
– A G E N D A –

Upon request to the Executive Assistant to the Superintendent, 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.

The live stream for this meeting may be found at:

Event address for attendees: <https://dce.webex.com/dce/onstage/g.php?MTID=ef019e0d15e1d2b119388cdb525d3f0d0>

Event number: 2496 981 9398

Event password: BoardDec2021

Audio Conference Number: +1-415-655-0003

Audio Conference Access Code: 2496 981 9398

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Agenda

V. Public Comment

VI. Consent Agenda

A. Approval of Minutes	4
1. Open Session from December 8, 2021	9
B. Recommended Employment/Resignations/Contract Adjustments	10
C. Treasurer's Report - General/Other Fund Bills	13
D. Balance Sheet	39
E. Budget Transfers	47
F. Grant Application(s)/Budget(s) Approval	
G. Fundraising Requests	
H. Gift/Bequests	
1. Getsch Charitable Trust Matching Grant for Families/Food	52
2. Anonymous Donation to Everest Food Pantry	53
I. Bus Accident Report	
J. Second Reading of Policies	
1. po1130 Ethics and Conflict of Interest	54
2. po2413 Interscholastic Athletics	57
3. po2430 District-Sponsored Clubs and Activities	59
4. po2700.01 School Performance and State Accountability Report Cards	61
5. po3120 Employment of Professional Staff	63
6. po3125 Use of Tobacco and Nicotine by Professional Staff	66
7. po3216 Staff Dress and Grooming	68
8. po3230 Ethics and Conflict of Interest	
9. po4120 Employment of Support Staff	
10. po4120.04 Employment of Substitutes	

11. po4161 Unrequested Leaves of Absence - Fitness for Duty	76
12. po4215 Use of Tobacco and Nicotine by Support Staff	78
13. po4216 Support Staff Dress and Grooming	2 80
14. po4230 Ethics and Conflict of Interest	81
15. po5112 - Entrance Age	84
16. po5500.01 Conduct in Virtual Classroom	86
17. po5512 Use of Tobacco and Nicotine by Students	87
18. po5520 Disorderly Conduct	89
19. po5720 Student Activism	90
20. po5880 Public Performances by Students	91
21. po7434 Use of Tobacco and Nicotine on School Premises	92
22. po7440.01 Video Surveillance and Electronic Monitoring	94
23. First Reading after Request for Revision Last Month	96
po9700 Relations with Non-School Affiliated Groups	
VII. Reports/Considerations	
A. WASB Legislative Network Member	
B. CESA #9 Representative	
C. Student Representative	
D. Superintendent	
1. School Year Update	
2. Caring for our Community Kids	
VIII. Unfinished Business	
A. Mission Moment - Redefining Ready Video	
B. po6152.01 Waiver of School Fees or Fines	99
IX. New Business	
A. Idea School Presentation	101
B. Budget Calendar for 2022-2023	123
C. 4K Contracts for Approval	125
D. Administration Building Planning	134
E. First Reading of Policies	
1. po0144.5 Board Member Behavior and Code of Conduct	149
2. po0167.3 Public Comment at Board Meetings	152
3. po1210 Board - Superintendent Relationship	154
4. po2240 Controversial Issues in the Classroom	
5. po2266 Nondiscrimination on the Basis of Sex in Education Programs or Activities	155
6. po2370 Educational Options Provided by the District	169
7. po3120.04 Employment of Substitutes	172
8. po5200.01 Full-Time Student	174
9. po5451.01 Wisconsin Academic Excellence Scholarship - With Cover Memo	175
10. po7450 Property Inventory	178
11. po7455 Accounting System for Capital Assets	181
12. po8500 School Nutrition	183
13. po8510 Wellness	188
14. po9270 Home-Based, Private, or Tribal Schooling	195
15. po9500 Relations with Educational Institutions and Organizations	197
F. Appointment of a Deputy Clerk	
G. Ballot Order Drawing (Primary or April Election) will be held at 9:00 a.m. on January 5, 2022, (pending the availability of the newly appointed Deputy Clerk) at the D.C. Everest Administration Office, 1699 Schofield Ave., Suite 300, Schofield, WI 54476.	
H. Board Member Commitments for State Education Convention in January	
X. Petitions and Communications	

D.C. Everest, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

A. Thank You for Memorial Tribute from Diane Goetsch	198
B. Thank You for Memorial Tribute from Ellen Suckow	199
C. Thank You for Memorial Tribute from April Seubert	200
D. Thank You for Memorial Tribute from Sarah and Ken Maciaz	201
XI. Future Meeting Dates	
A. Regular Board Meeting	
Wednesday, January 26, 2022, at 6:30 p.m.	
D.C. Everest Middle School Theater	
9302 Schofield Ave., Weston, WI	
B. Regular Board Meeting	
Wednesday, February 23, 2022, at 6:30 p.m.	
D.C. Everest Middle School Theater	
9302 Schofield Ave., Weston, WI	
XII. The Board will Contemplate Adjournment to Closed Session Pursuant to Wis. Stat. § 19.85 (1)(c) and (e) 19.85(1)(c) concerning employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to discuss and take action, if appropriate, regarding the Superintendent position and Administrator employment.	
XIII. The Board Will Reconvene in Open Session to Take Further Action If Necessary and Appropriate.	
XIV. Adjourn	

Regular School Board Meeting
Wednesday, November 17, 2021 6:30 PM
Middle School Theater
9302 Schofield Ave.
Weston, WI 54476



I. Call to Order

Vice President Lewitzke called the meeting to order at 6:33 p.m.

II. Roll Call

Joshua Dickerson: Present, Katie Felch: Present (virtually), Bruce Krueger: Present, Lindsey Lewitzke: Present, Corina Norrbom: Present, Larry Schaefer: Present, Yee Leng Xiong: Present. Present: 7.

III. Pledge of Allegiance

IV. Approval of Agenda

Motion made by Joshua Dickerson and seconded by Yee Leng Xiong to approve the agenda for this meeting. With a voice vote this motion passed.

V. Public Comment

Steven Frazier, 7102 Evergreen Street, Schofield, WI 54476

Shannon Grabko, 6213 Quentin Street, Weston, WI 54476

Craig Stuedemann, 2230 Siskin Lane, Kronenwetter, WI 54455

VI. Consent Agenda

Motion made by Larry Schaefer and seconded by Corrie Norrbom to approve the Consent Agenda without item B. With a roll call vote Joshua Dickerson: Yea, Katie Felch: Yea, Bruce Krueger: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea. Motion passed.

Motion made by Yee Leng Xiong and seconded by Joshua Dickerson to approve item B. Joshua Dickerson: Yea, Katie Felch: Abstained, Bruce Krueger: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea. Motion passed.

VI.A. Approval of Minutes

VI.A.1. Minutes of Budget Hearing/Annual Meeting

VI.A.2. Minutes of Regular Meeting October 2021

VI.B. Recommended Employment/Resignations/Contract Adjustments

VI.C. Treasurer's Report - General/Other Fund Bills

VI.D. Balance Sheet

VI.E. Budget Transfers

VI.F. Budget Revisions

VI.G. Grant Application(s)/Budget(s) Approval

VI.H. Fundraising Requests

VI.H.1. Senior High FBLA Fundraising Request

VI.I. Gift/Bequests

VI.J. Bus Accident Report

VI.K. Second Reading of Policies

VI.K.1. po0144.3 Conflict of Interest

VI.K.2. po0145 Board Member Anti-Harassment

VI.K.3. po0171.1 President

VI.K.4. po1422 Nondiscrimination and Equal Employment Opportunity

VI.K.5. po1422.02 Nondiscrimination Based on Genetic Information of the Employee

VI.K.6. po1623 Section 505/ADA Prohibition Against Disability Discrimination in Employment

VI.K.7. po1662 Employee Anti-Harassment

VI.K.8. po2260 Nondiscrimination and Access to Equal Educational Opportunity

VI.K.9. po2260.01 Section 504/ADA Prohibition Against Discrimination Based on Disability

VI.K.10. po3122 Nondiscrimination and Equal Employment Opportunity

VI.K.11. po3122.02 Nondiscrimination Based on Genetic Information of the Employee

VI.K.12. po3123 Section 504/ADA Prohibition Against Disability Discrimination in Employment

VI.K.13. po3362 Employee Anti-Harassment

VI.K.14. po4122 Nondiscrimination and Equal Employment Opportunity

VI.K.15. po4122.02 Nondiscrimination Based on Genetic Information of the Employee

VI.K.16. po4123 Section 504/ADA Prohibition Against Disability Discrimination in Employment

VI.K.17. po4362 Employee Anti-Harassment

VI.K.18. po5517 Student Anti-Harassment

VII. Reports/Considerations

VII.A. WASB Legislative Network Member – WASB State Education Convention is in January. Registration is now open.

VII.B. CESA #9 Representative – CESA#9 administrator is retiring so search is beginning for a successor.

VII.C. Student Representative -Students in Creative Marketing raised funds for St. Jude's through a volleyball tournament. A Justice Club and Sexuality and Gender Alliance (SAGA) club were started. Two girls' swimming relays participated at the state swimming meet. Dance team competed in an invitational. Other winter sports are just beginning.

VII.D. Superintendent

VII.D.1. Board Meeting Technology

VII.D.2. School Year Update

VIII. Unfinished Business

IX. New Business

IX.A. Final Audit Report

Motion made by Yee Leng Xiong and seconded by Joshua Dickerson to approve the final audit report as presented. With a voice vote, passed.

IX.B. Recommendations for Administrative Building

Motion by Larry Schaefer and seconded by Yee Leng Xiong to approve the DCE leadership team to formalize the partnership with EUA (Eppstein Uhen Architects) by moving to Phase 2 for design, engineering, and architecture to come back with options for the Board. With a voice vote, motion passed.

IX.C. Sports Performance and Recreation Center Update

Motion by Larry Schaefer and seconded by Yee Leng Xiong to approve the DCE leadership team create and publish a Request for Information (RFI) for fact-finding and feasibility of a permanent structure or air-filled dome to be constructed on the Senior High campus and proceed to create and publish a Request for Proposal (RFP) for design, engineering, and architecture for either structure after the D.C. Everest Foundation and the SPRC reviews the RFI. With a voice vote, this motion passed.

IX.D. Adult Meal Prices

Motion made by Yee Leng Xiong and seconded by Joshua Dickerson to increase adult breakfast to \$2.56 and lunch to \$4.65. With a voice vote, this motion passed.

IX.E. COVID Protocols- Data will be posted by noon on Tuesday.

Motion made by Lindsey Lewitzke and seconded by Katie Felch to continue contact tracing to provide families information and the ability to make a personal choice. With a roll call vote, this motion passed.

Joshua Dickerson: Yea, Katie Felch: Yea, Bruce Krueger: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Nay, Larry Schaefer: Nay, Yee Leng Xiong: Nay

IX.F. Junior High Spanish Immersion Camp Trip Request

Motion made by Larry Schaefer and seconded by Yee Leng Xiong to approve the Junior High trip to Spanish Immersion Camp. With a voice vote, all yes, this motion passed.

IX.G. First Reading of Policies

Motion made by Yee Leng Xiong and seconded by Joshua Dickerson to approve the following policies on first reading. Friendly amendment made by Yee Leng Xiong and

seconded by Larry Schaefer with unanimous consent to take all the polices except #22 – po6152.01 Waiver of School Fees. With a voice vote, all yes, this motion passed.

7

IX.G.1. po1130 Ethics and Conflict of Interest

IX.G.2. po2430 District-Sponsored Clubs and Activities

IX.G.3. po2431 Interscholastic Athletics

IX.G.4. po2700.01 School Performance and State Accountability Report Cards

IX.G.5. po3120 Employment of Professional Staff

IX.G.6. po3215 Use of Tobacco and Nicotine by Professional Staff

IX.G.7. po3216 Staff Dress and Grooming

IX.G.8. po3230 Ethics and Conflict of Interest

IX.G.9. po4120 Employment of Support Staff

IX.G.10. po4120.04 Employment of Substitutes

IX.G.11. po4161 Unrequested Leaves of Absence/Fitness for Duty

IX.G.12. po4215 Use of Tobacco and Nicotine by Support Staff

IX.G.13. po4216 Support Staff Dress and Grooming

IX.G.14. po4230 Ethics and Conflict of Interest

IX.G.15. po5112 Entrance Age

IX.G.16. po5500.01 Conduct in Virtual Classroom

IX.G.17. po5512 Use of Tobacco and Nicotine by Students

IX.G.18. po5520 Disorderly Conduct

IX.G.19. po5720 Student Activism

IX.G.20. po5880 Public Performances by Students

IX.G.21. po6152 Student Fees, Fines, and Charges

IX.G.22. po6152.01 New - Waiver of School Fees or Fines

IX.G.23. po7434 Use of Tobacco and Nicotine on School Premises

IX.G.24. po7440.01 Video Surveillance and Electronic Monitoring

IX.G.25. po9700 Relations with Non-School Affiliated Groups

IX.H. Appoint WASB Delegate for the State Convention

Motion made by Larry Schaefer and seconded by Corina Norrbom for Yee Leng Xiong to be the WASB Delegate for the state education convention. With a voice vote, Xiong abstaining, this motion passed.

IX.I. Set Dates for January and February Meetings

Motion made by Larry Schaefer and seconded by Yee Leng Xiong, to move the January Board meeting to January 26 and the February board meeting to Feb. 23. With a voice vote, this motion passed.

X. Petitions and Communications

XI. Future Meeting Dates

XI.A. Regular Meeting
December 15, 2021, at 6:30 p.m.
D.C. Everest Middle School Theater
9302 Schofield Ave.
Weston, WI 54476

XI.B. Regular Meeting
January TBD, 2022, at 6:30 p.m.
D.C. Everest Middle School Theater
9302 Schofield Ave.
Weston, WI 54476

XI.C. Regular Meeting
February TBD, 2022 at 6:30 p.m.
Middle School Theater
9302 Schofield Ave.
Weston, WI 54476

XII. Adjournment to Closed Session Following the Open Meeting Pursuant to W.S.S. 19.85(1)(c) for Discussion of Early Retirement of Staff. The Board Will Adjourn the Meeting from Closed Session.

Motion for adjournment to closed session following the open meeting pursuant to W.S.S. 19.85(1)(c) for discussion of early retirement of staff. Motion made by Larry Schaefer and seconded by Corina Norrbom. With a roll call vote, this motion passed. Joshua Dickerson: Yea, Katie Felch: Yea, Bruce Krueger: Yea, Lindsey Lewitzke: Yea, Corina Norrbom: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea. Time was 8:51 p.m.

Respectfully submitted,

Yee Leng Xiong, Clerk

Ellen Suckow, Executive Assistant to the
Superintendent & School Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the December 15, 2021, meeting of the School Board.

Minutes

I. Call to Order

II. Roll Call

In attendance were Katie Felch, Lindsey Lewitzke, Joshua Dickerson, Yee Leng Xiong, Bruce Krueger, Larry Schaefer, and Corina Norrbom. Also present Ellen Suckow, Executive Assistant. All were virtual.

III. Approval of Agenda

Motion by Krueger, second by Schaefer to approve the agenda. With a voice vote, all yes, motion carried.

IV. Adjournment to Closed Session Pursuant to Wis. Stat. § 19.85 (1)(c) and (e) 19.85(1)(c) concerning employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to discuss and take action, if appropriate, regarding the Superintendent position and Administrator employment.

Motion by Lewitzke second by Dickerson to Adjourn to Closed Session Pursuant to Wis. Stat. § 19.85 (1)(c) and (e) 19.85(1)(c) concerning employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Specifically, to discuss and take action, if appropriate, regarding the Superintendent position and Administrator employment. With a roll call vote: Katie Felch, Lindsey Lewitzke, Joshua Dickerson, Yee Leng Xiong, Larry Schaefer, Bruce Krueger, and Corina Norrbom, motion carried.

Meeting adjourned to Closed Session at 6:33 p.m.

Respectfully submitted,

Yee Leng Xiong, Clerk

Ellen Suckow, Executive Assistant to the
Superintendent & School Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the December 15, 2021, meeting of the School Board.



Employment Report

Recommended Employment

Certified Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
Mariah Bethel	Cross-Categorical SPED Teacher/RIV	1.0 (1-Semester Contract)	January 17, 2022

Support Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
Carrie Mullaley	Family Programming & Concessions Staff/GFH	0.25	December 6, 2021
Gunnar Yonker	Learning Advocate/Idea & ODY	N/A	December 6, 2021
Rebecca Jarek	Cafeteria Server/EV	0.36	December 15, 2021

Students

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
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Seasonal Staff

<i>Name</i>	<i>Position/Building</i>	<i>Start</i>	<i>End</i>
Brady Sendelbach	Before & After Care	December 17, 2021	January 14, 2022
Alex Cappel	Before & After Care	January 3, 2022	January 21, 2022

Resignation(s)/Retirement(s)

All Staff

<i>Name</i>	<i>Position/Building</i>	<i>Reason</i>	<i>Effective Date</i>
Naomi Krenz	SWD Assistant/JH	Resignation	November 22, 2021
Emily Hunt	Education Assistant/RO	Resignation	December 10, 2021
Abby Krueger	Server/WE	Resignation	December 10, 2021
Mia Husnick	SWD Assistant/HA	Retirement	December 22, 2021
Caitlin Franke	Server/MB	Resignation	December 22, 2021
Michael Wolfe	School Counselor/MS & EVA	Retirement	June 6, 2022
Peggy Bintl	Grade 3 Teacher/MB	Retirement	June 6, 2022
Sue Bauman	Grade 2 Teacher/RIV	Retirement	June 6, 2022
Juliann Taylor	SLP/4K EC	Retirement	June 6, 2022
Kimberly Hall	Director of Human Resources	Early Retirement	June 30, 2022

Adjustments

Certified Staff

<i>Name</i>	<i>Position From</i>	<i>Position To</i>	<i>Effective Date</i>
Kathryn Wollersheim	Social Studies Teacher/SH	Social Studies Teacher & Dean of Students/SH	August 26, 2021

Support Staff

<i>Name</i>	<i>Position From</i>	<i>Position To</i>	<i>Effective Date</i>
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Jordyn Jakubek	Member Services and Before & After Care Staff/GFH	Before & After Care Staff/GFH	December 2, 2021
Mya Jablonski	Substitute Custodian	Substitute Custodian & Member Services/GFH	December 6, 2021
Mickala Pierson	Server .27 FTE	Server/WE .36 FTE	December 13, 2021
Stephanie Rislove	Education Assistant .53 FTE	FTE	December 13, 2021
Cheri Combs	Server .27 FTE	Education Assistant/RO	January 3, 2022

DCE Junior High School				
				12
Name	Position	Begin	End	%
Bernett, Jessica	Basketball JV2 Girls Head Coach	11/8/21	3/1/22	6.00
Roskopf, Kaitlyn	Swimming 6-8 Boys Head Coach	11/3/21	11/23/21	1.00
DCE Senior High School				
Name	Position	Begin	End	%
Deiningner, Curtis	Swimming Boys Assistant Coach	11/15/21	2/19/22	9.00
Richetto, Garrett	Swimming Varsity Boys Head Coach	11/15/21	2/19/22	17.00
Vesper, Wendy	Dance Team Co-Assistant Coach (Winter)	10/25/21	3/31/22	2.00
Villiard, Alexandria	Dance Team Co-Assistant Coach (Winter)	10/25/21	3/31/22	5.00

D.C. EVEREST AREA SCHOOL DISTRICT
 6300 ALDERSON STREET, WESTON, WI 54476
 TREASURER'S REPORT

DECEMBER 7, 2021

CASH BALANCE AS OF NOVEMBER 9, 2021	(\$82,040.65)	
INVESTMENT ACCOUNT TRANSFERS		\$4,018,923.32
RECEIPTS CR#30517 - CR#30602	\$6,017,527.57	
CHECKS FOR APPROVAL #230169 - #230325 ACH: #212201186-212201438		\$1,998,518.12
<u>VOIDS:</u>		
CK# 229235, 229267, 229299, 229305, 229323, 229333, 229344, 229363, 229367, 229368, 230179, 230267	\$485.17	
CASH BALANCE AS OF DECEMBER 7, 2021		(\$81,469.35)
	\$5,935,972.09	\$5,935,972.09
	\$5,935,972.09	\$5,935,972.09

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230169	BP	4990244701-OCT2021	11/12/21	46.48
230170	CHARIS COUNSELING LLC	11052021	11/12/21	400.00
230171	WAUSAU EARLY BIRD ROTARY	2319	11/12/21	132.00
230172	WI PUBLIC SERVICE	3906531229	11/12/21	124,386.46
230173	A & A LOCK SERVICE	MS10.29.2021	11/12/21	140.00
230173	A & A LOCK SERVICE	JH11.05.2021	11/12/21	245.00
230174	AASA	27816	11/12/21	14,000.00
230175	ABLENET INC	CI218328	11/12/21	220.00
230176	ADVANCED BIONICS, LLC	4190501445	11/12/21	252.44
230177	APPLE INC - AR	AG18578753	11/12/21	99.00
230178	BOELTER COMPANIES, THE	enter inv. 97766912	11/12/21	251.90
230178	BOELTER COMPANIES, THE	97766913	11/12/21	1,121.46
230178	BOELTER COMPANIES, THE	97788544	11/12/21	1,347.78
230179	BUSSEY, HENRY A	51804	11/12/21	9.00
230180	CENTRAL WI QUALITY MACHINING, LLC	2485	11/12/21	297.00
230181	D & D SEALCOATING & STRIPPING, INC.	1080	11/12/21	495.00
230182	ELLIOTT, ANGEL	#51703	11/12/21	13.60
230183	FRONEK, AMY	NOV2021 ITEM	11/12/21	100.97
230184	GAJEWSKI, BRANDON	24716	11/12/21	20.85
230185	GORDON FOOD SERVICE INC	214212600	11/12/21	16.93
230185	GORDON FOOD SERVICE INC	214276182	11/12/21	22.30
230185	GORDON FOOD SERVICE INC	214276187	11/12/21	29.81
230185	GORDON FOOD SERVICE INC	214340237	11/12/21	42.14
230185	GORDON FOOD SERVICE INC	214212594	11/12/21	42.68
230185	GORDON FOOD SERVICE INC	214276181	11/12/21	47.50
230185	GORDON FOOD SERVICE INC	214212597	11/12/21	82.76
230185	GORDON FOOD SERVICE INC	214276178	11/12/21	90.97
230185	GORDON FOOD SERVICE INC	214270527	11/12/21	91.14
230185	GORDON FOOD SERVICE INC	214212593	11/12/21	115.24
230185	GORDON FOOD SERVICE INC	214270494	11/12/21	115.77
230185	GORDON FOOD SERVICE INC	214212592	11/12/21	190.21
230185	GORDON FOOD SERVICE INC	214212598	11/12/21	204.65
230185	GORDON FOOD SERVICE INC	214305063	11/12/21	210.70
230185	GORDON FOOD SERVICE INC	214212602	11/12/21	314.28
230185	GORDON FOOD SERVICE INC	214276185	11/12/21	338.32
230185	GORDON FOOD SERVICE INC	214212604	11/12/21	412.55
230185	GORDON FOOD SERVICE INC	214212599	11/12/21	421.24
230185	GORDON FOOD SERVICE INC	214212603	11/12/21	574.17
230185	GORDON FOOD SERVICE INC	214212595	11/12/21	665.22
230185	GORDON FOOD SERVICE INC	214276191	11/12/21	732.70
230185	GORDON FOOD SERVICE INC	214276183	11/12/21	1,110.69
230185	GORDON FOOD SERVICE INC	214212589	11/12/21	1,463.20
230185	GORDON FOOD SERVICE INC	214276180	11/12/21	1,885.78
230185	GORDON FOOD SERVICE INC	214212591	11/12/21	2,493.23
230186	GRAPHICS PLUS, INC.	23060	11/12/21	981.75
230187	JOHNSON CONTROLS	88229653	11/12/21	183.00
230188	JUNIOR LIBRARY GUILD, INC.	577446	11/12/21	2,203.80
230188	JUNIOR LIBRARY GUILD, INC.	577096	11/12/21	2,962.30

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

15

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230189	LITERACY RESOURCES, LLC.	164652	11/12/21	479.88
230190	MALBRIT MECHANICAL INC	183121	11/12/21	754.20
230191	MEDCO SUPPLY COMPANY	IN94447595	11/12/21	108.54
230192	MS GRAPHICS, LLC	2014-4116	11/12/21	150.00
230193	NASCO INC - EDUCATION	175503	11/12/21	226.48
230194	ORIGIN INSTRUMENTS CORPORATION	1074106	11/12/21	203.66
230195	PAOLI CLAY COMPANY	26770	11/12/21	634.00
230196	PIEPER ELECTRIC, INC.	811500	11/12/21	1,385.37
230196	PIEPER ELECTRIC, INC.	811490	11/12/21	4,392.03
230197	PJ JACOBS JUNIOR HIGH SCHOOL	PJ Jacobs	11/12/21	50.00
230198	ROCK RIDGE ORCHARD, LLC.	79834	11/12/21	270.00
230199	SCHOLASTIC INC.	M7208794	11/12/21	164.78
230200	SIMPLE WORDS	21-10122	11/12/21	321.00
230201	SOCIAL THINKING PUBLISHING	230972	11/12/21	139.93
230202	STAPLES ADVANTAGE	195744826	11/12/21	6.36
230202	STAPLES ADVANTAGE	3492337370	11/12/21	10.66
230202	STAPLES ADVANTAGE	195621975	11/12/21	17.19
230202	STAPLES ADVANTAGE	195580909	11/12/21	32.49
230202	STAPLES ADVANTAGE	3492265571	11/12/21	129.98
230202	STAPLES ADVANTAGE	195728212	11/12/21	149.30
230203	STERLING WATER INC	103121	11/12/21	159.90
230204	TALENT ASSESSMENT, INC.	11695	11/12/21	39,225.84
230205	TEACHER DIRECT	INV/2021/30651	11/12/21	28.26
230206	THE CHILDREN'S HEALTH MARKET, INC.	41813	11/12/21	7,394.50
230207	TIME FOR KIDS INC	3/4TFK2021	11/12/21	207.90
230207	TIME FOR KIDS INC	5TFK2021	11/12/21	301.95
230207	TIME FOR KIDS INC	1TFK2021	11/12/21	460.35
230208	TITO INC	13831	11/12/21	398.64
230209	UMS PRINT SOLUTIONS, LLC	30182	11/12/21	2,499.70
230210	VILLAGE OF WESTON	JUL-OCT 3036-00	11/12/21	691.07
230211	WALSWORTH PUBLISHING CO INC	2-02673-0	11/12/21	12,853.75
230212	WI PUBLIC SERVICE	RO GAS OCT2021	11/12/21	353.43
230212	WI PUBLIC SERVICE	MBAY GAS OCT2021	11/12/21	454.79
230212	WI PUBLIC SERVICE	MS GAS OCT2021	11/12/21	744.56
230212	WI PUBLIC SERVICE	JH GAS OCT2021	11/12/21	745.95
230212	WI PUBLIC SERVICE	SH GAS OCT2021	11/12/21	889.85
230212	WI PUBLIC SERVICE	GHF GAS OCT2021	11/12/21	916.28
230213	LAMERS BUS LINES, INC.	584634	11/19/21	491.00
230213	LAMERS BUS LINES, INC.	584633	11/19/21	674.00
230214	WAUSAU WEST HIGH SCHOOL	8202021	11/19/21	25.00
230215	ADVANCED BIONICS, LLC	4190506288	11/19/21	378.66
230216	BACKGROUND INVESTIGATION BUREAU, LLC	DCE001110121-1	11/19/21	563.25
230217	BOELTER COMPANIES, THE	97792492	11/19/21	112.32
230217	BOELTER COMPANIES, THE	97792491	11/19/21	340.10
230217	BOELTER COMPANIES, THE	97792490	11/19/21	1,677.34
230218	BOUND TO STAY BOUND, INC.	163155	11/19/21	184.55
230219	CDW GOVT IN EDUCATION	M799585	11/19/21	5,000.00
230220	CENTURY LINK	250407700	11/19/21	338.99

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230221	CESA #1	220053	11/19/21	700.00
230222	COLLINS, HEATHER	OCT2021 MILEAGE	11/19/21	42.34
230223	COLTS YOUTH ORGANIZATION	59471	11/19/21	9,165.00
230224	DAIGLE, SALLIE	25932	11/19/21	34.60
230225	ELEVEN FIFTY SEVEN	22938	11/19/21	353.06
230226	GANDER PUBLISHING, INC.	0228163-IN	11/19/21	593.95
230227	GORDON FOOD SERVICE INC	15894279	11/19/21	-185.40
230227	GORDON FOOD SERVICE INC	15876314	11/19/21	-154.50
230227	GORDON FOOD SERVICE INC	15771906	11/19/21	-41.72
230227	GORDON FOOD SERVICE INC	15702204	11/19/21	-16.59
230227	GORDON FOOD SERVICE INC	212058565	11/19/21	1.90
230227	GORDON FOOD SERVICE INC	214397432	11/19/21	11.17
230227	GORDON FOOD SERVICE INC	213277862	11/19/21	31.82
230227	GORDON FOOD SERVICE INC	213336607	11/19/21	53.73
230227	GORDON FOOD SERVICE INC	212414101	11/19/21	58.18
230227	GORDON FOOD SERVICE INC	214397440	11/19/21	76.05
230227	GORDON FOOD SERVICE INC	213277881	11/19/21	76.57
230227	GORDON FOOD SERVICE INC	213277866	11/19/21	77.42
230227	GORDON FOOD SERVICE INC	213837472	11/19/21	80.48
230227	GORDON FOOD SERVICE INC	213277877	11/19/21	83.09
230227	GORDON FOOD SERVICE INC	21344550	11/19/21	94.96
230227	GORDON FOOD SERVICE INC	213277884	11/19/21	111.72
230227	GORDON FOOD SERVICE INC	212414096	11/19/21	117.42
230227	GORDON FOOD SERVICE INC	213277863	11/19/21	126.20
230227	GORDON FOOD SERVICE INC	214397436	11/19/21	177.26
230227	GORDON FOOD SERVICE INC	214397435	11/19/21	179.81
230227	GORDON FOOD SERVICE INC	214397442	11/19/21	183.53
230227	GORDON FOOD SERVICE INC	214397439	11/19/21	188.57
230227	GORDON FOOD SERVICE INC	214397428	11/19/21	191.15
230227	GORDON FOOD SERVICE INC	214397427	11/19/21	192.65
230227	GORDON FOOD SERVICE INC	213277868	11/19/21	232.30
230227	GORDON FOOD SERVICE INC	213277874	11/19/21	269.78
230227	GORDON FOOD SERVICE INC	21344559	11/19/21	277.83
230227	GORDON FOOD SERVICE INC	214397421	11/19/21	280.87
230227	GORDON FOOD SERVICE INC	214465307	11/19/21	294.49
230227	GORDON FOOD SERVICE INC	214397444	11/19/21	332.42
230227	GORDON FOOD SERVICE INC	214397429	11/19/21	337.91
230227	GORDON FOOD SERVICE INC	213277872	11/19/21	349.28
230227	GORDON FOOD SERVICE INC	213344555	11/19/21	386.16
230227	GORDON FOOD SERVICE INC	213277864	11/19/21	418.63
230227	GORDON FOOD SERVICE INC	213277873	11/19/21	444.82
230227	GORDON FOOD SERVICE INC	214397426	11/19/21	458.62
230227	GORDON FOOD SERVICE INC	213277882	11/19/21	478.56
230227	GORDON FOOD SERVICE INC	212414099	11/19/21	586.07
230227	GORDON FOOD SERVICE INC	213277880	11/19/21	691.76
230227	GORDON FOOD SERVICE INC	214397430	11/19/21	710.83
230227	GORDON FOOD SERVICE INC	214397443	11/19/21	751.06
230227	GORDON FOOD SERVICE INC	214397424	11/19/21	870.93

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

17

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230227	GORDON FOOD SERVICE INC	214397437	11/19/21	1,078.54
230227	GORDON FOOD SERVICE INC	212414109	11/19/21	1,339.41
230227	GORDON FOOD SERVICE INC	213277876	11/19/21	1,376.56
230227	GORDON FOOD SERVICE INC	214397433	11/19/21	1,428.76
230227	GORDON FOOD SERVICE INC	212414098	11/19/21	1,455.00
230227	GORDON FOOD SERVICE INC	213277865	11/19/21	1,640.70
230227	GORDON FOOD SERVICE INC	214397422	11/19/21	1,761.55
230227	GORDON FOOD SERVICE INC	213344553	11/19/21	2,096.47
230227	GORDON FOOD SERVICE INC	214397425	11/19/21	2,163.26
230227	GORDON FOOD SERVICE INC	213277869	11/19/21	2,430.10
230227	GORDON FOOD SERVICE INC	213277870	11/19/21	2,513.16
230227	GORDON FOOD SERVICE INC	21344561	11/19/21	3,033.69
230228	GROWERS SUPPLY COMPANY	74531A	11/19/21	44.53
230229	GUMDROP BOOKS	40791	11/19/21	3,062.18
230230	KHANG, CHER	44501	11/19/21	10.00
230231	KUNZE, BRITNEY	44501	11/19/21	20.00
230232	LAB MIDWEST, LLC	2736	11/19/21	1,350.00
230233	LAMERS BUS LINES, INC.	585233	11/19/21	324,888.33
230234	LOOS, SCOTT	44501	11/19/21	10.00
230235	MARA CTY TREASURER'S OFFICE	INV02061	11/19/21	14.00
230236	MICKELSON, JOEL	25340	11/19/21	14.40
230237	MS GRAPHICS, LLC	2014-4129	11/19/21	254.25
230237	MS GRAPHICS, LLC	2014-4130	11/19/21	382.80
230237	MS GRAPHICS, LLC	2014-4131	11/19/21	2,198.00
230238	MUSIC THERAPY SERVICES OF CENTRAL WISCO	901038	11/19/21	3,500.00
230239	NASCO INC - EDUCATION	182031	11/19/21	10.12
230239	NASCO INC - EDUCATION	185495	11/19/21	177.83
230240	NEWZBRAIN EDUCATION	4589	11/19/21	99.00
230241	PARTS TOWN, LLC.	28343887	11/19/21	188.06
230242	PIEPER, KAYLA	26902	11/19/21	8.80
230243	PLEVAK, TIMOTHY	44501	11/19/21	10.00
230244	RAPTOR EDUC GROUP INC	030-21	11/19/21	125.00
230245	SCHOLASTIC EDUCATION	M7201940	11/19/21	152.68
230246	SCHOLASTIC INC.	M7125355	11/19/21	428.56
230247	SHRED-IT USA	8000206668	11/19/21	102.56
230248	SOCIAL THINKING PUBLISHING	231520	11/19/21	257.88
230249	SYSCO FOOD SERVICES OF BARABOO	318176157	11/19/21	379.56
230249	SYSCO FOOD SERVICES OF BARABOO	318155132	11/19/21	511.79
230249	SYSCO FOOD SERVICES OF BARABOO	318165185	11/19/21	882.51
230249	SYSCO FOOD SERVICES OF BARABOO	318176158	11/19/21	1,241.85
230249	SYSCO FOOD SERVICES OF BARABOO	318136963	11/19/21	1,451.10
230249	SYSCO FOOD SERVICES OF BARABOO	318125890	11/19/21	2,367.00
230250	UNITED FUNDRAISING & PROMOTIONS	21481	11/19/21	4,323.78
230251	VEENENDAAL, AMY	51723/54070	11/19/21	34.80
230252	VILLAGE OF WESTON	10 2021 4772-00	11/19/21	12.50
230252	VILLAGE OF WESTON	JUL-OCT2021 692-00	11/19/21	3,084.95
230253	WAUSAU WEST HIGH SCHOOL	VB Invite 9/13/21	11/19/21	100.00
230254	KOHN LAW FIRM SC	11192021A	11/19/21	372.69

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230255	MARK HARRING STANDING CHAPTER 13 TRUST	11192021A	11/19/21	441.96
230256	UNITED WAY OF MARATHON CNTY	20211119ADUWAY	11/19/21	641.38
230257	A & A LOCK SERVICE	EVE11.17.2021	11/26/21	745.25
230258	AC AND SONS PARTY TENT RENTALS LLC	3178	11/26/21	230.00
230259	AD FONTES MEDIA, INC.	286	11/26/21	29.99
230260	ADVANCED FITNESS SERVICE	1626	11/26/21	70.00
230260	ADVANCED FITNESS SERVICE	1630	11/26/21	471.25
230261	ASSET BLDRS OF AMERICA INC	DCE2021-22	11/26/21	125.00
230262	BEFOUR, INC.	83614	11/26/21	928.00
230263	BENNETT HARDWOODS INC	16130	11/26/21	2,255.00
230264	BOELTER COMPANIES, THE	97797007	11/26/21	29.19
230264	BOELTER COMPANIES, THE	97797008	11/26/21	53.33
230264	BOELTER COMPANIES, THE	97797009	11/26/21	157.86
230264	BOELTER COMPANIES, THE	97797006	11/26/21	1,574.85
230265	BOUND TO STAY BOUND, INC.	163702	11/26/21	214.90
230266	COVER IT ALL, LLC	6821	11/26/21	461.00
230267	DC EVEREST ADMIN BLDG	18894	11/26/21	180.00
230268	EVEREST PARTY RENTALS	DEC37590	11/26/21	369.00
230269	FASTSIGNS	629-11283	11/26/21	66.25
230270	FRONEK, AMY	NOV2021a ITEM	11/26/21	87.50
230271	GAST, MEGAN	44501	11/26/21	75.00
230272	GORDON FOOD SERVICE INC	214636961	11/26/21	49.07
230272	GORDON FOOD SERVICE INC	214648365	11/26/21	65.22
230273	HOLIDAY WHOLESALE	9929810	11/26/21	410.69
230274	IBA RESOURCES, LLC.	DCE003	11/26/21	855.00
230274	IBA RESOURCES, LLC.	DCE004	11/26/21	6,512.25
230275	JAMF SOFTWARE, LLC	INV222600	11/26/21	5,536.00
230276	JUNIOR LIBRARY GUILD, INC.	594138	11/26/21	2,744.00
230277	KLEIN SCUBA	17051	11/26/21	252.00
230278	LAMERS BUS LINES, INC.	584072	11/26/21	77.11
230279	LITERACY RESOURCES, LLC.	175162	11/26/21	67.99
230280	MARA CTY SHERIFFS OFFICE	10032909	11/26/21	100.00
230280	MARA CTY SHERIFFS OFFICE	10032627	11/26/21	100.00
230280	MARA CTY SHERIFFS OFFICE	10033340	11/26/21	100.00
230280	MARA CTY SHERIFFS OFFICE	100332847	11/26/21	100.00
230281	MARSHFIELD CLINIC, INC.	8003939OCT2021	11/26/21	75.00
230281	MARSHFIELD CLINIC, INC.	185825OCT2021	11/26/21	3,979.20
230282	MIELKE, HEATHER	44501	11/26/21	75.00
230283	MS GRAPHICS, LLC	2014-4122	11/26/21	285.00
230284	NAEHCY	112021-DCEASD	11/26/21	50.00
230284	NAEHCY	102021-2074	11/26/21	249.00
230285	NDSM HOLDINGS, LLC.	3898716	11/26/21	25,723.38
230286	PRIO HEALTH, LLC	13607	11/26/21	1,807.00
230287	PROFESSIONAL AUDIO DESIGNS, INC.	5159	11/26/21	625.00
230288	RUBBER BAND ARRANGEMENTS	2935	11/26/21	348.50
230289	STAPLES ADVANTAGE	3493248598	11/26/21	11.62
230289	STAPLES ADVANTAGE	3492979878	11/26/21	226.75
230290	SUPER DUPER SCHOOL CO	2700742A	11/26/21	33.90

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230291	SWITA CABINetry, INC.	3823	11/26/21	263.75
230292	THOUSAND LUMENS PRODUCTIONS	Thous.Lumens	11/26/21	5,896.50
230293	TITO INC	13848	11/26/21	449.64
230294	U.S. WATER, LLC.	147181	11/26/21	169.00
230295	UMS PRINT SOLUTIONS, LLC	30369	11/26/21	629.57
230296	WI PUBLIC SERVICE	3930145744	11/26/21	1,707.13
230297	WILSON LANGUAGE TRAINING	1893670	11/26/21	72.60
230297	WILSON LANGUAGE TRAINING	1886572	11/26/21	127.22
230297	WILSON LANGUAGE TRAINING	1888383	11/26/21	518.40
230298	WOODWIND & BRASSWIND, INC	ARINV60430567	11/26/21	346.50
230299	ABR EMPLOYMENT SERVICES	214032	12/3/21	250.00
230299	ABR EMPLOYMENT SERVICES	214134	12/3/21	250.00
230299	ABR EMPLOYMENT SERVICES	214241	12/3/21	250.00
230299	ABR EMPLOYMENT SERVICES	214351	12/3/21	250.00
230299	ABR EMPLOYMENT SERVICES	214573	12/3/21	250.00
230300	ADVANCED FITNESS SERVICE	1505	12/3/21	1,520.00
230301	BLUE EDGE ENERGY	3182	12/3/21	872.87
230302	BOELTER COMPANIES, THE	97801197	12/3/21	47.36
230302	BOELTER COMPANIES, THE	97801196	12/3/21	84.65
230302	BOELTER COMPANIES, THE	97801195	12/3/21	233.39
230302	BOELTER COMPANIES, THE	97801194	12/3/21	268.87
230302	BOELTER COMPANIES, THE	97801198	12/3/21	520.32
230302	BOELTER COMPANIES, THE	97798477	12/3/21	7,583.53
230303	CELLCOM - WAUSAU	615732	12/3/21	1,059.19
230303	CELLCOM - WAUSAU	615872	12/3/21	1,420.83
230304	CHARTER COMMUNICATIONS, INC.	1842110321	12/3/21	4,084.64
230305	DC EVEREST SENIOR HIGH SCHOOL	DCEBOYBSK111921	12/3/21	2,938.00
230306	FAIRFIELD INN & SUITES	F3571	12/3/21	1,222.00
230307	FEDEX, INC.	7-575-96050	12/3/21	19.72
230308	GORDON FOOD SERVICE INC	214581465	12/3/21	9.31
230308	GORDON FOOD SERVICE INC	214762850	12/3/21	16.91
230308	GORDON FOOD SERVICE INC	214648369	12/3/21	35.03
230308	GORDON FOOD SERVICE INC	214527565	12/3/21	39.72
230308	GORDON FOOD SERVICE INC	214762867	12/3/21	40.96
230308	GORDON FOOD SERVICE INC	214648370	12/3/21	50.71
230308	GORDON FOOD SERVICE INC	214648357	12/3/21	52.14
230308	GORDON FOOD SERVICE INC	214648371	12/3/21	56.10
230308	GORDON FOOD SERVICE INC	214762860	12/3/21	68.26
230308	GORDON FOOD SERVICE INC	217648360	12/3/21	103.97
230308	GORDON FOOD SERVICE INC	214465310	12/3/21	108.00
230308	GORDON FOOD SERVICE INC	214762862	12/3/21	110.17
230308	GORDON FOOD SERVICE INC	214581473	12/3/21	150.53
230308	GORDON FOOD SERVICE INC	214762854	12/3/21	151.90
230308	GORDON FOOD SERVICE INC	214762856	12/3/21	161.48
230308	GORDON FOOD SERVICE INC	214581474	12/3/21	174.49
230308	GORDON FOOD SERVICE INC	214581457	12/3/21	208.30
230308	GORDON FOOD SERVICE INC	214581461	12/3/21	208.48
230308	GORDON FOOD SERVICE INC	214581475	12/3/21	275.01

