Regular School Board Meeting
Wednesday, October 28, 2026, Immediately following the Annual Meeting/Budget Hearing
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 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.

The live stream may be found at:
Date and time:
Wednesday, October 28, 2026 6:30 PM | (UTC-05:00) Central Time (US & Canada)

Join link:
https://dce.webex.com/dce/j.php?MTID=m5560b304d9f96508c514e40f36e4a7e8

Webinar number:
2490 471 1516

Webinar password:
BoardOct2026 (26273629 when dialing from a phone or video system)

Join by phone
+1-415-655-0003 United States Toll

Access code: 249 047 11516

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 5
B. Certified Staff Recommended Employment/Resignations/Contract Adjustments
C. Treasurer's Report - General/Other Fund Bills

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.

D. Balance Sheet 39
E. Budget Transfers
F. Budget Revisions
G. Grant Application(s)/Budget(s) Approval
H. Fundraising Requests 49
I. Gift/Bequests
1. Football Gridiron Donation 51
J. Bus Accident Report
K. Senior High Early College Credit and Start College Now Requests 52
VII. **Non-Certified Staff Employment Changes (Informational Only)** **54**
VIII. **Reports/Considerations**
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B. Student Representative
C. Superintendent
1. Third Friday
2. Certified Staff Compensation
3. Facilities Study Update
4. 2027-2028 Calendar Planning
5. Qmalitiv
6. Winter Clothing List 58
7. District Update
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A. Connections, Belonging, and Inclusion - Riverside Elementary
X. **New Business**
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B. Administrator Continuous Improvement Plans 76
C. WIAA Membership 95
D. Report on Student Device Usage 121
E. First Reading of Policies
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3. po1422.02 Nondiscrimination Based on Genetic Information of the Employee 167
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6. po2260 Nondiscrimination and Access to Equal Educational Opportunity 192
7. po2266 Nondiscrimination on the Basis of Sex in Education Programs or Activities 206
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16. po3122.02 Nondiscrimination Based on Genetic Information of the Employee
17. po3130 Assignment and Transfer

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F. Commitments to attend the State Education Convention (January 19-22).

XI. **Petitions and Communications**

A. Thank you from T. Sondelski for Memorial Tribute 473
B. Thank you from A. Natzke for Memorial Tribute 474

XII. **Future Meeting Dates**

A. School Board Retreat
November 9, 2026, at 5:00 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

Regular Board Meeting
November 18, 2026, at 6:30 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

Regular Board Meeting
December 16, 2026, at 6:30 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

XIII. The Board will consider adjournment to Closed Session pursuant to W.S.S. 19.85 (1) (a) for deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing (Junior High Student Expulsion) and (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Social Media MDL)

XIV. The Board will return to open session for consideration of legal action.

XV. **Adjourn**

Regular School Board Meeting
Wednesday, September 16, 2026 6:30 PM
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

I. 6:15 Met in Admin Lobby for group photo.

II. **Call to Order**

III. **Roll Call**

Attendance Taken at 6:30 PM. Ben Bliven: Present, Jennifer Douck: Present, Katie Felch: Present, Shannon Grabko: Present, Lindsey Lewitzke: Present, Larry Schaefer: Present, Yee Leng Xiong: Present. Present: 7. Also present Dr. Casey Nye, Dr. Jeff Lindell, Ellen Suckow, Student Representative Kampmann

IV. **Pledge of Allegiance**

V. **Approval of Agenda**
Motion made by Yee Leng Xiong and seconded by Ben Bliven to approve the agenda for this meeting. With a roll call vote this motion passed. Bliven: Yea, Jennifer Douck: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea: Yea: 7, Nay: 0

VI. **Public Comment - none**

VII. **Consent Agenda**
Motion made by Larry Schaefer and seconded by Jennifer Douck to approve the Consent Agenda. With a roll call vote motion passed. en Bliven: Yea, Jennifer Douck: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea: Yea: 7, Nay: 0

VII.A. Approval of Minutes

VII.B. Certified Staff Recommended Employment/Resignations/Contract Adjustments

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

VII.D. Balance Sheet

VII.E. Budget Transfers

VII.F. Budget Revisions

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

VII.H. Fundraising Requests

VII.I. Gift/Bequests - Senior High Science Models

VII.J. Bus Accident Report

VIII. **Non-Certified Staff Employment Changes (Informational Only)**

IX. **Reports/Considerations**

IX.A. WASB Legislative Network Member- Grabko reported there was a legal/legislative update, and it is available online. Reminder of the Sept. 29 regional meeting. The resolutions committee will begin meeting the end of September.

IX.B. Student Representative – Kampmann reported Homecoming planning is underway. Board Games is the theme and ninth grade students will be deliberately included in activities. Athletic teams have been doing well. 34 student clubs have begun.

IX.C. Superintendent

IX.C.1. Welcome to 2026-2027!

IX.C.2. School Board Appreciation Oct. 5-11

IX.C.3. District Update

IX.C.4. Act 89 Implementation

IX.C.5. Bright Spots National Cohort

IX.C.6. Facility Study Information

IX.C.7. GTCC Programming

IX.C.8. Social Media Class Action Suit

IX.C.9. Executive Assistant Update

X. **Unfinished Business**

X.A. Idea/Odyssey Update

X.B. Mission Moment - Rothschild Raptor Mural

XI. **New Business**

XI.A. Health Insurance
Motion made by Katie Felch and seconded by Ben Bliven, to approve renewal with Aspirus Health Plan for the 2027 plan year, including: 1. An overall 19.1% premium increase that includes the above noted changes to deductibles, coinsurance, and maximum out-of-pocket amounts; 2. An employer HSA contribution of $1,000 for single coverage and $2,000 for family coverage; 3. A 30% employee premium contribution cap for family coverage under the Signature plan for employees working less than 1.0 FTE, while maintaining the existing 17.5% cap for single coverage. No changes to the employee contributions for Freedom plan and maintaining 0% premium for 1.0 FTE for the Signature network 4. Continued evaluation of health insurance alternative strategies. With a voice vote motion passed.

XI.B. Approve Agenda for Annual Meeting/Budget Hearing
Motion made by Larry Schaefer and seconded by Yee Leng Xiong, to approve the attached agenda for the Annual Meeting/Budget Hearing. With a voice vote motion passed.

XI.C. General Annual Hiring Report – Information Only

XI.D. Summer Professional Development Update – Information Only

XI.E. Ellen will need a commitment for attendance at the State Education Convention (January 19-22) in October to meet the early registration deadline in November and for hotel rooms.

XII. **Petitions and Communications**

XII.A. S. Maciaz Thank You for Memorial Tribute

XIII. **Future Meeting Dates**

XIII.A. Annual Meeting/Budget Hearing
October 28, 2026, at 6:00 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

Regular School Board Meeting
October 28, 2026, approximately 6:30 p.m.
Immediately following the Annual Meeting/Budget Hearing
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

Regular School Board Meeting
November 18, 2026, at 6:30 p.m.
D.C. Everest Administration Building
6100 Alderson Street
Weston, WI 54476

XIV. Motion made by Jennifer Douck and seconded by Katie Felch to adjourn to Closed Session pursuant to W.S.S. 19.85(1)(f) for 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 (Seclusion and Restraint).
With a roll call vote, this motion passed. Time was 7:33 p.m. The Board adjourned from Closed Session,
Ben Bliven: Yea, Jennifer Douck: Yea, Katie Felch: Yea, Shannon Grabko: Yea, Lindsey Lewitzke: Yea, Larry Schaefer: Yea, Yee Leng Xiong: Yea
Yea: 7, Nay: 0

Respectfully submitted,

Benjamin K. Bliven, Clerk	Ellen Suckow, Executive Assistant to the Superintendent & School Board

PLEASE NOTE: These minutes are not the official minutes of the School Board until they are approved at the October 28, 2026, meeting of the School Board.

D.C. Everest Area SCHOOL DISTRICT

Date: 10/28/2026

Employment Report - Consent Agenda

New Hires			
Name	***Position/Building***	***Type/FTE***	***Start Date***

Change of Status			
Name	***Position/Building From***	***Position/Building To***	***Effective Date***
Craig French	Guest Teacher/District	Advisor/Idea Limited Term Contract 1.0 FTE	October 5, 2026

End of Employment			
Name	***Position/Building***	***Reason***	***Effective Date***

D.C. EVEREST AREA SCHOOL DISTRICT

6100 ALDERSON STREET, WESTON, WI 54476

TREASURER'S REPORT

SEPTEMBER 30, 2026

CASH BALANCE AS OF SEPTEMBER 1, 2026	($235,585.86)	
INVESTMENT ACCOUNT TRANSFERS		$4,242,970.64
RECEIPTS CR#37359 - #37468	$6,641,798.64	
CHECKS FOR APPROVAL: #240080- #240270 ACH: #262700391- #262700697		$2,213,857.03
VOIDS: 239953	$2,030.73	
CASH BALANCE AS OF SEPTEMBER 30, 2026		($48,584.16)
	$6,408,243.51	$6,408,243.51

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(9/1/2026 - 9/30/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
240080	CPI, INC.	NAIN-254181	9/4/26	200.00
240081	FSI PRINT & DESIGN LLC	59739	9/4/26	55.00
240082	A & A LOCK SERVICE	AUG.28.2026	9/4/26	40.00
240082	A & A LOCK SERVICE	AUG.28.26.	9/4/26	90.00
240082	A & A LOCK SERVICE	AUGUST21.26	9/4/26	122.50
240082	A & A LOCK SERVICE	8.28.26	9/4/26	220.00
240083	ALLIANT ENERGY/WP&L	46235	9/4/26	908.33
240084	BADGER, JONATHAN	BadgerRefund	9/4/26	61.75
240085	BEILKE, GABRIELLA	BeilkeRefund	9/4/26	185.00
240086	BLOCK, JENNIFER	BlockRefund	9/4/26	68.25
240087	BOELTER COMPANIES, THE	9100138670	9/4/26	46.19
240087	BOELTER COMPANIES, THE	9100138670	9/4/26	61.59
240087	BOELTER COMPANIES, THE	9100134947	9/4/26	93.17
240087	BOELTER COMPANIES, THE	9100134947	9/4/26	124.22
240087	BOELTER COMPANIES, THE	9100138670	9/4/26	138.58
240087	BOELTER COMPANIES, THE	9100134947	9/4/26	279.51
240087	BOELTER COMPANIES, THE	9100138670	9/4/26	1,293.37
240087	BOELTER COMPANIES, THE	9100134947	9/4/26	2,608.75
240088	BOUND TO STAY BOUND, INC.	263169	9/4/26	188.51
240088	BOUND TO STAY BOUND, INC.	263168	9/4/26	1,010.31
240089	CDW GOVT IN EDUCATION	AK7NT9B	9/4/26	14,694.00
240090	CTECH MANUFACTURING	144556	9/4/26	2,517.35
240090	CTECH MANUFACTURING	144556	9/4/26	8,540.06
240091	DENNEE, JEREMY	DenneeRefund1	9/4/26	30.00
240092	EETC-EQUIPMENT & TRAINING COUNCIL	300005519	9/4/26	125.00
240093	EKON-O-PAC, LLC.	210811	9/4/26	60.00
240094	FEDEX, INC.	9-437-95853	9/4/26	56.07
240095	FERGUSON, KRIS	FergusonRefund	9/4/26	393.00
240096	FIRST EDUCATIONAL RESOURCES	13765	9/4/26	4,000.00
240097	FISHER SCIENTIFIC CO LLC	1001229	9/4/26	23.54
240097	FISHER SCIENTIFIC CO LLC	1034612	9/4/26	156.24
240098	FLINN SCIENTIFIC CO	3307938	9/4/26	83.66
240098	FLINN SCIENTIFIC CO	3312150	9/4/26	122.92
240098	FLINN SCIENTIFIC CO	3307930	9/4/26	134.60
240098	FLINN SCIENTIFIC CO	3312070	9/4/26	143.07
240098	FLINN SCIENTIFIC CO	3307938	9/4/26	245.58
240098	FLINN SCIENTIFIC CO	3307774	9/4/26	606.57
240098	FLINN SCIENTIFIC CO	3310269	9/4/26	1,054.42
240099	FREEDOM HIGH SCHOOL	EF VB 0828-082926	9/4/26	300.00
240100	GERTZ, MICHAEL	GertzRefund	9/4/26	72.50
240101	GORDON FOOD SERVICE INC	2003695204	9/4/26	(43.88)
240101	GORDON FOOD SERVICE INC	9039555346	9/4/26	11.05
240101	GORDON FOOD SERVICE INC	9039344451	9/4/26	32.16

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(9/1/2026 - 9/30/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
240101	GORDON FOOD SERVICE INC	9039344422	9/4/26	44.38
240101	GORDON FOOD SERVICE INC	9039075540	9/4/26	45.67
240101	GORDON FOOD SERVICE INC	9039344423	9/4/26	132.40
240101	GORDON FOOD SERVICE INC	9039075540	9/4/26	147.65
240101	GORDON FOOD SERVICE INC	9039344438	9/4/26	254.16
240101	GORDON FOOD SERVICE INC	9039344449	9/4/26	365.57
240101	GORDON FOOD SERVICE INC	9039344421	9/4/26	427.62
240101	GORDON FOOD SERVICE INC	9039344453	9/4/26	631.28
240101	GORDON FOOD SERVICE INC	9039344439	9/4/26	949.90
240101	GORDON FOOD SERVICE INC	9039344446	9/4/26	2,559.57
240101	GORDON FOOD SERVICE INC	9039344419	9/4/26	3,236.70
240101	GORDON FOOD SERVICE INC	9039344433	9/4/26	3,473.15
240101	GORDON FOOD SERVICE INC	9039344436	9/4/26	11,469.00
240102	HUNTER, KYLE	HunterRefund	9/4/26	56.00
240103	JARAMILLO, JUAN	JaramilloRefund	9/4/26	26.60
240104	JENSEN, LUKE	SCHOLARSHIP	9/4/26	250.00
240105	JOSTENS, INC.	N003490589	9/4/26	1,008.00
240106	LAMERS BUS LINES, INC.	108311	9/4/26	381.60
240106	LAMERS BUS LINES, INC.	108881	9/4/26	815.62
240106	LAMERS BUS LINES, INC.	108881	9/4/26	1,375.27
240106	LAMERS BUS LINES, INC.	108881	9/4/26	1,999.79
240106	LAMERS BUS LINES, INC.	108881	9/4/26	7,696.50
240106	LAMERS BUS LINES, INC.	108881	9/4/26	30,786.00
240107	LAPORTE, TERESA	LaPorteRefund	9/4/26	24.00
240108	MATHFACTLAB LLC	#260614	9/4/26	460.00
240108	MATHFACTLAB LLC	#260610	9/4/26	462.50
240109	MEKKA, ERIC	MekkaRefund	9/4/26	50.00
240110	METRO FIRE PROTECTION INC	57793	9/4/26	24.00
240110	METRO FIRE PROTECTION INC	57790	9/4/26	95.00
240110	METRO FIRE PROTECTION INC	57787	9/4/26	95.00
240110	METRO FIRE PROTECTION INC	57812	9/4/26	95.00
240110	METRO FIRE PROTECTION INC	57783	9/4/26	105.00
240110	METRO FIRE PROTECTION INC	57786	9/4/26	105.00
240110	METRO FIRE PROTECTION INC	57812	9/4/26	115.00
240110	METRO FIRE PROTECTION INC	57785	9/4/26	125.00
240110	METRO FIRE PROTECTION INC	57788	9/4/26	127.00
240110	METRO FIRE PROTECTION INC	57787	9/4/26	161.00
240110	METRO FIRE PROTECTION INC	57784	9/4/26	170.00
240110	METRO FIRE PROTECTION INC	57795	9/4/26	241.00
240110	METRO FIRE PROTECTION INC	57791	9/4/26	281.00
240110	METRO FIRE PROTECTION INC	57785	9/4/26	293.00
240110	METRO FIRE PROTECTION INC	57789	9/4/26	299.00
240110	METRO FIRE PROTECTION INC	57794	9/4/26	310.00

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(9/1/2026 - 9/30/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
240110	METRO FIRE PROTECTION INC	57792	9/4/26	381.00
240110	METRO FIRE PROTECTION INC	57786	9/4/26	437.00
240110	METRO FIRE PROTECTION INC	57783	9/4/26	689.00
240111	OLDHAM, DARREN	SCHOLARSHIP	9/4/26	750.00
240112	OMNI GLASS & PAINT, LLC	0159675-IN	9/4/26	8,962.00
240112	OMNI GLASS & PAINT, LLC	0159677-IN	9/4/26	30,000.00
240113	RHINELANDER HIGH SCHOOL	EF Boys CC 082726	9/4/26	150.00
240114	RYDIN	PS-INV144100	9/4/26	732.00
240115	SCHOLASTIC INC.	M7691918	9/4/26	323.13
240116	SCHOMMER, QUINTIN	SCHOLARSHIP	9/4/26	500.00
240117	SENDELBACH, ABIGAIL	JUL2026 ITEM	9/4/26	112.71
240117	SENDELBACH, ABIGAIL	AUG2026 ITEM	9/4/26	138.00
240118	SIGN HERE INTERPRETING LLC	DCE260824	9/4/26	397.40
240119	SPRINGER, TONYA	SpringerRefund	9/4/26	171.00
240120	STAPLES ADVANTAGE	6072189299	9/4/26	14.64
240120	STAPLES ADVANTAGE	6073374227	9/4/26	17.28
240120	STAPLES ADVANTAGE	6072189303	9/4/26	93.97
240121	SYSTEMS TECHNOLOGIES	CD99041641	9/4/26	10,769.00
240122	T-MOBILE USA INC	206775445-17	9/4/26	313.50
240122	T-MOBILE USA INC	207340233	9/4/26	536.00
240123	TEACHER CREATED RESOURCES INC	6650467	9/4/26	24.98
240124	TESTING SERVICES (TSI) LLC	185146	9/4/26	850.00
240125	TITO INC	16540	9/4/26	115.00
240126	UMS PRINT SOLUTIONS, LLC	52498	9/4/26	539.14
240127	UNDERWOOD DISTRIBUTING CO	UDC63411	9/4/26	325.75
240127	UNDERWOOD DISTRIBUTING CO	UDC63390	9/4/26	1,349.95
240128	V MARCHESE INC	2838801	9/4/26	197.65
240128	V MARCHESE INC	2838798	9/4/26	229.25
240128	V MARCHESE INC	2838798	9/4/26	270.85
240128	V MARCHESE INC	2838801	9/4/26	446.75
240128	V MARCHESE INC	2832371	9/4/26	644.00
240128	V MARCHESE INC	2832389	9/4/26	704.55
240128	V MARCHESE INC	2832371	9/4/26	966.45
240129	VESTIS SERVICES LLC	6320832096	9/4/26	61.52
240130	WALKUSH, TERRI	WalkushRefund	9/4/26	320.40
240131	WARDS NATURAL SCIENCE	8822388537	9/4/26	254.86
240132	WILDE, BRITTANY	WildeRefund	9/4/26	308.13
240133	WVC MIDDLE LEVEL ATHLETIC ASSOC	WVC2026	9/4/26	125.00
240134	ZASTROW, AMANDA	ZastrowRefund	9/4/26	144.07
240135	KOHN LAW FIRM SC	09042026A	9/4/26	261.01
240136	MESSERLI & KRAMER PA	09042026A	9/4/26	266.40
240137	MONT L. MARTIN TRUSTEE	09042026A	9/4/26	67.00
240138	UNITED WAY OF MARATHON CNTY	20260904ADUWAY	9/4/26	644.97

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(9/1/2026 - 9/30/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
240139	BARANOWSKI, EMERSON	09082026Baranowski	9/11/26	42.00
240139	BARANOWSKI, EMERSON	09082026Baranowski	9/11/26	94.47
240140	A & A LOCK SERVICE	AUG.28.26	9/11/26	45.00
240140	A & A LOCK SERVICE	SEPT.4.2026	9/11/26	90.00
240141	ASPIRUS MEDICAL GROUP	162292	9/11/26	168.00
240141	ASPIRUS MEDICAL GROUP	162485	9/11/26	1,176.00
240142	BLUUM OF MINNESOTA, LLC.	1106490	9/11/26	1,116.94
240143	BOELTER COMPANIES, THE	9100142253	9/11/26	47.71
240143	BOELTER COMPANIES, THE	9100142253	9/11/26	63.61
240143	BOELTER COMPANIES, THE	9100142253	9/11/26	143.13
240143	BOELTER COMPANIES, THE	9100142253	9/11/26	1,335.89
240144	CDW GOVT IN EDUCATION	AK7NT9H	9/11/26	470.50
240145	FEDEX, INC.	9-447-54931	9/11/26	21.32
240146	FERGUSON, SAVANNAH	46235	9/11/26	61.34
240147	FSI PRINT & DESIGN LLC	59691	9/11/26	675.00
240148	GORDON FOOD SERVICE INC	9039612870	9/11/26	26.61
240148	GORDON FOOD SERVICE INC	9039612731	9/11/26	45.88
240148	GORDON FOOD SERVICE INC	9039878808	9/11/26	51.06
240148	GORDON FOOD SERVICE INC	9039878858	9/11/26	116.46
240148	GORDON FOOD SERVICE INC	9039612709	9/11/26	125.87
240148	GORDON FOOD SERVICE INC	9039344437	9/11/26	237.24
240148	GORDON FOOD SERVICE INC	9039612718	9/11/26	323.71
240148	GORDON FOOD SERVICE INC	9039612724	9/11/26	413.21
240148	GORDON FOOD SERVICE INC	9039612688	9/11/26	579.55
240148	GORDON FOOD SERVICE INC	9039612708	9/11/26	608.89
240148	GORDON FOOD SERVICE INC	9039612692	9/11/26	613.78
240148	GORDON FOOD SERVICE INC	9039344441	9/11/26	620.88
240148	GORDON FOOD SERVICE INC	9039612478	9/11/26	692.04
240148	GORDON FOOD SERVICE INC	9039612881	9/11/26	809.73
240148	GORDON FOOD SERVICE INC	9039878853	9/11/26	1,179.85
240148	GORDON FOOD SERVICE INC	9039612859	9/11/26	1,372.29
240148	GORDON FOOD SERVICE INC	9039878839	9/11/26	1,591.03
240148	GORDON FOOD SERVICE INC	9039612595	9/11/26	1,746.31
240148	GORDON FOOD SERVICE INC	9039878810	9/11/26	4,441.43
240148	GORDON FOOD SERVICE INC	9039612837	9/11/26	4,890.33
240148	GORDON FOOD SERVICE INC	9039612629	9/11/26	5,028.24
240148	GORDON FOOD SERVICE INC	9039612646	9/11/26	11,814.83
240149	HEINZEN, CHRIS	HeinzenRefund	9/11/26	15.00
240150	HUTTON, LIVIA	SCHOLARSHIP	9/11/26	500.00
240151	LAKESHORE LEARNING MATERIALS	94631456	9/11/26	37.98
240152	MARA CTY HEALTH DEPT	INV09867	9/11/26	33.00
240153	PLANK ROAD PUBLISHING INC	27-004406	9/11/26	34.40
240154	PRETODD LLC	INV-001246	9/11/26	167.76

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240155	ROMA, BRENDA	113	9/11/26	64.50
240156	SCHOLASTIC INC.	M7694780	9/11/26	109.89
240157	SCHOOL PERCEPTIONS LLC	6939	9/11/26	2,600.00
240158	SIGN HERE INTERPRETING LLC	DCE260902	9/11/26	333.64
240158	SIGN HERE INTERPRETING LLC	DCE260907	9/11/26	509.01
240159	SWANK MOTION PICTURES INC	2858261	9/11/26	550.00
240159	SWANK MOTION PICTURES INC	2858261	9/11/26	550.00
240160	TIME FOR KIDS INC	5TFK2026	9/11/26	88.00
240161	TURNITIN, LLC.	IN-TII-79336	9/11/26	5,989.00
240162	TWEET/GAROT MECHANICAL INC	194071	9/11/26	1,317.00
240162	TWEET/GAROT MECHANICAL INC	194073	9/11/26	2,214.25
240163	V MARCHESE INC	2834174	9/11/26	77.90
240163	V MARCHESE INC	2834174	9/11/26	211.65
240163	V MARCHESE INC	2837888	9/11/26	258.65
240163	V MARCHESE INC	2837888	9/11/26	270.90
240164	VESTIS SERVICES LLC	6320834983	9/11/26	64.10
240165	VILLAGE OF WESTON	5-15/8-15-26	9/11/26	205.31
240165	VILLAGE OF WESTON	5/15/26-8/15/26	9/11/26	281.75
240165	VILLAGE OF WESTON	5-15/8-15-26	9/11/26	289.32
240165	VILLAGE OF WESTON	5/15/26-8/15/26	9/11/26	412.62
240165	VILLAGE OF WESTON	5/15/26-8/15/26	9/11/26	472.51
240165	VILLAGE OF WESTON	5/15 - 8/15/26	9/11/26	1,415.89
240165	VILLAGE OF WESTON	GTCCMAY26-AUG26	9/11/26	1,586.92
240165	VILLAGE OF WESTON	5/15-8/15/26	9/11/26	1,736.66
240165	VILLAGE OF WESTON	GTCCMAY26-AUG26	9/11/26	2,245.33
240165	VILLAGE OF WESTON	5/15-8/15/26	9/11/26	2,320.50
240165	VILLAGE OF WESTON	5/15-8/15/26	9/11/26	2,749.13
240165	VILLAGE OF WESTON	5/15 - 8/15/26	9/11/26	4,081.65
240165	VILLAGE OF WESTON	5/15 - 8/15/26	9/11/26	4,303.25
240166	VYRON CORPORATION	458996	9/11/26	1,200.00
240167	WARDS NATURAL SCIENCE	8822453308	9/11/26	82.69
240168	WEGNER, AMALIA	51799	9/11/26	39.10
240169	KOHN LAW FIRM SC	09182026A	9/18/26	261.85
240170	MESSERLI & KRAMER PA	09182026A	9/18/26	267.08
240171	MONT L. MARTIN TRUSTEE	09182026A	9/18/26	67.00
240172	UNITED WAY OF MARATHON CNTY	20260918ADUWAY	9/18/26	644.97
240173	BURNETT, CARTER	91426BurnettYA reimb	9/18/26	150.00
240174	CPI, INC.	NAIN-2540190	9/18/26	200.00
240175	WSCA ADMIN	DCE091526	9/18/26	70.00
240175	WSCA ADMIN	DCE091526	9/18/26	840.00
240175	WSCA ADMIN	DCE091526	9/18/26	1,590.00
240176	A & A LOCK SERVICE	SEPT.15.26	9/18/26	47.50
240177	BIO-RAD LABORATORIES, INC	909514633	9/18/26	517.03

