

Regular School Board Meeting
Wednesday, March 19, 2025, 6:30 PM
Webex Online Meeting Only
6100 Alderson Street
Weston, Wisconsin 54476



– 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.

This meeting is a meeting of the School Board in public for the purpose of conducting the School District’s business and is not be considered a public community meeting. There is a time for public comment during the meeting as indicated in the agenda.

Public comment may be emailed to Ellen Suckow at esuckow@dce.k12.wi.us by 6:00 p.m. on March 19, 2025.

The live stream may be found at:

March 2025 Board Meeting

Date and time:

Wednesday, March 19, 2025 6:30 PM | (UTC-05:00) Central Time (US & Canada)

Join link:

<https://dce.webex.com/dce/j.php?MTID=m7c69cb6aff865d37336bb4a16e6b80d4>

Webinar number:

2499 925 8246

Webinar password:

BoardMarch2025 (26273628 when dialing from a phone or video system)

Join by phone

+1-415-655-0003 United States Toll

Access code: 249 992 58246

Meetings are recorded and will be available a day or two after the meeting
at: <https://www.youtube.com/channel/UCrYDZCV5lwlInSHhWl0od8g/videos>.

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Approval of Agenda

V. Public Comment

VI. Consent Agenda

A. Approval of Minutes

4

B. Recommended Employment/Resignations/Contract Adjustments

8

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

14

D. Balance Sheet

E. Budget Transfers

D.C. Everest Area School District, 6100 Alderson Street, Weston, WI 54476 ~ (715) 359-4221

48

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.

F. Budget Revisions	74
G. Grant Application(s)/Budget(s) Approval	
H. Fundraising Requests	
I. Gift/Bequests	
J. Bus Accident Report	75
K. Second Reading of Policies	77
L. Idea Start College Now Request	129
M. Idea Early College Credit Request	130
N. Senior High Start College Now Request	132
VII. Reports/Considerations	
A. WASB Legislative Network Member	
B. CESA #9 Representative	
C. Student Representative	
D. Superintendent	
1. Budget Update	133
2. Workforce Development Efforts	
3. Health Care Strategies	
4. Staff Recognition	
5. Superintendent's Student Advisory May 14	
VIII. Unfinished Business	
IX. New Business	
A. Resolution Authorizing the Transfer of Funds, the Establishment of an Escrow Account with Respect to and the Defeasance of Certain of the General Obligation School Building and Improvement Bonds, Series 2018, Dated July 2, 2018	135
B. Facility Study - Information Only	137
C. Approval of the CESA #9 Shared Services Contract for 2025-2026	139
D. WiSNP 66.03 Agreement for 2025-2026	141
E. Approve Job Description for Senior High School Principal	156
F. First Reading of Policy	
1. po1130 Ethics and Conflict of Interest	161
2. po2210 Curriculum Development	164
3. po2270 Religion in the Curriculum	166
4. po2271.01 Start College Now Program	168
5. po2440 Summer Learning	170
6. po2440.01 Summer or Interim School Attendance	172
7. po2464 Advanced Learning Instruction ("Gifted and Talented")	173
8. po3120.04 Employment of Substitutes	175
9. po3230 Ethics and Conflict of Interest	177
10. po3281 Personal Property of Staff Members	180
11. po4124 Notice of Reasonable Assurance of Employment	181
12. po4131 Reduction in Staff	182
13. po4230 Ethics and Conflict of Interest	185
14. po5512 Use of Tobacco and Nicotine by Students	188
15. po5610 Suspension and Expulsion	191
16. po5611 Rescind - Due Process Rights	194
17. po5710 Rescind - Student Complaints	
18. po6231 Budget Implementation	
D.C. Everest Area School District, 6100 Alderson Street, Weston, WI 54476 ~ (715) 359-4221	196
<p style="margin-left: 40px;">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.</p>	

19. po6620 Petty Cash	197
20. po7230 Gifts, Grants, and Bequests	198
21. po7410 Maintenance	200
22. po7430 Safety Standards	201
23. po8510 Wellness	202
24. po8531 Free and Reduced-Price Meals	211
25. po8600 Transportation	214

G. The Election Canvas will be held April 7 at 1:00. Information Only

X. Petitions and Communications

A. H. Plautz Thank You for Memorial Tribute	217
B. J. Sommer & Family Thank You for Memorial Tribute	218
C. Plaza Thank You for Memorial Tribute	219
D. M. Bahr Thank You for Memorial Tribute	220

XI. Future Meeting Dates

A. Regular Board Meeting
 April 16, 2025, at 6:30 p.m.
 D.C. Everest Administration Building
 6100 Alderson Street
 Weston, WI 54476

District Recognition Celebration
 April 28, 2025, 6:00 p.m.
 D.C. Everest Senior High
 6500 Alderson Street
 Weston, WI 54476

Regular Board Meeting
 May 21, 2025, at 6:30 p.m.
 D.C. Everest Administration Building
 6100 Alderson Street
 Weston, WI 54476

XII. The Board will consider adjournment to Closed Session pursuant to 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, ... which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. (Student Death) and (e) Wis. Stats. for 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. (Facilities Study & Update on Negotiations with DCETA)

D.C. Everest Area School District, 6100 Alderson Street, Weston, WI 54476 ~ (715) 359-4221

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.

Regular School Board Meeting
Wednesday, February 19, 2025 6:30 PM
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476



I. Call to Order

II. Roll Call

Attendance Taken at 6:30 PM. Ben Bliven: Absent, Joshua Dickerson: Present, Katie Felch: Present, Shannon Grabko: Present, Lindsey Lewitzke: Present, Larry Schaefer: Present, Yee Leng Xiong: Present.

III. Pledge of Allegiance

IV. Approval of Agenda

Motion made by Yee Leng Xiong and seconded by Larry Schaefer to approve the agenda for this meeting with a voice vote. This motion passed with a voice vote.

V. Public Comment

VI. Consent Agenda

Motion made by Lindsey Lewitzke and seconded by Joshua Dickerson to approve the Consent Agenda without VI.G.1. This motion passed with a roll call vote.

Joshua Dickerson: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea. Yea: 7, Nay: 0.

Motion made by Yee Leng Xiong and seconded by Shannon Grabko to approve VI.G.1. This motion passed with a roll call vote.

Joshua Dickerson: Yea, Katie Felch: Abstained, Shannon Grabko: Yea, Lindsey Lewitzke: Abstained, Larry Schaefer: Yea, Yee Leng Xiong: Yea. Yea: 4, Abstain: 2.

VI.A. Approval of Minutes

VI.B. Recommended Employment/Resignations/Contract Adjustments

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

VI.D. Balance Sheet

VI.E. Budget Transfers

VI.F. Budget Revisions

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

VI.G.1. Classroom Safety To Go Kits

VI.G.2. School-Based Restorative Justice Program - DCE Restorative Center

VI.H. Fundraising Requests

VI.I. Gift/Bequests

VI.I.1. Gift for Ski Team Expenses

VI.J. Bus Accident Report

VI.K. Second Reading of Policies

VI.K.1. po3440 Job-Related Expenses

VI.K.2. po4440 Job-Related Expenses

VI.K.3. po8550 Competitive Food Sales

VII. Reports/Considerations

VII.A. WASB Legislative Network Member - Grabko

VII.A.1. Discussion of State Education Convention Sessions Members Attended.

VII.B. CESA #9 Representative – Schaefer - CESA is focusing on what it can do to be what districts' need. The contracts for 2025-2026 have been sent to the districts.

VII.C. Student Representative - Class officers met with Dr. Raether to discuss activities to boost morale during this slower time of the school year. Honor roll is published for first semester. Clubs doing fundraisers for community groups. Winter sports are in full swing and moving toward the state championship series.

VII.D. Superintendent

VII.D.1. District Update

VII.D.2. Second Friday Count

VII.D.3. 3K Program Update

VII.D.4. Engagement Survey Results

VII.D.5. Funding

VII.D.6. Cell Phone Update

VIII. Unfinished Business

VIII.A. Mission Moment

VIII.A.1. Weston Connect / 21st Century Grant

VIII.B. Title IX Policy

Motion made by Lindsey Lewitzke and seconded by Katie Felch to rescind po2264 and adopt po2266 by resolution. This motion passed with a roll call vote. Joshua Dickerson: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea. Yea: 7, Nay: 0.

IX. New Business

IX.A. 4K Contracts

Motion made by Katie Felch and seconded by Shannon Grabko, to approve the 4K contracts for 2025-2026. This motion passed with a voice vote.

IX.B. School Budgets

Motion made by Larry Schaefer and seconded by Yee Leng Xiong to approve the building budget allocations for the 2025-2026 school year. This motion passed with a voice vote.

IX.C. Summer Learning Courses

Motion made by Shannon Grabko and seconded by Joshua Dickerson to approve the new Summer Learning courses for 2025. This motion passed with a voice vote.

IX.D. WI Technical Education Excellence Scholarship per po5451.02

Motion made by Shannon Grabko and seconded by Yee Leng Xiong to approve the four Wisconsin Technical Education Excellence Scholars for the Class of 2025. This motion passed with a voice vote with Katie Felch abstaining.

IX.E. WI Academic Excellence Scholarship Scholars per po5451.01

Motion made by Shannon Grabko and seconded by Yee Leng Xiong to approve the four Wisconsin Academic Excellence Scholars for the Class of 2025. With a voice vote, this motion passed.

IX.F. First Reading of Policy

Motion made by Joshua Dickerson and seconded by Katie Felch to approve the three policies listed on first reading. With a voice vote, this motion passed.

IX.F.1. po5113 Open Enrollment Program (Inter-District)

IX.F.2. po8540 Vending Machines

IX.F.3. po9700 Relations with Non-School Affiliated Groups

IX.G. Senior High Band Trip to Ireland

Motion made by Larry Schaefer and seconded by Shannon Grabko to approve the Senior High Band trip to Ireland in March of 2026. Motion passed with a voice vote.

X. Petitions and Communications

XI. Future Meeting Dates

XI.A. Imagine

March 11, 2025, at GTCC Gyms and Senior High Gym & Auditorium

6500/6400 Alderson Street, Weston, WI 54455

From 5:30-7:30 p.m.

Regular Board Meeting

March 19, 2025, at 6:30 p.m.

D.C. Everest Administration Building

6100 Alderson Street

Weston, WI 54476

Regular Board Meeting

April 16, 2025, at 6:30 p.m.

D.C. Everest Administration Building

6100 Alderson Street

Weston, WI 54476

District Recognition Celebration
April 28, 2025, at 6:00 p.m.
D.C. Everest Senior High Auditorium & Commons
6500 Alderson Street
Weston, WI 54476

XII. Motion by Lewitzke and seconded by Felch to adjourn to Closed Session pursuant to 19.85(1)(d) Wis. Stats. for considering strategy for crime detection or prevention (discussion of risk assessment). The Board will adjourn from Closed Session. With a roll call vote – Xiong: yes, Grabko: yes, Dickerson: yes, Felch: yes, Schaefer: yes, Lewitzke: yes, motion passed at 7:12 p.m.

Respectfully submitted,

Shannon E. Grabko, Clerk

Ellen Suckow, Executive Assistant to the
Superintendent & School Board



Employment Report

<u>Recommended Employment</u>			
Certified Staff			
Name	Position/Building	FTE	Start
Support Staff			
Name	Position/Building	FTE	Start
Richard Smith	Music Production Staff/SH	N/A	February 24, 2025
Krista Kostka	Server/District Wide	0.45	March 10, 2025
Rochelle Buttner	Server/JH	0.45	March 10, 2025
Mai Manowski	English Learner Assistant/JH	0.62	March 10, 2025
Zong Vang	English Learner Assistant/MB	0.62	March 17, 2025
Daniel Flees	Music Production Staff/SH	N/A	March 31, 2025
Students			
Name	Position/Building	FTE	Start
Milena Carrillo	Before & After Care Staff & 21st Century Grant Staff/GTCC & Elementary Buildings	0.28	March 5, 2025
Kaitlyn Krause	Before & After Care Staff/GTCC & Elementary Buildings	0.28	March 17, 2025
Kirsten Hall	Before & After Care Staff/GTCC & Elementary Buildings	0.28	March 17, 2025
Seasonal Staff/Temporary/Occasional			
Name	Position/Building	Start	End
Lehna Olstad	Forensics Judge/SH	February 6, 2025	N/A
Ashley Erickson	Early Evergreens Leadership Team Member/EC/4K	February 21, 2025	June 6, 2025
Mai Vang	Interpreter & Translator/District	February 24, 2025	N/A
Substitutes			
Name	Position/Building	FTE	Start
Trista Love	Substitute Assistant/District	N/A	March 3, 2025
Megan Murphy	Long-Term Substitute School Psychologist/RO	N/A	March 10, 2025
Kayla Ermeling	Guest Teacher & Substitute Assistant/District	N/A	March 10, 2025
Gabriela Kimmet	Substitute Assistant/District	N/A	March 17, 2025
Natalie Carle	Guest Teacher & Substitute Assistant/District	N/A	March 17, 2025
April Glodowski	School Nutrition Substitute/District	N/A	March 31, 2025
Summer Learning			
Name	Position	Start	End

Kia Thao	Secondary Hmong Enrichment Coordinator	June 2, 2025	August 8, 2025
Xia Yang	Elementary Hmong Enrichment Coordinator	June 2, 2025	August 8, 2025
End of Employment			
All Staff			
<i>Name</i>	<i>Position/Building</i>	<i>Reason</i>	<i>Effective Date</i>
Jessica Golisch	Guest Teacher/District	Resignation	February 19, 2025
Eric Lehrke	Football, Wrestling, and Track Coach/MS & JH and Event Worker/District	Resignation	February 19, 2025
Candice Sillars	Health Assistant/JH	Resignation	March 21, 2025
Evan Sorenson	IMC Specialist & Video Production Teacher/SH, Idea, ODY	Resignation	June 6, 2025
Tatum Hogue	Math Teacher/JH	Resignation	June 6, 2025
Cheryl Eisenman	Kindergarten Teacher/MB	Retirement	June 6, 2025
Carolyn Lehrke	Grade 3 Teacher/MB	Retirement	June 6, 2025
Adjustments			
Certified Staff			
<i>Name</i>	<i>Position From</i>	<i>Position To</i>	<i>Effective Date</i>
Michael Raether	Principal/SH	Director of Teaching and Learning/District	July 1, 2025
Support Staff			
<i>Name</i>	<i>Position From</i>	<i>Position To</i>	<i>Effective Date</i>
Robin Jorgensen	Guest Teacher/District	Guest Teacher/District & Equipment Upholsterer/GTCC	January 28, 2025
Marcella Amelse	Substitute Assistant/District	Test Proctor/District	February 10, 2025
Cheryl Bayer	Guest Teacher & Substitute Assistant & Test Proctor/District	Test Proctor/District	February 10, 2025
Jena Scidmore	Member Services/GTCC	Member Services & Building Monitor/GTCC	February 20, 2025



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Zong Vang	English Learner Assistant/MB	0.62	March 17, 2025
Rebecca Budnik	Special Education Assistant/MS	0.62	March 31, 2025
Daniel Flees	Music Production Staff/SH	N/A	March 31, 2025
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April Glodowski	School Nutrition Substitute/District	N/A	March 31, 2025
Lauren Messman	Guest Teacher/District	N/A	March 31, 2025

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Jena Scidmore	Member Services/GTCC	Member Services & Building Monitor/ GTCC	February 20, 2025
Benjamin Borich	Building Monitor/GTCC	Building Monitor & Member Services/GTCC	



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Cheryl Eisenman	Kindergarten Teacher/MB	Retirement	June 6, 2025
Carolyn Lehrke	Grade 3 Teacher/MB	Retirement	June 6, 2025
Adjustments			
Certified Staff			
Name	Position From	Position To	Effective Date
Michael Raether	Principal/SH	Director of Teaching and Learning/District	July 1, 2025
Dallas Rennie	Assistant Principal/SH	Principal/SH	July 1, 2025
Support Staff			
Name	Position From	Position To	Effective Date
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Marcella Amelse	Substitute Assistant/District	Test Proctor/District	February 10, 2025
Cheryl Bayer	Guest Teacher & Substitute Assistant & Test Proctor/District	Test Proctor/District	February 10, 2025
Jena Scidmore	Member Services/GTCC	Member Services & Building Monitor/ GTCC	February 20, 2025
Benjamin Borich	Building Monitor/GTCC	Building Monitor & Member Services/GTCC	March 18, 2025

D.C. EVEREST AREA SCHOOL DISTRICT
6100 ALDERSON STREET, WESTON, WI 54476
TREASURER'S REPORT

FEBRUARY 28, 2025

CASH BALANCE AS OF FEBRUARY 1, 2025	(\$206,251.44)	
INVESTMENT ACCOUNT TRANSFERS		\$4,458,128.88
RECEIPTS CR#35433 - #35556	\$6,666,336.50	
CHECKS FOR APPROVAL: #236828 - #236971 ACH: #242502050 - #242502342		\$2,083,053.04
<u>VOIDS:</u> VOID CHECK 236889	\$113.88	
CASH BALANCE AS OF FEBRUARY 28, 2025		(\$80,982.98)
	<hr/>	
	\$6,460,198.94	\$6,460,198.94
	<hr/> <hr/>	

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236828	ALVAREZ-PERRY, OCTAVIUS	02042025OA	2/7/25	71.40
236829	GOLDSTON, REBEKAH	goldston refund adve	2/7/25	70.00
236830	LAMERS BUS LINES, INC.	75563	2/7/25	685.00
236831	MARSHFIELD HIGH SCHOOL	EF02012025	2/7/25	75.00
236832	PIEPER, VICTORIA	02042025VP	2/7/25	42.00
236833	SKI BRULE	EF020825	2/7/25	700.00
236834	SWITS LTD	11-10914	2/7/25	481.00
236835	THAO, SHIRISA	002042025ST	2/7/25	67.00
236835	THAO, SHIRISA	002042025ST	2/7/25	83.00
236836	AKRE ENTERPRISES	28762	2/7/25	205.00
236837	ALLIANT UTILITIES/WP&L	45658	2/7/25	1,507.93
236838	BLICK ART MATERIALS	4728175	2/7/25	207.09
236839	BOELTER COMPANIES, THE	98424166	2/7/25	31.32
236839	BOELTER COMPANIES, THE	98424166	2/7/25	41.76
236839	BOELTER COMPANIES, THE	98424166	2/7/25	93.96
236839	BOELTER COMPANIES, THE	98424166	2/7/25	876.93
236840	CALLTOWER INC	202388026	2/7/25	707.48
236841	CONSTRUCTIVE PLAYTHINGS	5204438700	2/7/25	256.40
236842	CURRICULUM ASSOCIATES LLC	90875870	2/7/25	128.52
236843	DC EVEREST SENIOR HIGH SCHOOL	5	2/7/25	29.00
236843	DC EVEREST SENIOR HIGH SCHOOL	HS Softball	2/7/25	446.10
236844	DC EVEREST SOCCER BOOSTERS	202501	2/7/25	660.00
236845	DDK LAWN & SNOW SERVICES LLC	1570	2/7/25	11,420.00
236846	FEDEX, INC.	8-754-72916	2/7/25	17.96
236846	FEDEX, INC.	8-754-72916	2/7/25	63.01
236847	FSI PRINT & DESIGN LLC	56048	2/7/25	821.25
236848	GORDON FOOD SERVICE INC	2002080244	2/7/25	(1,403.85)
236848	GORDON FOOD SERVICE INC	2002080653	2/7/25	(426.21)
236848	GORDON FOOD SERVICE INC	2002081539	2/7/25	(165.43)
236848	GORDON FOOD SERVICE INC	2002019848	2/7/25	(114.52)
236848	GORDON FOOD SERVICE INC	2002080651	2/7/25	(38.94)
236848	GORDON FOOD SERVICE INC	1841138	2/7/25	(2.10)
236848	GORDON FOOD SERVICE INC	9018612383	2/7/25	3.55
236848	GORDON FOOD SERVICE INC	9018378062	2/7/25	10.65
236848	GORDON FOOD SERVICE INC	9018464809	2/7/25	19.60
236848	GORDON FOOD SERVICE INC	9018849657	2/7/25	27.30
236848	GORDON FOOD SERVICE INC	9018849653	2/7/25	32.30
236848	GORDON FOOD SERVICE INC	9018849679	2/7/25	49.70
236848	GORDON FOOD SERVICE INC	9018885067	2/7/25	68.56

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236848	GORDON FOOD SERVICE INC	9018849658	2/7/25	92.30
236848	GORDON FOOD SERVICE INC	9018612201	2/7/25	99.16
236848	GORDON FOOD SERVICE INC	9018612312	2/7/25	178.77
236848	GORDON FOOD SERVICE INC	9018849678	2/7/25	191.95
236848	GORDON FOOD SERVICE INC	9018464809	2/7/25	283.72
236848	GORDON FOOD SERVICE INC	9018612210	2/7/25	318.40
236848	GORDON FOOD SERVICE INC	9018612317	2/7/25	339.17
236848	GORDON FOOD SERVICE INC	9018849696	2/7/25	345.88
236848	GORDON FOOD SERVICE INC	9018612381	2/7/25	350.46
236848	GORDON FOOD SERVICE INC	9018849682	2/7/25	352.50
236848	GORDON FOOD SERVICE INC	9018612372	2/7/25	412.30
236848	GORDON FOOD SERVICE INC	9018612209	2/7/25	516.16
236848	GORDON FOOD SERVICE INC	9018698031	2/7/25	547.10
236848	GORDON FOOD SERVICE INC	9018849695	2/7/25	592.59
236848	GORDON FOOD SERVICE INC	9018849680	2/7/25	650.43
236848	GORDON FOOD SERVICE INC	9018612377	2/7/25	718.89
236848	GORDON FOOD SERVICE INC	9018849661	2/7/25	732.60
236848	GORDON FOOD SERVICE INC	9018612206	2/7/25	742.46
236848	GORDON FOOD SERVICE INC	9018849693	2/7/25	1,874.15
236848	GORDON FOOD SERVICE INC	9018612294	2/7/25	2,142.68
236848	GORDON FOOD SERVICE INC	9018849656	2/7/25	2,180.04
236848	GORDON FOOD SERVICE INC	9018849676	2/7/25	2,787.07
236848	GORDON FOOD SERVICE INC	9018612184	2/7/25	4,859.40
236848	GORDON FOOD SERVICE INC	9018849651	2/7/25	7,319.47
236849	HOLIDAY WHOLESale, INC	1929030	2/7/25	527.99
236849	HOLIDAY WHOLESale, INC	1934263	2/7/25	676.93
236849	HOLIDAY WHOLESale, INC	1934263	2/7/25	989.02
236849	HOLIDAY WHOLESale, INC	1929030	2/7/25	1,030.22
236850	ISCORP	744748	2/7/25	12,744.00
236851	KAMINSKI TRKG & EXCAVATING LLC	1104	2/7/25	550.00
236852	LAMERS BUS LINES, INC.	75609	2/7/25	63.32
236852	LAMERS BUS LINES, INC.	75592	2/7/25	73.44
236852	LAMERS BUS LINES, INC.	75594	2/7/25	75.83
236852	LAMERS BUS LINES, INC.	74877	2/7/25	79.52
236852	LAMERS BUS LINES, INC.	75612	2/7/25	81.90
236852	LAMERS BUS LINES, INC.	75614	2/7/25	83.42
236852	LAMERS BUS LINES, INC.	75610	2/7/25	102.14
236852	LAMERS BUS LINES, INC.	75613	2/7/25	102.25
236852	LAMERS BUS LINES, INC.	75611	2/7/25	107.47

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236852	LAMERS BUS LINES, INC.	75607	2/7/25	114.98
236852	LAMERS BUS LINES, INC.	75605	2/7/25	191.10
236852	LAMERS BUS LINES, INC.	75599	2/7/25	223.86
236852	LAMERS BUS LINES, INC.	75050	2/7/25	244.57
236852	LAMERS BUS LINES, INC.	75602	2/7/25	266.23
236852	LAMERS BUS LINES, INC.	75608	2/7/25	283.89
236852	LAMERS BUS LINES, INC.	75603	2/7/25	290.94
236852	LAMERS BUS LINES, INC.	75606	2/7/25	335.13
236852	LAMERS BUS LINES, INC.	75600	2/7/25	370.45
236852	LAMERS BUS LINES, INC.	75601	2/7/25	387.50
236852	LAMERS BUS LINES, INC.	75061	2/7/25	785.44
236852	LAMERS BUS LINES, INC.	75562	2/7/25	1,555.00
236853	MARATHON CO HEALTH DEPT	INV07332	2/7/25	30.00
236854	MCKEOUGH, HEATHER	JAN2025 MILEAGE	2/7/25	106.54
236855	MILANOWSKI, CODY	45658	2/7/25	369.17
236856	MS GRAPHICS, LLC	2014-7821	2/7/25	28.00
236856	MS GRAPHICS, LLC	2014-8042	2/7/25	366.50
236856	MS GRAPHICS, LLC	2014-8047	2/7/25	798.00
236856	MS GRAPHICS, LLC	2014-7977	2/7/25	1,459.00
236857	NASCO INC - EDUCATION	681479	2/7/25	166.95
236858	NOWAK, RITCHIE	REF 01282025	2/7/25	70.00
236859	OLSTAD, LEHNA	1664-5395	2/7/25	32.00
236860	OSTERBUHR, MACAYLA	JAN2025 MILEAGE	2/7/25	36.96
236861	PROCARE THERAPY	45658	2/7/25	665.68
236861	PROCARE THERAPY	45658	2/7/25	1,456.18
236861	PROCARE THERAPY	45658	2/7/25	1,664.20
236861	PROCARE THERAPY	45658	2/7/25	2,232.52
236862	SCHNEIDER, TARA	56579	2/7/25	45.60
236863	SCHOLASTIC INC.	M7577729 2	2/7/25	104.28
236864	ST JOHN LUTHERAN SCHOOL	STJJan2025	2/7/25	2,200.54
236865	STAPLES ADVANTAGE	6022784273	2/7/25	16.97
236865	STAPLES ADVANTAGE	6022784270	2/7/25	24.95
236865	STAPLES ADVANTAGE	6022917367	2/7/25	185.30
236866	THAO, ONG	45658	2/7/25	86.24
236867	THE MASTER TEACHER	1410030	2/7/25	132.00
236868	UP & RUNNING SOLUTIONS LLC	29268	2/7/25	1,222.81
236869	UWSP ON POINT CATERING/DINING	250143	2/7/25	117.00
236870	VERSARE SOLUTIONS LLC	808592	2/7/25	919.13
236871	VILLAGE OF WESTON	45658	2/7/25	17.50

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236871	VILLAGE OF WESTON	OCT24-JAN25 IDEA	2/7/25	111.96
236871	VILLAGE OF WESTON	OCT24-JAN25 IDEA	2/7/25	258.11
236871	VILLAGE OF WESTON	OCT24-JAN25 IDEA	2/7/25	512.75
236871	VILLAGE OF WESTON	OCT24-JAN25 WESTON	2/7/25	987.00
236871	VILLAGE OF WESTON	OCT24-JAN25 WESTON	2/7/25	1,475.27
236871	VILLAGE OF WESTON	OCT24-JAN25 WESTON	2/7/25	1,935.35
236872	WALMER, ZEKE	45658	2/7/25	466.32
236873	WAUSAU & MARA CTY PARKS	2032025	2/7/25	5,797.50
236874	WAUSAU SHARPENING SRVS LLC	4432	2/7/25	27.00
236875	WI ASSN FAM/CONS SCIENCES	45670	2/7/25	50.00
236876	XIONG, YEE	JAN2025 CONFa	2/7/25	135.76
236877	KOHN LAW FIRM SC	02072025A	2/7/25	221.09
236878	MONT L. MARTIN TRUSTEE	02072025A	2/7/25	67.00
236879	UNITED WAY OF MARATHON CNTY	20250207ADUWAY	2/7/25	721.01
236880	ELCHO SCHOOL DISTRICT	EF02012025	2/14/25	200.00
236881	LIVE TODAY, LLC	1021	2/14/25	150.00
236882	MERRILL HIGH SCHOOL	EF02072025	2/14/25	75.00
236883	WI HIGH SCHOOL STATE CURLING	EF02142025	2/14/25	200.00
236884	WIARA	EF02172025	2/14/25	110.00
236884	WIARA	EF02172025	2/14/25	600.00
236884	WIARA	EF02172025	2/14/25	650.00
236885	BADGER POPCORN	1527948	2/14/25	123.75
236886	BLICK ART MATERIALS	4784719	2/14/25	642.71
236887	CHARTER COMMUNICATIONS, INC.	1 7 1 3 7 0 6 0 1 0	2/14/25	965.21
236888	CURRICULUM ASSOCIATES LLC	90876640	2/14/25	672.00
236889	DC EVEREST AREA SCHOOL DISTRICT	24-027	2/14/25	113.88
236890	EKON-O-PAC, LLC.	204170	2/14/25	30.00
236891	GORDON FOOD SERVICE INC	2002104190	2/14/25	(44.52)
236891	GORDON FOOD SERVICE INC	9019108624	2/14/25	21.07
236891	GORDON FOOD SERVICE INC	9018936083	2/14/25	25.81
236891	GORDON FOOD SERVICE INC	9018936148	2/14/25	35.50
236891	GORDON FOOD SERVICE INC	9018936118	2/14/25	57.99
236891	GORDON FOOD SERVICE INC	9018936116	2/14/25	60.35
236891	GORDON FOOD SERVICE INC	9019108786	2/14/25	99.30
236891	GORDON FOOD SERVICE INC	9018936073	2/14/25	106.92
236891	GORDON FOOD SERVICE INC	9018936080	2/14/25	166.85
236891	GORDON FOOD SERVICE INC	9019108629	2/14/25	223.65
236891	GORDON FOOD SERVICE INC	9019108728	2/14/25	287.55
236891	GORDON FOOD SERVICE INC	9019108725	2/14/25	288.75

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236891	GORDON FOOD SERVICE INC	9019108783	2/14/25	300.78
236891	GORDON FOOD SERVICE INC	9019108780	2/14/25	357.53
236891	GORDON FOOD SERVICE INC	9018936148	2/14/25	523.69
236891	GORDON FOOD SERVICE INC	9019108732	2/14/25	572.17
236891	GORDON FOOD SERVICE INC	9019108778	2/14/25	599.49
236891	GORDON FOOD SERVICE INC	9019108636	2/14/25	685.66
236891	GORDON FOOD SERVICE INC	9018936144	2/14/25	739.89
236891	GORDON FOOD SERVICE INC	9019108709	2/14/25	1,427.27
236891	GORDON FOOD SERVICE INC	9018936076	2/14/25	1,593.75
236891	GORDON FOOD SERVICE INC	9018936111	2/14/25	2,183.06
236891	GORDON FOOD SERVICE INC	9019108614	2/14/25	2,652.14
236891	GORDON FOOD SERVICE INC	9018936142	2/14/25	4,655.53
236891	GORDON FOOD SERVICE INC	9019108605	2/14/25	5,159.46
236891	GORDON FOOD SERVICE INC	9018936064	2/14/25	5,177.89
236892	GRUNEWALD, KRISTEN	55120	2/14/25	21.70
236893	HOLIDAY WHOLESale, INC	1939342	2/14/25	6.80
236893	HOLIDAY WHOLESale, INC	1939429	2/14/25	17.10
236893	HOLIDAY WHOLESale, INC	1939429	2/14/25	231.22
236893	HOLIDAY WHOLESale, INC	1944563	2/14/25	295.76
236893	HOLIDAY WHOLESale, INC	1939342	2/14/25	500.85
236893	HOLIDAY WHOLESale, INC	1944563	2/14/25	907.20
236894	IMAGINE YOUR CAPACITY COUNSEL & CONS	3476	2/14/25	2,580.70
236895	LAMERS BUS LINES, INC.	75908	2/14/25	60.00
236895	LAMERS BUS LINES, INC.	75910	2/14/25	60.00
236895	LAMERS BUS LINES, INC.	75912	2/14/25	60.00
236895	LAMERS BUS LINES, INC.	75913	2/14/25	62.34
236895	LAMERS BUS LINES, INC.	75907	2/14/25	70.59
236895	LAMERS BUS LINES, INC.	75909	2/14/25	86.27
236895	LAMERS BUS LINES, INC.	75916	2/14/25	89.30
236895	LAMERS BUS LINES, INC.	75911	2/14/25	96.81
236895	LAMERS BUS LINES, INC.	75917	2/14/25	223.81
236895	LAMERS BUS LINES, INC.	75919	2/14/25	313.53
236895	LAMERS BUS LINES, INC.	75920	2/14/25	330.14
236896	MCHS OCCUPATIONAL HEALTH	3764-34632	2/14/25	188.00
236896	MCHS OCCUPATIONAL HEALTH	3764-34632	2/14/25	1,880.00
236897	MEDCO SUPPLY COMPANY	IN98302275	2/14/25	442.89
236897	MEDCO SUPPLY COMPANY	IN98412931	2/14/25	4,801.53
236898	MERRILL HIGH SCHOOL	WIAA01312025	2/14/25	120.00
236899	MS GRAPHICS, LLC	2014-8054	2/14/25	736.25

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236899	MS GRAPHICS, LLC	2014-8017	2/14/25	4,557.00
236900	NRG BUSINESS MARKETING	HS54688048	2/14/25	32,826.37
236901	SCHOOL HEALTH CORP	CINV000186690	2/14/25	1,955.86
236902	SHAWANO JAZZ FESTIVAL	2519	2/14/25	150.00
236903	STAPLES ADVANTAGE	6023842360	2/14/25	12.79
236904	UWSP ON POINT CATERING/DINING	250059	2/14/25	117.00
236905	VESTIS SERVICES LLC	45658	2/14/25	1,601.74
236906	WAUSAU CHEMICAL CORP	INV-352573	2/14/25	2,362.25
236907	WAUSAU CURLING CLUB	4434	2/14/25	450.00
236908	WEST MUSIC CO	SI2490725	2/14/25	84.00
236909	BARNES, CHASE	21725CB	2/21/25	150.00
236910	DASSOW, SAMUEL	021325SD	2/21/25	40.32
236911	DC EVEREST SENIOR HIGH SCHOOL	2142025	2/21/25	55.00
236912	LAMERS BUS LINES, INC.	76361	2/21/25	990.00
236913	LAUNCH LLC	1021	2/21/25	300.00
236914	PITNEY BOWES RESERVE ACCOUNT	21725	2/21/25	1,000.00
236915	WI FBLA INC	80316	2/21/25	150.00
236916	WIDMANN, JOSIE	021225JW	2/21/25	56.00
236917	A & A LOCK SERVICE	FEB.14.25	2/21/25	69.00
236917	A & A LOCK SERVICE	FEB.14.25	2/21/25	495.00
236918	ADS ON BOARDS	1214	2/21/25	700.00
236919	ALLIED HAND DRYER LTD	390153	2/21/25	10,020.00
236920	APPLEGATE, ANN	45627	2/21/25	350.00
236921	BLICK ART MATERIALS	4864357	2/21/25	9.50
236922	BOELTER COMPANIES, THE	98428207	2/21/25	41.22
236922	BOELTER COMPANIES, THE	98428207	2/21/25	54.96
236922	BOELTER COMPANIES, THE	98428207	2/21/25	123.66
236922	BOELTER COMPANIES, THE	98428207	2/21/25	1,154.15
236923	DC EVEREST SENIOR HIGH SCHOOL	8	2/21/25	1,100.00
236923	DC EVEREST SENIOR HIGH SCHOOL	GTCC-0001	2/21/25	1,157.85
236924	DC EVEREST SOCCER BOOSTERS	202502	2/21/25	1,630.00
236925	FEDEX, INC.	8-768-68426	2/21/25	22.11
236925	FEDEX, INC.	8-768-68426	2/21/25	23.34
236926	GOAL LINE, INC.	17246	2/21/25	1,204.00
236926	GOAL LINE, INC.	17246	2/21/25	5,846.00
236927	GORDON FOOD SERVICE INC	1720659	2/21/25	(168.93)
236927	GORDON FOOD SERVICE INC	1720661	2/21/25	(69.46)
236927	GORDON FOOD SERVICE INC	9019194991	2/21/25	7.10
236927	GORDON FOOD SERVICE INC	9019346118	2/21/25	47.92

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236927	GORDON FOOD SERVICE INC	9019195170	2/21/25	55.64
236927	GORDON FOOD SERVICE INC	901914995	2/21/25	59.99
236927	GORDON FOOD SERVICE INC	9019195103	2/21/25	66.05
236927	GORDON FOOD SERVICE INC	9019194990	2/21/25	69.61
236927	GORDON FOOD SERVICE INC	9019195061	2/21/25	114.66
236927	GORDON FOOD SERVICE INC	9019195170	2/21/25	157.63
236927	GORDON FOOD SERVICE INC	9019346109	2/21/25	272.53
236927	GORDON FOOD SERVICE INC	9019346153	2/21/25	363.78
236927	GORDON FOOD SERVICE INC	9019346159	2/21/25	458.52
236927	GORDON FOOD SERVICE INC	9019346120	2/21/25	468.02
236927	GORDON FOOD SERVICE INC	9019195156	2/21/25	525.81
236927	GORDON FOOD SERVICE INC	9019195118	2/21/25	561.83
236927	GORDON FOOD SERVICE INC	9019194988	2/21/25	886.64
236927	GORDON FOOD SERVICE INC	9019346112	2/21/25	944.93
236927	GORDON FOOD SERVICE INC	9019195116	2/21/25	947.24
236927	GORDON FOOD SERVICE INC	9019346149	2/21/25	1,519.45
236927	GORDON FOOD SERVICE INC	9019346098	2/21/25	2,346.22
236927	GORDON FOOD SERVICE INC	9019195053	2/21/25	2,764.70
236927	GORDON FOOD SERVICE INC	9019195108	2/21/25	2,874.41
236927	GORDON FOOD SERVICE INC	9019194963	2/21/25	6,025.75
236928	HOLIDAY WHOLESale, INC	1949937	2/21/25	186.58
236928	HOLIDAY WHOLESale, INC	1918195	2/21/25	931.51
236928	HOLIDAY WHOLESale, INC	1949937	2/21/25	1,058.67
236929	HOWIES ATHLETIC TAPE	INV000288260	2/21/25	198.75
236930	LAMERS BUS LINES, INC.	76384	2/21/25	60.00
236930	LAMERS BUS LINES, INC.	76383	2/21/25	71.79
236930	LAMERS BUS LINES, INC.	76386	2/21/25	77.03
236930	LAMERS BUS LINES, INC.	76385	2/21/25	81.37
236930	LAMERS BUS LINES, INC.	76389	2/21/25	104.33
236930	LAMERS BUS LINES, INC.	76387	2/21/25	104.55
236930	LAMERS BUS LINES, INC.	76420	2/21/25	131.85
236930	LAMERS BUS LINES, INC.	76396	2/21/25	158.32
236930	LAMERS BUS LINES, INC.	76382	2/21/25	159.24
236930	LAMERS BUS LINES, INC.	76381	2/21/25	212.80
236930	LAMERS BUS LINES, INC.	76392	2/21/25	216.56
236930	LAMERS BUS LINES, INC.	76420	2/21/25	308.60
236930	LAMERS BUS LINES, INC.	76398	2/21/25	362.17
236930	LAMERS BUS LINES, INC.	76390	2/21/25	378.16
236930	LAMERS BUS LINES, INC.	76394	2/21/25	395.37

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236930	LAMERS BUS LINES, INC.	76420	2/21/25	453.45
236930	LAMERS BUS LINES, INC.	76407	2/21/25	473.88
236930	LAMERS BUS LINES, INC.	76408	2/21/25	485.53
236930	LAMERS BUS LINES, INC.	76420	2/21/25	556.34
236930	LAMERS BUS LINES, INC.	76420	2/21/25	1,059.90
236930	LAMERS BUS LINES, INC.	76420	2/21/25	1,500.00
236930	LAMERS BUS LINES, INC.	76420	2/21/25	1,500.00
236930	LAMERS BUS LINES, INC.	76705	2/21/25	1,599.00
236930	LAMERS BUS LINES, INC.	76703	2/21/25	1,620.00
236930	LAMERS BUS LINES, INC.	76420	2/21/25	1,742.76
236930	LAMERS BUS LINES, INC.	76420	2/21/25	3,571.20
236930	LAMERS BUS LINES, INC.	76420	2/21/25	4,055.54
236930	LAMERS BUS LINES, INC.	76420	2/21/25	8,789.56
236930	LAMERS BUS LINES, INC.	76420	2/21/25	12,345.06
236930	LAMERS BUS LINES, INC.	76420	2/21/25	16,927.02
236930	LAMERS BUS LINES, INC.	76420	2/21/25	19,500.00
236930	LAMERS BUS LINES, INC.	76420	2/21/25	43,129.80
236930	LAMERS BUS LINES, INC.	76420	2/21/25	241,580.20
236931	LONDERVILLE ENTERPRISES	7051069	2/21/25	222.18
236931	LONDERVILLE ENTERPRISES	7051204	2/21/25	256.97
236932	MALBRIT MECHANICAL INC	187682	2/21/25	169.00
236933	MARATHON CO HEALTH DEPT	INV07384	2/21/25	30.00
236934	MS GRAPHICS, LLC	2014-8080	2/21/25	28.00
236935	NOWAK, RITCHIE	REF 02122025	2/21/25	70.00
236936	PARTS TOWN, LLC.	100630534	2/21/25	57.79
236937	PITNEY BOWES BANK INC PURCHASE POWE	3320330557	2/21/25	408.99
236938	SCHOOL HEALTH CORP	CINV000190056	2/21/25	5.21
236939	SHRED-IT USA	8009838268	2/21/25	295.08
236940	STAPLES ADVANTAGE	6024004545	2/21/25	13.29
236940	STAPLES ADVANTAGE	6024263635	2/21/25	58.52
236940	STAPLES ADVANTAGE	6024334409	2/21/25	111.61
236940	STAPLES ADVANTAGE	6024593725	2/21/25	135.89
236940	STAPLES ADVANTAGE	6024419129	2/21/25	198.76
236941	VENTRIS LEARNING	20251751	2/21/25	301.00
236942	KOHN LAW FIRM SC	02212025A	2/21/25	273.52
236943	MONT L. MARTIN TRUSTEE	02212025A	2/21/25	67.00
236944	UNITED WAY OF MARATHON CNTY	20250221ADUWAY	2/21/25	721.01
236945	APRIL THOMPSON LICENSED SIGN LANG. IN	21825	2/28/25	120.00
236946	BETHLEHEM COMMUNITY	2000	2/28/25	20.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236947	CAMPBELL, LATANYA	2192025	2/28/25	500.00
236948	KRUEGER, ELIZABETH	2112025	2/28/25	375.00
236949	SCHMIDT, REED	120724RS	2/28/25	150.00
236950	SOCCER POST	BF27823	2/28/25	25.00
236950	SOCCER POST	BF27823	2/28/25	1,975.00
236951	VECTOR SOLUTIONS/SCENARIO LEARNING	111188	2/28/25	6,499.00
236952	WI DECA	1121108	2/28/25	930.00
236953	A & A LOCK SERVICE	FEB.21.25	2/28/25	155.00
236954	DUBERSTEIN, MARTHA	Jan/Feb 2025	2/28/25	53.47
236954	DUBERSTEIN, MARTHA	Jan/Feb 2025	2/28/25	84.02
236955	FRAAZA ROCKS & SAND	10202	2/28/25	4,058.40
236956	FSI PRINT & DESIGN LLC	55216	2/28/25	368.50
236957	GORDON FOOD SERVICE INC	9019430829	2/28/25	261.95
236958	GYMSPORT BOOSTERS, INC.	GTCC-0002	2/28/25	1,259.72
236959	HOLIDAY WHOLESale, INC	1955597	2/28/25	(395.42)
236959	HOLIDAY WHOLESale, INC	1955353	2/28/25	(75.82)
236959	HOLIDAY WHOLESale, INC	1954503	2/28/25	83.40
236959	HOLIDAY WHOLESale, INC	1952330	2/28/25	266.89
236959	HOLIDAY WHOLESale, INC	1952330	2/28/25	277.50
236959	HOLIDAY WHOLESale, INC	1954503	2/28/25	1,159.31
236960	JOSTENS, INC.	N003355652	2/28/25	58.10
236960	JOSTENS, INC.	N003355652	2/28/25	102.07
236960	JOSTENS, INC.	N003355652	2/28/25	1,400.00
236961	LAKESHORE LEARNING MATERIALS	800111682	2/28/25	(220.13)
236961	LAKESHORE LEARNING MATERIALS	800111680	2/28/25	(71.82)
236961	LAKESHORE LEARNING MATERIALS	800111681	2/28/25	(26.66)
236961	LAKESHORE LEARNING MATERIALS	800111679	2/28/25	(9.90)
236961	LAKESHORE LEARNING MATERIALS	90058977	2/28/25	63.23
236961	LAKESHORE LEARNING MATERIALS	90130745	2/28/25	114.99
236961	LAKESHORE LEARNING MATERIALS	90081268	2/28/25	170.19
236961	LAKESHORE LEARNING MATERIALS	90058978	2/28/25	458.85
236961	LAKESHORE LEARNING MATERIALS	90120938	2/28/25	1,291.32
236962	LAMERS BUS LINES, INC.	76841A	2/28/25	33.07
236962	LAMERS BUS LINES, INC.	76836	2/28/25	65.26
236962	LAMERS BUS LINES, INC.	76831	2/28/25	66.91
236962	LAMERS BUS LINES, INC.	76839	2/28/25	82.47
236962	LAMERS BUS LINES, INC.	76837	2/28/25	89.98
236962	LAMERS BUS LINES, INC.	76395	2/28/25	102.04
236962	LAMERS BUS LINES, INC.	76835	2/28/25	110.20

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236962	LAMERS BUS LINES, INC.	76832	2/28/25	127.82
236962	LAMERS BUS LINES, INC.	76838	2/28/25	137.85
236962	LAMERS BUS LINES, INC.	76466	2/28/25	254.23
236962	LAMERS BUS LINES, INC.	76843	2/28/25	287.46
236962	LAMERS BUS LINES, INC.	76464	2/28/25	296.34
236962	LAMERS BUS LINES, INC.	76465	2/28/25	302.98
236962	LAMERS BUS LINES, INC.	76462	2/28/25	303.08
236962	LAMERS BUS LINES, INC.	76833	2/28/25	310.04
236962	LAMERS BUS LINES, INC.	76409	2/28/25	310.34
236962	LAMERS BUS LINES, INC.	76841	2/28/25	328.89
236962	LAMERS BUS LINES, INC.	76393	2/28/25	342.33
236962	LAMERS BUS LINES, INC.	76844	2/28/25	344.33
236962	LAMERS BUS LINES, INC.	76463	2/28/25	370.88
236962	LAMERS BUS LINES, INC.	76845	2/28/25	461.78
236962	LAMERS BUS LINES, INC.	120241 - WES	2/28/25	467.75
236963	MPEC - NAPA AUTO PARTS	937490	2/28/25	(62.06)
236963	MPEC - NAPA AUTO PARTS	939437	2/28/25	(55.84)
236963	MPEC - NAPA AUTO PARTS	935169	2/28/25	(34.22)
236963	MPEC - NAPA AUTO PARTS	935007	2/28/25	(25.98)
236963	MPEC - NAPA AUTO PARTS	937981	2/28/25	(19.86)
236963	MPEC - NAPA AUTO PARTS	938284	2/28/25	(13.48)
236963	MPEC - NAPA AUTO PARTS	930081	2/28/25	(8.49)
236963	MPEC - NAPA AUTO PARTS	103124	2/28/25	3.53
236963	MPEC - NAPA AUTO PARTS	928760	2/28/25	3.63
236963	MPEC - NAPA AUTO PARTS	928623	2/28/25	3.70
236963	MPEC - NAPA AUTO PARTS	928726	2/28/25	4.28
236963	MPEC - NAPA AUTO PARTS	934489	2/28/25	5.03
236963	MPEC - NAPA AUTO PARTS	937964	2/28/25	5.39
236963	MPEC - NAPA AUTO PARTS	931081	2/28/25	5.95
236963	MPEC - NAPA AUTO PARTS	938243	2/28/25	6.45
236963	MPEC - NAPA AUTO PARTS	941099	2/28/25	6.49
236963	MPEC - NAPA AUTO PARTS	941091	2/28/25	6.58
236963	MPEC - NAPA AUTO PARTS	932831	2/28/25	8.07
236963	MPEC - NAPA AUTO PARTS	929206	2/28/25	8.12
236963	MPEC - NAPA AUTO PARTS	930607	2/28/25	8.18
236963	MPEC - NAPA AUTO PARTS	941447	2/28/25	8.49
236963	MPEC - NAPA AUTO PARTS	930079	2/28/25	8.49
236963	MPEC - NAPA AUTO PARTS	934835	2/28/25	9.06
236963	MPEC - NAPA AUTO PARTS	940566	2/28/25	9.40

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236963	MPEC - NAPA AUTO PARTS	935267	2/28/25	9.58
236963	MPEC - NAPA AUTO PARTS	930736	2/28/25	10.37
236963	MPEC - NAPA AUTO PARTS	935246	2/28/25	11.24
236963	MPEC - NAPA AUTO PARTS	932944	2/28/25	11.49
236963	MPEC - NAPA AUTO PARTS	936492	2/28/25	12.05
236963	MPEC - NAPA AUTO PARTS	934297	2/28/25	12.44
236963	MPEC - NAPA AUTO PARTS	940470	2/28/25	12.98
236963	MPEC - NAPA AUTO PARTS	939528	2/28/25	14.39
236963	MPEC - NAPA AUTO PARTS	930082	2/28/25	14.49
236963	MPEC - NAPA AUTO PARTS	940581	2/28/25	15.31
236963	MPEC - NAPA AUTO PARTS	937708	2/28/25	15.74
236963	MPEC - NAPA AUTO PARTS	941048	2/28/25	16.17
236963	MPEC - NAPA AUTO PARTS	941004	2/28/25	16.59
236963	MPEC - NAPA AUTO PARTS	113024	2/28/25	17.13
236963	MPEC - NAPA AUTO PARTS	930608	2/28/25	18.15
236963	MPEC - NAPA AUTO PARTS	937901	2/28/25	19.09
236963	MPEC - NAPA AUTO PARTS	940367	2/28/25	19.30
236963	MPEC - NAPA AUTO PARTS	934372	2/28/25	19.32
236963	MPEC - NAPA AUTO PARTS	934833	2/28/25	19.49
236963	MPEC - NAPA AUTO PARTS	935529	2/28/25	19.49
236963	MPEC - NAPA AUTO PARTS	934082	2/28/25	20.49
236963	MPEC - NAPA AUTO PARTS	936388	2/28/25	20.56
236963	MPEC - NAPA AUTO PARTS	937448	2/28/25	20.82
236963	MPEC - NAPA AUTO PARTS	935389	2/28/25	23.96
236963	MPEC - NAPA AUTO PARTS	938098	2/28/25	24.27
236963	MPEC - NAPA AUTO PARTS	934559	2/28/25	25.98
236963	MPEC - NAPA AUTO PARTS	937969	2/28/25	27.43
236963	MPEC - NAPA AUTO PARTS	940371	2/28/25	27.44
236963	MPEC - NAPA AUTO PARTS	940958	2/28/25	28.00
236963	MPEC - NAPA AUTO PARTS	931229	2/28/25	28.78
236963	MPEC - NAPA AUTO PARTS	936658	2/28/25	29.99
236963	MPEC - NAPA AUTO PARTS	123124	2/28/25	31.00
236963	MPEC - NAPA AUTO PARTS	934454	2/28/25	31.51
236963	MPEC - NAPA AUTO PARTS	932930	2/28/25	32.77
236963	MPEC - NAPA AUTO PARTS	935122	2/28/25	34.22
236963	MPEC - NAPA AUTO PARTS	935236	2/28/25	34.83
236963	MPEC - NAPA AUTO PARTS	934829	2/28/25	36.44
236963	MPEC - NAPA AUTO PARTS	939905	2/28/25	41.75
236963	MPEC - NAPA AUTO PARTS	939967	2/28/25	42.36

