School District of Three Lakes - Regular Meeting

Wednesday, November 18, 2026 6:00 PM
Sugar Camp Elementary School
4066 Camp Four Rd.
Rhinelander, WI 54501
www.threelakessd.k12.wi.us

"Teaching Students to Be Productive Citizens"

1. **OPENING OF MEETING**
   - A. Call to Order.
   - B. Pledge of Allegiance.
   - C. Administrator Report on the Agenda Posting and Notification of the Meeting to the Media.
   - D. Amendments and Approval of Agenda.
2. **ROUTINE APPROVALS**
   - A. Approve Minutes of the October 21, 2026 Regular Meeting and the October 21, 2026 Budget Hearing and Annual Meeting.
   - B. Approve Vouchers/Check Register for the Period of October 15, 2026, through November 11, 2026.
   - C. Consider Approval of Personnel Report.
3. **PUBLIC COMMENTS**
   - A. Hear Comments from Visitors Regarding Agenda Items.
4. **ADMINISTRATOR'S REPORT**
   - A. WI-DPI School Report Card Release and Building Project Update.
5. **NEW BUSINESS**
   - A. District Related Positive Happenings.
   - B. Student Voice.
   - C. December Meeting Date(s).
   - D. Consider Appointment of Board Treasurer Position.
   - E. Consider Appointment of WASB Alternate for the Delegate Assembly at the 2027 State Education Convention.
   - F. Approve Revision to Policy 343.4 Exhibit 1: District Notice of Educational Options.
   - G. Consider Approval of Technical College Course Program ("Start College Now") Policy.
   - H. Consider Approval of Policies for English Language Learners.
   - I. Consider Approval of Student Search Activities Policy.
   - J. Nexus Project Update Report.
   - K. Parent-Teacher Conference Report.
   - L. Three Lakes High School ACT Results Report.

M. Consider Change of Scheduled 2027 Graduation Date.

N. Town of Three Lakes Proposed Abandonment of West School Street Update.

O. WASB Correspondence/Updates.

6. **FACILITY TOUR**

A. Tour of Sugar Camp Elementary Facility/Grounds.

7. **EXECUTIVE SESSION**

A. Adjourn to Executive Session Pursuant to Wis. Stats. 19.85(1)(c) to Consider Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body Has Jurisdiction or Exercises Responsibility; Specifically to Consider Staffing Levels, Individual Staff Contract(s), Hiring of Staff and/or Resignation/Retirement of Staff. Additionally, the session will include Approval of Minutes from the October 21, 2026 Executive Session.

B. Approve Minutes of the October 21, 2026 Executive Session.

C. Reconvene to Open Session to Consider Motions on Matters Taken Up in Executive Session.

8. **ADJOURNMENT**

A. Adjourn the Meeting.

School District of Three Lakes - Regular Meeting
Wednesday, October 21, 2026 –
Following Budget Hearing & Annual School District Meeting
Three Lakes School Boardroom
6930 West School Street
Three Lakes, WI 54562

Board Members Present: Elisha Williams – Board President
Stacey Klein – Board Vice President
Josh Kral – Board Clerk
Brian Fritz – Board Member

Others Present: Teri Maney, District Administrator; Justin Szews, Marc Busko, Principals; Kari Volk, Director of Student Services & Special Education; Caleb Kleinhans, Business Manager; Jennifer West, Communications Director; Nikki Maney, BOE/DA Administrative Assistant; (9) visitors

1. **OPENING OF MEETING**

A. **Call to Order.**

President Williams called the regular meeting of the Three Lakes School Board to order at 6:45 p.m. and led the members in the Pledge of Allegiance.

B. **Pledge of Allegiance.**

C. **Administrator Report on the Agenda Posting and Notification of the Meeting to the Media.**

Ms. Maney reported on the agenda posting and notification of the meeting to the media.

D. **Amendments and Approval of Agenda.**

Motion to approve the agenda as presented. This motion, made by Stacey Klein and seconded by Josh Kral, Carried. Yea: 4, Nay: 0

2. **ROUTINE APPROVALS**

A. **Approve Minutes of the September 16, 2026 Meeting.**

Motion to approve the minutes as presented. This motion, made by Brian Fritz and seconded by Stacey Klein, Carried. Yea: 4, Nay: 0

B. **Approve Vouchers/Check Register for the Period of September 10, 2026 through October 14, 2026.**

Motion to approve the checks dated September 10, 2026 through October 14, 2026 for accounts payable ACH checks #262700051-262700103, regular checks #132705-132846, manual checks #6279-6310 and wire transfers #202600083-202600127 in the amount of $1,018,657.56 and ACH payroll checks #900049323-900049539, regular payroll checks #59493, no manual payroll checks, in the amount of $366,968.28 for a total amount of $1,385,625.84. This motion, made by Brian Fritz and seconded by Josh Kral, Carried. Yea: 4, Nay: 0

C. **Consider Approval of Personnel Report.**

Ms. Maney reviewed the personnel report for October.
Motion to approve personnel report as presented. This motion, made by Stacey Klein and seconded by Josh Kral, Carried. Yea: 3, Nay: 0
Brian Fritz abstained from voting due to being a new hire on the personnel report.

3. **PUBLIC COMMENTS**

A. **Hear Comments from Visitors Regarding Agenda Items.**

There were no public comments.

