committed to ensuring persons with disabilities are able to acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as persons without a disability, with substantially equivalent ease of use; that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any District programs, services, and activities delivered online through the web or a mobile app, as required by Section 504 and Title II of the ADA and their implementing regulations; and that they receive effective communication of the District's programs, services, and activities delivered in-person or online.

This policy reflects the Board's commitment and intention to comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. Section 794, 34 C.F.R. Part 104, Title II of the Americans With Disabilities Act of 1990, 42 U.S.C. Section 12131, and 28 C.F.R. Part 35 in all respects. For purposes of this policy, "web content" means the "information and sensory experience to be communicated to the user by means of a user agent, including code or markup that defines the content's structure, presentation, and interactions." Examples of web content include text, images, sounds, videos, controls, animations, and conventional electronic documents (e.g., web content or content in mobile apps in the following electronic file formats: portable document formats (PDF), word processor file formats, presentation file formats, and spreadsheet file formats). Additionally, "mobile applications" ("mobile apps") means "software applications that are downloaded and designed to run on mobile devices, such as smartphones and tablets."

1. **Technical Standards**

Web content and mobile apps that the District provides and/or makes available, directly or through contractual, licensing or other arrangements, shall comply with the World Wide Web Consortium's Web Content Accessibility Guidelines (WCAG) 2.1, Level AA standards, unless the Board can demonstrate that such compliance would result in a fundamental alteration in the nature of its programs, services, or activities, or an undue financial and administrative burden.

~~**[DRAFTING NOTES: (1) Districts with a population of 50,000 or more residents must fully comply with WCAG 2.1, Level AA standards by April 24, 2026; Districts with fewer than 50,000 residents must fully comply with WCAG 2.1, Level AA standards by April 26, 2027. (2) Since the deadlines depend on the population size, Wisconsin school districts should use the population estimate on the most recent Small Area Income and Poverty estimates (SAIPE). For districts that are entirely contained within one city or county, they may rely on the population figures for that city or county. If the district is unsure what deadline applies to them, they should consult legal counsel. (3) While the Department of Justice's Final Rule allows public entities to employ alternative designs, methods, or techniques if they provide equivalent or greater accessibility and usability, Neola does not recommend that approach. If a board wants to consider an alternative technical standard, it should consult with its legal counsel. END OF DRAFTING NOTES]**~~

Notwithstanding the preceding, Federal regulations provide for the following content types to have limited exceptions to the WCAG 2.1, Level AA requirements:

a. archived web content (provided all four (4) Federal criteria in 28 C.F.R. 35.104 are met);

b. certain preexisting conventional electronic documents (with specific restrictions);

c. third party content that is not created pursuant to a contract, license, or other arrangement between the Board and a third party;

d. password-protected or otherwise secured documents pertaining to a specific student, their property, or their account; and

e. preexisting social media posts.

Even when the preceding exceptions apply, the District, however, will still provide effective communication and reasonable modifications in accordance with the ADA.

Content maintained for any purpose other than reference, research, or recordkeeping does not qualify as one of the listed exceptions above, regardless of the date it was created. If the content is labeled "archived" or stored in an area clearly identified as being "archived" it still has not risen to the level required to fall into an exception.

When a person with a disability cannot access District-generated or -affiliated web content or mobile apps that meet WCAG 2.1, Level AA standards, the District will: (1) provide alternate means of access to the same information and functionality; (2) make reasonable modifications to policies, practices, or procedures; (3) ensure effective communication through appropriate auxiliary aids and services; and (4) respond to accommodation requests within five (5) ~~_____ (__) [insert timeframe]~~ business days. Such accommodations may include: (a) alternative document formats (large print, Braille, audio); (b) telephone or in-person assistance for online services; and/or (c) email or mail delivery of information typically accessed online.

2. **Digital Accessibility Coordinator**

The Board designates its ~~( ) Section 504/ADA Compliance Coordinator(s)~~ **(X)** Technology Director ~~( ) _____ [END OF OPTIONS]~~ as the District's Digital Accessibility Coordinator(s). **(X)** That individual ~~( ) Those individuals~~ **(X)** is ~~( ) are~~ ~~**[END OF OPTIONS]**~~ responsible for coordinating and implementing this policy.

~~**[SELECT OPTION 1 OR 2]**~~ ~~**[ ] [OPTION 1]**~~ ~~See Board Policy 2260.01 for the Section 504/ADA Compliance Coordinator(s)' contact information.~~ ~~**[END OF OPTION 1]**~~

[X] [OPTION 2]

The District's Digital Accessibility Coordinator(s) can be reached at : ~~_____ [Insert name or title, address, e-mail, phone]~~ :
Dale Mahalko
District Network Administrator
715-643-3647, Ext. 325
1003 Tiffany Street
Boyceville, WI 54725
dalem@boyceville.k12.wi.us

~~**[END OF OPTION 2]**~~

3. **Third Party Content**

Links included on the Board's website(s) and District-approved/affiliated mobile apps that pertain to its programs, activities, and/or services must also meet the above criteria and comply with State and Federal law (e.g. copyright laws, CIPA, Section 504, ADA, SOPPA, and COPPA). The District's Digital Accessibility Coordinator(s) or designee(s) will vet online content

available on the Board's website and through District-approved/affiliated mobile apps that are related to the District's programs, activities, and/or services for compliance with this criteria for all new content published on the District's website and mobile apps after adoption of this policy.

Content posted by third parties (e.g., members of the public) on District platforms is exempt from the WCAG 2.1, Level AA requirements unless the third party is posting due to contractual, licensing, or other arrangements with the District. Those platforms, however, along with content posted by the District staff or contractors, must be fully compliant. **[DRAFTING NOTE: The District cannot contract with a third party to host the District's website, social media content, and mobile apps to avoid the District's obligations to comply with WCAG 2.1, Level AA. The third party exception only applies to content posted by an unaffiliated third party (e.g., a post by a community member on a District's social media page).]**

Additionally, nothing herein shall prevent the District from including links on its website(s) and apps/services to:

a. recognized news/media outlets (e.g., local newspapers' websites, local television stations' websites), or

b. websites, services, and/or apps that are developed and hosted by outside vendors or organizations that are not part of the District's program, benefits, or services.

The Board recognizes that such third party websites must contain age-appropriate advertisements that are consistent with the requirements of Policy 9700.01, AG 9700B, and State and Federal law.

4. **Regular Audits**

The District will, under the direction of the Digital Accessibility Coordinator ~~(s) or designee(s)~~, at regular intervals, audit the District's digital content to ensure it meets the required technical standards.

(X) This audit will occur **( )** quarterly **( )** semi-annually **( )** at least annually **(X)** no less than once every two (2) years. ~~- **( )** , with quarterly monitoring of high-priority content and newly published materials **( )** annually **( )** , with quarterly monitoring of high-priority content and newly published materials **[END OF INTERNAL OPTIONS]** . **[END OF OPTION]**~~

~~**[SELECT OPTION 1 OR OPTION 2]** **[ ] [OPTION 1]**~~

~~The audit must be documented **( )** and include compliance assessment reports, identified accessibility barriers, remediation plans with specific timelines, vendor compliance status, and user complaint tracking and resolution **[END OF INTERNAL OPTION]** .~~

~~**[END OF OPTION 1]**~~

[X] [OPTION 2]

If problems are identified through the audit, such problems will be documented, evaluated, and if necessary, remediated within a reasonable period.

~~**[END OF OPTION 2]**~~

5. **Reporting Concerns or Possible Violations**

If a person accessing the District's web content and/or District-approved/affiliated mobile apps (e.g., a student, prospective student, employee, guest, or visitor) ("user") believes that specific web content and/or a mobile app has violated the WCAG 2.1, Level AA standards, the user may contact the Digital Accessibility Coordinator with any accessibility concerns. The

user may also file a formal complaint utilizing the procedures set out in Board Policy 2260.01 relating to Section 504 and Title II.

D. **Instructional Use of Apps/Services**

[SELECT OPTION 1 or OPTION 2]

[X] [OPTION 1]

The Board requires the **(X)** District Administrator ~~**( )** _____ **[END OF INTERNAL OPTION]**~~ to pre approve each app/service that a teacher intends to use to supplement and enhance student learning. To be approved, the app/service must have a FERPA-compliant privacy policy, as well as comply with all requirements of the COPPA, SOPPA, CIPA, and Section 504/ADA, including the WCAG 2.1, Level AA accessibility standards.

~~**[END OF OPTION 1]**~~

~~**[ ] [OPTION 2]**~~

~~A teacher who elects to supplement and enhance student learning through the use of apps/services is responsible for verifying/certifying to the **( )** District Administrator **( )** _____ **[END OF INTERNAL OPTION]** that the app/service has a FERPA-compliant privacy policy, and it complies with all requirements of the COPPA, CIPA, and Section 504/ADA, including the WCAG 2.1, Level AA accessibility standards.~~

~~**[END OF OPTION 2]**~~

~~The Board further requires **( )** the use of a Board-issued e-mail address in the login process for District-approved/affiliated apps/services **( )** prior written parental permission for a student seventeen (17) years of age or younger to use the student's personal e-mail address in the login process for District-approved/affiliated apps/services **[END OF OPTION]** .~~

E. **Training**

The District will provide **( )** annual **(X)** periodic ~~**[END OF OPTION]**~~ training for its employees who 1) create web content, documents, or multimedia materials, 2) manage the Board's website and digital services, 3) select and contract with technology vendors, and 4) work on online communications.

The training should cover:

~~[SELECT OPTION 1 OR OPTION 2]~~

[X] [OPTION 1]

1. WCAG 2.1, Level AA guidelines and success criteria,
2. accessible document creation (PDFs, Word, PowerPoint),
3. alternative text requirements for images and media,
4. video captioning and audio description requirements,
5. accessible form and navigation design,
6. color contrast and visual design standards,
7. vendor accessibility evaluation criteria, and
8. the District's responsibilities under Title II of the ADA, including its grievance procedures.

~~[END OF OPTION 1]~~
~~[ ] [OPTION 2]~~
~~this Policy and responsibilities associated with the specified staff members' roles related to the implementation of this policy and ensuring the District's digital content is appropriate and accessible.~~
~~[END OF OPTION 2]~~

(X) Such training shall be facilitated by qualified individuals with demonstrated knowledge, skill, and experience concerning the accessibility standards and ADA compliance. ~~[END OF OPTION]~~

~~( ) New employees in covered positions must complete accessibility training within _____ [insert timeframe] of hire. [END OF OPTION]~~

F. **One-Way Communication Using the District Website and/or District-Approved/Affiliated Apps/Services**

The Board approves the use of its website and District-approved/affiliated apps/services to promote school activities and inform stakeholders and the general public about District news and operations.