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236963	MPEC - NAPA AUTO PARTS	937835	2/28/25	42.57
236963	MPEC - NAPA AUTO PARTS	930609	2/28/25	42.86
236963	MPEC - NAPA AUTO PARTS	940263	2/28/25	43.07
236963	MPEC - NAPA AUTO PARTS	929167	2/28/25	44.80
236963	MPEC - NAPA AUTO PARTS	938241	2/28/25	47.83
236963	MPEC - NAPA AUTO PARTS	928873	2/28/25	51.18
236963	MPEC - NAPA AUTO PARTS	939407	2/28/25	53.20
236963	MPEC - NAPA AUTO PARTS	935159	2/28/25	53.88
236963	MPEC - NAPA AUTO PARTS	932960	2/28/25	53.94
236963	MPEC - NAPA AUTO PARTS	939382	2/28/25	55.84
236963	MPEC - NAPA AUTO PARTS	934980	2/28/25	61.01
236963	MPEC - NAPA AUTO PARTS	928967	2/28/25	61.07
236963	MPEC - NAPA AUTO PARTS	937706	2/28/25	61.33
236963	MPEC - NAPA AUTO PARTS	937345	2/28/25	62.94
236963	MPEC - NAPA AUTO PARTS	935112	2/28/25	63.26
236963	MPEC - NAPA AUTO PARTS	932190	2/28/25	63.35
236963	MPEC - NAPA AUTO PARTS	940262	2/28/25	82.85
236963	MPEC - NAPA AUTO PARTS	933062	2/28/25	90.00
236963	MPEC - NAPA AUTO PARTS	932078	2/28/25	92.09
236963	MPEC - NAPA AUTO PARTS	932676	2/28/25	104.02
236963	MPEC - NAPA AUTO PARTS	931326	2/28/25	110.90
236963	MPEC - NAPA AUTO PARTS	936666	2/28/25	118.01
236963	MPEC - NAPA AUTO PARTS	939372	2/28/25	130.11
236963	MPEC - NAPA AUTO PARTS	932788	2/28/25	133.50
236963	MPEC - NAPA AUTO PARTS	931102	2/28/25	137.06
236963	MPEC - NAPA AUTO PARTS	934257	2/28/25	144.99
236963	MPEC - NAPA AUTO PARTS	929853	2/28/25	147.46
236963	MPEC - NAPA AUTO PARTS	937377	2/28/25	205.94
236963	MPEC - NAPA AUTO PARTS	937481	2/28/25	217.15
236963	MPEC - NAPA AUTO PARTS	938272	2/28/25	225.98
236963	MPEC - NAPA AUTO PARTS	941530	2/28/25	320.84
236964	NASCO INC - EDUCATION	686159	2/28/25	101.75
236964	NASCO INC - EDUCATION	686136	2/28/25	1,233.79
236965	PITNEY BOWES INC	1026968865	2/28/25	331.97
236966	RHINELANDER HIGH SCHOOL	1312025	2/28/25	374.36
236966	RHINELANDER HIGH SCHOOL	1312025	2/28/25	2,152.57
236967	STAPLES ADVANTAGE	6024647306	2/28/25	38.08
236967	STAPLES ADVANTAGE	6024713899	2/28/25	156.48
236968	WAUSAU EARLY BIRDS ROTARY	4656693	2/28/25	160.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
236969	WELSH, GLENN JR	2	2/28/25	300.00
236970	WORDEN ENTERPRISES LLC	9348	2/28/25	665.28
236970	WORDEN ENTERPRISES LLC	9349	2/28/25	956.34
236970	WORDEN ENTERPRISES LLC	9356	2/28/25	1,760.00
236970	WORDEN ENTERPRISES LLC	9357	2/28/25	1,780.00
236970	WORDEN ENTERPRISES LLC	9354	2/28/25	4,841.22
236971	WTEA	24089	2/28/25	175.00
242502050	ABLE DISTRIBUTING CO INC	S021233495.001	2/7/25	5.74
242502051	ACKLEY, MEGAN	JAN2025 ITEM	2/7/25	96.72
242502052	ALECKSON, TED	JAN2025 MILEAGE	2/7/25	14.28
242502053	AMAZON CAPITAL SERVICES	1T7L-K7F7-7GVW	2/7/25	(36.99)
242502053	AMAZON CAPITAL SERVICES	1DCL-44R4-7TT3	2/7/25	(36.99)
242502053	AMAZON CAPITAL SERVICES	1FP7-61WN-9MYK	2/7/25	(36.99)
242502053	AMAZON CAPITAL SERVICES	1QVL-61DG-7VC7	2/7/25	(34.95)
242502053	AMAZON CAPITAL SERVICES	14GK-RH7Q-C34Y	2/7/25	2.04
242502053	AMAZON CAPITAL SERVICES	14GK-RH7Q-C34Y	2/7/25	3.15
242502053	AMAZON CAPITAL SERVICES	1GR7-RKWJ-7CCL	2/7/25	6.99
242502053	AMAZON CAPITAL SERVICES	144H-RMJJ-XJKJ	2/7/25	7.33
242502053	AMAZON CAPITAL SERVICES	1VRK-WKDD-9JHC	2/7/25	8.95
242502053	AMAZON CAPITAL SERVICES	144H-RMJJ-XJKJ	2/7/25	11.25
242502053	AMAZON CAPITAL SERVICES	1N9C-FVPR-C3R1	2/7/25	13.96
242502053	AMAZON CAPITAL SERVICES	196C-FFVK-7NJ9	2/7/25	14.59
242502053	AMAZON CAPITAL SERVICES	1MDF-71W9-9DVR	2/7/25	14.99
242502053	AMAZON CAPITAL SERVICES	16FG-DHWC-CFW7	2/7/25	15.99
242502053	AMAZON CAPITAL SERVICES	1P61-RTVN-96H3	2/7/25	16.99
242502053	AMAZON CAPITAL SERVICES	1MTD-LHF6-FFQQ	2/7/25	17.30
242502053	AMAZON CAPITAL SERVICES	1D6W-KDWC-9D4F	2/7/25	18.72
242502053	AMAZON CAPITAL SERVICES	1VL7-VMLP-4WWY	2/7/25	18.80
242502053	AMAZON CAPITAL SERVICES	1KJT-4Q3L-C3QD	2/7/25	19.99
242502053	AMAZON CAPITAL SERVICES	1DFR-JMVY-FNYW	2/7/25	20.34
242502053	AMAZON CAPITAL SERVICES	1J7Q-HX49-1KJY	2/7/25	21.87
242502053	AMAZON CAPITAL SERVICES	1HY1-J6YP-7NQL	2/7/25	22.39
242502053	AMAZON CAPITAL SERVICES	16FX-VD7R-CTV9	2/7/25	23.36
242502053	AMAZON CAPITAL SERVICES	1YQR-4GDF-91QK	2/7/25	23.90
242502053	AMAZON CAPITAL SERVICES	1C3M-V1V6-19RT	2/7/25	24.95
242502053	AMAZON CAPITAL SERVICES	199N-DDC3-9W9N	2/7/25	25.15
242502053	AMAZON CAPITAL SERVICES	16G3-HG9K-DKLR	2/7/25	26.82
242502053	AMAZON CAPITAL SERVICES	1XLH-TH4X-9TL4	2/7/25	29.38
242502053	AMAZON CAPITAL SERVICES	1F4D-PFXC-C91P	2/7/25	29.46

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502053	AMAZON CAPITAL SERVICES	1VPY-TL97-7TLV	2/7/25	31.68
242502053	AMAZON CAPITAL SERVICES	13GF-DXFG-7VPT	2/7/25	36.68
242502053	AMAZON CAPITAL SERVICES	1MRX-7R44-M33D	2/7/25	45.98
242502053	AMAZON CAPITAL SERVICES	1TPN-M3F9-39RC	2/7/25	46.83
242502053	AMAZON CAPITAL SERVICES	11VR-N6LC-7XXN	2/7/25	47.92
242502053	AMAZON CAPITAL SERVICES	1CH1-RJRH-9JQN	2/7/25	48.26
242502053	AMAZON CAPITAL SERVICES	1V6Q-JQ9X-1G9J	2/7/25	49.37
242502053	AMAZON CAPITAL SERVICES	191V-X6TT-3J4V	2/7/25	50.46
242502053	AMAZON CAPITAL SERVICES	1KD4-K66F-LVK4	2/7/25	50.63
242502053	AMAZON CAPITAL SERVICES	1WQY-CKQJ-DFLR	2/7/25	53.98
242502053	AMAZON CAPITAL SERVICES	179R-CVFK-D6TN	2/7/25	54.52
242502053	AMAZON CAPITAL SERVICES	17H3-DRTQ-9CJQ	2/7/25	68.38
242502053	AMAZON CAPITAL SERVICES	1TWM-TTNK-43CX	2/7/25	71.44
242502053	AMAZON CAPITAL SERVICES	116T-6VRM-CNYP	2/7/25	79.74
242502053	AMAZON CAPITAL SERVICES	1VFY-PLC9-1CLL	2/7/25	82.27
242502053	AMAZON CAPITAL SERVICES	1VK9-H7YT-9KTN	2/7/25	87.22
242502053	AMAZON CAPITAL SERVICES	1MTD-LHF6-H4CR	2/7/25	93.47
242502053	AMAZON CAPITAL SERVICES	1WML-4GVW-1MYQ	2/7/25	93.75
242502053	AMAZON CAPITAL SERVICES	1P9J-TQFK-6RG9	2/7/25	97.88
242502053	AMAZON CAPITAL SERVICES	13VK-4TXT-1DF7	2/7/25	99.99
242502053	AMAZON CAPITAL SERVICES	1QDQ-41XJ-FF94	2/7/25	112.77
242502053	AMAZON CAPITAL SERVICES	1MH9-1GNQ-GGV7	2/7/25	120.29
242502053	AMAZON CAPITAL SERVICES	1VML-QKJR-19ND	2/7/25	121.75
242502053	AMAZON CAPITAL SERVICES	1QD3-4DRM-7XCF	2/7/25	125.80
242502053	AMAZON CAPITAL SERVICES	1TPN-M3F9-37G4	2/7/25	127.05
242502053	AMAZON CAPITAL SERVICES	1KCC-3DKR-1L9N	2/7/25	139.99
242502053	AMAZON CAPITAL SERVICES	1RKM-Y64Y-1CTL	2/7/25	153.37
242502053	AMAZON CAPITAL SERVICES	19QT-QRYJ-FTP4	2/7/25	157.17
242502053	AMAZON CAPITAL SERVICES	1VFP-LRYI-7T9K	2/7/25	158.31
242502053	AMAZON CAPITAL SERVICES	1HYN-WWPW-4TNV	2/7/25	161.16
242502053	AMAZON CAPITAL SERVICES	17DV-7LX6-1LKY	2/7/25	218.85
242502053	AMAZON CAPITAL SERVICES	1LNF-VXTX-4DVK	2/7/25	260.66
242502053	AMAZON CAPITAL SERVICES	13T4-WQGY-D3P3	2/7/25	365.63
242502053	AMAZON CAPITAL SERVICES	1VKT-KNR7-1LQY	2/7/25	382.68
242502053	AMAZON CAPITAL SERVICES	19FQ-9RP1-YQDN	2/7/25	385.45
242502053	AMAZON CAPITAL SERVICES	17QL-H69D-1N1L	2/7/25	460.91
242502053	AMAZON CAPITAL SERVICES	1MH9-1GNQ-9VML	2/7/25	588.00
242502053	AMAZON CAPITAL SERVICES	1RPT-6M1Q-33JK	2/7/25	607.78
242502053	AMAZON CAPITAL SERVICES	13PY-9CLC-MM9G	2/7/25	900.77

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502053	AMAZON CAPITAL SERVICES	17QH-JMH7-H9RW	2/7/25	1,066.25
242502053	AMAZON CAPITAL SERVICES	1W1M-L1NV-4L1M	2/7/25	1,351.07
242502053	AMAZON CAPITAL SERVICES	1P91-PPTK-7YXM	2/7/25	1,351.42
242502054	ASPIRUS YMCA CHILD DEV CTR	ASP Jan 25	2/7/25	21,934.15
242502055	AWSA ASSOC WI SCHL ADM	41203	2/7/25	86.00
242502055	AWSA ASSOC WI SCHL ADM	41202	2/7/25	86.00
242502056	BACKGROUND INVESTIGATION BUREAU, LLC	INV-63277	2/7/25	16.45
242502056	BACKGROUND INVESTIGATION BUREAU, LLC	INV-63277	2/7/25	16.45
242502056	BACKGROUND INVESTIGATION BUREAU, LLC	INV-63277	2/7/25	197.40
242502057	BAILEY, JOANNA	JAN2025 ITEM	2/7/25	16.93
242502057	BAILEY, JOANNA	JAN2025 ITEM	2/7/25	97.95
242502058	BAILEY, SARAH	JAN2025 MILEAGE	2/7/25	15.40
242502059	BARKLEY, ASHLEE	JAN2025 MILEAGE	2/7/25	254.94
242502060	BATES, CRISTIE	JAN2025 MILEAGE	2/7/25	153.30
242502061	BETHLEHEM COMMUNITY	BethJan2025	2/7/25	5,777.78
242502062	BROWN, JAMES	REF01302025	2/7/25	110.00
242502063	CARRICO AQUATIC RESOURCES, INC	20250761	2/7/25	137.50
242502064	CARRIVEAU, KELLY	JAN2025 MILEAGE	2/7/25	137.20
242502065	CHAVEZ, ADRIAN	JAN2025 MILEAGE	2/7/25	126.07
242502066	COMPLETE OFFICE OF WI INC	225332	2/7/25	12,645.49
242502067	DECAIRE-DENK, AMANDA	JAN2025 MILEAGE	2/7/25	96.32
242502068	DEMCO INC	7590140	2/7/25	259.93
242502069	ENGBRETSON, AMY	JAN2025 MILEAGE	2/7/25	181.16
242502070	ENGLISH, JOSHUA	REF01282025	2/7/25	60.00
242502071	FERGUSON ENTERPRISES LLC #1550	9574898	2/7/25	667.76
242502072	FIRST SUPPLY LLC	176159-00	2/7/25	(3,415.50)
242502072	FIRST SUPPLY LLC	174521	2/7/25	8.71
242502072	FIRST SUPPLY LLC	176017-00	2/7/25	103.04
242502072	FIRST SUPPLY LLC	171249-00	2/7/25	3,415.50
242502073	FOX, GRETCHEN	JAN2025 ITEM	2/7/25	42.75
242502073	FOX, GRETCHEN	JAN2025 MILEAGE	2/7/25	70.84
242502073	FOX, GRETCHEN	JAN2025 ITEMa	2/7/25	101.38
242502074	FRANCE PROPANE SERVICE, INC.	U0014004	2/7/25	1,287.67
242502075	GADKE, GARY	JAN2025 MILEAGE	2/7/25	16.80
242502076	GEIER, ANN	JAN2025 MILEAGE	2/7/25	62.72
242502077	GERING, JOHN	REF01282025	2/7/25	60.00
242502077	GERING, JOHN	REF01302025	2/7/25	60.00
242502077	GERING, JOHN	REF01282025	2/7/25	110.00
242502077	GERING, JOHN	REF01302025	2/7/25	110.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502078	GRAINGER INC, WW	9390623529	2/7/25	126.85
242502078	GRAINGER INC, WW	9393154282	2/7/25	265.32
242502078	GRAINGER INC, WW	9388529704	2/7/25	293.91
242502078	GRAINGER INC, WW	9393585105	2/7/25	295.92
242502078	GRAINGER INC, WW	9392233509	2/7/25	426.60
242502078	GRAINGER INC, WW	9392233517	2/7/25	459.72
242502078	GRAINGER INC, WW	9392233525	2/7/25	462.55
242502078	GRAINGER INC, WW	9393154290	2/7/25	526.80
242502078	GRAINGER INC, WW	9392157393	2/7/25	553.80
242502078	GRAINGER INC, WW	9392157385	2/7/25	555.90
242502078	GRAINGER INC, WW	9392157377	2/7/25	896.28
242502079	GRAYKOWSKI'S DISTRIBUTING LLC	3199	2/7/25	65.00
242502079	GRAYKOWSKI'S DISTRIBUTING LLC	3032	2/7/25	83.50
242502079	GRAYKOWSKI'S DISTRIBUTING LLC	3085	2/7/25	163.50
242502080	GULDAN, DONNA	JAN2025 MILEAGE	2/7/25	50.40
242502081	HAHN, NATHAN	JAN2025 ITEM	2/7/25	33.95
242502082	HALL, ROBERT	REF01282025	2/7/25	60.00
242502083	HANSEN, CHRISTOPHER	JAN2025 ITEM	2/7/25	35.99
242502084	HENRY, JOSEPH	REF 01282025	2/7/25	70.00
242502084	HENRY, JOSEPH	REF 01312025	2/7/25	120.00
242502085	HOCKIN, TIMOTHY	REF01302025	2/7/25	60.00
242502085	HOCKIN, TIMOTHY	REF01302025	2/7/25	110.00
242502086	HOOD, PHILLIP	JAN2025 ITEM	2/7/25	22.03
242502087	HORAK REFRIGERATION INC	9872	2/7/25	219.46
242502088	INDUSTRIAL REVOLUTION, LLC.	2	2/7/25	320.00
242502089	J.H. FINDORFF & SON, INC.	2	2/7/25	4,296.00
242502089	J.H. FINDORFF & SON, INC.	1	2/7/25	49,890.00
242502090	J.W. PEPPER & SON	367228141	2/7/25	12.98
242502090	J.W. PEPPER & SON	367229101	2/7/25	100.29
242502090	J.W. PEPPER & SON	367229876	2/7/25	139.00
242502091	JAKUBEK, JACQUE	JAN2025 MILEAGE	2/7/25	57.40
242502092	JANKE, TODD	REF 01282025	2/7/25	70.00
242502092	JANKE, TODD	REF 01312025	2/7/25	120.00
242502093	JIRIK, KRISTIN	JAN2025 ITEMc	2/7/25	38.98
242502093	JIRIK, KRISTIN	JAN2025 ITEMa	2/7/25	65.41
242502093	JIRIK, KRISTIN	JAN2025 ITEMb	2/7/25	69.03
242502094	JULIOT, DAVID	REF 01282025	2/7/25	70.00
242502095	KACZOR, DENNIS	REF01302025	2/7/25	300.00
242502096	KAMINSKI, SARAH	JAN2025 MILEAGE	2/7/25	59.78

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502097	KEY TO LIFE CHILDCARE CENTER, INC.	KeyJan2025	2/7/25	10,400.00
242502098	KIELPINSKI, KELLY	45658	2/7/25	190.75
242502099	KMOSENA, STEVEN	REF 01282025	2/7/25	100.00
242502100	KNESER, JEFFREY	REF 01282025	2/7/25	100.00
242502100	KNESER, JEFFREY	REF01302025	2/7/25	125.00
242502101	KRANZ, BRANDON	JAN2025 MILEAGE	2/7/25	31.36
242502102	KRESSEL, TROY	REF01282025	2/7/25	110.00
242502102	KRESSEL, TROY	REF01312025	2/7/25	110.00
242502103	KRUEGER, SAVANNA	JAN2025 MILEAGE	2/7/25	24.22
242502104	KWIK TRIP INC	00054784 JAN2025	2/7/25	78.94
242502104	KWIK TRIP INC	00054784 JAN2025	2/7/25	119.48
242502104	KWIK TRIP INC	00054784 JAN2025	2/7/25	249.21
242502104	KWIK TRIP INC	00054784 JAN2025	2/7/25	583.72
242502104	KWIK TRIP INC	00054784 JAN2025	2/7/25	1,444.75
242502105	KYLES CONSULTING LLC	1986	2/7/25	1,550.00
242502106	LANCELLE, GARRETT	REF01282025	2/7/25	110.00
242502106	LANCELLE, GARRETT	REF01312025	2/7/25	110.00
242502107	LANGBEHN, DAVID	REF01312025	2/7/25	60.00
242502108	LEHMAN, GINA	JAN2025 MILEAGE	2/7/25	15.26
242502109	LUKASKO, TIFFANY	JAN2025 MILEAGE	2/7/25	206.50
242502110	M3 INSURANCE SOLU INC	111556	2/7/25	9,600.10
242502110	M3 INSURANCE SOLU INC	111556	2/7/25	24,212.80
242502110	M3 INSURANCE SOLU INC	111556	2/7/25	29,434.50
242502111	MARA CTY CHILD DEVELOPMENT	HstartJan25	2/7/25	5,488.89
242502112	MARATHON PEST CONTROL	61688	2/7/25	38.00
242502112	MARATHON PEST CONTROL	61644	2/7/25	40.00
242502112	MARATHON PEST CONTROL	61686	2/7/25	43.00
242502113	MCDONNELL, BRITTANY	JAN2025 ITEM	2/7/25	250.00
242502114	MCMILLAN-HEHIR, HEATHER	JAN2025 MILEAGE	2/7/25	21.56
242502115	MEADEN, JAMES	WOR01302025	2/7/25	80.00
242502116	MEISSEN, MORGAN	JAN2025 MILEAGE	2/7/25	307.30
242502117	MERRIAM, TERRY	JAN2025 MILEAGE	2/7/25	39.20
242502118	MID WISCONSIN BEVERAGE	2125421	2/7/25	257.68
242502118	MID WISCONSIN BEVERAGE	2126555	2/7/25	875.70
242502118	MID WISCONSIN BEVERAGE	2125421	2/7/25	2,156.70
242502119	MONK, DAVID	REF 02282025	2/7/25	100.00
242502120	MOUNT OLIVE 4K PROGRAM	MountJan25	2/7/25	7,511.11
242502121	MURPHY, PATRICK	REF01282025	2/7/25	110.00
242502121	MURPHY, PATRICK	REF01312025	2/7/25	110.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502122	NASSCO INC - CUSTODIAL	6508278	2/7/25	7.26
242502122	NASSCO INC - CUSTODIAL	6508278	2/7/25	7.27
242502122	NASSCO INC - CUSTODIAL	6508278	2/7/25	21.78
242502122	NASSCO INC - CUSTODIAL	6508278	2/7/25	65.34
242502122	NASSCO INC - CUSTODIAL	6508278	2/7/25	624.40
242502122	NASSCO INC - CUSTODIAL	6517363	2/7/25	11,818.95
242502123	NEWMAN CATHOLIC-ST THERESE	StThJan25	2/7/25	8,874.71
242502124	NORTHCENTRAL TECH COLLEGE	CINV-205367	2/7/25	525.70
242502125	NORTHWAY COMMUNICATIONS INC	184675	2/7/25	487.50
242502125	NORTHWAY COMMUNICATIONS INC	184675 SPED	2/7/25	487.50
242502126	OFFICE ENTERPRISES INC	571997	2/7/25	250.00
242502127	OVERDRIVE INC	CD0788525023238	2/7/25	3,000.00
242502128	OXFORD, JONENE	JAN2025 MILEAGE	2/7/25	26.60
242502129	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/7/25	92.85
242502129	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/7/25	92.85
242502129	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/7/25	123.80
242502129	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/7/25	123.80
242502130	PARRISH, JUSTINE	DECJAN2025 ITEM	2/7/25	121.67
242502131	PAXTON PATTERSON	PSI-0006730	2/7/25	263.30
242502132	PERFORMANCE FOODSERVICE	763591	2/7/25	529.96
242502132	PERFORMANCE FOODSERVICE	763599	2/7/25	989.38
242502133	POPHAL EDUCATION LLC	FEB2025 H.O.	2/7/25	60.00
242502134	PRAIRIE FARMS-WOODBURY, MN	45658	2/7/25	30,252.84
242502135	RICE, JULIE	JAN2025 MILEAGE	2/7/25	13.65
242502136	ROTH, MATTHEW	REF01302025	2/7/25	60.00
242502137	SCHRODER, BRYAN	REF01282025	2/7/25	110.00
242502138	SCHRODER, RYAN	REF01282025	2/7/25	110.00
242502139	SCHULT, MATTHEW	JAN2025 MILEAGE	2/7/25	54.32
242502140	SONDELSKI, TRACI	JAN2025 ITEMb	2/7/25	67.05
242502141	STASHEK, JACQUELINE	JAN2025 MILEAGE	2/7/25	153.16
242502142	STERLING WATER INC	342X12869601	2/7/25	29.60
242502142	STERLING WATER INC	342X12861707	2/7/25	1,452.50
242502143	SWENO, JARED	REF 01282025	2/7/25	100.00
242502144	TARRAS, STEPHEN	REF01282025	2/7/25	60.00
242502144	TARRAS, STEPHEN	REF01312025	2/7/25	60.00
242502145	TEAM SPORTING GOODS INC	AAG033008-AS02	2/7/25	90.00
242502145	TEAM SPORTING GOODS INC	AAG031169-AS0	2/7/25	397.50
242502146	TESKE, STEFANIE	JAN2025 MILEAGE	2/7/25	66.15
242502147	TREPTOW, FELECITY	JAN2025 MILEAGE	2/7/25	95.76

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502148	TRETTER, TODD	JAN2025 MILEAGE	2/7/25	22.33
242502149	TRZEBIATOWSKI, TAMMY	JAN2025 MILEAGE	2/7/25	59.78
242502150	VIKING ELECTRIC SUPPLY	S008849578.001	2/7/25	98.95
242502150	VIKING ELECTRIC SUPPLY	S008840308.001	2/7/25	344.69
242502151	VLIETSTRA, ALISON	JAN2025 MILEAGE	2/7/25	154.84
242502152	WAUSAU CHILD CARE-CEDAR CR, INC.	WCCJan25	2/7/25	6,933.33
242502153	WENDORF, WILLIAM	REF01282025	2/7/25	60.00
242502154	WI PUBLIC SERVICE	5344782366	2/7/25	265.06
242502154	WI PUBLIC SERVICE	5344782366	2/7/25	4,127.92
242502155	WSMA	37286	2/7/25	114.20
242502156	ABLE DISTRIBUTING CO INC	S021264595.001	2/14/25	34.35
242502157	AMAZON CAPITAL SERVICES	1W6Q-KM44-FCTR	2/14/25	(36.95)
242502157	AMAZON CAPITAL SERVICES	17FY-P6LK-4VJ7	2/14/25	7.79
242502157	AMAZON CAPITAL SERVICES	1YM4-LX3R-313Q	2/14/25	9.97
242502157	AMAZON CAPITAL SERVICES	1D31-FC3L-CTKR	2/14/25	13.29
242502157	AMAZON CAPITAL SERVICES	1CG1-TXMJ-XDT1	2/14/25	15.69
242502157	AMAZON CAPITAL SERVICES	1C46-7MG7-DDG1	2/14/25	16.99
242502157	AMAZON CAPITAL SERVICES	1R9C-JH6Q-XJTF	2/14/25	23.67
242502157	AMAZON CAPITAL SERVICES	1DQP-JLFN-CTJN	2/14/25	24.95
242502157	AMAZON CAPITAL SERVICES	1VKF-6VPV-RR36	2/14/25	27.43
242502157	AMAZON CAPITAL SERVICES	1QXH-JH69-7M46	2/14/25	30.70
242502157	AMAZON CAPITAL SERVICES	1CNN-4H9G-1KVC	2/14/25	34.24
242502157	AMAZON CAPITAL SERVICES	1DQP-JLFN-1ML6	2/14/25	35.95
242502157	AMAZON CAPITAL SERVICES	11WR-G1M6-LPXQ	2/14/25	36.95
242502157	AMAZON CAPITAL SERVICES	1YD6-PTX1-37MV	2/14/25	37.99
242502157	AMAZON CAPITAL SERVICES	1FDN-16C6-1F49	2/14/25	38.26
242502157	AMAZON CAPITAL SERVICES	1T69-JVXY-1316	2/14/25	38.73
242502157	AMAZON CAPITAL SERVICES	1R73-RR93-D4N7	2/14/25	39.95
242502157	AMAZON CAPITAL SERVICES	1PNC-6L69-DNRT	2/14/25	44.96
242502157	AMAZON CAPITAL SERVICES	1936-QVHG-DXR3	2/14/25	50.44
242502157	AMAZON CAPITAL SERVICES	1MN7-1R99-N3L6	2/14/25	55.85
242502157	AMAZON CAPITAL SERVICES	1HN4-FDXV-KPV6	2/14/25	86.27
242502157	AMAZON CAPITAL SERVICES	163H-R6PD-FJV9	2/14/25	88.56
242502157	AMAZON CAPITAL SERVICES	1MQ1-V6YN-LYN7	2/14/25	95.17
242502157	AMAZON CAPITAL SERVICES	1CG1-TXMJ-37XP	2/14/25	115.74
242502157	AMAZON CAPITAL SERVICES	1DR1-M3RD-361W	2/14/25	124.14
242502157	AMAZON CAPITAL SERVICES	16LD-61VD-WXYL	2/14/25	141.12
242502157	AMAZON CAPITAL SERVICES	1KV7-7MYP-FLH3	2/14/25	148.21
242502157	AMAZON CAPITAL SERVICES	1DR1-M3RD-361W	2/14/25	163.64

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502157	AMAZON CAPITAL SERVICES	1DR1-M3RD-GQHT	2/14/25	171.56
242502157	AMAZON CAPITAL SERVICES	1VKF-6VPV-FFJM	2/14/25	198.74
242502157	AMAZON CAPITAL SERVICES	1TJW-3PG3-V7QL	2/14/25	203.80
242502157	AMAZON CAPITAL SERVICES	1HLF-DLPF-H7HJ	2/14/25	276.02
242502157	AMAZON CAPITAL SERVICES	1KV7-7MYP-DHJ7	2/14/25	316.64
242502157	AMAZON CAPITAL SERVICES	1T3J-4J1W-GNG3	2/14/25	352.02
242502157	AMAZON CAPITAL SERVICES	1VK3-TCCV-HTJF	2/14/25	450.93
242502157	AMAZON CAPITAL SERVICES	1HN4-FDXV-CNYJ	2/14/25	880.98
242502157	AMAZON CAPITAL SERVICES	1NTT-7J1G-DWJH	2/14/25	1,829.10
242502158	BACKGROUND INVESTIGATION BUREAU, LLC	INV-63276	2/14/25	213.85
242502158	BACKGROUND INVESTIGATION BUREAU, LLC	INV-63276	2/14/25	444.15
242502159	BAUDHUIN, LATICIA	JAN2025 ITEM	2/14/25	7.18
242502159	BAUDHUIN, LATICIA	JAN2025 MILEAGE	2/14/25	16.94
242502159	BAUDHUIN, LATICIA	DEC2024 MILEAGE	2/14/25	26.73
242502159	BAUDHUIN, LATICIA	DEC2024 ITEM	2/14/25	29.83
242502159	BAUDHUIN, LATICIA	JAN2025 CONF	2/14/25	173.60
242502160	BECK, THOMAS	REF02072025	2/14/25	110.00
242502161	BULLIS, LAUREN	JAN2025 MILEAGE	2/14/25	100.80
242502162	CARRICO AQUATIC RESOURCES, INC	20250809	2/14/25	383.06
242502163	CESA 9	19897	2/14/25	225.00
242502163	CESA 9	19696	2/14/25	330.00
242502163	CESA 9	19696	2/14/25	2,500.00
242502163	CESA 9	19696	2/14/25	7,083.00
242502163	CESA 9	19696	2/14/25	7,125.00
242502163	CESA 9	19696	2/14/25	7,724.00
242502164	CLEVELAND, CARLY	JAN2025 MILEAGE	2/14/25	77.91
242502165	DEAF & HARD OF HEARING EDUC	219513	2/14/25	4,248.00
242502166	DOMKA, ADAM	JAN2025 MILEAGE	2/14/25	71.12
242502167	ENGLISH, JOSHUA	REF02042025	2/14/25	60.00
242502167	ENGLISH, JOSHUA	REF02032025	2/14/25	110.00
242502168	FASTENAL COMPANY	WISCH376765	2/14/25	1,311.39
242502169	FIRST SUPPLY LLC	176258-00	2/14/25	2.02
242502169	FIRST SUPPLY LLC	176206-00	2/14/25	9.83
242502169	FIRST SUPPLY LLC	176226-00	2/14/25	47.86
242502169	FIRST SUPPLY LLC	176426-00	2/14/25	60.05
242502169	FIRST SUPPLY LLC	176406-00	2/14/25	121.57
242502169	FIRST SUPPLY LLC	173570-00	2/14/25	1,112.41
242502170	FOLLETT CONTENT SOLUTIONS, LLC.	510753	2/14/25	321.20
242502170	FOLLETT CONTENT SOLUTIONS, LLC.	510776	2/14/25	344.63

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502170	FOLLETT CONTENT SOLUTIONS, LLC.	510755	2/14/25	729.52
242502170	FOLLETT CONTENT SOLUTIONS, LLC.	510752	2/14/25	801.51
242502170	FOLLETT CONTENT SOLUTIONS, LLC.	510761	2/14/25	1,012.62
242502170	FOLLETT CONTENT SOLUTIONS, LLC.	510759	2/14/25	1,325.29
242502171	GERING, JOHN	REF02082025	2/14/25	60.00
242502171	GERING, JOHN	REF02082025	2/14/25	110.00
242502172	GRAINGER INC, WW	9392949450	2/14/25	187.88
242502173	GRAYKOWSKI'S DISTRIBUTING LLC	3229	2/14/25	166.60
242502174	HALL, ROBERT	REF02082025	2/14/25	60.00
242502175	HARTER'S FOX VALLEY DISPOSAL	1113780	2/14/25	5,707.71
242502176	HEBEIN, HALEY	JAN2025 MILEAGE	2/14/25	238.49
242502177	HECKEL, CORY	JAN2025 MILEAGEa	2/14/25	33.67
242502177	HECKEL, CORY	JAN2025 ITEM	2/14/25	46.10
242502177	HECKEL, CORY	JAN2025 MILEAGE	2/14/25	66.78
242502178	HEID MUSIC COMPANY, INC.-APPLETON	298138	2/14/25	48.00
242502179	HELD, JOYCE	FEB2025 ITEM	2/14/25	28.46
242502180	HENRY, JOSEPH	REF 02072025	2/14/25	120.00
242502181	HOCKIN, TIMOTHY	REF02082025	2/14/25	60.00
242502181	HOCKIN, TIMOTHY	REF02082025	2/14/25	110.00
242502182	HOFFMAN, AARON	JAN2025 ITEM	2/14/25	23.36
242502182	HOFFMAN, AARON	JAN2025 MILEAGE	2/14/25	87.71
242502183	HOSTVEDT, JAMES	JAN2025 MILEAGE	2/14/25	82.88
242502184	JANKE, TODD	REF02032025	2/14/25	60.00
242502184	JANKE, TODD	REF 02072025	2/14/25	120.00
242502185	JOHNSON, ANN	JAN2025 MILEAGE	2/14/25	74.20
242502186	JOHNSON, PAUL	REF02042025	2/14/25	110.00
242502187	JULIOT, DAVID	REF 02032025	2/14/25	70.00
242502188	KAMPMEYER, TERESSA	JAN2025 MILEAGE	2/14/25	45.57
242502189	KOSS, RACHEL	JAN2025 MILEAGE	2/14/25	85.75
242502190	LANCELLE, GARRETT	REF02032025	2/14/25	110.00
242502191	LANGBEHN, DAVID	REF02042025	2/14/25	60.00
242502191	LANGBEHN, DAVID	REF02072025	2/14/25	60.00
242502192	LEPAK, MOLLY	JAN2025 MILEAGE	2/14/25	85.54
242502193	MADISON NATL LIFE INS CO	45717	2/14/25	7,558.54
242502193	MADISON NATL LIFE INS CO	45717	2/14/25	12,066.35
242502194	MARATHON PEST CONTROL	61794	2/14/25	40.00
242502194	MARATHON PEST CONTROL	61797	2/14/25	42.00
242502194	MARATHON PEST CONTROL	61816	2/14/25	42.00
242502194	MARATHON PEST CONTROL	61819	2/14/25	42.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502194	MARATHON PEST CONTROL	61837	2/14/25	45.00
242502195	MAYR, TODD	REF02072025	2/14/25	110.00
242502196	MCDONNELL, BRITTANY	JAN2025 MILEAGE	2/14/25	18.34
242502197	MEURETT, MOLLY	JAN2025 ITEM	2/14/25	38.21
242502198	MEVERDEN, PATRICK	REF 02042025	2/14/25	120.00
242502199	MEYER, BENJAMIN	REF02042025	2/14/25	110.00
242502200	MID WISCONSIN BEVERAGE	2126548	2/14/25	238.00
242502200	MID WISCONSIN BEVERAGE	2127680	2/14/25	361.20
242502200	MID WISCONSIN BEVERAGE	2127681	2/14/25	586.20
242502200	MID WISCONSIN BEVERAGE	2126549	2/14/25	618.00
242502200	MID WISCONSIN BEVERAGE	2127681	2/14/25	790.01
242502200	MID WISCONSIN BEVERAGE	2126549	2/14/25	807.90
242502200	MID WISCONSIN BEVERAGE	2127683	2/14/25	1,277.21
242502201	MURPHY, PATRICK	REF02032025	2/14/25	110.00
242502202	NASSCO INC - CUSTODIAL	6519511	2/14/25	8.40
242502202	NASSCO INC - CUSTODIAL	6519893	2/14/25	187.00
242502203	NORTHWAY COMMUNICATIONS INC	184727	2/14/25	4,596.00
242502204	NOWINSKY, MIKAYLA	JAN2025 MILEAGE	2/14/25	42.21
242502205	OLIGNEY, KELLI	JAN2025 MILEAGE	2/14/25	70.35
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	28.00
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	28.00
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	61.90
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	61.90
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	131.10
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	131.10
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	137.64
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	137.64
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	346.74
242502206	PAN O GOLD BAKING CO ST CLOUD	4.00597E+13	2/14/25	346.74
242502207	PER MAR SECURITY SERVICES, INC.	3513794	2/14/25	90.00
242502207	PER MAR SECURITY SERVICES, INC.	3513793	2/14/25	273.00
242502208	PERFORMANCE FOODSERVICE	767732	2/14/25	327.40
242502208	PERFORMANCE FOODSERVICE	768210	2/14/25	882.70
242502209	PETERS, JASON	REF02082025	2/14/25	110.00
242502210	RAASCH, MICHELE	JANFEB2025 ITEMa	2/14/25	29.97
242502210	RAASCH, MICHELE	JANFEB2025 ITEM	2/14/25	58.00
242502211	RESCH, SAVANAH	JAN2025 MILEAGE	2/14/25	67.13
242502212	SCHAEFER, LARRY	JAN2025 CONF	2/14/25	374.83
242502213	SCHEPP, BRITTNEY	JAN2025 MILEAGE	2/14/25	11.34

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502214	SCHUBRING, KAELYN	JAN2025 MILEAGE	2/14/25	80.47
242502215	SCHULTZ, NATHAN	REF02072025	2/14/25	60.00
242502216	SECURIAN FINANCIAL GROUP, INC.	45717	2/14/25	920.00
242502216	SECURIAN FINANCIAL GROUP, INC.	45717	2/14/25	3,713.21
242502216	SECURIAN FINANCIAL GROUP, INC.	45717	2/14/25	8,172.36
242502216	SECURIAN FINANCIAL GROUP, INC.	45717	2/14/25	8,209.74
242502217	STENGER, MOLLY	JAN2025 MILEAGE	2/14/25	44.80
242502218	TARRAS, STEPHEN	REF02032025	2/14/25	60.00
242502218	TARRAS, STEPHEN	REF 02042025	2/14/25	120.00
242502219	THAO, PANYIA	JAN2025 MILEAGE	2/14/25	25.48
242502220	THAO, YER	JAN2025 MILEAGE	2/14/25	14.00
242502220	THAO, YER	FEB2025 ITEM	2/14/25	17.96
242502221	USIC RECEIVABLES, LLC	693128	2/14/25	2,014.22
242502222	VANDER GALIEN, JEREMY	REF02042025	2/14/25	110.00
242502223	VIKING ELECTRIC SUPPLY	S008869523.001	2/14/25	21.88
242502223	VIKING ELECTRIC SUPPLY	S008878026.001	2/14/25	79.28
242502224	WELLER, JULIE	JAN2025 MILEAGE	2/14/25	36.05
242502225	WELSH, SARA	JAN2025 MILEAGE	2/14/25	101.01
242502226	WENDORF, BROOKE	DECJAN2025 ITEM	2/14/25	67.94
242502227	WI PUBLIC SERVICE	5342539533	2/14/25	20.15
242502227	WI PUBLIC SERVICE	5342097952	2/14/25	29.94
242502227	WI PUBLIC SERVICE	5341833081	2/14/25	50.10
242502227	WI PUBLIC SERVICE	5341612727	2/14/25	86.25
242502227	WI PUBLIC SERVICE	5342430821	2/14/25	380.65
242502227	WI PUBLIC SERVICE	5342482761	2/14/25	385.75
242502227	WI PUBLIC SERVICE	5342535892	2/14/25	418.69
242502227	WI PUBLIC SERVICE	5342535892	2/14/25	428.14
242502227	WI PUBLIC SERVICE	5341858457	2/14/25	478.98
242502227	WI PUBLIC SERVICE	5342970347	2/14/25	675.81
242502227	WI PUBLIC SERVICE	5349660241	2/14/25	981.87
242502227	WI PUBLIC SERVICE	5349216675	2/14/25	1,000.21
242502227	WI PUBLIC SERVICE	5341706811	2/14/25	1,551.63
242502227	WI PUBLIC SERVICE	5350740802	2/14/25	1,572.56
242502227	WI PUBLIC SERVICE	5341706811	2/14/25	1,794.27
242502227	WI PUBLIC SERVICE	5342534516	2/14/25	1,813.04
242502227	WI PUBLIC SERVICE	5348960485	2/14/25	2,084.46
242502227	WI PUBLIC SERVICE	5350749526	2/14/25	2,437.64
242502227	WI PUBLIC SERVICE	5349818716	2/14/25	3,025.89
242502227	WI PUBLIC SERVICE	5341810497	2/14/25	3,543.10

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502227	WI PUBLIC SERVICE	5341419854	2/14/25	3,778.14
242502227	WI PUBLIC SERVICE	5341939462	2/14/25	3,814.33
242502227	WI PUBLIC SERVICE	5341419854	2/14/25	4,031.46
242502227	WI PUBLIC SERVICE	5341897814	2/14/25	4,033.29
242502227	WI PUBLIC SERVICE	5341897814	2/14/25	4,115.83
242502227	WI PUBLIC SERVICE	5341691377	2/14/25	4,224.81
242502227	WI PUBLIC SERVICE	5342141024	2/14/25	4,828.89
242502227	WI PUBLIC SERVICE	5342533647	2/14/25	9,407.27
242502227	WI PUBLIC SERVICE	5341784679	2/14/25	10,835.37
242502227	WI PUBLIC SERVICE	5342364786	2/14/25	15,462.07
242502227	WI PUBLIC SERVICE	5342473125	2/14/25	19,871.19
242502228	WOLFE, JASON	REF02072025	2/14/25	110.00
242502229	WSMA	37489	2/14/25	8.90
242502229	WSMA	37488	2/14/25	1,048.20
242502229	WSMA	2026.3	2/14/25	2,026.30
242502230	ZANDER, DALE	REF 02032025	2/14/25	70.00
242502231	1ST PLACE TROPHY & ENGRAVING	5371	2/21/25	50.00
242502232	ABEL, SCOT	JAN2025 MILEAGE	2/21/25	234.85
242502233	AKERS, NICHOLAS	REF02112025	2/21/25	110.00
242502234	AMAZON CAPITAL SERVICES	1DWY-LKRW-7G9T	2/21/25	(3.99)
242502234	AMAZON CAPITAL SERVICES	1P11-NDW6-T9X6	2/21/25	3.99
242502234	AMAZON CAPITAL SERVICES	14GN-GVTQ-9N1M	2/21/25	6.59
242502234	AMAZON CAPITAL SERVICES	1LXT-R11G-CFJ6	2/21/25	6.82
242502234	AMAZON CAPITAL SERVICES	1NF4-3CCD-313F	2/21/25	7.99
242502234	AMAZON CAPITAL SERVICES	1P1Y-LWN9-9QR9	2/21/25	8.59
242502234	AMAZON CAPITAL SERVICES	1LGK-MX3P-6TJG	2/21/25	10.90
242502234	AMAZON CAPITAL SERVICES	1LLF-RKHF-F3CM	2/21/25	13.84
242502234	AMAZON CAPITAL SERVICES	1D7N-113G-VGRP	2/21/25	15.23
242502234	AMAZON CAPITAL SERVICES	14DQ-6TN3-639L	2/21/25	16.97
242502234	AMAZON CAPITAL SERVICES	1FWP-749R-L194	2/21/25	16.99
242502234	AMAZON CAPITAL SERVICES	1J96-749R-CJQ1	2/21/25	18.89
242502234	AMAZON CAPITAL SERVICES	11TJ-F4VD-C3NF	2/21/25	18.99
242502234	AMAZON CAPITAL SERVICES	173T-6V9P-DT1H	2/21/25	19.96
242502234	AMAZON CAPITAL SERVICES	134Y-74LF-9HDL	2/21/25	20.27
242502234	AMAZON CAPITAL SERVICES	1NPR-C9LT-D9V6	2/21/25	20.30
242502234	AMAZON CAPITAL SERVICES	149H-CCFT-JMDT	2/21/25	20.54
242502234	AMAZON CAPITAL SERVICES	11TJ-F4VD-HQPC	2/21/25	22.66
242502234	AMAZON CAPITAL SERVICES	1P3T-KXCT-FKQM	2/21/25	24.99
242502234	AMAZON CAPITAL SERVICES	13QG-1Y1T-DM49	2/21/25	25.97

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502234	AMAZON CAPITAL SERVICES	1JVK-9MLT-L4M1	2/21/25	26.97
242502234	AMAZON CAPITAL SERVICES	1YRL-WJXP-K7W7	2/21/25	30.77
242502234	AMAZON CAPITAL SERVICES	1HGX-CT7Y-3W73	2/21/25	30.99
242502234	AMAZON CAPITAL SERVICES	14LT-VQTD-DRVN	2/21/25	30.99
242502234	AMAZON CAPITAL SERVICES	1TTD-MFVL-JWR7	2/21/25	31.95
242502234	AMAZON CAPITAL SERVICES	1LFV-NDVV-K19G	2/21/25	36.57
242502234	AMAZON CAPITAL SERVICES	1XPF-1RVH-CMM9	2/21/25	37.96
242502234	AMAZON CAPITAL SERVICES	16RX-1W1L-37WY	2/21/25	49.46
242502234	AMAZON CAPITAL SERVICES	14C4-HXYR-9VR4	2/21/25	49.77
242502234	AMAZON CAPITAL SERVICES	1W4W-TY6-4XN3	2/21/25	50.86
242502234	AMAZON CAPITAL SERVICES	11TJ-F4VD-JMKN	2/21/25	54.07
242502234	AMAZON CAPITAL SERVICES	1PTF-PCQV-D1JY	2/21/25	67.51
242502234	AMAZON CAPITAL SERVICES	1XM3-G61L-P3TG	2/21/25	67.64
242502234	AMAZON CAPITAL SERVICES	1K7M-CCDQ-JHTM	2/21/25	73.34
242502234	AMAZON CAPITAL SERVICES	17N9-YWVG-9XND	2/21/25	75.24
242502234	AMAZON CAPITAL SERVICES	1XQM-3P3G-DGQH	2/21/25	75.94
242502234	AMAZON CAPITAL SERVICES	1FPL-PW9T-L73X	2/21/25	76.33
242502234	AMAZON CAPITAL SERVICES	1FPL-PW9T-KXHK	2/21/25	76.97
242502234	AMAZON CAPITAL SERVICES	1KM7-P1M9-KRC3	2/21/25	76.99
242502234	AMAZON CAPITAL SERVICES	13N3-4XCP-J4N4	2/21/25	78.98
242502234	AMAZON CAPITAL SERVICES	143V-PM4L-LTHM	2/21/25	79.47
242502234	AMAZON CAPITAL SERVICES	1LQY-KWYF-C6CQ	2/21/25	82.67
242502234	AMAZON CAPITAL SERVICES	1JWX-Q1QJ-LCX9	2/21/25	89.99
242502234	AMAZON CAPITAL SERVICES	11YL-JXRW-CFLD	2/21/25	89.99
242502234	AMAZON CAPITAL SERVICES	1Y6G-3FQ7-LQP7	2/21/25	94.91
242502234	AMAZON CAPITAL SERVICES	1C91-PGMT-G93L	2/21/25	97.98
242502234	AMAZON CAPITAL SERVICES	134Y-74LF-3NVL	2/21/25	99.99
242502234	AMAZON CAPITAL SERVICES	1GVM-WWQ3-HFMT	2/21/25	100.00
242502234	AMAZON CAPITAL SERVICES	1GTF-7G16-9W3J	2/21/25	103.16
242502234	AMAZON CAPITAL SERVICES	1XPF-1RVH-9QRV	2/21/25	106.97
242502234	AMAZON CAPITAL SERVICES	149H-CCFT-9LKW	2/21/25	117.79
242502234	AMAZON CAPITAL SERVICES	1KM7-P1M9-KQD1	2/21/25	117.99
242502234	AMAZON CAPITAL SERVICES	149H-CCFT-JMDT	2/21/25	136.35
242502234	AMAZON CAPITAL SERVICES	1D7N-113G-1GRG	2/21/25	140.37
242502234	AMAZON CAPITAL SERVICES	1D1H-MQP1-7XYT	2/21/25	164.45
242502234	AMAZON CAPITAL SERVICES	1R4Q-G6CQ-P9R7	2/21/25	173.70
242502234	AMAZON CAPITAL SERVICES	1JQN-NXHF-MWY3	2/21/25	186.94
242502234	AMAZON CAPITAL SERVICES	1D1H-MQP1-H49P	2/21/25	215.88
242502234	AMAZON CAPITAL SERVICES	14DQ-6TN3-4YGG	2/21/25	219.90

