

AGENDA

**SCHOOL DISTRICT OF NEW GLARUS
REGULAR SCHOOL BOARD MEETING**

MONDAY, APRIL 11, 2022

**HIGH SCHOOL LIBRARY/MEDIA CENTER, ROOM 183 JOIN ZOOM MEETING USING
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A250TUYWZZ09 OR BY PHONE USING 1-646-568-7788 MEETING ID 811 4227**

3981 & PASSWORD 387258

1701 2ND STREET

NEW GLARUS, WISCONSIN 53574

7:15 PM

- I. **CALL TO ORDER**
 - A. Agenda Published
 - B. Roll Call
 - C. Oath of Office for Appointed Board Member
 - D. Approval of Agenda and Revisions
- II. **INTRODUCTIONS-PRESENTATIONS**
 - A. Student Council
- III. **PUBLIC COMMENT PERIOD**
- IV. **APPROVAL OF CONSENT AGENDA**
 - A. Item(s) To Be Removed From Consent Agenda
 - 1. Board Minutes

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SCHOOL DISTRICT OF NEW GLARUS DISCUSSION AND REGULAR SCHOOL BOARD MEETING

Monday, March 14, 2022

CALL TO ORDER

The meeting was called to order at 7:15 p.m. by Board President, Bill Oemichen. The agenda was posted at the New Glarus Elementary School, New Glarus Middle School, New Glarus High School, Bank of New Glarus, New Glarus Post Office, State Bank of Cross Plains – New Glarus Branch, Woodford State Bank – New Glarus Branch, and the District Website.

ROLL CALL

Present: Bill Oemichen, Larry Stuessy, Travis Zimmerman, Debra Fairbanks, Corrine Hendrickson, and Cari Ann Muggenburg.

APPROVAL OF AGENDA AND REVISIONS

Motion by Larry Stuessy to approve the agenda as presented. Second by Debra Fairbanks. Motion carried 6-0.

INTRODUCTIONS – PRESENTATIONS

~None.

PUBLIC COMMENT PERIOD

~None

APPROVAL CONSENT AGENDA

ITEM(S) TO BE REMOVED FROM CONSENT AGENDA

1. BOARD MINUTES & CLOSED SESSION MINUTES
2. APPROVAL OF BILLS
3. TREASURER'S REPORT
4. STAFFING REPORT
5. DONATIONS

Motion by Debra Fairbanks to approve the Consent Agenda as presented. Second by Larry Stuessy. Motion carried 6-0.

COMMITTEE UPDATES

POLICY, COMMUNICATION & ADVOCACY; Met. Reviewed NEOLA policy updates, and Board/Admin policy revisions.

HANDBOOK AND PERSONNEL; Did not meet.

BUDGET; Met. Received an update on the preliminary 2022-23 Budget, and reviewed teacher and support staff salary increases.

CURRICULUM, SPORTS & CO-CURRICULAR; Did not meet.

FACILITIES, TRANSPORTATION, AND TECHNOLOGY; Did not meet.

DISCUSSION AND POSSIBLE ACTION ITEMS

A. Open School Board Seat – Review Candidate Application Materials and Select Candidates to Interview

The Board reviewed and discussed the candidate application materials.

Motion by Travis Zimmerman to interview all six applicants for the open school board seat. Second by Cari Ann Muggenburg. Motion carried 6-0.

B. Open School Board Seat – Select Questions for Interviews

The Board discussed and developed questions for the open board seat interviews.

Motion by Debra Fairbanks to approve the six questions developed by Board members for the open school board seat interviews. Second by Cari Ann Muggenburg. Motion carried 6-0.

C. Special School Board Meeting on March 21 to Conduct Interviews and Appoint a Board Member for the Open Board Seat

The Board discussed holding a Special School Board Meeting on March 21, 2022 to conduct interviews and appoint a board member for the open board seat. In addition, the Board discussed holding 30 minute interviews per applicant, recording the interviews, and providing a Zoom option for the meeting.

Motion by Travis Zimmerman to not record the Special School Board Meeting and the applicant interviews. Second by Corrine Hendrickson. Motion carried 5-0-1.

Motion by Cari Ann Muggenburg hold a Special School Board Meeting on March 21, 2022 to conduct interviews and appoint a board member for the open board seat, with 30 minute interviews per applicant, and a Zoom option for the meeting. Second by Travis Zimmerman. Motion carried 6-0.

D. Resolution Authorizing the Transfer of Funds, the Establishment of an Escrow Account With Respect to and the Defeasance of Certain of the General Obligation Refunding Bonds, Dated July13, 2021

Motion by Travis Zimmerman to approve the Resolution Authorizing the Transfer of Funds, the Establishment of an Escrow Account With Respect to and the Defeasance of Certain of the General Obligation Refunding Bonds, Dated July13, 2021 as presented. Second by Debra Fairbanks. Motion carried 6-0.

E. 2022-23 Teacher Salary Schedule

The Board reviewed the 2022-23 Teacher Salary Schedule.

Motion by Travis Zimmerman, Budget Committee Chair to approve the 2022-23 Teacher Salary Schedule as presented. Motion carried 6-0.

F. 2022-23 Support Staff Salary Schedule

The Board reviewed the 2022-23 Support Staff Salary Schedule

Motion by Travis Zimmerman to approve the 2022-23 Support Staff Salary Schedule as presented. Second by Cari Ann Muggenburg. Motion carried 5-0-1.

G. Covid Protocols for 3rd Trimester of 2021-22

Dr. Thayer presented Covid Protocols for 3rd Trimester of 2021-22 to the Board.

Motion by Travis Zimmerman to approve the Covid Protocols for 3rd Trimester of 2021-22 with the addition of extra-curricular activity to the communications paragraph. Second by Larry Stuessy. Motion carried 6-0.

H. Senior Class Trip

Dr. Eichelkraut presented information to the Board on the proposed senior class trip to the Wilderness Hotel and Resort in Wisconsin Dells on April 24-25.

Motion by Cari Ann Muggenburg to approve the senior class trip as presented. Second by Debra Fairbanks. Motion carried 6-0.

I. Softball Co-op Agreement

The Board reviewed the WIAA Softball Co-op Agreement.

Motion by Debra Fairbanks to approve the WIAA Softball Co-op Agreement as presented. Second by Larry Stuessy. Motion carried 6-0.

J. Girls Soccer Co-op Agreement

The Board reviewed the WIAA Girls Soccer Co-op Agreement.

Motion by Cari Ann Muggenburg to approve the WIAA Girls Soccer Co-op Agreement as presented. Second by Corrine Hendrickson. Motion carried 6-0.

K. Resignations

1. Bob Wahl – MS Math Teacher

The Board reviewed the resignation from Bob Wahl - MS Math Teacher.

Motion by Travis Zimmerman to accept the resignation of Bob Wahl – MS Math Teacher as presented. Second by Debra Fairbanks. Motion carried 6-0.

L. New Hires

1. Rychia Bosman – HS Science/Biology Teacher

The Administration recommended the hiring of Rychia Bosman as HS Science/Biology Teacher.

Motion by Travis Zimmerman to approve the hiring of Rychia Bosman – HS Science/Biology Teacher as presented. Second by Debra Fairbanks. Motion carried 6-0.

2. Sadie Driscoll – HS Math Teacher

The Administration recommended the hiring of Sadie Driscoll as HS Math Teacher.

Motion by Cari Ann Muggenburg to approve the hiring of Sadie Driscoll as HS Math Teacher as presented. Second by Larry Stuessy. Motion carried 6-0.

3. Baily Hubbard –MS Math Teacher

The Administration recommended the hiring of Baily Hubbard as MS Math Teacher.

Motion by Larry Stuessy to approve the hiring of Baily Hubbard as MS Math Teacher as presented. Second by Debra Fairbanks. Motion carried 6-0.

4. Kylie Inabnit – MS Math Teacher

The Administration recommended the hiring of Kylie Inabnit as MS Math Teacher.

Motion by Cari Ann Muggenburg to approve the hiring of Kylie Inabnit as MS Math Teacher as presented. Second by Travis Zimmerman. Motion carried 6-0.

DISCUSSION ITEMS

A. Covid Updates

Dr. Thayer provided the Board with a District Covid Update.

B. Referendum Projects Updates

Dr. Thayer provided the Board with an update on the referendum projects.

ANNOUNCEMENTS

- A. Board President, Bill Oemichen and Dr. Thayer provided a brief update about current state education legislation. The WASB State Bill Tracking Chart can be referenced for updates.

<https://wasb.org/advocacy-government-relations/wasb-bill-tracking-chart/>

FUTURE SCHOOL BOARD AND COMMITTEE MEETINGS.

- March 21, 2022 – Special School Board Meeting – 6:00 p.m.
- April 11, 2022 – Discussion & Regular Board Meeting – 7:15 p.m.

CLOSED SESSION

The Board of Education will entertain a motion to convene in closed session pursuant to s.19.85 (1) (c), Wis. Stats, as appropriate, to discuss 2022-23 Exempt and Admin Salary Increases. The Board may take further action that is necessary and appropriate in closed session. Thereafter, the Board will entertain a motion to reconvene into open session. The Board may take further action that is necessary and appropriate. The Board will then entertain a motion to adjourn.

Motion by Larry Stuessy to move into closed session at 8:50 p.m. Second by Debra Fairbanks. Motion carried 6-0.

Motion by Debra Fairbanks to move into open session at 9:09 p.m. Second by Cari Ann Muggenburg. Motion carried 6-0.

ADJOURN

Motion by Larry Stuessy to adjourned the meeting at 9:09 p.m. Second by Travis Zimmerman. Motion carried 6-0 with a roll call vote.

Respectfully submitted by Larry Stuessy/Kris Anderson

SCHOOL DISTRICT OF NEW GLARUS SPECIAL SCHOOL BOARD MEETING

Monday, March 22, 2022

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by Board President, Bill Oemichen. The agenda was posted at the New Glarus Elementary School, New Glarus Middle School, New Glarus High School, Bank of New Glarus, New Glarus Post Office, State Bank of Cross Plains – New Glarus Branch, Woodford State Bank – New Glarus Branch, and the District Website.

ROLL CALL

Present: Bill Oemichen, Larry Stuessy, Travis Zimmerman, Debra Fairbanks, Corrine Hendrickson, and Cari Ann Muggenburg.

DISCUSSION AND POSSIBLE ACTION ITEMS

A. Candidate Interviews For Open Board Seat

The Board conducted candidate interviews for the open board seat.

Casey Umhoefer – 6:00pm
Kevin Harrison – 6:30pm
Heather Thornton – 7:00pm
Casey McCoy – 7:30pm
Jenny Julseth – 8:00pm
Skip Dreyfus – 8:30pm

B. Selection of a Candidate To Fill the Open Board Seat

The Board proceeded with selection of a candidate to fill the open board seat. Two rounds of voting were conducted. The Board appointed Casey Umhoefer to fill the open board seat. Casey will be seated at the April 11, 2022 Board Meeting.

Results of the 2 rounds of voting were as follows:

Voting Round 1

Casey Umhoefer	3
Heather Thornton	1
Casey McCoy	1
Jenny Julseth	1

*Vote not unanimous. 2nd round of votes required.

Voting Round 2

Casey Umhoefer	4
Heather Thornton	1
Jenny Julseth	1

ADJOURN

Motion by Larry Stuessy, second by Debra Fairbanks to adjourn the meeting at 8:58 p.m. Motion carried 6-0.

Respectfully submitted by Larry Stuessy/Kris Anderson

**SCHOOL DISTRICT OF NEW GLARUS
PURCHASING CARD ACTIVITY
FEBRUARY 28, 2002**

Vendor	Description	Amount
EMC INSURANCE COMPANIES	Insurance premium	9,710.93
CDW GOVT #S657652	VEEAM Lic. upgrade	9,414.92
NEW GLARUS	HS JAN SERV	6,346.62
NEW GLARUS	GS JAN SERV	5,406.83
RBS ACTIVEWEAR AND THUNDE	team sweatshirts, practice uniforms, coaching gear	1,640.75
NEW GLARUS	MS JAN SERV	1,617.36
NORTH AM MECHANICAL	HVAC SERVICES	1,089.10
XELLO	GUIDANCE PROGRAM	950.00
SAN-A-CARE	custodail supplies	921.78
EVENT ESSENTIALS	COMMENCEMENT PIPE & DRAPE	806.00
MUSIC IS ELEMENTARY/	Recorders and Flutophones	676.26
KALAHARI RESORT - WI ECOM	FCCLA State Conference	619.00
OFFICEMAX/DEPOT 6869	OFFICE & STAFF ROOM SUPPLIES	576.08
WWW.BASEBALLWISCONSIN.	2022 WBCA Clinic	541.75
WASTE MGMT WM EZPAY	FEBR SERV	532.86
AMZN MKTP US*WV9J64K83	Classroom Supplies	514.86
OVERDRIVE DIST	Ebooks	508.27
EPIC SPORTS	baseball clothing	410.04
WWW.WIFCA.ORG	Wisconsin Football Coaches Association Football Clinic Registrations	405.00
WASBO FOUNDATION	Cost of Conference	395.00
AMZN MKTP US*615648N63	conference room supplies	390.21
BYU CONTINUING ED2	BYU Course Enrollment	378.00
BYU CONTINUING ED2	BYU Course Enrollment	378.00
WARD BRODT MUSIC	Reeds	366.76
OFFICEMAX/DEPOT 6869	Supplies	320.84
SAMSClub #4840	FFA Week supplies	294.89
AMAZON.COM*JP32L2X73 AMZN	2nd grade ELA	287.84
BUEHLER INTERIORS LLC	Musical: Materials for Set Building	283.81
WARD BRODT MUSIC	Conga Stand	269.99
AMZN MKTP US*RD85T2FU3	classroom supplies	265.71
AMZN MKTP US*JO1VL0SR3	supplies for the bathrooms	264.28
AMAZON.COM*GN3XO0G43	art supplies.	256.47
SPECTRUM	HS PHNE SERV - FEBRUARY	250.78
AMAZON.COM*097M60W23	Princeton Review AP Calculus AB Premium Prep, 2022: 7 Practice Tests + Corr	244.86
SQ *KISMET BOOKS	ENGLISH BOOKS	244.18
WASBO FOUNDATION	conference fee	240.00
WASDA	WASSA Spring Conference Registration	235.00
SAN-A-CARE	custodail supplies	234.49
AMZN MKTP US*1I3QW1E61	Ag Day Freebies	233.83
OVERDRIVE DIST	Ebooks	232.22
SUGAR RIVER PIZZA CO	Musical: Pizza for cast at extra long rehearsal	227.20
GRAINGER	plumbing - faucet replace art room ES	226.78
AMZN MKTP US*PZ87P6LE3	Various supplies for class@s.	225.15

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BUEHLER INTERIORS LLC	Musical: supplies for building sets	214.94
AMZN MKTP US*B16H06SS3	art supplies for resin,	214.55
VERSIUM DF & REACH	FRAUD	202.40
INSTACART*ALDI	FCS Supplies	201.09
AMZN MKTP US*2Y3EP1323	CFK clothing for Elementary School	200.99
BYU CONTINUING ED2	BYU Course Enrollment	189.00
WARD BRODT MUSIC	Tuba Repair	180.00
PICK N SAVE #5131	FCS Supplies	176.43
WARD BRODT MUSIC	Tuba Repair	164.00
EJAZZLINES	Ejazzlines	161.68
DBC*BLICK ART MATERIAL	paint.	155.57
AMZN MKTP US*1B8VM22C2	Books	154.34
WAL-MART #1138	PBIS celebration	152.89
AMZN MKTP US*1I02A1CL1	coat rack for extra coats	142.99
KALAHARI RESORT - WI ECOM	CONF LODGING	139.00
MC CALL CENTER	EMPL TEST	135.00
SUGAR RIVER PIZZA CO	Sugar River Girls Basketball	133.40
TEACHERSPAYTEACHERS.COM	Resources	131.35
AMAZON.COM*658R21GD3	office supplies	129.68
AMZN MKTP US*7B38T6DD3	supplies for metals	126.02
VERSIUM DF & REACH	FRAUD	125.00
VERSIUM DF & REACH	FRAUD	125.00
IMPACT APPLICATIONS INC	Impact Testing (Concussion screening) for student-athletes. \$120 charge for a	120.00
WARD BRODT MUSIC	contra bass cl repair	114.00
AMZN MKTP US*AR0KC5IY3	Ag Day Magnets	113.22
MENARDS FREEPORT IL	Musical: Supplies for building sets	112.42
HY-VEE FITCHBURG 1184	Mock Trial Snacks	110.92
AMZN MKTP US*1I2JI8251	play dough, pencil sharpener, tape, pencil pouches	108.72
WALMART.COM AA	Supplies for tech class	105.64
WISCONSIN EDUCATIONAL MED	WEMTA Conference Registration	105.00
WILLIAM V MACGILL & CO	ice packs for nursing offices	104.97
MICHAELS STORES 3745	Craft supplies for Valentine's Day and T-shirt making projects	102.77
AMAZON.COM*Q37D88DY3 AMZN	Books	102.73
J.W. PEPPER	MS music for Spring	102.30
AMAZON.COM*1I61R1NW1	(6) Ear microphones for musical	101.40
WARD BRODT MUSIC	New Cymbal 100	100.00
OFFICE DEPOT #147	binders for a class set of a copied book	99.80
AMAZON.COM*657HT8EW3 AMZN	personal supplies for restroom	98.25
AMAZON.COM*008628QO3 AMZN	Classroom Supplies	98.15
WALGREENS #11647	S&E Posters	98.08
ZOOM.US 888-799-9666	100+ Participant fee	94.95
AMZN MKTP US*GB0HO0663	Books	94.00
INSTACART*ALDI	FCS Supplies	91.96
AMZN MKTP US*RS6Y01ZG3	supplies --adaptive tools for artmaking	91.10
AMZN MKTP US*X808261H3	Ag Day Supplies	90.36

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SPECTRUM	GS PHONE SERV - FEBRUARY	89.97
AMZN MKTP US*YL71740J3	Musical: Sets/Props	89.29
NEW GLARUS HARDWARE	Musical: Paint and supplies for sets	88.98
CULVERS OF NEW GLARUS	Mock Trial lunches	88.36
SUBWAY 29346	Mock Trial Lunch	88.03
PAYPAL *WANHAOSPARE	3d Printer replacement parts.	83.00
AMZN MKTP US*2Y1JY58F3	metals	82.11
AMZN MKTP US*CO6B22H43	Counseling Supplies	81.24
AMAZON.COM*1I3A82B51	Books	80.64
AMZN MKTP US*ON0BL9QF3	Counseling Supplies/Scholarship Envelopes	79.49
CASEYS PIZZA 3572	Lunch Ag Day	79.04
AMZN MKTP US*RG71I6CF3	Replace laptop screen -	78.80
JOANN STORES #2418	Musical: Fabric for costumes	78.35
AMZN MKTP US*4C20067N3	Vet Science Supplies	77.47
WARD BRODT MUSIC	French Horn Repair 77	77.00
CASEYS PIZZA 3572	Pizza for battle of the books students.	72.50
AMZN MKTP US*ZI5897593	Solo and ensemble Supplies 70.26	70.26
AMAZON.COM*DM12K7Z03 AMZN	Logitech Webcam for District Admin	69.99
WISCONSIN SCHOOL MUSIC AS	WSMA Middle Level Honors Registration	69.00
WISCONSIN SCHOOL MUSIC AS	ML Honors Reg.	69.00
AMAZON.COM*1I3WW2N22 AMZN	Printer toner cartridge	67.48
AMAZON.COM*701IY5XK3	(5) USB-C to HMDMI	64.70
WM SUPERCENTER #802	supplies for Snow Hour	64.29
NEW GLARUS HARDWARE	Musical: Paint and supplies for sets	64.23
AMZN MKTP US*0W5IY9ID3	Middle School PBIS items	64.12
GRAINGER	plumbing repairs	63.97
USPS PO 5659000694	Postage to send scholarship packets	63.95
AMAZON.COM*LS7EC3Q93	Books	63.24
SUGAR RIVER PIZZA CO	Musical: Food for workers	61.39
"THINK SOCIAL PUBLISHING,"	PBIS Tier 2 Group Curriculum ZONES	61.31
NEW GLARUS HARDWARE	Greenhouse Plumbing	60.96
AMZN MKTP US*1B61B8780	Musical: Costume purchase	60.11
EDUCATION_COM PREMIUM	instructional supports for speech/language students	59.94
RBS ACTIVE* NEW GLARUS	Musical Shirts	59.82
WARD BRODT MUSIC	Bocal Repair	59.50
AMAZON.COM*932X015U3	Books	59.37
AMAZON.COM*H58KU7C63 AMZN	binder dividers and pockets	59.34
AMAZON.COM*J92FG52X3	Book	58.08
AMAZON.COM*LN7MP48Q3	Books	57.66
FADV BACKGROUND SCREENIN	BACK GROUND CHECKS	57.64
WARD BRODT MUSIC	Bassoon Reeds	55.96
ROYS MARKET	FCS Supplies	55.86
TARGET 00021063	Supplies to make Spaghettieis	55.44
AMAZON.COM*NY0NU3BN3	Art Supplies	55.34
OFFICEMAX/DEPOT 6869	Office Supplies	55.27

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WWW.WIFCA.ORG	Wisconsin Football Coaches Association Football Clinic Registrations	55.00
AMZN MKTP US*QP7OC6T93	PBIS GMGK Prizes	53.76
SQ *NEW GLARUS CHAMBER OF	volunteer gifts	50.00
TST* NEW GLARUS BAKERY	NEW GLARUS BAKERY S and E	48.97
ROYS MARKET	Ag Day supplies	48.80
GRAINGER	repair parts vandalized water fountain	48.32
AMZN MKTP US*QI2NN0713	**Materials ordered for Number Walk EIE Grant	47.76
HOBBY-LOBBY #259	Musical: Props/Costumes	47.39
AMZN MKTP US*1B9OQ4SC1	supplies for resin and painting	45.33
TEACHERSPAYTEACHERS.COM	teaching material	45.10
I KNOW IT	On line math program	45.00
AMZN MKTP US*NLOJW0HT3	office supplies	44.98
AMAZON.COM*O291G69C3	Play Dough	44.95
WARD BRODT MUSIC	Reeds	43.99
AMZN MKTP US*B211287F3	Books	43.83
OFFICEMAX/DEPOT 6869	Supplies	42.99
AMZN MKTP US*S77BT5RP3	Ukulele Picks	42.10
WM SUPERCENTER #802	NAEP snacks for students	41.79
WAL-MART #0802	Rewards/life skills	41.38
UNIVERSAL YUMS	Universal Yums subscriptions box German 4/5	41.00
AMZN MKTP US*JS22V9O43	Fidget rings for the department for students	40.97
ROYS MARKET	Spanish budget- Spanish 2/3 activity	40.49
ROYS MARKET	MS Lab	40.31
SQ *NEW GLARUS CHAMBER OF	School Counselor Appreciation Gifts	40.00
AMZN MKTP US*H68NJ4AF3	Blood draw tubes for PBS	39.99
AMZN MKTP US*1I9FE8DF0	Book box supplies	39.36
AMZN MKTP US*XU2FL6CE3	markers	39.29
AMZN MKTP US*1I94O3C71	S/L Supplies	37.98
ROYS MARKET	Principal- Ice Cream For Homeroom of the Week	37.13
WARD BRODT MUSIC	Reeds	36.99
JOANN STORES #2418	Musical: Props/Costumes	36.44
J.W. PEPPER	Horse with No Name- Jazz Band	36.00
AMZN MKTP US*YL7PN7TO3	Microphone cables for auditorium	35.99
THE BASEBALL PLAYBOOK	baseball playbook	34.99
AMZN MKTP US*UI02Y59C3	Student reward and motivation- lego kit	34.80
AMZN MKTP US*1B15N3WC2	7th Grade Olympics Supplies	34.76
AMZN MKTP US*KL7PU0BA3	Office supplies	34.63
J.W. PEPPER	MS music for Spring	34.49
AMZN MKTP US*7R9YH4JI3	Classroom Supplies	33.98
AMZN MKTP US*1B9OU7SU1	personal supplies for restroom	33.70
CASEYS PIZZA 3572	MS Girls Basketball Celebration	32.94
SANTA MARIA GROCERY	Spanish- middle school and Spanish 1	32.92
BUEHLER INTERIORS LLC	Musical: Set Building Supplies	32.91
WAL-MART #0802	Musical: Props/Costumes	32.38
ROYS MARKET	FCS Supplies	32.00

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AMZN MKTP US*U087B5UD3	Embroidery Hoops	31.98
WARD BRODT MUSIC	Reeds	31.95
AMAZON.COM*Z037F2PV3	classroom supplies	31.66
AMZN MKTP US*3Q47G8J13	FCS Supplies	30.99
AMZN MKTP US*6Z4AX6VY3	Therapy Material - will be returning	30.89
AMAZON.COM*Z48OR4NN3 AMZN	Books	30.89
ST VINCENT DEPAUL THRIFT	Fabric for Weaving in classroom	30.72
AMZN MKTP US*1B5ET8WIO	classroom supplies	30.64
CASEYS PIZZA 3572	Bus driver meeting	30.58
AMZN MKTP US*PJ5OM42S3	Book	30.58
AMZN MKTP US*T19HA1R03	Musical: Costume purchase	30.57
AMZN MKTP US*6Z1F59X33	Book	29.99
MRN 365	Supplemental materials for reading comprehension strategies	29.00
STATSMEDIC.COM	Monthly subscription for Stats Medic videos.	29.00
AMZN MKTP US*773SH5EF3	FCCLA	28.51
AMAZON.COM*1I0KCOZJO AMZN	Principal Account- Professional Reading	28.43
AMAZON.COM*1I6M60050	Wireless keyboard/mouse	27.99
AMAZON.COM*7X52A88R3	Conference room supplies	27.98
TEACHERSPAYTEACHERS.COM	Math activity	27.85
SAN-A-CARE	custodial supplies	27.68
PICK N SAVE #394	NHS Crush Cans	27.18
PICK N SAVE #394	NHS Crush Cans	27.18
FTP*FINANCIAL TIMES	News	27.00
OVERDRIVE DIST	Ebooks	26.99
AMAZON.COM*686IT0JJ3	Office supplies	26.94
AMAZON.COM*1O5ZF04R3	Command Strips	26.93
TARGET 00021063	PBIS GMGK rewards	26.91
ROYS MARKET	FCS Supplies	25.89
SNACKCRATE.COM	Cultural Cuisine	25.64
AMAZON.COM*SM3OO0DR3	Personal care supplies for student	24.99
AMAZON.COM*1I35D8NR2	Book	24.99
NEW GLARUS HARDWARE	Emergency hardware purchase for woods class.	24.99
ROYS MARKET	Food for Homeroom of the Week	24.95
ROYS MARKET	Food for Homeroom of the Week	24.95
GEOGUESSR.COM	Geoguessr subscription	23.88
NEW GLARUS HARDWARE	Musical: Set Building Supplies	23.48
WM SUPERCENTER #802	Musical: props	23.45
CASEYS #3572	bus driver breakfast	23.42
WISCONSIN SCHOOL MUSIC AS	Kaia Honors	23.00
AMZN MKTP US*C09HW56F3	GMGK prizes	22.91
AMZN MKTP US*FJ0V23GL3	FCS Supplies	22.84
AMZN MKTP US*BK6WG6XR3	Ag Day Magnets	21.99
New Glarus Post Office	Postage	21.95
AMZN MKTP US*4E3WU9213	classroom supplies	21.87
ROYS MARKET	Ag Day Supplies	21.08

