

Regular Meeting  
Tuesday, December 8, 2020 6:00 PM Central

Unity School District Library via Zoom  
1908 150th St.  
Balsam Lake, WI 54810

1. **6:00 PM** Call to Order/Notice of Meeting/Roll Call
2. Approval of the Agenda
3. Citizens' Requests to Speak/Address the Board (Max. of 3 min. Items must be germane to the agenda. Because this is a virtual meeting via Zoom, no in-person comments will be permitted. Any written comment must be submitted by email to brobinson@unity.k12.wi.us by NOON on Tuesday, December 8, 2020. Such comments will be provided to the Board of Education for consideration and review.)
4. Board of Education Member Update
5. **Information**
  - a. Standing Committee Reports
  - b. District Administrator's Report
6. **Consent Agenda**
  - a. Approval of Minutes, November 10, 2020
  - b. Approval of Elementary/Middle School/High School Activity Accounts
  - c. Approval of Vouchers
  - d. Financial Report
    - 1) District Financial Audit July 1, 2019 - June 30, 2020, CliftonLarsonAllen
  - e. Personnel
    - 1) Consideration and Approval of Various Hires and Resignations, including but not limited to:
      - a. Wade Brabant - 6th Grade Teacher
7. **Action Agenda**
  - a. WASB Convention Discussion and Proposed WASB Resolutions
  - b. Discussion and Action on In-Person and Remote Learning Model Transitions and Decisions
  - c. Consideration of the Suspension of the 2021 Graduation Community Service Requirements, Administrative Rule 345.64
  - d. Consideration and Approval of the following Board Policies and Administrative Rules, Including but not Limited to: 852, 860
8. Adjourn

# District Administrator's Report


December 2020

## Determining Learning Model Transitions

Unity has been making every effort to provide and return to the in-person learning model. We want our students in school, with their peers, and our educators. During the COVID pandemic, our highest priority is to keep students and staff safe and healthy. The alarming increase in the number COVID-19 cases in our school community required us to adjust our approach. We have developed and implemented the Unity Learning Model Transition Matrix to provide a framework for decision-making regarding the implementation of the different learning models. This matrix will be reviewed weekly to determine the learning model for the following week. This timeframe is to help parents with childcare decisions for longer periods of time and reduce the difficulties for students moving too frequently between learning models.

### Unity Learning Model Transition Matrix

Version 2.0



**Number of New Positive Cases of COVID-19 in Polk County (Last 14 Days)**

	0-25	26-150	151-250	251-350	351-450	More than 450
<b>Number of New Positive Cases of COVID-19 in Unity Staff and Students (Last 14 Days)</b>	4K-12 In-Person Learning	4K-12 In-Person Learning	4K-12 In-Person Learning	4K-12 In-Person Learning	Hybrid Learning	Hybrid Learning
0-4	4K-12 In-Person Learning	4K-12 In-Person Learning	4K-12 In-Person Learning	4K-12 In-Person Learning	Hybrid Learning	Hybrid Learning
5-8	4K-12 In-Person Learning	4K-12 In-Person Learning	4K-12 In-Person Learning	Hybrid Learning	Hybrid Learning	Hybrid Learning
9-12	4K-12 In-Person Learning	Hybrid Learning	Hybrid Learning	Hybrid Learning	Hybrid Learning	4K-12 Remote Learning
12-16	Hybrid Learning	Hybrid Learning	Hybrid Learning	Hybrid Learning	4K-12 Remote Learning	4K-12 Remote Learning
More than 16	4K-12 Remote Learning	4K-12 Remote Learning	4K-12 Remote Learning	4K-12 Remote Learning	4K-12 Remote Learning	4K-12 Remote Learning

- A weekly parent communication on Wednesday evening will occur for the implementation of the learning model on the following Monday.
- A change to the remote learning model may be conducted as frequently as one-week intervals.
- Learning Models may differ between schools and grade levels.
- Hybrid Learning may occur earlier in the matrix due to specific contact tracing.
- The matrix may be modified due to staff and/or substitute shortages.
- The matrix may be modified due to total attendance.
- Remote learning model may be implemented immediately due to a serious outbreak.
- The status of the LEAP Child Care Center is individually addressed.
- The source of the Polk County COVID data is the COVID-19 Case Dashboard at [www.co.polk.wi.us](http://www.co.polk.wi.us). It is the case activity positive number in the upper right hand tab, "Positivity Rate - Past 14 Day Range."
- If Polk County has "Critically High" COVID case activity, as reported by the WI DHS, the Matrix may be required to accelerate to the 4K-12 Remote Learning Model.
- The *Virtual Learning Option* will continue as an option for families throughout all learning models.

