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– 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 meeting will be livestreamed at:

Event address for attendees: <https://dce.webex.com/dce/onstage/g.php?MTID=e316447c12607c0e1ce1ce9d3d6b3f2ed>

Event number: 2489 601 0175

Event password: BoardFeb2022

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

Audio Conference Access Code: 2489 601 0175

**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

1. Minutes from January 26, 2022, Regular Meeting 4

2. Approval of Minutes from February 3, 2022 Open Meeting 9

B. Recommended Employment/Resignations/Contract Adjustments 10

C. Treasurer's Report - General/Other Fund Bills 13

D. Balance Sheet 44

E. Budget Transfers 52

F. Grant Application(s)/Budget(s) Approval

G. Fundraising Requests

H. Gift/Bequests

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2. Marathon County Health Department Donation 59

3. American Family Donation 60

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J. Start College Now Requests from Senior High 62

K. Bus Accident Report

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3. po0144.5 Board Member Behavior and Code of Conduct 67

4. po0165.1 Notice of Meetings 70

5. po0167.3 Public Comment at Board Meetings

6. po5335.02 Continuous Glucose Monitoring

**VII. Reports/Considerations**

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. WASB Legislative Network Member	
B. CESA #9 Representative	2
C. Student Representative	
D. Superintendent	
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A. February Mission Moment	
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19. po8450 Control of Casual-Contact Communicable Diseases	142
<b>X. Petitions and Communications</b>	
<b>XI. Future Meeting Dates</b>	
A. March 3 for Public Interviews of Candidates for Superintendent	
D.C. Everest Middle School 6:00-8:30 p.m.	
9302 Schofield Ave.	
Weston, WI 54476	
B. March 7 Closed Session Interviews of Superintendent Candidates	
D.C. Everest Senior High 5:00 p.m.	
6500 Alderson Street	
Weston, Wi 54476	
C. Regular School Board Meeting	
March 16, 2022 at 6:30 p.m.	
D.C. Everest Middle School	

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.

9302 Schofield Ave.  
Weston, WI 54476  
D. Regular School Board Meeting  
April 13, 2022, at 6:30 p.m.  
D.C. Everest Middle School  
9302 Schofield Ave.  
Weston, WI 54476  
E. Regular School Board Meeting  
May 18, 2022, at 6:30 p.m.  
D.C. Everest Middle School  
9302 Schofield Ave.  
Weston, WI 54476

- XII. The Board Will Consider Adjournment to Closed Session Pursuant to W.S.S. 19.85(1)(c)(e) for Consideration of Employee Compensation, and Contract Discussion and Consideration of Final Interview Questions for Candidates for the Superintendency.**
- XIII. Approval of the Employee Compensation Plan as discussed in Closed Session.**
- XIV. Take Any Further Action If Necessary and Appropriate After Closed Session**
- XV. Adjourn**

Regular School Board Meeting  
 Wednesday, January 26, 2022 6:30 PM  
 Middle School Theater  
 9302 Schofield Ave.  
 Weston, WI 54476



## **I. Call to Order at 6:30 p.m.**

## **II. Roll Call**

Joshua Dickerson: Present, Katie Felch: Present, Bruce Krueger: Present, Lindsey Lewitzke: Present, Corina Norrbom: Present, Larry Schaefer: Present, Yee Leng Xiong: Present. Also present were Dr. Gilmore, Superintendent, Dr. Nye and Mr. Spets, Assistant Superintendents, Ellen Suckow, Executive Assistant, Elayna Alexander, Student Representative.

## **III. Pledge of Allegiance**

## **IV. Approval of Agenda**

Motion to approve tonight's agenda made by made by Yee Leng Xiong and seconded by Lindsey Lewitzke. Passed with a voice vote.

## **V. Public Comment**

Michelle Carr, 1058 Blueberry Lane, Kronenwetter, WI 54455

## **VI. Consent Agenda**

Motion to approve the Consent Agenda made by Corina Norrbom and seconded by Larry Schaefer, Passed 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

### **VI.A. Approval of Minutes**

VI.A.1. Minutes from Regular Meeting on December 15, 2021

VI.A.2. Minutes from Open Session on December 22, 2021

VI.A.3. Open Minutes from January 10, 2022

### **VI.B. Recommended Employment/Resignations/Contract Adjustments**

VI.B.1. January 2022 Employment Report

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

### **VI.D. Balance Sheet**

### **VI.E. Budget Transfers**

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

VI.G. Fundraising Requests

VI.H. Gift/Bequests

VI.I. Bus Accident Report

VI.I.1. Bus Accident from January 3, 2022

VI.I.2. Bus Accident from January 5, 2022

VI.J. Second Reading of Policies

VI.J.1. po1210 Board - Superintendent Relationship

VI.J.2. po2240 Controversial Issues in the Classroom

VI.J.3. po2266 Nondiscrimination on the Basis of Sex in Education Programs or Activities

VI.J.4. po2370 Education Options Provided by the District

VI.J.5. po3120.04 Employment of Substitutes

VI.J.6. po5200.01 Full-Time Student

VI.J.7. po5451.02 Wisconsin Academic Excellence Scholarship

VI.J.8. po6152 Student Fees, Fines, and Charges

VI.J.9. po6152.01 Waiver of School Fees or Fines

VI.J.10. po7450 Property Inventory

VI.J.11. po7455 Accounting System for Capital Assets

VI.J.12. po8510 School Nutrition

VI.J.13. po8510 Wellness

VI.J.14. po9270 Home-Based, Private, or Tribal Schooling

VI.J.15. po9500 Relations with Educational Institutions and Organizations

## **VII. Reports/Considerations**

VII.A. WASB Legislative Network Member – Norrbom reported the State Education Convention was held last week. Xiong attended the Delegate Assembly virtually. Recorded sessions, for those registered to receive them, will be available in about a month.

VII.B. CESA #9 Representative – Krueger reported the final audit report for CESA #9 came out well and they are in a strong fiscal position. Al Betry will be the new administrator.

VII.C. Student Representative – Alexander reported students are getting comfortable with second semester schedules. “County Fair” will be the spring musical and auditions are being held. Senior Ball took place at the Expo Center. Creative Marketing students raised money for school supplies for fellow students. Student Council began a suggestion box. DECA students

competed at the District Career Development Conference and twenty qualified for the State level competition.

#### VII.D. Superintendent

VII.D.1. School Year Update

VII.D.2. Caring for Our Community Kids

### VIII. Unfinished Business

#### VIII.A. po0167.3 Public Comment and Cover Memo/Information Requested by the Board Last Month

Motion by Lindsey Lewitzke and seconded by Corina Norrbom to approve po0167.3 on first reading with public comment allowed via email through May 2022 with the same three-minute time limit. After that public comment must be done in person. Motion passed with a voice vote.

Motion by Lindsey Lewitzke and seconded by Joshua Dickerson to begin recording Board meetings, post them online, and store the backups locally on an external hard drive as required. Motion passed with a voice vote. (This will begin as soon as the necessary technology can be put in place. Some items are backordered.)

### IX. New Business

#### IX.A. Construction Manager for Administration Building Project

Motion to approve Findorff as the construction management firm for the Administration Building Project by Larry Schaefer and seconded by Bruce Krueger. Motion passed 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

#### IX.B. Designation of Open Enrollment Space for 2022-2023

Motion for the D.C. Everest School Board to not deny regular education open enrollment requests due to space and to not deny special education requests where space is available as shown in the attached documentation for the 2022-2023 school year made by Yee Leng Xiong and seconded by Joshua Dickerson. Passed with a voice vote.

#### IX.C. First Reading of Policy

Motion to approve the policies on first reading made by Corina Norrbom and seconded by Larry Schaefer. Motion passed with a voice vote.

IX.C.1. po0142.1 Electoral Process

IX.C.2. po0142.5 Vacancies

IX.C.3. po0144.5 Board Member Behavior and Code of Conduct

IX.C.4. po0165.1 Notice of Meetings

IX.C.5. po5335.02 Continuous Glucose Monitoring

## **X. Petitions and Communications**

X.A. Thank You for Memorial Tribute from Renae Wiesneski

X.B. Jeff Herron Thank You for Memorial Tribute

X.C. Thank You from Tracey Blaser for Memorial Tribute

X.D. Thank You from Jackie Kluever and Family

X.E. Thank You Notes from Andrea Reede for Two Memorial Tributes

## **XI. Future Meeting Dates**

XI.A. Regular Board Meeting

February 23, 2022, at 6:30 p.m.

D.C. Everest Middle School Theater

9302 Schofield Ave.

Weston, WI 54476

XI.B. Regular Board Meeting

March 16, 2022, at 6:30 p.m.

D.C. Everest 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)(d)(c) to (d) Review the Fall 2021 School Violence Drill Reports & (c) for the Superintendent's Yearly Review and to Review Interview Questions for the Superintendent Interviews**

Motion to adjourn to Closed Session pursuant to W.S.S. 19.85(1) (d)(c) to (d) review the Fall 2021 School Violence Drill Reports 7 9c) for the Superintendent's Yearly Review and to review interview questions for the Superintendent interviews made by Larry Schaefer and seconded by Joshua Dickerson. Passed with a roll call vote at 7:37p.m.

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

Returned to Open Session at 8:33 p.m.

## **XIII. Approval of School Violence Drills and Take Other Action as Necessary and Appropriate**

Motion to approve the school violence drills as submitted made by Yee Leng Xiong and seconded by Lindsey Lewitzke. Motion passed with a voice vote.

## **XIV. Meeting Adjourned at 8:36 p.m.**

Respectfully submitted,

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Yee Leng Xiong, Clerk

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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 February 23, 2022, meeting of the School Board.

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– Minutes –

I. **Call to Order**

II. **Roll Call**

Present were Dickerson, Xiong, Felch, Lewitzke, Krueger, Norrbom, Schaefer, Suckow

III. **Approve the Agenda**

Motion by Krueger, seconded by Schaefer to approve the agenda for February 3, 2022.

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. The Board will adjourn from Closed Session.**

Motion by Krueger, seconded by Lewitzke 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. With a roll call vote: Dickerson – yes, Schaefer – yes, Xiong – yes, Norrbom – yes, Lewitzke – yes, Krueger – yes, Felch – yes, all yes. Motion carried. Time was 6:31 p.m.

Respectfully submitted,

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Yee Leng Xiong, Clerk

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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 February 23, 2022, meeting of the School Board.



## Employment Report

### Recommended Employment

#### Certified Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
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#### Support Staff

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
Kaya Saia	Athletic Secretary/JH	0.88	February 7, 2022
Samantha Reede	SWD Assistant/WE	0.62	February 7, 2022
Jodi Thompson	Server/RI	0.67	February 15, 2022
Katelin Wolfe	Before & After Care/GFH	0.46	February 28, 2022

#### Students

<i>Name</i>	<i>Position/Building</i>	<i>FTE</i>	<i>Start</i>
Hemme Kloth	Student Custodian & Concessions/District-Wide & GFH	0.25	February 7, 2022

#### Seasonal Staff

<i>Name</i>	<i>Position/Building</i>	<i>Start</i>	<i>End</i>
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### Resignation(s)/Retirement(s)

#### All Staff

<i>Name</i>	<i>Position/Building</i>	<i>Reason</i>	<i>Effective Date</i>
Gabriel Delaney	Technical Director/SH	Resignation	October 5, 2021
Michelle Bradshaw	SWD Assistant/WE	Resignation	January 26, 2022
Allison Leitzke	Server/RI	Resignation	February 3, 2022
Kaya Saia	Athletic Secretary/JH	Resignation	February 7, 2022
Kelli Hughes	SWD Assistant/MB	Resignation	February 18, 2022
Emily Seehafer	Director of Finance/Admin	Resignation with damages	March 2, 2022
Melissa Ladika	Human Resources	Resignation	March 4, 2022
Brenda Zimmerman	Music Teacher/MS	Early Retirement Agreement	June 6, 2022
Lisa Reid-Michlig	Grade 5 Teacher/EV	Early Retirement Agreement	June 6, 2022
Beth Umlauf	Math Interventionist/WE	Retirement	June 6, 2022
Trina Schneck	Literacy Coach	Resignation	June 6, 2022

### Adjustments

#### Certified Staff

<i>Name</i>	<i>Position From</i>	<i>Position To</i>	<i>Effective Date</i>
Dallas Rennie	Dean of Students/MS	Assistant Principal/SH	July 1, 2022

**Support Staff**

<b>Name</b>	<b>Position From</b>	<b>Position To</b>	<b>Effective Date</b>
		Mobile Device Management	
Joseph Hart	Systems Support Technician	Specialist	January 31, 2022
Bradie Hammond	SWD Assistant/EV	SWD Assistant/WE	February 14, 2022
Kim Hoffman	Education Assistant/EV	SWD Assistant/EV	February 14, 2022
		Education Assistant/EV .44	
Rebecca Shafer	Education Assistant/EV .31 FTE	FTE	February 21, 2022
		Education Assistant/EV .53	
Kristel Marquardt	Education Assistant/EV .31 FTE	FTE	February 21, 2022
		Education Assistant/EV .58	
Victoria Buelow	Education Assistant/EV .49 FTE	FTE	February 21, 2022
Pamela Gregory	Server/EV	Cook II/EV	February 28, 2022
Alexandria Villiard	Assistant Dance Coach/SH	Athletic Secretary/JH	March 7, 2022

**Summer Learning Contracts**

<b>Name</b>	<b>Position</b>	<b>Contract Term</b>
	Assistant Director of Summer	January 1, 2022 - August 31,
Brittany Haakenson	Programming	2022

DCE Junior High School				
Name	Position	Begin	End	%
Fitzsimmons, Luke	Wrestling 6-8th Assistant Coach	1/11/22	3/8/22	2.00
Ziarnik, Paige	JV2 Girls Coach	1/17/22	3/3/22	2.00

D.C. EVEREST AREA SCHOOL DISTRICT  
6300 ALDERSON STREET, WESTON, WI 54476

TREASURER'S REPORT

FEBRUARY 15, 2022

CASH BALANCE AS OF JANUARY 18, 2022	\$139,409.65	
INVESTMENT ACCOUNT TRANSFERS		\$4,378,267.00
RECEIPTS CR#30734 - CR#30834	\$6,017,485.72	
CHECKS FOR APPROVAL #230587 - #230762 ACH: #212201905-212202208		\$2,031,557.42
<u>VOIDS:</u>		
CK# 229563, 229591, 229621, 229645, 230503, 230605	\$1,200.00	
CASH BALANCE AS OF FEBRUARY 15, 2022		(\$251,729.05)
	\$6,158,095.37	\$6,158,095.37
	\$6,158,095.37	\$6,158,095.37

**DC EVEREST AREA SCHOOL DISTRICT  
BOARD CHECK REGISTER  
(01/18/2022-02/15/2022)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
230587	BUELOW VETTER BUIKEMA OLSON & VLIET, LLC	1/10/22 9	01/21/2022	610.50
230588	TEAM SPORTING GOODS INC	CSOct2021	01/21/2022	744.25
230589	WDNR-WILDCARDS	JAN2021 WILDCARDS	01/21/2022	24.00
230590	WI PUBLIC SERVICE CORPORATION	Work Request: 330459	01/21/2022	566.92
230591	WI RAPIDS LINCOLN HS	12042021	01/21/2022	130.00
230592	APPLE INC - AR	AH14007685	01/21/2022	99.00
230592	APPLE INC - AR	AH14007686	01/21/2022	99.00
230592	APPLE INC - AR	AH14034615	01/21/2022	99.00
230592	APPLE INC - AR	AH14007684	01/21/2022	99.00
230593	ASCA	121905A	01/21/2022	129.00
230594	BACKGROUND INVESTIGATION BUREAU, LLC	DCE002010122-1	01/21/2022	41.85
230594	BACKGROUND INVESTIGATION BUREAU, LLC	DCE001010122-1	01/21/2022	279.00
230595	BOELTER COMPANIES, THE	97810585	01/21/2022	127.11
230596	BUREAU OF EDUC AND RESEARCH	5063777	01/21/2022	259.00
230597	CENTURY LINK	276338110	01/21/2022	164.58
230598	CHARTER COMMUNICATIONS, INC.	0001842010322	01/21/2022	5,148.36
230599	EMERGENCY MEDICAL PRODUCTS	2293927	01/21/2022	177.78
230599	EMERGENCY MEDICAL PRODUCTS	2300627	01/21/2022	659.27
230600	ERMELING, BARBARA	13417	01/21/2022	59.20
230601	FASTENAL COMPANY	WISCH344001	01/21/2022	9.42
230601	FASTENAL COMPANY	WISCH343775	01/21/2022	17.70
230601	FASTENAL COMPANY	WISCH343776	01/21/2022	59.57
230601	FASTENAL COMPANY	WISCH343730	01/21/2022	170.66
230601	FASTENAL COMPANY	WISCH343786	01/21/2022	476.97
230602	FRAAZA ROCKS & SAND	6844	01/21/2022	3,496.50
230603	GORDON FOOD SERVICE INC	892144	01/21/2022	-155.66
230603	GORDON FOOD SERVICE INC	893613	01/21/2022	-28.52
230603	GORDON FOOD SERVICE INC	16104448	01/21/2022	-9.80
230603	GORDON FOOD SERVICE INC	215835205	01/21/2022	7.49
230603	GORDON FOOD SERVICE INC	215835211	01/21/2022	14.90
230603	GORDON FOOD SERVICE INC	215893813	01/21/2022	52.97
230603	GORDON FOOD SERVICE INC	215893826	01/21/2022	99.94
230603	GORDON FOOD SERVICE INC	215835200	01/21/2022	109.31
230603	GORDON FOOD SERVICE INC	215893827	01/21/2022	109.86
230603	GORDON FOOD SERVICE INC	215728020	01/21/2022	135.91
230603	GORDON FOOD SERVICE INC	215835197	01/21/2022	211.37
230603	GORDON FOOD SERVICE INC	215835216	01/21/2022	313.33
230603	GORDON FOOD SERVICE INC	215835213	01/21/2022	354.02
230603	GORDON FOOD SERVICE INC	215835202	01/21/2022	360.28
230603	GORDON FOOD SERVICE INC	215835204	01/21/2022	494.16
230603	GORDON FOOD SERVICE INC	215835206	01/21/2022	597.90
230603	GORDON FOOD SERVICE INC	215893821	01/21/2022	601.90
230603	GORDON FOOD SERVICE INC	21535210	01/21/2022	604.92
230603	GORDON FOOD SERVICE INC	215893828	01/21/2022	1,186.06
230603	GORDON FOOD SERVICE INC	215835198	01/21/2022	1,229.34
230603	GORDON FOOD SERVICE INC	215893820	01/21/2022	1,923.67

**DC EVEREST AREA SCHOOL DISTRICT  
BOARD CHECK REGISTER  
(01/18/2022-02/15/2022)**

<b>CHECK NUMBER</b>	<b>VENDOR</b>	<b>INVOICE NUMBER</b>	<b>CHECK DATE</b>	<b>AMOUNT</b>
230603	GORDON FOOD SERVICE INC	215835208	01/21/2022	2,597.24
230603	GORDON FOOD SERVICE INC	215893824	01/21/2022	2,807.49
230603	GORDON FOOD SERVICE INC	215835217	01/21/2022	4,255.45
230603	GORDON FOOD SERVICE INC	215893815	01/21/2022	5,477.64
230604	GRAPHICS PLUS, INC.	23184	01/21/2022	299.60
230605	GREENHECK FIELD HOUSE	Greenheck	01/21/2022	220.00
230606	HEARTLAND BUSINESS SYSTEMS INC	449260-RTN	01/21/2022	-964.54
230606	HEARTLAND BUSINESS SYSTEMS INC	467232-RTN	01/21/2022	-319.98
230606	HEARTLAND BUSINESS SYSTEMS INC	467232-H	01/21/2022	799.94
230606	HEARTLAND BUSINESS SYSTEMS INC	450740-H	01/21/2022	880.95
230607	KHA, PAHOUA	50514	01/21/2022	88.70
230608	LAMERS BUS LINES, INC.	585160	01/21/2022	97.72
230608	LAMERS BUS LINES, INC.	586095	01/21/2022	375.28
230609	LASKA, JESSICA	JAN2022	01/21/2022	20.00
230610	LUCKY LUKE, LLC.	D1459	01/21/2022	99.45
230611	MARQUARDT STAMP AND SIGN	51388	01/21/2022	24.80
230612	MCGRAW HILL SCHOOL EDUC HOLDINGS, INC	120637409001	01/21/2022	1,593.15
230613	MEDCO SUPPLY COMPANY	IN94584996	01/21/2022	59.05
230613	MEDCO SUPPLY COMPANY	IN94561053	01/21/2022	236.61
230614	NAPA AUTO PARTS, INC.	836315	01/21/2022	-18.00
230614	NAPA AUTO PARTS, INC.	836168	01/21/2022	25.76
230614	NAPA AUTO PARTS, INC.	835625	01/21/2022	144.31
230614	NAPA AUTO PARTS, INC.	836273	01/21/2022	203.57
230614	NAPA AUTO PARTS, INC.	836522	01/21/2022	243.26
230614	NAPA AUTO PARTS, INC.	833772	01/21/2022	245.50
230614	NAPA AUTO PARTS, INC.	835187	01/21/2022	251.19
230614	NAPA AUTO PARTS, INC.	835624	01/21/2022	253.84
230615	NDSM HOLDINGS, LLC.	DEC2021	01/21/2022	20,444.18
230616	PALOS SPORTS, INC.	5541900-00	01/21/2022	198.62
230617	PARRFECTION PRODUCE, LLC	INV-006994	01/21/2022	378.00
230618	PENN STATE INDUSTRIES	283040	01/21/2022	298.85
230619	ROBBINS, KYLE	DEC2021 MILEAGE	01/21/2022	21.80
230620	STAPLES ADVANTAGE	3497220019	01/21/2022	107.19
230621	SYSCO FOOD SERVICES OF BARABOO	318260755	01/21/2022	1,351.84
230622	THE SOCIAL EXPRESS	1930	01/21/2022	176.00
230623	U.S. WATER, LLC.	149002	01/21/2022	169.00
230624	US MATH RECOVERY COUNCIL	21-2823	01/21/2022	3,910.50
230625	VILLAGE OF HATLEY	OCT-DEC 2021	01/21/2022	253.95
230626	WARDS NATURAL SCIENCE	8807195376	01/21/2022	76.18
230626	WARDS NATURAL SCIENCE	8807195377	01/21/2022	97.20
230627	WAUSAU EARLY BIRD ROTARY	2390	01/21/2022	150.00
230628	WAUSAU WEST PLANETARIUM	1.1.22	01/21/2022	96.00
230629	WEST MUSIC CO	SI2101938	01/21/2022	72.00
230630	WIELOCH, RACHEL	Wieloch-Scholarship	01/21/2022	175.00
230631	WISCONSIN ESCHOOL NETWORK, INC.	RI.01052022.6702	01/21/2022	8,000.00
230632	WORDEN ENTERPRISES	100612	01/21/2022	1,700.00

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230632	WORDEN ENTERPRISES	100684	01/21/2022	1,700.00
230633	INCREDIBLEBANK	9999	01/28/2022	20.00
230634	WAUSAU WEST HIGH SCHOOL	EF01222022	01/28/2022	125.00
230635	WEYAUWEGA-FREMONT HIGH SCHOOL	EF01292022	01/28/2022	100.00
230636	WINNEBAGO CO REGISTER OF DEEDS	AH168	01/28/2022	20.00
230637	ADA SPORTS AND RACKETS, LLC.	K2681	01/28/2022	944.72
230638	ADVANCED FITNESS SERVICE	1634	01/28/2022	1,897.50
230639	APPLEGATE, ANN	1.24.22	01/28/2022	200.00
230640	BLUE EDGE ENERGY	3312	01/28/2022	1,602.55
230641	BOELTER COMPANIES, THE	97830898	01/28/2022	104.50
230641	BOELTER COMPANIES, THE	97830897	01/28/2022	212.56
230642	DC EVEREST JUNIOR HIGH	01242022	01/28/2022	2,000.00
230643	DC EVEREST MIDDLE SCHOOL	01242022	01/28/2022	2,000.00
230644	DC EVEREST SENIOR HIGH SCHOOL	01242022	01/28/2022	3,000.00
230645	EVERGREEN ELEMENTARY	01242022	01/28/2022	1,000.00
230646	FAIRFIELD INN & SUITES	F3597	01/28/2022	1,218.00
230647	GORDON FOOD SERVICE INC	215994160	01/28/2022	5.61
230647	GORDON FOOD SERVICE INC	216109053	01/28/2022	45.56
230647	GORDON FOOD SERVICE INC	216048650	01/28/2022	67.03
230647	GORDON FOOD SERVICE INC	215994156	01/28/2022	68.45
230647	GORDON FOOD SERVICE INC	215994151	01/28/2022	158.15
230647	GORDON FOOD SERVICE INC	215994144	01/28/2022	161.89
230647	GORDON FOOD SERVICE INC	215994158	01/28/2022	219.94
230647	GORDON FOOD SERVICE INC	215994141	01/28/2022	302.83
230647	GORDON FOOD SERVICE INC	216048651	01/28/2022	306.41
230647	GORDON FOOD SERVICE INC	216049649	01/28/2022	317.62
230647	GORDON FOOD SERVICE INC	215994153	01/28/2022	441.12
230647	GORDON FOOD SERVICE INC	215994145	01/28/2022	551.35
230647	GORDON FOOD SERVICE INC	215994143	01/28/2022	2,057.78
230648	HATLEY ELEMENTARY	01242022	01/28/2022	300.00
230649	IROW	297881	01/28/2022	15.00
230650	KEY BENEFIT CONCEPTS, LLC.	2261847	01/28/2022	5,400.00
230651	KNIGHTON, SARA	JAN2022	01/28/2022	11.00
230652	LAKE, ANN	JAN2022	01/28/2022	20.00
230653	LAKESHORE LEARNING MATERIALS	274347011222	01/28/2022	187.13
230654	LAMERS BUS LINES, INC.	587414	01/28/2022	40.41
230654	LAMERS BUS LINES, INC.	587403	01/28/2022	53.94
230654	LAMERS BUS LINES, INC.	587412	01/28/2022	54.33
230654	LAMERS BUS LINES, INC.	587413	01/28/2022	66.50
230654	LAMERS BUS LINES, INC.	587372	01/28/2022	75.95
230654	LAMERS BUS LINES, INC.	587411	01/28/2022	84.34
230654	LAMERS BUS LINES, INC.	587384	01/28/2022	98.35
230654	LAMERS BUS LINES, INC.	587378	01/28/2022	140.73
230654	LAMERS BUS LINES, INC.	587404	01/28/2022	170.18
230654	LAMERS BUS LINES, INC.	587396	01/28/2022	204.66
230654	LAMERS BUS LINES, INC.	587381	01/28/2022	211.64

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230654	LAMERS BUS LINES, INC.	587386	01/28/2022	225.82
230654	LAMERS BUS LINES, INC.	587388	01/28/2022	238.79
230654	LAMERS BUS LINES, INC.	587374	01/28/2022	240.88
230654	LAMERS BUS LINES, INC.	587376	01/28/2022	242.86
230654	LAMERS BUS LINES, INC.	587375	01/28/2022	260.49
230654	LAMERS BUS LINES, INC.	587391	01/28/2022	289.29
230654	LAMERS BUS LINES, INC.	587385	01/28/2022	341.29
230654	LAMERS BUS LINES, INC.	587380	01/28/2022	438.96
230654	LAMERS BUS LINES, INC.	587387	01/28/2022	533.36
230654	LAMERS BUS LINES, INC.	587382	01/28/2022	535.88
230654	LAMERS BUS LINES, INC.	587389	01/28/2022	538.38
230654	LAMERS BUS LINES, INC.	587379	01/28/2022	768.49
230654	LAMERS BUS LINES, INC.	587377	01/28/2022	819.25
230654	LAMERS BUS LINES, INC.	587078	01/28/2022	1,190.18
230654	LAMERS BUS LINES, INC.	586798	01/28/2022	1,285.73
230655	LOR, BEE	54223	01/28/2022	45.60
230656	MARA CTY TREASURER'S OFFICE	INV02287	01/28/2022	14.00
230657	MARSHFIELD CLINIC, INC.	185825DEC2021	01/28/2022	1,482.00
230658	MOUNTAIN BAY ELEMENTARY	01242022	01/28/2022	1,000.00
230659	MS GRAPHICS, LLC	2014-4296	01/28/2022	69.00
230660	NORTHLAND PAINTING & COATINGS, INC.	3685	01/28/2022	12,225.00
230661	ODYSSEY ELEMENTARY	01242022	01/28/2022	300.00
230662	RIVERSIDE ELEMENTARY	01242022	01/28/2022	1,000.00
230663	ROMA, BRENDA	ROMA11822	01/28/2022	62.00
230664	ROTHSCHILD ELEMENTARY	01242022	01/28/2022	1,000.00
230665	STAPLES ADVANTAGE	3497745250	01/28/2022	-4.11
230665	STAPLES ADVANTAGE	3497430711	01/28/2022	4.11
230665	STAPLES ADVANTAGE	3497138424	01/28/2022	27.82
230665	STAPLES ADVANTAGE	3497745249	01/28/2022	44.01
230666	VOYAGER SOPRIS LEARNING INC	4772314	01/28/2022	217.10
230667	WESTON ELEMENTARY	01242022	01/28/2022	1,000.00
230668	YRC, INC.	857-980552-X	01/28/2022	235.52
230669	MARK HARRING STANDING CHAPTER 13 TRUSTEE	01282022A	01/28/2022	441.96
230670	UNITED WAY OF MARATHON CNTY	20220128ADUWAY	01/28/2022	762.54
230671	ASPIRUS WAUSAU HOSPITAL	AS 212	02/04/2022	387.50
230672	LAMERS BUS LINES, INC.	587077	02/04/2022	412.00
230672	LAMERS BUS LINES, INC.	586875	02/04/2022	465.00
230672	LAMERS BUS LINES, INC.	587079	02/04/2022	551.00
230672	LAMERS BUS LINES, INC.	586874	02/04/2022	579.00
230672	LAMERS BUS LINES, INC.	586873	02/04/2022	1,439.00
230673	LAMERS BUS LINES, INC.	587423	02/04/2022	3,307.50
230674	WI PUBLIC SERVICE	4003615496	02/04/2022	4,387.60
230675	A & A LOCK SERVICE	JAN.18.2022	02/04/2022	145.00
230676	ACTIVITIES FOR LEARNING, INC	384834	02/04/2022	111.65
230677	ALLIANT UTILITIES/WP&L	JAN2022	02/04/2022	1,288.05
230678	ANTIGO HIGH SCHOOL	VB Invite 9-16-21	02/04/2022	75.00