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AMZN MKTP US*5D4U98CN3 AM	Compression shirt	20.95
OFFICEMAX/DEPOT 6869	OFFICE & STAFF ROOM SUPPLIES	20.89
AMZN MKTP US*OC4684DH3	Books	20.85
KWIK TRIP 96400009647	Forensics	20.29
AMAZON.COM*IV3EC2BK3 AMZN	Curriculum Book for Guidance Room	20.03
AMZN MKTP US*5Y0V89IL3	pencils/scissors	19.75
AMAZON.COM*IU8SK2KD3	Book	19.58
ROYS MARKET	Class cooking materials- Spanish budget	19.24
AMZN MKTP US*AR9C69JI3	highlighted reading strips	19.17
AMZN MKTP US*HJ8XB4Z33	Book	19.00
AMZN MKTP US*WV3U445A3	PBIS GMGK prizes	17.92
AMAZON.COM*6J3AK3N63 AMZN	Ear microphone for musical	17.79
AMAZON.COM*M97Q82VU3	Supplies to Tie-dye shirts	17.72
TEACHERSPAYTEACHERS.COM	Empathy- Walk in Somebody Else's Shoes	17.53
AMAZON.COM*1I0CE92F1 AMZN	Engine Supplies	17.34
AMAZON.COM*1I3KK40J1	Engine Supplies	17.30
NEW GLARUS	FB FIELD	17.00
TEACHERSPAYTEACHERS.COM	instructional supports for speech/language students	16.88
AMZN MKTP US*8I9D149B3	Musical: Costumes stuff	16.87
AMZN MKTP US*PY8G31463	Books	16.23
AMZN MKTP US*YR11U97E3	Ag Day magnets	16.04
AMAZON.COM*1I4LH1O32	AP CSP review book	15.99
AMZN MKTP US*1I5Q872M1	Books	15.99
AMZN MKTP US*5N79C8743	Ag Day Supplies	15.98
AMZN MKTP US*CK3LQ9VN3	Guidance Classroom supplies	15.81
AUDIBLE*T82V28983	Audible February 2022 monthly membership charge	15.77
AMAZON.COM*6A9MJ94M3 AMZN	Books	15.59
AMAZON.COM*3G0DQ2VC3 AMZN	Books	15.18
FESTIVAL FOODS	FCS Supplies	15.08
APPLE.COM/BILL	AAC App subscription to support nonverbal student	14.76
ROYS MARKET	Principal Acct- Food for homeroom of the week	14.67
ROYS MARKET	Tier 3 incentives-MS	14.33
AMZN MKTP US*BU6ZG5E33	FOREIGN EXCHANGE STUDENT FLAGS	13.90
AMZN MKTP US*FC6Q298B3	Book	13.74
ROYS MARKET	FCS Supplies	13.23
AMZN MKTP US*3M0PW09E3	middle school projects	13.07
CANVA* I03343-18733887	FCS Resources	12.99
AMZN MKTP US*FK3BZ1DF3	Classroom Supplies	12.99
TEACHERSPAYTEACHERS.COM	Curriculum Resources	12.66
TARGET.COM *	Playground box	12.65
NYTIMES*NYTIMES	News	12.57
INTUIT *QUICKBOOKS ONLINE	FRAUD	12.50
KAVANAUGH RESTAURANT SUPP	KITCHEN SUPPLIES	12.36
SAMMYMILLERCONGREGATIO	Playbook Feb.	12.00
J.W. PEPPER	Eine Kleine Trumpet Quartet	11.95

**SCHOOL DISTRICT OF NEW GLARUS
PURCHASING CARD ACTIVITY
FEBRUARY 28, 2002**

TEACHERSPAYTEACHERS.COM	S/L Instructional Materials	11.50
CASEYS #3572	FFA Officer Meeting breakfast	11.37
CASEYS #3572	Ag Day Drinks	11.17
TEACHERSPAYTEACHERS.COM	FBA/Behavior Data Forms and I-Ready Growth and Lesson Performance Cert.	11.08
J.W. PEPPER	Rhapsody in Blue Score	11.00
AMZN MKTP US*Z18E66RJ3	Office Supplies - Registrar	10.99
NFHSNTWRK* 4C539E3710U	NFHS monthly subscription	10.99
AMZN MKTP US*0M10U25A3	supplies for se student	10.54
J.W. PEPPER	Music for S/E Contest	10.25
AMAZON.COM*0Q2Y37P43 AMZN	Classroom Supplies	10.24
AMZN MKTP US*SL8Y809X3	iron-on vinyl for T-shirts	10.01
BUNCEE	Buncee account for tech class	10.00
AMZN MKTP US*1B8LF6922	amazon fuel tank	9.89
NEW GLARUS HARDWARE	Supplies	9.58
TEACHERSPAYTEACHERS.COM	Supplies	9.51
ROYS MARKET	Treats for students	9.18
USPS PO 5659000694	Postage for open records request	9.05
J.W. PEPPER	Music for S/E contest	9.00
AMZN MKTP US*1B9SV0IL0	Ag Day Supplies	8.99
AMZN MKTP US*9M6FB3HG3	Book	8.78
KWIK TRIP 45600004564	Treats for morning review	8.48
TEACHERSPAYTEACHERS.COM	teaching material	8.44
AMZN MKTP US*1X1WL1D23	additives for resin work	8.43
AMAZON.COM*VI0SX8R83 AMZN	personal supplies for restroom	8.37
AMZN MKTP US*NIOH63SR3	FOREIGN EXCHANGE STUDENT FLAGS	8.17
NOTEFLIGHT	Music Software	7.95
J.W. PEPPER	HS Music for Contest	7.80
AMZN MKTP US*0V6SO9J13	Musical: Costume accessories	7.37
EXPRESSIONS SYMPATHY	sympathy card	7.28
OFFICEMAX/DEPOT 6869	OFFICE & STAFF ROOM SUPPLIES	7.19
GUM.CO/CC* MEET ENHANC	Google Meet Enhancement	7.00
AMZN MKTP US*RB6BY5FF3	Fidget ring for student reward	6.99
AMAZON.COM*5N05S4LG3	Counseling Supplies	6.38
TEACHERSPAYTEACHERS.COM	Curriculum Resource	6.32
TARGET 00021063	Valentine's Gift for Students	5.98
J.W. PEPPER	Music for S/E Contest	5.55
PRIME VIDEO*MH4LO72Y3	FCS	5.26
TWP*SUB28538583	NEWS	5.00
NEW GLARUS HARDWARE	misc. maintenande	4.59
AMZN MKTP US*1I7E094K2	PBIS Rewards - stickers	4.21
OFFICEMAX/DEPOT 6869	Office Supplies	3.28
PRIME VIDEO*YJ47E4VL3	FCS	3.15
J.W. PEPPER	Rhapsody in Blue Cl Part.	3.00
TEACHERSPAYTEACHERS.COM	Instructional materials	2.80
TEACHERSPAYTEACHERS.COM	I-Ready Tracker	1.06

**SCHOOL DISTRICT OF NEW GLARUS
PURCHASING CARD ACTIVITY
FEBRUARY 28, 2002**

AMAZON WEB SERVICES	Monthly Amazon Web Services fee for computer science.	1.00
"KUTA SOFTWARE, LLC"	TAX REFUND	-7.43
JOANN STORES #2418	Musical: Return of patterns	-15.84
WASDA	WASSA Spring Conference Refund	-75.00
GRAINGER	returned item, credit	-122.18
Purchasing card activity		62,351.26

Budgetary Checks # 61700 - 61734
Direct Deposits - 900030934 - 31078
EFTPS - Wisconsin Retirement System - #285
EFT - Electronic Tax Payment System - # 517
EFT - Dept of Revenue - #846
EFT - WEA Tax Sheltered Annuity - #1015
EFT - EBC - HSA payments - #1278

CHECK NUMBER	VENDOR	CHECK DATE	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE/CHECK AMOUNT
285	WISCONSIN RETIREMENT SYSTEM	03/15/2022	20220315AD	Payroll accrual	36,187.03
		03/15/2022	20220315AF	Payroll accrual	36,187.03
Totals for 285					72,374.06
517	ELECTRONIC TAX FILING	03/15/2022	20220315AD	Payroll accrual	3,037.16
		03/15/2022	20220315AD	Payroll accrual	8,241.49
		03/15/2022	20220315AD	Payroll accrual	39,931.50
		03/15/2022	20220315AD	Payroll accrual	35,239.68
		03/15/2022	20220315AF	Payroll accrual	8,241.49
		03/15/2022	20220315AF	Payroll accrual	35,239.68
Totals for 517					129,931.00
846	WI DEPARTMENT OF REVENUE	03/15/2022	20220315AD	Payroll accrual	200.00
		03/15/2022	20220315AD	Payroll accrual	21,143.36
Totals for 846					21,343.36
1015	WEA TAX SHELTERED ANNUITY TRST	03/15/2022	20220315AD	Payroll accrual	11,087.50
		03/15/2022	20220315AD	Payroll accrual	173.00
		03/15/2022	20220315AD	Payroll accrual	2,572.50
		03/15/2022	20220315AD	Payroll accrual	946.83
		03/15/2022	20220315AF	Payroll accrual	1,416.70
Totals for 1015					16,196.53
1278	EMPLOYEE BENEFITS CORP	03/15/2022	20220315AD	HSA EMPLOYEE CONTR	9,542.25
		03/15/2022	20220315AF	EMPLOYER CONTR	26,625.00
Totals for 1278					36,167.25
61700	PARDEEVILLE HIGH SCHOOL	03/10/2022	BBB SECTIO	LIVESTREAM	125.00
Totals for 61700					125.00
61701	PARDEEVILLE HIGH SCHOOL	03/10/2022	BBB SECTIO	PRE SALE TICKETS	2,141.00
Totals for 61701					2,141.00
61702	AFLAC WORLDWIDE HEADQUARTERS	03/15/2022	20220315AD	Payroll accrual	36.38
Totals for 61702					36.38
61704	DEAN HEALTH PLAN, INC	03/15/2022	20220315AD	Payroll accrual	1,272.88
		03/15/2022	20220315AF	Payroll accrual	0.00
		03/15/2022	20220315AD	Payroll accrual	158.12
		03/15/2022	20220315AF	Payroll accrual	44,248.30
		03/15/2022	20220315AD	Payroll accrual	7,879.74
		03/15/2022	20220315AD	Payroll accrual	1,106.84
		03/15/2022	20220315AD	Payroll accrual	1,091.04
		03/15/2022	20220315AD	Payroll accrual	210.83
		03/15/2022	20220315AD	Payroll accrual	1,515.34
		03/15/2022	20220315AF	Payroll accrual	0.00
		03/15/2022	20220315AF	Payroll accrual	843.33
		03/15/2022	20220315AF	Payroll accrual	6,970.62
		03/15/2022	20220315AF	Payroll accrual	6,182.64
		03/15/2022	20220315AF	Payroll accrual	896.04
		03/15/2022	20220315AF	Payroll accrual	7,213.08
		03/15/2022	20220315AF	Payroll accrual	6,272.28
Totals for 61704					85,861.08
61706	DELTA DENTAL OF WISCONSIN	03/15/2022	20220315AD	Payroll accrual	108.22
		03/15/2022	20220315AD	Payroll accrual	1,150.45

CHECK NUMBER	VENDOR	CHECK DATE	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE/CHECK AMOUNT
61706	DELTA DENTAL OF WISCONSIN	03/15/2022	20220315AF	Payroll accrual	792.72
		03/15/2022	20220315AF	Payroll accrual	6,466.11
		03/15/2022	20220315AD	Payroll accrual	20.63
		03/15/2022	20220315AF	Payroll accrual	893.76
		03/15/2022	20220315AD	Payroll accrual	139.92
		03/15/2022	20220315AD	Payroll accrual	15.46
		03/15/2022	20220315AF	Payroll accrual	614.04
		03/15/2022	20220315AF	Payroll accrual	1,453.32
		03/15/2022	20220315AF	Payroll accrual	82.54
		03/15/2022	20220315AF	Payroll accrual	87.70
		03/15/2022	20220315AD	Payroll accrual	194.32
		03/15/2022	20220315AD	Payroll accrual	256.52
				Totals for 61706	12,275.71
61707	EMPLOYEE BENEFITS CORPORATION	03/15/2022	20220315AD	Payroll accrual	1,666.64
		03/15/2022	20220315AD	Payroll accrual	820.83
				Totals for 61707	2,487.47
61708	MADISON NATIONAL LIFE	03/15/2022	20220315AD	Payroll accrual	690.86
		03/15/2022	20220315AF	Payroll accrual	1,779.68
		03/15/2022	03-15-22 A	ACCL ADJ	58.32
				Totals for 61708	2,528.86
61709	MINNESOTA MUTUAL LIFE	03/15/2022	20220315AD	Payroll accrual	967.58
		03/15/2022	20220315AF	Payroll accrual	141.94
		03/15/2022	20220315AD	Payroll accrual	117.25
		03/15/2022	20220315AD	Payroll accrual	709.53
		03/15/2022	03-15-22 A	ADJ	-22.36
				Totals for 61709	1,913.94
61710	NEW GLARUS COMMUNITY FOUNDATION EIE	03/15/2022	20220315AD	Payroll accrual	228.33
				Totals for 61710	228.33
61711	UNITED WAY GREEN COUNTY INC	03/15/2022	20220315AD	Payroll accrual	100.00
				Totals for 61711	100.00
61712	IT'S YOUR PARTY	03/14/2022	22-18749	Down payment	300.00
				Totals for 61712	300.00
61713	ANDERSON, JULIE	03/25/2022	03/21	FACS SUPPLIES	88.78
				Totals for 61713	88.78
61714	AUTO VALUE NEW GLARUS	03/25/2022	709016428	BUS SUPPLIES	135.92
				Totals for 61714	135.92
61715	CESA 2	03/25/2022	11126	EL TESTING AND CONSULTATION	4,200.00
				Totals for 61715	4,200.00
61716	CESA 5	03/25/2022	2201419	MENTORING SERV	3,200.00
		03/25/2022	2201422	DIRECTOR OF SPED SERV	7,526.58
				Totals for 61716	10,726.58
61717	COLSTAD, JOHN	03/25/2022	WINTER SPO	WINTER SPORT EVENT WORKER	862.50
				Totals for 61717	862.50
61718	COMMON THREADS FAMILY RESOURCE CENT	03/25/2022	76754	4TH QTR TUITION	16,500.00

CHECK NUMBER	VENDOR	CHECK DATE	INVOICE NUMBER	INVOICE DESCRIPTION	INVOICE/CHECK AMOUNT
Totals for 61718					16,500.00
61719	EMPLOYEE BENEFITS CORPORATION	03/25/2022	3566418	MARCH ADMIN FEES	393.00
Totals for 61719					393.00
61720	HAENSGEN, DAVID	03/25/2022	02/07/2022	CONTRACT ADJ	25.00
Totals for 61720					25.00
61721	LAMERS BUS LINES, INC	03/25/2022	21835	BUS RENTAL FOR 5TH GRADE FIELD TRIP	2,990.00
Totals for 61721					2,990.00
61722	LATSCH, HEIDI	03/25/2022	03/23/2022	FS REFUND	94.95
Totals for 61722					94.95
61723	MARTINSON, JON	03/25/2022	WINTER SPO	WINTER SPORT EVENT WORKER	25.00
Totals for 61723					25.00
61724	MARTY, TAMMY	03/25/2022	03/22/2022	MILEAGE/CONF MEAL REIMB	245.74
Totals for 61724					245.74
61725	MONONA GROVE SCHOOL DISTRICT	03/25/2022	1118	DCSC REMAINING BALANCE DUE	3,400.00
Totals for 61725					3,400.00
61726	MONONA PLUMBING AND FIREPROTECTION	03/25/2022	2201490	PLUMBING RPRS	325.00
Totals for 61726					325.00
61727	PAOLI CLAY COMPANY	03/25/2022	27280	CLAY	465.00
Totals for 61727					465.00
61728	PROFESSIONAL PEST CONTROL, INC	03/25/2022	559638	MARCH SERV	52.00
Totals for 61728					52.00
61729	REGEZ SUPPLY CO. INC	03/25/2022	234940	CUSTODIAL SUPPLIES	906.75
Totals for 61729					906.75
61730	SCHETTLER, DANIEL	03/25/2022	WINTER SPO	WINTER SPORT EVENT WORKER	637.50
Totals for 61730					637.50
61731	US CELLULAR	03/25/2022	0493140051	HOT SPOTS	306.75
Totals for 61731					306.75
61732	WAND ENTERPRISES	03/25/2022	022422NGHS	HYPNOSIS PERF	1,500.00
Totals for 61732					1,500.00
61733	W I A A	03/25/2022	KM-2022000	WIAA GIRLS/BOYS REGIONAL BB	1,414.71
Totals for 61733					1,414.71
61734	WISCNET	03/25/2022	18245	ANNUAL FEE/WISCNET CONNECT	2,700.00
Totals for 61734					2,700.00
Totals for checks					432,005.15

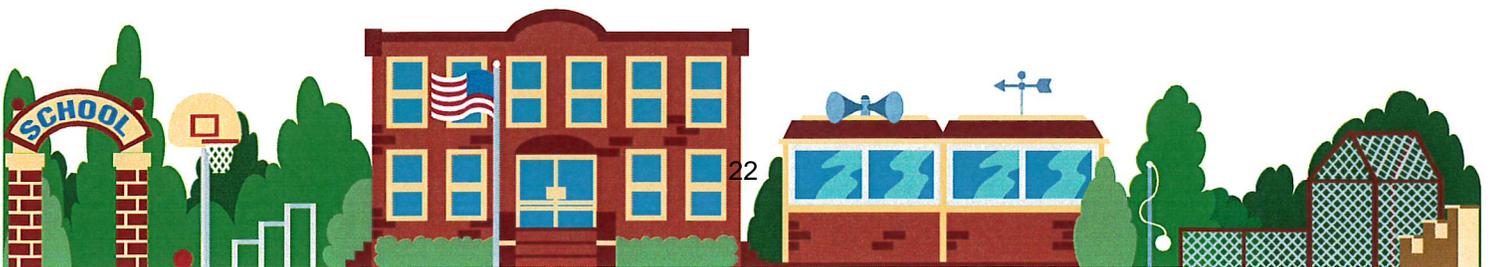
FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	317,916.34	3,555.71	19,683.94	341,155.99
27	SPECIAL EDUCATION FUND	61,209.42	0.00	27,226.58	88,436.00
50	FOOD SERVICE FUND	2,413.16	0.00	0.00	2,413.16
***	Fund Summary Totals ***	381,538.92	3,555.71	46,910.52	432,005.15

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

New Glarus School District

Treasurer's Report
February 28, 2022



SCHOOL DISTRICT OF NEW GLARUS
FUND SUMMARY
February 28, 2022

	Fund Balance Audited 6/30/2021	+	FY2022 Revenues	-	FY2022 Expend.	+	Transfers Sources	=	Fund Balance 2/28/2022
General Fund	3,632,624.22		6,118,889.17		5,498,077.85		0.00		4,253,435.54
General Fund -Committed	0.00				0.00		0.00		0.00
TOTAL FUND 10	3,632,624.22		6,118,889.17		5,498,077.85		0.00		4,253,435.54
Special Revenue Trust (Fund 21)	233,911.46		92,558.40		79,671.76				246,798.10
Spec. Ed. Grants	0		91,557.64		117,968.03				-26,410.39
Special Education (Fund 27)	0		274,407.98		845,470.87		0.00		-571,062.89
TOTAL FUND 27	0		365,965.62		963,438.90		0.00		-597,473.28
DEBT SERVICE (Fund 39)	143,719.08		30,871,515.08		29,456,622.30				1,558,611.86
LT CAPITAL (Fund 46)	305,490.15		498.61		0.00				305,988.76
OTHER CAPITAL DEBT (Fund 49)	28,902,870.85		79,746.43		727,727.97				28,254,889.31
FOOD SERVICE (Fund 50)	190,602.06		559,159.74		424,045.68				325,716.12
COMMUNITY SERVICE FUND (80)	12,255.82		0.00		1,498.44				10,757.38

**SCHOOL DISTRICT OF NEW GLARUS
REVENUES
February 28, 2022**

GENERAL FUND - 10					
	ORIGINAL BUDGET REVENUES 2021-2022	MTD REVENUES	YTD REVENUES	21-22 YTD % RCVD	20-21 YTD % RCVD
Property Taxes	\$ 3,619,601.00		\$ 3,171,463.24	87.62%	114.83%
Mobile Home/DNR Tax	\$ 10,600.00	\$ 3,352.65	\$ 8,482.55	80.02%	17.92%
Interest Income	\$ 6,000.00	\$ 983.18	\$ 5,217.12	86.95%	61.47%
Summer School	\$ -			0.00%	0.00%
General Tuition-Open Enrollment	\$ 998,574.00			0.00%	0.00%
Sale of Fixed Assets	\$ -			0.00%	0.00%
Capital Lease (Computers/Bus)	\$ -			0.00%	0.00%
Other Local Income	\$ 122,540.00	\$ 19,399.36	\$ 115,029.07	93.87%	52.73%
Medicaid	\$ -			0.00%	0.00%
Per Pupil Aid	\$ 672,499.00			0.00%	0.00%
Transportation Aid	\$ 10,890.00		\$ 10,910.00	100.18%	91.93%
Library (Common School Fund)	\$ 37,000.00			0.00%	0.00%
High Cost Transportation Aid	\$ -			0.00%	0.00%
Equalization Aid	\$ 6,658,158.00		\$ 2,663,263.00	40.00%	39.37%
State Tax Exempt - Computer Aid	\$ 6,716.00			0.00%	0.00%
State Tax Exempt - Personal Property	\$ 26,782.00			0.00%	0.00%
Grants - State	\$ 8,200.00		\$ 504.87	6.16%	0.00%
Grants-Federal-Special Projects	\$ 194,381.00		\$ 140,793.61	72.43%	21.45%
Grants/Donations - Local	\$ 3,500.00		\$ 3,225.71	92.16%	68.06%
Total General Fund Revenues	\$ 12,375,441.00	\$ 23,735.19	\$ 6,118,889.17	49.44%	55.45%

SPECIAL PROJECTS FUNDS - 21 & 27					
Special Revenue Fund - 21	\$ 190,000.00	\$ 7,579.91	\$ 92,558.40	48.71%	49.35%
Special Education Grants - Fund 27	\$ 274,129.00	\$ 89,389.82	\$ 91,557.64	33.40%	27.92%
Special Education - Categorical Aid - Fund 27	\$ 403,041.00	\$ 62,722.00	\$ 251,139.00	62.31%	59.91%
Special Education - High Cost	\$ -			0.00%	0.00%
Special Education - Medicaid	\$ 50,000.00	\$ 3,010.97	\$ 23,268.98	46.54%	23.27%
Operating Transfer from Fund 10	\$ 1,257,713.00	\$ -	\$ -	0.00%	0.00%
Total Special Projects Revenues	\$ 2,174,883.00	\$ 162,702.70	\$ 458,524.02	21.08%	18.17%

DEBT SERVICE FUNDS & OTHER CAPITAL DEBT - 39, 46 & 49					
Fund 39-Referendum Debt-Debt Retirement	\$ 32,605,349.00	\$ 1,503,256.71	\$ 30,871,515.08	94.68%	0.48%
Fund 46 - Long Term Cap Maint	\$ 500.00	\$ 64.96	\$ 498.61	99.72%	0.32%
Fund 49 - Construction Fund	\$ 19,500.00	\$ 10,053.50	\$ 79,746.43	408.96%	0.00%
Total Debt Service Revenues	\$ 32,625,349.00	\$ 1,513,375.17	\$ 30,951,760.12	94.87%	0.04%

FOOD & COMMUNITY SERVICE FUNDS - 50 & 80					
Fund 50-Local Sources	\$ 55,178.00	\$ 16,265.25	\$ 80,110.61	145.19%	66.80%
Fund 50-State/Federal Sources	\$ 495,458.00	\$ 87,803.17	\$ 479,049.13	96.69%	42.22%
Community Services - Fund 80	\$ -		\$ -	0.00%	0.00%
Total Fd & Comnty Service Revenues	\$ 550,636.00	\$ 104,068.42	\$ 559,159.74	101.55%	43.51%

Total Revenues	\$ 47,726,309.00	\$ 1,803,881.48	\$ 38,088,333.05	79.81%	16.32%
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**SCHOOL DISTRICT OF NEW GLARUS
EXPENDITURES
February 28, 2022**

GENERAL FUND - 10

Instruction	ORIGINAL MTG BUDGET EXPENDITURES 2021-2022	MTD EXPENDITURES	YTD EXPENDITURES	21 - 22 YTD % EXPD	20 - 21 YTD % EXPD
Undifferentiated Curriculum	\$ 2,482,983.00	\$ 171,160.28	\$ 1,098,506.80	44.24%	46.30%
Regular Curriculum	\$ 3,077,092.00	\$ 258,554.94	\$ 1,615,820.24	52.51%	50.10%
Vocational Curriculum	\$ 351,026.00	\$ 27,856.12	\$ 171,886.85	48.97%	49.07%
Physical Curriculum	\$ 266,230.00	\$ 20,568.16	\$ 138,153.01	51.89%	51.18%
Co-Curricular Activity	\$ 201,480.00	\$ 29,584.41	\$ 93,455.39	46.38%	28.45%
Special Curriculum	\$ 6,500.00	\$ 440.00	\$ 2,853.17	43.89%	100.03%
Total Instruction	\$ 6,385,311.00	\$ 508,163.91	\$ 3,120,675.46	48.87%	48.05%
Support Services					
Pupil Services	\$ 281,267.00	\$ 20,789.47	\$ 131,496.56	46.75%	46.12%
Instructional Services	\$ 591,638.00	\$ 49,378.57	\$ 316,257.88	53.45%	44.10%
General Operations	\$ 366,770.00	\$ 23,208.29	\$ 227,713.62	62.09%	66.82%
School Building Operations	\$ 749,133.00	\$ 59,690.05	\$ 427,181.19	57.02%	63.08%
Business Services	\$ 212,723.00	\$ 17,155.53	\$ 141,394.96	66.47%	81.27%
Building Operations	\$ 684,478.00	\$ 48,149.87	\$ 324,874.17	47.46%	57.96%
Maintenance	\$ 276,093.00	\$ 15,695.01	\$ 163,465.42	59.21%	49.64%
Capital Maintenance Projects (Facilities)	\$ 190,000.00		\$ -	0.00%	28.49%
Pupil Transportation	\$ 262,408.00	\$ 22,304.64	\$ 147,142.74	56.07%	53.84%
Central Services	\$ 75,706.00	\$ 2,157.47	\$ 38,570.34	50.95%	56.89%
Insurance	\$ 128,847.00	\$ 9,710.93	\$ 77,687.26	60.29%	93.28%
Debt Services	\$ 97,073.00		\$ 97,072.13	100.00%	100.00%
Other Support Services	\$ 356,785.00	\$ 25,217.19	\$ 254,313.44	71.28%	62.38%
Total Support Services	\$ 4,272,921.00	\$ 293,457.02	\$ 2,347,169.71	54.93%	55.56%
Non-Program Transactions					
Operating Transfers to another Fund	\$ 1,257,713.00	\$ -	\$ -	0.00%	0.00%
General Tuition/Non-Open enrollment	\$ 20,000.00	\$ 945.00	\$ 15,530.00	77.65%	41.53%
Co-Curricular Cooperative Programs	\$ 61,300.00	\$ 7,305.32	\$ 14,297.80	23.32%	0.00%
General Tuition/Open Enrollment	\$ 378,096.00	\$ -	\$ -	0.00%	0.00%
Other Non-Program Transactions	\$ 100.00	\$ -	\$ 404.88	404.88%	0.00%
Total Non-Program Transactions	\$ 1,717,209.00	\$ 8,250.32	\$ 30,232.68	1.76%	0.79%
TOTAL GENERAL FUNDS	\$ 12,375,441.00	\$ 809,871.25	\$ 5,498,077.85	44.43%	44.89%
SPECIAL PROJECTS FUNDS					
Special Revenue Fund - Fund 21	\$ 190,000.00	\$ 10,075.52	\$ 79,671.76	41.93%	46.24%
Special Education Grants - Fund 27	\$ 274,129.00	\$ 24,646.25	\$ 117,968.03	43.03%	113.10%
Special Education - Regular - Fund 27	\$ 1,710,754.00	\$ 169,391.49	\$ 845,470.87	49.42%	46.10%
TOTAL SPECIAL PROJECTS FUNDS	\$ 2,174,883.00	\$ 204,113.26	\$ 1,043,110.66	47.96%	51.91%
DEBT SERVICE FUNDS & OTHER CAPITAL DEBT - 38, 39, 40 & 49					
Fund 39-Referendum Debt-Debt Retirem	\$ 32,234,093.00	\$ -	\$ 29,456,622.30	91.38%	4.96%
Fund 46 - Long Term Cap Maint	\$ -	\$ -	\$ -	0.00%	0.00%
Fund 49 - Construction Fund	\$ 4,663,190.00	\$ 120,825.00	\$ 727,727.97	15.61%	0.00%
TOTAL DEBT SERVICE FUNDS	\$ 36,897,283.00	\$ 120,825.00	\$ 30,184,350.27	81.81%	4.96%
FOOD & COMMUNITY SERVICE FUNDS - 50 & 80					
Food Service - Fund 50	\$ 532,520.00	\$ 53,592.05	\$ 424,045.68	79.63%	45.52%
Community Services - Fund 80	\$ 2,000.00	\$ -	\$ 1,498.44	0.00%	0.00%
TOTAL FOOD & COM. SRV. FUNDS	\$ 534,520.00	\$ 53,592.05	\$ 425,544.12	79.61%	45.52%
TOTAL EXPENDITURES-ALL FUNDS	\$ 51,982,127.00	\$ 1,188,401.56	\$ 37,151,082.90	71.47%	39.76%