(X) Included in this approval is the use of Short Message Service (SMS) texting for official District communications. The District SMS service will include:

1. Consent and Privacy for SMS Communication

   The District is committed to protecting the privacy of all recipients. The following terms govern the use of SMS communication:

   a. Explicit Consent (Opt-in): The District shall obtain explicit, verifiable permission (opt-in) before sending any SMS texts to students, parents, staff, or community members.

   b. Data Sharing: Information obtained as part of the SMS consent process will not be shared, sold, or rented to third parties.

   c. Data Collection: The District will not collect or save personal data or information from its SMS users beyond what is strictly necessary to maintain the opt-in list.

   d. Confidentiality: No confidential or personally identifiable student/staff information will be exchanged through SMS text messaging.

2. Types of SMS Communications

   If an individual has consented to receive school-related text messages from the District, they may receive messages related to:

   a. Emergencies and Cancellations

   b. **(X)** School and Office Appointments

   c. **(X)** General Reminders (e.g., deadlines, schedule changes)

   d. **(X)** District and School Events

   e. **(X)** Attendance Notifications

   f. **(X)** Transportation Updates

   g. ~~( ) _____ [OTHER]~~

h. ~~( ) _____ [OTHER]~~

~~[END OF OPTIONS]~~

3. Standard Messaging Disclosures

a. Message and data rates may apply. Message frequency may vary.

b. ~~Users can opt-out at any time by texting ( ) "STOP" ( ) _____ [END OF OPTION]~~ :

c. ~~( ) _____ [OTHER]~~ :

~~[END OF OPTIONS]~~

~~[END OF OPTION]~~

Such communications constitute public records that will be archived.

When the Board or District Administrator designates communications distributed via the District's website and/or District-approved/affiliated apps/services to be one-way communication, public comments are not solicited or desired, and the website or app/service is to be considered a nonpublic forum.

If the District uses an app/service that does not allow the District to block or deactivate public comments, the District's use of that app/service will be subject to Policy 7544 – Use of Social Media unless the District is able to automatically withhold all public comments.

If unsolicited public comments can be automatically withheld, the District will retain the comments in accordance with its adopted record retention schedule (see AG 8310A – Public Records, and AG 8305 - Collection, Classification, Retention, Access and Security of District Data / Information), but it will not review or consider those comments.

[DRAFTING NOTE: Districts are advised to adopt a new category of records that covers such "hidden public comments" on social media. Unless dictated by State law, retention periods established by the district for such unsolicited communications should be limited.]

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Legal
118.125, Wis. Stats.
947.0125, Wis. Stats.
948.11, Wis. Stats.
995.55, Wis. Stats.
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)
20 U.S.C. 1232g
28 C.F.R. Part 35, Subpart H (Nondiscrimination on the Basis of Disability; Accessibility of Web Information and Services of State and Local Government Entities - Effective 6/24/2024)
34 C.F.R. Part 99

READY FOR BOARD

po7540.08 - 11/5/26 AK (Replaces 7540.08 - AI)

ARTIFICIAL INTELLIGENCE (AI) (REPLACEMENT POLICY)

ADOPTED Jan 10, 2024

Replacement Policy - Vol. 35, No. 1

7540.08 - **ARTIFICIAL INTELLIGENCE (AI)**

The Board acknowledges the positive impact and transformative potential of Artificial Intelligence (AI) in education and operations, emphasizing a balanced, people-centered approach. It supports the responsible and innovative use of AI in classrooms and professional settings, with the understanding that AI should enhance human interaction and instruction, not replace it, and all AI-driven decisions require human review. The District Administrator is authorized to support the use of artificial intelligence technology when its use is consistent with the District's mission, goals, and operational integrity. The **(X)** District Administrator ~~- ( ) _____ [END OF OPTIONS]~~ is responsible for overseeing and ensuring compliance of this policy.

Definitions

For purposes of this policy, the following definitions apply:

Artificial Intelligence (AI)

AI refers to systems or tools capable of performing tasks that typically require human intelligence including, but not limited to, decision-making, problem-solving, and language understanding. AI is computer code that can resemble human intelligence to complete a given task (e.g., problem-solving, planning, etc.). It involves developing algorithms and systems that can perceive, reason, learn, and make decisions based on data made available to the AI tool.

Generative AI

A subset of AI that uses large language models (LLMs) and other advanced algorithms to create content, such as text, images, audio, or video, in response to user input.

Generative AI works by analyzing large datasets to learn patterns and features, which it then uses to generate new, original content. It uses complex algorithms, often based on neural networks, to make predictions based on the input data it has processed; thereby enabling it to create a wide range of outputs, from text and images to music and code, that mimic the style or characteristics of the data on which it was trained.

At its core, generative AI predicts the flows of language. Trained on massive amounts of text taken from publicly available internet sources to recognize the relationships that most commonly exist between individual units of meaning (including full or partial words, phrases, and sentences), LLMs can, with great frequency, generate replies to users' prompts that are contextually appropriate, linguistically facile, and factually correct.

Natural Language Processing (NLP)

A field of artificial intelligence that focuses on enabling computers to understand, interpret, and respond to human language in a meaningful way. Examples of NLP include, but are not limited to, Grammarly,

GPT-Based APIs, Google Cloud Natural Language AI, Microsoft Azure Text Analytics, IBM Watson NLP, Amazon Comprehend, etc.

Large Language Model (LLM)

A sophisticated AI system trained on extensive text data to process and produce language; recognize patterns, grammar, and nuances. It can perform tasks like text generation, question answering, and language translation.

Algorithm

A set of rules or instructions guiding AI operations and decision-making.

Personally Identifiable Data/Personal Data

Refers to any information that can directly or indirectly identify an individual including, but not limited to, names, addresses, student records, and health information.

Proprietary Information/Data

Refers to a broad category of non-public, sensitive, or confidential data belonging to the District, its staff, or its operations. This information is considered the District's. This information is generally protected from unauthorized disclosure or use.

Open AI ("Open-Source AI")

Definition: AI models where the developers openly share the model's architecture, underlying code, and often the "weights" (the learned parameters of the model), and sometimes the training data. Open AI models accessed publicly present a high risk of data release, as data input is often used for AI tool training and can be publicly available. Open AI models may require the District to implement and manage its own wrapper or filtering layer. As a result, it is not recommended that Open AI tools/applications are used in districts due to the high potential of violating Federal and State laws. Open-Source AI also produces less reliable content, because it is accessing a pool of data that is not universally verified as accurate.

Closed AI ("Closed-Source/Proprietary AI")

Definition: AI models where the developers obscure or protect the model's architecture, underlying code, training data, and weights. Users interact with the model via a restricted service. Closed AI may offer better, contractually-guaranteed data security (e.g., "enterprise" versions), but its "black box" nature still requires a formal audit and contract. Closed AI developers typically manage these filters internally. Closed-Source or Proprietary AI produces more reliable results because it is accessing data sources that are controlled and can be verified as accurate.

Any use of artificial intelligence technology in the District's educational program or operations must be in accordance with State and Federal law as well as Board policies **(X)** including, but not limited to, the following: Policy 5505 – Academic Honesty; Policy 5500 – Student Code of Classroom Conduct; Policy 5500.01 – Conduct in Virtual Classroom; Policy 5517 – Student Anti-Harassment; Policy 5517.01 – Bullying; Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs and Activities; Policy 8330 – Student Records; Policy 2240 – Controversial Issues in the Classroom; Policy 7540.03 – Student Technology Acceptable Use and Safety; and Policy 7540.04 – Staff Technology Acceptable Use and Safety. **[DRAFTING NOTE: Confirm and Select as Needed] [END OF OPTION]**

General Principles

A. **Transparency**

Users of AI tools must disclose when and how these tools have been employed in the creation of academic or professional work.

B. **Ethical Use**

District employees who use AI technologies must do so in ways consistent with institutional values, privacy standards, Family Educational Rights and Privacy Act (FERPA), Individual with Disabilities Education Act (IDEA), copyright laws, and ethical principles, honesty, trustworthiness, and personal dignity of both employees and students.

C. **Content Responsibility**

District employees who use AI technologies are responsible for the content created by that AI tool.

Evaluation and Approval

Before adopting any AI tool or system, the District will conduct a comprehensive risk assessment — evaluating data sources (including use of student Personally Identifiable Information), decision-making impacts on students, potential bias or disparate impact, and vendor compliance with privacy, security, and data retention laws — and ensure all contracts include clear legal, ethical, and technical safeguards aligned with FERPA, IDEA, COPPA, PPRA, Wisconsin statutes, and District policies. AI systems must be reviewed to ensure they are nondiscriminatory, fully accessible, and do not compromise the rights or individualized support of students, particularly those protected under federal and state civil rights laws.

AI Tool Selection

The District approves the use of Closed AI tools only, that have been carefully reviewed, evaluated and approved by **(X)** Network Administrator ~~_____ **[e.g., IT Director, Curriculum Director, or a AI Committee]**~~ for students and staff use.

Transparency

The District is committed to transparency and accountability in AI use by informing teachers, students, and parents when AI influences decisions, clearly explaining how it works and what data it uses, assigning oversight to **(X)** District Administrator ~~_____ , and conducting regular audits to evaluate accuracy, fairness, and impact on equity and student rights. The District will maintain a public AI Tool Inventory that lists every approved AI tool and includes a summary of its data-handling and privacy features. **[ ]** The AI Tool Inventory will be posted on the District website. **[END OPTION]**~~

Vendor Vetting & Contracts

All AI tools used by the district must undergo a formal risk assessment by the IT/Legal department to review their Terms of Service and data handling practices to ensure compliance with all Federal and State privacy laws.The District prohibits the input by any user of any student information, staff information, or confidential district data into any AI tool that does not have a formal, vetted contract guaranteeing data privacy and non-use for training.

Employee Use of AI

Employees may integrate AI tools into their instruction at their discretion and should clearly define the parameters for AI usage in the classroom by students using District-approved AI applications/tools.

When using AI to create instructional materials, assessments, or feedback, employees shall maintain transparency by disclosing the role of AI in these processes. Employees must review and verify the accuracy and appropriateness of any AI-generated content.

Employees shall not input sensitive, confidential, personally identifiable, or proprietary information about students, colleagues, or institutional operations into AI systems that lack safeguards and policies to protect such data from being used in their training models, and if such information will be entered into an AI system, employees shall seek the approval of their **(X)** supervisor ~~**( )** Principal **[END OF OPTION]**~~ before doing so.

Using AI detection software to enforce academic integrity should be done in accordance with the knowledge that this software is not foolproof and that the disruptive nature of AI technologies in education can lead to considerable confusion regarding expectations for AI use. Employees should use AI-detection ethically and as the starting point of an inquiry into a possible violation of academic integrity rather than as a definitive indication of student dishonesty. Employees must also disclose the use of AI software in course curricula.

Employees may use AI tools to enhance workflows, such as drafting communications, analyzing data, or developing reports, provided the outputs are verified for accuracy and compliance with State and Board policies. The use of AI tools for such purposes should be disclosed when disseminating AI output.

Student Use of AI

Students shall receive age appropriate instruction about responsible AI use, digital citizenship, privacy, and the risks/limitations of AI prior to using AI.