Current Level as of 12-8-2020

4K-12 In-Person Learning Model

Hybrid Learning: Classroom or Grade Level Specific Learning Model (Combination of In-Person or Remote) Due to Quarantines and Staffing Levels

4K-12 Remote Learning Model

Updated 12-8-2020

## Remote Learning Parent Survey

Parents will receive a link in an email to a Remote Learning Parent Survey. This survey is designed to provide an opportunity for parents to share feedback regarding their experiences with various aspects of the Remote Learning Model. Unity is committed to providing a quality learning experience, whether in-person or remote. Each parent is encouraged to complete a survey for each of their children in the District.

# District Administrator's Report

December 2020

# Unity School District

## Food Service During Remote Learning Model

Unity School District meal pick up is available through our Food Service Department when a school is in the remote learning model. Unity is offering lunch and breakfast to families who do not have students attending school in person. Meals are FREE to all kids 18 and under. Menu items are either shelf stable or need to be refrigerated/frozen. There will be cooking instructions included with pick up.

Parents/Guardians are asked to complete an order form for meal requests (one for each child). The cut off time for ordering will be 9:00 AM on Fridays for the following week meal pick up. Meal pick up will be at one of the following two locations. (Please choose the most convenient option for you). Meal pick up options will be Tuesday afternoon between noon and 1:00 PM at the High School entrance, Wednesday morning between 7:30-8:00 AM at the High School entrance or Thursday at the Round Lake Community Center from 10:30-11:00 AM. An entire week of meals (5 breakfasts and 5 lunches) will be included in the meal pack.

The sign-up link for meals is on the Unity Food & Nutrition Page:

<https://www.unity.k12.wi.us/o/unity-school-district/page/school-nutrition--97>

## Community Education Changes

Until Further Notice

### UNITY FITNESS CENTER

1. Patrons are required to register online to schedule their appointment prior to arrival.
2. No walk-ins are allowed, to ensure there is adequate space.
3. The center's capacity continues to be limited due reduce group sizes and contact tracing.
4. The center's days and hours of operation will be reduced to ensure time for deep cleaning and the reduction of potential exposure to employees and patrons.
5. Face coverings are to be worn at all times in the center.
6. The revised Fitness Center schedule is:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3:00-6:00PM	6:00-7:30AM	CLOSED	6:00-7:30AM	CLOSED	6:00-7:30AM	CLOSED
	6:00-9:00PM		6:00-9:00PM		6:00-9:00PM	

### UNITY AQUATICS CENTER

1. Patrons are required to register online to schedule their appointment prior to arrival.
2. No walk-ins are allowed, to ensure there is adequate space.
3. The center's capacity continues to be limited due reduce group sizes and contact tracing.
4. The center's days and hours of operation will be reduced to ensure time for deep cleaning and the reduction of potential exposure to employees and patrons.
5. Face coverings are to be worn at all times in the center, except when swimming.
6. The revised Aquatics Center schedule is:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3:00-6:00PM	5:30-7:00AM Adult Lap	CLOSED	5:30-7:00AM Adult Lap	CLOSED	5:30-7:00AM Adult Lap	CLOSED
	5:45-7:45PM		5:45-7:45PM		5:45-7:45PM	

### COMMUNITY EDUCATION CLASSES AND EVENTS

1. Community education classes and events scheduled at school are suspended during the remote learning model. Every effort is being made to reduce exposures in the building and move toward the District's primary goal, in-person learning for students.
2. Community education classes may be offered virtually for the community during this time.
3. The scheduling and booking of the facilities by community groups is suspended at this time.
4. Public health agencies may use the facility, if approved by the District Administrator, to offer resources to the community.