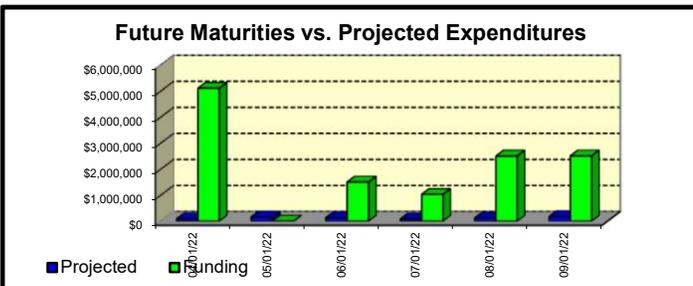
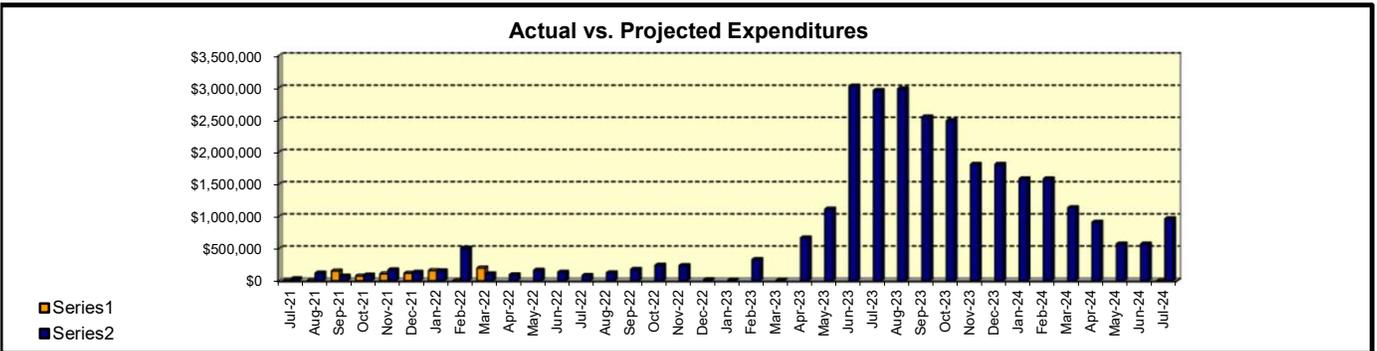
Bond Portfolio Management Report

New Glarus School District / 2021 Referendum Proceeds

As of 04/06/22

Investment Earnings Detail		Investment Proceeds Information	
\$155,257.68	Current Portfolio Interest Income Estimate	06/08/21	Closing Date - Investment Proceeds Received
\$70,219.26	Potential Interest Income on Balances (.25%)		
<u>\$225,476.94</u>	Estimated Interest Income (Not including Rebate)	\$28,900,000.00	Investment Proceeds Received
		+ \$225,476.94	Total Interest Income Net of Rebate
\$40,335.54	Original Portfolio Interest Income Estimate	= \$29,125,476.94	Total Funding Available as of 04/06/22
0.344%	Total Return for Arbitrage Purposes	- \$803,716.17	Cumulative Expenses Through 04/06/22
542	Weighted Avg Life of Future Projected Expenses	= <u>\$28,321,760.77</u>	Outstanding P & I Net of Rebate after 04/06/22

Portfolio Arbitrage Status			
Yield Restriction: The bond proceeds currently fall under the three year temporary period and are therefore not yield restricted.			
Arbitrage Rebate: The proceeds are subject to arbitrage rebate; however, the issuer is currently investing below the arbitrage yield and currently does not expect to pay arbitrage.			
\$225,476.94	Estimated Interest Income (Not including Rebate)	\$225,476.94	0.344% Current Interest Estimate for Arbitrage Purposes
\$0.00	Anticipated Arbitrage Rebate Liability	\$522,060.29	0.790% Maximum Interest Limited by Arbitrage Yield
<u>\$225,476.94</u>	Total Interest Income Net of Rebate	<u>\$0.00</u>	-0.446% Potential Arbitrage Rebate Liability



Cash Flow Focus - Payouts

Funding Date	Projected Expenses	Portfolio Funding
04/15/22	\$92,260.00	\$5,105,629.04
05/15/22	\$162,676.00	\$1,562.50
06/15/22	\$132,620.00	\$1,504,062.50
07/15/22	\$82,230.00	\$1,030,062.50
08/15/22	\$123,323.00	\$2,502,500.00
09/15/22	\$176,000.00	\$2,507,941.25

Disclosure Statement on reverse side of report.

Disclosure Statement: Bond Portfolio Management Report

The information and projections on the Bond Portfolio Management Report on the reverse side of this page is derived from information that comes from various sources. PMA Financial Network, Inc. (PMA) will assume, without further research, that all information provided by you (the "Issuer") or the Issuer's staff, agents and/or other intermediaries working on the Issuer's behalf is accurate. Such items may include but are not limited to:

- Information regarding the structure and pricing of the Issuer's bond issue and corresponding arbitrage yield limits.*
- Information regarding the projected expenditures of the project.*
- Information regarding the actual amounts and timing of disbursements on the project.*
- Information and representations made by the Issuer and/or its intermediaries in any Issuer or bond issue document.*

This report is designed as a planning tool that should be used for informational purposes only. The methodology used in preparing the report and its corresponding projections is dependent on certain data. This data may be generated using actual data and/or "reasonable" assumptions. Such items include but are not limited to:

- Investment/reinvestment assumptions that relate to actual dollars being invested/reinvested and/or the interest rates at which investments/reinvestments could be executed.*
- It is assumed that the speed of the expenditures will not exceed the most current projection of expenditures and that fixed term investments will not be liquidated.*

PMA does not take responsibility for any affect that other bond issues or borrowings may have on the projections or the stated or implied investment strategies. Furthermore, PMA does not take responsibility for differences between the projections on the report and any third party calculation. PMA does not take responsibility for any changes in tax law. Finally, PMA does not take responsibility for the issuer not meeting the requirements for an exception to the arbitrage/yield restriction rules.



Portfolio & Rebate Liability Report

Last Updated: 04/06/22 51358-201
 Updated by Analyst: JB

New Glarus School District / 2021 Referendum Proceeds

Date of Issue	06/08/21	Today's Date	04/06/22
Original Bond Proceeds	\$28,900,000.00	Arbitrage Allowable Yield	0.790000%
Original Expense Budget	\$28,900,000.00	Portfolio Return for Arbitrage Purposes	0.343819%
Current Projected Expenses	\$29,125,476.94	Anticipated Arbitrage Rebate	\$0.00
Original Interest Income:	\$40,335.54	Above Arb. Line/(Below Arb. Line)	(\$296,583.35)
Total Estimated Interest Income	\$225,476.94	Weighted Average Life of Future Funded Expenses (Days)	542

Date	Bond Proceeds	Investment Cost	EXPENSES		Cumulative Expenses	Investment Maturity	Coupons and Interest	Percent Spent	Balance	Description
			Projected	Actual						
06/08/21	\$28,900,000.00				\$0.00			0.00%	\$28,900,000.00	Phone Wire Purchase
06/08/21		\$1,000,000.00			\$0.00			0.00%	\$27,900,000.00	Bank of New Glarus - 1 year CD (@ 0.25%)
06/08/21		\$1,138,870.00			\$0.00			0.00%	\$26,761,130.00	Bank of New Glarus - 2 year CD (@ 0.40%)
06/08/21		\$248,100.00			\$0.00			0.00%	\$26,513,030.00	WESTERN ALLIANCE BANK / TORREY PINES BANK - CD - 0.3% - Trans # 290110
06/08/21		\$248,400.00			\$0.00			0.00%	\$26,264,630.00	FINANCIAL FEDERAL BANK - CD - 0.3% - Trans # 290107
06/08/21		\$248,700.00			\$0.00			0.00%	\$26,015,930.00	GLOBAL BANK - CD - 0.25% - Trans # 290109
06/08/21		\$248,900.00			\$0.00			0.00%	\$25,767,030.00	BANK 7 - CD - 0.2% - Trans # 290108
06/30/21					\$0.00		\$2,821.39	0.00%	\$25,769,851.39	Interest Earned - Bank of New Glarus
06/30/21					\$0.00		\$49.46	0.00%	\$25,769,900.85	Dividend Reinvest - WISC CMS
07/15/21			\$32,340.00	\$0.00	\$0.00			0.00%	\$25,769,900.85	Expenses
07/31/21					\$0.00		\$4,473.26	0.00%	\$25,774,374.11	Interest Earned - Bank of New Glarus
07/31/21					\$0.00		\$822.00	0.00%	\$25,775,196.11	Interest Earned - Woodford State Bank ICS
07/31/21					\$0.00		\$1.10	0.00%	\$25,775,197.21	Dividend Reinvest - WISC CMS
08/15/21			\$120,140.00	\$0.00	\$0.00			0.00%	\$25,775,197.21	Expenses
08/31/21					\$0.00		\$849.40	0.00%	\$25,776,046.61	Interest Earned - Woodford State Bank ICS
08/31/21					\$0.00		\$4,772.45	0.00%	\$25,780,819.06	Interest Earned - Bank of New Glarus
09/09/21			\$0.00	\$79,260.86	\$79,260.86			0.27%	\$25,701,558.20	Expenses
09/15/21			\$72,340.00	\$0.00	\$79,260.86			0.27%	\$25,701,558.20	Expenses
09/27/21			\$0.00	\$71,100.00	\$150,360.86			0.52%	\$25,630,458.20	Expenses
09/30/21					\$150,360.86		\$4,463.98	0.52%	\$25,634,922.18	Interest Earned - Bank of New Glarus
09/30/21					\$150,360.86		\$822.30	0.52%	\$25,635,744.48	Interest Earned - Woodford State Bank ICS
10/15/21			\$87,940.00		\$150,360.86			0.52%	\$25,635,744.48	Expenses
10/19/21			\$0.00	\$73,100.00	\$223,460.86			0.77%	\$25,562,644.48	Expenses
10/29/21			\$0.00	\$468.45	\$223,929.31			0.77%	\$25,562,176.03	Expenses
10/31/21					\$223,929.31		\$4,294.50	0.77%	\$25,566,470.53	Interest Earned - Bank of New Glarus
10/31/21					\$223,929.31		\$679.83	0.77%	\$25,567,150.36	Interest Earned - Woodford State Bank ICS
11/10/21			\$0.00	\$1,227.50	\$225,156.81			0.77%	\$25,565,922.86	Expenses
11/10/21			\$0.00	\$107,300.00	\$332,456.81			1.14%	\$25,458,622.86	Expenses
11/15/21			\$468,790.00	\$0.00	\$332,456.81			1.14%	\$25,458,622.86	Expenses
11/30/21					\$332,456.81		\$4,714.45	1.14%	\$25,463,337.31	Interest Earned - Bank of New Glarus
11/30/21					\$332,456.81		\$773.28	1.14%	\$25,464,110.59	Interest Earned - Woodford State Bank ICS
12/15/21			\$430,670.00	\$0.00	\$332,456.81			1.14%	\$25,464,110.59	Expenses
12/22/21			\$0.00	\$116,240.91	\$448,697.72			1.54%	\$25,347,869.68	Expenses
12/31/21					\$448,697.72		\$4,548.64	1.54%	\$25,352,418.32	Interest Earned - Bank of New Glarus
12/31/21					\$448,697.72		\$850.02	1.54%	\$25,353,268.34	Interest Earned - Woodford State Bank ICS
01/07/22		\$3,999,613.66			\$448,697.72			1.54%	\$21,353,654.68	US TREASURY - 0.339%
01/11/22			\$0.00	\$144,922.50	\$593,620.22			2.04%	\$21,208,732.18	Expenses
01/15/22			\$453,562.00	\$0.00	\$593,620.22			2.04%	\$21,208,732.18	Expenses
01/18/22					\$593,620.22		\$29,437.50	2.04%	\$21,238,169.68	US TREASURY - 0.339%
01/25/22			\$0.00	\$13,282.75	\$606,902.97			2.08%	\$21,224,886.93	Expenses
01/31/22					\$606,902.97		\$1.24	2.08%	\$21,224,888.17	Dividend Reinvest - WISC CMS
01/31/22					\$606,902.97		\$850.33	2.08%	\$21,225,738.50	Interest Earned - Woodford State Bank ICS
01/31/22					\$606,902.97		\$3,799.71	2.08%	\$21,229,538.21	Interest Earned - Bank of New Glarus
02/15/22			\$505,546.00	\$0.00	\$606,902.97			2.08%	\$21,229,538.21	Expenses
02/15/22		\$15,940,105.58			\$606,902.97			2.08%	\$5,289,432.63	Redemption for FRI
02/28/22					\$606,902.97		\$17.87	2.08%	\$5,289,450.50	Dividend Reinvest - WISC CMS
02/28/22					\$606,902.97		\$768.32	2.08%	\$5,290,218.82	Interest Earned - Woodford State Bank ICS
02/28/22					\$606,902.97		\$1,326.06	2.08%	\$5,291,544.88	Interest Earned - Bank of New Glarus
02/28/22					\$606,902.97		\$6,378.75	2.08%	\$5,297,923.63	US Treasury - 1.055% - Trans #50857
02/28/22					\$606,902.97		\$1,562.50	2.08%	\$5,299,486.13	US Treasury - 0.652% - Trans # 50852
03/14/22			\$0.00	\$208.20	\$607,111.17			2.08%	\$5,299,277.93	Expenses
03/14/22			\$0.00	\$75,780.00	\$682,891.17			2.34%	\$5,223,497.93	Expenses
03/14/22			\$0.00	\$120,825.00	\$803,716.17			2.76%	\$5,102,672.93	Expenses
03/15/22			\$408,898.99	\$0.00	\$803,716.17			2.76%	\$5,102,672.93	Expenses
03/15/22					\$803,716.17		\$312.50	2.76%	\$5,102,985.43	US TREASURY - 1.120% - Trans # 50858
03/31/22					\$803,716.17		\$1,562.50	2.76%	\$5,104,547.93	US Treasury - 0.728% - Trans # 50853
03/31/22					\$803,716.17		\$0.93	2.76%	\$5,104,548.86	Dividend Reinvest - WISC CMS
03/31/22					\$803,716.17		\$850.64	2.76%	\$5,105,399.50	Interest Earned - Woodford State Bank ICS
03/31/22					\$803,716.17		\$229.54	2.76%	\$5,105,629.04	Interest Earned - Bank of New Glarus
04/15/22			\$92,260.00		\$895,976.17			3.08%	\$5,013,369.04	Expenses
04/30/22					\$895,976.17		\$1,562.50	3.08%	\$5,014,931.54	US Treasury - 0.790% - Trans # 50854
05/15/22			\$162,676.00		\$1,058,652.17			3.63%	\$4,852,255.54	Expenses
05/31/22					\$1,058,652.17		\$1,250.00	3.63%	\$4,853,505.54	US Treasury - 0.868% - Trans # 50855
05/31/22					\$1,058,652.17	\$500,000.00	\$312.50	3.63%	\$5,353,818.04	US Treasury - 0.288% - Trans # 50848
06/08/22					\$1,058,652.17	\$1,000,000.00	\$2,500.00	3.63%	\$6,356,318.04	Bank of New Glarus - 1 year CD (@ 0.25%)
06/15/22			\$132,620.00		\$1,191,272.17			4.09%	\$6,223,698.04	Expenses
06/30/22					\$1,191,272.17	\$1,000,000.00	\$625.00	4.09%	\$7,224,323.04	US Treasury - 0.429% - Trans # 50850
07/15/22					\$1,191,272.17		\$29,437.50	4.09%	\$7,253,760.54	US TREASURY - 0.339%
07/15/22			\$82,230.00		\$1,273,502.17			4.37%	\$7,171,530.54	Expenses
07/31/22					\$1,273,502.17		\$937.50	4.37%	\$7,172,468.04	US Treasury - 1.028% - Trans # 50856

28

10%

45%

07/31/22				\$1,273,502.17	\$2,500,000.00	\$1,562.50	4.37%	\$9,674,030.54	US Treasury - 0.566% - Trans # 50851
08/15/22		\$123,323.00		\$1,396,825.17			4.80%	\$9,550,707.54	Expenses
08/31/22				\$1,396,825.17		\$6,378.75	4.80%	\$9,557,086.29	US Treasury - 1.055% - Trans #50857
08/31/22				\$1,396,825.17	\$2,500,000.00	\$1,562.50	4.80%	\$12,058,648.79	US Treasury - 0.652% - Trans # 50852
09/15/22		\$176,000.00		\$1,572,825.17			5.40%	\$11,882,648.79	Expenses
09/30/22				\$1,572,825.17		\$312.50	5.40%	\$11,882,961.29	US Treasury - 1.120% - Trans # 50858
09/30/22				\$1,572,825.17	\$2,500,000.00	\$1,562.50	5.40%	\$14,384,523.79	US Treasury - 0.728% - Trans # 50853
10/15/22		\$240,390.00		\$1,813,215.17			6.23%	\$14,144,133.79	Expenses
10/31/22				\$1,813,215.17	\$2,500,000.00	\$1,562.50	6.23%	\$16,645,696.29	US Treasury - 0.790% - Trans # 50854
11/29/22		\$236,270.00		\$1,813,215.17	\$248,100.00	\$1,113.77	6.23%	\$16,894,910.06	WESTERN ALLIANCE BANK / TORREY PINES BANK - CD - 0.3% - Trans # 290110
11/30/22	75%			\$2,049,485.17			7.04%	\$16,658,640.06	Expenses
12/15/22		\$15,010.00		\$2,064,495.17	\$2,000,000.00	\$1,250.00	7.09%	\$18,659,890.06	US Treasury - 0.868% - Trans # 50855
01/15/23				\$2,064,495.17	\$3,925,000.00	\$29,437.50	7.09%	\$18,644,880.06	Expenses
01/15/23		\$9,330.00		\$2,073,825.17			7.12%	\$22,589,987.56	US TREASURY - 0.339%
01/31/23				\$2,073,825.17	\$1,500,000.00	\$937.50	7.12%	\$24,090,925.06	US Treasury - 1.028% - Trans # 50856
02/15/23		\$329,440.00		\$2,403,265.17			8.25%	\$23,761,485.06	Expenses
02/28/23				\$2,403,265.17	\$486,000.00	\$6,378.75	8.25%	\$24,253,863.81	US Treasury - 1.055% - Trans # 50857
03/15/23		\$9,330.00		\$2,412,595.17			8.28%	\$24,244,533.81	Expenses
03/31/23				\$2,412,595.17	\$500,000.00	\$312.50	8.28%	\$24,744,846.31	US Treasury - 1.120% - Trans # 50858
04/15/23		\$666,490.00		\$3,079,085.17			10.57%	\$24,078,356.31	Expenses
05/15/23		\$1,113,675.00		\$4,192,760.17			14.40%	\$22,964,681.31	Expenses
06/08/23				\$4,192,760.17	\$248,700.00	\$1,243.50	14.40%	\$23,214,624.81	GLOBAL BANK - CD - 0.25% - Trans # 290109
06/08/23	100%			\$4,192,760.17	\$1,138,870.00	\$9,110.96	14.40%	\$24,362,605.77	Bank of New Glarus - 2 year CD (@ 0.40%)
06/15/23		\$3,024,590.00		\$7,217,350.17			24.78%	\$21,338,015.77	Expenses
07/03/23				\$7,217,350.17	\$248,900.00	\$1,050.29	24.78%	\$21,587,966.06	BANK 7 - CD - 0.2% - Trans # 290108
07/03/23				\$7,217,350.17	\$248,400.00	\$1,541.45	24.78%	\$21,837,907.51	FINANCIAL FEDERAL BANK - CD - 0.3% - Trans # 290107
07/15/23		\$2,957,040.00		\$10,174,390.17			34.93%	\$18,880,867.51	Expenses
08/15/23		\$2,981,973.00		\$13,156,363.17			45.17%	\$15,898,894.51	Expenses
09/15/23		\$2,546,867.00		\$15,703,230.17			53.92%	\$13,352,027.51	Expenses
10/15/23		\$2,486,140.00		\$18,189,370.17			62.45%	\$10,865,887.51	Expenses
11/15/23		\$1,810,000.00		\$19,999,370.17			68.67%	\$9,055,887.51	Expenses
12/15/23		\$1,810,000.00		\$21,809,370.17			74.88%	\$7,245,887.51	Expenses
01/15/24		\$1,584,620.00		\$23,393,990.17			80.32%	\$5,661,267.51	Expenses
02/15/24		\$1,584,620.00		\$24,978,610.17			85.76%	\$4,076,647.51	Expenses
03/15/24		\$1,133,860.00		\$26,112,470.17			89.66%	\$2,942,787.51	Expenses
04/15/24		\$908,480.00		\$27,020,950.17			92.77%	\$2,034,307.51	Expenses
05/15/24		\$570,420.00		\$27,591,370.17			94.73%	\$1,463,887.51	Expenses
06/15/24		\$570,420.00		\$28,161,790.17			96.69%	\$893,467.51	Expenses
07/15/24		\$120,078.00		\$28,281,868.17			97.10%	\$773,389.51	Expenses
07/31/24				\$28,281,868.17			97.10%	\$773,389.51	Expenses
07/31/24		\$843,608.77		\$29,125,476.94		\$70,219.26	100.00%	(\$0.00)	
								(\$0.00)	

\$28,900,000.00 \$23,072,689.24 \$29,699,824.77 \$803,716.17 \$23,043,970.00 \$254,196.18

Total Anticipated Interest Income: \$225,476.94
 Anticipated Arbitrage Rebate: \$0.00
 Total Anticipated Interest Income Net of Arbitrage Rebate: \$225,476.94
 Total Outstanding Principal and Interest after April 06, '22: \$28,321,760.77

\$5,105,629.04
 \$23,216,131.73

**STAFFING REPORT
APRIL 11, 2022**

HIRES / CHANGES	Employee Leaving Position	New Employee in Position	hours per day / % of empl	Term of Employment	Position
	Leif Gilbertson resignation	Cassidy Colby	100%	2022-23 school year	HS Science / Chemistry Teacher
	Matt Nelson coaching resignation	Kylie Inabnit	varies	2022 Spring Season	MS Track Coach
	addl need based on student participation	Aleta Martinson	varies	2022 Spring Season	MS Track Coach

OPEN POSITIONS	Position	Term of Employment	hours per day / % of empl	Reason for opening	
Teacher	Teacher - Intervention Specialist	2022-23 school year	100%	Jerilyn George resignation	reorg of positions
Support Staff	Custodian	Year Round	8 hours/day	Madison Keiser resignation	
Support Staff	Custodian	2021-22 school year	3.5 hours/day	Andy Henning resignation	
Support Staff	Special Education Asst	2022-23 school year	5 hours/day	Jennifer Sies resignation	hold-temp filling for 2021-22 school year
Coach	MS Track Coach	2022 Spring Season	varies	addl need based on student participation	
Coach	HS Asst Football Coach	2022 Fall Season	varies	Doug Schuett in head coach position	
Coach	HS Asst Volleyball Coach	2022 Fall Season	varies	Stephanie Zweifel coaching resignation	
Coach	HS Asst Cross Country Coach	2022 Fall Season	varies	Ann Denure coaching resignation	
Coach	HS Asst Girls Basketball Coach	2022 Winter Season	varies	Bob Wahl coaching resignation	

Donations

4/7/2022	NG Sports Boosters	Check	HS Girls Basketball Awards	\$175.00
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- B. Discuss Item(s) Removed From Consent Agenda
 - V. **COMMITTEE UPDATES**
 - A. Policy, Communication & Advocacy
 - B. Handbook and Personnel
 - C. Budget
 - D. Curriculum, Sports & Co-Curricular
 - E. Facilities, Transportation & Technology
 - VI. **DISCUSSION AND POSSIBLE ACTION ITEMS**
 - A. Middle School Science Curriculum Adoption - Amplify Science
- 35

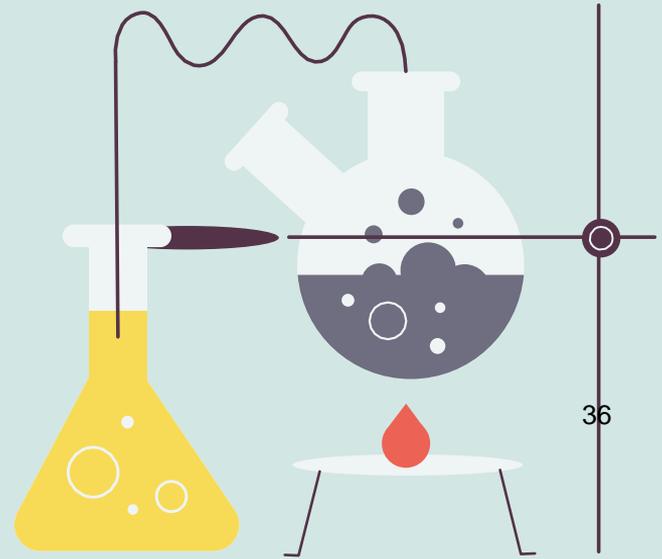
Middle School Science Curriculum Proposal



Amplify Science

“Amplify Science is a K-8 science curriculum that blends hands-on investigations, literacy-rich activities, and interactive digital tools to empower students to think, read, write, and argue like real scientists and engineers.”

****[Link to curriculum website](#)****



Requirements for Choosing a Curriculum



Explicitly meets standards

Especially in regards to cross-cutting concepts and science and engineering practices (2 strands within the standards)



Embedded assessments

Particularly answering questions #3 & #4 of PLC



Viable and guaranteed curriculum

All students have equal opportunity to the same content, knowledge, and skills in each class regardless of teacher



Based on research

EdReports
“all green”



Scope & Sequence

Well defined scope and sequence including spiraling curriculum in mastery vs. exposure



PD

Professional Development available



Inclusive

All students in one classroom receiving the same instruction

Process to Pick Curriculum

Use EdReports as a screener for curriculums

Step 1



Discussed pros and cons with 2 other districts

Step 3



Investigated the materials & discussed elementary's experience with the publisher

Step 2



Had Amplify present to middle school science team

Step 4



Reactions to our time with the pilot

Layout of the curriculum is well-designed and easy to use which is good for current and future teachers

The sequence of modules fit well with where our science curriculum currently is for easy transition

Written to follow Next Generation Science Standards (NGSS) and Phenomena which is very similar to WI State Standards

Lends itself to involving all students in learning through student platform. However, it can be repetitive in its approach.

The curriculum weaves together the 3 strands of standards very well, which is very hard to do and promotes critical thinking for students.