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502234	AMAZON CAPITAL SERVICES	1QQR-GC1L-JFJG	2/21/25	281.94
242502234	AMAZON CAPITAL SERVICES	1WJ4-QGQ4-PG9M	2/21/25	331.75
242502234	AMAZON CAPITAL SERVICES	14C4-HXYR-TJ4N	2/21/25	353.93
242502234	AMAZON CAPITAL SERVICES	1RV4-L61V-7Y31	2/21/25	400.99
242502234	AMAZON CAPITAL SERVICES	13N3-4XCP-J7GL	2/21/25	481.04
242502234	AMAZON CAPITAL SERVICES	1G47-4XCR-YYGD	2/21/25	489.64
242502234	AMAZON CAPITAL SERVICES	1LXT-R11G-D9X9	2/21/25	539.70
242502234	AMAZON CAPITAL SERVICES	1HX1-NYQP-CR31	2/21/25	540.06
242502234	AMAZON CAPITAL SERVICES	1GYK-YFPC-1GDD	2/21/25	1,291.06
242502235	ASPIRUS HEALTH PLAN, INC	45717	2/21/25	819,790.82
242502236	BACKGROUND INVESTIGATION BUREAU, LLC	INV-64519	2/21/25	14.00
242502237	BAILEY, SARAH	FEB2025 ITEM	2/21/25	19.99
242502238	BARWICK, SCOTT	REF02112025	2/21/25	60.00
242502239	BECK, THOMAS	REF02152025	2/21/25	110.00
242502240	BLAUBACH, REBECCA	FEB2025 ITEM	2/21/25	13.24
242502241	BOHLMAN, TAMMY	FEB2025 ITEM	2/21/25	31.75
242502242	BRZEZINSKI, ADAM	REF02152025	2/21/25	110.00
242502243	BUTTKE, MIKE	REF02102025	2/21/25	110.00
242502244	CUDDIE, CALE	REF02112025	2/21/25	110.00
242502245	DEVINE-SCHWANTES, JODI	FEB2025 ITEM	2/21/25	52.41
242502246	ENGLISH, JOSHUA	REF02102025	2/21/25	60.00
242502247	ESPELAND, HEATHER	JAN2025 ITEM	2/21/25	88.13
242502248	FIRST SUPPLY LLC	174521-00	2/21/25	8.71
242502248	FIRST SUPPLY LLC	176707-00	2/21/25	10.09
242502248	FIRST SUPPLY LLC	176459-00	2/21/25	1,069.01
242502249	FLATER, MATTHEW	REF02142025	2/21/25	110.00
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	497796F	2/21/25	217.00
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	519210	2/21/25	457.12
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	519271	2/21/25	499.01
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	516728A	2/21/25	535.91
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	519268	2/21/25	540.56
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	510755A	2/21/25	579.22
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	510761A	2/21/25	719.60
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	510752A	2/21/25	749.70
242502250	FOLLETT CONTENT SOLUTIONS, LLC.	516728	2/21/25	3,160.91
242502251	FRANCK, SUZANNE	FEB2025 ITEM	2/21/25	176.62
242502252	GARSKE, ANGELA	FEB2025 MILEAGE	2/21/25	64.40
242502253	GLYNN, JOHN	JAN2025 MILEAGE	2/21/25	16.17
242502254	GRAINGER INC, WW	9405413809	2/21/25	34.34

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502254	GRAINGER INC, WW	9396074032	2/21/25	87.16
242502255	HACK, THOMAS	REF 02132025	2/21/25	70.00
242502256	HAHN, NATHAN	REF 02132025	2/21/25	35.00
242502257	HALL, ROBERT	REF02112025	2/21/25	60.00
242502258	HEBEIN, HALEY	DEC2024 ITEM	2/21/25	250.00
242502259	HENRY, JOSEPH	REF02142025	2/21/25	60.00
242502259	HENRY, JOSEPH	REF02152025	2/21/25	60.00
242502260	HORAK REFRIGERATION INC	9899	2/21/25	5,990.00
242502261	JACKSON, SAYER	REF02152025	2/21/25	110.00
242502262	JACOBSON, ERIN	FEB2025 CONF	2/21/25	618.42
242502263	JANKE, TODD	REF 02132025	2/21/25	35.00
242502263	JANKE, TODD	REF 02102025	2/21/25	70.00
242502264	KIMBALL, BRANDON	REF02112025	2/21/25	110.00
242502265	KLEIN, MICHAEL	REF02102025	2/21/25	110.00
242502266	KMOSENA, STEVEN	FEB2025 ITEM	2/21/25	34.99
242502267	KONWINSKI, DALE	REF02142025	2/21/25	110.00
242502268	LANGBEHN, DAVID	REF02112025	2/21/25	60.00
242502269	LERCH, ANDREA	JAN2025 MILEAGE	2/21/25	22.68
242502270	LINDELL, JEFF	JAN2025 MILEAGE	2/21/25	192.85
242502271	MALOVRH, CHARLES	REF02102025	2/21/25	110.00
242502272	MATHIES, MICHAEL	REF 02132025	2/21/25	120.00
242502273	MEADEN, JAMES	WOR02112025	2/21/25	80.00
242502274	MEVERDEN, PATRICK	REF 02112025	2/21/25	60.00
242502274	MEVERDEN, PATRICK	REF 02152025	2/21/25	120.00
242502275	MID WISCONSIN BEVERAGE	2119468-CREDIT	2/21/25	(226.35)
242502275	MID WISCONSIN BEVERAGE	2130618	2/21/25	(20.00)
242502275	MID WISCONSIN BEVERAGE	2130616	2/21/25	75.00
242502275	MID WISCONSIN BEVERAGE	2129270	2/21/25	82.00
242502275	MID WISCONSIN BEVERAGE	2130617	2/21/25	814.70
242502275	MID WISCONSIN BEVERAGE	2129507	2/21/25	999.25
242502275	MID WISCONSIN BEVERAGE	2129277	2/21/25	1,451.24
242502276	MISSISSIPPI WELDERS SUPPLY CO., INC	1852642	2/21/25	209.25
242502276	MISSISSIPPI WELDERS SUPPLY CO., INC	4490345	2/21/25	728.78
242502277	MURPHY, PATRICK	REF02142025	2/21/25	60.00
242502278	NASSCO INC - CUSTODIAL	6521279	2/21/25	7.26
242502278	NASSCO INC - CUSTODIAL	6521279	2/21/25	7.27
242502278	NASSCO INC - CUSTODIAL	6521279	2/21/25	21.81
242502278	NASSCO INC - CUSTODIAL	6522260	2/21/25	40.40
242502278	NASSCO INC - CUSTODIAL	6519986	2/21/25	46.34

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502278	NASSCO INC - CUSTODIAL	6521279	2/21/25	65.42
242502278	NASSCO INC - CUSTODIAL	6521279	2/21/25	625.10
242502278	NASSCO INC - CUSTODIAL	6522676	2/21/25	784.46
242502278	NASSCO INC - CUSTODIAL	6521003	2/21/25	1,988.71
242502278	NASSCO INC - CUSTODIAL	6521199	2/21/25	4,144.63
242502279	NORTH AMERICAN BENEFITS CO	45689	2/21/25	973.00
242502280	NORTHWAY COMMUNICATIONS INC	184784	2/21/25	325.00
242502281	PARKER, MARK	REF02112025	2/21/25	110.00
242502282	PER MAR SECURITY SERVICES, INC.	3510780	2/21/25	464.07
242502282	PER MAR SECURITY SERVICES, INC.	3510580	2/21/25	4,100.10
242502283	PERFORMANCE FOODSERVICE	11573-772565	2/21/25	(38.85)
242502283	PERFORMANCE FOODSERVICE	11573-755463	2/21/25	19.00
242502283	PERFORMANCE FOODSERVICE	33073-771832	2/21/25	60.08
242502283	PERFORMANCE FOODSERVICE	33073-775629	2/21/25	60.08
242502283	PERFORMANCE FOODSERVICE	11573-755463	2/21/25	444.07
242502283	PERFORMANCE FOODSERVICE	11573-768647	2/21/25	589.88
242502283	PERFORMANCE FOODSERVICE	11573-763246	2/21/25	599.83
242502283	PERFORMANCE FOODSERVICE	11573-748529	2/21/25	637.90
242502283	PERFORMANCE FOODSERVICE	02266-776950	2/21/25	718.74
242502283	PERFORMANCE FOODSERVICE	33073-771832	2/21/25	1,264.44
242502283	PERFORMANCE FOODSERVICE	33073-775629	2/21/25	1,429.71
242502284	PLAMANN, LIBERTAD	JAN2025 ITEM	2/21/25	23.98
242502284	PLAMANN, LIBERTAD	JAN2025 ITEM	2/21/25	31.47
242502284	PLAMANN, LIBERTAD	JAN2025 ITEM	2/21/25	80.96
242502285	REAMER, THOMAS	FEB2025 ITEM	2/21/25	107.32
242502286	RENNIE, DALLAS	DEC2024 ITEM	2/21/25	27.50
242502287	RENNING LEWIS & LACY SC	7337463	2/21/25	552.50
242502287	RENNING LEWIS & LACY SC	7336512	2/21/25	682.00
242502287	RENNING LEWIS & LACY SC	7337462	2/21/25	1,120.00
242502288	ROMANOWSKI, DEAN	REF02142025	2/21/25	110.00
242502289	ROTH, MATTHEW	REF02112025	2/21/25	60.00
242502289	ROTH, MATTHEW	REF02112025	2/21/25	110.00
242502290	SPEAR, SCOTT	REF02112025	2/21/25	60.00
242502290	SPEAR, SCOTT	REF02112025	2/21/25	110.00
242502291	SUN PRINTING LLC	151677	2/21/25	201.00
242502291	SUN PRINTING LLC	153013	2/21/25	207.00
242502292	TARRAS, STEPHEN	REF 02112025	2/21/25	60.00
242502292	TARRAS, STEPHEN	REF 02102025	2/21/25	70.00
242502292	TARRAS, STEPHEN	REF 02132025	2/21/25	120.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502292	TARRAS, STEPHEN	REF 02152025	2/21/25	120.00
242502293	TATRO, SARA	JAN2025 ITEM	2/21/25	28.43
242502294	U.S. WATER, LLC.	186981	2/21/25	169.00
242502295	WEIR, DAVID	REF02152025	2/21/25	60.00
242502296	ZANDER, DALE	REF02102025	2/21/25	60.00
242502297	ZURAKOWSKI, AUSTIN	JAN2025 MILEAGE	2/21/25	38.15
242502299	ABLE DISTRIBUTING CO INC	S021269750.001	2/28/25	7.60
242502299	ABLE DISTRIBUTING CO INC	S021260873.001	2/28/25	41.70
242502300	AMAZON CAPITAL SERVICES	1KCW-T4DT-7YR9	2/28/25	4.99
242502300	AMAZON CAPITAL SERVICES	1F6G-4M43-666J	2/28/25	9.99
242502300	AMAZON CAPITAL SERVICES	1NLM-16HN-4D99	2/28/25	14.48
242502300	AMAZON CAPITAL SERVICES	1XCP-WCRM-YVKX	2/28/25	14.49
242502300	AMAZON CAPITAL SERVICES	1DDM-6HDR-W1WY	2/28/25	15.76
242502300	AMAZON CAPITAL SERVICES	13KR-VWVV-46CC	2/28/25	15.97
242502300	AMAZON CAPITAL SERVICES	1VGC-3FG4-CLNM	2/28/25	16.99
242502300	AMAZON CAPITAL SERVICES	1LGD-KW3Q-WLJJ	2/28/25	19.96
242502300	AMAZON CAPITAL SERVICES	1TVV-DX31-443R	2/28/25	19.99
242502300	AMAZON CAPITAL SERVICES	1RQN-KYJP-443C	2/28/25	21.45
242502300	AMAZON CAPITAL SERVICES	1FPN-QFRM-3RLT	2/28/25	22.49
242502300	AMAZON CAPITAL SERVICES	1D4M-FGHL-6KG3	2/28/25	22.98
242502300	AMAZON CAPITAL SERVICES	13RN-L6KX-7RRY	2/28/25	23.54
242502300	AMAZON CAPITAL SERVICES	1RF6-J1XF-MMQ4	2/28/25	23.54
242502300	AMAZON CAPITAL SERVICES	1DGW-JGTJ-4PTC	2/28/25	26.66
242502300	AMAZON CAPITAL SERVICES	14GC-FPDH-9N6D	2/28/25	26.99
242502300	AMAZON CAPITAL SERVICES	1TWX-9XC9-3WJM	2/28/25	27.00
242502300	AMAZON CAPITAL SERVICES	1J3X-PF74-7T9W	2/28/25	27.28
242502300	AMAZON CAPITAL SERVICES	19KG-CLP1-63R6	2/28/25	27.98
242502300	AMAZON CAPITAL SERVICES	1N9Q-JPHF-6MVY	2/28/25	27.99
242502300	AMAZON CAPITAL SERVICES	1THF-TL7H-VT3L	2/28/25	29.42
242502300	AMAZON CAPITAL SERVICES	1FM7-GXJK-XJPK	2/28/25	29.82
242502300	AMAZON CAPITAL SERVICES	146Q-Q7YV-7Q6C	2/28/25	33.78
242502300	AMAZON CAPITAL SERVICES	1LGD-KW3Q-YT6Q	2/28/25	34.29
242502300	AMAZON CAPITAL SERVICES	13HQ-GGJY-M4K4	2/28/25	35.61
242502300	AMAZON CAPITAL SERVICES	144H-N6MJ-9WPM	2/28/25	38.99
242502300	AMAZON CAPITAL SERVICES	1Q4T-HXHL-VTWX	2/28/25	48.97
242502300	AMAZON CAPITAL SERVICES	1DW9-DDR1-4LGV	2/28/25	52.80
242502300	AMAZON CAPITAL SERVICES	1D4M-FGHL-FXTF	2/28/25	54.36
242502300	AMAZON CAPITAL SERVICES	146Q-Q7YV-6CCL	2/28/25	56.40
242502300	AMAZON CAPITAL SERVICES	1QJ1-DVHJ-QPLH	2/28/25	69.98

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502300	AMAZON CAPITAL SERVICES	1CQQ-XR7H-XCWD	2/28/25	74.37
242502300	AMAZON CAPITAL SERVICES	1Y1H-K1VD-9NXP	2/28/25	79.80
242502300	AMAZON CAPITAL SERVICES	1YDJ-VWX3-43WK	2/28/25	80.89
242502300	AMAZON CAPITAL SERVICES	1JJN-7QVG-4VX1	2/28/25	81.94
242502300	AMAZON CAPITAL SERVICES	1F6G-4M43-NJ9X	2/28/25	83.04
242502300	AMAZON CAPITAL SERVICES	144H-N6MJ-CTNP	2/28/25	86.33
242502300	AMAZON CAPITAL SERVICES	1F6G-4M43-NJ9X	2/28/25	90.07
242502300	AMAZON CAPITAL SERVICES	1L1M-K77X-917P	2/28/25	93.32
242502300	AMAZON CAPITAL SERVICES	1D1H-MQP1-QY97	2/28/25	94.18
242502300	AMAZON CAPITAL SERVICES	1RF6-J1XF-W1R1	2/28/25	98.10
242502300	AMAZON CAPITAL SERVICES	1YF1-KH6G-4XYC	2/28/25	100.32
242502300	AMAZON CAPITAL SERVICES	14QM-MKL9-HDJT	2/28/25	101.27
242502300	AMAZON CAPITAL SERVICES	1THF-TL7H-VT3L	2/28/25	103.85
242502300	AMAZON CAPITAL SERVICES	1CRD-HMN7-DDNW	2/28/25	105.67
242502300	AMAZON CAPITAL SERVICES	1G3Y-MFXJ-VJGT	2/28/25	106.88
242502300	AMAZON CAPITAL SERVICES	1616-1JT3-JCGQ	2/28/25	119.99
242502300	AMAZON CAPITAL SERVICES	14QM-MKL9-GTL7	2/28/25	138.42
242502300	AMAZON CAPITAL SERVICES	1XDR-F36H-1CMX	2/28/25	140.59
242502300	AMAZON CAPITAL SERVICES	1N9Q-JPHF-WQ11	2/28/25	149.39
242502300	AMAZON CAPITAL SERVICES	14DQ-6TN3-GVVY	2/28/25	175.92
242502300	AMAZON CAPITAL SERVICES	1YYK-CXKM-4LW3	2/28/25	208.13
242502300	AMAZON CAPITAL SERVICES	17LR-17GT-WX3J	2/28/25	209.76
242502300	AMAZON CAPITAL SERVICES	1JLF-VJC7-VM7N	2/28/25	245.20
242502300	AMAZON CAPITAL SERVICES	1Y1H-K1VD-CR1F	2/28/25	248.91
242502300	AMAZON CAPITAL SERVICES	1Q4T-HXHL-V9XH	2/28/25	292.57
242502300	AMAZON CAPITAL SERVICES	1XXM-V1JX-CRW3	2/28/25	335.60
242502300	AMAZON CAPITAL SERVICES	19RG-6MLL-VHHH	2/28/25	349.07
242502300	AMAZON CAPITAL SERVICES	1RWJ-N71F-KDJY	2/28/25	560.25
242502300	AMAZON CAPITAL SERVICES	1L1M-K77X-LT6C	2/28/25	939.97
242502301	BARWICK, SCOTT	REF02202025	2/28/25	60.00
242502302	BEFORT, BRYCE	FEB2025 ITEM	2/28/25	47.12
242502303	BERDAL, RYAN	REF02182025	2/28/25	3.00
242502303	BERDAL, RYAN	REF02182025	2/28/25	80.00
242502304	BLUE EDGE ENERGY LLC	5733	2/28/25	1,866.52
242502305	BOHM, TODD	FEB2025 MILEAGE	2/28/25	165.20
242502306	BROWN, JAMES	REF02182025	2/28/25	4.00
242502306	BROWN, JAMES	REF02182025	2/28/25	80.00
242502307	BRUX, AUBREE	FEB2025 ITEM	2/28/25	1,249.00
242502308	BUTTKE, MIKE	REF02202025	2/28/25	110.00

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502309	CARRICO AQUATIC RESOURCES, INC	20251023	2/28/25	370.84
242502310	CESA 9	19834	2/28/25	1,740.00
242502311	CLARK, JENNIFER	FEB2025 ITEM	2/28/25	160.00
242502312	CZERWONKA, CRISTIN	FEB2025 ITEM	2/28/25	1,249.00
242502313	DERFUS, MARK	REF02202025	2/28/25	110.00
242502314	FIRST SUPPLY LLC	8028993 CREDIT	2/28/25	(8.71)
242502314	FIRST SUPPLY LLC	176896-00	2/28/25	16.24
242502314	FIRST SUPPLY LLC	176977-00	2/28/25	41.60
242502314	FIRST SUPPLY LLC	176800-00	2/28/25	143.05
242502314	FIRST SUPPLY LLC	176085-00	2/28/25	1,095.10
242502315	FOLLETT CONTENT SOLUTIONS, LLC.	523645	2/28/25	79.03
242502315	FOLLETT CONTENT SOLUTIONS, LLC.	519213	2/28/25	312.90
242502315	FOLLETT CONTENT SOLUTIONS, LLC.	519268A	2/28/25	414.04
242502315	FOLLETT CONTENT SOLUTIONS, LLC.	510759A	2/28/25	547.85
242502315	FOLLETT CONTENT SOLUTIONS, LLC.	510753F	2/28/25	590.45
242502315	FOLLETT CONTENT SOLUTIONS, LLC.	500413F	2/28/25	1,777.82
242502316	FUNDAMENTALS EDUC SERV LLC	1117	2/28/25	8,077.50
242502317	GRAINGER INC, WW	9415748749	2/28/25	52.11
242502317	GRAINGER INC, WW	9416044932	2/28/25	203.40
242502317	GRAINGER INC, WW	9416044940	2/28/25	299.76
242502318	HECKEL, CORY	FEB ITEM	2/28/25	7.49
242502318	HECKEL, CORY	FEB ITEM	2/28/25	11.97
242502319	JENKIN, DOUGLAS	GTCC-Group Fitness D	2/28/25	436.00
242502320	KLEIN, MICHAEL	REF02202025	2/28/25	110.00
242502321	KOEPKE, RICHARD	SEPJAN2025 MILEAGE	2/28/25	37.10
242502321	KOEPKE, RICHARD	SEPJAN2025 MILEAGE	2/28/25	123.28
242502322	MARATHON PEST CONTROL	61996	2/28/25	38.00
242502322	MARATHON PEST CONTROL	62001	2/28/25	38.00
242502323	MCGRATH, STEPHANIE	FEB2025 ITEM	2/28/25	33.24
242502324	MEADEN, JAMES	WOR02182025	2/28/25	45.00
242502325	MID WISCONSIN BEVERAGE	2129506	2/28/25	141.60
242502325	MID WISCONSIN BEVERAGE	2131535	2/28/25	175.00
242502325	MID WISCONSIN BEVERAGE	2131537	2/28/25	208.14
242502325	MID WISCONSIN BEVERAGE	2129272	2/28/25	394.20
242502325	MID WISCONSIN BEVERAGE	2131536	2/28/25	424.80
242502325	MID WISCONSIN BEVERAGE	2131537	2/28/25	849.82
242502325	MID WISCONSIN BEVERAGE	2129272	2/28/25	1,335.30
242502326	NASSCO INC - CUSTODIAL	6524641	2/28/25	(934.46)
242502326	NASSCO INC - CUSTODIAL	6524773	2/28/25	13.92

**DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
242502326	NASSCO INC - CUSTODIAL	6523789	2/28/25	226.32
242502326	NASSCO INC - CUSTODIAL	6523669	2/28/25	362.73
242502326	NASSCO INC - CUSTODIAL	6525351	2/28/25	2,772.79
242502326	NASSCO INC - CUSTODIAL	6523583	2/28/25	4,019.00
242502326	NASSCO INC - CUSTODIAL	6524711	2/28/25	4,404.00
242502327	OFFICE ENTERPRISES INC	573592	2/28/25	580.00
242502328	OVERDRIVE INC	CD0788525052001	2/28/25	1,000.00
242502329	PERFORMANCE FOODSERVICE	11573-782300	2/28/25	221.76
242502329	PERFORMANCE FOODSERVICE	11573-782300	2/28/25	390.33
242502330	PISCA, SARAH	GTCC-Group Pisca	2/28/25	649.50
242502331	PLAZA, CAROL	JAN2025 MILEAGE	2/28/25	114.66
242502332	RAPTOR EDUC GROUP INC	026-25	2/28/25	225.82
242502333	SCHOOL SPECIALTY, LLC.	2.08135E+11	2/28/25	197.04
242502333	SCHOOL SPECIALTY, LLC.	3.08105E+11	2/28/25	434.47
242502333	SCHOOL SPECIALTY, LLC.	3.08105E+11	2/28/25	2,106.73
242502334	SCHRODER, BRANDON	REF02182025	2/28/25	11.00
242502334	SCHRODER, BRANDON	REF02182025	2/28/25	70.00
242502335	SEELEY, CAITLIN	FEB2025 ITEM	2/28/25	133.68
242502336	SOUKUP, CORINTHIA	FEB2025 CONF	2/28/25	273.40
242502337	SUN PRINTING LLC	151782	2/28/25	89.00
242502338	SYBELDON, THERESA	FEB2025 ITEM	2/28/25	11.98
242502339	TARRAS, STEPHEN	REF02202025	2/28/25	60.00
242502340	US OMNI & TSACG COMPLIANCE SERVICES	118417	2/28/25	295.16
242502341	VIKING ELECTRIC SUPPLY	S008899534.002	2/28/25	8.09
242502341	VIKING ELECTRIC SUPPLY	S008899534.001	2/28/25	38.92
242502341	VIKING ELECTRIC SUPPLY	S008914284.001	2/28/25	42.32
242502342	WISZ, CHANNING	GTCC-Group- Wisz	2/28/25	12.50
				2,083,053.04

**DC EVEREST AREA SCHOOL DISTRICT
FUND 46 BOARD CHECK REGISTER
(2/1/2025 - 2/28/2025)**

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
4600055	LIGHTHOUSE PRODUCTIONS	24-0926	2/7/25	3,300.00
242502298	DAKTRONICS INC	7125717	2/21/25	48,831.90
				52,131.90

		Account Level		Beginning	2024-25		2024-25	Ending
Fd T Loc	Obj Func	Prj DeptJob	Fd T Loc Obj Fu	Description	Balance	FYTD Debits	FYTD Credits	Balance
10 A 000 000	711000 000 000 000	GENERAL FUND/CL		Cash	-2,381,941.15	95,520,089.87	91,695,549.48	1,442,599.24
10 A 000 000	711100 000 000 000	GENERAL FUND/PA		Payroll Cash Clearance Account	0.00	23,912,053.94	23,912,053.94	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	87.00	3,950.00	1,050.00	2,987.00
10 A 000 000	712000 000 000 000	GENERAL FUND/IN		INVESTMENTS	22,503,343.40	70,782,866.76	81,587,651.94	11,698,558.22
10 A 000 000	712001 000 000 000	GENERAL FUND/CD		E-COMMERCE CASH ACCOUNT	67.20	447.90	515.10	0.00
10 A 000 000	712999 000 000 000	GENERAL FUND/WI		WISC INVESTMENT ACCOUNT, PMA	832,526.54	26,939.72	0.00	859,466.26
10 A 000 000	713100 000 000 000	GENERAL FUND/TA		TAXES RECEIVABLE	7,362,352.67	12,972,900.00	12,758,190.57	7,577,062.10
10 A 000 000	713200 000 000 000	GENERAL FUND/AC		ACCOUNTS RECEIVABLE	19,414.91	19,982.41	39,397.32	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	0.00	0.00	0.00
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	0.00	49,663.40	49,663.40	0.00
10 A 000 000	715420 000 000 000	GENERAL FUND/CE		RECEIVABLE FROM CESA	0.00	0.00	0.00	0.00
10 A 000 000	715500 000 000 000	GENERAL FUND/DU		DUE FROM STATE GOVERNMENT	152,042.87	93,725.25	152,042.87	93,725.25
10 A 000 000	715600 000 000 000	GENERAL FUND/DU		DUE FROM FED GOVERNMENT	315,648.34	451,396.30	767,044.64	0.00
10 A 000 000	716100 000 000 000	GENERAL FUND/IN		INVENTORY	0.00	0.00	0.00	0.00
10 A 000 000	717000 000 000 000	GENERAL FUND/PR		PREPAID EXPENSE	260,981.89	0.00	84,541.58	176,440.31
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	0.00	0.00	0.00
10 L 000 000	811200 000 000 000	GENERAL FUND/AC		ACCOUNTS PAYABLE	-398,501.41	17,894,121.97	17,495,620.56	0.00
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	-53,186.00	936,818.30	883,632.30	0.00
10 L 000 000	811611 000 000 000	GENERAL FUND/FI		SOCIAL SECURITY TAX	-227,415.71	3,999,160.41	3,771,744.70	0.00
10 L 000 000	811612 000 000 000	GENERAL FUND/FE		FEDERAL INCOME TAX	0.00	2,115,380.87	2,115,380.87	0.00
10 L 000 000	811613 000 000 000	GENERAL FUND/ST		STATE INCOME TAX	-65,027.12	1,235,960.73	1,239,550.33	-68,616.72
10 L 000 000	811620 000 000 000	GENERAL FUND/RE		RETIREMENT DEDUCTION	-750,700.39	4,312,301.04	4,065,702.77	-504,102.12
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	176.57	176.57	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

		Account Level		Beginning	2024-25		2024-25	Ending
Fd T Loc	Obj Func	Prj DeptJob	Fd T Loc Obj Fu	Description	Balance	FYTD Debits	FYTD Credits	Balance
10 L 000 000	811631 000 000 000	000 000	GENERAL FUND/HE	HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000	811632 000 000 000	000 000	GENERAL FUND/DE	DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000	811633 000 000 000	000 000	GENERAL FUND/DI	DISABILITY INS DEDUCTION	-14,317.24	108,633.36	92,261.73	2,054.39
10 L 000 000	811634 000 000 000	000 000	GENERAL FUND/SP	SPOUSE/DEP'T LIFE INSURANCE	-2,769.84	7,213.55	6,872.44	-2,428.73
10 L 000 000	811635 000 000 000	000 000	GENERAL FUND/DE	DEPENDENT CARE - CHPT125	15,022.03	45,317.54	44,560.29	15,779.28
10 L 000 000	811636 000 000 000	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	000 000	GENERAL FUND/HE	HEALTH-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000	811638 000 000 000	000 000	GENERAL FUND/DE	DENTAL-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000	811639 000 000 000	000 000	GENERAL FUND/AD	ADDITIONAL LIFE INSURANCE	-493.37	66,555.94	64,036.52	2,026.05
10 L 000 000	811640 000 000 000	000 000	GENERAL FUND/UN	UNITED WAY	0.00	11,728.57	11,728.57	0.00
10 L 000 000	811641 000 000 000	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	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	000 000	GENERAL FUND/HE	HEALTH INS. - SELF PAY - COBRA	0.00	0.00	86,585.44	-86,585.44
10 L 000 000	811644 000 000 000	000 000	GENERAL FUND/DE	DENTAL INS. - SELF PAY - COBRA	0.00	166.88	7,580.09	-7,413.21
10 L 000 000	811645 000 000 000	000 000	GENERAL FUND/LI	LIFE INS - EMPLOYER CONTRIBUTI	-24,748.59	72,409.53	62,993.53	-15,332.59
10 L 000 000	811647 000 000 000	000 000	GENERAL FUND/LI	LIMITED FLEX PLAN-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000	811648 000 000 000	000 000	GENERAL FUND/SU	SUPPLEMENTAL LIFE INSURANCE	-5,204.16	29,695.00	28,740.33	-4,249.49
10 L 000 000	811650 000 000 000	000 000	GENERAL FUND/UN	UNION DUES DEDUCTION	0.00	0.00	0.00	0.00
10 L 000 000	811652 000 000 000	000 000	GENERAL FUND/GR	GREENHECK FIELDHOUSE MEMBERSHP	0.00	0.00	0.00	0.00
10 L 000 000	811654 000 000 000	000 000	GENERAL FUND/GT	GREENHECK TURNER CTR DONATIONS	0.00	7,683.97	7,683.97	0.00
10 L 000 000	811655 000 000 000	000 000	GENERAL FUND/V	V VISION PLAN (DELTA)	126.49	33,097.90	31,621.57	1,602.82
10 L 000 000	811656 000 000 000	000 000	GENERAL FUND/V	V SHORT TERM DISABILITY	7,011.65	59,619.91	56,449.97	10,181.59
10 L 000 000	811660 000 000 000	000 000	GENERAL FUND/AC	ACCIDENT INSURANCE	0.00	1,893.70	1,846.56	47.14
10 L 000 000	811665 000 000 000	000 000	GENERAL FUND/RO	ROTH 403(B)	0.00	92,958.95	92,958.95	0.00
10 L 000 000	811670 000 000 000	000 000	GENERAL FUND/TS	TSA'S	0.00	518,827.89	518,827.89	0.00
10 L 000 000	811673 000 000 000	000 000	GENERAL FUND/RE	RETIREE HEALTH	0.00	0.00	0.00	0.00
10 L 000 000	811674 000 000 000	000 000	GENERAL FUND/RE	RETIREE DENTAL	0.00	0.00	0.00	0.00
10 L 000 000	811675 000 000 000	000 000	GENERAL FUND/RE	RETIREE LIFE	0.00	0.00	0.00	0.00
10 L 000 000	811697 000 000 000	000 000	GENERAL FUND/CH	GIFT CARDS OR CERTIFICATES	0.00	11,750.00	11,750.00	0.00
10 L 000 000	811699 000 000 000	000 000	GENERAL FUND/MI	MISCELLANEOUS DEDUCTION	0.00	25,715.51	25,715.51	0.00
10 L 000 000	811700 000 000 000	000 000	GENERAL FUND/IN	INTEREST PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000	811810 000 000 000	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	000 000	GENERAL FUND/NE	NET EFT PAYABLE	0.00	41,704,476.12	41,704,476.12	0.00
10 L 000 000	811820 000 000 000	000 000	GENERAL FUND/VO	VOUCHERS PAYABLE	-3,712,632.73	3,712,632.73	0.00	0.00
10 L 000 000	812000 000 000 000	000 000	GENERAL FUND/DU	Due To Other Funds	-2,127,472.63	2,127,472.63	0.00	0.00
10 L 000 000	813500 000 000 000	000 000	GENERAL FUND/DU	DUE TO STATE GOVERNMENT	-582.04	0.00	0.00	-582.04
10 L 000 000	813510 000 000 000	000 000	GENERAL FUND/DU	DUE TO MARATHON COUNTY	0.00	0.00	64.74	-64.74
10 L 000 000	815100 000 000 000	000 000	GENERAL FUND/SE	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
10 L 000 000	815110 000 000 000	000 000	GENERAL FUND/DI	SF DENTAL PREMIUMS - DISTRICT	0.00	0.00	0.00	0.00
10 L 000 000	815120 000 000 000	000 000	GENERAL FUND/EM	SF DENTAL PREMIUMS - EMPLOYEE	0.00	0.00	0.00	0.00

Account Level		Beginning	2024-25	2024-25	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
10 L 000 000 815901 000 000 000	GENERAL FUND/OP OPEB 73	0.00	0.00	637,534.00	-637,534.00
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
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	-1,093,066.16	8,413,359.42	7,297,637.06	22,656.20
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	-179,305.60	746,904.01	661,641.61	-94,043.20
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	115,382,668.64	115,706,728.01	-324,059.37
10 Q 000 000 931700 000 000 000	GENERAL FUND/FU FUND BALANCE - L.T.D.	0.00	0.00	0.00	0.00
10 Q 000 000 932000 000 000 000	GENERAL FUND/FU FUND BALANCE - CASH FLOW	0.00	0.00	0.00	0.00
10 Q 000 000 936110 000 000 000	GENERAL FUND/SE FUND BALANCE - SELF INSURANCE	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	-33,767.38	561,804.45	263,588.34	264,448.73
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)	-20,397,493.47	159,033,722.33	159,060,851.79	-20,424,622.93
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	567,104,243.97	567,104,243.97	0.00

Fd T Loc		Obj Func		Prj DeptJob		Fd T Loc Obj Fu		Account Level	Description	Beginning	2024-25		Ending
										Balance	FYTD Debits	FYTD Credits	Balance
27	A	000	000	711000	000	000	000	SPECIAL EDUCATI	CASH	232,156.12	3,731,183.30	8,349,957.68	-4,386,618.26
27	A	000	000	711100	000	000	000	SPECIAL EDUCATI	PAYROLL CLEARANCE ACCOUNT	0.00	7,585,645.27	7,585,645.27	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	3,346,382.03	3,346,382.03	0.00
27	A	000	000	713200	000	000	000	SPECIAL EDUCATI	ACCOUNTS RECEIVABLE	19,393.87	0.00	19,393.87	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	895,453.65	505,842.77	1,401,296.42	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	-3,914.98	741,778.39	737,863.41	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	-11,431.18	11,431.18	0.00	0.00
27	L	000	000	811611	000	000	000	SPECIAL EDUCATI	SOCIAL SECURITY TAX	-48,878.18	48,878.18	0.00	0.00
27	L	000	000	811620	000	000	000	SPECIAL EDUCATI	RETIREMENT DEDUCTION	-55,155.65	55,155.65	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	-2,345.61	2,345.61	0.00	0.00
27	L	000	000	811645	000	000	000	SPECIAL EDUCATI	LIFE INS - EMPLOYER CONTRIBUTI	-1,345.03	1,345.11	0.08	0.00
27	L	000	000	811815	000	000	000	SPECIAL EDUCATI	NET EFT PAYABLE	0.00	9,532,585.76	9,532,585.76	0.00
27	L	000	000	811820	000	000	000	SPECIAL EDUCATI	VOUCHERS PAYABLE	-799,354.56	799,354.56	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	813500	000	000	000	SPECIAL EDUCATI	DUE TO STATE GOVERNMENT	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	815110	000	000	000	SPECIAL EDUCATI	S/F DENTAL PREMIUMS - DISTRICT	0.00	0.00	0.00	0.00
27	L	000	000	817101	000	000	000	SPECIAL EDUCATI	SECURITY PREMIUM PAYABLE	-206,991.48	206,991.48	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	-17,586.97	17,586.97	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	26,145,689.69	26,155,527.84	-9,838.15
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	34,546,492.88	30,150,036.47	4,396,456.41
27	-	---	---	-----	---	---	---			0.00	87,278,688.83	87,278,688.83	0.00

		Account Level		Beginning	2024-25	2024-25	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	1,192,263.42	2,090,451.24	2,840,845.82	441,868.84	
50 A 000 000 711100 000 000 000	FOOD SERVICE FU	PAYROLL CLEARANCE ACCOUNT	0.00	1,012,610.99	1,012,610.99	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	678.10	756.00	0.00	1,434.10	
50 A 000 000 712000 000 000 000	FOOD SERVICE FU	INVESTMENTS	0.00	1,017,087.96	1,017,087.96	0.00	
50 A 000 000 712001 000 000 000	FOOD SERVICE FU	FS INTERNET CASH ACCOUNT	0.14	727,142.16	714,462.90	12,679.40	
50 A 000 000 713200 000 000 000	FOOD SERVICE FU	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00	
50 A 000 000 713300 000 000 000	FOOD SERVICE FU	INTEREST RECEIVABLE	0.00	0.00	0.00	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	93,522.32	0.00	93,522.32	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	-157,512.04	1,832,348.60	1,674,836.56	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	-206.74	206.74	0.00	0.00	
50 L 000 000 811611 000 000 000	FOOD SERVICE FU	SOCIAL SECURITY TAX	-883.60	883.60	0.00	0.00	
50 L 000 000 811620 000 000 000	FOOD SERVICE FU	RETIREMENT DEDUCTION	-983.37	983.37	0.00	0.00	
50 L 000 000 811628 000 000 000	FOOD SERVICE FU	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	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	1,044,609.78	1,044,609.78	0.00	
50 L 000 000 811820 000 000 000	FOOD SERVICE FU	VOUCHERS PAYABLE	-14,250.99	14,250.99	0.00	0.00	
50 L 000 000 812000 000 000 000	FOOD SERVICE FU	Due To Other Funds	0.00	0.00	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	-123,801.18	0.00	0.00	-123,801.18	
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	512,161.71	514,037.49	-1,875.78	
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	-988,826.06	3,215,990.99	2,557,470.31	-330,305.38	
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	

		Account Level		Beginning	2024-25	2024-25	Ending												
<u>Fd</u>	<u>T</u>	<u>Loc</u>	<u>Obj</u>	<u>Func</u>	<u>Prj</u>	<u>Dept</u>	<u>Job</u>	<u>Fd</u>	<u>T</u>	<u>Loc</u>	<u>Obj</u>	<u>Fu</u>	<u>Description</u>	<u>Balance</u>	<u>FYTD</u>	<u>Debits</u>	<u>FYTD</u>	<u>Credits</u>	<u>Balance</u>
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	11,469,484.13		11,469,484.13		0.00

Account Level		Beginning	2024-25		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	32,322.86	1,948,178.10	1,825,978.01	154,522.95
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	1,106,496.29	1,106,496.29	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	0.00	0.00	0.00
80 A 000 000 712001 000 000 000	COMMUNITY SERVI ECOMMERCE - COMMUNITY SERVICE	17,191.53	148,121.56	78,673.90	86,639.19
80 A 000 000 713100 000 000 000	COMMUNITY SERVI TAXES RECEIVABLE	0.00	450,000.00	450,000.00	0.00
80 A 000 000 713200 000 000 000	COMMUNITY SERVI ACCOUNTS RECEIVABLE	207,086.77	0.00	206,987.77	99.00
80 A 000 000 713205 000 000 000	COMMUNITY SERVI RECEIVABLES - UNCOLLECTED GHF	0.00	0.00	0.00	0.00
80 A 000 000 714100 000 000 000	COMMUNITY SERVI Due From Other Funds	0.00	0.00	0.00	0.00
80 A 000 000 715600 000 000 000	COMMUNITY SERVI DUE FROM FEDERAL GOVERNMENT	0.00	0.00	0.00	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	-67,128.13	598,215.44	531,087.31	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	-537.25	537.25	0.00	0.00
80 L 000 000 811611 000 000 000	COMMUNITY SERVI SOCIAL SECURITY TAX	-2,297.33	2,297.33	0.00	0.00
80 L 000 000 811620 000 000 000	COMMUNITY SERVI RETIREMENT DEDUCTION	-1,096.80	1,096.80	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	1,184,569.61	1,184,569.61	0.00
80 L 000 000 811820 000 000 000	COMMUNITY SERVI VOUCHERS PAYABLE	-37,052.88	37,052.88	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 816000 000 000 000	COMMUNITY SERVI	0.00	0.00	0.00	0.00
80 L 000 000 816900 000 000 000	COMMUNITY SERVI DEFER.REV.-SCHL.AGE CARE	0.00	0.00	0.00	0.00
80 L 000 000 816901 000 000 000	COMMUNITY SERVI DEFERRED REV.-YOUTH ACTIV.FEES	-59,840.39	59,840.39	14,534.49	-14,534.49
80 L 000 000 816902 000 000 000	COMMUNITY SERVI DEFER.REV.-ADULT & FAMILY FEES	0.00	0.00	0.00	0.00
80 L 000 000 816903 000 000 000	COMMUNITY SERVI DEFERRED REVENUE-VARIOUS CAMPS	-3,225.59	3,225.59	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	-6,439.75	6,439.75	1,055.00	-1,055.00
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.-GHF BUILDING RENTAL	-2,508.41	2,508.41	250.00	-250.00
80 L 000 000 816909 000 000 000	COMMUNITY SERVI DEF.REV.- H.S. HOCKEY	-750.00	750.00	0.00	0.00
80 L 000 000 816911 000 000 000	COMMUNITY SERVI DEF.REV.-MEMBERSHIPS	0.00	0.00	0.00	0.00
80 L 000 000 816913 000 000 000	COMMUNITY SERVI DEFERRED REVENUE-GHF CONCESSIO	0.00	0.00	0.00	0.00

Account Level		Beginning	2024-25	2024-25	Ending
Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
80 L 000 000 816915 000 000 000	COMMUNITY SERVI DEFFERED REVENUE - GTCC TURF	-1,099.20	1,099.20	0.00	0.00
80 L 000 000 816916 000 000 000	COMMUNITY SERVI DEFERRED REVENUE - YOUTH HOCKE	-160.00	160.00	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
80 Q 000 000 000000 000 000 000	COMMUNITY SERVI	0.00	0.00	0.00	0.00
80 Q 000 000 931000 000 000 000	COMMUNITY SERVI FUND BALANCE - RESERVED	0.00	1,182,114.69	1,182,501.96	-387.27
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	-77,587.74	3,044,593.58	3,167,969.47	-200,963.63
80 Q 000 000 936900 000 904 000	COMMUNITY SERVI MEMBERSHIP ASSISTANCE PROGRAM	0.00	0.00	4,892.92	-4,892.92
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 Q 871 000 936900 000 120 000	COMMUNITY SERVI 3K PROGRAM EQUITY ACCOUNT 871	1,842.31	25,601.56	47,901.70	-20,457.83
80 - - - - -		0.00	9,802,898.43	9,802,898.43	0.00

Account Level		Beginning	2024-25	2024-25	Ending
Fd T Loc Obj Func	Prj DeptJob Fd T Loc Obj Fu Description	Balance	FYTD Debits	FYTD Credits	Balance
Grand Asset Totals		31,755,872.45	227,503,913.22	241,097,042.07	18,162,743.60
Grand Liability Totals		-10,260,040.11	104,500,561.62	95,746,766.99	-1,506,245.48
Grand Equity Totals		-21,495,832.34	343,650,840.52	338,811,506.30	-16,656,498.12
Grand Totals		0.00	675,655,315.36	675,655,315.36	0.00

Number of Accounts: 248

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

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00240	Transfer to finish CSF	2024-2025	03/11/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer from 439 to 432	10 E 108 432 222200	031 220 000	03/10/2025	1,167.11	0.00
2		Transfer from 439 to 432	10 E 108 439 222200	031 220 000	03/10/2025	0.00	1,167.11
TOTALS						1,167.11	1,167.11

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00239	Party Supply Reimbursement	2024-2025	03/10/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Party Supply Reimbursement	10 E 300 341 256770	000 122 000	03/10/2025	0.00	193.59
2		Party Supply Reimbursement	10 E 300 411 122512	000 122 000	03/10/2025	193.59	0.00
TOTALS						193.59	193.59

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00238	transfer to purchase decodable books at Westo	2024-2025	03/10/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer to purchase decodable books at Weston with unused Family Night funds	10 E 809 411 219000	141 809 000	03/10/2025	0.00	442.00
2		transfer to purchase decodable books at Weston with unused Family Night funds	10 E 809 415 219000	141 809 000	03/10/2025	0.00	449.00
3		transfer to purchase decodable books at Weston with unused Family Night funds	10 E 809 470 122000	141 809 000	03/10/2025	891.00	0.00
TOTALS						891.00	891.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00237	Moving fund to proper account	2024-2025	03/10/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Moving fund to proper account	10 E 824 411 211000	000 212 000	03/10/2025	0.00	2,000.00
2		Moving fund to proper account	10 E 824 411 219000	000 212 000	03/10/2025	2,000.00	0.00
TOTALS						2,000.00	2,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00236	cover professional membership	2024-2025	03/10/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		cover professional membership	10 E 824 310 129200	000 212 000	03/10/2025	0.00	225.00
2		cover professional membership	10 E 824 940 211000	000 212 000	03/10/2025	225.00	0.00
TOTALS						225.00	225.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00235	Whiteboards for MS Math Department	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Whiteboard purchase to MS Math department	10 E 200 360 124000 000 124 000		03/07/2025	0.00	2,006.00
2		Whiteboard purchase to MS Math department	10 E 200 440 124000 000 124 000		03/07/2025	2,006.00	0.00
TOTALS						2,006.00	2,006.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00234	to cover Inservice Food	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		to cover Inservice Food	50 E 834 415 257000 000 257 000		03/07/2025	516.84	0.00
2		to cover Inservice Food	50 E 834 411 257000 547 257 000		03/07/2025	0.00	516.84
TOTALS						516.84	516.84

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00233	Books and Supply Order	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Book and Supply Order	10 E 300 479 122512 000 122 000		03/07/2025	0.00	253.00
2		Book and Supply order	10 E 300 415 122512 000 122 000		03/07/2025	19.00	0.00
3		Book and Supply Order	10 E 300 411 122512 000 122 000		03/07/2025	236.90	0.00
4		Book and Supply Order	10 E 300 342 122512 000 122 000		03/07/2025	0.00	2.90
TOTALS						255.90	255.90

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00232	Transfer to cover higher than expected costs.	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to cover higher than expected costs.	27 E 809 415 223390 341 809 000		03/07/2025	300.00	0.00
2		Transfer to cover higher than expected costs.	27 E 809 411 223390 341 809 000		03/07/2025	0.00	300.00
TOTALS						300.00	300.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00231	cover overage	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		cover overage	10 E 824 411 211000 000 212 000		03/07/2025	1,995.18	0.00
2		cover overage	10 E 824 310 221300 000 212 000		03/07/2025	0.00	60.18
3		cover overage	10 E 824 342 214200 000 212 000		03/07/2025	0.00	1,000.00
4		cover overage	10 E 824 386 221300 000 212 000		03/07/2025	0.00	700.00
5		cover overage	10 E 824 940 213200 000 212 000		03/07/2025	0.00	215.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00231	cover overage	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
6		cover overage	10 E 824 940 214200 000 212 000		03/07/2025	0.00	20.00
TOTALS						1,995.18	1,995.18

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00230	Stronger Connection Parochial budget funds tr	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Stronger Connection Parochial budget funds transfer - NLHS	10 E 809 310 299000 394 016 000		03/07/2025	495.00	0.00
2		Stronger Connection Parochial budget funds transfer - NLHS	10 E 809 411 120000 394 016 000		03/07/2025	0.00	495.00
TOTALS						495.00	495.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00229	Searing Book Order	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Searing Book Order	10 E 300 342 122000 000 122 000		03/07/2025	0.00	28.23
2		Searing Book Order	10 E 300 479 122000 000 122 000		03/07/2025	28.23	0.00
TOTALS						28.23	28.23

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00228	To cover end of year Expenses	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		To cover end of year Expenses	10 E 301 360 129000 000 301 000		03/07/2025	0.00	163.92
2		To cover end of year Expenses	10 E 301 411 241000 000 241 000		03/07/2025	0.00	200.00
3		To cover end of year Expenses	10 E 301 411 129000 000 301 000		03/07/2025	363.92	0.00
TOTALS						363.92	363.92