Students are expected to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI tools and they should ask their teacher(s) when they have questions and/or need assistance.

Students may use AI tools for academic purposes when specifically and clearly permitted by their teacher(s). The use of AI must be properly disclosed and cited in accordance with the established guidelines and not be employed to undermine authentic learning or learning objectives for the course or assignment.

If a student has any questions about whether they are permitted to use AI tools for a specific class assignment, they should ask their teacher(s).

Unauthorized use of AI tools will be considered a form of plagiarism, unauthorized collaboration, or misrepresentation of AI-generated content as original work and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Handbook or Policy 5500 – Student Code of Conduct and Policy 5505 – Academic Honesty. ~~**[DRAFTING NOTE: Confirm the Board has adopted both of these policies if included in this policy]**~~

Academic Accessibility

AI tools can be utilized to assist students with disabilities in accessing and understanding written materials. For example, text-to-speech software can help students with specific learning disabilities, visual impairments, or other disabilities in reading texts, and AI-powered translation tools can help students with hearing impairments understand spoken language (e.g., create transcripts or provide closed-captioning for spoken material). Specific use of AI technologies beyond universal application for students with disabilities is best addressed in each student's Individual Education Plan (IEP).

Employee Training

Employees will receive training ~~( )~~ ~~annually~~ **(X)** periodically ~~**[END OF OPTION]**~~ to ensure adherence to this and other related policies, data privacy, student records, and allowable/approved AI tools in the District.

Non-Academic Use of AI

Students and staff are prohibited in the use of AI from generating false or knowingly misleading representations of other students, staff, volunteers, or Board members that are reasonably interpreted as derogatory, threatening, or otherwise objectionable to a reasonable person, including by way of AI generated or manipulated visual or verbal depictions of any such individual, or the distribution of such depictions through any means, for example via social media, regardless of whether the distributor created the depictions themselves.

Enforcement

Violation of this policy may result in disciplinary consequences. Students may be disciplined for violations, up to and including suspension or expulsion. Staff may be disciplined for violations, up to and including suspension or termination of employment. The District Administrator will refer any illegal acts to law enforcement.

Questions or Concerns

Staff, parents, or members of the public who have questions or concerns regarding this policy or the use of AI in the District should contact the **(X)** District Administrator ~~( )~~ _____.

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CURRENT COSTS					Increase Comparisons - Various (Day/Hourly)		
Employee Type	**Current Payout**	**Total current liability**		**VS**	**$50 or $6.25**	**$75 or 9.38**	**$100 or $12.50**
Admin/Teachers	$15-20/day	$ 39,217.50			$ 127,650.00	$ 191,475.00	$ 255,300.00
Support Staff	2.50/hour	$ 8,798.75			$ 21,996.88	$ 33,011.99	$ 43,993.75
	Total	**$ 48,016.25**			**$ 149,646.88**	**$ 224,486.99**	**$ 299,293.75**

Enter amounts in highlighted boxes.

CURRENT COSTS					Increase to Day/Hourly - User Entered		
Employee Type	**Current Payout**	**Total current liability**		**VS**	**"Input your own" Increase:**		**Totals**
Admin/Teachers	$15-20/day	$ 39,217.50			**Daily Rate:**	**$ 25.00**	$ 63,825.00
Support Staff	2.50/hour	$ 8,798.75			**Hourly Rate:**	**$ 3.50**	$ 12,249.25
	Total	**$ 48,016.25**				Total	**$ 76,074.25**

*These figures are based on OVERALL/TOTAL liabilities - Employees that meet the criterion to have time paid out if they were to separate employment. (This is not a yearly/annual cost)

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
DIRECTOR OF SPECIAL EDUCATION CONTRACT

IT IS HEREBY AGREED by and between the Board of Education of the Boyceville Community School District (hereinafter designated as "Board") and **[NAME]** (hereinafter designated as Employee).

TERM

THIS CONTRACT SHALL COVER a period of two (2) years beginning on July 1, 2026, and ending June 30, 2028. Unless the Board notifies Employee by June 30, 2027, of its intent to not do so, the contract shall be subject to a two-year extension to cover the 2027-2028 and 2028-2029 school years and the parties shall enter into a new contract for the 2027-2029 term.

Unless the Board notifies Employee by January 31, 2028, of its intent not renew, that contract shall be subject to a single one-year extension to cover the 2029-2030 school year and the parties shall enter into a new written contract for the 2028-2030 term.

*The contract year shall be July 1 through June 30, and any pro-rations applicable to this contract shall be determined on the basis of 237 days. Contract term to include 191 days, as defined by the teacher's calendar, 39 additional work days (15 days before teachers begin, 14 days after teachers finish, and 10 days during the month of July), and 7 additional holidays (Independence Day, Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, and Good Friday - **Labor Day, Thanksgiving Day, and Memorial Day are included in the Teacher's Calendar*).

DUTIES

Employee agrees to faithfully perform at a professional level of competence the services, duties, and obligations required by the laws of the State of Wisconsin and the rules, regulations, directives, and policies of the Board which are now existing or which may hereinafter be enacted by the Board. Employee shall perform such other duties, services or obligations as from time to time may be assigned. Employee agrees that a condition of employment is that he must have state-required certification and licensing. Employee agrees to devote full time to the duties and responsibilities without the prior approval of the Board.

SALARY

In consideration for the services rendered, the Board will pay an annual salary of **[SALARY]** during the 2026-2027 year. The Employee shall begin work on July 1, 2026. Payment shall be in twenty-four (24) equal monthly payments. The salary shall be paid by the Board on the 15th and 30th of each month through the term of the contract pursuant to its normal payroll policy less deductions required by Federal and State law or deductions authorized by Employee and permitted Board policy.

CONTINUATION OF BENEFITS

The Board agrees that the fringe benefits, including the Retirement Health Insurance provision, as set forth in this contract shall continue in successor contracts between the Board and Employee until and unless otherwise modified by mutual agreement between the parties.

ADDITIONAL BENEFITS

The Board agrees to provide the following additional fringe benefits:

a. Sick Leave - Employee shall be entitled to twelve (12) sick leave days annually, cumulative to a total of 104 days. In the event Employee total exceeds 104, they shall be paid $20 per day for those days over the 104 maximum accumulation not used in a given school year. Employee shall be credited with 60 days upon hire, but these 60 days shall not count toward the 104 maximum accumulation for the payout of $20 per day. In the event the Employee is unable to substantially perform the duties and responsibilities required of their position by reason of illness or injury, the Board may make a proportionate deduction from the stipulated salary. Further, if such disability is of such nature as to make the substantial performance of their duties impossible, the Board may terminate this contract.

b. Vacation - An employment year shall be considered as a 12-month period beginning July 1 and ending June 30. During an employment year, Employee shall be entitled to take seven (7) vacation days. Vacations days may be taken during the school year with prior approval of the District Administrator. The remainder of vacation shall be taken in the summer, or non-teacher/student days. Vacation time shall not be carried over or be cumulative.

c. Health Insurance - The cost of participation in the District's group family or single health insurance program shall be paid by the Board, except for $30/month for a family plan or $15/month for a single plan, effective 11/01/02.

d. Dental Insurance - The cost of participation in the district's group dental insurance program shall be paid by the Board.

e. Retirement - The Board will pay 50% of the actuarial required contribution to the State retirement plan as required by the Employee Trust Fund.

f. Life Insurance - the cost of participation in the District's group life insurance program shall be paid by the District.

g. LTD Insurance - The cost of participation in the District's Group Long-Term Disability insurance policy shall be paid by the Board.

h. Membership in Professional Organizations - The Board shall pay the membership dues and auxiliary expenses for membership in professional organizations.

i. Jury Duty – The Employee shall be allowed paid leave for jury duty, but shall turn over the jury duty pay (excluding mileage reimbursement) to the District.

j. Seminars, Conventions, Meetings - Attendance at seminars, conventions and meetings shall be subject to the approval of the District Administrator. The Board agrees to reimburse customary and reasonable expenses incurred while attending these seminars, conventions, or meetings.

k. Social Security – The District shall pay the employer's share of Social Security as required by law. Employee shall pay employee's share as required by law.

l. Leave – The Employee will be granted five (5) funeral days, two (2) personal days, and unpaid leave as provided to District Administrative team. Child-rearing leave of up to one year.

m. Graduate Training – The Board shall pay the full cost of graduate course fees for nine credits each calendar year.

n. Professional Liability Insurance – The Board shall provide or self-fund professional liability insurance for the Employee.

o. Severance Pay – If, after ten (10) years of continuous employment, the Employee leaves the employ of the Board for any reason other than discharge for just cause, the Board shall pay the Employee the sum of $20 per day for each day of unused sick leave (not including the 60 days credited upon hire).

p. Leave of Absence – After five (5) full years of employment, the Employee shall be entitled to a leave of absence for one year without pay.

BOARD'S RESPONSIBILITIES AND RIGHTS

The Board reserves all management rights not abrogated by this Agreement. The rights of the Board include, but are not limited to the following:

a. To direct all operations

b. To establish reasonable work rules and schedules of work

c. To assign duties or responsibilities or transfer Employee to other position within the District.

d. To suspend or take other disciplinary action against the employee for just cause.

e. To determine the kind and amount of service to be performed by the Employee.

f. To change insurance carriers and/or self-fund insurance programs.

g. To determine the methods, means and personnel by which District operations are to be conducted.

h. To evaluate Employee's performance on an annual basis.

NONRENEWAL

The renewal or nonrenewal of this agreement shall follow the procedure set forth in Section 118.24 Wisconsin Statutes. Employee shall have the right to prior written notice of any allegations of deficient performance. Employee shall also have an opportunity to request and have a fair and impartial hearing before the Board regarding those perceived deficiencies. Employee shall have the right to prior written notices of the time and place of said hearing. Employee shall have the right to demand that the hearing be held in open session. Employee shall have the right to present testimony and cross examine those making the allegations. Employee shall have the right to be represented by counsel of his choice at such a hearing. Employee shall have the right to a decision which is neither arbitrary nor capricious.

TERMINATION

The parties understand that this is a solemn, binding contract. This contract may be terminated prior to the end of the term by mutual agreement of both parties.

The Board may terminate this Agreement and discharge Employee during the term of this Agreement for just cause. The Employee shall receive prior written notice of the charges. The Employee shall have an opportunity to request and have a fair and impartial hearing before the Board regarding those charges. Employee shall have the right to prior written notice of the time and place of said hearing. The Employee shall have the right to demand that the hearing be held in open session. The Employee shall have the right to present testimony and cross examine those making the allegations. The Employee shall have the right to be represented by counsel of his choice at such hearings.

Employee may unilaterally terminate this agreement. In the event said Employee terminates their services during the term hereof, the sum of One Thousand Dollars ($1,000.00) is determined to be the reasonable liquidated damages which the parties, looking forward, reasonably anticipate will follow from such a breach and the Board may, at its option, demand and recover from Employee said amount as liquidated damages

SAVING

In case of direct conflict between any rules, regulations or policies of the Board and any specific provision of this Agreement, this Agreement shall control. If any articles of this Agreement or portions thereof is held to be invalid or if compliance with or enforcement of any part of said article is restrained by any tribunal, the remainder of this Agreement shall not be affected thereby.