There aren't many hands-on experiments. Therefore, we will need to supplement the curriculum

A main modality is student-manipulated simulations. These show science concepts in action, but also give an opportunity to analyze data.

Well-rounded informational text readings to support ELA standards in the district, though can get a little reading heavy.

There is built-in differentiation to meet all student needs.

Next Steps



B. NEOLA Policy Updates
1. PO0100 - Definitions

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of DEFINITIONS
Code	po0100
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

0100 - **DEFINITIONS**

The bylaws of the Board of Education 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.

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

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 Board of Education also commonly referred to as 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 0170)

District

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

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 sometimes locally referred to as Superintendent. In policy, capitalization of the term District Administrator **may imply** ~~implies~~ delegation of responsibilities, **as appropriate**, to ~~appropriate~~ staff members.

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 Agencies

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

Legal Custodian of Records

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

May

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

Medical Advisor

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

Meeting

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

Parent

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

Personal Communication Devices

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

Policy

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

President

The Chief Executive Officer of the Board. (See Bylaw 0170)

Principal

The educational leader and head administrator of one (1) or more District schools. In policy ~~and administrative guidelines, capitalization of the term Principal may imply~~ **implies delegation of authority to delegate** responsibilities, **as appropriate**, to ~~appropriate members of his/her~~ 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/Superintendent.

Relative

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

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, ~~a person or company with whom the Board has contracted to perform a special task (such as an attorney, auditor, or medical consultant); a contractor, consultant, volunteer or other party to whom the Board has outsourced a service otherwise performed by Board employees (e.g. a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers).~~

The term school official is inclusive of other parties, such as attorney, contractor, consultant, volunteer, or other party to whom the Board has outsourced a service otherwise performed by Board employees (e.g., a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers) pursuant to the Family Educational Rights and Privacy (FERPA) definition - See Policy 8330 - Student Records.

Shall

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

Social Media

Social media are online platforms where users engage with another and/or share information and ideas through text, video, or pictures. Social media consists of any form of online publication or presence that allows interactive communication, including, but not limited to, text messaging, instant messaging, websites, web logs ("blogs"), wikis, online forums (e.g., chat rooms), virtual worlds, and social networks. Examples of social media include, but are not limited to, Facebook, Facebook

Messenger, Google Hangouts, Twitter, LinkedIn, YouTube, Flickr, Instagram, Pinterest, Skype, and Facetime. Social media does not include sending or receiving e-mail through the use of District-issued e-mail accounts.

Student

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

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 0170)

Vice-President

The Vice-President of the Board. (See Bylaw 0170)

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 his/her presence if attending by telephone or other manner of remote access, so long as such remote access is compliant with State law. No voting by Proxy may be recorded or counted in an official vote of the Board. Remote access during quasi-judicial functions (e.g. termination hearings, expulsions) may be permitted after consultation with legal counsel.

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

Revised 6/26/17

Revised 10/9/17

Revised 6/22/20

Revised 3/15/21

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Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of ELECTORAL PROCESS
Code	po0142.1
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	February 1, 2021

0142.1 - **ELECTORAL PROCESS**

Members of the Board shall be elected annually at the spring election on the first Tuesday in April in a manner that is consistent with State law.

Declaration of Candidacy

If an incumbent fails to file a Declaration of Candidacy and nomination papers by the 5:00 P.M. deadline on the first Tuesday in January, candidates may file a Declaration of Candidacy and nomination papers within seventy-two (72) hours following the original Tuesday deadline

In addition, if an incumbent files written notification that the incumbent is not a candidate for reelection to their office or fails to file a declaration of candidacy within the time prescribed by this paragraph, the District Clerk shall promptly provide public notice of that fact on the District's website or, if the District does not maintain a website, by posting notices in at least three (3) different locations within the District.

Declaration of Non-Candidacy

If an incumbent files a Declaration of Non-Candidacy no later than 5:00 P.M. on the 2nd Friday preceding the Tuesday deadline, there is no extension of the Tuesday deadline.

When the first Tuesday in January is a holiday the deadline becomes 5:00 P.M. the next day.

120.06(6)(b)3m, Wis. Stats.

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Legal	120.06 (1), 10.68 (5)(2b), Wis. Stats. 120.06 (6)(b), Wis. Stats.
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Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of VACANCIES
Code	po0142.5
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	June 22, 2020

0142.5 - **VACANCIES**

The office of a Board member shall become vacant immediately upon the occurrence of any one (1) of the following events:

- A. the death of the incumbent or the incumbent's being found mentally incompetent by the proper court
- B. the incumbent's resignation
- C. the incumbent's removal from office
- D. the incumbent's conviction of a felony or imprisonment for one (1) or more years;
- E. the incumbent's election or appointment being declared void by a competent tribunal;
- F. the incumbent's neglect or failure to file the oath of office or to give or renew an official bond, if required;
- G. the incumbent's ceasing to possess the legal qualifications for holding office;
- H. the incumbent moving his/her residence out of the District;
- I. the incumbent is absent from the territory of the District for a period of sixty (60) continuous days, unless such absence is due to active duty in the armed forces, in which case the vacancy shall be temporary for the remainder of the term or until the incumbent returns and files a notice of this/her intent to return to his/her unexpired term.

A vacancy shall be filled by the remaining members of the Board in accordance with 17.26, Wis. Stats.

Filling a Board Vacancy

The vacancy shall be filled by the Board using the following procedure:

- A. Appointment by the Board to fill a vacancy shall be by the ~~members majority vote~~ of the ~~remaining existing~~ Board consistent with Bylaw 0162 - Quorum and Bylaw 0167.1 - Voting. All votes shall be recorded, preserved and open to public inspection to the extent prescribed in ~~Wis. Stat.~~ Chapter 19, Wis. Stats. Secret ballots may only be used when Board members are electing officers.
- B. The Board shall seek qualified and interested candidates from the community.
- C. All applicants are to submit a notice of their interest, in writing, to the Board Clerk.
- D. The Board may interview candidates to ascertain their qualifications.
- E. If the vacancy is not filled within sixty (60) days of the date on which the vacancy first exists, the vacancy shall be filled by appointment of the Board President.

The appointee shall hold office until a successor is elected and takes office under ~~Wis. Stats.,~~ 120.06(4), Wis. Stats. When a vacancy occurs in the office of a Board member who is in the last ⁴⁹ year of his/her term, or when a vacancy occurs after the spring election but on or before the last Tuesday in November in the office of a Board member who is not in the last year of his/her term,

the successor shall be elected at the next spring election. When a vacancy occurs after the last Tuesday in November and on or before the date of the next spring election in the office of a Board member who is not in the last year of his/her term, the successor shall be elected at the 2nd following spring election. Elections to fill unexpired terms shall be held simultaneously with the elections for regular terms.

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Legal 17.03 et seq., Wis. Stats.
 17.26 (1g)(a), Wis. Stats.
 120.12 (28), Wis. Stats.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of OFFICERS
Code	po0152
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	June 5, 2018

0152 - **OFFICERS**

The Board shall elect, from among its members, a President, Vice- President, Treasurer, and a Clerk. Such election shall occur at the Annual Reorganization Meeting on the third Monday of April (normally on or within thirty (30) days after the fourth (4th) Monday in April).

Election of officers shall be by a majority vote of existing Board members present at a Board meeting. ~~Election of officers shall be by a majority of Board members present.~~ Secret ballots may be utilized only for election of officers. Where no such majority exists on the first ballot vote, a second vote shall be cast for the two (2) candidates who received the greatest number of ballot votes.

Except for those appointed to fill a vacancy, officers shall serve for one (1) year and until their respective successors are elected and shall qualify.

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Legal	120.15 et seq., Wis. Stats
	120.10, Wis. Stats.
	19.88(1), Wis. Stats.
	120.05, Wis. Stats.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of NOTICE OF MEETINGS
Code	po0165.1
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	September 9, 2019

0165.1 -

NOTICE OF ~~REGULAR~~ MEETINGS

Public notice of all Board meetings shall be given pursuant to statute. Such notice shall be given, without cost, to any news media which submits a written request for meeting notices and to a news medium likely to give notice in the District's geographic area. In addition, such notice shall be made public in at least one of the following ways:

- A. posting the notice in at least three (3) public places likely to give notice to persons affected;
- B. posting the notice in at least one (1) public place likely to give notice to persons affected and on the governmental body's website; or
- C. by paid publication in a news medium likely to give notice to persons affected.

The notice shall list~~Board shall cause to be posted at the Board office and in other locations considered appropriate by the Board, a notice listing~~ the date, time, place, and subject matter of each regularly-scheduled meeting of the Board, including subjects intended for the consideration at any closed session, in the form which is reasonably likely to inform members of the public and the news media. To assure that notice of a meeting is specific enough to apprise the public of the purpose of the meeting, the following factors shall be considered: (1) the time and effort required to provide detailed notice; (2) the level of public interest in the particular subject; and (3) whether the meeting will involve routine or novel issues. The notice shall contain the name and address of the District and its telephone number. The notice shall be given at least twenty-four (24) hours prior to the meeting unless for good cause such notice is impossible or impractical, but in no case may the notice be less than two (2) hours in advance of the meeting.

The notice shall also contain the following statement:

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

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Legal	19.84, Wis. Stats.
	120.11(4), Wis. Stats.
	985.05(3), Wis. Stats.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of PHYSICAL EXAMINATION
Code	po1460
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

1460 - PHYSICAL EXAMINATION

The Board requires any candidate who has been offered employment in a position that involves contact with children or the preparation of food for children, as a condition of employment, to submit to an examination, including a tuberculosis screening questionnaire, ~~subject to further tests, in order to determine the physical capacity to perform assigned duties. Additional testing may be required to assure freedom from tuberculosis in communicable form. Such examinations shall be done in accordance with the District Administrator's guidelines and applicable law.~~

No physical examination may be required of any employee who has filed an affidavit with the Human Resources Director requesting such exemption on the basis that the employee relies exclusively on prayer or spiritual healing in accordance with the teaching of a bona fide religious sect, denomination, or organization and that the employee is to the best of his or her knowledge and belief in good health. An employee exempt from the physical examination requirement may still be required to submit to an examination if there is reason to believe the employee may have an illness that is detrimental to the health of students. Such examination shall be only to the extent sufficient to determine whether the employee suffers from such illness.

The District Administrator may establish additional physical examination requirements for positions requiring particular demands or as may otherwise be required by law. Any fitness for duty examination shall be job related and out of necessity for safe and proper performance of job duties.

Freedom from tuberculosis in a communicable form is a condition of employment.

Employees will be required to execute a release that complies with the requirements of the Health Insurance Portability and Accountability Act in order to allow the report of the medical examination to be released to the Board/District Administrator and to allow the District Administrator ~~or his/her designee~~ to speak to the health care provider who conducted the medical examination in order to get clarification (see Form 1460 F2).

Reports of all such examinations or evaluations shall be delivered to the District Administrator, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 1422.02 the successful candidate who is required to submit to a medical examination, as well as the health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

Employees will be notified of the results of the medical examination upon receipt. Any and all reports of such examination will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA).

The results of any physical examination conducted in the course of the employment process shall be solely for the purpose of determining employment eligibility or as may otherwise be required by law. Consideration of physical information in employment shall be consistent with the American's with Disabilities Act (ADA) as amended and the Wisconsin Fair Employment Act (WFEA).

~~In the event of a report of a condition that could influence job performance of the District Administrator, the Board President shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities.~~

~~In the event of a report of a condition that could influence job performance of an administrator other than the District Administrator, the District Administrator shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities.~~

~~Freedom from tuberculosis in a communicable form is a condition of employment.~~

The Board shall assume any fees for required examinations.

Revised 6/26/17

Revised 10/8/18

T.C. 10/11/21

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- Legal
 - 118.25, Wis. Stats.
 - 118.25(2)(a), Wis. Stats.
 - 121.52(3), Wis. Stats.
 - 29 C.F.R., Part 1630
 - 29 C.F.R. Part 1635
 - 42 U.S.C. 12101 et seq. Americans with Disabilities Act of 1990, as amended
 - 42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of CURRICULUM DEVELOPMENT
Code	po2210
Status	Full Board Review
Adopted	March 13, 2017

2210 - CURRICULUM DEVELOPMENT

The Board of Education recognizes its responsibility for the quality of the educational program of the schools. To this end, the curriculum shall be developed, evaluated, and adopted on a continuing basis and in accordance with a plan for curriculum growth established by the District Administrator.

The Board directs that the curriculum of this District:

- A. provides instruction in courses consistent with statute and regulations of the Department of Public Instruction or appropriate State agency;
- B. ensures, consistent with 115 Wis. Stats. and other applicable Federal and State laws and regulations, that special learning needs of students are provided for in the context of the regular program or classroom and provides for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom;
- C. consistent with 118.30 Wis. Stats., incorporates State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives;
- D. encourages students to utilize school counseling services in their academic and career planning;
- E. **at least once in grades 5 to 8 and at least once in grades 9 to 12, include instruction on the Holocaust and other genocides effective with the 2022-23 school year;**
- F. provides that, in the social studies curriculum, instruction in the history, culture, and tribal sovereignty of Federally-recognized American Indian tribes and bands located in Wisconsin takes place at least twice in the elementary grades and once in the high school grades;
- G. provides for multi-cultural education by including, at each level, courses or units which help students understand the culture and contributions of various ethnic groups comprising American society, including, but not limited to Euro-Americans, African-Americans, Asian-Americans, Hispanic-Americans, and Native-Americans.

As educational leader of this District, the District Administrator shall be responsible to the Board for the development and evaluation of curriculum and the preparation of courses of study.

The District Administrator shall make progress reports to the Board periodically.

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Legal 118.01, 118.24, Wis. Stats.

8. PO2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities

61

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES
Code	po2266
Status	Full Board Review
Adopted	August 3, 2020
Last Revised	October 11, 2021

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

Introduction

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

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

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

Coverage

This policy applies to sexual harassment that occurs within the District's education programs and activities and that is committed by a Board employee, student, Third Party vendor or contractor, guest, or other members of the school community.

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

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

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

Definitions

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

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

- A. A Board employee conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (often called "*quid pro quo*" harassment);
- B. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, **and** objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
- C. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)A(v), or "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).
 1. "Sexual assault" means any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent, and the "nonforcible" sex offenses of incest and statutory rape. Sexual assault includes rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape.
 - a. *Rape* is the carnal knowledge of a person (i.e., penetration, no matter how slight, of the genital or anal opening of a person), without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity
 - b. *Sodomy* is oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
 - c. *Sexual Assault with an Object* is using an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. An "object" or "instrument" is anything used by the offender other than the offender's genitalia.
 - d. *Fondling* is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
 - e. *Incest* is nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by State law.
 - f. *Statutory Rape* is nonforcible sexual intercourse with a person who is under the statutory age of consent as defined by Wis. Stat. §§ 948.02 or 948.09, or whose status as a student prohibits such sexual contact per Wis. Stat. §948.095.
 - g. *Other Sexual Contact* includes the intentional emission of bodily fluids on the complainant, or at the direction of the Respondent, for the purposes of sexual gratification as defined in Wis. Stat. § 940.225(5)(b).
 - h. *Consent* refers to words or actions that a reasonable person would understand as agreement to engage in the sexual conduct at issue. A person may be incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. A person who is incapacitated is not capable of giving consent.
 - i. *Incapacitated* refers to the state where a person does not understand and/or appreciate the nature or fact of sexual activity due to the effect of drugs or alcohol consumption, medical condition, disability, or due to a state of unconsciousness or sleep.
 2. "Domestic violence" includes felony or misdemeanor crimes of violence committed by:
 - a. A current or former spouse or intimate partner of the victim;
 - b. A person with whom the victim shares a child in common;
 - c. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - d. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime occurred; or
 - e. Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime occurred.

3. "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
4. "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to – (1) fear for the person's safety or the safety of others; or (2) suffer substantial emotional distress.

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

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

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

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

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

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

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

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

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

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

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

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

Title IX Coordinator(s)

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

HR Director
1701 2nd Street
New Glarus, WI 53574
(608)527-2410

The Title IX Coordinator shall report directly to the District Administrator. Questions about this policy should be directed to the Title IX Coordinator.

The District Administrator shall notify applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, Board employees, and all professional organizations holding professional agreements with the Board of the following information:

The Board of the New Glarus School District does not discriminate on the basis of sex in its education program or activity and is required by Title IX and its implementing regulations not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The District's Title IX Coordinator(s) is/are:

*HR Director
1701 2nd Street
New Glarus, WI 53574
(608)527-2410*

Any inquiries about the application of Title IX and its implementing regulations to the District may be referred to the Title IX Coordinator(s), the Assistant Secretary for the U.S. Department of Education's Office for Civil Rights, or both.

The Board has adopted a grievance process and procedures that provide for the prompt and equitable resolution of student and employee complaints alleging any action that is prohibited by Title IX and/or its implementing regulations. The grievance process and procedures are included in Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, which is available at: <https://go.boarddocs.com/wi/ngsd/Board.nsf/Public>. The grievance process and procedures specifically address how to report or file a complaint of sex discrimination, how to report or file a formal complaint of Sexual Harassment, and how the District will respond.

The District Administrator shall also prominently display the Title IX Coordinator's(s') contact information – including Name(s) and/or Title(s), Phone Number(s), Office Address(es), and Email Address(es) – and this policy on the District's website and in each handbook or catalog that the Board makes available to applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, Board employees, and all professional organizations holding professional agreements.

Grievance Process

The Board is committed to promptly and equitably resolving student and employee complaints alleging Sexual Harassment. The District's response to allegations of sexual harassment will treat Complainants and Respondents equitably, including providing supportive measures to the Complainant and Respondent, as appropriate, and following this grievance process before the imposition of any disciplinary sanctions or other actions, other than supportive measures, against the Respondent.

The Title IX Coordinator(s), along with any investigator(s), decision-maker(s), or any person(s) designated to facilitate an informal resolution process, shall not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

If a determination of responsibility for sexual harassment is made against the Respondent, the Board will provide remedies to the Complainant. The remedies will be designed to restore or preserve equal access to the District's education program or activity. Potential remedies include, but are not limited to, individualized services that constitute supportive measures. Remedies may also be disciplinary or punitive in nature and may burden the Respondent.

The Process described herein relates exclusively to complaints brought under this Policy. The District will continue to handle complaints subject to the District's other nondiscrimination and anti-harassment policies, including: Policy 5517 - Student Anti-

Harassment; Policy 5517.01 - Bullying; 2260 - Nondiscrimination and Access to Equal Educational Opportunity; Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability.

Report of Sexual Discrimination/Harassment

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the Title IX Coordinator's(s') contact information listed above, or by any other means that results in the Title IX Coordinator receiving the person's oral or written report. Reports may be made at any time (including during non-business hours), by using the telephone number(s) or electronic mail address(es), or by mail to the office address(es), listed for the Title IX Coordinator(s).

Board employees are required, and other members of the School District community and Third Parties are encouraged, to report allegations of sex discrimination or sexual harassment promptly to the/a Title IX Coordinator or to any Board employee, who will, in turn, notify the/a Title IX Coordinator. Reports can be made orally or in writing and should be as specific as possible. The person making the report should, to the extent known, identify the alleged victim(s), perpetrator(s), and witness(es), and describe in detail what occurred, including date(s), time(s), and location(s).

If a report involves allegations of sexual harassment by or involving the Title IX Coordinator, the person making the report should submit it to the District Administrator, or another Board employee who, in turn, will notify the District Administrator of the report. The District Administrator will then serve in place of the Title IX Coordinator for purposes of addressing that report of sexual harassment.

The Board does business with various vendors, contractors, and other Third Parties who are not students or employees of the Board. Notwithstanding any rights that a given vendor, contractor, or Third Party Respondent may have under this policy, the Board retains the right to limit any vendor's, contractor's, or Third Party's access to school grounds for any reason. The Board further retains all rights it enjoys by contract or law to terminate its relationship with any vendor, contractor, or Third Party irrespective of any process or outcome under this policy.

A person may file criminal charges simultaneously with filing a formal complaint. A person does not need to wait until the Title IX investigation is completed before filing a criminal complaint. Likewise, questions or complaints relating to Title IX may be filed with the U.S. Department of Education's Office for Civil Rights at any time.

Any allegations of sexual misconduct/sexual activity not involving sexual harassment will be addressed through the procedures outlined in Board policies, the applicable Student Code of Conduct, or Employee/Administrator Handbook(s).

Because the Board is considered to have actual knowledge of sexual harassment or allegations of sexual harassment if any Board employee has such knowledge, and because the Board must take specific actions when it has notice of sexual harassment or allegations of sexual harassment, a Board employee who has independent knowledge of or receives a report involving allegations of sex discrimination and/or sexual harassment must notify the/a Title IX Coordinator within two (2) days of learning the information or receiving the report. The Board employee must also comply with mandatory reporting responsibilities pursuant to Wis. Stat. 48.981 and Policy 8462 – Student Abuse and Neglect, if applicable. If the Board employee's knowledge is based on another individual bringing the information to the Board employee's attention and the reporting individual submitted a written complaint to the Board employee, the Board employee must provide the written complaint to the Title IX Coordinator.

If a Board employee fails to report an incident of sexual harassment of which the Board employee is aware, the Board employee may be subject to disciplinary action, up to and including termination.

When a report of sexual harassment is made, the Title IX Coordinator shall promptly contact the Complainant (including the parent/guardian if the Complainant is under eighteen (18) years of age or under guardianship) to discuss the availability of supportive measures, consider the Complainant's wishes with respect to supportive measures, inform the Complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the Complainant the process for filing a formal complaint. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures. Any supportive measures provided to the Complainant or Respondent shall be maintained as confidential, to the extent that maintaining such confidentiality will not impair the ability of the District to provide the supportive measures.

Emergency Removal: Subject to limitations and/or procedures imposed by State and/or Federal law, the District may remove a student Respondent from its education program or activity on an emergency basis after conducting an individualized safety and risk analysis. The purposes of the individualized safety and risk analysis is to determine whether the student Respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment that justifies removal. If the District determines the student Respondent poses such a threat, it will so notify the student Respondent (including the parent/guardian if the Respondent is under eighteen (18) years of age or under guardianship) and the student Respondent will have an opportunity to challenge the decision immediately following the removal. In determining whether to impose emergency removal measures, the Title IX Coordinator shall consult related District policies,

including Policy 5120 - Assignment within District; Policy 5605 - Suspension/Expulsion of Students with Disabilities, Policy 5610 - Suspension and Expulsion, and Policy 5611 - Due Process Rights.

If the Respondent is a non-student employee, the District may place the Respondent on administrative leave during the pendency of the grievance process. Such leave will typically be paid leave unless circumstances justify unpaid leave in compliance with legal requirements.

For all other Respondents, including other members of the School District community and Third Parties, the Board retains broad discretion to prohibit such persons from entering onto its school grounds and other properties at any time and for any reason, whether after receiving a report of sexual harassment or otherwise.

Formal Complaint of Sexual Harassment

A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information set forth above. If a formal complaint involves allegations of sexual harassment by or involving the Title IX Coordinator, the Complainant should submit the formal complaint to the District Administrator, who will designate another person to serve in place of the Title IX Coordinator for the limited purpose of implementing the grievance process with respect to that formal complaint.

The Complainant's wishes with respect to whether a formal complaint is filed will be respected unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the wishes of the complainant is not clearly unreasonable in light of the known circumstances.

When the Title IX Coordinator receives a formal complaint or signs a formal complaint, the District will follow its grievance process and procedures, as set forth herein. Specifically, the District will undertake an objective evaluation of all relevant evidence - including both inculpatory and exculpatory evidence - and provide that credibility determinations will not be based on a person's status as a Complainant, Respondent, or witness.

It is a violation of this policy for a Complainant(s), Respondent(s), and/or witness(es) to knowingly making false statements or knowingly submitting false information during the grievance process, including intentionally making a false report of sexual harassment or submitting a false formal complaint. The Board will not tolerate such conduct.

The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Timeline

The District will seek to conclude the grievance process within ninety (90) calendar days of receipt of the formal complaint, followed by the appeal process which shall be processed in a timely manner.

If the Title IX Coordinator offers informal resolution processes, the informal resolution processes may not be used by the Complainant or Respondent to unduly delay the investigation and determination of responsibility. The timeline, however, may be subject to a temporary delay of the grievance process or a limited extension for good cause with written notice to the Complainant and the Respondent of the delay or extension and the reasons for the action, except that any complaint covered by Policy 5517 - Student Anti-Harassment as well must comply with the timelines in that Policy, however, an investigation may still proceed as required under this Policy. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; and the need for language assistance or an accommodation of disabilities.

Upon receipt of a formal complaint, the Title IX Coordinator will provide written notice of the following to the parties who are known:

- A. Notice of the Board's grievance process, including any informal resolution processes;
- B. Notice of the allegations of misconduct that potentially constitutes sexual harassment as defined in this policy, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known. The written notice must:
 1. include a statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process;
 2. inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, and may inspect and review evidence.
 3. inform the parties of any provision in the Student Code of Conduct, this policy, and/or Employee Handbooks that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

If during the course of the investigation, the investigator becomes aware of allegations about the Complainant or Respondent that are not included in the original notice provided to the parties, the investigator will notify the Title IX Coordinator and the Title IX Coordinator will decide whether the investigator should investigate the additional allegations; if the Title IX Coordinator decides to include the new allegations as part of the investigation, the Title IX Coordinator will provide notice of the additional allegations to the parties whose identities are known.

Dismissal of a Formal Complaint

The District shall investigate the allegations in a formal complaint *unless* the conduct alleged in the formal complaint:

- A. would not constitute sexual harassment (as defined in this policy) even if proved;
- B. did not occur in the District's education program or activity; or
- C. did not occur against a person in the United States.

If one of the preceding circumstances exist, the Title IX Coordinator *shall* dismiss the formal complaint. If the Title IX Coordinator dismisses the formal complaint due to one of the preceding reasons, the District may still investigate and take action with respect to such alleged misconduct pursuant to another provision of an applicable code of conduct, Board policy, and/or Employee/Administrator Handbook.

The Title IX Coordinator *may* dismiss a formal complaint, or any allegations therein, if at any time during the investigation:

- A. a Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the formal complaint or any allegations therein;
- B. the Respondent is no longer enrolled in the District or employed by the Board; or
- C. specific circumstances prevent the District from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

If the Title IX Coordinator dismisses a formal complaint or allegations therein, the Title IX Coordinator must promptly send written notice of the dismissal and the reason(s) therefore simultaneously to the parties.

Consolidation of Formal Complaints

The Title IX Coordinator may consolidate formal complaints as to allegations of sexual harassment against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

Where a grievance process involves more than one Complainant or more than one Respondent, references in this policy to the singular "party," "Complainant," or "Respondent" include the plural, as applicable.

Informal Resolution Process

Under no circumstances shall a Complainant be required as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, to waive any right to an investigation and adjudication of a formal complaint of sexual harassment. Similarly, no party shall be required to participate in an informal resolution process.

If a formal complaint is filed, the Title IX Coordinator may offer to the parties an informal resolution process. If the parties mutually agree to participate in the informal resolution process, the Title IX Coordinator shall designate a trained individual to facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication. The informal resolution process may be used at any time prior to the decision-maker(s) reaching a determination regarding responsibility.

If the Title IX Coordinator is going to propose an informal resolution process, the Title IX Coordinator shall provide to the parties a written notice disclosing:

- A. the allegations;
- B. the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations; and
- C. any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.

Any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the Formal Complaint.

Before commencing the informal resolution process, the Title IX Coordinator shall obtain from the parties their voluntary, written consent to the informal resolution process.

During the pendency of the informal resolution process, the investigation and adjudication processes that would otherwise occur are stayed and all related deadlines are suspended.

The informal resolution process is not available to resolve allegations that a Board employee or another adult member of the School District community or Third Party sexually harassed a student.

The informal resolution process is not available to resolve allegations involving a sexual assault involving a student Complainant and a student Respondent.

Investigation of a Formal Complaint of Sexual Harassment

In conducting the investigation of a formal complaint and throughout the grievance process, the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility is on the District, not the parties.