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230679	BETHLEHEM COMM-RO.,INC.	BETH-4K-JAN22	02/04/2022	5,600.07
230680	BYTESPEED LLC	INV0154074	02/04/2022	50.00
230681	CELLCOM - WAUSAU	871678	02/04/2022	998.05
230681	CELLCOM - WAUSAU	871865	02/04/2022	1,447.22
230682	COLUMBIA COATINGS	658	02/04/2022	41.33
230683	DDK LAWN & SNOW SERVICES, LLC.	10824	02/04/2022	2,852.00
230684	DECKER EQUIPMENT INC	414787A	02/04/2022	343.09
230685	DIGGERS HOTLINE INC	210 1 27751 PP1	02/04/2022	172.80
230686	EKON-O-PAC, LLC.	104505	02/04/2022	44.40
230687	GLACIER CANYON LODGE	02/28-03/01/2022	02/04/2022	164.00
230688	GORDON FOOD SERVICE INC	216157522	02/04/2022	30.28
230688	GORDON FOOD SERVICE INC	216303020	02/04/2022	40.74
230688	GORDON FOOD SERVICE INC	216157530	02/04/2022	40.96
230688	GORDON FOOD SERVICE INC	216212900	02/04/2022	40.96
230688	GORDON FOOD SERVICE INC	216208850	02/04/2022	67.71
230688	GORDON FOOD SERVICE INC	216157516	02/04/2022	70.19
230688	GORDON FOOD SERVICE INC	214876740	02/04/2022	72.44
230688	GORDON FOOD SERVICE INC	216212894	02/04/2022	79.88
230688	GORDON FOOD SERVICE INC	216212892	02/04/2022	81.19
230688	GORDON FOOD SERVICE INC	216157518	02/04/2022	116.84
230688	GORDON FOOD SERVICE INC	216212898	02/04/2022	166.99
230688	GORDON FOOD SERVICE INC	216212891	02/04/2022	170.91
230688	GORDON FOOD SERVICE INC	216212899	02/04/2022	198.40
230688	GORDON FOOD SERVICE INC	215316311	02/04/2022	227.26
230688	GORDON FOOD SERVICE INC	216157525	02/04/2022	246.99
230688	GORDON FOOD SERVICE INC	215476803	02/04/2022	319.72
230688	GORDON FOOD SERVICE INC	216157523	02/04/2022	340.47
230688	GORDON FOOD SERVICE INC	215994155	02/04/2022	856.42
230688	GORDON FOOD SERVICE INC	216212901	02/04/2022	861.67
230688	GORDON FOOD SERVICE INC	216157519	02/04/2022	1,021.61
230688	GORDON FOOD SERVICE INC	215994161	02/04/2022	1,037.73
230688	GORDON FOOD SERVICE INC	215476801	02/04/2022	1,079.27
230688	GORDON FOOD SERVICE INC	215994157	02/04/2022	1,092.78
230688	GORDON FOOD SERVICE INC	216048646	02/04/2022	1,117.12
230688	GORDON FOOD SERVICE INC	215135137	02/04/2022	1,141.80
230688	GORDON FOOD SERVICE INC	216048653	02/04/2022	1,424.95
230688	GORDON FOOD SERVICE INC	215994146	02/04/2022	1,525.32
230688	GORDON FOOD SERVICE INC	215476799	02/04/2022	1,719.12
230688	GORDON FOOD SERVICE INC	216212897	02/04/2022	1,746.90
230688	GORDON FOOD SERVICE INC	216212980	02/04/2022	1,782.13
230688	GORDON FOOD SERVICE INC	216157529	02/04/2022	1,817.75
230688	GORDON FOOD SERVICE INC	216157515	02/04/2022	1,840.06
230688	GORDON FOOD SERVICE INC	215994142	02/04/2022	1,869.23
230688	GORDON FOOD SERVICE INC	216157517	02/04/2022	2,025.84
230688	GORDON FOOD SERVICE INC	216157521	02/04/2022	2,217.69
230688	GORDON FOOD SERVICE INC	215476806	02/04/2022	3,032.26

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230688	GORDON FOOD SERVICE INC	216048655	02/04/2022	4,313.65
230688	GORDON FOOD SERVICE INC	216212889	02/04/2022	4,968.75
230689	HOUCHEM BINDERY	252905	02/04/2022	381.50
230690	KNUDSON SHEET METAL INC	81036	02/04/2022	131.70
230691	LAKESHORE LEARNING MATERIALS	282689011022	02/04/2022	19.39
230691	LAKESHORE LEARNING MATERIALS	288284011122	02/04/2022	78.48
230692	LAMERS BUS LINES, INC.	587405	02/04/2022	51.06
230692	LAMERS BUS LINES, INC.	587410	02/04/2022	64.70
230692	LAMERS BUS LINES, INC.	587406	02/04/2022	65.53
230692	LAMERS BUS LINES, INC.	587402	02/04/2022	82.98
230692	LAMERS BUS LINES, INC.	587409	02/04/2022	104.34
230692	LAMERS BUS LINES, INC.	587401	02/04/2022	136.54
230692	LAMERS BUS LINES, INC.	587397	02/04/2022	203.90
230692	LAMERS BUS LINES, INC.	587407	02/04/2022	213.96
230692	LAMERS BUS LINES, INC.	587399	02/04/2022	224.05
230692	LAMERS BUS LINES, INC.	584141	02/04/2022	269.17
230692	LAMERS BUS LINES, INC.	587400	02/04/2022	399.38
230692	LAMERS BUS LINES, INC.	587398	02/04/2022	559.23
230692	LAMERS BUS LINES, INC.	587470	02/04/2022	279,703.56
230693	MILLER, DEBBIE	28355	02/04/2022	45.00
230694	MS GRAPHICS, LLC	2014-4286	02/04/2022	115.00
230694	MS GRAPHICS, LLC	2014-4280	02/04/2022	8,867.00
230695	NORTH CENTRAL HEALTH CARE	2022-7	02/04/2022	5.00
230696	OTIS ELEVATOR CO	100400644670	02/04/2022	1,823.43
230697	PRITZL, MATTHEW	DEC2022 ITEM	02/04/2022	31.26
230697	PRITZL, MATTHEW	WOR12522 - Pritzl	02/04/2022	125.00
230698	RIVERSIDE INSIGHTS	INV107695	02/04/2022	517.00
230699	ROGAN SHOES, INC.	269743	02/04/2022	173.40
230700	ST JOHN LUTHERAN SCHOOL	STJO-4K-JAN22	02/04/2022	4,266.72
230701	STAPLES ADVANTAGE	3497833885	02/04/2022	4.11
230701	STAPLES ADVANTAGE	3497833884	02/04/2022	27.63
230701	STAPLES ADVANTAGE	3498237021	02/04/2022	31.98
230701	STAPLES ADVANTAGE	3498237022	02/04/2022	35.46
230701	STAPLES ADVANTAGE	3498237019	02/04/2022	41.36
230701	STAPLES ADVANTAGE	3498237018	02/04/2022	43.35
230701	STAPLES ADVANTAGE	3498237020	02/04/2022	47.97
230701	STAPLES ADVANTAGE	3497745248	02/04/2022	124.44
230702	STERLING WATER INC	342X09793400	02/04/2022	1,120.90
230703	SWITS LTD	II-1958	02/04/2022	120.00
230704	SYSCO FOOD SERVICES OF BARABOO	318230937	02/04/2022	36.18
230704	SYSCO FOOD SERVICES OF BARABOO	318237987	02/04/2022	58.15
230704	SYSCO FOOD SERVICES OF BARABOO	318238047	02/04/2022	58.15
230704	SYSCO FOOD SERVICES OF BARABOO	318238885	02/04/2022	59.34
230704	SYSCO FOOD SERVICES OF BARABOO	318232203	02/04/2022	65.84
230704	SYSCO FOOD SERVICES OF BARABOO	318237982	02/04/2022	87.08
230704	SYSCO FOOD SERVICES OF BARABOO	318277525	02/04/2022	427.41

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230704	SYSCO FOOD SERVICES OF BARABOO	318260758	02/04/2022	542.54
230704	SYSCO FOOD SERVICES OF BARABOO	318227955	02/04/2022	611.40
230704	SYSCO FOOD SERVICES OF BARABOO	318252624	02/04/2022	1,751.96
230704	SYSCO FOOD SERVICES OF BARABOO	318268346	02/04/2022	1,961.70
230704	SYSCO FOOD SERVICES OF BARABOO	318287233	02/04/2022	3,665.58
230705	TEACHER DIRECT	INV/2022/0801	02/04/2022	54.46
230706	TRAVERS TOOL CO., INC	1055800	02/04/2022	69.35
230706	TRAVERS TOOL CO., INC	24041709-01	02/04/2022	83.02
230707	VILLAGE OF WESTON	JAN 2022 4772-00	02/04/2022	12.50
230707	VILLAGE OF WESTON	OCT-JAN 2022 692-00	02/04/2022	4,029.26
230708	WALSWORTH PUBLISHING CO INC	331460-2-01821-0	02/04/2022	4,851.56
230709	WEST MUSIC CO	SI2098352	02/04/2022	25.60
230710	WIEMAN, RANDA	FEB COBRA DENTAL	02/04/2022	55.93
230711	WILSON LANGUAGE TRAINING	1902538	02/04/2022	263.09
230712	WISCONSIN RAPIDS MIDDLE SCHOOL	wrestling invite	02/04/2022	100.00
230713	WORDEN ENTERPRISES	INV-100767	02/04/2022	1,700.00
230714	FEDEX, INC.	0-000-00000	02/11/2022	20.25
230715	ILLINOIS TOLLWAY	VN5103599295	02/11/2022	19.90
230716	WI PUBLIC SERVICE	4015215325	02/11/2022	83,345.44
230717	WI RAPIDS LINCOLN HS	EF02102022	02/11/2022	100.00
230718	ABR EMPLOYMENT SERVICES	213830	02/11/2022	250.00
230718	ABR EMPLOYMENT SERVICES	214462	02/11/2022	250.00
230719	APPLE INC - AR	AH20519495	02/11/2022	99.00
230719	APPLE INC - AR	AH19555017	02/11/2022	99.00
230719	APPLE INC - AR	AH19829796	02/11/2022	447.95
230720	BOELTER COMPANIES, THE	enter inv. #	02/11/2022	116.85
230720	BOELTER COMPANIES, THE	enter inv. 97839253	02/11/2022	155.39
230720	BOELTER COMPANIES, THE	97839251	02/11/2022	647.87
230720	BOELTER COMPANIES, THE	97843157	02/11/2022	1,274.66
230720	BOELTER COMPANIES, THE	97843156	02/11/2022	3,245.78
230720	BOELTER COMPANIES, THE	97839250	02/11/2022	3,644.48
230721	BOUND TO STAY BOUND, INC.	167311	02/11/2022	632.95
230722	CENTER FOR THE COLLABORATIVE CLASSROOM	INV233010	02/11/2022	567.00
230723	CENTURY LINK	280655135	02/11/2022	252.36
230724	COLLINS, HEATHER	JAN2022 MILEAGE	02/11/2022	56.92
230725	CWETA ATTN: FINANCE DIRECTOR	22-310	02/11/2022	175.00
230726	DC EVEREST SENIOR HIGH SCHOOL	GIRLSBSK2322	02/11/2022	1,437.00
230727	DOMBECK, DAVID	FEB2022	02/11/2022	20.00
230728	EO JOHNSON, INC.	INV1086499	02/11/2022	137.56
230729	GOPHER SPORT, INC.	IN137608	02/11/2022	589.51
230730	GORDON FOOD SERVICE INC	16177025	02/11/2022	-18.57
230730	GORDON FOOD SERVICE INC	216319288	02/11/2022	11.17
230730	GORDON FOOD SERVICE INC	216319287	02/11/2022	37.24
230730	GORDON FOOD SERVICE INC	216319294	02/11/2022	49.54
230730	GORDON FOOD SERVICE INC	216375150	02/11/2022	54.30
230730	GORDON FOOD SERVICE INC	216479146	02/11/2022	65.00

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230730	GORDON FOOD SERVICE INC	216375152	02/11/2022	65.34
230730	GORDON FOOD SERVICE INC	216479144	02/11/2022	84.73
230730	GORDON FOOD SERVICE INC	216375149	02/11/2022	159.71
230730	GORDON FOOD SERVICE INC	216375161	02/11/2022	160.74
230730	GORDON FOOD SERVICE INC	216319289	02/11/2022	181.81
230730	GORDON FOOD SERVICE INC	216319283	02/11/2022	199.94
230730	GORDON FOOD SERVICE INC	216319300	02/11/2022	218.74
230730	GORDON FOOD SERVICE INC	216479143	02/11/2022	252.60
230730	GORDON FOOD SERVICE INC	216375160	02/11/2022	350.22
230730	GORDON FOOD SERVICE INC	216479145	02/11/2022	351.56
230730	GORDON FOOD SERVICE INC	216319301	02/11/2022	354.91
230730	GORDON FOOD SERVICE INC	216479133	02/11/2022	485.21
230730	GORDON FOOD SERVICE INC	216479135	02/11/2022	557.87
230730	GORDON FOOD SERVICE INC	216479147	02/11/2022	580.09
230730	GORDON FOOD SERVICE INC	216319298	02/11/2022	627.43
230730	GORDON FOOD SERVICE INC	216479142	02/11/2022	639.16
230730	GORDON FOOD SERVICE INC	216375154	02/11/2022	698.80
230730	GORDON FOOD SERVICE INC	216319302	02/11/2022	702.27
230730	GORDON FOOD SERVICE INC	216319290	02/11/2022	737.91
230730	GORDON FOOD SERVICE INC	216375159	02/11/2022	883.22
230730	GORDON FOOD SERVICE INC	216479129	02/11/2022	909.77
230730	GORDON FOOD SERVICE INC	216319293	02/11/2022	997.33
230730	GORDON FOOD SERVICE INC	216319291	02/11/2022	1,022.35
230730	GORDON FOOD SERVICE INC	216375158	02/11/2022	1,081.99
230730	GORDON FOOD SERVICE INC	216479136	02/11/2022	1,273.26
230730	GORDON FOOD SERVICE INC	216479140	02/11/2022	1,275.97
230730	GORDON FOOD SERVICE INC	216319292	02/11/2022	1,489.29
230730	GORDON FOOD SERVICE INC	216375156	02/11/2022	1,664.11
230730	GORDON FOOD SERVICE INC	216479130	02/11/2022	1,799.23
230730	GORDON FOOD SERVICE INC	216479141	02/11/2022	1,846.52
230730	GORDON FOOD SERVICE INC	216479137	02/11/2022	1,883.83
230730	GORDON FOOD SERVICE INC	216375151	02/11/2022	2,273.78
230730	GORDON FOOD SERVICE INC	216479149	02/11/2022	2,308.77
230730	GORDON FOOD SERVICE INC	216319284	02/11/2022	2,413.20
230730	GORDON FOOD SERVICE INC	216319296	02/11/2022	3,794.60
230730	GORDON FOOD SERVICE INC	216319282	02/11/2022	4,339.50
230730	GORDON FOOD SERVICE INC	216479139	02/11/2022	5,861.88
230731	GREAT LAKES WEATHER SERVICE	012213	02/11/2022	32.00
230732	HIORNS PIANO SERVICE	1.29.22	02/11/2022	100.00
230733	HOLIDAY WHOLESALE, INC	1000537	02/11/2022	787.66
230734	INSECT LORE	INV1212814 a	02/11/2022	7.95
230735	INTEGRITY FIRE PROTECTION INC	62017	02/11/2022	385.00
230736	ISCORP	0721706	02/11/2022	11,800.00
230737	LAKESHORE LEARNING MATERIALS	110798120721	02/11/2022	29.09
230737	LAKESHORE LEARNING MATERIALS	274347012522	02/11/2022	58.19
230738	LINCOLN CONTRACTORS SUPPLY, INC.	N78392	02/11/2022	176.97

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230739	MARA CTY TREASURER'S OFFICE	INV02341	02/11/2022	14.00
230740	MAXI AIDS, INC.	952693	02/11/2022	71.25
230741	MCGRAW HILL SCHOOL EDUC HOLDINGS, INC	120776088001	02/11/2022	1,015.32
230742	MOBILE WAREHOUSE, LLC	25710	02/11/2022	240.00
230743	MS GRAPHICS, LLC	2014-4317	02/11/2022	2,814.75
230744	MUSIC THERAPY SERVICES OF CENTRAL WISCONSIN	901059	02/11/2022	2,870.00
230745	OTIS ELEVATOR CO	100400229378	02/11/2022	115.00
230746	RICS SEWER SERVICE LLC	HS01.21.22	02/11/2022	425.00
230747	ROBBINS, KYLE	JAN2022 MILEAGE	02/11/2022	31.92
230748	RUSCH, DAVID	JAN2022 ITEM	02/11/2022	15.59
230749	SHOP OUTFITTERS	63402	02/11/2022	844.00
230750	SPHERO, INC.	104271	02/11/2022	192.36
230751	STAPLES ADVANTAGE	3499592518	02/11/2022	16.79
230751	STAPLES ADVANTAGE	3499676380	02/11/2022	21.99
230751	STAPLES ADVANTAGE	3498472203	02/11/2022	22.56
230751	STAPLES ADVANTAGE	3499213334	02/11/2022	36.22
230751	STAPLES ADVANTAGE	3498472202	02/11/2022	54.99
230751	STAPLES ADVANTAGE	3499592519	02/11/2022	60.62
230751	STAPLES ADVANTAGE	3498842635	02/11/2022	124.46
230751	STAPLES ADVANTAGE	3499592520	02/11/2022	499.58
230751	STAPLES ADVANTAGE	3499213335	02/11/2022	812.76
230752	STERLING WATER INC	01312022	02/11/2022	159.90
230753	SYSCO FOOD SERVICES OF BARABOO	318289890	02/11/2022	153.90
230754	TEACHER DIRECT	INV/2022/1349	02/11/2022	149.63
230755	TURNITIN, LLC.	IN11228524	02/11/2022	1,631.00
230756	US MATH RECOVERY COUNCIL	22-212	02/11/2022	3,090.00
230757	VILLAGE OF WESTON	OCT-JAN 2022 3036-00	02/11/2022	973.27
230758	WI PUBLIC SERVICE	RO GAS JAN2022	02/11/2022	789.82
230758	WI PUBLIC SERVICE	MBAY GAS JAN2022	02/11/2022	798.65
230758	WI PUBLIC SERVICE	GHF GAS JAN2022	02/11/2022	1,356.62
230758	WI PUBLIC SERVICE	MS GAS JAN2022	02/11/2022	1,359.35
230758	WI PUBLIC SERVICE	JH GAS JAN2022	02/11/2022	1,568.02
230758	WI PUBLIC SERVICE	SH GAS JAN2022	02/11/2022	1,981.32
230759	WISCONSIN MEDIA, INC.	0004321190	02/11/2022	53.85
230760	YOURMEMBERSHIP.COM, INC.	R54517004	02/11/2022	323.10
230760	YOURMEMBERSHIP.COM, INC.	R55259820	02/11/2022	409.00
230760	YOURMEMBERSHIP.COM, INC.	R55173480	02/11/2022	409.00
230761	MARK HARRING STANDING CHAPTER 13 TRUSTEE	02112022A	02/11/2022	441.96
230762	UNITED WAY OF MARATHON CNTY	20220211ADUWAY	02/11/2022	758.54
212201905	AMAZON CAPITAL SERVICES	1LYC-471L-CKDT	01/21/2022	-49.99
212201905	AMAZON CAPITAL SERVICES	13H9-P7QM-GJ6W	01/21/2022	-29.05
212201905	AMAZON CAPITAL SERVICES	16LG-1KLQ-7P9N	01/21/2022	-13.99
212201905	AMAZON CAPITAL SERVICES	1Y94-7K6C-L1VG	01/21/2022	11.94
212201905	AMAZON CAPITAL SERVICES	1JNW-3KQQ-6TND	01/21/2022	13.59
212201905	AMAZON CAPITAL SERVICES	1CWX-DWD1-DGVF	01/21/2022	13.99
212201905	AMAZON CAPITAL SERVICES	16LG-1KLQ-Q4JM	01/21/2022	16.99

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212201905	AMAZON CAPITAL SERVICES	1R6R-NGFW-VPYQ	01/21/2022	22.99
212201905	AMAZON CAPITAL SERVICES	11VX-73GR-VMYC	01/21/2022	24.97
212201905	AMAZON CAPITAL SERVICES	1W77-MFFV-PHNK	01/21/2022	31.14
212201905	AMAZON CAPITAL SERVICES	1G1C-XJXP-1HCM	01/21/2022	33.99
212201905	AMAZON CAPITAL SERVICES	1F9C-QPK7-P3RQ	01/21/2022	41.87
212201905	AMAZON CAPITAL SERVICES	1XCF-R4YH-C63L	01/21/2022	56.90
212201905	AMAZON CAPITAL SERVICES	1131-W73X-HVGL	01/21/2022	57.35
212201905	AMAZON CAPITAL SERVICES	1KY3-4Q99-KDJR	01/21/2022	62.70
212201905	AMAZON CAPITAL SERVICES	1FVP-MFDM-7V1H	01/21/2022	66.11
212201905	AMAZON CAPITAL SERVICES	1YWL-LG4C-1CQ4	01/21/2022	78.96
212201905	AMAZON CAPITAL SERVICES	1XCQ-QDK6-1XFG	01/21/2022	81.73
212201905	AMAZON CAPITAL SERVICES	1FF6-KCG1-6MQL	01/21/2022	92.74
212201905	AMAZON CAPITAL SERVICES	166T-R7HV-M4RN	01/21/2022	135.95
212201905	AMAZON CAPITAL SERVICES	1M7H-VV73-9N7G	01/21/2022	150.98
212201905	AMAZON CAPITAL SERVICES	14RC-RW4T-PYLD	01/21/2022	155.76
212201905	AMAZON CAPITAL SERVICES	114J-9CLL-9VJW	01/21/2022	192.23
212201905	AMAZON CAPITAL SERVICES	1CJX-MRDW-6V67	01/21/2022	212.60
212201905	AMAZON CAPITAL SERVICES	17XC-QV37-RYYQ	01/21/2022	257.25
212201905	AMAZON CAPITAL SERVICES	1GXR-WX9R-P3HW	01/21/2022	267.46
212201905	AMAZON CAPITAL SERVICES	116H-W933-4QM6	01/21/2022	270.83
212201905	AMAZON CAPITAL SERVICES	1PJN-LM1K-GH4C	01/21/2022	272.09
212201905	AMAZON CAPITAL SERVICES	1V7Y-3H6Q-K7HG	01/21/2022	294.30
212201905	AMAZON CAPITAL SERVICES	13X6-GVW7-HH41	01/21/2022	519.51
212201905	AMAZON CAPITAL SERVICES	1L39-69XQ-13TJ	01/21/2022	1,078.50
212201906	APEX LEARNING, INC.	SOINV00166373	01/21/2022	500.00
212201907	BERDAL, RYAN	REF01142022	01/21/2022	90.00
212201908	BUEGE, AMANDA	JAN2022 ITEM	01/21/2022	45.72
212201909	CAROLINA BIOLOGICAL SUPPLY CO	51612559 RI	01/21/2022	85.91
212201910	CENGAGE LEARNING	76250612	01/21/2022	1,227.05
212201911	COOK, BILL	REF01132022	01/21/2022	135.00
212201912	COUNTY MATERIALS CORP.	3703424-00	01/21/2022	62.41
212201913	DEVINE-SCHWANTES, JODI	JAN2022 ITEM	01/21/2022	40.68
212201914	DULAK, AMY	JAN2022 ITEM	01/21/2022	35.31
212201914	DULAK, AMY	DEC2021 ITEM	01/21/2022	104.62
212201915	EDF ENERGY SERVICES, LLC	130024ES	01/21/2022	38,262.70
212201916	FINNEGAN, JOSEPH	DEC2021 MILEAGE	01/21/2022	24.08
212201917	FORE-FRONT MECHANICAL, INC.	8072	01/21/2022	1,858.28
212201918	FRANCE PROPANE SERVICE, INC.	298252	01/21/2022	949.28
212201919	GADKE, GARY	DEC2021 MILEAGE	01/21/2022	5.38
212201920	GRAINGER INC, WW	9177323491	01/21/2022	62.90
212201920	GRAINGER INC, WW	9169050235	01/21/2022	64.59
212201920	GRAINGER INC, WW	9177740561	01/21/2022	157.44
212201920	GRAINGER INC, WW	9166291865	01/21/2022	275.00
212201920	GRAINGER INC, WW	9177740553	01/21/2022	424.14
212201921	HABECK, MIKE	WOR01142022	01/21/2022	35.00
212201922	HOBART SALES AND SERVICE INC	ZB89651	01/21/2022	128.75

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212201922	HOBART SALES AND SERVICE INC	ZB89740	01/21/2022	296.06
212201923	HOFFMAN, AARON	DEC2021 MILEAGE	01/21/2022	54.15
212201924	HUGHES, PATRICK	NOV2021 ITEM	01/21/2022	137.78
212201925	HURT, RYAN	WOR01142022	01/21/2022	35.00
212201926	J.W. PEPPER & SON	363930511	01/21/2022	20.00
212201926	J.W. PEPPER & SON	363916732	01/21/2022	191.99
212201927	KENITZER, DICK	WOR01112022	01/21/2022	55.00
212201928	KLEINSCHMIDT, KATHERINE	DEC2021 ITEM	01/21/2022	200.60
212201929	KLEINHANS, MATTHEW	REF1112022	01/21/2022	90.00
212201930	KMOSENA, STEVEN	REF01132022	01/21/2022	55.00
212201931	KRENTZ, SARAH	DEC2021 ITEM	01/21/2022	59.26
212201932	KROSHUS, PATRISHA	DEC2021 MILEAGE	01/21/2022	98.28
212201933	KWIK TRIP INC	00054784 DEC2021	01/21/2022	2,511.12
212201934	LANCELLE, GARRETT	REF1112022	01/21/2022	55.00
212201935	MADISON NATL LIFE INS CO	FEB 2022	01/21/2022	17,327.54
212201936	MARA CTY SPEC ED	AUD 02-2122	01/21/2022	16,777.96
212201937	MATTHIAE, ROSALIE	JAN2022 MILEAGE	01/21/2022	63.18
212201938	MID WISCONSIN BEVERAGE	5589208	01/21/2022	-20.00
212201938	MID WISCONSIN BEVERAGE	2817897	01/21/2022	170.00
212201938	MID WISCONSIN BEVERAGE	2817898	01/21/2022	226.22
212201938	MID WISCONSIN BEVERAGE	2817899	01/21/2022	360.00
212201939	MISSISSIPPI WELDERS SUPPLY CO., INC	3674297	01/21/2022	62.25
212201940	MURPHY, MICHAEL	REF1112022	01/21/2022	90.00
212201941	NASSCO INC - CUSTODIAL	6109743	01/21/2022	75.89
212201941	NASSCO INC - CUSTODIAL	6109993	01/21/2022	78.60
212201941	NASSCO INC - CUSTODIAL	6107886	01/21/2022	93.97
212201941	NASSCO INC - CUSTODIAL	6109981	01/21/2022	196.29
212201942	NORTHCENTRAL TECH COLLEGE	MSC-006467	01/21/2022	1.00
212201943	NORTHERN VALLEY WORKSHOP, INC.	102 A	01/21/2022	0.60
212201944	OLSON, JULIE	Dec2021	01/21/2022	478.24
212201945	OVERDRIVE INC	02584CP21510497	01/21/2022	2.99
212201945	OVERDRIVE INC	02584CO21502150	01/21/2022	19.49
212201945	OVERDRIVE INC	02584co22002975	01/21/2022	25.28
212201945	OVERDRIVE INC	02584CO21502147	01/21/2022	300.00
212201945	OVERDRIVE INC	02584CO22002971	01/21/2022	717.99
212201945	OVERDRIVE INC	02584CO2202972	01/21/2022	1,083.24
212201945	OVERDRIVE INC	CD0258422003369	01/21/2022	4,000.00
212201946	PAGEL, PRESTON	REF1112022	01/21/2022	55.00
212201947	PAYNE, JONATHAN	REF01112022	01/21/2022	90.00
212201948	PELOQUIN, CHRISTOPHER	REF01142022	01/21/2022	90.00
212201949	PETERSON, MARGARET	JAN2022 ITEM	01/21/2022	79.50
212201950	SAARI, ABIGAIL	WOR01132022	01/21/2022	55.00
212201951	SCHOOL SPECIALTY, LLC.	208129302345	01/21/2022	29.24
212201951	SCHOOL SPECIALTY, LLC.	208129294715	01/21/2022	158.48
212201951	SCHOOL SPECIALTY, LLC.	202501819983	01/21/2022	346.60
212201952	SECURIAN FINANCIAL GROUP, INC.	FEB 2022	01/21/2022	20,224.82