# District Administrator's Report

December 2020

# Unity School District

## Upcoming Meetings and Events

DATE	MEETING	PLACE	TIME
Tuesday, December 8	Board of Education Meeting	ZOOM	6:00 PM
Wednesday, December 9	Administrative Team Meeting		
Friday, December 11	Remote Learning Workday - NO SCHOOL	District	
Friday, December 11	CESA 11 Superintendent Meeting	ZOOM	9:00 AM
Friday, December 11	DPI and WASDA COVID Update Meeting	ZOOM	10:00 AM
Tuesday, December 15	Lakeland Conference Superintendent Meeting	ZOOM	9:00 AM
December 23	Remote Learning Day	District	
December 24 - January 3	Winter Break - NO SCHOOL	District	
Monday, January 4	School Resumes	District	
Tuesday, January 12	Board of Education Meeting	ZOOM	6:00 PM
January 20-22	WASB Education Convention	Virtual	



"Expect Great Things"

### Unity School District Goals

*(Approved by the Unity Board of Education, April, 2019)*

- Nurture and promote a positive culture of respect, leadership, and character for all.
- Encourage career readiness through school and community partnerships.
- Promote and provide flexible accelerated, personalized learning opportunities for students.
- Encourage healthy students, staff, and community while continuing to address mental health needs through various programs and partnerships.

## UNITY SCHOOL DISTRICT

**ACTIVITY ACCOUNT SUMMARY AS OF November 30, 2020**

HIGH SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
600416-General Account	\$3,012.19	\$8.23	\$2,700.00	\$320.42
600417-Basketball - Boys	1,751.39	0.00	0.00	1,751.39
600418-Baseball - HS	2,946.55	0.00	0.00	2,946.55
600425-FFA	4,244.46	0.00	0.00	4,244.46
600426-Grad Party	2,224.99	0.00	0.00	2,224.99
600427-Athletics	1,385.73	0.00	0.00	1,385.73
600428-Football	509.12	0.00	0.00	509.12
600429-Migizi Club	516.97	0.00	0.00	516.97
600430-Music Club	12,539.96	0.00	0.00	12,539.96
600431-Natnl Honor Society	908.00	0.00	0.00	908.00
600432-Skills USA	1,760.79	0.00	0.00	1,760.79
600434-Student Council	3,529.87	0.00	0.00	3,529.87
600435-Theatre Arts	1,163.90	0.00	0.00	1,163.90
600436-Library	1,846.48	0.00	0.00	1,846.48
600437-Volleyball	936.33	0.00	0.00	936.33
600438-Basketball - Girls	281.98	0.00	0.00	281.98
600442-FBLA	3,319.27	38.86	0.00	3,358.13
600445-Class of 2020-2023	3,777.79	0.00	0.00	3,777.79
600446-Softball	548.21	0.00	0.00	548.21
600447-Soccer Club	0.00	0.00	0.00	0.00
<b>TOTALS</b>	<b>\$47,203.98</b>	<b>\$47.09</b>	<b>\$2,700.00</b>	<b>\$44,551.07</b>
MIDDLE SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
General	\$1,378.80	\$3.09		\$1,381.89
Pop	1,346.37			1,346.37
Student Council	1,137.11			1,137.11
Nature Trail	3,717.48			3,717.48
Drama	747.76			747.76
Sopko	569.24			569.24
Target	511.13			511.13
PE Program	623.50			623.50
Athletics	537.52			537.52
Girls Traveling Bball	7,171.58			7,171.58
Wrestling	470.40			470.40
<b>TOTALS</b>	<b>\$18,210.89</b>	<b>\$3.09</b>	<b>\$0.00</b>	<b>\$18,213.98</b>
ELEMENTARY SCHOOL				