In making the determination of responsibility, the decision-maker(s) is (are) directed to use the preponderance of the evidence standard. The decision-maker(s) is charged with considering the totality of all available evidence, from all relevant sources.

The District is not permitted to access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the party provides the District with voluntary, written consent to do so; if a student party is not an eligible student, the District must obtain the voluntary, written consent of a parent.

Similarly, the investigator(s) and decision-maker(s) may not require, allow, rely upon or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege in writing.

As part of the investigation, the parties have the right to:

- A. present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence; and
- B. have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney. The District may not limit the choice or presence of an advisor for either the Complainant or Respondent in any meeting or grievance proceeding.

Neither party shall be restricted in their ability to discuss the allegations under investigation or to gather and present relevant evidence.

The District will provide to a party whose participation is invited or expected written notice of the date, time, location, participants, and purpose of all investigative interviews, or other meetings, with sufficient time for the party to prepare to participate. The investigator(s) and decision-maker(s) must provide a minimum of one (1) day's notice with respect to investigative interviews and other meetings.

Both parties shall have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint, including the evidence upon which the District does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

Prior to completion of the investigative report, the Title IX Coordinator will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least ten (10) calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report.

At the conclusion of the investigation, the investigator shall create an investigative report that fairly summarizes relevant evidence and send the report to each party and the party's advisor, if any, for their review and written response. The investigator will send the investigative report in an electronic format or a hard copy, at least ten (10) calendar days prior to the decision-maker(s) issuing a determination regarding responsibility.

Determination of Responsibility

The Title IX Coordinator shall appoint a decision-maker(s) to issue a determination of responsibility. The decision-maker(s) cannot be the same person(s) as the Title IX Coordinator(s) or the investigator(s).

After the investigator sends the investigative report to the parties and the decision-maker(s), and before the decision-maker(s) reaches a determination regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. The decision-maker(s) must explain to the party proposing the question of any decision to exclude a question as not relevant.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

Determination regarding responsibility: The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) must apply the preponderance of the evidence standard.

The written determination will include the following content:

- A. Identification of the allegations potentially constituting sexual harassment pursuant to this policy;
- B. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, [and] methods used to gather other evidence.
- C. Findings of fact supporting the determination;
- D. Conclusions regarding the application of the applicable code of conduct to the facts;
- E. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the decision-maker(s) is recommending that the District impose on the Respondent(s) and whether remedies designed to restore or preserve equal access to the District's education program or activity should be provided by the District to the Complainant(s); and
- F. The procedures and permissible bases for the Complainant(s) and Respondent(s) to appeal

Informal or formal disciplinary sanctions/consequences may be imposed on a student Respondent who is determined responsible for violating this policy (i.e., engaging in sexual harassment).

If the decision-maker(s) determines the student Respondent is responsible for violating this policy (i.e., engaging in Sexual Harassment), the decision-maker(s) will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the District Administrator of the recommended remedies, so an authorized administrator can consider the recommendation(s) and implement an appropriate remedy(ies) in compliance with Policy 5605 – Suspension/Expulsion of Students with Disabilities, Policy 5610 – Suspension and Expulsion, Policy 5610.01 – Alternative Expulsion Hearing Procedure, Policy 5610.02 – In-School Discipline, and Policy 5611 – Due Process Rights. The discipline of a student Respondent must comply with the applicable provisions of the Individuals with Disabilities Education Improvement Act (IDEA) and/or Section 504 of the Rehabilitation Act of 1972, and their respective implementing regulations.

If the decision-maker(s) determines the employee Respondent is responsible for violating this policy (i.e., engaging in sexual harassment), the decision-maker(s) will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the District Administrator of the recommended remedies, so an authorized administrator can consider the recommendation(s) and implement an appropriate remedy(ies) in compliance with applicable due process procedures, whether statutory or contractual.

The discipline of an employee will be implemented in accordance with Federal and State law, and Board policy.

If the decision-maker(s) determines a Third Party Respondent is responsible for violating this policy (i.e., engaging in sexual harassment), the decision-maker(s) will recommend appropriate remedies, including the imposition of sanctions. The Title IX Coordinator will notify the District Administrator of the recommended remedies, so appropriate action can be taken.

The decision-maker(s) will provide the written determination to the Title IX Coordinator who will provide the written determination to the parties simultaneously.

In ultimately, imposing a disciplinary sanction/consequence, the District Administrator will consider the severity of the incident, previous disciplinary violations (if any), and any mitigating circumstances. **If the Respondent is a member of the Board, that member of the Board shall be excluded from any determination regarding the imposition of a disciplinary sanction/consequence by the remaining Board members.**

The District's resolution of a formal complaint ordinarily will not be impacted by the fact that criminal charges involving the same incident have been filed or that charges have been dismissed or reduced.

At any point in the grievance process and procedures, the District Administrator may involve local law enforcement and/or file criminal charges related to allegations of sexual harassment that involve a sexual assault.

The Title IX Coordinator is responsible for the effective implementation of any remedies.

Appeal

Both parties have the right to file an appeal from a determination regarding responsibility or from the Title IX Coordinator's dismissal of a formal complaint or any allegations therein, on the following bases:

- A. Procedural irregularity that affected the outcome of the matter (e.g., material deviation from established procedures);
- B. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- C. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant(s) or Respondent(s) that affected the outcome of the matter.

Any party wishing to appeal the decision-maker(s)'s determination of responsibility, or the Title IX Coordinator's dismissal of a formal complaint or any allegations therein, must submit a written appeal to the Title IX Coordinator within five (5) days after receipt of the decision-maker(s)'s determination of responsibility or the Title IX Coordinator's dismissal of a formal complaint or any allegations therein.

Nothing herein shall prevent the District Administrator from implementing appropriate remedies, excluding disciplinary sanctions, while the appeal is pending.

As to all appeals, the Title IX Coordinator will notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties.

The decision-maker(s) for the appeal shall not be the same person(s) as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator(s). The decision-maker(s) for the appeal shall not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant(s) or Respondent(s) and shall receive the same training as required of other decision-makers.

Both parties shall have a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome.

The parties' written statements in support of, or challenging, the determination of responsibility must be submitted within five (5) days after the Title IX Coordinator provides notice to the non-appealing party of the appeal.

The decision-maker(s) for the appeal shall issue a written decision describing the result of the appeal and the rationale for the result. The original decision-maker(s)' determination of responsibility will stand if the appeal request is not filed in a timely manner or the appealing party fails to show clear error and/or a compelling rationale for overturning or modifying the original determination. The written decision will be provided to the Title IX Coordinator who will provide it simultaneously to both parties. The written decision will be issued within five (5) days of when the parties' written statements were submitted.

The determination of responsibility associated with a formal complaint, including any recommendations for remedies/disciplinary sanctions, becomes final when the time for filing an appeal has passed or, if an appeal is filed, at the point when the decision-maker(s) for the appeal's decision is delivered to the Complainant and the Respondent. No further review beyond the appeal is permitted.

Retaliation

Neither the Board nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a

report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, constitutes retaliation. Retaliation against a person for making a report of sexual harassment, filing a formal complaint, or participating in an investigation, is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Complaints alleging retaliation may be filed according to the grievance procedures set forth above.

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

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this policy shall not constitute retaliation, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

Confidentiality

The District will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as may be permitted by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g, or FERPA's regulations, and State law under Wis. Stat. § 118.12, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder (i.e., the District's obligation to maintain confidentiality shall not impair or otherwise affect the Complainant's and Respondent's receipt of the information to which they are entitled with respect to the investigative record and determination of responsibility).

Application of the First Amendment

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

Training

The District's Title IX Coordinator, along with any investigator(s), decision-maker(s), or person(s) designated to facilitate an informal resolution process, must receive training on:

- A. the definition of sexual harassment (as that term is used in this policy);
- B. the scope of the District's education program or activity;
- C. how to conduct an investigation and implement the grievance process that includes appeals and informal resolution processes, as applicable; and
- D. how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interests, and bias.

All Board employees will be trained concerning their legal obligation to report sexual harassment to the Title IX Coordinator. This training will include practical information about how to identify and report sexual harassment.

Recordkeeping

As part of its response to alleged violations of this policy, the District shall create, and maintain for a period of seven (7) calendar years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the District shall document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the District's education program or activity. If the District does not provide a Complainant with supportive measures, then the District will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the District in the future from providing additional explanations or detailing additional measures taken.

The District shall maintain for a period of seven (7) calendar years the following records pursuant to Wis. Stat. § 19.21(6):

- A. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions recommended and/or imposed on the Respondent(s), and any remedies provided to the Complainant(s) designed to restore or preserve equal access to the District's education program or activity;
- B. Any appeal and the result therefrom;

C. Any informal resolution and the result therefrom; and

D. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.

The District will make its training materials publicly available on its website. If a person is unable to access the District's website, the Title IX Coordinator will make the training materials available upon request for inspection by members of the public.

Outside Appointments, Dual Appointments, and Delegations

The Board retains the discretion to appoint suitably qualified persons who are not Board employees to fulfill any function of the Board under this policy, including, but not limited to, Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor.

The Board also retains the discretion to appoint two (2) or more persons to jointly fulfill the role of Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor.

The District Administrator may delegate functions assigned to a specific Board employee under this policy, including but not limited to the functions assigned to the Title IX Coordinator, investigator, decision-maker, decision-maker for appeals, facilitator of informal resolution processes, and advisor, to any suitably qualified individual and such delegation, may be rescinded by the District Administrator at any time.

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Legal	20 U.S.C. 1681 et seq., Title IX of the Education Amendments of 1972 (Title IX)
	20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)
	42 U.S.C. 2000c et seq., Title IV of the Civil Rights Act of 1964
	42 U.S.C. 2000d et seq.
	42 U.S.C. 2000e et seq.
	42 U.S.C. 1983
	34 C.F.R. Part 106
	19.21(6), Wis. Stats.
	118.25, Wis. Stats.
	120.13, Wis. Stats.
	948.02, Wis. Stats.
	OCR's Revised Sexual Harassment Guidance (2001)
	20 U.S.C. 1092(F)(6)(A)(v)
	34 U.S.C. 12291(a)(10)
	34 U.S.C. 12291(a)(8)
	34 U.S.C. 12291(a)(30)

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of DRUG-FREE WORKPLACE
Code	po3122.01
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	June 22, 2020

3122.01 - DRUG-FREE WORKPLACE

The Board believes that quality education is not possible in an environment affected by the use of illegal drugs and alcohol as well as the abuse of prescription drugs. It will seek, therefore, to establish and maintain a drug-free workplace~~an educational setting which is free from alcohol and other drug abuse.~~

Prohibited Acts

The Board prohibits any member of the District's staff from any of the following at any time while on or in District property or while performing duties at a District-related activity or event:~~the manufacture, possession, use, distribution, or dispensing of any controlled substance or alcohol, by any member of the District's professional staff at any time while on District property or while involved in any District-related activity or event.~~

- A. manufacturing, possessing, using, distributing, dispensing, or being under the influence of any controlled substance or alcohol;
- B. using, distributing, or possessing drug paraphernalia; or
- C. unlawfully possessing, using, distributing, dispensing, or abusing a prescribed or over-the-counter medication.

Permitted Acts

~~Professional~~ staff members who use or possess a prescription drug that has been lawfully prescribed to the staff member according to Wisconsin and Federal law, and take the prescription~~taken~~ in accordance with the prescribed dosage, shall not be deemed to be in violation of this policy. Staff members who use or possess over-the-counter medications and take them in accordance with the recommended dosage, shall not be deemed to be in violation of this policy. Wherever possible, a staff member should take prescribed and/or over-the-counter medications at home and not bring them to school. Where that cannot be accomplished, any staff member in possession of prescribed and/or over-the-counter medications while at school is responsible for taking appropriate precautions to assure that the drugs remain in the staff member's possession at all times and are taken only in private, out of the view of students. ~~Nothing in this policy shall prohibit the District Administrator from evaluating a staff member's fitness for duty pursuant to Policy 3161 – Unrequested Leaves of Absence/Fitness for Duty.~~

Reasonable Suspicion Testing

Staff members shall be required to undergo alcohol and/or drug testing at any time the District has reasonable suspicion to believe that the staff member may have violated this policy.

Disciplinary Action

Any staff member who violates this policy shall be subject to disciplinary action, up to and including termination from District employment in accordance with the Employee Handbook and District policies. In addition to disciplinary action, the District may, at its discretion, refer the staff member to drug and alcohol counseling or to employee assistance or rehabilitation programs and/or may refer the matter to law enforcement.

The District Administrator shall establish whatever programs and procedures are necessary to meet the Federal certification requirements under the Drug-Free Workplace Act of 1988 and shall provide these to

staff. Nothing in this policy shall prohibit the District Administrator from evaluating a staff member's fitness for duty pursuant to Policy 3161 - Unrequested Leaves of Absence/Fitness for Duty.

Off Work Conduct

Disciplinary action may result from conduct related to illegal drug and alcohol usage even on the staff member's personal time if the circumstances create a connection to or nexus with the staff member's role with the District. Disciplinary action may result if a staff member's conduct involves the depiction of the staff member engaging in use of alcohol or drugs on social media or other outlets in a fashion that tends to provoke public scrutiny, damage the staff member's credibility, depict inappropriate involvement of minors, or in some fashion diminish the staff member's ability to safely and effectively perform his/her duties. If the District administration becomes aware of such circumstances, it will investigate the matter even though the events occurred on one's personal time and not on District property or at a District event.

Use of Resources for Treatment

The District makes available resources to assist staff members in overcoming ~~alcohol, illegal drug use, or controlled~~-substance abuse. However, the decision to seek diagnosis and accept treatment for ~~alcohol, illegal drug use, or controlled~~-substance abuse is primarily the individual staff member's responsibility. Any costs associated with treatment in excess of those costs covered by the staff member's medical insurance plan shall be borne by the individual.

Revised 10/9/17

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Legal

Drug-Free Workplace Act of 1988, 41 U.S.C. 8101 et seq.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of PHYSICAL EXAMINATION
Code	po3160
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

3160 - PHYSICAL EXAMINATION

The Board requires any candidate who has been offered employment in a position that involves contact with children or the preparation of food for children, as a condition of employment, to submit to an examination, including a tuberculosis screening questionnaire. Additional testing may be required to assure freedom from tuberculosis in communicable form. ~~subject to further tests, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with the District Administrator's guidelines and applicable law.~~

No physical examination may be required of any employee who has filed an affidavit with the Human Resources Department requesting such exemption on the basis that the employee relies exclusively on prayer or spiritual healing in accordance with the teaching of a bona fide religious sect, denomination, or organization and that the employee is to the best of his or her knowledge and belief in good health. An employee exempt from the physical examination requirement may still be required to submit to an examination if there is reason to believe the employee may have an illness that is detrimental to the health of students. Such examination shall be only to the extent sufficient to determine whether the employee suffers from such illness.

The District Administrator may establish additional physical examination requirements for positions requiring particular demands or as may otherwise be required by law. Any fitness for duty examination shall be job related and out of necessity for safe and proper performance of job duties.

Freedom from tuberculosis in a communicable form is a condition of employment.

Employees will be required to execute a release that complies with the requirements of the Health Insurance Portability and Accountability Act in order to allow the report of the medical examination to be released to the Board/District Administrator and to allow the District Administrator ~~or his/her designee~~ to speak to the health care provider who conducted the medical examination in order to get clarification.

Reports of all such examinations or evaluations shall be delivered to the District Administrator, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 1422.02 the successful candidate who is required to submit to a medical examination, as well as the health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

Employees will be notified of the results of the medical examination upon receipt. Any and all reports of such examination will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA).

The results of any physical examination conducted in the course of the employment process shall be solely for the purpose of determining employment eligibility or as may otherwise be required by law. Consideration of physical information in employment shall be consistent with the American's with Disabilities Act (ADA) as amended and the Wisconsin Fair Employment Act (WFEA).

~~In the event of a report of a condition that could influence job performance of an employee other than the District Administrator, the District Administrator shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities.~~

Freedom from tuberculosis in a communicable form is a condition of employment for positions in which the employee will come in contact with children or prepare food.

The Board shall assume ~~any~~**the** fees for required examination

- Revised 6/26/17
- Revised 6/25/18
- Revised 10/8/18
- Revised 6/22/20
- Revised 2/1/21
- T.C. 10/11/21

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- Legal
 - 118.25, Wis. Stats.
 - 118.25(2)(a), Wis. Stats.
 - 121.52(b), Wis. Stats.
 - 29 C.F.R., Part 1630
 - 29 C.F.R. Part 1635
 - 42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
 - 42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of GRIEVANCE PROCEDURE
Code	po3340
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

3340 - **GRIEVANCE PROCEDURE**

It is the policy of the District to treat all employees equitably and fairly in matters affecting their employment. Each employee of the District shall be provided an opportunity to understand and resolve certain matters affecting employment that the employee believes to be unjust. This section shall apply to all regular full-time, part-time, limited, temporary, and seasonal employees.

This procedure is available in the case of any employee's disagreement with discipline or termination of employment, as well as a matter relating to workplace safety.

A grievance shall mean a dispute concerning an employee's discipline or termination of employment, or a dispute concerning workplace conditions that affect workplace safety. Only one subject matter shall be covered in any one grievance. A written grievance shall contain:

- A. the name and position of the grievant, including the category of the grievance (i.e., employee termination, discipline, or workplace safety);
- B. a clear and concise statement of the grievant;
- C. the issue involved;
- D. the relief sought;
- E. the date the incident or violation took place;
- F. the specific section of the Policy Manual alleged to have been violated;
- G. the signature of the grievant and the date.

All employee grievances must be filed by the aggrieved employee(s). The grievance must be filed within five (5) business days after the employee knew or should have known of the cause of such grievance. The following procedures shall be followed:

A. **Principal/Supervisor:**

Any employee that believes s/he has a matter subject to the grievance procedure shall present the grievance to his/her immediate supervisor. If applicable, the employee shall perform the assigned task and grieve later. The Principal/Supervisor shall, within five (5) business days, inform the employee in writing of his/her decision.

B. **District Administrator:**

In the event the Principal's/Supervisor's decision does not resolve the problem, the employee may, within five (5) business days of the date the Principal's/Supervisor's written decisions are issued, present his/her grievance in writing to the District Administrator. This grievance shall fully state the details of the problem and suggest a remedy. The District

Administrator shall, within five (5) business days of receipt of the grievance, meet and discuss the grievance with the employee and then reply in writing within ten (10) business days. This step does not apply to any grievance related to action by the Board that directly affects the grievant.

C. Hearing Before an Impartial Hearing Officer:

In the event the matter is not resolved to the employee's satisfaction by the District Administrator, the employee may, within five (5) business days of the date of the written decision of the District Administrator, request in writing that the matter be referred for a hearing before an impartial hearing officer. The Board of Education shall appoint a hearing officer for the purpose of conducting the hearing. If the District Administrator denies the grievance based on whether the grievance is timely or relates to a covered matter (i.e. workplace safety, discipline or termination), the matter shall be referred to the Board for determination of whether the grievance may proceed. If the Board determined that the grievance may proceed, it will then be referred to the Impartial Hearing Officer. The Board may appoint a hearing officer or panel of potential hearing officers from which to select an officer for this purpose either on an ad hoc basis or by resolution adopted for a school year and delegate to the District Administrator the responsibility to arrange for such hearing with one of the selected officers. Each grievance shall be heard by a single hearing officer and such hearings shall be private. The employee and the District may present witnesses, and each side may select one individual to attend the hearing as a representative. When the grievant is the District Administrator, the Board President and Board's legal counsel shall be responsible for selection of the hearing officer and arranging a hearing.

Any employee representative selected shall be at no expense to the District.

The Hearing Officer may only consider the matter presented to him/her in the initial grievance filed by the employee. The decision will apply exclusively to the employee presenting the grievance. The Impartial Hearing Officer shall have authority to run the hearing, including administering oaths, admitting evidence into the record, providing for transcription, etc. The Officer may not modify any Board policy and may not issue decisions on matters not presented to the Principal/Supervisor in the initial grievance. Any fees or costs charged by the impartial hearing officer shall be paid by the District.

D. Board:

In the event that either party is dissatisfied with the hearing officer's decision, that party may within ten (10) business days, present the grievance in writing to the Board, who shall consider the matter within thirty (30) business days after its receipt, unless postponed by mutual agreement. The Board shall review the decision of the impartial hearing officer and may either issue a decision or determine that additional evidence or testimony is necessary and provide for a hearing for that purpose. The Board's decision shall be by majority vote of a quorum present, which shall be final.

This procedure constitutes the exclusive process for the redress of employee grievances for the subject matter referred to herein. However, nothing in this grievance procedure shall prevent any employee from addressing concerns regarding matters not subject to the grievance procedure with administration and employees are encouraged to do so. Matters not subject to the grievance procedure that are raised by employees shall be considered by the administration which has final authority, subject to any applicable Board policy or directive, to resolve the matter.

Time limits contained in this grievance procedure outlined above may be extended by mutual consent of the parties. If any applicable time limit for advancing the grievance to the next step in the process is not met, the grievance shall be deemed resolved. Each employee shall be afforded any opportunity to be represented at each step of the grievance procedure by a representative of the employee's choice and at no expense to the District.

For purposes of this grievance procedure, the following definitions shall apply:

- A. "Workplace safety" means those conditions related to physical health and safety of employees enforceable under Federal or State law, or District rule related to: safety of the physical work environment, the safe operation of workplace equipment and tools, provision of protective equipment, training and warning requirements, workplace violence and accident risks.
- B. "Termination" does not include voluntary resignation or retirement, or the nonrenewal of an employment contract pursuant to 118.22 and 118.24 Wis. Stats.
- C. "Employee discipline" refers to unpaid suspensions written reprimands, or demotion, but excludes performance conferences/evaluations, staff assignments, improvement plans, or oral counseling or reprimand unless a written record of the reprimand is placed in the employee's file.
- D. Business days means weekdays, excluding any District recognized holiday that falls on a weekday, but does not exclude weekdays during scheduled break periods.

Revised 6/22/20

Revised 3/15/21

T.C. 10/11/21

Legal

66.0509(1m), 118.22, 118.24, Wis. Stats.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of DRUG-FREE WORKPLACE
Code	po4122.01
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	June 22, 2020

4122.01 - DRUG-FREE WORKPLACE

The Board believes that quality education is not possible in an environment affected by the use of illegal drugs and alcohol as well as the abuse of prescription drugs. It will seek, therefore, to establish and maintain a drug-free workplace~~an educational setting which is free from alcohol and other drug abuse.~~

Prohibited Acts

The Board prohibits any member of the District's staff from any of the following at any time while on or in District property or while performing duties at a District-related activity or event:~~the manufacture, possession, use, distribution, or dispensing of any controlled substance or alcohol, by any member of the District's professional staff at any time while on District property or while involved in any District-related activity or event.~~

- A. manufacturing, possessing, using, distributing, dispensing, or being under the influence of any controlled substance or alcohol;
- B. using, distributing, or possessing drug paraphernalia; or
- C. unlawfully possessing, using, distributing, dispensing, or abusing a prescribed or over-the-counter medication.

Permitted Acts

~~Support s~~ Staff members who use or possess a prescription drug that has been lawfully prescribed to the staff member according to Wisconsin and Federal law, and take the prescription taken in accordance with the prescribed dosage, shall not be deemed to be in violation of this policy. Staff members who use or possess over-the-counter medications and take them in accordance with the recommended dosage, shall not be deemed to be in violation of this policy. Wherever possible, a staff member should take prescribed and/or over-the-counter medications at home and not bring them to school. Where that cannot be accomplished, any staff member in possession of prescribed and/or over-the-counter medications while at school is responsible for taking appropriate precautions to assure that the drugs remain in the staff member's possession at all times and are taken only in private, out of the view of students. ~~Nothing in this policy shall prohibit the District Administrator from evaluating a staff member's fitness for duty pursuant to Policy 3161 – Unrequested Leaves of Absence/Fitness for Duty.~~

Reasonable Suspicion Testing

Staff members shall be required to undergo alcohol and/or drug testing at any time the District has reasonable suspicion to believe that the staff member may have violated this policy.

Disciplinary Action

Any staff member who violates this policy shall be subject to disciplinary action, up to and including termination from District employment in accordance with the Employee Handbook and District policies. In addition to disciplinary action, the District may, at its discretion, refer the staff member to drug and alcohol counseling or to employee assistance or rehabilitation programs and/or may refer the matter to law enforcement.

The District Administrator shall establish whatever programs and procedures are necessary to meet the Federal certification requirements under the Drug-Free Workplace Act of 1988 and shall provide these to

staff. Nothing in this policy shall prohibit the District Administrator from evaluating a staff member's fitness for duty pursuant to Policy 3161 - Unrequested Leaves of Absence/Fitness for Duty.

Off Work Conduct

Disciplinary action may result from conduct related to illegal drug and alcohol usage even on the staff member's personal time if the circumstances create a connection to or nexus with the staff member's role with the District. Disciplinary action may result if a staff member's conduct involves the depiction of the staff member engaging in use of alcohol or drugs on social media or other outlets in a fashion that tends to provoke public scrutiny, damage the staff member's credibility, depict inappropriate involvement of minors, or in some fashion diminish the staff member's ability to safely and effectively perform his/her duties. If the District administration becomes aware of such circumstances, it will investigate the matter even though the events occurred on one's personal time and not on District property or at a District event.

Use of Resources for Treatment

The District makes available resources to assist staff members in overcoming ~~alcohol, illegal drug use, or controlled~~-substance abuse. However, the decision to seek diagnosis and accept treatment for ~~alcohol, illegal drug use, or controlled~~-substance abuse is primarily the individual staff member's responsibility. Any costs associated with treatment in excess of those costs covered by the staff member's medical insurance plan shall be borne by the individual.

Revised 10/9/17

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Legal

Drug-Free Workplace Act of 1988, 41 U.S.C. 8101 et seq.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of PHYSICAL EXAMINATION
Code	po4160
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

4160 - PHYSICAL EXAMINATION

The Board requires any candidate who has been offered employment in a position that involves contact with children or the preparation of food for children, as a condition of employment, to submit to an examination, including a tuberculosis screening questionnaire. Additional testing may be required to assure freedom from tuberculosis in communicable form. ~~subject to further tests, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with the District Administrator's guidelines and applicable law.~~

No physical examination may be required of any employee who has filed an affidavit with the Human Resources Department requesting such exemption on the basis that the employee relies exclusively on prayer or spiritual healing in accordance with the teaching of a bona fide religious sect, denomination, or organization and that the employee is to the best of his or her knowledge and belief in good health. An employee exempt from the physical examination requirement may still be required to submit to an examination if there is reason to believe the employee may have an illness that is detrimental to the health of students. Such examination shall be only to the extent sufficient to determine whether the employee suffers from such illness.

The District Administrator may establish additional physical examination requirements for positions requiring particular demands or as may otherwise be required by law. Any fitness for duty examination shall be job related and out of necessity for safe and proper performance of job duties.

Freedom from tuberculosis in a communicable form is a condition of employment.

Employees will be required to execute a release that complies with the requirements of the Health Insurance Portability and Accountability Act in order to allow the report of the medical examination to be released to the Board/District Administrator and to allow the District Administrator ~~or his/her designee~~ to speak to the health care provider who conducted the medical examination in order to get clarification.

Reports of all such examinations or evaluations shall be delivered to the District Administrator, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 1422.02 the successful candidate who is required to submit to a medical examination, as well as the health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

Employees will be notified of the results of the medical examination upon receipt. Any and all reports of such examination will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA).

The results of any physical examination conducted in the course of the employment process shall be solely for the purpose of determining employment eligibility or as may otherwise be required by law. Consideration of physical information in employment shall be consistent with the American's with Disabilities Act (ADA) as amended and the Wisconsin Fair Employment Act (WFEA).