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00227	The Bad Beginning Book Order	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		The Bad Beginning Book Order	10 E 300 342 122000 000 122 000		03/07/2025	0.00	142.00
2		The Bad Beginning Book Order	10 E 300 479 122000 000 122 000		03/07/2025	142.00	0.00
TOTALS						142.00	142.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00226	Twin Oaks Mattresses	2024-2025	03/07/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Twin Oaks Mattresses	10 E 823 440 126241 000 210 000		03/07/2025	6,433.00	0.00
		Twin Oaks Mattresses					
2		Twin Oaks Mattresses	10 E 832 324 254490 000 253 000		03/07/2025	0.00	6,433.00
		Twin Oaks Mattresses					
TOTALS						6,433.00	6,433.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00225	Pizza Order	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Pizza Order	10 E 300 479 122512 000 122 000		03/07/2025	0.00	25.00
2		Pizza Order	10 E 300 415 122512 000 122 000		03/07/2025	25.00	0.00
TOTALS						25.00	25.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00223	transfer funds to correct account for Adv Day	2024-2025	03/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer funds to correct account for Adv Day tickets/fees	10 E 300 310 120000 000 241 000		03/06/2025	0.00	2,500.00
2		transfer funds to correct account for Adv Day tickets/fees	10 E 300 417 120000 000 241 000		03/06/2025	0.00	2,000.00
3		transfer funds to correct account for Adv Day tickets/fees	10 E 300 940 120000 000 241 000		03/06/2025	0.00	973.00
4		transfer funds to correct account for Adv Day tickets/fees	10 E 300 999 120000 000 241 000		03/06/2025	5,473.00	0.00
TOTALS						5,473.00	5,473.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00224	Tr to cover overage for food items	2024-2025	03/06/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Tr from 940 to 415 to cover overage for food items	10 E 108 940 241000 000 241 000		03/06/2025	0.00	500.00
2		Tr from 940 to 415 to cover overage for food items	10 E 108 415 241000 000 241 000		03/06/2025	500.00	0.00
TOTALS						500.00	500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00222	Desk Purchase	2024-2025	03/06/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Desk Purchase	10 E 200 411 132000 000 132 000		03/06/2025	0.00	137.58
2		Desk Purchase	10 E 200 440 132000 000 132 000		03/06/2025	137.58	0.00
TOTALS						137.58	137.58

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00221	Subscription Renewal	2024-2025	03/06/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Subscription Renewal	10 E 400 342 123000 000 123 000		03/06/2025	0.00	216.00
2		Subscription Renewal	10 E 400 480 123000 000 123 000		03/06/2025	216.00	0.00
TOTALS						216.00	216.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00220	To cover General Account Expenses	2024-2025	03/05/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		To cover General Account Expenses	10 E 105 940 241000 000 241 000		03/05/2025	0.00	1,500.00
2		To cover General Account Expenses	10 E 105 411 110000 000 101 000		03/05/2025	1,500.00	0.00
TOTALS						1,500.00	1,500.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00219	Funds for JH PE Dept Supplies - highlighter,	2024-2025	03/05/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds for JH PE Dept Supplies - highlighter, magnets, squish balls, cart	10 E 300 342 143000 000 140 000		03/05/2025	0.00	250.00
2		Funds for JH PE Dept Supplies - highlighter, magnets, squish balls, cart	10 E 300 411 143000 000 140 000		03/05/2025	250.00	0.00
TOTALS						250.00	250.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00218	Tr to cover shipping overage for music order	2024-2025	03/05/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Tr to cover shipping overage for music order	10 E 108 411 241000 000 241 000		03/04/2025	0.00	3.95
2		Tr to cover shipping overage for music order	10 E 108 411 125000 000 125 000		03/04/2025	3.95	0.00
TOTALS						3.95	3.95

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00217	Added Travel for translation services account	2024-2025	03/04/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Added Travel for translation services account	10 E 824 342 173000 000 212 000		03/04/2025	0.00	28.84
2		Added Travel for translation services account	10 E 824 342 219000 000 212 000		03/04/2025	28.84	0.00
TOTALS						28.84	28.84

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00216	Funds transfer to Homeless Apparel	2024-2025	03/04/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds transfer to Homeless Apparel	10 E 824 420 219000 000 212 000		03/04/2025	630.87	0.00
2		Funds transfer to Homeless Apparel	10 E 824 310 219000 000 212 000		03/04/2025	0.00	210.00
3		Funds transfer to Homeless Apparel	10 E 824 341 256710 000 212 000		03/04/2025	0.00	115.00
4		Funds transfer to Homeless Aparrel	10 E 824 385 219000 000 212 000		03/04/2025	0.00	68.00
5		Funds transfer to Homeless Apparel	10 E 824 411 219000 000 212 000		03/04/2025	0.00	237.87
TOTALS						630.87	630.87

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00215	Funds moved from 440 to 411	2024-2025	03/03/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		general supplies order - doesn't need extra funds in non capital	10 E 106 440 125000 000 125 000		03/03/2025	0.00	47.00
2		general supplies order - don't need extra funds in non capital	10 E 106 411 125000 000 125 000		03/03/2025	47.00	0.00
TOTALS						47.00	47.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00214	Funds transfer for DARE Curriculum supplies	2024-2025	03/03/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds transfer for DARE Curriculum supplies	10 E 809 440 110000 395 809 000		03/03/2025	5,471.55	0.00
2		Funds transfer for DARE Curriculum supplies	10 E 809 411 110000 395 809 000		03/03/2025	0.00	1,200.00
3		Funds transfer for DARE Curriculum supplies	10 E 809 479 110000 395 809 000		03/03/2025	0.00	4,096.55
4		Funds transfer for DARE Curriculum supplies	10 E 809 415 110000 395 809 000		03/03/2025	0.00	175.00
TOTALS						5,471.55	5,471.55

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00213	Pupil Services - Grants	2024-2025	02/28/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Pupil Services - Grants	10 E 809 100 212200 297 809 202		02/28/2025	18,220.94	0.00
		Pupil Services - Grants					
2		Pupil Services - Grants	10 E 809 212 212200 297 809 202		02/28/2025	1,259.33	0.00
		Pupil Services - Grants					
3		Pupil Services - Grants	10 E 809 222 212200 297 809 202		02/28/2025	1,362.47	0.00
		Pupil Services - Grants					
4		Pupil Services - Grants	10 E 809 241 212200 297 809 202		02/28/2025	5,644.26	0.00
		Pupil Services - Grants					
5		Pupil Services - Grants	10 E 809 243 212200 297 809 202		02/28/2025	441.74	0.00
		Pupil Services - Grants					
6		Pupil Services - Grants	10 E 809 251 212200 297 809 202		02/28/2025	52.91	0.00
		Pupil Services - Grants					
7		Pupil Services - Grants	10 E 809 243 219000 297 809 505		02/28/2025	1,104.45	0.00
		Pupil Services - Grants					
8		Pupil Services - Grants	10 E 809 310 221300 297 809 000		02/28/2025	0.00	6,843.00
		Pupil Services - Grants					
9		Pupil Services - Grants	10 E 809 342 221300 297 809 000		02/28/2025	0.00	2,331.58
		Pupil Services - Grants					
10		Pupil Services - Grants	10 E 809 411 214900 297 809 000		02/28/2025	0.00	7,297.56
		Pupil Services - Grants					
11		Pupil Services - Grants	10 E 809 411 219000 297 809 000		02/28/2025	0.00	2,515.35
		Pupil Services - Grants					
12		Pupil Services - Grants	10 E 809 420 219000 297 809 000		02/28/2025	0.00	1,792.25
		Pupil Services - Grants					
13		Pupil Services - Grants	10 E 809 310 219000 297 809 000		02/28/2025	0.00	3,199.47
		Pupil Services - Grants					
14		Pupil Services - Grants	10 E 809 310 110000 297 809 000		02/28/2025	0.00	2,363.73
		Pupil Services - Grants					
15		Pupil Services - Grants	10 E 809 112 219000 297 809 208		02/28/2025	0.00	1,525.62
		Pupil Services - Grants					
16		Pupil Services - Grants	10 E 809 212 219000 297 809 208		02/28/2025	0.00	103.56
		Pupil Services - Grants					
17		Pupil Services - Grants	10 E 809 222 219000 297 809 208		02/28/2025	0.00	113.98
		Pupil Services - Grants					
					TOTALS	28,086.10	28,086.10

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00212	Security window film - Odyssey	2024-2025	02/28/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Security window film - Odyssey	10 E 824 310 211000 000 212 000		02/28/2025	1,679.94	0.00
2		Security window film - Odyssey	10 E 824 411 219000 000 212 000		02/28/2025	0.00	1,000.00
3		Security window film - Odyssey	10 E 824 940 110000 000 212 000		02/28/2025	0.00	250.00
4		Security window film - Odyssey	10 E 824 310 213200 000 212 000		02/28/2025	0.00	429.94
TOTALS						1,679.94	1,679.94

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00211	Funds to cover overdrawn travel account and f	2024-2025	02/28/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds to cover overdrawn travel account and future employee travel reimbursements	10 E 410 310 162000 000 160 000		02/28/2025	0.00	700.00
2		Funds to cover overdrawn travel account and future employee travel reimbursements	10 E 410 342 162000 000 160 000		02/28/2025	700.00	0.00
TOTALS						700.00	700.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00210	Money for Kits	2024-2025	02/27/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Money for Kits	10 E 102 432 222200 031 220 000		02/27/2025	0.00	3,000.00
2		Money for Kits	10 E 102 482 222200 031 220 000		02/27/2025	3,000.00	0.00
TOTALS						3,000.00	3,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00209	Subscription Renewal	2024-2025	02/27/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Subscription Renewal	10 E 300 440 123000 000 123 000		02/27/2025	0.00	90.00
2		Subscription Renewal	10 E 300 940 123000 000 123 000		02/27/2025	90.00	0.00
TOTALS						90.00	90.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00208	Wrong account used for	2024-2025	02/27/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Wrong account used	10 E 824 310 212200 000 212 000		02/27/2025	0.00	2,498.00
2		Wrong account used	10 E 824 310 221300 000 212 000		02/27/2025	2,498.00	0.00
TOTALS						2,498.00	2,498.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00207	New Gas Range	2024-2025	02/27/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		New Gas Range	10 E 809 310 136000	577 809 000	02/26/2025	0.00	766.99
2		New Gas Range	10 E 809 440 136000	577 809 000	02/26/2025	766.99	0.00
TOTALS						766.99	766.99

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00205	From Library books to Non Cap Tech	2024-2025	02/27/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		From Library books	10 E 400 432 222200	031 220 000	02/26/2025	0.00	405.92
2		to Non Cap	10 E 400 482 222200	031 220 000	02/26/2025	405.92	0.00
TOTALS						405.92	405.92

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00203	Funds moved from 411 to 353	2024-2025	02/26/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		didn't budget enough for postage	10 E 106 411 110000	000 241 000	02/25/2025	0.00	1,000.00
2		didn't budget enough for postage	10 E 106 353 263000	000 241 000	02/25/2025	1,000.00	0.00
TOTALS						1,000.00	1,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00202	VACUUM REPLACEMENTS FROM CORRECT ACCOUNT	2024-2025	02/25/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		VACUUM REPLACEMENTS FROM CORRECT ACCOUNT	10 E 833 561 253200	000 254 000	02/25/2025	0.00	4,404.00
2		VACUUM REPLACEMENTS FROM CORRECT ACCOUNT	10 E 833 440 253200	000 254 000	02/25/2025	4,404.00	0.00
TOTALS						4,404.00	4,404.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00201	Mrs. Soukup requested transfer from Acct. 440	2024-2025	02/25/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Mrs. Soukup requested transfer from Acct. 440 to Travel Acct. 342	10 E 200 440 222200	000 220 000	02/24/2025	0.00	329.40
2		Mrs. Soukup requested transfer from Acct. 440 to Travel Acct. 342	10 E 200 342 222200	000 220 000	02/24/2025	329.40	0.00
TOTALS						329.40	329.40

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00200	Stronger Connections funds transfer to St. Jo	2024-2025	02/24/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Stronger Connections funds transfer to St. John account	10 E 809 411 120000 394 016 000		02/24/2025	0.00	375.00
2		Stronger Connections funds transfer to St. John account	10 E 809 310 299000 394 013 000		02/24/2025	375.00	0.00
TOTALS						375.00	375.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00199	UWSP Bus Math League	2024-2025	02/24/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		UWSP Bus Math League	10 E 400 411 124000 000 124 000		02/24/2025	0.00	578.78
2		UWSP Bus Math League	10 E 400 341 256740 000 124 000		02/24/2025	578.78	0.00
TOTALS						578.78	578.78

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00198	DECA State Bus Student Travel	2024-2025	02/24/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Student Travel Lamers Bus	10 E 400 342 133000 000 133 000		02/24/2025	0.00	1,246.93
2		Student Travel Lamers Bus	10 E 400 341 256770 000 133 000		02/24/2025	1,246.93	0.00
TOTALS						1,246.93	1,246.93

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00197	WTEA Registration Chad P Autos	2024-2025	02/21/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		WTEA Registration Chad P Autos	10 E 400 310 136380 000 136 000		02/21/2025	0.00	175.00
2		WTEA Registration Chad P Autos	10 E 400 940 136380 000 136 000		02/21/2025	175.00	0.00
TOTALS						175.00	175.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00196	Napa Outstanding invoice	2024-2025	02/20/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		NAPA outstanding invoice	10 E 400 440 136380 000 136 000		02/20/2025	0.00	1,593.88
2		NAPA outstanding invoices	10 E 400 411 136380 000 136 000		02/20/2025	1,593.88	0.00
TOTALS						1,593.88	1,593.88

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00195	To cover cost of Math Conference	2024-2025	02/20/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		To cover cost of Math Conference	10 E 105 342 221300 000 241 000		02/20/2025	0.00	1,300.00
2		To cover cost of Math Conference	10 E 105 310 241000 000 241 000		02/20/2025	1,300.00	0.00
TOTALS						1,300.00	1,300.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00194	Transfer for Vector Payment	2024-2025	02/19/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer for Vector Payment	10 E 824 362 264400 000 212 000		02/19/2025	6,244.00	0.00
2		Transfer for Vector Payment	10 E 824 310 219000 000 212 000		02/19/2025	0.00	3,500.00
3		Transfer for Vector Payment	10 E 824 342 212200 000 212 000		02/19/2025	0.00	1,500.00
4		Transfer for Vector Payment	10 E 824 310 221300 000 212 000		02/19/2025	0.00	1,244.00
TOTALS						6,244.00	6,244.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00193	Transfer of funds to cover Conference Registr	2024-2025	02/19/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer of funds to cover Conference Registration (3 staff members - WSST)	10 E 200 940 126000 000 126 000		02/19/2025	0.00	225.00
2		Transfer of funds to cover Conference Registration (3 staff members - WSST)	10 E 200 310 126000 000 126 000		02/19/2025	225.00	0.00
TOTALS						225.00	225.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00192	New Ice Machine - GTCC	2024-2025	02/19/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		New Ice Machine - GTCC New Ice Machine - GTCC	80 E 861 561 393000 000 300 000		02/19/2025	5,990.00	0.00
2		New Ice Machine - GTCC New Ice Machine - GTCC	80 E 861 571 393000 000 300 000		02/19/2025	0.00	5,990.00
TOTALS						5,990.00	5,990.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00191	Parochial funds transfer - Stronger Connectio	2024-2025	02/18/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Parochial funds transfer - Stronger Connections Grant	10 E 809 342 299000 394 014 000		02/18/2025	196.00	0.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00191	Parochial funds transfer - Stronger Connectio	2024-2025	02/18/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
2		Parochial funds transfer - Stronger Connections Grant	10 E 809 411 120000 394 016 000		02/18/2025	0.00	196.00
TOTALS						196.00	196.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00190	Funds needed to cover spring sports equipment	2024-2025	02/17/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Funds needed to cover spring sports equipment/supplies	10 E 410 310 162000 000 160 000		02/17/2025	0.00	3,000.00
2		Funds needed to cover spring sports equipment/supplies	10 E 410 411 162000 000 160 000		02/17/2025	3,000.00	0.00
3		Funds needed to cover spring sports equipment/supplies	10 E 410 440 162000 000 160 000		02/17/2025	0.00	2,000.00
4		Funds needed to cover spring sports equipment/supplies	10 E 410 411 162000 000 160 000		02/17/2025	2,000.00	0.00
TOTALS						5,000.00	5,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00188	GTCC- transfer request from Jacque	2024-2025	02/17/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		GTCC- transfer request from Jacque	80 E 863 940 391000 000 392 000		02/17/2025	0.00	1,436.84
2		GTCC- transfer request from Jacque	80 E 863 411 391000 000 392 000		02/17/2025	1,436.84	0.00
TOTALS						1,436.84	1,436.84

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00187	Printer Ink	2024-2025	02/17/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Printer Ink	10 E 400 411 121000 000 121 000		02/17/2025	0.00	5.17
2		Printer Ink	10 E 400 411 136230 000 136 000		02/17/2025	5.17	0.00
TOTALS						5.17	5.17

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00186	Add to the plumbing supplies account for more	2024-2025	02/17/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Add to the plumbing supplies account for more unexpected costs	10 E 832 411 254300 000 253 000		02/17/2025	0.00	5,000.00
2		Add to the plumbing supplies account for more unexpected costs	10 E 832 411 254320 000 253 000		02/17/2025	5,000.00	0.00
TOTALS						5,000.00	5,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00189	School Mental Health - Sal and Ben Transfers	2024-2025	02/14/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		School Mental Health - Sal and Ben Transfers	10 E 809 212 221300 297 809 505		02/17/2025	0.00	200.00
		School Mental Health - Sal and Ben					
2		School Mental Health - Sal and Ben Transfers	10 E 809 222 221300 297 809 505		02/17/2025	0.00	200.00
		School Mental Health - Sal and Ben					
3		School Mental Health - Sal and Ben Transfers	10 E 809 212 264400 297 809 205		02/17/2025	0.00	1,384.87
		School Mental Health - Sal and Ben					
4		School Mental Health - Sal and Ben Transfers	10 E 809 222 264400 297 809 505		02/17/2025	0.00	1,449.96
		School Mental Health - Sal and Ben					
5		School Mental Health - Sal and Ben Transfers	10 E 809 222 264400 297 809 205		02/17/2025	1,361.96	0.00
		School Mental Health - Sal and Ben					
6		School Mental Health - Sal and Ben Transfers	10 E 809 100 264900 297 809 205		02/17/2025	309.97	0.00
		School Mental Health - Sal and Ben					
7		School Mental Health - Sal and Ben Transfers	10 E 809 212 264900 297 809 205		02/17/2025	21.54	0.00
		School Mental Health - Sal and Ben					
8		School Mental Health - Sal and Ben Transfers	10 E 809 222 264900 297 809 205		02/17/2025	23.56	0.00
		School Mental Health - Sal and Ben					
9		School Mental Health - Sal and Ben Transfers	10 E 809 150 212200 297 809 205		02/17/2025	0.00	34.00
		School Mental Health - Sal and Ben					
10		School Mental Health - Sal and Ben Transfers	10 E 809 112 219000 297 809 208		02/17/2025	2,215.18	0.00
		School Mental Health - Sal and Ben					
11		School Mental Health - Sal and Ben Transfers	10 E 809 212 219000 297 809 208		02/17/2025	0.00	254.14
		School Mental Health - Sal and Ben					
12		School Mental Health - Sal and Ben Transfers	10 E 809 222 219000 297 809 208		02/17/2025	0.00	409.24
		School Mental Health - Sal and Ben					
TOTALS						3,932.21	3,932.21

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00185	Flash Drive Purchase	2024-2025	02/14/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Flash Drive Purchase	10 E 400 342 132000 000 132 000		02/14/2025	0.00	50.00
2		Flash Drive Purchase	10 E 400 411 132000 000 132 000		02/14/2025	50.00	0.00
TOTALS						50.00	50.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00184	DECA Advisor and Guest Fees	2024-2025	02/14/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		DECA Advisor Fees	10 E 400 342 133000 000 133 000		02/14/2025	0.00	930.00
2		DECA Advisor Fees	10 E 400 940 133000 000 133 000		02/14/2025	930.00	0.00
TOTALS						930.00	930.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00183	Transfer to purchase digital license for Foun	2024-2025	02/14/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer to purchase digital license for Foundations A-Z	10 E 829 480 221201 000 210 000		02/14/2025	300.00	0.00
2		Transfer to purchase digital license for Foundations A-Z	10 E 829 481 221201 000 210 000		02/14/2025	0.00	300.00
TOTALS						300.00	300.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00182	Funds moved from 411 to 411	2024-2025	02/14/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		new staff funds in wrong account	10 E 106 411 110000 000 105 000		02/14/2025	0.00	50.00
2		new staff funds in wrong account	10 E 106 411 110000 000 106 000		02/14/2025	50.00	0.00
TOTALS						50.00	50.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00181	CSF End of Year	2024-2025	02/14/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Transfer from 360 to 432	10 E 108 360 222200 031 220 000		02/14/2025	0.00	8,491.00
2		Transfer from 360 to 432	10 E 108 432 222200 031 220 000		02/14/2025	8,491.00	0.00
TOTALS						8,491.00	8,491.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00180	St Mark Title II materials purchase	2024-2025	02/14/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		St Mark Title II materials purchase	10 E 809 310 299000 365 014 000		02/13/2025	0.00	250.00
2		St Mark Title II materials purchase	10 E 809 411 299000 365 014 000		02/13/2025	250.00	0.00
TOTALS						250.00	250.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00179	transfer from equipment parts to a capital ac	2024-2025	02/14/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer from equipment parts to a capital account due to large amount for ice machine	80 E 861 411 254300 000 300 000		02/13/2025	0.00	5,990.00
2		transfer from equipment parts to a capital account due to large amount for ice machine	80 E 861 571 393000 000 300 000		02/13/2025	5,990.00	0.00
TOTALS						5,990.00	5,990.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00178	Common School Funds - Additional Allocation	2024-2025	02/13/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Common School Funds - Additional Allocation	10 E 101 432 222200 031 220 000		02/13/2025	10,000.00	0.00
		Common School Funds - Additional Al					
2		Common School Funds - Additional Allocation	10 E 101 482 222200 031 220 000		02/13/2025	5,000.00	0.00
		Common School Funds - Additional Al					
3		Common School Funds - Additional Allocation	10 E 102 432 222200 031 220 000		02/13/2025	8,491.00	0.00
		Common School Funds - Additional Al					
4		Common School Funds - Additional Allocation	10 E 103 482 222200 031 220 000		02/13/2025	8,491.00	0.00
		Common School Funds - Additional Al					
5		Common School Funds - Additional Allocation	10 E 104 432 222200 031 220 000		02/13/2025	6,491.00	0.00
		Common School Funds - Additional Al					
6		Common School Funds - Additional Allocation	10 E 104 482 222200 031 220 000		02/13/2025	2,000.00	0.00
		Common School Funds - Additional Al					
7		Common School Funds - Additional Allocation	10 E 105 432 222200 031 220 000		02/13/2025	10,000.00	0.00
		Common School Funds - Additional Al					
8		Common School Funds - Additional Allocation	10 E 106 439 222200 031 220 000		02/13/2025	3,051.00	0.00
		Common School Funds - Additional Al					
9		Common School Funds - Additional Allocation	10 E 106 482 222200 031 220 000		02/13/2025	5,440.00	0.00
		Common School Funds - Additional Al					
10		Common School Funds - Additional Allocation	10 E 108 360 222200 031 220 000		02/13/2025	8,491.00	0.00
		Common School Funds - Additional Al					

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00178	Common School Funds - Additional Allocation	2024-2025	02/13/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
. . . CONTINUED							
11		Common School Funds - Additional Allocation	10 E 200 432 222200 031 220 000		02/13/2025	8,491.00	0.00
		Common School Funds - Additional Al					
12		Common School Funds - Additional Allocation	10 E 300 432 222200 031 220 000		02/13/2025	2,000.00	0.00
		Common School Funds - Additional Al					
13		Common School Funds - Additional Allocation	10 E 300 482 222200 031 220 000		02/13/2025	6,491.00	0.00
		Common School Funds - Additional Al					
14		Common School Funds - Additional Allocation	10 E 301 432 222200 031 220 000		02/13/2025	10,000.00	0.00
		Common School Funds - Additional Al					
15		Common School Funds - Additional Allocation	10 E 400 432 222200 031 220 000		02/13/2025	8,288.00	0.00
		Common School Funds - Additional Al					
16		Common School Funds - Additional Allocation	10 E 400 482 222200 031 220 000		02/13/2025	202.00	0.00
		Common School Funds - Additional Al					
17		Common School Funds - Additional Allocation	10 E 814 482 222200 031 220 000		02/13/2025	0.00	102,927.00
		Common School Funds - Additional Al					
TOTALS						102,927.00	102,927.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00177	Funds moved from 940 to 411	2024-2025	02/13/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		didn't use dues and fees this year	10 E 106 940 221200 000 121 000		02/13/2025	0.00	110.00
2		wanted dues and fees added to general supplies	10 E 106 411 121000 000 121 000		02/13/2025	110.00	0.00
TOTALS						110.00	110.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00175	transfer for St Mark to purchase additional m	2024-2025	02/13/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		transfer for St Mark to purchase additional materials	10 E 809 310 299000 365 014 000		02/12/2025	0.00	250.00
2		transfer for St Mark to purchase additional materials	10 E 809 411 299000 365 014 000		02/12/2025	250.00	0.00
TOTALS						250.00	250.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00174	Book Order Funds	2024-2025	02/12/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Amazon Book Order	10 E 300 481 122000 000 122 000		02/12/2025	0.00	60.00
2		Amazon Book Order	10 E 300 479 122000 000 122 000		02/12/2025	60.00	0.00
TOTALS						60.00	60.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00173	Flash Drive Order	2024-2025	02/12/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Flash Drive Order	10 E 400 415 132000 000 132 000		02/12/2025	0.00	400.00
2		Flash Drive Order	10 E 400 411 132000 000 132 000		02/12/2025	400.00	0.00
TOTALS						400.00	400.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00172	English Supply Order	2024-2025	02/12/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Pencil Sharpeners	10 E 200 551 122000 000 122 000		02/12/2025	0.00	100.00
2		Pencil Sharpeners	10 E 200 411 122000 000 122 000		02/12/2025	100.00	0.00
TOTALS						100.00	100.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00171	Parochial Funds Transfer - Stronger Connectio	2024-2025	02/11/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Parochial Funds Transfer	10 E 809 411 120000 394 016 000		02/11/2025	0.00	2,243.25
2		Parochial Funds Transfer	10 E 809 362 120000 394 013 000		02/11/2025	1,397.00	0.00
3		Parochial Funds Transfer	10 E 809 362 120000 394 014 000		02/11/2025	240.00	0.00
4		Parochial Funds Transfer	10 E 809 411 120000 394 014 000		02/11/2025	350.00	0.00
5		Parochial Funds Transfer	10 E 809 310 299000 394 014 000		02/11/2025	256.25	0.00
TOTALS						2,243.25	2,243.25

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00170	Plamann Reimbursement	2024-2025	02/07/2025	Submit Transfer	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Plamann Reimbursement	10 E 400 411 123000 000 123 000		02/07/2025	0.00	12.00
2		Plamann Reimbursement	10 E 400 480 123000 000 123 000		02/07/2025	12.00	0.00
TOTALS						12.00	12.00

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

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00029	Adjust School Mental Health Rev and Expense t	2024-2025	02/14/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Adjust School Mental Health Rev and Expense to Actual	10 R 809 630 500000 297 000 000		02/14/2025	950.04	0.00
2		Adjust School Mental Health Rev and to Actual	10 E 809 222 264400 297 809 505		02/14/2025	0.00	950.04
TOTALS						950.04	950.04

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00028	Vending and Concessions - Rev and Exp Increas	2024-2025	02/13/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Vending and Concessions - Rev and Exp Increase	80 R 861 272 395000 000 650 000		02/13/2025	0.00	15,000.00
2		Vending and Concessions - Rev and E Increase	80 E 861 415 395000 000 650 000		02/13/2025	15,000.00	0.00
TOTALS						15,000.00	15,000.00

BATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
24-00027	Stronger Connections - Private School Allocat	2024-2025	02/11/2025	Web Batch Entry	History

LINE	NAME/PROJ	DESCRIPTION/ADDITIONAL DESCRIPTION	ACCOUNT/REFERENCE	QUICK KEY	ENTRY DATE	DEBIT AMOUNT	CREDIT AMOUNT
1		Stronger Connections - Private School Allocation	10 R 809 730 500000 394 000 000		02/11/2025	0.00	13,543.25
2		Stronger Connections - Private Scho Allocation	10 E 809 411 120000 394 016 000		02/11/2025	13,543.25	0.00
TOTALS						13,543.25	13,543.25

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



Section 121.53(6) of the Wisconsin Statutes reads as follows: "Within 10 days after its occurrence, every accident involving a motor vehicle providing transportation under this subchapter shall be reported to the appropriate school board."

GENERAL INFORMATION

School Riverside Elementary	School District DC Everest School District	School Code 4970
Bus Owner Lamers Bus Lines	Address of Owner, Street, City, State, Zip 3805 Concord Ave, Weston WI	
Chassis Make Blue Bird	Model Year 2017	Body Make Conventional
		Student Capacity 77

DRIVER INFORMATION

Name of Paul Dewitt	Sex X Male Female	Age 67	Years of Experience as Bus Driver 4 Months
Has your driver had the recommended training in firstaid? X Yes No	When did driver last attend a state-sponsored bus driver training session? NA		

ACCIDENT DESCRIPTION

Date of Accident 02/26/2025	Time 8:00	X AM PM	Location of Accident: 9906 Woodland Dr
Weather Conditions Cloudy Icy		Type of Road and General Conditions – two lane road with .5-1" of ice	
Speed of Bus 15 MPH	Speed of Other Vehicle(s) NA	Was a Citation Issued? X No <input type="checkbox"/> Yes If yes, to whom?	

If no citation was issued, who, in your opinion was responsible for the accident and why?

If driver was not legally responsible, could she/he have prevented the accident by driving defensively? Explain. Driver could have been more alert to changing road conditions.

Describe the cause and results of the accident in detail. Itemize injuries and property damage on reverse. Bus slid off the road into the ditch bouncing off a driveway and then went out of the ditch onto the road. The ditch was deep. Bus had scratched bumper and hood latches broke off.

Were there students in the bus at the time of the accident? <input type="checkbox"/> No—if no, skip next two questions X Yes—if yes, complete all questions	How did students exit? Check all that apply. X Front Door Rear Door <input type="checkbox"/> Windows <input type="checkbox"/> Didn't Exit <input type="checkbox"/> Other	
Had the riders been instructed and drilled in bus evacuation/emergency exits? X Yes No	Was a fire extinguisher used? <input type="checkbox"/> Yes X No	Was a first aid kit used? <input type="checkbox"/> Yes X No

INJURIES/FATALITIES

Names of Students Injured	Nature of Injuries
18 Students	2 with back pain and 1 with abrasion – list of students held by the district
Names of Other People Injured	Nature of Injuries

PROPERTY DAMAGE

Describe Damage to School Bus: Hood latches are broken off and a scratch on the bumper	Estimated Repair Cost NA \$100
Describe Damage to Property of Others NA	Estimated Repair Cost \$ NA

RECOMMENDATIONS

As a result of this accident, what suggestions do you have to offer for the improvement of the following:

Bus Safety Regulations or Laws

School Bus Standards

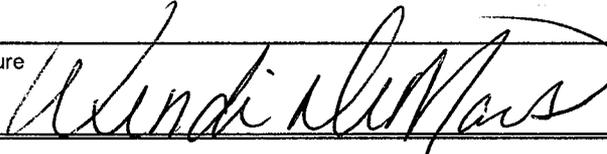
Bus Driver Training

CERTIFICATION

If an accident results in injury to or death of any person or total property damage to an apparent extent of \$200 or more, a report must also be filed with the local or state enforcement officer [Wisconsin Statute 346.70(1)] and the Department of Transportation [Wisconsin Statute 346.70(2)].

I CERTIFY that this accident has been reported to the local or state enforcement officer and to the Department of Transportation, if required by law.

Name of Persons Completing Form Wendi DeMars	Position Weston Location Manager
--	----------------------------------

Signature 	Date Signed Mo./Day/Yr. 02/20/2019 2/26/2025
---	--



Book	Policy Manual
Section	Second Reading by Board
Title	VENDING MACHINES
Code	po8540
Status	Second Reading
Adopted	May 25, 2016

8540 - VENDING MACHINES

The ~~School~~ Board recognizes that vending machines can produce revenues which are useful to augment programs and services to students and staff. It will, therefore, authorize their use in District facilities providing that the following conditions are satisfied.

- A. ~~No~~ food or beverages are to be sold or distributed ~~in schools~~ which will compete with the District's food-service program;
- B. ~~Food~~ items and beverages available for sale to students in vending machines for consumption on campus shall comply with the current USDA Dietary Guidelines for Americans and Smart Snack Rules;
- C. ~~The~~ installation, servicing, stocking, and maintenance of each machine is contracted for with a reputable supplier of vending machines and their products;
- D. ~~The~~ District's share of the revenues is managed by the District in accordance with relevant Board policies and administrative guidelines;
- E. ~~No~~ products are vended which would conflict with or contradict information or procedures contained in the District's educational programs on health and nutrition.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. The District's nondiscrimination statement below is complementary to the District's nondiscrimination policies, including Policy 2260 - Nondiscrimination and Access to Equal Opportunity and Policy 1422/Policy 3122/Policy 4122 - Nondiscrimination and Equal Employment Opportunity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail:
 - U.S. Department of Agriculture
 - Office of the Assistant Secretary for Civil Rights
 - 1400 Independence Avenue, SW

Washington, D.C. 20250-9410; or

2. Fax: (833) 256-1665 or (202) 690-7442; or
3. E-mail: program.intake@usda.gov.

This institution is an equal opportunity provider.

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Legal 42 U.S.C. 1779

Last Modified by Ellen Suckow on February 26, 2025



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

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

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

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

School District Referendum Advocacy

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

Other Activities by Non-School Affiliated Groups

A. Materials or Activities

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

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

B. Contests/Exhibits

The Board recognizes that contests, exhibits, and the like may benefit individual students or the District as a whole, but participation in such special activities may not:

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

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

C. Solicitation of Funds

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

This policy does not apply to the raising of funds for District-sponsored or school-sponsored activities.

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

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

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

D. Prizes/Scholarships/Other Awards

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

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

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

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

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

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

1. The type of scholarship or prize, the criteria for selection of the winner, and any restrictions upon it shall be approved by the principal.

- 2. The principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient and, if agreeable to the sponsoring organization, the selection shall be left entirely to the principal and staff committee.

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

F. Surveys and Questionnaires

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

Revised 11/15/17
 Revised 5/19/21

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Legal 118.125, Wis. Stats.

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

Last Modified by Ellen Suckow on February 26, 2025



Book	Policy Manual
Section	Second Reading by Board
Title	Rescind NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES
Code	po2264
Status	Second Reading
Adopted	July 17, 2024

Rescind Policy - Special Update - Title IX

~~2264 — NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES~~

~~This policy pertains to sex discrimination, including sex based harassment, which occurs on or after August 1, 2024. Allegations of sex based harassment that occur on or before July 31, 2024, shall be addressed pursuant to Policy 2266 () and AG 2266 [END OF OPTION]. Throughout this policy, unless expressly stated otherwise, reference to "Title IX" includes and incorporates the 2024 Title IX regulations (also known as the "2024 Final Rule"). The Title IX regulations are found at 34 C.F.R. Part 106. References solely to Title IX (20 U.S.C. §§ 1681 — 1688) are denoted as "Title IX (Statute)." In this policy, unless the context otherwise requires, words importing the singular include the plural and vice-versa.~~

~~For purposes of this policy, both Policy 2264 — Nondiscrimination on the Basis of Sex in Education Programs or Activities and Policy 2266 — Nondiscrimination on the Basis of Sex in Education Programs or Activities are frequently referenced herein and shall only be referred to by the policy number. As identified in Policy 2266, that policy shall be used for allegations of sex discrimination, including Sexual Harassment, that is based on conduct alleged to have occurred prior to August 1, 2024.~~

~~[DRAFTING NOTE: The 2024 Final Rule serves to "clarify the scope and application of Title IX and the obligations of recipients of Federal financial assistance from the United States Department of Education ["ED"]...to provide an educational environment free from discrimination on the basis of sex, including through responding to incidents of sex discrimination." The 2024 Final Rule stresses — in its Supplementary Information section (i.e., "Preamble") — that ED is responsible for "fully [enforcing] Title IX's nondiscrimination mandate."~~

~~The 2024 Title IX regulations are effective August 1, 2024. As such, they apply *only* to sex discrimination that allegedly occurred on or after August 1, 2024. With respect to sex discrimination that allegedly occurred prior to August 1, 2024, regardless of when the alleged sex discrimination was reported, ED has stated that it will "evaluate a recipient's compliance against the Title IX statute and the Title IX regulations in place at the time that the alleged sex discrimination occurred." The 2020 Title IX regulations (effective 8/14/2020) focus on effectuating Title IX's prohibition against sex discrimination by requiring recipients to address sexual harassment as a form of sex discrimination in education programs or activities. The 2020 Title IX regulations obligate recipients to respond promptly and supportively to persons alleged to be victimized by sexual harassment, resolve allegations of sexual harassment promptly and accurately under a predictable, fair grievance process that provides due process protections to alleged victims and alleged perpetrators of sexual harassment, and effectively implement remedies for victims. The 2020 Title IX regulations do not provide procedures for addressing claims of sex discrimination in a recipient's education program or activity that are unrelated to sexual harassment. As such, ED states in the Preamble to the 2024 Title IX regulations that "some reports regarding sex discrimination occurring in a recipient's education program or activity may be handled under [the 2024 Title IX regulations] while others will be addressed under the requirements of the [2020 Title IX regulations]." (emphasis added) Presumably, the "will" relates to reports of sexual harassment (or "sex-~~

~~based harassment” as defined in the 2024 Title IX regulations) that allegedly occurred prior to 8/1/2024, and the “may” refers to reports of alleged sex discrimination that occurred prior to 8/1/2024 that involve non-sexual harassment related violations of Title IX (Statute).~~

~~Since a recipient is not required to use the grievance procedures outlined in the 2024 Title IX regulations (and this policy) to investigate, address, and remedy alleged violations of Title IX — not involving sex-based harassment — that occurred before 8/1/2024 in the school district’s education programs or activities (again, allegations of sexual harassment that involve conduct that occurred before 8/1/2024 must be addressed pursuant to the grievance procedures delineated in Policy 2266 and AG 2266), the Title IX Coordinator is afforded broad discretion to determine how best to address in a prompt, effective and equitable manner such Title IX violations.~~

~~The language quoted in this DRAFTING NOTE is found at 89 Fed. Reg. 33,841 (Apr. 29, 2024).~~

~~For more information concerning the use of this policy and the grievance procedures set forth herein, as opposed to Policy 2266 and the grievance procedures contained in it, refer to the first few paragraphs of the Grievance Procedures section located below.~~

~~Neola recommends the Board consult with its Legal Counsel relating to any questions it may have concerning application and implementation of this policy and its corresponding administrative guideline, as compared to Policy 2266 and AG 2266.]~~

NONDISCRIMINATION

Overview:

~~The Board of the _____ School District (hereinafter referred to as “the Board” or “the District”) does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX, including in admission and employment.~~

~~[DRAFTING NOTE: For purposes of the 2024 Title IX regulations, the term “admission” refers to admission to postsecondary institutions (i.e., institutions of graduate higher education, institutions of undergraduate higher education, institutions of professional education, and institutions of vocational education). If a K-12 school does not operate a vocational program (e.g., a school or institution that has as its primary purpose preparation of students to pursue a technical, skilled, or semiskilled occupation or trade, or to pursue study in a technical field, whether or not the school or institution offers certificates, diplomas, or degrees and whether or not it offers fulltime study), the K-12 school does not have to include “admission and” in the preceding sentence (and where that phrase is used throughout this policy); Neola, however, recommends that boards include it because all K-12 schools “enroll” students and often the term “enroll” is viewed as synonymous with the term “admit.” Further, K-12 schools cannot discriminate when enrolling students into the education programs or activities that they operate, so it seems reasonable to include the term “admission.” Additionally, many districts operate adult-based vocational programs and/or have students dual-enrolled in post-secondary institutions — e.g., through Wisconsin’s Early College Credit Program, Start College Now Program, and/or youth apprenticeship programs, so it makes sense to include “admission” even though those postsecondary institutions will have their own Title IX nondiscrimination policies and grievance procedures. If a student enrolled in/admitted to one of these programs notifies the District that the student was allegedly subjected to sex discrimination during/through the student’s participation in the program, the Title IX Coordinator should consult with the Board’s Legal Counsel regarding the District’s responsibility to implement the District’s grievance procedures to address the allegations of sex discrimination and provide supportive measures. The Title IX Coordinator should also contact and coordinate with the postsecondary institution’s Title IX Coordinator concerning the matter.]~~

~~Discrimination on the basis of sex includes discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity.~~

[DRAFTING NOTE:

~~Unlike a couple of years ago when several States challenged in court a legal guidance document that ED released interpreting the U.S. Supreme Court’s Bostock decision (Bostock v. Clayton County, 590 U.S. (2020)), as applying to Title IX and therefore protecting individuals from discrimination based on their sexual orientation or gender identity, the 2024 Title IX regulations “carry the force and effect of law” as a result of ED going through the notice and comment rulemaking process prior to promulgating them.~~

~~While the pending lawsuits each seek to void, cancel, or otherwise block ED from implementing the 2024 Final Rule, they each present slightly different basis for challenging the 2024 Title IX regulations. All of them, however, express an underlying or primary concern related to an alleged expansion of the term "sex" to include sexual orientation and gender identity. While these plaintiffs, to date, contend the 2020 Bostock decision — which involved Title VII — does not apply to Title IX, Neola has interpreted "sex" to include "sexual orientation and gender identity" for a number of years pre-dating Bostock based on applicable Sixth Circuit case law (see *Dodd v. U.S. Dept. of Education*, 845 F.3d 217 (6th Cir. 2016) (holding that discrimination against transgender students likely constitutes sex discrimination under Title IX of the Education Amendments Act of 1972 and the Equal Protection Clause of the U.S. Constitution); since that time, even more Circuit courts have upheld such an interpretation (e.g., *Whitaker v. Kenosha Unified School District*, 858 F.3d 1034 (7th Cir. 2017) (holding that discrimination against transgender students constitutes sex discrimination under Title IX of the Education Amendments Act of 1972 and the Equal Protection Clause of the U.S. Constitution). In fact, original Policy 2266, which Neola developed in 2020 following ED releasing the 2020 Title IX regulations, expressly provides that "sex" includes "sexual orientation and gender identity").~~

~~Other concerns raised in the lawsuits primarily deal with aspects of the rules that have a more significant role in the postsecondary setting as opposed to the K-12 education environment; namely, the use of a single investigator/decision-maker model, and a purported reduction in the due process rights afforded to the accused (i.e., whether the respondent is entitled to a live hearing and the ability to cross-examine parties and witnesses prior to a decision-maker rendering a determination of responsibility — which is something that is an option for K-12 schools under the 2020 Title IX regulations but was rarely selected.)~~

The Board is committed to maintaining an education and work environment that is free from sex discrimination (including sex-based harassment), responding promptly and effectively when it has knowledge of conduct that reasonably may constitute sex discrimination, and addressing sex discrimination in its education program or activity. Persons who commit sex-based harassment are subject to the full range of disciplinary sanctions set forth in this policy. The Board will provide persons who have experienced sex-based harassment ongoing remedies as reasonably necessary to restore or preserve access to the District's education program or activity.

KEY DEFINITIONS

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

Complainant means:

- A. a student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX; or
- B. a person other than a student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX and who was participating or attempting to participate in the District's education program or activity at the time of the alleged sex discrimination.

Complaint means: an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged discrimination under Title IX.

[OPTIONAL LANGUAGE]

[] Confidential employee means:

- A. a Board employee whose communications are privileged under Federal or State law; or

The employee's confidential status, for purposes of this policy, is only with respect to information received while the employee is functioning within the scope of their duties to which privilege or confidentiality applies.

- B. a Board employee whom the Board has designated as confidential under this policy for the purpose of providing services to persons related to sex discrimination;

If the employee also has a duty not associated with providing these services, the employee's confidential status is only with respect to information received about sex discrimination in connection with providing these services.

- C. The Board designates individuals () assigned to/holding the following positions () with the following job titles **[END OF OPTIONS]** to be confidential employees for purposes of this policy:

1. ~~() school counselor;~~
2. ~~() social worker;~~
3. ~~() school psychologist;~~
4. ~~() school nurse;~~
5. ~~() _____;~~
6. ~~() _____.~~

[DRAFTING NOTE:

- A. ~~Neola does not recommend the Board include this definition or designate “confidential employees” based on:~~**
1. ~~the confusion that may result from designating a confidential employee(s) — in particular, Board-designated confidential employees will have different responsibilities as compared to ALL other Board employees when it comes to the actions they must take if a person notifies them of alleged sex discrimination;~~
 2. ~~they require additional training concerning the responsibilities mentioned in the preceding paragraph, which are different from the responsibilities required of ALL other Board employees; and~~
 3. ~~students or persons who are acting on their behalf may “lose” the “confidentiality” they are seeking if they communicate their concerns about alleged sex discrimination to a person who is not actually a confidential employee — it is safer for students, and those acting on their behalf, to operate on the assumption that if they tell a Board employee about alleged sex discrimination that the Board employee will report it to the Title IX Coordinator.~~
- B. ~~Unlike the postsecondary environment, there is little anticipated benefit in an elementary/secondary school setting to designating confidential employees. A person acting on behalf of a student could contact the Title IX Coordinator to obtain clarification about the Title IX grievance procedures, informal resolution process, and other options available to their child (e.g., supportive measures) without releasing any information or specifically reporting alleged sex discrimination, so there is not much gained by having the person instead speak with a confidential employee who would tell them essentially the same things.~~**
- C. ~~Before the Board designates a confidential employee(s), it should consult with its Legal Counsel.~~**
- D. ~~If the Board decides to designate one (1) or more confidential employees, Neola suggests that it does so by Position, Title, or Office, and not the person’s name, for the reasons discussed below with respect to why it is preferable to only list the Job Title of the Title IX Coordinator in the policy, as opposed to both the Name and Title — i.e., so the Board does not have to act to amend the policy each time a different person is employed in the designated position.]~~**

[END OPTIONAL LANGUAGE]

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).

Disciplinary sanctions means: consequences imposed on a respondent following a determination under Title IX that the respondent violated the Board’s prohibition on sex discrimination.

Education program or activity refers to: all the District’s operations including, but not limited to, in-person and online/remote 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 but over which the District asserts disciplinary authority.

Eligible Student means: a student who has reached eighteen (18) years of age or is attending an institution of postsecondary education. **[DRAFTING NOTE: This definition is derived from, and consistent with, the corresponding definition from the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g (see 20 U.S.C. 1232g(a)(4) and (d)) and its implementing regulations (see 34 C.F.R. § 99.3).]**

Exculpatory evidence means: evidence that is favorable to a respondent because it helps excuse, justify, or absolve a respondent of alleged wrongdoing and tends to establish a respondent did not engage in sex discrimination.

Inculpatory evidence means: evidence that links a respondent to alleged wrongdoing and tends to establish a respondent engaged in sex discrimination (i.e., has culpability).

Parental status means: the status of a person who, with respect to another person who is under the age of eighteen (18) or who is eighteen (18) or older but is incapable of self care because of a physical or mental disability, is:

- A. a biological parent;
- B. an adoptive parent;
- C. a foster parent;
- D. a stepparent;
- E. a legal custodian or guardian;
- F. in loco parentis with respect to such a person; or
- G. actively seeking legal custody, guardianship, visitation, or adoption of such a person.

Party means: a complainant or respondent.

Peer retaliation means: retaliation by a student against another student.

Pregnancy or related conditions means:

- A. pregnancy, childbirth, termination of pregnancy, or lactation;
- B. medical conditions related to pregnancy, childbirth, termination of pregnancy, or lactation; or
- C. recovery from pregnancy, childbirth, termination of pregnancy, lactation, or related medical conditions.

Relevant means: related to the allegations of sex discrimination under investigation as part of the Board's grievance procedures. Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid a decision maker in determining whether the alleged sex discrimination occurred.

Remedies means: measures provided, as appropriate, to a complainant or any other person the District identifies as having had their equal access to the District's education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to the District's education program or activity after the District determines that sex discrimination occurred.

Respondent means: a person who is alleged to have violated the Board's prohibition on sex discrimination.

Retaliation means: intimidation, threats, coercion, or discrimination against any person by the District, a student, a Board employee, or any other person authorized by the Board to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the 2024 Title IX regulations.

Sex-based harassment prohibited under this policy and the 2024 Title IX regulations is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex—including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity—that is:

- A. Quid pro quo harassment. An employee, agent, or other person authorized by the Board to provide an aid, benefit, or service under the District's education program or activity explicitly or impliedly conditioning the provision of such

an aid, benefit, or service on a person's participation in unwelcome sexual conduct.

OR

B. Hostile environment harassment. Unwelcome sex based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the District's education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact specific inquiry that includes consideration of the following:

1. the degree to which the conduct affected the complainant's ability to access the District's education program or activity;
2. the type, frequency, and duration of the conduct;
3. the parties' ages, roles within the District's education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
4. the location of the conduct and the context in which the conduct occurred; and
5. other sex based harassment in the District's education program or activity.

OR

C. Specific offenses:

1. Sexual assault meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.
2. Dating violence meaning violence committed by a person:
 - a. who is or has been in a social relationship of a romantic or intimate nature with the victim; and
 - b. where the existence of such a relationship shall be determined based on a consideration of the following factors:
 1. the length of the relationship;
 2. the type of relationship; and
 3. the frequency of interaction between the persons involved in the relationship.
3. Domestic violence meaning felony or misdemeanor crimes committed by a person who:
 - a. is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction in which the District is located, or a person similarly situated to a spouse of the victim;
 - b. is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;
 - c. shares a child in common with the victim; or
 - d. commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the applicable jurisdiction.
4. Stalking meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - a. fear for the person's safety or the safety of others; or
 - b. suffer substantial emotional distress.

Student means: a person eligible to enroll in, attend, or participate in an elementary (including preschool) or secondary school in the District and who is enrolled in, attending, or participating in, or is seeking/attempting to enroll in, attend, or participate, in the District's education program or activity.

Student with a disability means: a student who is an individual with a disability as defined under Section 504 of the Rehabilitation Act of 1973, as amended ("Section 504"), or a child with a disability as defined under the Individuals with Disabilities Education Improvement Act ("IDEA").

Supportive measures means: individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a complainant or respondent, not for punitive or disciplinary reasons, and without fee or charge to the complainant or respondent to:

- A. restore or preserve that party's access to the District's education program or activity, including measures that are designed to protect the safety of the parties or the District's educational environment; or
- B. provide support during the Board's grievance procedures or an informal resolution process.

Parental, Family, or Marital Status

The Board will not adopt or apply any policy, practice, or procedure concerning a student's current, potential, or past parental, family, or marital status that treats such student differently on the basis of sex.