Board Check List  
November 2020

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
143939	ALLEVA, WILLIAM	11/2/2020	\$65.00
143940	ANDERSON, DAVID	11/2/2020	\$65.00
143941	BIELMEIER, MIKE	11/2/2020	\$65.00
143942	MORRIS, MIKE	11/2/2020	\$65.00
143943	ALLEVA, WILLIAM	11/3/2020	\$120.00
143944	MORRIS, MIKE	11/3/2020	\$120.00
143945	A-1 ROOTER SERVICE	11/4/2020	\$260.00
143946	APPLE INC	11/4/2020	\$3,895.00
143947	BARTINGALE MECHANICAL	11/4/2020	\$866.99
143948	CESA #11	11/4/2020	\$16,134.00
143949	CONLAN, MAGGIE	11/4/2020	\$1,000.00
143950	CONNECTING POINT COMPUTERS	11/4/2020	\$159.00
143951	DELTA DENTAL	11/4/2020	\$9,219.30
143952	GRAINGER, INC	11/4/2020	\$82.08
143953	HOMEPRO VACUUM CENTER	11/4/2020	\$79.02
143954	HORIZON COMMERCIAL POOL SUPPLY	11/4/2020	\$1,416.72
143955	KOBUSSEN BUSES LTD	11/4/2020	\$106,301.88
143956	MEDICA	11/4/2020	\$1,155.00
143957	NASCO	11/4/2020	\$234.52
143958	NASSP	11/4/2020	\$95.00
143959	PAULSEN, NICK	11/4/2020	\$375.00
143960	READ NATURALLY	11/4/2020	\$690.00
143961	RMM SOLUTIONS	11/4/2020	\$603.71
143962	SD OF AMERY	11/4/2020	\$51.00
143963	SHELBURNE ADVERTISING INC	11/4/2020	\$448.37
143964	SCHOOL DISTRICT OF SOMERSET	11/4/2020	\$306.00
143965	STRATIS INDUSTRIES	11/4/2020	\$592.92
143966	STUDIES WEEKLY	11/4/2020	\$437.25
143967	TL ENTERPRISE	11/4/2020	\$28.00
143968	UNITY CUSTOM SERVICES	11/4/2020	\$210.00
143969	UNITY HIGH SCHOOL ACTIVITY	11/4/2020	\$37.00
143970	VOS BENKOWSKI, CALEB	11/4/2020	\$250.00
143971	WETTERAU, AMBER	11/4/2020	\$1,250.00
143972	WITC RICE LAKE	11/4/2020	\$2,500.00
143973	WPS	11/4/2020	\$158.40
143974	WRAP 1 SIGNS & GRAPHICS	11/4/2020	\$3,801.00
143980	BEAUDRY, JOE	11/6/2020	\$95.00
143981	JOHNSON, JEFF	11/6/2020	\$95.00
143982	JOHNSON, WARREN	11/6/2020	\$95.00
143983	MAGEE, TIM	11/6/2020	\$95.00
143984	PLUMER, PAT	11/6/2020	\$95.00
143986	ELECTRONIC FEDERAL TAX PAYMENT	11/5/2020	\$66,712.49
143987	WEA TAX SHELTERED ANNUITY TRUST	11/5/2020	\$4,008.41