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240177	BIO-RAD LABORATORIES, INC	909527375	9/18/26	721.77
240178	BLAKE, DANIEL	58652	9/18/26	61.90
240179	BOELTER COMPANIES, THE	9100149574	9/18/26	90.94
240179	BOELTER COMPANIES, THE	9100149574	9/18/26	121.24
240179	BOELTER COMPANIES, THE	9100149574	9/18/26	272.81
240179	BOELTER COMPANIES, THE	9100149574	9/18/26	2,546.22
240180	BOUND TO STAY BOUND, INC.	263937	9/18/26	1,081.15
240180	BOUND TO STAY BOUND, INC.	263170	9/18/26	1,224.33
240180	BOUND TO STAY BOUND, INC.	263933	9/18/26	3,095.58
240181	BRAUNGER, BELEN	SCHOLARSHIP	9/18/26	250.00
240182	BSN SPORTS LLC	934686206	9/18/26	220.76
240183	CALLTOWER INC	203428833	9/18/26	708.22
240184	CDW GOVT IN EDUCATION	ZR01420209	9/18/26	11,064.00
240184	CDW GOVT IN EDUCATION	ZR01459225	9/18/26	24,496.00
240185	CHARTER COMMUNICATIONS, INC.	1.71371E+14	9/18/26	1,202.59
240186	DEPERE HIGH SCHOOL	EF 091726 Soccer	9/18/26	100.00
240187	FEDEX, INC.	9-455-94596	9/18/26	48.99
240188	GORDON FOOD SERVICE INC	4761960	9/18/26	(714.54)
240188	GORDON FOOD SERVICE INC	4761961	9/18/26	(193.51)
240188	GORDON FOOD SERVICE INC	4761962	9/18/26	(149.82)
240188	GORDON FOOD SERVICE INC	2003762032	9/18/26	(79.60)
240188	GORDON FOOD SERVICE INC	2003762197	9/18/26	(43.86)
240188	GORDON FOOD SERVICE INC	2003759788	9/18/26	(1.23)
240188	GORDON FOOD SERVICE INC	9039878860	9/18/26	14.20
240188	GORDON FOOD SERVICE INC	9039878835	9/18/26	17.75
240188	GORDON FOOD SERVICE INC	9039878868	9/18/26	127.80
240188	GORDON FOOD SERVICE INC	9039878758	9/18/26	203.63
240188	GORDON FOOD SERVICE INC	9039878862	9/18/26	229.98
240188	GORDON FOOD SERVICE INC	9039878838	9/18/26	382.91
240188	GORDON FOOD SERVICE INC	9039878832	9/18/26	549.63
240188	GORDON FOOD SERVICE INC	9039878842	9/18/26	572.22
240188	GORDON FOOD SERVICE INC	9039878823	9/18/26	3,553.98
240188	GORDON FOOD SERVICE INC	9039878844	9/18/26	4,650.81
240188	GORDON FOOD SERVICE INC	9039878821	9/18/26	9,425.72
240189	GREENHECK TURNER COMMUNITY CENTER	23761	9/18/26	560.00
240190	HOME INSULATION CO, INC	49509	9/18/26	232.00
240190	HOME INSULATION CO, INC	49507	9/18/26	244.00
240190	HOME INSULATION CO, INC	49506	9/18/26	294.00
240190	HOME INSULATION CO, INC	49516	9/18/26	672.00
240191	JAS CONSTRUCTION, LLC	4810	9/18/26	11,316.00
240192	JUNIOR LIBRARY GUILD, INC.	754768	9/18/26	2,998.00
240193	LAMERS BUS LINES, INC.	110289	9/18/26	4,039.24
240194	MARSHFIELD HIGH SCHOOL	VBF 082626	9/18/26	75.00

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240195	MCGRAW HILL SCHOOL EDUC HOLDINGS, INC	1.41123E+11	9/18/26	333.10
240196	MEDRANO, JOSE	58016	9/18/26	20.75
240197	MOUNTAIN BAY METRO PD	2026-02	9/18/26	188,718.50
240198	MS GRAPHICS, LLC	2014-8977	9/18/26	147.20
240198	MS GRAPHICS, LLC	2014-8977	9/18/26	256.00
240198	MS GRAPHICS, LLC	2014-8982	9/18/26	400.00
240198	MS GRAPHICS, LLC	2014-8977	9/18/26	421.80
240198	MS GRAPHICS, LLC	2014-8977	9/18/26	2,060.80
240198	MS GRAPHICS, LLC	2014-8977	9/18/26	2,118.40
240199	NAPA AUTO PARTS	997622	9/18/26	16.14
240200	NETZEL, JAYDEN	SCHOLARSHIP	9/18/26	250.00
240201	RAU, KASEY	SCHOLARSHIP	9/18/26	1,000.00
240202	RECDESK LLC	RD003181	9/18/26	350.00
240203	RICE, CADENCE	SCHOLARSHIP	9/18/26	2,000.00
240204	ROBERT PAYNE PHOTOGRAPHY INC.	9.10.26	9/18/26	3,790.00
240205	ROHDE, KRISTEN	SCHOLARSHIP	9/18/26	250.00
240206	SALBER, KARRY	JUL2026 CONF	9/18/26	43.15
240207	SCHMIRLER, IZABELLE	SCHOLARSHIP	9/18/26	250.00
240208	STAPLES ADVANTAGE	6073479406	9/18/26	13.19
240208	STAPLES ADVANTAGE	6073798835	9/18/26	16.14
240208	STAPLES ADVANTAGE	6073647553	9/18/26	16.99
240208	STAPLES ADVANTAGE	6073982576	9/18/26	34.49
240208	STAPLES ADVANTAGE	6073479407	9/18/26	107.44
240209	TITO INC	16573	9/18/26	5,205.35
240210	TOBII DYNAVOX, LLC	INV00578462	9/18/26	318.40
240211	V MARCHESE INC	288706	9/18/26	212.10
240211	V MARCHESE INC	288706	9/18/26	629.70
240212	VESTIS SERVICES LLC	6320837824	9/18/26	67.49
240212	VESTIS SERVICES LLC	46235	9/18/26	1,909.84
240213	WALSWORTH PUBLISHING CO INC	7018210	9/18/26	4,419.20
240213	WALSWORTH PUBLISHING CO INC	7-02673-0-2027	9/18/26	14,895.40
240214	WAUSAU EAST HIGH SCHOOL	VBF 090126	9/18/26	150.00
240215	WITTER, AISSEN	SCHOLARSHIP	9/18/26	500.00
240216	GAELIN SPEAKS LLC	1305	9/25/26	2,500.00
240217	LAMERS BUS LINES, INC.	110392	9/25/26	1,188.00
240218	LAMERS BUS LINES, INC.	110719	9/25/26	700.00
240219	ADAMS FRIENDSHIP HIGH SCHOOL	EF GirlsGolf 8172026	9/25/26	100.00
240220	ADVANCED FITNESS SERVICE	7.9.26	9/25/26	1,500.00
240221	AMERICAN ASPHALT OF WISCONSIN	5300076958	9/25/26	5,410.00
240222	APPLETON WEST HIGH SCHOOL	EF GCC 08282026	9/25/26	180.00
240223	APPLETON EAST HIGH SCHOOL	EF Var VB 09262026	9/25/26	200.00
240224	BEYOND THE NOTES MUSIC FESTIVAL, INC.	3221	9/25/26	650.00
240225	BOELTER COMPANIES, THE	9100153504	9/25/26	45.77

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240225	BOELTER COMPANIES, THE	9100153504	9/25/26	61.04
240225	BOELTER COMPANIES, THE	9100153504	9/25/26	137.31
240225	BOELTER COMPANIES, THE	9100153504	9/25/26	1,281.60
240226	CENTRAL WI QUALITY MACHINING, LLC	5809	9/25/26	463.35
240227	COUNTRYSIDE FENCE LLC	11453	9/25/26	4,746.00
240227	COUNTRYSIDE FENCE LLC	11454	9/25/26	21,701.00
240228	EDUCATIONAL INNOVATIONS INC	3319082	9/25/26	71.14
240229	FLINN SCIENTIFIC CO	3316300	9/25/26	76.39
240229	FLINN SCIENTIFIC CO	3322291	9/25/26	356.27
240230	GAUSS, RACHELLE	GaussRefund	9/25/26	15.00
240231	GORDON FOOD SERVICE INC	9040158122	9/25/26	17.75
240231	GORDON FOOD SERVICE INC	9040158193	9/25/26	18.53
240231	GORDON FOOD SERVICE INC	9040158139	9/25/26	49.70
240231	GORDON FOOD SERVICE INC	9040158096	9/25/26	105.84
240231	GORDON FOOD SERVICE INC	9040158182	9/25/26	149.10
240231	GORDON FOOD SERVICE INC	9040158150	9/25/26	205.50
240231	GORDON FOOD SERVICE INC	9040158176	9/25/26	324.45
240231	GORDON FOOD SERVICE INC	9040158152	9/25/26	381.27
240231	GORDON FOOD SERVICE INC	9040158123	9/25/26	451.79
240231	GORDON FOOD SERVICE INC	9040158143	9/25/26	631.91
240231	GORDON FOOD SERVICE INC	9040158119	9/25/26	657.02
240231	GORDON FOOD SERVICE INC	9040158126	9/25/26	712.64
240231	GORDON FOOD SERVICE INC	9040158168	9/25/26	3,666.81
240231	GORDON FOOD SERVICE INC	9040158132	9/25/26	4,433.35
240231	GORDON FOOD SERVICE INC	9040158112	9/25/26	4,583.11
240231	GORDON FOOD SERVICE INC	9040158145	9/25/26	11,797.35
240232	GYNZY INC.	G120-4358	9/25/26	50.00
240233	HANSEN, DAVID	HansenRefund	9/25/26	14.90
240234	HANSON SANITATION AND EXCAVATING INC	34449	9/25/26	300.00
240235	HIORNS PIANO SERVICE	8192026	9/25/26	65.00
240235	HIORNS PIANO SERVICE	8.20.26	9/25/26	130.00
240235	HIORNS PIANO SERVICE	8.19.26 sr	9/25/26	130.00
240236	HOME INSULATION CO, INC	49522	9/25/26	342.00
240237	HORACE MANN MIDDLE SCHOOL	XCF 091726	9/25/26	100.00
240238	HYDRO-FLO PROD INC	2459464	9/25/26	4,349.70
240239	JOHN MUIR MIDDLE SCHOOL	XCF 092426	9/25/26	100.00
240240	KREMSREITER, RAQUEL	KremsreiterRefund	9/25/26	22.00
240241	LAMERS BUS LINES, INC.	110418	9/25/26	199.18
240241	LAMERS BUS LINES, INC.	110411	9/25/26	214.42
240241	LAMERS BUS LINES, INC.	110410	9/25/26	230.77
240241	LAMERS BUS LINES, INC.	110294	9/25/26	265.41
240241	LAMERS BUS LINES, INC.	110409	9/25/26	265.41
240241	LAMERS BUS LINES, INC.	110414	9/25/26	287.64

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240241	LAMERS BUS LINES, INC.	110407	9/25/26	329.38
240241	LAMERS BUS LINES, INC.	110295	9/25/26	334.53
240241	LAMERS BUS LINES, INC.	110293	9/25/26	375.84
240241	LAMERS BUS LINES, INC.	110406	9/25/26	419.09
240241	LAMERS BUS LINES, INC.	110408	9/25/26	446.85
240241	LAMERS BUS LINES, INC.	110405	9/25/26	530.66
240241	LAMERS BUS LINES, INC.	110404	9/25/26	537.44
240241	LAMERS BUS LINES, INC.	110415	9/25/26	616.54
240241	LAMERS BUS LINES, INC.	110292	9/25/26	687.22
240241	LAMERS BUS LINES, INC.	110417	9/25/26	1,445.10
240242	MARA CTY HEALTH DEPT	INV09917	9/25/26	33.00
240243	MARCO	43051622	9/25/26	17,964.09
240244	MARSHFIELD HIGH SCHOOL	EF JV VB 09082026	9/25/26	75.00
240244	MARSHFIELD HIGH SCHOOL	EF BoysSoccer 091926	9/25/26	100.00
240245	MARSHFIELD MIDDLE SCHOOL	XCF 090826	9/25/26	100.00
240246	MCKEOUGH, HEATHER	AUG2026 MILEAGE	9/25/26	77.72
240247	MOSINEE HIGH SCHOOL	EF JV VB 08312026	9/25/26	100.00
240247	MOSINEE HIGH SCHOOL	EF JV VB 08252026	9/25/26	200.00
240248	MS GRAPHICS, LLC	2014-8936	9/25/26	650.00
240249	MUSIC IN MOTION INC	804779	9/25/26	112.80
240250	NAPA AUTO PARTS	997721	9/25/26	57.24
240251	PARTS TOWN, LLC.	2109562597CR	9/25/26	(4.33)
240251	PARTS TOWN, LLC.	901086746	9/25/26	32.52
240251	PARTS TOWN, LLC.	510259122	9/25/26	314.80
240252	PJ JACOBS JUNIOR HIGH SCHOOL	XCF 091226	9/25/26	150.00
240253	RHINELANDER HIGH SCHOOL	VBF 091426	9/25/26	200.00
240254	ROBERT PAYNE PHOTOGRAPHY INC.	INVOICE 9-10-2026	9/25/26	110.00
240255	SCIBOROWSKI, PAWEL	SciborowskiRefund	9/25/26	14.00
240256	STAPLES ADVANTAGE	6074396871	9/25/26	41.91
240256	STAPLES ADVANTAGE	6074057585	9/25/26	196.69
240257	STERICYCLE, INC	1000352231-Sept	9/25/26	162.14
240258	STEVENS POINT SCHOOL DISTRICT	EF GirlsGolf 082826	9/25/26	60.00
240258	STEVENS POINT SCHOOL DISTRICT	EF JV VB 09212026	9/25/26	75.00
240258	STEVENS POINT SCHOOL DISTRICT	EF CC 09122026	9/25/26	200.00
240259	SWANK MOTION PICTURES INC	419519	9/25/26	8,600.00
240260	THE FIX-IT SHOP LLC	3613	9/25/26	898.50
240261	THE MASTER TEACHER	116814238	9/25/26	690.00
240262	V MARCHESE INC	2849871	9/25/26	57.90
240262	V MARCHESE INC	2855486	9/25/26	175.80
240262	V MARCHESE INC	2855627	9/25/26	211.15
240262	V MARCHESE INC	2855486	9/25/26	248.65
240262	V MARCHESE INC	2849871	9/25/26	298.35
240262	V MARCHESE INC	2854525	9/25/26	301.40

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240262	V MARCHESE INC	2855627	9/25/26	1,000.00
240262	V MARCHESE INC	2854525	9/25/26	1,151.55
240263	VENTRIS LEARNING LLC	20265295	9/25/26	376.25
240264	VESTIS SERVICES LLC	6320842307	9/25/26	67.49
240265	WAUSAU WEST HIGH SCHOOL	EF Var VB 08252026	9/25/26	200.00
240266	WHITE BEAR LAKE AREA SCHOOLS	EF BoysGolf 04292026	9/25/26	590.00
240267	WHITESIDE, ADDISON	SCHOLARSHIP	9/25/26	250.00
240268	WMEA-CONFERENCE REGISTRATION	#INV-2026-0223	9/25/26	711.00
240269	YANG, JULIE	SCHOLARSHIP	9/25/26	250.00
240270	SONOVA USA, INC.	5407178676	9/24/26	2,030.73
262700391	ADAPTIVEMALL.COM LLC	INVA338080	9/4/26	2,249.52
262700392	AMAZON CAPITAL SERVICES	1CFF-14KF-H7N1	9/4/26	(27.39)
262700392	AMAZON CAPITAL SERVICES	1MD1-HK3K-4CC1	9/4/26	4.95
262700392	AMAZON CAPITAL SERVICES	1DCM-RLQF-1C3H	9/4/26	10.23
262700392	AMAZON CAPITAL SERVICES	1D9G-JN1T-JWPH	9/4/26	12.99
262700392	AMAZON CAPITAL SERVICES	13HK-NVN6-6M9V	9/4/26	12.99
262700392	AMAZON CAPITAL SERVICES	1P6V-WNMV-W9KR	9/4/26	16.50
262700392	AMAZON CAPITAL SERVICES	1T1P-N3XH-FNWV	9/4/26	18.04
262700392	AMAZON CAPITAL SERVICES	1J1J-J4V1-177W	9/4/26	18.36
262700392	AMAZON CAPITAL SERVICES	1FJ9-4G4R-FQ4L	9/4/26	19.01
262700392	AMAZON CAPITAL SERVICES	1QD7-RJJG-CTH6	9/4/26	21.79
262700392	AMAZON CAPITAL SERVICES	1JF6-19RT-N7HX	9/4/26	21.98
262700392	AMAZON CAPITAL SERVICES	1QD7-RJJG-CTH6	9/4/26	22.29
262700392	AMAZON CAPITAL SERVICES	1T1P-N3XH-NYYQ	9/4/26	26.59
262700392	AMAZON CAPITAL SERVICES	1WJK-YPHJ-M1KL	9/4/26	28.45
262700392	AMAZON CAPITAL SERVICES	1P1L-7Y9D-FWM3	9/4/26	28.98
262700392	AMAZON CAPITAL SERVICES	1G6Y-FQNG-VXF4	9/4/26	29.99
262700392	AMAZON CAPITAL SERVICES	16R4-VPPW-91K7	9/4/26	30.11
262700392	AMAZON CAPITAL SERVICES	16R4-VPPW-W3W1	9/4/26	30.41
262700392	AMAZON CAPITAL SERVICES	1LHM-6NRN-96HN	9/4/26	31.08
262700392	AMAZON CAPITAL SERVICES	1DLW-4MN1-1V3R	9/4/26	32.73
262700392	AMAZON CAPITAL SERVICES	1JFN-GPWK-C47N	9/4/26	35.99
262700392	AMAZON CAPITAL SERVICES	14NP-CNHJ-7R93	9/4/26	36.94
262700392	AMAZON CAPITAL SERVICES	1FJ9-4G4R-YY7V	9/4/26	38.71
262700392	AMAZON CAPITAL SERVICES	16YF-WXYW-XXQT	9/4/26	41.98
262700392	AMAZON CAPITAL SERVICES	19XF-LTWM-443Y	9/4/26	46.99
262700392	AMAZON CAPITAL SERVICES	1L46-XMJW-6GFN	9/4/26	48.65
262700392	AMAZON CAPITAL SERVICES	1NVM-YQNH-9LJV	9/4/26	54.91
262700392	AMAZON CAPITAL SERVICES	1FNP-6MKY-4PQM	9/4/26	55.43
262700392	AMAZON CAPITAL SERVICES	1PPF-YXMK-7R4T	9/4/26	55.58
262700392	AMAZON CAPITAL SERVICES	1FJ9-4G4R-FQ4L	9/4/26	56.83
262700392	AMAZON CAPITAL SERVICES	1GV6-1VP3-6PLK	9/4/26	57.98
262700392	AMAZON CAPITAL SERVICES	1JFN-GPWK-C47N	9/4/26	61.77

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262700392	AMAZON CAPITAL SERVICES	17NH-C499-3J9Y	9/4/26	62.38
262700392	AMAZON CAPITAL SERVICES	1YKG-96W3-W69X	9/4/26	62.93
262700392	AMAZON CAPITAL SERVICES	11DJ-H3GK-9737	9/4/26	69.97
262700392	AMAZON CAPITAL SERVICES	113V-D6J3-VR9L	9/4/26	69.99
262700392	AMAZON CAPITAL SERVICES	1LPX-44N1-NJV7	9/4/26	72.15
262700392	AMAZON CAPITAL SERVICES	1H14-R7QL-4RG6	9/4/26	74.75
262700392	AMAZON CAPITAL SERVICES	1DCM-RLQF-1C3H	9/4/26	83.97
262700392	AMAZON CAPITAL SERVICES	1RL9-GFQG-4YYX	9/4/26	88.96
262700392	AMAZON CAPITAL SERVICES	16PP-D36G-LMQH	9/4/26	95.23
262700392	AMAZON CAPITAL SERVICES	1T44-M6RD-QFFF	9/4/26	98.98
262700392	AMAZON CAPITAL SERVICES	1JF6-19RT-QDKH	9/4/26	99.70
262700392	AMAZON CAPITAL SERVICES	1MYM-XTJ7-DJNT	9/4/26	101.33
262700392	AMAZON CAPITAL SERVICES	1JPW-1CFJ-P4MC	9/4/26	101.56
262700392	AMAZON CAPITAL SERVICES	1X33-FL33-9X1D	9/4/26	107.03
262700392	AMAZON CAPITAL SERVICES	1NTH-VLHX-3GCG	9/4/26	111.14
262700392	AMAZON CAPITAL SERVICES	1PXD-P9G6-VLMC	9/4/26	125.12
262700392	AMAZON CAPITAL SERVICES	1T44-M6RD-7NXY	9/4/26	137.74
262700392	AMAZON CAPITAL SERVICES	19VW-KFFG-HCHW	9/4/26	142.66
262700392	AMAZON CAPITAL SERVICES	1MJ3-X1PT-RMHJ	9/4/26	145.47
262700392	AMAZON CAPITAL SERVICES	13GL-4CFF-3TLC	9/4/26	148.27
262700392	AMAZON CAPITAL SERVICES	1MYM-XTJ7-XLMK	9/4/26	153.73
262700392	AMAZON CAPITAL SERVICES	1K9W-JH7Y-VNXG	9/4/26	154.42
262700392	AMAZON CAPITAL SERVICES	1YKG-96W3-CR11	9/4/26	171.99
262700392	AMAZON CAPITAL SERVICES	1JKX-QV9M-77JW	9/4/26	190.28
262700392	AMAZON CAPITAL SERVICES	1GCX-NVQQ-6TF9	9/4/26	200.91
262700392	AMAZON CAPITAL SERVICES	1XGJ-7KVK-HQ46	9/4/26	224.14
262700392	AMAZON CAPITAL SERVICES	1K7J-H7T9-67LF	9/4/26	254.24
262700392	AMAZON CAPITAL SERVICES	1PG9-XHJV-3FPL	9/4/26	256.68
262700392	AMAZON CAPITAL SERVICES	1HHP-XQ9W-FJ4X	9/4/26	304.99
262700392	AMAZON CAPITAL SERVICES	1MLQ-G4GV-JRWQ	9/4/26	326.36
262700392	AMAZON CAPITAL SERVICES	1GC3-RW17-66NV	9/4/26	666.48
262700392	AMAZON CAPITAL SERVICES	1HXQ-49MM-63P7	9/4/26	1,090.42
262700392	AMAZON CAPITAL SERVICES	1WJH-6FV6-6VTP	9/4/26	1,095.90
262700393	ARBOR SCIENTIFIC	508081	9/4/26	164.09
262700394	ATKINSON, STEVEN	REF 082926-083026	9/4/26	60.00
262700394	ATKINSON, STEVEN	REF 081026-081626	9/4/26	75.00
262700394	ATKINSON, STEVEN	REF 08142026	9/4/26	110.00
262700395	BIZJAK, CHRISTOPHER	REF 08292026	9/4/26	110.00
262700396	BLUE EDGE ENERGY LLC	6873	9/4/26	132.70
262700397	BORNTREGER, SIERRA	AUG2026 ITEM	9/4/26	36.48
262700398	BULLIS, LAUREN	AUG2026 MILEAGE	9/4/26	17.40
262700399	CAROLINA BIOLOGICAL SUPPLY CO	53547023 RI	9/4/26	49.81
262700399	CAROLINA BIOLOGICAL SUPPLY CO	53554351 RI	9/4/26	189.06

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262700400	CARRICO AQUATIC RESOURCES, INC	20266515	9/4/26	137.50
262700401	CASH, MATTHEW	AUG2026 ITEM	9/4/26	110.19
262700402	CHARACTER DEVELOPMENT & LEADERSHIP	13012D	9/4/26	650.00
262700403	DISCOVERY EDUCATION, INC	CINV-369029	9/4/26	2,658.76
262700404	DOESCHER, LAUREN	JUL2026 ITEM	9/4/26	12.50
262700405	FIRST SUPPLY LLC	204172-00	9/4/26	24.85
262700405	FIRST SUPPLY LLC	204173-00	9/4/26	115.02
262700405	FIRST SUPPLY LLC	204059-00	9/4/26	117.81
262700405	FIRST SUPPLY LLC	204069-00	9/4/26	197.01
262700406	FOLLETT CONTENT SOLUTIONS, LLC.	774099	9/4/26	9,272.23
262700406	FOLLETT CONTENT SOLUTIONS, LLC.	774102.002	9/4/26	36,785.96
262700406	FOLLETT CONTENT SOLUTIONS, LLC.	774102.001	9/4/26	56,221.35
262700407	FOSTER, AUGUSTUS	REF 082826-083026	9/4/26	50.00
262700407	FOSTER, AUGUSTUS	REF 082926-083026	9/4/26	60.00
262700408	GOFF, NICOLE	AUG2026 ITEM	9/4/26	25.00
262700409	GRAFF, CHRISTOPHER	AUG2026 MILEAGE	9/4/26	16.46
262700410	GRAYKOWSKI'S DISTRIBUTING LLC	7961	9/4/26	792.00
262700411	GREEN LAWN UNGRD SPRINKLERS	26-44256	9/4/26	153.44
262700411	GREEN LAWN UNGRD SPRINKLERS	26-44254	9/4/26	385.00
262700411	GREEN LAWN UNGRD SPRINKLERS	26-44253	9/4/26	713.61
262700411	GREEN LAWN UNGRD SPRINKLERS	26-44255	9/4/26	1,791.48
262700412	HALLMAN LINDSAY PAINTS	I0353535	9/4/26	1,738.80
262700413	HANSEN, RICHARD	REF 08282026	9/4/26	120.00
262700414	HEAT & POWER PRODUCTS INC.	51486	9/4/26	382.10
262700414	HEAT & POWER PRODUCTS INC.	51463	9/4/26	506.14
262700415	HEID MUSIC COMPANY, INC.-APPLETON	4210756	9/4/26	62.00
262700415	HEID MUSIC COMPANY, INC.-APPLETON	4280264	9/4/26	126.94
262700415	HEID MUSIC COMPANY, INC.-APPLETON	4280252	9/4/26	409.59
262700416	JANKE, TODD	REF 082826-083026	9/4/26	50.00
262700416	JANKE, TODD	REF 082926-083026	9/4/26	60.00
262700417	JOHNSON, KEVIN	REF 08282026	9/4/26	120.00
262700418	JULIOT, DAVID	REF 082926-083026	9/4/26	60.00
262700419	KELNHOFER, BRYAN	REF 08282026	9/4/26	120.00
262700420	KITCHELL, TED	REF 08252026	9/4/26	70.00
262700420	KITCHELL, TED	REF 08252026	9/4/26	110.00
262700421	LAACK, STEVEN	REF 08292026	9/4/26	70.00
262700421	LAACK, STEVEN	REF 08292026	9/4/26	110.00
262700422	LO, XENG	REF 08252026	9/4/26	70.00
262700422	LO, XENG	REF 08292026	9/4/26	70.00
262700422	LO, XENG	REF 08252026	9/4/26	110.00
262700423	LOR, LONG	REF 08252026	9/4/26	110.00
262700424	LORGE, ERIC	REF 082926-083026	9/4/26	60.00
262700425	LOW, ANDREW	JUL2026 MILEAGE	9/4/26	276.52

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262700426	M3 INSURANCE SOLU INC	145047 Oct	9/4/26	8,378.00
262700426	M3 INSURANCE SOLU INC	145047 Oct	9/4/26	29,904.20
262700426	M3 INSURANCE SOLU INC	145047 Oct	9/4/26	33,549.10
262700427	MARATHON PEST CONTROL	74137	9/4/26	38.00
262700427	MARATHON PEST CONTROL	74111	9/4/26	40.00
262700427	MARATHON PEST CONTROL	74122	9/4/26	42.00
262700427	MARATHON PEST CONTROL	74066	9/4/26	43.00
262700427	MARATHON PEST CONTROL	74048	9/4/26	45.00
262700428	MCMILLAN-HEHIR, HEATHER	AUG2026 MILEAGE	9/4/26	35.09
262700429	MEISSEN, MORGAN	AUG2026 MILEAGE	9/4/26	41.11
262700430	MID WISCONSIN BEVERAGE	2223829	9/4/26	1,250.00
262700431	MISSISSIPPI WELDERS SUPPLY CO., INC	4810682	9/4/26	294.00
262700432	NASSCO INC - CUSTODIAL	6752731	9/4/26	2.68
262700432	NASSCO INC - CUSTODIAL	6752731	9/4/26	2.69
262700432	NASSCO INC - CUSTODIAL	6752730	9/4/26	7.04
262700432	NASSCO INC - CUSTODIAL	6752730	9/4/26	7.04
262700432	NASSCO INC - CUSTODIAL	6752731	9/4/26	8.04
262700432	NASSCO INC - CUSTODIAL	6748336	9/4/26	8.31
262700432	NASSCO INC - CUSTODIAL	6748336	9/4/26	8.33
262700432	NASSCO INC - CUSTODIAL	6752730	9/4/26	21.11
262700432	NASSCO INC - CUSTODIAL	6752731	9/4/26	24.13
262700432	NASSCO INC - CUSTODIAL	6748336	9/4/26	24.98
262700432	NASSCO INC - CUSTODIAL	6752730	9/4/26	63.34
262700432	NASSCO INC - CUSTODIAL	6748336	9/4/26	74.93
262700432	NASSCO INC - CUSTODIAL	6750249	9/4/26	145.60
262700432	NASSCO INC - CUSTODIAL	6752731	9/4/26	230.62
262700432	NASSCO INC - CUSTODIAL	6753169	9/4/26	349.34
262700432	NASSCO INC - CUSTODIAL	6749775	9/4/26	468.83
262700432	NASSCO INC - CUSTODIAL	6752730	9/4/26	605.23
262700432	NASSCO INC - CUSTODIAL	6748336	9/4/26	715.95
262700432	NASSCO INC - CUSTODIAL	6752798	9/4/26	719.66
262700433	NCS PEARSON INC	32102670	9/4/26	57.50
262700433	NCS PEARSON INC	32148372	9/4/26	508.20
262700434	NORTH, DOUGLAS	REF 082826-083026	9/4/26	50.00
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	66.76
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	66.76
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	103.23
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	103.23
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	131.61
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	131.61
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	283.72
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	283.72
262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	547.22