4. **ADMINISTRATOR'S REPORT**

A. **Building Project Update.**

Ms. Maney provided a building project update stating that the boilers were turned on at Three Lakes this week and are scheduled to be turned on next week in Sugar Camp. The concrete sidewalks in Three Lakes are nearly completed and flooring continues to be installed in different locations in Sugar Camp. The next phase of the project will be to start remodeling in the business office area. Ms. Maney also reported that the attorney for Wickman Construction has submitted a request for records pertaining to the building project. The District is currently working to fulfill this request.

5. **NEW BUSINESS**

A. **District Related Positive Happenings.**

Staff shared district related positive happenings.

B. **Student Voice.**

Representatives from the Student Council reported on the recent homecoming week. Their plans to include more students in homecoming activities worked well, and they said the dance at the Reiter Center was very well attended. By moving the homecoming court up half an hour, more students stayed for the remainder of the dance and parents seemed very appreciative of the earlier time. One of the students noted that they are happy with the high school choir being combined with junior high this year as it makes for a bigger group. She would like to have more attendance at their concerts, but doesn't know how to pull in more of an audience. Discussion was held regarding pushing out more communication to the general community regarding these types of events.

C. **November Meeting Date(s).**

The regular meeting will be held on November 18, 2026, in Sugar Camp at 6:00 pm. The Board will take a brief tour of the facility.

D. **NLC School Board Retreat.**

The NLC School Board Retreat is scheduled for Monday, November 9th at the Water's Edge in Crandon. Social hour will start at 5:00 p.m. with dinner and presentation to follow.

E. **Consider FBLA Executive Board request to take an overnight trip to Wisconsin Dells in November for the FBLA Leadership Conference.**

Justin Szews spoke on behalf of the FBLA and Mr. Utzinger. They have withdrawn their request to attend the FBLA Leadership Conference due to financial reasons and conflicts of time.

F. **Adoption of Original Budget.**

Motion to adopt the 2026-2027 budget as presented at the budget hearing. This motion, made by Stacey Klein and seconded by Brian Fritz, Carried. Yea: 4, Nay: 0

G. **Setting of the Levy.**

Motion to levy $10,099,765 for the operations of the District, $1,455,465 for referendum debt and $300,000 for the Community Service Fund. This motion, made by Josh Kral and seconded by Brian Fritz, Carried. Yea: 4, Nay: 0

H. **Consider Approval of the Boys' Hockey Cooperative Renewal with Rhinelander.**

Justin Szews recommended renewing the boys' hockey cooperative with Rhinelander noting this co-op has been long-standing and gives our students the opportunity to participate in hockey when they wouldn't otherwise have the option. There is one high school player currently, with several younger students coming up that will participate in the upcoming years.
Motion to approve boys' hockey cooperative renewal with Rhinelander for the 2027-2028 and 2028-2029 school years. This motion, made by Josh Kral and seconded by Stacey Klein, Carried.
Yea: 4, Nay: 0

I. **Consider Approval of the Girls' Hockey Cooperative Renewal with Rhinelander.**

Justin Szews recommended renewing the girls' hockey cooperative with Rhinelander. There are no students participating from Three Lakes at this time, but it is anticipated that there will be within the next year or two.
Motion to approve girls' hockey cooperative renewal with Rhinelander for the 2027-2028 and 2028-2029 school years. This motion, made by Brian Fritz and seconded by Josh Kral, Carried.
Yea: 4, Nay: 0

J. **Review Third Friday Count.**

Caleb Kleinhans summarized the Third Friday Count report which has the District at a total enrollment of 500 students. This breaks down to 479 resident students, 77 open enrolled incoming students, 60 open enrolled outgoing students, and an FTE (full time equivalency) of 472. He explained that the aid the District receives is based off of this FTE.

K. **Veterans Day Program Schedule.**

Ms. Maney outlined the schedules for the Veterans Day programs which will be held on November 11, 2026. Three Lakes will hold their program at 10:00 a.m. in the auditorium and the program in Sugar Camp is scheduled for 1:30 p.m. in the gymnasium.

L. **Town of Three Lakes Proposed Abandonment of West School Street Update.**

Teri Maney provided an update about the proposed abandonment of West School Street reporting that it is still in the works with legal counsel at the Three Lakes Town board level. The projected costs for legal, surveying, etc. are expected to be $1500, which will be shared by the Town of Three Lakes and the District. Before anything will be agreed upon, Ms. Maney will bring before the Board for approval.

M. **Consideration and Selection of Applicant to Fill Board Vacancy.**

President Williams addressed the filling of the board vacancy of former board member Mitch Ellis. Seven applications were received for the vacant seat, with 5 of those applicants in attendance at the meeting: Jessica Edwardson, George Polcaster, Patricia Wallesverd, Sally Gillan and Rebecca Wold. Breanna Halyburton and Mikaela Walker were unable to attend. Williams reviewed the process for the candidate interviews and voting. Candidates gave opening statements. A primary vote followed to narrow the field to two candidates. The two candidates selected by primary vote were George Polcaster and Jessica Edwardson. Candidates were each asked two questions each and a vote was held. There were 5 rounds of questions and voting, with George Polcaster receiving the majority vote in the final round.
Motion to appoint George Polcaster to fill vacant seat on the Three Lakes School Board for the unexpired term ending April 2027. This motion, made by Stacey Klein and seconded by Brian Fritz, Carried. Yea: 4, Nay: 0

N. **WASB Correspondence/Updates.**

Registration for the January 2027 Wisconsin State Education Convention will open on Monday, Nov. 2. The convention is scheduled for January 20-22, 2027 in Milwaukee.