RETIREMENT BENEFITS

To qualify for the following early retirement incentive, Employee should file a declaration of retirement in the District Office on or before February 15th of their intent to retire at the end of that school year. The retirement plan cannot begin during the school year except for special circumstances with the approval of the Board.

1. If the Employee is at least fifty-seven (57) years of age and has a minimum of fifteen (15) consecutive years of full-time experience in the District, the Board will contribute $5,000 per school year following retirement into a Health Reimbursement Account ("HRA") to use towards IRS-qualifying health-related expenses for five (5) school years. District contributions shall automatically cease upon eligibility for Medicare, other Federal insurance benefits, or death, whichever occurs first.

2. If the Employee is not yet age fifty-seven (57) but has a minimum of thirty (30) consecutive years of full-time experience in the District, the Board will contribute $3,000 per school year following retirement into an HRA to use towards IRS-qualifying health-related expenses for five (5) school years. District contributions shall automatically cease upon eligibility for Medicare, other Federal insurance benefits, or death, whichever occurs first.

Unless otherwise approved by the Board, retirement payouts will start in the July following the last school year of teaching.

Termination of Retiree Group Health Plan Coverage – Employee will not be allowed to stay on the school districts employee dental or health care plans beyond June 30th of the year they retire unless the employee chooses the COBRA option.

This contract is subject to review should the IRS rules for Highly Compensated Employees deem this contract not to be in compliance.

All parties have read and understand the provisions of this Agreement and agree to abide by its provisions.

Dated this _____ day of _____, 2026

SCHOOL BOARD OF THE BOYCEVILLE COMMUNITY SCHOOL DISTRICT:

By:_____
President

By:_____
Vice-President

By:_____
Clerk

By:_____
Treasurer

By:_____
Member

[NAME]

By:_____
Special Education Director

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
PRINCIPAL'S CONTRACT

IT IS HEREBY AGREED by and between the Board of Education of the Boyceville Community School District (hereinafter designated as "Board") and **[NAME]** (hereinafter designated as Principal).

TERM

THIS CONTRACT SHALL COVER a period of two (2) years beginning on July 1, 2026, and ending June 30, 2028. Unless the Board notifies Employee by June 30, 2027, of its intent to not do so, the contract shall be subject to a two-year extension to cover the 2027-2028 and 2028-2029 school years and the parties shall enter into a new contract for the 2027-2029 term.

Unless the Board notifies Employee by January 31, 2028, of its intent not renew, that contract shall be subject to a single one-year extension to cover the 2029-2030 school year and the parties shall enter into a new written contract for the 2028-2030 term.

*The contract year shall be July 1 through June 30, and any pro-rations applicable to this contract shall be determined on the basis of 261 days.

DUTIES

Principal agrees to faithfully perform at a professional level of competence the services, duties, and obligations required by the laws of the State of Wisconsin and the rules, regulations, directives, and policies of the Board which are now existing or which may hereinafter be enacted by the Board. Principal shall perform such other duties, services or obligations as from time to time may be assigned. Principal agrees that a condition of employment is that he must have state-required certification and licensing. Principal agrees to devote full time to the duties and responsibilities without the prior approval of the Board.

SALARY

In consideration for the services rendered, the Board will pay an annual salary of **[SALARY]** during the 2026-2027 year. The Principal shall begin work on July 1, 2026. The salary shall be paid by the Board periodically (on the 15th and 30th of each month) through the term of the contract pursuant to its normal payroll policy less deductions required by Federal and State law or deductions authorized by Principal and permitted Board policy. In addition, the Board agrees to contribute **$3,000** toward a tax sheltered annuity program of the Principal's choice. Payment shall be in twenty-four (24) equal monthly payments. Principal salary for 2026-2027 may be increased at a later date at the discretion of the Board and the new salary for 2027-2028 will be set at a later time but will not be less than the prior years' salary.

CONTINUATION OF BENEFITS

The Board agrees that the fringe benefits, including the Retirement Health Insurance provision, as set forth in this contract shall continue in successor contracts between the Board and Principal until and unless otherwise modified by mutual agreement between the parties.

ADDITIONAL BENEFITS

The Board agrees to provide the following additional fringe benefits:

a. Sick Leave - Principal shall be entitled to twelve (12) sick leave days annually, cumulative to a total of 104 days. In the event Principal total exceeds 104, he shall be paid $20 per day for those days over the 104 maximum accumulation not used in a given school year. He shall be credited with 60 days upon hire, but these 60 days shall not count toward the 104 maximum accumulation for the payout of $20 per day. In the event the Principal is unable to substantially perform the duties and responsibilities required of their position by reason of illness or injury, the Board may make a proportionate deduction from the stipulated salary. Further, if such disability is of such nature as to make the substantial performance of their duties impossible, the Board may terminate this contract.

b. Vacation - An employment year shall be considered as a 12-month period beginning July 1 and ending June 30. During an employment year, Principal shall be entitled to take twenty-five (25) vacation days. Vacations days may be taken during the school year with prior approval of the Superintendent. The remainder of vacation shall be taken in the summer, or non-teacher/student days. Vacation time shall not be carried over or be cumulative.

c. Holidays – Principal shall be entitled to ten holidays – Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Good Friday, and Memorial Day.

d. Health Insurance - The cost of participation in the District's group family or single health insurance program shall be paid by the Board, except for $30/month for a family plan or $15/month for a single plan.

e. Dental Insurance - The cost of participation in the district's group dental insurance program shall be paid by the Board.

f. Retirement - The Board will pay 50% of the actuarial required contribution to the state retirement plan as required by the Employee Trust Fund.

g. Life Insurance - the cost of participation in the District's group life insurance program shall be paid by the District.

h. LTD Insurance - The cost of participation in the District's Group Long-Term Disability insurance policy shall be paid by the Board.

i. Membership in Professional Organizations - The Board shall pay the membership dues and auxiliary expenses for membership in AWSA and NASSP.

j. Jury Duty – The Principal shall be allowed paid leave for jury duty, but shall turn over the jury duty pay (excluding mileage reimbursement) to the District.

k. Seminars, Conventions, Meetings - Cost of fees, lodging, and meals (at rates established

by District Policy) for out of district travel required by Board shall be provided to Principal by Board. All such out of district travel shall be authorized in advance by the Board. The necessary amount of paid professional leave and actual costs of travel, fees, lodging, and meals (limited by then current Board Policy) for attendance at State and National conventions and Regional meetings of high value to Principal's professional growth, shall be provided by the Board provided such leaves are approved in advance by the President of School Board. The entire Board shall approve attendance at National conventions. Principal shall be allowed to attend a National convention every year.

l. Social Security – The District shall pay the employer's share of Social Security as required by law. Principal shall pay employee's share as required by law.

m. Leave – The Principal will be granted five (5) funeral days, two (2) personal days, and unpaid leave as provided to District Administrative team. Child-rearing leave of up to one year.

n. Graduate Training – The Board shall pay the full cost of graduate course fees for nine credits each calendar year.

o. Professional Liability Insurance – The Board shall provide or self-fund professional liability insurance for the Principal.

p. Moving Expense/Residency Stipend – The Board shall pay a $5,000 one-time stipend towards moving expenses and when establishing residency within the school district. The stipend to be paid when principal establishes residency within the district.

q. Severance Pay – If, after ten (10) years of continuous employment, the Principal leaves the employ of the Board for any reason other than discharge for just cause, the Board shall pay the Principal the sum of $20 per day for each day of unused sick leave (not including the 60 days credited upon hire).

r. Leave of Absence – After five (5) full years of employment, the Principal shall be entitled to a leave of absence for one year without pay.

BOARD'S RESPONSIBILITIES AND RIGHTS

The Board reserves all management rights not abrogated by this Agreement. The rights of the Board include, but are not limited to the following:

a. To direct all operations
b. To establish reasonable work rules and schedules of work
c. To assign duties or responsibilities or transfer Principal to other position within the District.
d. To suspend or take other disciplinary action against the employee for just cause.
e. To determine the kind and amount of service to be performed by the Principal.
f. To change insurance carriers and/or self-fund insurance programs.
g. To determine the methods, means and personnel by which District operations are to be conducted.

h. To evaluate Principal's performance on an annual basis.

NONRENEWAL

The renewal or nonrenewal of this agreement shall follow the procedure set forth in Section 118.24 Wisconsin Statutes. Principal shall have the right to prior written notice of any allegations of deficient performance. Principal shall also have an opportunity to request and have a fair and impartial hearing before the Board regarding those perceived deficiencies. Principal shall have the right to prior written notices of the time and place of said hearing. Principal shall have the right to demand that the hearing be held in open session. Principal shall have the right to present testimony and cross examine those making the allegations. Principal shall have the right to be represented by counsel of his choice at such a hearing. Principal shall have the right to a decision which is neither arbitrary nor capricious.

TERMINATION

The parties understand that this is a solemn, binding contract. This contract may be terminated prior to the end of the term by mutual agreement of both parties.

The Board may terminate this Agreement and discharge Principal during the term of this Agreement for just cause. The Principal shall receive prior written notice of the charges. The Principal shall have an opportunity to request and have a fair and impartial hearing before the Board regarding those charges. Principal shall have the right to prior written notice of the time and place of said hearing. The Principal shall have the right to demand that the hearing be held in open session. The Principal shall have the right to present testimony and cross examine those making the allegations. The Principal shall have the right to be represented by counsel of his choice at such hearings.

SAVING

In case of direct conflict between any rules, regulations or policies of the Board and any specific provision of this Agreement, this Agreement shall control. If any articles of this Agreement or portions thereof is held to be invalid or if compliance with or enforcement of any part of said article is restrained by any tribunal, the remainder of this Agreement shall not be affected thereby.

RETIREMENT BENEFITS

After seven (7) years of employment in the District, the Board of Education shall offer a health insurance plan to said Principal who elects to retire at age not sooner than 57. The health insurance plan shall be in accordance with the then contract in effect at the time of retirement. This offer of participation in the health insurance plan shall be for a period of 60 months of family coverage or until such time as the retiree qualifies for Medicare, whichever comes first. The Principal may instead elect at the time of retirement to take single coverage for a period of time not to exceed 120 months or until such time as the retiree qualifies for Medicare, whichever comes first. The District's cost will be fixed at the exit year premium costs.

The retirement plan cannot begin during the school year except for special circumstances with

the approval of the Board.

Declaration of early retirement shall be filed in the District Office on or before February 15th.

This contract is subject to review should the IRS rules for Highly Compensated Employees deem this contract not to be in compliance.

All parties have read and understand the provisions of this Agreement and agree to abide by its provisions.