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230308	GORDON FOOD SERVICE INC	214581464	12/3/21	305.63
230308	GORDON FOOD SERVICE INC	214648364	12/3/21	308.15
230308	GORDON FOOD SERVICE INC	214648361	12/3/21	346.23
230308	GORDON FOOD SERVICE INC	214581466	12/3/21	430.65
230308	GORDON FOOD SERVICE INC	214581462	12/3/21	444.89
230308	GORDON FOOD SERVICE INC	214648359	12/3/21	541.30
230308	GORDON FOOD SERVICE INC	214648362	12/3/21	576.22
230308	GORDON FOOD SERVICE INC	218648372	12/3/21	622.14
230308	GORDON FOOD SERVICE INC	214762863	12/3/21	669.38
230308	GORDON FOOD SERVICE INC	214762847	12/3/21	705.06
230308	GORDON FOOD SERVICE INC	214581458	12/3/21	834.58
230308	GORDON FOOD SERVICE INC	214648373	12/3/21	891.17
230308	GORDON FOOD SERVICE INC	214762846	12/3/21	998.27
230308	GORDON FOOD SERVICE INC	214465298	12/3/21	1,059.62
230308	GORDON FOOD SERVICE INC	214762864	12/3/21	1,172.27
230308	GORDON FOOD SERVICE INC	214581470	12/3/21	1,277.99
230308	GORDON FOOD SERVICE INC	214581472	12/3/21	1,327.21
230308	GORDON FOOD SERVICE INC	214648363	12/3/21	1,348.15
230308	GORDON FOOD SERVICE INC	214762851	12/3/21	1,670.69
230308	GORDON FOOD SERVICE INC	214581456	12/3/21	1,717.55
230308	GORDON FOOD SERVICE INC	214762855	12/3/21	1,819.26
230308	GORDON FOOD SERVICE INC	214581477	12/3/21	1,878.17
230308	GORDON FOOD SERVICE INC	214762859	12/3/21	2,029.66
230308	GORDON FOOD SERVICE INC	214465303	12/3/21	2,053.01
230308	GORDON FOOD SERVICE INC	214581469	12/3/21	2,071.33
230308	GORDON FOOD SERVICE INC	214465305	12/3/21	2,085.12
230308	GORDON FOOD SERVICE INC	214648375	12/3/21	2,425.97
230308	GORDON FOOD SERVICE INC	214581460	12/3/21	2,597.45
230308	GORDON FOOD SERVICE INC	214648367	12/3/21	3,443.04
230308	GORDON FOOD SERVICE INC	214581454	12/3/21	6,110.34
230309	HOME INSULATION CO, INC	46699	12/3/21	228.00
230309	HOME INSULATION CO, INC	46701	12/3/21	232.00
230309	HOME INSULATION CO, INC	46696	12/3/21	272.00
230309	HOME INSULATION CO, INC	46705	12/3/21	493.00
230310	LAMERS BUS LINES, INC.	585180	12/3/21	96.12
230310	LAMERS BUS LINES, INC.	585177	12/3/21	105.29
230311	MACGILL MEDICAL AND SCHOOL NURSE SUPPLI	CN0022538	12/3/21	-50.00
230311	MACGILL MEDICAL AND SCHOOL NURSE SUPPLI	IN0774243	12/3/21	54.21
230312	MARQUARDT STAMP AND SIGN	51270	12/3/21	39.95
230313	MIDWAY STEEL, INC.	183008	12/3/21	734.69
230314	MS GRAPHICS, LLC	2014-4130.	12/3/21	551.20
230315	OTIS ELEVATOR CO	100400597635	12/3/21	329.67
230316	PARTS TOWN, LLC.	2842164	12/3/21	679.33
230317	PITNEY BOWES GLOBAL FINANCIAL SERVICES, I	3314703720	12/3/21	351.99
230318	STAPLES ADVANTAGE	3493801439	12/3/21	108.15
230318	STAPLES ADVANTAGE	3493407473	12/3/21	221.44
230319	SYSCO FOOD SERVICES OF BARABOO	318184914	12/3/21	648.93
230319	SYSCO FOOD SERVICES OF BARABOO	318193317	12/3/21	1,010.28

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230319	SYSCO FOOD SERVICES OF BARABOO	318203313	12/3/21	1,699.28
230320	TOOLS 4 READING	9664	12/3/21	300.00
230321	TRANE CO, THE	312087189	12/3/21	662.00
230322	ZIPGROW USA INC.	612	12/3/21	549.96
230323	KOHN LAW FIRM SC	12032021A	12/3/21	372.69
230324	MARK HARRING STANDING CHAPTER 13 TRUST	12032021A	12/3/21	441.96
230325	UNITED WAY OF MARATHON CNTY	20211203ADUWAY	12/3/21	641.38
212201186	1ST PLACE TROPHY & ENGRAVING	3994	11/12/21	56.00
212201186	1ST PLACE TROPHY & ENGRAVING	3996	11/12/21	56.00
212201186	1ST PLACE TROPHY & ENGRAVING	3995	11/12/21	117.00
212201187	ABLE DISTRIBUTING CO INC	S017152194.001	11/12/21	26.01
212201188	ADAMUS, AMY	OCT2021 MILEAGE	11/12/21	59.92
212201189	AMAZON CAPITAL SERVICES	1V9V-W6VD-6J63	11/12/21	-203.40
212201189	AMAZON CAPITAL SERVICES	1YK4-H7RY-NT3C	11/12/21	-19.18
212201189	AMAZON CAPITAL SERVICES	1YXL-DCPV-NCMV	11/12/21	-19.18
212201189	AMAZON CAPITAL SERVICES	1XQ4-3MT1-RF66	11/12/21	20.79
212201189	AMAZON CAPITAL SERVICES	1DF6-XH1H-T31L	11/12/21	20.99
212201189	AMAZON CAPITAL SERVICES	1G4J-3RXD-1JLH	11/12/21	29.25
212201189	AMAZON CAPITAL SERVICES	1J47-HQ3F-4DRC	11/12/21	33.98
212201189	AMAZON CAPITAL SERVICES	16L4-P176-KPQP	11/12/21	40.36
212201189	AMAZON CAPITAL SERVICES	1696-JFQD-1HLT	11/12/21	57.20
212201189	AMAZON CAPITAL SERVICES	13MH-639M-6XG6	11/12/21	105.63
212201189	AMAZON CAPITAL SERVICES	16L4-P176-XKCY	11/12/21	159.14
212201189	AMAZON CAPITAL SERVICES	16XN-DK4W-M1TH	11/12/21	203.40
212201189	AMAZON CAPITAL SERVICES	13MH-639M-GP6G	11/12/21	275.55
212201189	AMAZON CAPITAL SERVICES	134C-PCHP-69H6	11/12/21	356.55
212201190	AMERICAN WELDING & GAS INC	8154761	11/12/21	479.12
212201191	ARAMARK UNIFORM SERVICES, INC	OCT2021 FOOD	11/12/21	1,926.17
212201191	ARAMARK UNIFORM SERVICES, INC	OCT2021 CUSTODIAL	11/12/21	2,143.43
212201192	ASCENSION ST. MICHAEL'S HOSPITAL INC.	171245	11/12/21	2,362.50
212201193	BAIER, TERESE	OCT2021 MILEAGE	11/12/21	150.08
212201194	BATES, CRISTIE	OCT2021 MILEAGE	11/12/21	89.32
212201195	BOLEN, NICHELLE	NOV2021 ITEM	11/12/21	85.50
212201196	BRAUN, LISA	OCT2021 ITEM	11/12/21	33.98
212201197	BUCHBERGER, LARRY	REF11421 refs	11/12/21	60.00
212201198	BUENNING, JENNIFER	OCT2021 MILEAGE	11/12/21	40.77
212201199	BULLIS, KRISTINE	OCT2021 MILEAGE	11/12/21	67.20
212201200	COLVIN, ASHLEY	COLVIN11521	11/12/21	37.50
212201201	COMPLETE OFFICE OF WISCONSIN	208324	11/12/21	10,236.00
212201202	DEAF AND HARD OF HEARING EDUCATIONAL	1621	11/12/21	7,762.50
212201203	DEAF/HH EDUCATIONAL CONSULTING	5	11/12/21	2,887.50
212201204	DEMCO, INC - ATTN:	7025008	11/12/21	664.71
212201205	ECONOMICS WISCONSIN	WI_34_T930177	11/12/21	550.00
212201206	FIRST SUPPLY LLC	118144-00	11/12/21	9.36
212201206	FIRST SUPPLY LLC	117015-00	11/12/21	11.71
212201207	FOLLETT SCHOOL SOLUTIONS, INC	345054F	11/12/21	36.34
212201208	FRAAZA, MELISSA	OCT2021 ITEMa	11/12/21	101.35
212201209	GILBERTSON, MOLLIE	OCT2021 MILEAGE	11/12/21	13.78

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201210	GILMORE, JAMES	OCT2021 MILEAGE	11/12/21	95.20
212201210	GILMORE, JAMES	44470	11/12/21	390.00
212201211	GIPP, JENNIFER	OCT2021 MILEAGE	11/12/21	148.48
212201212	GREAT MINDS PBC	INV087612	11/12/21	33,331.19
212201213	HAAKENSEN, BRITTANY	OCT2021 MILEAGE	11/12/21	178.14
212201214	HAHN, NATHAN	NOV2021 FOOD	11/12/21	121.74
212201215	HEEREN, ERIC	OCT2021 MILEAGE	11/12/21	79.74
212201216	HELLER, LUKE	REF11421	11/12/21	60.00
212201217	HORAK REFRIGERATION INC	2775	11/12/21	105.00
212201217	HORAK REFRIGERATION INC	2403	11/12/21	152.50
212201217	HORAK REFRIGERATION INC	1945	11/12/21	193.80
212201217	HORAK REFRIGERATION INC	1878	11/12/21	200.00
212201217	HORAK REFRIGERATION INC	2664	11/12/21	352.00
212201217	HORAK REFRIGERATION INC	2095	11/12/21	359.00
212201217	HORAK REFRIGERATION INC	2776	11/12/21	403.06
212201217	HORAK REFRIGERATION INC	1626	11/12/21	408.47
212201217	HORAK REFRIGERATION INC	1781	11/12/21	834.04
212201218	HOSTVEDT, JAMES	SEP2021 MILEAGE	11/12/21	65.86
212201219	J.W. PEPPER & SON	363763313	11/12/21	197.74
212201220	JEHN, KALLY	OCT2021 MILEAGE	11/12/21	107.57
212201221	JENKIN, DOUGLAS	JENKIN11421	11/12/21	87.00
212201222	JULIOT, DAVID	REF11421-Juliot	11/12/21	60.00
212201223	KRESSEL, TROY	REF11421 Kressel	11/12/21	60.00
212201224	KWIK TRIP INC	00054784 OCT2021	11/12/21	2,112.06
212201225	LANCELLE, GARRETT	REF11421-Lancelle	11/12/21	60.00
212201226	LICHTENWALD, ALLISON	LICHTENWALD11321	11/12/21	52.00
212201227	LIGHTSPEED TECHNOLOGIES INC	138133	11/12/21	1,160.00
212201228	LUKASKO, TIFFANY	OCT2021 MILEAGE	11/12/21	118.89
212201229	MARATHON PEST CONTROL	43347	11/12/21	28.00
212201229	MARATHON PEST CONTROL	42838	11/12/21	28.00
212201229	MARATHON PEST CONTROL	43404	11/12/21	28.00
212201229	MARATHON PEST CONTROL	43406	11/12/21	28.00
212201229	MARATHON PEST CONTROL	43399	11/12/21	28.00
212201229	MARATHON PEST CONTROL	43402	11/12/21	35.00
212201229	MARATHON PEST CONTROL	43407	11/12/21	35.00
212201230	MATHIES, MICHAEL	REF11421- Mathies	11/12/21	60.00
212201231	MID WISCONSIN BEVERAGE	2803207	11/12/21	291.76
212201232	NASSCO INC - CUSTODIAL	6079094	11/12/21	116.00
212201232	NASSCO INC - CUSTODIAL	6073450	11/12/21	253.81
212201232	NASSCO INC - CUSTODIAL	6074897	11/12/21	900.35
212201233	NORTHCENTRAL TECH COLLEGE	0585a	11/12/21	2,928.72
212201234	NORTHERN VALLEY WORKSHOP, INC.	100	11/12/21	2,334.08
212201235	NORTHWAY COMMUNICATIONS INC	114933	11/12/21	83.65
212201235	NORTHWAY COMMUNICATIONS INC	178430	11/12/21	418.00
212201236	OFFICE ENTERPRISES INC	495877	11/12/21	925.00
212201236	OFFICE ENTERPRISES INC	495876	11/12/21	3,905.79
212201237	LANCTIN, BRITTANY	OCT2021 MILEAGE	11/12/21	13.05
212201238	PAN O GOLD BAKING CO ST CLOUD	1536301	11/12/21	765.81

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201239	PETERSON, KRISTIN	OCT2021 CONF	11/12/21	166.60
212201240	PHALEN, LISA	OCTNOV2021 ITEM	11/12/21	42.00
212201241	PLACE, AMY	OCT2021 MILEAGE	11/12/21	99.12
212201242	QUADIENT FINANCE USA, INC.	44470	11/12/21	1,000.00
212201243	REALLY GOOD STUFF, LLC	7705073	11/12/21	71.36
212201243	REALLY GOOD STUFF, LLC	7765505	11/12/21	113.95
212201243	REALLY GOOD STUFF, LLC	7766105	11/12/21	201.36
212201244	REINHART FOODS INC	550737	11/12/21	733.54
212201244	REINHART FOODS INC	554358	11/12/21	1,219.79
212201245	SCHOOL SPECIALTY, LLC.	308103901702	11/12/21	91.98
212201245	SCHOOL SPECIALTY, LLC.	308103902759	11/12/21	399.33
212201245	SCHOOL SPECIALTY, LLC.	308103898687	11/12/21	1,706.76
212201246	SEKEL, JAMES	REF11421-Sekel	11/12/21	60.00
212201247	SHULFER, KATIE	OCT2021 MILEAGE	11/12/21	243.60
212201248	TESKE, STEFANIE	OCT2021 MILEAGE	11/12/21	23.18
212201249	THAO, PANYIA	OCT2021 MILEAGE	11/12/21	28.22
212201250	TIENOR, JENNA	NOV2021 ITEM	11/12/21	15.56
212201251	TRETTER, TODD	OCT2021 MILEAGE	11/12/21	19.49
212201252	USIC RECEIVABLES, LLC	471425	11/12/21	3,000.00
212201253	VIKING ELECTRIC SUPPLY	S005257594.002	11/12/21	-373.90
212201253	VIKING ELECTRIC SUPPLY	S005257594.004	11/12/21	-64.16
212201253	VIKING ELECTRIC SUPPLY	S005245886.001	11/12/21	32.13
212201253	VIKING ELECTRIC SUPPLY	S005230064.002	11/12/21	92.70
212201253	VIKING ELECTRIC SUPPLY	S005239937.004	11/12/21	123.78
212201253	VIKING ELECTRIC SUPPLY	S005239937.003	11/12/21	144.62
212201253	VIKING ELECTRIC SUPPLY	S005239937.001	11/12/21	259.75
212201253	VIKING ELECTRIC SUPPLY	S005257594.003	11/12/21	299.95
212201253	VIKING ELECTRIC SUPPLY	S005257594.001	11/12/21	373.90
212201254	VLIETSTRA, ALISON	OCT2021 MILEAGE	11/12/21	126.62
212201255	WEGGE, KAREN	OCT2021 MILEAGE	11/12/21	19.60
212201255	WEGGE, KAREN	OCT2021 CONF	11/12/21	133.28
212201255	WEGGE, KAREN	OCT2021 ITEM	11/12/21	360.37
212201256	WEINKAUF, TONI	WEINKAUF11921	11/12/21	441.00
212201257	WENDORF, MICHAEL	OCT2021 ITEM	11/12/21	36.00
212201258	WHSFA	5168	11/12/21	330.00
212201259	WYSKOARKO, JUDITH	OCT2021 MILEAGE	11/12/21	63.56
212201260	ABLE DISTRIBUTING CO INC	S017168761.001	11/19/21	95.64
212201261	ACKLEY, MEGAN	PSO Ackley	11/19/21	75.00
212201262	AMAZON CAPITAL SERVICES	1HHW-9NV7-TJ1W	11/19/21	11.99
212201262	AMAZON CAPITAL SERVICES	1CFM-GRC4-YY1K	11/19/21	15.09
212201262	AMAZON CAPITAL SERVICES	19CX-VRCL-FLC7	11/19/21	15.72
212201262	AMAZON CAPITAL SERVICES	1VJX-NHCC-TQ1L	11/19/21	22.98
212201262	AMAZON CAPITAL SERVICES	1WKV-17FH-FMML	11/19/21	24.01
212201262	AMAZON CAPITAL SERVICES	1W76-Y39R-W7XP	11/19/21	25.72
212201262	AMAZON CAPITAL SERVICES	17M9-QCLX-NF3Y	11/19/21	26.57
212201262	AMAZON CAPITAL SERVICES	1HRF-QYN3-39T3	11/19/21	26.76
212201262	AMAZON CAPITAL SERVICES	1DR7-FDYV-T9TT	11/19/21	29.87
212201262	AMAZON CAPITAL SERVICES	13FY-7HNQ-YD71	11/19/21	29.93

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201262	AMAZON CAPITAL SERVICES	16VQ-Q6FX-R996	11/19/21	29.95
212201262	AMAZON CAPITAL SERVICES	1HNM-VCHG-HDP3	11/19/21	30.25
212201262	AMAZON CAPITAL SERVICES	1Y3P-CVK1-63MH	11/19/21	32.04
212201262	AMAZON CAPITAL SERVICES	1CWD-CLH9-C76P	11/19/21	36.47
212201262	AMAZON CAPITAL SERVICES	1FPM-1CP6-Q939	11/19/21	51.96
212201262	AMAZON CAPITAL SERVICES	1CWD-CLH9-M1KF	11/19/21	63.75
212201262	AMAZON CAPITAL SERVICES	1F1V-7L93-76H9	11/19/21	65.86
212201262	AMAZON CAPITAL SERVICES	1JG9-LQ33-J6TY	11/19/21	65.86
212201262	AMAZON CAPITAL SERVICES	1DR7-FDYV-3KYQ	11/19/21	74.67
212201262	AMAZON CAPITAL SERVICES	1P9Q-NTJD-Y31X	11/19/21	77.43
212201262	AMAZON CAPITAL SERVICES	1NGQ-YVFN-N7FQ	11/19/21	79.98
212201262	AMAZON CAPITAL SERVICES	1CVM-JJ4W-HCJ3	11/19/21	82.37
212201262	AMAZON CAPITAL SERVICES	1VJX-NHCC-H3PN	11/19/21	83.91
212201262	AMAZON CAPITAL SERVICES	1X19-WD39-96KX	11/19/21	90.08
212201262	AMAZON CAPITAL SERVICES	1FPM-1CP6-6XKR	11/19/21	90.86
212201262	AMAZON CAPITAL SERVICES	1CVM-JJ4W-CRRC	11/19/21	98.54
212201262	AMAZON CAPITAL SERVICES	1KRD-CXGD-FJVG	11/19/21	111.27
212201262	AMAZON CAPITAL SERVICES	1CVM-JJ4W-H9X6	11/19/21	122.74
212201262	AMAZON CAPITAL SERVICES	1WKV-17FH-FC7R	11/19/21	123.41
212201262	AMAZON CAPITAL SERVICES	1GJT-KDJX-KYCC	11/19/21	147.11
212201262	AMAZON CAPITAL SERVICES	1C9P-K7TY-DD6R	11/19/21	148.30
212201262	AMAZON CAPITAL SERVICES	1FPM-1CP6-KRNW	11/19/21	156.32
212201262	AMAZON CAPITAL SERVICES	11F1-1N63-MCRH	11/19/21	229.04
212201262	AMAZON CAPITAL SERVICES	1CFM-GRC4-HNH6	11/19/21	300.77
212201262	AMAZON CAPITAL SERVICES	1NGQ-YVFN-VGD7	11/19/21	315.17
212201263	ATKINSON, SCOTT	NOV2021 ITEM	11/19/21	70.88
212201263	ATKINSON, SCOTT	NOV2021a ITEM	11/19/21	122.97
212201264	BAUDHUIJN, LATICIA	OCT2021 MILEAGE	11/19/21	74.70
212201264	BAUDHUIJN, LATICIA	OCT2021 CONF	11/19/21	140.00
212201265	BECK, EMILY	OCT2021 MILEAGE	11/19/21	119.06
212201266	BEHRENS, MICHAEL	WOR11122021	11/19/21	30.00
212201267	BRANDT, JEREMY	PSO Brandt	11/19/21	125.00
212201268	BUCHBERGER, LARRY	REF11921 Buchberger	11/19/21	60.00
212201269	BULLIS, KRISTINE	PSO Bullis	11/19/21	125.00
212201270	COMPLETE OFFICE OF WISCONSIN	208383	11/19/21	394.95
212201270	COMPLETE OFFICE OF WISCONSIN	208245	11/19/21	31,119.00
212201271	EDENS, SARAH	OCT2021 MILEAGE	11/19/21	59.98
212201272	EDF ENERGY SERVICES, LLC	126776ES	11/19/21	23,384.60
212201273	FIRST SUPPLY LLC	118222-00	11/19/21	4.78
212201273	FIRST SUPPLY LLC	118417-00	11/19/21	56.92
212201273	FIRST SUPPLY LLC	118211-00	11/19/21	104.11
212201274	FRANCE PROPANE SERVICE	295054	11/19/21	1,400.93
212201275	GILMORE, KRISTINE	NOV2021 ITEM	11/19/21	13.19
212201275	GILMORE, KRISTINE	NOV2021 MILEAGE	11/19/21	27.00
212201275	GILMORE, KRISTINE	NOV2021 CONF	11/19/21	743.70
212201276	GLYNN, JOHN	OCT2021 MILEAGE	11/19/21	23.52
212201277	GRAF, MORGAN	OCT2021 MILEAGE	11/19/21	37.07
212201278	GRAINGER INC, WW	9118001735	11/19/21	5.31

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201279	HABECK, MIKE	WOR11122021	11/19/21	30.00
212201280	HEID MUSIC COMPANY, INC.-APPLETON	2915675	11/19/21	31.50
212201281	HINTZ, MORGAN	OCT2021 MILEAGE	11/19/21	52.58
212201282	HOBART SALES AND SERVICE INC	ZB89097	11/19/21	905.28
212201283	INDUSTRIAL ARTS SUPPLY IASCO	M16734	11/19/21	927.42
212201284	JANKE, TODD	REF Janke 11921	11/19/21	60.00
212201285	KAFCZYNSKI, MORGAN	OCT2021 MILEAGE	11/19/21	54.43
212201286	KENITZER, DICK	WOR11122021	11/19/21	35.00
212201287	KIRBY, KEVIN	REF11122021	11/19/21	75.00
212201288	KISLOW, JAMES	WOR11122021	11/19/21	35.00
212201289	KRESSMAN, AMANDA	44470	11/19/21	813.35
212201290	KRUEGER, SAVANNA	OCT2021 MILEAGE	11/19/21	45.75
212201291	LEPAK, MOLLY	OCT2021 MILEAGE	11/19/21	175.62
212201292	MACIAZ, KENNETH	NOV2021 ITEM	11/19/21	17.73
212201293	MARATHON PEST CONTROL	43473	11/19/21	28.00
212201293	MARATHON PEST CONTROL	43465	11/19/21	28.00
212201294	MARCELLINO, ANTHONY	OCT2021 MILEAGE	11/19/21	86.46
212201295	MATHIES, MICHAEL	REF11921 Mathies	11/19/21	60.00
212201296	MEFFERD, RIANA	NOV2021 MILEAGE	11/19/21	38.81
212201297	MEYERS, THOMAS	REF11122021	11/19/21	75.00
212201298	MINNIHAN, JOHN	OCT2021a ITEM	11/19/21	126.95
212201299	NASSCO INC - CUSTODIAL	6083490	11/19/21	138.60
212201299	NASSCO INC - CUSTODIAL	6080620	11/19/21	266.83
212201300	NELSON, JILL	PSO Nelson	11/19/21	100.00
212201301	NO BOUNDARIES TINY HOMES, LLC.	NBTH_112	11/19/21	2,500.00
212201302	NORTHWAY COMMUNICATIONS INC	114932	11/19/21	35.50
212201302	NORTHWAY COMMUNICATIONS INC	178431	11/19/21	1,045.00
212201303	OLSON, JULIE	44470	11/19/21	546.56
212201304	PAN O GOLD BAKING CO ST CLOUD	1538110	11/19/21	2,391.44
212201305	PREGONT, DANIEL	WOR1122021	11/19/21	35.00
212201306	PRUST, MARIA	PSO Prust	11/19/21	150.00
212201307	RADDENBACH, ASHLEY	WOR11122021	11/19/21	35.00
212201308	REIMANN, DAVID	OCT2021 MILEAGE	11/19/21	49.28
212201309	REINHART FOODS INC	558168	11/19/21	613.07
212201309	REINHART FOODS INC	555682	11/19/21	2,132.69
212201309	REINHART FOODS INC	560496	11/19/21	2,181.68
212201309	REINHART FOODS INC	557822	11/19/21	3,214.82
212201310	RENNING LEWIS & LACY, S.C.	3331573	11/19/21	6,686.00
212201311	RICE, JULIE	PSO Rice	11/19/21	150.00
212201312	RIFTON EQUIPMENT	R076A-1	11/19/21	296.25
212201313	SCHILLING, BRYAN	REF 11921 Schilling	11/19/21	60.00
212201314	SCHUELLER, DAWNEEN	44501	11/19/21	10.00
212201315	SECURIAN FINANCIAL GROUP, INC.	44531	11/19/21	20,382.98
212201316	SECURITY HEALTH PLAN	44531	11/19/21	896,957.23
212201317	SHULFER, KATIE	OCT2021 CONF	11/19/21	150.00
212201318	SIERAKOWSKI, CHAD	WOR11122021	11/19/21	30.00
212201319	SPIEGEL, TINA	OCT2021 MILEAGE	11/19/21	70.67
212201320	STEINIGER, BUCK	REF11122021	11/19/21	75.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201321	STENGER, MOLLY	OCT2021 MILEAGE	11/19/21	60.31
212201321	STENGER, MOLLY	OCT2021A MILEAGE	11/19/21	82.49
212201322	STV ADVISORS, INC.-STOP THE VANILLA	3974	11/19/21	2,700.00
212201323	THOMPSON, KELLY	OCT2021 MILEAGE	11/19/21	33.94
212201324	TROTZER, WILLIAM	WOR11122021	11/19/21	30.00
212201325	TRZEBIATOWSKI, TAMMY	OCT2021 MILEAGE	11/19/21	19.32
212201326	UMLAND, SHAWN	REF11122021	11/19/21	147.90
212201327	VANG, YING	NOV2021 MILEAGE	11/19/21	38.75
212201328	VESPER, WENDY	PSO Vesper	11/19/21	150.00
212201328	VESPER, WENDY	OCT-NOV2021 ITEM	11/19/21	461.11
212201329	VIKING ELECTRIC SUPPLY	S005266730.001	11/19/21	18.77
212201329	VIKING ELECTRIC SUPPLY	S005276405.001	11/19/21	20.33
212201329	VIKING ELECTRIC SUPPLY	S005280694.001	11/19/21	21.48
212201329	VIKING ELECTRIC SUPPLY	S005263517.001	11/19/21	67.16
212201329	VIKING ELECTRIC SUPPLY	S005209488.001	11/19/21	275.00
212201330	WAUSAU SCHOOL DISTRICT	111721	11/19/21	186.00
212201331	WELLER, JULIE	OCT2021 MILEAGE	11/19/21	45.53
212201332	WELSH, SARA	OCT2021 MILEAGE	11/19/21	155.96
212201333	WISNET	18730	11/19/21	7,680.00
212201334	WORLD BOOK, INC.	0001625571-4	11/19/21	1,815.05
212201335	ZELL, CASSIE	OCT2021 MILEAGE	11/19/21	11.20
212201340	ABLE DISTRIBUTING CO INC	S017189278.001	11/26/21	6.61
212201340	ABLE DISTRIBUTING CO INC	S017183487.001	11/26/21	129.62
212201341	AMAZON CAPITAL SERVICES	1L9F-QNDY-D9L7	11/26/21	10.99
212201341	AMAZON CAPITAL SERVICES	16RP-3D4G-VGMJ	11/26/21	11.16
212201341	AMAZON CAPITAL SERVICES	1FD4-6119-JGHH	11/26/21	12.99
212201341	AMAZON CAPITAL SERVICES	13FH-99YV-PH4K	11/26/21	14.98
212201341	AMAZON CAPITAL SERVICES	1FFG-GDNL-CD9L	11/26/21	28.23
212201341	AMAZON CAPITAL SERVICES	1CNR-HQ1L-WPPT	11/26/21	28.97
212201341	AMAZON CAPITAL SERVICES	1FD4-6119-71JD	11/26/21	30.16
212201341	AMAZON CAPITAL SERVICES	1GHF-WNJV-W9QV	11/26/21	34.08
212201341	AMAZON CAPITAL SERVICES	19JC-34D4-W99G	11/26/21	34.54
212201341	AMAZON CAPITAL SERVICES	117F-YCNM-RXYV	11/26/21	37.97
212201341	AMAZON CAPITAL SERVICES	1CMN-NLYK-6VJN	11/26/21	44.43
212201341	AMAZON CAPITAL SERVICES	1XHX-L91F-PYKD	11/26/21	45.45
212201341	AMAZON CAPITAL SERVICES	1L9F-QNDY-J3DL	11/26/21	57.96
212201341	AMAZON CAPITAL SERVICES	1L9F-QNDY-D1JM	11/26/21	62.95
212201341	AMAZON CAPITAL SERVICES	1C6H-17LY-N6N6	11/26/21	70.18
212201341	AMAZON CAPITAL SERVICES	1WCH-LNJF-FFL4	11/26/21	76.94
212201341	AMAZON CAPITAL SERVICES	13CT-W4VN-WW1T	11/26/21	88.72
212201341	AMAZON CAPITAL SERVICES	1NM6-4YGW-NCV3	11/26/21	96.97
212201341	AMAZON CAPITAL SERVICES	134R-GHJL-YQ1R	11/26/21	110.25
212201341	AMAZON CAPITAL SERVICES	1QYR-MLHJ-96KY	11/26/21	135.80
212201341	AMAZON CAPITAL SERVICES	1MVP-4TV1-JHFG	11/26/21	145.52
212201341	AMAZON CAPITAL SERVICES	1XFP-KWLX-9RHT	11/26/21	170.98
212201341	AMAZON CAPITAL SERVICES	1CMN-NLYK-M39Y	11/26/21	180.02
212201341	AMAZON CAPITAL SERVICES	1QYR-MLHJ-C9PJ	11/26/21	191.76
212201341	AMAZON CAPITAL SERVICES	1RHY-HT79-PYDG	11/26/21	200.42

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201341	AMAZON CAPITAL SERVICES	1QDN-TTR4-PNGD	11/26/21	313.95
212201341	AMAZON CAPITAL SERVICES	17C6-6JNM-1TDC	11/26/21	339.98
212201341	AMAZON CAPITAL SERVICES	1HKT-TXYL-QWTR	11/26/21	421.87
212201341	AMAZON CAPITAL SERVICES	1J6H-HX4K-H3FX	11/26/21	717.10
212201342	BLUE INFINITY YOGA, LLC.	BLUEINFINITY111121	11/26/21	39.50
212201343	CESA 9, INC.	15388	11/26/21	125.00
212201344	CLARK, JENNIFER	NOV2021 ITEM	11/26/21	97.38
212201345	CUCCHIARELLI, JENNIFER	NOV2021 ITEM	11/26/21	45.00
212201346	FOLLETT SCHOOL SOLUTIONS, INC	366188	11/26/21	914.60
212201347	FUN AND FUNCTION LLC	531511	11/26/21	1,019.97
212201348	GALLUP, INC.- LOCKBOX	289496	11/26/21	8,500.00
212201349	GILBERTSON, KENDRA	NOV2021 ITEM	11/26/21	12.27
212201350	GRAINGER INC, WW	9122442743	11/26/21	33.00
212201350	GRAINGER INC, WW	9122442750	11/26/21	199.16
212201350	GRAINGER INC, WW	9122741557	11/26/21	301.27
212201350	GRAINGER INC, WW	9122741540	11/26/21	515.12
212201351	HAUPT, JUSTIN	REF11132021	11/26/21	180.00
212201352	HEID MUSIC COMPANY, INC.-APPLETON	2921321	11/26/21	6.76
212201352	HEID MUSIC COMPANY, INC.-APPLETON	2921322	11/26/21	216.61
212201352	HEID MUSIC COMPANY, INC.-APPLETON	2910425	11/26/21	276.24
212201353	HEITING, MARK	REF11/22/21-Heiting	11/26/21	60.00
212201354	HELLER, CHRISTOPHER	OCT2021 MILEAGE	11/26/21	100.91
212201355	HELLER, LUKE	REF111621-Luke	11/26/21	60.00
212201356	HENRY, JOSEPH	REF111621 - Henry	11/26/21	60.00
212201357	J.W. PEPPER & SON	363787888	11/26/21	22.50
212201357	J.W. PEPPER & SON	363675837	11/26/21	76.99
212201358	JANKE, TODD	REF111621-Janke	11/26/21	60.00
212201358	JANKE, TODD	REF11132021	11/26/21	180.00
212201359	JULIOT, DAVID	REF 111621 - Juliot	11/26/21	60.00
212201360	KEMP, JANE	NOV2021 MILEAGE	11/26/21	50.40
212201361	KLEINHANS, MATTHEW	REF11132021	11/26/21	180.00
212201362	KOLODZIEJ, HEIDI	NOV2021 ITEM	11/26/21	20.69
212201362	KOLODZIEJ, HEIDI	NOV2021a ITEM	11/26/21	54.29
212201363	KREJCI, ALAYNA	NOV2021 ITEM	11/26/21	73.50
212201364	LAH INTERPRETING LLC	44501	11/26/21	470.00
212201365	LEHNERT, MADDIE	NOV2021 ITEM	11/26/21	180.00
212201366	MADISON NATL LIFE INS CO	44531	11/26/21	17,819.89
212201367	MATHIES, MICHAEL	REF 111621 - Mathies	11/26/21	60.00
212201367	MATHIES, MICHAEL	REF11132021	11/26/21	180.00
212201368	MID WISCONSIN BEVERAGE	2806011	11/26/21	54.00
212201368	MID WISCONSIN BEVERAGE	2806012	11/26/21	340.32
212201369	MURPHY, MICHAEL	REF11212021	11/26/21	180.00
212201370	NASSCO INC - CUSTODIAL	6034185	11/26/21	71.00
212201370	NASSCO INC - CUSTODIAL	605=11	11/26/21	82.36
212201370	NASSCO INC - CUSTODIAL	6039278	11/26/21	113.82
212201370	NASSCO INC - CUSTODIAL	6086636	11/26/21	114.16
212201370	NASSCO INC - CUSTODIAL	6085928	11/26/21	312.60
212201370	NASSCO INC - CUSTODIAL	6056488	11/26/21	356.15

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201370	NASSCO INC - CUSTODIAL	6034186	11/26/21	2,281.60
212201370	NASSCO INC - CUSTODIAL	6048704	11/26/21	7,109.61
212201371	NELSON, JILL	NOV2021 ITEM	11/26/21	39.76
212201372	NORTHWAY COMMUNICATIONS INC	178464	11/26/21	209.00
212201373	NYE, CASEY	OCT2021 MILEAGE	11/26/21	63.17
212201374	OFFICE ENTERPRISES INC	498806	11/26/21	4,792.50
212201375	OVERDRIVE INC	02584CO21363928	11/26/21	140.61
212201375	OVERDRIVE INC	CD0258421364393	11/26/21	5,000.00
212201376	PIERCE, PATRICE	OCT2021 ITEM	11/26/21	98.00
212201377	PISCA, SARAH	PISCA111221	11/26/21	230.50
212201378	PLACE, AMY	NOV2021 ITEM	11/26/21	74.36
212201379	REINDERS INC	2701170-00	11/26/21	6,696.00
212201380	REINHART FOODS INC	564199	11/26/21	2,772.12
212201381	RENNING LEWIS & LACY, S.C.	236564	11/26/21	867.00
212201382	ROTO-GRAPHIC PRINTING INC	3569-21	11/26/21	49.00
212201382	ROTO-GRAPHIC PRINTING INC	3570	11/26/21	58.00
212201382	ROTO-GRAPHIC PRINTING INC	3571	11/26/21	58.00
212201383	SCHILLING, BRYAN	REF111621 - Schiling	11/26/21	60.00
212201384	SCHNECK, TRINA	NOV2021 ITEM	11/26/21	168.08
212201385	SCHOOL SPECIALTY, LLC.	208129019982	11/26/21	55.93
212201385	SCHOOL SPECIALTY, LLC.	208129045427	11/26/21	395.46
212201386	SEEHAFER, DAWN	NOV2021 ITEM	11/26/21	811.48
212201387	SONDELSKI, TRACI	NOV2021 ITEM	11/26/21	88.80
212201388	STACHOVAK, LUKE	NOV2021 ITEM	11/26/21	50.00
212201389	STRAHOTA, BARBARA	OCT2021 ITEM	11/26/21	54.90
212201390	THOMSEN-STEVENS, CALLIE	OCT2021 ITEM	11/26/21	125.00
212201391	VIKING ELECTRIC SUPPLY	S005294437.001	11/26/21	43.45
212201391	VIKING ELECTRIC SUPPLY	S005288320.001	11/26/21	61.58
212201391	VIKING ELECTRIC SUPPLY	S005288313.001	11/26/21	65.38
212201391	VIKING ELECTRIC SUPPLY	S005306503.001	11/26/21	65.74
212201391	VIKING ELECTRIC SUPPLY	S005304658.002	11/26/21	143.01
212201391	VIKING ELECTRIC SUPPLY	S005304658.001	11/26/21	276.66
212201392	WASB-WI ASSN OF SCHL BOARDS	25366	11/26/21	250.00
212201393	WENDORF, MICHAEL	OCT2021a ITEM	11/26/21	35.44
212201394	WI DEPT OF PUBLIC INST	255-0000043370	11/26/21	1,500.00
212201395	WI INTERSCHOLATIC ATHLETIC ASSN - WIAA	2021015	11/26/21	150.00
212201396	ABLE DISTRIBUTING CO INC	S017197855.001	12/3/21	155.97
212201397	AMAZON CAPITAL SERVICES	1DLW-44PX-TG41	12/3/21	-61.25
212201397	AMAZON CAPITAL SERVICES	19T6-CMJQ-PW4X	12/3/21	9.99
212201397	AMAZON CAPITAL SERVICES	17WN-YG1X-LQ9X	12/3/21	12.99
212201397	AMAZON CAPITAL SERVICES	194X-JYTY-RJGK	12/3/21	17.17
212201397	AMAZON CAPITAL SERVICES	1JNV-CKH6-H3HR	12/3/21	19.99
212201397	AMAZON CAPITAL SERVICES	1WCH-LNJF-MQM4	12/3/21	20.14
212201397	AMAZON CAPITAL SERVICES	1GPM-M7NG-DRFN	12/3/21	21.91
212201397	AMAZON CAPITAL SERVICES	1TQN-XYKN-RDHY	12/3/21	29.94
212201397	AMAZON CAPITAL SERVICES	1VJN-V17C-N34V	12/3/21	33.33
212201397	AMAZON CAPITAL SERVICES	1NXG-QMHR-7PXN	12/3/21	35.90
212201397	AMAZON CAPITAL SERVICES	1C41-NC31-J1RK	12/3/21	37.41

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201397	AMAZON CAPITAL SERVICES	1VV1-KWJM-LDFY	12/3/21	54.24
212201397	AMAZON CAPITAL SERVICES	17WN-YG1X-NG77	12/3/21	54.31
212201397	AMAZON CAPITAL SERVICES	13MV-J347-L3HN	12/3/21	55.18
212201397	AMAZON CAPITAL SERVICES	11MH-6CFC-DMXX	12/3/21	64.19
212201397	AMAZON CAPITAL SERVICES	16C7-RFMM-YCM6	12/3/21	64.87
212201397	AMAZON CAPITAL SERVICES	1TRM-643W-HRCQ	12/3/21	70.95
212201397	AMAZON CAPITAL SERVICES	1L7L-6CR4-WYR7	12/3/21	75.08
212201397	AMAZON CAPITAL SERVICES	1HVD-JLMH-TQCP	12/3/21	93.93
212201397	AMAZON CAPITAL SERVICES	1LQT-V916-WYVQ	12/3/21	93.96
212201397	AMAZON CAPITAL SERVICES	1MQV-1P1G-HX71	12/3/21	112.84
212201397	AMAZON CAPITAL SERVICES	1PMN-QF3H-HK6N	12/3/21	123.60
212201397	AMAZON CAPITAL SERVICES	1R7P-XVK1-79PM	12/3/21	131.59
212201397	AMAZON CAPITAL SERVICES	16NR-DNK9-4XJG	12/3/21	135.26
212201397	AMAZON CAPITAL SERVICES	1914-VVHH-KDV	12/3/21	143.20
212201397	AMAZON CAPITAL SERVICES	1LQT-V916-PGVQ	12/3/21	149.68
212201397	AMAZON CAPITAL SERVICES	1F7J-7MPX-DLKK	12/3/21	163.21
212201397	AMAZON CAPITAL SERVICES	1W91-47J9-NW31	12/3/21	176.05
212201397	AMAZON CAPITAL SERVICES	1F9N-JGKQ-CQLC	12/3/21	192.58
212201397	AMAZON CAPITAL SERVICES	133F-PYMH-M6JF	12/3/21	226.80
212201397	AMAZON CAPITAL SERVICES	1VV1-KWJM-HHHY	12/3/21	227.44
212201397	AMAZON CAPITAL SERVICES	166X-NW3X-RW7T	12/3/21	340.36
212201397	AMAZON CAPITAL SERVICES	1HTT-KQP9-YJFR	12/3/21	749.54
212201398	AMELSE, RICK	REF11232021	12/3/21	110.00
212201399	AMERICAN WELDING & GAS INC	8177166	12/3/21	479.12
212201400	ANDREAS, HEATHER	NOV2021 ITEM	12/3/21	64.60
212201401	BERDAL, RYAN	REF11262021	12/3/21	180.00
212201402	BONTZ, ALEXANDER	REF11122021	12/3/21	75.00
212201403	BROWN, JAMES	REF11272021	12/3/21	110.00
212201404	CAPELLE, COLTON	REF11272021	12/3/21	110.00
212201404	CAPELLE, COLTON	REF11262021	12/3/21	290.00
212201405	DETERT, DAWN	REF11232021	12/3/21	113.00
212201406	EDER, KRISTY	NOV2021 MILEAGE	12/3/21	187.04
212201407	FIRST SUPPLY LLC	118293-00	12/3/21	6.21
212201408	FOLLETT SCHOOL SOLUTIONS, INC	376022	12/3/21	231.95
212201409	FOREMAN, RONALD	44531	12/3/21	60.00
212201410	FORMS SPECIALISTS INC	49818	12/3/21	40.00
212201411	GEBERT, SAMANTHA	NOV2021 MILEAGE	12/3/21	15.68
212201412	GRAINGER INC, WW	9131982481	12/3/21	89.66
212201413	HARBERT, MICHAEL	WOR11232021	12/3/21	50.00
212201414	HOCKIN, TIM	REF11272021	12/3/21	290.00
212201415	HURNER, SCOTT	REF11232021	12/3/21	110.00
212201416	LAKUS, JOHN	REF11272021	12/3/21	180.00
212201417	LEHMAN, GINA	NOV2021 ITEM	12/3/21	69.55
212201418	MANION EDUCATIONAL SERVICES, LLC.	44531	12/3/21	60.00
212201419	MATHIES, MACKENZIE	WOR11262021	12/3/21	70.00
212201419	MATHIES, MACKENZIE	WOR11272021	12/3/21	105.00
212201420	MATHIES, MEGAN	WOR11262021	12/3/21	70.00
212201420	MATHIES, MEGAN	WOR11272021	12/3/21	105.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
212201421	MESENBERG, BRADY	NOV2021 MILEAGE	12/3/21	94.08
212201422	MID WISCONSIN BEVERAGE	2807285	12/3/21	-20.00
212201422	MID WISCONSIN BEVERAGE	2806013	12/3/21	501.55
212201423	MILLER, JAMI	NOV2021 ITEM	12/3/21	31.74
212201424	NASSCO INC - CUSTODIAL	6099319	12/3/21	74.04
212201424	NASSCO INC - CUSTODIAL	6088201	12/3/21	97.20
212201424	NASSCO INC - CUSTODIAL	6088417	12/3/21	263.41
212201424	NASSCO INC - CUSTODIAL	6089316	12/3/21	367.50
212201425	PAXTON PATTERSON	400623	12/3/21	768.57
212201426	PELOQUIN, CHRISTOPHER	REF11262021	12/3/21	180.00
212201427	PETERS, JUSTIN	REF11262021	12/3/21	110.00
212201428	PITSCO EDUCATION	21-000017741	12/3/21	501.80
212201429	RADDENBACH, ASHLEY	WOR11272021	12/3/21	105.00
212201430	REINARDY, DIANNA	OCT2021a ITEM	12/3/21	39.98
212201431	REINHART FOODS INC	568248	12/3/21	427.92
212201431	REINHART FOODS INC	570405	12/3/21	907.36
212201431	REINHART FOODS INC	569559	12/3/21	1,764.25
212201432	SCHOOL SPECIALTY, LLC.	208128924283	12/3/21	16.36
212201432	SCHOOL SPECIALTY, LLC.	208129087091	12/3/21	27.15
212201432	SCHOOL SPECIALTY, LLC.	308103874096	12/3/21	395.30
212201433	SCHRODER, BRYAN	REF11262021	12/3/21	110.00
212201433	SCHRODER, BRYAN	REF11272021	12/3/21	180.00
212201434	TIENOR, JENNA	NOV2021 ITEM	12/3/21	26.47
212201434	TIENOR, JENNA	NOV2021 MILEAGE	12/3/21	172.48
212201435	TSA CONSULTING GROUP, INC.	73344	12/3/21	285.76
212201436	VANG, YING	NOV2021 ITEM	12/3/21	86.22
212201437	VIKING ELECTRIC SUPPLY	S005321212.002	12/3/21	33.16
212201437	VIKING ELECTRIC SUPPLY	S005320956.001	12/3/21	134.01
212201438	WENDORF, BROOKE	NOV2021 ITEM	12/3/21	176.53
				1,998,518.12