143988 WISCONSIN DEPARTMENT OF REV	11/5/2020	\$13,034.70
143989 UNITY FOOD SERVICE	11/9/2020	\$187.50
143990 OTTO, JANET	11/10/2020	\$50.00
143991 TRANSAMERICA LIFE INSURANCE	11/19/2020	\$19.66
143993 CHASE CARD SERVICES	11/20/2020	\$5,534.07
143994 HUEBSCH SERVICES	11/13/2020	\$2,833.58
143995 WE ENERGIES	11/13/2020	\$4,622.94
143996 NORTHWESTERN WIS ELECTRIC CO	11/13/2020	\$19,778.44
143997 SCHOOL DISTRICT OF SPRING VALLEY	11/13/2020	\$360.00
143998 AIRGAS USA, LLC	11/13/2020	\$374.04
143999 AMUNDSON SERVICES LLC	11/13/2020	\$19,621.57
144000 ANDERSON, ED	11/13/2020	\$240.00
144001 ANDERSON, STEVE	11/13/2020	\$90.00
144002 APPLE INC	11/13/2020	\$8,731.90
144003 BALSAM LAKE HARDWARE	11/13/2020	\$1,005.78
144004 BROWN, SHALA	11/13/2020	\$30.00
144005 CESA #9	11/13/2020	\$550.00
144006 CHIPPEWA VALLEY SPORTING GOODS	11/13/2020	\$1,340.00
144007 CONFIDENTIAL RECORDS, INC	11/13/2020	\$125.00
144008 COSTCO	11/13/2020	\$240.00
144009 DALCO	11/13/2020	\$699.46
144010 E.O. JOHNSON	11/13/2020	\$3,957.33
144011 ECKROTH MUSIC	11/13/2020	\$1,106.40
144012 FRONTIER AG & TURF	11/13/2020	\$4,799.00
144013 GOPHER	11/13/2020	\$152.68
144014 ICCPA	11/13/2020	\$4,933.01
144015 IXL LEARNING	11/13/2020	\$1,275.00
144016 JEFFS SMALL ENGINE REPAIR	11/13/2020	\$3,199.00
144017 JET CITY DEVICE REPAIR	11/13/2020	\$790.00
144018 JOHN DEERE FINANCIAL	11/13/2020	\$2,733.00
144019 KIEFER & ASSOCIATES	11/13/2020	\$4,411.60
144020 KOBUSSEN BUSES LTD	11/13/2020	\$77,027.81
144021 LAKE SERVICE UNLIMITED TOWING & RECOVERY LLC	11/13/2020	\$360.00
144022 LAKELAND COMMUNICATIONS	11/13/2020	\$2,118.46
144023 MAIER, BRITTANY	11/13/2020	\$125.00
144024 THE MCGRAW-HILL COMPANIES	11/13/2020	\$4,809.99
144025 MEIER, PATRICK V	11/13/2020	\$310.00
144026 MENARDS-SCF	11/13/2020	\$310.70
144027 MORRIS, MIKE	11/13/2020	\$80.00
144028 NATIONAL ELEVATOR INSPECTION SERVICES INC	11/13/2020	\$253.28
144029 OFFICE DEPOT	11/13/2020	\$2,592.61
144030 OTTO, JANET	11/13/2020	\$50.00
144031 POLK COUNTY SHERIFF'S DEPT	11/13/2020	\$9,105.93
144032 POLK BURNETT ELECTRIC COOP.	11/13/2020	\$38.00
144033 RAMICH, MARKELL	11/13/2020	\$75.00
144034 RAU, DAN	11/13/2020	\$240.00
144035 REALLY GOOD STUFF	11/13/2020	\$154.48

144036 REGISTRATION FEE TRUST	11/13/2020	\$77.50
144037 RMM SOLUTIONS	11/13/2020	\$843.33
144038 SCHILLING SUPPLY COMPANY	11/13/2020	\$7,444.82
144039 SCHOLASTIC, INC	11/13/2020	\$219.78
144040 SECURITY CHECK ME	11/13/2020	\$42.00
144041 ST CROIX REGIONAL MEDICAL CTR	11/13/2020	\$4,721.50
144042 STAPLES ADVANTAGE	11/13/2020	\$276.12
144043 STRANG, PATTESON, RENNING, LEWIS & LACY	11/13/2020	\$3,661.00
144044 TILTON, MARY	11/13/2020	\$100.00
144045 TL ENTERPRISE	11/13/2020	\$510.00
144046 UNEMPLOYMENT INSURANCE	11/13/2020	\$756.83
144047 UNITY HIGH SCHOOL ACTIVITY	11/13/2020	\$151.25
144048 UW SUPERIOR	11/13/2020	\$603.90
144049 VALLEY ATHLETICS	11/13/2020	\$115.95
144050 VIKING ELECTRIC SUPPLY	11/13/2020	\$552.84
144051 WATERMAN SANITATION	11/13/2020	\$485.00
144052 WILHELM, MARCUS	11/13/2020	\$30.00
144053 WSSWA	11/13/2020	\$40.00
144054 XELLO	11/13/2020	\$1,095.00
144055 AMAZON/SYNCB	11/17/2020	\$17,445.75
144056 SCHOOL DISTRICT OF RICE LAKE	11/17/2020	\$447.00
144057 VILLAGE OF BALSAM LAKE	11/18/2020	\$323.21
144058 VILLAGE OF MILLTOWN	11/18/2020	\$330.48
144059 WI ASSOCIATION OF SKILLSUSA	11/18/2020	\$150.00
144060 BMO MASTERCARD	11/18/2020	\$6,417.91
144061 ELECTRONIC FEDERAL TAX PAYMENT	11/20/2020	\$65,237.30
144062 WISCONSIN DEPARTMENT OF REV	11/20/2020	\$12,609.51
144063 MIDWESTONE BANK	11/20/2020	\$232.50
144064 HORACE MANN LIFE INSURANCE COM	11/20/2020	\$850.00
144065 HORACE MANN LIFE INSURANCE	11/20/2020	\$100.00
144066 THRIVENT FINANCIAL FOR LUTHERANS	11/20/2020	\$200.00
144067 UNITY EDUCATION SCHOLARSHIP	11/20/2020	\$15.00
144068 UNITY FOOD SERVICE	11/20/2020	\$177.50
144069 STANDARD INSURANCE COMPANY	11/20/2020	\$3,981.70
144070 VISION SERVICE PLAN	11/20/2020	\$787.82
144071 WISCONSIN RETIREMENT SYSTEM	11/30/2020	\$79,432.36
144072 APPLE INC	11/20/2020	\$447.95
144073 BALSAM LAKE PRO LAWN, INC	11/20/2020	\$46.00
144074 CHIPPEWA VALLEY SPORTING GOODS	11/20/2020	\$66.00
144075 CWS SECURITY WATCH	11/20/2020	\$377.01
144076 MEDICA	11/20/2020	\$385.00
144077 MENARDS-SCF	11/20/2020	\$590.60
144078 NEI ELECTRIC	11/20/2020	\$478.01
144079 NORTHERN BUSINESS PRODUCTS, INC	11/20/2020	\$29.00
144080 OAK RIDGE CHEMICAL INC	11/20/2020	\$956.73
144081 PEAP	11/20/2020	\$186.00
144082 PEPER TIRE AND ALIGNMENT	11/20/2020	\$352.13