6. **EXECUTIVE SESSION**

A. **Adjourn to Executive Session Pursuant to Wis. Stats. 19.85(1)(c) to Consider Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over Which the Governmental Body Has Jurisdiction or Exercises Responsibility; Specifically to Consider Staffing Levels, Individual Staff Contract(s), Hiring of Staff and/or Resignation/Retirement of Staff. Additionally, the session will include Approval of Minutes from the June 17, 2026 Executive Session.**

Motion to adjourn to executive session pursuant to Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically to consider staffing levels, individual staff contract(s), hiring of staff and/or resignation/retirement of staff. Additionally, the session will include approval of minutes from the June 17, 2026 executive session. This motion, made by Josh Kral and seconded by Brian Fritz, Carried. Yea: 4, Nay: 0

B. **Approve Minutes of the June 17, 2026 Executive Session.**

Motion to Approve Minutes of the June 17, 2026 Executive Session. This motion, made by Brian Fritz and seconded by Stacey Klein, Carried. Yea: 4, Nay: 0

C. **Reconvene to Open Session to Consider Motions on Matters Taken Up in Executive Session.**

Motion to Reconvene to Open Session to Consider Motions on Matters Taken Up in Executive Session. This motion, made by Stacey Klein and seconded by Josh Kral, Carried. Yea: 4, Nay: 0

7. **ADJOURNMENT**

A. **Adjourn the Meeting.**

Motion to adjourn the meeting at 9:42 p.m. This motion, made by Stacey Klein and seconded by Brian Fritz, Carried. Yea: 4, Nay: 0

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Board President

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Board Clerk

DRAFT

Budget Hearing & Annual School District Meeting
Wednesday, October 21, 2026 6:00 PM
Three Lakes School Boardroom
6930 West School Street
Three Lakes, WI 54562

Board Members Present: Elisha Williams – Board President
Stacey Klein – Board Vice President
Josh Kral – Board Clerk
Brian Fritz – Board Member

Others Present: Teri Maney, District Administrator; Justin Szews, Marc Busko, Principals; Kari Volk, Director of Student Services & Special Education; Caleb Kleinhans, Business Manager; Jennifer West, Communications Director; Nikki Maney, BOE/DA Administrative Assistant; (9) visitors

1. **Meeting Called to Order by Board President.**

President Williams called the October 21, 2026 School Board Budget Hearing & Annual Meeting to order at 6:00 p.m. and led the members in the Pledge of Allegiance.

2. **Pledge of Allegiance.**

3. **Administrator's Report on Agenda Posting and Legal Publication of the Meeting.**

Ms. Maney reported on the agenda posting and notification of the meeting to the media.

4. **Elect Meeting Chairperson and Set Ground Rules.**

President Elisha Williams reviewed the annual meeting ground rules. Motion made by Justin Szews to nominate Elisha Williams as chairperson of the annual meeting. There were no other nominations. Williams accepted the nomination. Motion was made by Justin Szews with second by Stacey Klein to elect Elisha Williams as chairperson of the annual meeting. All ayes on voice vote; motion passed.

5. **Treasurer's Report. (Accept Motion from the Floor.)**

Caleb Kleinhans reviewed the 7/1/25-6/30/26 unaudited treasurer's report. He explained that this report is a rundown of Funds 10-80 from the 2025-2026 school year.
Motion was made by Kari Volk, with second by Jessica Edwardson to accept the treasurer's report as presented. All ayes on voice vote; motion passed.

6. **Clerk's Report. (Accept Motion from the Floor.)**

Caleb Kleinhans reviewed the 7/1/25-6/30/26 unaudited clerk's report. He explained that the clerk's report is similar to the treasurer's report, but Fund 10 information is expanded and it also gives a breakdown of revenues and expenditures. Motion was made by Rebecca Wold with second by Patricia Wallesverd to accept the clerk's report as presented. All ayes on voice vote; motion passed.

7. **Budget Presentation by District Administrator and School Business Manager.**

Caleb Kleinhans reviewed the budget report for the 2026-2027 school year. He proposed a total levy of $11,855,230.00 which is a 0.55% increase over last year. The mill rate would go down to $3.62 from $4.23, and he explained that this is driven solely by the 17.33% increase in the District's equalized value. Kleinhan's review of budget information also included overviews regarding Fund 10, Fund 27, Fund 50 and Fund 80 revenues and expenditures, open enrollment, special education,

enrollment and participation in the free and reduced lunch program.

8. **Resolution to Adopt Budget.**

Motion was made by Sally Gillan with second by Kari Volk to adopt the 2026-2027 school year District proposed budget as presented. All ayes, motion passed.

9. **Resolution to Adopt Tax Levy.**

Motion was made by Jessica Edwardson with second by Justin Szews that a tax be levied to raise $10,099,765 for the operations of District, $1,455,765 for referendum debt and $300,000 for the Community Service Fund. All ayes on voice vote; motion passed.

10. **Review Salaries of Board Members and Authorize Reimbursement of Actual and Necessary Expenses of School Board Members When Traveling in the Performance of Their Duties.**

Teri Maney reviewed Board salaries and recommended a 2% increase as there has not been an increase in several years. Discussion was held and board members stated they did not feel as though a raise was necessary at this time. Motion made by Patricia Wallesverd with second by Sally Gillan to keep board member salaries as is and to authorize reimbursement of appropriate expenses of School Board members when acting in the performance of their duties. All ayes on voice vote; motion passed.

11. **Authorize the Board to Prosecute or Defend Any Action or Proceeding in Which the School District is Interested.**

Motion was made by Rebecca Wold with second by Jessica Edwardson to authorize the Board to direct and provide funding to prosecute or defend any legal action or proceeding in which the school district is interested. All ayes on voice vote; motion passed.