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212201953	SECURITY HEALTH PLAN	FEB 2022	01/21/2022	838,087.17
212201954	SPIEGEL, TINA	DEC2021 MILEAGE	01/21/2022	47.21
212201955	STIEVE, AARON	REF01142022	01/21/2022	90.00
212201956	STV ADVISORS, INC.-STOP THE VANILLA	4015	01/21/2022	1,355.00
212201957	TEAM SPORTING GOODS INC	AAK008345	01/21/2022	42.90
212201957	TEAM SPORTING GOODS INC	AAK008056	01/21/2022	2,585.00
212201958	VIKING ELECTRIC SUPPLY	S005448532.001	01/21/2022	6.59
212201958	VIKING ELECTRIC SUPPLY	S005447462.001	01/21/2022	120.40
212201958	VIKING ELECTRIC SUPPLY	S005445399.001	01/21/2022	284.87
212201959	WASB-WI ASSN OF SCHL BOARDS	25950	01/21/2022	95.00
212201960	WENDORF, BROOKE	JAN2022 ITEM	01/21/2022	47.99
212201961	WENDORF, MICHAEL	JAN2022 ITEM	01/21/2022	58.31
212201962	ABLE DISTRIBUTING CO INC	S017392506.001	01/28/2022	1,046.40
212201963	AMAZON CAPITAL SERVICES	1FMH-VPL9-197T	01/28/2022	-72.89
212201963	AMAZON CAPITAL SERVICES	1PC3-1HTW-RM3P	01/28/2022	-9.99
212201963	AMAZON CAPITAL SERVICES	1CVM-QQDH-YX67	01/28/2022	6.99
212201963	AMAZON CAPITAL SERVICES	1CVM-QQDH-TNMV	01/28/2022	10.50
212201963	AMAZON CAPITAL SERVICES	1JVQ-4H3T-P1YF	01/28/2022	13.32
212201963	AMAZON CAPITAL SERVICES	1MMV-QWMP-P73L	01/28/2022	16.63
212201963	AMAZON CAPITAL SERVICES	11X4-N4L9-1YN4	01/28/2022	19.97
212201963	AMAZON CAPITAL SERVICES	1K6G-QD46-FPMD	01/28/2022	20.08
212201963	AMAZON CAPITAL SERVICES	19T3-LCH1-1KLD	01/28/2022	24.99
212201963	AMAZON CAPITAL SERVICES	1KTJ-LWFX-4QCJ	01/28/2022	25.67
212201963	AMAZON CAPITAL SERVICES	1LP7-6HGV-L3P6	01/28/2022	28.88
212201963	AMAZON CAPITAL SERVICES	1DNN-JFQ4-P6N9	01/28/2022	30.10
212201963	AMAZON CAPITAL SERVICES	16Y9-PGXP-RJ67	01/28/2022	36.73
212201963	AMAZON CAPITAL SERVICES	1HWD-PVF7-YY96	01/28/2022	41.94
212201963	AMAZON CAPITAL SERVICES	1GTF-DD96-K17W	01/28/2022	45.56
212201963	AMAZON CAPITAL SERVICES	1WG3-TYMF-11WH	01/28/2022	49.67
212201963	AMAZON CAPITAL SERVICES	1FTM-XY9T-1CRN	01/28/2022	67.00
212201963	AMAZON CAPITAL SERVICES	1NT6-RKLQ-T7RH	01/28/2022	79.95
212201963	AMAZON CAPITAL SERVICES	1M9J-4YFD-W9VR	01/28/2022	84.04
212201963	AMAZON CAPITAL SERVICES	1MNP-H4TJ-Y4GP	01/28/2022	94.90
212201963	AMAZON CAPITAL SERVICES	1PNC-PXMY-WQ7K	01/28/2022	107.32
212201963	AMAZON CAPITAL SERVICES	1LP7-6HGV-CR4C	01/28/2022	107.35
212201963	AMAZON CAPITAL SERVICES	11K4-KLGW-CPQ3	01/28/2022	115.33
212201963	AMAZON CAPITAL SERVICES	1JDH-QCHV-XP4J	01/28/2022	117.68
212201963	AMAZON CAPITAL SERVICES	1JLR-C96L-136W	01/28/2022	129.95
212201963	AMAZON CAPITAL SERVICES	1HWD-PVF7-KJ7N	01/28/2022	143.31
212201963	AMAZON CAPITAL SERVICES	1YMP-4GJ3-JWYX	01/28/2022	146.82
212201963	AMAZON CAPITAL SERVICES	1YGV-HVPW-9LD1	01/28/2022	153.78
212201963	AMAZON CAPITAL SERVICES	1K6G-QD46-VRP1	01/28/2022	180.26
212201963	AMAZON CAPITAL SERVICES	19D9-C9VL-VW69	01/28/2022	184.48
212201963	AMAZON CAPITAL SERVICES	19XX-6176-XW4G	01/28/2022	188.28
212201963	AMAZON CAPITAL SERVICES	1QJG-7WNV-F79H	01/28/2022	192.18
212201963	AMAZON CAPITAL SERVICES	19XX-6176-N33W	01/28/2022	207.57

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212201963	AMAZON CAPITAL SERVICES	14NG-TC6Q-RTPQ	01/28/2022	215.76
212201963	AMAZON CAPITAL SERVICES	1YPR-XPDJ-1MF4	01/28/2022	263.39
212201963	AMAZON CAPITAL SERVICES	13H9-P7QM-9F97	01/28/2022	285.70
212201963	AMAZON CAPITAL SERVICES	166T-R7HV-NXWJ	01/28/2022	401.83
212201963	AMAZON CAPITAL SERVICES	19LN-WTT4-LRJY	01/28/2022	420.74
212201963	AMAZON CAPITAL SERVICES	1VH9-PJ97-31R4	01/28/2022	651.18
212201964	AMERICAN WELDING & GAS INC	08285479	01/28/2022	492.43
212201965	ASSETWORKS RISK MANAGEMENT, INC.	87	01/28/2022	1,012.50
212201966	ASSOCIATED TRUST COMPANY	22026	01/28/2022	475.00
212201967	BOHLMAN, MARK	12022	01/28/2022	55.00
212201968	BUTTKE, MIKE	REF01172022	01/28/2022	90.00
212201969	CERVENY, LARISSA	REF01202022	01/28/2022	90.00
212201970	CLAUSNITZER, JOHN	REF01212022	01/28/2022	90.00
212201971	COOK, BILL	11422	01/28/2022	150.00
212201972	DAHLGREN, JAMES	JAN2022 ITEM	01/28/2022	117.88
212201973	DAVIDSON, NATHAN	REF01182022	01/28/2022	55.00
212201974	DEAF AND HARD OF HEARING EDUCATIONAL	1622	01/28/2022	7,125.00
212201975	DEPERRY, JEFF	REF01202022	01/28/2022	90.00
212201976	DISCOVERY EDUCATION, INC	CINV-030193	01/28/2022	2,388.75
212201977	EISENMAN, LOUIS	REF01182022	01/28/2022	90.00
212201978	ENGLISH, JOSHUA	REF01212022	01/28/2022	55.00
212201979	FIRST SUPPLY LLC	120803-00	01/28/2022	3.23
212201979	FIRST SUPPLY LLC	120943-01	01/28/2022	6.26
212201979	FIRST SUPPLY LLC	121057-00	01/28/2022	14.60
212201979	FIRST SUPPLY LLC	120859-00	01/28/2022	23.46
212201979	FIRST SUPPLY LLC	120943-00	01/28/2022	64.08
212201980	FOLLETT CONTENET SOLUTIONS, LLC.	412284F	01/28/2022	15.27
212201980	FOLLETT CONTENET SOLUTIONS, LLC.	412285F	01/28/2022	17.19
212201980	FOLLETT CONTENET SOLUTIONS, LLC.	399332F	01/28/2022	62.11
212201981	FULLERTON, JASON	11422	01/28/2022	150.00
212201982	GRAINGER INC, WW	9180592207	01/28/2022	65.23
212201982	GRAINGER INC, WW	9180820707	01/28/2022	193.33
212201982	GRAINGER INC, WW	9180820715	01/28/2022	231.84
212201982	GRAINGER INC, WW	9180592215	01/28/2022	775.28
212201982	GRAINGER INC, WW	9180820699	01/28/2022	839.12
212201983	GREAT MINDS PBC	INV092446	01/28/2022	26,983.25
212201984	HACKBARTH, ROSS	REF01212022	01/28/2022	90.00
212201985	HAUPT, JUSTIN	REF01172022	01/28/2022	90.00
212201986	HEITING, MARK	REF01182022	01/28/2022	90.00
212201987	HELLER, CHRISTOPHER	DEC2021 MILEAGE	01/28/2022	53.65
212201988	HELLER, LUKE	12022	01/28/2022	35.00
212201988	HELLER, LUKE	11422	01/28/2022	100.00
212201989	HENRY, JOSEPH	11722	01/28/2022	110.00
212201989	HENRY, JOSEPH	12122 HENRY	01/28/2022	110.00
212201990	HOENISCH, KIMBERLY	JAN2022 ITEMa	01/28/2022	30.43
212201990	HOENISCH, KIMBERLY	JAN2022 ITEM	01/28/2022	125.00

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212201991	IBA RESOURCES, LLC.	December 2021	01/28/2022	6,355.50
212201992	JABLONSKI, JASON	JAN2022 MILEAGE	01/28/2022	215.28
212201993	JANKE, TODD	REF01172022	01/28/2022	55.00
212201993	JANKE, TODD	REF01212022	01/28/2022	55.00
212201993	JANKE, TODD	12022 - Janke	01/28/2022	70.00
212201993	JANKE, TODD	1112022	01/28/2022	110.00
212201993	JANKE, TODD	11822 Janke	01/28/2022	110.00
212201994	JULIOT, DAVID	12022 DJ	01/28/2022	55.00
212201994	JULIOT, DAVID	12022 - Juliot	01/28/2022	70.00
212201994	JULIOT, DAVID	11822	01/28/2022	110.00
212201995	KAJEET, INC.	INV20914	01/28/2022	17,343.00
212201996	KAMPMANN, KEVIN	JAN2022 ITEM	01/28/2022	17.12
212201997	KENITZER, DICK	WOR01172022	01/28/2022	55.00
212201997	KENITZER, DICK	WOR01182022	01/28/2022	55.00
212201997	KENITZER, DICK	WOR01202022	01/28/2022	55.00
212201997	KENITZER, DICK	WOR01212022	01/28/2022	90.00
212201998	KLEIN, MICHAEL	REF01172022	01/28/2022	90.00
212201999	LANCELLE, GARRETT	REF01212022	01/28/2022	55.00
212202000	LINDAU, MICHAEL	REF01212022	01/28/2022	90.00
212202001	MATHIES, MICHAEL	REF01172022	01/28/2022	55.00
212202001	MATHIES, MICHAEL	REF01202022	01/28/2022	55.00
212202001	MATHIES, MICHAEL	REF01212022	01/28/2022	55.00
212202002	MCELDOWNEY, TODD	REF01212022	01/28/2022	90.00
212202003	MID WISCONSIN BEVERAGE	2817897-2	01/28/2022	9.00
212202003	MID WISCONSIN BEVERAGE	2819351	01/28/2022	200.00
212202004	MONK, DAVID	11422 Monk	01/28/2022	150.00
212202005	MOSINEE SCHOOL DISTRICT	MSD103.	01/28/2022	396.20
212202005	MOSINEE SCHOOL DISTRICT	MSD102.	01/28/2022	581.05
212202006	MURPHY, PATRICK	REF01182022	01/28/2022	90.00
212202007	NASSCO INC - CUSTODIAL	6112486	01/28/2022	5.93
212202007	NASSCO INC - CUSTODIAL	6110999	01/28/2022	209.10
212202008	NICHOLS, MIKE	12022 - Nichols	01/28/2022	70.00
212202009	OVERDRIVE INC	CD0258422017569	01/28/2022	2,500.00
212202010	PELOQUIN, CHRISTOPHER	REF01182022	01/28/2022	145.00
212202011	PHALEN, LISA	OCT2021 CONF	01/28/2022	134.96
212202012	PINSONNEAULT, SARA	PINSONNEAULT1222	01/28/2022	25.00
212202012	PINSONNEAULT, SARA	28350	01/28/2022	35.00
212202013	PRICE, THOMAS	REF01182022	01/28/2022	55.00
212202014	RANK, PETER	12022 - Rank	01/28/2022	70.00
212202014	RANK, PETER	11122 - Rank	01/28/2022	110.00
212202015	RENNING LEWIS & LACY, S.C.	800241	01/28/2022	1,847.00
212202016	RIB MOUNTAIN GLASS INC	77238	01/28/2022	32.73
212202017	SAARI, ABIGAIL	11422	01/28/2022	100.00
212202018	SAUNDERS, DEANTA	WOR01212022	01/28/2022	70.00
212202019	SCHILLING, BRYAN	11722 - schilling	01/28/2022	110.00
212202019	SCHILLING, BRYAN	12122	01/28/2022	110.00

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212202020	SCHREMP, GREG	11422 - Schremp	01/28/2022	100.00
212202021	SCHRODER, BRYAN	REF01182022	01/28/2022	145.00
212202022	SEKEL, JAMES	REF01202022	01/28/2022	55.00
212202023	SHIPMAN, EMILY	WOR01212022	01/28/2022	70.00
212202024	SPEAR, SCOTT	REF01182022	01/28/2022	145.00
212202025	STUBER, TODD	REF01212022	01/28/2022	90.00
212202026	TEAM SPORTING GOODS INC	AAF021506	01/28/2022	799.50
212202027	UTECHT, TYLER	11422 - Utecht	01/28/2022	150.00
212202028	VANDER GALIEN, JEREMY	REF01212022	01/28/2022	90.00
212202029	VIKING ELECTRIC SUPPLY	S005184782.00 CREDIT	01/28/2022	-23.69
212202029	VIKING ELECTRIC SUPPLY	S005456592.001	01/28/2022	70.27
212202030	WEINKAUF, TONI	WEINKAUF12022	01/28/2022	340.00
212202031	WILD, TIM	REF01202022	01/28/2022	90.00
212202032	ZOROMSKI, BRIAN	11422-Zoromski	01/28/2022	150.00
212202034	ABLE DISTRIBUTING CO INC	S017408830.001	02/04/2022	35.27
212202035	AMAZON CAPITAL SERVICES	1YCX-PQRY-HHG3	02/04/2022	-7.97
212202035	AMAZON CAPITAL SERVICES	1DGR-616C-CHR1	02/04/2022	6.90
212202035	AMAZON CAPITAL SERVICES	167H-CX31-QRGP	02/04/2022	9.98
212202035	AMAZON CAPITAL SERVICES	1WC4-G3GM-CDPC	02/04/2022	9.99
212202035	AMAZON CAPITAL SERVICES	191X-P4T7-XMGH	02/04/2022	10.40
212202035	AMAZON CAPITAL SERVICES	1HT6-37FP-DDFQ	02/04/2022	11.99
212202035	AMAZON CAPITAL SERVICES	1MVD-T6Y7-4YHM	02/04/2022	12.18
212202035	AMAZON CAPITAL SERVICES	14FK-GVL3-M4LM	02/04/2022	13.50
212202035	AMAZON CAPITAL SERVICES	16LD-LJ6W-46TV	02/04/2022	13.99
212202035	AMAZON CAPITAL SERVICES	1FDF-NWDD-JWDF	02/04/2022	14.95
212202035	AMAZON CAPITAL SERVICES	13DQ-FKPM-KVVY	02/04/2022	18.99
212202035	AMAZON CAPITAL SERVICES	1PQM-7TKX-FRW1	02/04/2022	19.16
212202035	AMAZON CAPITAL SERVICES	1NRW-CHJY-JWGN	02/04/2022	20.70
212202035	AMAZON CAPITAL SERVICES	1C3D-WLRT-HQPT	02/04/2022	21.95
212202035	AMAZON CAPITAL SERVICES	1RTG-MF1X-6X3L	02/04/2022	24.99
212202035	AMAZON CAPITAL SERVICES	1Q1K-VL7J-6JRK	02/04/2022	24.99
212202035	AMAZON CAPITAL SERVICES	1FTM-XY9T-JLLV	02/04/2022	26.45
212202035	AMAZON CAPITAL SERVICES	1YJW-WMYH-K7CT	02/04/2022	32.43
212202035	AMAZON CAPITAL SERVICES	13DQ-FKPM-74J9	02/04/2022	37.35
212202035	AMAZON CAPITAL SERVICES	16CN-NY7D-WVFM	02/04/2022	38.84
212202035	AMAZON CAPITAL SERVICES	11NL-QCJ6-16VM	02/04/2022	44.12
212202035	AMAZON CAPITAL SERVICES	1TPW-MTP3-PW39	02/04/2022	47.91
212202035	AMAZON CAPITAL SERVICES	1FYJ-3HPQ-9KLN	02/04/2022	49.98
212202035	AMAZON CAPITAL SERVICES	19CL-JLCL-C96D	02/04/2022	52.87
212202035	AMAZON CAPITAL SERVICES	137W-QDMY-TTVQ	02/04/2022	60.50
212202035	AMAZON CAPITAL SERVICES	1G1C-1YT7-3RF6	02/04/2022	61.79
212202035	AMAZON CAPITAL SERVICES	1GXW-W1QF-GKNR	02/04/2022	70.94
212202035	AMAZON CAPITAL SERVICES	14FK-GVL3-HGF6	02/04/2022	72.53
212202035	AMAZON CAPITAL SERVICES	11MP-FTMF-RY4J	02/04/2022	75.05
212202035	AMAZON CAPITAL SERVICES	1KR3-JQ1M-J71N	02/04/2022	77.94
212202035	AMAZON CAPITAL SERVICES	1WQR-X1HG-DKG1	02/04/2022	96.40

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212202035	AMAZON CAPITAL SERVICES	191X-P4T7-F61V	02/04/2022	98.63
212202035	AMAZON CAPITAL SERVICES	1PXN-1PKF-HCR7	02/04/2022	104.30
212202035	AMAZON CAPITAL SERVICES	13WQ-69XV-XXHP	02/04/2022	132.94
212202035	AMAZON CAPITAL SERVICES	191X-P4T7-KTF6	02/04/2022	172.86
212202035	AMAZON CAPITAL SERVICES	1G3C-RNJB-GLKK	02/04/2022	176.60
212202035	AMAZON CAPITAL SERVICES	1W3Y-CNFT-9MLG	02/04/2022	197.11
212202035	AMAZON CAPITAL SERVICES	1NL3-9VDM-DLD4	02/04/2022	203.16
212202035	AMAZON CAPITAL SERVICES	1NNY-KNJP-TN7D	02/04/2022	221.77
212202035	AMAZON CAPITAL SERVICES	13H4-9RP4-KNHX	02/04/2022	252.51
212202035	AMAZON CAPITAL SERVICES	1YRW-44G6-KTLL	02/04/2022	286.90
212202035	AMAZON CAPITAL SERVICES	1FTM-XY9T-C4JX	02/04/2022	326.37
212202035	AMAZON CAPITAL SERVICES	1N1D-7MVQ-Y9MG	02/04/2022	581.29
212202035	AMAZON CAPITAL SERVICES	1HYM-7VNC-7KLG	02/04/2022	615.24
212202036	AMERICAN WELDING & GAS INC	08273225	02/04/2022	347.09
212202037	ASPIRUS YMCA CHILD DEV CTR	YMCA-4K-JAN22	02/04/2022	24,533.64
212202038	BAILEY, SARAH	JAN2022 ITEM	02/04/2022	50.00
212202039	BASSETT MECHANICAL, INC.	6062834	02/04/2022	321.00
212202039	BASSETT MECHANICAL, INC.	6062752	02/04/2022	403.00
212202040	BEFORT, BRYCE	JAN2022 ITEM	02/04/2022	19.49
212202041	BLOM, ROBERT	REF01282022	02/04/2022	90.00
212202042	BOHLMAN, TAMMY	JAN2022 ITEM	02/04/2022	30.51
212202043	BORNTREGER, SIERRA	JAN2022 ITEM	02/04/2022	59.40
212202044	BRECKE, ROXANNE	JAN2022 MILEAGE	02/04/2022	15.91
212202045	CAROLINA BIOLOGICAL SUPPLY CO	51641451 RI	02/04/2022	100.60
212202046	CESA 9, INC.	0000015555	02/04/2022	19,826.50
212202047	COMPLETE OFFICE OF WISCONSIN	209123	02/04/2022	3,420.00
212202048	COOK, BILL	REF12522-Cook	02/04/2022	100.00
212202049	CUMMINGS, LONA	JAN2022 ITEM	02/04/2022	53.96
212202050	FIRST SUPPLY LLC	120433-00	02/04/2022	1.26
212202050	FIRST SUPPLY LLC	121556-00	02/04/2022	2.30
212202050	FIRST SUPPLY LLC	120433-01	02/04/2022	4.69
212202050	FIRST SUPPLY LLC	121595-00	02/04/2022	18.65
212202050	FIRST SUPPLY LLC	121129-00	02/04/2022	74.65
212202051	FOLLETT SCHOOL SOLUTIONS, LLC.	349668F	02/04/2022	83.85
212202051	FOLLETT SCHOOL SOLUTIONS, LLC.	386886A	02/04/2022	433.00
212202051	FOLLETT SCHOOL SOLUTIONS, LLC.	394737F	02/04/2022	1,195.24
212202052	FOREMAN, RONALD	FEB2022	02/04/2022	60.00
212202053	FORMS SPECIALISTS INC	50233	02/04/2022	2,135.00
212202054	FULLERTON, JASON	REF12522 - Fullerton	02/04/2022	100.00
212202055	GADKE, GARY	JAN2022 MILEAGE	02/04/2022	9.36
212202056	GEBERT, SAMANTHA	JAN2022 MILEAGE	02/04/2022	16.38
212202057	GEIER, ANN	PAT ON THE BACK	02/04/2022	50.00
212202058	GILMORE, KRISTINE	JAN2022 MILEAGE	02/04/2022	115.70
212202059	GRAEBER, STEVEN	REF01272022	02/04/2022	150.00
212202060	GRAINGER INC, WW	9189209589	02/04/2022	335.03
212202061	GREAT MINDS PBC	INV092232	02/04/2022	16,773.21

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212202062	GREEN LAWN UNGRD SPRINKLERS	21-21937	02/04/2022	344.29
212202063	HEID MUSIC COMPANY, INC.-APPLETON	2968587	02/04/2022	17.00
212202064	HELLER, LUKE	WOR12522	02/04/2022	60.00
212202065	HORAK REFRIGERATION INC	3096	02/04/2022	152.50
212202065	HORAK REFRIGERATION INC	3037	02/04/2022	314.00
212202065	HORAK REFRIGERATION INC	3186	02/04/2022	352.82
212202065	HORAK REFRIGERATION INC	3396	02/04/2022	402.58
212202065	HORAK REFRIGERATION INC	3498	02/04/2022	613.50
212202066	HORST DISTRIBUTING INC	94898-000	02/04/2022	284.95
212202067	HUGHES, JAYMI	PAT ON THE BACK	02/04/2022	50.00
212202068	JANKE, TODD	REF01282022	02/04/2022	55.00
212202068	JANKE, TODD	REF12522 - Janke	02/04/2022	60.00
212202069	JILEK, CHRISTOPHER	PAT ON THE BACK	02/04/2022	50.00
212202070	JULIOT, DAVID	REF12822	02/04/2022	55.00
212202071	KEY TO LIFE CHILDCARE CENTER, INC.	KYLF-4K-JAN22	02/04/2022	9,511.74
212202072	KINDER CARE LEARNING CTR, INC.	KIND-4K-JAN22	02/04/2022	7,645.05
212202073	KREJCI, ALAYNA	JAN2022 ITEM	02/04/2022	250.21
212202074	KRUEGER, SAVANNA	PAT ON THE BACK	02/04/2022	50.00
212202075	LANCELLE, GARRETT	REF01282022	02/04/2022	55.00
212202076	LEHMAN, GINA	JAN2022 ITEM	02/04/2022	104.60
212202077	LOBNER, RUSSELL	REF01272022	02/04/2022	182.40
212202078	M3 INSURANCE SOLU INC	66080	02/04/2022	46,525.00
212202079	MANION EDUCATIONAL SERVICES, LLC.	FEB2022	02/04/2022	60.00
212202080	MARA CTY CHILD DEVELOPMENT	MCCDA-4K-JAN22	02/04/2022	3,870.52
212202081	MARATHON PEST CONTROL	44295	02/04/2022	28.00
212202081	MARATHON PEST CONTROL	62831	02/04/2022	28.00
212202082	MATHIES, MICHAEL	REF12822 - Mathies	02/04/2022	55.00
212202083	MINNIHAN, JOHN	JAN2022 ITEMa	02/04/2022	57.10
212202084	MONK, DAVID	REF12522 - Monk	02/04/2022	100.00
212202085	MORRISON, PAUL	REF01272022	02/04/2022	150.00
212202086	MOUNT OLIVE 4K PROGRAM	MTOL-4K-JAN22	02/04/2022	6,400.08
212202087	NASSCO INC - CUSTODIAL	6114985	02/04/2022	12.03
212202087	NASSCO INC - CUSTODIAL	6114347	02/04/2022	1,059.49
212202088	NEWMAN CATHOLIC-ST MARK	STMA-4K-JAN22	02/04/2022	8,000.10
212202089	NEWMAN CATHOLIC-ST THERESE	STTH-4K-JAN22	02/04/2022	9,866.79
212202090	OFFICE ENTERPRISES INC	503199	02/04/2022	580.00
212202091	PAN O GOLD BAKING CO ST CLOUD	1651054	02/04/2022	1,882.67
212202091	PAN O GOLD BAKING CO ST CLOUD	653014	02/04/2022	2,564.84
212202092	PERFORMANCE FOODSERVICE	602751	02/04/2022	550.71
212202092	PERFORMANCE FOODSERVICE	608245	02/04/2022	610.80
212202092	PERFORMANCE FOODSERVICE	613417	02/04/2022	751.25
212202092	PERFORMANCE FOODSERVICE	625471	02/04/2022	899.64
212202092	PERFORMANCE FOODSERVICE	621469	02/04/2022	1,140.55
212202092	PERFORMANCE FOODSERVICE	614576	02/04/2022	1,262.71
212202092	PERFORMANCE FOODSERVICE	620930	02/04/2022	1,543.68
212202093	PHALEN, LISA	OCT2021 CONFa	02/04/2022	65.41