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262700435	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/4/26	547.22
262700436	PERFORMANCE FOODSERVICE	463614	9/4/26	45.00
262700436	PERFORMANCE FOODSERVICE	463614	9/4/26	84.52
262700436	PERFORMANCE FOODSERVICE	463614	9/4/26	107.62
262700436	PERFORMANCE FOODSERVICE	463614	9/4/26	322.35
262700437	PETERSON, MARGARET	AUG2026 ITEM	9/4/26	30.40
262700438	PRO ED, INC.	3136420	9/4/26	56.10
262700439	ROCHESTER 100 INC	INV126218	9/4/26	126.00
262700440	SCHNEIDER, DANIEL	REF 08292026	9/4/26	70.00
262700440	SCHNEIDER, DANIEL	REF 08292026	9/4/26	110.00
262700441	SCHOLASTIC INC. - CLASSROOM MAGAZINES	M7691918 2	9/4/26	227.70
262700442	SCHOOL SPECIALTY, LLC.	2.08138E+11	9/4/26	65.63
262700442	SCHOOL SPECIALTY, LLC.	2.08138E+11	9/4/26	84.88
262700442	SCHOOL SPECIALTY, LLC.	3.08105E+11	9/4/26	2,549.57
262700443	SECURIAN FINANCIAL GROUP, INC.	46235	9/4/26	1,062.75
262700443	SECURIAN FINANCIAL GROUP, INC.	46235	9/4/26	3,973.18
262700443	SECURIAN FINANCIAL GROUP, INC.	46235	9/4/26	8,195.72
262700443	SECURIAN FINANCIAL GROUP, INC.	46235	9/4/26	9,313.97
262700444	SENDELBACH, MICHELLE	AUG2026 ITEM	9/4/26	145.77
262700445	STRIKE, KELLEY	JULAUG2026 MILEAGE	9/4/26	97.15
262700446	SUN PRINTING LLC	165796	9/4/26	106.00
262700447	SWOBODA, AVA	AUG2026 ITEMa	9/4/26	293.89
262700448	TESKE, STEFANIE	AUG2026 MILEAGE	9/4/26	53.72
262700449	THOMA, AMANDA	JULAUG2026 MILEAGE	9/4/26	39.88
262700450	TREANKLER, STEVEN	AUG2026 ITEM	9/4/26	65.58
262700451	VIKING ELECTRIC SUPPLY	S010619473.002	9/4/26	20.50
262700451	VIKING ELECTRIC SUPPLY	S010619473.001	9/4/26	130.14
262700452	WEIR, DAVID	REF 082926-083026	9/4/26	60.00
262700453	WESTFALL, AJAY	AUG2026 ITEM	9/4/26	43.77
262700454	WIDMANN, SARA	AUG2026 ITEM	9/4/26	44.86
262700455	WILKE, ANDREW	REF 082826-083026	9/4/26	50.00
262700456	XIONG, KANG BAO	AUG2026 ITEM	9/4/26	24.93
262700457	YANG-VONGPHAKDY, MANEE	8/3/26Maneesmileage	9/4/26	83.38
262700457	YANG-VONGPHAKDY, MANEE	8/31/26advisoryManee	9/4/26	115.92
262700458	ZIEGELBAUER, KELLY	JUL2026 CONF	9/4/26	290.00
262700459	1ST PLACE TROPHY & ENGRAVING	5981	9/11/26	510.00
262700460	ABLE DISTRIBUTING CO INC	S024042047.001	9/11/26	184.62
262700461	ALECKSON, TED	AUG2026 MILEAGE	9/11/26	30.89
262700462	ALVIS, LEROY JR	REF 083126-090626	9/11/26	70.00
262700462	ALVIS, LEROY JR	REF 09052026	9/11/26	250.00
262700463	AMAZON CAPITAL SERVICES	1RRC-FH6Q-RK73	9/11/26	(42.42)
262700463	AMAZON CAPITAL SERVICES	1XF4-GFRR-QTYR	9/11/26	(13.67)
262700463	AMAZON CAPITAL SERVICES	1VVF-4VNX-9PV6	9/11/26	6.19

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262700463	AMAZON CAPITAL SERVICES	1HFN-R6Q1-P39F	9/11/26	10.94
262700463	AMAZON CAPITAL SERVICES	1FJM-YCMW-9K1Y	9/11/26	10.94
262700463	AMAZON CAPITAL SERVICES	1YRQ-VX9W-6479	9/11/26	15.98
262700463	AMAZON CAPITAL SERVICES	1YRQ-VX9W-7WPD	9/11/26	19.97
262700463	AMAZON CAPITAL SERVICES	13QD-NY67-49GH	9/11/26	21.45
262700463	AMAZON CAPITAL SERVICES	1VWM-Y1KQ-9JL4	9/11/26	23.98
262700463	AMAZON CAPITAL SERVICES	1THJ-KK3L-4VHX	9/11/26	23.99
262700463	AMAZON CAPITAL SERVICES	1DC3-F3MD-HKFY	9/11/26	25.53
262700463	AMAZON CAPITAL SERVICES	17XL-N1KH-7J1W	9/11/26	28.99
262700463	AMAZON CAPITAL SERVICES	1F93-7LVR-3W3V	9/11/26	29.36
262700463	AMAZON CAPITAL SERVICES	1TQD-KQRF-79VM	9/11/26	29.99
262700463	AMAZON CAPITAL SERVICES	13KY-V794-6NLM	9/11/26	34.19
262700463	AMAZON CAPITAL SERVICES	XF4-GFRR-9QNL	9/11/26	35.98
262700463	AMAZON CAPITAL SERVICES	113Q-FM7D-MKXR	9/11/26	37.82
262700463	AMAZON CAPITAL SERVICES	1M69-DQJV-K1X1	9/11/26	39.45
262700463	AMAZON CAPITAL SERVICES	146D-L3JC-HGYW	9/11/26	39.99
262700463	AMAZON CAPITAL SERVICES	13KY-V794-9GHY	9/11/26	42.99
262700463	AMAZON CAPITAL SERVICES	1R3M-31V1-7WHR	9/11/26	44.98
262700463	AMAZON CAPITAL SERVICES	1C4Q-JH17-CTLY	9/11/26	48.60
262700463	AMAZON CAPITAL SERVICES	16CK-34FY-FMKT	9/11/26	48.66
262700463	AMAZON CAPITAL SERVICES	1KXV-7WCQ-DHTR	9/11/26	49.90
262700463	AMAZON CAPITAL SERVICES	1YRQ-VX9W-6479	9/11/26	49.95
262700463	AMAZON CAPITAL SERVICES	191D-VJ77-JMKD	9/11/26	50.11
262700463	AMAZON CAPITAL SERVICES	1THJ-KK3L-JWJ3	9/11/26	51.44
262700463	AMAZON CAPITAL SERVICES	1XL3-KL7P-7G1N	9/11/26	58.78
262700463	AMAZON CAPITAL SERVICES	1R3M-31V1-KLPV	9/11/26	58.99
262700463	AMAZON CAPITAL SERVICES	1R3M-31V1-94M4	9/11/26	59.18
262700463	AMAZON CAPITAL SERVICES	1NV4-GMN9-CGTC	9/11/26	59.25
262700463	AMAZON CAPITAL SERVICES	146D-L3JC-NXDC	9/11/26	59.39
262700463	AMAZON CAPITAL SERVICES	1NV4-GMN9-CGTC	9/11/26	60.96
262700463	AMAZON CAPITAL SERVICES	13KY-V794-C7J1	9/11/26	66.89
262700463	AMAZON CAPITAL SERVICES	16W6-HCX3-F7CN	9/11/26	67.20
262700463	AMAZON CAPITAL SERVICES	1J16-TGT9-7CGC	9/11/26	67.99
262700463	AMAZON CAPITAL SERVICES	1L77-TW6Y-M1CL	9/11/26	69.50
262700463	AMAZON CAPITAL SERVICES	1QVD-XPGN-4341	9/11/26	79.99
262700463	AMAZON CAPITAL SERVICES	1NV4-GMN9-CGTC	9/11/26	84.90
262700463	AMAZON CAPITAL SERVICES	1JRT-F9Y9-DMRJ	9/11/26	85.57
262700463	AMAZON CAPITAL SERVICES	1GMY-NGCR-DQ44	9/11/26	87.70
262700463	AMAZON CAPITAL SERVICES	1RWH-VQCY-HRVW	9/11/26	87.96
262700463	AMAZON CAPITAL SERVICES	1K7J-H7T9-YL3D	9/11/26	104.69
262700463	AMAZON CAPITAL SERVICES	1F93-7LVR-FR76	9/11/26	107.99
262700463	AMAZON CAPITAL SERVICES	1XCV-VGX4-96TL	9/11/26	112.37
262700463	AMAZON CAPITAL SERVICES	1R3M-31V1-FHD6	9/11/26	117.14

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262700463	AMAZON CAPITAL SERVICES	1DPQ-G4L7-7DRF	9/11/26	120.11
262700463	AMAZON CAPITAL SERVICES	173J-VXXT-3J4D	9/11/26	129.44
262700463	AMAZON CAPITAL SERVICES	1JRT-F9Y9-DMRJ	9/11/26	129.69
262700463	AMAZON CAPITAL SERVICES	1R3M-31V1-6DJF	9/11/26	139.99
262700463	AMAZON CAPITAL SERVICES	1F93-7LVR-3W3V	9/11/26	145.58
262700463	AMAZON CAPITAL SERVICES	1NV4-GMN9-CGTC	9/11/26	155.88
262700463	AMAZON CAPITAL SERVICES	1FG3-7T4D-74PK	9/11/26	157.47
262700463	AMAZON CAPITAL SERVICES	1W6T-N6JJ-D44J	9/11/26	168.77
262700463	AMAZON CAPITAL SERVICES	1RPP-C7QD-3JFM	9/11/26	171.98
262700463	AMAZON CAPITAL SERVICES	1JRT-F9Y9-7K1F	9/11/26	195.13
262700463	AMAZON CAPITAL SERVICES	1FFM-FCX4-7JHX	9/11/26	202.50
262700463	AMAZON CAPITAL SERVICES	14XX-HN9W-7KHQ	9/11/26	226.57
262700463	AMAZON CAPITAL SERVICES	1KFK-TJDY-YNFJ	9/11/26	278.31
262700463	AMAZON CAPITAL SERVICES	1YRQ-VX9W-67LF	9/11/26	331.71
262700463	AMAZON CAPITAL SERVICES	1YRQ-VX9W-DLPG	9/11/26	389.63
262700463	AMAZON CAPITAL SERVICES	1LM3-TPK7-4FGJ	9/11/26	414.80
262700463	AMAZON CAPITAL SERVICES	19G1-C1T6-JHWP	9/11/26	418.87
262700463	AMAZON CAPITAL SERVICES	1MJ1-6RVF-9WCP	9/11/26	572.78
262700463	AMAZON CAPITAL SERVICES	14FK-GMKX-6DG7	9/11/26	611.70
262700463	AMAZON CAPITAL SERVICES	1JRT-F9Y9-DMRJ	9/11/26	677.30
262700463	AMAZON CAPITAL SERVICES	16CG-HFCJ-6GNY	9/11/26	865.89
262700463	AMAZON CAPITAL SERVICES	1PDK-LHH4-D1K7	9/11/26	1,087.65
262700463	AMAZON CAPITAL SERVICES	1KXV-7WCQ-MC9K	9/11/26	1,099.83
262700463	AMAZON CAPITAL SERVICES	1766-61MN-3V1J	9/11/26	1,405.04
262700464	AMELSE, RICK	REF 09012026	9/11/26	110.00
262700465	AUGUST WINTER & SONS INC	80895	9/11/26	3,883.09
262700466	BABCOCK, HARRY	REF 09052026	9/11/26	250.00
262700467	BATES, CRISTIE	AUG2026 MILEAGE	9/11/26	6.38
262700468	BELANGER, SCOTT	REF 090326-090626	9/11/26	60.00
262700468	BELANGER, SCOTT	REF 083126-090626	9/11/26	100.00
262700469	BIZJAK, CHRISTOPHER	REF 08212026	9/11/26	110.00
262700470	BRODJESKI, AMANDA	AUG2026 ITEM	9/11/26	49.00
262700471	BROST, TONYA	AUG2026 ITEM	9/11/26	65.40
262700472	BROWN, TRAVIS	REF 08212026	9/11/26	70.00
262700473	BUCHBERGER, LAWRENCE	REF 090326-090626	9/11/26	60.00
262700473	BUCHBERGER, LAWRENCE	REF 083126-090626	9/11/26	100.00
262700474	CARLSON, JOSEPH	REF 083126-090626	9/11/26	60.00
262700475	CAROLINA BIOLOGICAL SUPPLY CO	53556108 RI	9/11/26	795.09
262700476	CARRICO AQUATIC RESOURCES, INC	20266654	9/11/26	545.79
262700477	CASH, MATTHEW	AUG2026 ITEMa	9/11/26	28.37
262700477	CASH, MATTHEW	AUG2026 ITEMa	9/11/26	122.39
262700478	DEPERRY, JEFFERY	REF 09052026	9/11/26	250.00
262700479	DIGGERS HOTLINE INC	260 8 27751	9/11/26	61.50

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262700480	DREWEK, DAVID	REF 08212026	9/11/26	70.00
262700481	ENGEBRETSON, AMY	AUG2026 MILEAGE	9/11/26	178.71
262700482	ESPELAND, HEATHER	AUG2026 ITEM	9/11/26	93.56
262700483	FAUST, BRIAN	REF 09012026	9/11/26	110.00
262700484	FOLLETT CONTENT SOLUTIONS, LLC.	788942	9/11/26	276.58
262700485	FOSTER, AUGUSTUS	REF 090326-090626	9/11/26	60.00
262700486	FOX, GRETCHEN	AUG2026 MILEAGE	9/11/26	14.79
262700487	GLEASON, DEBRA	REF 09052026	9/11/26	250.00
262700488	GRAINGER INC, WW	9065796808	9/11/26	72.60
262700489	GULDAN, DONNA	AUG2026 MILEAGE	9/11/26	20.30
262700490	HAHN, WILLIAM	REF 09042026	9/11/26	120.00
262700491	HALING, WILLIAM	REF 08212026	9/11/26	70.00
262700492	HARTER'S FOX VALLEY DISPOSAL	2078037	9/11/26	638.00
262700492	HARTER'S FOX VALLEY DISPOSAL	2078036	9/11/26	6,314.75
262700493	HOLIDAY WHOLESALE, INC	2438830, 2440436	9/11/26	(26.82)
262700493	HOLIDAY WHOLESALE, INC	2438830, 2440436	9/11/26	54.50
262700493	HOLIDAY WHOLESALE, INC	2438830, 2440436	9/11/26	104.92
262700493	HOLIDAY WHOLESALE, INC	2438830, 2440436	9/11/26	322.27
262700494	HORAK REFRIGERATION INC	13395	9/11/26	218.93
262700494	HORAK REFRIGERATION INC	13404	9/11/26	311.82
262700495	INTEGRITY FIRE PROTECTION LLC	4059	9/11/26	460.00
262700496	JONES, ELIJAH	REF 09032026	9/11/26	110.00
262700497	KAMINSKI, SARAH	AUG2026 MILEAGE	9/11/26	30.09
262700498	KAROW, TONYA	111	9/11/26	25.00
262700499	KITCHELL, TED	REF 09032026	9/11/26	70.00
262700499	KITCHELL, TED	REF 083126-090626	9/11/26	80.00
262700499	KITCHELL, TED	REF 08222026	9/11/26	110.00
262700499	KITCHELL, TED	REF 09032026	9/11/26	110.00
262700500	KLINGER, LAENA	AUG2026 ITEM	9/11/26	50.00
262700501	KRANZ, BRANDON	AUG2026 MILEAGE	9/11/26	24.07
262700502	KRUEGER, EMMALEE	AUG2026 MILEAGE	9/11/26	78.16
262700503	KWIK TRIP INC	00054784 AUG 2026	9/11/26	188.95
262700503	KWIK TRIP INC	00054784 AUG 2026	9/11/26	254.67
262700503	KWIK TRIP INC	00054784 AUG 2026	9/11/26	448.55
262700503	KWIK TRIP INC	00054784 AUG 2026	9/11/26	1,840.55
262700504	KYLES CONSULTING LLC	2435	9/11/26	1,550.00
262700505	LEHMAN, GINA	AUG2026 MILEAGE	9/11/26	115.35
262700506	LERCH, ANDREA	AUG2026 Mileage	9/11/26	60.97
262700507	LOR, PAO CHOUA	REF 083126-090626	9/11/26	80.00
262700507	LOR, PAO CHOUA	REF 08212026	9/11/26	110.00
262700507	LOR, PAO CHOUA	REF 08222026	9/11/26	110.00
262700508	LORGE, ERIC	REF 083126-090626	9/11/26	60.00
262700508	LORGE, ERIC	REF 09032026	9/11/26	70.00

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262700508	LORGE, ERIC	REF 08212026	9/11/26	110.00
262700508	LORGE, ERIC	REF 08222026	9/11/26	110.00
262700509	LUKASKO, TIFFANY	AUG2026 MILEAGE	9/11/26	102.96
262700510	MCELDOWNEY, TODD	REF 09052026	9/11/26	250.00
262700511	MONK, PAUL	REF 09042026	9/11/26	120.00
262700512	MUZZY, SANDRA	REF 09052026	9/11/26	250.00
262700513	NASSCO INC - CUSTODIAL	6754534	9/11/26	76.01
262700513	NASSCO INC - CUSTODIAL	6755922	9/11/26	355.58
262700513	NASSCO INC - CUSTODIAL	6754473	9/11/26	515.72
262700513	NASSCO INC - CUSTODIAL	6754497	9/11/26	13,755.24
262700514	NORTHWAY COMMUNICATIONS INC	187563	9/11/26	355.00
262700515	OLIGNEY, KELLI	AUG2026 MILEAGE	9/11/26	3.48
262700515	OLIGNEY, KELLI	AUG2026 MILEAGE	9/11/26	59.31
262700516	OLIVAS SALGADO, NEYLIN	AUG2026 ITEM	9/11/26	46.96
262700517	OSTROWSKI, MADELYN	AUG2026 ITEM	9/11/26	182.24
262700518	OXFORD, JONENE	AUG2026 MILEAGE	9/11/26	40.24
262700519	PACOLT, DIANNE	REF 09052026	9/11/26	250.00
262700520	PAGENKOPF, CHAD	JUL2026 CONF	9/11/26	291.24
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	75.74
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	75.74
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	92.85
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	92.85
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	137.80
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	137.80
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	414.08
262700521	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/11/26	414.08
262700522	PERFORMANCE FOODSERVICE	33069-46970	9/11/26	130.06
262700522	PERFORMANCE FOODSERVICE	33069-46970	9/11/26	610.19
262700522	PERFORMANCE FOODSERVICE	33073-473917	9/11/26	794.30
262700523	PISCA, SARAH	112	9/11/26	280.00
262700523	PISCA, SARAH	112	9/11/26	355.50
262700524	PLISKA, EUGENE	REF 09032026	9/11/26	110.00
262700525	POPHAL EDUCATION LLC	SEPT2026 H.O.	9/11/26	60.00
262700525	POPHAL EDUCATION LLC	130	9/11/26	1,875.00
262700526	PRAIRIE FARMS-WOODBURY, MN	AUG2026 P132F	9/11/26	12,803.44
262700527	R & R SPECIALTIES INC	0093908-IN	9/11/26	1,591.00
262700528	RAETHER, MICHAEL	AUG2026 MILEAGE.	9/11/26	16.97
262700529	REI ENGINEERING, INC	52719	9/11/26	3,000.00
262700530	RENZELMANN, CHRISTOPHER	REF 08212026	9/11/26	70.00
262700531	RESCH, SAVANAH	AUG2026 MILEAGE	9/11/26	54.52
262700532	ROCK RIDGE ORCHARD, LLC.	DCE092826	9/11/26	120.00
262700532	ROCK RIDGE ORCHARD, LLC.	DCE092826	9/11/26	400.00
262700533	SCHAUB JR, EDWARD	REF 09052026	9/11/26	250.00

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262700534	SCHOEN, NANCY	REF 09052026	9/11/26	250.00
262700535	SCHULTZ, DAVID	REF 09042026	9/11/26	120.00
262700536	SCUPIEN, DONALD	REF 09042026	9/11/26	120.00
262700537	SEELEY, CAITLIN	JULAUG2026 ITEM	9/11/26	517.66
262700538	SEUBERT, APRIL	AUG2026 ITEM	9/11/26	128.31
262700539	SIPPEL, MARC	REF 08212026	9/11/26	70.00
262700540	SMITH, GLENDA	REF 09052026	9/11/26	250.00
262700541	SOLUM, NICHOLAS	REF 08212026	9/11/26	70.00
262700541	SOLUM, NICHOLAS	REF 09012026	9/11/26	110.00
262700542	STASHEK, JACQUELINE	AUG2026 MILEAGE	9/11/26	92.29
262700543	STOLTZ, KRYSTAL	AUG2026 ITEM	9/11/26	50.00
262700544	TARRAS, STEPHEN	REF 090326-090626	9/11/26	60.00
262700544	TARRAS, STEPHEN	REF 083126-090626	9/11/26	100.00
262700545	THAO, PANYIA	AUG2026 MILEAGE	9/11/26	60.68
262700546	THOMPSON, CHAD	REF 083126-090626	9/11/26	70.00
262700547	TUBBS, PHILLIP	AUG2026 MILEAGE	9/11/26	58.44
262700548	U.S. WATER, LLC.	207993	9/11/26	337.00
262700549	USIC RECEIVABLES, LLC	830072	9/11/26	4,127.25
262700550	VANSLYKE, KENDRA	AUG2026 ITEM	9/11/26	129.97
262700551	VESPER, WENDY	AUG2026 ITEM	9/11/26	75.99
262700552	VIKING ELECTRIC SUPPLY	S010651618.001	9/11/26	78.10
262700552	VIKING ELECTRIC SUPPLY	S010651618.002	9/11/26	78.10
262700552	VIKING ELECTRIC SUPPLY	S010648275.001	9/11/26	1,125.00
262700553	VLIETSTRA, ALISON	AUG2026 MILEAGE	9/11/26	33.35
262700554	WEIR, DAVID	REF 083126-090626	9/11/26	100.00
262700555	WI PUBLIC SERVICE	6057610450	9/11/26	16.21
262700555	WI PUBLIC SERVICE	6057610450	9/11/26	1,288.74
262700556	WIDEMAN, TODD	REF 08282026	9/11/26	120.00
262700557	ABLE DISTRIBUTING CO INC	S024074708.001	9/18/26	6.20
262700558	ALVIS, LEROY JR	REF 090826-091326	9/18/26	60.00
262700558	ALVIS, LEROY JR	REF 090726-091326	9/18/26	120.00
262700558	ALVIS, LEROY JR	REF 09122026	9/18/26	200.00
262700559	AMAZON CAPITAL SERVICES	1YGQ-3J17-WFHX	9/18/26	5.95
262700559	AMAZON CAPITAL SERVICES	1HL4-NVC7-K9CV	9/18/26	7.24
262700559	AMAZON CAPITAL SERVICES	137H-WVG4-N3JK	9/18/26	7.99
262700559	AMAZON CAPITAL SERVICES	1QFQ-N93V-XMDJ	9/18/26	9.45
262700559	AMAZON CAPITAL SERVICES	1H94-6NK4-FP4M	9/18/26	9.49
262700559	AMAZON CAPITAL SERVICES	116P-N7X6-7GFC	9/18/26	9.49
262700559	AMAZON CAPITAL SERVICES	1V9W-V7KV-JRP4	9/18/26	9.79
262700559	AMAZON CAPITAL SERVICES	1YXF-K6HM-HYN7	9/18/26	9.79
262700559	AMAZON CAPITAL SERVICES	1T6K-F7HF-7YCP	9/18/26	9.79
262700559	AMAZON CAPITAL SERVICES	1RPP-C7QD-T1PT	9/18/26	11.86
262700559	AMAZON CAPITAL SERVICES	1DT4-DVHD-1GRL	9/18/26	11.99

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262700559	AMAZON CAPITAL SERVICES	1T1G-FTLX-TM4Y	9/18/26	12.47
262700559	AMAZON CAPITAL SERVICES	1C1M-6TVP-F6CJ	9/18/26	12.99
262700559	AMAZON CAPITAL SERVICES	1DYR-CJLM-WC46	9/18/26	12.99
262700559	AMAZON CAPITAL SERVICES	1R7G-JMQX-NWXN	9/18/26	13.67
262700559	AMAZON CAPITAL SERVICES	1QCC-MVVD-KWFX	9/18/26	15.28
262700559	AMAZON CAPITAL SERVICES	1L6K-D9FR-FVTG	9/18/26	17.21
262700559	AMAZON CAPITAL SERVICES	1FG7-7YDD-X4LK	9/18/26	18.99
262700559	AMAZON CAPITAL SERVICES	1GT9-F4VM-JWFD	9/18/26	19.99
262700559	AMAZON CAPITAL SERVICES	1YGQ-3J17-N6MC	9/18/26	20.48
262700559	AMAZON CAPITAL SERVICES	1CV1-G9JH-C731	9/18/26	20.60
262700559	AMAZON CAPITAL SERVICES	1DFY-99N4-CT7J	9/18/26	20.89
262700559	AMAZON CAPITAL SERVICES	1DVR-FK36-KTMV	9/18/26	21.00
262700559	AMAZON CAPITAL SERVICES	1JG1-QH3K-77YW	9/18/26	21.82
262700559	AMAZON CAPITAL SERVICES	1X43-W69M-W4TJ	9/18/26	22.47
262700559	AMAZON CAPITAL SERVICES	1H94-6NK4-Q974	9/18/26	22.82
262700559	AMAZON CAPITAL SERVICES	17GH-YXMN-DXQ1	9/18/26	23.74
262700559	AMAZON CAPITAL SERVICES	1DDH-JDH4-Y1T1	9/18/26	24.97
262700559	AMAZON CAPITAL SERVICES	1C1M-6TVP-VC9G	9/18/26	25.48
262700559	AMAZON CAPITAL SERVICES	1J6X-W43P-LXC9	9/18/26	25.97
262700559	AMAZON CAPITAL SERVICES	1N66-T3PQ-4CW3	9/18/26	28.02
262700559	AMAZON CAPITAL SERVICES	14DC-NT1Y-CPJY	9/18/26	28.57
262700559	AMAZON CAPITAL SERVICES	1HL4-NVC7-K9CV	9/18/26	28.77
262700559	AMAZON CAPITAL SERVICES	16QJ-3TLV-V1TT	9/18/26	28.96
262700559	AMAZON CAPITAL SERVICES	1YCX-P3CL-4TRP	9/18/26	31.78
262700559	AMAZON CAPITAL SERVICES	1DLR-P4L9-NMPT	9/18/26	31.96
262700559	AMAZON CAPITAL SERVICES	16QJ-3TLV-F69X	9/18/26	33.99
262700559	AMAZON CAPITAL SERVICES	1HQM-T63W-D9K1	9/18/26	35.67
262700559	AMAZON CAPITAL SERVICES	1CHX-DX4H-PY1M	9/18/26	35.98
262700559	AMAZON CAPITAL SERVICES	16RP-717J-GK63	9/18/26	40.74
262700559	AMAZON CAPITAL SERVICES	1FXN-KWPY-FFDF	9/18/26	40.99
262700559	AMAZON CAPITAL SERVICES	1GJC-CCK6-96FF	9/18/26	41.43
262700559	AMAZON CAPITAL SERVICES	1G4C-3L4G-9YMJ	9/18/26	42.70
262700559	AMAZON CAPITAL SERVICES	1YGQ-3J17-1Y4R	9/18/26	42.99
262700559	AMAZON CAPITAL SERVICES	1VYK-G1VN-J3Q9	9/18/26	46.80
262700559	AMAZON CAPITAL SERVICES	1QJ4-WNQL-DQ1M	9/18/26	47.90
262700559	AMAZON CAPITAL SERVICES	1YXF-K6HM-VFYC	9/18/26	50.09
262700559	AMAZON CAPITAL SERVICES	1LX1-MVN6-9NFH	9/18/26	50.23
262700559	AMAZON CAPITAL SERVICES	1F6X-6KD1-FG4Y	9/18/26	53.94
262700559	AMAZON CAPITAL SERVICES	1V9W-V7KV-XMR6	9/18/26	54.57
262700559	AMAZON CAPITAL SERVICES	1RRP-3VCV-61VV	9/18/26	54.58
262700559	AMAZON CAPITAL SERVICES	1XHH-39HF-JDVJ	9/18/26	59.30
262700559	AMAZON CAPITAL SERVICES	1RGJ-TVY7-4914	9/18/26	62.49
262700559	AMAZON CAPITAL SERVICES	1G4Y-KFXW-6LFX	9/18/26	68.94