12. **Set the Annual Meeting Date for 2027. (Shall not be held before May 15 or after October 31 according to WI Stats.) Administrator recommends the Annual Meeting be held at 6:00 PM on October 20, 2027.**

Administration recommends that the Annual Meeting and Budget Hearing be held at 6:00 p.m. on October 20, 2027 with the regular meeting scheduled to follow at approximately 6:45 p.m. Motion was made by Justin Szews with second by Kari Volk to set the Annual Meeting and Budget Hearing date for October 20, 2027 at 6:00 p.m. All ayes on voice vote; motion passed.

13. **Other New Business.**

No other new business.

14. **Adjournment.**

Motion was made by Sally Gillan with second by Patricia Wallesverd to adjourn the meeting at 6:37 p.m. All ayes on voice vote; motion passed.

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Board President

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Board Clerk

PERSONNEL REPORT
School Board-Regular Meeting
November 18, 2026

Hirings:
None

Retirements:
Dave Kirby, Three Lakes Head Custodian (as of 1/1/27)
Teresa Cleary, Three Lakes Elementary Paraprofessional (as of 1/1/27)

SCHOOL DISTRICT OF THREE LAKES
NOTICE OF EDUCATIONAL OPTIONS FOR CHILDREN
WHO RESIDE IN THE SCHOOL DISTRICT
Revised 11/18/2026

In the School District of Three Lakes, children and their families have access to a variety of educational options, including many options that are offered directly by the District.

I. The District's Public Schools

The District's primary educational pathway and instructional program for students involves a progression from 4-year-old kindergarten through 12th grade, leading to a high school diploma.

The District's schools, and each school's most recent state-assigned performance category (if available), are listed below:

School Name	Type of School	Grades Served	Performance Category
Sugar Camp Elementary	Elementary	4K-6	Exceeds Expectations
Three Lakes Elementary	Elementary	4K-6	Exceeds Expectations
Three Lakes Junior High	Junior High	7-8	Exceeds Expectations
Three Lakes High School	High School	9-12	Meets Expectations
Three Lakes School District	District	4K-12	Exceeds Expectations

In connection with the list of District schools provided above, please note the following:

- The school performance categories listed in the table, above, are taken from the accountability reports issued by the Wisconsin Department of Public Instruction. The full version of the District's most recent school-by-school and District-wide accountability report can be accessed on the District's website at https://www.threelakessd.k12.wi.us/district/reportsplans.cfm.

Examples of some of the programs and other educational opportunities offered to eligible students who are enrolled in and attending the District's schools include the following:

- Special education programs and services for students with disabilities
- Early childhood special education (for children with disabilities who are at least 3 years old but not yet school-age)
- English language learner programming
- A bilingual-bicultural education program
- Gifted and talented education
- An education for employment program
- Career and Technical Education (CTE) opportunities

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- The youth apprenticeship program, which combines work-based learning opportunities with related classroom instruction for high school students who are in 11th or 12th grade
- Individualized program and curriculum modifications
- Alternative education program(s)
- At-risk education (e.g., for students identified as being at-risk of not graduating from high school)
- Summer school programming

Educational options for high school students who are enrolled in the School District of Three Lakes that involve part-time attendance to take courses at an educational institution other than a District school include the following:

- The Part-time Open Enrollment Program, which provides opportunities for public high school students to apply for approval to take up to 2 courses at a time in nonresident school districts.
- The Technical College Course Program ("Start College Now" Program), which
  - provides opportunities to apply for approval to take courses at technical colleges; and
  - is available only to high school students who are in 11th or 12th grade.
- The Early College Credit Program, which
  - provides opportunities to apply for approval to take nonsectarian courses at institutions of higher education; and
  - is available to eligible high school students.

II. Other Educational Options (other than primary enrollment/attendance in a District school or District program)

Additional educational options for children who reside in the School District of Three Lakes that involve full-time (or at least primary) enrollment/attendance at a school, program, or other educational institution that is not a school or instrumentality of the District include the following:

- Full-time Open Enrollment involving attendance in a public school (including a charter school) of a nonresident school district.
- Enrollment in any independent public charter school (i.e., a school with no District authorization or affiliation) that may be open to students who are District residents.
- Enrollment in any private school participating in the Wisconsin parental choice program that may be open to students who are District residents.
- A child with a disability who meets the program's specific eligibility requirements may apply to attend an eligible, participating private school under a scholarship awarded through the "Special Needs Scholarship Program," as established under state law.
- Enrollment in a private school of the family's choosing (at the family's own cost, as applicable).
- Enrollment in a home-based private educational program as provided under state law.
- High school students meeting certain age and other eligibility requirements may be permitted to attend a technical college or certain other programs for the purpose of completing a program leading to the student's high school graduation or to a high school equivalency diploma.

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DISTRICT NOTICE OF EDUCATIONAL OPTIONS (K-12 District)

343.4-Exhibit

Additional educational options for children who reside in the School District of Three Lakes but who are enrolled in and attending a private school or home-based private educational program include the following:

- Such students may have the opportunity to attend summer school classes/programs offered in the District.
- Private school students in the high school grades have the opportunity to apply for approval to take up two courses per semester in a District school, pursuant to section 118.145(4) of the state statutes.
- Students who are enrolled in a home-based private educational program have the opportunity to:
  - Apply for approval to take up to two courses per semester in public schools as provided under section 118.53 of the state statutes.
  - Participate in District interscholastic athletics and other District extracurricular activities as provided under section 118.133 of the state statutes.