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212202094	PICKRUHN, TERESE	JAN2022 MILEAGE	02/04/2022	94.95
212202095	RAMCHECK, NICHOLAS	27874	02/04/2022	20.00
212202096	RANK, PETER	REF12522-Rank	02/04/2022	60.00
212202097	REI ENGINEERING, INC	42529	02/04/2022	7,000.00
212202098	RENTMEESTER, RACHEL	PAT ON THE BACK	02/04/2022	50.00
212202099	RYAN, DESIREE	RYAN13122	02/04/2022	56.00
212202100	SAARI, ABIGAIL	WOR01272022	02/04/2022	110.00
212202101	SCHOOL SPECIALTY, LLC.	208129279962	02/04/2022	7.79
212202101	SCHOOL SPECIALTY, LLC.	208129338898	02/04/2022	1,377.75
212202102	SCHREMP, GREG	WOR12522 - Schremp	02/04/2022	75.00
212202103	SEELEY, CAITLIN	JAN2022 ITEM	02/04/2022	118.00
212202104	SKALITZKY, DEVANNE	PAT ON THE BACK	02/04/2022	50.00
212202105	SKIBBA, MARK	REF01282022	02/04/2022	90.00
212202106	STINGL, JACOB	PAT ON THE BACK	02/04/2022	50.00
212202106	STINGL, JACOB	JAN2022 ITEM	02/04/2022	125.00
212202107	SUTTON, JESSICA	PAT ON THE BACK	02/04/2022	50.00
212202108	TEAM SPORTING GOODS INC	AAF022077	02/04/2022	216.00
212202108	TEAM SPORTING GOODS INC	AAK007897	02/04/2022	1,668.80
212202109	TORGERSON, WENDY	PAT ON THE BACK	02/04/2022	50.00
212202110	TRETTER, TODD	JAN2022 MILEAGE	02/04/2022	14.68
212202111	US OMNI & TSACG COMPLIANCE SERVICES	75742	02/04/2022	283.88
212202112	VESPER, WENDY	PAT ON THE BACK	02/04/2022	100.00
212202113	VIKING ELECTRIC SUPPLY	S005488582.001	02/04/2022	28.75
212202113	VIKING ELECTRIC SUPPLY	S005488582.002	02/04/2022	28.75
212202114	WAKSMONSKI, MICHAEL	PAT ON THE BACK	02/04/2022	50.00
212202115	WAUSAU CHILD CARE-CEDAR CR,INC.	WACC-4K-JAN22	02/04/2022	4,533.39
212202116	WENNING GRINDING SUPPLY INC.	101356	02/04/2022	88.00
212202117	WI DEPT OF PUBLIC INST	INV-02185-LINV-0W3YO	02/04/2022	200.00
212202118	WINTER, AMANDA	JAN2022 ITEM	02/04/2022	176.87
212202119	WM CORPORATE SERVICES, INC	D20000750925	02/04/2022	230.00
212202120	ZOROMSKI, BRIAN	REF12522 - Zoromski	02/04/2022	100.00
212202121	ACKLEY, MEGAN	JAN2022 MILEAGE	02/11/2022	17.32
212202122	ADAMUS, AMY	JAN2022 MILEAGE	02/11/2022	60.08
212202123	AMAZON CAPITAL SERVICES	1DKY-HYQL-F96T	02/11/2022	-78.96
212202123	AMAZON CAPITAL SERVICES	1GW3-YTNX-3PVG	02/11/2022	10.99
212202123	AMAZON CAPITAL SERVICES	1YK1-1HVD-9MXQ	02/11/2022	17.64
212202123	AMAZON CAPITAL SERVICES	11CK-CD1T-CF7C	02/11/2022	28.99
212202123	AMAZON CAPITAL SERVICES	1JC6-PVYQ-JLD1	02/11/2022	29.91
212202123	AMAZON CAPITAL SERVICES	1PNY-W3YF-CC6Y	02/11/2022	29.99
212202123	AMAZON CAPITAL SERVICES	1GJN-JT3H-FDG7	02/11/2022	31.99
212202123	AMAZON CAPITAL SERVICES	1Y3W-QLVH-JHYP	02/11/2022	32.04
212202123	AMAZON CAPITAL SERVICES	1DDT-7XPT-6PY3	02/11/2022	42.34
212202123	AMAZON CAPITAL SERVICES	1NT7-QCM9-743Y	02/11/2022	47.48
212202123	AMAZON CAPITAL SERVICES	1MNT-76HQ-3VWN	02/11/2022	49.14
212202123	AMAZON CAPITAL SERVICES	1P9F-M39Q-WJDG	02/11/2022	56.10
212202123	AMAZON CAPITAL SERVICES	1WC4-G3GM-H7YJ	02/11/2022	57.63

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(01/18/2022-02/15/2022)**

<b>CHECK NUMBER</b>	<b>VENDOR</b>	<b>INVOICE NUMBER</b>	<b>CHECK DATE</b>	<b>AMOUNT</b>
212202123	AMAZON CAPITAL SERVICES	1QJM-QMD4-Y99K	02/11/2022	58.95
212202123	AMAZON CAPITAL SERVICES	1DDT-7XPT-FPMG	02/11/2022	63.68
212202123	AMAZON CAPITAL SERVICES	1CXK-6TGP-L64K	02/11/2022	66.82
212202123	AMAZON CAPITAL SERVICES	1GJN-JT3H-FD7M	02/11/2022	69.36
212202123	AMAZON CAPITAL SERVICES	1TKH-PKR1-DC1K	02/11/2022	89.30
212202123	AMAZON CAPITAL SERVICES	1DDT-7XPT-HPWN	02/11/2022	93.04
212202123	AMAZON CAPITAL SERVICES	1PJ3-V64L-HXNT	02/11/2022	106.29
212202123	AMAZON CAPITAL SERVICES	1MNT-76HQ-1V1K	02/11/2022	135.86
212202123	AMAZON CAPITAL SERVICES	146G-XC1V-H6DT	02/11/2022	144.77
212202123	AMAZON CAPITAL SERVICES	17MN-P76N-HQJ6	02/11/2022	149.94
212202123	AMAZON CAPITAL SERVICES	1Y1T-V9GM-4FTW	02/11/2022	180.00
212202123	AMAZON CAPITAL SERVICES	19LF-9FTW-3LWP	02/11/2022	192.40
212202123	AMAZON CAPITAL SERVICES	1CCT-Q376-7V1F	02/11/2022	203.22
212202123	AMAZON CAPITAL SERVICES	1HD6-W1FW-4NML	02/11/2022	268.01
212202123	AMAZON CAPITAL SERVICES	146G-XC1V-WJGF	02/11/2022	306.17
212202123	AMAZON CAPITAL SERVICES	1HNV-RHTX-7JK4	02/11/2022	309.91
212202123	AMAZON CAPITAL SERVICES	1VG9-KYC4-1GHH	02/11/2022	337.90
212202123	AMAZON CAPITAL SERVICES	1X9C-T16D-7FQ6	02/11/2022	379.28
212202123	AMAZON CAPITAL SERVICES	1L1W-C716-3VYX	02/11/2022	388.10
212202124	AMERICAN WELDING & GAS INC	08310475	02/11/2022	131.40
212202125	APEX LEARNING, INC.	SOINV00167339	02/11/2022	250.00
212202126	ARAMARK UNIFORM SERVICES, INC	JAN2022 FOOD	02/11/2022	814.72
212202126	ARAMARK UNIFORM SERVICES, INC	JAN2022 CUST	02/11/2022	1,710.76
212202127	ASCENSION ST. MICHAEL'S HOSPITAL INC.	171971	02/11/2022	3,960.00
212202128	ATKINSON, SCOTT	FEB2022 ITEM	02/11/2022	155.88
212202129	BAIER, TERESE	JAN2022 MILEAGE	02/11/2022	132.80
212202130	BAILEY, SARAH	JAN2022 MILEAGE	02/11/2022	16.38
212202130	BAILEY, SARAH	JAN2022 ITEMa	02/11/2022	22.36
212202131	BATES, CRISTIE	JAN2022 MILEAGE	02/11/2022	118.76
212202132	BECK, EMILY	JAN2022 MILEAGE	02/11/2022	29.43
212202133	BORNTREGER, SIERRA	JAN2022 ITEMa	02/11/2022	49.99
212202134	BROWN, JAMES	REF02012022	02/11/2022	145.00
212202135	BUENNING, JENNIFER	JAN2022 MILEAGE	02/11/2022	44.17
212202136	BULLIS, KRISTINE	JAN2022 MILEAGE	02/11/2022	68.80
212202137	COLE, JENNIFER	FEB2022 ITEM	02/11/2022	16.99
212202138	DAVIDSON, NATHAN	REF02012022	02/11/2022	55.00
212202139	DEAF AND HARD OF HEARING EDUCATIONAL	2201	02/11/2022	8,400.00
212202140	DEAF/HH EDUCATIONAL CONSULTING	14	02/11/2022	3,431.25
212202141	EISENMAN, LOUIS	REF02012022	02/11/2022	90.00
212202142	ENGLISH, JOSHUA	REF02042022	02/11/2022	55.00
212202143	FIRST SUPPLY LLC	121701-00	02/11/2022	6.24
212202143	FIRST SUPPLY LLC	121807-00	02/11/2022	9.70
212202143	FIRST SUPPLY LLC	121665-00	02/11/2022	25.37
212202143	FIRST SUPPLY LLC	121702-00	02/11/2022	34.85
212202143	FIRST SUPPLY LLC	121665-01	02/11/2022	66.05
212202143	FIRST SUPPLY LLC	121915-00	02/11/2022	69.87

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212202143	FIRST SUPPLY LLC	121218-00	02/11/2022	194.57
212202143	FIRST SUPPLY LLC	121925-00	02/11/2022	259.87
212202144	FOLLETT CONTENET SOLUTIONS, LLC.	396010F	02/11/2022	17.20
212202144	FOLLETT CONTENET SOLUTIONS, LLC.	412288F	02/11/2022	23.88
212202144	FOLLETT CONTENET SOLUTIONS, LLC.	376022F	02/11/2022	159.42
212202144	FOLLETT CONTENET SOLUTIONS, LLC.	410989	02/11/2022	184.07
212202144	FOLLETT CONTENET SOLUTIONS, LLC.	403222	02/11/2022	326.14
212202145	HAAKENSON, BRITTANY	JAN2022 MILEAGE	02/11/2022	239.85
212202146	HABECK, MIKE	WOR02012022	02/11/2022	35.00
212202146	HABECK, MIKE	WOR02032022	02/11/2022	35.00
212202147	HALL, KIMBERLY	JAN2022 MILEAGE	02/11/2022	14.51
212202148	HEBEIN, HALEY	JAN2022 MILEAGE	02/11/2022	250.20
212202149	HEID MUSIC COMPANY, INC.-APPLETON	2979890	02/11/2022	17.99
212202149	HEID MUSIC COMPANY, INC.-APPLETON	2966600	02/11/2022	38.50
212202149	HEID MUSIC COMPANY, INC.-APPLETON	2951775	02/11/2022	38.50
212202149	HEID MUSIC COMPANY, INC.-APPLETON	2979474	02/11/2022	39.96
212202149	HEID MUSIC COMPANY, INC.-APPLETON	2945555	02/11/2022	70.64
212202150	HINTZ, MORGAN	JAN2022 MILEAGE	02/11/2022	40.54
212202151	HORAK REFRIGERATION INC	3518	02/11/2022	105.00
212202151	HORAK REFRIGERATION INC	3469	02/11/2022	200.00
212202151	HORAK REFRIGERATION INC	3249	02/11/2022	208.79
212202151	HORAK REFRIGERATION INC	3309	02/11/2022	325.55
212202151	HORAK REFRIGERATION INC	3224	02/11/2022	4,592.00
212202152	HURT, RYAN	WOR02012022	02/11/2022	35.00
212202152	HURT, RYAN	WOR02032022	02/11/2022	35.00
212202153	IBA RESOURCES, LLC.	DCE007	02/11/2022	4,514.91
212202154	J.W. PEPPER & SON	363992205	02/11/2022	9.00
212202154	J.W. PEPPER & SON	363997606	02/11/2022	28.94
212202154	J.W. PEPPER & SON	363993706	02/11/2022	37.64
212202154	J.W. PEPPER & SON	363997605	02/11/2022	109.55
212202154	J.W. PEPPER & SON	363997359	02/11/2022	125.40
212202155	JENKIN, DOUGLAS	JENKINS2422	02/11/2022	93.50
212202156	KENITZER, DICK	WOR02012022	02/11/2022	55.00
212202156	KENITZER, DICK	WOR02042022	02/11/2022	55.00
212202157	KLINGER, TAYVIA	JAN2022 MILEAGE	02/11/2022	18.02
212202158	KRESSMAN, AMANDA	Dec2021/Jan2022	02/11/2022	439.45
212202159	KRUEGER, SAVANNA	JAN2022 MILEAGE	02/11/2022	19.36
212202160	KUKLINSKI, BROCK	REF02012022	02/11/2022	90.00
212202161	KWIK TRIP INC	00054784 JAN2022	02/11/2022	2,507.23
212202162	LAKUS, JOHN	REF02032022	02/11/2022	145.00
212202163	LEPAK, MOLLY	JAN2022 MILEAGE	02/11/2022	181.99
212202164	LICHTENWALD, ALLISON	LICHTENWALD2222	02/11/2022	22.50
212202165	LUKASKO, TIFFANY	JAN2022 MILEAGE	02/11/2022	96.64
212202166	LYLE, THOMAS	REF02032022	02/11/2022	145.00
212202167	MARATHON PEST CONTROL	62836	02/11/2022	28.00
212202167	MARATHON PEST CONTROL	62731	02/11/2022	28.00

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212202167	MARATHON PEST CONTROL	63014	02/11/2022	28.00
212202167	MARATHON PEST CONTROL	62732	02/11/2022	28.00
212202167	MARATHON PEST CONTROL	62730	02/11/2022	28.00
212202167	MARATHON PEST CONTROL	62767	02/11/2022	28.00
212202167	MARATHON PEST CONTROL	62733	02/11/2022	35.00
212202167	MARATHON PEST CONTROL	62835	02/11/2022	35.00
212202168	MARCELLINO, ANTHONY	JAN2022 MILEAGE	02/11/2022	79.21
212202169	MATHIES, MICHAEL	REF02042022	02/11/2022	55.00
212202170	MCELDOWNEY, TODD	REF02042022	02/11/2022	90.00
212202171	MCMILLAN-HEHIR, HEATHER	JAN2022 MILEAGE	02/11/2022	30.42
212202172	MEYER, BENJAMIN	REF02042022	02/11/2022	90.00
212202173	MID WISCONSIN BEVERAGE	2819353	02/11/2022	678.68
212202174	MURPHY, MELISSA	JAN2022 ITEM	02/11/2022	124.17
212202175	NASSCO INC - CUSTODIAL	6117112	02/11/2022	29.00
212202175	NASSCO INC - CUSTODIAL	6118081	02/11/2022	369.67
212202175	NASSCO INC - CUSTODIAL	6118961	02/11/2022	1,106.20
212202175	NASSCO INC - CUSTODIAL	6118958	02/11/2022	1,734.30
212202176	NELMARK, NATHAN	REF02032022	02/11/2022	145.00
212202177	NORTHERN VALLEY WORKSHOP, INC.	103	02/11/2022	1,778.56
212202178	OLSON, JULIE	Jan 2022	02/11/2022	642.33
212202179	PER MAR SECURITY SERVICES, INC.	2707875	02/11/2022	3,503.91
212202180	PERFORMANCE FOODSERVICE	216048648	02/11/2022	20.55
212202180	PERFORMANCE FOODSERVICE	629896	02/11/2022	601.70
212202180	PERFORMANCE FOODSERVICE	630640	02/11/2022	1,002.53
212202181	PETERS, JASON	REF02032022	02/11/2022	145.00
212202182	PETERS, JUSTIN	REF02032022	02/11/2022	145.00
212202183	PINSONNEAULT, SARA	PINSONNEAULT2222	02/11/2022	62.50
212202184	PRICE, THOMAS	REF02012022	02/11/2022	55.00
212202185	QUEVILLON, APRIL	SEP2021 ITEMa	02/11/2022	215.00
212202186	RASMUSSEN, SCOTT	REF02012022	02/11/2022	55.00
212202187	REIMANN, DAVID	JAN2022 MILEAGE	02/11/2022	102.79
212202188	REINTJES, GINGER	JAN2022 ITEM	02/11/2022	75.68
212202189	RETZKI, DANIEL	REF02012022	02/11/2022	90.00
212202190	RON CHRISTIANSEN TRUCKING INC.	JAN.31.2022	02/11/2022	2,940.00
212202190	RON CHRISTIANSEN TRUCKING INC.	2021-2022 2 OF 5	02/11/2022	18,600.00
212202191	ROTH, MATTHEW	REF02032022	02/11/2022	145.00
212202192	SCHEUNEMANN, ADAM	REF01282022	02/11/2022	90.00
212202193	SCHRODER, BRYAN	REF02012022	02/11/2022	145.00
212202194	SCOTT, GREGG	REF02012022	02/11/2022	90.00
212202195	STV ADVISORS, INC.-STOP THE VANILLA	4035	02/11/2022	3,760.00
212202196	TAYLOR, JULIANN	JAN2022 MILEAGE	02/11/2022	156.55
212202197	TEAM SPORTING GOODS INC	AAK008330	02/11/2022	64.29
212202198	THOMPSON, KELLY	JAN2022 MILEAGE	02/11/2022	48.15
212202199	TIENOR, JENNA	JAN2022 MILEAGE	02/11/2022	82.89
212202200	TREPTOW, FELECITY	JAN2022 MILEAGE	02/11/2022	46.92
212202201	USIC RECEIVABLES, LLC	488238	02/11/2022	750.00

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<b>CHECK NUMBER</b>	<b>VENDOR</b>	<b>INVOICE NUMBER</b>	<b>CHECK DATE</b>	<b>AMOUNT</b>
212202202	VANDER GALIEN, JEREMY	REF02042022	02/11/2022	90.00
212202203	VIKING ELECTRIC SUPPLY	S005495691.001	02/11/2022	51.17
212202204	VLIETSTRA, ALISON	JAN2022 MILEAGE	02/11/2022	205.76
212202205	WALDVOGEL, MONICA	WALDVOGEL2722	02/11/2022	294.00
212202206	WESTERGARD, KATHLEEN	JAN2022 ITEM	02/11/2022	89.75
212202207	WM CORPORATE SERVICES, INC	5481280-0414-8	02/11/2022	75.34
212202207	WM CORPORATE SERVICES, INC	5481116-0414-4	02/11/2022	82.52
212202207	WM CORPORATE SERVICES, INC	5481117-0414-2	02/11/2022	82.52
212202207	WM CORPORATE SERVICES, INC	5481879-0414-7	02/11/2022	92.59
212202207	WM CORPORATE SERVICES, INC	5481718-0414-7	02/11/2022	127.74
212202207	WM CORPORATE SERVICES, INC	5481177-0414-6	02/11/2022	131.00
212202207	WM CORPORATE SERVICES, INC	5481555-0414-3	02/11/2022	134.28
212202207	WM CORPORATE SERVICES, INC	5481957-0414-1	02/11/2022	183.40
212202207	WM CORPORATE SERVICES, INC	5481701-0414-3	02/11/2022	216.10
212202207	WM CORPORATE SERVICES, INC	5480752-0414-7	02/11/2022	251.74
212202207	WM CORPORATE SERVICES, INC	5481118-0414-0	02/11/2022	317.68
212202207	WM CORPORATE SERVICES, INC	5480706-0414-3	02/11/2022	559.99
212202207	WM CORPORATE SERVICES, INC	5480707-0414-1	02/11/2022	626.78
212202208	ZIMMERMAN, BRENDA	FEB2022 ITEM	02/11/2022	27.48
				<b>2,031,557.42</b>

DC EVEREST AREA SCHOOL DISTRICT  
47/49 FUND BOARD CHECK REGISTER  
(01/18/2022-02/15/2022)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
4900558	SOMERVILLE ARCHITECTS	37506	1/21/2022	1,548.00
4900559	NORTHLAND PAINTING & COATINGS, INC.	3684	1/28/2022	7,000.00
212202033	J.H. FINDORFF & SON, INC.	221026.0102	2/4/2022	11,767.32
				<b>20,315.32</b>

**DC EVEREST AREA SCHOOL DISTRICT  
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<b>Tran Date</b>	<b>Where Used</b>	<b>District Card Name</b>	<b>Amount</b>
01/13/2022	Dropbox 63qg6dlmyh1k, Dropbox.Com, CA, 94107, US	SEEHAFER, DAWN	19.99
01/13/2022	Sams Club #6535, Wausau, WI, 54401, US	MULLALEY, JESSICA	20.96
01/13/2022	Qdoba 1874 Olo, 715-203-8954, WI, 54476, US	SPETS, MATT	43.15
01/13/2022	Tlf Krueger Floral And, Schofield, WI, 54476, US	SUCKOW, ELLEN	72.95
01/13/2022	Petsmart # 1415, Wausau, WI, 54401, US	ABEL, SCOT	89.93
01/13/2022	Lanewalkerbooks, Apple Valley, MN, 55124, US	DALEY, MICHELLE	99.35
01/13/2022	Teacherspayteachers.Co, 6465880910, NY, 10003, US	KAMPMANN, KEVIN	100.23
01/13/2022	Walmart.Com Aa, 800-966-6546, AR, 72716, US	DALEY, MICHELLE	158.14
01/13/2022	Walmart.Com Aa, 800-966-6546, AR, 72716, US	DALEY, MICHELLE	189.77
01/13/2022	Riesterer And Schnell, Stevens Point, WI, 54482, US	SUCHOMSKI, JOHN	217.74
01/13/2022	Bestbuycom806568135738, 888bestbuy, MN, 55423, US	RAVEY, TRACY	779.99
01/14/2022	Hardware Distributors, Sauk Rapids, MN, 56379, US	PERNSTEINER, CHAD	8.12
01/14/2022	Weston Hardware, Weston, WI, 54476, US	HERNING, CODY	17.80
01/14/2022	Festival Foods Westo, Weston, WI, 54476, US	MCFARLANE, JASON	21.77
01/14/2022	Officemax/Depot 6367, Wausau, WI, 54401, US	GOETSCH, DIANE	29.61
01/14/2022	Pizza Hut 032799, Weston, WI, 54476, US	JABLONSKI, JAMIE A	35.72
01/14/2022	Amazon.Com 9f1gi46h3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	55.94
01/14/2022	Fsp Central Wisconsin, 715-845-4336, WI, 54403, US	HALL, KIM	75.00
01/14/2022	Napa Parts Schofield, Schofield, WI, 54476, US	MULL, AARON	81.97
01/14/2022	Target 00003640, Schofield, WI, 54476, US	SPETS, MATT	89.88
01/14/2022	Pick N Save #406, Schofield, WI, 54476, US	STROIK, MIRANDA	118.43
01/14/2022	Jimmy Johns - 1575, Schofield, WI, 54476, US	SPETS, MATT	135.78
01/14/2022	King Buffet, Rothschild, WI, 54474, US	MCFARLANE, JASON	160.00
01/14/2022	Menards Wausau Wi, Wausau, WI, 54401, US	ABEL, SCOT	363.71
01/14/2022	Bestbuycom806569214089, 888bestbuy, MN, 55423, US	RAVEY, TRACY	829.99
01/14/2022	Frontier Comm Corp Web, 8009218101, CT, 06851, US	RAVEY, TRACY	2,928.43
01/17/2022	The Home Depot #4931, Wausau, WI, 54401, US	HERNING, CODY	-199.00
01/17/2022	Teacherspayteachers.Co, 6465880910, NY, 10003, US	KAMPMANN, KEVIN	-5.23
01/17/2022	Kwik Trip 35600003566, Weston, WI, 54476-0000, US	MCFARLANE, JASON	5.79
01/17/2022	Festival Foods, Marshfield, WI, 54449, US	ANGELONI, FAYE	28.01
01/17/2022	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	29.56
01/17/2022	Samsclub #6535, Wausau, WI, 54401, US	SEEHAFER, DAWN	37.24
01/17/2022	J.W. Pepper, 8003456296, PA, 19341, US	DALEY, MICHELLE	45.00
01/17/2022	The Home Depot #4931, Wausau, WI, 544010000, US	HERNING, CODY	59.97
01/17/2022	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	72.85
01/17/2022	Plc Multimedia Inc, 909-248-2710, CA, 91766, US	WAGNER, KARI	121.80
01/17/2022	Aloft, Milwaukee, WI, 53212-4034, US	DALEY, MICHELLE	125.90
01/17/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	126.52
01/17/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	NYE, CASEY	143.48
01/17/2022	Sconnis Alehouse And, Schofield, WI, 54476, US	RAVEY, TRACY	161.84
01/17/2022	The Home Depot #4931, Wausau, WI, 544010000, US	RAVEY, TRACY	165.39

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<b>Tran Date</b>	<b>Where Used</b>	<b>District Card Name</b>	<b>Amount</b>
01/17/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	189.77
01/17/2022	Hobby-Lobby #516, Wausau, WI, 54401, US	GOETSCH, DIANE	196.84
01/17/2022	The Home Depot #4931, Wausau, WI, 544010000, US	HERNING, CODY	199.00
01/17/2022	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	299.70
01/17/2022	American Red Cross, 800-733-2767, DC, 20006, US	WEGGE, KAREN A	369.00
01/17/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	665.62
01/17/2022	Bennett Hardwoods Inc, Wausau, WI, 54401, US	PERNSTEINER, CHAD	2,250.81
01/18/2022	Sherwin Williams 70349, Schofield, WI, 54476, US	PERNSTEINER, CHAD	35.37
01/18/2022	Dunkin #352546 Q35, Weston, WI, 54476, US	LINDELL, JEFF	60.96
01/18/2022	Tlf Krueger Floral And, Schofield, WI, 54476, US	SUCKOW, ELLEN	73.95
01/18/2022	Panera Bread #601700 O, 715-261-2217, WI, 54401, US	SPETS, MATT	135.39
01/19/2022	Uber Trip, 8005928996, CA, 94105, US	NYE, CASEY	8.51
01/19/2022	Uber Trip, 8005928996, CA, 94105, US	NYE, CASEY	9.51
01/19/2022	Paypal Arnor Music, 4029357733, CA, 95131, US	DALEY, MICHELLE	21.23
01/19/2022	Menards Wausau Wi, Wausau, WI, 54401, US	SUCHOMSKI, JOHN	57.81
01/19/2022	Amzn Mktp US 4d0719ti3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	399.00
01/19/2022	Rink Systems Inc., 5073739175, MN, 56007, US	MULLALEY, JESSICA	1,145.61
01/20/2022	Pick N Save #406, Schofield, WI, 54476, US	BAUDHUIN, LATICIA	9.56
01/20/2022	Bib Background Checks, Huntersville, NC, 28078, US	HALL, KIM	14.00
01/20/2022	Weston Hardware, Weston, WI, 54476, US	HOFFMAN, AARON	56.73
01/20/2022	Apperson Inc., Cerritos, CA, 90703, US	DALEY, MICHELLE	59.14
01/20/2022	Amzn Mktp US Of1co9uw3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	102.55
01/20/2022	Pick N Save #406, Schofield, WI, 54476, US	STROIK, MIRANDA	103.91
01/20/2022	Cafe Benelux Broadway, Milwaukee, WI, 53202, US	JASON JABLONSKI	135.00
01/20/2022	Zoom.Us 888-799-9666, San Jose, CA, 95113, US	RAVEY, TRACY	158.15
01/20/2022	Amzn Mktp US 545d60zz3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	167.94
01/20/2022	Springhill Suites, Milwaukee, WI, 53203, US	GILMORE, KRISTINE	193.00
01/20/2022	Heat & Power Products, Little Chute, WI, 54140, US	HINSON, DERALD	206.72
01/20/2022	Cesa #11, Turtle Lake, WI, 54889, US	JABLONSKI, JAMIE A	590.00
01/20/2022	Consortium For School, Washington, DC, 20005, US	RAVEY, TRACY	865.00
01/20/2022	Kellymahler, 7174685446, PA, 17033, US	JABLONSKI, JAMIE A	3,253.46
01/21/2022	Tst The Explorium Bre, Milwaukee, WI, 53203, US	SPETS, MATT	20.84
01/21/2022	Weston Hardware, 7153551500, WI, 54476, US	HOFFMAN, AARON	-0.41
01/21/2022	Docs Smokehouse Milwau, Milwaukee, WI, 46311, US	JASON JABLONSKI	22.49
01/21/2022	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	24.00
01/21/2022	The Wicked Hop, Milwaukee, WI, 53202, US	JASON JABLONSKI	33.00
01/21/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	41.04
01/21/2022	Tlf Krueger Floral And, Schofield, WI, 54476, US	SUCKOW, ELLEN	73.95
01/21/2022	Pick N Save 5406, 866-611-1979, WI, 54476, US	STROIK, MIRANDA	195.76
01/21/2022	Amazon.Com J00pr4o03, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	331.19
01/24/2022	Hilton Hotels Restaura, Milwaukee, WI, 53202, US	SPETS, MATT	8.67

**DC EVEREST AREA SCHOOL DISTRICT**  
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**(01/13/2022-02/08/2022)**

<b>Tran Date</b>	<b>Where Used</b>	<b>District Card Name</b>	<b>Amount</b>
01/24/2022	Docs Smokehouse Milwau, Milwaukee, WI, 46311, US	SPETS, MATT	29.08
01/24/2022	Springhill Suites, Milwaukee, WI, 53203, US	SPETS, MATT	687.76
01/24/2022	Zoom.Us 888-799-9666, San Jose, CA, 95113, US	RAVEY, TRACY	-8.25
01/24/2022	Docs Smokehouse Milwau, Milwaukee, WI, 46311, US	JASON JABLONSKI	45.36
01/24/2022	Weston Hardware, Weston, WI, 54476, US	HOFFMAN, AARON	49.50
01/24/2022	Pg Pro Supply, 5136272140, OH, 45202, US	MULL, AARON	53.99
01/24/2022	Festival Foods Westo, Weston, WI, 54476, US	WELLER, JULIE	59.59
01/24/2022	Michaels Stores 2735, Wausau, WI, 54401, US	JAKUBEK, JACQUE	84.82
01/24/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	97.16
01/24/2022	In The Vision Board,, 240-2161005, MD, 21158-3064, US	KAMPMANN, KEVIN	99.00
01/24/2022	Wsst, 920-9889368, WI, 53523, US	NYE, CASEY	120.00
01/24/2022	Wsst, 920-9889368, WI, 53523, US	NYE, CASEY	120.00
01/24/2022	Wsst, 920-9889368, WI, 53523, US	NYE, CASEY	120.00
01/24/2022	Wsst, 920-9889368, WI, 53523, US	NYE, CASEY	120.00
01/24/2022	Wsst, 920-9889368, WI, 53523, US	NYE, CASEY	130.00
01/24/2022	Wsst, 920-9889368, WI, 53523, US	NYE, CASEY	135.00
01/24/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	JAKUBEK, JACQUE	251.48
01/24/2022	Springhill Suites, Milwaukee, WI, 53203, US	GILMORE, KRISTINE	474.00
01/24/2022	Springhill Suites, Milwaukee, WI, 53203, US	GILMORE, KRISTINE	579.00
01/24/2022	Springhill Suites, Milwaukee, WI, 53203, US	JASON JABLONSKI	770.13
01/24/2022	Hydro-Flo Products Inc, 2027812810, WI, 53005, US	HINSON, DERALD	1,123.23
01/25/2022	Hoist Fitness Systems, 858-578-7676, CA, 92064, US	MULL, AARON	46.50
01/25/2022	Accessibyte.Com, Oak Park, IL, 60302, US	JABLONSKI, JAMIE A	75.00
01/25/2022	Amzn Mktp US N600d6p33, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	105.87
01/25/2022	Amzn Mktp US Ro44m3673, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	155.19
01/25/2022	Amzn Mktp US Uo9452y63, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	174.95
01/25/2022	Amazon.Com Ut8601gp3 A, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	202.44
01/25/2022	Amzn Mktp US Mt63757p3, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	219.98
01/25/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	JAKUBEK, JACQUE	670.47
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-189.77
01/26/2022	Walmart.Com Aa, 800-966-6546, AR, 72716, US	DALEY, MICHELLE	-158.14
01/26/2022	Walmart.Com Aa, 800-966-6546, AR, 72716, US	DALEY, MICHELLE	-158.10
01/26/2022	Walmart.Com Aa, 800-966-6546, AR, 72716, US	DALEY, MICHELLE	-15.86
01/26/2022	Walmart.Com Aa, 800-966-6546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81