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262700559	AMAZON CAPITAL SERVICES	11KN-6P4P-KQYW	9/18/26	70.63
262700559	AMAZON CAPITAL SERVICES	1M7H-QM69-6GYM	9/18/26	71.64
262700559	AMAZON CAPITAL SERVICES	1T6K-F7HF-36DP	9/18/26	74.99
262700559	AMAZON CAPITAL SERVICES	1YGQ-3J17-N949	9/18/26	77.42
262700559	AMAZON CAPITAL SERVICES	1P1R-3NMW-DJG1	9/18/26	77.43
262700559	AMAZON CAPITAL SERVICES	1GDF-Y6NV-C4CH	9/18/26	79.92
262700559	AMAZON CAPITAL SERVICES	1DDR-9K7X-NV9P	9/18/26	83.12
262700559	AMAZON CAPITAL SERVICES	1PVK-W14X-Y7CN	9/18/26	84.65
262700559	AMAZON CAPITAL SERVICES	1C1M-6TVP-MDYD	9/18/26	84.96
262700559	AMAZON CAPITAL SERVICES	1YCX-P3CL-T7XK	9/18/26	86.56
262700559	AMAZON CAPITAL SERVICES	14DC-NT1Y-D961	9/18/26	88.82
262700559	AMAZON CAPITAL SERVICES	1JY6-QLH7-9WY9	9/18/26	93.78
262700559	AMAZON CAPITAL SERVICES	1V9W-V7KV-XMR6	9/18/26	99.44
262700559	AMAZON CAPITAL SERVICES	1VWW-KCT9-TNPR	9/18/26	102.92
262700559	AMAZON CAPITAL SERVICES	1MYQ-DVWT-37P6	9/18/26	104.31
262700559	AMAZON CAPITAL SERVICES	1HP7-F3NL-LH3W	9/18/26	111.96
262700559	AMAZON CAPITAL SERVICES	1YL6-PRK4-TRY9	9/18/26	114.69
262700559	AMAZON CAPITAL SERVICES	1GMC-VMM3-6JG7	9/18/26	135.89
262700559	AMAZON CAPITAL SERVICES	1DLR-P4L9-NWW4	9/18/26	139.59
262700559	AMAZON CAPITAL SERVICES	1GM9-VYC9-CRTY	9/18/26	141.69
262700559	AMAZON CAPITAL SERVICES	17CT-QCVT-VYGX	9/18/26	143.36
262700559	AMAZON CAPITAL SERVICES	1XHH-39HF-9G97	9/18/26	161.85
262700559	AMAZON CAPITAL SERVICES	1C1M-6TVP-QVGQ	9/18/26	169.99
262700559	AMAZON CAPITAL SERVICES	1LKK-F6LN-GL6V	9/18/26	175.60
262700559	AMAZON CAPITAL SERVICES	13Y1-VHDF-X91W	9/18/26	181.12
262700559	AMAZON CAPITAL SERVICES	1G4Y-KFXW-G4HQ	9/18/26	188.64
262700559	AMAZON CAPITAL SERVICES	1F19-4DTG-R3M9	9/18/26	190.40
262700559	AMAZON CAPITAL SERVICES	1MYQ-DVWT-37P6	9/18/26	208.94
262700559	AMAZON CAPITAL SERVICES	1G6M-RMPH-J66M	9/18/26	215.88
262700559	AMAZON CAPITAL SERVICES	1YN1-XXXR-XM1W	9/18/26	232.61
262700559	AMAZON CAPITAL SERVICES	1FG3-7T4D-CVMR	9/18/26	237.65
262700559	AMAZON CAPITAL SERVICES	1WNN-JJ4R-PFQR	9/18/26	265.80
262700559	AMAZON CAPITAL SERVICES	1FG3-7T4D-H1N7	9/18/26	286.72
262700559	AMAZON CAPITAL SERVICES	13KL-MY97-3VT4	9/18/26	291.98
262700559	AMAZON CAPITAL SERVICES	19Y1-CVPC-XD9D	9/18/26	292.64
262700559	AMAZON CAPITAL SERVICES	14F4-46VM-CYVH	9/18/26	320.38
262700559	AMAZON CAPITAL SERVICES	1WY3-DDCL-FXNF	9/18/26	374.87
262700559	AMAZON CAPITAL SERVICES	1CG9-FL6W-4TYL	9/18/26	413.99
262700559	AMAZON CAPITAL SERVICES	14L7-N3FT-C96W	9/18/26	469.01
262700559	AMAZON CAPITAL SERVICES	1JL3-PVVP-W9F6	9/18/26	516.33
262700559	AMAZON CAPITAL SERVICES	11QY-PWJV-4XGR	9/18/26	674.56
262700559	AMAZON CAPITAL SERVICES	1HPF-CLP4-HWMJ	9/18/26	753.79
262700559	AMAZON CAPITAL SERVICES	1VLH-31TP-G9M4	9/18/26	754.79

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262700559	AMAZON CAPITAL SERVICES	17CH-CH1V-1LD3	9/18/26	779.00
262700559	AMAZON CAPITAL SERVICES	1TYN-JK6G-Q3RL	9/18/26	832.80
262700560	ASCENSION WI EMP SOLUTIONS	431282	9/18/26	5,170.50
262700561	BARKLEY, ASHLEE	AUG2026 MILEAGE	9/18/26	62.35
262700562	BCHEX	INV-104171	9/18/26	49.35
262700562	BCHEX	INV-104280	9/18/26	263.20
262700562	BCHEX	INV-104171	9/18/26	329.00
262700562	BCHEX	INV-104280	9/18/26	855.40
262700563	BELANGER, SCOTT	REF 090826-091326	9/18/26	100.00
262700564	BUKOWSKI, JENNIFER	AUG2026 ITEM	9/18/26	60.87
262700565	CAROLINA BIOLOGICAL SUPPLY CO	53576530 RI	9/18/26	127.02
262700565	CAROLINA BIOLOGICAL SUPPLY CO	53557988 RI	9/18/26	188.65
262700565	CAROLINA BIOLOGICAL SUPPLY CO	53557988 RI	9/18/26	4,326.65
262700566	CHAVEZ, ADRIAN	AUG2026 ITEM	9/18/26	4.45
262700566	CHAVEZ, ADRIAN	AUG2026 MILEAGE	9/18/26	254.55
262700567	COUNTY MATERIALS CORP.	4346582-00	9/18/26	483.80
262700568	CZECH, JONATHON	REF 08282026	9/18/26	120.00
262700569	DIECK, BENJAMIN	REF 09102026	9/18/26	160.00
262700570	DORSEY, SARA	115	9/18/26	261.00
262700571	FIRST SUPPLY LLC	205017-00	9/18/26	2.62
262700571	FIRST SUPPLY LLC	204771-00	9/18/26	7.58
262700571	FIRST SUPPLY LLC	204613-00	9/18/26	9.03
262700571	FIRST SUPPLY LLC	204724-00	9/18/26	65.46
262700571	FIRST SUPPLY LLC	204574-00	9/18/26	107.04
262700571	FIRST SUPPLY LLC	204590-00	9/18/26	209.13
262700571	FIRST SUPPLY LLC	204574-01	9/18/26	327.23
262700571	FIRST SUPPLY LLC	204695-00	9/18/26	370.24
262700572	FOLLETT CONTENT SOLUTIONS, LLC.	790698F	9/18/26	14.24
262700572	FOLLETT CONTENT SOLUTIONS, LLC.	778696	9/18/26	619.22
262700573	FONTECCHIO, SAMUEL	REF 09122026	9/18/26	200.00
262700574	GRAINGER INC, WW	9079791423	9/18/26	1.20
262700574	GRAINGER INC, WW	9074165417	9/18/26	97.60
262700574	GRAINGER INC, WW	9077627900	9/18/26	289.42
262700575	GUNNERSON, JOHN	REF 090726-091326	9/18/26	70.00
262700576	HAEMMERLE, LYNNETTE	JUL2026 ITEM	9/18/26	50.00
262700577	HEBEIN, HALEY	AUG2026 MILEAGE	9/18/26	43.43
262700578	HEID MUSIC COMPANY, INC.-APPLETON	4292307	9/18/26	61.50
262700578	HEID MUSIC COMPANY, INC.-APPLETON	4271881	9/18/26	80.50
262700578	HEID MUSIC COMPANY, INC.-APPLETON	4271880	9/18/26	88.50
262700578	HEID MUSIC COMPANY, INC.-APPLETON	4271884	9/18/26	103.00
262700578	HEID MUSIC COMPANY, INC.-APPLETON	4284455	9/18/26	175.62
262700578	HEID MUSIC COMPANY, INC.-APPLETON	4284350	9/18/26	181.95
262700579	HEISE, STACY	REF 090826-091326	9/18/26	70.00

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262700580	HELLER, LUKE	REF 090826-091326	9/18/26	60.00
262700580	HELLER, LUKE	REF 090726-091326	9/18/26	120.00
262700581	HOFFMAN, AARON	AUG2026 MILEAGE	9/18/26	33.64
262700582	HOLIDAY WHOLESALE, INC	2442821	9/18/26	383.86
262700582	HOLIDAY WHOLESALE, INC	2442821	9/18/26	469.39
262700583	HORAK REFRIGERATION INC	13428	9/18/26	322.82
262700584	IMME, JOSHUA	REF 09122026	9/18/26	200.00
262700585	J.W. PEPPER & SON, INC	368790534	9/18/26	2.95
262700585	J.W. PEPPER & SON, INC	368750868	9/18/26	170.30
262700586	JANKE, TODD	REF 090826-091326	9/18/26	100.00
262700587	JEHN, TAYLOR	AUG2026 ITEM	9/18/26	50.00
262700588	JENKIN, DOUGLAS	116	9/18/26	282.50
262700589	JONES, ELIJAH	REF 09102026	9/18/26	110.00
262700590	JULIOT, DAVID	REF 090826-091326	9/18/26	80.00
262700591	KINECT ENERGY INC	63597-41103	9/18/26	3,384.37
262700592	KITCHELL, TED	REF 09082026	9/18/26	70.00
262700593	KLAFKA, KATIE	AUG2026 MILEAGE	9/18/26	51.62
262700594	KLEINSCHMIDT, KATHERINE	AUG2026 ITEM	9/18/26	61.94
262700595	LAACK, STEVEN	REF 09082026	9/18/26	70.00
262700595	LAACK, STEVEN	REF 09082026	9/18/26	110.00
262700596	LEPAK, MOLLY	AUG2026 MILEAGE	9/18/26	5.37
262700597	LO, XENG	REF 09102026	9/18/26	110.00
262700598	LOR, PAO CHOUA	REF 090726-091326	9/18/26	60.00
262700598	LOR, PAO CHOUA	REF 09102026	9/18/26	110.00
262700599	LORGE, ERIC	REF 090726-091326	9/18/26	60.00
262700599	LORGE, ERIC	REF 09102026	9/18/26	70.00
262700599	LORGE, ERIC	REF 090826-091326	9/18/26	80.00
262700600	M3 INSURANCE SOLU INC	147390	9/18/26	178.54
262700601	MACH, DENNIS	REF 09122026	9/18/26	200.00
262700602	MARATHON PEST CONTROL	74314	9/18/26	42.00
262700602	MARATHON PEST CONTROL	74313	9/18/26	42.00
262700602	MARATHON PEST CONTROL	74323	9/18/26	43.00
262700602	MARATHON PEST CONTROL	74319	9/18/26	48.00
262700602	MARATHON PEST CONTROL	74347	9/18/26	90.00
262700603	MID WISCONSIN BEVERAGE	2227649	9/18/26	(20.00)
262700603	MID WISCONSIN BEVERAGE	2225974	9/18/26	390.00
262700603	MID WISCONSIN BEVERAGE	2227649	9/18/26	896.86
262700603	MID WISCONSIN BEVERAGE	2227650	9/18/26	920.00
262700604	MUZZY, SANDRA	REF 09122026	9/18/26	200.00
262700605	NASSCO INC - CUSTODIAL	6758736	9/18/26	14.97
262700605	NASSCO INC - CUSTODIAL	6759123	9/18/26	220.68
262700605	NASSCO INC - CUSTODIAL	6758876	9/18/26	380.13
262700606	NIELSEN, GREGORY	JUL2026 ITEM	9/18/26	48.75

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262700607	NORTHWAY COMMUNICATIONS INC	122296	9/18/26	101.00
262700608	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/18/26	37.14
262700608	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/18/26	37.14
262700608	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/18/26	124.18
262700608	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/18/26	124.18
262700608	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/18/26	223.40
262700608	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/18/26	223.40
262700609	PERFORMANCE FOODSERVICE	11573-473384	9/18/26	(51.63)
262700609	PERFORMANCE FOODSERVICE	481338	9/18/26	(30.04)
262700609	PERFORMANCE FOODSERVICE	11573-473384	9/18/26	84.73
262700609	PERFORMANCE FOODSERVICE	11573-473384	9/18/26	85.36
262700609	PERFORMANCE FOODSERVICE	11573-473384	9/18/26	180.78
262700609	PERFORMANCE FOODSERVICE	11573-473384	9/18/26	217.68
262700609	PERFORMANCE FOODSERVICE	33073-481398	9/18/26	403.00
262700609	PERFORMANCE FOODSERVICE	33073-481398	9/18/26	415.00
262700609	PERFORMANCE FOODSERVICE	02266-478277	9/18/26	1,821.04
262700610	PLISKA, EUGENE	REF 09082026	9/18/26	110.00
262700611	RADLOFF, BRANDON	REF 09122026	9/18/26	200.00
262700612	REAVLEY, PATRICK	REF 09122026	9/18/26	200.00
262700613	REEVES, JACK	REF 09082026	9/18/26	70.00
262700613	REEVES, JACK	REF 09082026	9/18/26	110.00
262700614	SALZMAN, BRIANNA	114	9/18/26	87.00
262700615	SCHOOL SPECIALTY, LLC.	30810496628	9/18/26	729.83
262700616	SCHULT, MATTHEW	AUG2026 MILEAGE	9/18/26	36.54
262700617	SEEHAFER, DAWN	JUL2026 CONF	9/18/26	43.79
262700617	SEEHAFER, DAWN	JUL2026 ITEM	9/18/26	95.71
262700618	SOMERVILLE ARCHITECTS	9022026	9/18/26	456.03
262700619	TARRAS, STEPHEN	REF 090826-091326	9/18/26	100.00
262700620	TEAM SPORTING GOODS INC	AAG038427-AG05	9/18/26	2,835.00
262700621	THOMPSON, CHAD	REF 090826-091326	9/18/26	70.00
262700621	THOMPSON, CHAD	REF 090726-091326	9/18/26	70.00
262700622	TREPTOW, FELECITY	AUG2026 MILEAGE	9/18/26	25.81
262700623	U.S. WATER, LLC.	208362	9/18/26	169.00
262700624	VIKING ELECTRIC SUPPLY	S010662289.001	9/18/26	35.62
262700624	VIKING ELECTRIC SUPPLY	S010675320.001	9/18/26	118.03
262700625	WENNING GRINDING SUPPLY INC.	107190	9/18/26	152.00
262700625	WENNING GRINDING SUPPLY INC.	107169	9/18/26	250.00
262700626	WI PUBLIC SERVICE	6058583025	9/18/26	20.78
262700626	WI PUBLIC SERVICE	6057769774	9/18/26	27.13
262700626	WI PUBLIC SERVICE	6058772137	9/18/26	28.60
262700626	WI PUBLIC SERVICE	6058490130	9/18/26	28.60
262700626	WI PUBLIC SERVICE	6057626509	9/18/26	37.41
262700626	WI PUBLIC SERVICE	6058913213	9/18/26	51.33

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262700626	WI PUBLIC SERVICE	6057956378	9/18/26	57.28
262700626	WI PUBLIC SERVICE	6057839482	9/18/26	81.37
262700626	WI PUBLIC SERVICE	6058504563	9/18/26	157.58
262700626	WI PUBLIC SERVICE	6057737719	9/18/26	214.44
262700626	WI PUBLIC SERVICE	6058490130	9/18/26	216.76
262700626	WI PUBLIC SERVICE	6066690795	9/18/26	224.47
262700626	WI PUBLIC SERVICE	6065807837	9/18/26	236.14
262700626	WI PUBLIC SERVICE	6059136600	9/18/26	240.04
262700626	WI PUBLIC SERVICE	6066337519	9/18/26	261.63
262700626	WI PUBLIC SERVICE	6057716501	9/18/26	296.00
262700626	WI PUBLIC SERVICE	6058707942	9/18/26	297.85
262700626	WI PUBLIC SERVICE	6065174913	9/18/26	299.38
262700626	WI PUBLIC SERVICE	6058975604	9/18/26	302.88
262700626	WI PUBLIC SERVICE	6065494402	9/18/26	441.14
262700626	WI PUBLIC SERVICE	6058787966	9/18/26	478.18
262700626	WI PUBLIC SERVICE	6058748664	9/18/26	491.89
262700626	WI PUBLIC SERVICE	6065848021	9/18/26	684.42
262700626	WI PUBLIC SERVICE	6058772137	9/18/26	782.82
262700626	WI PUBLIC SERVICE	6052961186	9/18/26	5,019.53
262700626	WI PUBLIC SERVICE	6057716501	9/18/26	6,418.37
262700626	WI PUBLIC SERVICE	6058975604	9/18/26	7,771.23
262700626	WI PUBLIC SERVICE	6059311931	9/18/26	7,794.33
262700626	WI PUBLIC SERVICE	6057634957	9/18/26	8,786.69
262700626	WI PUBLIC SERVICE	6058047303	9/18/26	16,607.62
262700626	WI PUBLIC SERVICE	6058294572	9/18/26	18,131.77
262700626	WI PUBLIC SERVICE	6057673590	9/18/26	24,835.58
262700626	WI PUBLIC SERVICE	6057777254	9/18/26	34,892.30
262700627	WILKE, ANDREW	REF 090826-091326	9/18/26	100.00
262700628	WIRKUS, BRENDA	REF 09122026	9/18/26	200.00
262700629	WOHLLEBER, THOMAS	REF 09042026	9/18/26	120.00
262700630	ABEL, SCOT	AUG2026 ITEM	9/25/26	18.57
262700630	ABEL, SCOT	AUG2026 MILEAGE	9/25/26	233.16
262700630	ABEL, SCOT	SEP2026 ITEM	9/25/26	261.00
262700631	ABLE DISTRIBUTING CO INC	S024130919.001	9/25/26	16.71
262700631	ABLE DISTRIBUTING CO INC	S024125794.001	9/25/26	37.06
262700632	ALVIS, LEROY JR	REF 091526-092026	9/25/26	70.00
262700632	ALVIS, LEROY JR	REF 091426-092026	9/25/26	150.00
262700633	AMELSE, RICK	REF 09172026	9/25/26	100.00
262700634	ASPIRUS HEALTH PLAN, INC	2.626E+11	9/25/26	901,831.44
262700635	AUGUST WINTER & SONS INC	81311	9/25/26	13,278.61
262700635	AUGUST WINTER & SONS INC	81311	9/25/26	21,039.16
262700636	BELANGER, SCOTT	REF 091426-092026	9/25/26	100.00
262700636	BELANGER, SCOTT	REF 091526-092026	9/25/26	100.00

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262700637	BLAIR, KATHLEEN	AUG2026 MILEAGE	9/25/26	45.53
262700638	BRAMSCHREIBER, DAN	REF 09102026	9/25/26	160.00
262700639	BUCHBERGER, LAWRENCE	REF 091426-092026	9/25/26	100.00
262700639	BUCHBERGER, LAWRENCE	REF 091526-092026	9/25/26	100.00
262700640	CAROLINA BIOLOGICAL SUPPLY CO	53595960 RI	9/25/26	41.80
262700640	CAROLINA BIOLOGICAL SUPPLY CO	53593071 RI	9/25/26	87.76
262700641	DETERT, DAWN	REF 09172026	9/25/26	100.00
262700642	DREWEK, DAVID	REF 09182026	9/25/26	120.00
262700643	DU VAIR, JACQUES	SEP2026 ITEM	9/25/26	57.86
262700644	ENGLISH, JOSHUA	REF 09142026	9/25/26	70.00
262700645	FIRST SUPPLY LLC	205486-00	9/25/26	28.15
262700645	FIRST SUPPLY LLC	205490-00	9/25/26	28.83
262700646	FOLLETT SOFTWARE, LLC	1625282	9/25/26	380.00
262700647	FOLLETT CONTENT SOLUTIONS, LLC.	777778F	9/25/26	15.09
262700647	FOLLETT CONTENT SOLUTIONS, LLC.	788942F	9/25/26	83.57
262700647	FOLLETT CONTENT SOLUTIONS, LLC.	777778A	9/25/26	170.90
262700647	FOLLETT CONTENT SOLUTIONS, LLC.	794681	9/25/26	1,015.96
262700648	FOSTER, AUGUSTUS	REF 091526-092026	9/25/26	60.00
262700649	G&O THERMAL SUPPLY COMPANY-MAIN HQ	1256110-00	9/25/26	1,419.91
262700650	GESKE, TYLER	REF 091426-092026	9/25/26	100.00
262700650	GESKE, TYLER	REF 091526-092026	9/25/26	100.00
262700651	GLEASON, DEBRA	REF 091426-092026	9/25/26	150.00
262700652	GRAINGER INC, WW	9082431900	9/25/26	50.93
262700653	HALING, WILLIAM	REF 09182026	9/25/26	120.00
262700654	HAWKINS ASH CPAS LLP	3267795	9/25/26	895.00
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4286662	9/25/26	30.00
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4284450	9/25/26	66.39
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4298574	9/25/26	78.00
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4271729	9/25/26	85.50
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4298625	9/25/26	110.00
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4289090	9/25/26	113.39
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4271728	9/25/26	126.50
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4271730	9/25/26	136.50
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4298572	9/25/26	140.70
262700655	HEID MUSIC COMPANY, INC.-APPLETON	4292406	9/25/26	208.98
262700656	HEINZEN, ANN	SEP2026 ITEM	9/25/26	63.47
262700657	HEISE, STACY	REF 091426-092026	9/25/26	70.00
262700658	HELLER, LUKE	REF 091426-092026	9/25/26	150.00
262700659	HOLIDAY WHOLESALE, INC	2452552	9/25/26	287.46
262700659	HOLIDAY WHOLESALE, INC	2449039	9/25/26	403.68
262700659	HOLIDAY WHOLESALE, INC	2449039	9/25/26	722.43
262700659	HOLIDAY WHOLESALE, INC	2452552	9/25/26	767.12
262700660	INGVALSON, ANDREA	SEP2026 ITEM	9/25/26	35.00

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(9/1/2026 - 9/30/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
262700661	J.W. PEPPER & SON, INC	368811781	9/25/26	53.50
262700661	J.W. PEPPER & SON, INC	368776315	9/25/26	64.20
262700661	J.W. PEPPER & SON, INC	368753412	9/25/26	124.60
262700661	J.W. PEPPER & SON, INC	368768917	9/25/26	229.99
262700661	J.W. PEPPER & SON, INC	368749131	9/25/26	255.30
262700662	JANKE, TODD	REF 091526-092026	9/25/26	60.00
262700663	KLUEVER, JACKIE	SEP2026 ITEM	9/25/26	250.00
262700664	KNESER, JEFFREY	REF 091426-092026	9/25/26	150.00
262700665	KOLODZIEJ, HEIDI	SEPT2026 ITEM	9/25/26	192.44
262700665	KOLODZIEJ, HEIDI	SEPT2026 ITEM	9/25/26	214.59
262700666	LINDELL, JEFF	AUG2026 MILEAGE	9/25/26	126.22
262700667	LOR, PAO CHOUA	REF 091426-092026	9/25/26	80.00
262700668	LOR, TRUE	REF 091426-092026	9/25/26	80.00
262700669	LOW, ANDREW	AUG2026 MILEAGE	9/25/26	60.25
262700670	MADISON NATL LIFE INS CO	46296	9/25/26	8,414.88
262700670	MADISON NATL LIFE INS CO	46296	9/25/26	12,126.86
262700671	MARATHON PEST CONTROL	74582	9/25/26	38.00
262700671	MARATHON PEST CONTROL	74579	9/25/26	38.00
262700671	MARATHON PEST CONTROL	74676	9/25/26	40.00
262700672	MARCUM, CHESTER III	REF 09142026	9/25/26	70.00
262700673	MID WISCONSIN BEVERAGE	2228549	9/25/26	800.00
262700674	NASSCO INC - CUSTODIAL	6760877	9/25/26	25.63
262700674	NASSCO INC - CUSTODIAL	6760794	9/25/26	254.10
262700675	NORTH AMERICAN BENEFITS CO	46266	9/25/26	392.60
262700675	NORTH AMERICAN BENEFITS CO	46266	9/25/26	1,036.00
262700676	NORTHWAY COMMUNICATIONS INC	122352	9/25/26	96.00
262700677	NOWINSKY, MIKAYLA	AUG2026 MILEAGE	9/25/26	79.90
262700678	OURADA, JOHN	REF 09142026	9/25/26	70.00
262700679	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/25/26	72.00
262700679	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/25/26	72.00
262700679	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/25/26	195.80
262700679	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/25/26	195.80
262700679	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/25/26	208.03
262700679	PAN O GOLD BAKING CO ST CLOUD	4.00673E+13	9/25/26	208.03
262700680	PERFORMANCE FOODSERVICE	02266-487622	9/25/26	766.28
262700681	POPHAL EDUCATION LLC	46296	9/25/26	60.00
262700682	RENNING LEWIS & LACY SC	7361931	9/25/26	2,077.00
262700682	RENNING LEWIS & LACY SC	7361932	9/25/26	2,954.00
262700683	RENZELMANN, CHRISTOPHER	REF 09182026	9/25/26	120.00
262700684	SCHOEN, NANCY	REF 091426-092026	9/25/26	150.00
262700685	SCHOOL SPECIALTY, LLC.	2.08138E+11	9/25/26	30.36
262700685	SCHOOL SPECIALTY, LLC.	2.08138E+11	9/25/26	223.20
262700685	SCHOOL SPECIALTY, LLC.	3.08105E+11	9/25/26	329.75