~~In the event of a report of a condition that could influence job performance of an employee other than the District Administrator, the District Administrator shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities.~~

~~Freedom from tuberculosis in a communicable form is a condition of employment for positions in which the employee will come in contact with children or prepare food.~~

The Board shall assume ~~any~~**the** fees for required examination

- Revised 6/26/17
- Revised 6/25/18
- Revised 10/8/18
- Revised 6/22/20
- Revised 2/1/21
- T.C. 10/11/21

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- Legal
 - 118.25, Wis. Stats.
 - 118.25(2)(a), Wis. Stats.
 - 121.52(b), Wis. Stats.
 - 29 C.F.R., Part 1630
 - 29 C.F.R. Part 1635
 - 42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
 - 42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of GRIEVANCE PROCEDURE
Code	po4340
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

4340 - **GRIEVANCE PROCEDURE**

It is the policy of the District to treat all employees equitably and fairly in matters affecting their employment. Each employee of the District shall be provided an opportunity to understand and resolve certain matters affecting employment that the employee believes to be unjust. This section shall apply to all regular full-time, part-time, limited, temporary, and seasonal employees.

This procedure is available in the case of any employee's disagreement with discipline or termination of employment, as well as any matter relating to workplace safety.

A grievance shall mean a dispute concerning an employee's discipline or termination of employment, or a dispute concerning workplace conditions that affect workplace safety. Only one subject matter shall be covered in any one grievance. A written grievance shall contain:

- A. the name and position of the grievant;
- B. a clear and concise statement of the grievant, including the category of the grievance (i.e., employee termination, discipline, or workplace safety);
- C. the issue involved;
- D. the relief sought;
- E. the date the incident or violation took place;
- F. the specific section of the Policy Manual alleged to have been violated;
- G. the signature of the grievant and the date.

All employee grievances must be filed by the aggrieved employee(s). The grievance must be filed within five (5) business days after the employee knew or should have known of the cause of such grievance. The following procedures shall be followed:

A. **District Administrator:**

This grievance shall fully state the details of the problem and suggest a remedy. The District Administrator shall, within five (5) business days of receipt of the grievance, meet and discuss the grievance with the employee and then reply in writing within ten (10) business days. This step does not apply to any grievance related to action by the Board of Education that directly affects the grievant.

B. **Hearing Before an Impartial Hearing Officer:**

In the event the matter is not resolved to the employee's satisfaction by the District Administrator, the employee may, within five (5) business days of the date of the written decision of the District Administrator, request in writing that the matter be referred for a hearing before an impartial hearing officer. If the District Administrator denies the grievance based on whether the grievance is timely or relates to a covered matter (i.e. workplace safety, discipline or termination), the matter shall be referred to the Board for determination of whether the grievance may proceed. If the Board determined that the grievance may proceed, it will then be referred to the Impartial Hearing Officer. The Board of Education shall appoint a hearing officer for the purpose of conducting the hearing. The Board may appoint a hearing officer or panel of potential hearing officers from

which to select an officer for this purpose either on an ad hoc basis or by resolution adopted for a school year and delegate to the District Administrator the responsibility to arrange for such hearing with one of the selected officers. **When the grievant is the District Administrator, the Board President and Board's legal counsel shall be responsible for selection of the hearing officer and arranging a hearing.**

Each grievance shall be heard by a single hearing officer and such hearings shall be private. The employee and the District may present witnesses, and each side may select one individual to attend the hearing as a representative. Any employee representative selected shall be at no expense to the District.

The Hearing Officer may only consider the matter presented to him/her in the initial grievance filed by the employee. The decision will apply exclusively to the employee presenting the grievance. The Impartial Hearing Officer shall have authority to run the hearing, including administering oaths, admitting evidence into the record, providing for transcription, etc. The Officer may not modify any Board policy and may not issue decisions on matters not presented to the District Administrator in the initial grievance. Any fees or costs charged by the impartial hearing officer shall be paid by the District.

C. Board:

In the event that either party is dissatisfied with the hearing officer's decision, that party may within ten (10) business days, present the grievance in writing to the Board, which shall consider the matter within thirty (30) business days after its receipt, unless postponed by mutual agreement. The Board shall review the decision of the impartial hearing officer and may either issue a decision or determine that additional evidence or testimony is necessary and provide for a hearing for that purpose. The Board's decision shall be by majority vote of a quorum present, which shall be final.

This procedure constitutes the exclusive process for the redress of employee grievances for the subject matter referred to herein. However, nothing in this grievance procedure shall prevent any employee from addressing concerns regarding matters not subject to the grievance procedure with administration and employees are encouraged to do so. Matters not subject to the grievance procedure that are raised by employees shall be considered by administration which has final authority, subject to any applicable Board policy or directive, to resolve the matter.

Time limits contained in this grievance procedure outlined above may be extended by mutual consent of the parties. If any applicable time limit for advancing the grievance to the next step in the process is not met, the grievance shall be deemed resolved. Each employee shall be afforded any opportunity to be represented at each step of the grievance procedure by a representative of the employee's choice and at no expense to the District.

For purposes of this grievance procedure, the following definitions shall apply:

- A. "Workplace safety" means those conditions related to physical health and safety of employees enforceable under Federal or State law, or District rule related to: safety of the physical work environment, the safe operation of workplace equipment and tools, provision of protective equipment, training and warning requirements, workplace violence and accident risks.
- B. "Termination" does not include voluntary resignation or retirement.
- C. "Employee discipline" refers to unpaid suspensions written reprimands, or demotion, but excludes performance conferences/evaluations, staff assignments, improvement plans, or oral counseling or reprimand unless a written record of the reprimand is placed in the employee's file.
- D. Business Days means weekdays, excluding any district-recognized holiday that falls on a weekday, but does not exclude weekdays during scheduled break periods.

Revised 6/22/20

Revised 3/15/21

T.C. 10/11/21

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Legal 66.0509(1m), 118.22, 118.24, Wis. Stats.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of OPEN ENROLLMENT PROGRAM (Inter-District)
Code	po5113
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	March 15, 2021

5113 - **OPEN ENROLLMENT PROGRAM (Inter-District)**

The School District ("District") will participate in the Wisconsin Public School Open Enrollment Program in accordance with applicable law and the relevant policies and rules of the District, all as amended from time-to-time.

DEFINITIONS

The following definitions will apply to the District's Open Enrollment Program.

A. Non-Resident District

A school district located in Wisconsin which is not a student's district of residence.

B. Non-Resident Student

A student who does not reside within the geographic boundaries of the District and who seeks admission to this District under the Open Enrollment Program.

C. Tuition Student

A non-resident student who attends school in the District and pays tuition in accordance with State law.

D. Full-Time Enrollment

A student is enrolled for the entire school day and receives all ~~of his/her~~ required education in this District

E. Class Size

The District's determination of the maximum number of students who can be accommodated properly in a particular classroom without jeopardizing the quality of the instructional program and mitigating circumstances for a particular school, class, or program, including enrollment projections established by the District Administrator.

F. Program Size

The enrollment or size restrictions in a specific program within a class or building. The District reserves the exclusive right to establish program size and to limit enrollment based upon the capability to properly allocate available resources, create and maintain a proper learning environment, and comply with contracts, grants, and applicable laws and regulations.

G. Resident Student

A student who is a resident of this District and is consequently entitled to attend school in this District in accordance with Policy 5111 - Eligibility of Resident/Non-resident Students.

FULL-TIME OPEN ENROLLMENT

A. Procedures for Processing of Open Enrollment Applications

If there are more applications than spaces, the Board will fill the available spaces by random selection, provided that first priority will be given to non-resident students already attending District schools and their siblings.

If the District determines that space is not otherwise available for open enrollment students in the grade or program to which an individual has applied, the District may nevertheless accept a student or the sibling of a student who is already attending in the District.

The District will establish a numbered waiting list of all applicants. When all available slots have been filled by randomly selecting names from all applicants, the remaining names will be drawn randomly and placed on the waiting list in order of selection.

After the date specified in s. 118.51(3)(a)3., Wis. Stats., the nonresident school board may approve applications it had initially denied if any of the following cause spaces to become available:

1. A parent notifies the nonresident school board that the student will not attend the nonresident school district.
2. A parent fails to provide the notification required in s. 118.51(3)(a)6., Wis. Stats.
3. The Board determines that additional spaces have become available since its determination at the January Board meeting.

In accordance with 118.51(3)(a)3, Wis. Stats., except as provided under sub. (5)(d)1., on or before the first Friday following the first Monday in June following receipt of the application, the nonresident school board shall notify the applicant, in writing, whether it has accepted the application.

B. Decisional Criteria for Non-Resident Applications

Decisions on non-resident open enrollment applications will be based only on the following criteria:

1. Whether the Board has determined that there is space in the schools, programs, classes, or grades within the District for non-resident students. The Board shall determine during a regular meeting each January the number of regular education and special education spaces available at each level, each building, and in each program. In determining the amount of space available, the District will count resident students, students attending the District for whom tuition is paid under 121.78(1)(a), Wis. Stats., and may include in its counted occupied spaces students and siblings of students who have applied under Section 118.51(3)(a) or (3m)(a) and are already attending public school in the District.

Other factors the District Administrator may consider in determining the availability of space include:

- a. District practices, policies, procedures or other factors regarding class size ranges for particular programs or classes.
 - b. District practices, policies, procedures or other factors regarding faculty-student ratio ranges for particular programs, classes or buildings.
 - c. Enrollment projections for the schools of the District which include, but are not limited to, the following factors: the likely short and long-term economic development in the community, projected student transfers in and out of the District, preference requirements for siblings of non-resident open enrollment students, the required length of K-12 attendance opportunities for open enrollment students and current and future space needs for special programs, laboratories (e.g. in technology or foreign languages) or similar District educational initiatives.
2. Whether an applicant for a pre-kindergarten, four (4) year old kindergarten, early childhood or school operated daycare program resides in a district which offers the program for which application is made.
 3. Whether the non-resident student has been expelled from any school district within the current school year or the two (2) preceding school years or is pending any disciplinary proceeding, based on any of the following activities:
 - a. Conveying or causing to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy school property by means of explosives.
 - b. Engaging in conduct while at school or under school supervision that endangered the health, safety or property of others.
 - c. Engaging in conduct while not at school or while not under the supervision of a school authority that endangered the health, safety, or property of others at school or under the supervision of a school authority or

of any school employee or Board member.

- d. Possessing a dangerous weapon (as defined in Section 939.22(10), Wis. Stats.) while on school property or under school supervision.

Notwithstanding the Board's acceptance of a non-resident student's application, the Board may withdraw acceptance if, prior to the beginning of the first school year in which the non-resident student will attend a school in the District, s/he is determined to fall under paragraph B. 3.

The Board may request a copy of a non-resident student's disciplinary records from the resident School Board.

The resident Board shall provide to the nonresident Board a copy of any expulsion order or findings, a copy of any pending disciplinary proceedings, a written explanation of said proceeding, the length of the expulsion or possible outcomes of a pending proceeding, and/or such records as permitted by law.

4. Whether the special education program or related services described in the non-resident student's Individualized Education Program ("IEP") are available in the District. Funding for the education of students with disabilities will be made to the non-resident school district by the Department of Public Instruction in accordance with State law. Whether a service is available depends on whether existing staff in the District are qualified to provide the service or whether the district has facilities and/or equipment required for the service. A service is not available in the District if that service is currently provided to resident students through contract with a third party. Whether a service is available is not a function of whether there is space available in any program or service. A service may be unavailable even if no space limitations have been established. Funding for the education of students with disabilities will be made to the non-resident school district by the Department of Public Instruction in accordance with State law.
5. Whether there is space available in the District to provide the special education or related services identified in the non-resident student's IEP, after consideration of class size limits, student-teacher ratios, and enrollment projections.
6. Whether the non-resident student has been referred to the non-resident student's his/her resident board under Wis. Stat. 115.777(1) or identified by his/her the non-resident student's resident school board under Wis. Stat. 115.77(1m)(a), but not yet evaluated by an individualized education program team.

If a non-resident student's IEP is developed or changed after starting in the District, and it is then discovered that the District does not have necessary programs available or does not have space in the special education program, the District may notify the student's parent and the student's resident board. If such notice is provided, the non-resident may be transferred to their his/her resident school district.

7. If the Board has made a determination that a non-resident student attending the District under the Open Enrollment Program is habitually truant from the District during either semester of the current school year, the Board may prohibit the student from attending in the succeeding term or school year, after complying with the requirements of PI 36.09(2).

The truancy determination shall be made on the sole basis of enrollment in the non-resident district. Open enrollment may not be denied based on the student's truancy from any other district.

C. Reapplication Procedures

The Board will not require accepted non-resident students to reapply under the open enrollment policy as long as the student is continuously enrolled in the District.

D. Transportation

The parents of a student attending a non-resident school district will be solely responsible for providing transportation to and from the school site. The District will permit a non-resident student to ride District transportation if space is available on a regularly-scheduled bus route. The District will provide transportation for a non-resident student with an identified disability for whom transportation is required by his/her the student's IEP.

The Board will not permit a neighboring District to bus resident students from within its boundaries for attendance at the non-resident neighboring District. The District Administrator shall develop procedures for implementing this provision.

ALTERNATIVE APPLICATION PROCEDURES

The parent of a non-resident student who wishes to attend a school in the District may apply at any time throughout the year by submitting an application under the alternative application procedure if the student satisfies at least one (1) of the statutory criteria and has not applied to more than three (3) non-resident school districts.

Applications from a non-resident student under the alternative application procedures received after the Board's January meeting, at which it sets open enrollment space availability numbers for the subsequent year, may be approved if space is available in the current year and in the subsequent school year in the student's subsequent grade level.

DELEGATION TO DISTRICT ADMINISTRATOR

The Board delegates to the District Administrator the authority to approve or deny open enrollment applications including under the alternative procedures consistent with the criteria in this policy and based on the Board's space determinations approved in January of each year.

ANNUAL REVIEW

The Board shall review its Open Enrollment Program annually.

General Provisions

- A. A student, who has been accepted under this program, who has not met the academic prerequisites for participation in a particular program in which the student wishes to enroll shall not be placed in that program.
- B. The District's Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity shall apply to all applicants under this program. In addition, the District will not discriminate on the basis of an applicant's intellectual, academic, artistic, athletic, or other ability, talent, or accomplishment, or based on a mental or physical disability, except as provided for in the statute authorizing this program.

Application of Emergency Orders

All timelines or other procedures described in this policy and in any implementing administrative guidelines are subject to modification in the event that the State or Federal government issues emergency or other temporary orders affecting any of the subject matter of this policy. The policy automatically incorporates the contents of any such order or proclamation, including any discretionary authority provided, and delegates by policy the authority to exercise that discretion to the District Administrator.

Revised 9/9/19

Revised 6/22/20

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Legal

118.51, Wis. Stats.

Wis. Adm. Code Ch. P.I. 36

Book	Policy Manual
Section	Policies Ready for Full Board
Title	NEW POLICY - VOL. 31, NO. 1 - MISSING AND ABSENT CHILDREN
Code	po5215 New Policy
Status	Full Board Review

NEW POLICY - VOL. 31, NO. 1**5215 - MISSING AND ABSENT CHILDREN**

It is the intent of this Board to cooperate with local, State, and National efforts to decrease the number of missing children. For purposes of this Policy, the following definitions apply:

"Absent child" means a child that left the child's parents or approved placement through social services and whose whereabouts are known, but who refuses to return. This involves children who are runaways, but not known to be missing.

"Missing child" means a child whose whereabouts are unknown, which may include abducted children who have been abducted by a non-custodial parent, a victim of human trafficking, or another unknown circumstance.

The District Administrator and/or building principals shall permit entrance into the school a student lacking records or identification as a student, and shall assure that the child remains in the building office area until law enforcement or social services is notified and takes custody of the child. Such a procedure reduces the risk of removal of a missing or absent child from the area before intervention by law enforcement or social services.

Procedures in this policy are to be implemented in coordination with Policy 5111.01 - Homeless Students.

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Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of PROMOTION, PLACEMENT, AND RETENTION
Code	po5410
Status	Full Board Review
Adopted	March 13, 2017

5410 - **PROMOTION, PLACEMENT, AND RETENTION**

The District makes extensive efforts to avoid the necessity of high stakes promotion/retention determinations through a system of strategic supports and interventions to address individual student learning deficits. Early identification of problems is important to assist the student, parent/guardian, and school in resolving them. If, after extensive efforts, insufficient academic progress results and retention is necessary, a detailed retention plan is prepared designed to maximize modifications and supports to the student during the retention year.

Promotion/retention determinations are based on multiple criteria. Significant factors considered are state test scores, other district and classroom assessment results, teacher recommendations, grades, and attendance.

Each Principal delineates the specific rationale, procedures and timelines for promotion and retention decisions in **theirhis/her** building and conveys them to staff and parents/guardian. Promotion and retention determinations are made by administrators at the building levels and may be appealed to the Superintendent.

A. Elementary and Intermediate Promotion/Retention

The decision to promote or retain at the elementary and intermediate levels is made after careful consideration of academic achievement in core academic subjects (reading, written language, mathematics, science, and social studies.) Also considered are study skills, social development, physical development, problem-solving abilities and attendance.

Promotion and retention decisions shall be made consistent with state law requirements.

The Principal, guidance counselor, and classroom teacher are key members of the committee responsible for assessing student progress and making promotion and retention decisions. Other specialists are included as necessary. Parent input is encouraged throughout the process and parents are to be informed no later than the spring parent-teacher conferences that their child is being considered for retention.

B. Middle School Promotion and Retention

Promotion from grade to grade within the middle school to high school is determined on the basis of academic achievement represented by successful completion of the core academic subjects (communication arts, mathematics, science, social studies). Other considerations may be study skills, social development, physical development, problem- solving abilities, and attendance. Each student with one or more core academic subject failures may be considered for retention. Promotion and retention decisions shall be made consistent with state law requirements.

The Principal, Assistant Principal, Guidance Counselor, and classroom teacher are key members of the committee responsible for assessing student progress and making promotion and retention decisions. Other specialists are included as necessary. Parent input is encouraged throughout the process and parents are to be informed no later than the spring parent-teacher conferences that retention is being considered for their child.

The Board of Education recognizes that the personal, social, physical, and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth.

It shall be the policy of the Board that each student be moved forward in a continuous pattern of achievement and growth appropriate for **each student'shis/her own** development.

Such pattern should coincide with the system of grade levels established by this Board and the instructional objectives established for each.

For Unified, Common and K-8 Districts**A student shall be promoted from 4th to 5th grade when the student meets the following criteria:**

- A. **the student's score on the 4th grade examination, unless the student has been excused from taking the examination;**
- B. **the student's academic performance;**
- C. **recommendations of teachers, which are based solely on the student's academic performance.**
- D. **additional criteria specified by the Board.**

A student shall be promoted from 8th to 9th grade when the student meets the following criteria:

- A. **the student's score on the 8th grade examination, unless the student has been excused from taking the examination;**
- B. **the student's academic performance;**
- C. **recommendations of teachers, which are based solely on the student's academic performance.**
- D. **additional criteria specified by the Board.**

Students that do not meet the above criteria will not be promoted to 5th or 9th grade.

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Legal

118.33(6), Wis. Stats.

18. PO5461 - Children At-Risk of Not Graduating From High School

103

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of CHILDREN AT-RISK OF NOT GRADUATING FROM HIGH SCHOOL
Code	po5461
Status	Full Board Review
Adopted	March 13, 2017

5461 - **CHILDREN AT-RISK OF NOT GRADUATING FROM HIGH SCHOOL**

The Board of Education shall establish programs to serve children in the District who are identified as "children at-risk" in compliance with State statutes. This policy meets the requirements of State law which includes identifying and serving "children at-risk" students as defined below:

Students who are at-risk of not graduating high school because they are dropouts or are at least two (2) of the following:

- A. one (1) or more years behind their age group in the number of high school credits attained
- B. two (2) or more years behind their age group in basic skill level (math and reading)
- C. habitually truant
- D. parents
- E. adjudicated delinquents, and
- F. eighth grade students whose score in each area of the student assessment was below basic level of failing and eighth grade students that were not promoted to ninth grade

The District shall identify all children at-risk enrolled in the District. **The District shall annually develop a plan describing how the Board will meet the needs of such students, and assure that a plan is developed for each such student that describes how the District will meet each student's needs.** Each plan shall be completed on or before August 15th of each year. All programs and services developed for "children at-risk" shall be designed to improve and expand educational opportunities for these children on an individualized basis, through a variety of means (e.g., additional instruction, differentiation, intervention), and provide alternative courses or program modifications which satisfactorily meet the District's graduation requirements.

Principals are responsible for identifying and addressing barriers to learning through a variety of strategies. The plan will communicate the structure, strategies, and program offerings for students at-risk which will vary by individual. Strategies for support, interventions, programs, and alternative educational options are made available to all students and at all levels as needed.

The Board uses a Response to Instruction (RtI) Model that is designed as a continuum for Literacy, Mathematics, and Behavior. RtI is defined as a systemic process for achieving high levels of academic and behavioral success for all students through:

- A. multi-level, high quality instructional approached for general, at-risk, advanced learners, and special education student needs;
- B. a balanced assessment system;
- C. collaborative practices.

The Board will make reasonable efforts to help each student acquire the necessary skills, concepts, and content of course or subject area **they are s/he is** enrolled through systemic practices of RtI. Student capabilities will be identified for RtI using multiple criteria in accordance with District guidelines. These guidelines are aligned with the Wisconsin Department of Public Instruction's recommendations.

The District will maintain an RtI Continuum and supporting documents ¹⁰³ which outline specific implementation procedures and guidelines that will be reviewed annually.

Parent involvement will be actively solicited to improve student success. Community service agencies' participation and partnerships will be encouraged and actively sought to meet student needs.

Students shall be identified and referred to these programs and services in accordance with State regulations and guidelines established by the administration. An annual report concerning "children at-risk" shall be made to the Board.

118.153, Wis. Stats.
P.I. 15

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Legal 118.153, 118.33(1), 121.02(1)(n), Wis. Stats.
 P.I. 25

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of AUTHORIZATION TO MAKE ELECTRONIC FUND TRANSFERS
Code	po6108
Status	Full Board Review
Adopted	March 13, 2017

6108 - AUTHORIZATION TO MAKE ELECTRONIC FUND TRANSFERS

The Board-~~of Education~~ authorizes electronic fund transfers (EFTs), **including any Automated Clearing House (ACH) transactions**, for any purpose including direct deposit, wire transfer, withdrawal, investment, or payment, provided such EFTs are consistent with the provisions of Wisconsin's Uniform Electronic Transactions Code, Chapter 137, Subchapter II. Upon the recommendation of the Business Manager, the Board shall approve the financial institutions that are authorized to receive monetary transactions through electronic or other medium.

Upon the recommendation of the Business Manager, the Board shall then approve written agreements with financial institutions with whom EFTs will be made.

Such agreements shall set forth internal controls required by State law and State Administrative Code that will provide adequate integrity, security, confidentiality, and auditability of business transactions conducted by electronic commerce, including, but not limited to, the following:

- A. the official title of the bank account(s) subject to the agreement and each type of transaction approved, such as deposits, disbursements or transfers, shall be specified;
- B. the manual signatures of the employees authorized to initiate EFTs shall be contained therein;
- C. a requirement that the District maintain documentation signed by the initiator and authorizer of the EFTs to confirm the authenticity of the EFTs;
- D. a requirement that, when funds are properly delivered to the receiving institution, that institution agrees to become responsible for prompt and diligent processing of the funds;
- E. a requirement that written or printed documentation from the financial institution acknowledging such transactions, including but not limited to deposit slips, debit and credit memos, trust receipts, transfer acknowledgements, or cancelled warrants, shall be provided so that it may be kept in the official files of the District, which shall be maintained in a manner which facilitates easy review and validation of transactions.

All District staff shall comply with the provisions of this policy when creating, generating, sending, communicating, receiving, storing, processing, using, and relying upon electronic records. Further, all District staff and other persons who use electronic signatures when completing transactions with the Board shall do so in compliance with State law.

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Legal	Wis. Stat. Chapter 137, Subchapter II 15 U.S.C.A. 1693, as amended
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Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of COST PRINCIPLES - SPENDING FEDERAL FUNDS
Code	po6114
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

6114 - **COST PRINCIPLES - SPENDING FEDERAL FUNDS**

The District Administrator is responsible for the efficient and effective administration of grant funds through the application of sound management practices. Such funds shall be administered in a manner consistent with all applicable Federal, State and local laws, the associated agreements/assurances, program objectives and the specific terms and conditions of the grant award.

Cost Principles

Except where otherwise authorized by statute, costs shall meet the following general criteria in order to be allowable under Federal awards:

- A. Be necessary and reasonable for proper and efficient performance and administration of the Federal award and be allocable thereto under these principles.

To determine whether a cost is reasonable, consideration shall be given to:

1. whether a cost is a type generally recognized as ordinary and necessary for the operation of the District or the proper and efficient performance of the Federal award;
2. the restraints or requirements imposed by such factors as sound business practices, arm's length bargaining, Federal, State, local, tribal and other laws and regulations;
3. market prices for comparable goods or services for the geographic area;
4. whether the individuals concerned acted with prudence in the circumstances considering their responsibilities;
5. whether the cost does not represent any significant deviation from the established practices or Board policy which may increase the expense;

Whether an expenditure is necessary is determined based on the needs of the program. The expenditure must be necessary to achieve an important program objective and it must be established that the expenditure addresses and existing need.

When determining whether a cost is necessary, consideration may be given to whether:

- a. the cost is needed for the proper and efficient performance of the grant program;
- b. the cost is identified in the approved budget or application;
- c. there is an educational benefit associated with the cost;
- d. the cost aligns with identified needs based on results and findings from a needs assessment
- e. the cost addresses program goals and objectives and is based on program data.

A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received.

- B. Conform to any limitations or exclusions set forth as cost principles as required by law or in the terms and conditions of the Federal award.
- C. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the District.
- D. Be afforded consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been assigned as an indirect cost under another award.
- E. Be determined in accordance with generally accepted accounting principles
- F. Be representative of actual cost, net of all applicable credits or offsets.

The term "applicable credits" refers to those receipts or reductions of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the State relate to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate.

- G. Be not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such.
- H. Be adequately documented:
 1. in the case of personal services, the Superintendent shall implement a system for District personnel to account for time and efforts expended on grant-funded programs to assure that only permissible personnel expenses are allocated;
 2. in the case of other costs, all receipts and other invoice materials shall be retained, along with any documentation identifying the need and purpose for such expenditure if not otherwise clear.

Selected Items of Cost

The District shall follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E when charging these specific expenditures to a Federal grant. When applicable, District staff shall check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, State, District and program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those rules as well.

The following rules of allowability must apply to equipment and other capital expenditures (as defined in Policy 7455 - Accounting System for Capital Assets):

- A. **Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the Federal awarding agency or pass-through entity.**
-
- B. **Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$5,000 or more have the prior written approval of the Federal awarding agency or pass-through entity.**
-
- C. **Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the Federal awarding agency, or pass-through entity.**
-
- D. **Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR 200.436 and 2 CFR 200.465.**
-
- E. **When approved as a direct cost by the Federal awarding agency or pass-through entity under Sections A - C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.**
-
- F. **If the District is instructed by the Federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.**

The District Administrator shall require that grant program funds are expended and are accounted for consistent with the requirements of the specific program and as identified in the grant application. Compliance monitoring includes accounting for direct or indirect costs and reporting them as permitted or required by each grant.

Determining Whether a Cost is Direct or Indirect:

- A. Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

These costs may include: salaries and fringe benefits of employees working directly on a grant-funded project; purchased services contracted for performance under the grant; travel of employees working directly on a grant-funded project; materials, supplies, and equipment purchased for use on a specific grant; and infrastructure costs directly attributable to the program (such as long-distance telephone calls specific to the program, etc.).

- B. Indirect costs are those that have been incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs.

These costs may include: general data processing, human resources, utility costs, maintenance, accounting, etc.

Federal education programs with supplement not supplant provisions must use a restricted indirect cost rate. In a restricted rate, indirect costs are limited to general management costs. General management costs do not include divisional administration that is limited to one component of the District, the governing body of the District, compensation of the Superintendent, compensation of the chief executive officer of any component of the District, and operation of the immediate offices of these officers.