**DC EVEREST AREA SCHOOL DISTRICT
49 FUND BOARD CHECK REGISTER
(11/09/2021-12/07/2021)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
4900537	FASTSIGNS	629-11278	11/19/21	3,302.12
4900537	FASTSIGNS	629-11279	11/19/21	4,186.82
4900537	FASTSIGNS	629-11280	11/19/21	1,994.04
4900537	FASTSIGNS	629-11281	11/19/21	3,064.17
4900537	FASTSIGNS	629-11285	11/19/21	1,921.00
4900537	FASTSIGNS	629-11286	11/19/21	1,522.00
4900537	FASTSIGNS	629-11287	11/19/21	2,223.70
4900537	FASTSIGNS	629-11288	11/19/21	1,876.30
4900537	FASTSIGNS	629-11299	11/19/21	1,816.50
4900537	FASTSIGNS	629-11300	11/19/21	1,894.40
4900537	FASTSIGNS	629-11301	11/19/21	1,265.50
4900538	MOBILE WAREHOUSE, LLC	25466	11/19/21	125.00
4900539	SOMERVILLE ARCHITECTS	37325	11/19/21	5,942.75
4900540	AIR QUALITY CONTROL, LLC	BP12 PA7 OCT REF MS	11/26/21	1,518.10
4900541	ELLIS CONSTRUCTION	BP9 PA13 OCT REF RIV	11/26/21	79,304.82
4900542	GREENFIRE MANAGEMENT SERVICES, LLC	BP12 PA8 OCT REF MS	11/26/21	28,834.40
4900543	H.J. MARTIN AND SON, INC	BP7 PA15 OCT REF SH	11/26/21	1,816.70
4900544	HOME INSULATION CO, INC	BP7 PA4-F OCT REF SH	11/26/21	3,126.75
4900545	OLYMPUS LOCKERS AND STORAGE PRODUCTS, INC.	BP7 PA4-F OCT REF SH	11/26/21	1,500.00
4900546	PIEPER ELECTRIC, INC.	BP9 PA12 OCT REF RIV	11/26/21	1,530.45
4900546	PIEPER ELECTRIC, INC.	BP9 PA13 OCT REF RIV	11/26/21	652.65
4900547	THE BOLDT COMPANY	BP11 PA3 OCT REF HAT	11/26/21	59,355.25
4900548	TWEET/GAROT MECHANICAL INC	BP11 PA2 OCT REF HAT	11/26/21	64,622.88
4900549	BEST BUY BUSINESS ADVANTAGE ACCOUNT	5542861	12/3/21	7,852.32
212201336	MAVO SYSTEMS, LLC	BP7 PA8102OCT REF SH	11/26/21	6,673.73
212201337	NEXUS SOLUTIONS, LLC	1370 OCT RLE HAT	11/26/21	4,586.48
212201337	NEXUS SOLUTIONS, LLC	1370 OCT RLE EV	11/26/21	1,138.35
212201337	NEXUS SOLUTIONS, LLC	1370 OCT RLE RIV	11/26/21	8,816.84
212201337	NEXUS SOLUTIONS, LLC	1370 OCT RLE WE	11/26/21	98,476.30
212201337	NEXUS SOLUTIONS, LLC	1370 OCT RLE MS	11/26/21	2,501.73
212201337	NEXUS SOLUTIONS, LLC	1370 OCT RLE JH	11/26/21	152,420.00
212201337	NEXUS SOLUTIONS, LLC	1370 OCT RLE SH	11/26/21	160.00
212201337	NEXUS SOLUTIONS, LLC	1371 OCT REF HAT	11/26/21	907.95
212201337	NEXUS SOLUTIONS, LLC	1371 OCT REF EV	11/26/21	4,882.10
212201337	NEXUS SOLUTIONS, LLC	1371 OCT REF RIV	11/26/21	5,046.45
212201337	NEXUS SOLUTIONS, LLC	1371 OCT REF WE	11/26/21	7,839.20
212201337	NEXUS SOLUTIONS, LLC	1371 OCT REF SH	11/26/21	9,719.75
212201337	NEXUS SOLUTIONS, LLC	1372 OCT REF RIV.	11/26/21	14.88
212201337	NEXUS SOLUTIONS, LLC	1372 OCT REF MBAY.	11/26/21	130.44
212201337	NEXUS SOLUTIONS, LLC	1372 OCT REF MS.	11/26/21	32.00
212201338	STAINLESS SPECIALISTS INC	BP12 PA4 OCT REF MS	11/26/21	475.00
212201339	TOTAL ELECTRIC, INC.	BP12 PA7 OCT REF MS	11/26/21	55,500.00
	BLINDSMADEINUSA.COM	PCARD PURCHASE	11/4/21	12,023.40
				652,593.22

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(11/02/2021-12/02/2021)**

Tran Date	Where Used	District Card Name	Amount
11/02/2021	Amzn Mktp US M15dx1n63, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	19.60
11/02/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	22.63
11/02/2021	Pick N Save #406, Schofield, WI, 54476, US	WELLER, JULIE	24.27
11/02/2021	Doa WisgIpl Raffle Lice, 608-2702535, WI, 53703-3405, US	SEKEL, JAMES	25.50
11/02/2021	Linder Electronic Moto, Wausau, WI, 54401, US	HINSON, DERALD	37.50
11/02/2021	Sportsmith, 8887132880, OK, 74146, US	MULL, AARON	44.72
11/02/2021	Amzn Mktp US Jz6cl8rd3, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	103.34
11/02/2021	Viking Electric-Wausau, 612-627-1132, WI, 54403, US	RAVEY, TRACY	105.48
11/02/2021	Tds Telecom, 8665716662, WI, 53717, US	RAVEY, TRACY	115.81
11/02/2021	Evan-Moor Publishers, 831-6495901, CA, 93940, US	KEMP, JANE	150.81
11/02/2021	Nearpod, 8556327763, FL, 33004, US	DALEY, MICHELLE	159.00
11/02/2021	Dominos 2042, 208-877-4992, WI, 54476, US	DALEY, MICHELLE	225.31
11/02/2021	Cdw Govt #m950641, 800-808-4239, IL, 60061, US	RAVEY, TRACY	390.00
11/02/2021	The Webstaurant Store, 717-392-7472, PA, 17602, US	MULLALEY, JESSICA	518.27
11/02/2021	Paypal Kraftpackag, 4029357733, CA, 95131, US	MULLALEY, JESSICA	1,500.00
11/02/2021	Bestbuycom806512795109, 888bestbuy, MN, 55423, US	RAVEY, TRACY	2,199.98
11/02/2021	Bestbuycom806513698263, 888bestbuy, MN, 55423, US	RAVEY, TRACY	2,199.98
11/02/2021	The Webstaurant Store, 717-392-7472, PA, 17602, US	BAUDHUIN, LATICIA	2,534.17
11/03/2021	Walmart.Com Aa, 800-966-6546, AR, 72716, US	JAKUBEK, JACQUE	47.20
11/03/2021	Pick N Save #406, Schofield, WI, 54476, US	STROIK, MIRANDA	59.72
11/03/2021	Control Concepts Tech, Schofield, WI, 54476, US	HINSON, DERALD	64.65
11/03/2021	Learning A-Z, Llc, 866-889-3729, TX, 75287, US	KEMP, JANE	72.00
11/03/2021	Politos Pizza, Rothschild, WI, 54474, US	FRISCH, TAMMY	81.00
11/03/2021	Phi Delta Kappa Intern, 5713351728, VA, 22209, US	RAETHER, MICHAEL	99.95
11/03/2021	Eventgroove Print, Harlowton, MT, 59036, US	MULL, AARON	208.31
11/04/2021	Msp Camden Food 675116, Saint Paul, MN, 55111-3002, US	GILMORE, KRISTINE	7.91
11/04/2021	Dunkin #352546 Q35, Weston, WI, 54476, US	NYE, CASEY	10.99
11/04/2021	Harbor Freight Tools 2, Rothschild, WI, 54474, US	SUCHOMSKI, JOHN	15.98
11/04/2021	Beccas Cafe, Weston, WI, 54476, US	MULL, AARON	20.44
11/04/2021	Delta 00642218310602, Mosinee, WI, 30354-1989, US	GILMORE, KRISTINE	30.00
11/04/2021	Amzn Mktp US 8v9he6213, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	31.48
11/04/2021	Wm Supercenter #1828, Plover, WI, 54467, US	TEPP, ALYSSA	54.64
11/04/2021	Kwik Trip 35600003566, Weston, WI, 54476-0000, US	SUCKOW, ELLEN	55.01
11/04/2021	The Home Depot #4931, Wausau, WI, 544010000, US	JABLONSKI, JASON	56.85
11/04/2021	Sams Club #6535, Wausau, WI, 54401, US	MEYER, MELISSA	59.10
11/04/2021	Walmart.Com Aa, 8009666546, AR, 72716, US	JABLONSKI, JAMIE A	70.00
11/04/2021	Dollar Tree, Schofield, WI, 54476, US	JAKUBEK, JACQUE	95.00
11/04/2021	Napa Parts Schofield, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	148.96
11/04/2021	The Home Depot #4931, Wausau, WI, 544010000, US	HOFFMAN, AARON	149.02
11/04/2021	The Home Depot #4931, Wausau, WI, 544010000, US	JABLONSKI, JASON	398.00
11/04/2021	Flipsnack.Com, Troy, MI, 48084, US	RAVEY, TRACY	420.00
11/04/2021	Centralinstf/Tdeaf, 3149770132, MO, 63110, US	JABLONSKI, JAMIE A	425.00
11/04/2021	Rink Systems Inc., 5073739175, MN, 56007, US	MULL, AARON	464.69
11/04/2021	4imprint, 877-4467746, WI, 54901, US	MULL, AARON	2,867.21
11/04/2021	Blindsmadeinusa.Com, 765-884-1390, IN, 47970, US	JABLONSKI, JASON	3,916.05
11/04/2021	Blindsmadeinusa.Com, 765-884-1390, IN, 47970, US	JABLONSKI, JASON	8,107.35

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(11/02/2021-12/02/2021)**

Tran Date	Where Used	District Card Name	Amount
11/05/2021	Evan-Moor Publishers, 831-6495901, CA, 93940, US	KEMP, JANE	-7.86
11/05/2021	Pick N Save #406, Schofield, WI, 54476, US	JAKUBEK, JACQUE	9.95
11/05/2021	Samsclub #6535, Wausau, WI, 54401, US	MCFARLANE, JASON	24.38
11/05/2021	Columbia Coatings, 9313887730, TN, 38401, US	FRISCH, TAMMY	38.37
11/05/2021	Bestbuycom806515142869, 888bestbuy, MN, 55423, US	RAVEY, TRACY	49.99
11/05/2021	Gopher Sport, 8776997927, MN, 55060, US	ANGELONI, FAYE	56.45
11/05/2021	Panera Bread #601700 O, 715-261-2217, WI, 54401, US	KAMPMANN, KEVIN	64.52
11/05/2021	Best Buy 00003996, Wausau, WI, 54401, US	SABEY, RENA	75.99
11/05/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	107.52
11/05/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	JAKUBEK, JACQUE	117.28
11/05/2021	Mindbody, 805-5462000, CA, 93401, US	MULL, AARON	165.75
11/05/2021	Amz Fitness Outlet, Pay.Amazon.Co, WA, 98109, US	MULL, AARON	340.78
11/05/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MEYER, MELISSA	405.56
11/08/2021	Cellcom-Weston, Weston, WI, 54476, US	JAKUBEK, JACQUE	19.95
11/08/2021	Kwik Trip 35600003566, Weston, WI, 54476-0000, US	MCFARLANE, JASON	26.36
11/08/2021	Delta 00642228606644, Phoenix, AZ, 30354-1989, US	GILMORE, KRISTINE	30.00
11/08/2021	Central Wisconsin Airp, Mosinee, WI, 54455, US	GILMORE, KRISTINE	32.00
11/08/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	62.03
11/08/2021	Trigs, Schofield, WI, 54476, US	MEYER, MELISSA	81.24
11/08/2021	Ppl Beachbody Fitness, 800-979-5091, CA, 90404, US	GOETSCH, DIANE	104.45
11/08/2021	Learning A-Z, Llc, 866-889-3729, TX, 75287, US	JABLONSKI, JAMIE A	118.00
11/08/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	145.20
11/08/2021	State Bar Of Wisconsin, 608-250-6123, WI, 53718, US	SEEHAFER, DAWN	150.00
11/08/2021	Politos Pizza, Rothschild, WI, 54474, US	MCFARLANE, JASON	154.00
11/08/2021	Samsclub #6535, Wausau, WI, 54401, US	ANGELONI, FAYE	319.90
11/08/2021	Les Mills US Trading, 6308285949, IL, 21236, US	MULL, AARON	529.00
11/08/2021	In Talent Enthusiasts, 608-3605800, WI, 54629-8206, US	GOETSCH, DIANE	760.00
11/08/2021	Western Psychological, Torrance, CA, 90503, US	JABLONSKI, JAMIE A	1,318.35
11/09/2021	Jimmy Johns - 1575 - E, Schofield, WI, 54476, US	LINDELL, JEFF	7.27
11/09/2021	Wsca, Waunakee, WI, 53597, US	JABLONSKI, JAMIE A	30.00
11/09/2021	Advanced Disposal Serv, Schofield, WI, 54476, US	JABLONSKI, JASON	35.38
11/09/2021	Truck Equipment, 9203212441, WI, 54307, US	SUCHOMSKI, JOHN	54.06
11/09/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	60.71
11/09/2021	Jimmy Johns - 1575 - E, Schofield, WI, 54476, US	LINDELL, JEFF	67.96
11/09/2021	Jimmy Johns - 1575, Schofield, WI, 54476, US	SUCKOW, ELLEN	74.63
11/09/2021	Katom Resta, 8005418683, TN, 37764, US	MULL, AARON	83.13
11/09/2021	Gripstuds Tire Stud, 8555387883, OR, 97532, US	MULL, AARON	187.45
11/09/2021	Sp Sparx Hockey, Acton, MA, 01720, US	MULL, AARON	425.09
11/09/2021	Lincoln Contractors Su, Weston, WI, 54476, US	PERNSTEINER, CHAD	1,736.10
11/10/2021	Glacier Canyon Llc, Wisconsin Del, WI, 53965, US	WEGGE, KAREN A	-139.00
11/10/2021	Glacier Canyon Llc, Wisconsin Del, WI, 53965, US	WEGGE, KAREN A	-99.00
11/10/2021	Napa Parts Schofield, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	10.98
11/10/2021	Pick N Save #404, Rothschild, WI, 54474, US	WELLER, JULIE	25.03
11/10/2021	Trigs, Schofield, WI, 54476, US	MEYER, MELISSA	65.03
11/10/2021	Trigs, Schofield, WI, 54476, US	MEYER, MELISSA	72.27
11/10/2021	Pick N Save 5406, 866-611-1979, WI, 54476, US	STROIK, MIRANDA	124.51

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(11/02/2021-12/02/2021)**

Tran Date	Where Used	District Card Name	Amount
11/10/2021	Aldi 64051, Stevens Point, WI, 54481, US	TEPP, ALYSSA	140.17
11/10/2021	State Bar Of Wisconsin, 608-250-6123, WI, 53718, US	SEEHAFER, DAWN	150.00
11/10/2021	Dunkin #352546 Q35, Weston, WI, 54476, US	JAKUBEK, JACQUE	164.85
11/10/2021	Bestbuycom806516987874, 888bestbuy, MN, 55423, US	RAVEY, TRACY	799.99
11/10/2021	Cesa #11, Turtle Lake, WI, 54889, US	JABLONSKI, JAMIE A	885.00
11/11/2021	Control Concepts Tech, Schofield, WI, 54476, US	HINSON, DERALD	-64.65
11/11/2021	Weston Hardware, Weston, WI, 54476, US	HINSON, DERALD	5.98
11/11/2021	Amzn Mktp US 946192843, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	10.54
11/11/2021	Fccla, 7037161306, VA, 20191, US	HOFFMAN, AARON	14.00
11/11/2021	Weston Hardware, Weston, WI, 54476, US	JABLONSKI, JASON	15.98
11/11/2021	Joann Stores #1585, Wausau, WI, 54401, US	ABEL, SCOT	33.93
11/11/2021	Mylearning.Stedi.Org -, Logan, UT, 84321, US	KOEPKE, RICHARD	39.95
11/11/2021	Brickners Of Wausau, Wausau, WI, 54403, US	SUCHOMSKI, JOHN	59.94
11/11/2021	Copps #132, Stevens Point, WI, 54481, US	TEPP, ALYSSA	60.47
11/11/2021	Officemax/Depot 6367, Wausau, WI, 54401, US	ABEL, SCOT	63.97
11/11/2021	Pick N Save 5406, 866-611-1979, WI, 54476, US	MEYER, MELISSA	71.13
11/11/2021	Cdw Govt #n393974, 800-808-4239, IL, 60061, US	RAVEY, TRACY	78.06
11/11/2021	Classcraft Studios Inc, Sherbrooke, QC, J1H 5B9, CA	DALEY, MICHELLE	99.00
11/11/2021	Amazon.Com Hf7br85w3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	168.73
11/11/2021	Popcorn Supply Company, Syracuse, NY, 13204, US	MULL, AARON	208.44
11/11/2021	The Home Depot #4903, Grand Chute, WI, 549140000, US	SEKEL, JAMES	1,596.00
11/12/2021	Gozen!, Vero Beach, FL, 32960, US	JABLONSKI, JAMIE A	17.00
11/12/2021	Sp Mhs: Multi-Health, Toronto, ON, M2H 3R6, CA	ZYNDA, JENNIFER	18.75
11/12/2021	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	21.20
11/12/2021	Imse, Southfield, MI, 48033, US	NYE, CASEY	28.90
11/12/2021	Sp Mhs: Multi-Health, Toronto, ON, M2H 3R6, CA	ZYNDA, JENNIFER	37.50
11/12/2021	Wal-Mart #2127, Wausau, WI, 54401, US	JAKUBEK, JACQUE	41.20
11/12/2021	Neil A Kjos Music Co, 858-270-9800, CA, 92117, US	DALEY, MICHELLE	45.80
11/12/2021	Northern Battery 1100, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	93.04
11/12/2021	Bp#6569941northbnd Qps, Fremont, WI, 54940, US	SEKEL, JAMES	97.16
11/12/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MEYER, MELISSA	104.76
11/12/2021	Bestbuycom806520164861, 888bestbuy, MN, 55423, US	RAVEY, TRACY	119.99
11/12/2021	Arbys 7782, Schofield, WI, 54476, US	ANGELONI, FAYE	155.82
11/12/2021	Amzn Mktp US Wt8h92sj3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	161.74
11/12/2021	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	179.00
11/12/2021	Dominos 2042, 208-877-4992, WI, 54476, US	SEEHAFER, DAWN	185.35
11/12/2021	Sxm Siriusxm.Com/Acct, 888-635-5144, NY, 10012, US	MULL, AARON	189.24
11/12/2021	Menards Wausau Wi, Wausau, WI, 54401, US	ABEL, SCOT	516.88
11/15/2021	Sams Club #6535, Wausau, WI, 54401, US	SEEHAFER, DAWN	7.68
11/15/2021	Central Wisconsin Powe, Weston, WI, 54476, US	SUCHOMSKI, JOHN	21.10
11/15/2021	Pizza Hut 032799, 7153598873, WI, 54476, US	LINDELL, JEFF	29.63
11/15/2021	Kwik Trip 78700007872, Weston, WI, 54476, US	SEEHAFER, DAWN	31.60
11/15/2021	Amzn Mktp US 227mz1tj3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	89.97
11/15/2021	Fbla-Pbl, 7038603334, VA, 20191, US	HOFFMAN, AARON	99.00
11/15/2021	Amzn Mktp US Nr7m955o3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	115.99
11/15/2021	Flocabulary, Brooklyn, NY, 11201, US	JABLONSKI, JAMIE A	120.00

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(11/02/2021-12/02/2021)**

Tran Date	Where Used	District Card Name	Amount
11/15/2021	The Home Depot #4931, Wausau, WI, 544010000, US	ABEL, SCOT	134.83
11/15/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	JAKUBEK, JACQUE	152.20
11/15/2021	Pick N Save 5406, 866-611-1979, WI, 54476, US	TEPP, ALYSSA	179.22
11/15/2021	Amzn Mktp US Hj4ly8f73, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	324.50
11/15/2021	Headrush Tech, 720-565-6885, CO, 80027, US	MULLALEY, JESSICA	570.98
11/15/2021	Cdw Govt #n519656, 800-808-4239, IL, 60061, US	RAVEY, TRACY	975.00
11/15/2021	Frontier Comm Corp Web, 8009218101, CT, 06851, US	RAVEY, TRACY	2,313.29
11/16/2021	Trigs, Schofield, WI, 54476, US	SUCKOW, ELLEN	3.99
11/16/2021	American Red Cross, 800-733-2767, DC, 20006, US	WEGGE, KAREN A	10.00
11/16/2021	Fbla-Pbl, 7038603334, VA, 20191, US	HOFFMAN, AARON	11.00
11/16/2021	Paypal Mnsportsman, 4029357733, CA, 95131, US	SEEHAFER, DAWN	39.99
11/16/2021	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	265.77
11/16/2021	Bestbuycom806523448819, 888bestbuy, MN, 55423, US	RAVEY, TRACY	1,699.98
11/16/2021	Academic Therapy Web, 8004227249, CA, 94949, US	NYE, CASEY	1,990.00
11/16/2021	Bennett Hardwoods Inc, Wausau, WI, 54401, US	PERNSTEINER, CHAD	2,398.40
11/17/2021	Shell Oil57444233811, Curtiss, WI, 54304, US	HALL, KIM	3.78
11/17/2021	Weston Hardware, Weston, WI, 54476, US	HERNING, CODY	5.99
11/17/2021	Trigs, Schofield, WI, 54476, US	MEYER, MELISSA	9.13
11/17/2021	Weston Hardware, Weston, WI, 54476, US	HERNING, CODY	9.99
11/17/2021	American Red Cross, 800-733-2767, DC, 20006, US	WEGGE, KAREN A	10.00
11/17/2021	Officemax/Depot 6367, Wausau, WI, 54401, US	MULLALEY, JESSICA	45.49
11/17/2021	Sq Future Horizons, I, Baraboo, WI, 53913, US	WELLER, JULIE	46.00
11/17/2021	Quizlet.Com, 4152956002, CA, 94107, US	DALEY, MICHELLE	47.88
11/17/2021	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	49.37
11/17/2021	Sarentos Italian Resta, Wisconsin Del, WI, 53965, US	WELLER, JULIE	54.88
11/17/2021	Wm Supercenter #2127, Wausau, WI, 54401, US	ABEL, SCOT	61.56
11/17/2021	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	HERNING, CODY	63.39
11/17/2021	Dbc Blick Art Material, 800-447-1892, IL, 61401, US	DALEY, MICHELLE	86.99
11/17/2021	Officemax/Depot 6367, Wausau, WI, 54401, US	ABEL, SCOT	92.10
11/17/2021	Positive Promotions, 800-635-2666, NY, 11788, US	JAKUBEK, JACQUE	94.25
11/17/2021	Wal-Mart #2127, Wausau, WI, 54401, US	JAKUBEK, JACQUE	102.87
11/17/2021	Amzn Mktp US X439a4s53, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	103.92
11/17/2021	Menards Wausau Wi, Wausau, WI, 54401, US	RAVEY, TRACY	135.99
11/17/2021	Pick N Save 5406, 866-611-1979, WI, 54476, US	STROIK, MIRANDA	148.71
11/17/2021	Harbor Freight Tools29, Steves Point, WI, 54482, US	HOFFMAN, AARON	159.97
11/17/2021	The Home Depot #4931, Wausau, WI, 544010000, US	RAVEY, TRACY	677.69
11/17/2021	Delta 00624846489304, Delta.Com, CA, 30354-1989, US	SPETS, MATT	901.40
11/17/2021	Bestbuycom806524125285, 888bestbuy, MN, 55423, US	RAVEY, TRACY	1,599.98
11/18/2021	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	4.07
11/18/2021	Starbucks Store 60635, Rothschild, WI, 54474, US	SUCKOW, ELLEN	4.48
11/18/2021	Amzn Mktp US D93hk1kv3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	9.98
11/18/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	16.72
11/18/2021	Amazon.Com A06ld5pd3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	25.98
11/18/2021	Tst Sams Pizza Schof, Schofield, WI, 54476, US	HALL, KIM	28.80
11/18/2021	Wis Hs Forensic Assoc, La Crosse, WI, 54603, US	SEEHAFER, DAWN	31.02
11/18/2021	Pick N Save #404, Rothschild, WI, 54474, US	KOEPKE, RICHARD	37.39

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(11/02/2021-12/02/2021)**

Tran Date	Where Used	District Card Name	Amount
11/18/2021	Homedepot.Com, 800-430-3376, GA, 30339, US	RAVEY, TRACY	39.99
11/18/2021	Pick N Save #406, Schofield, WI, 54476, US	JAKUBEK, JACQUE	42.31
11/18/2021	Politos Pizza, Rothschild, WI, 54474, US	JABLONSKI, JAMIE A	44.00
11/18/2021	Amazon.Com 9k0sb3kz3 A, Amzn.Com/Bill, WA, 98109, US	MULLALEY, JESSICA	51.96
11/18/2021	Pick N Save #406, Schofield, WI, 54476, US	STROIK, MIRANDA	64.87
11/18/2021	Menards Wausau Wi, Wausau, WI, 54401, US	ABEL, SCOT	80.23
11/18/2021	Holiday Inn Express Wi, Wisconsin Del, WI, 53913, US	WELLER, JULIE	82.00
11/18/2021	Holiday Inn Express Wi, Wisconsin Del, WI, 53913, US	WELLER, JULIE	82.00
11/18/2021	Samsclub #6535, Wausau, WI, 54401, US	JAKUBEK, JACQUE	106.45
11/18/2021	Wisconsin Park And Rec, Milwaukee, WI, 53214, US	MULL, AARON	150.00
11/18/2021	Kalahari Resort - Wi E, 1305 Kalahari, WI, 53965, US	JABLONSKI, JASON	179.99
11/18/2021	Kalahari Resort - Wi E, 1305 Kalahari, WI, 53965, US	JABLONSKI, JASON	179.99
11/18/2021	The Home Depot #4931, Wausau, WI, 544010000, US	RAVEY, TRACY	235.64
11/18/2021	Dbc Blick Art Material, 800-447-1892, IL, 61401, US	DALEY, MICHELLE	423.30
11/18/2021	Bestbuycom806523561287, 888bestbuy, MN, 55423, US	RAVEY, TRACY	659.98
11/18/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	765.26
11/19/2021	Homedepot.Com, 800-430-3376, GA, 30339, US	RAVEY, TRACY	5.97
11/19/2021	Hardees 1503946, Medford, WI, 54451, US	JABLONSKI, JASON	18.55
11/19/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	22.00
11/19/2021	Homedepot.Com, 800-430-3376, GA, 30339, US	RAVEY, TRACY	26.05
11/19/2021	Amzn Mktp US Zz27c02a3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	27.96
11/19/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	29.52
11/19/2021	Homedepot.Com, 800-430-3376, GA, 30339, US	RAVEY, TRACY	31.99
11/19/2021	Rib Mountain Glass Inc, Wausau, WI, 54401, US	SEKEL, JAMES	32.73
11/19/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	44.00
11/19/2021	Culid, New Richmond, OH, 45157, US	BAUDHUIN, LATICIA	48.47
11/19/2021	Homedepot.Com, 800-430-3376, GA, 30339, US	RAVEY, TRACY	53.69
11/19/2021	Amzn Mktp US Dd7gy4e43, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	62.96
11/19/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	66.00
11/19/2021	Homedepot.Com, 800-430-3376, GA, 30339, US	RAVEY, TRACY	85.02
11/19/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	88.00
11/19/2021	Ascd Membership, Alexandria, VA, 22311, US	DALEY, MICHELLE	89.00
11/19/2021	Wccaa, Cedar Grove, WI, 53013, US	JAKUBEK, JACQUE	100.00
11/19/2021	Dunkin #352546 Q35, Weston, WI, 54476, US	GILMORE, KRISTINE	119.88
11/19/2021	Sp Fork Farms, Green Bay, WI, 54304, US	KAMPMANN, KEVIN	119.95
11/19/2021	Politos Pizza, Rothschild, WI, 54474, US	ANGELONI, FAYE	172.50
11/19/2021	Wccaa, Cedar Grove, WI, 53013, US	JAKUBEK, JACQUE	300.00
11/19/2021	Homedepot.Com, 800-430-3376, GA, 303390000, US	RAVEY, TRACY	325.97
11/22/2021	Truck Country Of Wi-Wa, Rothschild, WI, 54474, US	SUCHOMSKI, JOHN	6.69
11/22/2021	Cornerstone Team Sport, 8779104519, IL, 60188, US	SEKEL, JAMES	75.00
11/22/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	JAKUBEK, JACQUE	153.04
11/22/2021	Control Concepts Tech, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	154.02
11/22/2021	Sams Club #6535, Wausau, WI, 54401, US	MULLALEY, JESSICA	170.14
11/22/2021	Fivebelow.Com 18444523, 866-935-8852, PA, 19106, US	JAKUBEK, JACQUE	186.83
11/22/2021	Nytimes, 800-698-4637, NY, 10018, US	BRAUNEL, CRAIG	357.00
11/22/2021	Cdw Govt #n796303, 800-808-4239, IL, 60061, US	RAVEY, TRACY	1,664.88

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(11/02/2021-12/02/2021)**

Tran Date	Where Used	District Card Name	Amount
11/22/2021	Bib Background Checks, Huntersville, NC, 28078, US	HALL, KIM	14.00
11/22/2021	Barnes&noble.Com, 800-843-2665, NY, 11590, US	DALEY, MICHELLE	16.87
11/22/2021	Amzn Mktp US Yb98y0gq3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	18.99
11/22/2021	Neil A Kjos Music, 858-270-9800, CA, 92117, US	DALEY, MICHELLE	25.40
11/22/2021	Secured Account, Rancho Cucamo, CA, 91730, US	HOFFMAN, AARON	44.55
11/22/2021	Olive Garden 0021864, Wausau, WI, 54401, US	SUCKOW, ELLEN	139.43
11/22/2021	Country Inn And Suites, Roseville, MN, 551130000, US	NYE, CASEY	211.92
11/22/2021	Country Inn And Suites, Roseville, MN, 551130000, US	NYE, CASEY	211.92
11/22/2021	Country Inn And Suites, Roseville, MN, 551130000, US	NYE, CASEY	211.92
11/22/2021	Target 00003640, Schofield, WI, 54476, US	JABLONSKI, JAMIE A	17.22
11/22/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	21.06
11/22/2021	Pizza Hut 032799, 7153598873, WI, 54476, US	LINDELL, JEFF	29.63
11/22/2021	Jimmy Johns - 1575, Schofield, WI, 54476, US	WELLER, JULIE	35.31
11/22/2021	Village Deli, Schofield, WI, 54476, US	JABLONSKI, JAMIE A	37.98
11/22/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	44.00
11/22/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	44.00
11/22/2021	Education_com Premium, San Mateo, CA, 94401, US	JABLONSKI, JAMIE A	59.94
11/22/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	80.00
11/22/2021	Target.Com, 800-591-3869, MN, 55445, US	LINDELL, JEFF	192.00
11/23/2021	Popcorn Supply Company, Syracuse, NY, 13204, US	MULL, AARON	-158.00
11/23/2021	Amazon Prime B028t6zk3, Amzn.Com/Bill, WA, 98109, US	JABLONSKI, JASON	6.51
11/23/2021	Northern Battery 1100, Schofield, WI, 54476, US	HERNING, CODY	57.16
11/23/2021	Hasty Awards, 7852425297, KS, 66067, US	SEKEL, JAMES	100.55
11/23/2021	Target 00003640, Schofield, WI, 54476, US	MULLALEY, JESSICA	8.07
11/23/2021	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	9.99
11/23/2021	Usps Po 5674400919, Schofield, WI, 54476, US	MULLALEY, JESSICA	12.00
11/23/2021	Pick N Save #406, Schofield, WI, 54476, US	MEYER, MELISSA	36.95
11/23/2021	Control Concepts Tech, Schofield, WI, 54476, US	HINSON, DERALD	537.96
11/24/2021	The Home Depot #4931, Wausau, WI, 544010000, US	RAVEY, TRACY	12.94
11/24/2021	Amzn Mktp US Im23r5v43, Amzn.Com/Bill, WA, 98109, US	JABLONSKI, JASON	24.25
11/24/2021	American Red Cross, 800-733-2767, DC, 20006, US	WEGGE, KAREN A	25.00
11/24/2021	Dpi Educator Licensing, 608-2669616, WI, 53703, US	KOEPKE, RICHARD	125.00
11/24/2021	Southeastern Equipment, 8032529199, SC, 29172, US	MULL, AARON	237.04
11/24/2021	Bestbuycom806529507911, 888bestbuy, MN, 55423, US	RAVEY, TRACY	2,459.97
11/24/2021	Starbucks Store 60635, Rothschild, WI, 54474, US	SUCKOW, ELLEN	5.22
11/24/2021	Trigs, Schofield, WI, 54476, US	SABEY, RENA	52.67
11/24/2021	Hardware Distributors, Sauk Rapids, MN, 56379, US	PERNSTEINER, CHAD	7.54
11/24/2021	Hardware Distributors, Sauk Rapids, MN, 56379, US	PERNSTEINER, CHAD	415.00
11/24/2021	Pineapple Appeal, 507-4553041, MN, 55912, US	MEYER, MELISSA	609.50
11/25/2021	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	21.35
11/25/2021	Dominos 2042, 208-877-4992, WI, 54476, US	JAKUBEK, JACQUE	47.67
11/25/2021	Central Wisconsin Powe, Weston, WI, 54476, US	SUCHOMSKI, JOHN	129.99
11/25/2021	Menards Wausau Wi, Wausau, WI, 54401, US	JABLONSKI, JASON	132.72
11/25/2021	Weston Hardware, Weston, WI, 54476, US	JABLONSKI, JASON	193.76
11/25/2021	Harbor Freight Tools 2, Eau Claire, WI, 54701, US	HOFFMAN, AARON	201.91
11/26/2021	Cdw Govt #p046605, 800-808-4239, IL, 60061, US	RAVEY, TRACY	6,950.00

**DC EVEREST AREA SCHOOL DISTRICT
PCARD ACTIVITY
(11/02/2021-12/02/2021)**

Tran Date	Where Used	District Card Name	Amount
11/29/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	SEKEL, JAMES	49.44
11/29/2021	Katomrestau, 8005418683, TN, 37764, US	MULL, AARON	139.96
11/29/2021	Samsclub.Com, 888-746-7726, AR, 72712, US	SEKEL, JAMES	176.52
11/29/2021	Tlf Draegers Floral, Watertown, WI, 53094-3822, US	GILMORE, KRISTINE	73.85
11/29/2021	Wal-Mart #2127, Wausau, WI, 54401, US	ABEL, SCOT	151.14
11/29/2021	Aldi 64051, Stevens Point, WI, 54481, US	TEPP, ALYSSA	66.46
11/30/2021	Weston Hardware, Weston, WI, 54476, US	HERNING, CODY	13.97
11/30/2021	Eb Uw-Stevens Point T, 8014137200, CA, 94105, US	HALL, KIM	77.00
11/30/2021	Harbor Freight Tools 2, Rothschild, WI, 54474, US	HOFFMAN, AARON	299.99
11/30/2021	Amzn Mktp US 3d86o22m3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	1,195.00
11/30/2021	Amazon.Com Ec9km5gl3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	8.25
11/30/2021	Copps #132, Stevens Point, WI, 54481, US	TEPP, ALYSSA	43.89
11/30/2021	Pick N Save #406, Schofield, WI, 54476, US	STROIK, MIRANDA	50.29
12/01/2021	Facebk 2xczp8k872, Menlo Park, CA, 94025, US	MULL, AARON	4.57
12/01/2021	Napa Parts Schofield, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	113.10
12/01/2021	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	139.00
12/01/2021	Amazon.Com 5y8w91zv3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	177.98
12/01/2021	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	179.00
12/01/2021	Teacherspayteachers.Co, 6465880910, NY, 10003, US	BRAUN, LISA	221.04
12/01/2021	Pick N Save 5406, 866-611-1979, WI, 54476, US	STROIK, MIRANDA	252.90
12/01/2021	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	899.00
12/01/2021	In Icemann Arena, Inc, 847-3441431, IL, 60062, US	MULL, AARON	1,228.33
12/01/2021	Soundaway Corp, 7605993985, CA, 92081, US	JABLONSKI, JASON	722.37
12/01/2021	Bestbuycom806536846565, 888bestbuy, MN, 55423, US	RAVEY, TRACY	799.99
12/01/2021	Weston Hardware, Weston, WI, 54476, US	JABLONSKI, JASON	11.96
12/01/2021	Samsclub #6535, Wausau, WI, 54401, US	MULLALEY, JESSICA	42.47
12/01/2021	Harbor Freight Tools 2, Rothschild, WI, 54474, US	PERNSTEINER, CHAD	65.92
12/01/2021	Saks Sports Bar, Vadnais Heigh, MN, 55110, US	MULL, AARON	110.31
12/01/2021	Weston Pizza Ranch, Weston, WI, 54476, US	JAKUBEK, JACQUE	115.46
12/02/2021	Amzn Mktp Us, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	-56.70
12/02/2021	Sp Pactogo.Com, Katy, TX, 77449, US	MULLALEY, JESSICA	37.98
12/02/2021	American Red Cross, 800-733-2767, DC, 20006, US	WEGGE, KAREN A	45.00
12/02/2021	Crossroads County Ma, Wausau, WI, 54401, US	KAMPMANN, KEVIN	58.44
12/02/2021	Jimmy Johns - 1575 - E, Schofield, WI, 54476, US	SEEHAFER, DAWN	62.16
12/02/2021	Smore.Com, Pittsburgh, PA, 15206, US	SEEHAFER, DAWN	149.00
12/02/2021	Foodservice, 8003837141, CA, 91730, US	BAUDHUIN, LATICIA	1,878.87
12/02/2021	Tds Telecom, 8665716662, WI, 53717, US	RAVEY, TRACY	115.81
12/02/2021	Kwik Trip 92500009258, Blaine, MN, 55449, US	MULL, AARON	6.98
12/02/2021	Teacherspayteachers.Co, 6465880910, NY, 10003, US	JABLONSKI, JAMIE A	50.65
12/02/2021	Northern Speech Servic, 888-337-3866, MI, 49735, US	JABLONSKI, JAMIE A	257.56
			90,981.89

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
10 A 000 000 711000 000 000 000	GENERAL FUND/CL Cash	-3,399,062.23	62,630,852.79	57,714,465.49	1,517,325.07
10 A 000 000 711100 000 000 000	GENERAL FUND/PA Payroll Cash Clearance Account	0.00	16,699,328.13	16,699,328.13	0.00
10 A 000 000 711105 000 000 000	GENERAL FUND/A/ A/P ACH Cash Clearing Account	0.00	0.00	0.00	0.00
10 A 000 000 711200 000 000 000	GENERAL FUND/PE PETTY CASH	980.00	0.00	0.00	980.00
10 A 000 000 712000 000 000 000	GENERAL FUND/IN INVESTMENTS	15,912,308.09	47,603,645.26	54,936,560.89	8,579,392.46
10 A 000 000 712999 000 000 000	GENERAL FUND/WI WISC INVESTMENT ACCOUNT, PMA	500,045.52	500,040.98	500,000.00	500,086.50
10 A 000 000 713100 000 000 000	GENERAL FUND/TA TAXES RECEIVABLE	7,071,831.85	16,625,205.00	7,071,831.85	16,625,205.00
10 A 000 000 713200 000 000 000	GENERAL FUND/AC ACCOUNTS RECEIVABLE	1,116.83	0.00	1,116.83	0.00
10 A 000 000 713207 000 000 000	GENERAL FUND/SC SCOREBOARDS RECEIVABLE	0.00	0.00	0.00	0.00
10 A 000 000 713208 000 000 000	GENERAL FUND/FO FOUNDATION RECEIVABLE	0.00	16,850.00	0.00	16,850.00
10 A 000 000 713210 000 000 000	GENERAL FUND/TR TRACK RENOVATION PROJECT	0.00	0.00	0.00	0.00
10 A 000 000 714100 000 000 000	GENERAL FUND/DU Due From Other Funds	0.00	0.00	0.00	0.00
10 A 000 000 715100 000 000 000	GENERAL FUND/DU DUE FROM LOCAL GOVERNMENTS	0.00	0.00	0.00	0.00
10 A 000 000 715200 000 000 000	GENERAL FUND/OT OTHER WI DISTRICTS	17,171.88	0.00	17,171.88	0.00
10 A 000 000 715500 000 000 000	GENERAL FUND/DU DUE FROM STATE GOVERNMENT	840,285.27	0.00	840,285.27	0.00
10 A 000 000 715600 000 000 000	GENERAL FUND/DU DUE FROM FED GOVERNMENT	1,188,267.12	0.00	1,140,219.51	48,047.61
10 A 000 000 716000 000 000 000	GENERAL FUND/IN INVENTORY	53,684.08	0.00	53,684.08	0.00
10 A 000 000 717000 000 000 000	GENERAL FUND/PR PREPAID EXPENSE	161,953.85	8,035.51	111,281.60	58,707.76
10 A 000 000 717001 000 000 000	GENERAL FUND/PR PREPAID EXPENSE	0.00	0.00	0.00	0.00
10 A 000 000 751000 000 000 000	GENERAL FUND/FI FIXED ASSETS-SITES	0.00	0.00	0.00	0.00
10 A 000 000 753000 000 000 000	GENERAL FUND/FI FIXED ASSETS-BUILDINGS	0.00	0.00	0.00	0.00
10 A 000 000 754000 000 000 000	GENERAL FUND/FI FIXED ASSETS-EQUIPMENT	0.00	0.00	0.00	0.00
10 A 000 000 754100 000 000 000	GENERAL FUND/EQ FIXED ASSETS-ACCUM DEPRECIATN	0.00	0.00	0.00	0.00
10 L 000 000 000000 000 000 000	GENERAL FUND/N/	0.00	0.00	0.00	0.00
10 L 000 000 811100 000 000 000	GENERAL FUND/TE TEMPORARY NOTES PAYABLE	0.00	3,850,000.00	3,850,000.00	0.00
10 L 000 000 811200 000 000 000	GENERAL FUND/AC ACCOUNTS PAYABLE	-820,391.69	10,685,104.98	9,865,008.29	-295.00
10 L 000 000 811555 000 000 000	GENERAL FUND/AP AP P-CARD	0.00	0.00	0.00	0.00
10 L 000 000 811558 000 000 000	GENERAL FUND/AP AP STAPLES	0.00	0.00	0.00	0.00
10 L 000 000 811610 000 000 000	GENERAL FUND/ME MEDICARE TAX	-53,654.16	663,576.12	609,921.96	0.00
10 L 000 000 811611 000 000 000	GENERAL FUND/FI SOCIAL SECURITY TAX	-229,415.26	2,830,193.18	2,600,777.92	0.00
10 L 000 000 811612 000 000 000	GENERAL FUND/FE FEDERAL INCOME TAX	0.00	1,533,319.40	1,533,319.40	0.00
10 L 000 000 811613 000 000 000	GENERAL FUND/ST STATE INCOME TAX	-84,371.23	978,320.04	893,948.81	0.00
10 L 000 000 811620 000 000 000	GENERAL FUND/RE RETIREMENT DEDUCTION	-718,512.05	2,689,719.37	2,656,476.78	-685,269.46
10 L 000 000 811622 000 000 000	GENERAL FUND/HD HDHP - 4K / 8K	0.00	0.00	0.00	0.00
10 L 000 000 811624 000 000 000	GENERAL FUND/HD HDHP - 40 PLAN	0.00	0.00	0.00	0.00
10 L 000 000 811626 000 000 000	GENERAL FUND/HS HSA - EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811628 000 000 000	GENERAL FUND/HS HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811630 000 000 000	GENERAL FUND/DE DENTAL - PPO CONTRIBUTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811631 000 000 000	GENERAL FUND/HE HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000 811632 000 000 000	GENERAL FUND/DE DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00