DC EVEREST AREA SCHOOL DISTRICT
BOARD CHECK REGISTER
(9/1/2026 - 9/30/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
262700686	SECURIAN FINANCIAL GROUP, INC.	46266	9/25/26	1,049.10
262700686	SECURIAN FINANCIAL GROUP, INC.	46266	9/25/26	1,360.71
262700686	SECURIAN FINANCIAL GROUP, INC.	46266	9/25/26	3,990.99
262700686	SECURIAN FINANCIAL GROUP, INC.	46266	9/25/26	6,803.54
262700686	SECURIAN FINANCIAL GROUP, INC.	46266	9/25/26	9,285.22
262700687	SIPPEL, MARC	REF 09142026	9/25/26	70.00
262700687	SIPPEL, MARC	REF 09182026	9/25/26	120.00
262700688	SMITH, GLENDA	REF 091426-092026	9/25/26	150.00
262700689	SOLUM, NICHOLAS	REF 09182026	9/25/26	120.00
262700690	STOCKWELL, GARY	REF 091526-092026	9/25/26	60.00
262700691	SULLIVAN, SHAWN	REF 09142026	9/25/26	70.00
262700692	THOMPSON, CHAD	REF 091426-092026	9/25/26	70.00
262700692	THOMPSON, CHAD	REF 091526-092026	9/25/26	70.00
262700693	VIKING ELECTRIC SUPPLY	S010699377.004 CR	9/25/26	(33.43)
262700693	VIKING ELECTRIC SUPPLY	S010707798.001	9/25/26	36.64
262700693	VIKING ELECTRIC SUPPLY	S010704287.001	9/25/26	38.09
262700693	VIKING ELECTRIC SUPPLY	S010699377.003	9/25/26	65.52
262700693	VIKING ELECTRIC SUPPLY	S010707930.001	9/25/26	109.51
262700693	VIKING ELECTRIC SUPPLY	S010702365.001	9/25/26	252.84
262700693	VIKING ELECTRIC SUPPLY	S010699377.002	9/25/26	375.93
262700693	VIKING ELECTRIC SUPPLY	S010699377.001	9/25/26	405.71
262700694	WEIR, DAVID	REF 091526-092026	9/25/26	100.00
262700695	WELSH, SARA	AUG2026 MILEAGE	9/25/26	49.66
262700696	ZELL, BRIAN	AUG2026 MILEAGE	9/25/26	5.08
262700697	ZELL, CASSIE	AUG2026 MILEAGE	9/25/26	42.92
262700697	ZELL, CASSIE	AUG2026 ITEM	9/25/26	250.00
				2,213,857.03

DC EVEREST AREA SCHOOL DISTRICT
FUND 46 BOARD CHECK REGISTER
(9/1/2026 - 9/30/2026)

CHECK NUMBER	VENDOR	INVOICE NUMBER	CHECK DATE	AMOUNT
4600069	LEE RECREATION, LLC	17807-26	9/4/26	20,769.00
4600070	COUNTRYSIDE FENCE LLC	11454	9/25/26	10,879.00
4600071	SHORTYS RUST FREE RIGS LLC	2016 CHEV EXP VAN	9/28/26	28,214.50
				59,862.50

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
10 A 000 000 711000 000 000 000	GENERAL FUND/CL	Cash	-1,397,202.69	47,777,493.97	44,233,013.11	2,147,278.17
10 A 000 000 711100 000 000 000	GENERAL FUND/PA	Payroll Cash Clearance Account	0.00	13,750,884.02	13,750,884.02	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	2,695.00	595.00	2,187.00
10 A 000 000 712000 000 000 000	GENERAL FUND/IN	INVESTMENTS	24,433,363.78	32,701,609.61	44,223,367.79	12,911,605.60
10 A 000 000 712001 000 000 000	GENERAL FUND/IN	E-COMMERCE CASH ACCOUNT	0.00	0.00	0.00	0.00
10 A 000 000 712999 000 000 000	GENERAL FUND/WI	WISC INVESTMENT ACCOUNT, PMA	906,362.85	8,439.97	0.00	914,802.82
10 A 000 000 713100 000 000 000	GENERAL FUND/TA	TAXES RECEIVABLE	5,124,368.77	1,479,354.31	6,603,723.08	0.00
10 A 000 000 713200 000 000 000	GENERAL FUND/AC	ACCOUNTS RECEIVABLE	53,149.31	0.00	53,149.31	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	10,339.29	0.00	10,339.29	0.00
10 A 000 000 715200 000 000 000	GENERAL FUND/OT	OTHER WI DISTRICTS	200.00	0.00	200.00	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	188,580.17	0.00	188,580.17	0.00
10 A 000 000 715600 000 000 000	GENERAL FUND/DU	DUE FROM FED GOVERNMENT	667,878.12	0.00	667,878.12	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	1,063,426.30	20,095.05	999,537.16	83,984.19
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	-457,594.71	7,595,084.69	7,137,489.98	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	-53,302.19	551,191.19	497,889.00	0.00
10 L 000 000 811611 000 000 000	GENERAL FUND/FI	SOCIAL SECURITY TAX	-227,913.13	2,356,745.63	2,128,832.50	0.00
10 L 000 000 811612 000 000 000	GENERAL FUND/FE	FEDERAL INCOME TAX	0.00	1,239,788.06	1,239,788.06	0.00
10 L 000 000 811613 000 000 000	GENERAL FUND/ST	STATE INCOME TAX	-73,394.64	585,523.91	580,929.64	-68,800.37
10 L 000 000 811620 000 000 000	GENERAL FUND/RE	RETIREMENT DEDUCTION	-819,874.86	2,498,047.06	2,212,893.44	-534,721.24
10 L 000 000 811622 000 000 000	GENERAL FUND/HD	HDHP - 4K / 8K	0.00	0.00	0.00	0.00
10 L 000 000 811624 000 000 000	GENERAL FUND/HD	HDHP - 40 PLAN	0.00	0.00	0.00	0.00
10 L 000 000 811626 000 000 000	GENERAL FUND/HS	HSA - EMPLOYEE DEDUCTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811628 000 000 000	GENERAL FUND/HS	HSA - EMPLOYER CONTRIBUTIONS	0.00	0.00	0.00	0.00
10 L 000 000 811630 000 000 000	GENERAL FUND/DE	DENTAL - PPO CONTRIBUTIONS	0.00	0.00	0.00	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
10 L 000 000 811631 000 000 000	GENERAL FUND/HE	HEALTH INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000 811632 000 000 000	GENERAL FUND/DE	DENTAL INSURANCE DEDUCT	0.00	0.00	0.00	0.00
10 L 000 000 811633 000 000 000	GENERAL FUND/DI	DISABILITY INS DEDUCTION	-11,934.10	51,831.94	47,516.86	-7,619.02
10 L 000 000 811634 000 000 000	GENERAL FUND/SP	SPOUSE/DEP'T LIFE INSURANCE	-2,471.61	2,713.65	4,140.85	-3,898.81
10 L 000 000 811635 000 000 000	GENERAL FUND/DE	DEPENDENT CARE - CHPT125	-10,685.08	19,408.94	19,430.40	-10,706.54
10 L 000 000 811636 000 000 000	GENERAL FUND/DE	DENTAL-PPO CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811637 000 000 000	GENERAL FUND/HE	HEALTH-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811638 000 000 000	GENERAL FUND/DE	DENTAL-CHAPTER 125	0.00	0.00	0.00	0.00
10 L 000 000 811639 000 000 000	GENERAL FUND/AD	ADDITIONAL LIFE INSURANCE	929.54	24,272.37	38,776.47	-13,574.56
10 L 000 000 811640 000 000 000	GENERAL FUND/UN	UNITED WAY	0.00	6,523.43	6,523.43	0.00
10 L 000 000 811641 000 000 000	GENERAL FUND/OT	OTHER MEDICAL - CHPT 125	0.00	0.00	0.00	0.00
10 L 000 000 811642 000 000 000	GENERAL FUND/EB	EBC - FLEX CLAIMS TAIL	0.00	0.00	0.00	0.00
10 L 000 000 811643 000 000 000	GENERAL FUND/HE	HEALTH INS. - SELF PAY - COBRA	0.00	0.00	45,222.95	-45,222.95
10 L 000 000 811644 000 000 000	GENERAL FUND/DE	DENTAL INS. - SELF PAY - COBRA	0.00	55.93	4,821.99	-4,766.06
10 L 000 000 811645 000 000 000	GENERAL FUND/LI	LIFE INS - EMPLOYER CONTRIBUTI	-22,089.75	27,475.93	32,783.17	-27,396.99
10 L 000 000 811647 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	GENERAL FUND/SU	SUPPLEMENTAL LIFE INSURANCE	-4,627.48	10,408.37	16,564.58	-10,783.69
10 L 000 000 811650 000 000 000	GENERAL FUND/UN	UNION DUES DEDUCTION	0.00	0.00	0.00	0.00
10 L 000 000 811652 000 000 000	GENERAL FUND/GR	GREENHECK FIELDHOUSE MEMBERSHP	0.00	0.00	0.00	0.00
10 L 000 000 811654 000 000 000	GENERAL FUND/GT	GREENHECK TURNER CTR DONATIONS	0.00	0.00	0.00	0.00
10 L 000 000 811655 000 000 000	GENERAL FUND/V	V VISION PLAN (DELTA)	856.78	17,760.33	15,239.26	3,377.85
10 L 000 000 811656 000 000 000	GENERAL FUND/V	V SHORT TERM DISABILITY	8,070.66	26,723.67	29,356.83	5,437.50
10 L 000 000 811660 000 000 000	GENERAL FUND/AC	ACCIDENT INSURANCE	-319.13	4,340.84	4,758.61	-736.90
10 L 000 000 811665 000 000 000	GENERAL FUND/RO	ROTH 403(B)	0.00	75,588.26	75,588.26	0.00
10 L 000 000 811670 000 000 000	GENERAL FUND/TS	TSA'S	0.00	300,654.10	300,654.10	0.00
10 L 000 000 811673 000 000 000	GENERAL FUND/RE	RETIREE HEALTH	0.00	0.00	0.00	0.00
10 L 000 000 811674 000 000 000	GENERAL FUND/RE	RETIREE DENTAL	0.00	0.00	0.00	0.00
10 L 000 000 811675 000 000 000	GENERAL FUND/RE	RETIREE LIFE	0.00	0.00	0.00	0.00
10 L 000 000 811697 000 000 000	GENERAL FUND/CH	GIFT CARDS OR CERTIFICATES	0.00	0.00	0.00	0.00
10 L 000 000 811699 000 000 000	GENERAL FUND/MI	MISCELLANEOUS DEDUCTION	0.00	15,674.55	15,674.55	0.00
10 L 000 000 811700 000 000 000	GENERAL FUND/IN	INTEREST PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 811810 000 000 000	GENERAL FUND/NE	NET PAYROLL PAYABLE (CHECKS)	0.00	0.00	0.00	0.00
10 L 000 000 811815 000 000 000	GENERAL FUND/NE	NET EFT PAYABLE	0.00	27,908,820.17	27,908,820.17	0.00
10 L 000 000 811820 000 000 000	GENERAL FUND/VO	VOUCHERS PAYABLE	-3,705,900.99	3,705,900.99	0.00	0.00
10 L 000 000 812000 000 000 000	GENERAL FUND/DU	Due To Other Funds	-4,050,940.90	4,050,940.90	0.00	0.00
10 L 000 000 813500 000 000 000	GENERAL FUND/DU	DUE TO STATE GOVERNMENT	0.00	0.00	0.00	0.00
10 L 000 000 813510 000 000 000	GENERAL FUND/DU	DUE TO MARATHON COUNTY	0.00	0.00	0.00	0.00
10 L 000 000 815100 000 000 000	GENERAL FUND/SE	SELF FUNDED PREMIUM DEPOSITS	0.00	0.00	0.00	0.00
10 L 000 000 815110 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	GENERAL FUND/EM	SF DENTAL PREMIUMS - EMPLOYEE	0.00	0.00	0.00	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
10 L 000 000 815901 000 000 000	GENERAL FUND/OP	OPEB 73	0.00	0.00	0.00	0.00
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 816900 000 000 000	GENERAL FUND/DE	OTHER DEFERRED REVENUES	-27,885.40	27,885.40	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	-984,362.52	3,793,596.56	3,370,402.74	-561,168.70
10 L 000 000 817110 000 000 000	GENERAL FUND/C.	CIL- CASH IN LIEU OF HEALTH	0.00	303,602.09	303,602.09	0.00
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	-173,719.54	438,707.02	313,317.90	-48,330.42
10 L 000 000 819107 000 000 000	GENERAL FUND/CO	CONF ROOM A - ED IMPROVEMENT	0.00	0.00	0.00	0.00
10 L 000 000 842300 000 000 000	GENERAL FUND/LO	LONG TERM BONDS PAYABLE	0.00	0.00	0.00	0.00
10 L 000 000 842350 000 000 000	GENERAL FUND/38	38 FUND TAXABLE BONDS	0.00	0.00	0.00	0.00
10 Q 000 000 000000 000 000 000	GENERAL FUND/N/		0.00	0.00	0.00	0.00
10 Q 000 000 911000 000 000 000	GENERAL FUND/FI	FIXED ASSETS - L.T.D.	0.00	0.00	0.00	0.00
10 Q 000 000 912000 000 000 000	GENERAL FUND/FI	FIXED ASSETS - TAX LEVY	0.00	0.00	0.00	0.00
10 Q 000 000 914000 000 000 000	GENERAL FUND/FI	FIXED ASSETS-ACCUM DEPRECIATIO	0.00	0.00	0.00	0.00
10 Q 000 000 916000 000 000 000	GENERAL FUND/FI	FIXED ASSETS - DONATIONS	0.00	0.00	0.00	0.00
10 Q 000 000 931000 000 000 000	GENERAL FUND/FU	FUND BALANCE-RESERVED	0.00	2,292,393.37	2,049,036.06	243,357.31
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	-89,891.84	320,286.85	132,395.87	97,999.14
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)	-20,371,872.36	22,785,145.92	16,985,048.36	-14,571,774.80
10 Q 000 000 939200 000 525 000	GENERAL FUND/CA	RIVERSIDE STORM DAMAGE REPAIRS	25,000.00	1,784,087.19	2,318,858.94	-509,771.75
10 Q 000 000 939200 577 000 000	GENERAL FUND/CA	CAREER & TECH ED INCENTIVE	3,370.35	6,964.30	1,091.43	9,243.22
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	178,568,715.54	178,568,715.54	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
27 A 000 000 711000 000 000 000	SPECIAL EDUCATI	CASH	280,237.15	1,406,374.88	4,007,172.63	-2,320,560.60
27 A 000 000 711100 000 000 000	SPECIAL EDUCATI	PAYROLL CLEARANCE ACCOUNT	0.00	4,131,732.39	4,131,732.39	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 711200 000 000 000	SPECIAL EDUCATI	PETTY CASH - 27 FUND	0.00	0.00	0.00	0.00
27 A 000 000 712000 000 000 000	SPECIAL EDUCATI	INVESTMENTS	0.00	980,544.24	980,544.24	0.00
27 A 000 000 713200 000 000 000	SPECIAL EDUCATI	ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00
27 A 000 000 714100 000 000 000	SPECIAL EDUCATI	Due From Other Funds	0.00	0.00	0.00	0.00
27 A 000 000 715410 000 000 000	SPECIAL EDUCATI	DUE FROM COUNTY	45,954.25	0.00	45,954.25	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	2,420.75	2,420.75	0.00
27 A 000 000 715600 000 000 000	SPECIAL EDUCATI	DUE FROM FED GOVERNMENT	789,815.66	193,149.33	982,964.99	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	-20,427.77	212,592.75	192,164.98	0.00
27 L 000 000 811558 000 000 000	SPECIAL EDUCATI	AP STAPLES	0.00	0.00	0.00	0.00
27 L 000 000 811610 000 000 000	SPECIAL EDUCATI	MEDICARE TAX	-10,880.92	10,880.92	0.00	0.00
27 L 000 000 811611 000 000 000	SPECIAL EDUCATI	SOCIAL SECURITY TAX	-46,525.53	46,525.53	0.00	0.00
27 L 000 000 811620 000 000 000	SPECIAL EDUCATI	RETIREMENT DEDUCTION	-54,509.67	54,509.67	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	-2,209.24	2,209.24	0.00	0.00
27 L 000 000 811645 000 000 000	SPECIAL EDUCATI	LIFE INS - EMPLOYER CONTRIBUTI	-1,400.24	1,400.24	0.00	0.00
27 L 000 000 811815 000 000 000	SPECIAL EDUCATI	NET EFT PAYABLE	0.00	6,239,439.98	6,239,439.98	0.00
27 L 000 000 811820 000 000 000	SPECIAL EDUCATI	VOUCHERS PAYABLE	-757,080.72	757,080.72	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	-206,687.85	206,687.85	0.00	0.00
27 L 000 000 817110 000 000 000	SPECIAL EDUCATI	CIL- CASH IN LIEU OF HEALTH	0.00	0.00	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	-16,285.12	16,285.12	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	80,681.63	122,197.93	-41,516.30
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

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
27 Q 000 000 939900 000 000 000	SPECIAL EDUCATI	UNASSIGNED FUND BALANCE	0.00	4,170,841.04	1,808,764.14	2,362,076.90
27 - --- --- ------ --- --- ---			0.00	18,513,356.28	18,513,356.28	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
50 A 000 000 711000 000 000 000	FOOD SERVICE FU	CASH	461,460.92	341,971.58	783,700.83	19,731.67
50 A 000 000 711100 000 000 000	FOOD SERVICE FU	PAYROLL CLEARANCE ACCOUNT	0.00	357,825.35	357,825.35	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	70.00	0.00	0.00	70.00
50 A 000 000 712000 000 000 000	FOOD SERVICE FU	INVESTMENTS	0.00	490,476.92	238,241.43	252,235.49
50 A 000 000 712001 000 000 000	FOOD SERVICE FU	FS INTERNET CASH ACCOUNT	28,138.31	197,222.13	225,360.44	0.00
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	118,173.97	340,764.48	267,306.43	191,632.02
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	-21,004.15	428,339.78	407,335.63	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	-272.51	272.51	0.00	0.00
50 L 000 000 811611 000 000 000	FOOD SERVICE FU	SOCIAL SECURITY TAX	-1,165.13	1,165.13	0.00	0.00
50 L 000 000 811620 000 000 000	FOOD SERVICE FU	RETIREMENT DEDUCTION	-1,353.07	1,353.07	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	378,866.20	378,866.20	0.00
50 L 000 000 811820 000 000 000	FOOD SERVICE FU	VOUCHERS PAYABLE	-18,792.64	18,792.64	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	-129,748.47	0.00	0.00	-129,748.47
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 817110 000 000 000	FOOD SERVICE FU	CIL- CASH IN LIEU OF HEALTH	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	186.58	618.16	-431.58
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	-435,507.23	766,730.05	664,711.95	-333,489.13
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

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
50 Q 000 000 939200 000 000 000	FOOD SERVICE FU	WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
50 Q 000 000 939900 000 000 000	FOOD SERVICE FU	UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
50 - --- --- ------ --- --- ---			0.00	3,323,966.42	3,323,966.42	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
80 A 000 000 711000 000 000 000	COMMUNITY SERVI	CASH	173,258.35	1,061,211.36	1,677,071.55	-442,601.84
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	686,751.48	686,751.48	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	1,200.00	400.00	170.00	1,430.00
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	47,428.03	36,544.29	10,883.74
80 A 000 000 712001 000 000 000	COMMUNITY SERVI	ECOMMERCE - COMMUNITY SERVICE	8,488.86	38,939.17	47,428.03	0.00
80 A 000 000 713100 000 000 000	COMMUNITY SERVI	TAXES RECEIVABLE	0.00	0.00	0.00	0.00
80 A 000 000 713200 000 000 000	COMMUNITY SERVI	ACCOUNTS RECEIVABLE	909,930.72	0.00	183,857.46	726,073.26
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	-535,537.02	899,720.88	364,183.86	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	-725.42	725.42	0.00	0.00
80 L 000 000 811611 000 000 000	COMMUNITY SERVI	SOCIAL SECURITY TAX	-3,101.58	3,101.58	0.00	0.00
80 L 000 000 811620 000 000 000	COMMUNITY SERVI	RETIREMENT DEDUCTION	-1,102.20	1,102.20	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	822,929.16	822,929.16	0.00
80 L 000 000 811820 000 000 000	COMMUNITY SERVI	VOUCHERS PAYABLE	-51,065.14	51,065.14	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	-67,655.98	67,655.98	0.00	0.00
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	0.00	0.00	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	-16,245.47	16,245.47	0.00	0.00
80 L 000 000 816906 000 000 000	COMMUNITY SERVI	DEFERRED REVENUE - CARE CORNER	0.00	0.00	0.00	0.00
80 L 000 000 816907 000 000 000	COMMUNITY SERVI	DEFERRED REVENUE-POOL ACTIVITY	0.00	0.00	0.00	0.00
80 L 000 000 816908 000 000 000	COMMUNITY SERVI	DEF.REV.-GFH BUILDING RENTAL	-1,570.00	1,570.00	0.00	0.00
80 L 000 000 816909 000 000 000	COMMUNITY SERVI	DEF.REV.- H.S. HOCKEY	0.00	0.00	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

Fd	T	Loc	Obj	Func	Prj	DeptJob	Fd T Loc Obj Fu	Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
80	L	000	000	816915	000	000 000	COMMUNITY SERVI	DEFFERED REVENUE - GTCC TURF	-74,000.00	74,000.00	0.00	0.00
80	L	000	000	816916	000	000 000	COMMUNITY SERVI	DEFERRED REVENUE - YOUTH HOCKE	0.00	0.00	0.00	0.00
80	L	000	000	816917	000	000 000	COMMUNITY SERVI	DEF. REV. MEETING ROOMS	0.00	0.00	100.00	-100.00
80	L	000	000	816918	000	000 000	COMMUNITY SERVI	DEFERED REVENUE PARTNERSHIP	-5,878.68	5,878.68	0.00	0.00
80	L	000	000	816919	000	000 000	COMMUNITY SERVI	DEFERED REVENUE FAM PROGRAMMIN	-231.29	231.29	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	817110	000	000 000	COMMUNITY SERVI	CIL- CASH IN LIEU OF HEALTH	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	291,804.18	3,380.28	288,423.90
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	-329,896.49	1,026,293.12	1,071,886.84	-375,490.21
80	Q	000	000	936900	000	904 000	COMMUNITY SERVI	MEMBERSHIP ASSISTANCE PROGRAM	-6,118.66	62.50	1,892.21	-7,948.37
80	Q	000	000	938900	000	000 000	COMMUNITY SERVI	ASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
80	Q	000	000	939200	000	000 000	COMMUNITY SERVI	WORKING CAPITAL (CASH FLOW)	0.00	0.00	0.00	0.00
80	Q	000	000	939900	000	000 000	COMMUNITY SERVI	UNASSIGNED FUND BALANCE	0.00	0.00	0.00	0.00
80	Q	869	000	936900	000	980 000	COMMUNITY SERVI	GTCC CAPITAL PROJECT	0.00	106,177.77	307,098.25	-200,920.48
80	Q	871	000	936900	000	120 000	COMMUNITY SERVI	3K PROGRAM EQUITY ACCOUNT 871	0.00	0.00	0.00	0.00
80	-	---	---	------	---	--- ---			0.00	5,203,293.41	5,203,293.41	0.00

Fd T Loc Obj Func Prj DeptJob	Fd T Loc Obj Fu Account Level Description	Beginning Balance	2026-27 FYTD Debits	2026-27 FYTD Credits	Ending Balance
Grand Asset Totals		33,867,531.09	106,017,784.02	125,386,313.59	14,499,001.52
Grand Liability Totals		-12,662,614.86	65,959,893.13	54,756,037.64	-1,458,759.37
Grand Equity Totals		-21,204,916.23	33,631,654.50	25,466,980.42	-13,040,242.15
Grand Totals		0.00	205,609,331.65	205,609,331.65	0.00

Number of Accounts: 261

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

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

Fundraiser/Crowdfunding Request

Name of Group or Organization	Girl's Cross Country
Representative Completing Form	Allisha Blanchette
Individual Responsible for Funds	Allisha Blanchette
Phone Number of Individual Responsible	715-315-0670
E-Mail of Individual Responsible	ablanchette@dce.k12.wi.us

Please describe the details of the fundraiser/crowdfunding below.

Each team member was asked to identify 5 contacts they could send a fundraiser letter to.

What do you expect your total revenues to be?	$ 1,000.00
What do you anticipate your total expenses to be?	$ 100.00
Estimated profit/goal:	$ 900.00

Describe how profits from this fundraiser/crowdfunding will be used this year to enhance the experience of all students in the program.

Funding is used for meet campsite equipment, uniform replacement, warm up apparel, and strength & recovery items and snacks. All members use or have access to all of these items.

Fundraiser/Crowdfunding Start Date	10/5/2026		
Fundraiser/Crowdfunding End Date	10/10/2026		
For FUNDRAISERS-please check YES or NO below for *EACH* question. for CROWDFUNDING- please check YES or NO for questions 1, 2, 3.			
1. Will these funds be housed in a district activity account?		✔ Yes	☐ No
2. Will the fundraiser use the name of D.C. Everest Schools in materials or publicity directly, indirectly, or implied?		✔ Yes	☐ No
3. If publicizing the fundraiser, please explain how:			
Will alcohol be served or sold during the activity?		☐ Yes	✔ No
Will you be soliciting local businesses? (Fundraisers that solicit local businesses require school board approval.)		✔ Yes	☐ No
Will fundraiser include non-exempt food items sold during the day?		☐ Yes	✔ No
Have you been approved for a non-exempt food item fundraiser previously? Two fundraisers of non-exempt food items (food not under the Smart Snack Rules – candy, bake sales, etc.) sold during the school day are allowed for each group per year. Duration of these fundraisers may not exceed two (2) weeks.		✔ Yes	☐ No

Instructions:

1) Complete and sign form (teacher, coach, co-curricular supervisor, or designated staff member.)
2) Submit to the principal for approval and signature.
3) Principal submits all requests to Superintendent/School Board for approval.

A. L. Blanchette — 9/29/26
Signature of Fundraiser Representative — Date

[signature] — 9-29-26
Signature of Building Principal — Date

[signature] — 10/6/2026
Signature of Superintendent — Date

Signature of School Board Clerk — Date

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

Fundraiser/Crowdfunding Request

Name of Group or Organization	FFA
Representative Completing Form	Shanon Sachs
Individual Responsible for Funds	Shannon Sachs
Phone Number of Individual Responsible	7154960082
E-Mail of Individual Responsible	ssachs@dce.k12.wi.us

Please describe the details of the fundraiser/crowdfunding below.

FFA annual fruit sale

What do you expect your total revenues to be?	$ 20,000.00
What do you anticipate your total expenses to be?	$ 12,000.00
Estimated profit/goal:	$ 8,000.00

Describe how profits from this fundraiser/crowdfunding will be used this year to enhance the experience of all students in the program.

Funds will allow students to go to confrences, workshops, and leadership development activities.

Fundraiser/Crowdfunding Start Date	10/~~26~~29/2026		
Fundraiser/Crowdfunding End Date	11/30/2026		
For FUNDRAISERS-please check YES or NO below for *EACH* question. for CROWDFUNDING- please check YES or NO for questions 1, 2, 3.			
1. Will these funds be housed in a district activity account?		✔ Yes	No
2. Will the fundraiser use the name of D.C. Everest Schools in materials or publicity directly, indirectly, or implied?		✔ Yes	No
3. If publicizing the fundraiser, please explain how:			
Will alcohol be served or sold during the activity?		Yes	✔ No
Will you be soliciting local businesses? (Fundraisers that solicit local businesses require school board approval.)		✔ Yes	No
Will fundraiser include non-exempt food items sold during the day?		Yes	✔ No
Have you been approved for a non-exempt food item fundraiser previously? Two fundraisers of non-exempt food items (food not under the Smart Snack Rules – candy, bake sales, etc.) sold during the school day are allowed for each group per year. Duration of these fundraisers may not exceed two (2) weeks.		Yes	✔ No

Instructions:

1) Complete and sign form (teacher, coach, co-curricular supervisor, or designated staff member.)
2) Submit to the principal for approval and signature.
3) Principal submits all requests to Superintendent/School Board for approval.

Signature of Fundraiser Representative — Date: 10//16/26

Signature of Building Principal — Date: 10-19-26

Signature of Superintendent — Date: 10/22/2026

Signature of School Board Clerk — Date

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

GIFTS AND/OR BEQUESTS TO THE SCHOOL DISTRICT

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

Donor: Everest Gridiron Inc
(Name of individual or organization making donation/gift)

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

Donor Email: dcefbtreasurer@gmail.com

OR

Donor Address: 6500 Alderson St. Schofield, WI 54476

Description of Gift/Donation: Utility Golf Cart for DCE Football Program

Estimated Value: $16,995

Given to: DC Everest Football Program
(school, organization of a school, employee, etc.)