Pregnancy or Related Conditions

Students:

The Board prohibits discrimination in its education program or activity against any student based on the student's current, potential, or past pregnancy or related conditions. () The Board will permit a student, based on pregnancy or related conditions, to voluntarily participate in a separate portion of the District's education program or activity provided the separate portion is comparable to that offered to students who are not pregnant and do not have related conditions. **[END OF OPTION]** A student who is pregnant or experiencing related conditions shall receive comparable treatment to those with temporary medical conditions. () In other words, to the extent not otherwise addressed above, the Board will treat pregnancy or related conditions in the same manner and under the same policies as any other medical condition with respect to any medical or hospital benefit, service, plan, or policy the Board administers, operates, offers, or participates in with respect to students admitted to the District's education program or activity. **[END OF OPTION] [DRAFTING NOTE: This last sentence is consistent with the content of the 2024 Title IX regulations, however, on its face, it appears to be more applicable to postsecondary institutions as compared to K-12 schools; hence, Neola suggests the Board determine for itself whether to include it in this policy.]**

The District will not require a student who is pregnant or has related conditions to provide certification from a healthcare provider or any other person that the student is physically able to participate in the District's class, program, or extra-curricular activity unless:

- A. the certified level of physical ability or health is necessary for participation in the class, program, or extra-curricular activity;
- B. the District requires such certification of all students participating in the class, program, or extra-curricular activity; and
- C. the information obtained is not used as a basis for discrimination prohibited by Title IX or this Policy.

District's Responsibilities with Respect to a Student's Pregnancy or Related Conditions

When a Board employee is informed of a student's pregnancy or related conditions by the student or a person who has a legal right to act on behalf of the student, the employee shall promptly provide that person with the Title IX Coordinator's contact information and inform that person that the Title IX Coordinator can coordinate specific actions to prevent sex discrimination and ensure the student's equal access to the District's education program or activity, unless the employee reasonably believes the Title IX Coordinator has already been notified.

Once a student, or a person who has a legal right to act on behalf of the student, notifies the Title IX Coordinator of the student's pregnancy or related conditions, the Title IX Coordinator shall promptly take the following specific actions to effectively prevent sex discrimination and ensure equal access to the District's education program or activity:

- A. Inform the student and, if applicable, the person who notified the Title IX Coordinator of the District's obligations to:
1. prohibit sex discrimination under this policy, including sex-based harassment;
 2. provide the student with the option of reasonable modifications to the Board's policies, practices, or procedures because of pregnancy or related conditions;
 3. allow access, on a voluntary basis, to any separate and comparable portion of the District's education program or activity;
 4. allow a voluntary leave of absence;
 5. provide lactation space; and
 6. maintain grievance procedures that provide for the prompt and equitable resolution of complaints of sex discrimination, including sex-based harassment.
- B. Provide the student with voluntary reasonable modifications to the Board's policies, practices, or procedures because of pregnancy or related conditions.
- C. Allow the student to take a voluntary leave of absence from the District's education program or activity to cover, at minimum, the period of time deemed medically necessary by the student's licensed healthcare provider. To the extent that a Board maintains a leave policy for students that allows a greater period of time than the medically necessary period, the Board shall permit the student to take leave under that policy instead if the student so chooses. When the student returns to the District's education program or activity, the student will be reinstated to the academic status and, as practicable, to the extra-curricular status that the student held when the leave began.
- D. Provide lactation space, which must be a space other than a bathroom, that is clean, shielded from view, free from intrusion from others, and may be used by a student for expressing breast milk or breastfeeding as needed.

See Policy 5751—School Age Parents and Married Status of Students () and AG-5751—Education Services for School Age Parents **[END OF OPTION]**.

Employees:

The Board will not adopt or implement any policy, practice, or procedure, or take any employment action, on the basis of sex:

- A. concerning the current, potential, or past parental, family, or marital status of an employee or applicant for employment, which treats persons differently; or
- B. that is based upon whether an employee or applicant for employment is the head of household or principal wage earner in such employee's or applicant's family unit.

The Board also will not make a pre-employment inquiry as to the marital status of an applicant for employment, including whether such applicant is a "Miss or Mrs."

Similarly, the Board will treat pregnancy or related conditions as any other temporary medical conditions for all job-related purposes, including commencement, duration, and extensions of leave; payment of disability income; accrual of seniority and any other benefit or service; and reinstatement; and under any fringe benefit offered to employees by virtue of employment.

If an employee has insufficient leave or accrued employment time to qualify for leave under the Board's leave policy, the Board will treat pregnancy or related conditions as a justification for a voluntary leave of absence without pay for a reasonable period of time, at the conclusion of which the employee shall be reinstated to the status held when the leave began or to a comparable position, without decrease in rate of compensation or loss of promotional opportunities, or any other right or privilege of employment.

The Board will provide reasonable break time for an employee to express breast milk or breastfeed as needed and will provide the employee with access to a lactation space, which must be a space other than a bathroom that is clean, shielded from view, free from intrusion from others, and may be used by an employee for expressing breast milk or breastfeeding as needed. See Board Policy 6700—Fair Labor Standards Act.

TITLE IX COORDINATOR(S)

{DRAFTING NOTES:

- A. Neola suggests the Board appoint both a male and a female Title IX Coordinator; however, if the Board appoints more than one (1) Title IX Coordinator, it must designate one (1) of the Title IX Coordinators to retain ultimate oversight over the assigned responsibilities and ensure the Board’s consistent compliance with its responsibilities under Title IX. Alternatively, the Board could appoint a Title IX Coordinator and one (1) or more persons to assist the Title IX Coordinator with performance of the responsibilities identified in this policy and the 2024 Title IX regulations. Often the persons designated to assist a Title IX Coordinator are called: Deputy or Assistant Title IX Coordinator, or Title IX Administrator, or Title IX Compliance Officer. If the Board elects this alternative approach, it would only designate a Title IX Coordinator for purposes of this policy, but it would designate the other positions through its AG. The persons in the alternative support roles will need to be trained in the same manner as the Title IX Coordinator (see AG 2264).**
- B. The Board must list either the Name(s) or Title(s) of the Title IX Coordinator(s); while the Board may list both the Name(s) and Title(s), Neola suggests that the Board only list the Title(s) in this policy (so the Board does not need to revise/amend the policy whenever there is a change in the actual person(s) holding the designated position(s)), but list both the Name(s) and Title(s) in the requisite notices/postings (e.g., website) and publications (e.g., handbooks). The District will also need to decide whether to list the Name(s) and Title(s), or just the Title(s), in Administrative Guideline 2264 if the District elects to identify the Title IX Coordinator in the AG (see DRAFTING NOTE in the AG, again, if the District lists the Name(s) and Title(s), it will need to remember to update the AG whenever there is a change in the actual person(s) holding the designated position(s). No matter what, the Board will need to amend its policy and update its AG, requisite notices/postings, and publications, whenever it changes the Title of the position(s) designated to serve as the Title IX Coordinator(s).**
- C. Reminder: Whenever a new person begins to serve as the Title IX Coordinator (or in a support role to the Title IX Coordinator), the District needs to make sure the new person is appropriately trained, in a timely manner, to fulfill the responsibilities of the Title IX Coordinator position as specified the 2024 Title IX regulations and AG 2264.]**

The Board designates and authorizes the following individual(s) to coordinate its efforts to comply with the Board’s responsibilities under Title IX:

{Name and/or School District Title}

{Office Address}

{Email Address}

{Telephone Number}

{DRAFTING NOTE: The District may want to create a static (i.e., fixed) Title IX Coordinator-specific email address and phone number that will not change when the person(s) and/or position(s) designated to be the Title IX Coordinator(s) change(s) — e.g., tixcoordinator@(insert District’s domain) — which the Technology Director/Department can program to be forwarded to the actual individual(s) serving as the Title IX Coordinator(s) at any given time. Likewise, the District may want to establish a static Telephone Number for the position of Title IX Coordinator that can be forwarded to, and accessed by, the actual person(s) serving in the Title IX Coordinator position(s) at any given time. These two (2) steps will help reduce the information that needs to be updated in policy, AG, and/or the requisite notices/postings and publications when changes occur to the specific person(s)/position(s) designated to serve as the Title IX Coordinator(s).]}

{DRAFTING NOTE: Complete the following information if the Board appoints more than one (1) Title IX Coordinator.}

{ } {DESIGNATION OF A SECOND TITLE IX COORDINATOR}

(Name and/or School District Title)

(Office Address)

(Email Address)

(Telephone Number)

[END OF OPTION]

~~**[DRAFTING NOTE: Select the following option if the Board designates more than one (1) Title IX Coordinator.]**~~

~~The Board designates _____ **[DRAFTING NOTE: Insert Name and/or Title of the Title IX Coordinator who is ultimately responsible for the District’s compliance with its responsibilities under Title IX]** as the coordinator who is ultimately responsible for oversight over the Board’s compliance with its responsibilities under Title IX. **[END OF OPTION]**~~

~~The Title IX Coordinator may delegate specific duties to one (1) or more designees. **[END OF OPTION]**~~

~~**[DRAFTING NOTE: The Board may want to select the following option when the District Administrator is not the District’s Title IX Coordinator. While Neola recognizes that this may not always be possible, it may be preferable to have the Title IX Coordinator be someone other than the District Administrator because then if the Title IX Coordinator serves as the investigator and decision maker the District Administrator can serve as the appeal decision maker or the facilitator for the informal resolution process.]**~~

~~The Title IX Coordinator shall report directly to the District Administrator except when the District Administrator is a party to a complaint (i.e., either the complainant or the respondent). Under such circumstances, the Title IX Coordinator shall report directly to **[SELECT ONE OF THE FOLLOWING]** () the Board President () the Board’s Legal Counsel () _____ **[OTHER] [END OF OPTIONS]** until the matter in which the District Administrator is a party is concluded. **[END OF OPTION]**~~

~~Questions about this policy and Policy 2266 () and AG 2264 and AG 2266 **[END OF OPTION]** should be directed to the Title IX Coordinator.~~

~~The Title IX Coordinator shall monitor the District’s education programs and activities for barriers to reporting information about conduct that reasonably may constitute sex discrimination under Title IX, and take steps reasonably calculated to address such barriers.~~

~~The Title IX Coordinator is responsible for notifying all participants in the District’s education program or activity of how to contact its confidential employees. **[END OF OPTION]**~~

[DRAFTING NOTE:

- ~~**A. For the reasons discussed in the DRAFTING NOTE that accompanies the Definition of “confidential employee,” Neola does not recommend the Board designate confidential employee(s), especially for their K-12 programs.**~~
- ~~**B. If, however, the Board designates one or more confidential employees, it needs to select this OPTION.**~~
- ~~**C. The District has flexibility and discretion to decide what information to provide (e.g., whether to identify a confidential employee by Name, Title, Office, or Telephone Number (this presumably would be a static number that would auto-forward to the actual person serving as a confidential employee)). The District just needs to provide sufficient information for participants to be able to contact the confidential employee(s).]**~~

Notice of Nondiscrimination

The District Administrator shall provide a notice of nondiscrimination to students, parents, guardians, or other authorized legal representatives of elementary and secondary students; employees; and applicants for admission and employment; and all unions and professional organizations holding collective bargaining or professional agreements with the Board.

Specifically, the District Administrator shall post the notice of discrimination on the District's website and in each handbook, catalog, announcement, bulletin, and application form that it makes available to the persons listed above, or which are otherwise used in connection with the recruitment of students or employees. () See AG 2264 and Form 2264F1— Notice and Statement of Nondiscrimination. **[END OF OPTION]**

GRIEVANCE PROCEDURES

Overview:

The Board adopts the following grievance procedures to provide for the prompt and equitable resolution of complaints made by students, employees, or other individuals who are participating or attempting to participate in the District's education program or activity, or by the Title IX Coordinator, alleging any action that would be prohibited by Title IX.

These grievance procedures shall be used for all complaints of sex discrimination, including sex-based harassment, involving conduct alleged to have occurred on or after August 1, 2024. These grievance procedures also may be used, at the discretion of the Title IX Coordinator, to investigate, address, and remedy (as necessary) conduct alleged to have occurred before August 1, 2024, that does not involve sex-based harassment, but some other form of sex discrimination prohibited by Title IX (Statute)—e.g., claims of unequal athletic opportunities, admissions discrimination, discrimination in courses or academic programs (i.e., excluding students from certain classes or programs based on their sex), pregnancy discrimination, unequal treatment based on parental, family, or marital status, discrimination in employment (including in hiring, promotion, and compensation), and retaliation. If the Title IX Coordinator elects not to use these grievance procedures to investigate and resolve such claims, the Title IX Coordinator will still need to implement some procedures to assess—in a prompt, effective, and equitable manner—whether Title IX (Statute) was violated, and, if it was, how best to end the sex discrimination in the District's education program or activity, prevent its recurrence, and remedy its effects.

[DRAFTING NOTE: Title VII of the Civil Rights Act of 1964 ("Title VII") and Title IX are both Federal laws that prohibit discrimination in employment, but they differ in their focus. Title VII prohibits employment discrimination based on race, color, religion, sex, or national origin, and applies to employers with fifteen (15) or more employees. Title IX, on the other hand, specifically prohibits discrimination on the basis of sex in education programs and activities that receive Federal financial assistance, including employment within those institutions. While both laws aim to prevent sex-based discrimination in the workplace, Title VII applies more broadly to various types of employers, whereas Title IX is limited to educational institutions receiving Federal funds. Ultimately, both laws aim to ensure equal employment opportunities and protect individuals from discrimination. When a Title IX Coordinator receives a complaint or notification of alleged misconduct, involving sex discrimination (in particular, sex-based harassment) that involves an employee complainant and an employee respondent, the Title IX Coordinator may want to consult with the Board's Legal Counsel concerning which law—it may be both—the District will need to comply with when investigating the allegations.]

Reports and Formal Complaints of "Sexual Harassment" (as defined in Policy 2266) involving conduct alleged to have occurred prior to August 1, 2024, are subject to the grievance procedures outlined in Policy 2266.

Under all circumstances, the Title IX Coordinator shall offer and coordinate supportive measures, as appropriate, in accordance with this policy () and AG 2264 **[END OF OPTION]**, or Policy 2266 () and AG 2266 **[END OF OPTION]**, if the Report or Formal Complaint involves "Sexual Harassment" alleged to have occurred prior to August 1, 2024.

If the conduct giving rise to a report or complaint of sex discrimination is alleged to have occurred both before **and** after August 1, 2024 (i.e., is part of a pattern of sex discrimination), the Title IX Coordinator shall determine (), after consulting with the Board's Legal Counsel, **[END OF OPTION]** whether to use the grievance procedures contained in this policy or the grievance procedures contained in Policy 2266. The Title IX Coordinator will notify, in writing, the parties of the determination and the rationale for it. Under no circumstances, however, will a party be denied the due process to which the party is entitled based on the U.S. Department of Education issued regulations in effect at the time the conduct alleged to violate Title IX (Statute) took place. () Nothing herein shall prevent the Title IX Coordinator from using a hybrid grievance procedure that contains aspects of the grievance procedures contained in both this policy and Policy 2266, so that the parties receive all of the due process to which they are entitled. **[END OF OPTION]**

Complaints:

The following people may make a complaint of sex discrimination—i.e., request that the District investigate and make a determination about whether sex discrimination as prohibited under Title IX occurred:

- A. a "complainant," which includes:

1. a student or employee of the District who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX; or
 2. a person other than a student or employee of the District who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX at a time when that individual was participating or attempting to participate in the District's education program or activity;
- B. a parent, guardian, or other authorized legal representative with the legal right to act on behalf of a complainant;
- C. the District's Title IX Coordinator.

A person is entitled to make a complaint of sex-based harassment only if they themselves are alleged to have been subjected to the sex-based harassment, if they have a legal right to act on behalf of such person who was subjected to the sex-based harassment, or if the Title IX Coordinator initiates a complaint consistent with the requirements of the 2024 Title IX regulations (), which are detailed in AG 2264 **[END OF OPTION]**.

[DRAFTING NOTE: This paragraph emphasizes that in order for a person to file a complaint of sex-based harassment, the person has to have been subjected to the alleged misconduct directly, or be a person who has a legal right to act on behalf of the person who was subjected to the alleged misconduct. This is consistent with the prior paragraph where the complainant is identified as a student or employee who was "subjected to conduct that could constitute sex discrimination under Title IX." The following paragraph, on the other hand, expands who can file a complaint — when the alleged sex discrimination does not involve sex-based harassment — to persons who are aware of the alleged sex discrimination, even if that person was not directly affected by or subject to the alleged sex discrimination.]

With respect to complaints of sex discrimination other than sex-based harassment, in addition to the people listed above, the following persons have a right to make a complaint:

- A. any student or employee of the District; or
- B. any person other than a student or employee who was participating or attempting to participate in the District's education program or activity at the time of the alleged sex discrimination.

The District may consolidate complaints of sex discrimination 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 another party, when the allegations of sex discrimination arise out of the same facts or circumstances. When more than one (1) complainant or more than one (1) respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

Basic Requirements:

The District will treat complainants and respondents equitably.

All persons involved with implementing the grievance procedures and any other aspects of Policy 2264, including the Title IX Coordinator, the investigator, the decision maker, and the appeal decision maker, () and the facilitator of the informal resolution process, **[END OF OPTION]** shall be free from any conflicts of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

[] The Title IX Coordinator may serve simultaneously as an investigator and/or a decision maker. **[END OF OPTION]**
[DRAFTING NOTE: Neola recommends the Board select this OPTION; note it is "may" (i.e., optional) so the Title IX Coordinator can decide when to serve in both roles and when to designate one or more persons to perform those responsibilities in a given case.]

If the Title IX Coordinator does not intend to serve as the investigator and decision maker in a specific case, the Title IX Coordinator shall designate one (1) or more administrators who are appropriately trained to serve in the role. Likewise, the Title IX Coordinator shall appoint an appeal decision maker when an appeal is filed.

In circumstances when the Title IX Coordinator and trained administrators do not have time/capacity to serve, or are prevented due to a conflict of interest, bias, or partiality, or other reasons that impair the Title IX Coordinator and other trained administrators from serving as an investigator and/or decision maker in a specific case, the Title IX Coordinator shall (), in consultation with () and with the approval of **[END OF OPTION]** the District Administrator or () Board () Board President (as appropriate), **[END OF OPTION]** secure one (1) or more independent third parties to serve as the investigator and/or decision maker. Similarly, the Title IX Coordinator has authority (), in consultation with () and approval of **[END OF OPTION]** the District Administrator or () Board () Board President (as appropriate), **[END OF OPTION]** to secure an independent third party to serve as the appeal decision maker.

The District presumes that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of its grievance procedures.

Under ordinary circumstances, the Board expects to complete the major stages of the grievance procedures within the timeframe specified below:

- A. Evaluation**—The Title IX Coordinator will determine whether to dismiss a complaint or investigate it within _____ **[INSERT # OF DAYS]** days of receiving the complaint. **[DRAFTING NOTE: Neola recommends that the evaluation stage be completed within ten (10) days of the Title IX Coordinator receiving notice of the complaint.]**
- B. Investigation**—The Title IX Coordinator, or designated investigator, shall ordinarily complete the investigation (i.e., collect relevant evidence that is not otherwise impermissible) within _____ **[INSERT # OF DAYS]** days of the Title IX Coordinator determining the charges require investigation. If, however, the Title IX Coordinator, or designated investigator, determines that the investigation is going to take longer, the Title IX Coordinator will so notify the parties () and the District Administrator **[END OF OPTION]** and will thereafter keep the parties () and the District Administrator **[END OF OPTION]** informed of the status of the matter on a _____ **[INSERT TIME PERIOD — E.G., BIWEEKLY OR REGULAR]** basis. **[DRAFTING NOTE: Recognizing ED wants investigations to be completed in a prompt and equitable manner, and therefore provided elementary and secondary schools with greater flexibility when it comes to completing an investigation than is afforded to them under the 2020 Title IX regulations, Neola recommends a school district typically complete Investigations within thirty (30) days.]** Once the Title IX Coordinator, or designated investigator, provides the parties with “access” to either the relevant and not otherwise impermissible evidence and/or an accurate description of the evidence, the parties will have _____ **[INSERT # OF DAYS]** days to respond to the evidence or the description of the evidence unless the Title IX Coordinator approves a party’s written request for more time. If the Title IX Coordinator approves such a request, both parties will be afforded an equal amount of time to submit their response. **[DRAFTING NOTE: Neola recommends the Board limits the amount of time the parties have to review the evidence/description of the evidence to five (5) days so the matter can proceed in a timely manner to Determination.]**
- C. Determination**—After the parties either submit responses to the evidence/description of the evidence, or the deadline for submitting such responses expires, the Title IX Coordinator, or designated decision maker, will consider the relevant and otherwise not impermissible evidence and issue a determination as to whether sex discrimination occurred. The determination shall be issued within _____ **[INSERT # OF DAYS]** days of the deadline for the parties to submit responses to the evidence/description of the evidence () unless the () District Administrator () Title IX Coordinator **[END OF OPTION]** approves an extension of time, which must be communicated in writing to the parties **[END OF OPTION]**. **[DRAFTING NOTE: Neola recommends the Determination ordinarily be issued within ten (10) days of the date when the parties have to submit their responses to the evidence/description of the evidence. If the decision maker is someone other than the Title IX Coordinator, upon written request from the decision maker, the Title IX Coordinator should be permitted to approve a reasonable extension of time for the Determination to be issued. If the Title IX Coordinator is the decision maker, upon written request from the Title IX Coordinator, the District Administrator should be permitted to approve a reasonable extension of time for the Determination to be issued. In either situation, the administrator granting the extension should communicate to the parties the new deadline along with a rationale for the extension.]**
- D. Appeal**—A party filing an appeal of the Title IX Coordinator’s decision to dismiss a complaint (), or the Determination, **[END OF OPTION]** must do so within _____ **[INSERT # OF DAYS]** days of receiving the Dismissal () or Determination **[END OF OPTION]**. **[DRAFTING NOTE: Neola recommends the Board allow limited appeals based on the Determination. See DRAFTING NOTE below in the appeal section, which further discusses when a board “has” to allow appeals, as opposed to under which circumstances a board could decide not to allow appeals on the Determination.]**

The Title IX Coordinator, or the District Administrator if the Title IX Coordinator is the individual requesting an extension, may approve reasonable extensions of the preceding timeframes on a case-by-case basis for good cause with notice to the parties.

The District will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures. These steps will not restrict the ability of the parties to obtain and present evidence, including by speaking to witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures. The parties shall not engage in retaliation, including against witnesses.

The Title IX Coordinator, or designated decision maker, shall objectively evaluate all evidence that is relevant and not otherwise impermissible—including both inculpatory and exculpatory evidence. Credibility determinations shall not be based on a person's status as a complainant, respondent, or witness.

The following types of evidence, and questions seeking that evidence, are impermissible (i.e., will not be accessed or considered, except by the District to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- A. evidence that is protected under a privilege recognized by Federal or State law () or evidence provided to a confidential employee **[END OF OPTION]**, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality; **[DRAFTING NOTE: The Board should only select the preceding OPTION if it has designated confidential employee(s).]**
- B. a party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless the District obtains that party's or witness's voluntary, written consent for use in its grievance procedures; and
- C. evidence that relates to the complainant's sexual interests or prior sexual conduct, unless evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the complainant and respondent shall not by itself demonstrate or imply the complainant's consent to the alleged sex-based harassment or preclude a determination that sex-based harassment occurred.

Notice of Allegations:

Upon initiation of the Board's grievance procedures, the Title IX Coordinator shall notify the parties of the following:

- A. the Board's Title IX grievance procedures () and informal resolution process **[END OF OPTIONS]; [DRAFTING NOTE: Neola encourages the Board to include an informal resolution process.]**
- B. sufficient information available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s);
- C. retaliation is prohibited; and
- D. the parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of this evidence. If the Title IX Coordinator, or designated investigator, provides the parties with a description of the evidence, any party may request access to the relevant and not otherwise impermissible evidence. The Title IX Coordinator will provide the requesting party with the relevant and not otherwise impermissible evidence in a timely manner.

Should the Title IX Coordinator decide, at any point, to investigate allegations that are materially beyond the scope of the initial written notice, the Title IX Coordinator will provide a supplemental written notice describing the additional allegations to be investigated.

Dismissal of a Complaint:

The Title IX Coordinator may dismiss a complaint of sex discrimination if:

- A. the District is unable to identify the respondent after taking reasonable steps to do so;
- B. the respondent is not participating in the District's education program or activity and is not employed by the Board;
- C. the complainant voluntarily withdraws any or all the allegations in the complaint, the Title IX Coordinator declines to initiate a complaint, and the District determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the complaint, if any, would not constitute sex discrimination under Title IX even if proven; or
- D. the District determines the conduct alleged in the complaint, even if proven, would not constitute sex discrimination under Title IX. Before dismissing the complaint, the Title IX Coordinator will make reasonable efforts to clarify the allegations with the complainant.

~~[DRAFTING NOTE: While the 2024 Title IX regulations do not require notification of the dismissal to be provided in writing, Neola recommends that the Title IX Coordinator document the dismissal in writing — i.e., Neola recommends the board selects Option 1.]~~

~~[SELECT OPTION 1 OR OPTION 2]~~

~~[] [OPTION 1]~~

~~Upon dismissal, the Title IX Coordinator will promptly notify, in writing, the complainant of the basis for the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the Title IX Coordinator will also simultaneously notify, in writing, the respondent of the dismissal and the basis for the dismissal.~~

~~[END OF OPTION 1]~~

~~[OR]~~

~~[] [OPTION 2]~~

~~Upon dismissal, the Title IX Coordinator will promptly notify the complainant of the basis for the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then the Title IX Coordinator will also notify the respondent of the dismissal and the basis for the dismissal promptly following notification to the complainant, or simultaneously if notification is in writing.~~

~~[END OF OPTION 2]~~

~~The Title IX Coordinator will notify the complainant that a dismissal may be appealed and will provide the complainant with an opportunity to appeal the dismissal of a complaint. If the dismissal occurs after the respondent has been notified of the allegations, then the Title IX Coordinator will also notify the respondent that the dismissal may be appealed. Dismissals may be appealed on the following basis:~~

- ~~A. procedural irregularity that would change the outcome;~~
- ~~B. new evidence that would change the outcome and that was not reasonably available when the dismissal was made; and~~
- ~~C. the Title IX Coordinator, investigator, or decision maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that would change the outcome.~~

~~If the dismissal is appealed, the Title IX Coordinator will:~~

- ~~A. notify the parties of any appeal, including notice of the allegations, if notice was not previously provided to the respondent;~~
- ~~B. implement appeal procedures equally for the parties;~~
- ~~C. ensure that the appeal decision maker did not take part in an investigation of the allegations or dismissal of the complaint;~~
- ~~D. ensure that the appeal decision maker has been trained consistent with the 2024 Title IX regulations () See AG 2264 [END OF OPTION];~~
- ~~E. provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and~~
- ~~F. notify the parties of the result of the appeal and the rationale for the result.~~

~~When a complaint is dismissed, the Title IX Coordinator will, at a minimum:~~

- ~~A. offer supportive measures to the complainant as appropriate;~~
- ~~B. if the respondent has been notified of the allegations, offer supportive measures to the respondent as appropriate; and~~

- C. take other prompt and effective steps, as appropriate, to ensure that sex discrimination does not continue or recur within the District's education program or activity.

[DRAFTING NOTE: Neola encourages the Board to select the following option so the Title IX Coordinator can choose in appropriate circumstances to offer the parties the opportunity to participate in an informal resolution process, or to honor the parties' request to use an informal resolution process, to end the sex discrimination, prevent its recurrence, and remedy its effects.]

[] [OPTIONAL LANGUAGE: INFORMAL RESOLUTION PROCESS]

~~Informal Resolution Process:~~

~~In lieu of resolving a complaint through the Board's Title IX grievance procedures, the parties may instead elect to participate in an informal resolution process. The District will not offer informal resolution to resolve a complaint that includes allegations that an employee engaged in sex-based harassment of an elementary school or secondary school student, or when such a process would conflict with Federal, State, or local law.~~

[END OF OPTIONAL LANGUAGE: INFORMAL RESOLUTION PROCESS]

~~Adding Allegations and/or Consolidating Complaints:~~

~~If, in the course of an investigation, the District decides to investigate additional allegations of sex discrimination by the respondent toward the complainant that are not included in the original Notice of Allegations provided or that are included in a complaint that is consolidated, the Title IX Coordinator will notify the parties of the additional allegations.~~

~~Investigation:~~

~~The District will provide for an adequate, reliable, and impartial investigation of complaints.~~

~~The burden is on the District — not on the parties — to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred.~~

~~The Title IX Coordinator, or the designated investigator and/or decision maker, will provide an equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and not otherwise impermissible.~~

~~The Title IX Coordinator, or the designated investigator and/or decision maker, will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance.~~

~~The District will provide each party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and not otherwise impermissible, in the following manner:~~

- A. ~~the District will provide the parties with an equal opportunity to access either the relevant and not otherwise impermissible evidence, or an accurate description of this evidence;~~

~~If the Title IX Coordinator, or designated investigator, provides a description of the evidence, the Title IX Coordinator, or designated investigator, will provide the parties with an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.~~

- B. ~~the District will provide a reasonable opportunity to the parties to respond to the evidence or the accurate description of the evidence; and~~

- C. ~~the District will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. Disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the complaint of sex discrimination are authorized.~~

~~Questioning the Parties and Witnesses:~~

[DRAFTING NOTE: If the investigator and decision maker are two (2) separate persons, the Board may select OPTION 1 or OPTION 2, or refrain from addressing this topic in the policy.]

[] [OPTION 1]

As part of the Investigation, the investigator () may () is encouraged to ~~[END OF OPTION]~~ include in the investigator's notes/file the investigator's opinion about each party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one (1) or more allegations of sex discrimination.

~~[END OF OPTION 1]~~

~~[] [OPTION 2]~~

The investigator should refrain from including in the investigator's notes/file the investigator's opinion about each party's or witness's credibility since the assessment of credibility is solely the responsibility of the decision maker.

~~[END OF OPTION 2]~~

~~[END OF OPTIONS]~~

~~If the investigator and decision maker are two (2) separate individuals, the decision maker will have an opportunity to question the parties and witnesses to adequately assess a party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one (1) or more allegations of sex discrimination.~~

~~If the investigator and the decision maker are the same person, the decision maker will have an opportunity to question the parties and witnesses in individual meetings as part of the investigation.~~

~~[DRAFTING NOTE: The Board may select either, both, or neither of the following options. The Board should consult with its Legal Counsel to assess whether to offer any of these options.]~~

~~[] Before concluding the Investigation, the investigator () will () may [END OF OPTION] allow each party to propose/submit in writing relevant questions that the party wants asked of any party or witness and~~

~~[DRAFTING NOTE: SELECT OPTION 1, OPTION 2, OR OPTION 3. Neola does not have an opinion as to whether the Board selects OPTION 1 or OPTION 2 but has reservations about OPTION 3. The Board should consult with its Legal Counsel before selecting OPTION 3.]~~

~~() [OPTION 1]~~

~~the investigator will review any questions submitted by the parties and ask those questions of the specific party or witness that the investigator determines — in the investigator's sole discretion — may lead to probative evidence that will assist the decision maker in determining whether sex discrimination occurred. The investigator's decision to ask or not ask a specific question proposed by a party is not subject to review. Any questions asked must be relevant and not otherwise impermissible.~~

~~[END OF OPTION 1]~~

~~[OR]~~

~~() [OPTION 2]~~

~~the investigator will ask the relevant and not otherwise impermissible questions of the specific party or witness during one (1) or more individual meetings, including follow up meetings, with the party or witness.~~

~~[END OF OPTION 2]~~

~~[OR]~~

~~() [OPTION 3]~~

~~the investigator will ask the relevant questions that are not otherwise impermissible, provide each party with the answers, and allow for additional, limited follow up relevant questions from each party. () The investigator will explain to the party proposing the question(s) any decision to exclude a question as not relevant.~~

~~[END OF OPTION 3]~~

~~[END OF OPTIONS]~~

~~[] After the parties have an opportunity to review the relevant and not otherwise impermissible evidence, or an accurate description of this evidence, the decision maker () will () may~~

~~[DRAFTING NOTE: Select OPTION 1, OPTION 2, OPTION 3, OR OPTION 4. While Neola does not have an opinion as to whether the Board selects OPTION 1 or OPTION 2, it does not recommend the Board select OPTION 3 or OPTION 4, without consulting with its Legal Counsel.]~~

~~() [OPTION 1]~~

~~allow each party to propose/submit in writing relevant questions that the party wants asked of any party or witness and the decision maker will review any relevant and not otherwise impermissible questions submitted by the parties and ask those questions of the specific party or witness that the decision maker determines—in the decision maker's sole discretion—may lead to probative evidence that will assist the decision maker in determining whether sex discrimination occurred. The decision maker's decision to ask or not ask a specific question proposed by a party is not subject to review. Any questions asked must be relevant and not otherwise impermissible.~~

~~[END OF OPTION 1]~~

~~[OR]~~

~~() [OPTION 2]~~

~~allow each party to propose/submit in writing relevant questions that the party wants asked of any party or witness and the decision maker will ask the relevant and not otherwise impermissible questions of the specific party or witness during one (1) or more individual meetings, including follow up meetings, with the party or witness.~~

~~[END OF OPTION 2]~~

~~[OR]~~

~~() [OPTION 3]~~

~~allow each party to propose/submit in writing relevant questions that the party wants asked of any party or witness and the decision maker will ask the relevant questions that are not otherwise impermissible, provide each party with the answers, and allow for additional, limited follow up relevant questions from each party. () The decision maker will explain to the party proposing the question(s) any decision to exclude a question as not relevant. [END OF OPTION]~~

~~[END OF OPTION 3]~~

~~[OR]~~

~~() [OPTION 4]~~

~~provide each party with an audio or audiovisual recording or transcript of the investigator's interviews of the parties and witnesses with enough time for the parties to have a reasonable opportunity to propose/submit in writing follow up questions, and the decision maker~~

~~() will review any follow up questions submitted and ask those relevant and not otherwise impermissible follow up questions of the specific party or witness that the decision maker determines—in the decision maker's sole discretion—may lead to probative evidence that will assist the decision maker in determining whether sex discrimination occurred. The decision maker's decision to ask or not ask a specific follow up question proposed by a party is not subject to review. Any questions asked must be relevant and not otherwise impermissible.~~

~~() will ask the relevant and not otherwise impermissible follow up questions of the specific party or witness during one (1) or more individual meetings.~~

~~[END OF OPTION 4]~~

~~[END OF OPTIONS]~~

~~**Determination of Whether Sex Discrimination Occurred:**~~

Following an investigation and evaluation of all relevant and not otherwise impermissible evidence, the Title IX Coordinator or designated decision maker will:

- A. Use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred. **[DRAFTING NOTE: Pursuant to the 2024 Title IX regulations, the Board may only use the "clear and convincing" evidence standard of proof if it uses that standard of proof in all other comparable proceedings (i.e., when assessing the merits of allegations presented pursuant to complaints filed under the Board's general nondiscrimination and antiharassment policies — see Policy 1422/Policy 3122/Policy 4122 — Nondiscrimination and Equal Employment Opportunity, Policy 1632/Policy 3362/Policy 4362 — Employee Anti-Harassment, Policy 2260 — Nondiscrimination and Access to Equal Educational Opportunity, Policy 2260.01 — Section 504/ADA Prohibition Against Discrimination Based on Disability, Policy 5517 — Student Anti-Harassment, Policy 8913 — Section 504/ADA Prohibition Against Disability Discrimination in Employment.) Neola expects it will be a rare situation when a board chooses to use a clear and convincing standard of proof. If the Board is unsure whether it meets the criteria to be able to use the "clear and convincing standard," it should consult with its Legal Counsel.]** This standard of proof requires the decision maker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness. If the decision maker, applying the applicable standard, is not persuaded by the relevant and not otherwise impermissible evidence that sex discrimination occurred, regardless of the quantity of the evidence, the decision maker will not determine that sex discrimination occurred.
- B. Notify the parties, in writing, of the determination whether sex discrimination occurred under Title IX including the rationale for such determination, and the procedures and permissible basis for the complainant and respondent to appeal.
- C. Not impose discipline on a respondent for sex discrimination prohibited by Title IX unless there is a determination at the conclusion of the grievance procedures that the respondent engaged in prohibited sex discrimination.
- D. If there is a determination that sex discrimination occurred, the Title IX Coordinator will, as appropriate:
1. coordinate the provision and implementation of remedies to a complainant and other people the District identifies as having had equal access to the District's education program or activity limited or denied by sex discrimination;
 2. coordinate the imposition of any disciplinary sanctions on a respondent, including notification to the complainant of any such disciplinary sanctions; and
 3. take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within the District's education program or activity.
- E. Comply with the grievance procedures before the imposition of any disciplinary sanctions against a respondent; and
- F. Not discipline a party, witness, or others participating in the grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the determination of whether sex discrimination occurred.

[DRAFTING NOTE: As addressed above, the Board must offer an appeal if the Title IX Coordinator dismisses a complaint in the Evaluation stage (i.e., prior to commencing an investigation). While a board may elect not to offer an appeal from the determination of whether sex discrimination occurred, Neola recommends the Board include an appeal process. If the Board includes an appeal process, the appeal process must be, at a minimum, the same appeal process the Board offers in all other comparable proceedings, including proceedings relating to other discrimination complaints. Neola intends to update its nondiscrimination, antiharassment, and Section 504/ADA policies to provide for appeal procedures that are comparable to that which is included in the following option.]

[] [OPTIONAL LANGUAGE]

Appeal of Determinations:

If a party disagrees with the decision maker's determination as to whether sex discrimination occurred, the party may file an appeal. Appeals must be submitted, in writing, within _____ **(INSERT # OF DAYS)** days of the appealing party's receipt of the Determination.

A party may appeal a Determination on the following basis:

- A. ~~procedural irregularity that would change the outcome;~~
- B. ~~new evidence that would change the outcome and that was not reasonably available when the Determination was made; and~~
- C. ~~the Title IX Coordinator, investigator, or decision maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that would change the outcome.~~

~~[DRAFTING NOTE: The Board may insert additional grounds on which an appeal may be filed.]~~

- 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 sex discrimination).~~
- E. ~~(-) [OTHER] _____.~~

~~[] The complainant may not challenge the ultimate disciplinary sanction/consequence that is imposed. [END OF OPTION]~~

~~If a party appeals the decision maker's determination, the Title IX Coordinator will:~~

- A. ~~notify the parties of any appeal;~~
- B. ~~implement appeal procedures equally for the parties;~~
- C. ~~designate an appeal decision maker, who will be a person who did not conduct the Investigation or render the Determination, and is appropriately trained (-), as set forth in AG 2264 [END OF OPTION];~~
 1. ~~(-) the Title IX Coordinator will designate the District Administrator to be the appeal decision maker, provided the District Administrator has not been otherwise involved in the grievance procedures (i.e., did not serve as the investigator, decision maker, or informal resolution process facilitator) and is appropriately trained; [END OF OPTION]~~
 2. ~~(-) in designating an appeal decision maker, the Title IX Coordinator will work with the Board to identify and appoint an independent third party to serve as the appeal decision maker—this individual shall be considered to be the Board's designee and will submit the appeal decision to the Board who will promptly adopt it as written and forward it to the Title IX Coordinator who will send it simultaneously to the parties; [END OF OPTION]~~

~~[DRAFTING NOTE: The preceding options are offered for those districts where the District Administrator or Board typically serves as the appeal decision maker; with respect to Title IX, it is Neola's opinion that it is not feasible for the Board to serve as the decision maker for a number of reasons, not the least of which is the mandatory training requirements.]~~

3. ~~provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the decision maker's determination;~~
4. ~~provide the appeal decision maker with the relevant and not otherwise impermissible evidence along with the accurate description of the relevant evidence (if one was prepared and shared with the parties); any responses the parties submitted to the investigator related to the evidence and/or the description of the evidence (if one was prepared), and the decision maker's determination; and~~
5. ~~notify the parties, in writing, of the result of the appeal and the appeal decision maker's rationale for the outcome.~~

~~[END OF OPTIONAL LANGUAGE]~~

~~Parties Provided a Reasonable and Equal Opportunity to Make a Statement in Support of, or Challenging, the Determination~~

~~[DRAFTING NOTE: The Board must select OPTION 1, OPTION 2, or OPTION 3]~~

~~[] [OPTION 1]~~

~~When a party files an appeal, the party must set forth the reason for the appeal, and the other party will have _____ [INSERT # OF DAYS] days to provide the appeal decision maker with a statement in support of their position. Once the decision maker receives the statement (or the deadline for filing such a statement expires), the appeal decision maker~~

will have _____ **[INSERT # OF DAYS]** days to issue a decision on the appeal.

[END OF OPTION 1]

{OR}

[] [OPTION 2]

After a party files an appeal, both parties will have _____ **[INSERT # OF DAYS]** days to submit to the appeal decision maker a statement in support of their position that they want the appeal decision maker to consider in rendering a decision. Once the decision maker receives each parties' statement, or the timeline for submitting such statements expires, the appeal decision maker will have _____ **[INSERT # OF DAYS]** days to issue a decision on the appeal.

[END OF OPTION 2]

{OR}

[] [OPTION 3]

When a party files an appeal, the appeal decision maker shall establish a timeline for each party to submit a statement in support of their position that they want the appeal decision maker to consider in rendering a decision. Once the decision maker receives the parties' statements, or the timeline established by the appeal decision maker for submitting such statements expires, the appeal decision maker will have _____ **[INSERT # OF DAYS]** days to issue a decision on the appeal.

[END OF OPTION 3]

[END OF OPTIONS]

[DRAFTING NOTE: With respect to the timelines listed in the preceding options, Neola suggests any appeals should be filed within five (5) days of the parties receiving written notice of the Dismissal or Determination. Neola further suggests that the timeline for submitting a statement in OPTION 1 be equivalent to the timeframe in which an appeal has to be filed, and the timeline for submitting a statement in OPTION 2 be five (5) days. Finally, Neola suggests the appeal decision maker have ten (10) days from receipt of the statements to issue a decision.]

No new or additional evidence may be submitted during the appeal process.

The appeal decision maker shall determine the outcome of the appeal based on the appeal decision maker's independent review of the record (i.e., the relevant and not otherwise impermissible evidence, the feedback the parties provided to the investigator and/or decision maker based on their review of the relevant evidence and any description of the relevant evidence that was prepared and shared with the parties, and the decision maker's written determination) and the appeal decision maker's application of the law and Board policy to the facts in the record. The appeal decision maker must give due deference and due weight to the decision maker's factual findings and credibility determinations and should not overturn them unless non-testimonial extrinsic evidence in the record justifies a contrary conclusion or unless the record read in its entirety compels a contrary conclusion. Generally, the appeal decision maker is expected to uphold the decision maker's determination unless the appeal decision maker determines the decision maker's determination is unlawful, unreasonable, or against the manifest weight of the evidence. Every reasonable presumption must be made in favor of the decision maker's determination.

The appeal decision maker shall

[DRAFTING NOTE: The Board must select either OPTION 1 or OPTION 2 unless the Board appointed an independent third party to serve as the Board's appeal decision maker, in which case the Board should select OPTION 3.]

(-) [OPTION 1]

simultaneously notify the parties, in writing, of the result of the appeal and the rationale for the outcome.

[END OF OPTION 1]

{OR}

~~(-) [OPTION 2]~~

~~notify the Title IX Coordinator, in writing, of the result of the appeal and the rationale for the outcome. The Title IX Coordinator will then simultaneously notify the parties, in writing, of the result of the appeal and the appeal decision maker's rationale for the outcome.~~

~~[END OF OPTION 2]~~**~~[OR]~~****~~(-) [OPTION 3]~~**

~~submit the appeal decision to the Board who will promptly adopt it as written and forward it to the Title IX Coordinator who will send it simultaneously to the parties. The appeal decision shall set forth the result of the appeal and the appeal decision maker's rationale for the outcome.~~

~~[END OF OPTION 3]~~**~~[END OF OPTIONS]~~**~~-~~**~~Supportive Measures:~~**

~~The District will offer and coordinate supportive measures as appropriate for the complainant and/or respondent to restore or preserve that person's access to the District's education program or activity or provide support during the Board's grievance procedures or during the informal resolution process. For allegations of sex discrimination other than sex-based harassment or retaliation, the District's provision of support measures does not require the District, Board employees, or any other person authorized to provide aid, benefit, or service on the District's behalf to alter the alleged discriminatory conduct for the purpose of providing a supportive measure.~~

~~The Title IX Coordinator shall determine appropriate supportive measures on a case-by-case basis. Supportive measures may vary depending on what the Title IX Coordinator deems to be reasonably available. Supportive measures may include, but are not limited to: counseling; extensions of deadlines or other course-related adjustments; school/campus-escort services; increased security and monitoring of certain areas of the campus (including school buildings and facilities); restrictions on contact between the parties; leaves of absence; changes in class, work, or extra-curricular or any other activity, regardless of whether there is or is not a comparable alternative; training and education programs related to sex-based harassment; () referral to Employee Assistance Program **[END OF OPTION]**; and other similar measures.~~

~~Supportive measures must not unreasonably burden either party and must be designed to protect the safety of the parties and/or the District's educational environment, or to provide support during the Board's grievance procedures or the informal resolution process.~~

~~The District will not impose such measures for punitive or disciplinary reasons.~~

~~The Title IX Coordinator may, as appropriate, modify or terminate supportive measures at the conclusion of the grievance procedures, or at the conclusion of the informal resolution process, or the District may continue them beyond that point.~~

~~The District will provide a complainant or respondent with a timely opportunity to seek, from an appropriate and impartial employee, modification or reversal of the Title IX Coordinator's decision to provide, deny, modify, or terminate supportive measures applicable to them. The impartial employee must be someone other than the employee who made the challenged decision and must have authority to modify or reverse the decision if the impartial employee determines that the decision to provide, deny, modify, or terminate the supportive measure was inconsistent with the definition of supportive measures as set forth in the Key Definitions section of this policy.~~

~~A party may seek additional modification or termination of a supportive measure applicable to them if circumstances change materially.~~

~~The District will not disclose information about any supportive measures to persons other than the person to whom they apply, including informing one party of supportive measures provided to another party, unless necessary to provide the supportive measure or restore or preserve a party's access to the District's education program or activity, or as otherwise permitted pursuant to the 2024 Title IX regulations.~~

If the complainant or respondent is an elementary or secondary student with a disability, the Title IX Coordinator shall consult with one (1) or more members, as appropriate, of the student's Individualized Education Program (IEP) team, if any, or one (1) or more members, as appropriate, of the student's Section 504 team, if any, to determine how to comply with the requirements of the IDEA and/or Section 504, in the implementation of supportive measures.

The District Administrator may place an employee respondent on administrative leave from employment responsibilities during the pendency of the Board's grievance procedures.

Disciplinary Sanctions and Remedies:

Following a determination that sex-based harassment occurred, the District may impose disciplinary sanctions, which may include:

-

For Students

A. Informal Discipline

1. writing assignments;
2. changing of seating or location;
3. pre-school, lunchtime, after school **[END OF OPTIONS]** detention;
4. in-school discipline;
5. Saturday school.

B. Formal Discipline

1. suspension of bus riding/transportation privileges;
2. removal from co-curricular and/or extra-curricular activity(ies), including athletics;
3. emergency removal;
4. suspension for up to five (5) school days;
5. suspension for up to fifteen (15) consecutive school days if a notice of expulsion hearing has been sent;
6. suspension for up to ten (10) consecutive school days for each incident if the student is eligible for special education services under Chapter 115, Wis. Stats.;
7. expulsion;
8. permanent exclusion from co-curricular and/or extra-curricular activity(ies), including athletics or current class enrollment; and
9. any other sanction authorized by the Student Code of Conduct.

For Employees

- A. oral or written warning;
- B. written reprimands;
- C. required counseling;
- D. required training or education;
- E. demotion;
- F. suspension with pay;

- G. ~~suspension without pay;~~
- H. ~~termination and any other sanction authorized by any applicable Board Policy and/or Employee/Administrator Handbook.~~

~~The District may also provide remedies, which may include disciplinary sanctions/consequences. The Title IX Coordinator will notify the District Administrator of the recommended remedies, so an authorized administrator can consider the recommendation and implement appropriate remedies in compliance with applicable due process procedures, whether statutory or contractual.~~

~~With respect to student respondents, the Title IX Coordinator will notify the District Administrator of the recommended remedies (including disciplinary sanctions/consequences), 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. 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 ("Section 504"), and their respective implementing regulations.~~

~~**[DRAFTING NOTE: The Board should review applicable policy(ies)/administrative guidelines/employee handbooks to determine whether changes are needed to establish timelines associated with the imposition of discipline as a result of possible delays caused by the Board's obligation to follow the grievance procedures.]**~~

~~Discipline of an employee will be implemented in accordance with Federal and State law, Board policy, and applicable provisions of any relevant employee handbooks.~~

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 or this policy, or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Intimidation, threats, coercion, or discrimination, including initiating a disciplinary process against a person for a code of conduct violation that does not involve sex discrimination but arises out of the same facts and circumstances as a complaint or information reported about possible sex discrimination, for the purpose of interfering with the exercise of any right or privilege secured by Title IX constitutes retaliation. Peer retaliation is also prohibited. Retaliation against a person for making a 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 District shall initiate its grievance procedures upon receiving any complaint alleging retaliation.~~

~~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 that sex discrimination occurred, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.~~

Confidentiality

~~The District will keep confidential the identity of any individual who has made a complaint of sex discrimination, 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 regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder (i.e., the District's obligation to maintain confidentiality shall not impair or otherwise affect the complainant's and respondent's receipt of the information to which they are entitled related to the investigation and determination of whether sex discrimination occurred).~~

Application of the First Amendment

~~The Board will construe and apply this policy consistent with the First Amendment to the U.S. Constitution () and the principles of academic freedom as set forth in any Board policy or employee handbook. **[END OF OPTION]**. In no case will a respondent be found to have committed sex discrimination based on expressive conduct that is protected by the First Amendment () and/or the principles of academic freedom specified in any Board policy or employee handbook. **[END OF OPTION]**.~~

Training

All employees, investigators, decision makers, facilitators of informal resolution process, the Title IX Coordinator(s) and designees, and other persons who are responsible for implementing the Board's grievance procedures or have the authority to modify or terminate supportive measures shall receive training related to their duties under Title IX and this Policy. The training shall be provided promptly upon hiring or change of position that alters their duties under Title IX or this policy, and annually thereafter. The training shall not rely on sex stereotypes.

Training materials must be made available for inspection upon request by members of the public.

Recordkeeping

The District shall maintain for a period of seven (7) calendar years the following records:

- A. for each complaint of sex discrimination, records documenting the informal resolution process and/or the grievance procedures followed and the resulting outcome;
- B. for each notification that the Title IX Coordinator receives of information about conduct that reasonably may constitute sex discrimination under Title IX, including notifications under 34 C.F.R. § 106.44(c)(1) or (2), records documenting the actions the District took to meet its obligations under 34 C.F.R. §106.44; and
- C. all materials used to provide the required training.