Dated this _____ day of _____, 2026

SCHOOL BOARD OF THE BOYCEVILLE COMMUNITY SCHOOL DISTRICT:

By:_____
President

By:_____
Vice-President

By:_____
Clerk

By:_____
Treasurer

By:_____
Member

[NAME]

By:_____
[POSITION]

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
READING SPECIALIST CONTRACT

IT IS HEREBY AGREED by and between the Board of Education of the Boyceville Community School District (hereinafter designated as "Board") and **[NAME]** (hereinafter designated as Employee).

TERM

THIS CONTRACT SHALL COVER a period of two (2) years beginning on July 1, 2026, and ending June 30, 2028. Unless the Board notifies Employee by June 30, 2027, of its intent to not do so, the contract shall be subject to a two-year extension to cover the 2027-2028 and 2028-2029 school years and the parties shall enter into a new contract for the 2027-2029 term.

Unless the Board notifies Employee by January 31, 2028, of its intent not renew, that contract shall be subject to a single one-year extension to cover the 2029-2030 school year and the parties shall enter into a new written contract for the 2028-2030 term.

*The contract year shall be July 1 through June 30, and any pro-rations applicable to this contract shall be determined on the basis of 237 days. Contract term to include 191 days, as defined by the teacher's calendar, 39 additional work days (15 days before teachers begin, 14 days after teachers finish, and 10 days during the month of July), and 7 additional holidays (Independence Day, Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, and Good Friday - **Labor Day, Thanksgiving Day, and Memorial Day are included in the Teacher's Calendar*).

DUTIES

Employee agrees to faithfully perform at a professional level of competence the services, duties, and obligations required by the laws of the State of Wisconsin and the rules, regulations, directives, and policies of the Board which are now existing or which may hereinafter be enacted by the Board. Employee shall perform such other duties, services or obligations as from time to time may be assigned. Employee agrees that a condition of employment is that he must have state-required certification and licensing. Employee agrees to devote full time to the duties and responsibilities without the prior approval of the Board.

SALARY

In consideration for the services rendered, the Board will pay an annual salary of **[SALARY]** during the 2026-2027 year. The Employee shall begin work on July 1, 2026. Payment shall be in twenty-four (24) equal monthly payments. The salary shall be paid by the Board on the 15th and 30th of each month through the term of the contract pursuant to its normal payroll policy less deductions required by Federal and State law or deductions authorized by Employee and permitted Board policy.

CONTINUATION OF BENEFITS

The Board agrees that the fringe benefits, including the Retirement Health Insurance provision, as set forth in this contract shall continue in successor contracts between the Board and Employee until and unless otherwise modified by mutual agreement between the parties.

ADDITIONAL BENEFITS

The Board agrees to provide the following additional fringe benefits:

a. Sick Leave - Employee shall be entitled to twelve (12) sick leave days annually, cumulative to a total of 104 days. In the event Employee total exceeds 104, they shall be paid $20 per day for those days over the 104 maximum accumulation not used in a given school year. Employee shall be credited with 60 days upon hire, but these 60 days shall not count toward the 104 maximum accumulation for the payout of $20 per day. In the event the Employee is unable to substantially perform the duties and responsibilities required of their position by reason of illness or injury, the Board may make a proportionate deduction from the stipulated salary. Further, if such disability is of such nature as to make the substantial performance of their duties impossible, the Board may terminate this contract.

b. Vacation - An employment year shall be considered as a 12-month period beginning July 1 and ending June 30. During an employment year, Employee shall be entitled to take seven (7) vacation days. Vacations days may be taken during the school year with prior approval of the District Administrator. The remainder of vacation shall be taken in the summer, or non-teacher/student days. Vacation time shall not be carried over or be cumulative.

c. Health Insurance - The cost of participation in the District's group family or single health insurance program shall be paid by the Board, except for $30/month for a family plan or $15/month for a single plan, effective 11/01/02.

d. Dental Insurance - The cost of participation in the district's group dental insurance program shall be paid by the Board.

e. Retirement - The Board will pay 50% of the actuarial required contribution to the State retirement plan as required by the Employee Trust Fund.

f. Life Insurance - the cost of participation in the District's group life insurance program shall be paid by the District.

g. LTD Insurance - The cost of participation in the District's Group Long-Term Disability insurance policy shall be paid by the Board.

h. Membership in Professional Organizations - The Board shall pay the membership dues and auxiliary expenses for membership in professional organizations.

i. Jury Duty – The Employee shall be allowed paid leave for jury duty, but shall turn over the jury duty pay (excluding mileage reimbursement) to the District.

j. Seminars, Conventions, Meetings - Attendance at seminars, conventions and meetings shall be subject to the approval of the District Administrator. The Board agrees to reimburse customary and reasonable expenses incurred while attending these seminars, conventions, or meetings.

k. Social Security – The District shall pay the employer's share of Social Security as required by law. Employee shall pay employee's share as required by law.

l. Leave – The Employee will be granted five (5) funeral days, two (2) personal days, and unpaid leave as provided to District Administrative team. Child-rearing leave of up to one year.

m. Graduate Training – The Board shall pay the full cost of graduate course fees for nine credits each calendar year.

n. Professional Liability Insurance – The Board shall provide or self-fund professional liability insurance for the Employee.

o. Severance Pay – If, after ten (10) years of continuous employment, the Employee leaves the employ of the Board for any reason other than discharge for just cause, the Board shall pay the Employee the sum of $20 per day for each day of unused sick leave (not including the 60 days credited upon hire).

p. Leave of Absence – After five (5) full years of employment, the Employee shall be entitled to a leave of absence for one year without pay.

BOARD'S RESPONSIBILITIES AND RIGHTS

The Board reserves all management rights not abrogated by this Agreement. The rights of the Board include, but are not limited to the following:

a. To direct all operations

b. To establish reasonable work rules and schedules of work

c. To assign duties or responsibilities or transfer Employee to other position within the District.

d. To suspend or take other disciplinary action against the employee for just cause.

e. To determine the kind and amount of service to be performed by the Employee.

f. To change insurance carriers and/or self-fund insurance programs.

g. To determine the methods, means and personnel by which District operations are to be conducted.

h. To evaluate Employee's performance on an annual basis.

NONRENEWAL

The renewal or nonrenewal of this agreement shall follow the procedure set forth in Section 118.24 Wisconsin Statutes. Employee shall have the right to prior written notice of any allegations of deficient performance. Employee shall also have an opportunity to request and have a fair and impartial hearing before the Board regarding those perceived deficiencies. Employee shall have the right to prior written notices of the time and place of said hearing. Employee shall have the right to demand that the hearing be held in open session. Employee shall have the right to present testimony and cross examine those making the allegations. Employee shall have the right to be represented by counsel of his choice at such a hearing. Employee shall have the right to a decision which is neither arbitrary nor capricious.

TERMINATION

The parties understand that this is a solemn, binding contract. This contract may be terminated prior to the end of the term by mutual agreement of both parties.

The Board may terminate this Agreement and discharge Employee during the term of this Agreement for just cause. The Employee shall receive prior written notice of the charges. The Employee shall have an opportunity to request and have a fair and impartial hearing before the Board regarding those charges. Employee shall have the right to prior written notice of the time and place of said hearing. The Employee shall have the right to demand that the hearing be held in open session. The Employee shall have the right to present testimony and cross examine those making the allegations. The Employee shall have the right to be represented by counsel of his choice at such hearings.

Employee may unilaterally terminate this agreement. In the event said Employee terminates their services during the term hereof, the sum of One Thousand Dollars ($1,000.00) is determined to be the reasonable liquidated damages which the parties, looking forward, reasonably anticipate will follow from such a breach and the Board may, at its option, demand and recover from Employee said amount as liquidated damages

SAVING

In case of direct conflict between any rules, regulations or policies of the Board and any specific provision of this Agreement, this Agreement shall control. If any articles of this Agreement or portions thereof is held to be invalid or if compliance with or enforcement of any part of said article is restrained by any tribunal, the remainder of this Agreement shall not be affected thereby.

RETIREMENT BENEFITS

To qualify for the following early retirement incentive, Employee should file a declaration of retirement in the District Office on or before February 15th of their intent to retire at the end of that school year. The retirement plan cannot begin during the school year except for special circumstances with the approval of the Board.

1. If the Employee is at least fifty-seven (57) years of age and has a minimum of fifteen (15) consecutive years of full-time experience in the District, the Board will contribute $5,000 per school year following retirement into a Health Reimbursement Account ("HRA") to use towards IRS-qualifying health-related expenses for five (5) school years. District contributions shall automatically cease upon eligibility for Medicare, other Federal insurance benefits, or death, whichever occurs first.

2. If the Employee is not yet age fifty-seven (57) but has a minimum of thirty (30) consecutive years of full-time experience in the District, the Board will contribute $3,000 per school year following retirement into an HRA to use towards IRS-qualifying health-related expenses for five (5) school years. District contributions shall automatically cease upon eligibility for Medicare, other Federal insurance benefits, or death, whichever occurs first.

Unless otherwise approved by the Board, retirement payouts will start in the July following the last school year of teaching.

Termination of Retiree Group Health Plan Coverage – Employee will not be allowed to stay on the school districts employee dental or health care plans beyond June 30th of the year they retire unless the employee chooses the COBRA option.

This contract is subject to review should the IRS rules for Highly Compensated Employees deem this contract not to be in compliance.

All parties have read and understand the provisions of this Agreement and agree to abide by its provisions.

Dated this _____ day of _____, 2026

SCHOOL BOARD OF THE BOYCEVILLE COMMUNITY SCHOOL DISTRICT:

By:_____
President

By:_____
Vice-President

By:_____
Clerk

By:_____
Treasurer

By:_____
Member

[NAME]

By:_____
Reading Specialist

BOYCEVILLE COMMUNITY SCHOOL DISTRICT
SUPERINTENDENT'S CONTRACT

IT IS HEREBY AGREED by and between the School Board of Boyceville Community School District (hereinafter, designated as the "Board") and **[NAME]**, (hereinafter designated as "Administrator") that the said Board does hereby employ the said Administrator in the position of SUPERINTENDENT OF SCHOOLS.

I. TERM

THIS CONTRACT SHALL COVER a period of two (2) years beginning on July 1, 2026, and ending June 30, 2028. Unless the Board notifies Employee by June 30, 2027, of its intent to not do so, the contract shall be subject to a two-year extension to cover the 2027-2028 and 2028-2029 school years and the parties shall enter into a new contract for the 2027-2029 term.

Unless the Board notifies Employee by January 31, 2028, of its intent not renew, that contract shall be subject to a single one-year extension to cover the 2029-2030 school year and the parties shall enter into a new written contract for the 2028-2030 term.

*The contract year shall be July 1 through June 30, and any pro-rations applicable to this contract shall be determined on the basis of 261 days.

II. RESPONSIBILITIES

Said Administrator agrees to perform at a professional level of competence, the services, duties and obligations required by the laws of the State of Wisconsin and the rules, regulations and policies of the Board which are now existing or which may hereinafter be enacted by the Board. The Board agrees to furnish the Administrator with a written copy of all such rules, regulations and policies now in effect or becoming effective during the term of this or future contracts.