**DC EVEREST AREA SCHOOL DISTRICT  
PCARD ACTIVITY  
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<b>Tran Date</b>	<b>Where Used</b>	<b>District Card Name</b>	<b>Amount</b>
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	DALEY, MICHELLE	-15.81
01/26/2022	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	9.92
01/26/2022	American Door Co, Schofield, WI, 54476, US	SUCHOMSKI, JOHN	16.00
01/26/2022	Harbor Freight Tools 2, Rothschild, WI, 54474, US	SUCHOMSKI, JOHN	26.15
01/26/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	JAKUBEK, JACQUE	33.74
01/26/2022	Dollar Tree, Schofield, WI, 54476, US	JAKUBEK, JACQUE	66.25
01/26/2022	Wm Supercenter #2127, Wausau, WI, 54401, US	STROIK, MIRANDA	198.68
01/26/2022	Awsa, 608-2410300, WI, 53704, US	RAETHER, MICHAEL	278.00
01/27/2022	Amzn Mktp US 7a5ce12p3, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	13.98
01/27/2022	American 00106462828075, 8004337300, TX, 75261, US	GILMORE, KRISTINE	19.64
01/27/2022	American 00106462844114, 8004337300, TX, 75261, US	NYE, CASEY	19.64
01/27/2022	Samsclub #6535, Wausau, WI, 54401, US	RAVEY, TRACY	38.96
01/27/2022	U Haul Store 0086868, Schofield, WI, 54476-1015, US	SUCKOW, ELLEN	71.85
01/27/2022	Pick N Save 5406, 866-611-1979, WI, 54476, US	STROIK, MIRANDA	129.58
01/27/2022	Amzn Mktp US Sh3wy81n3, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	152.46
01/27/2022	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	249.99
01/27/2022	American 00123274288026, 8004337300, TX, 75261, US	GILMORE, KRISTINE	413.21
01/27/2022	American 00123274367952, 8004337300, TX, 75261, US	NYE, CASEY	413.21
01/27/2022	Bulk Bookstore, 5038678738, OR, 97201, US	DALEY, MICHELLE	441.60
01/27/2022	Amzn Mktp US 6876j6zv3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	676.26
01/27/2022	Amzn Mktp US Ti5i81qo3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	779.97
01/27/2022	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	8,491.50
01/28/2022	Panera Bread #601700 O, 715-261-2217, WI, 54401, US	SPETS, MATT	7.16
01/28/2022	Panera Bread #601700 O, 715-261-2217, WI, 54401, US	SPETS, MATT	128.49
01/28/2022	The Webstaurant Store, 717-392-7472, PA, 17602, US	BAUDHUIN, LATICIA	455.95
01/28/2022	Think Social Publishin, 4085578595, CA, 95050, US	JABLONSKI, JAMIE A	23.68
01/28/2022	Amzn Mktp US Zd01n2il3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	23.95
01/28/2022	Teacherspayteachers.Co, 6465880910, NY, 10003, US	KAMPMANN, KEVIN	31.50
01/28/2022	Pick N Save #406, Schofield, WI, 54476, US	KAMPMANN, KEVIN	61.64
01/28/2022	Red Lion Hotel Paper V, Appleton, WI, 549110000, US	NYE, CASEY	82.00
01/28/2022	Red Lion Hotel Paper V, Appleton, WI, 549110000, US	NYE, CASEY	82.00
01/28/2022	Swiderski Equipment, Mosinee, WI, 54455, US	SUCHOMSKI, JOHN	97.70
01/28/2022	Teachers Discovery, Auburn Hills, MI, 48326, US	DALEY, MICHELLE	190.92
01/28/2022	Acdcecon.Com, San Francisco, CA, 94158, US	DALEY, MICHELLE	199.99
01/28/2022	Amzn Mktp US V61kn9sw3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	269.39
01/28/2022	Wisconsin School Psych, 608-2338108, WI, 53711, US	JABLONSKI, JAMIE A	315.00
01/28/2022	Amazon.Com 0c9hs6t63 A, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	461.99
01/28/2022	Amzn Mktp US Py9fo1f73, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	779.97
01/28/2022	Id Wholesaler, Miami Lakes, FL, 33014, US	RAVEY, TRACY	1,097.53
01/31/2022	Amzn Mktp US Yl2sa68f3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	11.99
01/31/2022	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	12.58

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<b>Tran Date</b>	<b>Where Used</b>	<b>District Card Name</b>	<b>Amount</b>
01/31/2022	Facebk Paej9ap872, Menlo Park, CA, 94025, US	MULL, AARON	13.86
01/31/2022	Amzn Mktp US Tn6yn1go3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	14.75
01/31/2022	Amzn Mktp US Oh3hw4bn3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	17.97
01/31/2022	Amzn Mktp US lj9ne0ed3, Amzn.Com/Bill, WA, 98109, US	MULL, AARON	27.12
01/31/2022	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	28.92
01/31/2022	Politos Pizza, Rothschild, WI, 54474, US	KAMPMANN, KEVIN	47.00
01/31/2022	Pick N Save 5406, 866-611-1979, WI, 54476, US	MULL, AARON	48.46
01/31/2022	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	54.77
01/31/2022	Teachers Discovery, Auburn Hills, MI, 48326, US	DALEY, MICHELLE	79.97
01/31/2022	Politos Pizza, Rothschild, WI, 54474, US	JABLONSKI, JAMIE A	102.00
01/31/2022	Subplot Studio, Llc, San Luis Obis, CA, 93401, US	SEEHAFER, DAWN	125.00
01/31/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	JAKUBEK, JACQUE	224.05
01/31/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	MULLALEY, JESSICA	264.94
01/31/2022	4imprint, Inc, 4imprint.Com, WI, 54901, US	MULLALEY, JESSICA	395.00
01/31/2022	Varidesk 1800 207 258, 800-2072587, TX, 75019, US	MULL, AARON	495.00
01/31/2022	Amazon.Com Yl5ck8cd3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	599.99
01/31/2022	Cdw Govt #r455305, 800-808-4239, IL, 60061, US	RAVEY, TRACY	664.98
01/31/2022	Sams Club #6535, Wausau, WI, 54401, US	SUCKOW, ELLEN	1,026.01
02/01/2022	Tds Telecom, 8665716662, WI, 53717, US	RAVEY, TRACY	115.35
02/01/2022	Event Brainstorm Wi D, Tysons Corner, VA, 22102, US	RAVEY, TRACY	295.00
02/01/2022	Newegg Marketplace, 8003901119, CA, 91748, US	HOFFMAN, AARON	15.81
02/01/2022	Jones School Supply Co, Columbia, SC, 29201, US	SABEY, RENA	58.60
02/01/2022	Tlf Krueger Floral And, Schofield, WI, 54476, US	SUCKOW, ELLEN	73.95
02/01/2022	Wm Supercenter #2127, Wausau, WI, 54401, US	STROIK, MIRANDA	92.20
02/01/2022	Dpi Educator Licensing, 608-2669616, WI, 53703, US	JABLONSKI, JAMIE A	100.00
02/01/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	JAKUBEK, JACQUE	408.47
02/01/2022	Start Asl, 929-4458332, CA, 91506, US	GOETSCH, DIANE	598.00
02/02/2022	Amzn Mktp US X453f7363, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	35.13
02/02/2022	Amazon.Com Ef6ry7kg3 A, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	36.91
02/02/2022	Weston Hardware, Weston, WI, 54476, US	SUCHOMSKI, JOHN	5.59
02/02/2022	Tst The Great Dane -, Wausau, WI, 54401, US	GILMORE, KRISTINE	15.83
02/02/2022	Pick N Save #406, Schofield, WI, 54476, US	SEKEL, JAMES	25.31
02/02/2022	Fastenal Company 01wis, 507-453-8920, WI, 54476, US	SUCHOMSKI, JOHN	25.60
02/02/2022	Joann Stores #1585, Wausau, WI, 54401, US	STROIK, MIRANDA	45.12
02/02/2022	Pick N Save 5406, 866-611-1979, WI, 54476, US	STROIK, MIRANDA	45.91
02/02/2022	Wal-Mart #2127, Wausau, WI, 54401, US	STROIK, MIRANDA	63.91
02/02/2022	Lincoln Contractors Su, Weston, WI, 54476, US	PERNSTEINER, CHAD	176.97
02/02/2022	Shape Amer-Cnv, Reston, VA, 20191, US	WEGGE, KAREN A	400.00
02/02/2022	Walmart.Com Aa, 8009666546, AR, 72716, US	JAKUBEK, JACQUE	3.99
02/02/2022	Amzn Mktp US Am12892g3, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	25.40
02/02/2022	Amzn Mktp US Hv2qo6p63, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	478.45

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<b>Tran Date</b>	<b>Where Used</b>	<b>District Card Name</b>	<b>Amount</b>
02/03/2022	Cdw Govt #r685090, 800-808-4239, IL, 60061, US	RAVEY, TRACY	123.44
02/03/2022	Teacherspayteachers.Co, 6465880910, NY, 10003, US	SABEY, RENA	145.59
02/03/2022	Linder Electronic Moto, Wausau, WI, 54401, US	HERNING, CODY	255.00
02/03/2022	Jerrys Artarama, 8008278478, NC, 27616, US	DALEY, MICHELLE	265.51
02/03/2022	Linder Electronic Moto, Wausau, WI, 54401, US	HERNING, CODY	304.20
02/03/2022	Uline Ship Supplies, 800-295-5510, WI, 53158, US	MCFARLANE, JASON	322.97
02/03/2022	Amzn Mktp US B061719w3, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	12.99
02/03/2022	Festival Foods Westo, Weston, WI, 54476, US	MULLALEY, JESSICA	23.30
02/03/2022	Walmart.Com Aa, 800-966-6546, AR, 72716, US	JAKUBEK, JACQUE	25.28
02/03/2022	Bp#6183701sunset Bpqps, Weyauwega, WI, 54983, US	GOETSCH, DIANE	64.71
02/03/2022	Tst Fox River Brewing, Oshkosh, WI, 54901, US	GOETSCH, DIANE	100.66
02/03/2022	Sams Club #6535, Wausau, WI, 54401, US	MULLALEY, JESSICA	130.98
02/04/2022	Wm Supercenter #2127, Wausau, WI, 54401, US	STROIK, MIRANDA	10.95
02/04/2022	Holiday Inn Express Wi, 6082533000, WI, 53913, US	JABLONSKI, JAMIE A	82.00
02/04/2022	Holiday Inn Express Wi, 6082533000, WI, 53913, US	JABLONSKI, JAMIE A	82.00
02/04/2022	Samsclub #6535, Wausau, WI, 54401, US	MCFARLANE, JASON	345.46
02/04/2022	Sq Monte Ewing Consul, Gosq.Com, WI, 53575, US	JASON JABLONSKI	370.00
02/04/2022	Fluency Matters, 4807198386, AZ, 85044, US	NYE, CASEY	48.95
02/04/2022	Tst Milwaukee Ale Hou, Milwaukee, WI, 53202, US	GOETSCH, DIANE	124.42
02/07/2022	Amazon.Com 109z91dd3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	65.87
02/07/2022	Kalahari Resort - Wi E, 1305 Kalahari, WI, 53965, US	RAVEY, TRACY	102.00
02/07/2022	Amzn Mktp US 4s2pv3dh3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	199.98
02/07/2022	Event Brainstorm Wi D, Tysons Corner, VA, 22102, US	RAVEY, TRACY	295.00
02/07/2022	Walgreens #7009, 800-289-2273, WI, 54401, US	DALEY, MICHELLE	24.56
02/07/2022	American Assoc Of Teac, Cherry Hill, NJ, 08034, US	DALEY, MICHELLE	90.00
02/07/2022	Samsclub.Com, 888-746-7726, AR, 72712, US	ANGELONI, FAYE	128.16
02/07/2022	Cesa #11, Turtle Lake, WI, 54889, US	JABLONSKI, JAMIE A	295.00
02/07/2022	Furniture & Appliance, Stevens Point, WI, 54482, US	HOFFMAN, AARON	348.04
02/07/2022	Dcb Blick Art Material, 800-447-1892, IL, 61401, US	DALEY, MICHELLE	1,472.03
02/07/2022	Pick N Save #406, Schofield, WI, 54476, US	MULLALEY, JESSICA	16.21
02/07/2022	Exxonmobil 99620858, Westfield, WI, 53964-8869, US	GOETSCH, DIANE	54.46
02/07/2022	Boswell Book Company, Milwaukee, WI, 53211, US	GOETSCH, DIANE	61.68
02/07/2022	Mindbody, 805-5462000, CA, 93401, US	MULL, AARON	165.75
02/07/2022	Hilton Hotels, Milwaukee, WI, 53203, US	GOETSCH, DIANE	330.00
02/07/2022	Hilton Hotels, Milwaukee, WI, 53203, US	GOETSCH, DIANE	346.00
02/07/2022	Amzn Mktp US Tv0ik4l83, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	629.22
02/08/2022	Sams Club #6535, Wausau, WI, 54401, US	RAVEY, TRACY	12.98
02/08/2022	Amzn Mktp US l07xw68n3, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	13.99
02/08/2022	Amazon.Com Pk8u34o53, Amzn.Com/Bill, WA, 98109, US	RAVEY, TRACY	30.72
02/08/2022	The Webstaurant Store, 717-392-7472, PA, 17602, US	BAUDHUIN, LATICIA	50.92
02/08/2022	Cdw Govt #r806553, 800-808-4239, IL, 60061, US	RAVEY, TRACY	531.92

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02/08/2022	Apple.Com/Us, 800-676-2775, CA, 95014, US	RAVEY, TRACY	9,990.00
02/08/2022	Hardware Distributors, Sauk Rapids, MN, 56379, US	PERNSTEINER, CHAD	11.00
02/08/2022	Pick N Save #406, Schofield, WI, 54476, US	STROIK, MIRANDA	42.40
02/08/2022	Event Central States, Tysons Corner, VA, 22102, US	DALEY, MICHELLE	105.00
02/08/2022	Event Central States, Tysons Corner, VA, 22102, US	DALEY, MICHELLE	105.00
02/08/2022	Hardware Distributors, Sauk Rapids, MN, 56379, US	PERNSTEINER, CHAD	162.00
02/08/2022	Dbc Blick Art Material, 800-447-1892, IL, 61401, US	DALEY, MICHELLE	168.71
02/08/2022	Fluency Matters, 4807198386, AZ, 85044, US	NYE, CASEY	165.00
02/08/2022	Amzn Mktp US Sn2dt14g3, Amzn.Com/Bill, WA, 98109, US	JAKUBEK, JACQUE	389.75
			<b>70,061.40</b>

Fd T Loc		Obj Func		Prj DeptJob		Account Level		Beginning	2021-22		2021-22	Ending	
						Description		Balance	FYTD Debits	FYTD Credits	Balance		
10	A	000	000	711000	000	000	000	GENERAL FUND/CL	Cash	-3,399,062.23	85,275,383.65	79,985,496.45	1,890,824.97
10	A	000	000	711100	000	000	000	GENERAL FUND/PA	Payroll Cash Clearance Account	0.00	23,515,171.97	23,515,171.97	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	59,658,909.91	75,264,062.50	307,155.50
10	A	000	000	712999	000	000	000	GENERAL FUND/WI	WISC INVESTMENT ACCOUNT, PMA	500,045.52	500,055.05	1,000,000.00	100.57
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	1,188,267.12	0.00
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	4,275,000.00	5,900,000.00	-1,625,000.00
10	L	000	000	811200	000	000	000	GENERAL FUND/AC	ACCOUNTS PAYABLE	-820,391.69	14,396,347.88	13,576,251.19	-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	911,008.81	857,354.65	0.00
10	L	000	000	811611	000	000	000	GENERAL FUND/FI	SOCIAL SECURITY TAX	-229,415.26	3,882,898.94	3,653,483.68	0.00
10	L	000	000	811612	000	000	000	GENERAL FUND/FE	FEDERAL INCOME TAX	0.00	2,139,166.32	2,139,166.32	0.00
10	L	000	000	811613	000	000	000	GENERAL FUND/ST	STATE INCOME TAX	-84,371.23	1,386,151.17	1,301,779.94	0.00
10	L	000	000	811620	000	000	000	GENERAL FUND/RE	RETIREMENT DEDUCTION	-718,512.05	3,818,383.69	3,731,775.76	-631,904.12
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	92,033.11	89,049.29	-7,257.60
10	L	000	000	811634	000	000	000	GENERAL FUND/SP	SPOUSE/DEP'T LIFE INSURANCE	-1,997.45	7,198.83	7,905.79	-2,704.41
10	L	000	000	811635	000	000	000	GENERAL FUND/DE	DEPENDENT CARE - CHPT125	-1,817.99	76,718.45	87,960.06	-13,059.60
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	56,287.33	62,361.15	-6,951.25
10	L	000	000	811640	000	000	000	GENERAL FUND/UN	UNITED WAY	0.00	12,034.94	12,034.94	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	5,582.12	101,740.20	-96,158.08
10	L	000	000	811644	000	000	000	GENERAL FUND/DE	DENTAL INS. - SELF PAY - COBRA	0.00	389.69	11,370.59	-10,980.90
10	L	000	000	811645	000	000	000	GENERAL FUND/LI	LIFE INS - EMPLOYER CONTRIBUTI	-20,417.77	62,468.03	62,102.59	-20,052.33
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	26,929.98	30,137.82	-6,086.73
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	25,084.23	27,198.07	-2,050.70
10	L	000	000	811656	000	000	000	GENERAL FUND/V	V SHORT TERM DISABILITY	7,478.79	44,377.12	48,084.36	3,771.55
10	L	000	000	811665	000	000	000	GENERAL FUND/RO	ROTH 403(B)	0.00	55,995.37	55,995.37	0.00
10	L	000	000	811670	000	000	000	GENERAL FUND/TS	TSA'S	0.00	661,484.15	661,484.15	0.00
10	L	000	000	811673	000	000	000	GENERAL FUND/RE	RETIREE HEALTH	0.00	0.00	6,438.85	-6,438.85
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	7,289.97	7,289.97	0.00
10	L	000	000	811699	000	000	000	GENERAL FUND/MI	MISCELLANEOUS DEDUCTION	0.00	41,790.74	41,790.74	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	43,072,093.65	43,072,093.65	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	7,268,204.61	6,936,409.58	-914,321.05
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	638,878.82	598,721.48	-14,842.66
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	2,113,019.84	2,396,973.63	-283,953.79
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	382,760.71	187,737.21	182,533.27
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	42,902,001.02	46,273,409.27	-14,696,899.48
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	322,038,555.17	322,038,555.17	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	2,076,249.69	7,336,793.19	-4,790,208.63
27 A 000 000 711100 000 000 000	SPECIAL EDUCATI PAYROLL CLEARANCE ACCOUNT	0.00	6,792,547.43	6,792,547.43	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	1,929,970.89	1,929,970.89	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	749,927.58	692,281.89	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	8,772,807.16	8,772,807.16	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	198,061.20	228,927.45	-30,866.25
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	7,792,384.61	2,971,309.73	4,821,074.88
27 - - - - -		0.00	29,386,748.84	29,386,748.84	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	2,288,804.61	1,947,112.10	1,996,899.32	
50 A 000 000 711100 000 000 000	FOOD SERVICE FU	PAYROLL CLEARANCE ACCOUNT	0.00	850,984.54	850,984.54	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	2,128,333.07	2,128,333.07	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	996,324.96	953,946.21	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	898,878.27	898,878.27	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	85,010.40	242,050.25	-157,039.85	
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	2,079,150.29	2,302,502.91	-1,717,569.61	
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	9,438,902.25	9,438,902.25	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 A 000 000 711000 000 000 000	COMMUNITY SERVI CASH	-58,335.57	1,212,970.53	1,198,978.59	-44,343.63
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	549,902.08	549,902.08	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	63,908.18	63,908.18	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	350.00	11,603.90	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	277,102.18	239,729.74	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	647,148.18	647,148.18	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	2,110.83	2,110.83	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	860,212.70	1,239,902.49	-332,221.37
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	4,419,316.70	4,419,316.70	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	204,214,759.17	213,101,742.23	16,438,828.86
Grand Liability Totals		-12,541,081.89	104,654,052.19	96,336,856.96	-4,223,886.66
Grand Equity Totals		-12,784,730.03	56,414,711.60	55,844,923.77	-12,214,942.20
Grand Totals		0.00	365,283,522.96	365,283,522.96	0.00

Number of Accounts: 228

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

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00091	to cover bus for DECA State competition	2021-2022	02/14/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover bus for DECA State competition	10 E 400 411 133000 000 133 000		02/14/2022	0.00	444.66
2		to cover bus for DECA State competition	10 E 400 341 256770 000 133 000		02/14/2022	444.66	0.00
TOTALS						444.66	444.66

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00090	to cover Blick order #27165714 for Kelly S	2021-2022	02/08/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Blick order #27165714 for Kelly S	10 E 300 440 121000 000 121 000		02/08/2022	0.00	303.08
2		to cover Blick order #27165714 for Kelly S	10 E 300 411 121000 000 121 000		02/08/2022	303.08	0.00
TOTALS						303.08	303.08

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00089	to cover negative balance	2021-2022	02/07/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance	10 E 200 413 122000 000 122 000		02/07/2022	0.00	991.00
2		to cover negative balance	10 E 200 481 122000 000 122 000		02/07/2022	991.00	0.00
TOTALS						991.00	991.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00088	to cover astrobrights paper order for Heid Ko	2021-2022	02/04/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover astrobrights paper order for Heid Kolodziej	10 E 300 411 123000 000 123 000		02/04/2022	0.00	71.28
2		to cover astrobrights paper order for Heid Kolodziej	10 E 300 417 123000 000 123 000		02/04/2022	71.28	0.00
TOTALS						71.28	71.28

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00087	to cover negative balance	2021-2022	02/03/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance	10 E 400 310 136360 000 136 000		02/03/2022	0.00	2.76
2		to cover negative balance	10 E 400 411 136360 000 136 000		02/03/2022	2.76	0.00
TOTALS						2.76	2.76

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00086	ASQ Assessment for 4K students - Weller	2021-2022	02/02/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		ASQ Assessment for 4K students - Weller	27 E 809 362 152000 347 809 000		02/02/2022	50.00	0.00
2		ASQ Assessment for 4K students - Weller	27 E 809 310 221300 347 809 000		02/02/2022	0.00	50.00
TOTALS						50.00	50.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00085	Purchase online ASQ Assessment for 4K - Welle	2021-2022	02/02/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Purchase online ASQ Assessment for 4K - Weller	27 E 809 362 152000 347 809 000		02/02/2022	550.00	0.00
2		Purchase online ASQ Assessment for 4K - Weller	27 E 809 310 221300 347 809 000		02/02/2022	0.00	550.00
TOTALS						550.00	550.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00084	to cover ACDC purchase for Michele Vinje went	2021-2022	02/02/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover ACDC purchase for Michele Vinje went up in price	10 E 400 411 127000 000 127 000		02/02/2022	0.00	0.99
2		to cover ACDC purchase for Michele Vinje went up in price	10 E 400 431 127000 000 127 000		02/02/2022	0.99	0.00
TOTALS						0.99	0.99

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00083	Per Cori Soukup requested transfer from Membe	2021-2022	02/02/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Per Cori Soukup requested transfer from Memberships/Registration #940 to Supplies #411	10 E 200 940 222200 000 220 000		02/02/2022	0.00	303.00
2		Per Cori Soukup requested transfer from Memberships/Registration #940 to Supplies #411	10 E 200 411 222200 000 220 000		02/02/2022	303.00	0.00
TOTALS						303.00	303.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00082	EVA - BUDGET TRANSFER	2021-2022	01/28/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		EVA - BUDGET TRANSFER	10 E 201 415 110000 000 809 000		01/28/2022	0.00	177.00
2		EVA - BUDGET TRANSFER	10 E 201 360 110000 000 809 000		01/28/2022	177.00	0.00
3		EVA - BUDGET TRANSFER	10 E 201 415 110000 000 809 000		01/28/2022	0.00	123.00
4		EVA - BUDGET TRANSFER	10 E 201 417 110000 000 809 000		01/28/2022	123.00	0.00
TOTALS						300.00	300.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00081	to cover Travers invoice for Steve K for 4F C	2021-2022	01/28/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Travers invoice for Steve K for 4F CRNRD EM-FRACRAD-KEO	10 E 400 310 136360 000 136 000		01/28/2022	0.00	43.35
2		to cover Travers invoice for Steve K for 4F CRNRD EM-FRACRAD-KEO	10 E 400 411 136360 000 136 000		01/28/2022	43.35	0.00
TOTALS						43.35	43.35

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00080	to cover Roses corner cube and mats	2021-2022	01/28/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Roses corner cube and mats	10 E 400 415 300000 000 300 000		01/28/2022	0.00	1,500.00
2		to cover Roses corner cube and mats	10 E 400 411 300000 000 300 000		01/28/2022	1,500.00	0.00
TOTALS						1,500.00	1,500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00079	to cover ACDC AP for Michele Vinje the price	2021-2022	01/27/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover ACDC AP for Michele Vinje the price went up 100.00 extra dollars this year	10 E 400 411 127000 000 127 000		01/27/2022	0.00	99.00
2		to cover ACDC AP for Michele Vinje the price went up 100.00 extra dollars this year	10 E 400 431 127000 000 127 000		01/27/2022	99.00	0.00
TOTALS						99.00	99.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00078	to cover lamers bus for JH for Jim Dahlgren t	2021-2022	01/27/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover lamers bus for JH for Jim Dahlgren to go to cedar creek cinema	10 E 300 440 132000 000 132 000		01/27/2022	0.00	82.98

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00078	to cover lamers bus for JH for Jim Dahlgren t	2021-2022	01/27/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
2		to cover lamers bus for JH for Jim Dahlgren to go to cedar creek cinema	10 E 300 341 256770 000 132 000		01/27/2022	82.98	0.00
TOTALS						82.98	82.98

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00077	Transfer money for food service from capital	2021-2022	01/27/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer money for food service from capital account into supplies	50 E 834 551 257000 000 257 000		01/27/2022	0.00	5,000.00
2		Transfer money for food service from capital account into supplies	50 E 834 411 257000 547 257 000		01/27/2022	5,000.00	0.00
TOTALS						5,000.00	5,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00076	to cover reimbursement for Lisa Phalen	2021-2022	01/27/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover reimbursement for Lisa Phalen	10 E 200 411 125002 000 125 000		01/27/2022	0.00	27.96
2		to cover reimbursement for Lisa Phalen	10 E 200 342 125002 000 125 000		01/27/2022	27.96	0.00
TOTALS						27.96	27.96

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00075	to cover food expense for Lisa Phalens reimbu	2021-2022	01/26/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover food expense for Lisa Phalens reimbursement	10 E 200 473 125002 000 125 000		01/26/2022	0.00	37.41
2		to cover food expense for Lisa Phalens reimbursement	10 E 200 415 125002 000 125 000		01/26/2022	37.41	0.00
TOTALS						37.41	37.41

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00074	to cover book order for To Kill a Mockingbird	2021-2022	01/26/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover book order for To Kill a Mockingbird for Dawn Whitsett	10 E 400 342 122000 000 122 000		01/26/2022	0.00	441.60
2		to cover book order for To Kill a Mockingbird for Dawn Whitsett	10 E 400 479 122000 000 122 000		01/26/2022	441.60	0.00
TOTALS						441.60	441.60

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00073	Transfer for Ying V., 830, from 440 to 310	2021-2022	01/25/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer for Ying V., 830, from 440 to 310	10 E 830 440 251000 000 251 000		01/25/2022	0.00	10,000.00
2		Transfer for Ying V., 830, from 440 to 310	10 E 830 310 221300 000 251 000		01/25/2022	10,000.00	0.00
TOTALS						10,000.00	10,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00071	wrong account	2021-2022	01/24/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		entered account number wrong	10 E 102 479 110000 000 241 000		01/24/2022	0.00	1,427.09
2		entered account number wrong	10 E 102 440 110000 000 241 000		01/24/2022	1,427.09	0.00
TOTALS						1,427.09	1,427.09

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00070	to cover conference	2021-2022	01/24/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover conference	10 E 102 440 143000 000 140 000		01/24/2022	0.00	79.00
2		to cover conference	10 E 102 940 143000 000 140 000		01/24/2022	79.00	0.00
TOTALS						79.00	79.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00069	EVA Transfer	2021-2022	01/24/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		EVA TRANSFER FOR PAPER	10 E 201 411 110000 000 809 000		01/24/2022	0.00	30.00
2		EVA TRANSFER FOR PAPER	10 E 201 417 110000 000 809 000		01/24/2022	30.00	0.00
TOTALS						30.00	30.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00068	Higher than anticipated cost of psych scoring	2021-2022	01/20/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Higher than anticipated cost of psych scoring	27 E 809 411 156600 341 809 000		01/20/2022	0.00	500.00
2		Higher than anticipated cost of psych scoring	27 E 809 411 215200 341 809 000		01/20/2022	500.00	0.00
TOTALS						500.00	500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00067	to cover overspending	2021-2022	01/20/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover over spending	10 E 102 417 110000 000 241 000		01/19/2022	0.00	1,427.09
2		to cover overspending	10 E 102 479 110000 000 241 000		01/19/2022	1,427.09	0.00
TOTALS						1,427.09	1,427.09

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00066	to cover overspending	2021-2022	01/20/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover overspending	10 E 102 354 110000 000 241 000		01/19/2022	0.00	13,791.63
2		to cover overspending	10 E 102 440 110000 000 241 000		01/19/2022	13,791.63	0.00
TOTALS						13,791.63	13,791.63

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00065	to cover negative balance	2021-2022	01/18/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance	10 E 400 310 136380 000 136 000		01/18/2022	0.00	2.19
2		to cover negative balance	10 E 400 411 136380 000 136 000		01/18/2022	2.19	0.00
TOTALS						2.19	2.19

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
21-00064	to cover negative balance	2021-2022	01/18/2022	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover negative balance	10 E 400 411 126000 000 126 000		01/18/2022	0.00	56.94
2		to cover negative balance	10 E 400 434 126000 000 126 000		01/18/2022	56.94	0.00
TOTALS						56.94	56.94

\*\*\*\*\* 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: AbbyBank  
(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: 2405 Schofield Ave. #100, Schofield, WI 54476

Description of Gift/Donation: \$2,500 and 1,400 pens and folders

Estimated Value: \$3,500

Given to: Senior High for Mental Wellness Day  
(school, organization of a school, employee, etc.)