Outside Appointments, Dual Appointments, and Delegations

The Board retains 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, appeal decision maker, or facilitator of the informal resolution process.

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

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

[DRAFTING NOTE: The following option expressly sets forth authority that the Board has regardless of whether it is included in this policy, but is offered for those boards of education that may want to affirmatively communicate to/address these issues for readers of this policy.]

[] Discretion in Application

The Board retains 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 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 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.

[END OF OPTION]

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Legal 19.21(6), Wis. Stats.
120.13, Wis. Stats.

948.01, Wis. Stats., et. seq.

20 U.S.C. 1092(F)(6)(A)(v)

20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)

20 U.S.C. 1681 et seq., Title IX of the Education Amendments of 1972 (Title IX)

34 C.F.R. Part 106

34 U.S.C. 12291(a)(8)

34 U.S.C. 12291(a)(10)

34 U.S.C. 12291(a)(30)

42 U.S.C. 1983

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.

OCR's Revised Sexual Harassment Guidance (2001)

Last Modified by Ellen Suckow on February 26, 2025



Book	Policy Manual
Section	Second Reading by Board
Title	NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES
Code	po2266
Status	Second Reading
Adopted	August 19, 2020
Last Revised	July 17, 2024

2266 – NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES ~~(The Board's Policy and Grievance Procedures for Responding to Sexual Harassment Alleged to Have Occurred Prior to 8/1/2024)~~

~~Effective August 1, 2024, this policy shall only pertain to reports or formal complaints of Sexual Harassment that are based on conduct alleged to have occurred on or before July 31, 2024.~~

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.

Sexual Harassment: "Sexual Harassment" means conduct on the basis of sex that satisfies one (1) or more of the following:

- A. A Board employee conditioning the provision of 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 948.02 or 948.09, Wis. Stats., or whose status as a student prohibits such sexual contact per 948.095, Wis. Stats.
 - 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.

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:

Gina Lehman
 Director of Student Services
 D.C. Everest Area School District
 6100 Alderson Street
 Weston, WI 54476
 715-359-4221

Sarah Trimner
 Director of Talent and Culture
 D.C. Everest Area School District
 6100 Alderson Street
 Weston, WI 54476
 715-359-4221

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:

*Sarah Trimner
 Director of Talent and Culture
 715-359-4221, ext. 1225
 6100 Alderson Street
 Weston, WI 54476
 strimner@dce.k12.wi.us*

*Gina Lehman
 Director of Student Services
 715-359-4221, ext. 1351
 6100 Alderson Street
 Weston, WI 54476
 gilehman@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 Coordinators' contact information – including Name(s) and/or Title(s), Phone Number(s), Office Address(es), and Email Address(es) – and this policy on the District's website and in each handbook or catalog that the Board makes available to applicants for admission and employment, students, parents or legal guardians of elementary and secondary school students, Board employees, and all unions or professional organizations holding collective bargaining or professional agreements.

Grievance Process

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

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

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

The Process described herein relates exclusively to complaints brought under this Policy. The District will continue to handle complaints subject to the District's other nondiscrimination and anti-harassment policies, including: Policy 5517 - Student Anti-Harassment; Policy 5517.01 - Bullying; Policy 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), the 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 shall determine who will 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 the 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 immediately/promptly notify the/a Title IX Coordinator of such information or report. The Board employee must also comply with mandatory reporting responsibilities pursuant to Wis. Stat. 48.981 and Policy 8462 – Student Abuse and Neglect, if applicable. If the Board employee's knowledge is based on another individual bringing the information to the Board employee's attention and the reporting individual submitted a written complaint to the Board employee, the Board employee must provide the written complaint to the Title IX Coordinator.

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

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

Emergency Removal: Subject to limitations and/or procedures imposed by State and/or Federal law, the District may remove a student Respondent from its education program or activity on an emergency basis after conducting an individualized safety and risk analysis. The purposes of the individualized safety and risk analysis is to determine whether the student Respondent poses an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment that justifies removal. If the District determines the student Respondent poses such a threat, it will so notify the student Respondent and the student Respondent will have an opportunity to challenge the decision immediately following the removal. In determining whether to impose emergency removal measures, the Title IX Coordinator shall consult related District policies, including Policy 5120 - Assignment within District; Policy 5605 - Suspension/Expulsion of Students with Disabilities, Policy 5610 – Suspension and Expulsion, and Policy 5611 – Due Process Rights.

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

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

Formal Complaint of Sexual Harassment

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

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

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

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

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

Timeline

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

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

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

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

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

Dismissal of a Formal Complaint

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

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

If one (1) 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 (1) Respondent, references in this policy to the singular "party," "Complainant," or "Respondent" include the plural, as applicable.

Informal Resolution Process

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

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

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

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

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

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

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

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

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

Investigation of a Formal Complaint of Sexual Harassment

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

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

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

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

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

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

Limit the advisor from:

1. questioning the other party,
 2. answering questions on behalf of any party, and
 3. disrupting the investigation process.
- D. Whether a person is allowed to audio record or video record any meeting or grievance proceeding will be consistent with the procedures established in Board Policy 2461 – Recording of IEP Team Meetings.

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

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

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

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

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

Determination of Responsibility

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

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

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

Determination 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 determinations;
- 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):

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. 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 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:

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

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

Retaliation

Neither the Board nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation or proceeding under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, constitutes retaliation. Retaliation against a person for making a report of sexual harassment, filing a formal complaint, or participating in an investigation, is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

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

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

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

Confidentiality

The District will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any Complainant, or 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 prejudgement 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 informational resolution and the result therefrom; and;
- D. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.

The District will make its training materials publicly available on its website.

Outside Appointments, Dual Appointments, and Delegations

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

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

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

Discretion in Application

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

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

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

Revised 1/31/22

Revised 3/16/22

Revised 6/15/22

Revised 6/19/23

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

Cross References

[ag2266 - NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES](#)

Last Modified by Ellen Suckow on February 21, 2025



Book	Policy Manual
Section	Second Reading by Board
Title	OPEN ENROLLMENT PROGRAM (INTER-DISTRICT)
Code	po5113
Status	Second Reading
Adopted	May 25, 2016
Last Revised	February 21, 2024

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

The 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 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.

H. Absences (Excused and Unexcused)

See Policy 5200 - Attendance.

I. Truancy and Habitual Truancy

See Policy 5200 - Attendance.

J. Part of the School Day

See Policy 5200 - Attendance.

K. Tardiness

See Policy 5200 - Attendance.

FULL-TIME OPEN ENROLLMENT

A. Annual Space Determinations

During a January meeting, the Board shall establish the availability of space by determining the number of regular education and special education spaces in the schools, programs, classes, or grades. In setting space availability, the Board may choose to set no limitations or may set limits on availability using the following criteria:

1. District practices, policies, procedures, or other factors regarding class size ranges for particular programs or classes.
2. District practices, policies, procedures, or other factors regarding faculty-student ratio ranges for particular programs, classes, or buildings.
3. Enrollment projections, which account for factors that include but are not necessarily limited to, likely short and long-term economic development in the community, housing starts, current and future needs for special programs, laboratories, or other initiatives.

In establishing current enrollment numbers for open enrollment availability purposes, the Board shall include the following as guaranteed open enrollment approvals:

- a. Students attending the District for whom tuition is paid by written agreement with the resident district under 121.78(1)(a), Wis. Stats.
- b. All currently attending students.
4. If the Board determines that no special education space is available in any grade or program, the District must still review each student's IEP in its entirety to determine the following:
 - a. whether the District has space available in the special education and related services required in the student's IEP;
 - b. whether the District has special education and related services available as required in the student's IEP.

B. Processing of Open Enrollment Applications

A parent of a nonresident student may submit an application to attend school in the District during the applicable regular open enrollment period or through the alternative open enrollment process. The application must be submitted using the form designated by the Wisconsin Department of Public Instruction.

Upon receipt of an application, the Superintendent or designee shall confirm that the application is complete or request that it be completed before being further considered.

Parents shall be notified of the determination on their applications on or before the first Friday following the first Monday in June following receipt of the application, or within the timeframe otherwise established by law. If approved, the parent shall be notified of the approval and the specific assignment within the District. If, upon enrollment, the student is appropriately placed in a different grade level, the student shall be so assigned unless applications for that grade level have been denied or there is no longer space available at that grade level.

Any notice of a decision to deny shall include the following.

1. Specific reason(s) for denial and whether the student has been placed on the waiting list.
2. Notice of the parents' right to appeal, the address to send the appeal, and information on where to locate the form required for appeal.

Application of Space Determinations and Random Selection Process

If there are more applications than spaces, the Board will fill the available spaces by random selection. Random selection shall be conducted among the student applications for each grade level. The order of grade level selection shall also be randomly determined. The following considerations will be included in the random selection process:

1. Preferences

- a. If the Board has not guaranteed approval in its determination of space availability to currently attending students, it shall grant preference to such students in the random selection process.
- b. If the Board has not guaranteed approval in its determination of space availability to the siblings of currently attending students, it shall grant preference to such students in the random selection process.

If in any selection process there are more students eligible for preferred treatment than there are spaces available, the Board shall conduct random selection from among the students granted preference. Both currently attending students and siblings of currently attending students who are not guaranteed approval shall be granted equal preference.

2. The sibling of a student selected in the random selection process shall be granted preference to any spaces available that the sibling has applied for, but the sibling may not be approved if there are no remaining spaces for the sibling.
3. The District will establish a numbered waiting list of all applicants. When all available slots have been filled by randomly selecting names from all applicants, the remaining names will be drawn randomly and placed on the waiting list in order of selection, with those students granted a preference under this policy to be included first on the waiting list in random order followed by any other student applicants in random order.

After the date specified in 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:

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

The District shall notify the parent of a student accepted from the waiting list of that student's eligibility to attend the District, unless the student has already enrolled in a different non-resident school district or has since become a resident of the District. The notice shall state the following:

- a. the school or program the student has been assigned to;
- b. a date, at least ten (10) calendar days from the date of the notice, by which the parent must accept the open enrollment approval. Failure to timely accept shall be considered rejection and the approval shall be considered rescinded.

C. Decisional Criteria for Nonresident Applications

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

1. Space availability as defined in this policy
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 is currently under an order of expulsion for any reason; or has been expelled from any school district within the current school year or the two (2) preceding school years but the period of expulsion has ended, 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 939.22(10), Wis. Stats.) while on school property or under school supervision.

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 is determined to fall under paragraph C. 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 resident Board under 115.777(1), Wis. Stats. or identified by the non-resident student's resident school board under 115.77(1m) (a), Wis. Stats., but not yet evaluated by an individualized education program team.
7. 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.
8. 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 habitual 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. Termination of Open Enrollment

If the Board determines that a student is habitually truant during either semester of the current school year, the Board may prohibit the nonresident student from attending in the succeeding school year. The District Administrator shall assure compliance with DPI regulations pertaining to open enrollment termination found in Wis. Admin Code PI 36.09.

If the parent or nonresident student believes the student has been marked absent, tardy, or truant in error, the parent or student may contact the school attendance officer and provide a written explanation of the circumstances believed to be in error. The attendance officer shall review the matter and provide a response to the parent or student either correcting the attendance record, confirming the accuracy of the record, or requesting additional information upon which a decision will then be made. If additional information is requested, it must be provided within five (5) school days of the request or no additional information will be considered in the decision.

E. 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 IEP.

The Board will permit a neighboring district to bus resident students from within its boundaries for attendance at the non-resident neighboring district. The Superintendent shall develop procedures for implementing this provision.

ALTERNATIVE APPLICATION PROCEDURES

The parent of a non-resident student who wishes to attend a school in the District may apply at any time throughout the year by submitting an application under the alternative application procedure if the 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 that were received during the regular period, including the offer of enrollment to applicants placed on the waiting list, if any.

DELEGATION TO SUPERINTENDENT

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

REVIEW AND REVISION OF POLICY

If, in the course of reviewing the Board's Open Enrollment Program annually, the Board opts to modify the policy, any changes shall be made by resolution and be adopted prior to the first application date of the open enrollment period to which the revisions shall apply.

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. 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
 Revised 12/2/21
 Revised 4/21/21
 Revised 3/16/22
 Revised 12/21/22

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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 26, 2025



Jason McFarlane - Principal jmcfarlane@dce.k12.wi.us Roxie Brecke - School Counselor rbrecke@dce.k12.wi.us
4704 Camp Phillips Rd. Weston, WI 54476 | 715-359-1040 Ext. 5537

February 11, 2025
Dr. Casey Nye, Superintendent
D.C. Everest Area School District

Dear Dr. Nye:

I received applications from the following DCE Idea high school students for the Start College Now program at NTC, for the Fall semester of the school 2025-26 year. These course selections meet the requirements for the Start College Now program course enrollments. I recommend this application be approved and tuition be paid in full by the district.

Name	Course(s) applied for	H.S. Credit	Alternate course(s)	NTC Credit
Student 1	Veterinary Medical Terminology	.25		1.0

This course will help support our student who is currently taking Large Animal Science at DC Everest Sr. High, and plans to continue her education and coursework in the Veterinary Medicine career field.

Sincerely,

Jason McFarlane
DCE Idea - Principal Liaison



Jason McFarlane - Principal jmcfarlane@dce.k12.wi.us Roxie Brecke - School Counselor rbrecke@dce.k12.wi.us
 4704 Camp Phillips Rd. Weston, WI 54476 | 715-359-1040 Ext. 5537

March 10th, 2025
 Dr. Casey Nye, Superintendent D.C. Everest Area School District

Dear Dr. Nye:

I received an application from a DCE Idea high school student for the **Early College Credit Program at UWSP**, for the Fall semester of the 2024-25 school year. These course selections meet the requirements for the Early College Credit Program course enrollments. I recommend this application be approved and tuition be paid in full by the district.

Name	Course(s) applied for	H.S. Credit	* <u>Alt. course(s)</u>	College Credit
Student 1	Applied calculus	1.0		4.0

*This course request will greatly support this student's academic need toward the goal of obtaining an architectural degree.

Sincerely,

Jason McFarlane
 IDEA - Principal Liaison



**UNIVERSITY OF WISCONSIN SYSTEM
EARLY COLLEGE CREDIT PROGRAM AND HIGH SCHOOL SPECIAL AGREEMENT FORM**

Complete this form if you are currently enrolled in high school and wish to enroll for undergraduate courses at a University of Wisconsin (UW) System institution before high school graduation. Please carefully read the instructions on page two before completing any part of this form. A separate form must be completed for each UW System institution and for each term you wish to enroll.

SECTION I – STUDENT INFORMATION (TO BE COMPLETED BY STUDENT) (PLEASE TYPE OR PRINT IN INK)

Applying to: University of Wisconsin- Stevens Point - Wausau (use a separate form for each institution)
 Applying for: Fall Semester 2025 Spring Semester 20____ Summer Session 20____
 Applying as (check all that apply): Early College Credit (school determines tuition payment) High School Special (student pays tuition)
 First Name: Lia Middle Initial: R. Last Name: Luczaj
 Date of Birth (mm/dd/yyyy): 06/23/2008 Email: LL26279@dec.k12.wi.us Phone: (715)-679-6368
 High School: DC Everest Idea School Anticipated Year of Graduation: 2026

I certify that the information in this application is true and complete to the best of my knowledge. I understand that inaccurate information may affect my eligibility to enroll. If I enroll in the UW System, I will abide by all regulations, policies and procedures. I also understand that courses taken at any UW System institution will become part of my permanent university record and may affect my subsequent eligibility for admission to post-secondary institutions. I authorize the UW System to provide information about my course registration, grades and attendance to my high school, school district administrator and school board.

Lia Luczaj 03/07
 Student Applicant Signature & Date
[Signature] 3/7/25
 Parent/Guardian/Foster Parent Signature & Date
Kari NuszKiewicz
 Parent/Guardian/Foster Parent Printed Name

SECTION II – COURSE INFORMATION TO BE COMPLETED BY STUDENT (WITH HELP FROM COUNSELOR)

Course(s) Intending to Take	Department and Course #	# of Credits	Early College Credit Program	District Approval (Completed by School District)	High School Special	Online Course
EXAMPLE: College Writing I	ENG 110	3	X	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		X
<u>Applied Calculus</u>	<u>MATH 111</u>	<u>4</u>	X	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course: <u>The course was discontinued from the DC Everest High school</u>						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						
				<input type="checkbox"/> Yes <input type="checkbox"/> No		
Indicate how you meet the prerequisites and your academic need for this course:						

SECTION III – TO BE COMPLETED BY THE SCHOOL DISTRICT APPROVAL AUTHORITY/HIGH SCHOOL COUNSELOR/PRINCIPAL

This student has the permission of the high school administration to enroll in the above listed courses at the indicated UW System institution.

[Signature] 3/11/25
 School District Approval Authority & Date
Roxanne Brecke 3/10/25
 High School Counselor/Staff Advisor Signature & Date
Roxie Brecke School counselor rbrecke@dec.k12.wi.us 715-359-1040
 Printed Name (Counselor/Advisor) School Email Address (Counselor/Advisor) Phone Number (Counselor/Advisor)

NOTE: School District approval does not guarantee admission to the university. Course enrollment is not guaranteed and subject to availability. If not participating in the Early College Credit Program, School District approval is not required.



D.C. Everest Senior High School

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

Dr. Michael J. Raether, Principal
Mrs. Dallas Rennie, Assistant Principal
Mr. Luke Stachovak, Assistant Principal
Mr. Michael Krohn, Dean of Students
Mr. Michael Mathies, Athletic Director

March 12, 2025

Dr. Casey Nye, Superintendent
D.C. Everest Senior High School
6100 Alderson Street
Weston, WI 54476

Dear Dr. Nye:

I have received applications from the following high school students for the Start College Now Program at NTC for the first semester of the 2025-26 school year. These course selections meet the requirements for the Start College Now Program enrollment. I recommend these applications be approved and tuition be paid in full by the district.

Name	Course(s) Applied For	HS Credit
Student 1	Think Critically & Creatively, 10809103	.75
Student 2	Nursing Fundamentals, 10543101 Nursing Skills, 10543102 Nursing Pharmacology, 10543103 Nursing Intro to Clinical Practice, 10543104 Advanced Anatomy & Physiology, 1080679 Microbiology, 10806197	.5 .75 .5 .5 1 1
Student 3	Veterinary Medical Terminology, 10091172 Vertebrate Anatomy & Physiology 1, 10091214 Equine Handling & Behavior 1 Equine Handling & Behavior 2	.25 .5 .25 .25
Student 4	General Anatomy & Psychology, 10806177	1
Student 5	EM Responder #1, 30531301 Emergency Medical Tech #2, 230531302	.5 .75

I have received applications from the following students at the high school for the Start College Now Program enrollment at NTC for the first semester of the 2025-26 school year. Please be aware that these courses are comparable courses to what we offer at the high school; therefore, the student is required to pay full tuition for this course.

Name	Course(s) Applied For
Student 4	College 101, 1089065 Speech/Oral Interpersonal Communication, 10801196 Pre-Declaration Psychology, 777860707
Student 5	Basic Life Support & CPR, 47531437
Student 6	College 101, 10890165

Sincerely,

Michael J. Raether, Principal

	2024-2025 Budget	2023-24 FY Activity	2022-23 FY Activity	2021-22 FY Activity	2020-21 FY Activity	2019-20 FY Activity	2018-19 FY Activity
EXPENSES							
Total Fund 27 Expense	14,120,615.00	12,842,341.70	11,910,069.91	11,589,856.35	10,978,885.67	10,663,299.40	9,831,828.87
Flo-Through	1,480,123.00	1,423,019.97	1,285,047.39	1,180,831.19	919,028.81	1,070,586.54	1,167,584.36
Pre School	53,859.00	53,362.00	56,584.26	51,398.16	28,225.54	28,782.55	32,418.74
Fund 27 (less IDEA Grants)	12,586,633.00	11,365,959.73	10,568,438.26	10,357,627.00	10,031,631.32	9,563,930.31	8,631,825.77
019 - Non aideable	126,629.03	220,812.80	320,470.43	226,009.95	95,687.25	146,202.33	130,259.34
KEY REVENUES							
Medicaid	450,000.00	562,658.77	444,884.29	576,541.00	359,007.74	284,256.68	339,404.11
Aid (Special Ed Aid)	3,666,383.00	3,311,984.00	3,156,998.60	2,896,710.00	2,654,025.00	2,117,648.00	2,055,181.00
High Cost Special Ed	140,000.00	128,235.00	133,815.00	120,572.00	111,793.00	94,390.00	29,551.00
Fund 10 to 27 Transfer	8,222,036.00	7,279,823.33	6,714,528.02	6,644,800.83	6,808,181.43	6,991,470.57	6,125,683.93

Account Number	Description	2024-2025 Budget	2023-2024 Actuals	2022-2023 Actuals	2021-2022 Actuals	2020-2021 Actuals	2019-2020 Actuals	2018-2019 Actuals
27 R 809 110 411000 000 000 000	FUND 27 REV TRANSFER	8,222,036.00	7,279,823.33	6,714,528.02	6,644,800.83	6,808,181.43	6,991,470.57	6,125,683.93
27 R 809 316 500000 000 000 000	TRANSIT OF AIDS	0.00	0.00	7,875.29	0.00	15,983.64	14,209.06	14,105.73
27 R 809 347 500000 000 000 000	OPEN ENROLLMENT SPEC ED	27,628.00	0.00	0.00	0.00	30,595.00	22,129.00	0
27 R 809 390 500000 930 000 000	CAREER PATHWAYS GRANT	0.00	0.00	0.00	0.00	0	0	0
27 R 809 516 500000 000 000 000	Transit of Aid Through CESA	0.00	0.00	7,205.63	5,843.19	5,298.06	6,827.00	0
27 R 809 517 500000 517 000 000	JH READING GRANT	0.00	0.00	0.00	0.00	0	0	0
27 R 809 517 500000 518 000 000	TRANSITION IMPROVEMENT GRANT	0.00	0.00	0.00	0.00	0	0	0
27 R 809 536 500000 000 809 000	SPECIAL EDUCATION SERVICES	46,586.00	46,653.57	44,915.03	0.00	0	0	0
27 R 809 581 500000 000 000 000	MEDICAID TRANSIT FROM CESA	0.00	0.00	0.00	0.00	0	0	0
27 R 809 611 500000 000 000 000	REV-DIST-DIST-WIDE	3,666,383.00	3,311,984.00	3,156,998.60	2,896,710.00	2,654,025.00	2,117,648.00	2,055,181.00
27 R 809 625 500000 000 000 000	HIGH COST SPEC ED	140,000.00	128,235.00	133,815.00	120,572.00	111,793.00	94,390.00	29,551.00
27 R 809 630 500000 257 000 000	TRANSITION READINESS GRANT	0.00	0.00	0.00	0.00	0	0	0
27 R 809 630 500000 451 000 000	TRANSITION READINESS GRANT	0.00	0.00	0.00	72,177.28	0	0	38,000.00
27 R 809 697 500000 000 000 000	AID FOR SPECIAL ED TRANSITION	34,000.00	25,162.26	38,216.40	24,867.05	0	33,000.00	22,000.00
27 R 809 697 500000 697 000 000	BETTER BOTTOM LINE INCENTIVE	0.00	0.00	0.00	0.00	35,000.00	0	0
27 R 809 711 500000 000 000 000	REV-DIST-DIST-WIDE	0.00	0.00	0.00	0.00	0	0	7,900.00
27 R 809 730 500000 341 000 000	IDEA: DISCRETIONARY	1,480,123.00	1,423,019.97	1,285,047.39	1,180,831.19	919,028.81	1,070,586.54	1,167,584.36
27 R 809 730 500000 342 000 000	ES3 ENHANCING SOC & EMO GRANT	0.00	11,442.80	20,000.00	16,115.65	0	0	0
27 R 809 730 500000 347 000 000	REV-DIST-IDEA PRESCHOOL	53,859.00	53,362.00	56,584.26	51,398.16	28,225.54	28,782.55	32,418.74
27 R 809 780 500000 000 000 000	REV-DIST-DIST-WIDE	450,000.00	562,658.77	444,884.29	576,541.00	359,007.74	284,256.68	339,404.11
27 R 809 971 500000 000 809 000	REFUND OF DISBURSED, AIDABLE	0.00	0.00	0.00	0.00	11,747.45	0	0
27 R 809 990 500000 000 809 000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0	0	0
27 R 809 --- 500000 --- ---		5,898,579.00	5,562,518.37	5,195,541.89	4,945,055.52	4,170,704.24	3,671,828.83	3,706,144.94

Resolution No. _____

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS,
THE ESTABLISHMENT OF AN ESCROW ACCOUNT WITH RESPECT
TO AND THE DEFEASANCE OF CERTAIN OF THE
GENERAL OBLIGATION SCHOOL BUILDING AND IMPROVEMENT BONDS,
SERIES 2018, DATED JULY 2, 2018

WHEREAS, the D.C. Everest Area School District, Marathon County, Wisconsin (the "District") has outstanding its General Obligation School Building and Improvement Bonds, Series 2018, dated July 2, 2018 (the "2018 Bonds") which were issued for the purpose of paying the cost of a district-wide school building and improvement program consisting of: construction of classroom and technical education additions at Senior High; remodeling and building modernizations at Senior High, Junior High, Middle School, and Hatley Elementary; construction of cafeteria, classroom additions, and remodeling and reconfiguration at Rothschild, Weston, Riverside, and Evergreen Elementary Schools; district-wide safety and security, capital maintenance, building infrastructure and parking and site improvements including Mountain Bay Elementary; and acquisition of furnishings, fixtures, and equipment;

WHEREAS, the District has certain debt service funds and other funds on hand (the "Funds") sufficient to defease a portion of the debt service on the 2018 Bonds;

WHEREAS, the School Board of the District deems it desirable and in the best interest of the District to transfer and apply such Funds to the defeasance and early redemption of a portion of the 2018 Bonds; and

WHEREAS, since the 2018 Bonds are not currently callable, it is necessary for the available Funds to be irrevocably deposited into an escrow account, invested in direct obligations of the United States of America, treated as a portion of the debt service fund for the 2018 Bonds and applied to pay the principal of and interest on \$2,485,000 of the 2034 maturity and all of the remaining outstanding portion of the 2035 maturity of the 2018 Bonds (the "Defeased Obligations") on the April 1, 2027 early redemption date.

NOW, THEREFORE, BE IT RESOLVED by the School Board of the District that:

1. Establishment of Escrow Account. The School Board hereby authorizes and directs the officers of the District to enter into an Escrow Agreement with Associated Trust Company, National Association, Green Bay, Wisconsin, as Escrow Agent (the "Escrow Agent"), for the purpose of effecting the provisions of the Resolution.
2. Transfer and Deposit to Escrow Account. The School Board hereby authorizes and approves the transfer and deposit of the Funds into the Escrow Account to be established with the Escrow Agent in an amount sufficient, together with earnings thereon, to provide for the payment of the Defeased Obligations concurrently with the execution of the Escrow Agreement, and the subsequent use, investment and disbursement thereof by the Escrow Agent in the manner provided by the Escrow Agreement.
3. Professional Services. The School Board hereby ratifies and approves the retention of PMA Securities, LLC ("PMA") to provide financial advisory services in connection with this transaction; Quarles & Brady LLP ("Bond Counsel") to provide limited, special counsel legal

services in connection with this transaction; and Dunbar, Breitweiser & Company, LLP to provide mathematical verification and related services in connection with this transaction.

4. Redemption of the Defeased Obligations, Notice of Defeasance and Redemption. The Defeased Obligations are hereby called for redemption on April 1, 2027. The School Board hereby directs the Escrow Agent pursuant to the Escrow Agreement to provide a notice of the defeasance of said Defeased Obligations and a notice with respect to the redemption of the Defeased Obligations at the times and in the manner set forth in the final Escrow Agreement.

5. Authorization of Officers and Agents. The School Board hereby authorizes the appropriate officers and agents of the District to work with PMA and the Escrow Agent to review and approve the finalized Escrow Agreement including the escrow deposit and other details, to provide the notices of defeasance and redemption and to execute and deliver all documents required by Bond Counsel with respect to this transaction.

Adopted and recorded March 19, 2025.

Lindsey Lewitzke
District President

ATTEST:

Shannon E. Grabko
District Clerk

(SEAL)



D.C. Everest Area School District

6100 Alderson Street
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

Dr. Kelley Strike
Assistant Superintendent of Operations

MISSION STATEMENT

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

TO: Dr. Casey Nye, Superintendent
FROM: Dr. Kelley Strike, Assistant Superintendent of Operations
DATE: March 19, 2025
SUBJECT: Timeline and Plans for Facility Study

Purpose:

The purpose of this memo is to outline the timeline and strategic plans for conducting a facility study of the aging Junior High School, and to assess the space needs for 4K and early childhood education programs. This study will help identify areas for improvement, potential upgrades, and determine how best to meet the needs of the school community.

The focus of this facility study will be on two specific areas of need rather than conducting a district-wide analysis, as a comprehensive review was completed during the last referendum process. The objectives of this study are twofold:

- 1. Evaluate the Current Condition of the Junior High School Facility:** We seek to assess the physical condition of the building and its infrastructure, with particular attention to safety, accessibility, and long-term viability. Immediate concerns will be identified and addressed accordingly.
- 2. Identify Space Needs for 4K and Early Childhood Education Programs:** A key area of focus will be analyzing current space allocations and determining what is necessary to support the growth and development of our 4K and early childhood classrooms. Recommendations for expansions or renovations will be explored to meet these needs.

We intend to develop a proactive strategy that aligns with the district's long-term educational goals. This includes accommodating future enrollment changes, updating spaces to support evolving teaching methods, and ensuring financial sustainability through the efficient use of resources.

Facility Study and Assessment Phases Outline:

- 1. Send Request for Proposal to Firms to Conduct Facility Study (March 2025)**
 - Prepare RFP to solicit proposals for conducting the facility study.
- 2. Conduct Interviews with Firm(s) and Identify a Partner (May 2025)**
 - Review submitted proposals and interview a shortlist of firms based on their qualifications, expertise, and approach.
 - Conduct interviews and select a firm(s) that best aligns with the district's needs and objectives as a project partner.
- 3. Work with Firm(s) to Complete Facility Study and Assessment; Conduct Enrollment Projection (June - December 2025)**
 - Collaborate with the selected partner to initiate the facility study, including on-site evaluations, assessments of current space usage, and infrastructure conditions.
 - Conduct an enrollment projection analysis to estimate future student populations and the impact on space needs.
 - Assess the suitability of current facilities for both Junior High School and early childhood and 4K education requirements.
- 4. Determine Viable Options that Meet District Needs (Early 2026)**
 - Analyze findings from the study to develop potential options for addressing identified facility needs.
 - Evaluate these options based on factors such as cost, space requirements, educational impact, and long-term sustainability.
 - Narrow down the options to the most viable solutions that align with the district's educational and financial objectives.
- 5. Engage Stakeholder Feedback on Options (Spring 2026)**
 - Present the identified options to key stakeholders (administrators, teachers, parents, and community members) for feedback.
 - Use surveys and host community engagement sessions to gather input and concerns.
 - Ensure that feedback is carefully considered in refining the options and planning the next steps.
- 6. Determine Next Steps and Present Recommendation to Board of Education (Summer 2026)**
 - Based on stakeholder feedback and further evaluation, determine the best course of action for moving forward with facility improvements or expansions.
 - Develop a final recommendation, including a clear implementation plan and budget considerations.
 - Present the recommended plan and next steps to the Board of Education for approval and further direction.



2025-2026 Shared Service Contract

This agreement is made in duplicate between the CESA 9 Board of Control, party of the first part, and **D.C. EVEREST 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 the terms and conditions.

Service Name	Days	Rate	Total Budget
Continuous School Improvement Services Membership			\$28,500
Coordinated School Health Services Membership			\$1,310
Project SEARCH	1	\$13,000	\$13,000
Orientation & Mobility Teacher (based on 2024-2025 needs)			\$26,486
<i>insert services being purchased</i>			\$0
<i>insert services being purchased</i>			\$0
<i>insert services being purchased</i>			\$0
<i>insert services being purchased</i>			\$0
<i>insert services being purchased</i>			\$0
<i>insert services being purchased</i>			\$0
Administration			\$29,182
	Total		\$98,478

Sign and return completed contract to the CESA 9 Business Office by April 15, 2025

In whiteness whereof, the parties have executed this Agreement as of the date first written below.

District Board of Education Signature

Date

D.C. Everest Area School District

District/Client Name

Chris Peltz

CESA 9 Board of Control Chairperson Signature

12/11/2024

Date

Al Bety

CESA 9 Board of Control Secretary Signature

12/12/2024

Date

2025-26 CESA 9 Shared Service Contract Terms and Conditions

DC Everest School District 2025-26 CESA 9 Shared Service Contract

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.

All invoices from CESA 9 will be based on standard rates for the contracted services.

The District/Client agrees to reimburse CESA 9 for its proportionate share of gross 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). Additionally, District/Client agrees to reimburse CESA 9 for its proportionate share of continuing obligations incurred by CESA 9. These costs may include, but are not limited to, the costs arising from any layoff that CESA 9, in its sole discretion, determines relate to the District/Client's reduction in or termination of services, including CESA 9's costs during any applicable notice period prior to a partial or full layoff.

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.

Unless the District/Client gives written notice to CESA 9 on or prior to April 15, 2026 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 2026-27 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.

	<p>D.C. Everest Area School District</p> <p>6100 Alderson Street Weston, WI 54476 Phone 715-359-4221 www.dce.k12.wi.us</p> <p>Dr. Kelley Strike Assistant Superintendent of Operations</p>	<p>MISSION STATEMENT</p> <p>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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TO: Dr. Casey Nye, Superintendent
FROM: Dr. Kelley Strike, Assistant Superintendent of Operations
Laticia Baudhuin, RD, Director of School Nutrition
DATE: March 19, 2025
SUBJECT: Wisconsin School Nutrition Purchasing Cooperative (WiSNP) Agreement

Membership in the Wisconsin School Nutrition Purchasing Cooperative (WiSNP) has been advantageous to the district for many years.

Advantages to membership include:

- Reducing the respective costs in purchasing food, beverages, supplies, and USDA Foods processing, storage and transportation services for use in the school district's Child Nutrition Program(s) for the school year and beyond;
- Providing educational opportunities to the Director of School Nutrition and staff with regard to ongoing Child Nutrition Program challenges and regulations;
- Making the most efficient use of power by enabling different districts' food service authorities to cooperate with each other on a basis of mutual advantage;
- Handling many purchasing and bidding activities that would normally be the responsibility of the district Director of School Nutrition.

I recommend entering into this agreement for the upcoming school year 2025-26.



Wisconsin School Nutrition Purchasing Cooperative

DATE: March 11, 2025
TO: Member District of the Wisconsin School Nutrition Purchasing Cooperative
FROM: Advisory Board of the Wisconsin School Nutrition Purchasing Cooperative
SUBJECT: 2025-2026 SY 66.0301 Agreement

The attached packet for the Wisconsin School Nutrition Purchasing Cooperative includes:

1. Resolution
2. 66.0301 Agreement (sign and return)
3. Proposed Annual budget for WISNP Co-op
4. Membership Listing
5. Governance and Bylaws of the WISNP Co-op

NOTE:

1. The Resolution must be approved and signed by your school board.
2. Annual Membership Dues are \$300 per district and will be invoiced after July 1, 2025.
3. Return completed and signed 66.0301 Agreement (pages 1-3) to:

jpiddington@mcpasd.k12.wi.us

-or-

MCPASD School Nutrition Services
WISNP Co-op
2130 Pinehurst Drive
Middleton, WI 53562

If you have any questions, please feel free to contact any of the 2024-25 Board of Directors:

Executive Board

Executive Chair..... [Monica Glorioso](#), Hartford Union High School District
Procurement Specialist..... [Lisa Melby](#), Melby Consulting
Fiscal Agent Representative [Janelle Piddington](#), Middleton Cross Plains School District

Advisory Board

Co-Chairs

Procurement & Order Guide Committee..... [Karen Fochs](#), Wausau (term 1 thru 2028)
Communication, Education, & Networking... [Michelle Denk](#), Mount Horeb (term 1 thru 2027)

District Representatives

Large District..... [Liz Leedle](#), School District of Janesville (thru 2026)
Medium District..... [Sheila Price](#), Watertown Unified School District (thru 2027)
Small District..... [Adam Dunnington](#), Deerfield School District (thru 2025)

Resolution

Wisconsin School Nutrition Purchasing Cooperative

Whereas the school districts as listed on the Membership page of this document (Member Districts) desire to enter into a cooperative relationship to (1) reduce their respective costs in purchasing food, beverages, supplies, and USDA Foods processing, storage and transportation services for use in the Member Districts' Child Nutrition Programs for the school year and beyond, and (2) to educate representatives from Member Districts (Member Representatives) with regard to ongoing Child Nutrition Program challenges and regulations, and (3) to make the most efficient use of power by enabling them to cooperate with each other on a basis of mutual advantage;

It is hereby resolved that the school boards of the Member Districts of the Wisconsin School Nutrition Purchasing Cooperative (WISNP) shall share the cost for a Procurement Specialist, plus reasonable and necessary expenses, through administrative fees paid through approved vendor agreements and through membership dues, pursuant to Section 66.0301 of the Wisconsin Statutes.

Wisconsin School Nutrition Purchasing Cooperative Agreement (Wis. Stat. § 66.0301)

July 1, 2025 - June 30, 2026

Pursuant to a Resolution adopted by the school boards of the school districts participating in the Wisconsin School Nutrition Purchasing Cooperative (WiSNP Co-op) to cooperatively procure and purchase food and supplies for the member district's Child Nutrition Program(s): participating school districts (Member Districts) hereby mutually agree, pursuant to Section 66.0301 of the Wisconsin Statutes, to the following conditions:

1. **Procurement.** That said parties agree to retain a school nutrition Procurement Specialist to coordinate the bidding and procurement process for the WiSNP Co-op as hereinafter set forth.
2. **Fiscal Agent.** That the school district listed below shall serve as the operator and fiscal agent (Fiscal Agent) for the WiSNP Co-op. All receipts and expenditures shall be recorded in said district's records. As Fiscal Agent, said district shall:
 - a. Maintain necessary records for WiSNP Co-op and establish and maintain financial accounts in accordance with uniform financial accounting systems prescribed by the Department of Public Instruction (DPI) under Wis. Stat. § 115.28(13);
 - b. File all required financial reports with the DPI;
 - c. Upon request of the DPI, file a copy of this Agreement and any plan of operation (WiSNP Co-op Governance & Bylaws) with the DPI; and
 - d. Be authorized to pay necessary bills and collect fees.
3. **State Aid.** This Agreement shall not impact the Member Districts' pupil membership for state aid purposes.
4. **Administrative Fees and Membership Dues.** That the proration of costs will be collected through administrative fees from approved vendor agreements based on purchase volume of each Member District and annual membership dues. That proration of costs to each Member District shall be determined prior to June 30, annually.
5. **Approval of Budget and Bylaws.** That the estimated budget and the WiSNP Co-Op Governance & Bylaws shall be approved by the school boards of all Member Districts in advance of signing this Agreement.
6. **Budget Variation Approval.** That variations from the budget will require prior approval by the school boards of all Member Districts hereto. However, this process shall not interfere with the allocation, reimbursement, collection, or payment of costs under this Agreement.
7. **Incorporated Documents.** That attached hereto and incorporated herein by reference are the authorizing Resolution, Budget, and the WiSNP Co-op Governance & Bylaws.
8. **Term and Dissolution.** This Agreement shall take effect on July 1 and shall remain in effect until June 30 of the respective school year. This Agreement may be terminated prior to the end of the Term if the school boards of the Member Districts mutually consent to such termination in writing. The school board of any Member District may terminate their participation in the

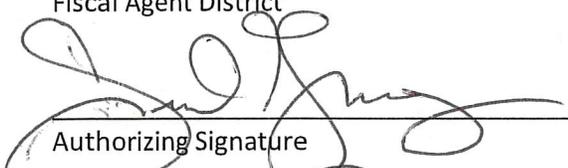
Agreement prior to the end of the Term by providing notice, in writing, to the Fiscal Agent who shall notify the other Member Districts of that Member District's intended termination. Upon termination of this Agreement by one (1) or more Member Districts, those Member Districts shall continue to pay their share of the costs associated with this Agreement until all costs have been paid.

9. **Breach of Agreement.** If any Member District defaults or breaches any of its obligations set forth under this Agreement, the other Member Districts shall have the right to pursue all remedies available at law or in equity. Any failure to enforce a default or breach of this Agreement shall not be, nor be construed to be, a waiver of that default or obligation, nor shall it act as a modification or amendment to this Agreement.
10. **Waivers, Modifications, Amendments, Changes.** No waiver, modification, amendment, or any other change to or allegation of this Agreement shall be valid unless the same is in writing and signed by authorized representatives of the Member Districts. In the event that the Member Districts choose to modify, amend, or supplement this Agreement, any additional covenants shall be reduced to writing, appended to this Agreement, and given full force and effect. The Member Districts also recognize, however, that in initiating and implementing a cooperative agreement, issues and matters of mutual concern may arise from time to time that could not reasonably be addressed by this Agreement and that are intended to be resolved through the continuing and ongoing good faith efforts of the Member Districts; in such event, the Member Districts expressly acknowledge that this Agreement is not necessarily breached when new, unanticipated issues not governed by its terms arise, or where issues that are pending or are otherwise unresolved at the time of its initial execution are intended to be resolved at a later time by the Member Districts.
11. **Entire Agreement.** This Agreement and all incorporated documents is a full and complete agreement and there are no other terms except those expressly set forth herein. This Agreement supersedes all prior and contemporaneous agreements, whether oral or written.
12. **Savings Clause.** If any provision of this Agreement shall be held or declared invalid, illegal, or unenforceable under any law applicable thereto, such provision shall be deleted from this Agreement without impairing the legality or enforceability of the remaining provisions of this Agreement. The Member Districts will promptly negotiate a replacement for any provision that is deleted from the Agreement under this Paragraph.
13. **Governing Law.** The laws of the State of Wisconsin shall govern the interpretation or application of this Agreement, and the rights and responsibilities of the Member Districts under this Agreement.
14. **Indemnification.** Each Member District shall be solely responsible and liable for the act(s) and omission(s) of its own entity, officers, employees, officials, agents, representatives and members. Each Member District shall and hereby does indemnify and hold harmless the other from any and all damages, liability, judgments, claims, expenses, fees, costs, actions, demands, and payments of any kind and nature arising from and/or pertaining to the act(s) and/or omission(s) of its own entity, officers, employees, officials, agents, representatives, and members with respect to this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date indicated below:

Fiscal Agent Signature of Approval

Middleton Cross Plains Area School District
Fiscal Agent District

 _____
Authorizing Signature Date
JERRON ROSSING March 11th, 2025
Printed Name Title
Asst. Supt. of Operations
MCPASD

School District Signature of Approval

School District

Board President Signature Date

Board President Printed Name

Board Clerk Signature Date

Board Clerk Printed Name

School District Representative to serve as the primary point-of-contact for WiSNP Co-op communications:

Member District Representative Printed Name

Email Address Phone Number

Wisconsin School Nutrition Purchasing Cooperative

2025-2026 Proposed Annual Budget

EXPENSES:

Purchased Services	\$156,000
Member Meetings & Trainings	10,000
Operational Expenses	<u>2,200</u>
Total Expenses	\$168,200

REVENUES:

Administrative Fees*	\$140,300
Membership Dues**	18,900
Interest	<u>5,000</u>
Total Revenue	\$164,200

USE OF RESERVE FUNDS[^]: **\$4,000**

*Approved vendor agreements state that Administrative Fees will be paid by the Vendor to the Fiscal Agent based on purchase volume of each participating school district.

**Membership Dues for the 2025-26 SY are \$300 per district and will be invoiced by the Fiscal Agent after July 1, 2025.

[^]Reserve funds drawdown from WiSNP Co-op's carryover Fund Balance.

Wisconsin School Nutrition Purchasing Cooperative

2025-2026 SY Member School Districts

1. Adams Friendship
2. Almond Bancroft
3. Benton
4. Big Foot Union High School
5. Brillion
6. Cambridge
7. Campbellsport
8. Cassville
9. Columbus
10. Cuba City
11. D C Everest Area
12. Deerfield
13. DeForest
14. Dodgeville
15. East Troy
16. Fall River
17. Fort Atkinson
18. Hartford Jt.1
19. Hartford Union High School
20. Highland
21. Janesville
22. Jefferson School District
23. Johnson Creek
24. Kewaskum
25. Lake Mills
26. Lakeside Lutheran High School
27. Lomira
28. Marshfield
29. Mayville
30. McFarland
31. Menomonee Falls
32. Menominee Indian
33. Middleton Cross Plains
34. Milton
35. Mishicot
36. Monona Grove
37. Mount Horeb
38. Necedah
39. Norwalk Ontario Wilton
40. Oregon School District
41. Port Edwards
42. Potosi
43. Poynette
44. Prairie du Chien
45. Princeton
46. Randolph
47. Random Lake/St Johns Sherman Center
48. Rio
49. River Valley
50. Rosholt
51. Sauk Prairie
52. Sharon Community Schools
53. Sheboygan Falls
54. Slinger
55. Sun Prairie
56. Valders
57. Verona
58. Watertown
59. Wausau
60. Wautoma
61. West Bend
62. Westfield
63. Wisconsin Rapids

Governance & Bylaws of the Wisconsin School Nutrition Purchasing Cooperative

Revised and Approved 02/20/2025

I. PURPOSE

The purpose of the Wisconsin School Nutrition Purchasing Cooperative (WiSNP Co-op) is to leverage the purchasing power of all Member Districts, regardless of size, to procure quality products and services for the benefit of their School Nutrition Programs.

II. GOVERNANCE

- A. Membership is open to Wisconsin school districts with a self-operated, federally funded Child Nutrition Program.
- B. A Member Representative employed by each Member District shall serve as the primary and authorized representative of the District in all matters relating to the Member District's obligations hereunder.
- C. A Board of Directors (Board) shall be selected by Member Representatives to make business and organizational decisions for WiSNP Co-op.
- D. A fiscal agent (Fiscal Agent) shall manage WiSNP Co-op funds.
- E. The WiSNP Co-op shall hold a minimum of three general membership meetings per year with the dates, times, and locations to be set by the Board.
- F. All Member Representatives and Board Members are required to disclose any potential personal, professional, or financial conflicts of interest that could influence their judgment in decision-making processes related to WiSNP Co-op contracts, vendors, or business dealings. In the event that a Member Representative or Board Member has a conflict of interest, that individual must recuse themselves from any discussions or decisions related to the matter.
- G. A quorum (51% or more) of the Member Districts is required to be present for a simple majority vote to be conducted for:
 - 1. Adopting governance rules or bylaws;
 - 2. Approval of Prime Vendor RFP award;
 - 3. Fee assessments to cover the WiSNP Co-op operating costs.
- H. A quorum (51% or more) of the Advisory Board is required to be present for a simple majority vote to be conducted for:
 - 1. Setting the annual budget and dues;
 - 2. New district membership;
 - 3. Member District termination;
 - 4. Decisions with financial impact to WiSNP Co-op.
- I. Election of Board positions shall be by simple majority vote of represented Member Districts.
- J. Votes may be cast in person or by approved electronic means. Member Districts may participate by any lawful communication means or in person.
- K. When a Member District vote is required, only one (1) vote per Member District is allowed.
 - 1. Individuals identified as the Member Representative for more than one Member District will be permitted a vote for each Member District.
 - 2. Member Representatives serving on the Executive Board shall maintain Member District voting rights.
- L. The fiscal year of the WiSNP Co-op shall be July 1 to June 30 of the succeeding year.

- M. Director & Officer Liability Insurance will be carried by WiSNP Co-op and the deductible paid by WiSNP Co-op for any claims brought to Board Members.

III. MEMBER DISTRICTS

- A. Member Districts shall be self-operated, federally funded Child Nutrition Programs. The operation of a Member District's Child Nutrition Program must comply with federal and state laws.
- B. All Member Districts shall abide by the WiSNP Co-op's Governing Rules and Bylaws as adopted.
- C. All Member Districts shall participate in and agree to the terms of WiSNP Co-op's Prime Vendor contract. Member Districts may also participate in available optional RFPs.
- D. Member Districts shall provide the Board and any WiSNP Co-op independent contractors information and documentation necessary for WiSNP Co-op to conduct its business.
- E. Any District may apply to become a member of the WiSNP Co-op.
 - 1. The Board has the right to deny membership based on factors that could negatively impact vendor agreements, contracted pricing, or operational efficiencies.
 - 2. If a USDA Foods distribution contract is in force and a new member is applying during this contract's existence, its membership may require the contracted distributor's approval.
- F. A current Member District may be terminated upon determination that the Member District no longer meets membership criteria as determined by the Board. A Member District whose membership has been terminated by the Board has the right to appeal the termination decision to the Member Districts at the next regularly scheduled membership meeting.
- G. Requests for termination of participation in the WiSNP Co-op may be made in writing with at least thirty (30) calendar days' notice. No refunds of participation fees will be made. Terminated Member Districts may not apply to participate in WiSNP Co-op until the next Prime Vendor RFP bidding cycle.
- H. It is the Member District's responsibility to have the specific contract(s) approved by the Member District's board of education (or other governing body as appropriate) to meet the State and Federal procurement requirements.
- I. All Member Districts shall pay the annual membership fee set by the Board within thirty (30) days of being invoiced. Invoices will be sent by the Fiscal Agent.
- J. Each Member District is responsible for compliance of products purchased, menus, and program operations for their Child Nutrition Program(s).
- K. It is every Member District's responsibility to actively manage its USDA Foods including ordering, distribution, processing, and inventories.
- L. Each Member District is responsible to report Member Representative contact changes to the Fiscal Agent.
- M. Each Member District is responsible for attending WiSNP Co-op meetings and reading communications in a timely manner.

IV. BOARD OF DIRECTORS

- A. WiSNP Co-op shall establish a Board of Directors (Board).
- B. The Board shall consist of eight (8) individuals; five (5) voting and three (3) non-voting members.
- C. Only one (1) Representative from a Member District can serve on the Board at any given time.