For more information about any of the educational options listed in this notice, please contact Kari Volk, Director of Student Services and Special Education. Additional information about educational options is also available from the Wisconsin Department of Public Instruction at https://dpi.wi.gov/ed-options.

Adoption Date:

7/16/2025

Revised Date:

11/18/2026

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TECHNICAL COLLEGE COURSE PROGRAM ("Start College Now")

Policy 343.45

High school students in the 11th grade or 12th grade who meet the eligibility requirements defined in applicable statutes, regulations, and District policies, and who submit timely and complete applications and notices, may be permitted to enroll in one or more courses at a technical college through the "Start College Now" program. In addition to meeting other eligibility requirements, a student who wishes to enroll in a technical college course under this policy must submit a completed "Start College Now" application form to the District by March 1 if the student intends to take the college course during the next fall semester, and by October 1 if the student intends to take the college course during the next spring semester.

The High School Counselor, School Principal or an administrative-level designee shall be responsible for (1) ensuring that the District appropriately processes requests/applications for the "Start College Now" program; and (2) except for refusal of permission to take a course that is based on an undue financial burden, determining whether the District will approve individual applications and pay for specific courses based on the criteria established in state law, any applicable state regulations, and applicable District policies and procedures.

The authority of the program administrator(s) includes, but is not limited to, the authority to make or approve the following determinations on behalf of the District:

1. Whether a student meets the minimum eligibility criteria established in state law;

2. Whether a proposed course is comparable to a course already offered in the District;

3. Whether the student will be eligible to receive high school credit for the successful completion of a proposed course and the amount of credit (if any); and

4. Whether the proposed course and any resulting credit meets any of the District's high school graduation requirements.

While the District may refuse to allow a student with a disability to attend a technical college through the "Start College Now" program if the costs related to any special services required for the student would impose an undue financial burden on the District, the determination of an undue financial burden shall be made or directly approved by the District Administrator or School Board.

Responsibility for Costs; Limitations on District Payments

To the extent required by state law, the District shall pay the costs associated with students' enrollment in a technical college under this policy if the course is eligible for high school credit toward a high school graduation requirement and the course is not comparable to a course offered in the District. Limitations on the District's responsibility for payment include the following:

1. The District shall pay only such tuition, fees, and course materials costs as are required by law. If the District is required to pay the technical college for the cost of a book or similar resource that is not a one-time use item, the student shall be required to return the resource(s) to the District upon completion of the course.

2. The District shall pay for no more than the equivalent of a combined total of 18 post-secondary semester credits per student for any courses that are taken through the "Start

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College Now" program or the Early College Credit Program. However, the limitation on total paid credits does not prohibit a student from (1) taking other courses through a technical college where the District has authorized the coursework under a separate program or separate source of authority; or (2) taking other high school courses offered by the District that may result in eligibility for post-secondary credit(s).

3. The District shall only pay for courses that are successfully completed. If a student receives a failing grade in a course or fails to complete the course, the student's parent or guardian or the student, if an adult, is responsible for reimbursing the District for the tuition, fees, and other costs paid by the District. If this reimbursement is not made upon request, the student is ineligible for any further participation in the "Start College Now" program and the Early College Credit Program.

4. Unless otherwise required by law, the District is not responsible for providing transportation to technical college courses taken under this policy or paying for transportation-related costs.

Good Academic Standing

Solely for purposes of determining a student's eligibility to enroll in a course at a technical college under this policy, "good academic standing" in the District means that the student has a cumulative high school grade point average of at least 2.0 at the time of the determination and no failing grades in any classes based on most recent semester grading period.

Courses that Satisfy High School Graduation Requirements

The District's determinations of whether a proposed course satisfies a high school graduation requirement, whether completion of the course will result in the awarding of high school credit, and the amount of such credit (if any), shall be made with reference to the District's current high school graduation requirements policy and by applying the same method and criteria that the District applies to its own course offerings and to other outside courses that are submitted for a similar assessment (e.g., by students who are transferring into the District).

In order for a student to receive high school credit for a course taken at a technical college under this policy, the student must complete the course and receive a passing grade, as determined by the technical college. In addition, no credit toward satisfaction of a high school graduation requirement shall be available for a course that substantially repeats the same content for which the student has already taken a course and already received high school credit.

Course Comparability

For purposes of determining whether a course that a student wishes to take through the "Start College Now" program is comparable to a course offered by the District, under PI 40.06(1)(a) the District shall deny high school credit for postsecondary courses if the course is comparable to an existing local offering, covers at least 80 percent of content for which credit was already received, or repeats content from a prior postsecondary course under Wis. Stat. § 118.55 that the pupil failed.

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Legal References:

Wisconsin Statutes

Section 38.12(14)	[attendance at technical college under the technical college course program, also known as the "Start College Now" Program]
Section 115.385(4)	[parent notification of educational options]
Section 118.15(1)(b)	[attendance at a technical college in lieu of high school or on a part-time basis by a child 16 years of age or over and a child at risk]
Section 118.15(1)(d)	[discretionary program and curriculum modifications]
Section 118.153(1)(a)	[definition of a child at risk of not graduating from high school]
Section 118.33	[high school graduation requirements]
Section 118.55	[early college credit program]
Section 118.57	[public notification of educational options]

Wisconsin Administrative Code

Chapter PI 40	[regulations governing the early college credit program, which are not directly applicable to the "Start College Now" program]

Cross References:

Former Policy 3236 – Early College Credit Program

Adoption Date:

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SERVICES FOR ENGLISH LEARNERS Policy 342.7

The School Board shall provide appropriate educational and support services for students whose primary language is not English to help them acquire English language skills that will enable them to function successfully in an all-English classroom and help them meet established academic standards.