Date Received: 1/13/2022

Recipient - District employee we may contact with questions: Brooke Davis

Purpose of Gift/Donation: Wellness Day materials

Principal Approval of Gift:  YES  NO

*M. J. [Signature]*  
(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

*Kristine [Signature]*  
(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.

**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: Marathon County Health Department  
(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: 1000 Lake View Dr. Ste 100, Wausau, WI 54403

Description of Gift/Donation: \$6,000

Estimated Value: \$6,000

Given to: Senior High for Mental Wellness Day  
(school, organization of a school, employee, etc.)

Date Received: 1/13/2022

Recipient - District employee we may contact with questions: Brooke Davis

Purpose of Gift/Donation: Wellness Day materials

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.

**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: American Family Insurance  
(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: MPASCALY@amfam.com

OR

Donor Address: on file

Description of Gift/Donation: cash

Estimated Value: \$5,000

Given to: District fund for students in need of assistance  
(school, organization of a school, employee, etc.)

Date Received: January 2022

Recipient - District employee we may contact with questions: Dr. Gilmore

Purpose of Gift/Donation: Assist 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

*Kristine A. Oplume*  
(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.



# *D.C. Everest Senior High School*

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

61

Michael J. Raether, Principal  
Todd J. Bohm, Assistant Principal  
Jeffrey A. See, Assistant Principal

February 4, 2022

Dr. Kristine Gilmore, Superintendent  
D.C. Everest Senior High School  
6300 Alderson Street  
Schofield, WI 54476

Dear Dr. Gilmore:

I have received an application from the following high school student for the Early College Credit Program enrollment at UW-Stevens Point for the first semester of the 2022-23 school year. These course selections meet the requirements for the Early College Credit course enrollment. I recommend this application be approved and tuition be paid in full.

Name	Course(s) Applied For	HS Credit	Alternate Course(s) Applied For	HS Credit
Student 1	Chinese 200	1		
Student 2	Chinese 200	1		
Student 3	Chinese 200	1		
Student 4	Chinese 200	1		
Student 5	Chinese 200	1		
Student 6	Chinese 200	1		

Sincerely,

Michael J. Raether, Principal



# *D.C. Everest Senior High School*

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

62

Michael J. Raether, Principal  
Todd J. Bohm, Assistant Principal  
Jeffrey A. See, Assistant Principal

February 4, 2022

Dr. Kristine Gilmore, Superintendent  
D.C. Everest Area School District

Dear Dr. Gilmore:

I received applications from the following high school students for the Start College Now Program enrollment at NTC for the first semester of the 2022-23 school year. These course selections meet the requirements for Start College Now course enrollment. I recommend these applications be approved and tuition be paid in full by the district.

<b>Name</b>	<b>Course(s) Applied For</b>	<b>HS Credit</b>	<b>Alternate Course(s) Applied For</b>	<b>HS Credit</b>
Student 1	College 101, 10890165 Intro. To Human Services, 10520101	.25 .75		
Student 2	CNA, 10543300	.75		

Sincerely,

Michael J. Raether  
Principal



Book	Policy Manual
Section	Second Reading by Board
Title	ELECTORAL PROCESS
Code	po0142.1
Status	Second Reading
Adopted	May 25, 2016
Last Revised	February 23, 2022
Prior Revised Dates	8/21/2020

#### 0142.1 - **ELECTORAL PROCESS**

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

#### **Nomination Papers**

As part of the nomination process, candidates for the Board must obtain not less than twenty (20) signatures and not more than 100 signatures from eligible voters who reside in the District.

#### **Declaration of Candidacy**

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

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

#### **Declaration of Non-Candidacy**

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

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

~~Revised 10/24/18~~

~~TC 8/21/20~~

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Legal	120.06(6)(b)3m, Wis. Stats.
	120.06 (1), 10.68 (5)(2b), Wis. Stats.
	120.06 (6)(b), Wis. Stats.





Book	Policy Manual
Section	Second Reading by Board
Title	VACANCIES
Code	po0142.5
Status	Approved Waiting on NEOLA
Adopted	May 25, 2016
Last Revised	February 23, 2022
Prior Revised Dates	10/21/2020

#### 0142.5 - VACANCIES

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

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

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

**When the office of a Board member becomes vacant, the vacancy shall be filled by the remaining members of the Board in accordance with Wis. Stats. 17.26. When possible, the incumbent should notify the Board Clerk in writing of his/her intent to resign.**

#### **Filling a Board Vacancy**

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

- A. **Appointment by the Board to fill a vacancy shall be made by the members of the remaining Board consistent with Bylaw 0162 - Quorum and Bylaw 0167.1 - Voting. All votes shall be recorded, preserved, and open to public inspection to the extent prescribed in Chapter 19, Wis. Stats. Secret**

**ballots may only be used when Board members are electing officers.**

- B. The Board shall seek qualified and interested candidates from the community through the news media and District website.
- C. All applicants are to submit a notice of their interest, in writing, to the Board Clerk.
- D. The Board may interview all interested candidates to ascertain their qualifications.
- E. Appointment by the Board to fill a vacancy shall be by a majority vote of the existing Board.

If the vacancy is not filled within sixty (60) days of the date on which the vacancy first exists, the vacancy shall be filled by appointment by the Board President.

The appointee shall hold office until a successor is elected and takes office under Wis. Stats., 120.06(4). When a vacancy occurs in the office of a Board member who is in the last year of his/her term, or when a vacancy occurs after the spring election but on or before the last Tuesday in November in the office of a Board member who is not in the last year of his/her term, the successor shall be elected at the next spring election. When a vacancy occurs after the last Tuesday in November and on or before the date of the next spring election in the office of a Board member who is not in the last year of his/her term, the successor shall be elected at the 2nd following spring election. Elections to fill unexpired terms shall be held simultaneously with the elections for regular terms.

**Revised 9/26/18**

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

Last Modified by Ellen Suckow on January 31, 2022



Book	Policy Manual
Section	Second Reading by Board
Title	BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT
Code	po0144.5
Status	Second Reading
Adopted	June 16, 2021
Last Revised	February 23, 2022

#### 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. Attend all scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings.
- B. Be familiar with and follow applicable local, State, and Federal laws and regulations.
- C. Be familiar with and comply with Board policies, including policies governing Board member conduct ~~and ethics (see Bylaw 0144.2)~~ and Board member ethics, rules of incompatibility of office, and conflicts of interest (see Bylaw 0144.3).
- D. Conduct themselves with integrity, honesty, and in a manner that reflects positively on the Board and on the District.
- E. 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.
- F. Establish and maintain a high level of honesty, credibility, and truthfulness in all matters dealt with by the Board.
- G. 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.
- H. 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.
- I. Recognize they should endeavor to make policy decisions only after full discussion at publicly held Board meetings.

- J. **Render all decisions based on the available facts and independent judgment.**
- K. **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.**
- L. **During Board meetings, work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the Superintendent.**
- M. **Communicate to other Board members and the Superintendent expressions of public reaction to Board policies and school programs.**
- N. **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.**
- O. **Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.**
- P. **Refrain from using their Board positions for personal partisan gain.**
- Q. **Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.**
- R. **Remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.**
- S. **No Board member shall act or fail to act as a member of the Board in violation of 946.12, Wis. Stats., regarding misconduct in public office.**

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### 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. **The Board member must specify that any statement is not sponsored by the District and is a personal viewpoint.**

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 **the member of the Board 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.

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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.

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 **the Board member he/she** creates, and **to** comply **ing** 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 **the officer he/she** can investigate the matter or **if the President or Vice President need to** 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 January 31, 2022



Book	Policy Manual
Section	Second Reading by Board
Title	NOTICE OF MEETINGS
Code	po0165.1
Status	Second Reading
Adopted	May 25, 2016
Last Revised	February 23, 2022
Prior Revised Dates	9/6/2019

#### 0165.1 - NOTICE OF ~~REGULAR~~ MEETINGS

Public notice of all **Board** meetings shall be given pursuant to statute. **Such notice shall be given, without cost, to any news media which submits a written request for meeting notices and to a news medium likely to give notice in the District's geographic area. In addition, such notice shall be made public by posting the notice in at least one (1) public place likely to give notice to persons affected and on the governmental body's website.**

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

The notice shall also contain the following statement:

"Upon request to the office of 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 notice shall be given to local media and municipalities, upon the written request, to an individual, organization, firm, or corporation. The news media shall be entitled to receive, at their request, copies of such notices free of charge.**

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

Last Modified by Tim Baneck on February 10, 2022



Book	Policy Manual
Section	Second Reading by Board
Title	PUBLIC COMMENT AT BOARD MEETINGS
Code	po0167.3
Status	Second Reading
Adopted	May 25, 2016
Last Revised	February 23, 2022
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. (February, March, and April 2022 will be the last in-person meetings allowing public comment to be emailed and read, subject to the discretion of the Board President. The person's name and address must be included in the body of the email. The three-minute time limit will apply, as do the rules below. Emails must be received by the Board President and Ellen Suckow 24 hours in advance, kfelch@dce.k12.wi.us and esuckow@dce.k12.wi.us)**

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. **The three-minute time limit will apply.** 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. **No amount of time may be "donated" to a different speaker.**
- 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.<sup>72</sup>

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 January 31, 2022



Book	Policy Manual
Section	Second Reading by Board
Title	CONTINUOUS GLUCOSE MONITORING
Code	po5335.02
Status	Second Reading
Adopted	February 23, 2022

### **po5335.02 Continuous Glucose Monitoring**

D. C. Everest School District recognizes that diabetes is a medical disability as identified by law under the Individuals with Disabilities Act (IDEA) and American with Disabilities (ADA). Therefore, the school district will provide reasonable accommodations for students with diabetes at school and/or all school-sponsored events. The needs of the student with diabetes should be provided for within the school setting with as little disruption in the school day and allowing the student full participation in all school activities.

Some students with Type 1 diabetes have Continuous Glucose Monitors (CGM) The device provides continuous glucose monitoring with blood glucose trends throughout the day allowing persons to see the student's glucose levels and track changes. In addition to monitoring the CGM, the student also tests their blood sugar with their glucometer. The CGM alarms when the blood glucose levels are out of range, as set by parent/guardian, requiring care as outlined in the Diabetic Medical Management Plan (DMMP.) Many CGM devices are combined with Bluetooth technology, so that glucose levels are visible on a computer screen, IPAD or smartphone.

Students may wear CGM devices at school with varying levels of prescribed use that are outlined in the DMMP.

- The student wears a CGM at school, but the physician prescribes no involvement of school staff with the CGM device. In these circumstances, the role of the CGM may be to inform the student, family, and endocrinologists about patterns of glucose during the day.
- If continuous monitoring is deemed to be necessary or helpful by a prescribing physician, that may be done remotely by parents or by office staff of the prescribing physician. Parents should call the school office if they observe low and/or high blood glucose readings on the CGM to alert staff. The CGM device will not be continuously monitored by health room staff or the nurse but will be used as a tool for treatment based on diabetic medical management plan.
- The physician prescribes when staff can use the CGM for treatment decisions; as well as under what conditions a finger poke is needed to verify the blood glucose on the DMMP. Treatment decisions such as insulin administration and/or additional carb intake should be determined by using a finger poke glucometer if the CGM reading doesn't match the reading; the CGM is outside of the parameters of the orders, the CGM is not FDA approved and/or the CGM's displays a double arrow down. Students should not rely solely on the CGM alerts to detect low blood glucose but be aware of the onset of low blood sugar symptoms
- Constant monitoring of the CGM data on a remote device in a school setting is not considered a reasonable accommodation for most students with a CGM device. The CGM device will not be continuously monitored by health room staff or the nurse but will be used as a tool for treatment based on diabetic medical management plan. The student's individualized Health Plan (IHP) outlines how the CGM is used during the school day.

#### **Equipment**

Some of the CGM devices have been approved by the FDA for insulin dosing and treatment decisions. The primary care provider must authorize the use of the specific type of CGM for treatment decisions.

Scheduled calibrations of the CGM should be done at home by the parent. If this is not possible, the parent needs to teach the student – if age appropriate – the procedure for calibration.

The parent/guardian and student need to show the school nurse and designated trained staff all of the supplies for diabetic management as outlined in the DMMP including the CGM and how it functions prior to the start of school.

#### **Staff Training**

Staff training will be provided by the School Nurse as prescribed by the physician. Trained staff will be available to the student who has blood glucose readings that are out of range or are feeling symptomatic.

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**Data Sharing**

The student should have access to his or her CGM receiver at all times. The student can charge the receiver as needed during the school day and/or overnight if attending a school-sponsored event. The district will assist the family with connecting to WIFI networks in the district, where available, and ensuring the student has access to the CGM receiver during standardized testing. Finger sticks will be used where WIFI service is not available.

Parents/guardians have the discretion to invite the designated health staff to follow the CGM readings with the understanding that it is used as a tool for treatment decisions. The building health aide can accept the invite on the school-issued iPad. The iPad will be monitored during school day hours only.

**CGM Alarms**

Parents/guardians are responsible to teach their students the meaning of alarms and actions needed as age-appropriate.

It is the joint responsibility of the school nurse and parent/guardian to inform the classroom teacher(s) what to ask and then do with a CGM alarm during class time.

It is the responsibility of the health aide to inform the school nurse about recurring hyperglycemia and/or hypoglycemia CGM alarms.

**CGM Failure**

The health aide will contact the parent/guardian if the CGM fails or falls off at school. The student can remain at school and the blood glucose will be checked by finger poke. No part of the CGM should be discarded.

**DCE January 2022**

Last Modified by Ellen Suckow on January 31, 2022



## D.C. Everest Area School District

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

### 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.

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To: Dr. Kristine Gilmore  
CC: Dr. Casey Nye, Dr. Jennifer Zynda, Dr. Jeff Lindell  
From: Julie Weller  
Date: 2/15/2022  
Subject: ES3 Grant

In the Spring of 2021, the DC Everest School District was selected to receive the ES3 Grant. The grant assists educators working in district-level teams to learn how to implement evidence-based improvement strategies to assist in engaging students with IEPs in academic activities. The grant focuses its support on students with autism and students with emotional behavioral disabilities.

Districts receiving this grant are supported by a statewide coordinator who will assist district and school-based teams through coaching, training, and resources to implement evidence-based improvement strategies to support students' and educators' growth.

The ES3 grant is a 3-year grant (2021-2024) that provides the following supports:

- \$24,000 Year One, \$20,000 Year Two, \$12,000 Year Three
- Grant funds will support Professional Development, Sub pay, Stipends to Meetings
  - DC Everest Administrators/Teachers/Staff
    - Coaching from ES3 Grant Internal Coaches on Evidence-Based Improvement Strategies (K-5) - Naturalistic Intervention, Visual Supports, Prompting, Social Narratives, Modeling, Peer Mediated Intervention and Instruction, Self-Management
    - Fidelity Checklists and Data Collection
  - DC Everest Internal Coaches
    - Professional Training: The Art of Coaching 101
    - Coaching Cohort Meetings (monthly)
    - Ongoing support from ES3 Grant Coordinator

Our ES3 goals by the end of year three is to:

- Use our data to drive our decision making around interventions and strategies
- Improve academic and functional outcomes for students with IEPs
- Improve adult systems - teacher capacity, team effectiveness, data collection, and interpretation of data
- Improve implementation of intensive interventions with coaching support
- Improve engagement in academics, including improved communication skills.
- Progress towards meeting Individualized Education Plans - IEP - goals.
- Systematic data collection and analysis around IEP goals to improve student outcomes

A Special Thank You for their continued support:

- DC Everest Board of Education
- Dr. Kristine Gilmore - Superintendent of Schools
- Dr. Jennifer Zynda - Director of Special Education
- Katie Berg - ES3 Statewide Grant Coordinator
- Joseph Kanke - Statewide Coaching Coordinator
- ES3 Core Team Members
- ES3 Building Level Implementation Teams
- Rachael Kostka - ES3 Internal Coach
- Andy Low - ES3 Internal Coach

D. C. Everest Area School District

2nd Friday Count 1/14/2022

Friday Head Count (per building student rosters by grade)	6014
Journey - partially attending DCE (*Note: 0 are counted above in Friday Head Count)	0
Journey - not attending DCE (District paying Tuition), (not counted above in Friday Count) (add)	0
Resident Partnership "OUT" (66.03 agreements) (add)	0
Tuition/Hearing, Visually Impaired, etc. (add)	0
Students Attending a Residential Treatment Center (District paying tuition) (add)	0
Resident DCE Students attending other schools on Open Enrollment-"OUT" (add)	328
Resident DCE Students attending other schools on Add. Tuition Waiver "OUT" (add)	0
Non-resident students attending DCE, Open Enrollment-"IN" (subtract)	-407
Non-resident students attending DCE on Additional Year Tuition Waivers (TWA) "IN" (subtract)	-1
Non-resident students attending DCE on 9 Week Waivers "IN" (subtract)	0
Youth Challenge Academy (Do not count students here. Reported on different count report)	0
<b>Official 2nd Friday Count, 1/14/2022</b>	<b>5934</b>

Youth Challenge Academy \*\*(Reported on different count report) 0

Count, Including Youth Challenge Students **5934**

HEADCOUNT Data :  
1/14/2022

**For website information, only (Resident & Non-Resident Counts) PHYSICALLY PRESENT ONLY.....BEFORE ANY ADDITIONS/SUBTRACTIONS:**

Preschool - Special Education (EC and SL in our count)  
4 Year-old Kindergarten (**4K**), (524.5 hours category)  
5 Year-old Kindergarten (5 full days)  
Grades 1-12

<u>Physically Present on count day</u>	Absent on Count Day, but attended b/4 and after	Total Count <b>PRESENT</b> (before adds/subtr.)
2	26	28
295	54	349
388	21	409
4940	288	5228
5625	389	6014

	<u>Special Ed (SL/EC) present</u>	<u>Special Ed (SL/EC) ABSENT</u>	<u>5 Year old Kinderg. (5 full days) present</u>	<u>5 Year old Kinderg. (5 full days) ABSENT</u>	<u>4 Year old Kinderg. (524.5 hrs) present</u>	<u>4 Year old Kinderg. (524.5 hrs) ABSENT</u>	<u>Grades 1-12 present</u>	<u>Grades 1-12 ABSENT</u>	<u>Total by Building</u>
Middle School (2000)	0	0	0	0	0	0	766	65	831
Jr. High (3000)	0	0	0	0	0	0	792	78	870
Sr. High (4000)	0	0	0	0	0	0	1243	18	1261
Charter	0	0	0	0	0	0	70	0	70
Evergreen	0	0	65	1	0	0	377	23	466
EVA	0	0	4	0	0	0	112	5	121
Hatley	2	26	12	0	0	0	80	8	128
** KIND (4K)	0	0	0	0	261	54	0	0	315
Mountain Bay	0	0	84	4	0	0	361	23	472
Multi-Age	0	0	12	1	0	0	48	5	66
Riverside	0	0	73	5	0	0	397	15	490
Rothschild	0	0	62	4	0	0	306	28	400
Weston	0	0	76	6	34	0	388	20	524
<b>TOTAL.....</b>	<b>2</b>	<b>26</b>	<b>388</b>	<b>21</b>	<b>295</b>	<b>54</b>	<b>4940</b>	<b>288</b>	<b>6014</b>
		<i>28</i>		<i>409</i>		<i>349</i>		<i>5228</i>	

6014

6014

**Crosscheck:**

(present on count date) 5625  
(Absent on count date, but present before & after) 389  
**Total..... 6014**

Head Count as of the Count Date, 1/14/2022 (Detail by Grade Level)

Building		1	2	3	4	5	6	7	8	9	10	11	12	K	K4	PK	Total Head Count	(less) Open Enrolled "in"	(less) Partial for EC/SL	(less) Partial for K4	FTE for Revenue Purposes	Report Emailed to Bldg.	Report received & verified
IDEA Charter	Present						3	8	9	14	13	10	13				70						
	Absent						0	0	0	0	0	0	0				0						
	Total	0	0	0	0	0	3	8	9	14	13	10	13	0	0	0	70						
EVA	Present	5	10	6	14	7	10	8	4	9	12	12	15	4			116				52	1/25/2022	1/27/2022 OK
	Absent	0	0	0	0	0	0	2	2	0	0	1	0	0			5						
	Total	5	10	6	14	7	10	10	6	9	12	13	15	4	0	0	121	-18	0	0			
Evergreen	Present	71	91	61	72	82								65			442						
	Absent	5	4	5	2	7								1			24						
	Total	76	95	66	74	89	0	0	0	0	0	0	0	66	0	0	466	-19	0	0	447	1/25/2022	1/27/2022 OK
Hatley	Present	16	17	17	11	19								12		2	94						
	Absent	1	2	2	2	1								0		26	34						
	Total	17	19	19	13	20	0	0	0	0	0	0	0	12	0	28	128	-14	-14	0	100	1/25/2022	
Jr. High	Present								383	409							792						
	Absent								46	32							78						
	Total	0	0	0	0	0	0	0	429	441	0	0	0	0	0	0	870	-46	0	0	824	1/25/2022	
4-K	Present														261		261						
	Absent														54		54						
	Total	0	0	0	0	0	0	0	0	0	0	0	0	0	315	0	315	-34	0	-112.4	168.6	1/25/2022	1/27/2022 OK
Middle School	Present						380	386									766						
	Absent						32	33									65						
	Total	0	0	0	0	0	412	419	0	0	0	0	0	0	0	0	831	-49	0	0	782	1/25/2022	
Mountain Bay	Present	68	71	82	65	75								84			445						
	Absent	4	2	2	8	7								4			27						
	Total	72	73	84	73	82	0	0	0	0	0	0	0	88	0	0	472	-40	0	0	432	1/25/2022	
Multi-Age (Odyssey)	Present	10	8	12	10	8								12			60						
	Absent	0	1	2	1	1								1			6						
	Total	10	9	14	11	9	0	0	0	0	0	0	0	13	0	0	66	-7	0	0	59	1/25/2022	1/27/2022 OK
Riverside	Present	85	80	87	76	69								73			470						
	Absent	3	5	1	3	3								5			20						
	Total	88	85	88	79	72	0	0	0	0	0	0	0	78	0	0	490	-26	0	0	464	1/25/2022	
Rothschild	Present	68	53	62	66	57								62			368						
	Absent	4	3	9	7	5								4			32						
	Total	72	56	71	73	62	0	0	0	0	0	0	0	66	0	0	400	-18	0	0	382	1/25/2022	1/27/2022 OK
Sr. High	Present										420	403	420				1243						
	Absent										4	6	8				18						
	Total	0	0	0	0	0	0	0	0	0	424	409	428	0	0	0	1261	-87	0	0	1174	1/25/2022	1/27/2022 OK
Weston	Present	81	67	85	76	79								76	34	0	498						
	Absent	4	8	3	2	3								6	0	0	26						
	Total	85	75	88	78	82	0	0	0	0	0	0	0	82	34	0	524	-43	0	-13.6	467.4	1/25/2022	1/27/2022 OK
(Totals)	Present	404	397	412	390	396	393	402	396	432	445	425	448	388	295	2	5625						
	Absent	21	25	24	25	27	32	35	48	32	4	7	8	21	54	26	389						
	Total	425	422	436	415	423	425	437	444	464	449	432	456	409	349	28	6014	-408	-14	-126	5,466.00	5466	

Crosscheck 6014 (+) OE out (293 @1.00, reg.) 293.00 (K-12)  
 (+) OE out (2 @.50, EC) 1.00 (PK)  
 (+) OE out (33 @.60, 4K) 19.80 (4K)  
 (+) Tuition Waiver Additional Year 0.00  
 (+) 66.03 Partnership Agreement 0.00  
 (+) Visual/Hearing Impaired 0.00  
 (+) Youth Challenge Academy Students 0.00  
 (estimated FTE credit for revenue purposes) 5,779.80

(+) Part Time Students, (4) students @ 6 courses 0.35 (Homeschooled / Parochial)

2558  
 (Elem. Incl. PK)  
 2530  
 (K-5 only)

862 (6-7) 908 (8-9) 1337 (10-12) 349 (4K) 6014 Total Head Count

28 (EC/SL) 5228 (1-12) 409 (K) 349 (4K) 6014 Total Hd.Ct.

Comparison of 3rd Friday Count (Sept. 17, 2021) to 2nd Friday Count (Jan. 14, 2022)	9/17/2021	1/14/2022	Difference for Count
Friday Head Count (per building student rosters by grade)	6018	6014	(4)
Journey - partially attending DCE (*Note: 0 are counted above in Friday Head Count)	0	0	0
Journey - not attending DCE (District paying Tuition), (not counted above in Friday Count) (add)	0	0	0
Resident Virtual School/Partnership "OUT" (66.03 agreements- Appleton Connection Academy) (add)	0	0	0
Tuition/Hearing, Visually Impaired, etc. (add)	0	0	0
Students Attending a Residential Treatment Center (District paying tuition) (add)	0	0	0
Resident DCE Students attending other schools on Open Enrollment-"OUT" (add)	334	328	(6)
Resident DCE Students attending other schools on Add. Tuition Waiver "OUT" (add)	0	0	0
Non-resident students attending DCE, Open Enrollment-"IN" (subtract)	-430	-407	23
Non-resident students attending DCE on Additional Year Tuition Waivers (TWA) "IN" (subtract)	-1	-1	0
Non-resident students attending DCE on 9 Week Waivers "IN" (subtract)	-1	0	1
Youth Challenge Academy (Reported on different count report)	0	0	0
<b>OFFICIAL Friday Count</b>	<b>5920</b>	<b>5934</b>	<b>14</b>

Net Student Count Comparison by Category	9/17/2021	1/14/2022	Difference in Students for Count
Preschool - Special Education	19	30	11
4 Year Old Kindergarten (524.5 hrs)	352	348	(4)
5 Year Old Kindergarten 5 Full Days	389	394	5
Grades 1 - 12	5160	5162	2
	<b>5920</b>	<b>5934</b>	<b>14</b>

Net FTE for Revenue Limit Comparison by Category	9/17/2021	1/14/2022	Difference in FTE for Count
Preschool - Special Education	9.5	15	5.5
4 Year Old Kindergarten (524.5 hrs)	211.2	208.8	(2.4)
5 Year Old Kindergarten 5 Full Days	389	394	5.0
Grades 1 - 12	5160	5162	2.0
	<b>5769.7</b>	<b>5779.8</b>	<b>10.1</b>



## D.C. Everest Area School District

1699 Schofield Ave, Suite 300  
Schofield, WI 54476  
Phone 715-359-4221

**Emily Seehafer, CPA**  
Director of Finance

## MISSION STATEMENT

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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  
Matt Spets, Assistant Superintendent

**FROM:** Laticia Baudhuin, Director of School Nutrition  
Emily Seehafer, Director of Finance

**RE:** Recommendation to Establish a Profit-Sharing Plan for Fund 50 Effective 2021-22

**DATE:** January 11, 2022

### OBJECTIVE:

This memo is to formally recommend establishing a profit-sharing plan for Fund 50 (school nutrition) effective with the close of the 2021-22 school year.