Fd T Loc		Obj Func		Prj DeptJob		Fd T Loc Obj Fu		Account Level	Beginning	2021-22	2021-22	Ending	
								Description	Balance	FYTD Debits	FYTD Credits	Balance	
10	L	000	000	811633	000	000	000	GENERAL FUND/DI	DISABILITY INS DEDUCTION	-10,241.42	69,802.25	62,835.92	-3,275.09
10	L	000	000	811634	000	000	000	GENERAL FUND/SP	SPOUSE/DEP'T LIFE INSURANCE	-1,997.45	5,148.28	5,480.22	-2,329.39
10	L	000	000	811635	000	000	000	GENERAL FUND/DE	DEPENDENT CARE - CHPT125	-1,817.99	52,227.73	66,109.56	-15,699.82
10	L	000	000	811636	000	000	000	GENERAL FUND/DE	DENTAL-PPO CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811637	000	000	000	GENERAL FUND/HE	HEALTH-CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811638	000	000	000	GENERAL FUND/DE	DENTAL-CHAPTER 125	0.00	0.00	0.00	0.00
10	L	000	000	811639	000	000	000	GENERAL FUND/AD	ADDITIONAL LIFE INSURANCE	-877.43	41,230.49	44,473.58	-4,120.52
10	L	000	000	811640	000	000	000	GENERAL FUND/UN	UNITED WAY	0.00	8,462.18	8,462.18	0.00
10	L	000	000	811641	000	000	000	GENERAL FUND/OT	OTHER MEDICAL - CHPT 125	0.00	0.00	0.00	0.00
10	L	000	000	811642	000	000	000	GENERAL FUND/EB	EBC - FLEX CLAIMS TAIL	0.00	0.00	0.00	0.00
10	L	000	000	811643	000	000	000	GENERAL FUND/HE	HEALTH INS. - SELF PAY - COBRA	0.00	4,514.24	76,942.75	-72,428.51
10	L	000	000	811644	000	000	000	GENERAL FUND/DE	DENTAL INS. - SELF PAY - COBRA	0.00	333.76	7,470.96	-7,137.20
10	L	000	000	811645	000	000	000	GENERAL FUND/LI	LIFE INS - EMPLOYER CONTRIBUTI	-20,417.77	47,066.15	43,874.04	-17,225.66
10	L	000	000	811647	000	000	000	GENERAL FUND/LI	LIMITED FLEX PLAN-CHAPTER 125	-1,371.07	0.00	0.00	-1,371.07
10	L	000	000	811648	000	000	000	GENERAL FUND/SU	SUPPLEMENTAL LIFE INSURANCE	-2,878.89	19,539.54	21,415.13	-4,754.48
10	L	000	000	811650	000	000	000	GENERAL FUND/UN	UNION DUES DEDUCTION	0.00	0.00	0.00	0.00
10	L	000	000	811652	000	000	000	GENERAL FUND/GR	GREENHECK FIELDHOUSE MEMBERSHP	0.00	130.25	130.25	0.00
10	L	000	000	811655	000	000	000	GENERAL FUND/V	V VISION PLAN (DELTA)	63.14	21,354.05	18,635.49	2,781.70
10	L	000	000	811656	000	000	000	GENERAL FUND/V	V SHORT TERM DISABILITY	7,478.79	31,813.98	33,210.50	6,082.27
10	L	000	000	811665	000	000	000	GENERAL FUND/RO	ROTH 403(B)	0.00	39,899.12	39,899.12	0.00
10	L	000	000	811670	000	000	000	GENERAL FUND/TS	TSA'S	0.00	466,770.86	466,770.86	0.00
10	L	000	000	811673	000	000	000	GENERAL FUND/RE	RETIREE HEALTH	0.00	0.00	5,083.47	-5,083.47
10	L	000	000	811674	000	000	000	GENERAL FUND/RE	RETIREE DENTAL	0.00	0.00	0.00	0.00
10	L	000	000	811675	000	000	000	GENERAL FUND/RE	RETIREE LIFE	0.00	0.00	0.00	0.00
10	L	000	000	811697	000	000	000	GENERAL FUND/CH	CHAMBER GIFT CERTIFICATES	0.00	6,389.97	6,389.97	0.00
10	L	000	000	811699	000	000	000	GENERAL FUND/MI	MISCELLANEOUS DEDUCTION	0.00	27,081.99	27,081.99	0.00
10	L	000	000	811700	000	000	000	GENERAL FUND/IN	INTEREST PAYABLE	0.00	0.00	0.00	0.00
10	L	000	000	811810	000	000	000	GENERAL FUND/NE	NET PAYROLL PAYABLE (CHECKS)	0.00	0.00	0.00	0.00
10	L	000	000	811815	000	000	000	GENERAL FUND/NE	NET EFT PAYABLE	0.00	33,705,356.09	33,705,356.09	0.00
10	L	000	000	811820	000	000	000	GENERAL FUND/VO	VOUCHERS PAYABLE	-3,719,974.79	3,719,974.79	0.00	0.00
10	L	000	000	812000	000	000	000	GENERAL FUND/DU	Due To Other Funds	-4,051,105.45	4,357,259.52	306,154.07	0.00
10	L	000	000	815100	000	000	000	GENERAL FUND/SE	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
10	L	000	000	815901	000	000	000	GENERAL FUND/OP	OPEB 73	0.00	0.00	745,801.00	-745,801.00
10	L	000	000	816000	000	000	000	GENERAL FUND/DE	DEFERRED REVENUES	0.00	0.00	0.00	0.00
10	L	000	000	816200	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE STATE AID	0.00	0.00	0.00	0.00
10	L	000	000	816903	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE-VARIOUS CAMPS	0.00	0.00	0.00	0.00
10	L	000	000	816905	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE-MISC. ICE USE	0.00	0.00	0.00	0.00
10	L	000	000	816909	000	000	000	GENERAL FUND/DE	DEFERRED REVENUE H.S. HOCKEY	0.00	0.00	0.00	0.00
10	L	000	000	816910	000	000	000	GENERAL FUND/DE	DEF. REV. - IN TECH	0.00	0.00	0.00	0.00
10	L	000	000	816999	000	000	000	GENERAL FUND/OT	DEFERRED REVENUE- OTHER GRANTS	0.00	0.00	0.00	0.00

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
10 L 000 000 817100 000 000 000	GENERAL FUND/HE HEALTH-CLAIMS PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 817101 000 000 000	GENERAL FUND/SE HEALTH INS. PREMIUM PAYABLE	-1,246,116.08	5,582,828.42	4,931,858.81	-595,146.47
10 L 000 000 817150 000 000 000	GENERAL FUND/HR HRA PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 817200 000 000 000	GENERAL FUND/DE DENTAL-CLAIMS PAYABLE	-55,000.00	466,168.83	481,491.43	-70,322.60
10 L 000 000 819107 000 000 000	GENERAL FUND/CO CONF ROOM A - ED IMPROVEMENT	0.00	0.00	0.00	0.00
10 L 000 000 842300 000 000 000	GENERAL FUND/LO LONG TERM BONDS PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 842350 000 000 000	GENERAL FUND/38 38 FUND TAXABLE BONDS	0.00	0.00	0.00	0.00
10 Q 000 000 000000 000 000 000	GENERAL FUND/N/	0.00	0.00	0.00	0.00
10 Q 000 000 911000 000 000 000	GENERAL FUND/FI FIXED ASSETS - L.T.D.	0.00	0.00	0.00	0.00
10 Q 000 000 912000 000 000 000	GENERAL FUND/FI FIXED ASSETS - TAX LEVY	0.00	0.00	0.00	0.00
10 Q 000 000 914000 000 000 000	GENERAL FUND/FI FIXED ASSETS-ACCUM DEPRECIATIO	0.00	0.00	0.00	0.00
10 Q 000 000 916000 000 000 000	GENERAL FUND/FI FIXED ASSETS - DONATIONS	0.00	0.00	0.00	0.00
10 Q 000 000 931000 000 000 000	GENERAL FUND/FU FUND BALANCE-RESERVED	0.00	1,651,971.72	1,952,762.09	-300,790.37
10 Q 000 000 931700 000 000 000	GENERAL FUND/FU FUND BALANCE - L.T.D.	0.00	0.00	0.00	0.00
10 Q 000 000 932000 000 000 000	GENERAL FUND/FU FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
10 Q 000 000 936120 000 000 000	GENERAL FUND/Co CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
10 Q 000 000 936130 000 000 000	GENERAL FUND/UN UNSPENT COMMON SCHOOL LIBRARY	-12,490.23	330,230.06	156,866.39	160,873.44
10 Q 000 000 936320 000 000 000	GENERAL FUND/De DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
10 Q 000 000 936500 000 000 000	GENERAL FUND/Fo FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
10 Q 000 000 936900 000 000 000	GENERAL FUND/FD FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
10 Q 000 000 938900 000 000 000	GENERAL FUND/As ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
10 Q 000 000 939200 000 000 000	GENERAL FUND/CA WORKING CAPITAL (CASH FLOW)	-11,325,491.23	31,010,253.33	44,670,043.80	-24,985,281.70
10 Q 000 000 939900 000 000 000	GENERAL FUND/Un UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
10 - - - - -		0.00	248,979,998.36	248,979,998.36	0.00

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
27 A 000 000 711000 000 000 000	SPECIAL EDUCATI CASH	470,334.87	1,128,445.83	5,005,469.97	-3,406,689.27
27 A 000 000 711100 000 000 000	SPECIAL EDUCATI PAYROLL CLEARANCE ACCOUNT	0.00	4,714,102.07	4,714,102.07	0.00
27 A 000 000 711105 000 000 000	SPECIAL EDUCATI A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
27 A 000 000 712000 000 000 000	SPECIAL EDUCATI INVESTMENTS	0.00	1,050,595.56	1,050,595.56	0.00
27 A 000 000 713200 000 000 000	SPECIAL EDUCATI ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
27 A 000 000 714100 000 000 000	SPECIAL EDUCATI Due From Other Funds	0.00	0.00	0.00	0.00
27 A 000 000 715420 000 000 000	SPECIAL EDUCATI DUE FROM CESA	0.00	0.00	0.00	0.00
27 A 000 000 715500 000 000 000	SPECIAL EDUCATI DUE FROM STATE GOVERNMENT	0.00	0.00	0.00	0.00
27 A 000 000 715600 000 000 000	SPECIAL EDUCATI DUE FROM FED GOVERNMENT	622,138.11	39,972.99	662,111.10	0.00
27 L 000 000 000000 000 000 000	SPECIAL EDUCATI	0.00	0.00	0.00	0.00
27 L 000 000 811200 000 000 000	SPECIAL EDUCATI ACCOUNTS PAYABLE	-57,645.69	494,730.54	437,084.85	0.00
27 L 000 000 811558 000 000 000	SPECIAL EDUCATI AP STAPLES	0.00	0.00	0.00	0.00
27 L 000 000 811610 000 000 000	SPECIAL EDUCATI MEDICARE TAX	-10,147.07	10,147.07	0.00	0.00
27 L 000 000 811611 000 000 000	SPECIAL EDUCATI SOCIAL SECURITY TAX	-43,387.32	43,387.32	0.00	0.00
27 L 000 000 811620 000 000 000	SPECIAL EDUCATI RETIREMENT DEDUCTION	-47,919.71	47,919.71	0.00	0.00
27 L 000 000 811628 000 000 000	SPECIAL EDUCATI HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
27 L 000 000 811630 000 000 000	SPECIAL EDUCATI DENTAL - PPO CONTRIBUTION	0.00	0.00	0.00	0.00
27 L 000 000 811633 000 000 000	SPECIAL EDUCATI DISABILITY INS DEDUCTION	-2,387.45	2,387.45	0.00	0.00
27 L 000 000 811645 000 000 000	SPECIAL EDUCATI LIFE INS - EMPLOYER CONTRIBUTI	-1,171.37	1,171.37	0.00	0.00
27 L 000 000 811815 000 000 000	SPECIAL EDUCATI NET EFT PAYABLE	0.00	6,689,828.06	6,689,828.06	0.00
27 L 000 000 811820 000 000 000	SPECIAL EDUCATI VOUCHERS PAYABLE	-709,923.96	709,923.96	0.00	0.00
27 L 000 000 812000 000 000 000	SPECIAL EDUCATI Due To Other Funds	0.00	0.00	0.00	0.00
27 L 000 000 815100 000 000 000	SPECIAL EDUCATI SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
27 L 000 000 817101 000 000 000	SPECIAL EDUCATI SECURITY PREMIUM PAYABLE	-202,754.97	202,754.97	0.00	0.00
27 L 000 000 817150 000 000 000	SPECIAL EDUCATI HRA PAYABLE	0.00	0.00	0.00	0.00
27 L 000 000 817200 000 000 000	SPECIAL EDUCATI DENTAL - CLAIMS PAYABLE	-17,135.44	17,135.44	0.00	0.00
27 Q 000 000 000000 000 000 000	SPECIAL EDUCATI	0.00	0.00	0.00	0.00
27 Q 000 000 931000 000 000 000	SPECIAL EDUCATI FUND BALANCE - RESERVED	0.00	178,511.55	218,166.13	-39,654.58
27 Q 000 000 932000 000 000 000	SPECIAL EDUCATI FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
27 Q 000 000 936120 000 000 000	SPECIAL EDUCATI CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
27 Q 000 000 936320 000 000 000	SPECIAL EDUCATI DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
27 Q 000 000 936500 000 000 000	SPECIAL EDUCATI FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
27 Q 000 000 936900 000 000 000	SPECIAL EDUCATI FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
27 Q 000 000 938900 000 000 000	SPECIAL EDUCATI ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
27 Q 000 000 939200 000 000 000	SPECIAL EDUCATI WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
27 Q 000 000 939900 000 000 000	SPECIAL EDUCATI UNASSIGNED FUND BALANCE	0.00	5,445,217.00	1,998,873.15	3,446,343.85
27 - - - - -		0.00	20,776,230.89	20,776,230.89	0.00

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
50 A 000 000 711000 000 000 000	FOOD SERVICE FU CASH	1,655,206.81	1,131,559.55	1,203,952.69	1,582,813.67
50 A 000 000 711100 000 000 000	FOOD SERVICE FU PAYROLL CLEARANCE ACCOUNT	0.00	533,833.72	533,833.72	0.00
50 A 000 000 711105 000 000 000	FOOD SERVICE FU A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
50 A 000 000 711200 000 000 000	FOOD SERVICE FU PETTY CASH	93.00	0.00	0.00	93.00
50 A 000 000 712000 000 000 000	FOOD SERVICE FU INVESTMENTS	0.00	1,077,162.84	1,077,162.84	0.00
50 A 000 000 713200 000 000 000	FOOD SERVICE FU ACCOUNTS RECEIVABLE	81.75	0.00	81.75	0.00
50 A 000 000 714100 000 000 000	FOOD SERVICE FU Due From Other Funds	0.00	0.00	0.00	0.00
50 A 000 000 715500 000 000 000	FOOD SERVICE FU DUE FROM STATE GOVERNMENT	0.00	0.00	0.00	0.00
50 A 000 000 715600 000 000 000	FOOD SERVICE FU DUE FROM FEDERAL FUNDS	115,013.15	0.00	115,013.15	0.00
50 L 000 000 000000 000 000 000	FOOD SERVICE FU	0.00	0.00	0.00	0.00
50 L 000 000 811200 000 000 000	FOOD SERVICE FU ACCOUNTS PAYABLE	-42,378.75	578,973.73	536,594.98	0.00
50 L 000 000 811558 000 000 000	FOOD SERVICE FU AP STAPLES	0.00	0.00	0.00	0.00
50 L 000 000 811610 000 000 000	FOOD SERVICE FU MEDICARE TAX	-316.52	316.52	0.00	0.00
50 L 000 000 811611 000 000 000	FOOD SERVICE FU SOCIAL SECURITY TAX	-1,353.46	1,353.46	0.00	0.00
50 L 000 000 811620 000 000 000	FOOD SERVICE FU RETIREMENT DEDUCTION	-1,465.73	1,465.73	0.00	0.00
50 L 000 000 811630 000 000 000	FOOD SERVICE FU DENTAL PPO PLAN	0.00	0.00	0.00	0.00
50 L 000 000 811633 000 000 000	FOOD SERVICE FU DISABILITY INS DEDUCTION	0.00	0.00	0.00	0.00
50 L 000 000 811645 000 000 000	FOOD SERVICE FU LIFE INS - EMPLOYER CONTRIBUTI	0.00	0.00	0.00	0.00
50 L 000 000 811815 000 000 000	FOOD SERVICE FU NET EFT PAYABLE	0.00	581,688.59	581,688.59	0.00
50 L 000 000 811820 000 000 000	FOOD SERVICE FU VOUCHERS PAYABLE	-22,359.58	22,359.58	0.00	0.00
50 L 000 000 812000 000 000 000	FOOD SERVICE FU Due To Other Funds	-85,920.82	85,920.82	0.00	0.00
50 L 000 000 815000 000 000 000	FOOD SERVICE FU DEPOSITS PAYABLE-FAMILY BALANC	0.00	0.00	0.00	0.00
50 L 000 000 815100 000 000 000	FOOD SERVICE FU SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
50 L 000 000 815300 000 000 000	FOOD SERVICE FU DUE TO STATE	0.00	0.00	0.00	0.00
50 L 000 000 815900 000 000 000	FOOD SERVICE FU Other Deposits Payable	-122,382.86	0.00	0.00	-122,382.86
50 L 000 000 817101 000 000 000	FOOD SERVICE FU SECURITY PREMIUM PAYABLE	0.00	0.00	0.00	0.00
50 L 000 000 817150 000 000 000	FOOD SERVICE FU HRA PAYABLE	0.00	0.00	0.00	0.00
50 L 000 000 817200 000 000 000	FOOD SERVICE FU DENTAL-CLAIMS PAYABLE	0.00	0.00	0.00	0.00
50 Q 000 000 000000 000 000 000	FOOD SERVICE FU	0.00	0.00	0.00	0.00
50 Q 000 000 931000 000 000 000	FOOD SERVICE FU FUND BALANCE - RESERVED	0.00	35,644.81	109,326.10	-73,681.29
50 Q 000 000 932000 000 000 000	FOOD SERVICE FU FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
50 Q 000 000 936120 000 000 000	FOOD SERVICE FU CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
50 Q 000 000 936320 000 000 000	FOOD SERVICE FU DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
50 Q 000 000 936500 000 000 000	FOOD SERVICE FU FOOD SERVICE FUND BALANCE	-1,494,216.99	1,192,106.59	1,084,732.12	-1,386,842.52
50 Q 000 000 936900 000 000 000	FOOD SERVICE FU FUND BALANCE-RESTRICTED OTHER	0.00	0.00	0.00	0.00
50 Q 000 000 938900 000 000 000	FOOD SERVICE FU ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
50 Q 000 000 939200 000 000 000	FOOD SERVICE FU WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
50 Q 000 000 939900 000 000 000	FOOD SERVICE FU UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
50 - - - - -		0.00	5,242,385.94	5,242,385.94	0.00

Fd T Loc		Obj Func		Prj DeptJob		Fd T Loc Obj Fu		Account Level	Beginning	2021-22		Ending
								Description	Balance	FYTD Debits	FYTD Credits	Balance
80	A	000	000	711000	000	000	000	COMMUNITY SERVI CASH	-58,335.57	926,946.57	954,619.83	-86,008.83
80	A	000	000	711001	000	000	000	COMMUNITY SERVI COMM. SERV. MINIMUM BALANCE RQ	250.00	0.00	0.00	250.00
80	A	000	000	711100	000	000	000	COMMUNITY SERVI PAYROLL CLEARANCE ACCOUNT	0.00	413,180.46	413,180.46	0.00
80	A	000	000	711105	000	000	000	COMMUNITY SERVI A/P ACH CASH ACCOUNT INTERCITY	0.00	0.00	0.00	0.00
80	A	000	000	711200	000	000	000	COMMUNITY SERVI PETTY CASH	1,030.00	0.00	0.00	1,030.00
80	A	000	000	711300	000	000	000	COMMUNITY SERVI HOLDING ACCOUNT - CASH	0.00	0.00	0.00	0.00
80	A	000	000	712000	000	000	000	COMMUNITY SERVI INVESTMENTS	0.00	61,958.39	61,958.39	0.00
80	A	000	000	713100	000	000	000	COMMUNITY SERVI TAXES RECEIVABLE	0.00	375,000.00	0.00	375,000.00
80	A	000	000	713200	000	000	000	COMMUNITY SERVI ACCOUNTS RECEIVABLE	115,684.79	0.00	115,684.79	0.00
80	A	000	000	713205	000	000	000	COMMUNITY SERVI RECEIVABLES - UNCOLLECTED GHF	11,538.90	0.00	11,253.90	285.00
80	A	000	000	714100	000	000	000	COMMUNITY SERVI Due From Other Funds	42,389.45	306,154.07	348,543.52	0.00
80	A	000	000	715600	000	000	000	COMMUNITY SERVI DUE FROM FEDERAL GOVERNMENT	1,804.40	0.00	1,804.40	0.00
80	L	000	000	000000	000	000	000	COMMUNITY SERVI	0.00	0.00	0.00	0.00
80	L	000	000	811200	000	000	000	COMMUNITY SERVI ACCOUNTS PAYABLE	-37,372.44	187,839.77	150,467.33	0.00
80	L	000	000	811225	000	000	000	COMMUNITY SERVI CMTY ED CK ACCT PAYABLE	0.00	0.00	0.00	0.00
80	L	000	000	811558	000	000	000	COMMUNITY SERVI AP STAPLES	0.00	0.00	0.00	0.00
80	L	000	000	811610	000	000	000	COMMUNITY SERVI MEDICARE TAX	-668.04	668.04	0.00	0.00
80	L	000	000	811611	000	000	000	COMMUNITY SERVI SOCIAL SECURITY TAX	-2,856.70	2,856.70	0.00	0.00
80	L	000	000	811620	000	000	000	COMMUNITY SERVI RETIREMENT DEDUCTION	-1,472.88	1,472.88	0.00	0.00
80	L	000	000	811628	000	000	000	COMMUNITY SERVI HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
80	L	000	000	811630	000	000	000	COMMUNITY SERVI DENTAL - PPO CONTRIBUTION	0.00	0.00	0.00	0.00
80	L	000	000	811633	000	000	000	COMMUNITY SERVI DISABILITY INSURANCE	0.00	0.00	0.00	0.00
80	L	000	000	811645	000	000	000	COMMUNITY SERVI LIFE INS - EMPLOYER CONTRIBUTI	0.00	0.00	0.00	0.00
80	L	000	000	811815	000	000	000	COMMUNITY SERVI NET EFT PAYABLE	0.00	510,426.56	510,426.56	0.00
80	L	000	000	811820	000	000	000	COMMUNITY SERVI VOUCHERS PAYABLE	-46,124.24	46,124.24	0.00	0.00
80	L	000	000	812000	000	000	000	COMMUNITY SERVI Due To Other Funds	0.00	0.00	0.00	0.00
80	L	000	000	816900	000	000	000	COMMUNITY SERVI DEFER.REV.-SCHL.AGE CARE	-1,320.00	1,320.00	0.00	0.00
80	L	000	000	816901	000	000	000	COMMUNITY SERVI DEFERRED REV.-YOUTH ACTIV.FEES	-21,630.82	21,630.82	0.00	0.00
80	L	000	000	816902	000	000	000	COMMUNITY SERVI DEFER.REV.-ADULT & FAMILY FEES	-1,039.20	1,039.20	0.00	0.00
80	L	000	000	816903	000	000	000	COMMUNITY SERVI DEFERRED REVENUE-VARIOUS CAMPS	-34,615.17	34,615.17	0.00	0.00
80	L	000	000	816904	000	000	000	COMMUNITY SERVI DEFERRED REVENUE PRESCHOOL FEE	0.00	0.00	0.00	0.00
80	L	000	000	816905	000	000	000	COMMUNITY SERVI DEFERRED REVENUE-OTHER ICE USE	-5,264.64	5,264.64	0.00	0.00
80	L	000	000	816906	000	000	000	COMMUNITY SERVI Deferred Revenue - Care Corner	0.00	0.00	0.00	0.00
80	L	000	000	816907	000	000	000	COMMUNITY SERVI DEFERRED REVENUE-POOL ACTIVITY	0.00	0.00	0.00	0.00
80	L	000	000	816908	000	000	000	COMMUNITY SERVI DEF.REV.-GFH BUILDING RENTAL	-2,355.50	2,355.50	0.00	0.00
80	L	000	000	816909	000	000	000	COMMUNITY SERVI DEF.REV.- H.S. HOCKEY	-900.00	900.00	0.00	0.00
80	L	000	000	816911	000	000	000	COMMUNITY SERVI DEF.REV.-MEMBERSHIPS	-3,411.38	3,411.38	0.00	0.00
80	L	000	000	816913	000	000	000	COMMUNITY SERVI DEFERRED REVENUE-GHF CONCESSIO	-2,799.38	2,799.38	0.00	0.00
80	L	000	000	817101	000	000	000	COMMUNITY SERVI SECURITY PREMIUM PAYABLE	0.00	0.00	0.00	0.00
80	L	000	000	817200	000	000	000	COMMUNITY SERVI DENTAL CLAIMS PAYABLE	0.00	0.00	0.00	0.00

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
80 Q 000 000 000000 000 000 000	COMMUNITY SERVI	0.00	0.00	0.00	0.00
80 Q 000 000 931000 000 000 000	COMMUNITY SERVI FUND BALANCE - RESERVED	0.00	1,387.99	1,387.99	0.00
80 Q 000 000 931896 000 000 000	COMMUNITY SERVI TOURNAMENT ACTIVITY	0.00	0.00	0.00	0.00
80 Q 000 000 932000 000 000 000	COMMUNITY SERVI FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
80 Q 000 000 936120 000 000 000	COMMUNITY SERVI CONT OBLIG-RESTRICTED FUND BAL	0.00	0.00	0.00	0.00
80 Q 000 000 936320 000 000 000	COMMUNITY SERVI DEBT SERVICE RETIREMENT	0.00	0.00	0.00	0.00
80 Q 000 000 936500 000 000 000	COMMUNITY SERVI FOOD SERVICE FUND BALANCE	0.00	0.00	0.00	0.00
80 Q 000 000 936900 000 000 000	COMMUNITY SERVI FUND BALANCE-RESTRICTED OTHER	47,468.42	612,831.31	950,855.90	-290,556.17
80 Q 000 000 938900 000 000 000	COMMUNITY SERVI ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
80 Q 000 000 939200 000 000 000	COMMUNITY SERVI WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
80 Q 000 000 939900 000 000 000	COMMUNITY SERVI UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
80 - - - - -		0.00	3,520,183.07	3,520,183.07	0.00

Account Level		Beginning	2021-22	2021-22	Ending
Fd T Loc Obj Func	Prj DeptJob Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
Grand Asset Totals		25,325,811.92	155,842,869.72	155,355,313.67	25,813,367.97
Grand Liability Totals		-12,541,081.89	82,217,774.18	72,020,470.92	-2,343,778.63
Grand Equity Totals		-12,784,730.03	40,458,154.36	51,143,013.67	-23,469,589.34
Grand Totals		0.00	278,518,798.26	278,518,798.26	0.00

Number of Accounts: 228

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

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00036	Approved Personal Finance Curriculum for Idea	2021-2022	12/06/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Approved Personal Finance Curriculum for Idea School	10 E 301 411 241000 000 241 000		12/02/2021	0.00	200.00
2		Approved Personal Finance Curriculum for Idea School	10 E 301 360 129000 000 301 000		12/02/2021	200.00	0.00
3		Approved Personal Finance Curriculum for Idea School	10 E 301 417 129000 000 301 000		12/02/2021	0.00	300.00
4		Approved Personal Finance Curriculum for Idea School	10 E 301 360 129000 000 301 000		12/02/2021	300.00	0.00
5		Approved Personal Finance Curriculum for Idea School	10 E 301 341 256770 000 301 000		12/02/2021	0.00	1,000.00
6		Approved Personal Finance Curriculum for Idea School	10 E 301 360 129000 000 301 000		12/02/2021	1,000.00	0.00
7		Approved Personal Finance Curriculum for Idea School	10 E 301 411 129000 000 301 000		12/02/2021	0.00	906.83
8		Approved Personal Finance Curriculum for Idea School	10 E 301 360 129000 000 301 000		12/02/2021	906.83	0.00
TOTALS						2,406.83	2,406.83

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00024	Approved technology purchases for Idea	2021-2022	12/06/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Approved technology purchases for Idea	10 E 301 341 256770 000 301 000		12/02/2021	0.00	1,000.00
2		Approved technology purchases for Idea	10 E 301 440 129000 000 301 000		12/02/2021	1,000.00	0.00
3		Approved technology purchases for Idea	10 E 301 360 129000 000 301 000		12/02/2021	0.00	280.00
4		Approved technology purchases for Idea	10 E 301 440 129000 000 301 000		12/02/2021	280.00	0.00
TOTALS						1,280.00	1,280.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00037	help cover the cost of 10 body microphones fo	2021-2022	12/02/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		help cover the cost of 10 body microphones for drama department	10 E 820 470 110000 000 210 000		12/02/2021	0.00	1,100.00
2		help cover the cost of 10 body microphones for drama department	10 E 820 411 125000 000 210 000		12/02/2021	1,100.00	0.00
TOTALS						1,100.00	1,100.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00035	to cover cost of FastBridge from illuminate e	2021-2022	12/02/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover cost of FastBridge from illuminate education (12/1/2021-6/30/2022)	10 E 820 490 221400 000 210 000		12/01/2021	0.00	500.00
2		to cover cost of FastBridge from illuminate education (12/1/2021-6/30/2022)	10 E 820 480 221100 000 809 000		12/01/2021	500.00	0.00
TOTALS						500.00	500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00034	Transfer to cover cost of add for B.Ball prog	2021-2022	12/01/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to cover cost of add for B.Ball program	10 E 824 940 211000 000 212 000		12/01/2021	0.00	300.00
2		Transfer to cover cost of add for B.Ball program	10 E 824 351 211000 000 212 000		12/01/2021	300.00	0.00
TOTALS						300.00	300.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00033	To cover sub class for licesne	2021-2022	11/29/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		To cover sub class for licesne	10 E 102 354 110000 000 241 000		11/23/2021	0.00	39.95
2		To cover sub class for licesne	10 E 102 940 241000 000 241 000		11/23/2021	39.95	0.00
TOTALS						39.95	39.95

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00032	TB - TRANSFER TO PAY FOR REIMB FROM CORRECT A	2021-2022	11/23/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		TB - TRANSFER TO PAY FOR REIMB FROM CORRECT ACCT	10 E 300 940 122600 000 125 000		11/22/2021	0.00	34.12
2		TB - TRANSFER TO PAY FOR REIMB FROM CORRECT ACCT	10 E 300 411 122600 000 125 000		11/22/2021	34.12	0.00
TOTALS						34.12	34.12

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00031	To cover spending	2021-2022	11/18/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		10 e 102 415 110000 000 241 000 To cover additional staff incentives	10 E 102 354 110000 000 241 000		11/17/2021	0.00	1,000.00
2		to cover additional staff incentives	10 E 102 415 110000 000 241 000		11/17/2021	1,000.00	0.00
TOTALS						1,000.00	1,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00030	to cover quizlet subscription for Jenni Seibe	2021-2022	11/17/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover quizlet subscription for Jenni Seibel	10 E 200 411 127000 000	127 000	11/17/2021	0.00	47.88
2		to cover quizlet subscription for Jenni Seibel	10 E 200 940 127000 000	127 000	11/17/2021	47.88	0.00
TOTALS						47.88	47.88

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00029	Additional purchase	2021-2022	11/17/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Purchase of camera lens kit	10 E 300 432 222200 031	220 000	11/16/2021	0.00	134.97
2		Purchase of camera lens kit	10 E 300 482 222200 031	220 000	11/16/2021	134.97	0.00
TOTALS						134.97	134.97

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00028	Additional purchase	2021-2022	11/17/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Purchase Final Cut Pro licenses	10 E 300 432 222200 031	220 000	11/16/2021	0.00	4,500.00
2		Purchase Final Cut Pro licenses	10 E 300 360 222200 031	220 000	11/16/2021	4,500.00	0.00
TOTALS						4,500.00	4,500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00027	TB - Transfer to pay for JH Construction purc	2021-2022	11/16/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		TB - Transfer to pay for JH Construction purchases	10 E 300 440 136610 000	136 000	11/15/2021	262.00	0.00
2		TB - Transfer to pay for JH Construction purchases	10 E 300 411 136610 000	136 000	11/15/2021	0.00	262.00
TOTALS						262.00	262.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00026	TB - TRANSFER TO PAY FOR REGISTRATIONS FROM C	2021-2022	11/15/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		TB - TRANSFER TO PAY FOR REGISTRATIONS FROM CORRECT ACCOUNT	10 E 400 940 132000 000	132 000	11/15/2021	224.00	0.00
2		TB - TRANSFER TO PAY FOR REGISTRATIONS FROM CORRECT ACCOUNT	10 E 400 440 132000 000	132 000	11/15/2021	0.00	224.00
TOTALS						224.00	224.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00025	4K Gift Card	2021-2022	11/15/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Additional 4K teacher Gift Card	10 E 828 411 110000 000 828 000		11/15/2021	0.00	325.00
2		Additional 4K teacher Gift Card	10 E 828 310 221300 000 828 000		11/15/2021	325.00	0.00
TOTALS						325.00	325.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00023	to cover Ad Fondes media bias chart and poste	2021-2022	11/15/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Ad Fondes media bias chart and poster for Len Fike	10 E 400 341 256740 000 122 000		11/12/2021	0.00	29.99
2		to cover Ad Fondes media bias chart and poster for Len Fike	10 E 400 411 122435 000 122 000		11/12/2021	29.99	0.00
TOTALS						29.99	29.99

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00022	11-12-21 Purhcase extra radios due to increas	2021-2022	11/12/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		11-12-21 Purhcase extra radios due to increased staff in building	10 E 106 354 110000 000 241 000		11/12/2021	0.00	45.00
2		11-12-21 Purhcase extra radios due to increased staff in building	10 E 106 481 241000 000 241 000		11/12/2021	45.00	0.00
TOTALS						45.00	45.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00021	Extra projects planned for art that paper is	2021-2022	11/12/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Extra projects planned for art that paper is needed for	10 E 106 411 121000 000 121 000		11/11/2021	0.00	51.00
2		Extra projects planned for art that paper is needed for	10 E 106 417 121000 000 121 000		11/11/2021	51.00	0.00
TOTALS						51.00	51.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00020	to cover the negative balance for dominos	2021-2022	11/12/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover the negative balance for dominos	10 E 300 342 122000 000 122 000		11/11/2021	0.00	35.29
2		to cover the negative balance for dominos	10 E 300 415 122000 000 122 000		11/11/2021	35.29	0.00
TOTALS						35.29	35.29

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00019	to cover negative balance for classcraft	2021-2022	11/12/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance for classcraft	10 E 400 342 123000 000 123 000		11/11/2021	0.00	139.36
2		to cover negative balance for classcraft	10 E 400 480 123000 000 123 000		11/11/2021	139.36	0.00
TOTALS						139.36	139.36

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00018	to cover sub license for learning advocate	2021-2022	11/12/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover sub license for learning advocate	10 E 102 353 263000 000 241 000		11/10/2021	0.00	5.00
2		to cover sub license for learning advocate	10 E 102 940 241000 000 241 000		11/10/2021	5.00	0.00
TOTALS						5.00	5.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00017	Balancing accounts due to being overbudget fr	2021-2022	11/09/2021	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Balancing accounts due to being overbudget from supply orders	10 E 200 440 143000 000 140 000		11/09/2021	0.00	500.00
2		Balancing accounts due to being overbudget from supply orders	10 E 200 411 143000 000 140 000		11/09/2021	500.00	0.00
3		Balancing accounts due to being overbudget from supply orders	10 E 300 310 143000 000 140 000		11/09/2021	0.00	800.00
4		Balancing accounts due to being overbudget from supply orders	10 E 300 411 143000 000 140 000		11/09/2021	800.00	0.00
5		Balancing accounts due to being overbudget from supply orders	10 E 400 440 143000 000 140 000		11/09/2021	0.00	700.00
6		Balancing accounts due to being overbudget from supply orders	10 E 400 411 143000 000 140 000		11/09/2021	700.00	0.00
TOTALS						2,000.00	2,000.00

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

**OFFICE OF THE SUPERINTENDENT
D.C. EVEREST AREA SCHOOL DISTRICT**

PROFESSIONAL STAFF
7230F/page 1 of 1

GIFTS, GRANTS, AND/OR BEQUESTS TO THE SCHOOL DISTRICT

Please complete the following information and submit to the Superintendent's Office.

Donor: Getsch Charitable Trust

(Name of individual or organization making donation/gift)

Policy 7230 states the District shall provide written acknowledgement to the donor of any accepted cash donation of \$250 or more and any non-cash donation the value of which is \$250 or more. Such acknowledgement shall include the amount of cash or a description of any non-cash donation. Please provide either an email or address so we are able to return a copy of this signed form to the donor.

Donor Email: _____

OR

Donor Address: Katie and Matt Kleinschmidt, 179553 Hilly Acres Rd., Eland, WI 54427

Description of Gift/Donation: Cash

Estimated Value: \$5,000

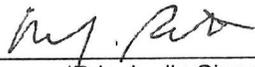
Given to: Senior High - matching grant for families/food
(school, organization of a school, employee, etc.)

Date Received: 11/23/2021

Recipient - District employee we may contact with questions: Todd Bohm

Purpose of Gift/Donation: supply holiday food baskets and holiday shopping for students in need

Principal Approval of Gift: YES NO


(Principal's Signature)

All gifts, grants, or bequests having a value of more than \$2500.00 shall be accepted by the Board. The Superintendent may accept for the Board gifts of lesser value.

Superintendent Approval of Gift: YES NO


(Superintendent's Signature)

School Board Approval of Gift: YES NO

(School Board Clerk's Signature)

The D.C. Everest Area School District Federal Tax Number is: 39-6007952.

8/23/16

**OFFICE OF THE SUPERINTENDENT
D.C. EVEREST AREA SCHOOL DISTRICT**

PROFESSIONAL STAFF
7230F/page 1 of 1

GIFTS, GRANTS, AND/OR BEQUESTS TO THE SCHOOL DISTRICT

Please complete the following information and submit to the Superintendent's Office.

Anonymous

Donor: _____
(Name of individual or organization making donation/gift)

Policy 7230 states the District shall provide written acknowledgement to the donor of any accepted cash donation of \$250 or more and any non-cash donation the value of which is \$250 or more. Such acknowledgement shall include the amount of cash or a description of any non-cash donation. Please provide either an email or address so we are able to return a copy of this signed form to the donor.

Donor Email: _____

OR

Donor Address: 6500 Alderson Street; Weston, WI. 54476

Description of Gift/Donation: \$3000

Estimated Value: _____
DC Everest Food Pantry

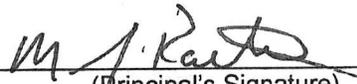
Given to: _____
(school, organization of a school, employee, etc.)

Date Received: 11/19/2021

Recipient - District employee we may contact with questions: Todd Bohm or Erin Jacobson

Purpose of Gift/Donation: DC Everest Holiday Food deliveries and shopping

Principal Approval of Gift: YES NO


(Principal's Signature)

All gifts, grants, or bequests having a value of more than \$2500.00 shall be accepted by the Board. The Superintendent may accept for the Board gifts of lesser value.

Superintendent Approval of Gift: YES NO


(Superintendent's Signature)

School Board Approval of Gift: YES NO

(School Board Clerk's Signature)

The D.C. Everest Area School District Federal Tax Number is: 39-6007952.

8/23/16



Book	Policy Manual
Section	Second Reading by Board
Title	ETHICS AND CONFLICT OF INTEREST
Code	po1130
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	11/18/202

1130 - **ETHICS AND CONFLICT OF INTEREST**

The maintenance of unusually high standards of honesty, integrity, impartiality, and professional conduct by Board members and the District's administrative employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the School District.

For these reasons, the Board adopts the following guidelines to assure that conflicts of interest do not occur. These guidelines apply to all administrative employees, officers, and agents, including members of the Board. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all administrative employees, officers, and agents. Administrative employees are expected to perform their duties in an ethical manner and free from an actual conflict of interest or from situations that create the appearance of a conflict of interest, in a manner consistent with 19.59, Wis. Stats. The Board's interest in enforcing this policy is to assure that the decisions and actions of public employees retain the public's trust. Therefore, even a conflict relationship that can be viewed as beneficial to the District or that was intended to be beneficial to the District, may still be a violation of this policy.

- A. No administrative employee, officer, or agent shall engage in or have a personal or financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with his/her duties and responsibilities in the school system. Specifically, administrative employees must perform their duties in a manner that does not violate criminal conflict of interest laws pursuant to 946.13, Wis. Stats. by having a private pecuniary interest in an amount that exceeds ~~This includes not only those interests that violate state criminal law, which typically requires at least \$15,000 in a financial interest,~~ but also lesser valued conflicts that nonetheless create the appearance of using one's public position to secure a private pecuniary interest and/or benefit.
- B. Administrative employees, officers, and agents shall not engage in business, private practice of their profession, the rendering of services, or anything of substantial value, or the sale of goods of any type where advantage is taken of any professional relationship they may have with any student, client, or parents of such students or clients in the course of their employment or professional relationship with the School District.