144083 POLK COUNTY HWY DEPT	11/20/2020	\$90.49
144084 ST CROIX REGIONAL MEDICAL CTR	11/20/2020	\$149.00
144085 STATE OF WISCONSIN	11/20/2020	\$100.00
144086 STRANG, PATTESON, RENNING, LEWIS & LACY	11/20/2020	\$2,320.00
144087 UNITED RENTALS	11/20/2020	\$1,465.18
144088 VALLEY SCALE SERVICE, INC	11/20/2020	\$115.00
144089 VERIZON WIRELESS	11/20/2020	\$92.42
144099 AFLAC	11/18/2020	\$1,203.54
144100 HIGHER STANDARDS INC.	11/5/2020	\$164.00
144101 PAYROLL ACCOUNT	11/20/2020	\$474,496.86
144102 REVTRAK, INC.	11/9/2020	\$123.88
144103 VANCO PAYMENT SOLUTIONS	11/6/2020	\$73.90
144104 WEA TAX SHELTERED ANNUITY TRUST	11/20/2020	\$4,008.41
	<i>Total</i>	<u>\$1,127,591.95</u>

**UNITY SCHOOL DISTRICT**  
**Bank Reconciliation**  
**November, 2020**

<b>BALANCE PER BANK</b>	<b>BEGINNING BALANCE</b> October 31, 2020	<b>DEPOSITS/ RECEIPTS</b>	<b>WITHDRAWALS/ DISBURSEMENTS</b>	<b>ENDING BALANCE</b> November 30, 2020
6223 - RCU Scholarship Account	55,093.30	4.53	0.00	55,097.83
2737 - RCU Scholarship CD	21,721.70	41.51	0.00	21,763.21
6098 - RCU General Checking		771,032.98	771,032.98	0.00
7149 - RCU Sweep Checking	2,081,419.76	359,424.50	1,244,367.74	1,196,476.52
0419 - RCU Debt Service	5,968.32	1.23	0.00	5,969.55
0001 - LGIP Debt Service	47,539.24	4.80	0.00	47,544.04
0002 - LGIP General	1,807.72	0.18	0.00	1,807.90
4217 - Matrix Trust Fund	763,904.83	498.91	69,697.57	694,706.17
9849 - MidWestOne Bank Scholarship	44,546.26	3.78	0.00	44,550.04
0907 - Bremer Capital Improvement Trust	75,467.53	0.62	0.00	75,468.15
	<b>\$ 3,097,468.66</b>	<b>\$ 1,131,013.04</b>	<b>\$ 2,085,098.29</b>	<b>\$ 2,143,383.41</b>