In case of direct conflict between any rules, regulations or policy of the Board and any specific provision of this contract, the contract shall control.

The Administrator agrees to devote full time (261 days) to the duties and responsibilities normally expected of the Administrator's position during the term of this contract, and shall not engage in any pursuit or accept any employment, which interferes with the proper discharge of such duties and responsibilities.

The Administrator may participate in professional meetings and college level courses for the purpose of improving and stimulating the Administrator's professional growth. Participation shall be in accordance with Board rules and policies. Necessary expenses

will be paid for (with Board approval) as provided by existing Board policies and this contract. (See subsections IV. 5, 6 7 and 8).

III. SALARY

In consideration for the services rendered, the Board will pay the Administrator an annual salary of **[SALARY]** in accordance with the appropriate salary policies adopted by the Board. If Administrator does not work the full fiscal year, his salary, leave, and vacation benefits shall be prorated. In addition, the Board agrees to contribute **$3,000** towards a tax-sheltered annuity program of the Administrator's choice. Payment shall be in twenty-four (24) equal semi-monthly payments.

IV. FRINGE BENEFITS

1. The Administrator shall be entitled to twelve (12) sick days annually, cumulative to a total of 120 days. Sick leave days accumulated prior to taking this position shall be part of Administrator's accumulation. Days accumulated beyond 120 days will be reimbursed at the end of each contract year at the rate of $25.00 per day.

2. During each twelve-month period of the employment year the Administrator will be entitled to twenty-five (25) vacation days. The scheduling of the vacation time shall be taken so as not to conflict with the prudent operation of the school district. The Board President shall be advised, in advance, of vacation, personal leave, and emergency leave days. Vacation time shall not be carried over or be cumulative.

   *The Board will allow up to five (5) unused vacation days to be reimbursed at the current year per diem rate for the 2025-2026 and 2026-2027 school years due to referendum work.

3. The Administrator shall be entitled to time off with pay on the following holidays: Independence Day, Labor Day, Thanksgiving, Thanksgiving Friday, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Good Friday, and Memorial Day.

4. The Administrator shall be entitled to two (2) personal days and up to five (5) Board approved paid emergency leave days per contract year. None of these days are accumulative, except the two (2) personal days which are accumulative to sick days if unused.

5. Authorized use of the Administrator's personal car for the performance of the Administrator's duties will be reimbursed at whatever rate is in effect for other employees of the District, as duly adjusted from time to time.

6. The Board of Education will pay the state and national dues for these

professional associations: WASDA, ASCD and AWSA.

7. The Board of Education will pay 100% of the expenses of attending one national convention annually and any other conventions/workshops as approved by the Board.

8. The Board of Education will pay 100% of the cost of obtaining continuing education credits as approved by the Board.

9. The cost of participation in the District's group family or single health insurance program shall be paid by the Board, except for $30/month for a family plan or $15/month for a single plan, effective 11/01/02.

10. The cost of participation in the District's group dental insurance program shall be paid by the Board.

11. The Board of Education will pay 100% toward the premium for a Board approved term life, accidental death and dismemberment insurance. The amount of said coverage to be 1-1/2 times the annual salary rounded to the nearest $1,000.

12. The Board shall pay 100% of the cost of a physical examination of the Administrator by a physician mutually acceptable to the Board and the Administrator. The Administrator or said physician shall submit a medical report or statement prior to payment under this paragraph.

13. The Board will pay 50% of actuarial required contribution to the state retirement plan as required by the Employee Trust Fund.

14. The Board will pay 100% of the cost of the Administrator's long-term disability plan.

15. After five (5) years of experience, the Board may grant without pay, a one-year's leave of absence request.

16. The Administrator may serve on jury duty without loss of pay. However, any jury pay shall be deposited with the district minus mileage.

17. The Board will provide the Administrator with severance pay of twenty-five dollars ($25.00) of unused sick days upon the termination of employment.

18. The Board encourages the Administrator to live in the district. The Board agrees to pay a $5,000 one-time stipend towards moving expenses when establishing residency with the school district. The stipend will be paid when residency is established within the district.

19. The Board shall offer a health insurance plan to the Administrator who elects to retire at age not sooner than 57. The health insurance plan shall be in

accordance with the current insurance plan offered by the District. This offer of participation in the health insurance plan shall be for a period of 60 months of family coverage or until such time as the retiree qualifies for Medicare, whichever comes first. The Administrator may instead elect at the time of retirement to take single coverage for a period of time not to exceed 120 months or until such time as the retiree qualifies for Medicare, whichever occurs first. The District's cost will be fixed at the exit year premium costs. The retirement plan cannot begin during the school year except for special circumstances with the approval of the Board.

V. BOARD'S RESPONSIBILITIES AND RIGHTS

The Board reserves all management rights not abrogated by this agreement. The rights of the Board include, but are not limited to, the following:

1. To direct all operations of the District;

2. To establish reasonable work rules;

3. To assign duties or responsibilities or transfer Administrator to other positions within the District. Administrator shall be given as much advance notice as is practicable and shall not be reassigned to a position for which Administrator is not certifiable;

4. To suspend or take other disciplinary action against Administrator. Discipline shall not be arbitrary or capricious and Administrator shall have the right to request a hearing before the Board on the merits of the discipline;

5. To determine the kind and amount of services to be performed by Administrator;

6. To change insurance carriers and/or self fund insurance programs;

7. To determine the methods, means and personnel by which District operations are to be conducted; and

8. To provide the Administrator with a written evaluation at least once each year.

VI. NONRENEWAL

The renewal or nonrenewal of this agreement shall follow the procedure set forth in Section 118.24, Wisconsin Statutes. Administrator shall have the right to prior written notice of any allegations of deficient performance. Administrator shall also have an opportunity to request and have a fair and impartial hearing before the Board regarding those perceived deficiencies. Administrator shall have the right to prior written notice of the time and place of said hearing. Administrator shall have the right to demand that the hearing be held in open session. Administrator shall have the right to present testimony and cross examine those making the allegations. Administrator

shall have the right to be represented by counsel of their choice at such a hearing. Administrator shall have the right to a decision which is neither arbitrary nor capricious.

VII. CONTRACT TERMINATION

The parties understand that this is a solemn, binding contract.

Upon mutual written agreement by the Board and the Administrator, this contract and the employment of the Administrator may be terminated without penalty or prejudice against either the Board or the Administrator. In this event, the Board shall pay the Administrator all remuneration and benefits accrued but unpaid during the period of employment immediately prior to such termination.

The Board may terminate this agreement and discharge Administrator during the term of this agreement for just cause. Administrator shall receive prior written notice of the charges. Administrator shall have an opportunity to request and have a fair and impartial hearing before the Board regarding those charges. Administrator shall have the right to prior written notice of the time and place of said hearing. Administrator shall have the right to demand that the hearing be held in open session. Administrator shall have the right to present testimony and cross examine those making charges against him. Administrator shall have the right to be represented by counsel of his choice at such hearing.

Administrator may unilaterally terminate this agreement. In the event said Administrator terminates his services during the term hereof, the sum of Two Thousand Dollars ($2,000.00) is determined to be the reasonable liquidated damages which the parties, looking forward, reasonably anticipate will follow from such a breach and the Board may, at its option, demand and recover from Administrator said amount as liquidated damages.

VIII. SAVINGS

In case of direct conflict between any rules, regulations or policies of the Board and any specific provision of this agreement, this agreement shall control. If any article of this agreement or portion thereof is held to be invalid or if compliance with or enforcement of any part of said article is restrained by any tribunal, the remainder of this agreement shall not be affected thereby.

This contract is subject to review should the IRS rules for Highly Compensated Employees deem this contract not to be in compliance.

IX. EXECUTION

All parties have read and understand the provisions of this agreement and agree to abide by its provisions.

Dated this _____ day of _____, 2026.

BOARD OF EDUCATION FOR THE BOYCEVILLE COMMUNITY SCHOOL DISTRICT

_____ President

_____ District Administrator

_____ Vice President

_____ Clerk

_____ Treasurer

_____ Member

BOYCEVILLE COMMUNITY SCHOOL DISTRICT

MONTHLY FINANCIAL SUMMARY

General Funds - Peoples State Bank

11/18/2026

TREASURER'S REPORT

Accounts Payable Expenditures

Check Sequences

1531-1534
16511-16513
85369-85438

Total	**$**	**353,337.45**
Accounts Payable by Fund:		
Fund 10	$	267,568.62
Fund 27	$	57,820.90
Fund 50	$	26,778.28
Fund 80	$	1,169.65

Accounts Receivable

Receipts/Revenues	$	36,021.39
LGIP Transfer to Cash		
Total	**$**	**36,021.39**

Fund 46

Book Balance Oct 31, 2026	**$**	**938,755.61**
Bank Balance Oct 31, 2026	**$**	**938,755.61**

BANK RECONCILIATION

FUND 10

Balance Sept 30, 2026	**$**	**1,067,926.41**
Oct Receipts	$	36,021.39
Sept E-Funds not credited	$	990.00
Oct E-Funds dep not credited	$	1,377.35
Oct Budgetary Checks	$	576,931.05
Usage Fees & Bank Charges	$	263.56
Oct Payroll Checks	$	390,210.22
Book Balance Oct 31, 2026	**$**	**136,155.62**
Balance General Checking	$	466,778.01
Outstanding Checks	$	306,366.01
Bank Balance Oct 31, 2026	**$**	**160,412.00**
Ref checks reimbursed, not cashed	$	24,256.38
Ref checks cashed, not reimbursed		
Adjusted total	**$**	**136,155.62**

FUND 39

Book Balance Oct 31, 2026	**$**	**285,052.01**
Bank Balance Oct 31, 2026	**$**	**285,052.01**

LOCAL GOVERNMENT INVESTMENT POOL

FUND 10

Balance Sept 30, 2026	**$**	**1,909,730.47**
Interest	$	6,407.68
WI DPI - Breakfast/Lunch Reimb	$	3,830.87
Less Transfer to Cash		
Balance Oct 31, 2026	**$**	**1,919,969.02**

FUND 39

Balance Sept 30, 2026	**$**	**50,133.80**
Plus Interest	$	168.07
Less Transfer To Cash	$	-
Balance Oct 31, 2026	**$**	**50,301.87**

WISC - Fund 49 - Referendum Account Summary

10/31/2026

Expenditures

AP Check Number		Amount
16497-16510	$	364,765.85
Total	**$**	**364,765.85**

Investment Maturity Description	Amount

Details		
Reimbursed 10/15/26		
Beginning Balance:	**$**	**554,070.87**
Interest earned	**$**	**784.76**
Xfer from Issue #2 ACCOUNT	**$**	**2,326.53**
Ending Balance:	**$**	**784.76**
Pending Reimbursement to Fund 10		
Adjusted (Available) Ending balance	**$**	**784.76**