### RATIONALE:

Fund 50 has consistently struggled to maintain staff and has experienced a high amount of turnover in recent years. Fund 50 also continues to generate a profit each year lending to a growing fund balance in excess of the fund balance traditionally allowed by the Department of Public Instruction. We would like to establish a profit-sharing plan based on the following criteria:

- Profit to be distributed will be 5% of the current school year profit realized by Fund 50 rounded up to the nearest \$1,000
- Profit-sharing will only be distributed if the fund balance is in excess of the allowed amount by DPI and the profit distributed will not reduce the fund balance below the required level
- Employees will only be eligible if they stay until the end of the school year
- Amount received by each employee will be allocated based on their years of service at DC Everest (employees with longer tenure will receive a higher bonus)
- All members of the school nutrition department (those employees with at least 50% of their time coded to Fund 50) are eligible for the profit sharing except for the Director of School Nutrition

Establishing a profit-sharing plan will achieve the below goals of the department:

- Incentivize employees to stay until the end of the school year
- Provide motivation for employees to remain an employee of the district within Fund 50 for multiple years
- Spend down the excess fund balance in a way that directly rewards the employees of the district

### RECOMMENDATION:

We recommend implementing a profit-sharing plan for Fund 50 effective with the 2021-22 school year with the parameters described above.

	<p><b>D.C. Everest Area School District</b></p> <p>1699 Schofield Ave, Suite 300 Schofield, WI 54476 Phone 715-359-4221 www.dce.k12.wi.us</p> <p><b>Matthew A. Spets</b> Assistant Superintendent</p>	<p style="text-align: right;"><b>MISSION STATEMENT</b> <span style="float: right;">81</span></p> <p style="text-align: center;">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.</p>
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**DATE:** February 23, 2022  
**TO:** Dr. Kristine Gilmore, Superintendent  
**FROM:** Matt Spets, Assistant Superintendent  
**RE:** Paid Time Off (PTO) Leave Benefit

**Objective**

To gain Board approval to implement the Paid Time Off (PTO) leave benefit effective July 1, 2022.

**Context**

***What is Paid Time Off?***

PTO was originally discussed as a major action under the Board’s updated goal area of ***Great Place to Work***. In relation to the statement, “Create and implement flexible compensation that values the individual circumstances of each employee,” PTO is a cost effective measure.

PTO essentially eliminates multiple types of leave to create one large bucket of yearly paid leave. While all benefit-eligible employees will receive yearly PTO; here is how it works for a teacher:

A teacher will receive **11 days of PTO** that have a cash value of **\$160** per day. At the end of their contract year, a teacher can do two things with their leftover PTO balance.

1. She/He can take the cash value in a separate payroll. This works like an attendance bonus.
2. She/He can roll the unused time into her sick leave bank (which eliminates the cash value).

***Why now?***

PTO helps DCE attract and retain staff.

- Implementing it creates a more comprehensive total compensation system to offer our employees.
- PTO is a sought after and attractive benefit for employees in public education.
- Understanding factors that contribute to stress, burnout, and ultimately the loss of good employees is important to our organization. PTO is a new approach for us to empower employees to improve their mental wellness.

PTO is a strategic finance action. The PTO benefit may increase the quality of learning by lessening the need for substitute teachers. On average, a full day of a substitute teacher will cost more than the \$160 cash value payout. In terms of our overall budget, we now describe the cost of a substitute teacher and any potential cash value payout as the same investment thread.

The positive impact of this change will be diverse. Organizations that remove barriers for employees to drive their own work-life balance have less time loss, better overall mental health, and a more positive culture.

### ***How did we get here?***

We started discussing the concept of PTO with leadership team members in December 2020. Since then, leaders in our Operations Department have continued to work on the details of PTO and maintained a steady stream of input from principals, teachers, and support staff. This work included meeting with other districts that offer PTO, surveying our principals, and deep group discussions with groups of staff.

A key group of stakeholders, who have provided input from across the organization, is the Benefits Committee. The Benefits Committee meets approximately once every 6 weeks and has over 20 members from various buildings and positions. The research and development aspect of how PTO could look and function at DCE has been honed by input provided to the Benefits Committee from their colleagues.

### **Recommendation**

**I recommend the Board approves the Paid Time Off (PTO) leave benefit.**



## 2022-23 Shared Service Contract Part A - Service Selection

This agreement is made in duplicate between the CESA 9 Board of Control, party of the first part, and **DC EVEREST AREA SCHOOL DISTRICT** party of the second part. WHEREAS, CESA 9 has been authorized to provide services to school districts on a cooperative basis and has been authorized to enter into and approve service contracts with local school districts, county boards of supervisors, and other cooperative educational service agencies as provided in Chapter 116, Wisconsin Statutes. Additional terms of this agreement are set forth in Part B - Signature Page.

Please note the following:

- Detailed service descriptions are available in the [CESA 9 Catalog of Services](#).
- Budget amounts are only included for services that are currently being utilized. Please refer to the CESA 9 Catalog of Services or contact the [CESA 9 Business Office](#) for pricing of additional services.

**Sign and return completed contract to the CESA 9 Business Office by April 14, 2022**

Catalog Number	Service	Notes	Budget	<input type="checkbox"/> To Renew or Add	<input type="checkbox"/> X To Non-renew	Contact Me to Discuss
<b>Continuous School Improvement Services</b>						
1	Continuous School Improvement Services Membership		\$28,500	<input checked="" type="checkbox"/>		
2	Customized Continuous School Improvement Services			<input type="checkbox"/>		
3	Academic & Career Planning (ACP)		No Charge	<input checked="" type="checkbox"/>		
4	Behavior & Mental Health Intervention Support			<input type="checkbox"/>		
5	Career Pathways		No Charge	<input checked="" type="checkbox"/>		
6	Career & Technical Education (CTE) Consortium			<input type="checkbox"/>		
7	Career & Technical Education Coordinator (CTEC) Services			<input type="checkbox"/>		
8	Carl Perkins CTE Grant Consortium		% Allocation	<input type="checkbox"/>		
9	Coaching Support			<input type="checkbox"/>		
10	Comprehensive School Health Services		\$1,321	<input checked="" type="checkbox"/>		
11	Culture Playbook & R Factor Training			<input type="checkbox"/>		
12	Driver's Education Services			<input type="checkbox"/>		
13	Early Childhood (EC) Program Services		No Charge	<input checked="" type="checkbox"/>		
14	Educator Effectiveness (EE) Support		No Charge	<input checked="" type="checkbox"/>		
15	Literacy Intervention Support			<input type="checkbox"/>		
16	Project SEARCH	2 Enrollments	\$20,000	<input checked="" type="checkbox"/>		
17	Promoting Excellence for All (PEFA)			<input type="checkbox"/>		
18	Reading Specialist			<input type="checkbox"/>		
19	Regional Special Education Network (RSN)		No Charge	<input checked="" type="checkbox"/>		
20	StarLab Services		Per PO	<input type="checkbox"/>		
21	Technology & Digital Learning Consortium			<input type="checkbox"/>		
22	Title I Support Services		No Charge	<input checked="" type="checkbox"/>		
23	Title III Grant Consortium		No Charge	<input checked="" type="checkbox"/>		
24	Transition Improvement Grant (TIG)		No Charge	<input checked="" type="checkbox"/>		
25	Universal Design for Learning (UDL) Grant		No Charge	<input checked="" type="checkbox"/>		
26	Wisconsin Information System for Education (WISE) Support		No Charge	<input checked="" type="checkbox"/>		

27	Wisconsin Digital Learning Collaborative (WDLC)	No Charge	<input checked="" type="checkbox"/>		
28	Wisconsin Resource Center for Charter Schools (WRCCS)	No Charge	<input checked="" type="checkbox"/>		
29	Wisconsin Safe & Healthy Schools Center (WISH)	No Charge	<input checked="" type="checkbox"/>		
30	Wisconsin Virtual School (WVS)	Per PO	<input type="checkbox"/>		
31	Wisconsin Statewide Parent Educator Initiative (WSPEI) Grant	No Charge	<input checked="" type="checkbox"/>		
32	Youth Apprenticeship (YA) Grant Consortium	% Allocation	<input type="checkbox"/>		
<b>Staffing &amp; Consulting Services</b>					
33	Adaptive Physical Education Teacher		<input type="checkbox"/>		
34	Autism Specialist		<input type="checkbox"/>		
35	Deaf/Hard of Hearing (DHH) Program Support Teacher		<input type="checkbox"/>		
36	District Family Engagement Liaison (DFEL)		<input type="checkbox"/>		
37	Early Childhood Special Education Teacher		<input type="checkbox"/>		
38	Educational Interpreter		<input type="checkbox"/>		
39	Occupational Therapist/COTA		<input type="checkbox"/>		
40	Orientation & Mobility Teacher		<input type="checkbox"/>		
41	Paraprofessional, Special Education		<input type="checkbox"/>		
42	Physical Therapist/CPTA		<input type="checkbox"/>		
43	School Audiologist		<input type="checkbox"/>		
44	School Nurse		<input type="checkbox"/>		
45	School Psychologist		<input type="checkbox"/>		
46	School Social Worker		<input type="checkbox"/>		
47	Special Education Director		<input type="checkbox"/>		
48	Special Education Teacher		<input type="checkbox"/>		
49	Speech Language Pathologist (SLP)		<input type="checkbox"/>		
50	Visual Impairment Teacher		<input type="checkbox"/>		
51	Curriculum Coordinator		<input type="checkbox"/>		
52	Gifted/Talented Coordinator		<input type="checkbox"/>		
53	Library Media Specialist		<input type="checkbox"/>		
<b>Administrative Support Services</b>					
54	Administration	\$28,332	<input checked="" type="checkbox"/>		
55	Business Services		<input type="checkbox"/>		
56	CESA Facility Maintenance & Operation	\$1,150	<input checked="" type="checkbox"/>		
57	Cooperative Purchasing	No Charge	<input checked="" type="checkbox"/>		
58	E-Rate Application Service		<input type="checkbox"/>		
59	Environmental Services		<input type="checkbox"/>		
60	Excellence in Teaching Program (ETP)	Per PO	<input type="checkbox"/>		
61	School-Based Services (SBS) (Medicaid Billing)		<input type="checkbox"/>		
<b>TOTAL COST OF SHARED SERVICES &gt;&gt;&gt; \$79,303</b>					

  
 \_\_\_\_\_  
 Authorized Administrative Signature

2/10/2022  
 Date

## 2022-23 Shared Service Contract Part B - Signature Page

CESA 9 has been authorized to provide services on a cooperative basis and has been authorized to enter into and approve service contracts with local school districts and other agencies as provided in Chapter 116, Wisconsin Statutes.

CESA 9 hereby agrees to provide to the party of the second part, services to be performed by legally qualified personnel. Information regarding services to be performed is included in the services catalog. CESA 9 agrees to forward federal and/or state funds which are due to the party of the second part as soon as possible after receipt of said funds.

District/Client agrees to pay the pro-rata gross costs for all services rendered. Payments under this contract shall be made to the Business Office of CESA 9 at 304 Kaphaem Road, Tomahawk, Wisconsin 54487 following receipt of invoice.

All invoices from CESA 9 will be on budgeted estimated costs except the last billing shall reflect the net annual cost of the contract's service.

The District/Client agrees to reimburse CESA 9 for its proportionate share of costs of the services provided under this contract including but without limitation because of enumeration, unemployment compensation, litigation expense, collective bargaining, and monetary awards by courts and agencies as per Section 116.03(4).

Unless the District/Client gives written notice to CESA 9 on or prior to April 14, 2023 that this contract is not to be renewed as to one or more of the enumerated services, CESA 9 shall have the option to renew this contract for any of the listed services for the following 2023-24 school year.

CESA 9 is the sole employer of the person or persons providing services under this contract and will follow all applicable state and federal employment laws.

In witness thereof, the parties have set their hands on the date written below.

**CESA 9**

DocuSigned by:

  
46E848DEC2A2AA7

Chairperson, Board of Control

DocuSigned by:

  
CAB34073B086435

Secretary, Board of Control

1/7/2022

Date

**District/Client**

\_\_\_\_\_  
President or Clerk, Board of Education

\_\_\_\_\_  
District/Client

\_\_\_\_\_  
Date



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**D.C. Everest Area School District**

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

**Kristine A. Gilmore, Ed.D.**  
Superintendent

**MISSION STATEMENT**

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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.

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**To:** D.C. Everest School Board

**From:** Dr. Kristine A. Gilmore, Superintendent *KAG*

**Date:** February 17, 2022

**Subject:** 2022-2023 School Year Calendar

Attached you will find the recommended 2022-2023 School Year Calendar. This calendar was developed with input by the Calendar Committee that included elementary and secondary staff and a parent representative. Two calendars were created, and all staff had the opportunity to vote on their calendar of choice. This calendar shares the same major breaks as the Wausau School District.

## Proposed 2022-2023 D.C. Everest Calendar

July 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
1						

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
20						

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
19						

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
18						

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
16						

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
21						

February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				
19 (-1)						

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
17						

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						
19						

May 2023						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
21						

June 2023						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
1						

- No school
- No school for students - Teacher Professional Development/Work Day
- No school for students - New Teacher Inservice
- No school for students - Teacher Work Day - Grading
- No school for ONLY ELEMENTARY to allow for P/T conferences

- Students' first and last days of school
  - Last day of quarter or semester
- student contact days
- Q1 - 44                      Q3 - 42/41
  - Q2 - 40                      Q4 - 46
  - S1 - 84                        S2 - 88/87



## *D.C. Everest Senior High School*

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

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**Aaron M. Hoffman**  
**CTE Coordinator**  
**Phone Extension: 4120**  
**[ahoffman@dce.k12.wi.us](mailto:ahoffman@dce.k12.wi.us)**

D.C. Everest School Board Members:

It is with great honor that we announce that the D.C. Everest Area School District will be awarding four Senior students with the Technical Excellence Scholarship made available through the State of Wisconsin Higher Education Aids Board. Communication is currently taking place with the four final recipients.

Sincerely,

Aaron M. Hoffman

Career and Technical Education Coordinator

D.C. Everest Area School District



**D.C. EVEREST  
SENIOR HIGH SCHOOL**

6500 Alderson Street  
Weston, WI 54476

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**To:** D.C. Everest School Board  
**From:** Mike Raether  
**Date:** February 18, 2022  
**Subject:** D.C. Everest Wisconsin Academic Excellence Scholars

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It is with great pleasure that the following 4 students have been named the D.C. Everest Wisconsin Academic Excellence Scholars for the graduating class of 2022: Brian Kee, Benjamin Prunuske, Candence Strahota, and Katherine Kloth. These are our top 4 seniors as of the end of the first semester of their senior year.



Book	Policy Manual
Section	First Reading by Board
Title	DEFINITIONS
Code	po0100
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 11, 2021
Prior Revised Dates	10/27/2021

#### 0100 - DEFINITIONS

The bylaws of the Board of this District incorporate quotations from the laws and administrative code of the State of Wisconsin. Such quotations may be substantively altered only by appropriate legislative, judicial, or administrative action.

Whenever the following items are used in these bylaws and policies, they shall have the meaning set forth below:

##### **Administrative Guideline**

A statement, based on policy, is usually written, which outlines and/or describes the means by which a policy should be implemented and which provides for the management cycle of planning, action, and assessment or evaluation.

##### **Agreement**

A collectively-negotiated contract with a recognized bargaining unit.

##### **Apps and Services**

Apps and services are software (i.e., computer programs) that support the interaction of personal communication devices (as defined in Bylaw 0100, above) over a network or client-server applications in which the user interface runs in a web browser. Apps and services are used to communicate/transfer information/data that allow students to perform actions/tasks that assist them in attaining educational achievement goals/objectives, enable staff to monitor and assess their students' progress, and allow staff to perform other tasks related to their employment. Apps and services also are used to facilitate communication to, from, and among and between, staff, students, parents, Board members, and/or other stakeholders and members of the community.

##### **Board**

The School Board is also commonly referred to as the Board **shall take action that is within the comprehensive meaning of the terms "duties and powers" provided that such action is not prohibited by State or Federal law. (Chapter 118, Wis. Stats. and Chapter 120, Wis. Stats.).**

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

##### **Bylaw**

Rule of the Board for its own governance.

##### **Clerk**

The chief clerk of the Board. (See Bylaw 0170)

## District

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

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

## Due Process

Procedural due process requires prior knowledge (a posted discipline code), notice of offense (accusation), and the opportunity to respond. Specific due process requirements are dependent upon the circumstances and may vary depending on such circumstances.

## Full Board

Authorized number of voting members entitled by law to govern the District. The full Board is the total number of Board members authorized by law regardless of the number of current sitting members.

## Information Resources

The Board defines information resources to include any data/information in electronic, audio-visual or physical form, or any hardware or software that makes possible the storage and use of data/information. This definition includes but is not limited to electronic mail, voice mail, social media, text messages, databases, CD-ROMs/DVDs, websites, motion picture film, recorded magnetic media, photographs, digitized information, or microfilm. This also includes any equipment, computer facilities, or online services used in accessing, storing, transmitting, or retrieving electronic communications.

## Law Enforcement Officer(s) or Agencies

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

## Legal Custodian of Records

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

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

## Medical Advisor

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

## Meeting

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

## Parent

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

## Personal Communication Devices

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

## Policy

A general, written statement by the governing Board which defines its expectations or position on a particular matter and authorizes appropriate action that must or maybe taken to establish and/or maintain those expectations. 92

## President

The chief executive officer of the Board. (See Bylaw 0170)

## Principal

The educational leader and head administrator of one (1) or more District schools.

In policy and administrative guidelines, **capitalization of the term Principal may imply implies delegation of authority to delegate** responsibilities, **as appropriate**, to **appropriate members of his/her** staff **members**.

## Professional Staff Member

District employees who are either certified teachers employed in a position for which certification is a requirement of employment or administrative employees who are responsible for oversight or supervision of a component or components of the District's operation, or serve as assistants to such persons, regardless of whether they hold an administrative contract or are required to have administrator certification, but excluding the Superintendent.

## Relative

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

## School Nurse

A school nurse is a registered nurse who meets the requirements of Wis. Stat. Sec. 115.001(11). A school nurse has the authority to exclude students for signs of illness.

## School Official

**Except if otherwise defined in policy, a** school official is a person employed by the Board as an administrator, supervisor, teacher/instructor (including substitutes), or support staff member (including health or medical staff and law enforcement unit personnel); **or** a person serving on the Board. ~~a person or company with whom the Board has contracted to perform a special task (such as an attorney, auditor, or medical consultant); a contractor, consultant, volunteer or other parties to whom the Board has outsourced a service otherwise performed by Board employees (e.g. a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers).~~ **[NOTE: The term school official is inclusive of other parties, such as attorney, contractor, consultant, volunteer, or other party to whom the Board has outsourced a service otherwise performed by Board employees (e.g., a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers) pursuant to the Family Educational Rights and Privacy (FERPA) definition - See Policy 8330 - Student Records.]**

## Shall

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

## Social Media

Social media are online platforms where users engage with one another and/or share information and ideas through text, video, or pictures. Social media consists of any form of online publication or presence that allows interactive communication, including, but not limited to, text messaging, instant messaging, websites, web logs ("blogs"), wikis, online forums (e.g., chat rooms), virtual worlds, and social networks. Examples of social media include, but are not limited to Facebook, Facebook Messenger, Google Hangouts, Twitter, LinkedIn, YouTube, Flickr, Instagram, Pinterest, Skype, and Facetime. Social media does not include sending or receiving e-mail through the use of District-issued e-mail accounts. Apps and web services shall not be considered social media unless they are listed on the District's website as District-approved social media platforms/sites.

**Student**

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

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**Superintendent**

Sometimes the administrative head of the school district is referred to as Superintendent. He/She has the authority of the Superintendent by law. In policy, capitalization of the ~~term "S" in~~ Superintendent ~~may imply implies~~ a delegation of responsibilities, ~~as appropriate,~~ to ~~appropriate~~ staff members.

**Support Staff**

Any employee who provides support to the District's program and whose position does not require a professional certificate. This category includes special education paraprofessionals, even though it is a requirement to hold a special education program aide license issued by the Wisconsin Department of Public Instruction (DPI) or another valid and current DPI license or permit.

**Technology Resources**

The Board defines technology resources to include computers, laptops, tablets, e-readers, cellular/mobile telephones, smartphones, web-enabled devices, video and/or audio recording equipment, SLR and DSLR cameras, projectors, software and operating systems that work on any device, copy machines, printers and scanners, information storage devices (including mobile/portable storage devices such as external hard drives, CDs/DVDs, USB thumb drives and memory chips), the computer network, Internet connection, and online educational services and apps.

**Treasurer**

The chief financial officer of the Board. (See Bylaw 0170)

**Vice-President**

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

**Voting**

A vote at a meeting of the Board. The law requires that Board members must be present in order to have their vote officially recorded in the Board minutes and to be available for a roll call vote. A Board member's presence at a meeting includes his/her presence if attending by telephone or other manner of remote access, so long as such remote access is compliant with State law. No voting by Proxy may be recorded or counted in an official vote of the Board. Remote access during quasi-judicial functions (e.g. termination hearings, expulsions) may be permitted after consultation with legal counsel.

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

~~Revised 3/22/17~~

~~Revised 10/21/20~~

~~Revised 6/16/21~~

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Last Modified by Ellen Suckow on February 11, 2022



Book	Policy Manual
Section	First Reading by Board
Title	NEW CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENT
Code	po1421
Status	First Reading

## 1421 - CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENTS

### **Criminal History Record Check**

To more adequately safeguard students and staff members, the Board requires an inquiry into the background of each applicant the Superintendent recommends for employment on the District's administrative staff. Any contracts with outsourced services, employment agencies, or temporary services must require such providers to conduct and retain a criminal history record check of individuals providing service to the District.

Such an inquiry shall also be made for substitutes who may be employed by the District **(X)** and for volunteers assisting District staff.

The Superintendent shall establish the necessary procedures for obtaining any criminal history on the applicant.

Should it be necessary to employ a person in order to maintain continuity of the program prior to receipt of the report, the Superintendent may employ the person on a provisional basis until the report is received.

All information and records obtained from such inquiries are to be considered confidential and shall not be released or disseminated to those not directly involved in evaluating the applicant's qualifications.

### **Employee Self-Reporting Requirement**

All District employees shall notify the Superintendent as soon as possible, but no more than three (3) calendar days, after any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any criminal or municipal offense.

The Superintendent, as soon as possible, but no more than three (3) calendar days, after any arrest, indictment, conviction, no contest or guilty plea, or other adjudication shall notify the **(X)** Board President for any criminal or municipal offense.

The requirement to report a conviction or deferred adjudication shall not apply to minor traffic offenses. However, an offense of operating under the influence, revocation or suspension of license, and driving after revocation or suspension must be reported if the employee drives or operates a District vehicle or piece of mobile equipment or transports students or staff in any vehicle. Failure to report under this section may result in disciplinary action, up to and including termination. All employment decisions by the District based on such information must comply with Wisconsin's arrest and conviction discrimination law.

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Legal 111.335, Wis. Stats.

Last Modified by Ellen Suckow on February 15, 2022



Book	Policy Manual
Section	First Reading by Board
Title	PHYSICAL EXAMINATION
Code	po1460
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2022
Prior Revised Dates	8/6/2021

#### 1460 - PHYSICAL EXAMINATION

~~The School Board requires all candidates for positions in which the employee will come in contact with children or prepare food, as a condition of employment, to submit to an examination, including a test for tuberculosis, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with 118.25 Wis. Stats.~~

The Board requires any candidate who has been offered employment in a position that involves contact with children or the preparation of food for children, as a condition of employment, to submit to an examination, including a tuberculosis screening questionnaire. Additional testing may be required to assure freedom from tuberculosis in communicable form.

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

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

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

~~The Board shall also require the candidate, based on a contingent job offer, to submit to a test for controlled substances, the results of which must indicate there is no evidence of unlawful drug use. Such examinations shall be done in accordance with the Superintendent's guidelines. [NOTE: the legality of blanket pre-employment drug testing by a government employer for all positions is uncertain. Courts have concluded that drug tests that are not based on a suspicion of drug use are permissible only where the position involves "safety-sensitive" employment. Selecting this option should be done with the advice of legal counsel.]~~

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

Reports of all such examinations or evaluations shall be delivered to the Human Resource Director, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 1422.02 the successful candidate, who is required to submit to a medical examination, as well as the health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination. 96

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

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

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

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

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

The Board shall assume any fees for required examinations.

~~Revised 5/24/17~~

~~Reviewed 10/4/18~~

~~T.C. 8/9/19~~

~~T.C. 8/6/21~~

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

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

### **Introduction**

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

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

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

### **Coverage**

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

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

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. 98

**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. Sexual assault includes rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape.
    - a. *Rape* is 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 sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by State law.
    - f. *Statutory Rape* is sexual intercourse with a person who is under the statutory age of consent as defined by Wis. Stat. §§ 948.02 or 948.09, or whose status as a student prohibits such sexual contact per Wis. Stat. §948.095.
    - g. *Other Sexual Contact* includes the intentional emission of bodily fluids on the complainant, or at the direction of the Respondent, for the purposes of sexual gratification as defined in Wis. Stat. § 940.225(5)(b).
    - h. *Consent* refers to words or actions that a reasonable person would understand as agreement to engage in the sexual conduct at issue. A person may be incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. A person who is incapacitated is not capable of giving consent.
    - i. *Incapacitated* refers to the state where a person does not understand and/or appreciate the nature or fact of sexual activity due to the effect of drugs or alcohol consumption, medical condition, disability, or due to a state of unconsciousness or sleep.
  2. "Domestic violence" includes felony or misdemeanor crimes of violence committed by:
    - a. A current or former spouse or intimate partner of the victim;
    - b. A person with whom the victim shares a child in common;
    - c. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

- d. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime occurred; or
- e. Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime occurred.
3. "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
4. "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to – (1) fear for the person's safety or the safety of others; or (2) suffer substantial emotional distress.

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

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

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

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

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

**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. 100

**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:

Director of Student Services  
Director of Human Resources

The Title IX Coordinator shall report directly to the Superintendent **except when the Superintendent is a Respondent. In such matters, the Title IX Coordinator shall report directly to the Board President.** 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. **The District's Title IX Coordinator(s) are:***

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

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

*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.

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

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

The Process described herein relates exclusively to complaints brought under this Policy. The District will continue to handle complaints subject to the District's other nondiscrimination and anti-harassment policies, including: Policy 5517 - Student Anti-Harassment; Policy 5517.01 - Bullying; 2260 - Nondiscrimination and Access to Equal Educational Opportunity; Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability.

### **Report of Sexual Discrimination/Harassment**

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

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

If a report involves allegations of sexual harassment by or involving the Title IX Coordinator, the person making the report should submit it to the 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 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. 102

**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**

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.

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

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

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

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

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

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

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

### **Investigation of a Formal Complaint of Sexual Harassment**

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

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

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

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

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

- A. present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence; and
- B. have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney. The District may not limit the choice or presence of an advisor for either the Complainant or Respondent in any meeting or grievance proceeding.
- C. Board Policy 2461 – Recording of District Meetings Involving Students and/or Parents controls whether a person is allowed to audio record or video record any meeting or grievance proceeding.

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

The District will provide to a party whose participation is invited or expected written notice of the date, time, location, participants, and purpose of all investigative interviews, or other meetings, with sufficient time for the party to prepare to participate. The investigator(s) and decision-maker(s) must provide a minimum of one(1) day 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 <sup>105</sup> reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

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

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

### **Determination of Responsibility**

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

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

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

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

The written determination will include the following content:

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

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

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- 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 vendor or contractor;
- C. mandatory monitoring of the third-party while on school property and/or while working/interacting with students;
- D. restriction/prohibition on the 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 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. **If the Respondent is a member of the Board, that member of the Board shall be excluded from any determination regarding the imposition of a disciplinary sanction/consequence by the remaining Board members.**

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

At any point in the grievance process and procedures, the 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:

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- 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 Complainants 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 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.

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. 108

### **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.

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. 109

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.

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

Last Modified by Ellen Suckow on February 16, 2022



Book	Policy Manual
Section	First Reading by Board
Title	CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENTS
Code	po3121
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2021
Prior Revised Dates	8/31/2020

### 3121 - **CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENTS**

#### **Criminal History Record Check**

To more adequately safeguard students and staff members, the Board requires an inquiry into the background of each applicant the Superintendent recommends for employment on the District's professional staff. Any contracts with outsourced services, employment agencies or temporary services must require such providers to conduct and retain a criminal history record check of individuals providing service to the District.

Such an inquiry shall also be made for substitutes who may be employed by the District.