The salaries of administrative and clerical staff should normally be treated as indirect costs. Direct charging of these costs may be appropriate only if all of the following conditions are met:

1. Administrative or clerical services are integral to a project or activity.
2. Individuals involved can be specifically identified with the project or activity.
3. Such costs are explicitly included in the budget or have the prior written approval of the Federal awarding agency.
4. The costs are not also recovered as indirect costs.

Where a Federal program has a specific cap on the percentage of administrative costs that may be charged to a grant, that cap shall include all direct administrative charges as well as any recovered indirect charges.

Effort should be given to identify costs as direct costs whenever practical, but allocation of indirect costs may be used where not prohibited and where indirect cost allocation is approved ahead of time by the Wisconsin Department of Public Instruction or the pass-through entity (Federal funds subject to 2 CFR Part 200 pertaining to determining indirect cost allocation).

Timely Obligation of Funds

When Obligations are Made

Obligations are orders placed for property and services, contracts and subawards made, and similar transactions during a given period that require payment by the non-Federal entity during the same or a future period.

The following table illustrates when funds are determined to be obligated under the U.S. Department of Education regulations:

If the obligation is for: Acquisition of Property Personal services by an employee of the District Personal services by a contractor who is not an employee of the District Public utility services	110	The obligation is made: On the date the District makes a binding written commitment to acquire property When the services are performed On the date the District makes a binding agreement to obtain the services When the District receives the
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	services
Travel	When the travel is taken
Rental property	When the District uses the property
A pre-agreement cost that was properly approved by the Secretary under federal regulations, 2 CFR part 200, Subpart E	On the first day of the project period

Period of Performance

All obligations must occur on or between the beginning and ending dates of the grant project. This period of time is known as the period of performance.

In the case of a State-administered grant, obligations under a grant may not be made until the grant funding period begins or all necessary materials are submitted to the granting agency, whichever is later. In the case of a direct grant, obligations may begin when the grant is awarded, unless otherwise stated in the grant.

For both State-administered and direct grants, regardless of the period of availability, the District shall liquidate all obligations incurred under the award not later than ninety (90) days after the end of the funding period unless an extension is authorized, or other terms are provided for in the grant. Any funds not obligated within the period of performance or liquidated within the appropriate timeframe are said to lapse and shall be returned to the awarding agency. Consequently, the District shall closely monitor grant spending throughout the grant cycle.

T.C. 10/11/21

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Legal 2 C.F.R. 200.403-.406, 200.413(a)-(c), 200.430(a), 200.431(a) and 200.474(b)

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of STUDENT FEES, FINES, AND CHARGES
Code	po6152
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 11, 2021

6152 - **STUDENT FEES, FINES, AND CHARGES**

The District may charge student fees for certain activities, courses, and services that may require additional funding and may assess fines when school property is damaged or lost. No student shall be denied any educational opportunity because of his/her inability to pay any fee or charge imposed. (See also Policy 6152. 01 - Waiver of School Fees or Fines; [and DPI guidance \(HTTP://www.dpi.wi.gov/sfs/finances/budgeting/school-fees\) regarding school fees.](#))

The Board will approve student fees by June 30th. Fee schedules shall be consistent with State and Federal laws and regulations.

The Board of Education may levy certain charges to students to facilitate the utilization of adequate, appropriate learning materials used in the course of instruction.

A charge shall not exceed the combined cost of the material used, freight and/or handling charges, and nominal add-on for loss. Money received from resale of such material shall be returned to the Business Manager with an accurate accounting of all transactions.

Student fees for athletics, clubs, yearbook, locks, and parking are non-refundable.

The following fees are refundable under specific conditions: athletic and club fees if the student drops the sport/club prior to the second week of the season; and resale or course fees within the first week of the start of the course.

The District Administrator may waive fines or fees upon request, consistent with Policy 6152.01.

An automatic waiver of textbook rental fee, athletic user fee, club user fee, music instrument rental fee (if District-owned instrument is issued), and required material fee (not including resale) shall be granted to all students who have been approved by the District for free meals. The above fees will automatically be reduced by fifty percent (50%) for students who have been approved by the District for reduced meals.

A parent/guardian who is unable to pay the full amount of student fees may request relief in the form of a payment plan, a reduction or waiver of eligible fees for their child(ren). The request shall be submitted in writing to the Principal. To determine the ability to pay fees, the Principal shall consider factors that include, but are not limited to, recent job loss, recent divorce, or other family hardships.

This policy and the established fees apply to all students attending the District, including open enrollment and tuition students. Part-time open enrollment students will pay a prorated general fee.

Fines

When school property, equipment, or supplies are damaged, lost, or taken by a student, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines. Items, such as fine, yearbook fees, and student parking, are not eligible for waiver or reduction.

Any fees or fines collected by members of the staff are to be turned into the Business Office within twenty-four (24) hours after collection.

In the event the above course of action does not result in the fee being collected, the Board authorizes the Business Manager to take the student and/or his/her parents to Small Claims Court for collection. The District shall not permit or elicit the assistance of volunteers in efforts to collect unpaid student fees or expenses, including food service balances.

Nothing in this policy restricts the right of access of a parent or student to school records or to receive copies of such records, as required by Federal and State laws.

Students Experiencing Homelessness - McKinney-Vento Act

No fine or fee shall be charged to a student identified as a student experiencing homelessness unless it is determined that the student has the ability to pay the fee or fine and that its imposition does not create a barrier to the student's ability to enroll, attend school, achieve academic success, or be identified as experiencing homelessness. Any dispute regarding a fine or a fee that is imposed, shall not delay the student's enrollment or serve as a barrier to enrollment by delaying the transfer of student records to another school or school district if applicable.

Immediate enrollment notwithstanding fines or fees shall be extended to extra-curricular and co-curricular activities as well as to academic programming.

Revised 6/26/17

[118.55\(5\), Wis. Stats.](#)
[120.12\(11\), Wis. Stats.](#)
[120.12\(17\), Wis. Stats.](#)
[120.12\(22\), Wis. Stats.](#)
[121.54\(8\), Wis. Stats.](#)

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Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of WAIVER OF SCHOOL FEES OR FINES
Code	po6152.01
Status	Full Board Review
Adopted	October 11, 2021

6152.01 - **WAIVER OF SCHOOL FEES OR FINES**

The Board shall waive fees or fines assessed only for students whose parent(s) are unable to afford them and such fees and fines are barriers to the educational program. The District Administrator may, as deemed necessary, establish additional procedures to supplement the procedures established in this policy regarding requests for the waiver of fees.

Eligibility Standards

Subject to completion of required forms or direct certification through the Wisconsin Division of Children and Families database, students eligible for a waiver of school fees or fines include, but are not limited to, the following:

- A. Students who qualify for free lunches or breakfasts under the School Free Lunch Program Act **and after submission and approval of the income-based application or direct certification through the Division of Children and Families State database.**
- B. Students who are experiencing homelessness pursuant to Policy 5111.01 - Homeless Students.

Notification to Parents

- A. Annually the substance of this policy shall be communicated in writing to the parent(s) of all students in the District.
- B. The first bill or notice sent to parent(s) who owe fees shall state:
 1. The District will waive fees or fines for persons unable to afford them in accordance with this policy.
 2. The procedure for applying for a waiver, and the name, address, and telephone number of the person to contact for information concerning a fee waiver.

Procedures for Resolution of Disputes

- A. An individual who cannot pay school fees or fines may write a letter requesting a waiver of fees to the District Administrator. The letter must contain the following:
 1. name(s) of student(s)
 2. name of parent(s)
 3. address of parent(s)
 4. phone number of parent(s)
 5. school where child(ren) attend(s)
 6. reason for request for waiver of fees

The District Administrator shall have the authority to review the waiver request and request such further information, if any, as **s/he deems deemed** necessary in order to make a decision on that request.

Book	Policy Manual
Section	Policies Ready for Full Board
Title	Copy of CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES
Code	po8450
Status	Full Board Review
Adopted	March 13, 2017

8450 - CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

The Board ~~of Education~~ recognizes that control of the spread of communicable disease spread through casual-contact is essential to the well-being of the school community and to the efficient District operation

For purposes of this policy, "casual-contact communicable disease" shall include diphtheria, scarlet fever and other strep infections, whooping cough, mumps, measles, rubella, and others designated by the Wisconsin Department of Health Services (hereinafter referred to as DHS).

In order to protect the health and safety of the students, District personnel, and the community at large, the Board shall follow all State statutes and Health Department regulations which pertain to immunization and other means for controlling casual-contact communicable disease spread through normal interaction in the school setting.

Initial Exposure - Suspected Communicable Disease

If a student exhibits symptoms of a communicable disease, a teacher, school nurse, or the building principal will isolate the student in the building and contact the parents/guardians and may choose to send the student home. The staff member shall contact the Green County Health Department to report the incident. The health department officials shall be responsible for conducting any investigation deemed necessary and directing the District to follow specific protocols, including those Protocols established by the Wisconsin Department of Health Services.

Protocols During a Pandemic/Epidemic

The procedure described above pertains to an initial and/or isolated identification of the possible presence of a communicable disease in a school. In the event of an ongoing pandemic or endemic outbreak of a communicable disease, the Administration and Board shall develop protocols to manage school during a pandemic or epidemic.

Protocols shall be developed with consideration for the following resources:

- A. Statewide declaration of emergency and related orders;
- B. guidance provided by medical and/or public health officials, such as the Centers for Disease Control and Prevention (CDC); Wisconsin Department of Health Services (DHS); Wisconsin Department of Public Instruction (DPI); American Pediatrics Association;
- C. local health department officials and local medical professionals;
- D. parent and/or student groups; and
- E. other resources developed for and specific to the circumstances facing the District.

252.10, 252.19, 252.21, Wis. Stats.

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Legal 252.19, 252.21, Wis. Stats.

C. Other Policy Considerations Requested by Board Members or Administration

1. PO2340 - Field and Other District-Sponsored Trips

121

Book	Policy Manual
Section	Policies Ready for Full Board - Board/Admin Requested
Title	Copy of FIELD AND OTHER DISTRICT-SPONSORED TRIPS
Code	po2340
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	September 9, 2019

2340 - **FIELD AND OTHER DISTRICT-SPONSORED TRIPS**

The Board recognizes the value of organized trips or other excursions away from the classroom as a valuable part of the District's educational programming and a valuable opportunity to obtain additional educational experiences not offered directly in the curriculum offerings. These opportunities occur in four (4) primary forms addressed in this policy: (a) field trips; (b) extra-curricular/co-curricular program related trips; (c) overnight trips; and (d) other District-sponsored trips.

Field Trips

The Board of Education recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. For purposes of this policy, a field trip shall be defined as any planned journey by one (1) or more students away from District premises, which is under the supervision of a professional staff member, approved by the school administration and furthers or supplements an integral part of a course of study as planned for and incorporated into that course of study by the teacher. Properly planned and executed field trips should:

- A. supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools;
- B. arouse new interests among students;
- C. help students relate school experiences to the reality of the world outside of school;
- D. bring the resources of the community - natural, artistic, industrial, commercial, governmental, educational - within the student's learning experience;
- E. afford students the opportunity to study real things and real processes in their actual environment.

~~Out-of-state field trips that do not include an overnight stay must be approved by the Board.~~

Extra-Curricular/Co-Curricular Trips

The Board recognizes that student trips will occur for reasons that are not directly incorporated into the curriculum as part of a class, but rather are part of the extra-curricular/co-curricular activities offered by the District. For example, a District athletic team may travel to away games, or take a trip to an out of town tournament. Any such trips must be identified at the beginning of the activity for the school year, or for the particular season. Extra-curricular or co-curricular trips shall be approved by the school administration in accordance with the same procedures used for approving field trips. In cases where such advance notice is not possible (such as travel to State tournament competition), the staff member responsible for such activity shall notify the building administrator of the activity and pertinent information.

Extra-curricular trips that extend to an overnight stay are considered overnight travel, other than WIAA athletic teams participating in State tournaments/meets.

Overnight Travel

Overnight travel is defined as a field trip that involves one (1) or more overnight stays. Overnight travel includes foreign travel. The District views overnight travel outside of the District related to the curriculum/program as an adjunct to that curriculum/program. As such it is an important feature of the overall educational program. ¹²¹The District recognizes the importance of overnight travel outside of the District to amplify and enhance studies that occur in the schools' classrooms through unique enrichment opportunities that are

not available locally. Overnight travel shall first be approved by the principal in accordance with the District's overnight travel guidelines, and then must be submitted to the Board for final approval.

Other District-Sponsored Trips

Other District-sponsored trips shall be defined as any planned, student-travel activity which is approved as part of the District's total educational program, but not a part of a particular course and not expressly connected to an established extra-curricular/co-curricular activity. These trips may include such trips as summer trip programs, youth service trips, and other types of day trips that are organized by or through school staff or facilitated in some fashion through the District.

Trip Approval Process

No staff member may offer or lead any trip no matter the type unless the trip has been approved in the manner prescribed in this policy.

General Trip Provisions

The Board does not endorse, support, or assume liability in any way for any staff member, volunteer, or parent of the District who takes students on trips not approved by the Board or District Administrator. No staff member may solicit students of this District for such trips within the facilities or on the school grounds of the District without permission from the District Administrator. Permission to solicit neither grants nor implies approval of the trip.

The District Administrator shall ensure the implementation of guidelines which address:

- A. the safety and well-being of students;
- B. parental permission is sought and obtained before any student leaves the District on a trip;
- C. each trip is properly planned and monitored;
- D. student behavior while on all field trips complies with the Student Code of Conduct and on all other trips complies with an approved code of conduct for the trip;
- E. a copy of each student's Emergency Medical Authorization Form is available to the staff member in charge.

In any instance in which the itinerary of a trip is altered, the professional staff member in charge shall notify the administrative superior immediately.

The distance traveled outside the State and the use of nondistrict vehicles shall be consistent with Chapter 121 Wis. Stats.

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Legal 121.54(7), Wis. Stats.

Book	Policy Manual
Section	Policies Ready for Full Board - Board/Admin Requested
Title	Copy of USE OF DISTRICT FACILITIES
Code	po7510
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	October 14, 2019

7510 - **USE OF DISTRICT FACILITIES**

The Board of Education believes that the school facilities of this District should be made available for lawful non-school purposes, provided that such use does not interfere with use for school purposes, by school-related groups, or for school-related functions. No non-school related group or entity may promote an activity to occur on school grounds under this policy in any manner that conveys the impression that the School District supports, endorses, or is a partner with the group or individual's cause.

The Board will permit the use of school facilities when such permission has been requested in writing by a responsible, individual, organization or a group of citizens and has been approved by the Principal.

General conditions relating to school use are as follows:

- A. Application for the use of a school building or any part of the building or grounds is to be made at least seven days in advance. School program-related applications should be made to the building Principal. Community program-related applications should also be made to the building Principal.
- B. A "Facilities Schedule" shall be kept by each school Principal or his/her designee and be available for inspection and review. A District schedule will be kept in the building Principal's office.
- C. Every non-school group using a facility must have an adult (non-K-12 student) designated as in charge of the activity or event.
- D. Non-school events which take place on a Saturday may be charged custodial time if there is a need for custodial set-up, take-down, or clean up.
- E. Every non-school individual, group, and/or organization using a school facility, by accepting a use permit, must agree to guarantee orderly behavior and to indemnify the District for any damages to the school and its property caused by any participant and public involved as well as provide a signed liability waiver document.
- F. Individuals, groups and/or organization using school facilities are required to file a certificate of insurance with the District insurance naming the District as an additional insured. The certificate of insurance must be in the possession of the Superintendent or his/her designee before school facilities may be used.
- G. The District discourages the use of facilities for youth groups after 9:00 p.m. on nights before a school day, ~~Wednesdays after 6:30 p.m., and Sundays before 2:00 p.m.~~ **Exceptions can only be made for one-time events.**
- H. School facilities shall exist primarily to serve school District educational, co-curricular, recreational and administrative activities. Upon the satisfaction of the public school District's need and use, District facilities shall then be made available to other groups based on the structure outlined below.
- I. The Village Recreation Program shall enjoy a priority status among non- school facility users in scheduling events that utilize school District facilities for recreational purposes only. No rental fee shall be charged to the Village Recreation Program for these programs. All youth and adult members of the school District participating in village recreation programs which utilize school District facilities shall be treated equally in all aspects of program participation. Such programs shall not be in direct conflict with programs conducted by the school District. The Building Principal shall determine compatibility of programming. The director of the village recreation program and his/her designee(s) shall be granted access to District buildings and grounds including the appropriate keys to said individuals and approval of them to have security codes where needed. The

Village Recreation Program will be subject to all Board of Education policies in the operation of all of its programs that take place on school District property.

J. Exemptions

In the event of multiple requests to use the same facility, requests will honored in the following priority order: New Glarus School District Groups; New Glarus Non-Profit Groups; New Glarus Profit Groups; Non-Resident Non-Profit Groups; and Other Profit Groups. If two entities within a category request to use the same facility, the earliest request will be honored. Facilities can be scheduled up to one year in advance. Appeals may be made to the Superintendent.

K. Any group that believes it should be exempted from a rental fee has the option of filing a written request with the Superintendent. The Board shall consider the circumstances and stated reasons for seeking an exemption and make a decision at the next regularly scheduled Board meeting where the request can be placed on the agenda in time for proper meeting notification. Exemptions shall only be granted for good cause and shall only be for one year. Groups or individuals may re-apply annually for consideration for an exemption.

CUSTODIAL CHARGES:

When a custodian is not scheduled to be on duty and one needs to be assigned there will be a \$30/hour charge to the group. This fee applies to ALL GROUPS.

No Rental Charge:

- A. School District of New Glarus Groups
- B. New Glarus Non-Profit Groups
- C. New Glarus Profit Groups (Groups comprised of 75% of more New Glarus Students, Staff, or Community)
- D. Non-Resident Non-Profit Groups

Regular Rental Fee:

For-Profit Groups Not Listed Above

Negotiated Rental Rate

The Principal has the discretion to determine rental rates for groups or individuals not covered by the above categories. The Principal also makes a determination as to which category the applicants are assigned.

The Principal may refuse to allow or may cancel the use of facilities to any group due to conflicts with school activities, safety, health or liability issues, security concerns, past experience with the proposed user, or other valid reasons. Denial of use may be appealed to the Superintendent.

Equipment, such as tables, chairs and risers, may be made available if they are not needed for other school district related purposes.

Given the nature of existing specialized equipment and security issues, use of the kitchen by a public group to obtain or dispose of water needed for coffee, lemonade, etc., is not permitted without the presence of a custodian or caretaker. In no case is the kitchen to be opened or remain open without supervision.

Uses or conditions not covered in these procedures must be approved by the District Administrator.

The use of District grounds and facilities shall not be granted for any purpose which is prohibited by law.

Recreational Activity

Any non-school sponsored group requesting to use District facilities for recreational activity must complete the District form prior to such usage.

"Recreational activity" includes any indoor or outdoor physical activity, sport, team sport, or game, whether organized or unorganized, undertaken for the purpose of exercise, relaxation, diversion, education, or pleasure.

Should all or any part of the District's community be struck by a disaster, the Board shall make District grounds and/or facilities available, at no charge, for the housing, feeding, and care of victims or potential victims when requested by local, State, or Federal

authorities. The District Administrator should meet with Green County Emergency Management to establish a disaster preparedness plan in order to ensure that proper procedures are established to minimize confusion, inefficiency, and disruption of the educational program.

Each user may be required to present evidence of the purchase of organizational liability insurance Users shall be liable financially for damage to the facilities and for proper chaperonage.

No liability shall attach to this District, any employee, officer, or member of this District specifically as a consequence of permitting access to these facilities.

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Legal 120.13(17), Wis. Stats.
 895.523, Wis. Stats.

Book	Policy Manual
Section	Policies Ready for Full Board - Board/Admin Requested
Title	Copy of PUBLIC RECORDS
Code	po8310
Status	Full Board Review
Adopted	March 13, 2017
Last Revised	June 22, 2020

8310 - PUBLIC RECORDS

The Board recognizes its responsibility to maintain the public records of this District and to make such records available for inspection and reproduction. The Board designates the **District Administrator Human Resource Director** as the District Records Custodian (DRC), to be the legal custodian of records for the District. The DRC shall safely keep and preserve the public records of the District and shall have the authority to render decisions and carry out duties related to those public records. The DRC may deny access to records only in accordance with the law. The DRC is authorized and encouraged to consult with the District's legal counsel to determine whether to deny access to a records request in whole or in part.

Under the Wisconsin Public Records Law, a "record" is defined as any material on which written, drawn, printed, spoken, visual, or electromagnetic information or electronically generated or stored data is recorded or preserved, regardless of physical form or characteristics, that has been created or is being kept by the authority. It includes handwritten, typed, or printed pages, maps, charts, photographs, films, recordings, tapes, optical discs, and any other medium on which electronically generated or stored data is recorded or preserved. A "record" does not include drafts, notes, preliminary computations, and like materials prepared for the originator's personal use or prepared by the originator in the name of a person for whom the originator is working; materials that are purely the personal property of the custodian and have no relation to his/her office; materials to which access is limited by copyright, patent, or bequest; and published materials in the possession of an authority other than a public library that are available for sale, or that are available for inspection at a public library. The personal use exception applies to notes created by the originator solely for the purpose of refreshing his/her recollection and as a matter of convenience (not part of his/her job duties), but does not apply to notes that are distributed to others for the purpose of communicating information or notes that are created or retained for the purpose of memorializing agency activity.

In addition, records may be exempted from disclosure as a matter of statute or common law or, under the balancing test, the public interest in disclosure may be outweighed by the public interest in non-disclosure.

Any person may make an oral or written request for any public records of the District. The person may inspect or receive copies of the public record requested. The District will respond as soon as practicable and without delay. The District will either provide the requested documents, subject to any redactions, or inform the requester of the District's decision to deny the request.

The District will comply with the Safe at Home/Address Confidentiality Program administered by the Wisconsin Department of Justice. (See Policy 5111 - Eligibility of Resident/Nonresident Students, Policy 8320 - Personnel Records and Policy 8330 - Student Records.)

The District may impose a fee upon the requester of a copy of a record of up to 10 cents per page, which represents the actual, necessary, and direct cost of reproduction of the record. In addition, the District may impose a fee upon a requester for the actual time spent by District employees in locating a record, if the cost is \$50.00 or more. In calculating location costs, the District will use the applicable employee's hourly rate for salary and benefits.

The District may also charge the requester for any equipment required to fill the request (such as videotapes, computer disks, etc.) The District may impose a fee upon a requester for the actual, necessary, and direct cost of mailing or shipping of any copies which are mailed or shipped to the requester.

The District may require prepayment of fees if the total amount exceeds \$5.00. If payment is required, the District will calculate the actual cost and charge the requester. If advance payment is required, the District will either invoice the requester for the difference between the estimate and actual cost or refund any overpayment.

No public record may be removed from the office in which it is maintained except by a Board officer or employee in the course of the performance of his/her duties.

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

Records Retention Schedule

The District has adopted the Wisconsin Department of Public Instruction guidelines on School District record retention.

It may be accessed at the following web address:

<https://publicrecordsboard.wi.gov/Documents/DPI%20GS-APPROVED%20June%202015%20v8.1.pdf>

Revised 11/13/17

Revised 10/8/18

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

NGES

5th GRADE CHICAGO FIELD TRIP 4/28/2022

We have 68 students and 12 adults attending this outing. We will be utilizing two buses this year. We are thankful for the generous funding from the New Glarus Youth Committee, the New Glarus Brewery, New Glarus PTO, and the New Glarus School District. We are also grateful that the Bank of New Glarus has generously agreed to provide t-shirts for all participants.

6:00 a.m.	Bus in place at New Glarus Elementary School (1420—2 nd Street, New Glarus WI)
6:10 a.m.	Board buses
6:20 a.m.	Depart for Willis Tower Skydeck- (233 S. Wacker Drive, Chicago)
8:00 - 8:15 a.m.	Bathroom Break at Belvidere Oasis
9:45 – 10:15 a.m.	Arrival and Check-in
10:15 - 11:15 a.m.	Tour the Willis Tower Skydeck and Chicago History and Architecture Display
11:15 - 11:45 a.m.	Eat sack lunch brought from home on bus on way to Field Museum - (1400 Lakeshore Dr Chicago, IL 60605)
11:45	Arrival and Check in to museum; students tour museum
4:00 p.m.	Return to bus to go to supper at Belvidere Oasis
6:00 p.m.	Arrive at Belvidere Oasis
7:00 - 7:30 p.m.	Leave for New Glarus
9:00 p.m.	Arrive back in New Glarus

TEACHER CONTRACTS TO BE ISSUED MAY 2022

NAME	TEACHING ASSIGNMENT	BUILDING	% CONTRACT OF 190 DAYS	
MICHELLE	ARNETT	ELEMENTARY TEACHER	GS	100%
MISSY	ARNETT	ELEMENTARY TEACHER	GS	100%
CRISTI	BAKER	ELEMENTARY TEACHER	GS	100%
JAMIE	BRECKLIN	ELEMENTARY TEACHER	GS	100%
MEGAN	BUOL	ELEMENTARY TEACHER	GS	100%
ALICIA	DUERST	ELEMENTARY TEACHER	GS	100%
KARI	HEDEMAN	ELEMENTARY TEACHER	GS	100%
MOLLY	HOOKS	ELEMENTARY TEACHER	GS	100%
JOLYNN	LEDERMAN	ELEMENTARY TEACHER	GS	100%
JANNA	LEGRO	ELEMENTARY TEACHER	GS	100%
HEATHER	MACAULAY	ELEMENTARY TEACHER	GS	100%
JOANN	MCGRAW	ELEMENTARY TEACHER	GS	100%
SALLY	NEALIS	ELEMENTARY TEACHER	GS	100%
CORINNE	NESS	ELEMENTARY TEACHER	GS	100%
DIANE	ROSKA	ELEMENTARY TEACHER	GS	100%
ALISA	SCHPEP	ELEMENTARY TEACHER	GS	100%
TRAVIS	SYSKO	ELEMENTARY TEACHER	GS	100%
RITA	VETTERLI	ELEMENTARY TEACHER	GS	100%
BRENDA	WALDHART BRIGHT	ELEMENTARY TEACHER	GS	100%
KAREN	WHITE	ELEMENTARY TEACHER	GS	100%
JOSIE	WIESER	ELEMENTARY TEACHER	GS	100%
** OPEN	GEORGE	ELEMENTARY TEACHER	GS	100%
GARY	BEUTLER	PHYSICAL EDUCATION	GS	100%
SARAH	KRANZ	ART	GS	100%
DIANE	BETTIN	GENERAL MUSIC	GS	100%
SONJA	TIDD	GUIDANCE COUNSELOR	GS	100%
KATELYN	HANSEN	MEDIA SPECIALIST/LIBRARIAN	GS	100%
THERESA	PRITCHET	INTERVENTION/READING	GS / MS	100%
MAUREEN	PRIEWE	OCCUPATIONAL THERAPIST	GS / MS / HS	60%
KRISTOPER	ENDICOTT	ENGLISH LANG ARTS	MS	100%
MATTHEW	TURNER	ENGLISH LANG ARTS	MS	100%
ANDREW	WESTBY	ENGLISH LANG ARTS	MS	100%
AMY	BURDETTE	MATH	MS	100%
BAILY	HUBBARD	MATH	MS	100%
KYLIE	INABNIT	MATH	MS	100%
ROSS	EDDY	SCIENCE	MS	100%
ERIN	KOVACH	SCIENCE	MS	100%
MATTHEW	NELSON	SCIENCE	MS	100%
CHRISTINA	CRANZ	SOCIAL STUDIES	MS	100%
AMY	LEGLER	SOCIAL STUDIES	MS	100%
MARK	WOELFEL	SOCIAL STUDIES	MS	100%
CARA	FITZGERALD	ENGLISH	HS	100%
REBECCA	KUHL	ENGLISH	HS	100%
PATRICK	PORWOLL	ENGLISH	HS	100%
CHARLES	ANDERSON	MATH	HS	100%
SADIE	DRISCOLL	MATH	HS	100%
KAREN	WENGER	MATH	HS	100%
PETER	BERTLING	SCIENCE	HS / MS	100%
RYCHIA	BOSMAN	SCIENCE	HS	100%
** OPEN	GILBERTSON	SCIENCE	HS	100%
LEXA	SPETH	SOCIAL STUDIES	HS / MS	100%
KYLE	TAYLOR	SOCIAL STUDIES	HS	100%
JERALD	TORDOFF	SOCIAL STUDIES	HS	100%
JONATHAN	GOODNESS	PHYSICAL EDUCATION/HEALTH	HS	100%
HANNA	KEARNS	AGRICULTURE	HS / MS	100%
ALISON	WINTERS HANSON	ART	HS / MS	100%
AMY	DOEFER	BAND	HS / MS	100%
ANDY	SCHULZ	BAND	HS / MS	100%
RENEE	SETTERSTROM	CHOIR	HS / MS	100%
JULIE	ANDERSON	FAMILY & CONSUMER ED	HS / MS	100%
TAMARA	HAIGHT	BUSINESS ED	HS / MS	100%
EMILY	ZULEGER	GERMAN	HS / MS	100%
STEPHANIE	WAY	GUIDANCE COUNSELOR	HS / MS	100%
LAURIE	PLOURDE	GUIDANCE COUNSELOR-YOUTH APPR	HS	20%
KATHERINE	MCBRIDE	MEDIA SPECIALIST/LIBRARIAN	HS / MS	100%
MITCHELL	CERNEK	PHYSICAL ED / ATH DIR	HS / MS	100%
JACOB	MIHM	PLTW/TECH ED	HS / MS	100%
MATT	BELKNAP	SPANISH	HS / MS	100%
TRACY	BRISTOW	EARLY CHILDHOOD TEACHER	SE	100%
JANE	O'BRIEN	PSYCHOLOGIST	SE	100%
HEATHER	CASSIDY	SPECIAL ED	SE	100%
CHRISTINE	DOLITY	SPECIAL ED (CC) TEACHER	SE	100%
MELISSA	HOLLAND	SPECIAL ED (ED/LD) TEACHER	SE	100%
EMILY	TRYBA	SPECIAL ED / ELEM TEACHER	SE	100%
SAM	WEINBRENNER	SPECIAL ED (ED/LD) TEACHER	SE	100%
STEPHANIE	ZWEIFEL	SPECIAL ED (ED/LD) TEACHER	SE	100%
ANGIE	O'BEL	SPEECH & LANGUAGE TEACHER	SE	80%
JAMIE	SCHETTTLER	SPEECH & LANGUAGE TEACHER	SE	100%
DANIELLE	BENTLEY	SPEECH & LANGUAGE TEACHER	SE	100%
JILL	SCHEIBEL	INSTR. COACH / CURRICULUM	DISTRICT	100%
				7860%