ACH Redemption Activity

Reference #	Vendor		Amount
14734945	HARTUNG ELECTRIC	$	32,060.74
14734948	CESA 10	$	52,431.50
14734946	AUTH CONSULTING	$	12,500.00
14734947	DUET RESOURCE GROUP	$	94,639.31
	Direct Expense Total	**$**	**191,631.55**
	Reimbursement Total	**$**	**364,765.85**
	Total Monthly Expenditures	**$**	**556,397.40**

WISC - Fund 49 - Referendum Account Summary

10/31/2026

Investment Maturity Description	Amount

Beginning Balance:	**$**	**4,279,138.73**
Interest Earned	$	13,527.20
Xfer to Issue #1 ACCOUNT	$	2,326.53
Ending Balance	**$**	**4,290,339.40**

Accounts Payable Expenditures	Reimbursement Detail	ACH Redemption Activity

WISC - Fund 49 - Referendum Account Summary

Combined balance totals

Cash	**$**	**4,291,124.16**
Investments	**$**	**-**
Total	**$**	**4,291,124.16**

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
10/16/2026	1531	AMAZON CAPITAL SERVICES	CLASSROOM, SPED, MAINT, TECH, FOOD SERVICE SUPPLIES	4,706.21
10/16/2026	1532	VISA	CLASSROOM, SPED, MAINT, TECH, FOOD SERVICE SUPPLIES	9,659.01
10/16/2026	1533	AMAZON CAPITAL SERVICES	CLASSROOM, SPED, MAINT, TECH, FOOD SERVICE SUPPLIES	2,084.19
10/28/2026	1534	VISA	CONFERENCE & TRAVEL EXPENSE	900.39
10/16/2026	16511	SECURIAN FINANCIAL GROUP INC	OCTOBER LIFE PREMIUMS	1,735.59
10/16/2026	16512	UNITED HEALTHCARE	NOV HEALTH & VISION PREMIUMS	159,059.07
10/16/2026	16513	LINCOLN LIFE	NOV DENTAL, DIS, LIFE PREMIUMS	12,833.63
11/09/2026	85207	PER MAR SECURITY INC	VOID - ACCOUNT CLOSED HS ELEVATOR MONITORING	-105.42
10/28/2026	85369	BONNIE'S CATERING	FALL CONFERENCES STAFF MEAL	400.00
10/28/2026	85370	BRYAN ROCK PRODUCTS INC	GROUNDS SUPPLIES	511.04
10/28/2026	85371	CELT, JAMES	V VB OFFICIAL 10-15-26	145.00
10/28/2026	85372	CENGAGE LEARNING	MS CURRICULUM RESOURCES	720.00
10/28/2026	85373	CHIPPEWA VALLEY SPORTING GOODS	FOOTBALL SUPPLIES	192.00
10/28/2026	85374	CLIFTONLARSONALLEN LLP	FINANCIAL AUDIT 6/30/26	3,100.00
10/28/2026	85375	COBORNS INC.	FOOTBALL SUPPLIES	43.92
10/28/2026	85376	ECKROTH MUSIC	INSTRUMENT SUPPLIES	131.44
10/28/2026	85376	ECKROTH MUSIC	INSTRUMENT SUPPLIES	19.19
10/28/2026	85377	FOLLETT CONTENT SOLUTIONS LLC	TCE LIBRARY BOOKS	189.33
10/28/2026	85378	GO GO MIDWEST SPEECH THERAPY	SLP SERVICES 10/1-10/15	6,412.50
10/28/2026	85379	HEARTLAND BUSINESS SYSTEMS	TECH SERVICES	46.25
10/28/2026	85380	HOFFMAN, DANIEL	V VB OFFICIAL 10-15-26	145.00
10/28/2026	85381	JEFF ERICKSON PIANO SERVICES	PIANO TUNING FEE	495.00
10/28/2026	85382	LEARNWELL	INSTRUCTIONAL SERVICES RB 10/15-10/16	281.70
10/28/2026	85383	MARSHFIELD BOOK AND STATIONERY INC	OFFICE SUPPLIES	26.00
10/28/2026	85384	SCHOOL DISTRICT OF THE MENOMONIE AR	VB ENTRY FEE 9/19/26	175.00
10/28/2026	85385	MENOMONIE MARKET FOOD CO-OP	FALL CONFERENCES STAFF LUNCH	400.00
10/28/2026	85386	NORTHWEST REGIONAL PLANNING COMMISS	T8 RECYCLING FEES	3,039.41
10/28/2026	85387	ON POINT PLUMBING & BOILERS LLC	REPAIR - TCE CEILING LEAK	209.57
10/28/2026	85387	ON POINT PLUMBING & BOILERS LLC	MSHS WORKROOM & TCE IRRIGATION REPAIR/WORK	759.31
10/28/2026	85388	PAN-O-GOLD BAKING CO	BREAD	279.05
10/28/2026	85389	POINT C HEALTH	HRA ADMIN FEE OCT	50.00
10/28/2026	85390	PUSTOL, NANCY	XC STATE FOOD ALLOWANCE - STUDENT	360.00
10/28/2026	85391	RED CEDAR CHIROPRACTIC LLC	DOT EXAM S U-K	150.00
10/28/2026	85392	SIMMERMAN, RACHAEL	REIMBURSEMENT FOR STAFF LOUNGE SUPPLIES	22.83
10/28/2026	85393	SPRING-GREEN	LAWN SERVICE	276.62
10/28/2026	85394	UNIVERSITY OF MINNESOTA	TUITION - CONTRACT #187222	4,060.00
10/28/2026	85395	VERIZON WIRELESS	HOTSPOTS	120.16
10/28/2026	85396	TREVIPAY	CLASSROOM SUPPLIES	19.96
10/28/2026	85396	TREVIPAY	PRINCIPAL SUPPLIES	39.99
10/28/2026	85397	WEDAM ENTERPRISES LLC	HAULING RED ROCK	825.00
10/28/2026	85398	WE ENERGIES	GAS 426 EAST ST	52.96
10/28/2026	85398	WE ENERGIES	GAS BUS GARAGE	32.93
10/28/2026	85398	WE ENERGIES	GASS 922 TIFFANY	32.93
10/28/2026	85399	WELD RILEY, SC	LEGAL SERVICES	590.00
10/28/2026	85400	WI DRUG TESTING CONSORTIUM	BACKGROUND CHECKS	330.75
11/09/2026	85401	ADVANCE AUTO PARTS	OCT STATEMENT - BUS GARAGE SUPPLIES	1,034.96
11/09/2026	85402	SCHOOL DISTRICT OF ALTOONA	XC FEE 10/3/26	100.00
11/09/2026	85403	ANDERSON SANITATION LLC	7 PORTABLES / 14 CLEANINGS	455.00
11/09/2026	85404	ANTCZAK, TONY	MS BBB OFFICIAL 11-2-26	90.00
11/09/2026	85405	BERNARD FOOD INDUSTRIES, INC	FOOD SUPPLIES	268.18
11/09/2026	85406	BOESL, JESSICA	REIMBURSEMEMT FOR SUPPLIES	76.74
11/09/2026	85407	CESA 11	26-27 PURCHASED SERVICES CONTRACT	50,164.75
11/09/2026	85408	CINTAS CORPORATION	CLEANING SERVICES - OCT	1,112.14

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
11/09/2026	85409	COMPANION CORPORATION	ALEXANDRIA LIBRARY SOFTWARE	2,646.00
11/09/2026	85410	CHIPPEWA VALLEY TECHNICAL COL	FALL 2026 START COLLEGE NOW	12,709.64
11/09/2026	85411	DUNN ST CROIX CONFERENCE	26-27 MEMBERSHIP DUES	2,025.00
11/09/2026	85412	GFL ENVIRONMENTAL	RECYCLING - TCE	384.46
11/09/2026	85412	GFL ENVIRONMENTAL	RECYCLING - MSHS	765.92
11/09/2026	85413	GLENWOOD AUTO SUPPLY	OCT STATEMENT - B/G SUPPLIES, BUS GARAGE SUPPLIES	47.90
11/09/2026	85414	GLENWOOD HARDWARE	OCT STATEMENT - B/G SUPPLIES, BUS GARAGE SUPPLIES	110.44
11/09/2026	85415	GO GO MIDWEST SPEECH THERAPY	SLP SERVICES 10/16-10/31	5,700.00
11/09/2026	85416	INDIANHEAD FOOD DISTRIBUTORS	OCT STATEMENT - MS/HS & COMM FOOD & SUPPLIES - FOODSERVICE	21,992.93
11/09/2026	85416	INDIANHEAD FOOD DISTRIBUTORS	OCT STATEMENT - MS/HS & COMM FOOD & SUPPLIES - FOODSERVICE	68.25
11/09/2026	85417	ISCORP	SKYWARD HOSTING SERVICE - STUDENT 12/1/26-11/30/2027	3,000.00
11/09/2026	85418	IXL LEARNING	IXL MATH - TCE	315.00
11/09/2026	85419	KAISER, NICHOLAS	DSC SUPT MTG MEAL	22.18
11/09/2026	85420	KEMPS LLC	MILK	3,815.64
11/09/2026	85421	LAMB, ANDY	MS BBB OFFICIAL 11-2-26	90.00
11/09/2026	85422	LEWIS BJORK, LLC	GREASE TRAP CLEANING	960.00
11/09/2026	85423	LUMEN	IP AND DATA SERVICES	1,303.56
11/09/2026	85424	MISSISSIPPI WELDERS SUPPLY CO	BUS GARAGE & AG SUPPLIES	128.34
11/09/2026	85425	NEOLA, INC	BOARD POLICY UPDATES	1,770.00
11/09/2026	85426	NEXTGEN COMMUNICATIONS	BUS GARAGE FIBER	400.00
11/09/2026	85427	PAN-O-GOLD BAKING CO	BREAD	154.13
11/09/2026	85428	SCHAFF, NICHOLAS	CLOCK 10/9/26 & 10/23/26	90.00
11/09/2026	85429	SCHOLASTIC BOOK FAIRS	ORDER 14317429	213.96
11/09/2026	85430	TRIBUNE PRESS REPORTER	ADS/POSTINGS BOARD MEETINGS	626.46
11/09/2026	85431	UNIVERSITY OF WISCONSIN-STOUT	DUAL CREDIT COURSES - BIO & PRECALC	14,780.00
11/09/2026	85432	TREVIPAY	CLASSROOM SUPPLIES	107.85
11/09/2026	85432	TREVIPAY	AG SUPPLIES - CLASSROOM	173.25
11/09/2026	85433	WI ASSN OF SCHOOL BOARDS	ADMINISTRATOR CONTRACTS SESSION FEE	75.00
11/09/2026	85434	WI ASSN OF SCHOOL BUSINESS OFFICIAL	2026 SBOP CONFERENCE E MONFORT	295.00
11/09/2026	85435	WASTE MANAGEMENT OF WI, INC	GARBAGE TCE	670.09
11/09/2026	85435	WASTE MANAGEMENT OF WI, INC	GARBAGE MSHS	998.89
11/09/2026	85435	WASTE MANAGEMENT OF WI, INC	GARBAGE BUS GARAGE	171.65
11/09/2026	85436	WE ENERGIES	GAS TCE	357.65
11/09/2026	85436	WE ENERGIES	GAS MSHS	552.55
11/09/2026	85437	WI FOUNDATION FOR ED ADMIN (WFEA)	SLATE 2026 CONFERENCE	348.00
11/09/2026	85438	XCEL ENERGY	ELECTRICITY MSHS	6,608.43
			Totals for checks	353,337.45