The Superintendent shall establish the necessary procedures for obtaining any criminal history on the applicant.

Should it be necessary to employ a person in order to maintain continuity of the program prior to receipt of the report, the Superintendent may employ the person on a provisional basis until the report is received.

All information and records obtained from such inquiries are to be considered confidential and shall not be released or disseminated to those not directly involved in evaluating the applicant's qualifications.

#### **Employee Self-Reporting Requirement**

**All District employees shall notify the Superintendent as soon as possible, but no more than three (3) calendar days, after any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any criminal or municipal offense.**

**The requirement to report a conviction or deferred adjudication shall not apply to minor traffic offenses. However, an offense of operating under the influence, revocation or suspension of license, and driving after revocation or suspension must be reported if the employee drives or operates a District vehicle or piece of mobile equipment or transports students or staff in any vehicle. Failure to report under this section may result in disciplinary action, up to and including termination. All employment decisions by the District based on such information must comply with Wisconsin's arrest and conviction discrimination law.**

**111.335, Wis. Stats.**

**T.C. 8/31/20**

Legal                      111.335, Wis. Stats.

Last Modified by Ellen Suckow on February 15, 2022



Book	Policy Manual
Section	First Reading by Board
Title	DRUG-FREE WORKPLACE
Code	po3122.01
Status	First Reading
Adopted	May 25, 2016
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Prior Revised Dates	11/18/2020

### 3122.01 - DRUG-FREE WORKPLACE

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

#### **Prohibited Acts**

**The Board prohibits any member of the District's staff from any of the following at any time while on or in District property or while performing duties at a District-related activity or event:**

**A. manufacturing, possessing, using, distributing, dispensing, or being under the influence of any controlled substance or alcohol;**

**B. using, distributing, or possessing drug paraphernalia; or**

**C. unlawfully possessing, using, distributing, dispensing, or abusing a prescribed or over-the-counter medication.**

#### **Permitted Acts**

**Staff members who use or possess a prescription drug that has been lawfully prescribed to the staff member according to Wisconsin and Federal law, and take the prescription in accordance with the prescribed dosage, shall not be deemed to be in violation of this policy. Staff members who use or possess over-the-counter medications and take them in accordance with the recommended dosage, shall not be deemed to be in violation of this policy. Wherever possible, a staff member should take prescribed and/or over-the-counter medications at home and not bring them to school. Where that cannot be accomplished, any staff member in possession of prescribed and/or over-the-counter medications while at school is responsible for taking appropriate precautions to assure that the drugs remain in the staff member's possession at all times and are taken only in private, out of the view of students.**

**Consistent with the Drug-Free Workplace Act, the Board prohibits the manufacture, possession, use, distribution, or dispensing of any controlled substance, or alcohol, by any member of the District's professional staff at any time while on District property or while involved in any District-related activity or event. Professional staff members who use or possess a prescription drug that has been lawfully prescribed to the staff member, and taken in accordance with the prescribed dosage, shall not be deemed to be in violation of this policy. Wherever possible, a staff member should take prescribed medications at home and not bring them to school. Where that cannot be accomplished, any staff member in possession of prescribed medications while at school is responsible for taking appropriate precautions to assure that the drugs remain in the staff member's possession at all times and are taken only in private, out of the view of**

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

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Each staff handbook will include a summary of the standards regarding unlawful possession, use, or distribution of illicit drugs and alcohol by staff; furthermore, staff members shall be informed that compliance with this requirement is mandatory. The use of marijuana and/or products containing tetrahydrocannabinols (THC), other than products expressly excluded from the definition of a schedule drug (hemp-derived CBD oil, etc.), is still prohibited under Wisconsin law and Board policy. The use of such products even in states which have passed state laws permitting usage is still unlawful under Federal law and Wisconsin law and is not an exception to the drug-free workplace policy.

~~Any staff member who violates this policy shall be subject to disciplinary action in accordance with District guidelines and/or the Employee Handbook.~~

~~The Superintendent shall establish whatever programs and procedures are necessary to meet the Federal certification requirements and shall provide these to staff.~~

### Disciplinary Action

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

### Off Work Conduct

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

### Use of Resources for Treatment

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

~~Revised 1/25/17~~

~~Revised 10/25/17~~

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

Cross References [ag3122.01 - DRUG-FREE WORKPLACE](#)

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Book	Policy Manual
Section	First Reading by Board
Title	PHYSICAL EXAMINATION
Code	po3160
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2022
Prior Revised Dates	8/6/2021

### 3160 - **PHYSICAL EXAMINATION**

The Board requires any candidate, who has been offered employment **in a position that involves contact with children or the preparation of food for children**, as a condition of employment, to submit to an examination, including a tuberculosis screening questionnaire. **Additional testing may be required to assure freedom from tuberculosis in a communicable form. ~~subject to further tests, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with 118.25, Wis. Stats.~~**

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

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

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

**~~The Board shall also require the candidate, based on a contingent job offer, to submit to a test for controlled substances, the results of which must indicate there is no evidence of unlawful drug use. Such examinations shall be done in accordance with the Superintendent's guidelines.~~**

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

Reports of all such examinations or evaluations shall be delivered to the Human Resources Director, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 3122.02, the successful candidate who is required to submit to a medical examination, as well as the health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

**Employees will be notified of the results of the medical examination upon receipt.** Any and all reports of such examination will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA). 115

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

~~In the event of a report of a condition that could influence job performance, the Human Resources Director shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities. Freedom from tuberculosis in a communicable form is a condition of employment.~~

The Board shall assume ~~any~~**the** fees for **required** examinations.

~~Revised 5/24/17~~  
~~Reviewed 10/4/18~~  
~~T.C. 8/6/21~~

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

Cross References [ag3160A - PHYSICAL EXAMINATION](#)

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Book	Policy Manual
Section	First Reading by Board
Title	GRIEVANCE PROCEDURE
Code	po3340
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2022
Prior Revised Dates	9/2/2021

### 3340 - **GRIEVANCE PROCEDURE**

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

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

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

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

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

#### A. **Principal/Supervisor:**

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

#### B. **Superintendent:**

In the event the Principal's/Supervisor's decision does not resolve the problem, the employee may, within five (5) business

days of the date the Principal's/Supervisor's written decision is issued, present his/her grievance in writing to the Superintendent. This grievance shall fully state the details of the problem and suggest a remedy. The Superintendent shall, within five (5) business days of receipt of the grievance, meet and discuss the grievance with the employee and then reply in writing within ten (10) business days. This step does not apply to any grievance related to action by the Board that directly affects the grievant. 117

#### C. Hearing Before an Impartial Hearing Officer:

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

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

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

#### D. Board:

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

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

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

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

- A. "Workplace safety" means those conditions related to physical health and safety of employees enforceable under Federal or State law or District rule related to: safety of the physical work environment, the safe operation of workplace equipment and tools, provision of protective equipment, training and warning requirements, workplace violence, and accident risks.
- B. "Termination" does not include voluntary resignation or retirement, or the nonrenewal of an employment contract pursuant to 118.22 and 118.24 Wis. Stats., nor does it include position elimination due to a reduction in force under Policy 3131 - Reduction in Staff.
- C. "Employee discipline" refers to unpaid suspensions, written reprimands, or demotion, but excludes performance conferences/evaluations, staff assignments, improvement plans, or oral counseling or reprimand unless a written record of the reprimand is placed in the employee's file. Nonrenewal of a contract under Wis. Stats. 118.22 or 118.24 shall be considered disciplinary if for misconduct or performance reasons.

D. "Business days" means weekdays, excluding any District recognized holiday that falls on a weekday, but does not exclude weekdays during scheduled break periods.

~~Revised 4/21/21~~

~~T.C. 9/2/21~~

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

Cross References [ag3440A - JOB-RELATED EXPENSES](#)  
[ag3440B - USE OF PRIVATE CAR FOR SCHOOL BUSINESS](#)  
[ag3440C - USE OF SCHOOL VEHICLE FOR SCHOOL BUSINESS](#)

Last Modified by Ellen Suckow on February 16, 2022



Book	Policy Manual
Section	First Reading by Board
Title	CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENT
Code	po4121
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2022

#### 4121 - **CRIMINAL HISTORY RECORD CHECK AND EMPLOYEE SELF-REPORTING REQUIREMENT**

##### **Criminal History Record Check**

To more adequately safeguard students and staff members, the School Board requires an inquiry into the background of each applicant the Superintendent recommends for employment on the District's support staff. Any contracts with outsourced services, employment agencies or temporary services must require such providers to conduct and retain a criminal history record check of individuals providing service to the District.

Such an inquiry shall also be made for substitutes who may be employed by the District.

The Superintendent or designee shall establish the necessary procedures for obtaining any criminal history on the applicant.

Should it be necessary to employ a person in order to maintain continuity of the program prior to receipt of the report, the Superintendent may employ the person on a provisional basis until the report is received.

All information and records obtained from such inquiries are to be considered confidential and shall not be released or disseminated to those not directly involved in evaluating the applicant's qualifications.

##### **Employee Self-Reporting Requirement**

**All District employees shall notify the Superintendent as soon as possible, but no more than three (3) calendar days, after any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any criminal or municipal offense.**

**The requirement to report a conviction or deferred adjudication shall not apply to minor traffic offenses. However, an offense of operating under the influence, revocation or suspension of license, and driving after revocation or suspension must be reported if the employee drives or operates a District vehicle or piece of mobile equipment or transports students or staff in any vehicle. Failure to report under this section may result in disciplinary action, up to and including termination. All employment decisions by the District based on such information must comply with Wisconsin's arrest and conviction discrimination law.**

**111.335, Wis. Stats.**

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Cross References 111.335, Wis. Stats.





Book	Policy Manual
Section	First Reading by Board
Title	DRUG-FREE WORKPLACE
Code	po4122.01
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2022
Prior Revised Dates	11/18/2020

#### 4122.01 - DRUG-FREE WORKPLACE

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

#### **Prohibited Acts**

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

**A. manufacturing, possessing, using, distributing, dispensing, or being under the influence of any controlled substance or alcohol;**

**B. using, distributing, or possessing drug paraphernalia; or**

**C. unlawfully possessing, using, distributing, dispensing, or abusing a prescribed or over-the-counter medication.**

#### **Permitted Acts**

~~Support~~ staff members who use or possess a prescription drug that has been lawfully prescribed to the staff member **according to Wisconsin and Federal law**, and take **the prescription** in accordance with the prescribed dosage, shall not be deemed to be in violation of this policy. **Staff members who use or possess over-the-counter medications and take them in accordance with the recommended dosage, shall not be deemed to be in violation of this policy.** Wherever possible, a staff member should take prescribed **and/or over-the-counter** medications at home and not bring them to school. Where that cannot be accomplished, any staff member in possession of prescribed medications while at school is responsible for taking appropriate precautions to assure that the drugs remain in the staff member's possession at all times and are taken in private, out of the view of students. **Nothing in this policy shall prohibit the Superintendent from evaluating a staff member's fitness for duty pursuant to Policy 4161—Unrequested Leaves of Absence/Fitness for Duty.**

Each staff handbook will include a summary of the standards regarding unlawful possession, use, or distribution of illicit drugs and alcohol by staff; furthermore, staff members shall be informed that compliance with this requirement is mandatory. The use of marijuana and/or products containing tetrahydrocannabinols (THC), other than products expressly excluded from the definition of a schedule drug (hemp-derived CBD oil, etc.), is still prohibited under Wisconsin law and Board policy. Use of such products even in states which have passed state laws permitting usage is still unlawful under Federal law and Wisconsin law and is not an exception to the drug-free workplace policy.

**Reasonable Suspicion Testing**

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

**Disciplinary Action**

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

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

**Nothing in this policy shall prohibit the Superintendent from evaluating a staff member's fitness for duty pursuant to Policy 4161 - Unrequested Leaves of Absence/Fitness for Duty.**

**Off Work Conduct**

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

**Use of Resources for Treatment**

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

~~Revised 1/25/17~~  
~~Revised 10/25/17~~

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

Cross References [ag4122.01 - DRUG-FREE WORKPLACE](#)

Last Modified by Ellen Suckow on February 16, 2022



Book	Policy Manual
Section	First Reading by Board
Title	PHYSICAL EXAMINATION
Code	po4160
Status	First Reading
Adopted	May 24, 2016
Last Revised	February 15, 2022
Prior Revised Dates	8/6/2021

#### 4160 - PHYSICAL EXAMINATION

The Board requires any candidate, who has been offered employment **in a position, that involves contact with children or preparation of food for children, as a condition of employment, to submit to an examination, including a tuberculosis screening questionnaire. Additional testing may be required to assure freedom from tuberculosis in communicable form. as a condition of employment, to submit to an examination, including a tuberculosis screening questionnaire, subject to further tests, in order to determine the physical capacity to perform assigned duties. Such examinations shall be done in accordance with 118.25 Wis. Stats.**

**~~The Board shall also require a district driver candidate, based on a contingent job offer, to submit to a test for controlled substances, the results of which must indicate there is no evidence of unlawful drug use. Such examinations shall be done in accordance with the Superintendent's guidelines and applicable law.~~**

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

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

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

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

Reports of all such examinations or evaluations shall be delivered to the Human Resources Director, who shall protect their confidentiality. Reports will be discussed with the employee or candidate. In compliance with the Genetic Information Nondiscrimination Act (GINA) and Board Policy 4122.02, the successful candidate who is required to submit to a medical examination, as well as the medical health care provider that is designated by the Board to conduct the examination, are directed not to collect genetic information or provide any genetic information, including the candidate's family medical history, in the report of the medical examination.

**Employees will be notified of the results of the medical examination upon receipt.** Any and all reports of such examination

will be maintained in a separate confidential personnel file in accordance with the Americans with Disabilities Act, as amended ("ADA") and the Genetic Information Nondiscrimination Act (GINA).

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

~~In the event of a report of a condition that could influence job performance, the Human Resources Director shall base a non-employment recommendation to the Board upon a conference with the examining physician and substantiation that the condition is directly correlated to defined job responsibilities and reasonable accommodation will not allow the employee or prospective employee to adequately fulfill those responsibilities. Freedom from tuberculosis in a communicable form is a condition of employment.~~

The Board shall assume any fees for required examinations.

~~Revised 5/24/17~~

~~T.C. 8/6/21~~

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

Cross References [ag4160A - PHYSICAL EXAMINATION](#)

Last Modified by Ellen Suckow on February 16, 2022



Book	Policy Manual
Section	First Reading by Board
Title	GRIEVANCE PROCEDURE
Code	po4340
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2022
Prior Revised Dates	4/21/2021

#### 4340 - **GRIEVANCE PROCEDURE**

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

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

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

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

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

#### A. **Principal/ Supervisor:**

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

#### B. **Superintendent/Suiperintendent:**

In the event the Principal's/Supervisor decision does not resolve the problem, the employee may, within five (5) working days

of the date the Principal's/Supervisor's written decisions is issued, present his/her grievance in writing to the Superintendent. This grievance shall fully state the details of the problem and suggest a remedy. The Superintendent shall, within five (5) working days of receipt of the grievance, meet and discuss the grievance with the employee and then reply in writing within ten (10) working days. This step does not apply to any grievance related to action by the Board that directly affects the grievant.

### C. Hearing Before an Impartial Hearing Officer:

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

Each grievance shall be heard by a single hearing officer and such hearings shall be private. The employee and the District may present witnesses, and each side may select one individual to attend the hearing as a representative.

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

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

### D. Board:

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

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

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

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

- A. "Workplace safety" means those conditions related to physical health and safety of employees enforceable under Federal or State law, or District rule related to: safety of the physical work environment, the safe operation of workplace equipment and tools, provision of protective equipment, training and warning requirements, workplace violence and accident risks.
- B. "Termination" does not include voluntary resignation or retirement, nor does it include reduction in force under Policy 4131 - Reduction in Staff.
- C. "Employee discipline" refers to suspensions written reprimands, or demotion, but excludes performance conferences/evaluations, staff assignments, improvement plans, or oral counseling or reprimand unless a written record of the reprimand is placed in the employee's file.

Legal 66.0509(1m), 118.22, 118.24, Wis. Stats. 127

Last Modified by Ellen Suckow on February 15, 2022



Book	Policy Manual
Section	First Reading by Board
Title	OPEN ENROLLMENT PROGRAM (INTER-DISTRICT)
Code	po5113
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 11, 2022
Prior Revised Dates	4/21/2021

**5113 - OPEN ENROLLMENT PROGRAM (INTER-DISTRICT)**

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

**DEFINITIONS**

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

**A. Nonresident District**

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

**B. Nonresident Student**

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

**C. Tuition Student**

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

**D. Full-time Enrollment**

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

**E. Class Size**

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

**F. Program Size**

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

**G. Resident Student**

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

## **FULL-TIME OPEN ENROLLMENT**

### **A. Procedures for Processing of Open Enrollment Applications**

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

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

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

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

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

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

### **B. Decisional Criteria for Nonresident Applications**

Decisions on nonresident open enrollment applications will be based only on the following criteria:

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

Other factors the Superintendent may consider in determining the availability of space, include:

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

- b. Engaging in conduct while at school or under school supervision that endangered the health, safety, or property of others.
- c. Engaging in conduct while not at school or while not under the supervision of a school authority that endangered the health, safety, or property of others at school or under the supervision of a school authority or of any school employee or Board member.
- d. Possessing a dangerous weapon (as defined in Section 939.22(10), Wis. Stats.) while on school property or under school supervision.

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

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

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

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

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

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

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

### C. Reapplication Procedures

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

### D. Transportation

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

## ALTERNATIVE APPLICATION PROCEDURES

The parent of a non-resident student who wishes to attend a school in the District may apply at any time throughout the year by submitting an application under the alternative application procedure if the pupil satisfies at least one of the statutory criteria and has not applied to more than three non-resident school districts. (See AG 5113 and AG 5113A – Open Enrollment for Students with Disabilities.)

Applications from a non-resident student under the alternative application procedures received after the Board's January meeting, at which it sets open enrollment space availability numbers for the subsequent year, may be approved if space is available in the current year and in the subsequent year in the student's subsequent grade level. **Alternative applications received prior to the 3rd Friday in September may be approved if the Board has approved all applications for that grade level which were received during the regular period, including the offer of enrollment to applicants placed on the waiting list, if any.**

### **[X ] DELEGATION TO SUPERINTENDENT**

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

### **ANNUAL REVIEW**

The Board shall review its Open Enrollment Program annually.

### **General Provisions**

- A. A student, who has been accepted under this program, who has not met the academic prerequisites for participation in a particular program in which the student wishes to enroll shall not be placed in that program.
- B. The District's Policy 2260 - Access to Equal Educational Opportunity shall apply to all applicants under this program. In addition, the District will not discriminate on the basis of an applicant's intellectual, academic, artistic, athletic, or other ability, talent, or accomplishment, or based on a mental or physical disability, except as provided for in the statute authorizing this program.
- C. The Superintendent shall be responsible for developing and promulgating administrative guidelines to implement this policy. (See accompanying pages.) Such guidelines shall address at least the following matters:
  1. participation in interscholastic athletics;
  2. assignment within the District;
  3. payment of fees and other charges.

### **Application of Emergency Orders**

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

**Revised 6/26/19**  
**Revised 2/19/20**  
**Revised 11/18/20**

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Legal 118.51, Wis. Stats.  
 Wis. Admin. Code. Ch. P.I. 36

Cross References [ag5113 - ADMISSION OF STUDENTS PARTICIPATING UNDER OPEN ENROLLMENT](#)

Last Modified by Ellen Suckow on February 11, 2022



Book	Policy Manual
Section	First Reading by Board
Title	NEW - MISSING AND ABSENT CHILDREN
Code	po5215
Status	First Reading

**5215 - MISSING AND ABSENT CHILDREN**

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

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

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

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

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

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Book	Policy Manual
Section	First Reading by Board
Title	PROMOTION, PLACEMENT, AND RETENTION
Code	po5410
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 11, 2022

#### 5410 - PROMOTION, PLACEMENT, AND RETENTION

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

It shall be the policy of the Board that each student be moved forward in a continuous pattern of achievement appropriate for each student's ~~and growth that is in harmony with his/her~~ own development.

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

A student will be promoted to the succeeding grade level when the student s/he has:

- A. completed the course requirements at the presently assigned grade;
- B. in the opinion of the professional staff, achieved the instructional objectives set for the present grade;
- C. demonstrated sufficient proficiency to permit him/her to move ahead in the educational program of the next grade.

The Superintendent shall develop administrative guidelines for promotion, placement, and retention of students which:

- A. require that parents are informed in advance of the possibility of retention of a student at a grade level;
- B. assign to the principal the final responsibility for determining the promotion, placement, or retention of each student.

#### Promotion from Grade 4 and Grade 8

A student shall be promoted from 4th to 5th grade when the student meets the following criteria:

1. the student's score on the 4th grade examination, unless the student has been excused from taking the examination;
2. the student's academic performance;
3. recommendations of teachers, which are based solely on the student's academic performance.

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

1. the student's score on the 8th grade examination, unless the student has been excused from taking the examination;

2. the student's academic performance;

3. recommendations of teachers, which are based solely on the student's academic performance.

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

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Legal 118.33(6), Wis. Stats.

Cross References [ag5410 - PROMOTION, PLACEMENT, AND RETENTION](#)

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Book	Policy Manual
Section	First Reading by Board
Title	CHILDREN AT-RISK OF NOT GRADUATING FROM HIGH SCHOOL
Code	po5461
Status	First Reading
Adopted	November 18, 2020
Last Revised	February 11, 2022

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

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

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

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

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

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

The Board uses an Equitable Multi-Level System of Supports (EMLSS) Model that is designed as a continuum for Literacy, Mathematics, and Behavior. EMLSS is defined as a systemic process for achieving high levels of academic and behavioral success for all students. Key system features include equity, high-quality instruction, strategic use of data, collaboration, family and community engagement, a continuum of supports, a strong universal level of support, systematic implementation, and strong, shared leadership.

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

The District will maintain an EMLSS Framework and supporting documents which outline specific implementation procedures and guidelines that will be reviewed annually. 136

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

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

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Book	Policy Manual
Section	First Reading by Board
Title	COST PRINCIPLES - SPENDING FEDERAL FUNDS
Code	po6114
Status	First Reading
Adopted	May 24, 2017
Last Revised	February 15, 2022
Prior Revised Dates	2/17/2021

#### 6114 - COST PRINCIPLES - SPENDING FEDERAL FUNDS

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

#### Cost Principles

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

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

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

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

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

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

1. the cost is needed for the proper and efficient performance of the grant program;
2. the cost is identified in the approved budget or application;
3. there is an educational benefit associated with the cost;
4. the cost aligns with identified needs based on results and findings from a needs assessment
5. the cost addresses program goals and objectives and is based on program data.

A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received. This standard is met if the cost: is incurred specifically for the Federal award; benefits both the Federal award and other work of the District and can be distributed in proportions that may be approximated using reasonable methods; and is necessary to the overall operation of the District and is assignable to the Federal award in accordance with cost principles mentioned here.

- B. Conform to any limitations or exclusions set forth in the cost principles as required by law or in the terms and conditions of the Federal award.

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

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

- G. Be not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such.
- H. Be adequately documented:

1. in the case of personal services, the Superintendent shall implement a system for District personnel to account for time and efforts expended on grant-funded programs to assure that only permissible personnel expenses are allocated;
2. in the case of other costs, all receipts and other invoice materials shall be retained, along with any documentation identifying the need and purpose for such expenditure if not otherwise clear.

- I. Be incurred during the approved budget period.

The budget period means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which recipients are authorized to carry out authorized work and expend the funds awarded, including any funds carried forward or other revisions pursuant to the law. Prior written approval from the Federal awarding agency or state pass-through entity may be required to carry forward unobligated balances to subsequent budget periods unless waived.

#### **Selected Items of Cost**

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

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

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

#### **Cost Compliance**

The Superintendent shall require that grant program funds are expended and are accounted for consistent with the requirements of the specific program and as identified in the grant application. Compliance monitoring includes accounting for direct or indirect costs and reporting them as permitted or required by each grant. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs, but may not be double charged or inconsistently charged as both.

#### **Determining Whether a Cost is Direct or Indirect:**

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

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

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

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

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

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

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

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

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

### **Timely Obligation of Funds**

#### **When Obligations are Made**

Financial obligations are orders placed for property and services, contracts and subawards made, and similar transactions that require payment.

This term is used when referencing a recipient's or subrecipient's use of funds under a Federal award.

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

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

### **Period of Performance**

All financial obligations must occur during the period of performance. Period of performance means the total estimated time interval between the start of an initial Federal award when the District is permitted to carry out the work authorized by the grant and the planned end date. The period of performance may include one or more funded portions or budget periods. The period of performance is dictated by statute and will be indicated in the grant award notification ("GAN"). As a general rule, State-administered Federal funds are available for obligation within the year that Congress

appropriates the funds for. However, given the unique nature of educational institutions, for many Federal education grants, the period of performance is twenty-seven (27) months. This maximum period includes a fifteen (15) month period of initial availability, plus a twelve (12) month period for carryover. For direct grants, the period of performance is generally identified in the GAN. 140

In the case of a State-administered grant, financial obligations under a grant may not be made until the application is approved or is in substantially approvable form, whichever is later. In the case of a direct grant, a grantee may use grant funds only for obligations it makes during the grant period, unless an agreement exists with the awarding agency or the pass-through entity (e.g., Wisconsin Department of Education) to reimburse for pre-approval expenses.

If a Federal awarding agency or pass-through entity approves an extension, or if the District extends under C.F.R. 200.308(e)(2), the Period of Performance will be amended to end at the completion of the extension. If a termination occurs, the Period of Performance will be amended to end upon the effective date of termination. If a renewal is issued, a distinct Period of Performance will begin.

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

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Legal  
2 C.F.R.200.344(b)  
2 C.F.R. 200.403-.407, 200.413(a)-(c), 200.430(a), 200.431(a) and 200.458  
34 C.F.R. 75.703  
34 C.F.R.76.707-.708(a)

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Book	Policy Manual
Section	First Reading by Board
Title	FACILITIES PLANNING - Delete
Code	po7100
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 15, 2022

#### 7100 - FACILITIES PLANNING

~~The School Board recognizes that careful, prudent planning is essential to the efficient operation of the schools and that planning must be grounded on accurate data. In order to assure that future District construction supports the educational program and responds to community needs, the Board will prepare a capital construction plan and will revise that plan periodically thereafter. The plan shall include a thorough description and analysis of local and regional demographic factors which influence general population growth and public school enrollments.~~

~~In order to apprise the Board of the continuing relevance of the Board's capital construction plan, the Superintendent shall:~~

- A. ~~report to the Board on the enrollment by grades during the school year each semester;~~
- B. ~~prepare student enrollment projections as needed and compare the actual enrollment figures to the previously projected figures to detect early, for the benefit of the Board, any changes in enrollment trends.~~

~~In planning for the enlargement or modification of its facilities, the Board shall consider not only the number of children whose educational needs must be met, but also the physical requirements of the program it deems best suited to meet those needs. Each school building and site shall provide suitable accommodations to carry out the educational program of the school including provision for the disabled, pursuant to law and regulation.~~

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Book	Policy Manual
Section	First Reading by Board
Title	CONTROL OF CASUAL CONTACT COMMUNICABLE DISEASES
Code	po8450
Status	First Reading
Adopted	May 25, 2016
Last Revised	February 11, 2022
Prior Revised Dates	4/21/2021

**8450 - CONTROL OF CASUAL CONTACT COMMUNICABLE DISEASES**

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

For purposes of this policy, "casual-contact communicable disease" shall include:

- A. diphtheria,
- B. scarlet fever and other strep infections,
- C. whooping cough,
- D. mumps,
- E. measles,
- F. rubella, and
- G. others designated by the Wisconsin Department of Health Services (hereinafter referred to as DHS).

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

**Initial Exposure - Suspected Communicable Disease**

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

The Superintendent **authorized to shall** develop administrative guidelines for the control of communicable disease that **shall** include:

- A. instruction of professional staff members in the detection of these common diseases and measures for their prevention and control;
- B. removal of students from District property to the care of a responsible adult;

C. preparation of standards for the readmission of students who have recovered from casual-contact communicable diseases;

D. filing of reports as required by statute and the DHS.

**Protocols During a Pandemic/Epidemic**

**The procedure described above pertains to an initial and/or isolated identification of the possible presence of a communicable disease in a school. In the event of an ongoing pandemic or endemic outbreak of a communicable disease, the Administration and Board shall develop protocols to manage school during a pandemic or epidemic. ( ) See Policy 8420.01 – Epidemics and Pandemics. END OF OPTION]**

**Protocols shall be developed with consideration for the following resources:**

**A. Statewide declaration of emergency and related orders;**

**B. guidance provided by medical and/or public health officials, such as the Centers for Disease Control and Prevention (CDC); Wisconsin Department of Health Services (DHS); Wisconsin Department of Public Instruction (DPI); American Pediatrics Association;**

**C. local health department officials and local medical professionals;**

**D. parent and/or student groups; and**

**E. other resources developed for and specific to the circumstances facing the District.**

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Legal 252.10, Wis. Stats.  
252.19, 252.21, Wis. Stats.

Cross References [ag8450 - MANAGEMENT OF SELECTED CASUAL-CONTACT DISEASES](#)

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