Included, by way of illustration rather than limitation are the following:

1. the provision of any private lessons or services for a fee
2. soliciting on school premises or under circumstances which are coercive for the private sale of goods or services to students or other employees
3. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's employment or through his/her access to School District records

4. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals

55

5. the requirement of students or clients to purchase any private goods or services provided by an employee or any business or professional practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations

- C. Should exceptions to this policy be necessary in order to provide mandatory services to students or clients of the School District, all such exceptions will be made known to the administrative employee's supervisor and will be disclosed to the Superintendent **before** entering into any private relationship.
- D. Administrative employees, officers, and agents shall not make use of materials, equipment, or facilities of the School District for their own personal financial gain or business interest. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.
- E. Administrative employees, officers, and agents cannot participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization that employs or is about to employ any of the parties described in this section, has a financial or other interest in, or a tangible personal benefit from, a firm considered for a contract.

Administrative employees, officers, and agents cannot solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

[X] However, pursuant to Federal rules, the School District has set standards for when an administrative employee, officer, or agent may accept a gift of an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$25 or less.

- F. Administrative employees, officers, and agents must disclose any potential conflict of interest which may lead to a violation of this policy to the School District. Upon discovery of any potential conflict of interest, the School District will disclose, in writing, the potential conflict of interest to the appropriate Federal awarding agency or, if applicable, the pass-through entity.**

The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.

- G. Administrative employees, officers and agents found to be in violation of this conflict of interest policy will be subject to:**

[X] discipline in accordance with policy 3139.

- ~~H. To the extent that the School District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the School District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the School District is unable, or appears to be unable, to be impartial.~~
- ~~I. Administrative employees, officers, and agents must disclose any potential conflict of interest which may lead to a violation of this policy to the School District. Upon discovery of any potential conflict of interest, the School District will disclose, in writing, the potential conflict of interest to the appropriate Federal awarding agency or, if applicable, the pass through entity.~~
- ~~J. The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass through entity.~~

In the event that, within the course of administering a Federally funded grant program or service to the District, an administrative employee identifies a conflict of interest, a potential conflict of interest, or that the appearance of a conflict of interest may arise in the course of administering the Federal grant funds, the administrative employee must immediately notify either the Federal agency administering the grant in a manner consistent with that particular agencies rules on conflict of interests, or the District employee directly responsible for grant compliance. Such notice shall be provided at the earliest possible time.

It is a violation of this policy to take action or to refrain from taking action, or for an administrative employee to otherwise use his/her public position to obtain a financial gain or anything of substantial value for himself/herself or his/her immediate family, as defined in 19.42(7), Wis. Stats.

Legal

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

2 C.F.R. 200.12, 2 C.F.R. 200.113, 2 C.F.R. 200.318

7 C.F.R. 3016.36(b)(3) and 7 C.F.R. 3019.42

56

Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	Second Reading by Board
Title	INTERSCHOLASTIC ATHLETICS
Code	po2431
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	9/15/2017

2431 - INTERSCHOLASTIC ATHLETICS

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

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

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

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

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

The Board further adopts those eligibility standards set by the Constitution of the Wisconsin Interscholastic Athletic Association (WIAA) and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this Board.

The ~~District provides Superintendent shall develop appropriate administrative guidelines for the operation of the Athletic Program and a Code of Conduct for those who participate. Such guidelines should provide for~~ the following safeguards:

- A. Prior to enrolling in the sport,
 - 1. each participant shall submit to a thorough physical examination.
 - 2. parents shall report any past or current health problems along with a physician's statement that any such problems have or are being treated and pose no threat to the student's participation.
- B. Any student who is found to have a health condition which may be life-threatening to self or others shall not be allowed to participate until the situation has been analyzed by a physician that has determined the conditions under which the student may participate.

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

58

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

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

The guidelines should also provide a set of behavioral expectations for each type of participant. The Superintendent or designee is authorized to implement suitable disciplinary procedures against those who violate these sportsmanship expectations.

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

Cross References [ag2431 - INTERSCHOLASTIC ATHLETICS](#)

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Book	Policy Manual
Section	Second Reading by Board
Title	DISTRICT-SPONSORED CLUBS AND ACTIVITIES
Code	po2430
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	6/16/2021, 2/22/2021

2430 - **DISTRICT-SPONSORED CLUBS AND ACTIVITIES**

The Board believes that the goals and objectives of this District are best achieved by a diversity of learning experiences, including those that are not conducted in a regular classroom but are ~~directly~~ related to the District's curriculum and/or mission.

The purpose of District-sponsored ~~curricular-related~~ activities shall be to enable students to explore a wider range of individual interests than may be available in the District's courses of study but are still ~~directly~~ related to accomplishing the educational outcomes for students as adopted by the Board in Policy 2131. The Board encourages all students, including those students in elementary and middle school grades, to participate in such opportunities. In implementing this policy, the Superintendent shall take steps to make such opportunities accessible to all students.

For purposes of this policy, District-sponsored ~~curricular-related~~ activities are typically defined as those activities in which:

- A. the subject matter is actually taught or will be taught in a regularly offered course;
- B. the subject matter concerns the District's composite courses of study;
- C. participation is required for a particular course;
- D. participation results in academic credit; ~~or~~
- E. the subject matter is of interest to students and aligns with the District's goals and mission.

No ~~curricular-related~~ activity shall be considered to be under the sponsorship of this Board unless it meets one or more of the criteria stated above and has been approved by the Superintendent.

Such activities, along with competitive co-curricular extra-curricular activities/~~athletics (not directly related to courses of study)~~, may be conducted on or off school premises by clubs, associations, and organizations of students sponsored by the Board and directed by a staff advisor.

The Board shall allow nondistrict-sponsored, student clubs and activities during noninstructional time, in accordance with the provisions in Policy 5730 - Equal Access For Nondistrict-Sponsored, Student Clubs and Activities.

Non-District-sponsored ~~Noncurricular~~, student activities that are initiated by parents or other members of the community may be allowed under the provisions of Policy 7510 - Use of District Facilities. The Board, however will not:

- A. assume any responsibility for the planning, conducting, or evaluating of such activities;
- B. provide any funds or other resources;
- C. allow any member of the District's staff to assist in the planning, conducting, or evaluating of such an activity during the hours s/he is functioning as a member of the staff.

60

No non-district-sponsored organization may use the name, logo, mascot, or any other name which would associate an activity with the District. Additionally, no non-district-sponsored organization may use the assets of the District, including but not limited to facilities, technology, or communication networks without the specific permission(s) as outlined in the relevant District policies.

Eligibility is determined by the rules in the D.C. Everest Athletics and Activities Handbook [and the Wisconsin Interscholastic Athletic Association](#).

Students shall be fully informed of the curricular-related activities available to them and of the eligibility standards established for participation in these activities. District-sponsored activities shall be available to all students who elect to participate and who meet eligibility standards.

The Superintendent shall prepare administrative guidelines to implement a program of ~~curricular related~~ clubs and activities. Such guidelines should ensure that the needs and interests of the students are properly assessed and procedures are established for continuing evaluation of each club and activity.

Whenever a student becomes a member of a District-established student group or national organization such as the National Honor Society, in order to remain a member, s/he must continue to meet all of the eligibility criteria and abide by the principles and practices established by the group or the organization.

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Legal 120.12(23), Wis. Stats.
 P.L. 98-377

Cross References [ag2430 - DISTRICT-SPONSORED CLUBS AND ACTIVITIES](#)

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Book	Policy Manual
Section	Second Reading by Board
Title	SCHOOL PERFORMANCE AND STATE ACCOUNTABILITY REPORT CARDS
Code	po2700.01
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	11/18/2020, 2/27/2019

2700.01 - SCHOOL PERFORMANCE AND STATE ACCOUNTABILITY REPORT CARDS REPORTS

The Board believes that a vital component of the District's educational programs is ensuring that parents and other individuals are informed of the performance of the schools and the School District. To this end, the Board has adopted this policy.

State School Performance Report (SPR)

The Board will publish an annual school and school district performance report including all information prescribed by statute. By January 1st of each year the Board shall notify the parents of each student enrolled in the District of the right to request a school and school district performance report. ~~Parents shall be notified that the performance report will be provided to the parent electronically unless the parent requests a written copy of the report. By May 1st, the Board shall distribute copies of the report to those who have requested, the report including, students enrolled in charter schools located in the District, that have requested the report.~~

Per the Wisconsin Department of Public Instruction, the District ~~shall~~ may use links to the [WISEdash Public Portal](#) to meet the electronic State School Performance Report requirements.

~~The annual school and School District report shall be made available on the District's internet website for public viewing. The report shall generally include the following information, as required or modified by the State Superintendent:~~

- A. ~~indicators of academic achievement, including the performance of students on Statewide assessment examinations by subject area~~
- B. ~~dropout, attendance, retention in grade and graduation rates~~
- C. ~~number of suspensions and expulsions, the reasons for, and duration of, the suspensions and expulsions, and the length of time students are expelled~~
- D. ~~staffing and financial data information~~
- E. ~~number and percentage of resident students attending a course in a nonresident district and the number and percentage of nonresident students attending a course in the district, and~~
- F. ~~method of reading instruction used in the District~~

Title I Provisions of the School/District Accountability Performance Report Card

In any year that the District receives Title I funding, its school/District accountability performance report card(s) must also include information regarding the delivery of Title I services as described in Policy 2261.03.

State Accountability Report Card ~~School Accountability Reports~~

A copy of each school's accountability report ~~s~~ **card as prepared by the Wisconsin Department of Public Instruction** shall be provided to the parent of each student enrolled in or attending the school ~~and the ranking levels for each school within the District shall be provided to all parents~~ on an annual basis. **The report shall be sent simultaneously with the notice required in Policy 8146 - Notification of Educational Options.**

~~Revised 1/25/17~~

~~Revised 2/27/19~~

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Legal 115.385, Wis. Stats.
 115.38, Wis. Stats.
 20 U.S.C. 6311

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Book	Policy Manual
Section	Second Reading by Board
Title	EMPLOYMENT OF PROFESSIONAL STAFF
Code	po3120
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	6/17/2019

3120 - **EMPLOYMENT OF PROFESSIONAL STAFF**

The Board recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly-qualified and competent personnel.

All employees other than the Superintendent or support staff members (Policy 0100 – Definitions) are considered professional employees.

In addition, certain categories of staff employed in a professional capacity, such as network manager, but not requiring a license or certification, are considered professional staff. The compensation and benefits for such positions shall be established by the Superintendent.

The Board shall approve the employment, fix the compensation, and establish the term of employment for each professional staff member employed by this District. Teachers may only be employed by contract, and full-time teachers may only be employed following a majority vote of the full membership of the Board or as required or permitted by law. The Board shall approve the employment of any employee required by law to be employed only following the majority vote of the full membership of the Board.

Such approval shall be given only to those candidates for employment recommended by the Superintendent.

All applications for employment shall be referred to the Human Resources Department.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation. All applications for employment shall be referred to the Human Resources Department.

Relatives of Board members may be employed by the Board, provided the Board member does not participate in any way in the discussion or vote on any matter related to said employment.

Relatives of staff members may be employed by the Board, however, arrangements should be made so that the staff member being employed is not placed in a position in which s/he would be supervised directly by or supervise directly the relative staff member.

Any professional staff member's intentional misstatement of fact material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

The employment of professional staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program, except as prohibited by law, including the employment of full-time teachers and certain administrative employees on a substitute basis, pending Board approval. Employment shall be recommended to the Board at the next regular meeting.

No candidate for employment to the professional staff shall receive a recommendation for such employment without having provided visual evidence of proper certification or that application for such certification is in process.

For those staff members who will be instructing children in reading and/or language arts pre-school and/or grades kindergarten through sixth grade, their certificate must verify successful completion of the instruction that includes the teaching of phonics. ⁶⁴

There must also be verification that a satisfactory background check has been conducted by the Department of Public Instruction or appropriate State agency.

The Superintendent shall prepare procedures for the recruitment and selection of all professional staff which includes reporting newly hired employees to the Wisconsin Department of Workforce Development.

DISTRICT SUPPORTED ALTERNATIVE LICENSING PROGRAMS

As part of the Board's efforts to provide the highest quality education for all students in all subject areas, the Board authorizes the Superintendent, where appropriate, to support teacher licensure opportunities.

EXPERIENCED-BASED LICENSURE FOR TECHNICAL AND VOCATIONAL EDUCATION

"Technical education" means technology education and any technology related occupation

"Vocational education" means agriculture, child services, clothing services, food services, housing and equipment services, family and consumer education, family and consumer services, home economic-related occupations, health care related occupations, trade specialist, business education, business and office, and marketing education as defined by DPI

The Superintendent may support the application for an experience-based license for a teacher to teach in a technical and/or vocational education field, provided that the individual can be credited with at least 100 points using the following system:

A. The following points for experience in a technical field (must comprise at least twenty-five (25) of the required 100 points):

1. For a bachelor's degree in any science, technology, engineering, or mathematics field and any teaching license or permit, or in a field related to the vocational subject, 100 points.
2. For a bachelor's degree in any science, technology, engineering, or mathematics field, or in a field related to the vocational subject seventy-five (75) points.
3. For a bachelor's degree in a field other than those described in numbers 1 and 2 above, sixty-five (65) points.
4. For industry or vocational certification, ninety (90) points.
5. For industry experience in a trade or technical field or vocation, five (5) points per forty (40) hours worked up to a maximum of ninety (90) points.
6. For an internship in a trade or technical field or in the vocation, twenty-five (25) points.
7. For being mentored in a trade or technical skill or in the vocation by a colleague or a Wisconsin Technology Education Association or a recognized vocational association approved mentor, twenty-five (25) points.
8. For an apprenticeship in a trade or technical field or in the vocation, five (5) points per forty (40) hours worked up to a maximum of ninety (90) points.

B. The following points for pedagogical experience (must be at least twenty-five (25) out of the 100 required points):

1. For a bachelor's degree in technical or technology education, 100 points.
2. For a bachelor's degree in a field other than any science, technology, engineering, mathematics, or technical or technology education field, or in a subject related to the vocation and any teaching license or permit, seventy-five (75) points.
3. For credit earned at an accredited institution of higher education or technical college, three (3) points per credit up to a maximum of seventy-five (75) points for technical or technology education courses and science, technology, engineering, or mathematics courses or any field related to the vocation and three (3) points per credit up to a maximum of seventy-five (75) points for education and pedagogical courses.

4. For completing at least 100 hours of training in pedagogy, five (5) points per fifty (50) hours up to a maximum of seventy-five (75) points.

65

Individuals who have sufficient points may be employed by the District under an experience-based license provided that the Superintendent implements a professional development curriculum for the teacher to follow during the three (3) year period of the initial license. The Superintendent shall monitor the teacher's progress in fulfilling the curriculum.

PROFESSIONAL TEACHING PERMIT

The Superintendent may support the teaching license application of an individual to teach a course in engineering, mathematics, science, computer science, art, music, or world languages that do not yet hold a professional teacher license provided that the following criteria are met:

- A. The District is experiencing a shortage in the availability of teachers with professional teaching certification in the subject area and is unable to fill a position with an acceptable licensed teacher.
- B. The individual holds at least a bachelor's degree in engineering, mathematics, science, computer science, art, music, or world languages.
- C. The individual possesses at least five (5) years of verifiable industry experience in the same field as the bachelor's degree.
- D. The individual has completed at least 100 hours of pedagogical training in an alternative teacher licensing program approved by DPI.
- E. The Superintendent shall implement a plan to provide supervision of the teacher by a teacher that holds regular professional teaching licensure during the two (2) year period of the permit.
- F. The hiring of the teacher under this alternative licensure program will not displace a regularly licensed teacher in the District.

~~Revised 11/28/18~~

~~Reviewed 6/17/19~~

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Legal 118.191, 118.192, 118.21, 118.22(2), 118.24, 121.02, Wis. Stats.
Wis. Admin. Code P.I. 34

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Book	Policy Manual
Section	Second Reading by Board
Title	USE OF TOBACCO AND NICOTINE BY PROFESSIONAL STAFF
Code	po3215
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	1/20/2021

3215 - **USE OF TOBACCO AND NICOTINE BY PROFESSIONAL STAFF**

The Board recognizes that the use of tobacco products, as well as other nicotine delivery systems, such as electronic smoking devices, are a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The Board is acutely aware of the serious health risks associated with the use of these products, both to users and non-users, and that their use or promotion on school grounds and at off-campus school-sponsored events is detrimental to the health and safety of students, staff, and visitors. The Board also believes accepting tobacco industry gifts or materials will send an inconsistent message to students, staff, and visitors.

It shall be a violation of this policy for any professional staff of the District to use, consume, display, promote, or sell any tobacco products, tobacco industry brand, tobacco-related devices, imitation tobacco products, or electronic smoking or vaping devices, regardless of content at any time on school property or at off-campus, school-sponsored events.

It shall be a violation of this policy for the District to solicit or accept any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products retailer. This includes, but is not limited to, donations, monies for sponsorship, advertising, promotions, loans, or support for equipment, uniforms, and sports and/or training facilities. It shall be a violation of this policy to participate in any type of service funded by the tobacco industry while in the scope of employment for the District.

Exceptions

It shall not be a violation of this policy for tobacco products, tobacco-related devices, imitation tobacco products, or lighters to be included in instructional or work-related activities in school buildings if the activity is conducted by a staff member or an approved visitor and the activity does not include smoking, chewing, or otherwise ingesting the product.

FDA approved cessation products or tobacco dependence products are exempt from this policy for adults and staff eighteen (18) years and older. Staff using such products and bringing them to any school property or school-sponsored activity are responsible for safekeeping of these products at all times and are responsible for assuring that no students are able to obtain access to these products.

Instruction in the history and purpose of traditional tobacco that has been used as a part of faith and tradition in the Native American and American Indian communities is an exception to this policy.

Policy Specific Definitions

The term "any time" means during normal school and non-school hours: twenty-four (24) hours a day, seven (7) days a week.

The term "electronic smoking device" means any product containing or delivering nicotine, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. The term electronic smoking device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, JUUL, or under any other product name or descriptor. The term electronic smoking device includes any

component part of a product, whether or not marketed or sold separately, including but not limited to e-liquids, e-juice, cartridges, and pods.

The term "imitation tobacco product" means any edible non-tobacco product designed to resemble a tobacco product, or non-edible, non-tobacco product designed to resemble a tobacco product that is intended to be used by children as a toy. Examples of imitation tobacco products include but are not limited to: candy or chocolate cigarettes, bubble gum cigars, shredded bubble gum resembling chewing tobacco, pouches containing flavored substances packaged similar to snuff, shredded beef jerky in containers resembling snuff tins, plastic cigars, and puff cigarettes.

The term "off-campus, school-sponsored event" means any event sponsored by the school or School District that is not on school property, including but not limited to, sporting events, day camps, field trips, entertainment seminars, dances or theatrical productions.

The term "school property" means all facilities and property, including land, whether owned, rented, or leased by the District, and all vehicles owned, leased, rented, contracted for, or controlled by the District used for transported students, staff, and visitors.

The term "smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. "Smoking" also includes carrying or using an activated electronic smoking device.

The term "tobacco products retailer" means retailers whose primary business is to sell tobacco and/or tobacco-related products.

The term "tobacco industry" means manufacturers, distributors, or wholesalers of tobacco products, electronic smoking devices, or tobacco-related devices; this includes parent companies and subsidiaries.

The term "tobacco industry brand" means any corporate name, trademark, logo, symbol, motto, selling message, recognizable pattern of colors, or any other indication of product identification identical or similar to those used for any brand of tobacco product, company, or manufacturer of tobacco products.

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- Legal 111.321, Wis. Stats.
- 120.12(20), Wis. Stats.
- 20 U.S.C. 6081 et seq.
- 20 U.S.C. 7182

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Book	Policy Manual
Section	Second Reading by Board
Title	STAFF DRESS AND GROOMING
Code	po3216
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

3216 - STAFF DRESS AND GROOMING

The Board ~~of Education~~ believes that professional staff members set an example in dress and grooming for their students to follow. ~~A professional staff member who understands this precept and adheres to it enlarges the importance of his/her task, presents an image of dignity, and encourages respect for authority. These factors act in a positive manner toward the maintenance of discipline.~~

The Board authorizes the development of standards for staff dress and grooming that promote a professional educational atmosphere that gives consideration to the impact on the educational process and the diversity of the District's staff.

~~The Board retains the authority to specify the following dress and grooming guidelines for staff that will prevent such matters from having an adverse impact on the educational process.~~ When assigned to District duty, all professional staff members shall:

- A. be physically clean and, neat, ~~and well groomed~~;
- B. dress in a manner consistent with their professional responsibilities;
- C. dress in a manner that communicates to students a pride in personal appearance;
- D. [X] be groomed in such a way that does not disrupt the educational process nor cause a health or safety hazard.

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Book	Policy Manual
Section	Second Reading by Board
Title	ETHICS AND CONFLICT OF INTEREST
Code	po3230
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	11/18/202

32301130 - ETHICS AND CONFLICT OF INTEREST

The maintenance of unusually high standards of honesty, integrity, impartiality, and professional conduct by Board members and the District's employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the School District.

For these reasons, the Board adopts the following guidelines to assure that conflicts of interest do not occur. These guidelines apply to all administrative employees, officers, and agents, including members of the Board. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all professional employees, officers, and agents. Professional employees are expected to perform their duties in an ethical manner and free from an actual conflict of interest or from situations that create the appearance of a conflict of interest, in a manner consistent with 19.59, Wis. Stats. The Board's interest in enforcing this policy is to assure that the decisions and actions of public employees retain the public's trust. Therefore, even a conflict relationship that can be viewed as beneficial to the District or that was intended to be beneficial to the District, may still be a violation of this policy.

- A. No professional employee, officer, or agent shall engage in or have a personal or financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with his/her duties and responsibilities in the school system. Specifically, professional employees must perform their duties in a manner that does not violate criminal conflict of interest laws pursuant to 946.13, Wis. Stats. by having a private pecuniary interest in an amount that exceeds ~~This includes not only those interests that violate state criminal law, which typically requires at least \$15,000 in a financial interest,~~ but also lesser valued conflicts that nonetheless create the appearance of using one's public position to secure a private pecuniary interest and/or benefit.
- B. Professional employees, officers, and agents shall not engage in business, private practice of their profession, the rendering of services, or anything of substantial value, or the sale of goods of any type where advantage is taken of any professional relationship they may have with any student, client, or parents of such students or clients in the course of their employment or professional relationship with the School District.

Included, by way of illustration rather than limitation are the following:

- 1. the provision of any private lessons or services for a fee;
- 2. soliciting on school premises or under circumstances which are coercive for the private sale of goods or services to students or other employees;
- 3. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's employment or through his/her access to School District records;

4. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;

70

5. the requirement of students or clients to purchase any private goods or services provided by an employee or any business or professional practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations;

C. Should exceptions to this policy be necessary in order to provide mandatory services to students or clients of the School District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent **before** entering into any private relationship.

D. Professional employees, officers, and agents shall not make use of materials, equipment, or facilities of the School District for their own personal financial gain or business interest. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.

E. Professional employees, officers, and agents cannot participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization that employs or is about to employ any of the parties described in this section, has a financial or other interest in, or a tangible personal benefit from, a firm considered for a contract.

Professional employees, officers, and agents cannot solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

[X] However, pursuant to Federal rules, the School District has set standards for when an employee, officer, or agent may accept a gift of an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$25 or less.

F. Professional employees, officers, and agents must disclose any potential conflict of interest which may lead to a violation of this policy to the School District. Upon discovery of any potential conflict of interest, the School District will disclose, in writing, the potential conflict of interest to the appropriate Federal awarding agency or, if applicable, the pass-through entity.

G. The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.

H. Professional employees, officers and agents found to be in violation of this conflict of interest policy will be subject to [X] discipline in accordance with policy 3139.

[X] No professional staff employee may accept or engage in any employment, consulting, advising, or other professional activity with any organization other than the District, whether the employee will receive compensation for such outside activity or not, without first providing notice to the Superintendent, or in the case of the Superintendent, such notice must be provided to the Board.

~~A. To the extent that the School District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the School District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the School District is unable, or appears to be unable, to be impartial.~~

~~B. Administrative employees, officers, and agents must disclose any potential conflict of interest which may lead to a violation of this policy to the School District. Upon discovery of any potential conflict of interest, the School District will disclose, in writing, the potential conflict of interest to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~

~~C. The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~

In the event that, within the course of administering a Federally funded grant program or service to the District, an employee identifies a conflict of interest, a potential conflict of interest, or that the appearance of a conflict of interest may arise in the course of administering the Federal grant funds, the administrative employee must immediately notify either the Federal agency administering the grant in a manner consistent with that particular agency's rules on conflict of interests, or the District employee directly responsible for grant compliance. Such notice shall be provided at the earliest possible time.

It is a violation of this policy to take action or to refrain from taking action, or for an employee to otherwise use his/her public position to obtain a financial gain or anything of substantial value for himself/herself or his/her immediate family, as defined in 19.42(7), Wis. Stats.

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Legal 19.42(7), 19.59, 946.13, Wis. Stats.
2 C.F.R. 200.12, 2 C.F.R. 200.113, 2 C.F.R. 200.318
7 C.F.R. 3016.36(b)(3) and 7 C.F.R. 3019.42

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Book	Policy Manual
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Title	EMPLOYMENT OF SUPPORT STAFF
Code	po4120
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Prior Revised Dates	3/22/2017

4120 - EMPLOYMENT OF SUPPORT STAFF

The ~~School~~ Board recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with qualified and competent support staff.

All employees other than the Superintendent or Professional Staff Members (Policy 0100 – Definitions) are considered Classified or Support Employees.

The Board shall approve the employment, fix the compensation, and establish the term of employment for each support staff member employed by this District.

Such approval shall be given only to those candidates for employment recommended by the Superintendent.

All applications for employment shall be referred to the Human Resources Department.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation. All applications for employment shall be referred to the Human Resources Department.

Relatives of Board members may be employed by the Board, provided the Board member does not participate in any way in the discussion or vote on any matter related to said employment.

Relatives of staff members may be employed by the Board provided the staff member being employed is not placed in a position in which s/he would be supervised directly by the relative staff member.

~~[] The Board will not employ (but may continue to employ) the
() children, siblings, parents, in-laws, or bona fide dependents (IRS criteria) of a Board member.
() children, siblings, parents, in-laws, or bona fide dependents (IRS criteria) of a regular full-time support staff member.~~

Any support staff member's intentional misstatement of fact material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

The employment of support staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in District operations. Employment shall be recommended to the Board at the next regular meeting.

When appropriate, no candidate for employment as a support staff member shall receive a recommendation for such employment without having proffered visual evidence of proper certification, when appropriate, or that application for such certification is in process. There must also be verification that a satisfactory background check has been conducted in compliance with District procedures.

The Superintendent or designee shall prepare procedures for the recruitment and selection of all support staff which includes reporting newly hired employees to the Wisconsin Department of Workforce Development.

REQUIREMENTS FOR TITLE I PARAPROFESSIONALS

All paraprofessionals hired for a Title I supported program must have a secondary school diploma or its recognized equivalent and one of the following:

- A. Completed two (2) years study at an institution of higher education; or
- B. Obtained at least an associates degree; or
- C. Met a rigorous standard of quality and demonstrate through formal State or local academic assessment:
 - 1. knowledge of and the ability to assist in instructing, reading, writing and mathematics; or
 - 2. knowledge of and the ability to assist in instructing, reading readiness, writing readiness and mathematics readiness, as appropriate.

Existing paraprofessionals – All current paraprofessionals working for a Title I supported program must:

- A. Have a secondary school diploma or its recognized equivalent;
- B. Meet the requirements for newly hired paraprofessionals as described above.

Exceptions – These requirements do not apply to a paraprofessional:

- A. Who is proficient in English and a second language and serves as a translator primarily to enhance the participation of children in Title I programs; or
- B. Whose duties consist solely of conducting parental involvement activities.

Paraprofessional duties – Paraprofessionals working for a Title I supported program may be assigned to:

- A. provide one-on-one tutoring for eligible students during times when the teacher would not otherwise be instructing the student;
- B. assist with classroom management, such as organizing instructional and other materials;
- C. provide assistance in a computer laboratory;
- D. provide support in a library or media center;
- E. conduct parental involvement activities;
- F. act as a translator;
- G. provide instructional services to students, if working under the direct supervision of a teacher;
- H. perform limited duties beyond classroom instruction or that do not benefit program participants, so long as those duties are also assigned to non-Title I paraprofessionals. Title I paraprofessionals may not be assigned to more of these duties, proportional to their total work time, than the amount assigned to similar non-Title I paraprofessionals in the same school.

Cross References [ag4120C - PRE-EMPLOYMENT INTERVIEW QUESTIONS](#)
 [ag4120 - EMPLOYMENT OF SUPPORT STAFF](#)

Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	Second Reading by Board
Title	EMPLOYMENT OF SUBSTITUTES
Code	po4120.04
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

4120.04 - **EMPLOYMENT OF SUBSTITUTES**

The ~~School~~ Board recognizes its responsibility to procure the services of substitute support staff in order to prevent the interruption of the operation of the schools.

Substitutes will receive in June a letter of reasonable assurance of continued employment.

The names of potential substitute personnel and the positions in which they may substitute shall be maintained by the Human Resources Department.

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Legal	118.19, Wis. Stats. P.I. 3.03(8), Wis. Adm. Code
Cross References	ag4120.04 - EMPLOYMENT OF SUBSTITUTE SUPPORT STAFF

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Book	Policy Manual
Section	Second Reading by Board
Title	UNREQUESTED LEAVES OF ABSENCE/FITNESS FOR DUTY
Code	po4161
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	11/18/2020, 2/22/2017

4161 - UNREQUESTED LEAVES OF ABSENCE/FITNESS FOR DUTY

It is the policy of the Board to protect the students and employees of this District from the effects of contagious diseases and other circumstances that render support staff members unable to perform their duties.

The Board authorizes the Superintendent to place a support staff member on sick leave or suspend a support staff member for physical or mental disability to perform assigned duties in conformance with the law.

The Superintendent shall require that the support staff member submit to an appropriate examination by a healthcare provider designated by the support staff member, a healthcare provider designated by the Board and compensated by the District, or both.

The staff member will be required to execute a release that complies with the requirements of the Health Insurance Portability and Accountability Act (HIPAA) in order to allow the report of the medical examination to be released to the Board/Superintendent and to allow the Superintendent to speak to the health care provider who conducted the medical examination in order to get clarification. Refusal to submit to an appropriate examination or to execute the HIPAA release will be grounds for disciplinary action, up to and including termination.

As required by Federal law and regulation and Board Policy 4122.02, the Superintendent shall direct the provider designated by the Board to conduct the examination not to collect genetic information or provide any genetic information, including the individual’s family medical history, in the report of the medical examination.

Pursuant to State law and in accordance with the Americans with Disabilities Act, as amended (ADA) and the Genetic Information Nondiscrimination Act (GINA), the results of any such examination shall be treated as a confidential medical record and will be exempt from release, except as provided by law. If the District inadvertently receives genetic information about an individual who is required to submit to an appropriate examination from the medical provider, it shall be treated as a confidential medical record as required by the ADA.

If, as a result of his/her such examination, the support staff member is found to be unfit to perform assigned duties, the support staff member shall be placed on leave with such compensation to which s/he is entitled pending further determination of ability to perform duties, including evaluation of any reasonable accommodations in the event of the existence of a disability.

Should a support staff member refuse to submit to the examination requested by the Superintendent, such refusal shall subject the support staff member to disciplinary action. ~~following the exhaustion of proper appeals, the Superintendent shall consider the certification of charges for reasons of insubordination.~~

The Superintendent may designate any period of leave under this policy as qualifying leave under State and/or Federal FMLA leave entitlement consistent with Policy 4430.01 as provided by law.

~~Revised 2/22/17~~

Legal

- 111.32 et seq. the Wisconsin Fair Employment Act
- 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

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Book	Policy Manual
Section	Second Reading by Board
Title	USE OF TOBACCO AND NICOTINE BY SUPPORT STAFF
Code	po4215
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	1/20/2021

4215 - **USE OF TOBACCO AND NICOTINE BY SUPPORT STAFF**

The Board recognizes that the use of tobacco products, as well as other nicotine delivery systems, such as electronic smoking devices, are a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The Board is acutely aware of the serious health risks associated with the use of these products, both to users and non-users, and that their use or promotion on school grounds and at off-campus school-sponsored events is detrimental to the health and safety of students, staff, and visitors. The Board also believes accepting tobacco industry gifts or materials will send an inconsistent message to students, staff, and visitors.

It shall be a violation of this policy for any support staff of the District to use, consume, display, promote, or sell any tobacco products, tobacco industry brand, tobacco-related devices, imitation tobacco products, or electronic smoking or vaping devices, regardless of content at any time on school property or at off-campus, school-sponsored events.

It shall be a violation of this policy for the District to solicit or accept any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products retailer. This includes, but is not limited to, donations, monies for sponsorship, advertising, promotions, loans, or support for equipment, uniforms, and sports and/or training facilities. It shall be a violation of this policy to participate in any type of service funded by the tobacco industry while in the scope of employment for the District.

Exceptions

It shall not be a violation of this policy for tobacco products, tobacco-related devices, imitation tobacco products, or lighters to be included in instructional or work-related activities in school buildings if the activity is conducted by a staff member or an approved visitor and the activity does not include smoking, chewing, or otherwise ingesting the product.

FDA approved cessation products or tobacco dependence products are exempt from this policy for adults and staff eighteen (18) years and older. Staff using such products and bringing them to any school property or school-sponsored activity are responsible for safekeeping of these products at all times and are responsible for assuring that no students are able to obtain access to these products.

Instruction in the history and purpose of traditional tobacco that has been used as a part of faith and tradition in the Native American and American Indian communities is an exception to this policy.

Policy Specific Definitions

The term "any time" means during normal school and non-school hours: twenty-four (24) hours a day, seven (7) days a week.

The term "electronic smoking device" means any product containing or delivering nicotine, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. The term electronic smoking device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, JUUL, or under any other product name or descriptor. The term electronic smoking device includes any

component part of a product, whether or not marketed or sold separately, including but not limited to e-liquids, e-juice, cartridges, and pods.

79

The term "imitation tobacco product" means any edible non-tobacco product designed to resemble a tobacco product, or non-edible, non-tobacco product designed to resemble a tobacco product that is intended to be used by children as a toy. Examples of imitation tobacco products include but are not limited to: candy or chocolate cigarettes, bubble gum cigars, shredded bubble gum resembling chewing tobacco, pouches containing flavored substances packaged similar to snuff, shredded beef jerky in containers resembling snuff tins, plastic cigars, and puff cigarettes.

The term "off-campus, school-sponsored event" means any event sponsored by the school or School District that is not on school property, including but not limited to, sporting events, day camps, field trips, entertainment seminars, dances, or theatrical productions.

The term "school property" means all facilities and property, including land, whether owned, rented, or leased by the District, and all vehicles owned, leased, rented, contracted for, or controlled by the District used for transported students, staff and visitors.

The term "smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. "Smoking" also includes carrying or using an activated electronic smoking device.

The term "tobacco products retailer" means retailers whose primary business is to sell tobacco and/or tobacco-related products.

The term "tobacco industry" means manufacturers, distributors or wholesalers of tobacco products, electronic smoking devices, or tobacco-related devices; this includes parent companies and subsidiaries.

The term "tobacco industry brand" means any corporate name, trademark, logo, symbol, motto, selling message, recognizable pattern of colors, or any other indication of product identification identical or similar to those used for any brand of tobacco product, company, or manufacturer of tobacco products.

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Legal	111.321, Wis. Stats.
	120.12(20), Wis. Stats.
	20 U.S.C. 6081 et seq.
	20 U.S.C. 7182

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Book	Policy Manual
Section	Second Reading by Board
Title	SUPPORT STAFF DRESS AND GROOMING
Code	po4216
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

4216 - **SUPPORT STAFF DRESS AND GROOMING**

The ~~School~~ Board believes that support staff members set an example in dress and grooming for their students to follow. ~~are an important and integral part of the District. Also, since the support staff is highly visible staff to the students, the professional staff, and the public, the Board believes the support staff should at all times be well dressed and groomed. Support staff members who understand this precept and adhere to it enlarge the importance of their task, present an image of dignity, and encourage respect.~~

The Board authorizes the development of standards for staff dress and grooming that promote a professional educational atmosphere that gives consideration to the impact on the educational process and the diversity of Distict's staff.

~~The Board retains the authority to specify the following dress and grooming guidelines for support staff.~~ When assigned to District duty, all support staff members shall:

- A. be physically clean, and neat, ~~and well groomed~~;
- B. dress in a manner consistent with their support responsibilities;
- C. dress in a manner that communicates to others a pride in personal appearance;
- D. dress in a manner that does not cause damage to District property.
- E. [X] be groomed in such a way that does not disrupt the educational process or cause a health or safety hazard.

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Book	Policy Manual
Section	Second Reading by Board
Title	ETHICS AND CONFLICT OF INTEREST
Code	po4230
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	11/18/202

42430 - ETHICS AND CONFLICT OF INTEREST

The maintenance of unusually high standards of honesty, integrity, impartiality, and support conduct by Board members and the District's employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the School District.

For these reasons, the Board adopts the following guidelines to assure that conflicts of interest do not occur. These guidelines apply to all administrative employees, officers, and agents, including members of the Board. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all support employees, officers, and agents. support employees are expected to perform their duties in an ethical manner and free from an actual conflict of interest or from situations that create the appearance of a conflict of interest, in a manner consistent with 19.59, Wis. Stats. The Board's interest in enforcing this policy is to assure that the decisions and actions of public employees retain the public's trust. Therefore, even a conflict relationship that can be viewed as beneficial to the District or that was intended to be beneficial to the District, may still be a violation of this policy.

- A. No support employee, officer, or agent shall engage in or have a personal or financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with his/her duties and responsibilities in the school system. Specifically, support employees must perform their duties in a manner that does not violate criminal conflict of interest laws pursuant to 946.13, Wis. Stats. by having a private pecuniary interest in an amount that exceeds ~~This includes not only those interests that violate state criminal law, which typically requires at least \$15,000 in a financial interest,~~ but also lesser valued conflicts that nonetheless create the appearance of using one's public position to secure a private pecuniary interest and/or benefit.
- B. Support employees, officers, and agents shall not engage in business, private practice of their profession, the rendering of services, or anything of substantial value, or the sale of goods of any type where advantage is taken of any professional relationship they may have with any student, client, or parents of such students or clients in the course of their employment or support relationship with the School District.

Included, by way of illustration rather than limitation are the following:

- 1. the provision of any private lessons or services for a fee;
- 2. soliciting on school premises or under circumstances which are coercive for the private sale of goods or services to students or other employees;
- 3. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's employment or through his/her access to School District records;

4. the referral of any student or client for lessons or services to any private business or support practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;

5. the requirement of students or clients to purchase any private goods or services provided by an employee or any business or support practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations;

C. Should exceptions to this policy be necessary in order to provide mandatory services to students or clients of the School District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the ~~Superintendent~~ **Superintendent before** entering into any private relationship.

D. Support employees, officers, and agents shall not make use of materials, equipment, or facilities of the School District for their own personal financial gain or business interest. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.

E. Support employees, officers, and agents cannot participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization that employs or is about to employ any of the parties described in this section, has a financial or other interest in, or a tangible personal benefit from, a firm considered for a contract.

Support employees, officers, and agents cannot solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

[X] However, pursuant to Federal rules, the School District has set standards for when an employee, officer, or agent may accept a gift of an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$25 or less.

F. Support employees, officers, and agents must disclose any potential conflict of interest which may lead to a violation of this policy to the School District. Upon discovery of any potential conflict of interest, the School District will disclose, in writing, the potential conflict of interest to the appropriate Federal awarding agency or, if applicable, the pass-through entity.

The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.

G. Support employees, officers, and agents found to be in violation of this conflict of interest policy will be subject to [X] discipline in accordance with policy 3139.

[X] No support staff employee may accept or engage in any employment, consulting, advising, or other support activity with any organization other than the District, whether the employee will receive compensation for such outside activity or not, without first providing notice to the Superintendent, or in the case of the Superintendent, such notice must be provided to the Board.

~~A. To the extent that the School District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the School District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the School District is unable, or appears to be unable, to be impartial.~~

~~B. Administrative employees, officers, and agents must disclose any potential conflict of interest which may lead to a violation of this policy to the School District. Upon discovery of any potential conflict of interest, the School District will disclose, in writing, the potential conflict of interest to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~

~~C. The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~

In the event that, within the course of administering a Federally funded grant program or service to the District, an employee identifies a conflict of interest, a potential conflict of interest, or that the appearance of a conflict of interest may arise in the course of administering the Federal grant funds, the administrative employee must immediately notify either the Federal agency administering the grant in a manner consistent with that particular agencies rules on conflict of interests, or the District employee directly responsible for grant compliance. Such notice shall be provided at the earliest possible time.

It is a violation of this policy to take action or to refrain from taking action, or for an employee to otherwise use his/her public position to obtain a financial gain or anything of substantial value for himself/herself or his/her immediate family, as defined in 19.42(7), Wis. Stats.

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Legal 19.42(7), 19.59, 946.13, Wis. Stats.
2 C.F.R. 200.12, 2 C.F.R. 200.113, 2 C.F.R. 200.318
7 C.F.R. 3016.36(b)(3) and 7 C.F.R. 3019.42

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Book	Policy Manual
Section	Second Reading by Board
Title	ENTRANCE AGE
Code	po5112
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	11/20/2019

5112 - ENTRANCE AGE

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

A. Kindergarten

1. A child is eligible for entrance into four (4) year old kindergarten if s/he attains the age of four (4) on or before September 1st of the year in which s/he applies for entrance and meets the residency requirements.
2. A child is eligible for five (5) year old kindergarten when s/he attains the age of five (5) on or before September 1st of the year in which s/he applies for entrance and meets the residency requirements. The child may not be placed in an alternative program without the permission of the parent.

B. First Grade

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

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

1. Any student who has moved to the District from another state or country where completion of a five (5) year old kindergarten program is a prerequisite to enrollment in first grade and that student has received a waiver of the requirement in his or her prior state or country.
2. Any student who has moved to the District from another state or country that does not require the completion of five (5) year old kindergarten prior to enrollment in first grade.
3. Any student who, at the discretion of the building principal, in consultation with the first grade teacher(s) and or school psychologist of the District, determines that, notwithstanding that the student has not completed a five (5) year old kindergarten program, the student has demonstrated sufficient aptitude in all core competencies normally required of kindergarten students in the District upon completion of the kindergarten program.

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

C. Appeal of Denial of Waiver

85

The parents of any student denied a waiver under this section by the building principal may appeal that decision to the Superintendent by submitting a written request to the Administrator within ten (10) calendar days of the decision of the principal.

The decision of the Superintendent is final.

D. Initial Entry

Children entering the District for the first time must comply with State law. Students must have an immunization record on file at the school. Any student who does not have the proper immunization shall be excluded or permitted to remain in school pursuant to Policy 5320.

~~A child may be exempt from the required health immunizations upon written request of the parent of such child stating the objection to immunization on religious grounds, personal conviction, or for medical reasons certified by a competent medical authority.~~

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

E. Verification of Residence

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

F. Notification of *In Loco Parentis*

In cases in which a student is temporarily not residing with his/her parents for a short period of time, the parent of the student shall designate in writing that adult person with whom the student resides who stands *in loco parentis* to the student in order for him/her to be admitted or continue in school. This statement shall be notarized and presented to the principal.

G. Early Admission

The District shall prescribe procedures, conditions, and standards for early admission to kindergarten and first grade.

The District does not allow early entrance to four (4) year old kindergarten.

H. Older Students

A person who is resident of the District and over twenty (20) years of age may enroll providing the Superintendent does not think his/her enrollment will interfere with the education of the other students.

~~Revised 6/26/19~~

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

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Book	Policy Manual
Section	Second Reading by Board
Title	NEW POLICY - CONDUCT IN VIRTUAL CLASSROOM
Code	po5500.01
Status	Second Reading
Adopted	December 15, 2021

~~NEW POLICY – VOL. 30, NO. 2~~

5500.01 – CONDUCT IN VIRTUAL CLASSROOM

Students engaged in classes conducted in a virtual/online environment are considered, for conduct purposes, to be in attendance at school. Policies, rules, and expectations for student conduct while at school, or under the supervision of school authorities while at a school-sponsored activity, also apply to students when engaged in online learning activities.