<b>BALANCE PER BOOK</b>	<b>BEGINNING BALANCE</b> October 31, 2020	<b>DEPOSITS/ RECEIPTS</b>	<b>WITHDRAWALS/ DISBURSEMENTS</b>	<b>ENDING BALANCE</b> November 30, 2020
Beginning Balance	2,829,047.21			2,829,047.21
Receipts - Actual		361,380.06	0.00	361,380.06
Receipts - Journal Entries		0.00	0.00	0.00
Disbursements - Accounts Payable		0.00	646,677.18	(646,677.18)
Disbursements - Journal Entry			69,697.57	(69,697.57)
Disbursements - Payroll		0.00	474,496.86	(474,496.86)
Transfers/Reclass Entries		1,319.56	1,319.56	0.00
<b>FUND TOTALS</b>	<b>\$ 2,829,047.21</b>	<b>\$ 362,699.62</b>	<b>\$ 1,192,191.17</b>	<b>\$ 1,999,555.66</b>

<b>RECONCILED BANK TO BOOK</b>	
Ending Bank Balance	\$ 2,143,383.41
Deposits in Transit	-
Outstanding Checks	(150,245.66)
Payroll Adjustment	-
Accounts Payable Adjustme	6,417.91
Bank Adjustment	-
Bank Charge	-
<b>BANK ADJUSTED</b>	<b>\$ 1,999,555.66</b>
<b>BALANCE PER BOOK</b>	<b>\$ 1,999,555.66</b>
<b>VARIATION</b>	<b>-</b>

<b>BALANCE SHEET ACCOUNTS</b>	<b>November 30, 2020</b>
FUND 10 - General Fund	795,887.09
FUND 21 - Special Projects	49,652.85
FUND 27 - Special Education	(384,063.66)
FUND 29 - Title VII, Indian Education	(3,350.36)
FUND 38 - Non-Referendum Debt Srvc	4,481.74
FUND 39 - Referendum Approved Debt	244,489.94
FUND 46 - Capital Improvement Fund	75,468.15
FUND 49 - Capital Projects Bond	0.00
FUND 50 - Food Service	125,248.07
FUND 72 - Scholarship Trust	87,550.83
FUND 73 - Employee Benefit Trust	694,706.17
FUND 80 - Community Service	177,538.64
FUND 83 - Drivers Education	46,387.03
FUND 84 - Community Pool	26,926.01
FUND 85 - Alternative Diploma Program	51,638.71
FUND 86 - Childcare	(101,853.67)
FUND 98 - Payroll Accrual	108,848.12
<b>TOTAL</b>	<b>\$ 1,999,555.66</b>
<b>CASH PER BOOKS</b>	<b>\$ 1,999,555.66</b>
<b>VARIATION</b>	<b>-</b>

**Unity School District - Board of Education**  
**Administrative Rule 345.64**  
**Graduation Standards and Requirements**  
**Community Involvement**

**Requirement:**

All students must complete, on an independent basis, 40 hours of “community involvement” as part of their graduation requirement.

The earliest day for a student to begin counting the number of community involvement hours is the second week of June prior to the student’s freshman year.

**Keeping Record:**

Verification forms will be readily available in the high school office. Students will use verification forms to get signatures and phone numbers from community members for whom they are performing services. The students’ verification forms will be turned in to the High School Office.

Time tracking forms will be in order to record the number of hours for each student. Advisors will then transfer this information to the high school office so reports can be generated each quarter on report cards. This process is the responsibility of the high school principal or designee.

**Responsibilities:**

The high school principal and/or counselor will be responsible for resolving questions about the validity of community involvement projects and will be responsible for addressing community complaints about work performed by Unity students if such complaints arise.

The high school guidance counselor will post opportunities for community involvement projects.

**Criteria for Community Involvement Projects:**

A community involvement project is an “unpaid, uncompensated helpful act.” A list of possible projects will be kept updated and posted for students’ use. Students will be encouraged to think of independent projects as well. Independent projects must have prior written approval by the high school principal or the high school counselor.

Questions about the validity of community involvement projects, should they arise, will be resolved by the high school principal and/or high school counselor.

**Communications:**

The high school staff will be informed of the procedures, paperwork and timelines.

At the 8<sup>th</sup> grade orientation, information will be provided to students and parents regarding the community involvement requirement.