- D. The Board may employ independent contractors to conduct WiSNP Co-op work.
- E. The Board shall meet as needed either in-person or virtually.
- F. Board Members missing consecutive meetings without notifying the Executive Chair may have their position deemed vacated and will be asked to step down from their role.
- G. The Board's responsibilities include, but are not limited to, the following:
 - 1. Develop strategic plan, goals, and objectives of the organization.
 - 2. Review and vote on new district applications.
 - 3. Responsibly manage the business affairs of WiSNP Co-op with the best interest of every Member District in mind.
 - 4. Approve product and service agreements.
 - 5. Set membership dues and approve the annual budget.
 - 6. Analyze and review purchases and product specifications.
 - 7. Bring proposed bylaw changes, fiscal matters, and elections to Member Districts for approval.
 - 8. Serve as a point of contact for Member Districts and review and take action on comments and concerns received.
 - 9. Keep Member Districts informed of WiSNP Co-op business.
- H. The Board shall consist of an Executive Board and an Advisory Board.
 - 1. The Executive Board consists of the non-voting members of the Board and shall be composed of an Executive Chair, Fiscal Agent, and Procurement Specialist to facilitate and execute the administration and operations of WiSNP Co-op.
 - 2. The Advisory Board consists of the voting members of the Board and shall be composed of two (2) Co-Chairs and three (3) District Representatives to advise and guide the work of WiSNP Co-op.

V. EXECUTIVE BOARD

- A. The Executive Board is a sub-group within the Board of Directors.
 - 1. The Executive Board shall be composed of an Executive Chair, Fiscal Agent, and Procurement Specialist.
 - 2. The Executive Board facilitates and executes the administration and operations of WiSNP Co-op.
 - 3. Executive Board positions serve as non-voting members of the Board. Member Representatives maintain Member District voting rights.
 - 4. Executive Board positions may be filled by elected Member Representatives or independent contractors selected through an RFP.
 - 5. School districts of elected Member Representatives on the Executive Board shall receive compensation to offset employee time spent conducting WiSNP Co-op business during regular work hours.
 - 6. Compensation amounts and scope of work are agreed upon annually by the Advisory Board and the Executive Board Representative's District and/or the Independent Contractor through signed Agreements.
 - 7. Executive Board positions, if agreed upon by all parties, are ongoing or per the terms of the RFP.
 - a. The Advisory Board reviews performance of each Executive Board Member and determines if annual agreements should be renewed.
 - b. Executive Board Members wishing to leave their position at the end of the fiscal year shall inform the Advisory Board of intent by February 1.
 - c. Advisory Board either makes renewal recommendation for the Member

Representatives to vote on or seeks nominations for vacancies.

- d. If nominations of qualified internal candidates are not received, an RFP for an independent contractor will be posted.

8. In the event of an unplanned vacancy in the Executive Board, the following shall occur:

- a. Executive Chair - the Advisory Board Co-Chairs shall serve as the Executive Chair until the Board can fill the vacancy.
- b. Fiscal Agent Representative - The Fiscal Agent's back-up designee shall fill the vacancy.
- c. Procurement Specialist - the Advisory Board Co-Chairs, under guidance from the Executive Chair, shall serve as the Procurement Specialist until the Board can fill the vacancy.

B. EXECUTIVE CHAIR

1. The Executive Chair shall be selected by the Board and Member Districts to oversee WiSNP Co-op operations.
2. The Executive Chair responsibilities shall be outlined in the annual Agreement and may include, but are not limited to, the following:
 - a. See that the strategic plan and goals of the Board are carried into effect.
 - b. Monitor and support the work of the entire Board and Committees.
 - c. Serve as an authorizing agent for WiSNP Co-op contracts, agreements, and renewals.
 - d. Inform Board Members and Member Districts of pertinent WiSNP Co-op business transactions.
 - e. Lead and facilitate Board and WiSNP Co-op meetings.
 - f. Ensure timelines are met.

C. FISCAL AGENT

1. A fiscal agent (Fiscal Agent) shall be a Member District or Cooperative Educational Service Agency (CESA) selected by the Board and Member Districts to manage WiSNP Co-op funds.
2. The Fiscal Agent shall serve as custodian of all WiSNP Co-op fiscal, membership, and other records in accordance with applicable law and retain those records on behalf of the Member Districts until WiSNP Co-op dissolves.
3. The Fiscal Agent shall maintain records in accordance with uniform financial accounting systems prescribed by the Department of Public Instruction (DPI) under Wis. Stat. § 115.28(13).
4. The Fiscal Agent shall file all required financial reports with the DPI.
5. The Fiscal Agent shall, upon request, file a copy of the Agreement and these Bylaws with the DPI.
6. All funds generated in excess of expenses shall stay with the WiSNP Co-op and its Member Districts.
7. Administrative cost overruns and uncontrollable costs exceeding what was budgeted shall be reviewed by the Board to determine the nature and extent of the costs. The Board shall recommend if and how the costs will be allocated for Member Districts to vote on.
8. The Fiscal Agent shall assign a representative (Fiscal Agent Representative) to serve on the WiSNP Co-op Board. A back-up designee should be identified to fulfill the duties in the event the Fiscal Agent Representative is unable.
9. The Fiscal Agent responsibilities shall be outlined in the annual Agreement and may

include, but are not limited to, the following:

- a. Maintain Member list and Wis. Stat. § 66.0301 agreements.
- b. Invoice and collect membership fees.
- c. Receive and track administrative fees from vendor agreements.
- d. Pay cooperative's invoices.
- e. Track, collect, and distribute manufacturer incentive rebates to Member Districts.

D. PROCUREMENT SPECIALIST

1. The Procurement Specialist shall be a Member Representative or independent contractor with extensive knowledge of Child Nutrition Program procurement and shall be selected by the Board and Member Districts to leverage the purchasing power of all Member Districts to procure quality products and services at the best price.
2. The Procurement Specialist responsibilities shall be outlined in the annual Agreement and may include, but are not limited to, the following:
 - a. Execute the entire bid and proposal process for pricing and service contracts; includes writing and posting proposal documents and collecting and evaluating responses.
 - b. Compile and analyze RFP results, purchase history data, and product evaluation data. Present and make recommendations to the Board.
 - c. Serve as an authorizing agent for WiSNP Co-op contracts, agreements, and renewals.
 - d. Manage contract compliance of WiSNP Co-op approved vendors and coordinate vendor and pricing audits.
 - e. Serve as liaison between the Board and vendors, brokers, and manufacturers.
 - f. Adhere to all state and federal statutes and purchasing regulations.

VI. ADVISORY BOARD

- A. The Advisory Board is a sub-group within the Board of Directors.
 1. The Advisory Board is composed of five (5) elected individuals from Member Districts: two (2) Co-Chairs and three (3) District Representatives.
 2. The Advisory Board are voluntary positions with established term lengths.
 3. The Advisory Board consists of the voting members of the Board.
- B. CO-CHAIRS
 1. There shall be two (2) Advisory Board Chairs (Co-Chairs) each leading a committee: Chair of Procurement & Order Guide Committee and Chair of Communication, Education, & Networking Committee.
 2. A Co-Chair shall have three (3) years of experience working in Child Nutrition programs and prior WiSNP Co-op Board or Committee experience.
 3. A Co-Chair serves a three (3) year term with a limit of two (2) consecutive terms.
 - a. The start of Chair terms shall be staggered.
 - b. A Co-Chair is eligible to fill other Board vacancies after their two (2) term limit is exhausted.
 - c. The Executive Board reviews performance of Advisory Board Co-Chairs and determines if they should be nominated for renewal.
 - d. A Co-Chair wishing to leave the position at the end of the first term shall inform the Executive Chair of intent by February 1.

- e. Executive Board either makes renewal recommendations for the Member Representatives to vote on or seeks nominations for vacancies.
4. In the event of an unplanned vacancy of a Co-Chair position, the most senior District Representative shall serve as a Co-Chair until a new Co-Chair is elected.
- a. If the vacancy occurs in year one (1) of a Co-Chair term, the newly elected CoChair will complete the (three) (3) year term and be eligible for a second three (3) year term.
 - b. If the vacancy occurs after the first year of a term, the newly elected Co Chair will complete the end of the term of their predecessor and shall be eligible for election for a new two (2) term cycle.
5. The Co-Chairs committee responsibilities may include, but are not limited to, the following:
- a. Procurement & Order Guide Committee.
 - i. Review RFP process, language, and results of RFPs issued by Procurement Specialist.
 - ii. Make recommendations of manufacturers and items to purchase based on developed criteria using compiled and analyzed data from Procurement Specialist.
 - b. Communication, Education, and Networking Committee
 - i. Record and disseminate minutes of Board and Membership Meetings.
 - ii. Organize shared files and website information.
 - iii. Coordinate and organize education opportunities for members and in-person meeting logistics.
 - iv. Develop materials to on-board new districts and directors to WiSNP

C. DISTRICT REPRESENTATIVES

1. There are three (3) District Representatives on the Advisory Board, one (1) from each of the three (3) Member District enrollment sizes:
 - a. small (<1000 students);
 - b. medium (1001-3000 students);
 - c. large (>3000 students).
2. District Representatives shall have three (3) years of experience working in Child Nutrition Programs.
3. District Representatives serve a single three (3) year term with a new District Representative size voted in each year.
 - a. District Representatives shall be elected by Member Districts of the corresponding district size.
 - b. District Representatives are eligible to fill other Board vacancies after their term ends.
 - c. In the event of an unplanned vacancy of a District Representative position, the Board shall seek nominations from the corresponding district group size and appoint an individual. The newly appointed representative will complete the end of the term of their predecessor and shall remain eligible for election of a new term
4. District Representatives assist in developing and implementing the strategic plan and help lead established or ad-hoc committees.

Original Adoption: May 11, 2017

Revised: December 8, 2017; May 9, 2018; Jan 7, 2020; August 26, 2022; August 17, 2023, April 26, 2024, February 20, 2025

USDA Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

This institution is an equal opportunity provider.



Job Description	
Title	Senior High School Principal
Reports To	Assistant Superintendent of Learning
Terms of Employment	52 Weeks, Exempt, Administrator Contract
Updated Date	March 19, 2025

JOB GOAL

To serve as the instructional leader of the Senior High School to ensure that all students under his/her jurisdiction have an equal opportunity to access educational programs and services within legally recognized current best standards and practices. To administer the Senior High School according to the policies of the School Board and the administrative directives of the Superintendent of Schools. To take an active leadership role in planning, initiating, refining, and evaluating the instructional and operational programs of the school.

ESSENTIAL FUNCTIONS

Policy and Contract Administration

- Interprets and administers Board policies and employment agreements.
- Assists in the development of Board policies and procedures.

Planning

- Involves staff in short- and long-range planning at the building and district level.
- Approves the master schedule of classes and assignment of teachers.
- Coordinates and schedules staff and building utilization.
- Develops a master calendar of school-sponsored events.
- Participates in the planning, implementation, and evaluation of the school's instructional program.
- Provides direction for the school's extracurricular programs.
- Plans for site development and improvement.
- Plans, organizes, and directs the implementation of all school activities.

Conflict Resolution

- Maintains open communications to resolve conflicts at the lowest level.
- Counsels with employees to resolve concerns and sensitive personnel problems.
- Investigates, discusses, and processes employee grievances.
- Mediates disputes, that arise between the school and the school community.

Budgeting and Financial Planning

- Develops and administers the building's budget.
- Approves all purchase orders originating from the Senior High School in accordance with School Board policy.

- Maintains an inventory of all building materials, supplies, and equipment.
- Works with the Supervisor of Building and Grounds in connection with the custodial and maintenance budget and planning for remodeling projects.
- Maintains and controls various local funds generated by student activities.

Supervision and Evaluation

- Ensures a climate free of discrimination and pupil harassment.
- Conducts a program of teacher supervision leading to the improvement of instruction.
- Provides required documentation to the Talent and Culture Department to ensure accurate personnel files.
- Makes recommendations to the Superintendent regarding the employment status of staff members.
- Evaluates the performance of professional and support staff in cooperation with other administrators as appropriate.
- Keeps student progress and growth utmost in mind when evaluating the effectiveness of the total school program.
- Supervises the use of the school plant.
- Supervises all activities and programs that are outgrowths of the school's curriculum.
- Supervises the preparation of reports, records, lists, and all other paperwork required or appropriate to the school's administration.
- Supervises the school's administrative team.

Staff Relations

- Provides a framework in which staff can work cooperatively and share in decision-making.
- Provides leadership and support to teaching and support staff.
- Creates an atmosphere of fairness and consistency in dealing with work-related issues.
- Conducts staff meetings to keep members informed of policy changes, new programs, and the like.
- Works with professional and support staff in solving problems as they arise.

Staff Development

- Participates in the orientation of new personnel.
- Provides opportunities for and encourages staff members to participate in clinics, workshops, and state and regional meetings.
- Develops and implements appropriate in-service activities in cooperation with the Assistant Superintendent of Learning.
- Involves professional staff in curriculum planning and development.
- Evaluates and counsels all staff members regarding their individual and group performance.

School Community Relations

- Provides opportunities for two-way communication between the school and the school community.
- Provides opportunities for parents to discuss and resolve individual student concerns.
- Disseminates information of interest to the community through current and appropriate media.
- Responds to written and oral requests for information.
- Acts as the liaison between the school and the community, interpreting activities and policies of the school and encouraging community participation in school life.
- Fosters and promotes community services within the school attendance area.
- Establishes and maintains favorable relationships with local community groups and individuals to foster understanding and solicit support for overall school objectives and programs.

Student Relations

- Establishes and maintains an effective learning climate in the school.
- Supervises the school counseling program to enhance individual student education and development.
- Provides for an atmosphere of open communication between students, faculty, parents, and administrators.
- Assumes responsibility for the attendance, conduct, health, and safety of students.
- Participates in the recommendation, evaluation, and assignment of students to the district's special education program.
- Serves as an advocate for students and their educational programs.
- Attends special events held to recognize student achievement and attends school sponsored activities or functions and athletic events.
- Develops and provides for student handbooks on policies and procedures.

Curriculum

- Works closely with the Assistant Superintendent of Learning and the director team in developing an appropriate educational program for high school students.
- Implements, monitors, and evaluates curriculum offerings.
- Works with the Assistant Superintendent of Learning and the Director of Special Education in coordinating and evaluating the building's special education programs.
- Administers a process, which provides for a reasonable accommodation as defined under Section 504 of the Rehabilitation Act of 1973.
- Serves on district wide curriculum committees.
- Works closely with the Assistant Superintendent of Learning and collaborating with administrative and teaching staff in articulating the instructional programs of the Senior High School.

Discipline

- Maintains high standards of student conduct and enforces appropriate disciplinary measures as necessary, while according students their due process rights.
- Communicates expectations regarding student behavior to the students, staff, and parents.
- Identifies and modifies factors contributing to student behavior problems.
- Counsels with students and teachers to resolve individual pupil behavior problems.
- Maintains appropriate student records relating to attendance and pupil behavior.

Recruitment and Placement

- Participates in the selection of all school employees.
- Makes recommendations to the Assistant Superintendent of Learning on the hiring and placement of teaching and support staff.

Communication

- Provides open lines of communication with students, teachers, and support staff.
- Communicates with other appropriate district administrators regarding issues and developments affecting the school.
- Develops a faculty handbook outlining building policies and procedures.
- Provides all school personnel with a set of building emergency procedures.
- Maintains effective communication with students.
- Provides opportunities for two-way communication between the school, parents, and the school community.

Other Responsibilities

- Reports to the School Board on building concerns.
- Attends School Board and Board committee meetings as requested by the Superintendent of Schools.
- Attends local, state, and national meetings as is necessary to carry out the responsibilities of this job description, subject to the approval of the Superintendent of Schools and budgetary restraints.
- Coordinates employment information for the Senior High School summer school program.
- Performs additional duties and responsibilities as assigned.

QUALIFICATIONS AND SKILLS

- Legal requirements for certification established by Wisconsin Statutes and the Department of Public Instruction.
- Certified by the Wisconsin Department of Public Instruction as a Principal (#5051).
- A master's degree with coursework in school administration.
- Three years of successful teaching experience.

TERMS OF EMPLOYMENT

- 52 Week Administrator Contract (July 1 – June 30).
- Salary to be determined based on qualifications and experience.
- All insurance and fringe benefits provided by the individual administrator contract.
- Reimbursement for all actual and necessary expenses legitimately incurred in the performance of duties and included in the budget.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122.01 OR 4122.01 throughout his/her employment in the District.

Employee Signature: _____ Date: _____



Book	Policy Manual
Section	First Reading by Board
Title	ETHICS AND CONFLICT OF INTEREST
Code	po1130
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

1130 - ETHICS AND CONFLICT OF INTEREST

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

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

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

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

1. the provision of any private lessons or services for a fee, unless the provision of services is arranged outside of school and is separate from, and in addition to, regular support provided to students as part of the administrator's regular duties ~~() or the service is not provided to students enrolled in one or more class with an administrative staff member~~ [END OF OPTION];

2. soliciting on school premises or under circumstances which are coercive for the private sale of goods or services to students or other employees;
 3. the use, sale, or improper divulging of any privileged information about a student or client ~~gained~~ granted in the course of the employee's, officer's, or agent's employment or professional relationship with the School District through his/her/their access to School District records;
 4. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;
 5. the requirement of employees, students or clients to purchase any private goods or services provided by an administrative employee, officer, or agent or any business or professional practitioner with whom any employee, officer, or agent has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
- D. Should exceptions to this policy be necessary in order to provide mandatory services to students or clients of the School District, all such exceptions will be made known to the administrative employee's supervisor and will be disclosed to the Superintendent **before** entering into any private relationship.
- E. Administrative employees, officers, and agents shall not make use of materials, equipment, or facilities of the School District for their own personal financial gain or business interest. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.
- F. ~~Administrative employees, officers, and agents cannot participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization that employs or is about to employ any of the parties described in this section, has a financial or other interest in, or a tangible personal benefit from, a firm considered for a contract.~~ Administrative employees, officers, and agents shall not participate in the selection, award, and administration of any contract to an entity in which they have a pecuniary interest or from which they derive a profit, or in which a dependent of the employee has a pecuniary interest or from which the dependent derives a profit. "Dependent" includes the employee's spouse; unemancipated child, stepchild, or adopted child under the age of eighteen (18); or individual for whom the employee provides more than one-half (1/2) of the individual's support during a year. A "pecuniary interest" means an interest in a contract or purchase that will result or is intended to result in an ascertainable increase in the income or net worth of the employee or the employee's dependent who is under the direct or indirect administrative control of the professional employee or who receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the employee.

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

However, pursuant to Federal rules, the School District has set standards for when an administrative employee, officer, or agent may accept a gift of an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$25 or less. ~~**[DRAFTING NOTE: Section 200.318 of Title 2 of the Code of Federal Regulations allows for non-Federal entities (Districts) to set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. In such a situation, "nominal value" must be defined. Nominal value is frequently defined as anything of value less than \$25, however, local standards may differ.]**~~

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

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

- H. Administrative employees, officers and agents found to be in violation of this conflict of interest policy will be subject to discipline in accordance with Policy 3139 - Staff Discipline.



Book	Policy Manual
Section	First Reading by Board
Title	CURRICULUM DEVELOPMENT
Code	po2210
Status	First Reading
Adopted	May 25, 2016
Last Revised	March 4, 2024

2210 - CURRICULUM DEVELOPMENT

The Board recognizes its responsibility for the quality of the educational program of the schools. To this end, a District curriculum plan shall be developed, evaluated, and adopted. The plan shall include overall program evaluation processes that provide for evaluation on a continuing basis and shall provide for the review of the evaluation process at least every five (5) years. The District curriculum plan shall include sequential curriculum plans, which provide an organized set of learning experiences that build upon previously acquired knowledge and skills.

For purposes of this policy and consistent communication throughout the District, curriculum shall be defined to include:

- A. the courses of study, subjects, classes, and organized activities provided by the school;
- B. all the planned activities of the schools, including formal classroom instruction and out-of-class activity, both individual and group;
- C. learning activities approved by the Board for individuals or groups of students and expressed in terms of specific instructional objectives or class periods;
- D. the plan for learning necessary to accomplish the educational goals of the District;
- E. all the planned activities of the schools, including formal classroom instruction and out-of-class activity, both individual and group, necessary to accomplish the educational goals of the District.

The Board directs that the curriculum shall be developed and evaluated by the Superintendent, and that curriculum plans and courses of study incorporated into the curriculum of this District:

- A. provide instruction in courses consistent with statute and regulations of the Department of Public Instruction or appropriate State agency;
- B. ensure, consistent with 115, Wis. Stats., and other applicable Federal and State laws and regulations, that special learning needs of students are provided for in the context of the regular program or classroom and provides for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom;
- C. be consistent with and designed to achieve the District's philosophy and goals and ensure the possibility of their achievement;
- D. incorporate State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives;
- E. allow for the development of individual talents and interests as well as recognizes that learning styles of students may differ;

- F. provide a strategy for continuous and cumulative learning through effective articulation at all levels, particularly of those skills identified as essential and life-role skills;
- G. utilize a variety of learning resources to accomplish the educational goals;
- H. encourage students to utilize school counseling services in their academic and career planning;
- I. in the elementary grades, provide regular instruction in reading, language arts, social studies, mathematics, science, health, physical education, art and music;
- J. in grades 5 to 8, provide regular instruction in language arts, social studies, mathematics, science, health, physical education, art and music;
- K. in grades 9 to 12, provide access to an educational program that enables students each year to study English, social studies, mathematics, science, vocational education, world language, physical education, art and music;
- L. provide regular instruction in world language in grades 7 and 8;
- M. in one of grades 5 to 8 and in one of grades 10 to 12, provide students with the instruction on shaken baby syndrome and impacted babies described in 253.15 (5), Wis. Stats.;
- N. incorporate instruction in financial literacy into the curriculum in grades kindergarten to 12;
- O. at least once in grades 5 to 8 and at least once in grades 9 to 12, include instruction on the Holocaust and other genocides;
- P. provide that, in the social studies curriculum, instruction in the history, culture, and tribal sovereignty of Federally-recognized American Indian tribes and bands located in Wisconsin takes place at least twice in the elementary grades and once in the high school grades;
- Q. ~~provide for multi-cultural education by including, at each level, courses or units which help students understand the culture and contributions of various ethnic groups comprising American society, including, but not limited to Euro-Americans, African Americans, Asian Americans, Hispanic Americans, and Native Americans.~~

The Superintendent shall make progress reports to the Board periodically.

The Superintendent may propose programming using innovative instructional design as deemed to be beneficial or necessary to the continuing growth of the instructional program and to better the District's educational goals. Each such innovative program intended to be part of the required hours of instruction must be consistent with State law and implemented consistent with the District's curriculum as approved by the Board.

The Board encourages, where it is feasible and in the best interests of the District, participation in programs of educational research.

Revised 11/18/20

Revised 1/31/22

Revised 6/19/23

T.C. 3/4/24

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Legal 118.01, 118.24, 118.30, 121.02(1)(k) and (L), Wis. Stats.
 PI 8.001(6g)
 PI 8.01(2)(L), PI 8.01(2)(K), PI 8.01(2)(k)(4)

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	RELIGION IN THE CURRICULUM
Code	po2270
Status	First Reading
Adopted	May 25, 2016
Last Revised	October 1, 2024
Last Reviewed	February 27, 2019

2270 - **RELIGION IN THE CURRICULUM**

As a public entity, the District must comply with the U.S. Constitution's First Amendment requirement that the District neither establishes religion in the schools nor prohibits students' free exercise of religion according to pertinent interpretation and application of those Constitutional provisions by the Courts. Accordingly, no School Board employee will promote religion in the classroom or in the District's curriculum, or compel or pressure any student to participate in devotional exercises. Displays of a religious character must conform with Policy 8800- Religious Activities and Observances, and Policy 8802 - Patriotic Activities and Observances and AG 8800A - Religious Activities/Ceremonies and AG 8800B - Religious Expression in the District. Instructional activities shall not be permitted to advance or inhibit any particular religion or religion generally. Teachers shall forward requests for religious accommodation in instruction to the principal and Superintendent.

An understanding of religions and their effects on civilization is essential to the thorough education of young people and to their appreciation of a pluralistic society. To that end, curriculum may include, as appropriate to the various ages and attainments of the students, instruction about the religions of the world.

The Board acknowledges the degree religion is often incorporated into certain aspects of the arts, literature, music, and issues of morality. The instructional and resource materials approved for use in the District schools sometimes contain religious references or concern moral issues that have traditionally been the focus of religious concern. That such materials may contain such references, or may concern such issues shall not, by itself, bar their use by the District. The Board directs that professional staff members employing such materials be neutral in their approach and avoid using them to advance or inhibit religion in any way.

The Board recognizes that religious traditions vary in their perceptions and doctrines regarding the natural world and its processes. The curriculum is chosen for its place in the education of the District's students, not for its conformity to religious principles. Students should receive unbiased instruction in the schools, so they may privately accept or reject the knowledge thus gained, in accordance with their own religious tenets if any.

Accordingly, no student shall be exempted from completion of a required course of study on the grounds that components of the instruction interfere with the free exercise of the student's religion. However, if after careful personal review of the program's lessons and/or materials, a **parent student or parent of a minor student** indicates to the school that either the content or activities conflict with the **student's or** parent's religious beliefs or value system, the school will honor a written request for the parent's child to be excused from particular class periods for specified reasons.

The student will be provided with alternate learning activities during the times of such parent requested absence.

For the privacy of students whose parents request that they not take part in the particular class periods for specified reasons prior arrangements will be made for the student(s) to go to a supervised location where under the supervision of a staff member the student(s) will be provided with the alternate learning activities during the requested absence.

The District’s instructional materials shall not be designed to influence students to accept or reject a particular religious belief or point of view.

Complaints by students or the public regarding any such course of study will be handled in accordance with Board Policy 9130 - Public Requests, Suggestions and Complaints. **Parents and students shall be provided annual notice regarding the contents of this policy.**

See Reference: Policy 8800- Religious Activities and Observances, and Policy 8802 - Patriotic Activities and Observances

X] See References: AG 8800A - Religious Activities/Ceremonies and, AG 8800B - Religious Expression in the District, and ~~AG 8802 - Care, Custody, and Display of the United States Flag~~ **[END OF OPTION].**

Reviewed 2/27/19

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Legal 115.28(31), Wis. Stats.
PI 41
U.S. Constitutional Amendment 1

Cross References [po8800 - RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES](#)
[ag8800A - RELIGIOUS ACTIVITIES/CEREMONIES](#)
[ag8800B - RELIGIOUS EXPRESSION IN THE DISTRICT](#)

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	START COLLEGE NOW PROGRAM
Code	po2271.01
Status	First Reading
Adopted	November 28, 2018
Last Revised	November 18, 2020

2271.01 - **START COLLEGE NOW PROGRAM**

The District will permit resident high school students who have completed the 10th grade and who meet eligibility criteria, to take courses at a technical college in the Wisconsin Technical College System for the purpose of earning both high school and postsecondary credit. Students who wish to attend a technical college under this policy must request attendance and, if the student is a minor, must provide written approval from the student's parent. Students must request such attendance from the student's resident School District if attending the District as a non-resident.

General Eligibility Criteria for Students that Have Completed the 10th Grade

To be eligible to attend courses at a technical college pursuant to this policy, a student:

- A. must be in good academic standing;
- B. must provide written notification to the Principal or Designee in the school the student attends of ~~his/her~~ **the student's** intent to attend a technical college under this subsection by March 1st if the student intends to enroll in the fall semester, and by October 1st if the student intends to enroll in the spring semester with subsequent notification to the Board;
- C. must not be identified as a child-at-risk, pursuant to Policy 5461 - **Children At-Risk of Not graduating from High School**;
- D. must not be ineligible for participation for having failed a previous class under ~~either this program or the Early College Credit Program (Policy 2271)~~ and failing to reimburse the Board for any costs the student is required to pay; and
- E. must be admitted to the technical college for attendance.

Undue Financial Hardship

The Board may prohibit a student's attendance if the student is a child with a disability and the Board determines that the cost to the School District of any required additional special services for participation in this program would impose an undue financial burden on the District.

Tuition Payments for Technical College Attendance

The District shall pay to the technical college the cost of a student's tuition for attendance, including any additional costs associated with a student's special services, if applicable, if attendance is permitted, except as follows:

- A. For any course that the Board determines does not meet high school graduation requirements or the Board determines the District provides a comparable course. The student may appeal an adverse decision to the Department of Public Instruction. The Board shall notify the student no less than thirty (30) **calendar** days prior to the start date of the proposed course if it finds that the course either does not meet high school graduation requirements or is comparable to a course offered in the District.
- B. The student has already completed eighteen (18) postsecondary semester credits.

Other Instructional Costs in Addition to Tuition

The District shall pay all costs for course fees and books that would be paid by a Wisconsin resident attending the technical college, provided that the course is not comparable to a course offered by the District.

Transportation Expenses

The District is not responsible for transporting a student attending a technical college under this policy to or from the technical college that the student is attending.

Reimbursement for Course Failing Grade

If a student receives a failing grade in a course or fails to complete a course, at a technical college for which the Board has made payment, the student's parent or guardian, or the student if ~~s/he~~ **the student** is an adult, may be required by the Board to reimburse the Board the amount paid on the student's behalf to the extent permitted by law to do so. For the purposes of this paragraph, a grade that constitutes a failing grade for a course offered in the School District or constitutes a failing grade for a course taken at a technical college under this section.

Revised 10/1/19

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Legal 38.12(14), Wis. Stats.

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	SUMMER LEARNING
Code	po2440
Status	First Reading
Adopted	May 25, 2016

2440 - **SUMMER LEARNING**

The ~~School~~ Board may conduct a summer program of academic instruction and recreational activities at the 4K - 12th grade levels for resident students of this District.

The Board shall annually approve a summer learning program through the budget process. In order to support such a program of summer instruction, the Board will:

- A. employ teaching and administrative staff;
- B. purchase such books, materials, supplies, and equipment as may be necessary;
- C. appoint the director;
- D. make available school facilities as required;
- E. provide necessary custodial services.

Tuition fees shall not be charged to students domiciled within the District.

Tuition shall be charged for nonresident students at rates as determined by the Board.

Instructional fees may be charged to all students, when necessary.

With regard to transportation, the Board accepts responsibility for resident students, but not for nonresident students, and accepts responsibility for disabled and disadvantaged students if IEP Committee so determines.

The Superintendent shall be responsible for developing administrative guidelines for the operation of the summer program which shall be consistent with Board policies and not conflict in any way with the administration of the regular school sessions of the District.

For information on summer or interim school attendance, see Policy 2440.01 - Summer or Interim School Attendance.

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Legal 118.04, Wis. Stats.

Cross References [ag2440 - SUMMER LEARNING](#)

Last Modified by Ellen Suckow on March 10, 2025



Book Policy Manual
 Section First Reading by Board
 Title New Policy - SUMMER OR INTERIM SCHOOL ATTENDANCE
 Code po2440.01
 Status First Reading

2440.01 - **SUMMER OR INTERIM SCHOOL ATTENDANCE**

The brief duration of summer or interim school makes regular attendance imperative. Students enrolled in summer school are expected to attend all class periods for classes in which they are enrolled. **[Drafting Note: The choice of attendance requirements in the options below may take into account hours of attendance for District funding needs.]**

The Board may establish minimum attendance requirements for any classes taken for credit.

~~Students enrolled in summer school are expected to attend all class periods and are required to maintain at least a _____ (____%) attendance record in order to receive credit towards graduation or to qualify to take a competency test.~~

[END OF OPTIONS]

Attendance exceptions may be granted only by the Principal or Director of Summer Learning and are limited to absences to participate in school-sponsored activities or in cases of emergency. When an exception is made, the student must still complete all required coursework.

Students may be excused from summer school attendance when a request is made by the student's parent. The school will attempt to contact the parent on the student's second day of absence if the parent has not notified the school of the student's absence.

Each parent, or adult student, must notify the school in writing if the student withdraws from the course at any time. Withdrawal will result in the student receiving no credit for the course.

The school shall maintain an accurate record of summer school attendance, late enrollments, and withdrawals.

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Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	ADVANCED LEARNING INSTRUCTION ("GIFTED AND TALENTED")
Code	po2464
Status	First Reading
Adopted	May 25, 2016

2464 - ~~PROGRAMS FOR ADVANCED LEARNERS~~ADVANCED LEARNING INSTRUCTION ("GIFTED AND TALENTED")

~~In accordance with the philosophy of the School Board to develop the special abilities of each student, the Board requires that appropriate instructional programs be conducted to meet the needs of advanced learners.~~

~~Advanced learners are those students who give evidence, through valid assessment, of high performance capability in intellectual, creative, artistic, leadership, and/or other academic areas and who need services or activities not ordinarily provided in the regular District program in order to develop such capabilities.~~

~~The learning outcomes of a program for advanced learners shall be related to:~~

- ~~A. expansion of academic attainments and intellectual skills;~~
- ~~B. stimulation of intellectual curiosity, independence, and responsibility;~~
- ~~C. development of originality and creativity;~~
- ~~D. development of positive attitude toward self and others;~~
- ~~E. development of desirable social and leadership skills;~~
- ~~F. career exploration and awareness.~~

The Board recognizes that at any grade level, students have a diverse range of learning needs, with some students requiring instruction and content above grade level standards. The Board further recognizes its responsibility to provide a strong instructional program that results in the academic and social emotional growth of all students, including its advanced learners ("gifted and talented students"), in accordance with Wisconsin law.

Advanced learning focuses on identifying the instructional needs of students within the K-12 grade level system. Advanced learners (gifted and talented) are defined as students who give evidence of high performance capability or potential in any one (1) or more of five (5) domains: general intellectual, specific academic, leadership, creativity, and visual and performing arts. These students need instruction not ordinarily provided in a regular school program or assigned grade level in order to fully develop such capabilities.

The Board shall direct the Superintendent to establish a plan and designate a person to coordinate advanced instruction in a systematic and continuous K-12 progression. Instructional options should be designed to match students' learning needs in the domain(s) in which they are identified. The Coordinator should have background and training in gifted education and/or advanced learning, and all instructional staff will be provided with professional learning specific to the needs of advanced learners. The Superintendent shall provide an opportunity for parental participation in the identification process and resultant programming at both the District level and the school level.

IDENTIFICATION

Advanced learners (gifted and talented pupils) shall be identified in kindergarten through grade 12 in the five (5) domains: general intellectual, specific academic, leadership, creativity, and visual and performing arts. ~~(-) Universal screening should occur before second grade, and again before sixth grade. The purpose of universal screening is to include students who~~



Book	Policy Manual
Section	First Reading by Board
Title	EMPLOYMENT OF SUBSTITUTES
Code	po3120.04
Status	First Reading
Adopted	May 25, 2016
Last Revised	November 20, 2024

3120.04 - **EMPLOYMENT OF SUBSTITUTES**

The Board recognizes the need to procure the services of substitutes in order to continue the operation of the schools as a result of the absence of regular personnel. This policy does not apply to regular contracted teachers hired to serve as permanent substitute teachers and whose employment is governed by Policy 3120 - Employment of Professional Staff.

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

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

The investigation and interview procedures described in AG 3120A - Selection of Professional Personnel will be used, as applicable to the position. ~~Each substitute will be required to undergo a criminal history record check as described in po3121.~~

In order to retain well-qualified substitutes for service in this District, the Board will offer compensation at a rate set by the Board. A person will be considered a long-term substitute if the person is appropriately certified and the staff member for whom the person has been hired to replace has a leave which extends for more than five (5) consecutive school days. The long-term substitute position will be terminated by the end of the school year.

Relatives of staff members may be employed by the Board, provided the staff member being employed is not placed in a position in which they are supervised directly by a staff member who is related.

Prior to the end of the school year, District employed substitutes, who the District intends to employ for the ensuing school year, will receive a letter of reasonable assurance of continued employment.

Revised 10/24/18
 Revised 9/16/20
 Revised 4/21/21
 Revised 1/31/22
 Revised 10/25/22

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Legal

118.19, Wis. Stats.

P.I. 3.03(8), Wis. Adm. Code

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	ETHICS AND CONFLICT OF INTEREST
Code	po3230
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

3230 - ETHICS AND CONFLICT OF INTEREST

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

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

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

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

1. the provision of any private lessons or services for a fee, unless the provision of services is arranged outside of school and is separate from and in addition to regular support provided to students as part of the professional staff member's regular duties () or the service is not provided to students enrolled in one or more class in which the staff member is a teacher or aide [END OF OPTION];

2. soliciting on school premises or under circumstances which are coercive for the private sale of goods or services to students or other employees;
 3. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's, officer's or agent's employment or professional relationship with the School District through their access to School District records; ~~through his/her their access to School District records;~~
 4. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;
 5. the requirement of students or clients to purchase any private goods or services provided by an employee or any business or professional practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
- D. Should exceptions to this policy be necessary in order to provide mandatory services to students or clients of the School District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent **before** entering into any private relationship.
- E. Professional employees, officers, and agents shall not make use of materials, equipment, or facilities of the School District for their own personal financial gain or business interest. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.
- F. ~~Professional employees, officers, and agents cannot participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization that employs or is about to employ any of the parties described in this section, has a financial or other interest in, or a tangible personal benefit from, a firm considered for a contract.~~ Professional employees, officers, and agents shall not participate in the selection, award, and administration of any contract to an entity in which they have a pecuniary interest or from which they derive a profit, or in which a dependent of the employee has a pecuniary interest or from which the dependent derives a profit. "Dependent" includes the employee's spouse; unemancipated child, stepchild, or adopted child under the age of eighteen (18); or individual for whom the employee provides more than one-half (1/2) of the individual's support during a year. A "pecuniary interest" means an interest in a contract or purchase that will result or is intended to result in an ascertainable increase in the income or net worth of the employee or the employee's dependent who is under the direct or indirect administrative control of the professional employee or who receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the employee.

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

However, pursuant to Federal rules, the School District has set standards for when an employee, officer, or agent may accept a gift of an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$25 or less. ~~[DRAFTING NOTE: Section 200.318 of Title 2 of the Code of Federal Regulations allows for non-Federal entities (Districts) to set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. In such a situation, "nominal value" must be defined. Nominal value is frequently defined as anything of a value less than \$25, however, local standards may differ.]~~

- G. Professional employees, officers, and agents must disclose any potential conflict of interest which may lead to a violation of this policy to the School District. Upon discovery of any potential conflict of interest, the School District will disclose, in writing, the potential conflict of interest to the appropriate Federal awarding agency or, if applicable, the pass-through entity.
- ~~The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~
- H. ~~The District will also disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass through entity.~~
- I. Professional employees, officers and agents found to be in violation of this conflict of interest policy will be subject to discipline in accordance with policy 3139 - Staff Discipline.

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

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

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

Revised 10/24/18

Revised 11/18/20

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

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	PERSONAL PROPERTY OF STAFF MEMBERS
Code	po3281
Status	First Reading
Adopted	May 25, 2016

3281 - PERSONAL PROPERTY OF STAFF MEMBERS

Employees may bring personal property, including personal communication devices, to school either for reasons associated with professional employment responsibilities or for use during off-duty time (see Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices).

The owner of the personal property bears all responsibility and assumes all risk for loss, damage, or misuse of said personal property while it is on School Board District property. Administrators are authorized to direct employees to remove inappropriate personal property from District premises.

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Last Modified by Ellen Suckow on March 10, 2025



Book Policy Manual
 Section First Reading by Board
 Title NOTICE OF REASONABLE ASSURANCE OF EMPLOYMENT
 Code po4124
 Status First Reading
 Adopted May 25, 2016

4124 - ~~EMPLOYMENT CONTRACT~~ **NOTICE OF REASONABLE ASSURANCE OF EMPLOYMENT**

~~The School Board does not require that newly employed persons in a support position including regular, hourly rate and per diem support staff sign a contract.~~

Prior to the conclusion of each school year, support staff employed in instructional year positions shall be notified, in writing, of reasonable assurance of continued employment for the subsequent school year when such employment is anticipated.

A school year employee of an educational institution who performs services other than in an instructional, research, or principal administrative capacity is ineligible for benefits based on such services for any week of unemployment which occurs during a period between two (2) successive academic years or terms if the school year employee performed such services for any educational institution in the first such year or term and there is reasonable assurance that the employee will perform such services for any educational institution in the second such year or term.

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Legal 121.52, 121.555, Wis. Stats.

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	REDUCTION IN STAFF
Code	po4131
Status	First Reading
Adopted	May 25, 2016
Last Revised	June 19, 2023

4131 - REDUCTION IN STAFF

It is the responsibility of the Board to provide the staff necessary for the implementation of the educational program of the District and the operation of the schools and to do so efficiently and economically.

The Board reserves the right to abolish positions in the District and to reduce the staff whenever reasons of decreased enrollment of students, return to duty of regular staff members after leaves of absence, suspension of schools or territorial changes affecting the District, or other circumstances warrant.

The Superintendent shall determine the appropriate employees for reduction considering all factors deemed important and in the best interests of the District. ~~The following procedures will be utilized for each of the following employment categories:~~ including the following:

- A. qualifications of the employees being considered for reduction
- B. performance of employees, based on performance evaluations
- C. input from direct supervisors

No employee whose position has been eliminated shall have any right to be contacted by the District in the event that a vacancy opens in the future for which the laid off employee may be qualified. Likewise, no such employee is entitled to a future position or is provided any preference over other applicants. Any employee whose position was eliminated under this policy may file a grievance under Policy 4340. ~~[Note: This option allows a grievance to be filed which must be consistent with the reduction in force selection made in Policy 4340—Grievance Procedure.]~~ Staff whose employment ended with the District due to a reduction in force, shall not be prevented from applying for future positions with the District.

[Note: If this option is selected, staff reduction results in termination of employment and the affected employee is likely entitled to access to the grievance procedure, Policy 4340.]

Paraprofessionals

~~The Board may reduce staff in the best interest of the District when necessary. The District will consider the following factors: job performance, experience, abilities, skills, qualifications, and professionalism. Whenever possible, in the event of a layoff of personnel, the Board will give at least two (2) weeks' notice to the affected employee.~~

~~The District shall inform all employees (except twelve (12) month employees) in writing by June 1 whether the employee can be reasonable assured of continuing employment the following year.~~

Reemployment

Employees shall be recalled on the basis that they are qualified to perform the available work. Notice of recall for any employee who has been laid off shall be sent by certified mail, return receipt requested, to the last known address of the employee. It shall be the responsibility of each employee on layoff to keep the District advised of any change in his/her address. Within three (3) working days of receipt of a recall notice, the employee shall notify the District of his/her intentions regarding the recall. The employee shall report to work no later than five (5) days thereafter.

Custodians

Notice of Layoff

Whenever possible, in the event of a reduction in staff, the employer shall give at least two (2) weeks' notice to the affected employee.

In the implementation of staff reductions under this section, individual employees shall be selected for full or partial layoff in accordance with the following steps:

- A. **Attrition.** Normal attrition resulting from employees retiring or resigning will be relied upon to the extent that it is administratively feasible in implementing layoffs.
- B. **Voluntarily.** Those who volunteer for layoff will be laid off first. Requests for volunteers will be sent to employees. An employee who volunteers to be laid off will put his/her request in writing. Volunteers will only be accepted by the District if in the District's opinion the remaining employees in the job category are qualified to perform the remaining work.
- C. **Selection for Reduction/Layoff.** The District shall select the employee in the affected job category for layoff or reduction in hours. The District shall utilize the following criteria in order of application for determining the employee for layoff or reduction in hours:
 - D. **Needs of the District.** Those needs as identified and determined by the Board through normal channels in accord with its constituted authority.
 - E. **Qualifications as Established by the Board.** Including, but not limited to specific job skills, experiences, certification [if applicable], training, District evaluations, current and past assignment and practical experience in the area of need best relate to the position, etc.
 - F. **Reemployment.** Employees shall be recalled on the basis that they are qualified to perform the available work. Notice of recall for any employee who has been laid off shall be sent by certified mail, return receipt requested, to the last known address of the employee. It shall be the responsibility of each employee on layoff to keep the District advised of any change in his/her address. Within three (3) working days of receipt of a recall notice, the employee shall notify the District of his/her intentions regarding the recall. The employee shall report to work no later than five (5) days thereafter.

Food Service

Notice of Layoff

Whenever possible, in the event of a layoff of personnel, the Board shall give at least two (2) weeks' notice to the affected employee.

Order of Layoff

The Board shall have the right to determine the number and/or location of positions to be eliminated. Employees in eliminated positions shall have the right to replace less senior employees in unaffected positions that work equal to or less than the hours they are currently working within their pay classification or a lower pay classification if they are qualified to perform the duties and responsibilities of the unaffected position.

Employees who are replaced by other employees under this section shall have the right to replace less senior employees as provided above.

Recall

Employees shall be recalled in inverse order of layoff within their classification provided they are qualified to perform the available work. Notice of recall for any employee who has been laid off shall be sent by certified mail, return receipt requested to the last known address of the employee. It shall be the responsibility of each employee on layoff to keep the

~~District advised of any change in her/his address. Within three (3) working days of receipt of a recall notice, the employee shall notify the District of her/his intentions regarding the recall. The employee shall report to work no later than ten (10) days thereafter (or the date requested by the District, if later). The employee shall retain rights for a period of one (1) year from the date of their layoff.~~

~~The Superintendent shall determine the appropriate employees for reduction considering all factors that he or she deems important and in the best interests of the District.~~

Staff Furloughs

A furlough is a temporary reduction in hours for individuals or groups of employees that is intended to be of a short and predetermined duration, either in terms of days, weeks, or until the resumption of school operations. Furloughs differ from lay-offs in that a lay-off is of an indefinite, potentially permanent nature.

In the event of a temporary disruption to school services due to unforeseen circumstances, such as a public health emergency, natural disaster, or some other disruption to school programming the Superintendent may temporarily reduce employee hours as necessary and shall inform the Board as soon as practicable regarding the actions taken and the plan for managing the circumstances.

Furloughs may be targeted to a particular department, building, or program. Furloughs may be used to reduce all employees' hours consistent with the District's needs while minimizing the impact on individual staff members. Generally speaking, furloughs should be administered in a way to avoid any employee from serving a furlough period of a full week or more in a row, wherever possible. This may involve distributing furlough days or blocks of days shorter than a full week, spread out over a period of several weeks or months.

Furloughs may be unpaid if based on budgetary concerns, or employees may be allowed to use available accrued paid time off. Furloughs shall be used only in a manner consistent with any individual contract requirements, or other employee rights or benefits, such as FMLA benefits.

Revised 1/20/21

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Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	ETHICS AND CONFLICT OF INTEREST
Code	po4230
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 15, 2021

4230 - ETHICS AND CONFLICT OF INTEREST

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

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

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

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

1. the provision of any private lessons or services for a fee, unless the provision of services is arranged outside of school and is separate from and in addition to regular support provided to students as part of the staff member's regular duties () or the service is not provided to students enrolled in one or more class with a support staff member [END OF OPTION];

2. soliciting on school premises or under circumstances which are coercive for the private sale of goods or services to students or other employees;
 3. ~~the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's employment or through his/her access to School District records;~~ the use, sale, or improper divulging of any privileged information about a student or client granted in the course of the employee's, officer's or agent's employment or professional relationship with the School District through their access to School District records;
 4. the referral of any student or client for lessons or services to any private business or support practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals;
 5. the requirement of students or clients to purchase any private goods or services provided by an employee or any business or support practitioner with whom any employee has a financial relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations.
- D. Should exceptions to this policy be necessary in order to provide mandatory services to students or clients of the School District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent **before** entering into any private relationship.
- E. Support employees, officers, and agents shall not make use of materials, equipment, or facilities of the School District for their own personal financial gain or business interest. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.
- F. ~~Support employees, officers, and agents cannot participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has they have a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or agent, any member of his/her immediate family, his/her partner, or an organization that employs or is about to employ any of the parties described in this section, has a financial or other interest in, or a tangible personal benefit from, a firm considered for a contract~~ Support employees, officers, and agents shall not participate in the selection, award, and administration of any contract to an entity in which they have a pecuniary interest or from which they derive a profit, or in which a dependent of the employee has a pecuniary interest or from which the dependent derives a profit. "Dependent" includes the employee's spouse; unemancipated child, stepchild, or adopted child under the age of eighteen (18); or individual for whom the employee provides more than one-half (1/2) of the individual's support during a year. A "pecuniary interest" means an interest in a contract or purchase that will result or is intended to result in an ascertainable increase in the income or net worth of the employee or the employee's dependent who is under the direct or indirect administrative control of the professional employee or who receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the employee.
- Support employees, officers, and agents cannot solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

However, pursuant to Federal rules, the School District has set standards for when an employee, officer, or agent may accept a gift of an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$25 or less. ~~[DRAFTING NOTE: Section 200.318 of Title 2 of the Code of Federal Regulations allows for non-Federal entities (Districts) to set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. In such a situation, "nominal value" must be defined. Nominal value is frequently defined as anything of a value less than \$25, however, local standards may differ.]~~

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

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

- H. Support employees, officers, and agents found to be in violation of this conflict of interest policy will be subject to discipline in accordance with policy ~~43139~~ Staff Discipline.

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

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

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

Revised 10/24/18

Revised 11/18/20

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

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	PROPOSED DEC 2024
Title	USE OF TOBACCO AND NICOTINE BY STUDENTS
Code	po5512
Status	Proposed
Adopted	May 25, 2016
Last Revised	June 19, 2023

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

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

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

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

Exceptions

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

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

Instruction in the history and purpose of traditional tobacco that has been used as a part of faith and tradition in the Native American and American Indian communities is an exception to this policy. **Nothing in this policy is intended to infringe upon the legitimate exercise of cultural beliefs or ceremonial representations. In the event of a potential conflict between the Board's policy prohibiting the use or possession of nicotine containing products and a student's exercise of cultural traditions, the administration shall consult with appropriate community representatives to apply this policy in a manner that respects such cultural significance.**

X] Response to Policy Violations

[X] Separate from disciplinary sanctions imposed for violations of this policy, the District shall address violations of this policy by students with the application of supportive disciplinary practices designed to promote recovery and reduction of tobacco and nicotine addictions and dependence. ~~() See AG 5512—Use of Tobacco and Nicotine by Students.~~

~~[] The District recognizes the use of in-school or out-of-school suspension for tobacco and nicotine addiction increases the likelihood of negative educational outcomes, and thereby () prohibits () discourages [END OF OPTION] exclusionary practices for students who violated this policy, including suspension and expulsion. () The participation in extra-curricular activities may not be withheld from the student unless required by outside organizations (i.e., WIAA sanctions minimum suspension policy).~~

Policy Specific Definitions

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

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

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

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

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

The term “smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plants, whether natural or synthetic, that is intended for inhalation. This specifically includes marijuana and hemp plant-derived substances, whether or not legally sold in Wisconsin, including CBD products, Delta 8 THC, Delta 9 THC, or any other variation thereof. “Smoking” also includes carrying or using an activated electronic smoking device.