Conduct that is not permitted at school is also not permitted during online learning in a virtual classroom setting. **[X]** This includes, but is not limited to, the following prohibited behaviors:

- A. **[X]** Use or display of a weapon;
- B. **[X]** Use or display of tobacco or related products such as electronic/vaping instruments;
- C. **[X]** Use or display of alcohol or illegal drugs;
- D. **[X]** Dress or attire in violation of the student dress code;
- E. **[X]** Language or gestures in violation of the student code of conduct;
- F. **[X]** Display, including as a background, of images or artifacts in violation of nondiscrimination policies or otherwise inappropriate;
- G. **[X]** Use of cell phones unless authorized by the teacher as part of class activities, including use of cell phone or any other recording device to record or photograph class;
- H. **[X]** Leaving the virtual classroom during class without the teacher's permission;
- I. **(-)** _____;
- J. **(-)** _____;
- K. **(-)** _____.

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Book	Policy Manual
Section	Second Reading by Board
Title	USE OF TOBACCO AND NICOTINE BY STUDENTS
Code	po5512
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	1/20/2021, 2/27/2019

5512 - **USE OF TOBACCO AND NICOTINE BY STUDENTS**

The Board recognizes that the use of tobacco products, as well as other nicotine delivery systems, such as electronic smoking devices, are a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The Board is acutely aware of the serious health risks associated with the use of these products, both to users and non-users, and that their use or promotion on school grounds and at off-campus school-sponsored events is detrimental to the health and safety of students, staff, and visitors. The Board also believes accepting tobacco industry gifts or materials will send an inconsistent message to students, staff, and visitors.

It shall be a violation of this policy for any student of the District to use, consume, display, promote, or sell any tobacco products, tobacco industry brand, tobacco-related devices, imitation tobacco products, or electronic smoking or vaping devices, regardless of content at any time on school property or at off-campus, school-sponsored events.

It shall be a violation of this policy for the District to solicit or accept any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products retailer. This includes, but is not limited to, donations, monies for sponsorship, advertising, promotions, loans, or support for equipment, uniforms, and sports and/or training facilities. It shall be a violation of this policy to participate in any type of service funded by the tobacco industry while in the scope of employment for the District.

Exceptions

It shall not be a violation of this policy for tobacco products, tobacco-related devices, imitation tobacco products, or lighters to be included in instructional or work-related activities in school buildings if the activity is conducted by a staff member or an approved visitor and the activity does not include smoking, chewing, or otherwise ingesting the product.

The prohibition on the use of other products containing nicotine, including, but not limited to, nicotine patches and nicotine gum may be removed when a parent or "adult" student provides documentation from a licensed medical practitioner that the student's use of non-tobacco nicotine products is being medically supervised for the cessation of a nicotine addiction and the student complies with Policy 5330 - Administration of Medication.

Instruction in the history and purpose of traditional tobacco that has been used as a part of faith and tradition in the Native American and American Indian communities is an exception to this policy.

Policy Specific Definitions

The term "any time" means during normal school and non-school hours: twenty-four (24) hours a day, seven (7) days a week.

The term "electronic smoking device" means any product containing or delivering nicotine, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. The term electronic smoking device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, JUUL, or under any other product name or descriptor. The term electronic smoking device includes any

component part of a product, whether or not marketed or sold separately, including but not limited to e-liquids, e-juice, cartridges, and pods.

88

The term "imitation tobacco product" means any edible non-tobacco product designed to resemble a tobacco product, or non-edible, non-tobacco product designed to resemble a tobacco product that is intended to be used by children as a toy. Examples of imitation tobacco products include but are not limited to: candy or chocolate cigarettes, bubble gum cigars, shredded bubble gum resembling chewing tobacco, pouches containing flavored substances packaged similar to snuff, shredded beef jerky in containers resembling snuff tins, plastic cigars, and puff cigarettes.

The term "off-campus, school-sponsored event" means any event sponsored by the school or School District that is not on school property, including but not limited to, sporting events, day camps, field trips, entertainment seminars, dances, or theatrical productions.

The term "school property" means all facilities and property, including land, whether owned, rented, or leased by the District, and all vehicles owned, leased, rented, contracted for, or controlled by the District used for transported students, staff and visitors.

The term "smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. "Smoking" also includes carrying or using an activated electronic smoking device.

The term "tobacco products retailer" means retailers whose primary business is to sell tobacco and/or tobacco-related products.

The term "tobacco industry" means manufacturers, distributors, or wholesalers of tobacco products, electronic smoking devices, or tobacco-related devices; this includes parent companies and subsidiaries.

The term "tobacco industry brand" means any corporate name, trademark, logo, symbol, motto, selling message, recognizable pattern of colors, or any other indication of product identification identical or similar to those used for any brand of tobacco product, company, or manufacturer of tobacco products.

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Legal 111.321, Wis Stats.
 120.12(20), Wis. Stats.
 20 U.S.C. 6081 et seq.
 20 U.S.C. 7182

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Section	Second Reading by Board
Title	DISORDERLY CONDUCT
Code	po5520
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

5520 - **DISORDERLY CONDUCT**

The ~~School~~ Board recognizes the right of each student to attend school for the purpose of receiving an education. Students involved in the disruption of the educational program of the schools by disorder or any other purposeful activity may be subject to disciplinary consequences, including, but not limited to, suspension and expulsion. will not be tolerated.

For purposes of this policy, disorder shall be any deliberate activity by an individual or a group, whether peaceful or violent, which is reasonably likely to disrupt the normal operation of the school.

The Board, having the responsibility for providing an educational program for the students of this District, shall have the authority to preserve order for the proper functioning of ~~its~~that program.

Students shall not be disturbed in the exercise of their constitutionally guaranteed rights to assemble peaceably and to express ideas and opinions, privately or publicly, provided that such exercise does not infringe on the rights of others and does not interfere with the operation of the schools.

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Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	Second Reading by Board
Title	STUDENT ACTIVISM
Code	po5720
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

5720 - **STUDENT ACTIVISM**

It is the policy of the ~~School~~ Board to ~~(X.)~~ encourage students to express opinions and ideas, take stands, and support policies, publicly or privately, orally and in writing. Students may be given this opportunity for expression through established school media. Such expression should not interfere with the educational program, ~~or~~ present a health or safety hazard, or violate Board policy. Students may advocate change of law or school regulations and pursue their advocacy through lawful means ~~by due process means.~~

Students may not use obscenity, slanderous or libelous statements, or disruptive tactics, or advocate violation of the law or school policies or guidelines. ~~regulations.~~ (See Policy 5520 - Disorderly Conduct).

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Cross References	5720F - Peaceful Protest po5720 - STUDENT ACTIVISM po5780 - STUDENT/PARENT RIGHTS po5840 - STUDENT GROUPS ag5723 - STUDENT RIGHTS OF EXPRESSION
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Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	Second Reading by Board
Title	PUBLIC PERFORMANCES BY STUDENTS
Code	po5880
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

5880 - PUBLIC PERFORMANCES BY STUDENTS

The ~~School~~ Board recognizes the value to students of sharing their talents and skills with the community through participation and performances in public events. Students who participate in public events and performances as part of a District-sponsored group are subject to District policies and regulations for student dress and conduct.

The Board approves ~~endorses~~ such performances when:

- A. they constitute a learning experience which contributes to the educational program;
- B. the circumstances of the event do not pose a threat to the health, safety, and well-being of the students who will be involved.

All requests for public performances by students require the approval of the principal.

~~The Superintendent shall develop administrative guidelines to implement this policy which include the requirement that parental permission is sought and received before students participate and that the interests of our students are to be protected and guarded against exploitation.~~

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Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	Second Reading by Board
Title	USE OF TOBACCO AND NICOTINE ON SCHOOL PREMISES
Code	po7434
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	1/20/2021, 9/6/2019

7434 - **USE OF TOBACCO AND NICOTINE ON SCHOOL PREMISES**

The Board recognizes that the use of tobacco products, as well as other nicotine delivery systems, such as electronic smoking devices, are a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The Board is acutely aware of the serious health risks associated with the use of these products, both to users and non-users, and that their use or promotion on school grounds and at off-campus school-sponsored events is detrimental to the health and safety of students, staff, and visitors. The Board also believes accepting tobacco industry gifts or materials will send an inconsistent message to students, staff, and visitors.

It shall be a violation of this policy for any visitor of the District to use, consume, or sell any commercial tobacco products, tobacco-related devices, imitation tobacco products, or electronic smoking or vaping devices, regardless of content at any time on school property or at off-campus, school-sponsored events.

It shall be a violation of this policy for the District to solicit or accept any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products retailer. This includes, but is not limited to, donations, monies for sponsorship, advertising, promotions, loans, or support for equipment, uniforms, and sports and/or training facilities. It shall be a violation of this policy to participate in any type of service funded by the tobacco industry while in the scope of employment for the District.

Exceptions

It shall not be a violation of this policy for tobacco products, tobacco-related devices, imitation tobacco products, or lighters to be included in instructional or work-related activities in school buildings if the activity is conducted by a staff member or an approved visitor and the activity does not include smoking, chewing, or otherwise ingesting the product.

FDA approved cessation products or tobacco dependence products are exempt from this policy for adults and staff eighteen (18) years and older. Staff using such products and bringing them to any school property or school-sponsored activity are responsible for the safekeeping of these products at all times and are responsible for assuring that no students are able to obtain access to these products.

Instruction in the history and purpose of traditional tobacco that has been used as a part of faith and tradition in the Native American and American Indian communities is an exception to this policy.

Policy Specific Definitions

The term "any time" means during normal school and non-school hours: twenty-four (24) hours a day, seven (7) days a week.

The term "electronic smoking device" means any product containing or delivering nicotine, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. The term electronic smoking device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, JUUL, or under any other product name or descriptor. The term electronic smoking device includes any

component part of a product, whether or not marketed or sold separately, including but not limited to e-liquids, e-juice, cartridges, and pods.

93

The term "imitation tobacco product" means any edible non-tobacco product designed to resemble a tobacco product, or non-edible, non-tobacco product designed to resemble a tobacco product that is intended to be used by children as a toy. Examples of imitation tobacco products include but are not limited to: candy or chocolate cigarettes, bubble gum cigars, shredded bubble gum resembling chewing tobacco, pouches containing flavored substances packaged similar to snuff, shredded beef jerky in containers resembling snuff tins, plastic cigars, and puff cigarettes.

The term "off-campus, school-sponsored event" means any event sponsored by the school or school district that is not on school property, including but not limited to, sporting events, day camps, field trips, entertainment seminars, dances, or theatrical productions.

The term "school property" means all facilities and property, including land, whether owned, rented, or leased by the District, and all vehicles owned, leased, rented, contracted for, or controlled by the District used for transported students, staff and visitors.

The term "smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. "Smoking" also includes carrying or using an activated electronic smoking device.

The term "tobacco products retailer" means retailers whose primary business is to sell tobacco and/or tobacco-related products.

The term "tobacco industry" means manufacturers, distributors, or wholesalers of tobacco products, electronic smoking devices, or tobacco-related devices; this includes parent companies and subsidiaries.

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Legal
20 U.S.C. 7182
120.12(20), Wis. Stats.
111.321, Wis. Stats.
20 U.S.C. 6081 et seq.

Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	Resources
Title	VIDEO SURVEILLANCE AND ELECTRONIC MONITORING
Code	po7440.01
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	2/1/2021, 11/18/2020, 7/24/2019

7440.01 - VIDEO SURVEILLANCE AND ELECTRONIC MONITORING

The Board authorizes the use of video surveillance and electronic monitoring equipment at various facilities and school sites throughout the District and on school buses. Wherever the terms video surveillance or electronic monitoring are used, such reference includes both video and audio surveillance as possible technologies employed.

The Superintendent or designee is responsible for determining where to install and operate fixed-location video surveillance/electronic monitoring equipment in the District. The Superintendent shall assure that video surveillance is handled in accordance with the placement, monitoring, and access considerations incorporated into the school safety plan as more fully described in Policy 8420. The determination of where and when to use video surveillance/electronic monitoring equipment will be made in a nondiscriminatory manner. Video surveillance/electronic monitoring equipment may be placed in common areas in school buildings (e.g. school hallways, entryways, the front office where students, employees, and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries), the school parking lots and other outside areas, and in school buses. Except in extraordinary circumstances and with the written authorization of the Superintendent, video surveillance/electronic monitoring equipment shall not be used in areas where persons have a reasonable expectation of privacy (e.g. restrooms, locker rooms, changing areas, private offices (unless there is express consent given by the office occupant), or conference/meeting rooms).

Any person who takes action to block, move, or alter the location and/or viewing angle of a video camera shall be subject to disciplinary action.

Legible and visible signs shall be placed at the main entrance to buildings and in the areas where video surveillance/electronic monitoring equipment is in use to notify people that their actions/behavior are subject to being monitored/recorded, which may include video footage, audio recording, or both. Additionally, the Superintendent is directed to annually notify parents and students through the Student Handbook, and staff through the Staff Handbook, of the use of video surveillance/electronic monitoring systems in their schools, which may include either video or audio footage or both. In cases approved by the Superintendent, camera surveillance may be used for investigatory purposes without staff, student, or public notice, if the usage is calculated to further investigation into misconduct believed to have occurred or believed to be ongoing.

Any information obtained from video surveillance/electronic monitoring systems may only be used to support the orderly operation of the School District's schools and facilities, and for law enforcement purposes, and not for any other purposes. As such, recordings obtained through the use of video surveillance/electronic monitoring equipment may be used as evidence in any disciplinary proceeding, administrative proceeding, or criminal proceeding, subject to Board policy and regulations. Further, such recordings may become a part of a student's education record or staff member's personnel file.

The Board will not place video surveillance/electronic monitoring equipment for the purpose of obtaining information for routine staff appraisal/evaluation or monitoring; however, video footage captured in the normal course of surveillance which shows information pertinent to staff performance or conduct may be used for that purpose.

~~[] Additionally, prerecorded lessons or observations of online or virtual learning sessions may be included as part of an employee's evaluation.~~

Further, if an employee is assigned to work remotely (i.e., telework), the administration is authorized to conduct observations that consist of the supervisor reviewing video-recordings of the employee working and/or watching the employee perform his/her job responsibilities through means of a live-stream that includes both video and audio. This includes instructional staff working part or full-time in a virtual school/learning/teaching environment.

Additionally, nothing herein shall prevent the administration from using information gathered through electronic means (i.e., viewing a video-recording or live-stream of an employee working) for employment purposes, including but not limited to completing components of an evaluation.

[END OF OPTION]

Recordings that capture students may be student records and as such will be treated as confidential subject to the Board's public records and student records policies.

Retention, Secure Storage, Access to and Disposal of Video Recordings

The Board shall maintain video surveillance/electronic monitoring recordings for a limited period. Any request to view a recording under this policy must be made within ~~seventy (70)~~ seventy (730) days of the event/incident in order to assure its availability. Inquiries after that time period may be available depending on current retention capabilities. Unless a formal complaint is being investigated, recordings shall be destroyed after ~~seventy (70)~~ seventy (730) days. If, however, action is taken by the Board/administration, as a result of a formal complaint or incident, recordings shall be kept consistent with the Board's record retention policy depending on the nature of the video record retained, but for a minimum of one (1) year from the date of the action taken.

All video surveillance/electronic monitoring recording media shall be considered legal evidence and treated as confidential or as directed by Board counsel. The release of original video recordings to individuals or outside agencies may only occur pursuant to subpoena or court order after the same has been reviewed by Board counsel.

Original video recordings shall never be edited or manipulated in any manner. When video recordings are requested by any law enforcement agency as part of an ongoing investigation, a duplicate may be provided for that purpose. The original media shall be protected from accidental overwrite or erasure during the duplicating process. Nothing in this paragraph prohibits the redaction of personally identifiable information from duplicated media when mandated by FERPA.

Video recordings may never be sold publicly, viewed, or distributed in any other fashion except as provided for by Board policy, ~~(X)~~ AG 7440 - Facility Security, and consistent with State and Federal law.

Devices containing video recordings, scheduled to be destroyed must be securely disposed of in such a way that the personal information cannot be reconstructed or retrieved (e.g. shredding, burning, magnetically erasing the personal information).

This policy does not address or cover instances where school officials record a specific event (e.g. a play, music performance, athletic contest, graduation, or Board meeting), or an isolated instance where a classroom is video recorded for educational or research purposes. Authorized video recording for educational, instructional, and/or research purposes is permitted and is not addressed by this policy.

Video surveillance is to be implemented in accordance with this policy and the related guidelines, and consistent with the school safety plan. The Board will not accept or tolerate the improper use of video surveillance/electronic monitoring equipment and will take appropriate action in any cases of wrongful use of this policy.

~~Revised 7/24/19~~

~~Revised 11/18/20~~

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- Legal
- 19.31 – 19.39, 118.125 Wis. Stats.
- FERPA 20 U.S.C. 1232g
- 34 C.F.R. 99.1-99.67
- Title I of the Electronic Communication Privacy Act of 1986
- 18 U.S.C. 2510-2521

Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	Second Reading by Board
Title	RELATIONS WITH NON-SCHOOL AFFILIATED GROUPS
Code	po9700
Status	Second Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021
Prior Revised Dates	5/19/2021, 11/15/2017

9700 - **RELATIONS WITH NON-SCHOOL AFFILIATED GROUPS**

It is the policy of the Board that students, staff members, and District facilities not be used for advertising or promoting the interests of any non-school related agency or organization, public or private, without the approval of the Superintendent or its delegated representative; and any such approval, granted for whatever cause or group, shall not be construed as an endorsement of said cause or group by this Board. All crowdfunding activities are subject to Policy 6605 - Crowdfunding (X) and AG 6605.

No non-school affiliated group may use the name, logo, mascot, or any other name which would associate an activity with the District without the specific written permission of the Superintendent. Additionally, no non-school affiliated group may use any assets of the District, including but not limited to facilities, technology, or communication networks without the specific written permission of the Superintendent.

School District Referendum Advocacy

This policy applies expressly to any outside organization's advocacy concerning School District referenda. Any such organization, whether advocating in favor of or in opposition to a referendum question must clearly identify themselves as independent of the School District and may not, under any circumstances, use School District logos, mascots, slogans or other such items that are protected by or regularly used and identified with the District. School District officials may not advocate for a position on a referendum in any manner in which such advocacy is in the individual's capacity as a School District official or may reasonably be perceived as such. School District officials may always provide factual information concerning any referendum question.

Other Activities by Non-School Affiliated Groups

A. Materials or Activities

All materials or activities proposed by outside organizations for student or staff use or participation shall be reviewed by the principal on the basis of the proposed activities or materials, educational contribution to part or all of the school program, benefit to students, and no such approval shall have the primary purpose of advancing the name, product, or special interest of the proposing group.

The Board shall not permit the use of any type of educational material, program, or equipment in its curricular, co-curricular, or extra-curricular activities or at any time during the school day if such materials, programs, or equipment contain partisan political or commercial messages or are designed to persuade students or staff members to acquire a particular product or service offered by a named individual, company, organization, association, or agency. Professional staff may, however, utilize political materials or those provided by special-interest groups in adopted courses of study with the approval of the principal.

B. Contests/Exhibits

The Board recognizes that contests, exhibits, and the like may benefit individual students or the District as a whole, but

participation in such special activities may not:

1. have the primary effect of advancing a special product, group, or company;
2. make unreasonable demands upon the time and energies of staff or students or upon the resources of the District;
3. interrupt the regular school program;
4. involve any direct cost to the District.

The Superintendent shall establish administrative guidelines which ensure that the time, place, and manner of distribution of all nonschool-related materials are clearly established and communicated.

C. Solicitation of Funds

Because the District cannot accommodate every organization that desires to solicit funds for worthy purposes, the Board shall not permit any organization not related to the District to solicit funds on District property.

Permission to solicit funds will be granted only to those organizations or individuals who meet the permission criteria established in the District's administrative guidelines. Solicitation must take place at such times and places and in such a manner as specified in the administrative guidelines. In accordance with Board Policy 5830, no District student may participate in the solicitation without the Superintendent's approval.

Crowdfunding activities aimed at raising funds for a specific classroom or school activity, including extra-curricular activity, or to obtain supplemental resources (e.g., supplies or equipment) that are not required to provide a free, appropriate, public education to any students in the classroom may be permitted, but only with the specific approval of the Superintendent.

All crowdfunding activities are subject to Policy 6605 and AG 6605 - Crowdfunding.

D. Prizes/Scholarships/Other Awards

The Board is appreciative of the generosity of organizations that offer scholarships, prizes, or other awards to deserving students in this District.

In the administration of scholarships, prizes, or other awards, the District shall not unlawfully discriminate on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.

Administration of scholarship or award programs appropriately designated under this policy to benefit individuals in a particular group that has not traditionally been represented does not violate this policy.

It will be the District's practice to provide all outside agencies and organizations notification of the nondiscrimination policy in awarding prizes, scholarships, or other aids, benefits, or services.

The District may administer or assist in the administration of scholarships, fellowships, or other forms of financial assistance established by a domestic or foreign will, trust, bequest, or similar legal instrument that requires the award to go to a student of a particular sex, race, color, national origin, or with a particular disability. Such restricted awards must not lead to discrimination in access to the total amount of prizes, scholarships, or other awards available.

E. In accepting the offer of such scholarships or prizes from non-District entities or persons, the Board directs that these guidelines be observed:

1. The type of scholarship or prize, the criteria for selection of the winner, and any restrictions upon it shall be approved by the principal.
2. The principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient and, if agreeable to the sponsoring organization, the selection shall be left entirely to the principal and staff committee.

The District will periodically review its procedures for awarding scholarships, prizes, and other awards. This review will require that the District's procedure does not discriminate on the basis of sex, race, color, national origin, or disability in the overall effect of the scholarships, prizes, and other awards given to students.

F. Surveys and Questionnaires

Distribution of Surveys and Questionnaires to Students is governed by Policy 2416 - Student Privacy and Parental Access to Information. 98

~~Revised 11/15/17~~

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Legal 118.125, Wis. Stats.

Cross References [po2416 - STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION](#)
[ag9700A - DISTRIBUTION OF MATERIALS TO STUDENTS](#)

Last Modified by Ellen Suckow on November 21, 2021



Book	Policy Manual
Section	First Reading by Board
Title	NEW - WAIVER OF SCHOOL FEES OR FINES
Code	po6152.01
Status	First Reading

~~NEW POLICY - VOL. 30, NO. 2~~

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 Superintendent may, as deemed necessary, establish additional procedures to supplement the procedures established in this policy regarding requests for the waiver of fees.

Eligibility Standards

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.
- B. Students who are experiencing homelessness pursuant to Policy 5111.01 - Homeless Students.
- C. Students who are eligible to receive reduced price lunch or breakfast.
- D. Students whose families have suffered very significant losses of income due to severe illness, ~~or~~ injury, or death in the family or unusual expenses including, but not limited to, fire, flood, or storm damage.
- E. Other good and just reasons, as determined by the Superintendent.

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 submit a written request for ~~write a letter requesting~~ a waiver of fees to the Superintendent. This request ~~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 Superintendent shall have the authority to review the waiver request and request such further information, if any, as s/he deems necessary in order to make a decision on that request.

[DRAFTING NOTE: Students who are experiencing homelessness may also be considered an unaccompanied minor, whereby the Homeless Liaison shall be responsible for notification to such student(s) and assist in drafting the request for waiver of fees and fines.]

- B. No fee or fine shall be collected from any individual who is seeking a fee waiver in accordance with the District's policy until the District has acted on the initial request or appeal (if any is made), and the individual has been notified of the decision.
- C. If the Superintendent denies a request for a waiver, then within fifteen (15) school days of receipt of the request, a copy of the decision shall be mailed or provided in an appropriate method for those without a fixed residence or experiencing homelessness.

The decision shall state the reason for the denial and shall include the right to appeal, including the process and timelines for that action. The denial notice shall also include a statement indicating that reapplication may be made for a waiver any time during the school year if circumstances change.

- D. Students experiencing homelessness shall be immediately enrolled, scheduled for transportation, or otherwise registered for school programming regardless of outstanding fines or fees. The waiver review process shall be reviewed accordingly. If the imposition of a fine or fee is not a barrier to educational program access, the student may be assessed the fine or fee.

[DRAFTING NOTE: Select only one option]

- E. The decision of the Superintendent is final.

~~OR~~

~~[] An appeal of the Superintendent's decision must be made to the Board within seven (7) calendar days after receipt of the decision. An appeal shall be decided within thirty (30) calendar days of the receipt of the request for an appeal. () Parent(s) shall have the right to meet with the Board in order to explain why the waiver should be granted. [END OF OPTION]~~

Nondiscrimination

The Board expects all staff members to exercise the utmost care to see that, as a result of their actions or comments, students cannot differentiate between those students whose parents are unable to purchase required instructional materials, pay required fees and/or fines and those whose parents can.

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Legal National School Lunch Act, 60 Stat. 230 (1946), 42 U.S.C. 1751 (as amended)
 Child Nutrition Act of 1966, 80 Stat. 885, 42 U.S.C. 1771
 42 U.S.C. §11432(g)(1)

Last Modified by Ellen Suckow on November 12, 2021



Governance Council
Presentation to DC Everest School Board



Governance Council Update

Governance Council



- Matthew Hildebrandt, President
- William Conway, Vice President
- Paula du Vair, Secretary
- Steven R. Stuve, Ph.D., Board Member
- Luke Stachovak, Advisor
- Kendra Gilbertson, Advisor

Governance Council



Recent Work

- Updating Bylaws
- Updating of the School Handbook
- Working to Recruit New Members to Governance Council
- Development of School Performance Metrics



Development of School Metrics

Development of School Metrics

- Poor Metrics are Easy to Make
- Good, Meaningful Metrics are a result of Research and Study

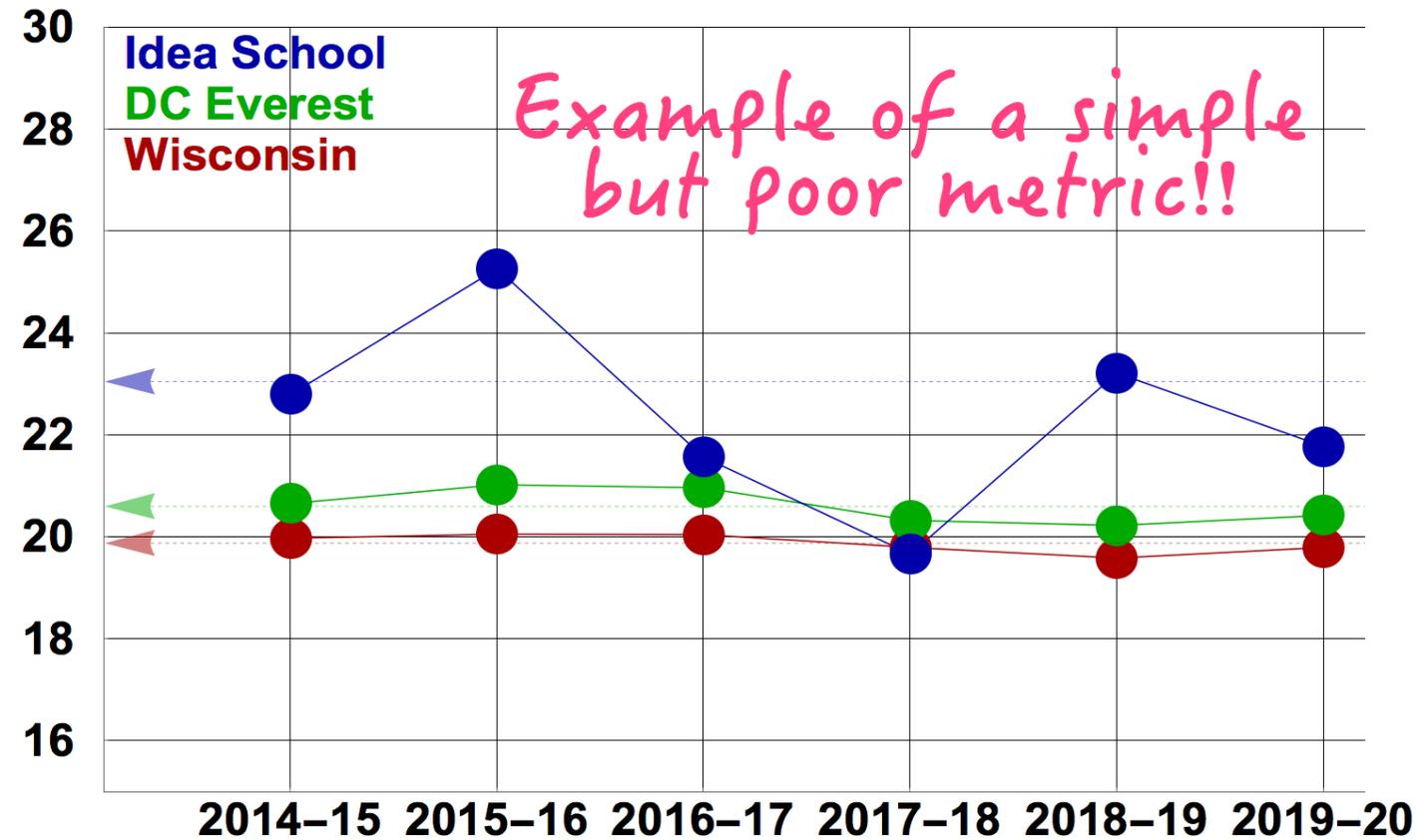


Metrics Development



Example: Finding an ACT Metric

Annual ACT Composite Average



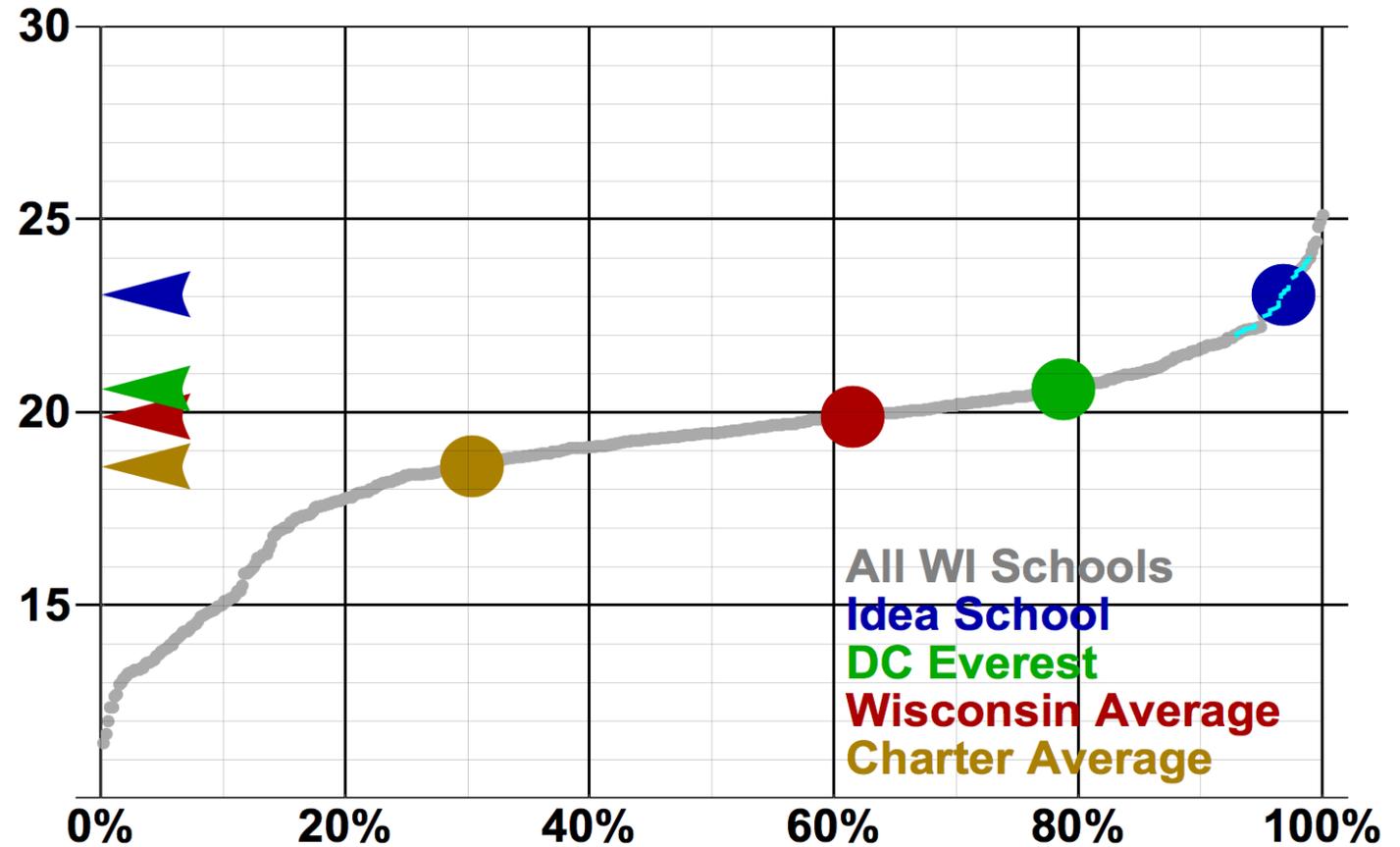
Data from wisedash.dpi.wi.gov

Metrics Development



Example: Finding an ACT Metric

Six-Year ACT Composite Average



Data from wisedash.dpi.wi.gov

Development of School Metrics



Future Directions

- Develop a Pipeline for Data Flow
- Continue Development of Standard Metrics
- Leverage Idea's Uniqueness to Research Innovative Metrics



State Reported Testing

Summary of Reported Testing

State Reported Testing



	ELA	Mathematics	Science
Grade 11: ACT			
Grade 10: Aspire			
Grade 9: Aspire			
Grade 8: Forward			
Grade 7: Forward			
Grade 6: Forward			Idea Wisconsin DC Everest Charters

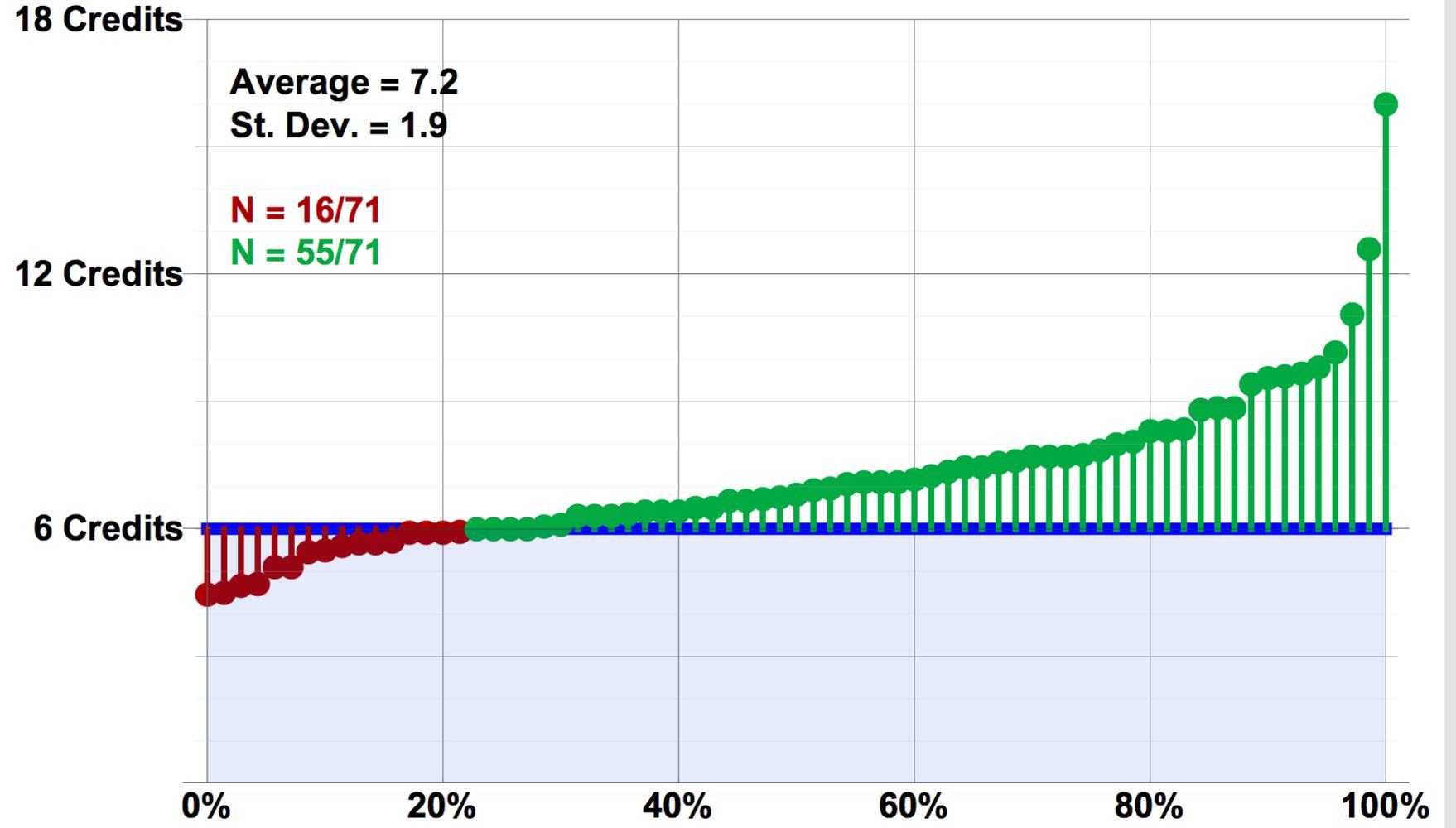


Credit Progress

Credit Progress



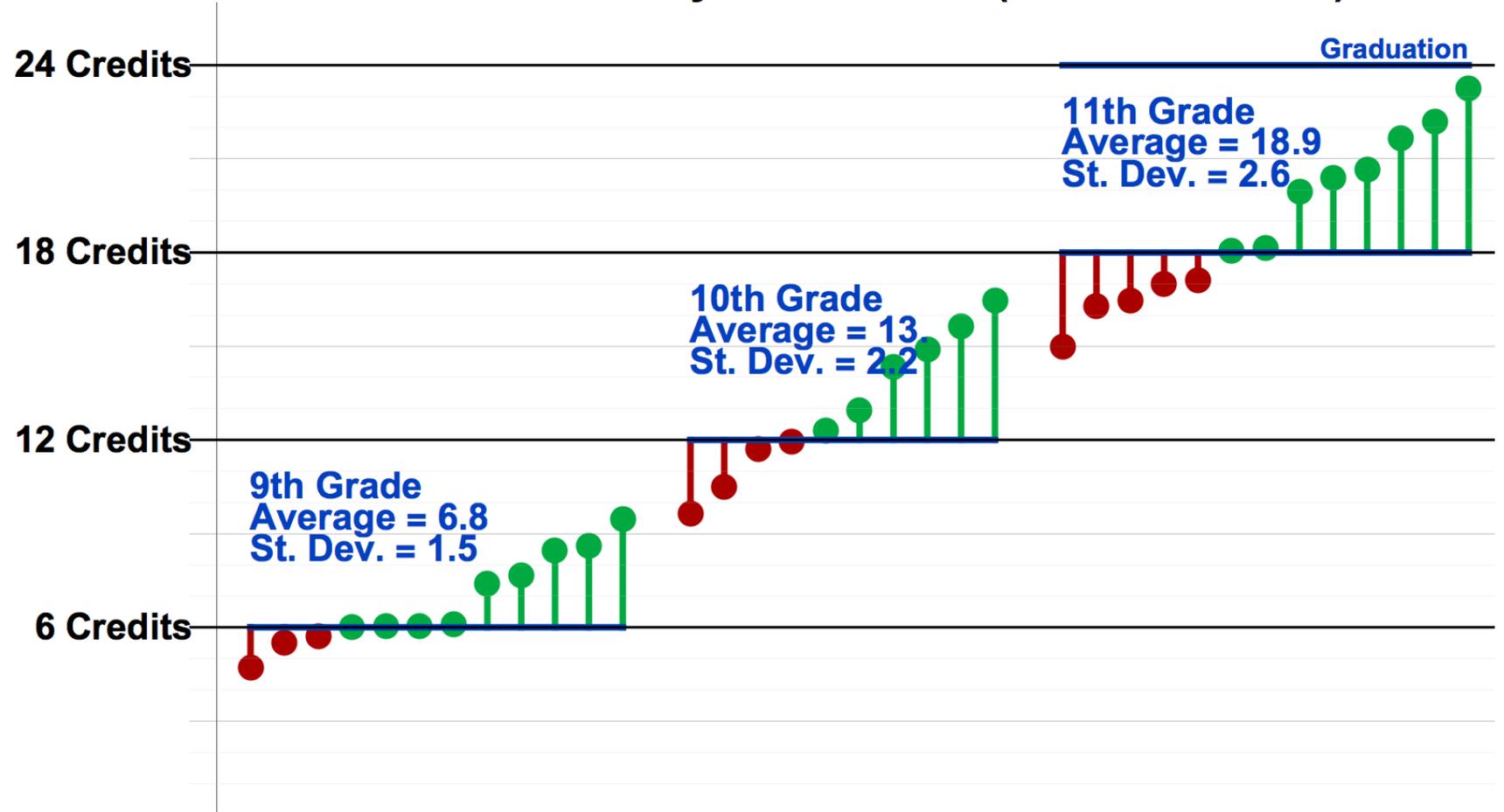
Credits Earned in 2020-21



Credit Progress



Earned Credits by Grade Level (End of 2020–21)





Annual Scorecard

Annual Scorecard 2021 – 2022 Goals



Great Place to Learn

- Creating spaces for students to do more project-based learning
- Develop and implement the teaching and tracking of student's 21st century skills

Great Place to Work

- Continue to strive to be teacher-led

Great Community

- Foster and develop more relationships within the community for service projects and apprenticeships



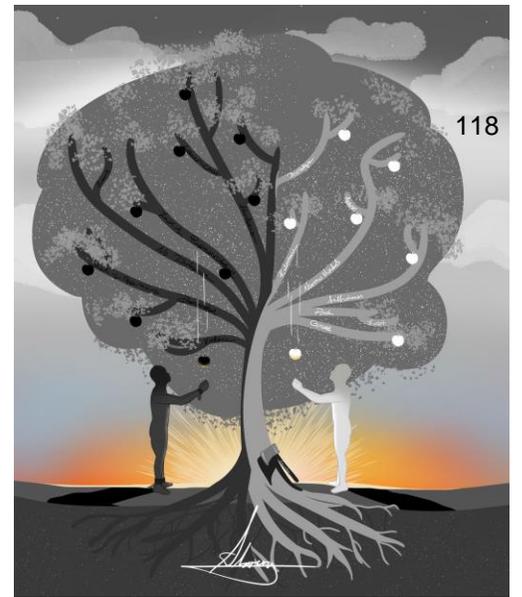
Notable Projects

Notable Projects



Notable Projects

- Building a Chicken Coop
- Becoming an EMT
- Filming a Documentary on Climate Change
- Writing a Song
- Sewing a Dress
- Making Pasta
- Dress Code Podcast
- National History Day Qualifying Project
- Fundraising for the Humane Society
- Painting an Art Collection





Notable Accomplishments

Notable Accomplishments



Notable Accomplishments

- 500+ Student Presentations
- Over 1,800 Individualized Student Academic Meetings
- Continued Support of Other Innovative Schools
 - Innovative School Network (ISN)
 - Wisconsin Resource Center for Charter Schools (WRCCS)



Community Connections

Community Connections



Community Connections

- Youth Apprenticeships
- Active in Community Theater Groups
- Participation in Sports
- Community Service, 2021 – 2022
 - Art in the Park setup
 - Make a Difference Day
 - Individual Student Opportunities
- Mentor Program within School





D.C. Everest Area School District

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Matthew A. Spets
Assistant Superintendent

MISSION STATEMENT

123

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

DATE December 15, 2021
TO Dr. Kristine Gilmore, Superintendent
FROM Matt Spets, Assistant Superintendent
RE 2022-2023 Budget Calendar

Please accept this recommendation that the Board **approve the budget calendar for the 2022-2023 fiscal year.**

Attached to this memo is the proposed budget preparation calendar for 2022-2023. It appears the schedule followed last year is both consistent with historical process and has also served D.C. Everest Area School District well. There are minor adjustments from historical norms in both vocabulary and budgeting action steps represented in the attached calendar.