SUPPORT STAFF**LETTER OF APPOINTMENTS TO BE ISSUED JUNE 1, 2022**

Employee	Position	Term of Empl	Hrs/ week
BUESSER, BETH	SECRETARY	YEAR ROUND	40.00
MALONEY, CASSANDRA	SECRETARY	YEAR ROUND	40.00
MARTINSON, ALETA	SECRETARY	YEAR ROUND	40.00
REAR, ANGIE	SECRETARY	YEAR ROUND	40.00
MITCHELL, LAURA	SECRETARY	YEAR ROUND	40.00
ANDERSON, KRIS	ADM ASST	YEAR ROUND	40.00
TONYA AUSTIN	DATA INFO SPEC / SECR	YEAR ROUND	40.00
TRUTTMAN, SHELLY	AIDE - 4 YR KINDER	SCHOOL YEAR	32.50
KENDRICK, DUNNELL	AIDE - 4 YR KINDER	SCHOOL YEAR	32.50
COLLINS, BETH	AIDE - SPECIAL ED	SCHOOL YEAR	36.25
DEARTH, TERI	AIDE - SPECIAL ED	SCHOOL YEAR	38.75
DEEGAN, BECKY	AIDE - SPECIAL ED	SCHOOL YEAR	20.00
MOLENCAMP, SHELLEY	AIDE - SPECIAL ED	SCHOOL YEAR	36.25
NIMTZ, JULIE	AIDE - SPECIAL ED	SCHOOL YEAR	36.25
RAHBERGER, SANDY	AIDE - SPECIAL ED	SCHOOL YEAR	40.00
WAGNER, AMANDA	AIDE - SPECIAL ED	SCHOOL YEAR	25.00
WILDE, JENNIFER	AIDE - SPECIAL ED	SCHOOL YEAR	38.75
*** OPEN SIES	AIDE - SPECIAL ED	SCHOOL YEAR	25.00
KLASSY, ANN	COOK	SCHOOL YEAR	31.25
DARROW, DANA	CUSTODIAL/MAINTENANCE	YEAR ROUND	40.00
CLARKE, LINDA	CUSTODIAL	YEAR ROUND	40.00
FAIRBANKS, DAVID	CUSTODIAL	YEAR ROUND	40.00
THOMAN, BRET	CUSTODIAL	YEAR ROUND	40.00
** OPEN KEISER	CUSTODIAL	YEAR ROUND	40.00
HOVLAND, MOLLY	CUSTODIAL	SCHOOL YEAR	25.00
** OPEN HENNING	CUSTODIAL	SCHOOL YEAR	17.50
STOCKER, BRYAN	GROUND S KEEPER	SEASONAL	25.00
BERGEMANN, RENEE	BUS ROUTE / CUSTODIAL	SCHOOL YEAR	40.00
DUERST, TODD	BUS ROUTE	SCHOOL YEAR	16.25
LIENHARDT, AL	BUS ROUTE	SCHOOL YEAR	23.75
HEIMANN, RICHARD	BUS ROUTE	SCHOOL YEAR	16.25
STUESSY, SAM	BUS ROUTE	SCHOOL YEAR	16.25

**OTHER SALARY / HOURLY STAFF
LETTER OF APPOINTMENTS TO BE ISSUED JUNE 1, 2022**

NAME	POSITION	TERM OF EMPLOYMENT
MCGOWAN, LARRY	BUILDINGS AND GROUNDS COORD	100% YEAR ROUND
MALAISE, DONALD	NETWORK COORDINATOR	100% YEAR ROUND
LEHNHERR, ANDY	HELP DESK COORDINATOR	100% YEAR ROUND
INGWELL ZIMMERMAN, KAYLA	NURSE	181 DAYS/8 HOURS PER DAY
REES, CRAIG	SIGN LANGUAGE INTERPRETER	181 DAYS/7.5 HOURS PER DAY
CERNEK, MITCHELL	ATHLETIC DIRECTOR	STIPEND

MONROE HIGH SCHOOL and MEMBER DISTRICTS
Boy's Hockey Agreement

This agreement is entered into between the School District of Monroe ("Monroe"), the Pecatonica Area School District, ("Pecatonica"), the New Glarus School District ("New Glarus"), the Dakota Community School District ("Dakota"), the Lena-Winslow School District #202 ("Le-Win"), the Orangeville Community Unit School District #203 ("Orangeville"), the Durand Community Unit School District #322 ("Durand"), and the Warren Community Unit School District #205 ("Warren") for the creation of a Wisconsin Interscholastic Athletic Association ("WIAA") Boys Hockey Coop team.

Duration of this agreement is the 2021-2022 and 2022-2023 school years.

This Agreement for Intergovernmental Cooperation ("Agreement") is entered into between the School District of Monroe ("Monroe"), the Pecatonica Area School District, ("Pecatonica"), the New Glarus School District ("New Glarus"), the Dakota Community School District ("Dakota"), Lena-Winslow School District #202 ("Le-Win"), the Orangeville Community Unit School District #203 ("Orangeville"), the Durand Community Unit School District #322 ("Durand"), and the Warren Community Unit School District #205 ("Warren") collectively "the participating school districts" or "the parties", all of which are public school districts in the State of Wisconsin and/or State of Illinois.

WHEREAS, pursuant to Wis. Stat. 66.0301 and Wis. Admin. Code PI 14.02, public school districts are authorized to enter into such an agreement for intergovernmental cooperation in connection with the receipt and furnishing of services; and

WHEREAS, the Wisconsin Interscholastic Athletics Association ("WIAA") has approved the establishment of a cooperative boys' hockey program ("Program") with the participating school districts;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree to establish the Program as follows:

1. Fiscal Agent. Monroe will be the operator and fiscal agent of the Program. All receipts and expenditures will be recorded in Monroe's records. As fiscal agent, Monroe shall:
 - A. Establish and maintain records in accordance with the uniform financial accounting system prescribed by the Wisconsin Department of Public Instruction (DPI) under Wis. Stat. 115.28(13).
 - B. File all required financial reports with the DPI; and
 - C. Upon request of the DPI, file a copy of this Agreement and any plan of operation with the DPI.

2. Administration. Monroe shall be responsible for the administration of the Program. The necessary staff for the Program shall be contracted by Monroe, and Monroe shall be responsible for determining each employee's annual salary and benefits. Any individual employed for the Program, following appropriate criminal background checks and compliance verifications, shall be an employee of Monroe. As the employer, Monroe will address all personnel issues arising from the

MONROE HIGH SCHOOL and MEMBER DISTRICTS
Boy's Hockey Agreement

Program. When evaluating job applicants and employees for the Program, Monroe may consult with the participating school districts; however, ultimate hiring, firing, discipline and other personnel decisions shall be made solely by Monroe, and Monroe shall hold the participating school districts harmless for those decisions that it makes in its sole discretion.

3. Participants. High school students from Monroe, and the participating school districts will be eligible to participate in the Program. The Program shall allow every eligible student who “tries out” for the team **by Friday, November 11, 2022 for the 2022-2023 season and by Friday, November 10, 2023 for the 2023-2024 season** to participate in the Program. The co-op is an option for all eligible student-athletes, but non-exclusive.
4. Transportation. Transportation to and from all home and away events will be the responsibility of the parents if not already provided by the individual school districts for their individual students. Transportation waivers must be on file at each individual school, as well as with Monroe, if parents elect to transport their own student-athlete(s) or allow them to drive themselves.
5. Budget. The budget for the Program shall be approved by the School Board of Monroe and shall include, but not necessarily be limited to, all of the applicable direct instructional costs, applicable support service, facility and some equipment costs. Monroe will add indirect costs adjusted annually by DPI to the total budget.
6. Revenue. Monroe will provide workers for all home games hosted in Monroe. Expenses for workers will be included in the total Program costs. All gate receipts (revenue) shall be deposited by the host school. This revenue will be deducted from the total Program cost.
7. Cost. The net costs of the Program shall be shared pro rata based on the number of students participating in the Program. **For purposes of the proration of costs for the 2022-2023 school year, Friday, November 11, 2022 will be used. For the 2023-2024 school year, Friday, November 10, 2023 will be used.** Monroe will invoice the participating school districts for the costs for their students by March 31, 2023 and March 31, 2024 with payment terms to be paid in full by April 30th of that year . In turn, each participating school district may invoice each participant's family.
8. Term and Termination. This Agreement shall take effect on the day following its adoption by all of the school boards of the participating school districts. This Agreement shall continue through June 30, 2024. Upon termination of this Agreement, the school districts will continue to pay their shares of the costs associated with the Program until all costs have been paid under this Agreement.
9. State Aid. For purposes of any state aid, pupil participation in the Program shall be counted by each participating pupil's school district of residence.

**MONROE High School and member Districts
Boy's Hockey Agreement**

10. Insurance Coverage. The participating school districts (Monroe, WI, New Glarus, WI, Pecatonica, WI, Orangeville, IL, Warren, IL, Dakota, IL, Lena, IL, and Durand, IL) shall maintain appropriate insurance coverage for their participation and for the students participating in the Program, consistent with the coverage maintained by the respective district when they have operated other athletic teams. In this regard, the participating school districts shall verify, in writing, and/or bind appropriate.
11. Breach. If any of the participating school districts breach any of the obligations set forth in this Agreement, the other school districts shall have the right to pursue all remedies available at law or in equity. Any failure to enforce a default or breach of this Agreement shall not be, nor be construed to be, a waiver of that default or obligation, nor shall it act as a modification of this Agreement.
12. Compliance. This Agreement is intended to comply with Wis. Admin. Code PI 14.02.
13. Notices. Any notice required or permitted pursuant to this Agreement shall be deemed given when delivered personally, sent by certified mail, sent by electronic means, postage prepared, return receipt requested, or delivered by a commercial overnight courier services, addressed to the parties as follows:

New Glarus School District Attn: Superintendent 1701 2nd St. New Glarus, WI 53574	Pecatonica Area School District Attn: Superintendent 704 Cross St. Blanchardville, WI 53516		
Orangeville CUSD 203 Attn: Superintendent 201 Orange St. Orangeville, IL 61060	Warren CUSD 205 Attn: Superintendent 311 S. Water St. Warren, IL 61087	Dakota CUSD 201 Attn: Superintendent 400 Campus Dr. Dakota, IL 61018	Lena-Winslow School District 202 Attn: Superintendent 401 Fremont St. Lena, IL 61048
	Durand CUSD 322 Attn: Superintendent 200 West South St. Durand, IL 61024		

**MONROE High School and Member Districts
Boy's Hockey Agreement**

- 14. Entire Agreement. The full agreement of the participating school districts is expressed herein and no verbal or written understandings or agreements shall alter, change or modify the terms of the Agreement unless in writing and signed by all parties as an amendment to this Agreement.
- 15. Dissolution or Modification of Agreement. This Agreement may be dissolved or modified at any time prior to the termination of this Agreement with the written consent of all the school boards for the participating school districts.
- 16. Severability. If any of the terms of this Agreement are determined by a court of competent jurisdiction to be invalid or inoperative, all remaining terms shall remain in full force and effect.
- 17. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.
- 18. No Third Party Beneficiaries. This Agreement is entered into solely for the benefit of the parties, and no benefits or rights are intended or created by this Agreement for the benefit of any third party, other than to the extent discussed herein.
- 19. Authorizations.

SCHOOL DISTRICT OF MONROE

MONROE enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by _____ by _____
School Board President / Date School Board Clerk / Date

SCHOOL DISTRICT OF NEW GLARUS

NEW GLARUS enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by William J. Quirk 4/4/22 by Larry Stuessy 4/4/22
School Board President / Date School Board Clerk / Date

PECATONICA AREA SCHOOL DISTRICT

PECATONICA enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by _____ by _____
School Board President / Date School Board Clerk / Date

**MONROE High School and Member Districts
Boy's Hockey Agreement**

ORANGEVILLE CUSD #203

ORANGEVILLE enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by _____ by _____
School Board President / Date School Board Clerk / Date

WARREN CUSD #205

WARREN enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by _____ by _____
School Board President / Date School Board Clerk / Date

DAKOTA CUSD #201

DAKOTA enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by _____ by _____
School Board President / Date School Board Clerk / Date

LENA-WINSLOW SCHOOL DISTRICT #202

LE-WIN enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by _____ by _____
School Board President / Date School Board Clerk / Date

DURAND CUSD #322

ARGYLE enters into this Agreement by authority of action by its Board of Education on the ____ day of _____, _____.

by _____ by _____
School Board President / Date School Board Clerk / Date

Wisconsin Interscholastic Athletic Association

5516 Vern Holmes Drive

Stevens Point, WI 54482-8833

Phone (715) 344-8580 Fax (715)344-4241

APPLICATION - NEW 2022-23 COOPERATIVE TEAM SPONSORSHIP

Section 11 of Article VI - The Board of Control has authority to approve cooperative team sponsorship (one team in a given sport involving two or more member schools) under the following conditions:

1. The schools involved must be in the same geographical area.
2. The agreement for a cooperative team must specify two school years, but that agreement may be terminated by the Board of Control for documented extenuating circumstances.
3. Applications for initial or renewal approval of a cooperative team, must include a completed and signed cooperative team request form, reflecting:
 - a. Approval of involved schools.
 - b. Approval of involved board(s) of education or governing bodies.
 - c. Approval of conference in which the cooperative team will participate.
 - d. The program will adhere to a 'no-cut' policy.

Note: Board of Control and conference approval is not required for non-varsity cooperative teams.

4. Total enrollment of schools involved in a cooperative team will determine classification of competition in WIAA tournament series.
5. To "Opt Up" a division for WIAA tournament series, schools must submit an Application for A Higher Divisional Placement in the WIAA Tournament Series.
<https://www.wiaawi.org/Portals/0/PDF/Forms/Opt%20Up%20One%20Division%20Application.pdf>
6. Requests for approval and to add a cooperative team into WIAA tournament competition must be received in the WIAA office by the following deadline dates to be included in the subsequent year's tournament program:

Fall Sports - February 1, 2022

Winter Sports - April 1, 2022

Spring Sports - June 1, 2022

1. We are applying for a new cooperative agreement in **BOYS HOCKEY** for the school years of 2022-2023 & 2023-2024.
2. Contact School (WIAA contact, where materials will be sent, etc.) **MONROE HIGH SCHOOL**

Schools Involved in Co-op:

Monroe	New Glarus	Pecatonica, WI
Orangeville, IL	Warren, IL	Dakota, IL
Lena-Winslow, IL	Durand, IL	

Wisconsin Interscholastic Athletic Association

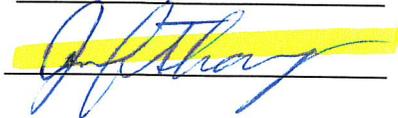
5516 Vern Holmes Drive

Stevens Point, WI 54482-8833

Phone (715) 344-8580 Fax (715)344-4241

Attachment A

3. By our signatures, we agree we have, as a school administration and school board, reviewed and discussed the items indicated on this form. We further confirm that our school district will provide the same level of institutional oversight to this program as to other sports sponsored by our district. In addition, we acknowledge that any monetary funds provided to us by outside sources will be handled according to district policies. Parent support groups, etc., shall not be involved in paying program expenses.

List Schools in Co-op	Signature of Board of Education or Governing Body	Signature of District Administrator
<u>MONROE</u>		
<u>NEW GLARUS</u>		
<u>PECATONICA</u>		
<u>LENA, IL</u>		
<u>WARREN, IL</u>		
<u>ORANGEVILLE, IL</u>		
<u>DAKOTA, IL</u>		
<u>DURAND, IL</u>		

Name of Conference	Signature of Authorized Person or Governing Body President	Conference Position
<u>BADGER</u>		

Wisconsin Interscholastic Athletic Association

5516 Vern Holmes Drive

Stevens Point, WI 54482-8833

Phone (715) 344-8580 Fax (715)344-4241

Attachment B

4. Our request for cooperative sponsorship is based on the following reasons:

To create an opportunity for students in the Monroe area and Northern IL to participate in high school hockey.

5. The number of students participating at each school involved in this sport has been projected as follows:

SCHOOLS IN CO-OP	2-YEARS AGO 2019-20	LAST YEAR 2020-21	THIS YEAR 2021-22	NEXT YEAR 2022-23
<u>MONROE</u>	<u>11</u>	<u>15</u>	<u>15</u>	<u>20</u>
<u>NEW GLARUS</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>5</u>
<u>PECATONICA</u>	<u>NA</u>	<u>2</u>	<u>2</u>	<u>2</u>
<u>LENA, IL</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>
<u>WARREN, IL</u>	<u>3</u>	<u>5</u>	<u>4</u>	<u>3</u>
<u>ORANGEVILLE, IL</u>	<u>3</u>	<u>3</u>	<u>1</u>	<u>1</u>
<u>DAKOTA, IL</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
<u>DURAND, IL</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>1</u>

Wisconsin Interscholastic Athletic Association

5516 Vern Holmes Drive

Stevens Point, WI 54482-8833

Phone (715) 344-8580 Fax (715)344-4241

Attachment C

6. We have reviewed and considered the following: (indicate yes or no)

SCHOOL New Glarus

- Yes Development of lead-up programs
- Yes Attempt to create interest in our own program
- Yes Attempt to solve existing problems on our own program
- Yes We have agreed to application of academic code in co-op
- Yes We have agreed to application of athletic code in co-op
- Yes Realization that incoming athletes may displace some of our school's youngsters from starting positions
- Yes Liability insurance coverage
- Yes Coach salaries
- Yes Contest expenses
- Yes Uniform expenses
- Yes Transportation expenses
- Yes Emergency medical treatment

Wisconsin Interscholastic Athletic Association

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Stevens Point, WI 54482-8833

Phone (715) 344-8580 Fax (715)344-4241

7. The school districts involved in this cooperative program are sharing costs as follows:

Fees will be paid pro rata by each school based on how many students participate per school._____

Date Submitted to WIAA _____

OFFICIAL ACTION OF WIAA BOARD OF CONTROL

The above request for cooperative team sponsorship is hereby granted, and must continue, for the school years indicated above. Application must be made again in the event any or all schools are interested in continuing the agreement beyond the school year(s) indicated.

Stephanie L Hauser, WIAA Executive Director

3/19/2022

Dear New Glarus School District Administration and School Board,

I am writing to inform you of my resignation from my teaching position, effective June 3rd, 2022. Starting June 6th, I have accepted a position outside of K-12 education. While I know that leaving a few days before the end of the school year will present some challenges, I intend to have all end of course work done prior to leaving the district and plan on working as closely as needed with Dr. Eichelkraut and my colleagues to make the end of the year as well as the transition to a new science educator next year as smooth for our students as possible. I apologize for any issues this causes; the onboarding process for my new position does not allow for flexibility in start date.

Throughout the time that I have taught at NGHS, I have always held the mission of the district in the highest regard. Providing high-quality educational opportunities in a small, rural school district has always hit close to home for me, and I have a great deal of respect for the seriousness with which our students' success has been taken by the administration, other staff members, the community, and the school board. This is a decision that I do not take lightly and one that I have carefully considered for some time due to a number of factors related to both my personal and professional life. I would be happy to provide more information regarding reasons for this decision if anyone would like to discuss in greater detail, but have omitted them from this letter for the sake of brevity. Please do not hesitate to reach out to me if you would like to discuss further.

In closing, I consider myself incredibly fortunate to have had the chance to teach such fantastic young people during my time at New Glarus and want to thank you for the opportunity. I certainly wish the district only the best moving forward.

Sincerely,



Leif Gilbertson

3/11/2022

To New Glarus Elementary and Larry McGowan,

This letter is to inform you of my decision to step down as 2nd Shift Elementary Custodian. My last day will be two weeks from this notice; Friday 3/25/2022. I'd like to thank you for the opportunity and the honor of being a part of the school staff and being able to maintain the school with my time here. I apologize that I will not be finishing out the 21-22 school year. My resignation is due to needing to tend to mental and physical health matters as well as relocating to another state. Thank you again, and I wish The District and all the Staff the best of luck.

Madison Keiser

A handwritten signature in black ink, appearing to read "M. Keiser". The signature is written in a cursive style with a large initial "M" and a long, sweeping underline.

From: **Stephanie Zweifel** <stephanie.zweifel@ngsd.k12.wi.us>
Date: Mon, Mar 14, 2022 at 7:50 AM
Subject: Official Resignation
To: Kayla Zimmerman <kayla.zimmerman@ngsd.k12.wi.us>, Mitchell Cernek <mitchell.cernek@ngsd.k12.wi.us>

Dear Kayla and Mitch,

I am officially resigning from coaching freshman volleyball. I love Kayla and the girls's to death and I enjoy watching and encouraging each and every one of them, but the time commitment is just too much. I apologize to Kayla because I truly believe she is not only an AMAZING COACH, but an INCREDIBLE ROLE MODEL for the girls. I hope I will be able to resume my vb clock role, I truly do enjoy watching them play!!!

Thank you

--

Stephanie A. Zweifel

**New Position Board Approval
04/11/2022**

Name: Cassidy Colby
Position: High School Science / Chemistry Teacher
Percentage of employment: 100%
Term of employment: 2022-23 school year
Placement on Salary Grid: MA, Level 8

**New Hire Board Approval
04/11/2022**

Name:	Kylie Inabnit
Position:	Middle School Track Coach
Percentage of employment:	varies
Term of employment:	2022 Spring Season
Pay rate:	\$900

**New Hire Board Approval
04/11/2022**

Name: Aleta Martinson
Position: Middle School Track Coach
Percentage of employment: varies
Term of employment: 2022 Spring Season
Pay rate: \$900

VII. **DISCUSSION ITEMS**

- A. Referendum Project Updates
- B. Covid Updates
- C. Annual Campaign Finance Form

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+++ EXEMPTION FROM FILING CAMPAIGN FINANCE REPORTS §11.0104 Wis. Stats. +++

This registrant is eligible for exemption. This registrant will not accept contributions, make disbursements or incur obligations in an aggregate amount of more than \$2,000 in a calendar year. I am aware that per statute §11.0104(2), exempt status is effective only for the calendar year it is granted, and must be renewed each year if the committee wishes to remain exempt from filing reports.

This registrant is no longer eligible to claim exemption.

Signature of Candidate or Treasurer

Date

Committee Name

Calendar Year of Exemption

ETHID# (if necessary)

Exemption From Filing Campaign Finance Reports

All committees must file campaign finance reports, unless they check the box to claim exemption and remain within those limits.

- A committee not collecting or spending more than \$2,000 total in a calendar year.
- Candidate committees and Party Committees must register before collecting or spending any money, but those committees may not have to file reports if they claim exemption.
- PACs and IECs do not have to register until they collect or spend more than \$2,500 in a calendar year. A PAC or IEC that is already registered, but will have limited activity for a calendar year, may claim exemption and would not have to file reports for that year.
- A referendum committee that does not collect or spend more than \$10,000 is not required to register.
- A recall committee that does not collect or spend more than \$2,000 is not required to register. A recall committee does not have to file reports unless it succeeds in forcing a recall election.

If a committee on exempt status exceeds any of the limits listed above:

- The committee must immediately file an amended ETHCF-1 with the appropriate filing officer, revoking the exempt status.
- The committee must report all campaign finance activity back to the beginning of the calendar year.

If a committee filed reports for the previous calendar year, and wishes to go on exempt status for the upcoming year, the committee must file a January Continuing report covering all activity through December 31st. Include an updated ETHCF-1 requesting exempt status for the upcoming year.

Renewing Exemption

Statute §11.0104(2) states that exemption is effective only for the calendar year it is granted. If a committee wishes to renew its exempt status, it must file the ETHCF-14 (Exemption Reverification) or a new ETHCF-1 before the closing of the first reporting period for which it would be required to file a report. Candidates on the ballot that calendar year may claim exemption when they first register, or renew their exemption from the previous calendar year, but a candidate on the ballot that calendar year may not claim exemption before the date of her/his election if he/she has not been on exempt status previously. See statute §11.0104(1) (b).

- D. Future Board Professional Development
- VIII. **FUTURE AGENDA ITEMS**
- IX. **ANNOUNCEMENTS**
- X. **FUTURE SCHOOL BOARD AND COMMITTEE MEETINGS**
 - A. April 25, 2022 - Re-Organizational Meeting - 7:00 p.m.
 - B. April 25, 2022 - Discussion & Regular Board Meeting - 7:15 p.m.
- XI. **ADJOURN**

PURSUANT TO APPLICABLE LAW, NOTICE IS HEREBY GIVEN THAT A QUORUM OR A MAJORITY OF THE NEW GLARUS SCHOOL DISTRICT BOARD MEMBERS MAY ATTEND THIS MEETING. INFORMATION PRESENTED AT THIS MEETING MAY HELP FORM THE RATIONALE BEHIND FUTURE ACTIONS THAT MAY BE TAKEN BY THE NEW GLARUS SCHOOL DISTRICT BOARD.

UPON REQUEST TO THE DISTRICT OFFICE, SUBMITTED TWENTY-FOUR (24) HOURS IN ADVANCE, THE DISTRICT SHALL MAKE REASONABLE ACCOMMODATIONS INCLUDING THE PROVISION OF INFORMATIONAL MATERIAL IN AN ALTERNATIVE FORMAT FOR A DISABLED PERSON TO BE ABLE TO ATTEND THIS MEETING.