The District shall assess the English proficiency and academic progress of English Learners (EL) in accordance with legal requirements and established District procedures.

Decisions regarding the administration of state-wide academic tests to EL students shall be made on an individualized, case-by-case basis. The District may not exempt EL students from taking state-wide academic tests based solely on their EL status. However, testing accommodations shall be provided if the student needs such accommodations. Any accommodations made shall maintain the validity of the test, as determined by the Department of Public Instruction (DPI). The degree of testing accommodations, curricular and instructional modification, type of support services and their duration shall be determined individually based on student need.

The results of state-wide academic tests shall be used in a manner that is consistent with District policies in making instructional, promotion and graduation decisions. Neither the results on such tests nor the exemption of a student from taking any such test(s) may be used as the sole criterion in re-classifying an EL student from a bilingual-bicultural education program or in determining grade promotion, eligibility for courses or programs, eligibility for graduation or eligibility for participation in postsecondary education opportunities.

Parents and guardians of EL students shall be notified of student testing arrangements and of educational programs and services available to help their children improve their English language skills and academic achievement. These notifications shall be made consistent with legal requirements and in such manner as to ensure that the student's parent or guardian understands them.

Students shall be exited from EL programs or services when they have met the District guidelines and state criteria for English proficiency. Once students have been exited, they shall no longer be tested on their English proficiency or receive state testing accommodations for EL students. Former EL students shall be monitored for two years after exiting the program. If during that time, it is determined that the student was exited from the EL program prematurely, he/she shall be placed back in the program. State reporting of the academic progress of former EL students shall be done in accordance with legal requirements and as required by the DPI.

Legal References:

Wisconsin Statutes

Section 115.96	[determining count of limited-English proficient students; establishing bilingual-bicultural programs]
Section 115.97	[bilingual-bicultural programs required]
Section 118.13	[student nondiscrimination]
Section 118.30(2)(b)2	[state assessments; accommodations for limited-English proficient students]
Section 121.02(1)(r)	[school district standard; standardized 3rd grade reading test]

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Section 121.02(1)(s) [school district standard; state assessments]

Wisconsin Administrative Code

PI 8.01(2)(r) [standardized 3rd grade reading test; procedures required for testing limited English proficient students]

PI 13 [school board requirements related to limited-English proficient students, including policy requirements]

Federal Laws

Elementary and Secondary Education Act [Part A - Subpart 1] [academic standards, assessments and accountability for student achievement, including English learners]

Title III of the Elementary and Secondary Education Act [language instruction for English learners and immigrant students]

Federal Regulations

34 C.F.R. §200.6(f) [federal regulations regarding mandated testing and assessment of English learners]

Cross References:

Former Policy 3190 – English Language Learner Program
Former Policy 342.7 – Services/Programs for English Language Learners

Adoption Date:

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PROCEDURES FOR TESTING AND ASSISTING ENGLISH LEARNERS

A. Identification of English Learners

1. All new students enrolling in the District will be asked to complete a Department of Public Instruction (DPI)-approved home language survey. The survey will be used to identify the following students for further evaluation and possible eligibility for the District's services or programs for English Learners (ELs):

   a. Students who communicate in a language other than English; or

   b. Students whose families use a primary language other than English in the home; or

   c. Students who use a language other than English in daily non-school surroundings.

2. After any initial identification as provided above, or after some other initial referral indicating that language may be a barrier to the student's learning, the District will review the student's available academic history, consider any input provided by the parent or guardian, and any input based on the student's performance in school.

3. Students will receive a formal screening for potential placement via testing if: (a) the review of the student's academic history indicates a possible language barrier, (b) a lack of sufficient information on which to judge academic performance and/or the extent to which limited English proficiency may be a barrier to learning, or (c) the student is newly arrived in the United States.

4. Parents and guardians will be notified of identification, assessed proficiency, placement and other information as required by law. Parents and guardians may also withdraw their child from offered supports and services at any time.

B. Assessing English Proficiency

1. On or before March 1 each year, District staff shall conduct a count of all English Learners (ELs) enrolled in District schools, assess the language proficiency of such students and classify such students by language group, grade level, age and English language proficiency.

2. EL students shall be assessed to determine their English language proficiency using the DPI-approved English proficiency assessment instrument – ACCESS for ELLs® (or Alternative ACCESS for ELLS for qualifying students with significant cognitive disabilities). The assessment shall be administered by an English-as-a-second-language teacher or another licensed staff member designated by the building principal who the principal determines has sufficient training and knowledge to assist with the process. The District may also use information such as the following when assessing a student's English proficiency: prior academic records from within or outside the United States, information on everyday classroom performance, and course grades which, in relation to the student's grade level, indicate that lack of progress is due to limited English language skills.

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3. EL students assessed shall be classified and reclassified as appropriate, according to their English proficiency level as outlined in state rules (Level 1 – Beginning Preproduction through Level 6 – Formerly Limited-English Proficient Now Fully-English Proficient).

4. Student English proficiency assessment records shall be maintained by the District in accordance with state and federal laws and District student records policies and procedures. Reports regarding EL students shall be made to the DPI as legally required.