**Budget Calendar
2022-23 School Year
D.C. Everest Area School District**

December 2021	Review and approval of budget calendar by Board Update projection models with assumptions and estimates Current year budget performance review (ongoing)
January 2022	Determination of per pupil allocations by cabinet Review and approval of per pupil allocations by Board PMA projections model information shared with Board Initial 10-year capital plan meeting with Buildings & Grounds Dept Individual department budget planning meetings Begin review of staffing needs and ratios
February 2022	Snapshot of current staffing levels for budgeting Begin review of estimated health care costs
March 2022	Begin employee contract negotiations Analyze various scenarios for salary and negotiations adjustments Follow up 10-year capital plan meeting with Buildings & Grounds Dept Finalize school budgets
April 2022	Create Salary and Negotiation Module in Skyward for staffing budget Review of district depositories Review and approval of department budgets by Board Finalize building and department budgets
May 2022	End of year project requests - if applicable Finalize preliminary salary and benefit budgets
June 2022	Ongoing budget work (until adoption of budget) School Board Approves Line of Credit with Bank Finalize salary and benefit budgets
July 2022	Review preliminary health and dental costs Approval of preliminary budget by Board
August 2022	Finalize health and dental costs
September 2022	Finalize budget as information becomes available
October 2022	Adoption of budget by Board Budget Hearing/Annual Meeting Final tax levy set by Board
November 2022	Tax levy certifications sent to municipal clerks



D.C. Everest Area School District

1699 Schofield Ave., Suite 300
Schofield, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

Casey Nye, Ed.D.
Assistant Superintendent of Learning

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

TO: Dr. Kristine Gilmore, Superintendent

FROM: *ca* Dr. Casey Nye, Assistant Superintendent of Learning

DATE: December 8, 2021

SUBJECT: 2022-2023 Four-Year-Old Kindergarten Contract

The attached 2022-2023 4K contract was updated last year following routine review by legal counsel. Subsequently, no substantive adjustments are being recommended at this time.

This contract does update dates and recommends an annual .5% increase, to \$13.78 per student/per day. This adjustment changes the annual per student payment to be \$2,412, up from \$2,400 last year. This increase is consistent with historical adjustments.

D.C. Everest Area School District
Four-Year-Old Kindergarten Program and Site Agreement
2022-2023

This Agreement is between 4K Site, a preschool/childcare provider (hereinafter “Provider”) and the D.C. Everest Area School District (hereinafter “District”), (collectively hereinafter “Parties”). It is agreed as follows.

I. Operations

- A. Provider shall provide the teacher, teacher’s assistant, and the site for the delivery of Four-Year-Old Kindergarten Program Services under this Agreement (hereinafter 4-K Program Services). 4-K Program Services shall be provided in accordance with the requirements of this Agreement.
- B. The 4-K Program Services shall include minimum student contact time of 437 hours per school year. 4-K Program Services shall begin on the first scheduled day of District’s school year calendar and terminate on the last day of District’s scheduled school year calendar. 4-K Program Services will follow District’s inclement weather schedule. The school year shall be the official District school calendar as approved by District’s Board of Education.
- C. Additionally, Provider, in collaboration with District, will provide an outreach program (e.g., home visits, training, team planning, parent outreach, etc.) that is available for 87.5 hours per year, for a total of 524.5 hours per year subject to proration. Written documentation regarding the 87.5 hours of the outreach program shall be maintained by Provider and made available for auditing purposes.
- D. 4-K Program Services shall be delivered by Provider for at least 2.5 consecutive hours per school day with specific hours of operation agreed to by the Parties hereunder. If not agreed to in writing by the Parties at the time of the execution of this Agreement, District may reasonably designate such times. It is understood by the Parties that District has no involvement of any kind with any other services and/or care provided by Provider. Provider shall not require participants to enroll in other services and/or childcare to enroll in 4-K Program Services.
- E. Provider shall participate in the monthly directors’ meetings. At a minimum, a member of Provider’s administrative staff (or designee) will be responsible for communications with District personnel.
- F. Daily attendance records shall be maintained by Provider in accordance with state requirements and as reasonably requested by District. Appropriate follow-up with absences on a daily basis is expected.
- G. Health and other records shall be maintained by Provider in accordance with state and/or federal requirements and as reasonably requested by District.

- H. Employees of Providers offering alternative four-year-old programs shall not promote one program over the other to encourage enrollment in either program.
- I. Should Provider fail to attain an initial enrollment of at least 10 students by August 1, 2022, it shall have the right to withdraw from this contract. The class size must not exceed 24 students.
- J. Faith-based programs agree to maintain separation between all religious programs/curriculum/activities and the 4-K Program Services program.

II. Location and Facilities

- A. The facility at which the services are to be provided pursuant to the Agreement are located at **4K Street Address** (hereinafter “Site”).
- B. Provider will be solely responsible for maintaining a safe and appropriate environment including, but not limited to each and all of the following:
 1. Indoor play space and equipment appropriate for early childhood;
 2. Space which complies with the requirements of the First Amendment to the United States Constitution regarding religious establishment and free exercise in public educational facilities for young children;
 3. Outdoor play space and equipment appropriate for early childhood;
 4. Private and confidential space for support services and parents;
 5. Handicap accessibility in accordance with any applicable laws and regulations;
 6. Non-discriminatory admission guidelines and program operations.
- C. Provider is responsible for custodial services at the Site.
- D. Provider shall immediately notify District in writing of any non-compliance notices issued by the Department of Children and Families. Provider must also provide District with a written correction plan within ten (10) business days.

III. Staff

- A. The Program Coordinator for District is Terese Baier.
- B. The Site Coordinator for Provider is **4K Site Coordinator Name**. The Site Coordinator may be replaced at Provider’s discretion with written notification to District.
- C. Class enrollments must follow state licensing guidelines as outlined in DCF 251.05. The student teacher ratio shall not exceed 13:1 and class size shall not to exceed 24 students. Note: this ratio may not be the sole determinant when staffing the 4K classroom. Quality programming and safety, as well as meeting the needs of the children, is a priority and may affect this ratio.

- D. Participation in joint training and professional development will occur for all staff providing services pursuant to this Agreement. These services shall not preclude or interfere with professional development provided by Provider. District will be financially responsible for professional development opportunities required by District.
- E. The Site Coordinator, or his/her designee, shall advise the Program Coordinator of current enrollments, attendance reports, and all other reports reasonably requested by District without undue delay.
- F. Provider shall provide DPI certified teacher(s) for the Program, with license #1777- Regular Education in developmental level 1) Early Childhood (Birth-Age 8), 2) Early Childhood-Middle Childhood (Birth-Age 11), or 3) Birth-Grade 3; or with license #1088- Elementary/Middle Level Education with low grade of 1) Prekindergarten or 2) Kindergarten. (*Note: Four-year old kindergarten can be taught by an educator who holds an Early Childhood license or an Elementary Education license that includes prekindergarten or kindergarten in the grade levels of the license.*)
- G. Teacher Assistants, if employed by Provider, will have a high school diploma and/or Early Childhood I Certification (or the equivalent).
- H. Provider shall conduct a background check on all candidates prior to employment and submit results to District. Provider shall only employ those individuals for 4-K Program Services who pass said background check to District's satisfaction.
- I. Provider shall ensure that CPR and First Aid trained staff are available during the time that 4-K Program Services are delivered.
- J. Provider shall be the sole employer and shall be responsible for all employer responsibilities, including, but not limited to, tax withholdings and worker's compensation insurance.

IV. Activities, Curriculum, and Assessments

- A. Provider must use the curriculum and assessments determined and provided by District.
- B. Site classrooms shall not be segregated by program type, family income, or a child's ability/disability.
- C. Provider shall be responsible for procuring the curriculum materials required by District for 4K Program Services. Provider shall implement and follow at recommended pacing District's 4K Program Services in each classroom. Provider shall maintain all curriculum materials, equipment, and supplies.
- D. Provider shall use assessment and screening tools selected by District to document early learner outcomes.

- E. Provider shall participate in any data collection, reporting process, and goal setting directed by District in accordance with determined deadlines. Data and reports will be provided in a timely manner.
- F. Provider shall implement all prevention and intervention systems (both academic and behavior) as determined by District.
- G. District reserves the right to monitor curriculum implementation in each classroom throughout the school year.

V. Funding

- A. The Schedule of Payments to Providers to be provided by District to Provider for 2022-2023 school year is as shown on Exhibit “A” attached hereto and incorporated herein by reference.
- B. No enrollment fees may be required of a parent(s)/guardian(s) to enroll their child(ren) for District 4-K Program Services; Provider shall provide notification in this regard to all parents/guardians.
- C. District reserves the right to withhold any or all installment payments, in the event Provider does not comply with this Agreement, including completion of all monthly and year-end reports and the provision of all required documentation.

VI. Parent Involvement

- A. Parent/guardian education shall include, but is not limited to, the following: fall open house, workshops, home visits, family nights, and parent/teacher conferences.
- B. Parent(s)/guardian(s) shall have input into their child(ren)’s educational program and care.
- C. Parent(s)/guardian(s) and/or community members may serve as volunteers, if appropriate screening is conducted by Provider as described in Section III, Subsection H.
- D. Provider shall produce monthly newsletters to parents/guardians.
- E. Personnel costs associated with parent involvement will be the responsibility of Provider. Supply costs will be reimbursed by District, not to exceed \$200 per school year, per mutual agreement and approval by the Program Coordinator in advance of incurring such costs.

VII. Support Services

- A. Support services to be provided by Provider shall include, but are not limited to, the following:

1. Medically fragile students with unpredictable health outcomes must be assessed by a District Nurse to determine how care can be safely provided during 4K session. It is the responsibility of District to meet the health care needs of the student during the 4K session, to guide the plan of care for the student.
2. Care for students with medical needs with predictable care outcomes, such as asthma, can be provided by 4K staff as written on medication forms.
3. Immunization records kept on file.
4. Maintenance of student records.
5. 4K staff employed by 4K Partner Sites will be certified in CPR/AED for adult and child; and First Aid care for basic illness and injury.
6. A District Nurse will provide emergency medication administration training annually and as needed for all 4K staff.
7. Consultation with Health Aides is available as needed, for questions related to basic care and illness management.
8. Integration of Special Education students when appropriate and consultation with support services provided from District as outlined in District Policy.
9. Crisis planning including protocols for staff and students, and submission of safety drill schedule and documentation.

VIII. Standards

- A. Provider shall comply with the following standards:
 1. State day care licensing standards (DCF 251.01 through 251.12)
 2. DPI standards
 3. State statutes
 4. District policies and procedures, as provided to Provider
 5. Satisfactory performance on the Early Childhood Environment Rating Scale or comparable evaluation instrument
 6. All other laws and regulations applicable to the preschool program

IX. Evaluation

- A. Program: District will conduct an evaluation of the 4-K Program Services annually with coordination and oversight by the Program Coordinator. Provider shall participate in the evaluation including, but not be limited to, a review of the results of the Early Childhood Environment Rating Scale and the assessment selected per Section IV(A) above.
- B. Staff: Provider shall evaluate its staff at least annually. Responsibility for evaluations shall remain solely with Provider; however, Provider will seek input from the Program Coordinator regarding concerns, if any.

X. Miscellaneous

- A. Provider shall demonstrate a certificate of insurance to District's 4-K Coordinator two weeks prior to the beginning of the school year and two weeks prior to a policy renewal or policy change. Further, it is required that Provider include the D.C. Everest Area School District as an Additional Insured on the General

Liability and Umbrella Liability policies and that the insurance carrier be rated no worse than A- by the rating bureau AM Best. Provider shall demonstrate evidence of the following insurance coverages and with limits no less than what is outlined below.

1. General Liability – Limits of no less than \$1M on a per occurrence basis and \$2M on a general aggregate basis.
2. Umbrella – Limits of no less than \$1M on both a per occurrence and general aggregate basis. Umbrella insurance is not needed *if the General Liability insurance is \$2M on a per occurrence basis.*

B. All notices or communications required or permitted to be given by either Party to the other under this Agreement shall be in writing to the following addresses:

1. **Notice to Child Care Provider:**

Name: **4K Site Coordinator**

Organization: **4K Site Name**

Address: **4K Site Address Line 1**

City/St/Zip: **4K Site Address Line 2**

Phone: **4K Site Phone Number**

E-mail: **4K Site Coordinator E-mail**

2. **Notice to D.C. Everest School District**

Dr. Kristine Gilmore
 Superintendent of Schools
 D.C. Everest School District
 1699 Schofield Ave Suite 300
 Schofield, WI 54476

or such other place as such Party may subsequently designate in writing. Notice shall be deemed to have been received on the date of mailing, if sent by registered or certified mail. For all other forms of transmission, notice shall be deemed received on the date of actual receipt.

- C. This Agreement and any dispute arising from or related to this Agreement shall be governed by the laws of the State of Wisconsin without regards to its choice of law principals. Any disputes between the parties shall be brought in the Circuit Courts of Marathon County.
- D. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.
- E. This Agreement shall be for the 2022-2023 school year. This Agreement shall not automatically be renewed for the next school year. However, either party may

request to renew the agreement beyond the 2022-2023 school year. Renewal requests will not be effective unless confirmed in writing by both parties.

- F. If either Party shall breach any term, covenant, or condition of this Agreement, this Agreement may be terminated by the non-breaching Party or a reasonable time may be given to permit compliance at the option of the non-breaching Party. The Agreement may be immediately terminated for conduct by an employee of a Party involving the health and safety of participants or health and safety concerns. Cancellation by District, due to Provider not meeting the standards of this Agreement, would result in payment to Provider on a per diem basis for the children enrolled for the time prior to the cancellation.
- G. District's failure to demand strict performance of any of the terms, covenants, or conditions set forth herein shall not be construed as a continuing waiver or relinquishment thereof. District may, at any time, demand strict and complete performance by Provider of such terms, covenants, or conditions.
- H. Intending to be legally bound, Provider agrees to hold harmless, defend, and indemnify District, its officers, employees and agents from and against all third-party claims, liability, loss, demands, causes of action, damages, costs and attorney fees, of any kind or nature, arising from or incident to Provider's and Provider's agents' acts and failures to act under this Agreement or otherwise in the operation of Provider's business, arising out of claims for negligence and claims associated with the condition or nature of Provider's premises.
- I. The Parties agree that Provider is and remains an independent contractor and is not engaging in a partnership or joint venture of any kind under this Agreement.
- J. Provider agrees to maintain compliance with all applicable federal and state laws, rules and regulations. Failure to do so will be recognized as grounds for declaring a breach of contract hereunder.
- K. This Agreement and attached Exhibits constitute the entire agreement between the Parties and shall supersede all previous communications and commitments, whether written or verbal, between the Parties regarding the subject matter of this Agreement. No agreement or understanding changing, modifying, or extending this Agreement, shall be binding on either Party unless in writing and signed by both Parties' authorized representatives.

XI. Signatures

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed in duplicate, each constituting an original, by their duly-authorized representatives.

Dated this _____ day of _____

Organization: 4K Site Name

D.C. Everest Area School District:

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

EXHIBIT “A”

**SCHEDULE OF PAYMENTS TO PROVIDERS
2022-2023**

- A. 4-K Program Services III
 - 1. 524.5Hours (Full Year)
 - 2. Student Fee per Day/Year: \$13.78 per day/\$2412.00 per year
 - 3. Supply Fee: \$23.00 per student

- B. Payment to Provider will be made on a per diem basis of \$13.78 for all students enrolled with Provider during that period. The payments will be made on the first Friday of each month beginning in October 2022 and continuing until June 2023 for this agreement. It should be noted that the final payment of June will be by the last Friday of June 2023 and will be inclusive of May and the days of service provided in June.

- C. The supply fee will be paid on a one-time basis for the number of students enrolled as of the third Friday count in September, 2022. The payment will be made on the fourth Friday in September, 2022.

- D. All questions or concerns regarding payments or other conditions shall be addressed with the Program Coordinator, Terese Baier.

*Dates will be dependent on 2022-2023 official District calendar.



D.C. Everest Area School District

6300 Alderson Street
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

Matthew A. Spets
Assistant Superintendent

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

DATE December 14, 2021
TO Dr. Kristine Gilmore, Superintendent
FROM Matt Spets, Assistant Superintendent
RE Recommendations for Construction Management RFP: *Administration Building Project*

Summary

The core team from DCE leadership met with EUA to begin Phase 2 - Schematic Design of the future administration building. The meeting took place on Wednesday, December 8, 2021. We discussed the vision of the project, the program plan for the space, EUA to DCE communication process, and we created a system to garner input from our entire staff that works at admin. We also discussed the overall project timeline.

An important next step to begin design and meet our overall project timeline goals is to bring the Construction Management firm to the team.

Recommendations

It is recommended the Board approve the DCE leadership team work with EUA's consultation to issue a construction management RFP (request for proposal) for the administrative building.

Next Steps

We anticipate the RFP responses will be due on or before Friday, January 7, 2022. As part of our process, we will assemble our core team to meet with the potential construction management firms and have them respond in a short interview format. For added community transparency, we would like the Board to consider placing one member as a volunteer for this committee.

The tentative date for the interviews is Wednesday, January 12, 2021.

The overall goal is to bring the recommendation for construction manager to the Board for the January 26, 2022 meeting. We anticipate making significant progress in receiving input from our staff to inform the design schematic by that time.





**WE BELIEVE GREAT
ARCHITECTURE**
elevates people's potential



200+

EMPLOYEES

113

YEARS IN BUSINESS

7

MAJOR MARKETS

3

OFFICE LOCATIONS

MARKETS SERVED



COMMUNITY



LEARNING



WORKPLACE



INDUSTRIAL



LIVING



HEALTHCARE



SCIENCE +
TECHNOLOGY



LEARNING ENVIRONMENTS EXPERTISE

35+

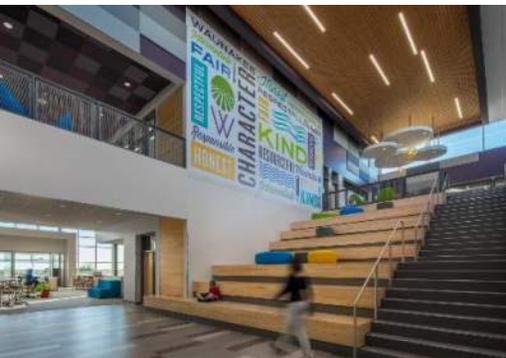
DEDICATED STAFF

160+

SCHOOL DISTRICTS

\$1.5B

EDUCATION PROJECTS SINCE 2014





WORKPLACE ENVIRONMENTS EXPERTISE

70+

DEDICATED STAFF

2,000+

INTERIOR PROJECTS



INTRODUCTIONS – YOUR PROJECT TEAM



KIT DAILEY
CLIENT EXECUTIVE



TORY SCHULZ
PROJECT MANAGER



KIM FRERICHS
DESIGN ARCHITECT



MIKE SCHWINDENHAMMER
DESIGN ARCHITECT



TANIA AVELLO
INTERIOR DESIGNER

2021 PLANNING WORK: KEY MILESTONES

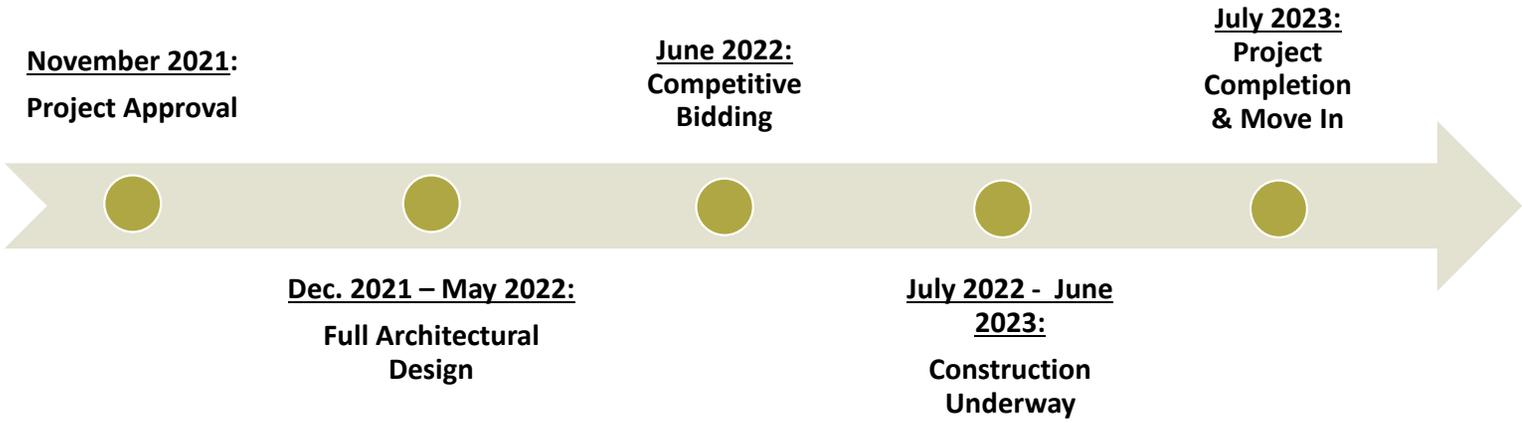


SO WHERE ARE WE TODAY?

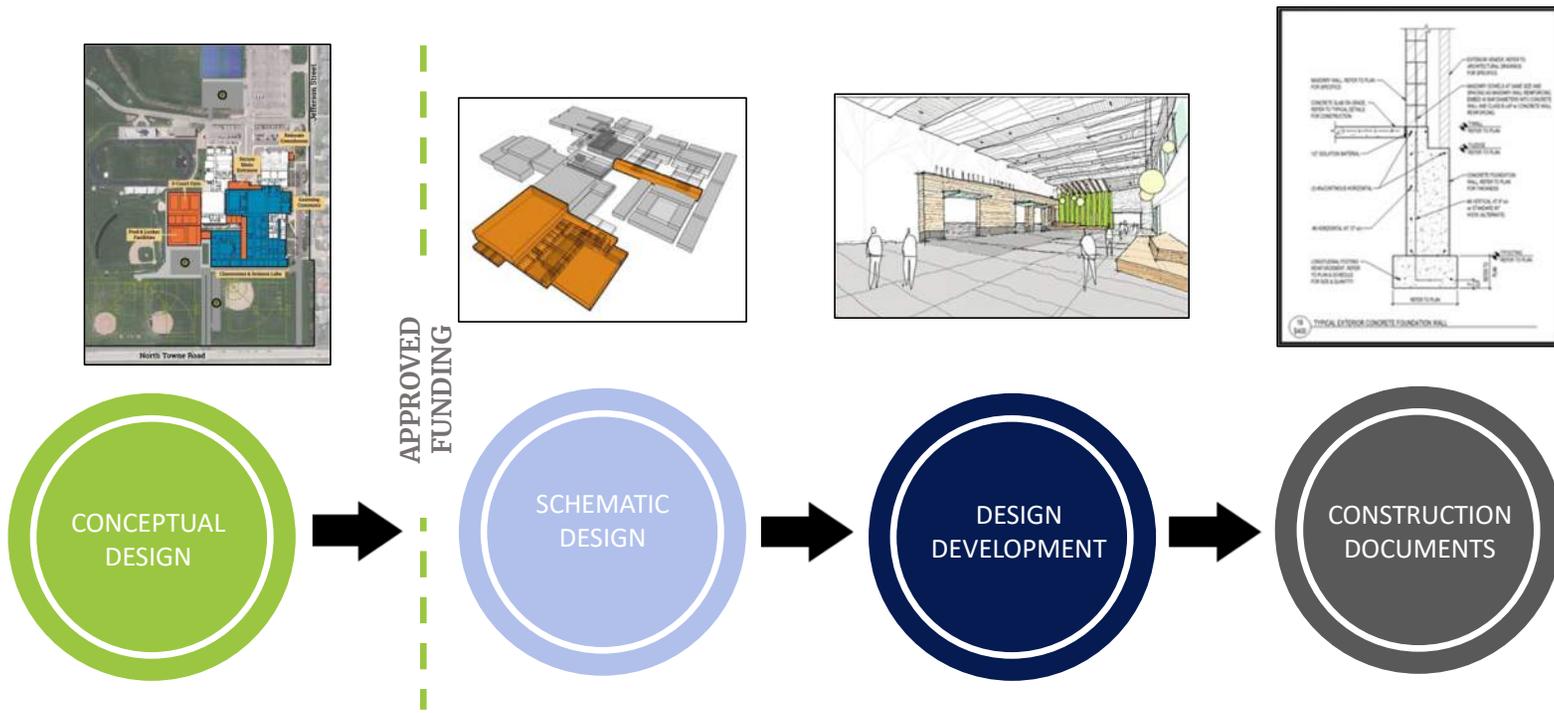




PRELIMINARY PROJECT SCHEDULE



UNDERSTANDING THE DESIGN PROCESS



QUESTIONS?







Book	Policy Manual
Section	Proposed Vol. 30, No 2 July 2021
Title	BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT
Code	po0144.5
Status	Proposed
Adopted	June 16, 2021
Last Revised	December 2, 2021

0144.5 - BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT

The Board functions most effectively when individual Board members act ethically, professionally, and responsibly. School Board members serve as a member of the School District's governing body and do not have individual authority to represent a policy or enforce positions that are not supported by a majority of the Board as evidenced by official action of the Board (See Bylaw 0143 - Authority of Individual Board Members).

Board members accept responsibility for the well-being and positive leadership of the School District, for protecting the interests of the School District as a legal entity, and for facilitating governance for the purpose of delivering the highest quality educational and related services to all of the District's students. Conduct by Board members that compromises the legal position of the District should be avoided.

Any authority delegated to the Board President in this policy is automatically vested in the Board Vice President in the event that either the Board President is unavailable or the Board President is the Board member accused of violating this policy.

General Expectations of All Board Members

- A. Be familiar with and follow applicable local, State, and Federal laws and regulations.
- B. Be familiar with and comply with Board policies, including policies governing Board member conduct ~~and ethics (see Bylaw 0144.2)~~ and Board member ethics and conflicts of interest (see Bylaw 0144.3).
- C. Conduct themselves with integrity, honesty, and in a manner that reflects positively on the Board and on the District.
- D. Be accountable for guiding and supporting the policy decision-making process that impacts students, staff, and the community. The operation of the District is the responsibility of the administration.
- E. Establish and maintain a high level of honesty, credibility, and truthfulness in all matters dealt with by the Board.
- F. Treat others with respect and dignity at all times, and maintain decorum, and always communicate in a way that does not violate or illustrate disregard for Board policy concerning harassment or discrimination. This decency expectation applies in all communications, including while discussing sensitive, controversial, or matters involving disagreement.
- G. At all times conduct themselves in the best interest of the School District, including avoiding implicating the District in unlawful activity or supporting or encouraging efforts to harm the reputation, legal standing, or to bring other material harm to the interests of the District or the Board.
- H. Recognize that they should endeavor to make policy decisions only after full discussion at publicly held Board meetings.

- I. Render all decisions based on the available facts and independent judgment.
- J. Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community.
- K. Work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the Superintendent.
- L. Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.
- M. Inform themselves about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the Wisconsin Association of School Boards and the National School Boards Association.
- N. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.
- O. Refrain from using their Board positions for personal partisan gain.
- P. Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.
- Q. Remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.
- R. No Board member shall act or fail to act in his/her position as a Board member in violation of 946.12, Wis. Stats., regarding misconduct in public office.

Board Member Communication

Board members are expected to refrain from engaging in communication on behalf of the Board or on behalf of the District unless authorized to do so by majority vote of the Board (See Bylaw 0143.1).

Any Board member who chooses to engage in individual communication on matters related to Board and/or District business is expected to clearly identify whether the Board member is communicating in the following capacity:

- A. On behalf of the Board: normally, this is the function of the Board President or in the President's absence, the Vice President. The Board may by majority vote delegate this responsibility to another Board member in a specific circumstance. In every case, the Board Member communicating the Board's position shall do so as determined by the Board and avoiding individual interpretation or editorializing.
- B. As an individual Board member, but not on behalf of the Board: a Board member who speaks, including online, in social media forums, or in any other public forum, on matters related to Board and/or District business, but not as an officially designated spokesperson of the Board.

Board members who fail to adhere to this expectation, or who publicly communicate false or intentionally misleading information pertaining to Board action or District policy, will be asked to correct such communication in a way that is likely to reach the same audience as the false or misleading information. The Board President is authorized to communicate such requests to the pertinent Board member.

The Board President is authorized to issue public statements on behalf of the Board in the event a Board member expresses false or misleading information, or makes statements without properly identifying whether he or she is speaking as an individual Board member. The President's communication should be limited to correcting the false or misleading statement, clarifying that the Board member was not speaking on behalf of the Board, and providing information relative to Board action if any on the subject matter.

Board Member Interaction with Staff

The general expectations of Board member decorum and civility apply to interactions with employees; however, because the Board is the employer of all District staff, this responsibility is appropriate for special reference. Each Board member is an individual with the authority to bring matters to the Board and to influence matters related to staff. Therefore, it is imperative that Board members treat all employees with respect and as professionals. Board members are also required to comply with Board Policies governing employee anti-harassment, non-discrimination, and threatening behavior.

No Board member has inherent authority to require any staff member to respond to the Board member regarding a specific request for information or to direct any staff member to perform or not perform any task, except as provided by Board policy or as directed by a majority vote of the Board. 154

Board members' access to and request for School District records and information is governed by Board Bylaw 0143.2.

Board Member Records and Confidentiality

Board members are expected to maintain their own public records created on resources not controlled by and thus not maintained by the School District. Each Board member is an elected official responsible for preserving all public records he/she creates, and to comply with requests to inspect such records. The District has no obligation nor responsibility to assist any Board member in fulfilling this responsibility with respect to records that are not maintained by the District.

Board members are encouraged to review Board policy defining and explaining public records, their maintenance, and public access (See Board Policy 8310).

Board members are expected to maintain and protect the privacy of District records, including student records, and communications received in closed session meetings of the Board.

Enforcement

Complaints alleging violations of the Board Member Code of Conduct may be brought by any person and can be submitted to the Board President or, if the Board President is the member accused of violating this policy, to the Vice President.

The President or Vice President shall review the complaint and determine whether he/she can investigate the matter or contact the School District's legal counsel for support. Upon completion of the investigation, if the conclusion reached is that the Board member violated the policy, the investigator shall brief the Board and may recommend action to be taken.

Board members are elected officials and therefore cannot be disciplined, prevented from participating in Board meetings, or removed from office by the Board. The Board may consider the following:

- A. Formal censure by resolution passed by a majority of the Board in an open session meeting of the Board.
- B. Removal from Board committee assignments for the remainder of the year and until the following organizational meeting of the Board, at which time the President is authorized to continue to withhold committee assignment. Approval of this sanction is an adopted exception to Bylaw 0155.
- C. Restriction on Board member rights granted by policy, including requesting items for a Board meeting agenda.
- D. Referral to proceed with efforts to remove the Board member from office for cause, which means inefficiency, neglect of duty, official misconduct, or malfeasance in office.
- E. Referral to law enforcement if any alleged misconduct constitutes potentially unlawful conduct.
- F. Other efforts to pursue compliance with and adherence to the policy as determined by the Board and not prohibited by law.

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Legal The National Association of School Boards
 946.12, Wis. Stats.
 17.13, Wis. Stats.

Last Modified by Ellen Suckow on December 10, 2021



Book	Policy Manual
Section	First Reading by Board
Title	PUBLIC COMMENT AT BOARD MEETINGS
Code	po0167.3
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 2, 2021
Prior Revised Dates	9/27/2021, 11/18/2020, 5/20/2020

0167.3 - PUBLIC COMMENT AT BOARD MEETINGS

Board meetings are for the purpose of carrying on the business of the District; they are not public meetings, but official business meetings held in public. The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

Such requests shall be subject to the approval of the Superintendent and the Board President.

Public Comment Section of the Meeting

To permit fair and orderly public expression, the Board may provide a period for public comment at any regular in-person meeting of the Board and publish rules to govern such comment in Board meetings. All public comment will be made in person.

If a meeting is held virtually, public comment will only be accepted via email to esuckow@dce.k12.wi.us up to one (1) hour prior to the posted meeting with the email title "Public Comment". Name and address need to be included in the body of the email. Where applicable, the guidelines below still apply.

The presiding officer of each Board meeting at which public comment is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public comment shall be permitted as indicated on the order of business at the discretion of the presiding officer.
- B. Attendees must register their intention to comment in the public portion of the meeting upon their physical arrival at the meeting.
- C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name; address; and group affiliation, if and when appropriate.
- D. Each participant's comments shall be limited to three (3) minutes duration.
- E. Participants shall direct all comments to the Board and not to staff or other participants.
- F. Participants shall address only topics within the legitimate jurisdiction of the Board.
- G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- H. The presiding officer may:

1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
2. request any individual to leave the meeting when that person does not observe reasonable decorum;
3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.

I. The portion of the meeting during which the comment of the public is invited shall be limited to thirty (30) minutes, unless extended by a vote of the Board

Recording, filming, or photographing the Board's open meetings by Third Parties is permitted pursuant to 19.90, Wis. Stat. Recording, filming, or photographing the Board's closed session is only permitted pursuant to Bylaw 0167.2 – Closed Session. The person operating the equipment should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:

1. No obstructions are created between the Board and the audience.
2. No interviews are conducted in the meeting room while the Board is in session.
3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience or otherwise disrupt the meeting while the Board is in session.

~~Revised 1/25/17~~

~~Revised 12/18/19~~

~~Revised 5/20/20~~

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Legal 19.90, Wis. Stats.

Last Modified by Ellen Suckow on December 10, 2021



Book	Policy Manual
Section	Proposed Vol. 30, No 2 July 2021
Title	BOARD - SUPERINTENDENT RELATIONSHIP
Code	po1210
Status	Proposed
Adopted	May 25, 2016
Last Revised	September 28, 2021
Prior Revised Dates	1/25/2017

1210 - **BOARD - SUPERINTENDENT RELATIONSHIP**

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

The Superintendent, as the chief administrative officer of the ~~School~~ District, is the primary professional advisor to the Board. S/He is responsible for the development, supervision, and operation of the school program and facilities, including the development of administrative guidelines consistent with Policy 1230.01 – Development of Administrative Guidelines. The Board shall retain oversight of any administrative guidelines established to implement Board policy.

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

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

The Board is responsible for determining the success of the Superintendent in meeting the goals established by the Board through annual evaluations of the Superintendent's performance.

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Last Modified by Ellen Suckow on September 28, 2021



Book	Policy Manual
Section	First Reading by Board
Title	NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES
Code	po2266
Status	First Reading
Adopted	August 19, 2020
Last Revised	December 6, 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. ~~[DRAFTING NOTE: In the new Title IX regulations, the term "admission" refers to admission to postsecondary institutions (i.e., institutions of graduate higher education, institutions of undergraduate higher education, institutions of professional education, and institutions of vocational education); thus, if a K-12 school does not operate a vocational program (e.g., a school or institution that has as its primary purpose preparation of students to pursue a technical, skilled, or semiskilled occupation or trade, or to pursue study in a technical field, whether or not the school or institution offers certificates, diplomas, or degrees and whether or not it offers fulltime study), the K-12 school does not officially need to include "admission and" in the preceding sentence (and where that phrase is used throughout this policy); Neola, however, has elected to include it because all K-12 schools "enroll" students and often the term "enroll" is viewed as synonymous with the term "admit." Since K-12 schools cannot discriminate when enrolling students into the education programs or activities that they operate, it seems appropriate to include the term "admission."]~~ 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, ~~T~~third-~~P~~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 Employee Handbook(s) 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 Employee Handbook(s) if committed by a Board employee. 156

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. penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ 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. Attempted rape is included.
 - 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.¹⁶⁷
- 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 current or former spouse or intimate partner of the victim;
 - A person with whom the victim shares a child in common;
 - A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - 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
 - 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), referral to Employee Assistance Program, 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. 1580

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:

Dr. Jeff Lindell

Director of Student Services
1699 Schofield Ave., Suite 300
Schofield, WI 54476
jlindell@dce.k12.wi.us
(715) 359-4221, ext. 1351

Dr. Kim Hall

Director of Human Resources
1699 Schofield Ave., Suite 300
Schofield, WI 54476
khall@dce.k12.wi.us
(715) 359-4221, ext. 1225

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

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

The Board of the D.C. Everest Area 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.

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/dcea/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 Superintendent shall also prominently display the Title IX Coordinator(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 unions or professional organizations holding collective bargaining or 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)' 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 Superintendent, or another Board employee who, in turn, will notify the Superintendent of the report. The Superintendent 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** ~~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 and/or administrative guidelines, the applicable Student Code of Conduct, or Employee Handbook.

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 **must immediately/promptly notify the/a Title IX Coordinator of such information or 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 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 Superintendent, 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, which is a violation of the Student Code of Conduct and the Employee Handbook.

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. The Title IX Coordinator will provide the parties with reasonable updates on the status of the grievance process.

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 Handbook 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 (1) 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 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) therefor simultaneously to the parties.

Consolidation of Formal Complaints

162

The Title IX Coordinator may consolidate formal complaints as to allegations of sexual harassment against more than one (1) Respondent, or by more than one (1) Complainant against one (1) or more Respondents, or by one (1) 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 (1) 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:

163

- 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.

- C. **(X) The District establishes the following restrictions, which apply equally to both parties, regarding the extent to which an advisor may participate in the proceedings:**

Limit the advisor from:

1. **questioning the other party;**
2. **answering questions on behalf of any party; and**
3. **disrupting the investigation process.**

- D. **(X) Whether a person is allowed to audio record or video record any meeting or grievance proceedings will be consistent with the procedures established in board Policy 2461 - Recording of IEP Team Meetings.**

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 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:

164

- 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). Consequences could be up to and including an expulsion hearing, or permanent exclusion from co-curricular and/or extra-curricular activity(ies), including athletics or current class enrollment.

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 Superintendent 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.

Disciplinary sanctions/consequences may be imposed on an employee Respondent who is determined responsible for violating this policy including but not limited to (i.e., engaging in Sexual Harassment):

- A. oral or written warning;
- B. written reprimands;
- C. performance improvement plan;
- D. required counseling;
- E. required training or education;
- F. demotion;
- G. suspension with pay;
- H. suspension without pay;
- I. termination, and any other sanction authorized by any applicable Employee Handbook.

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 Superintendent 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.

The following disciplinary sanctions/consequences may be imposed on a non-student/non-employee member of the School District community or Third Party determined responsible for violating this policy (i.e., engaging in sexual harassment):

- A. oral or written warning;
- B. suspension or termination/ cancellation of the Board's contract with the ~~Third Party~~ ~~third party~~ vendor or contractor;
- C. mandatory monitoring of the ~~Third Party~~ ~~third party~~ while on school property and/or while working/interacting with students;
- D. restriction/prohibition on the ~~Third Party~~ ~~third party~~'s ability to be on school property; and
- E. any combination of the same.

If the decision-maker(s) determines the ~~Third Party~~ ~~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 Superintendent 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 Superintendent will consider the severity of the incident, previous disciplinary violations (if any), and any mitigating circumstances.

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 Superintendent 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, or decision-maker(s) had a conflict of interest or bias for or against **C**omplainants or Respondents generally or the individual Complainant(s) or Respondent(s) that affected the outcome of the matter.
- D. The recommended remedies (including disciplinary sanctions/consequences) are unreasonable in light of the findings of fact (i.e., the nature and severity of the sexual harassment).

The Complainant(s) may not challenge the ultimate disciplinary sanction/consequence that is imposed.

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 Superintendent ~~(or the Board when the Superintendent is the Respondent) from implementing appropriate remedies, excluding disciplinary sanctions, while the appeal is pending.~~ ~~from imposing any remedy, including disciplinary sanction, 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.

166

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

Specifically, the appealing party must submit with the notice of appeal a written statement challenging the determination of responsibility. The nonappealing party shall have up to five (5) days after receipt of the appealing party's written statement to submit his/her written statement in support of the determination of responsibility.

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(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 or proceeding 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 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 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.

167

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.

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 Superintendent 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 Superintendent at any time.

Discretion in Application

The Board retains the discretion to interpret and apply this policy in a manner that is not clearly unreasonable, even if the Board's interpretation or application differs from the interpretation of any specific Complainant and/or Respondent.

Despite the Board's reasonable efforts to anticipate all eventualities in drafting this policy, it is possible unanticipated or extraordinary circumstances may not be specifically or reasonably addressed by the express policy language, in which case the Board retains the discretion to respond to the unanticipated or extraordinary circumstance in a way that is not clearly unreasonable.

The provisions of this policy are not contractual in nature, whether in their own right or as part of any other express or implied contract. Accordingly, the Board retains the discretion to revise this policy at any time, and for any reason. The Board may apply policy revisions to an active case provided that doing so is not clearly unreasonable.

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)

Last Modified by Ellen Suckow on December 6, 2021



Book	Policy Manual
Section	First Reading by Board
Title	NEW - EDUCATIONAL OPTIONS PROVIDED BY THE DISTRICT
Code	po2370
Status	First Reading

~~NEW POLICY - VOL. 29, NO. 1~~

2370 - EDUCATIONAL OPTIONS PROVIDED BY THE DISTRICT

The Board recognizes that students learn in different ways and therefore provides a variety of educational programs and options to students developed and approved through the Board and the administration.

The District program includes a variety of opportunities using both on-site and distance learning. The availability of educational options vary depending on the school of attendance and individual student circumstances, and the District is frequently evaluating and updating its programs. Students and parents are encouraged to consult with the school administration to discuss programs best suited for them. The following contains brief descriptions of the educational options available through the District's program, but is not intended to be an exhaustive list:

Early College Credit Program

High school students may take college courses for high school and/or college credit in accordance with Policy 2271 - Early College Credit Program.

Start College Now Program

Students enrolled in grades 11 and 12 may take technical college courses for high school and/or college credit in accordance with Policy 2271.01 - Start College Now Program.

Advanced Placement (AP) Courses

Students may enroll in AP courses that prepare students for the College Board's annual AP Exams offered in the spring. Students may earn college credit based on their AP Exam score.

~~**International Baccalaureate Program**~~

~~**Magnet, Specialized, and Immersion schools**~~

Instrumentality Charter Schools

~~**Cooperative Academic Partnership Program (CAPP) Courses**~~

~~Students may enroll in CAPP courses offered in conjunction with UW-Oshkosh for college credit.~~

~~**Partners in Education (PIE) Courses**~~

Students may enroll in PIE courses offered in conjunction with UW-Whitewater for college credit.

Dual Credit/Dual Enrollment Programs

A. Students enrolled in grades 11 and 12 may take approved dual credit programs with Northcentral Technical College in accordance with State law and District procedures.

B. Cooperative Academic Partnership Program (CAPP) Courses
Students may enroll in CAPP courses offered in conjunction with UW-Oshkosh for college credit.

C. Other University Collaborations
Students may enroll in other classes within established partnerships with universities.

Tutorial Programs

Eligible students may receive tutoring from staff or designated student tutors in accordance with Policy 2415. Qualified students may be appointed to serve as tutors for service credit or academic credit.

Independent Study

Independent study provides the opportunity for students to explore career options or to take a course not available as an offered course. Independent studies may also take the student into the greater school community for experience under the co-sponsorship of people in other professions, businesses, government, or industry.

Advanced Study

Advanced study offers student the opportunity to go beyond the curriculum of a course or to integrate two or more content areas. Advanced studies may also take the student into the greater school community for experience under the co-sponsorship of people in other professions, businesses, government, or industry.

Online Courses

Students may enroll in online courses when such a course is not otherwise available or as an educational alternative better suited to the diverse learning needs of students.

Work-Study Programs

Students may enroll in the District's cooperative education program offered with a course or in a work-study program designed to the individual needs of the student.

Youth Apprenticeship Programs

The District offers a one- or two-year program combining academic and technical classroom instruction with a paid work experience.