Date Received: TBD 6-8 weeks

Recipient - District employee we may contact with questions: Mike Mathies / Braden Mitchell

Purpose of Gift/Donation: Replace current Gator

Principal Approval of Gift: [X] YES [ ] NO

(Principal's Signature)

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

Superintendent Approval of Gift: [X] YES [ ] NO

(Superintendent's Signature)

School Board Approval of Gift: [ ] YES [ ] NO

(School Board Clerk's Signature)

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

2/7/2022

D.C. Everest Senior High School

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

Mrs. Dallas R. Rennie, Principal
Mr. Luke V. Stachovak, Assistant Principal
Mr. Michael A. Krohn, Assistant Principal
Mrs. Brittany L. Sepnafski, Dean of Students
Mr. Michael M. Mathies, Athletic Director

October 18, 2026

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 and Early College Credit Program for the second semester of the 2026-27 school year. These course selections meet the requirements for the Start College Now Program or Early College Credit 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	Chinese 302 (CHN 302) (UW Milwaukee)	0.75
Student 2	Certified Nursing Assistant 30543300 (NTC)	0.75
Student 3	Certified Nursing Assistant 30543300 (NTC)	0.75
Student 4	Certified Nursing Assistant 30543300 (NTC)	0.75
Student 5	Certified Nursing Assistant 30543300 (NTC)	0.75
Student 6	Certified Nursing Assistant 30543300 (NTC)	0.75
Student 7	Certified Nursing Assistant 30543300 (NTC)	0.75
Student 8	EM Responder #1 30531301	0.5
Student 9	Fire Fighting Principles 1053142 (NTC) EMR/EMT #1 30531100 (NTC) EMT #2 30531101 (NTC) Hazardous Materials Operations 10503203 (NTC)	1.0 0.75 1.0 0.25
Student 10	Haircutting 131502120 (NTC) Haircutting 2 31502101 (NTC) Salon Principles and Services 31502104 (NTC) Elements in Hair Design 31502106 (NTC) Chemical Services 1 31502122 (NTC)	1.0 1.0 0.5 0.5 1.0
Student 11	Think Critically and Creatively 10809103 (NTC) Intro to Ethics 10809166 (NTC)	0.75
Student 12	Intro to International Business 10102201 (NTC) Business Law 1 10102160 (NTC) Microeconomics 10809143 (NTC) Fundamentals of Supply Chain Management 10182142 (NTC) Project Management 10196188 (NTC)	0.75 0.75 0.75 0.75 0.75
Student 13	EMR/EMT #1 30531100 (NTC) EMT #2 30531101 (NTC) Advanced Firefighting Concepts 10503160 (NTC) Technical Reporting 10801197 (NTC)	0.75 1.0 0.5 0.75

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D.C. Everest Senior High School

6500 Alderson Street, Weston, WI 54476

715-359-6561 Fax 715-355-7220

Mrs. Dallas R. Rennie, Principal
Mr. Luke V. Stachovak, Assistant Principal
Mr. Michael A. Krohn, Assistant Principal
Mrs. Brittany L. Sepnafski, Dean of Students
Mr. Michael M. Mathies, Athletic Director

I have received applications from the following students at the high school for the Start College Now Program enrollment at NTC for the second semester of the 2026-27 school year. Please be aware that these courses are comparable to what we offer at the high school, has already taken a comparable course or has not exhausted the course options in specific areas related to that course; therefore, the student is required to pay full tuition for this course.

Name	Course(s) Applied For
Student 14	College 101 10890165 (NTC)
Student 10	College 101 10890165 (NTC)
Student 11	Medical Terminology 10501101 (NTC) Oral/Interpersonal Communication 1080196 (NTC) Intro to Diversity 10809172 (NTC) Body, Structure and Function 10806110 (NTC) Essential Skills for Business Professionals 10196164 (NTC) Intro Reading and Study Skills 10838105 (NTC)

Sincerely,

Dallas Rennie, Principal

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D.C. Everest Area SCHOOL DISTRICT

Date: 10/28/2026

Employment Report - Information Only

New Hires			
Name	***Position/Building***	***Type/FTE***	***Effective Date***
Kathleen Dennis	Guest Teacher/District	N/A	September 14, 2026
Summer King	Education Assistant (4K)/WE	0.27	September 28, 2026
Kimberly Mendrzycki	Special Education Assistant/MB	0.62	September 28, 2026
Sydnee Donat	Before & After Care Staff and 21st Century Grant School Age Staff/GTCC &	0.28	September 28, 2026
Jessica Rainville	Cook/MS	0.49	September 28, 2026
Reagan Kettner	Music Production Staff/SH	N/A	September 29, 2026
Daniel Peaslee	Music Production Staff/SH	N/A	September 29, 2026
Elvis Her	Community Enrichment Staff/GTCC	0.35	October 5, 2026
Ethan Van Pietersom	Community Enrichment Staff/GTCC	0.35	October 5, 2026
Timothy Homp	Guest Teacher/District	N/A	October 6, 2026
Maxine Schuetze	Guest Teacher/District	N/A	October 6, 2026
Joel Widmann	Guest Teacher/District	N/A	October 6, 2026
Samantha Fredriksen	Substitute Assistant/District	N/A	October 8, 2026
Cheri Combs	Substitute Assistant/District	N/A	October 12, 2026
Piper McMenamin	Before & After Care Staff/GTCC & Elementary	0.46	October 12, 2026
McKinley Pagel	Before & After Care Staff and 21st Century Grant School Age Staff/GTCC &	0.28	October 12, 2026
Yer Thao	Housekeeper/JH	1.00	October 12, 2026

Taylor Tryba	Special Education Assistant/EV	0.62	October 12, 2026
Jordan Dixon	Student Custodian/District	N/A	October 14, 2026
Maria Arias	Student Custodian/District	N/A	October 14, 2026
Xee Hang	Substitute Assistant/District	N/A	October 14, 2026
Carleigh Smart	Substitute Assistant/District	N/A	October 14, 2026
Alayna Ambroziak	Community Enrichment Staff/GTCC	0.35	October 15, 2026
Chad Thompson	Guest Teacher/District & 8th grade Boys Basketball	N/A	October 16, 2026
Laura Alves	Member Services/GTCC	0.50	October 19, 2026
Frances Gontarz	Guest Teacher/District	N/A	October 19, 2026
Kassandra Johnson	Education Assistant & Lunch Room Assistant/RI	0.62	October 19, 2026
Susan Swinick	Guest Teacher/District	N/A	October 19, 2026
Nou Yang	Substitute Custodian/District	N/A	October 21, 2026
Kyle Her	Community Enrichment Staff/GTCC	0.35	October 26, 2026
Christopher Saevang	Community Enrichment Staff/GTCC	0.35	October 26, 2026
Lucy Galkin	Education Assistant & Substitute Assistant/MB	0.35	November 2, 2026
Destiny Xiong	Member Services/GTCC	0.35	November 2, 2026
Kylie Kaetterhenry	Before & After Care Staff and 21st Century Grant School Age Staff/GTCC & Elementary Buildings	0.28	November 5, 2026
Change of Status			
Name	***Position/Building From***	***Position/Building To***	***Effective Date***
Jenny Oosterhuis	Apparel Staff/GTCC & School Counselor	School Counselor Substitute/District	September 1, 2026

Luke Heller	8th grade Boys Basketball Coach/JH	Event Worker/District	September 16, 2026
Taysen Lemmer	Substitute Custodian/District	Substitute Custodian & Substitute Assistant/District	September 25, 2026
Angela Grambow	Special Education Assistant/MB	Special Education Assistant/WE	September 28, 2026
Maverick Schell	Building Monitor/GTCC	Building Monitor & Weight Room Supervisor/GTCC	September 28, 2026
Karianna Uzquiano	Special Education Assistant/JH (.44 FTE)	Special Education Assistant/JH (.49 FTE)	September 28, 2026
Shebra Elliott	Payroll/Accounts Payable Specialist/ADM	Benefits/Payroll Specialist/ADM	October 5, 2026
Nicole Gresbach	School Nutrition Substitute & Substitute	Server/SH (.4 FTE)	October 6, 2026
Taylor Jehn	Server/JH	Cook/JH	October 6, 2026
Hortencia Karl	School Nutrition Substitute & Interpreter/District	Server & Interpreter/District	October 6, 2026
Bree Sandquist	Social Studies Teacher/SH	Social Studies Teacher/SH & Member Services/GTCC	October 12, 2026
Brittany Berndt	Special Education Assistant/MB	Special Education Assistant/MB & Before & After School Staff/GTCC &	October 19, 2026
Jamie Jablonski	Administrative Assistant to Director of Special	Payroll/Benefits Specialist/ADM	October 19, 2026
Noah Stachovak	Before & After Care Staff/GTCC & Elementary Buildings and Guest Teacher & Substitute	Before & After Care Staff and 21st Century Grant School Age Staff/GTCC & Elementary Buildings and	October 19, 2026
Selena Stefonek	Special Education Assistant/RI	Special Education Assistant/HA	October 19, 2026
Logan Zander	Community Enrichment Staff & Concessions Staff/GTCC	Community Enrichment Staff, Concessions Staff & Member Services/GTCC	October 21, 2026

End of Employment			
Name	***Position/Building***	***Reason***	***Effective Date***
Cynthia Nievinski-Sorenson	Guest Teacher/District	Resignation	September 17, 2026
Kristi Palmer	Guest Teacher & Substitute Assistant/District	Resignation	September 18, 2026
Jay Heal	Wrestling Coach/SH	Resignation	September 28, 2026
Hailey Rios	Summer Technology Staff/District	Resignation	October 2, 2026
Ciara Fleming	Before & After Care Staff/GTCC & Elementary	Resignation	October 6, 2026
Jessica Rainville	Cook/MS	Resignation	October 6, 2026
Claire Tomczik	Guest Teacher & Substitute Assistant/District	Resignation	October 7, 2026
Mai Der Yang	Before & After Care Staff & 21st Century Grant School Age Staff/GTCC &	Resignation	October 16, 2026
Forrest Kronberger	Member Services Lead/GTCC	Resignation	October 23, 2026



WINTER CLOTHING NEEDS



Please only NEW clothing items.

Cash donations are welcome.

- Make check payable to **D.C. Everest Area School District**
- Memo line: **Children in Need**

Boys' and Girls' Apparel - Sizes XS-XL

- Sweatpants
- Girls’ leggings
- Long Sleeve Shirts
- Socks

Men’s and Women’s Apparel

- Sweatpants
- Women’s leggings
- Long-sleeve shirts
- Socks

Winter Apparel

- Winter coats youth sizes S to XXL adult sizes S to 3XL
- Bib snow pants youth sizes S to XL
- Youth hats
- Youth waterproof mittens/gloves
- Adult hats and gloves









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: October 28, 2026
SUBJECT: 2026-2027 Budget Adoption and Tax Levy Approval

Details of the 26-27 budget were presented at the annual budget hearing. Included with this memo is supporting documentation for approval.

Attachment #1 - Resolution for approval of D.C. Everest Budget and Tax Levy for the 2026-2027 school year. This is the resolution approving the budget as well as the tax levy. This resolution is supported by Attachments 2-6 herein.

Attachment #2 - School District Tax Apportionment Equalized Values. This document is received on or about October 1st of each year. It comes from the Wisconsin Department of Revenue. The district does not set these values. For 2026-2027 our district's valuation increased by $607,367,147 (13.74%) from $4,418,866,628 to $5,026,233,775.

Attachment #3 - October 15 Certification of the 2026-2027 General School Aid.
The Department of Public Instruction calculates and produces this document for all districts. The calculation of aid is determined from numerous pieces of information including, but not limited to, prior year district spending, property values per student, statewide school spending information, shared cost, and multiple other pieces of state-wide school financial data. These amounts are not determined by the district. The final aid determination amount is received on October 15th. The general aid for the 2026-2027 fiscal year is $52,924,908. It is a decrease of $1,587,323(2.91%). The 2025-27 WI State Biennial Budget did not include a general aid increase for K-12 public schools.

Attachment #4 - Revenue Limit Worksheet. The Revenue Limit determines how much money a Wisconsin school district can receive from a combination of state general aid and local property taxes. It's calculated using the district's student membership (a three-year average), its prior-year revenue per student, and any per-pupil or low revenue ceiling adjustments set by the state. The worksheet also includes specific adjustments or exemptions for things like referendums or declining enrollment. Once the state aid amount is known, the remaining portion of the revenue limit is raised through local property taxes. These all factor into the mill rate calculation.
Important information includes:

1) The legal maximum amount of money the school district can receive in state aid and local property tax collections combined (Revenue Limits or Revenue Caps).
2) The total levy amount for local property taxpayers (Fund 10, Fund 38, Fund 39, Fund 80, Prior year chargebacks).
3) The annual levy for the community approved referendum dollars is in the amount of $7,765,784. This amount includes a prepayment of some debt for 2026-2027 that will result in interest savings for the district.

4) The final 2026-2027 mill rate calculates to $5.46 (rounded) which is a reduction of $.40 (rounded) or 6.89%.

Attachment #5 – 2026-2027 Budget Adoption (all funds). The 2026-2027 Expenditure for all funds is in the amount of $109,811,123 (net expenses for all funds less fund transfers).

Attachment #6 - Distribution of Levy Amounts to Municipalities and Mill Rate. The document summarizes the 2026–2027 tax levies totaling $27,467,348. This amount was determined by accounting for Net New Construction and TID closures, with the strategic goal of keeping local property taxes relatively stable.

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RESOLUTION TO ADOPT THE 2026-2027 SCHOOL BUDGET FOR THE D.C. EVEREST AREA SCHOOL DISTRICT AND SET A SCHOOL PROPERTY TAX LEVY

Attachment #1

WHEREAS, the Board of Education of the D.C. Everest Area School District formulated a budget pursuant to Sec. 65.90(1) and 65.90(2) Wis. Stats., for the period of July 1, 2026 – June 30, 2027 and

WHEREAS, the summary of the budget was published on October 16, 2026, setting forth the locations at which the detailed budget could be inspected and setting forth the date and time of the public hearing on the budget, and

WHEREAS, the budget hearing was held at the D.C. Everest Senior High on October 28, 2026, at 6:00 p.m.

IT IS HEREBY RESOLVED, that the Board of Education of the D.C. Everest Area School District adopt a school budget including **all funds** in the amount of $**109,811,123** (net expenses for all funds less fund transfers) for the period of July 1, 2026 – June 30, 2027.

IT IS FURTHER RESOLVED, that the Board of Education authorizes the collection of a **general property tax** for school purposes in the amount of **$17,247,189** (inclusive of vouchers Line 14a of the revenue limit worksheet) and **$2,004,375** for Fund 38 energy efficiency debt service payments – Line 14b of the revenue limit worksheet.

IT IS FURTHER RESOLVED, that the Board of Education authorizes the collection of an additional **$7,765,784** to support the **debt service payments** for the community approved referendum for facility improvements and modifications to district facilities (line 15a of the revenue limit worksheet).

IT IS FURTHER RESOLVED, that the Board of Education authorize the collection of an additional **$450,000** for the purpose of operating **programs that benefit the community**. These programs include a community crime prevention program and community youth and adult sporting activities at the GTCC. (line 15b of the revenue limit worksheet).

The total district tax levy inclusive of all levies outlined above equals **$27,467,348** (Line 16 of the revenue limit worksheet).

Est / Recert	School / CoMun Code	Dist #	Dist Type	School / Municipal Name	TID	TIDIN Equalized Value	TIDOUT Equalized Value	TIDOUT % To Total
	374970	**0219**	**Reg**	**D C Everest Area (Rothschild)**				
	37018	0971	T	Easton		181,825,500	181,825,500	3.617529708
	37060	0992	T	Norrie		19,503,659	19,503,659	.388037244
	37064	0994	T	Reid		30,038,522	30,038,522	.597634797
	37072	0998	T	Ringle		318,247,600	318,247,600	6.331730959
	37080	1002	T	Wausau		101,851,477	101,851,477	2.026397529
	37082	1003	T	Weston		118,382,300	118,382,300	2.355288379
	37136	1012	V	Hatley	Y	85,902,900	60,481,100	1.203308535
	37145	1978	V	Kronenwetter	Y	792,269,682	775,488,082	15.428810452
	37176	1014	V	Rothschild	Y	825,242,600	765,699,700	15.234064595
	37192	1970	V	Weston	Y	2,092,955,000	2,070,632,900	41.196510005
	37281	1022	C	Schofield	Y	441,071,200	366,941,100	7.300517971
	37291	1023	C	Wausau	Y	217,141,835	217,141,835	4.320169827
D C Everest Area (Rothschild) Totals				12 Taxation Districts		5,224,432,275	5,026,233,775	100.000

'E' = Estimated, 'R' = Recertified, 'E+' = Muni is located in multiple School Dist

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION
2026-27 OCTOBER 15 CERTIFICATION

USING 2025-26 AUDITOR AC DATA, 2025-26 AUDITED MEMBERSHIP

2025 TIFOUT SCHOOL AID VALUE (CERT MAY 2026) & 2016 COMPUTER VALUE (CERT MAY 2017)

GUARANTEES FOR OCTOBER 15 CERTIFICATION	K-12	UHS	K-8
PRIMARY (G1)	1,930,000	5,790,000	2,895,000
SECONDARY (G6)	2,290,124	6,870,372	3,435,186
TERTIARY (G11)	1,157,514	3,472,542	1,736,271

D C Everest Area 4970

2026-27 OCTOBER 15 CERTIFICATION

PART A: 2025-26 AUDITED MEMBERSHIP

		FTE
A1	3RD FRI SEPT 2025 MEMBERSHIP* (include Challenge Academy)	5,540.00
A2	2ND FRI JAN 2026 MEMBERSHIP* (include Challenge Academy)	5,538.00
A3	TOTAL (A1 + A2)	11,078.00
A4	AVERAGE (A3/2) (ROUNDED)	5,539.00
A5	SUMMER 2025 FTE EQUIVALENT* (ROUNDED)	152.00
A6A	FOSTER GROUP + PARTTIME RESIDENT FTE EQUIVALENT (AVE SEPT+JAN)	2.49
A6B	PARTTIME NON-RESIDENT FTE EQUIVALENT (AVE SEPT+JAN)	0.00
A6C	STATEWIDE CHOICE & RACINE PUPILS STARTING IN FALL 2015 & AFTER	148.00
A6D	STATEWIDE SPECIAL NEEDS SCHOLARSHIP PROGRAM PUPILS	18.00
A6E	INDEPENDENT CHARTER SCHOOLS (ICS) NEW AUTHORIZERS STUDENTS	0.00
A7	AID MEMBERSHIP (A4+A5+A6A+A6B+A6C+A6D+A6E) (ROUNDED)	5,859

* Ch 220 Resident Inter FTE counts only 75%.

PART B: 2025-26 GENERAL FUND DEDUCTIBLE RECEIPTS (AUDITOR AC REPORT)

B1	TOTAL REVENUE & TRNSF IN	10R 000000 000	+	82,830,783.44
B2	PROP TAX + EXEMPT AIDS FROM DOR	10R 210 + 691	-	15,137,817.45
B3	GENERAL STATE AID	10R 000000 620	-	54,512,231.00
B4	IMPACT AID DISTS: NON-DED IMPACT AID	(DPI AMOUNT)	-	0.00
B5	REORG SETTLEMENT	10R 000000 850	-	0.00
B6	LONG TERM OP BORR, NOTE	10R 000000 873	-	0.00
B7	LONG TERM OP BORR, STF	10R 000000 874	-	0.00
B8	PROPERTY TAX/EQUAL AID REFUND	10R 000000 972	-	0.00
B9	DEDUCTIBLE RECEIPTS	(TO LINE C6)	=	13,180,734.99

PART C: 2025-26 NET COST OF GENERAL FUND (AUDITOR AC REPORT)

C1	TOTAL GF EXPENDITURES	10E 000000 000	+	82,828,650.44
C2	DEBT SRVC TRANSFER	10E 411000 838+839	-	0.00
C3	REORG SETTLEMENT	10E 491000 950	-	0.00
C4	REFUND PRIOR YEAR REV	10E 492000 972	-	0.00
C5	GROSS COST GEN FUND	(C1 - C2 - C3 - C4)	+	82,828,650.44
C6	DEDUCTIBLE RECEIPTS	(FROM LINE B9)	-	13,180,734.99
C7	OPERATIONAL DEBT, INTEREST	38E+39E 283000 680	+	0.00
C8	NET COST GENERAL FUND	(NOT LESS THAN 0)	=	69,647,915.45

PART D: 2025-26 NET COST OF DEBT SERVICE FUNDS (AUDITOR AC REPORT)

D1	TOTAL REVENUE & TRNSF IN	38R + 39R 000	+	11,047,908.74
D2	TRNSF FROM GEN FUND	10E 411000 838 + 839	-	0.00
D3	PROPERTY TAXES	38R + 39R 210	-	11,009,215.00
D4	PAYMENT IN LIEU OF TAX	38R + 39R 220	-	0.00
D5	NON-REV RECEIPTS	38R + 39R 800	-	0.00
D6	DEDUCTIBLE RECEIPTS	(D1-D2-D3-D4-D5)	-	38,693.74
D7	TOTAL EXPENDITURES	38E + 39E 000	+	11,160,398.19
D8	AIDABLE FUND 41 EXP	(DPI AMOUNT)	+	0.00
D9	REFINANCING	38E + 39E 282000	-	0.00
D10	OPERATIONAL DEBT PAYMENT	38E + 39E 283000	-	0.00
D11	NET COST DEBT SERVICE FUNDS	(CAN BE NEGATIVE)	=	11,121,704.45

PART E: 2025-26 SHARED COST (AUDITOR AC REPORT)

E1	NET COSTS: GEN + DEBT SERV FUNDS	(C8 + D11)	+	80,769,619.90
E2	TRANSP OF INDIGENT PUPILS, REG 3K PGMS, AND/OR OTHER		-	0.00
E3	IMPACT AID DISTS: IMPACT AID NON-DEDUCTIBLE REMOVED		-	0.00
E4	TOTAL SHARED COST FOR EQUALIZATION AID		=	80,769,619.90

PART E: 2025-26 SHARED COST - CONTINUED

		E4 =	80,769,619.90
E6	PRIMARY COST CEILING PER MEMBER		1,000
E7	PRIMARY CEILING (A7 * E6)		5,859,000.00
E8	PRIMARY SHARED COST (LESSER OF E4 OR E7)		5,859,000.00
E9	SECONDARY COST CEILING PER MEMBER		13,363
E10	SECONDARY CEILING (A7 * E9)		78,293,817.00
E11	SECONDARY SHARED COST ((LESSER OF E4 OR E10) - E8)		72,434,817.00
E12	TERTIARY SHARED COST (GREATER OF (E4 - E8 - E11) OR 0)		2,475,802.90
	SHARED COST PER MEMBER =	$13,786	

PART F: EQUALIZED PROPERTY VALUE

F1	2025 TIFOUT VALUE (CERT MAY 26) + EXEMPT COMPUTER VALUE (CERT MAY 17)		4,430,749,828
	VALUE PER MEMBER =	756,230	

PART G: 2026-27 EQUAL AID BY TIER - OCTOBER 15 CERTIFICATION

G1	PRIMARY GUARANTEED VALUE PER MEMBER	1,930,000
G2	PRIMARY GUARANTEED VALUATION (A7 * G1)	11,307,870,000
G3	PRIMARY REQUIRED RATE (E8 / G2)	0.00051813
G4	PRIMARY NET GUARANTEED VALUE (G2 - F1)	6,877,120,172
G5	PRIMARY EQUALIZATION AID (G3 * G4) (NOT LESS THAN 0)	3,563,242.27
G6	SECONDARY GUARANTEED VALUE PER MEMB	2,290,124
G7	SECONDARY GUARANTEED VALUATION (A7 * G6)	13,417,836,516
G8	SECONDARY REQUIRED RATE (E11 / G7)	0.00539840
G9	SECONDARY NET GUARANTEED VALUE (G7 - F1)	8,987,086,688
G10	SECONDARY EQUALIZATION AID (G8 * G9)	48,515,888.78
G11	TERTIARY GUARANTEED VALUE PER MEMB	1,157,514
G12	TERTIARY GUARANTEED VALUATION (A7 * G11)	6,781,874,526
G13	TERTIARY REQUIRED RATE (E12 / G12)	0.00036506
G14	TERTIARY NET GUARANTEED VALUE (G12 - F1)	2,351,124,698
G15	TERTIARY EQUALIZATION AID (G13 * G14)	858,301.58

PART H: 2026-267 EQUALIZATION AID - OCTOBER 15 CERTIFICATION

H1	2026-27 EQUALIZATION AID - OCTOBER 15 CERTIFICATION (G5+G10+G15) NOT< 0	52,937,432.63
H2	PARENTAL CHOICE DEDUCT, EQUALIZATION AID (MPS only)	0.00
H2A	PAYMENT TO MILWAUKEE SCHOOL DISTRICT FROM CITY OF MILWAUKEE	0.00
H4A	2025-26 OCT-TO-FINAL ADJUSTMENT, EQUALIZATION AID	-12,525.00
H4B	2025-26 OCT-TO-FINAL ADJ, CHOICE/CHARTER DEDUCTION (previously Line I4)	0.00
H5	PRIOR YEAR (2025-26) DATA ERROR ADJ/OR FEE PENALTY	0.00
H6	2026-27 EQUALIZATION AID - OCTOBER 15 CERT (ROUND) (H1+H2+H2A+H4A+H4B+H5)	52,924,908.00

*** PART I: 2026-27 SPECIAL ADJUSTMENT, INTER, AND INTRA AID SUMMARY - OCTOBER 15 CERTIFICATION***

I1	2026-27 SPECIAL ADJUSTMENT AID and/or CHAPTER 220 - OCTOBER 15 CERTIFICATION	0.00
I2C	2025-26 OCT-TO-FINAL ADJUSTMENT, SPEC ADJ AID and/or CHAPTER 220 AID	0.00
I3	2026-27 SPEC ADJ AID and/or CHAP 220 - OCTOBER 15 CERTIFICATION (ROUND) (I1+I2C)	0.00

*I5	**2026-27 OCTOBER 15 CERTIFICATION OF GENERAL AID (H6+I3)**	**52,924,908**

THE BREAKDOWN OF THE AID AMOUNT FOUND IN LINE I1 CAN BE FOUND IN THE "BREAKDOWN OF LINE 1" TAB IN THIS EXCEL WORKBOOK.
COLOR-CODING WILL ASSIST DISTRICTS IN IDENTIFYING WHICH AMOUNTS ON PAGE 2 WERE SUMMED TO ARRIVE AT THE NUMBERS APPEARING ON THIS PAGE.

DEPARTMENT OF PUBLIC INSTRUCTION 2026-27 REVENUE LIMIT WORKSHEET

DISTRICT:

DATA AS OF 10/15/26 8:00 AM

Line 1 Amount May Not Exceed (Line 11 - (Line 7B+Line 10)) of Final 25-26 Revenue Limit

2025-26 General Aid Certification (25-26 Line 12A, src 621)	+	54,512,231
2025-26 Hi Pov Aid (25-26 Line 12B, Src 628)	+	0
2025-26 Computer Aid Received (25-26 Line 12C, Src 691)	+	129,009
2025-26 Aid for Exempt Personal Property (25-26 Line 12D, Src 691)	+	486,950
2025-26 Fnd 10 Levy Cert (25-26 Line 14A, Levy 10 Src 211)	+	14,475,033
2025-26 Fnd 38 Levy Cert (25-26 Line 14B, Levy 38 Src 211)	+	2,023,875
2025-26 Fnd 41 Levy Cert (25-26 Line 14C, Levy 41 Src 211)	+	0
2025-26 Aid Penalty for Over Levy (25-26 FINAL Rev Lim, June 2025)	-	0
2025-26 Total Levy for All Levied Non-Recurring Exemptions*	-	4,711,751
NET 2026-27 Base Revenue Built from 2025-26 Data (Line 1)	=	**66,915,347**

*For the Non-Recurring Exemptions Levy Amount, enter actual amount for which district levied; (7B Hold Harmless, Non-Recurring Referenda, Declining Enrollment, Energy Efficiency Exemption, Refunded/Rescinded Taxes, Prior Year Open Enrollment Pupils, Reduction for Ineligible Fund 80 Expends, Other Adjustments, Private School Voucher Aid Deduction, Private School Special Needs Voucher Aid Deduction)

September & Summer FTE Membership Averages

Count Ch. 220 Inter-District Resident Transfer Pupils @ 75%.