C. Assessing Academic Performance

Decisions regarding academic performance and assessment shall be made on an individual basis for each EL student, and information on both academic and English proficiency data shall be documented and considered. Decisions regarding the appropriate approach to assessment, including the planned approach for the student's state-wide academic tests, shall normally be made by the Director of Student Services, in consultation with the Building Principal and CESA 9 Consultant. Such decisions shall be communicated to the student's parent(s) or guardian. The District's approach to the administration of state-wide academic tests is further identified in the next section of this rule.

D. EL Students and State-wide Academic Tests

1. As used in this section, state-wide academic tests are all state-mandated tests that are expressly covered by Chapter PI 13 of the Wisconsin Administrative Code and all of the annual state-wide tests required under the federal Elementary and Secondary Education Act to which the District may lawfully apply the Chapter PI 13 standards regarding testing accommodations and testing exemptions.

2. Decisions relating to the administration of state-wide academic tests to an EL student shall be made on an individualized basis. Information and data on the student's academic progress and English proficiency shall be documented and considered.

3. The District shall administer a state-wide academic test to an EL student unless an individualized determination has been made that the results of the test, with allowable accommodations made for the student as needed, or as otherwise provided by statute, will not be a valid and reliable indicator of the student's academic knowledge and skills. For example, any student with a qualifying significant cognitive disability and who, as a result is unable to meaningfully participate in state-wide academic tests shall be administered a DPI-approved alternative test (Dynamic Learning Maps – DLM). In no case may the District exempt an EL student from any state-wide academic test based solely on the student's EL status.

   a. Before making decisions regarding state-wide academic tests for any EL student, the District will first determine if the student has recently arrived in the United States. "Recently arrived" refers to a student that has attended a U.S. school for less than 12 months.

      - A recently arrived EL student with limited English language proficiency (classified as ACCESS level 1 or 2) may be exempted from <u>one</u> required administration of the state's English/Language Arts test. EL students for whom this exemption is

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claimed must take the ACCESS for ELLs during the school year of the exemption, which counts for participation on the English/Language Arts section(s) exempted. EL students arriving in the small window between the end of ACCESS testing and the end of academic content testing are exempted from this requirement.

- Unless lawfully exempted for reasons other than solely their EL or recently arrived status, recently arrived students must participate in all other content areas of the applicable state-wide tests (with or without accommodations).

b. The District shall provide testing accommodations for an EL student if they are needed. As required by DPI regulations, any approved accommodation must maintain the validity of the test. Testing accommodations may include, but are not limited to, one or more of the following:

- for tests that do not assess English language competency, providing translations in a student's native language or the assistance of a qualified translator to translate instruction or read test items;
- providing small group or individual testing opportunities;
- providing more practice tests or examples before the actual test is administered;
- allowing EL students to use dictionaries or other educational aids while taking the test unless this use would invalidate the test;
- allowing EL students as much time as necessary to complete the test; and
- any other accommodation approved by the DPI.

c. The District shall document the accommodations that are approved for any EL student in connection with the administration of state-wide academic tests. To the extent applicable for EL students with disabilities, such supports and accommodations shall be coordinated with decisions that are made by the student's individualized education program (IEP) or Section 504 team.

4. Separate from any lawful testing exemptions that are based on a student's recently arrived status or the validity and reliability of the test results, if the parent or guardian of an EL student decides to opt their student out of taking a state-wide test, the District will accept such decisions to the same extent that state law or Board policy allows parent-initiated opt-out decisions for students who are not English Learners.

5. School personnel shall make reasonable efforts to consult with a student's parent or guardian regarding the planned approach to the student's state-wide academic tests.

6. The results of state-wide academic tests that are given to an EL student shall be used in a manner that is consistent with District policies in making instructional, promotion and graduation decisions. In addition, the results of such tests may not be used as the sole criterion in re-classifying an EL student from a bilingual-bicultural education program or in determining grade promotion, eligibility for courses or programs, eligibility for graduation or eligibility for participation in post-secondary education opportunities. Similarly, if a

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student has been exempted from taking any state-wide academic test, the exemption may not be used as the sole criterion for making such determinations.

7. Student test results shall be communicated to the student's parent or guardian and to the DPI as required by law.

E. Educational Program Assistance

1. An EL student will be provided educational program assistance and/or services as appropriate and necessary to help the student improve his/her English language skills and academic performance. The degree of curricular and instructional modification, type of support or other program services and their duration shall be determined individually, based on student need.

F. Students Exiting the EL Program Based on Proficiency

1. Whenever an EL student is considered or evaluated for exiting the EL program (i.e., possible reclassification as a former EL student), the relevant data and other information used in the process, along with resulting determination, shall be maintained as part of the student's academic record.

2. An EL student must be exited from the EL program or services when the student achieves an overall composite score of 5.0 or greater on the ACCESS for ELLs®.

3. An EL student may also be eligible for exiting from the EL program or services if all of the following conditions are met:

   a. The student has attained an overall composite score of 4.5 or above on the ACCESS for ELLs®.

   b. Additional pieces of evidence, as gathered using a Multiple Indicator Protocol (MIP), demonstrate that the student has become fully English language proficient. Evidence should include demonstrations of the student's reading, writing, speaking and listening skills in English through observation of student language use in classroom activities or through a portfolio of student work (examples of language use over time – e.g., writing assignments, book reports, audio or video projects, etc.).

   The District shall notify the student's parent(s) or guardian(s) of the MIP process used to make discretionary decisions regarding exiting the program and of the resulting determination.