Summer School

The District offers a summer school program that includes both enrichment and credit recovery options.

Full-Time Open Enrollment Program

The District offers a full-time open enrollment opportunity to students in accordance with Policy 5113 - Full-Time Open Enrollment.

Part-Time Open Enrollment Program

The District offers a part-time open enrollment opportunity to students in accordance with Policy 5113.01 - Part-Time Open Enrollment.

Courses for Home-Based Private Education Students

Students enrolled in home-based private education programs may take up to two (2) courses per semester in the District in accordance with Policy 9270 - Home-Based, Private, or Tribal Schooling.

Notification of Educational Options

Annually, the District shall provide a list of educational options to parents in accordance with Policy 8146 - Notification of Educational Options.

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Last Modified by Ellen Suckow on December 6, 2021



Book	Policy Manual
Section	First Reading by Board
Title	EMPLOYMENT OF SUBSTITUTES
Code	po3120.04
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 6, 2021
Prior Revised Dates	4/21/2021, 9/16/2020, 10/24/2018

3120.04 - **EMPLOYMENT OF SUBSTITUTES**

The Board recognizes the need to procure the services of substitutes in order to continue the operation of the schools as a result of the absence of regular personnel.

The Superintendent shall make appropriate arrangements to assure the availability of substitutes for assignment as services are required to replace temporarily absent regular staff members and to temporarily fill new positions. Such assignment of substitutes may be terminated, including permanent removal from the substitute teaching roster, when their services are no longer required or for other reasons as determined by the Superintendent that are not arbitrary, capricious, or discriminatory.

Substitutes must possess appropriate certification to teach as a substitute. The Superintendent may determine what licensure is required and make allowances for the use of alternative forms of certification, and other such options as permitted by law. There must also be verification that a satisfactory background check has been conducted by the Department of Public Instruction or an appropriate State agency.

In order to retain well-qualified substitutes for service in this District, the Board will offer compensation at a rate set by the Board.

[X.] Relatives of staff members may be employed by the Board, provided the staff member being employed is not placed in a position in which s/he is supervised directly by the relative staff member.

[X.] Employed substitutes may receive in June a letter of reasonable assurance of continued eligibility for assignment during the ensuing school year.

~~Relatives of Board members may be employed by the Board, provided a member of the Board does not participate in any way in the discussion or vote on the employment when a conflict of interest is involved.~~

~~Revised 10/24/18~~

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Legal	118.19, Wis. Stats. P.I. 3.03(8), Wis. Adm. Code
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Book	Policy Manual
Section	First Reading by Board
Title	FULL-TIME STUDENT - REVISED
Code	po5200.01
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 6, 2021

5200.01 - **FULL-TIME STUDENT**

The ~~School~~ Board defines a full-time student as **(X)** a student enrolled in:

A. (X) six (6) class hours per day (Grades 6-12);

B. (X) unless the student is enrolled in a Board-approved:

1. **(X) Early College Credit Program/Youth Options program;**
2. **(X) Start College Now program;**
3. **(X) special education program identified in an IEP;**
4. **(X) modified program authorized for medical, emotional/social or disciplinary reasons;**
5. **(X) an alternative education program;**
6. **(X) a student enrolled as a 5th-year senior approved by the Senior High principal.**

Students who do not meet one (1) of the standards identified above will be classified as part-time students.

~~has established criteria for the determination of full or part-time students. Those students meeting the following criteria are defined as full-time and/or part-time students in the D.C. Everest Area School District.~~

~~A full-time student in the D.C. Everest Area elementary, middle, junior high or senior high schools:~~

- A. ~~Is one who is enrolled in a regular K-12 program at one of the regular attendance centers, or~~
- B. ~~Is one who is enrolled in a special education program which may or may not take place at one of these attendance centers.~~

~~A part-time student in the D.C. Everest Area School District is one who may be only studying a specific course or portion of a program of student, and is not considered to working toward completing any grade level or school requirement.~~

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Last Modified by Ellen Suckow on December 6, 2021



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Casey Nye, Ed.D.
Assistant Superintendent of Learning

MISSION STATEMENT

175

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

TO: Dr. Kristine Gilmore, Superintendent

FROM:  Dr. Casey Nye, Assistant Superintendent of Learning

DATE: December 8, 2021

SUBJECT: 5451.01 Wisconsin Academic Excellence Scholarship

This memo is to accompany the recommended changes to Policy 5451.01, Wisconsin Academic Excellence Scholarship. This policy drives identification of our high school seniors recommended annually for this State supported scholarship. Grade point average (GPA) is the primary driver of determining selected students.

The adjustment being recommended pertains to the order of tie breaking criteria. The Board's previous policy placed ACT composite as the first tie breaker and laude points second. It is consistent with long-standing District emphasis on taking rigorous coursework (including Advanced Placement and Dual Enrollment experiences) to reverse the order of these.

The Board may also wish to consider the matter of an implementation timeline. My recommendation would be for this to begin with our current Junior class (2023 graduates).



Book	Policy Manual
Section	First Reading by Board
Title	WISCONSIN ACADEMIC EXCELLENCE SCHOLARSHIP
Code	po5451.01
Status	First Reading
Adopted	March 13, 2020
Last Revised	December 7, 2021

5451.01 - **WISCONSIN ACADEMIC EXCELLENCE SCHOLARSHIP**

Wisconsin's Academic Excellence Scholarship is a State supported program, jointly administered by the Department of Public Instruction (DPI) and the Higher Education Aids Board (HEAB). The program offers scholarship recipients an exemption from specified tuition and fees for post high school education at eligible higher education institutions in Wisconsin.

By February 25th of each school year, the School Board will designate the appropriate number of senior(s) from the high school with the highest grade point average in all subjects as scholars eligible to receive an Academic Excellence Scholarship.

The following standards must be met to qualify for the Academic Excellence Scholarships. The student and alternates must:

- A. be a resident of the United States who is either a U.S. citizen or an alien lawfully admitted for permanent residence;
- B. be a Wisconsin resident as defined in 36.27 Wis. Stats.;
- C. have achieved senior status and have been in attendance for 4 (four) consecutive semesters, during their freshman, sophomore, junior, and senior year(s);
- D. be selected based on the Grade Point Average (GPA) on the student's official transcript as of the last day of the semester which ended just prior to February 25th.

~~The grade point average (GPA) computation will be in accord with School Board Policy 5430 — Class Rank.~~ In selecting the scholarship recipient(s) for the Academic Excellence Scholarship, unweighted grades will be used to compute grade point averages.

Students enrolled under full-time public school Open-Enrollment Program who qualify based on the standards identified above are eligible for the Academic Excellence Scholarship in the school they actually attend.

The designation of scholar will be awarded to the qualifying student(s) with the highest grade point average. The scholar's GPA shall be computed to as many places past the decimal point as necessary to determine a distinction between the scholars.

In the event of a tie involving the GPAs:

- A. the first tie breaker will be the ~~scholar with the most laude points~~ **ACT composite score**;
~~The scholar with the highest ACT composite score will be selected.~~
- B. the second tie breaker will be **the scholar with the highest ACT composite score** ~~laude points~~;
- C. in the event there is still a tie, a random draw will determine the scholar.

Except for the limitation on the number of designated scholars, the faculty of the high school shall select the applicable number of seniors for designation as scholars and shall certify, in order of priority, any remaining seniors with the same grade point average as alternates for the scholars or, if there is no remaining senior with the same grade point average, any remaining seniors with the next highest grade point average, but not less than 3.800 or the equivalent, as alternates for the scholars.

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Legal 39.41 Wis. Stats

Last Modified by Ellen Suckow on December 7, 2021



Book	Policy Manual
Section	First Reading by Board
Title	PROPERTY INVENTORY
Code	po7450
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 6, 2021
Prior Revised Dates	5/24/2017

7450 - **PROPERTY INVENTORY**

As steward of this District's property, the ~~School~~ Board recognizes that efficient management and full replacement upon loss requires accurate inventory and properly maintained property records.

The Board shall conduct a complete inventory of all District-owned equipment and supplies, including computing devices, that meet the fixed asset capitalization threshold annually.

OR [OPTION 2]

~~() maintain a continuous inventory of all District-owned equipment and supplies, including computing devices.~~

[END OF OPTION 2]

The inventory accounting process will meet the Generally Accepted Accounting Principles (GAAP) reporting requirements.

For purposes of this policy, "equipment" means tangible personal property (including information technology systems) having a useful life of more than one (1) year and a per-unit acquisition cost which equals or exceeds \$5,000.

Capital assets include equipment as well as the following:

- A. land, buildings (facilities), and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases
- B. additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance)

Capital expenditures, which are expenditures for capital assets, require prior approval in order to be allowable in certain situations. General purpose equipment, buildings, and land, as well as improvements to land, buildings, or equipment which materially increase their value or useful life, are unallowable as direct charges unless the Federal awarding agency or pass-through entity provides prior approval. Whereas 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.

When defining computing devices for inventory purposes, no items will be counted whose total acquisition cost is less than \$5,000.

"Computing devices" are machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories for printing, transmitting and receiving, or storing electronic information. Examples of computing devices include laptops, smartphones, tablets, etc. Computing devices are classified as equipment if their acquisition cost meets the above-mentioned equipment threshold. Computing devices that do not meet the acquisition cost threshold are considered supplies. Regardless of whether a computing device is classified as an equipment or supply, it must be counted during the inventory.

It shall be the duty of the Business Office to ensure that inventories are recorded systematically and accurately and property records of equipment are updated and adjusted annually by reference to purchase orders and withdrawal reports.

179

Major items of equipment shall be subject to annual spot check inventory to determine loss, mislocation, or depreciation; any major loss shall be reported to the Board.

The District shall maintain a system of property records which shall show, as appropriate to the item recorded, the:

- A. description of the property;
- B. serial number or other identification number;
- C. source of funding for the property;
- D. acquisition date;
- E. acquisition cost;
- F. percentage of Federal participation in the project costs for the Federal award under which the property was acquired;
- G. location;
- H. condition of the property;
- I. ultimate disposition data including the date of disposal and sales price;
- J. manufacturer.

Equipment and computing devices acquired under a Federal award will vest upon acquisition to the District, subject to the following conditions:

- A. The property shall be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the Federal award.
 - 1. When no longer needed for the original program or project, the property may be used in other activities in the following order of priority: (1) activities under a Federal award from the Federal awarding agency which funded the original program or project; then (2) activities under Federal awards from other Federal awarding agencies.
 - 2. During the time that property is used on the project or program for which it was acquired, the District must also make the property available for use on other projects or programs currently or previously supported by the Federal program, provided that the use will not interfere with the work on the original project or program.
- B. The property shall not be encumbered without the approval of the Federal awarding agency or the pass-through entity.
- C. The property may only be used and disposed of in accordance with the provisions of the Federal awarding agency or the pass-through entity and Policy 7300 and Policy 7310 and AG 7310.
- D. Property records shall be maintained that include a description of the property, a serial number or other identification number, the source of funding for the property (including the FAIN), title entity, acquisition date, cost of the property, percentage of Federal participation in the project costs for the award under which the property was acquired, the location, use, and condition of the property, and ultimate disposition data, including date of disposal and sale price of the property, in accordance with this policy.
- E. A physical inventory of the property must be taken and results reconciled with property records at least once every two (2) years, in accordance with this policy.
- F. A control system shall be developed to provide adequate safeguards to prevent loss, damage, or theft of the property. Any such loss, damage, or theft shall be investigated.
- G. Adequate maintenance procedures shall be implemented to keep the property in good condition.

H. Proper sales procedures shall be established to ensure the highest possible return, in the event the District is authorized or required to sell the equipment/property.

180

I. When original or replacement equipment acquired under a Federal award is no longer needed for the original project/program or for activities currently or previously supported by a Federal awarding agency, and except as otherwise provided by Federal statutes, regulations, or Federal awarding agency disposition instructions, the District shall request disposition instructions from the Federal awarding agency if required by the terms and conditions of the Federal award. Disposition of the equipment shall be made in accordance with the provisions of 2 C.F.R. 200.313.

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2 C.F.R. 200.313

Last Modified by Ellen Suckow on December 6, 2021



Book	Policy Manual
Section	First Reading by Board
Title	ACCOUNTING SYSTEM FOR CAPITAL ASSETS
Code	po7455
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 6, 2021
Prior Revised Dates	10/21/2020, 11/20/2019

7455 - ACCOUNTING SYSTEM FOR CAPITAL FIXED ASSETS

The Board shall maintain a capital fixed-asset accounting system. The capital fixed-asset system shall maintain sufficient information to permit the following:

- A. the preparation of year-end financial statements in accordance with Generally Accepted Accounting Principles (GAAP); generally accepted, accounting principles
- B. adequate insurance coverage;
- C. control and accountability.

~~The Finance Manager shall be responsible for the development and maintenance of the fixed asset accounting system. The Finance Manager shall develop procedures to ensure compliance with all fixed asset policies. Fixed assets are defined as those tangible assets of the District system with a useful life in excess of one (1) year and an initial cost equal to or exceeding the limit established pursuant to the Federal Grant Guidelines. Some items may be identified as "controlled" assets that, although they do not meet all fixed asset criteria, are to be recorded on the fixed asset system to maintain control. Fixed assets shall be classified as follows:~~

- A. ~~land~~
- B. ~~building~~
- C. ~~equipment~~
- D. ~~computer~~
- E. ~~site.~~

Capital assets are defined as those tangible assets of the District:

1. with a useful life in excess of one (1) year;
2. with an initial cost equal to or exceeding the amount determined periodically by the District in Policy 7450 - Property Inventory;
3. which are capitalized in accordance with GAAP; and
4. which the District intends to hold or continue in use for an extended period of time.

Further, some items may be identified as "controlled" assets that, although they do not meet all capital asset criteria, are to be recorded on the capital asset system to maintain control.

Capital assets shall be classified as follows:

182

1. land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, exchange, or through a lease accounted for as a financed purchase under Government Accounting Standards Board (GASB) standards or a finance lease under Financial Accounting Standards Board (FASB) standards; and
2. additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance).

Leased ~~capital fixed~~ assets and assets which are jointly-owned shall be identified and recorded on the ~~capital fixed~~-asset system.

~~Capital Fixed~~ assets shall be recorded at historical cost or, if that amount is not practicably determinable, at estimated historical cost. The method(s) to be used to estimate historical cost shall be established by the Finance Manager.

The purchase of ~~capital fixed~~ assets, the transfer of ~~capital fixed~~ assets between buildings, and the disposal of ~~capital fixed~~ assets shall be initiated by the Finance Manager and require the prior written approval of the Finance Manager. An asset to be disposed of by sale shall be done in accordance with Policy 7300 - Disposition of Real Property or Policy 7310 - Disposition of Personal Property.

In accordance with Generally Accepted Accounting Principles (GAAP), assets must be depreciated over their estimated useful lives and approved by the auditor.

Accumulated depreciation shall be calculated on a straight line basis and be recorded for general ~~capital fixed~~ assets.

The following information shall be maintained for all ~~capital fixed~~ assets:

- A. description
- B. asset classification (land, building, equipment, etc.)
- C. location
- D. purchase price
- E. vendor
- F. date purchased
- G. voucher number
- H. depreciated life
- I. estimated salvage value
- J. replacement cost
- K. accumulated depreciation
- L. method of acquisition (purchase, trade-in, lease, donated, etc.)
- M. manner of asset disposal

~~Revised 11/20/19~~

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Last Modified by Ellen Suckow on December 6, 2021



Book	Policy Manual
Section	First Reading by Board
Title	SCHOOL NUTRITION
Code	po8500
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 6, 2021
Prior Revised Dates	2/1/2021, 1/15/2020

8500 - **S**chool **N**utrition**S**

The Board shall provide cafeteria facilities in all school buildings where space permits and will provide school nutrition for the purchase and consumption of lunch for all students.

The Board shall also provide a breakfast program in accordance with procedures established by the Department of Public Instruction.

The Board does not discriminate on the race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities in its educational programs or activities, including the school nutrition program. Students and all other members of the District community and Third Parties are encouraged to promptly report incidents of unlawful discrimination and/or retaliation related to the school nutrition program to a teacher, administrator, supervisor, or other official so that the Board may address the conduct. See Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity.

The **School Nutrition food service** program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages, including but not limited to the current USDA's school meal pattern requirements and the USDA Smart Snacks in School nutrition standards. Further, the school nutrition program shall comply with Federal and State regulations pertaining to the fiscal management of the program, as well as all requirements pertaining to school nutrition hiring and school nutrition manager/operator licensure and certification.

The Board shall approve and implement nutrition standards governing the types of food and beverages that may be sold on the premises of its schools and shall specify the time and place each type of food or beverage may be sold. In adopting such standards, the Board shall:

- A. consider the nutritional value of each food or beverage;
- B. consult and incorporate to the maximum extent possible the dietary guidelines for Americans jointly developed by the United States Department of Agriculture (USDA) and the United States Department of Health and Human Services; and
- C. consult and incorporate the USDA Smart Snacks in School nutrition guidelines.

No food or beverage may be sold on any school premises except in accordance with the standards approved by the Board.

~~In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.~~ 184

Dietary Modifications

~~Substitutions to the standard meal requirements shall be made, at no additional charge, for students who are certified by a state-licensed medical practitioner to have a special dietary need, in accordance with the criteria set forth in applicable State and Federal requirements. To qualify for such substitutions, the medical certification must identify:~~

A request for substitutions to the standard meal requirements shall be made, at no additional charge, for students for whom a health care provider with prescriptive authority in the State of Wisconsin has provided medical certification that the student's medical condition necessitates dietary restrictions for the student. The individual making such a request of the school nutrition Director shall be informed that medical certification that the student has a restricted diet, in accordance with the criteria set forth in 7 C.F.R. Part 15b., must be submitted within five (5) school days from a health care provider with prescriptive authority in the State of Wisconsin or the dietary modification may be discontinued until such statement is received.

The medical certification must identify:

1. the student's medical condition or symptoms of a condition that restricts one (1) or more major life activity or function;
2. an explanation of how the condition or symptom affects the student's diet; and
3. the food(s) to be omitted from the student's diet, and the food or choice of foods that must be substituted (e.g., caloric modifications or use of liquid nutritive formula).
4. ~~an explanation of how the child's physical or mental impairment restricts the child's diet;~~
5. ~~the foods to be avoided;~~
6. ~~the food or choice of foods that must be substituted.~~

The District may provide a substitute meal without any certification, provided the meal still meets the USDA meal pattern for reimbursement.

[Optional Provision]

~~[] On a case by case basis, substitutions to the standard meal requirements may be made, at no additional charge, for students who provide a signed statement from a qualified medical authority that the student cannot consume certain food items due to medical or other special dietary needs, but which does not comply with the requirements above. To qualify for such consideration and substitutions the medical statement must identify:~~

1. ~~the medical or dietary need that restricts the student's diet; and~~
2. ~~the food(s) to be omitted from the student's diet and the food(s) or choice of foods that may be substituted.~~

Meal Charges

Lunches sold by the school may be purchased by students and staff members and community residents in accordance with the rules of the District's school lunch program.

The operation and supervision of the school nutrition~~food service~~ program shall be the responsibility of the Director of School Nutrition and the Assistant Superintendent for Business/Personnel Services. School Nutrition~~s~~ shall be operated on a self-supporting basis with revenue from students, staff, Federal and State reimbursement, and USDA food allotments. The Board shall assist the program by furnishing available space, initial major equipment, and utensils. Maintenance and replacement of equipment is the responsibility of the program.

A periodic review of the school nutrition~~food service~~ accounts shall be made by the Assistant Superintendent for Business/Personnel Services. Any surplus funds from the National School Lunch Program shall be used to reduce the cost of the service to students or to purchase cafeteria equipment. Surplus funds from a-la-carte foods purchased using funds from the nonprofit school nutrition~~food service~~ account must accrue to the nonprofit school nutrition~~food service~~ account.

Bad Debt

Bad debt incurred through the inability to collect lunch payments from students is not an allowable cost chargeable to any Federal program. Any related collection cost, including legal cost, arising from such bad debt after they have been determined to be uncollectible are also unallowable. District efforts to collect bad debt shall be in accordance with Policy 6152 - Student Fees, Fines, and Charges.

Bad debt is uncollectible/delinquent debt that has been determined to be uncollectible no sooner than the end of the school year in which the debt was incurred. If the uncollectible/delinquent debt cannot be recovered by the School Meals Program in the year ¹⁹⁵ when the debt was incurred, then this is classified as bad debt. Once classified as bad debt, non-Federal funding sources must reimburse the NSFSA for the total amount of the bad debt. The funds may come from the District general fund, State or local funding, school or community organizations such as the PTA, or any other non-federal source. Once the uncollectible/delinquent debt charges are converted to bad debt, records relating to those charges must be maintained in accordance with the record retention requirements in 7 CFR 210.9(b) (17) and 7 CFR 210.15(b).

Negative Account Balances

~~Students may be permitted to accumulate negative food service account balance up to ten dollars (\$10). The Superintendent shall determine the manner of determining permissible account balances by grade level.~~

~~The students with a negative balance will continue to receive the USDA approved meal. Students receiving paid or reduced price meals will be permitted to purchase a USDA approved meal, if the student has the necessary funds with him/her to purchase the meal, regardless of whether the student has a negative account balance. A student shall not be permitted to purchase ala carte items without sufficient account balance or cash on hand. Likewise, any student that has a negative account balance may not purchase ala carte items with cash unless the student is able to bring his/her account current.~~

OPTION #2

Students will be permitted to purchase meals from the District's school nutrition using either cash on hand or a school nutrition account. A student may be allowed to incur a negative school nutrition account balance subject to the following conditions.

Students may be permitted to accumulate negative school nutrition account balance as determined by the Superintendent. The Superintendent shall determine the manner of determining permissible account balances by grade level. A student shall not be permitted to purchase a la carte items without sufficient account balance or cash on hand. Likewise, any student that has a negative account balance may not purchase a la carte items with cash unless the student is also able to bring his/her account current.

If a student has a significant negative lunch account balance, s/he shall be provided a regular reimbursable meal that follows the USDA meal pattern, the cost of which shall continue to accrue to his/her negative lunch account balance.

This policy and any implementing guidelines shall be provided in writing to all households at the start of each school year and to households transferring to the school or School District during the school year. The policy and implementing guidelines will also be provided to all District staff with responsibility for enforcing the policies. The policy and implementing guidelines will be posted to the District website.

The school nutrition food service program may participate in the "Farm to School Program" using locally grown food in school meals and snacks.

No foods or beverages, other than those associated with the District's school nutrition program, are to be sold during school nutrition hours.

The District's school nutrition food service program shall serve only food items and beverages determined by the school nutrition Department to be in compliance with the current USDA Smart Snacks in School nutrition guidelines. Any competitive food items and beverages that are available for sale to students ala carte in the dining area between midnight and thirty (30) minutes following the end of the school day shall also comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition guidelines, and may only be sold in accordance with Board Policy 8550. Foods and beverages unassociated with the school nutrition food service program may be vended in accordance with Board Policy 8540.

The Superintendent will require that the school nutrition food service program serve foods in the schools of the District that are wholesome and nutritious and reinforce the concepts taught in the classroom.

The Superintendent or designee is responsible for implementing the school nutrition food service program in accordance with the adopted nutrition standards.

USDA Nondiscrimination Statement

The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

186

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employee, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities, who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

A. Mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

B. Fax: (202) 690-7442; or

C. E-mail: program.intake@usda.gov.

This institution is an equal opportunity provider.

All verbal or written civil rights complaints regarding the school nutrition programs that are filed with the District must be forwarded to the Civil Rights Division of USDA Food and Nutrition Service within three (3) days.

~~Revised 3/22/17~~

~~Revised 7/26/17~~

~~Revised 1/15/20~~

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SP 32-2015 Statements Supporting Accommodations for Children with Disabilities in the Child Nutrition Programs 187

SP 59-2016 Modifications to Accommodate Disabilities in the School Meal Program

OMB Circular No. A-87 USDA Smart Snacks in School Food Guidelines (effective July 1, 2014)

Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq.

Healthy, Hunger-Free Kids Act of 2010 and Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.

42 U.S.C. 1758

15.137, Wis. Stats.

93.49, Wis. Stats.

115.34 - 115.345, Wis. Stats.

120.10(16), Wis. Stats.

120.13(10), Wis. Stats.

7 C.F.R. Part 15b

7 C.F.R. Part 210

7 C.F.R. Part 215

7 C.F.R. Part 220

7 C.F.R. Part 225

7 C.F.R. Part 226

7 C.F.R. Part 227

7 C.F.R. Part 235

7 C.F.R. Part 240

7 C.F.R. Part 245

42 U.S.C., Chapter 13

Last Modified by Ellen Suckow on December 6, 2021



Book	Policy Manual
Section	First Reading by Board
Title	WELLNESS
Code	po8510
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 6, 2021
Prior Revised Dates	7/25/2018

8510 - **WELLNESS**

As required by law, the Board establishes the following wellness policy for the D.C. Everest Area School District as a part of a comprehensive wellness initiative.

~~D. C. Everest Area School District (hereto referred to as the District) is committed to the optimal development of every student. Good nutrition and regular physical activity before, during, and after the school day are strongly correlated with positive student outcomes. The District believes that we need to create and support health promoting learning environments throughout our schools, giving students the opportunity to achieve success. This policy outlines the District’s approach to ensure all students practice healthy eating and physical activity behaviors throughout the school day.~~

Policy Preamble

The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research suggests that there is a positive correlation between a student's health and well-being and his/her ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

~~Schools alone, however, cannot develop in students healthy behaviors and habits with regard to eating and exercise cannot be accomplished by the schools alone. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits. The Board sets the following goals in an effort to enable students to establish good health and nutrition choices to:~~

- ~~1. promote nutrition education with the objective of improving students’ health and reducing childhood obesity;~~
- ~~2. improve the health and well-being of our children, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits;~~
- ~~3. promote nutrition guidelines, a healthy eating environment, child nutrition programs, and food safety and security on each school campus with the objective of promoting student health and reducing childhood obesity;~~
- ~~4. provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short and long-term benefits of a physically active lifestyle;~~
- ~~5. promote the health and wellness of students and staff through other school-based activities.~~

Policy Leadership

The designated officials for oversight of the wellness policy are the K-12 Physical Education/Health curriculum Coordinator ~~Physical Education/Health Curriculum Coordinator~~ & the Director Supervisor of School Nutrition. The officials shall convene the Wellness

Committee and lead the review, updating, and evaluation of the policy.

~~To assist in the creation of a healthy school environment, the District shall establish a Wellness Committee that will provide an ongoing review and evaluation of the Wellness Policy. The Committee shall meet no less than one time during the school year to implement, assess and review, and make recommendations for changes to the Wellness Policy. The District shall invite a diverse group of stakeholders to participate in the development, implementation, and periodic review and update of the wellness policy. Stakeholders may include:~~ 189

Required Public Involvement

The Superintendent shall obtain the input of District stakeholders, to include parents, students, representatives of the school food authority, educational staff (including physical education teachers), school health professionals, School Board members, members of the public, and other school administrators in the development, implementation, evaluation, and periodic review and update, if necessary, of the wellness policy. ~~() School-level health advisory or wellness committees may assist in the planning and implementation of these Wellness initiatives. The school-level wellness committees may assist in the planning and implementation of these wellness initiatives.~~

~~() District () School [END OF OPTION] Wellness Committee~~

~~[DRAFTING NOTE: There is no requirement related to the inclusion of policy language regarding the formation of a Wellness Committee. However, this practice is strongly encouraged.]~~

Committee Formation

~~[Choose One of the Following Options If Forming a Wellness Committee. Note: If the Board approves the formation of a Wellness Committee, as per this policy, any meetings of the committee must follow the Open Meetings law requirements.]~~

~~[Option #1]~~

~~() A Wellness Committee shall be formed and maintained to oversee the activities set forth in this policy. The Committee shall meet annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Committee shall meet no less than [Insert Number] times during the school year to discuss the implementation of the established activities and address any barriers and challenges. The Committee shall report annually to the Board on the implementation of the policy and any recommended changes or revisions. The Board will adopt or revise policies based on the Committee's recommendations.~~

~~[Option #2]~~

~~() The District shall convene a Wellness Committee that meets at least [Insert Number] times during the school year to establish goals and oversee school health policies and programs, including development, implementation, and periodic review and update of this Wellness Policy.~~

~~[Option #3]~~

To assist in the creation of a healthy school environment, the District shall establish a Wellness Committee that will provide an ongoing review and evaluation of the Wellness Policy. The Committee shall meet no less than **one (1)** ~~[Insert Number]~~ times during the school year to implement, assess and review, and make recommendations for changes to the Wellness Policy.

~~[END OF OPTIONS]~~

~~() Committee Representatives~~

~~[DRAFTING NOTE: While there is no requirement to identify specific members of the Committee, this practice is strongly encouraged.]~~

The District shall invite a diverse group of stakeholders to participate in the development, implementation, and periodic review and update of the Wellness Policy.

Stakeholders may include:

- A. Administrator
- B. Board member
- C. Classroom teacher
- D. Physical education teacher
- E. School nutrition representative
- F. ~~District~~ School nurse
- G. Community member/parent

H. Student

I. Nutrition and/or health education teachers

190

Nutrition Standards for All Foods

The District is committed to serving healthy meals to our students. The school meal programs aim to improve the diet and health of school children, model healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

Nutrition Standard for All Foods/School Meal Programs/Standards and Guidelines for School Meal Programs [DRAFTING NOTE: At a minimum, all schools must include the first response to be in compliance with the USDA final rule on wellness policies.]

Standards and Guidelines for School Meals

The District is committed to ensuring that:

1. All meals meet or exceed current nutrition requirements established under the Healthy Hunger-free Kids Act of 2010. [DRAFTING NOTE: The policy should include a link to USDA meal pattern requirements or list them individually.] (<https://www.fns.usda.gov/nslp/national-school-lunch-program-meal-pattern-chart>) (<https://fns-prod.azureedge.net/sites/default/files/resource-files/SP38-2019os.pdf#page=2>)
2. Drinking water is available for students during mealtimes.
3. All schools in the District participate in USDA child nutrition programs, including **NSLP and SBP. [Insert program names; e.g. NSLP, SBP, FFVP, SMP, SFSP].**
4. All meals are accessible to all students.
5. Withholding food as a punishment shall be strictly prohibited.
6. All meals are appealing and attractive and served in clean and pleasant settings.
7. When drinking fountains are not present in the cafeteria, water cups/jugs are available.
8. Students are provided at least **ten (10) [Insert Number; recommended 10]** minutes to eat breakfast and at least **twenty (20) [Insert Number; recommended 20]** to eat lunch after being seated.
9. All school campuses are "closed" meaning that students are not permitted to leave the school grounds during the school day.
10. Lunch shall be scheduled following recess for elementary students.
11. Lunch shall be served between **10:30 a.m. and 1:00 p.m. [Insert time; recommended 11am-1pm].**
12. Menus shall be posted on the District website and will include nutrient content.
13. Menus shall be created/reviewed by a Registered Dietitian or other certified nutrition professional.
14. All school nutrition program directors, managers, and staff shall meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals.
15. Other: _____

Foods and Beverages Sold Outside of School Meals

All food and beverages sold and served outside of the school meal programs ("competitive" foods and beverages) shall, at a minimum, meet the standards established in USDA's Nutrition Standards for All Foods

1. Sold in Schools (Smart Snacks) rule.
This rule applies to all food and beverages sold during the school day. The Smart Snacks in School rule defines the school day as the time period from midnight the day before to 30 minutes after the end of the official day. <https://www.fns.usda.gov/cn/tools-schools-focusing-smart-snacks>.
2. **All schools are required to ensure that food and beverages sold ala carte, in the school store and in vending machines meet or exceed Smart Snacks standards.**
3. **No soda will be sold to students on school grounds prior to, during and 30 minutes after the end of the school day.**

Foods Offered/Provided but Not Sold

~~(X) The District encourages foods offered on the school campus meet or exceed the USDA Smart Snacks in School nutrition standards including those provided at celebrations and parties and classroom snacks brought by staff or family members.~~ 191

Fundraising

- (X) The District adheres to the Wisconsin Department of Public Instruction fundraiser exemption policy and allows two exempt fundraisers per student organization per school per year. All other fundraisers sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold outside of the school day.**

Standards and Guidelines for School Meals

~~The District is committed to ensuring that all meals meet or exceed current nutrition requirements established under the Healthy Hunger Free Kids Act of 2010 (www.fns.usda.gov/school-meals/nutrition-standards-school-meals).~~

Foods and Beverages Sold Outside of the School Meals Program

- ~~All food and beverages sold and served outside of the school meal programs ("competitive" foods and beverages) shall, at a minimum, meet the standards established in USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. The standards are available at <http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>.~~
- ~~All food and beverages sold to students during before and after school programs shall meet the USDA Smart Snack nutrition standards.~~
- ~~No soda will be sold to students on school grounds prior to, during and one half (1/2) hour after the end of the school day.~~
- ~~The District adheres to the Wisconsin Department of Public Instruction fundraiser exemption policy and allows two exempt fundraisers per student organization per school per year. All other fundraisers sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold outside of the school day. Duration of these fundraisers may not exceed 2 weeks. These fundraisers must be approved on the District fundraiser form.~~

Marketing

Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by the USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. Marketing includes brand names, trademarks, logos, or tags except when placed on a food or beverage product/container; displays, such as vending machine exteriors; corporate/brand names, logos, trademarks on cups, posters, school supplies, education materials, food service equipment, and school equipment (e.g. message boards, scoreboards, uniforms); advertisements in school publications/mailings; sponsorship of school activities, fundraisers, or sports teams; educational incentive programs such as contests or programs; and free samples or coupons displaying advertising of a product.

Foods Provided but Not Sold

~~The District encourages foods offered on the school campus meet or exceed the USDA Smart Snacks in School nutrition standards including those provided at celebrations and parties and classroom snacks brought by staff or family members. Food brought for classroom distribution by students or staff must be commercially prepared and in the original packaging to prevent possible food contamination or food-borne illness.~~

Nutrition Education

~~The primary goal of nutrition education is to influence students' lifelong eating behaviors. Nutrition education, a component of comprehensive health education, shall be offered as part of the District comprehensive health education program to all students. The District aims to teach, model, encourage, and support healthy eating by providing nutrition education.~~

- (X) Nutrition curriculum shall be offered as part of a sequential, standards-based program designed to provide students with the knowledge and skills necessary to promote health. Curriculum will place an emphasis on: promotion of adequate nutrient intake, healthy food preparation techniques, food safety, and healthy eating practices based on the Dietary Guidelines for Americans and MyPlate; skill development, such as reading labels to evaluate the nutrient quality of foods, meal planning, analysis of health information; and media literacy and the problems associated with food marketing to children.**

~~B.~~

Curriculum will place an emphasis on: Promotion of adequate nutrient intake, healthy food preparation techniques, food safety, and healthy eating practices based on the Dietary Guidelines for Americans and MyPlate; Skill development, such as reading labels to evaluate the nutrient quality of foods, meal planning, analysis of health information; and Media literacy and the problems associated with food marketing to children.

Nutrition Promotion

~~A. The District is committed to providing a school environment that promotes students to practice healthy eating and physical activity. Students shall receive consistent nutrition messages that promote health throughout schools, classrooms, cafeterias, and school media.~~

~~B.~~

Students shall receive consistent nutrition messages that promote health throughout schools, classrooms, cafeterias, and school media.

~~(-) School nutrition services shall use the Wisconsin Team Nutrition Meal Appeal Self-Assessment (dpi.wi.gov/sites/default/files/imce/wisconsin-school-meals-rock/files/meal-appeal-self-assessment.pdf) to determine ways to improve the school meals environment.~~

~~(-) School nutrition services shall implement at least [Insert Number] Wisconsin Team Nutrition Meal Appeal techniques at each school.~~

~~(-) School nutrition services shall purchase at least [Insert Number] locally grown/produced products each year.~~

~~(-) School nutrition services shall menu at least [Insert Number] local food(s) per month.~~

~~(-) School nutrition services shall offer students school garden activities, such as planning, planting, harvesting, preparing, serving, and tasting garden-produced foods.~~

~~(-) The District shall offer students the ability to participate culinary activities, such as cooking clubs and the Wisconsin Student Chef Competition.~~

~~(-) Other: _____~~

Physical Activity

Children and adolescents should participate in 60 minutes of physical activity every day. As such:

A.

Children and adolescents should participate in sixty (60) minutes of physical activity every day.

B.

Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.

C.

All students in grades K-5 shall be provided with a daily recess period at least 20 minutes duration.

Physical Education

(X) A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the physical education academic content standards and benchmarks adopted by the State.

~~The District shall provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education.~~

~~Waivers, exemptions, or substitutions for physical education classes are not granted., All students in grades K-12 shall have physical education as prescribed by Wisconsin Statute.~~

Other School-Based Activities Promoting Wellness

A.(X) As appropriate, schools shall support students, staff, and parents' efforts to maintain a healthy lifestyle.

B. The District supports the implementation of other programs that help create a school environment that conveys consistent wellness messages in an effort to promote student well-being.

~~Local wellness policy guidelines should be considered in planning all school-based activities such as school events, field trips, PTO events, dances, social events and fundraising activities.~~

Staff Wellness

The District shall encourage staff to participate in school-sponsored wellness initiatives throughout the year.

Community Engagement

A.

The District shall inform and invite parents to participate in school-sponsored activities throughout the year.

B.

The District shall actively inform families and the public about the content of and any updates to the policy through website and social media.

Monitoring and Evaluation

~~(X) A review of this policy shall occur no less than once every three (3) years using a procedure developed and implemented by the Superintendent. The District shall notify school staff, students, and households/families of the availability of the wellness report via newsletters and website postings.~~

~~The Wellness Committee shall monitor goals and objectives for the District and compile an annual report to address the progress of the schools within the District in meeting wellness goals. This report will be submitted to the Superintendent in June. The Wellness Committee shall evaluate compliance with the Wellness Policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy and how the policy compares to a model policy, as established by the U.S. Department of Agriculture.~~

Public Notice

~~The Superintendent shall be responsible for informing the public, including parents, students, and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall **post the wellness policy on the District’s website, including the assessment of the implementation of the policy prepared by the District.** The District will actively inform the public on the content and implementation of this policy though the District website and social media.~~

Record Retention

~~The Superintendent shall require that the District retains documentation pertaining to the development, review, evaluation, and update of the policy, including:~~

- ~~1. (X) copy of the current policy.;~~
- ~~2. (X) documentation pertaining to the most recent assessment of implementation of wellness initiatives identified in the policy.;~~

USDA Nondiscrimination Statement

~~The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):~~

~~In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.~~

~~Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.~~

~~To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:~~

~~(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;~~

~~(2) fax: (202) 690-7442; or~~

~~(3) email: program.intake@usda.gov;~~

~~This institution is an equal opportunity provider.
Revised 5/24/17~~



Book	Policy Manual
Section	First Reading by Board
Title	HOME-BASED, PRIVATE, OR TRIBAL SCHOOLING
Code	po9270
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 6, 2021

9270 - HOME-BASED, PRIVATE, OR TRIBAL SCHOOLING

The ~~School~~ Board encourages the enrollment of all school-age children residing in this District in public schools or in a ~~approved~~ parochial or private schools so that ~~such children they~~ may enjoy the benefits of a well-planned educational program and the socialization possible in a group environment.

Private Education or Tribal School Education Students

The Board shall allow students who are being educated at a private school or a tribal school to participate, if space is available, in any of the District's courses by enrolling in up to two (2) courses during each semester. The student must meet the criteria for admission to the high school established for private school or tribal school students.

The Board shall not allow any student who is being educated at a private school or a tribal school to participate, **OR Option 2 ()** ~~The Board may allow any student who is being educated at a private school or a tribal school to participate, if space is available, if space is available,~~ in any of the District's non-WIAA sanctioned athletic or extra-curricular programs.

Home-Based Private Education Students

The Board shall allow a student receiving Home-Based private education to attend up to two (2) courses per semester in the public school classroom provided that the student meets the minimum standards for enrollment in each course as established by the District. Such student may attend no more than 2 courses per semester, which shall include any courses being taken by the student in another public school district such that the aggregate number of courses taken in a public school district in any semester does not exceed two (2).

A student receiving Home-Based private education may participate in interscholastic athletics in the District, including WIAA sanctioned interscholastic athletics, on the same basis and to the same extent that the District permits students enrolled in the District to participate. Upon request, the Home-Based educational program in which the student is enrolled shall provide the District with a written statement that the student meets the Board's requirements for participation in interscholastic athletics based on age and academic and disciplinary records. No person may provide a false statement.

A student receiving Home-Based private education may participate in extracurricular activities in the District on the same basis and to the same extent that it permits students enrolled in the District to participate.

The District may charge a student who participates in interscholastic athletics or extracurricular activities participation fees, including fees for uniforms, equipment, and musical instruments, on the same basis and to the same extent that it charges these fees to a student who is enrolled in the District.

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Legal	118.145(4), Wis. Stats.	196
	118.133, Wis. Stats.	
	118.53, Wis. Stats.	

Last Modified by Ellen Suckow on December 6, 2021



Book	Policy Manual
Section	First Reading by Board
Title	RELATIONS WITH EDUCATIONAL INSTITUTIONS AND ORGANIZATIONS
Code	po9500
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 2, 2021

9500 - **RELATIONS WITH EDUCATIONAL INSTITUTIONS AND ORGANIZATIONS**

It is the policy of the ~~School~~ Board that strong lines of communication be maintained by the District with other districts and with institutions and organizations which provide District students with programs, training, or services not available in the District. The Board also recognizes the value of these relationships in furtherance of educational research initiatives that provide benefit to the District staff and students.

The Superintendent may enter into such cooperative ventures with institutions or organizations for the purpose of providing programs which correlate to the District's curriculum and help students better accomplish the educational outcomes established by the Board.

Before entering into any agreements, the Superintendent shall keep the Board advised of any arrangements that **involve the use of District resources or require any additional resources of the District.**

~~would affect the use of District resources or require any additional resources of the District.~~

In order to maintain cordial and constructive relationships with private and parochial schools, the Superintendent shall designate a staff member to serve as a ~~maintain~~ liaison with the administration of all such schools that enroll District significant numbers of ~~students~~ resident students in this School District in order to be aware of any potential program changes ~~that may be planned~~ that could affect the this District; and to foster cooperation ~~cooperate fully~~ in the implementation of all State and Federal programs administered by the this District that benefit, in whole or in part, eligible students attending private or parochial school.

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Last Modified by Ellen Suckow on December 10, 2021

D.C. Everest School Board Members -

A friendly *Smile*, a casual touch,
 these are the things that mean so much,
 to know you are with us
 in our time of *sorrow*,
 sharing our prayer,
 today and tomorrow,
God gives us comfort in the form of
 good friends,
 May His peace be with you,
 His *love* never ends.

The Family of Merlin Goetsch

Thank you so much for the beautiful
 plant given to celebrate the life
 of my father-in-law.

It will beautify the Administration
 Office until we finish our new home.
 With a grateful heart -
 Diane Goetsch ☺

To: D.C. Everest School
Board:

199

And we know that
all things
work together for good
to them
that love God.

Rom. 8:28

To thank you for your
kindness
and sympathy
at a time
when it was
deeply appreciated

Ellen Suchow

Thank you for the dish garden
in sympathy for my mother's
death. I am blessed to work
with such caring + kind
people at D.C.E. EES

DCE School Board ~

Thank you very much for the beautiful plant you sent in honor of my dad. It has been a very difficult time, but knowing I have a district who is there to support me is greatly appreciated. He was an amazing dad and Papa to our boys. Thanks again for the sincere gesture.

April Scubert + Family

During a time
like this

The Family of
Ken Foltz

we realize how much
our friends and relatives
really mean
to us....

Your expression
of sympathy will always
be remembered

Dear D.C.E. School
Board,

201

Thank you so much
for the plan to honor
the passing of my stepdad.
Jim was always
proud of us being DCE
Alumni and later
returning as teachers.

Sarah & Ken
Maciaz

Thank you sincerely for
Sharing our Sorrow.
Your kindness
is deeply appreciated
and will *Always*
be remembered by our family.

- The Family of James Leo Jennison