Line 2: Base Avg:((23+.4ss)+(24+.4ss)+(25+.4ss)) / 3 = **5,682**

	2023	2024	2025
Summer FTE:	154	143	152
% (40,40,40)	62	57	61
Sept FTE:	5,693	5,632	5,540
New ICS - Independent Charter Schools FTE	0.0	0.0	0.0
Total FTE	5,755	5,689	5,601

Line 6: Curr Avg:((24+.4ss)+(25+.4ss)+(26+.4ss)) / 3 = **5,596**

	2024	2025	2026
Summer FTE:	143	152	129
% (40,40,40)	57	61	52
Sept FTE:	5,632	5,540	5,446
New ICS - Independent Charter Schools FTE	0.0	0.0	0.0
Total FTE	5,689	5,601	5,498

Line 6 "Current Average" is used for Revenue Limits. The average used for Per Pupil Aid does not include "New ICS - Independent Charter Schools FTE." The PPA average appears below after data are entered for 2025:

5,596

Line 10B: Declining Enrollment Exemption =			**1,040,748**
Average FTE Loss (Line 2 - Line 6, if > 0)			86
	X 1.00	=	86
X (Line 5, Maximum 2026-27 Revenue per Memb) =			12,101.72
Non-Recurring Exemption Amount:			1,040,748

Fall 2026 Property Values

2026 TIF-Out Tax Apportionment Equalized Valuation 5,026,233,775

CELL COLOR KEY: **Auto-Calc** **DPI Data** **District-Entered**

Worksheet is available at: http://dpi.wi.gov/sfs/limits/worksheets/revenue

DEPARTMENT OF PUBLIC INSTRUCTION 2026-27 REVENUE LIMIT WORKSHEET

	2026-27 Revenue Limit Worksheet		
1.	2026-27 Base Revenue (Funds 10, 38, 41)	(from left)	66,915,347
2.	Base Sept Membership Avg (2023+.4ss, 2024+.4ss, 2025+.4ss)/3	(from left)	5,682
3.	2026-27 Base Revenue Per Member (Ln 1 / Ln 2)	(with cents)	11,776.72
4.	2026-27 Per Member Change (A+B)		325.00
	2026-27 Low Revenue Ceiling per s.121.905(1):	11,000.00	
A.	Allowed Per Member Change for 2026-27	325.00	
B.	Low Rev Incr ((Low Rev Ceiling-(3+4A))-4C) NOT<0	0.00	
C.	Value of the CCDEB (2026-27 DPI Computed-CCDEB Dists only)	0.00	
5.	2026-27 Maximum Revenue Per Member (Ln 3 + Ln 4)		12,101.72
6.	Current Membership Avg (2024+.4ss, 2025+.4ss, 2026+.4ss)/3	(from left)	5,596
7.	2026-27 Rev Limit, No Exemptions (Ln 7A + Ln 7B)	(rounded)	67,721,225
A.	Max Rev/Memb x Cur Memb Avg (Ln 5 x Ln 6)	67,721,225	
B.	Hold Harmless Non-Recurring Exemption	0	
8.	Total 2026-27 Recurring Exemptions (A+B+C+D+E)	(rounded)	103,274
A.	Prior Year Carryover	0	
B.	Transfer of Service	103,274	
C.	Transfer of Territory/Other Reorg (if negative, include sign)	0	
D.	Federal Impact Aid Loss (2024-25 to 2025-26)	0	
E.	Recurring Referenda to Exceed (If 2026-27 is first year)	0	
9.	2026-27 Limit with Recurring Exemptions (Ln 7 + Ln 8)		67,824,499
10.	Total 2026-27 Non-Recurring Exemptions (A+B+C+D+E+F+G+H+I)		5,111,240
A.	Non-Recurring Referenda to Exceed 2026-27 Limit	0	
B.	Declining Enrollment Exemption for 2026-27 (from left)	1,040,748	
C.	Energy Efficiency Net Exemption for 2026-27 (see pg 4 for details)	1,861,750	
D.	Adjustment for Refunded or Rescinded Taxes, 2026-27	0	
E.	Prior Year Open Enrollment (uncounted pupil[s])	22,182	
F.	Reduction for Ineligible Fund 80 Expenditures (enter as negative)	0	
G.	Other Adjustments (Fund 39 Bal Transfer, enter as negative)	0	
H.	WPCP and RPCP Private School Voucher Aid Deduction	1,878,669	
I.	SNSP Private School Voucher Aid Deduction	307,891	
11.	2026-27 Revenue Limit With All Exemptions (Ln 9 + Ln 10)		72,935,739
12.	Total Aid to be Used in Computation (12A + 12B + 12C + 12D)		53,684,175
A.	2026-27 OCTOBER 15 CERTIFICATION OF GENERAL AID	52,924,908	
B.	State Aid to High Poverty Districts ($0 per 2023 Act 19)	0	
C.	State Aid for Exempt Computers (Source 691)	142,773	
D.	State Aid for Exempt Personal Property (Source 691)	616,494	
	DISTRICTS MUST USE THE OCT 15 AID CERT WHEN SETTING THE DISTRICT LEVY.		
13.	**Allowable Limited Revenue: (Line 11 - Line 12)**		**19,251,564**
	(10, 38, 41 Levies)		
14.	**Total Limited Revenue To Be Used** (A+B+C)	**Not >line 13**	**19,251,564**
	Entries Required Below: Enter amnts needed by purpose and fund:		
A.	Gen Operations: Fnd 10 Src 211	17,247,189	(Proposed Fund 10)
B.	Non-Referendum Debt (inside limit) Fund 38 Src 211	2,004,375	(to Budget Rpt)
C.	Capital Exp, Annual Meeting Approved: Fund 41 Src 211	0	(to Budget Rpt)
15.	**Total Revenue from Other Levies (A+B+C+D)**		**8,215,784**
A.	Referendum Approved Debt (Fund 39 Debt-Src 211)	7,765,784	
B.	Community Services (Fund 80 Src 211)	450,000	(to Budget Rpt)
C.	Prior Year Levy Chargeback for Uncollectible Taxes (Src 212)	0	(to Budget Rpt)
D.	Other Levy Revenue - Milwaukee & Kenosha Only	0	(to Budget Rpt)
16.	**Total Fall 2026 REPORTED All Fund Tax Levy (14A + 14B + 14C + 15)**		**27,467,348**
	Line 16 is the total levy to be apportioned in the PI-401.	Levy Rate =	0.00546

Districts are responsible for the integrity of their revenue limit data & computation.
Data appearing here reflects information submitted to DPI and is unaudited.

Revenue Limit Summary

Category		Amount
Allowable Limited Revenue		**19,251,564.00**
	Fund 10, PI-401	17,247,189.00
	Fund 38, PI-401	2,004,375.00
	Fund 41, PI-401	0.00
Line 14 Total (Revenue Limit Levies)		**19,251,564.00**
Over Levy		0.00
Under Levy		0.00
Carryover to FY28, if applicable		0.00

2027-28 Base-Building Information	Amount
Total non-recurring exemptions (10 + 7B)	5,111,240.00
Levied total non-recurring exemptions*	5,111,240.00

***to be removed from next year's base**

2026-27 Per-Pupil Categorical Aid

In 2026-27, the Per-Pupil aid amount is **$742** multiplied by the Current 3-Year Average which does NOT include Special Needs Voucher students, new charter students, or 2x charter students.

Per-Pupil revenue is coded to Source 695 (note new source code). The Per-Pupil Aid computation uses information from the district's Revenue Limit Computation, but is paid OUTSIDE of the Revenue Limit. See http://dpi.wi.gov/sfs/aid/categorical/per-pupil-aid for more information.

2026-27 ENERGY EFFICIENCY EXEMPTION NET TOTAL - LINE 10C	
(Carry bright yellow box amount to Line 10C. on page 1. See detail computation boxes below.)	
ENTER ALL NUMBERS AS POSITIVE EXCEPT WHERE INDICATED. FORMULAS WILL AUTO-CALC.	
1.) 2024-25 Adjustment for Unspent Energy Exemption (see box below)	0
2.) 2025-26 Adjustment for Unspent Energy Exemption (see box below)	0
3.) 2026-27 EE Expenses for Non-Debt (1-Year Project) per Board Resolution	0
4.) 2026-27 EE Expenses for Debt per Board Resolution	2,004,375
5.) Measured Utility Savings Applied in 2026-27 (**entered as a negative**)	-142,625
6. Total 2026-27 Energy Efficiency Exemption (carry to Line 10C. on page 2)	$1,861,750
	(Amount can be < 0.)

The 2026-27 Net EE exemption will include adjustments for unspent Fall 2024 Levy (DEBT) and Fall 2025 Levy (NON-DEBT) BOE resolutions. Actual expenditures will be reported to DPI by your auditor in September 2026 via the Auditor AC (formerly PI-1506-AC). Until then, districts are to enter their estimates of expenditures made related to the respective EE BOE resolutions.

If, after you enter your anticipated expenditures, negative numbers appear in Line 1 (cells X40 and X49) in either or both the 2023-24 or 2024-25 tables below, this indicates the estimated expenditures entered are less than the amount of the exemption that year. Call a finance consultant if you have questions.

2024-25 Energy Efficiency Reconciliation - Debt		
1.) 2024-25 Adjustment for Unspent Energy Exemption (-A+B+C, can be < 0)		0
A. 2024-25 EE Debt Amount Levied (per 24-25 Auditor AC, entered as a negative)	-1,903,885	
B. Jan-Jun 2025 Debt Service Payment (per 24-25 Auditor AC)	1,689,250	
C. Jul-Dec 2025 Debt Service Payment (per 25-26 Auditor AC, Aug 2026)	214,635	
(If Line 1 in this box is < 0, see 2024-25 Adjustment in "2025-26 Net Energy Efficiency Exemption" box above.)		

2025-26 Energy Efficiency Reconciliation - Non-Debt		
1.) 2025-26 Adjustment for Unspent Energy Exemption (-A+B, can be < 0)		0
A. 2025-26 EE Non-Debt Amount Levied (per 25-26 Auditor AC, entered as a negative)	0	
B. 2025-26 Actual EE Expenses (per 25-26 Auditor AC, Aug 2026)	0	
(If Line 1 in this box is < 0, see 2025-26 Adjustment in "2026-27 Net Energy Efficiency Exemption" box above.)		

2026-2027

Recommended Format for Budget Adoption

Instructions: This recommended format contains the minimum detail that a school board should include in an adopted budget. Any subsequent changes made by the school board to the adopted budget should be processed as required by s.65.90 (5).

As of 10/15/2026

BUDGET ADOPTION 2026-2027 *			
GENERAL FUND (FUND 10)	**Audited 2024-2025**	**Unaudited 2025-2026**	**Prelim Budget 2026-2027**
Beginning Fund Balance (Account 930 000)	20,431,260.85	20,431,260.85	20,433,393.85
Ending Fund Balance, Nonspendable (Acct. 935 000)	0	0	0
Ending Fund Balance, Restricted (Acct. 936 000)	48,291.18	89,891.84	89,891.84
Ending Fund Balance, Committed (Acct. 937 000)	0	0	0
Ending Fund Balance, Assigned (Acct. 938 000)	0	0	0
Ending Fund Balance, Unassigned (Acct. 939 000)	20,382,969.67	20,343,502.01	20,343,502.01
TOTAL ENDING FUND BALANCE (ACCT. 930 000)	**20,431,260.85**	**20,433,393.85**	**20,433,393.85**
REVENUES & OTHER FINANCING SOURCES			
100 Transfers-in	0	0	0
Local Sources			
210 Taxes	13,020,511.26	14,521,858.44	17,289,689.00
240 Payments for Services	0	450	0
260 Non-Capital Sales	110,565.43	103,729.39	99,650.00
270 School Activity Income	74,435.50	70,350.75	52,500.00
280 Interest on Investments	778,883.14	729,116.94	363,704.00
290 Other Revenue, Local Sources	321,379.85	347,118.34	270,182.00
Subtotal Local Sources	**14,305,775.18**	**15,772,623.86**	**18,075,725.00**
Other School Districts Within Wisconsin			
310 Transit of Aids	0	0	0
340 Payments for Services	3,776,475.14	4,303,752.14	4,568,538.00
380 Medical Service Reimbursements	0	0	0
390 Other Inter-district, Within Wisconsin	0	0	0
Subtotal Other School Districts within Wisconsin	**3,776,475.14**	**4,303,752.14**	**4,568,538.00**

Other School Districts Outside Wisconsin			
440 Payments for Services	0	0	0
490 Other Inter-district, Outside Wisconsin	0	0	0
Subtotal Other School Districts Outside Wisconsin	**0**	**0**	**0**
Intermediate Sources			
510 Transit of Aids	2,900.00	0	0
530 Payments for Services from CCDEB	0	0	0
540 Payments for Services from CESA	0	250	0
580 Medical Services Reimbursement	0	0	0
590 Other Intermediate Sources	0	0	0
Subtotal Intermediate Sources	**2,900.00**	**250**	**0**
State Sources			
610 State Aid -- Categorical	869,375.85	934,084.72	807,400.00
620 State Aid -- General	54,471,636.00	54,512,231.00	52,924,908.00
630 DPI Special Project Grants	319,130.26	418,201.74	229,534.00
640 Payments for Services	0	0	0
650 Student Achievement Guarantee in Education (SAGE G	0	0	0
660 Other State Revenue Through Local Units	26,197.73	24,162.01	25,000.00
690 Other Revenue	4,883,502.43	4,832,605.85	4,911,499.00
Subtotal State Sources	**60,569,842.27**	**60,721,285.32**	**58,898,341.00**
Federal Sources			
710 Federal Aid - Categorical	34,892.73	50,579.53	48,281.00
720 Impact Aid	0	0	0
730 DPI Special Project Grants	536,263.96	748,019.61	766,417.00
750 IASA Grants	704,497.16	612,059.41	610,501.00
760 JTPA	0	0	0
770 Other Federal Revenue Through Local Units	0	0	0
780 Other Federal Revenue Through State	420,348.75	286,407.91	305,000.00
790 Other Federal Revenue - Direct	0	0	0
Subtotal Federal Sources	**1,696,002.60**	**1,697,066.46**	**1,730,199.00**
Other Financing Sources			
850 Reorganization Settlement	0	0	0
860 Compensation, Fixed Assets	1,355,851.50	252,707.90	0

870 Long-Term Obligations	0	0	0
Subtotal Other Financing Sources	**1,355,851.50**	**252,707.90**	**0**
Other Revenues			
960 Adjustments	371.21	6,299.50	0
970 Refund of Disbursement	94,888.21	42,045.73	41,923.00
980 Medical Service Reimbursement	0	0	0
990 Miscellaneous	76,604.02	34,752.53	31,600.00
Subtotal Other Revenues	**171,863.44**	**83,097.76**	**73,523.00**
TOTAL REVENUES & OTHER FINANCING SOURCES	**81,878,710.13**	**82,830,783.44**	**83,346,326.00**
EXPENDITURES & OTHER FINANCING USES			
Instruction			
110 000 Undifferentiated Curriculum	14,774,409.93	14,542,887.25	14,855,290.00
120 000 Regular Curriculum	15,777,419.18	15,761,609.55	16,122,333.00
130 000 Vocational Curriculum	2,200,939.31	2,166,806.48	2,151,438.00
140 000 Physical Curriculum	1,964,695.14	1,995,522.43	1,978,561.00
160 000 Co-Curricular Activities	1,129,384.01	1,251,642.94	1,339,278.00
170 000 Other Special Needs	1,123,135.87	1,158,790.87	1,169,738.00
Subtotal Instruction	**36,969,983.44**	**36,877,259.52**	**37,616,638.00**
Support Sources			
210 000 Pupil Services	3,614,196.88	3,733,483.15	3,940,747.00
220 000 Instructional Staff Services	4,048,405.67	3,778,961.27	3,896,479.00
230 000 General Administration	683,221.04	684,431.03	799,945.00
240 000 School Building Administration	3,505,298.90	3,466,216.05	3,516,397.00
250 000 Business Administration	11,850,056.87	11,468,779.50	12,129,647.00
260 000 Central Services	908,065.98	886,573.83	2,034,846.00
270 000 Insurance & Judgments	668,059.49	711,604.25	822,185.00
280 000 Debt Services	2,357,734.28	1,314,045.43	1,223,063.00
290 000 Other Support Services	1,962,651.33	3,874,793.70	2,261,007.00
Subtotal Support Sources	**29,597,690.44**	**29,918,888.21**	**30,624,316.00**
Non-Program Transactions			
410 000 Inter-fund Transfers	10,109,392.04	9,621,525.91	8,753,096.00
430 000 Instructional Service Payments	4,927,527.19	5,704,183.75	6,335,276.00
490 000 Other Non-Program Transactions	274,117.02	706,793.05	17,000.00

Subtotal Non-Program Transactions	**15,311,036.25**	**16,032,502.71**	**15,105,372.00**
TOTAL EXPENDITURES & OTHER FINANCING USES	**81,878,710.13**	**82,828,650.44**	**83,346,326.00**

SPECIAL PROJECT FUNDS (FUNDS 21, 23, 29)	**Audited 2024-2025**	**Unaudited 2025-2026**	**Prelim Budget 2026-2027**
900 000 Beginning Fund Balance	916,581.90	598,016.33	572,980.89
900 000 Ending Fund Balance	**598,016.33**	**572,980.89**	**391,144.89**
REVENUES & OTHER FINANCING SOURCES	1,382,206.57	1,776,075.40	1,136,533.00
100 000 Instruction	1,221,532.53	1,170,147.93	1,208,669.00
200 000 Support Services	477,026.05	629,328.95	106,700.00
400 000 Non-Program Transactions	2,213.56	1,633.96	3,000.00
TOTAL EXPENDTURES & OTHER FINANCING USES	1,700,772.14	1,801,110.84	1,318,369.00

SPECIAL EDUCATION FUND (FUND 27)	**Audited 2024-2025**	**Unaudited 2025-2026**	**Prelim Budget 2026-2027**
900 000 Beginning Fund Balance	0	0	0
900 000 Ending Fund Balance	**0**	**0**	**0**
REVENUES & OTHER FINANCING SOURCES			
100 Transfers-in	7,779,167.58	7,315,196.93	8,753,096.00
Local Sources ***240 Payments for Services***	0	0	0
260 Non-Capital Sales	0	0	0
270 School Activity Income	0	0	0
290 Other Revenue, Local Sources	0	0	0
Subtotal Local Sources	**0**	**0**	**0**
Other School Districts Within Wisconsin ***310 Transit of Aids***	1,819.00	0	0
340 Payments for Services	50,417.00	24,607.00	24,607.00
380 Medical Service Reimbursements	0	0	0
390 Other Inter-district, Within Wisconsin	0	0	0
Subtotal Other School Districts within Wisconsin	**52,236.00**	**24,607.00**	**24,607.00**

Other School Districts Outside Wisconsin			
440 Payments for Services	0	0	0
490 Other Inter-district, Outside Wisconsin	0	0	0
Subtotal Other School Districts Outside Wisconsin	**0**	**0**	**0**
Intermediate Sources			
510 Transit of Aids	28,865.48	37,445.73	25,000.00
530 Payments for Services from CCDEB	48,846.01	50,187.65	54,565.00
540 Payments for Services from CESA	250	0	0
580 Medical Services Reimbursement	0	0	0
590 Other Intermediate Sources	0	0	0
Subtotal Intermediate Sources	**77,961.49**	**87,633.38**	**79,565.00**
State Sources			
610 State Aid -- Categorical	3,408,529.00	4,523,831.00	4,793,528.00
620 State Aid -- General	149,599.00	182,963.00	280,000.00
630 DPI Special Project Grants	0	0	0
640 Payments for Services	0	0	0
650 Achievement Gap Reduction (AGR grant)	0	0	0
690 Other Revenue	37,904.68	26,716.12	34,000.00
Subtotal State Sources	**3,596,032.68**	**4,733,510.12**	**5,107,528.00**
Federal Sources			
710 Federal Aid - Categorical	0	0	0
730 DPI Special Project Grants	1,180,113.59	1,334,933.80	1,297,320.00
750 IASA Grants	0	0	0
760 JTPA	0	0	0
770 Other Federal Revenue Through Local Units	0	0	0
780 Other Federal Revenue Through State	572,334.11	703,133.39	400,000.00
790 Other Federal Revenue - Direct	0	0	0
Subtotal Federal Sources	**1,752,447.70**	**2,038,067.19**	**1,697,320.00**
Other Financing Sources	0	0	0
860 Compensation, Fixed Assets	0	5,775.00	0
870 Long-Term Obligations	0	0	0
Subtotal Other Financing Sources	**0**	**5,775.00**	**0**

Other Revenues			
960 Adjustments	0	0	0
970 Refund of Disbursement	2,304.54	0	0
990 Miscellaneous	1,500.00	3,250.00	0
Subtotal Other Revenues	**3,804.54**	**3,250.00**	**0**
TOTAL REVENUES & OTHER FINANCING SOURCES	**13,261,649.99**	**14,208,039.62**	**15,662,116.00**
EXPENDITURES & OTHER FINANCING USES			
Instruction			
110 000 Undifferentiated Curriculum	0	0	0
120 000 Regular Curriculum	0	0	0
130 000 Vocational Curriculum	0	0	0
140 000 Physical Curriculum	0	0	0
150 000 Special Education Curriculum	9,914,897.12	10,812,271.86	11,729,535.00
160 000 Co-Curricular Activities	0	0	0
170 000 Other Special Needs	0	0	0
Subtotal Instruction	**9,914,897.12**	**10,812,271.86**	**11,729,535.00**
Support Sources			
210 000 Pupil Services	1,806,123.85	1,923,340.56	2,203,285.00
220 000 Instructional Staff Services	511,404.55	504,596.51	500,009.00
230 000 General Administration	0	0	0
240 000 School Building Administration	0	0	0
250 000 Business Administration	670,421.66	685,456.65	755,465.00
260 000 Central Services	17,578.83	9,182.20	336,302.00
270 000 Insurance & Judgments	0	0	0
280 000 Debt Services	0	0	0
290 000 Other Support Services	0	0	0
Subtotal Support Sources	**3,005,528.89**	**3,122,575.92**	**3,795,061.00**
Non-Program Transactions			
410 000 Inter-fund Transfers	0	0	0
430 000 Instructional Service Payments	264,139.22	126,406.98	137,520.00
490 000 Other Non-Program Transactions	77,084.76	146,784.86	0
Subtotal Non-Program Transactions	**341,223.98**	**273,191.84**	**137,520.00**
TOTAL EXPENDTURES & OTHER FINANCING USES	13,261,649.99	14,208,039.62	15,662,116.00

DEBT SERVICE FUND (FUNDS 38, 39)	Audited 2024-2025	Unaudited 2025-2026	Prelim Budget 2026-2027
900 000 Beginning Fund Balance	2,020,491.42	1,978,071.45	1,865,582.00
900 000 ENDING FUND BALANCES	**1,978,071.45**	**1,865,582.00**	**1,778,332.00**
TOTAL REVENUES & OTHER FINANCING SOURCES	**12,659,625.72**	**11,047,908.74**	**9,800,159.00**
281 000 Long-Term Capital Debt	12,702,045.69	11,160,398.19	9,887,409.00
282 000 Refinancing	0	0	0
283 000 Operational Debt	0	0	0
285 000 Post Employment Benefit Debt	0	0	0
289 000 Other Long-Term General Obligation Debt	0	0	0
400 000 Non-Program Transactions	0	0	0
TOTAL EXPENDITURES & OTHER FINANCING USES	**12,702,045.69**	**11,160,398.19**	**9,887,409.00**

CAPITAL PROJECTS FUND (FUNDS 41, 46, 48, 49)	Audited 2024-2025	Unaudited 2025-2026	Prelim Budget 2026-2027
900 000 Beginning Fund Balance	3,596,508.90	4,146,859.87	4,927,462.22
900 000 Ending Fund Balance	**4,146,859.87**	**4,927,462.22**	**4,126,462.22**
TOTAL REVENUES & OTHER FINANCING SOURCES	**4,152,973.26**	**2,419,211.76**	**70,000.00**
100 000 Instructional Services	0	0	0
200 000 Support Services	3,553,943.17	1,638,609.41	871,000.00
300 000 Community Services	48,679.12	0	0
400 000 Non-Program Transactions	0	0	0
TOTAL EXPENDITURES & OTHER FINANCING USES	**3,602,622.29**	**1,638,609.41**	**871,000.00**

FOOD SERVICE FUND (FUND 50)	Audited 2024-2025	Unaudited 2025-2026	Prelim Budget 2026-2027
900 000 Beginning Fund Balance	988,826.06	386,335.04	435,507.23
900 000 ENDING FUND BALANCE	**386,335.04**	**435,507.23**	**78,829.23**
TOTAL REVENUES & OTHER FINANCING SOURCES	**3,625,090.48**	**3,732,365.96**	**3,623,050.00**

200 000 Support Services	4,216,587.09	3,645,730.28	3,979,728.00
400 000 Non-Program Transactions	10,994.41	37,463.49	0
TOTAL EXPENDITURES & OTHER FINANCING USES	**4,227,581.50**	**3,683,193.77**	**3,979,728.00**

COMMUNITY SERVICE FUND (FUND 80)	Audited 2024-2025	Unaudited 2025-2026	Prelim Budget 2026-2027
900 000 Beginning Fund Balance	75,745.43	283,085.52	336,015.15
900 000 ENDING FUND BALANCE	**283,085.52**	**336,015.15**	**336,015.15**
TOTAL REVENUES & OTHER FINANCING SOURCES	**2,838,589.73**	**5,406,490.59**	**3,499,271.00**
200 000 Support Services	468,739.77	2,778,253.03	490,530.00
300 000 Community Services	2,159,736.58	2,563,782.32	3,008,741.00
400 000 Non-Program Transactions	2,773.29	11,525.61	0
TOTAL EXPENDITURES & OTHER FINANCING USES	**2,631,249.64**	**5,353,560.96**	**3,499,271.00**

PACKAGE & COOPERATIVE PROGRAM FUND (FUNDS 9	Audited 2024-2025	Unaudited 2025-2026	Prelim Budget 2026-2027
900 000 Beginning Fund Balance	0	0	0
900 000 ENDING FUND BALANCE	**0**	**0**	**0**
TOTAL REVENUES & OTHER FINANCING SOURCES	**0**	**0**	**0**
100 000 Instruction	0	0	0
200 000 Support Services	0	0	0
400 000 Non-Program Transactions	0	0	0
TOTAL EXPENDITURES & OTHER FINANCING USES	**0**	**0**	**0**

* The 60 & 70 series funds are "fiduciary" funds. Presentation of these funds taken out of the adoption format to agree with GASB 34 requirements This change also brings the school district adoption format more into conformity with statute 65.90 requirements used for other Wisconsin governments which specify that information be presented for governmental and proprietary funds, but does not require it for fiduciary funds.

D.C. Everest Area School District

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

Jeff Lindell, Ed.D.
Assistant Superintendent of Learning

MISSION STATEMENT

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

TO: Dr. Casey Nye, Superintendent
D.C. Everest School Board

FROM: Dr. Jeff Lindell, Assistant Superintendent of Learning
Dr. Kelley Strike, Assistant Superintendent of Operations

DATE: October 28, 2026

SUBJECT: Continuous Improvement

Our District goals continue to center our work as a district around being:

- A Great Place to Learn
- A Great Place to Work
- A Great Community

We know that aligned goals lead to aligned behaviors that lead to aligned processes. Our team works to ensure our goals are aligned from the Board level to the administrative level and then through all layers of our organization, so our collective effort is moving in the same direction. The attached goal-setting template shows two critical efforts in working toward this alignment:

1. Our Learning team has identified two high-impact action steps related to a goal focused on academic growth and proficiency, as well as one on engagement and connectedness. Those action steps are to enhance our Professional Learning Community structure to impact both academic and behavioral growth for all students and to deliver goal-aligned professional development to help strengthen those practices to impact student achievement.
2. Our Buildings & Grounds, Community Services, Finance, School Nutrition, Talent & Culture, and Technology teams are setting goals with a mindset to create the environmental conditions that help facilitate teaching and learning.