[X] The term “supportive disciplinary practices” means disciplinary practices that incorporate opportunities for students to understand the root causes of their behavior, develop positive coping strategies, and support efforts to cease the problematic conduct. **[END OF OPTION]**

The term “tobacco product” means any product containing, made, or derived from tobacco or that contains nicotine, whether synthetic or natural, that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to, cigarettes; electronic smoking devices; cigars; little cigars; cheroots; stogies; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; pouches, snuff; snuff flour; cavendish; plug and twist tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco, and other kinds and forms of tobacco.

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

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

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

Revised 2/27/19

Revised 1/20/21

Revised 12/15/21

Revised 9/1/22

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Legal

111.321, Wis Stats.

120.12(20), Wis. Stats.

20 U.S.C. 6081 et seq.

20 U.S.C. 7182

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	SUSPENSION AND EXPULSION
Code	po5610
Status	First Reading
Adopted	May 25, 2016
Last Revised	November 20, 2024

5610 - **SUSPENSION AND EXPULSION**

The Board recognizes that exclusion from educational programs of the School District, by suspension or expulsion, is a substantial sanction and that such action must comply with the student's due process rights. Exclusionary discipline is appropriate to address serious misconduct or when alternatives, such as in-school discipline or restorative practices, have been ineffective to address a student's repeated refusal or neglect to obey school rules.

SUSPENSION

For purposes of this policy, "suspension" shall be the short-term exclusion of a student from a regular District program.

The Superintendent, any building administrator, or a teacher designated by the Superintendent may suspend a student for up to five (5) school days or, if a notice of expulsion hearing has been sent, for up to fifteen (15) consecutive school days. Students identified with a disability may be suspended in accordance with AG 5605 - Disciplining Students with Disabilities.

The suspension must be reasonably justified based upon the grounds authorized under 120.13, Wis. Stats., which include, but are not limited to: noncompliance with school rules or Board rules; knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives; conduct by the student while at school or while under the supervision of a school authority that endangers the property, health, or safety of others; conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of others at school or under the supervision of a school authority; or conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of any employee or School Board member of the District in which the student is enrolled.

The Superintendent, any building administrator, or a teacher designated by the Superintendent shall suspend a student if the student possessed a firearm, as defined in 18 U.S.C. 921(a)(3), while at school or while under the supervision of a school authority.

The parent of a suspended minor must be given prompt notice of the suspension and the reason for the suspension. The student's suspension from school shall be entered in the student's record as required by the rules adopted by the Board concerning the content of student records. The suspended student or the student's parent may, within five (5) school days following the commencement of the suspension, have a conference with ~~an administrator~~ **the Superintendent or designee**, who shall be someone other than a principal, administrator, or teacher in the suspended student's school, to discuss removing reference to the suspension from the student's records. Reference to the suspension on the student's school record shall be removed if the designated administrator finds that the student was suspended unfairly or unjustly; the suspension was inappropriate, given the nature of the alleged offense; or the student suffered undue consequences or penalties as a result of the suspension. The ~~administrator~~ **Superintendent or designee** shall make a finding within fifteen (15) days of the conference.

A suspended student shall not be denied the opportunity to take any quarterly, semester, or grading period examinations or to complete coursework missed during the suspension period. Such work shall be completed pursuant to the procedures established by the Board.

In the event a student is classified as Homeless, the building principal shall consult with the Homeless Coordinator to determine whether the conduct is a result of homelessness. The Homeless Coordinator will assist administration and the student's parents in correcting conduct subject to disciplinary action that is caused by homelessness.

EXPULSION

Under this policy, expulsion shall mean the Board will not permit a student to attend school at all including any school-sponsored events or activities, for a specified period of time. If the student is expelled, the Board will determine the length of the expulsion period, which may extend at a maximum to the student's 21st birthday. The Board's expulsion order may include the opportunity for the student to return to school prior to expiration of the term of expulsion under a specified set of early reinstatement condition(s) which are related to the conduct for which the student was expelled. The condition(s), once set forth in an expulsion order, shall be administered at the discretion of the Superintendent who shall have the authority to deny early reinstatement if any early reinstatement condition is not met prior to reinstatement or to revoke it for the remainder of the expulsion period if any enrollment conditions applicable to the student's attendance during a period of expulsion under early reinstatement, or conditional enrollment, are deemed by the Superintendent to have been violated. The decision to revoke a student's conditional enrollment shall be explained in writing. The student or student's parent may request a conference with the Superintendent within five (5) school days of a decision to revoke early reinstatement. The Superintendent shall meet with the student and/or parents within five (5) school days of a request. The Superintendent's decision is final.

The Superintendent may designate another School District employee to perform the functions pertaining to a student's early reinstatement, but may not designate someone that is an administrator or teacher in the student's school.

The Board may expel a student only when it is satisfied that the interest of the school demands the student's expulsion and only when the student: repeatedly refused or neglected to obey the rules established by the School District; knowingly conveyed or caused to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives; engaged in conduct while at school while under the supervision of a school authority that endangered the property, health, or safety of others; engaged in conduct while not at school or while not under the supervision of a school authority that endangered the property, health, or safety of others at school or under the supervision of a school authority or endangered the property, health, or safety of any employee or Board member of the District in which the student is enrolled; or was at least sixteen (16) years old and had repeatedly engaged in conduct while at school or while under the supervision of a school authority that disrupted the ability of school authorities to maintain order or an educational atmosphere at school or at an activity supervised by a school authority and that such conduct did not otherwise constitute grounds for expulsion. For purposes of this policy, conduct that endangers a person or property includes making a threat to the health or safety of a person or making a threat to damage property.

The School Board shall hold an expulsion hearing in the event a student is in possession of a firearm while at school or under the supervision of school authorities and shall expel a student from school for not less than one (1) year whenever it finds that the student brought a firearm to school or, while at school or while under the supervision of a school authority, possessed a firearm, as defined in 18 U.S.C. 921(a) (3), unless the Board finds that the punishment should be reduced based upon the circumstances of the incident. Any such finding by the Board shall be in writing. This does not include any circumstance in which a student possessed a firearm while lawfully hunting on school forest land.

The District shall refer any student who brings a firearm (as defined in 18 U.S.C. 921(a)(3)) or a weapon to school to law enforcement.

As required by 20 U.S.C. 7151, the Superintendent will ensure that the following information is sent to the Wisconsin Department of Public Instruction: a copy of this policy; a description of the circumstances surrounding any expulsion(s) for violating the above-stated firearms policy; the name of the school; the number of students expelled; and the types of firearms involved.

Prior to expelling a student, the Board shall provide the student with a hearing. Prior written notice of the hearing must be sent separately to both the student and if the student is a minor, to the student's parent(s). The notice must be sent at least five (5) days prior to the date of hearing, not counting the date notice is sent. The notice must also satisfy the requirements of 120.13(1) (c)4, Wis. Stats.

An expelled student or, if the student is a minor, the student's parent(s) may appeal the Board's expulsion decision to the Wisconsin Department of Public Instruction. An appeal from the decision of the Department may be taken within thirty (30) days to the circuit court for the county in which the school is located.

In the event a student is classified as Homeless, the building principal shall consult with the Homeless Coordinator to determine whether the conduct is a result of homelessness. The District will not expel a homeless student for conduct that is caused by the student's homelessness. The Homeless Coordinator will assist administration and the student's parents in correcting conduct subject to disciplinary action that is caused by homelessness. If the conduct in question is determined not to be caused by the student's homelessness, the District shall proceed with expulsion proceedings as outlined in this policy.

ADMINISTRATIVE GUIDELINES

The Superintendent shall develop administrative guidelines to implement this policy, which shall include, at a minimum:

- A. strategies for providing special assistance to students who are in danger of being expelled and are not achieving the goals of the educational program;
- B. procedures that ensure compliance with State and Federal law including, but not limited to, due process rights;
- C. provision for completing school work when appropriate.

Revised 10/25/17
T.C. 3/23/23
Revised 4/17/24

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Legal

- 119.25, Wis. Stats.
- 120.13, Wis. Stats.
- 18 U.S.C. 921(a)(3)
- 20 U.S.C. 7151
- 42 U.S.C. 11431 et seq.

Cross References

- [ag5610A Students Subject to Expulsion But Not Identified As Eligible for Special Education](#)
- [ag5610 - SUSPENSION AND EXPULSION](#)
- [ag5609 - PRE-EXPULSION/EXPULSION ABEYANCE](#)

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	Rescind - DUE PROCESS RIGHTS
Code	po5611
Status	First Reading
Adopted	May 25, 2016

~~5611~~ **DUE PROCESS RIGHTS**

~~The School Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.~~

~~To better ensure appropriate due process is provided a student, the Board establishes the following guidelines:~~

A. Students subject to suspension:

~~The suspended student, and if a minor, the parent of the suspended minor student shall be given prompt notice of the suspension and the reason for the suspension. The student or the student's parents may within five (5) school days following the beginning of the suspension, have a conference with the Superintendent. This conference will serve as the opportunity for the student to respond to the charges against him/her. If the Administrator finds that the student was suspended unfairly or unjustly or that the student suffered undue consequences as the result of suspension, the student's record shall be expunged.~~

B. Students subject to expulsion:

~~Prior to expelling a student, the Board must hold a hearing. A student and his/her parent must be given written notice of the intention to expel and the reasons therefor, at least five (5) days prior to the date of the hearing. The hearing is the opportunity for the student and his/her parent to appear with a representative or legal counsel before the Board to answer the charges. The Board will keep written minutes of the hearing. The hearing will be closed. The student and/or his/her parent may appeal the expulsion consistent with Chapter 120.13, Wis. Stats.~~

~~The Superintendent shall establish procedures to ensure that all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights should be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.~~

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Legal Chapter 120.13, Wis. Stats.

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	Rescind - STUDENT COMPLAINTS
Code	po5710
Status	First Reading
Adopted	May 25, 2016
Last Revised	September 6, 2019

~~5710~~ **STUDENT COMPLAINTS**

~~The Board recognizes that, as citizens, students have the right to request redress of complaints. Further, the Board believes that the inculcation of respect for lawful procedures is an important part of the educational process. Accordingly, individual and group complaints should be provided for and appropriate appeal procedures implemented.~~

~~The Board or its employees will hear the complaints of the students of this District provided that such complaints are made according to procedures established by the Superintendent.~~

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Legal	118.13 Wis. Stats. P.I. 9, 41, Wis. Adm. Code Fourteenth Amendment, U.S. Constitution 20 U.S.C. 1681, Title IX of Education Amendments Act 20 U.S.C. 1701 et seq., Equal Educational Opportunities Act of 1974 29 U.S.C. 794, Rehabilitation Act of 1973 42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990 42 U.S.C. 2000 et seq., Civil Rights Act of 1964 Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979
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Cross References [ag5710 Suggestions and Complaints](#)

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	BUDGET IMPLEMENTATION
Code	po6231
Status	First Reading
Adopted	May 25, 2016
Last Revised	June 15, 2022

6231 - BUDGET IMPLEMENTATION

The Board places the responsibility of administering the budget, once adopted, with the Superintendent. S/He may consult with the Assistant Superintendent of Operations when major purchases are considered and shall keep the Board informed as to problems or concerns as the budget is being implemented.

The Superintendent is authorized to proceed with making financial commitments, purchases, and other expenditures within limits provided in the Board approved budget, limitations stated in Board policies, and within legal authority expressed in State statutes.

Listings of the Treasurer's report, balance sheets, and budget transfers shall be submitted monthly to the Board to keep members informed as to the status of the budget and overall financial condition of the District.

If, during the fiscal year, it appears to the Superintendent that actual revenues will be less than actual expenditures, the Assistant Superintendent of Operations shall present to the Board recommended amendments to the budget that will prevent expenditures from exceeding revenues. S/He shall ensure that such recommendations shall be estimated revenues, including the available equity upon which the appropriations from the fund were based, the Superintendent shall present to the Board recommended amendments to the budget that will prevent unplanned expenditures from Fund Balance reserves. The Superintendent shall make recommendations in accordance with requirements of the law and provisions of negotiated agreements. Such budget amendments must be approved by a two-thirds (2/3's) affirmative vote of the entire membership of the Board.

Revised 2/1/21

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Legal 66.0607(7), 120.11(4) Wis. Stats.

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	PETTY CASH
Code	po6620
Status	First Reading
Adopted	May 25, 2016

6620 - PETTY CASH

The ~~School~~ Board recognizes the convenience afforded the day-by-day operation of the schools by the establishment of one (1) or more petty cash funds. The ~~Board shall require the imposition of such~~ Superintendent shall be responsible for the implementation and maintenance of such controls ~~as will and procedures to~~ prevent abuse of ~~such~~ petty cash funds.

~~Each administrator of a petty cash fund shall ensure that the funds in his/her care shall be disbursed only for minor expenditures not readily deferred. No petty cash fund may be used to circumvent the purchasing procedures required by law and the policies of this Board. A request for petty cash funds must be signed by the person making the request, include such supporting documentation, and approved by the administrator overseeing the account. The petty cash box must be secured daily. () No petty cash fund shall exceed \$ _____ unless approved by the Board. [END OF OPTION]~~

~~The administrator or assigned designee of each petty cash fund shall prepare a schedule of disbursements when the funds available in petty cash have declined to less than twenty five percent (25%) of the full amount authorized and shall show the disbursements by line account numbers. The administrator or assigned designee shall submit a check request with supporting documentation requesting replenishment in like amount.~~

~~All petty cash funds will be closed out for audit at the end of the school year, and unused funds will be returned to the General Fund reconciled annually.~~

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Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	GIFTS, GRANTS, AND BEQUESTS
Code	po7230
Status	First Reading
Adopted	May 25, 2016
Last Revised	April 21, 2021

7230 - **GIFTS, GRANTS, AND BEQUESTS**

The Board is appreciative of public interest in and goodwill toward the schools manifested through gifts, grants, and bequests. The Board reserves the right, however, to specify the manner in which gifts are made; to define the type of gift, grant, or bequest which it considers appropriate; and to reject those which it deems inappropriate or unsuitable. If accepted, the Board will attempt to carry out the wishes of the donor.

The Board shall not discriminate in the approval and administration of gifts, grants, and bequests on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including transgender status, change of sex, or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes"). Complaints of discrimination in the acceptance or administration of gifts, grants, or bequests are governed by the complaint procedure outlined in administrative guidelines.

Grants from the D.C. Everest Foundation

The Board looks upon the D.C. Everest Foundation (Foundation) as a significant, positive influence on the quality of education in the District. The Board intends that funding received from the Foundation will not be used to supplant funding for existing programming. The Superintendent is authorized to accept donations from the Foundation on the Board's behalf.

Other Grants, Gifts or Bequests

Board approval is required for all grants having a value of more than \$2,500,000. The Superintendent may approve grants of lesser value on the Board's behalf. The Superintendent may accept for the Board, gifts or bequests of lesser value on the Board's behalf.

The District shall provide written acknowledgment 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 acknowledgment shall include the amount of cash or a description of any non-cash donation.

The District shall provide any donor with appropriate tax forms in compliance with the requirements of the Internal Revenue Code.

Gifts, grants, and bequests shall become the property of the Board and will be subject to use by the District as determined by the policies and administrative guidelines applying to all properties, equipment, materials, and funds owned by the Board, subject to the Board's effort to comply with any specific wishes of the donor.

Any equipment with a value of \$2,500 or more proposed to be purchased by a parent organization or non-District entity for use in the school, on District property, or at a District-related event shall be submitted to the Superintendent for analysis prior to the purchase.

The Board reserves the right to refuse to accept such thus prohibit the use of the equipment by students or District employees during any District-sponsored activity or on any property owned, leased, or used by the District.

Revised 11/18/20

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Legal 118.13 Wis. Stats.
 118.27, Wis. Stats.
 I.R.C. 170(f)(8)
 I.R.C. 170(f)(12)
 Title VI, Civil Rights Act of 1964
 Title IX, Education Amendments of 1972
 Section 504, Rehabilitation Act of 1973
 Americans with Disabilities Act

Cross References [ag7230 - PUBLIC GIFTS TO THE DISTRICT](#)
 [7230F1 - Approval to Apply for Grant](#)
 [7230F2 - Gift or Bequest](#)

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	MAINTENANCE
Code	po7410
Status	First Reading
Adopted	May 25, 2016

7410 - MAINTENANCE

The ~~School~~ Board recognizes that the ~~fixed~~ **capital** assets of ~~this~~ **the** District represent a significant investment of this community and their maintenance **of those assets** is of ~~prime~~ concern to the Board.

The Board directs the conduct of a continuous program of inspection, maintenance, and rehabilitation for the preservation of all school buildings, ~~and~~ **equipment, and District grounds**. Wherever possible and feasible, maintenance shall be preventive.

The Assistant Superintendent, ~~Business and Personnel Services~~ **of Operations** shall develop, for implementation **within budget allocations approved by the Board** ~~by the custodial and maintenance staff such guidelines as may be necessary for the ongoing maintenance program which~~ **a maintenance program that** shall include:

- A. a regular ~~summer~~ program of facilities repair and conditioning;
- B. the maintenance of a critical spare parts inventory;
- C. an equipment replacement program;
- D. a long-range program of **building facilities refurbishment and** modernization;
- E. repair or replacement of equipment or facilities for energy conservation, safety, or other environmental factors.

The Assistant Superintendent, ~~Business and Personnel Services~~ **of Operations** shall develop and ~~promulgate~~ **provide** to the custodial and maintenance staff such **administrative** guidelines as may be necessary for the ongoing maintenance and good order of the physical plant and for the expeditious repair of those conditions which threaten the safety of the occupants or the integrity of the plant.

~~Such guidelines are to include provision for Handicapped Parking signs which conform to State law~~ **Disabled parking spaces and signs, in conformance with state law, shall be provided where deemed necessary.**

~~Said guidelines shall include the establishment of sound priorities among the requests for repairs received from building principals.~~

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Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	SAFETY STANDARDS
Code	po7430
Status	First Reading
Adopted	May 25, 2016
Last Revised	December 2, 2021

7430 - **SAFETY STANDARDS**

The Board believes that the employees and students of this District, as well as visitors, are entitled to function in an environment as free from hazards as can reasonably be provided. In this regard and in accordance with law, the Board will provide reasonable and adequate protection to the lives, safety, and health of its employees, students, and visitors.

The Superintendent shall be responsible for the maintenance of standards in the facilities to prevent accidents and to minimize their consequences. ~~S/He~~The Superintendent shall designate an employee who shall conduct periodic audits of health and safety conditions within the facilities of the District in accordance with the Federal OSHA standards adopted by the State, and take appropriate action on any violations thereof and report such actions to the Superintendent discovered during such audits. Reports of violations and remediation actions shall be provided to the Superintendent, who shall keep the Board informed of significant issues.

In the event an inspection is made by a representative of the State and a violation is indicated on the inspection report, the Superintendent shall report the results violation(s) and corrective action(s) thereof to the Board at the meeting following the receipt of the State report.

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Legal 101.055, Wis. Stats.

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	WELLNESS
Code	po8510
Status	First Reading
Adopted	May 25, 2016
Last Revised	June 9, 2023

8510 - **WELLNESS**

As required by law, the Board ~~for the D.C. Everest Area School District~~ establishes the following wellness policy. ~~for the D.C. Everest Area School District as a part of a comprehensive wellness initiative.~~

Policy Preamble

The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research suggests that there is a positive correlation between a student's health and well-being and the student's ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

~~Schools alone, however, cannot develop in students healthy behaviors and habits with regard to eating and exercise cannot be accomplished by the schools alone. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits.~~

~~The Board sets the following goals in an effort to enable students to establish good health and nutrition choices to:~~

- ~~A. promote nutrition education with the objective of improving students' health;~~
- ~~B. improve the health and well-being of our children, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits;~~
- ~~C. promote nutrition guidelines, a healthy eating environment, child nutrition programs, and food safety and security on each school campus with the objective of promoting student health;~~
- ~~D. provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short and long-term benefits of a physically active lifestyle;~~
- ~~E. promote the health and wellness of students and staff through other school-based activities.~~

Wellness Policy Leadership

~~The designated officials for oversight of the wellness policy are the K-12 Physical Education/Health Curriculum Coordinator and the Director of School Nutrition. The officials shall convene the Wellness Committee and lead the review, updating, and evaluation of the policy.~~

~~**[DRAFTING NOTE: At a minimum, schools/districts must establish wellness policy leadership of one or more school official(s) who have the authority and responsibility to ensure each school complies with the policy.]**~~

~~**[Choose One of the Following but the First Option is Recommended:]**~~

~~()~~ The District Administrator will oversee the development, implementation, and evaluation of the wellness procedures shall implement and ensure compliance with the policy by leading the review, update, and evaluation of the policy ~~()~~ and is authorized to designate a staff member or members with responsibility to assure that wellness initiatives are followed in the District's schools. **[END OF OPTIONAL PARAGRAPH]**

(X) The designated official for oversight of the wellness policy is _____ the Director of School Nutrition. ~~()~~ The official shall convene the Wellness Committee and lead the review, updating, and evaluation of the policy. **[END OF OPTIONAL PARAGRAPH]**

~~()~~ Each school shall designate a site coordinator who shall ensure compliance with the policy. **[END OF OPTIONAL PARAGRAPH]**

Required Public Involvement

The Superintendent shall obtain the input of District ~~stakeholders, to include~~ collaborators to participate in the development, implementation, and periodic review and update of the policy. The collaborators may include parents, students, representatives of the school food authority, educational staff (including physical education teachers), school health professionals, School Board members, members of the public, **medical/health care professionals**, and other school administrators. ~~in the development, implementation, evaluation, and periodic review and update, if necessary, of the wellness policy.~~ The school-level Wellness Committees may assist in the planning and implementation of these wellness initiatives.

[DRAFTING NOTE: When establishing a school wellness committee, many names of the committee may be used. The school/District should determine which is appropriate. Common names include: School Wellness Committee, School Health Advisory Council, and Coordinated School Health Team.]

(X) District ~~()~~ School ~~[END OF OPTION]~~ Wellness Committee

[DRAFTING NOTE: There is no requirement related to the inclusion of policy language regarding the formation of a Wellness Committee. However, this practice is strongly encouraged.]

Committee Formation

To assist in the creation of a healthy school environment, the District shall establish a Wellness Committee that will provide an ongoing review and evaluation of the Wellness Policy. The Committee shall meet no less than one (1) time during the school year to implement, assess, and review, and make recommendations for changes to the wellness policy.

Committee Representatives

[DRAFTING NOTE: At a minimum, the school/District must allow the public to participate in the development, implementation, periodic review, and updating of the Wellness Policy. While there is no requirement to identify specific members of the Committee, this practice is strongly encouraged.]

The District shall invite a diverse group of ~~stakeholders~~ collaborators to participate in the development, implementation, and periodic review and update of the ~~W~~wellness ~~P~~policy.

~~Stakeholders~~ Collaborators may include:

- A. Administrator
- B. Board member
- C. Classroom teacher
- D. Physical education teacher
- E. School nutrition representative
- F. District nurse
- G. Community member/parent
- H. Students
- I. Nutrition and/or health education teachers
- J. ~~()~~ Medical/Health care professional

- K. School counselor
- L. Local business representative

Nutrition Standard for All Foods

The District is committed to serving healthy meals to our students. The school meal programs aim to improve the diet and health of school children, model healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

School Meal Programs

Standards and Guidelines for School Meal Programs

[DRAFTING NOTE: At a minimum, all schools must include the first response to be in compliance with the USDA final rule on wellness policies.]

- A. All meals meet or exceed current nutrition requirements established under the Healthy Hunger-free Kids Act of 2010. (<https://www.fns.usda.gov/nslp/national-school-lunch-program-meal-pattern-chart>).
- B. Drinking water is available for students during mealtimes.
- C. All schools in the District participate in USDA child nutrition programs, including NSLP and SBP.
- D. All meals are accessible to all students.
- E. Withholding food as a punishment shall be strictly prohibited.
- F. All meals are appealing and attractive and served in clean and pleasant settings.
- G. When drinking fountains are not present in the cafeteria, water cups/jugs are available.
- H. Lunch shall be served between _____ **[Insert times for schools].**
- I. Menus shall be posted on the District website and will include nutrient content.
- J. Lunch must start serving between 10:00 a.m. and 1:00 p.m.
- K. Students are provided at least ten (10) minutes to eat breakfast and at least twenty (20) minutes to eat lunch after being seated.
1. Lunch must start serving between 10:00 a.m. and 1:00 p.m.

School Meal Program Participation

[DRAFTING NOTE: If you would like to include language related to the promotion of school meal programs, select responses below.]

The District:

- A. shall notify parents of the availability of the breakfast, lunch, and summer food programs and shall be encouraged to determine eligibility for reduced or free meals;
- B. shall allow students the opportunity to provide input on menu items;
- C. shall restrict the scheduling of club/organizational meetings during the lunch period unless students are allowed to purchase lunch to be consumed during the meetings;
- D. shall explore the use of nontraditional breakfast service models (such as breakfast in the classroom) to increase breakfast participation.
- E. Other: _____

Standards for Foods and Beverages Sold Outside of School Meals

[DRAFTING NOTE: At a minimum, all schools/districts must select the first response to be in compliance with the USDA final rule on wellness policies. Schools/Districts may establish standards more strict than USDA. If this is the case, select an alternative response.]

All food and beverages sold and served outside of the school meal program ("competitive" foods and beverages) shall, at a minimum, meet the standards established in USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule.

<https://fns-prod.azureedge.us/sites/default/files/resource-files/smartsnacks.pdf> ~~[DRAFTING NOTE: The policy should include a link to the USDA Smart Snacks standards or list individually.]~~ This rule applies to all food and beverages sold during the school day. The Smart Snacks in School rule defines the school day as the time period from midnight the day before to thirty (30) minutes after the end of the official day. <https://www.fns.usda.gov/cn/tools-schools-focusing-smart-snacks>.

All schools are required to ensure that food and beverages sold ala carte, in the school store, and in vending machines meet or exceed Smart Snacks standards.

~~No soda will be sold to students on school grounds prior to, during, and thirty (30) minutes after the end of the school day.~~

1. ~~(X)~~ All food and beverages sold to students during before and after school programs shall meet the USDA Smart Snack nutrition standards.
2. ~~(-)~~ No beverages with non nutritive sweeteners (artificial or natural), such as diet iced tea, diet soda, etc. shall be sold to students during the school day regardless of their compliance with the USDA Smart Snacks standards.
3. ~~(-)~~ The sale of foods and/or beverages containing caffeine (with the exception of trace amounts of naturally occurring caffeine) at all grade levels during the school day are prohibited.
4. ~~(-)~~ Other: _____

~~[DRAFTING NOTE: Enter the number of allowed celebrations, if applicable.]~~

~~(-)~~ The ~~(-)~~ District ~~(-)~~ School ~~[END OF OPTION]~~ allows _____ ~~[Enter Number]~~ celebration per classroom per school year. ~~[END OF OPTION]~~

Foods Offered/Provided but Not Sold

The District encourages foods offered on the school campus meet or exceed the USDA Smart Snacks in School nutrition standards including those provided at celebrations and parties and classroom snacks brought by staff or family members. ~~- Non-food celebrations will be promoted and a list of ideas is available.~~

Fundraising

~~Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule.~~

The District adheres to the Wisconsin Department of Public Instruction fund-raiser exemption policy and allows two (2) exempt fund-raisers per student organization per school per year. All other fund-raisers sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold outside of the school day.

Marketing

Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by the USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. Marketing includes brand names, trademarks, logos, or tags except when placed on a food or beverage product/container; displays, such as vending machine exteriors; corporate/brand names, logos, trademarks on cups, posters, school supplies, education materials, food service equipment, and school equipment (e.g. message boards, scoreboards, uniforms); advertisements in school publications/mailings; sponsorship of school activities, fund-raisers, or sports teams; educational incentive programs such as contests or programs; and free samples or coupons displaying advertising of a product.

Nutrition Education

- A. Nutrition curriculum shall be offered as part of a sequential, standards-based program designed to provide students with the knowledge and skills necessary to promote health. ~~Curriculum will place an emphasis on: promotion of adequate nutrient intake, healthy food preparation techniques, food safety, and healthy eating practices based on the Dietary Guidelines for Americans and MyPlate; skill development, such as reading labels to evaluate the nutrient quality of foods, meal planning, analysis of health information; and media literacy and the problems associated with food marketing to children.~~
- B. Curriculum will place an emphasis on: promotion of adequate nutrient intake, healthy food preparation techniques, food safety, and healthy eating practices based on the Dietary Guidelines for Americans and MyPlate; skill

development, such as reading labels to evaluate the nutrient quality of foods, meal planning, analysis of health information; and media literacy and the problems associated with food marketing to children.

- C. ~~() Staff shall integrate nutrition education into other classroom subjects, such as math, science, language arts, social sciences, and elective subjects.~~
- D. ~~() The primary goal of nutrition education is to influence students' lifelong eating behaviors.~~
- E. ~~() Nutrition education, a component of comprehensive health education, shall be offered every year to all students of the District. The District aims to teach, model, encourage, and support healthy eating by providing nutrition education.~~
- F. ~~() Schools shall provide nutrition education that helps students develop lifelong healthy eating behaviors.~~
- G. ~~() Nutrition education shall be offered in the cafeteria as well as the classroom with coordination between the foodservice staff and teachers.~~
- H. ~~() Staff shall integrate at least _____ [Insert Number] experiential nutrition education activities in all grade levels. Activities will include gardening, cooking demonstrations, and farm and farmers' market tours.~~
- I. ~~() All students shall participate in school garden activities, such as planning, planting, harvesting, preparing, serving, and tasting garden produced foods.~~
- J. ~~() Staff members responsible for nutrition education will regularly participate in relevant professional development.~~
- K. ~~() Staff members responsible for nutrition education will regularly participate in relevant professional development.~~

Nutrition Promotion

[DRAFTING NOTE: At a minimum, all schools/Districts must include at least one goal related to nutrition promotion. Schools/districts/Districts are required to review and consider evidence-based strategies when determining these goals. One of the following must be selected or the District/school must include its own specific goal.]

- A. The District is committed to providing a school environment that ~~promotes~~ encourages students to practice healthy eating and physical activity.
- B. Students shall receive consistent nutrition messages that promote health throughout schools, classrooms, cafeterias, and school media.

Physical Activity

[DRAFTING NOTE: At a minimum, all schools/Districts must include at least one goal related to physical activity. Additionally, schools/districts are encouraged to include goals related to physical education.]

- A. ~~()~~ **(X)** Children and adolescents should participate in sixty (60) minutes of physical activity every day. The District shall provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and State standards for physical education. The District shall also provide opportunities for students to participate in physical activity in addition to physical education.

~~Children and adolescents should participate in sixty (60) minutes of physical activity every day. As such:~~

- A. ~~Children and adolescents should participate in sixty (60) minutes of physical activity every day.~~
- B. ~~Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.~~
- C. ~~All students in grades K-5 shall be provided with a daily recess period of at least twenty (20) minutes duration.~~
- A. ~~()~~ **(X)** The District shall provide students with age and grade-appropriate opportunities to engage in physical activity.
- B. ~~() The District shall utilize the Wisconsin Department of Public Instruction's Active Schools: Core 4+ resources.~~
- C. ~~() The District shall develop a comprehensive, school-based physical activity program (CSPAP), that includes the following components: physical education, recess; classroom-based physical activity; walk to school, and out-of-school time activities.~~
- D. Physical activity during the school day shall not be withheld as punishment. **[DRAFTING NOTE: (If applicable, please check this exemption)]** ~~()~~ **(X)** Participation on sports teams may be exempt from this rule if related to failure to meet WIAA or other school codes, e.g. academic or attendance requirements.
- E. ~~() Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.~~

- F. ~~() Schools shall encourage families to provide physical activity outside the regular school day, such as outdoor play at home, participation in sports sponsored by community agencies or organizations, and in lifelong physical activities like bowling, swimming, or tennis.~~
- G. **(X)** All students in grades K-~~5~~ shall be provided with a daily recess period at least ~~_____~~ **twenty (20)** minutes in duration. Recess shall not be used as a reward or punishment. **[NOTE: NASPE's recommendation is that all elementary school students should be provided with at least one daily period of recess for a minimum of twenty (20) minutes.]**
- H. **(X)** Outdoor recess shall be offered weather permitting ~~_____~~ **[Insert district weather guidelines].**
- I. ~~() Recess monitors/teachers shall encourage students to be active during recess.~~
- J. **(X)** Teachers shall incorporate movement and kinesthetic learning approaches into "core" subject instruction when possible.
- K. ~~() Teachers shall offer short (three (3) — five (5) minute) activity breaks throughout the school day.~~
- L. ~~() Schools shall provide physical activity opportunities for all students before and after school. Activities include physical activity classes/clubs, physical activity in aftercare, intramurals, and varsity sports.~~
- M. ~~() District facilities shall be made available to students and community members [Insert additional information, for example times/dates of open gym].~~
- N. ~~() Opportunities to participate in physical activity shall be promoted throughout the school via _____ [Specify media, e.g., school announcements, newsletters, flyers].~~
- O. ~~() The District shall support active transport to and from school by engaging in the following activities (check those that apply below):~~
1. ~~() Designation of safe or preferred routes to school.~~
 2. ~~() Promotional activities such as participation in International Walk to School Week, National Walk, and Bike to School Week.~~
 3. ~~() Secure storage facilities for bicycles (e.g., bike racks, shed, fenced area).~~
 4. ~~() Instruction on walking/bicycling safety provided to students.~~
 5. ~~() Promotion of safe routes program to students, staff, and parents via newsletters, websites, local newspaper.~~
 6. ~~() Crossing guards are used.~~
 7. ~~() Crosswalks exist on streets leading to schools.~~
 8. ~~() Walking school buses are used.~~
 9. ~~() Creation and distribution of maps of school environment (e.g., sidewalks, crosswalks, roads, pathways, bike racks, etc.).~~
- P. ~~() The school shall provide information to families to encourage and assist them in their efforts to incorporate physical activity into their children's daily lives.~~
- Q. ~~() The school shall encourage families and community organizations to help develop and institute programs that support physical activity of all sorts.~~
- R. In addition to planned physical education, the school shall provide age-appropriate physical activities (e.g., recess during the school day, intramurals and clubs before and after school, and interscholastic sports) that meet the needs of all students, including males, females, student with disabilities, and students with special health care needs. **[Note: This is a NASPE recommendation in their position statement on Comprehensive School Physical Activity Programs (2008)]**
- S. ~~() All students in grades _____ shall have the opportunity to participate in extra-curricular activities and intramural programs that emphasize physical activity.~~
- T. **(X)** All students in grades ~~_____~~ **6** -12 shall have the opportunity to participate in interscholastic sports programs.
- U. ~~() Schools shall offer a wide range of physical activities outside the regular school day that meet the needs, interests, and abilities of all students, including males, females, students with disabilities, and students with special healthcare needs.~~

- V. ~~() All before/after school programs shall provide developmentally appropriate physical activity for the students who participate.~~
- W. ~~() Schools shall discourage extended periods of student inactivity, without some physical activity.~~
- X. ~~() [other:] _____~~

Physical Education

A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the physical education academic content standards and benchmarks adopted by the State.

- A. **(X)** All-District high school students are required to receive at least 1.5 credits of physical education prior to graduation unless the District allows for the substitution of 0.5 credit per Policy 5460 - Graduation Requirements.
- B. ~~() Waivers, exemptions, or substitutions for physical education classes are not granted. [DRAFTING NOTE: Choice of this option must be consistent with Policy 5460 – Graduation Requirements.]~~
- C. ~~() Students shall be moderately to vigorously active for at least fifty percent (50%) of class time during all physical education class ses~~

Other School-Based Activities Promoting Wellness

Other Activities That Promote School Wellness

- A. As appropriate, schools shall support students, staff, and parents' efforts to maintain a healthy lifestyle.
- B. The District supports the implementation of other programs that help create a school environment that conveys consistent wellness messages in an effort to promote student well-being.
- C. ~~() The District will offer _____ [Insert Number] family focused events supporting health promotion (e.g., health fair, nutrition/physical activity open house) each year.~~
- D. **(X)** Students shall be allowed to bring and carry throughout the day approved water bottles filled with only water.
- E. ~~() Staff is strongly encouraged to model healthful eating habits, and are discouraged from eating in front of children/sharing food with children during regular class time, outside of activities related to the nutrition education curriculum.~~
- F. ~~() Staff is not permitted to eat or drink out of branded packaging in front of children (e.g., coffee containers with specific company logos).~~

Staff Wellness

~~The District shall encourage staff to participate in school sponsored wellness initiatives throughout the year.~~

~~The District will implement the following activities below to promote healthy eating and physical activity among school staff.~~

- A. ~~() An organized wellness program shall be available to all staff.~~
- B. ~~() Application of Smart Snacks nutritional standards for foods and beverages in vending machines available to staff members.~~
- C. ~~() Educational activities for school staff members on healthy lifestyle behaviors.~~
- D. ~~() Distribution of an employee health newsletter to promote healthy behaviors.~~
- E. ~~() Organization of employee physical activity clubs.~~
- F. ~~() Establishment of peer support groups for weight management, stress management, tobacco use cessation, family guidance, and other identified issues.~~
- G. ~~() Administration of flu shots at school.~~
- H. ~~() Periodic screening at school for blood pressure, blood cholesterol, body mass index, and/or other health indicators.~~
- I. ~~() Annual administration of individual health risk appraisals to help staff members establish personal health improvement goals.~~
- J. ~~() Encouragement of staff members to set medical appointments for screening for cancer, heart disease, diabetes, and other diseases.~~

K. ~~()~~ The District shall offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom.

L. ~~()~~ Other: _____

Community Engagement

- A. The District shall inform and invite parents to participate in school-sponsored activities throughout the year.
- B. The District shall actively inform families and the public about the content of and any updates to the policy through the website and social media.

Monitoring and Evaluation - Triennial Assessment

[DRAFTING NOTE: At a minimum, schools/districts must conduct an assessment of the wellness policy every three (3) years, report to the public the finding of the evaluation, and update the policy as appropriate. Language related to how the wellness policy, including any updates, will be made available to the public on an annual basis, must be included in your policy.]

Option One: Choose Either A or B It is recommended that the first option be included or check the second option if the Wellness Committee will complete the evaluation and report to the Board. Check any others as they apply.

A review of this policy shall occur no less than once every three (3) years using a procedure developed and implemented by the Superintendent. The District shall notify school staff, students, and households/families of the availability of the wellness report via newsletters and website postings.

A. (X) The District will evaluate compliance with the Wellness Policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy, progress towards meeting policy goals, and how the policy compares to a model policy, as established by the USDA. The District will use the Wisconsin Local Wellness Policy Triennial Assessment Report Card to fulfill the triennial assessment requirement. The results of the triennial assessment will be made available to the public.

B. () The District will evaluate compliance with the Wellness Policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy, progress towards meeting policy goals, and how the policy compares to a model policy, as established by the USDA. The District will use the Wisconsin Local Wellness Policy Triennial Assessment Report Card to fulfill the triennial assessment requirement. The results of the triennial assessment will be made available to the public.

C. (X) The District wellness policy will be updated as needed based on evaluation results, District changes, emersion of new health science information/technology, and/or new Federal or State guidance are issued.

D. () The District will actively inform families and the public about the content of and any updates to the policy through _____ **[Insert channels of communication such as District/school website, newsletters, mailings, etc.].**

Public Notice/Update/Inform the Public

The District will actively inform and update the public about the content of and any updates to the policy through the District website and Board meetings.

The Superintendent shall be responsible for informing the public, including parents, students, and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall post the wellness policy on the District's website, including the assessment of the implementation of the policy prepared by the District.

Record Retention

The Superintendent shall require that the District retains documentation pertaining to the development, review, evaluation, and update of the policy, including:

- A. copy of the current policy;
- B. documentation pertaining to the most recent assessment of the implementation of wellness initiatives identified in the policy.
- C. ~~()~~ documentation of efforts to publicize the policy;

- D. ~~(-) documentation of efforts to review and update the policy, including identification of the participating and invited stakeholders/collaborators.~~

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. The District's nondiscrimination statement below is complementary to the District's nondiscrimination policies, including Policy 2260 - Nondiscrimination and Access to Equal Opportunity and Policy 1422/Policy 3122/Policy 4122 - Nondiscrimination and Equal Employment Opportunity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

Mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

Fax:

(833) 256-1665 or (202) 690-7442; or

E-mail:

program.intake@usda.gov.

This institution is an equal opportunity provider.

Revised 5/24/17
Revised 7/25/18
Revised 1/31/22
T.C. 3/23/23

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Legal 42 U.S.C. 1751 et seq.
 42 U.S.C. 1771 et seq.

Last Modified by Ellen Suckow on February 26, 2025



Book	Policy Manual
Section	First Reading by Board
Title	FREE AND REDUCED-PRICE MEALS
Code	po8531
Status	First Reading
Adopted	May 25, 2016
Last Revised	November 20, 2024

8531 - **FREE AND REDUCED-PRICE MEALS**

The Board recognizes the importance of good nutrition to each student's educational performance.

The Board shall provide eligible children with breakfast and lunch at a reduced rate or at no charge to the student, as well as free milk for qualifying students, **if the District participates in the Wisconsin School Day Milk Program.**

Children, eligible for free or reduced-price meals, shall be determined by the criteria established by the Child Nutrition Program. These criteria are issued annually by the Federal government through the Wisconsin Department of Public Instruction's (DPI) administration of the School Nutrition Programs.

The Board designates the Director of School Nutrition to determine in accordance with Board standards, the eligibility of students for free and/or reduced-price meals.

The schools shall notify all families of the availability, eligibility requirements, and/or application procedure for free and reduced-price meals by distributing an application to the family of each student enrolled in the school. The notice shall contain all information required by State and Federal regulation.

The District shall seek out and apply for such Federal, State, and local funds as may be applied to the District's program of free and reduced-price meals.

Any student identified as homeless, a foster child, a runaway, a migrant, or who is enrolled in Head Start shall be considered eligible for free meals and free milk.

Students receiving free or reduced meals or milk shall not be subjected to any of the following actions related to their receipt of meal service:

- A. the District shall not publish or otherwise publicize names of children receiving free or reduced meals or milk;
- B. the District's meal service will not use special tokens or tickets that identify students as receiving free or reduced meals or milk;
- C. no student shall be required to work or perform any service in order to receive food service;
- D. students receiving free or reduced price meal service shall not be required to use a separate line or separate eating area, nor shall they be required to receive meals at a different time based on eligibility for the free or reduce program;
- E. all students shall have the same choices for meals and milk regardless of whether the student is paying full price or receiving free or reduced meal service benefits.

The Superintendent shall regularly evaluate the free and reduced lunch program to determine whether the District or school may qualify for special assistance certification or Community Eligibility Provision (CEP) to reduce the paperwork burden on families qualifying for free and reduced meals. Any schools identified as CEP eligible shall be notified.

If the District has received approval to extend free meals to all students in one (1) or more of the District's schools through the Community Eligibility Provision (CEP), such participation. Participation in CEP means that all students attending those qualifying schools receive free meal service on an equal basis, and that no individual household applications may be collected, except as frequently as required by law to continue CEP eligibility. If any school is found in any fourth year of CEP to have a free or reduced lunch eligible student percentage less than twenty-five percent (25%) but more than fifteen percent (15%), the ~~[] District Administrator~~ **[X] Food Service Director of School Nutrition** ~~[END OF OPTIONS]~~ shall notify DPI and request an additional year of CEP eligibility prior to recertification.

Unless exempted by DPI, annually prior to a date established by the Department of Agriculture and/or the DPI, the Director of School Nutrition shall notify DPI of any school in the District that has twenty-five percent (25%) free and reduced lunch eligible or that has less than twenty-five percent (25%) but more than fifteen percent (15%) identified student percentage.

USDA Nondiscrimination Statement

The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

"In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. The District's nondiscrimination statement below is complementary to the District's nondiscrimination policies, including Policy 2260 - Nondiscrimination and Access to Equal Opportunity and Policy 1422/Policy 3122/Policy 4122 - Nondiscrimination and Equal Employment Opportunity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. Fax: (833) 256-1665 or (202) 690-7442; or
3. E-mail: program.intake@usda.gov.

This institution is an equal opportunity provider.

Revised 3/22/17
Revised 2/1/21
T.C. 3/23/23
Revised 12/20/23

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Legal 115.34-115.345, 120.10(16), 120.13(10), Wis. Stats.
42 U.S.C. 1771 et seq.

7 C.F.R. Part 245

Last Modified by Ellen Suckow on March 10, 2025



Book	Policy Manual
Section	First Reading by Board
Title	TRANSPORTATION
Code	po8600
Status	First Reading
Adopted	May 25, 2016
Last Revised	June 19, 2023

8600 - **TRANSPORTATION**

It is the policy of the Board to provide transportation for those students, of any age, whose distance from their school makes this service necessary within the limitations established by State law and the regulations of the Department of Public Instruction or other appropriate agency.

To qualify for transportation, a student must attend, or reside at or beyond the following distance by grade, or otherwise reside in a hazardous area:

- A. A.M. 4K – home pick-up and drop off
- B. Grades K-9 - more than one half (1/2) mile
- C. Grades 10-12 - more than one (1) mile
- D. Hazardous areas. Regardless of distance, students whose home is located in one of the designated hazardous areas, will be transported to and from school.

Students are expected to walk up to $\frac{3}{4}$ mile to a bus pickup point depending on grade level as shown below:

- A. Grades K-5 - one-quarter (1/4) mile
- B. Grades 6-9 - one-half (1/2) mile
- C. Grades 10-12 - three-quarters (3/4) mile

School buses and student-transportation vehicles shall be purchased, housed, and maintained by the District or the District shall contract for transportation services in accordance with Policy 8680 - **Bus Transportation** Service Contracts for the transportation of resident students between their home areas and the schools of the District to which they are assigned.

In accordance with State law, the District shall not transport students by alternative transportation methods of vehicles carrying more than nine (9) passengers and the operator. This prohibition does not apply to school buses operated in compliance with the Wisconsin Department of Transportation's regulations.

All school buses and student-transportation vehicles, whether purchased, leased, or contracted for as provided in Policy 8680 - **Bus Transportation** Service Contracts shall comply with specifications defined in State and Federal law. Each operator of a school vehicle used to transport students of the District shall be licensed for the purpose for which the vehicle is being used and shall operate the vehicles in accordance with Federal and State laws.

Instead of the following paragraph, Neola simply has: Transportation for private school students, eligible for transportation under State law, shall be provided on the same basis as for District students.

If we want to keep our language, I put in the Wis. Stats. as Neola does on other policies. Neola did already quote them at the end of the policy.

The Board shall approve the attendance area boundary lines designated by the governing body of all private schools receiving services from the District. The purpose of these boundary lines will be for constituting the attendance areas for transportation purposes. Attendance areas of private schools affiliated with the same religious denomination shall not overlap. No later than May 15 in each year by statute 121.54(5) and 121.555 Wis. Stats., each private school shall notify the Board of the names, grade levels and location of all students eligible to have transportation provided by the School Board and are planning to attend such private school during the forthcoming school term. The Board may extend the notification deadline.

For the purposes of this policy, the term "student with a disability" refers to a student who qualifies for special education under the Individuals with Disabilities Education Act (IDEA). In addition to transportation provided routinely to all students, some students with disabilities require transportation (often called "specialized transportation") as a related service as part of their individualized education program (IEP). Students with disabilities are entitled to transportation as a related service only if the IEP team has determined that transportation is necessary for the student to benefit from special education. Outside of IEP team determinations about specialized transportation, State and local officials set most transportation policies and procedures.

Transportation must be viewed as a way to include students with disabilities with their nondisabled peers. In general, transportation for students with disabilities should occur in the same manner as for their peers. This may be especially important for students with disabilities who have limited opportunities during the school day to interact with their nondisabled peers. Safety issues must also be taken into consideration when determining appropriate transportation arrangements.

Transportation of eligible students with exceptional educational needs or attending a technical education program shall be arranged through the use of District-owned vehicles, through cooperation with other districts, through commercial carriers, and/or by other means in the most efficient and economical manner.

Transportation privileges may be revoked if the student's conduct is in violation of the Code of Conduct pertaining to student transportation. Such revocation shall be in accord with statutorily-required procedures.

Surveillance on School Buses

The Board authorizes the Superintendent or designee to install and operate video and audio surveillance on District buses to enhance student safety and well-being.

Any agreement with a transportation contractor for the provision of transportation services for the District shall have language regarding the use of video and audio surveillance on all school buses.

It is strongly recommended that the District provide notification to parents regarding video and audio on District buses.

The District's process for signing up for transportation services shall include notice of the policies regarding student behavior and conduct expectations and regarding surveillance technology on the buses, if applicable.

District-Owned Vehicles Used for Transporting Students

All drivers of motor vehicles owned by the District and used for transportation of students shall be under written contract with the Board as required by 121.52, Wis. Stats.

All operators of motor vehicles owned by the District and used for transportation of students shall be subject to the provisions of 121.555, Wis. Stats. and may be subject to the District's employee drug testing policy in accordance with Policy 8601 - Controlled Substance and Alcohol Policy for Employees that Transport Students.

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Legal Wis. Admin. Code Trans 300.81
120.13(27m), 121.52, 121.53, 121.54 et seq., 121.555(1)(a) Wis. Stats.

Cross References ag8600 School Bus Rider Rules

Last Modified by Ellen Suckow on March 10, 2025



Melissa Farrar 1983-2025

We are deeply touched
by your sympathy and
compassion during our
time of loss.

Your comforting words and your thoughtful gestures
have brought us solace and strength. We thank you
from the bottom of our hearts for your love and
support.

Sincerely , Joe

Dylan, David and Jaelyn

Haley and Bryce

*It is family and friends like you
who are such a comfort
to our family at this time.*

*Thank you again for your
kindness and sympathy.*

*Thank you for the Plant
Jennifer Sumner
& Family*

Dear D.C. Everest School Board,

Thank you for the lovely plant in memory of our beautiful mother/mother-in-law. We have a perfect place for it in our family room.

Mike and I feel so blessed to be part of such a thoughtful and caring school district.

Blessings,

Carol, Mike, Michael + Maggie Plaza

During a time
like this
we realize how much
our family and friends
really mean to us.
Your expression
of sympathy will always
be remembered.



The Family Of
Joyce Mildred Plaza

Dear Board Members,

Thank you for the beautiful
Norfolk Island Pine tree
given in memory of my
dad, Roy Fischer.

My family and I are
grateful for your kindness
during this difficult
time. We greatly
appreciate your
thoughtfulness.

Sincerely,
Michelle + Steve Bahr
& Family

During a time
like this
we realize how much
our friends and relatives
really mean
to us....

Your expression
of sympathy will always
be remembered

Family of Roy Fischer