4. Once a decision is made to exit an EL student from the EL program based on current-year ACCESS test results and any current-year MIP results:

   a. The District will notify the student's parent or guardian of the reclassification decision and communicate information about any changes in programming or supports.

   b. The student will maintain EL status through the remainder of the current school year and begin the next school year as a former EL student.

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5. Once students have been exited from the EL program:

    a. They shall no longer be tested on their English proficiency or receive accommodations for EL students when taking state-wide academic tests.

    b. The District will continue to monitor the exiting student for two additional years through teacher observation and by documenting adequate progress/classroom performance. If it is determined that the student was exited from the EL program prematurely, he/she will be placed back in the EL program and provided appropriate services.

    c. The District will continue to report the academic progress of students that have exited EL status to the DPI for four years after the reclassification occurs, as required by the DPI.

G. Notices and Other Communications with Parents and Guardians

District personnel are expected to make reasonable efforts to present formal notices and other information to parents and guardians in an understandable format and in a language parents and guardians can understand. Notices and communications may be provided in the parent's or guardian's primary language (preferred when practical, and required by law in some instances), in English with additional explanation, or via other means that sufficiently convey the required information (e.g., using direct translation assistance if available and if necessary).

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STUDENT SEARCH ACTIVITIES

Policy 446

It is the policy of the District to provide a safe and healthy environment for all persons in school buildings and on school premises. School officials have a duty to investigate any suspicion that items or materials harmful to the health and safety of students, school personnel, or property are present within the school or on school premises. This includes, but is not limited to, conducting search activities as outlined in this or other Board policies.

- Locker Searches – A school locker is provided for the convenience of the student to be used solely and exclusively for the storage of the student's wearing apparel and school-related materials during the time the student is attending school. No student shall use the locker for any other purpose. The locker is assigned to a student but remains the property of the District. At no time does the District relinquish its exclusive control of the lockers. Locker searches may be conducted as determined necessary or appropriate without notice, without student consent, and without a search warrant. Locker searches under this policy may be conducted by the District Administrator, a building principal or assistant principal, a school employee specifically designated by the District Administrator or building principal, a school liaison officer, or other law enforcement official who is acting at the request of or in conjunction with school authorities.

- Search of Students and/or Their Personal Belongings – District staff may conduct a search of a student or the student's personal belongings (e.g., backpacks) when the student voluntarily consents to the search or where there is reasonable suspicion that the student has in his/her possession items that violate the law, Board policies or school rules. The search shall be conducted in a reasonable manner and must not be overly intrusive in light of the age and sex of the student and nature of the infraction. Searches of a student's person or personal belongings should generally be conducted outside the presence of other students. No District official, employee, or person acting as an agent of the District shall conduct a strip search of a student.

- Vehicle Searches – The District may search student-operated vehicles parked on school premises when there is reasonable suspicion of a violation of the law, Board policies or school rules or the student has given consent to the search of the vehicle.

- Use of Canine Units in Safety and Search-Related Activities – The School Board authorizes the use of trained canine units to detect the presence of drugs, explosive devices, or other illegal items/substances on school property under the following conditions: (1) the presence of the canine unit on school property is authorized in advance by the District Administrator or designee or is pursuant to a court order or warrant; (2) a law enforcement officer specifically trained to work safely and competently with the canine unit must handle the canine; and (3) the canine unit is represented by the sheriff or chief of the law enforcement agency providing the service as capable of accurately detecting specific contraband. The District shall not use trained canine units to sniff a student's person, including articles of clothing a student is wearing or a bag while the student is holding it. A positive reaction by a trained canine unit will provide reasonable suspicion for a search of a student's locker, vehicle or other property in accordance with this policy.

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To the extent prohibited by law, school employees shall not request or require a student to disclose the access information for any of the student's personal Internet accounts.

To the extent permitted by law, a school official conducting student-related search activities under this or any other Board policy may request the active assistance of a school liaison officer or other law enforcement official. School officials may remove any unauthorized item found as a result of a search. Items belonging to the student but removed or temporarily confiscated by the District will generally be held by the school for return to the student's parent or guardian (for students who are minors) or, if appropriate, turned over to law enforcement. The student and his/her parent or guardian shall be notified of any unauthorized item belonging to the student/family that has been found and turned over to law enforcement officials.

Students and their parents and guardians shall be informed of this policy and the specific provisions related to locker searches through the student handbook.

Legal References:

Wisconsin Statutes

Section 118.32	[strip search by school employees]
Section 118.325	[locker searches]
Section 118.45	[testing students for the presence of alcohol; policy required]
Section 948.50	[criminal penalties; strip search by school employees]
Section 995.55(3)	[access to personal Internet accounts of students]

Federal Laws

U.S. Constitution, 4th Amendment [protection from unreasonable search and seizure]

Cross References:

Adoption Date:

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SCHOOL DISTRICT OF THREE LAKES

"Teaching Students To Be Productive Citizens"

Theresa Maney - District Administrator

715-546-3496 (P)
715-546-8125 (F)

6930 W. School St.,
Three Lakes, WI 54562

October 29, 2026

Town of Three Lakes
Attn: Three Lakes Town Board, Sue Harris
Three Lakes, WI 54562

Dear Chairman Briske and Three Lakes Town Board,

The School District of Three Lakes School Board is in agreement with moving forward to vacate the portion of W. School Street that runs through the high school parking lot. Please proceed with drafting the agreement in which costs will be shared equally between the Town and the District. In addition, the language shall include the District's right of first refusal should the town sell the property that is currently landlocked and inaccessible other than by entry through the school parking lot.

Thank you for your attention in this matter.

Sincerely,

Teri Maney

Teri Maney