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	GENERAL FUND	173,628.29	0.00	93,940.33	267,568.62
27	SPECIAL EDUCATION FUND	0.00	0.00	57,820.90	57,820.90
50	FOOD SERVICE FUND	0.00	0.00	26,778.28	26,778.28
80	COMMUNITY SERVICE FUND	0.00	0.00	1,169.65	1,169.65
*** Fund Summary Totals ***		173,628.29	0.00	179,709.16	353,337.45

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

CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
16497	MARSHFIELD BOOK AND STATIONERY INC	OFFICE/CONFERENCE/WORK ROOM FURNITURE	31,786.50
16498	BADGER STATE ELECTRIC	ELECTRICAL WORK - CTE/AG AREA	2,206.37
16499	EAU CLAIRE BUSINESS INTERIORS	MS/HS OFFICE CABINETS	4,088.00
16500	ESSER GLASS	ART ROOM WINDOWS & SLIDER	9,485.00
16501	MIDWEST TECHNOLOGY PRODUCTS	EQUIPMENT & FURNISHINGS FOR CTE/AG LAB	31,496.00
16502	KOMRO SALES & SERVICE, INC	BOBCAT UTV SN:B53660321	21,522.15
16503	SPORTS IMPORTS	CORRECT REPLACEMENT VOLLEYBALL SLEEVES- TCE GYM	1,896.40
16504	DELL CONSTRUCTION CO., INC	CAREER & TECH ED RENOVATION	71,277.53
16505	HALVERSON BROS INC	PAY APPLICATION #10 - REFERENDUM MECHANICAL WORK	40,657.50
16506	H&B SPECIALIZED PRODUCTS, INC	TCE GYM RENOVATION	63,954.95
16507	HUDSON ELECTRIC, INC.	CTE LAB REFERENDUM RENOVATION	4,911.00
16508	INTERTEK PSI	TCE PARKING LOT PLANNING	5,000.00
16509	MARSHFIELD BOOK AND STATIONERY INC	STUDENT LOCKER REPLACEMENT	23,516.00
16510	NATIONWIDE FLOORING	FLOORING PHASE 2	52,968.45
14734945	HARTUNG ELECTRIC	LED LIGHTING UPGRADE	32,060.74
14734946	AUTH CONSULTING & ASSOCIATES, INC	REFERENDUM DESIGN/ENGINEERING/CONSULT	12,500.00
14734947	DUET RESOURCE GROUP	FURNITURE:HS LIBRARY & MS/HS CLASSROOMS	94,639.31
14734948	CESA 10	REFERENDUM CONSTRUCTION MGT SEPT	52,431.50
		Totals for checks	556,397.40

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
49	OTHER CAPITAL PROJECT FUNDS	0.00	0.00	556,397.40	556,397.40
*** Fund Summary Totals ***		0.00	0.00	556,397.40	556,397.40

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

Boyceville Community School District
Activity Fund Balances

ACCOUNT	BALANCE
PBIS	$1,315.75
Playground	$404.93
Reading Club	$1,271.89
TCE Field Trips	$1,088.46
TCE Picture Fund	$1,229.02
TCE PTO	$9,285.93
Scholarships/Grants	$1,951.60
Scholarships/Grants - Knights of Columbus	$139.15
Scholarships/Grants - Suicide Prevention	$380.50
Scholarships/Grants - TCE Alfalfa Fest	$3,478.90
Scholarships/Grants - Wellness	$1,093.18
Band	$2,158.93
Choir	$1,327.88
Drama Club	$3,358.18
School Based Enterprise (prev FBLA)	$2,454.32
FCCLA	$68.56
FFA	$1,016.67
High School Student Council	$119.72
Library	$837.79
Middle School Student Council	$2,992.21
Science Olympiad	$20,137.75
Spanish Club	$3,783.70
Special Ed Voc	$376.44
Success for Children	$1,262.13
Yearbook	$637.98
Baseball	$1,502.71
Boys Basketball	$518.37
Cross Country	$2,609.16
Dance	$1,457.62
Football	$7,794.19
Football Cheerleading	$98.98
Girls Basketball	$1,452.30
Softball	$1,768.46
Tournament	$4,965.52
Track	$5,933.34
Volleyball	$4,610.92
Wresting Cheerleading	$0.00
Wrestling	$468.85
Class of 2027	$6,643.55
Class of 2028	$1,927.17
Class of 2029	$3,057.36
Class of 2030	$893.69
General In/Out	$100,624.98
TOTAL FUND 21 BALANCE	**$208,498.74**

11826 N. Desert Hills Dr. W
Sun City, AZ. 85351-3834
715-835-1011 | parlocinc@gmail.com

BID SUBMITTAL

State Certified WDBE
BCR #1107658

PROJECT
Boyceville Elementary Boyceville, WI

DATE	BID DATE
11/4/2026	11/04/26

SECTION NUMBER

DESCRIPTION	QTY	TOTAL
FURNISH & INSTALL		
Floor mounted, O.H. braced Toilet partitions w/continuous alum wall brackets, STS shoes and 8" wrap-around hinges Stainless Grip EX	5	
Wall hung, urinal screens Stainless Grip EX	3	
Install toilet paper	5	
FURNISH & INSTALL - TOTAL		11,850.00
REMOVE		
Remove existing toilet partitions	5	
Urinal screens	3	
Toilet paper holders	5	
REMOVAL - TOTAL		1,150.00

TOTAL $13,000.00

BOYCEVILLE COMMUNITY SCHOOL DISTRICT

SUPERINTENDENT OF SCHOOLS
JOB EVALUATION

Review Period: _____

Superintendent: _____

The Superintendent of Schools accepts the responsibility to provide leadership in developing and maintaining the best possible educational programs and services.

Rate each performance dimension using the following 5-Point Rating Scale. Sample statements have been included to be utilized as you are evaluating each dimension.

5-POINT RATING SCALE	
LEVEL	**DESCRIPTION**
5	Exceptional
4	Highly Effective
3	Effective
2	Needs Improvement
1	Unacceptable

E = Employee Rating S = Supervisor Rating

CATEGORY	**E**	**S**
Relationship with the Board		
● Is receptive to Board member ideas and suggestions for the District. ● Facilitates the decision-making process for the Board and makes sound recommendations for Board actions. ● Keeps Board informed of District activities, progress, and problems on a timely basis. ● Accepts constructive suggestions for self-improvement from the Board. ● Follows up on all problems and issues brought to his/her attention.		
Comments:		

	E	S
Management Skills and Abilities		

- Maintains a smooth-running administrative environment.
- Prepares all necessary reports and keeps accurate records.
- Presents information, verbally and written, to the Board and employees in a clear, concise manner.
- Is progressive in attitude and action.
- Develops and implements District goals and objectives.
- Oversees and administers the use of all District facilities and property, and obtains maximum efficiency.

Comments:

	E	S
Instruction/Curriculum		

- Provides professional advice to the Board about the educational program and alternatives.
- Monitors and assesses the effectiveness of instructional programs and materials.
- Keeps abreast of trends and developments in curriculum and instruction.
- Develops courses of study and recommends changes in graduation requirements.

Comments:

	E	S
Fiscal Management		

- Evaluates and informs the Board of financial needs and makes sound recommendations for adequate financing.
- Directs the preparation of and recommends an annual budget for Board consideration.
- Determines that funds are spent appropriately, and that adequate control and accounting is maintained.
- Keeps up on legislation that may affect district funding and operation.

Comments:

	E	S
Professional Attributes		

- Establishes and maintains effective working relationships.
- Takes responsibility of their own actions.
- Participates in professional activities.
- Continues professional growth.

Comments:

	E	S
Public Relations and Communication		

- Represents the District in a positive and professional manner.
- Promotes a positive image of the District to the public.
- Openly accepts community involvement.
- Interacts well with all groups and members of the community.

Comments:

	E	S
Vision and Effective Leadership of Personnel		

- Follows personnel dynamics closely and works to resolve conflicts quickly.
- Maintains high employee standards.
- Involves students, staff, parents, and community in decision-making when appropriate.
- Serves as liaison between the Board and school staff, facilitating communications and representing Board positions and decisions accurately.
- Recommends well qualified persons for employment.
- Disciplines school employees and follows due process procedures.
- Promotes the professional and personal development of all employees.
- Motivates employees and promotes an environment of cooperation.
- Facilitates a free and open flow of dialogue on both criticisms and suggestions.

Comments:

Goal(s) for the School Year

Signature of Superintendent: _____Date: _____

Signature of Board President: _____ Date: _____

Boyceville Community School District

1003 Tiffany Street • Boyceville, Wisconsin 54725-9407
www.boyceville.k12.wi.us • 715-643-3647 (DOGS)

Leading Today ... Developing Excellence for Tomorrow!

11/2/2026

Dear members of the Board of Education of BCSD:

I am writing to inform you of my intent to retire from my teaching position with the Boyceville Community School District effective December 4, 2026.

The decision has not been an easy one, as I did want to complete the entire school year to help ensure as smooth a transition as possible for everyone involved. However, due to the circumstances I shared with the board on October 7th, I have reached a point where retirement has become a necessary step for me.

While I recognize that retiring mid-year may present challenges for the district, my sincere hope is that I am able to leave on good terms with mutual respect. I am incredibly grateful for the opportunity to have spent my career working alongside some incredible colleagues and teaching so many outstanding students. Being part of Boyceville Schools has been a privilege and I will always look back on my time here with appreciation and pride.

I am hopeful the Board will view approving a mid-year retirement as a reasonable accommodation based upon my circumstances. I respectfully ask that the Board consider my nearly 35 years of service to Boyceville Schools when weighing this decision.

Sincerely,

Chris Bowman

Chris Bowman

The Boyceville Community School District does not discriminate on the ~~basis~~ of sex, race, color, religion, national origin, ancestry, creed, genetic information, pregnancy, age, marital or parental status, sexual orientation, or disability in employment or educational programs and activities.



Derrick Retz <derrickr@boyceville.k12.wi.us>

Retirement

1 message

Neil Fruit <neilf@boyceville.k12.wi.us> Fri, Oct 30, 2026 at 8:08 AM
To: Derrick Retz <derrickr@boyceville.k12.wi.us>

Derrick,

It is with mixed emotions that I hereby submit my notice of retirement from the District. My last day of employment will be Monday, January 4, 2027.

I want to thank you for being such a patient, understanding and flexible boss. I have genuinely appreciated the opportunities you have given me.

Sincerely,

122
Neil Fruit