In addition, our Learning team worked to better define our work that supports the Great Place to Learn pillar, specifically identifying a Framework for Student Success that adds clarity to the goals set to impact student learning. In this attached document, you see additional detail that centers our work as a District PLC around ensuring our students leave us college, career, and life ready by providing:

- Academic Clarity Through Quality Instruction
- Safe and Predictable Learning Spaces
- Continuum of Support for All

The D.C. Everest Area School District does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, marital status, parental status, sexual orientation, sex, (including pregnancy, gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability or any basis protected by state or federal laws. The following staff are designated to receive inquiries regarding the non-discrimination policies: Gina Lehman, Director of Student Services, gilehman@dce.k12.wi.us, or Sarah Trimner, Director of Talent and Culture, strimner@dce.k12.wi.us, both are located at 6100 Alderson Street, Weston, WI 54476 and (715) 359-4221.

It is the continuum of support for all that ties in the work of our staff. Each member of our DCE team has a sphere of influence that impacts a group of students. This is the area of the framework that encourages individual staff goal setting to connect to academic clarity and safe and predictable spaces.

Finally, the other two attached documents have a summary of the action steps of each of our individual teams. In one, you will find an overview of the work of each of our departments: a shared version that connects the work of Buildings & Grounds, Community Services, Finance, School Nutrition, Talent & Culture, and Technology on the Operations team, and a shared version that connects our Curriculum, Special Education, and Student Services work together. In the other document, you can see similar work from each of our individual buildings. To ensure the continuity we seek between department and building goals, the two documents are linked so leaders have easy access to both as needed. In addition, the color coding gives you a sense of how the work is aligned to each of the pillars identified by the Board.

Great Place to Learn: A Framework for Student Success



The D.C. Everest School Board has identified a key district goal: ensuring D.C. Everest is a great place to learn. The D.C. Everest Framework for Student Success defines what that commitment looks like in practice by connecting the Board's vision to the daily actions of our professional learning community. Centered on our shared purpose of ensuring all students are college, career, and life ready, the framework highlights three interconnected priorities: academic clarity through quality instruction, safe and predictable learning spaces, and a continuum of support for all students.

Together, these priorities create the conditions students need to succeed. High-quality instruction is strengthened by safe, supportive learning environments, while a continuum of support ensures students receive the interventions needed to meet clear learning expectations. This graphic demonstrates how the alignment between the Board's goals, our shared purpose, and our daily practices keep our work focused on student success and strengthens D.C. Everest as a great place to learn.

Academic clarity through quality instruction

- **Cultivating flourishing collaborative teams take collective responsibility for student learning.**
    - A regular, established meeting time is adhered to and rescheduled to another day if there is a conflict.
    - Norms have been established, are referred to in all team meetings, and refined to ensure high levels of collaboration.
    - Agendas are in place, focused on learning, and adhered to and relied upon to ensure effective collaboration.
    - Essential standards are established, guide teaching and daily learning, and are the focus of common assessment and intervention.
    - Common pacing and development of team calendars identifying instructional plans, common assessments, and data analysis meetings are in place and adhered to by all team members.
    - Common Formative Assessments (CFAs) have been developed for each unit of instruction and are aligned with the essential standards.
    - Data discussions using CFA results take place after each CFA with a focus on what we are doing now that we have this information about student learning (instructional practice plan/differentiation and/or use of intervention time).
    - The team truly owns the data. They ask: what can we do differently if students are not making expected progress?
    - School leaders and coaches may continue to support the work, but team practices are solid and would continue without their presence.
    - There is a strong sense of collective responsibility for the success of all students in the grade or course.
    - The team learns together to solve problems of practice and observes each other with a focus on student learning.
    - Both annual and short-term SMART goals have been established, and specific action plans are created to achieve the goals.
- **Ensure measurable student growth through clear learning targets and aligned instruction.**
    - Prioritize standards:
        - Identify priority and supporting standards as a collaborative team
        - Collaborate with grade-level or department teams to ensure alignment across courses and grade levels.
        - Ensure chosen standards lead to a guaranteed and viable experience for students.
    - Develop learning targets and success indicators:
        - Break down priority standards into specific, measurable learning targets.
        - Vertically align learning targets across courses/grade levels.
        - Define clear, actionable success indicators for students and teachers to measure progress and proficiency.
    - Create target/standard aligned assessments:
        - Assessment formats (written, oral, performance-based, etc.) are intentionally selected to match the type of learning being measured.
        - Each question or task is directly aligned to a specific learning target and observable indicators.

        - Validity and reliability of assessment design have been reviewed (e.g., task matches the verb in the target, no surprise or trick questions).
        - Teachers have collaborated to norm and calibrate proficiency expectations.
        - Success indicators are used as the basis for evaluating student proficiency.
        - Assessment results are used to adjust instruction and provide targeted feedback to students.
    - Design and deliver units of instruction:
        - Plan units aligned with learning targets and success indicators to meet priority standards.
        - Develop strategies for students to engage with learning targets.
        - Use success indicators to provide targeted feedback and support during instruction.
        - Foster collaboration among teachers to share best practices in unit planning and delivery.

Building safe, predictable learning spaces

- **Establish consistent routines and clear expectations to create predictable learning environments.**
    - Schoolwide and classroom routines are clearly defined, explicitly taught, practiced, and consistently reinforced.
    - Behavioral expectations are clearly defined, taught in all settings, and reinforced consistently by all staff.
    - Common language is used across classrooms and school settings to reinforce expectations and routines.
    - Classroom procedures (entering, exiting, transitions, materials, group work, independent work) are predictable and consistent.
    - Students understand what is expected, how to be successful, and what happens when expectations are not met.
    - Staff respond to behavior consistently using agreed-upon practices and procedures.
    - Instructional time is protected because routines and procedures are efficient and predictable.
    - Visual supports (posted expectations, schedules, routines, success criteria) are present and referenced regularly.
    - Intervention systems are in place for students who need additional behavioral or organizational support.
    - Data is used to identify students who need additional support with behavior, regulation, or executive functioning.
    - Teams develop and implement plans for students needing additional support and monitor progress over time.
    - Administrators and coaches support, model, and reinforce consistent practices across classrooms and school environments.

- **Build positive relationships that foster student belonging and engagement.**
    - Staff intentionally build positive relationships with students through consistent, positive interactions.
    - Every student has at least one adult they feel connected to and supported by at school.
    - A universal, evidence-based social emotional learning curriculum is implemented with fidelity in all classrooms and reinforced across school settings.
    - Staff use positive, respectful, and calm language with students, especially during correction or redirection.
    - Students are acknowledged, welcomed, and greeted by name.
    - Classroom communities are built through intentional community-building activities and structures.
    - Student voice is encouraged and valued in classrooms and school activities.
    - Staff intentionally notice and reinforce positive behavior and effort.
    - Restorative practices are used to repair harm and rebuild relationships when conflict occurs.
    - Students report feeling safe, supported, and a sense of belonging.
    - Families are welcomed as partners and included in supporting student success.
    - Staff work collaboratively to support students who are struggling socially, emotionally, or behaviorally.
    - Systems are in place to monitor student belonging, engagement, and connectedness.

Continuum of support for all

- **Collaborate and use timely data to identify needs and adjust supports.**
    - Administer common formative assessments and analyze data on a consistent schedule.
    - Use data from a variety of sources to inform decisions (universal screening, progress monitoring, writing samples, check for understanding, etc).
    - Use common language when discussing data and collaboratively identify instructional responses aligned to student needs.
    - Disaggregate data by subgroup (EL, SpEd, etc.) and skill (e.g., phonics vs. comprehension; calculation vs. problem solving).
    - Review data to adjust supports when students are not making expected growth and/or when students meet/exceed goals. (Review/Revise IEPs as needed to adjust goals.)
    - Use decision rules (cut scores, rate of improvement, etc.) as one way to inform how to group students and/or strategies to use.
    - Document changes and outcomes to track student progress.

- **Accelerate learning by addressing gaps while maintaining access to grade level instruction.**
    - Ensure progress monitoring tools are directly aligned to IEP goals.
    - Use data to determine the effectiveness of specially designed instruction (SDI), not just student performance.

    - Regularly review whether students are making sufficient progress to remain on track to meet annual IEP goals.
    - Use data to inform timely IEP adjustments, rather than waiting for annual reviews.

- **Collaborate to identify and respond to student needs**
    - Hold regular meetings to engage in structured team problem-solving.
    - Bring multiple perspectives from classroom teachers, interventionists, specialists (SPED, EL, reading, behavior, etc.).
    - Create and update student groups.
    - Share in serving groups of students with similar needs.
    - Clearly define who is responsible, what will be done, when it will happen, etc., when developing plans for students.
    - When appropriate, engage families to support plans .

- **Special education alignment:**
    - Ensure special education staff actively contribute expertise in disability related needs and instructional strategies.
    - Clearly define service delivery responsibilities (case manager, co-teacher, interventionist, related service providers).
    - Use collaboration time for co-planning SDI within core instruction.
    - Engage families as partners in understanding IEP progress and instructional supports, not just compliance meetings.

- **Provide opportunities for enrichment**
    - Provide access to grade-level core instruction to all students.
    - Use scaffolding (sentence frames, visuals, modeling and think-alouds, etc.) to support students.
    - Pre-teach or preview critical skills/vocabulary before core lessons.
    - Use just-in-time supports during instruction.
    - Identify and teach high-priority skills that unlock access to grade-level content.
    - Incorporate targeted small-group instruction and/or additional time and opportunities that are focused on gaps.
    - Use high-quality, evidence-based core materials aligned to grade-level standards.
    - Monitor whether students are accessing grade-level tasks and successfully engaging (not just present).
    - Avoid practices that consistently lower expectations, such as giving only below-grade-level work.
    - Connect intervention skills back to core classroom learning when possible.

- **Special education alignment:**
    - Deliver specially designed instruction (SDI) that is explicit, systematic, and individualized to address skill deficits.
    - Ensure accommodations and modifications are used to increase access without unnecessarily reducing rigor.
    - Provide a continuum of service delivery (co-teaching, push-in, pull-out) based on individual student need and LRE considerations.
    - Intensify instruction through smaller group size, increased time, and more explicit teaching when needed.
    - Integrate behavioral and social-emotional supports (e.g., FBA/BIP, regulation strategies) to increase access to learning.

- Gradually build student independence and self-advocacy skills to support long-term success in general education settings.

D.C. Everest Area School District: XXX School

2026-2027 Annual School Scorecard

Great Place to Learn **Great Place to Work** **Great Community**

EQUITY, INNOVATION & MENTAL WELLBEING	Each of the D.C. Everest Area School District's goals is designed to promote equity, innovation and mental wellbeing. Our aim is to foster a culture that provides each individual with the tools and opportunities needed to succeed now and into the future, and which prioritizes the social, emotional, and mental wellbeing of ourstudents and staff.
OUR MISSION	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.

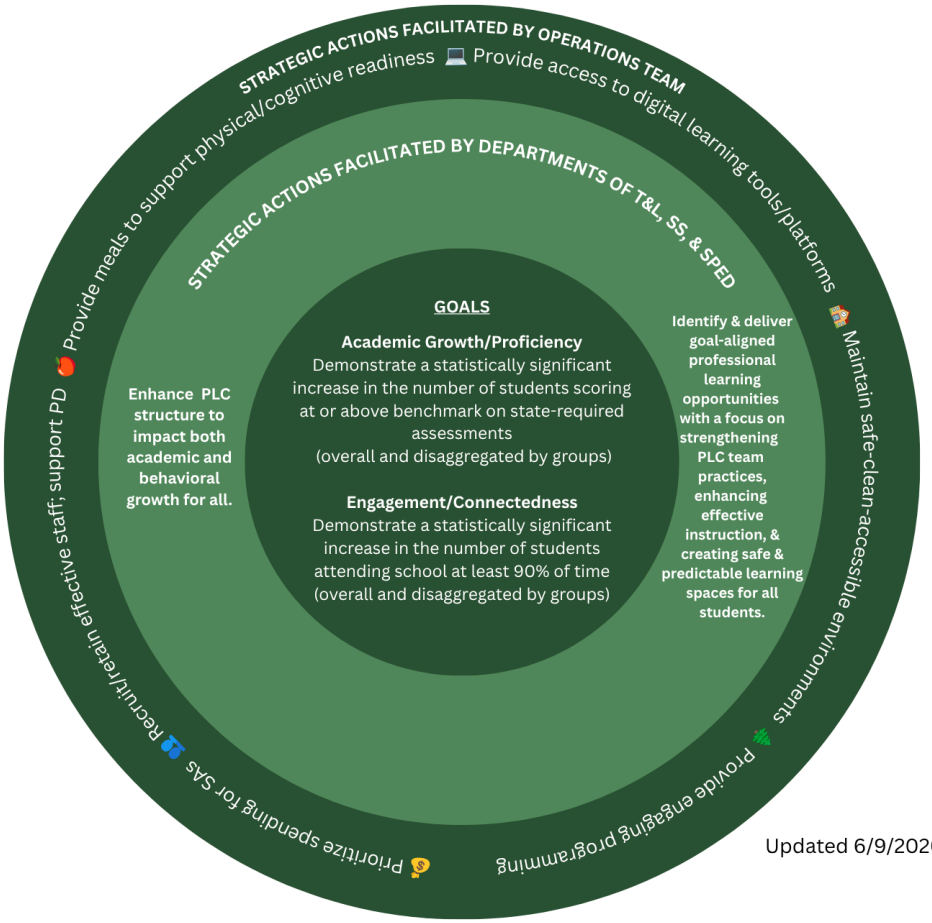
OPTIONS FOR PROGRESS MONITORING MEASURES (during the year):

Academic Growth & Proficiency

- aimswebPlus
- FastBridge
- Common Assessment/ Rubrics

Engagement & Connectedness

- Attendance
- Discipline Data
- Surveys:
  - 7 Mindsets
  - Connections



LAGGING INDICATORS (end of the year):

Academic Growth & Proficiency (choose one appropriate to level)

- 4K-2: aimswebPlus
- 3-8: Forward
- 9-10: PreACT
- 11: ACT

Engagement & Connectedness

- Attendance

Updated 6/9/2026

Academic Clarity Through Quality Instruction

District Goal: Academic Growth/Proficiency

School SMART Goal(s): Literacy and Math

-

School Progress Monitoring Measures	Dates/ Results - Baseline • • •
2-4 High Impact School Strategic Actions to grow: • Enhance PLC structure to impact both academic and behavioral growth for all • Identify and deliver goal aligned professional learning opportunities with a focus on strengthening PLC team practices, enhancing effective instruction, and creating safe and predictable learning spaces for all students.	
Strategic Actions to Maintain •	**Strategic Actions to Explore (Connect to A Great Place to Learn: A Framework for Success)** •

Safe and Predictable Learning Spaces

District Goal: Engagement/Connectedness

School SMART Goal(s): Wellness or Engagement •	
School Progress Monitoring Measures .	**Dates/ Results** • • •
2-4 High Impact School Strategic Actions to grow: • Enhance PLC structure to impact both academic and behavioral growth for all • Identify and deliver goal aligned professional learning opportunities with a focus on strengthening PLC team practices, enhancing effective instruction, and creating safe and predictable learning spaces for all students.	
Strategic Actions to Maintain •	**Strategic Actions to Explore (Connect to A Great Place to Learn: A Framework for Success)** •

2026-2027 Building Goals & Action Steps	Great Place to Learn	For Director Goals & Action Steps, click HERE

Building Goals and Action Steps
Building goals and action steps are organized around two priority areas:

- Academic Clarity Through Quality Instruction (Academic Growth and Proficiency)
- Safe and Predictable Learning Spaces (Engagement and Connectedness)

Within both priority areas, goals and action steps are designed to support all students, including identified subgroups, while recognizing that students may require different levels of support. A continuum of supports is provided to respond to individual needs and promote student success.

Districtwide Action Steps
The following action steps apply to all buildings and both priority areas. These shared actions provide a foundation for continuous improvement and are not repeated within individual building plans.

- Strengthen PLC Practices: Enhance PLC structures and practices to support academic and behavioral growth for all students
- Provide Aligned Professional Learning: Identify and deliver professional learning opportunities aligned to district and building goals, with a focus on strengthening PLC practices, improving effective instruction, and creating safe and predictable learning spaces for all students

Building-Specific Action Steps
Each building identified additional action steps that respond to its unique student needs, data, and improvement priorities. These steps complement the districtwide actions outlined above.

EARLY CHILDHOOD & 4K PARTNER SITES

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students scoring at or above target on aimswebPlus
ACTIONS

- Schedule intentional PLC work time around work days and staff meeting days
- Use coaching stems to engage in challenging conversations
- Determine language needs to better provide early interventions

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Implement consistent Tier I and Tier II supports with fidelity to strengthen student social-emotional skills, behavior, and belonging
ACTIONS

- Use feedback recommendations from the Inclusive Classroom Profile to make changes to environments or structures
- Utilize learning from embedded instruction PD to provide intentional supports throughout the 4K day
- Maintain Everest System of Support meeting structure and social-emotional learning calendar

ODYSSEY

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students at or above target in reading and math (aimswebPlus & Forward)
ACTIONS

- Serve students below the DCE target with interventions provided by interventionists and classroom teachers
- Align ELA & math assessments with Priority Standards
- Use Forward Exam Item Analysis to support focused work
- Analyze Performance Level Descriptors to support the Forward exam
- Pilot phonics curriculum in K & 1st Grade
- Scaffold literacy and math instruction, grouping, tools that all student groups benefit from

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Implement consistent Tier I/II supports with fidelity to strengthen student social-emotional skills, behavior, and belonging
ACTIONS

- Implement Responsive Classroom approach
- Serve students identified as having needs and utilize Tiered supports to strengthen their social/emotional learning skills
- Incorporate ideas from Innovative Schools National Conference
- Align supports with best practices
- Create alignment between Odyssey student pledge and mindsets language

EVERGREEN

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students at or above proficiency target in reading and math (aimswebPlus & Forward)
ACTIONS

- Serve students below the DCE target with interventions provided by interventionists and classroom teachers
- Align ELA and math assessments with Priority Standards, including reflection with Common Formative Assessments and screening data
- Use Forward Exam Item Analysis to support focused work
- Analyze Performance Level Descriptors to support Forward Exam
- Create a culture where staff feel safe to take risks, including team collaboration that promotes a solution-focused mindset and structured opportunities to test strategies, examine results, and reflect
- Align Evergreen's beliefs/mission to DCE vision

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Increase the percentage of students positively reporting "Kids care about me"
ACTIONS

- Clarify high expectations- Update behavior matrix & present to students often and in new ways
- Celebrate successes- Hold assemblies that support expectations and align to SEL curriculum
- Build community- Use morning meeting time for students to intentionally build connections
- Use Responsive Classroom approaches
  - Use student-to-student conflict language
  - Provide training to staff to build energy around Responsive Classroom
  - Use staff meetings to continue to intentionally build connections with staff, be clear on our why behind meetings, and connect everything to our belief system, so the adults can model in the building
- Create a culture where staff feel safe to take risks, including team collaboration that promotes a solution-focused mindset and structured opportunities to test strategies, examine results, and reflect
- Cultivate a safe and inclusive learning atmosphere that fosters risk taking, community, relationships, and growth
  - Establish, explicitly teach, model, and reinforce school wide behavioral expectations
  - Facilitate regular classroom community building through morning meeting, responsive classroom, and restorative conversations
  - Ensure students can identify at least one trusted adult
  - Analyze attendance, behavior, student belonging, and achievement data to identify who needs additional support

HATLEY

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students at or above benchmark on state-required assessments in literacy (ELA) and math
ACTIONS

- Grow PLC culture and outcomes to continue increasing instructional clarity, impacting student academic and behavioral growth, by continuing district professional development coupled with guidance and check-ins
- Increase classroom & special education teacher work with math and literacy instructional coaches
- Use focused principal classroom observations with feedback (Tier 1 instructional clarity (1A, 3A, 3C, 3D): learning targets, student engagement, teacher feedback, evidence of learning) to improve student achievement
- Use progress monitoring assessment data in principal - teaching discussions to plan for instructional improvements
- Use structured ESS processes and utilization of WIN time to address student needs, including Tier II services with reading interventionist
- Attend Professional Development on Instructional Clarity and implement curricular and instructional improvements
- Take part in training and implementing of phonics resource (K-2)

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Foster a positive school culture to engage and connect students and staff, increase attendance rates, and decrease office discipline referrals
ACTIONS

- Discuss and revise student school core values and teach to children
- Plan and construct a student calming room in the special education room
- Use newly formed Guiding Coalition and staff to reformulate and conduct monthly school assemblies and incentives centering on mindset themes
- Develop and implement student-led American Flag Corp
- Maintain safe school
- Enhance school culture through recognition & staff engagement
- Engage veteran and new staff with a review and revision of our school core beliefs, building community through voice
- Use social-emotional learning curriculum resources
- Enhance relationships between families, the school, and the PTO
- Use grade-level buddies to connect students

MOUNTAIN BAY

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students at or above target in reading and math (aimswebPlus & Forward)
ACTIONS

- Align ELA and math assessments to Priority Standards
  - Continue to define (and refine) student & teacher success indicators in relation to Priority Standards
  - Connect assessments to Priority Standards
- Review fall, winter, and spring screening data in the context of correlation between performance on aimswebPlus and predicting performance on the Forward Exam
- Serve students below the DCE target with intentional interventions through our Everest System of Support process
- Utilize reading interventionist to build foundational skills with multiple Kindergarten and 1st grade groups of students throughout the day
- Analyze Performance Level Descriptors (PLDs) from the Forward Exam and apply to teaching
- Use Forward Item Analysis to pinpoint concerning areas and discuss action steps
- Ensure special education staff actively contribute expertise in disability-related needs and instructional strategies
  - Use collaboration time for co-planning of Specially-Designed Instruction (SDI) within core instruction
  - Special education staff serve as active participants on committees
  - Classroom teachers provide information on student progress

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Increase the percentage of students positively reporting “Kids care about me”
ACTIONS

- Provide training to Guiding Coalition and PLC facilitators in Responsive Classroom approaches that create engaging academics, positive community, effective management, and developmentally responsive teaching
- Establish a foundation for Responsive Classroom before all certified staff are trained in the summer of 2027
- Incorporate Responsive Classroom approaches: structured Morning Meeting, Establishing Rules, Interactive Modeling, Academic Choice
- Incorporate approaches such as First Five to create engagement through movement and student discourse
- Deliver guidance lessons that teach and promote kindness, problem solving, and making positive choices
- Discuss the impact of mindsets within social-emotional curriculum through announcements and monthly Mustang of the Month assemblies
- Connect mindsets to buddy classroom activities that promote trust, compassion, empathy, and care

RIVERSIDE

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students at or above target in reading and math (aimswebPlus & Forward)
ACTIONS

- Serve students below the DCE target with Tier I, II and III interventions
- Use Forward Exam Item Analysis to support focused work
- Analyze Performance Level Descriptors to support Forward exam
- Align ELA & math assessments with Priority Standards
- Collaborate as a PLC to calibrate student performance expectations for proficiency
- Develop resources for teachers to use to practice targeted Forward Exam standards throughout the year
- Recognize students meeting monthly reading goals
- Recognize students on a monthly basis for improvement in math fact fluency
- Develop structures that allow for additional collaboration and intentional planning time between special education teachers and classroom teachers to promote inclusion and a continuum of support for all students
- Provide Reading Cafés for students who choose to stay in from recess and read or be read to

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Demonstrate a statistically significant decrease in the reported office discipline referrals in the specific areas of defiance and disruption
ACTIONS

- Explicitly teach and review building, classroom, and playground expectations with all students
- Facilitate conversations with all classrooms in fall and again in winter to review expectations of being respectful to each other and to adults (including conversations on bullying, harassment, and bus expectations)
- Recognize K-5 students of the month for desired behaviors
- Facilitate Morning Meetings in all classrooms to develop strong classroom communities and teach desired social skills
- Establish an expectation of all PLCs to reteach entered office discipline referrals
- Develop and identify resources for teachers to use in Morning Meeting or for reteaching that focuses on respect and cooperation
- Provide reminders about cooperation and respect during morning announcements
- Collaborate with pupil service team to identify evidence-based interventions
- Review eduCLIMBER dashboard during pupil service meetings to identify students in need of support
- Develop structures that allow for additional collaboration and intentional planning time between special education teachers and classroom teachers to promote inclusion and a continuum of support for all students

ROTHSCHILD

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students at or above proficiency target in reading and math (aimswebPlus & Forward)
ACTIONS

- Serve students below the DCE target with interventions provided by interventionists and classroom teachers
- Provide targeted WIN instruction with associate support
- Align 3rd, 4th, and 5th grade curriculum to Priority Standards
- Intentionally schedule special education supports during core instruction
- Align ELA & math assessments with Priority Standards
- Use Forward Exam Item Analysis to support focused work
- Analyze Performance Level Descriptors to support the Forward exam
- Pilot phonics curriculum in 1st Grade
- Scaffold literacy and math instruction, grouping, tools that all student groups benefit from

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Decrease the total number of “major” office discipline referrals
ACTIONS

- Use Responsive Classroom approaches, including Morning Meeting, Interactive Modeling, Staff Language, Establish Rules, Quiet Time/Energizers
- Update ROCK Tickets and ROCKFEST Program
- Facilitate wellness groups
- Increase communication between regular education and special education staff
- Explore additional Responsive Classroom approaches, including Closing Circles, Academic Choice, Guided Discovery, Logical consequences, Role Play, Interactive Learning Structures
- Use a rotation to increase participation of non-classroom staff in Morning Meetings
- Provide ongoing, yearlong professional development on Responsive Classroom approaches for associates

WESTON

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the percentage of students at or above grade level in reading and math (aimswebPlus & Forward)
ACTIONS

- Align ELA and math assessments with the Priority Standards
- Serve students below the DCE target with interventions provided by interventionists and classroom teachers
- Use Forward Exam Item Analysis to support focused work
- Analyze Performance Level Descriptors to support Forward Exam

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Increase the percentage of students positively reporting “Kids care about me”
ACTIONS

- Clarify high expectations- Rework behavior matrix and present to students in new ways
- Celebrate successes through assemblies that support expectations
- Build community- Use Morning Meeting time for students to intentionally build connections together and be clear on the intention behind the meetings
- Use Responsive Classroom student-to-student conflict language (associates and student services teams)

MIDDLE SCHOOL

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the number of students scoring at or above benchmark on state required assessments for ELA and math
ACTIONS

- Provide targeted intervention for students identified through Everest System of Support, including supports for students performing in the low average range
- Develop universal instruction with a focus on standards and learning targets
- Utilize Forward Exam heat map to identify standards and alignment to essential standards
- Implement ELA curriculum extensions for students who need enrichment/advanced learning
- Facilitate an ELA focus spotlight and a Math focus spotlight during WIN time
- Expand Inquiry and Innovation class offering to 7th grade in Project Pioneers
- Provide 7th grade Beginning Algebra during WIN
- Use Building Thinking Classroom Math Instructional Framework
- Utilize the advanced learning committee to explore advanced math learning by each house during the core teaching

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Increase the percentage of students attending school at least 90% of the time
ACTIONS

- Implement SEL curriculum
- Refine and enhance advisory time to create more opportunities for staff and students to build positive connections
- Use trusted adult and connections surveys
- Use Responsive Classroom questions
- Implement building-wide Tier I behavior system, including PBIS system with PRIDE tickets and Evergreen Bucks
- Use eduCLIMBER Dashboard for monthly data digs, including identifying and providing Tier II interventions for behavior
- Create systems for tracking student attendance and data utilizing our student support teams and Everest System of Support team

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Increase the percentage of students that indicate they agree/strongly agree that they ask for help when needed and have an adult in the school to go to for help when they have a big problem.
ACTIONS

- Use SEL curriculum during advisory and Wellness Pathways class
- Structure advisory time to focus on student-to-teacher connections and meeting the needs of students
- Use WIN, advisory, and house time to build connections and facilitate various building-wide activities to foster relationships
- Facilitate one-on-one and small group meetings (school counselors)
- Refine and enhance advisory time to create more opportunities for staff and students to build positive connections
- Explore creative opportunities for students to ask for help
- Explore a fall interest/cooperation activity day
- Refine the trusted adult survey to help narrow down students who do not have a trusted adult
- Explore and develop a Middle School Leadership Club

JUNIOR HIGH

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the number of students scoring at or above benchmark on state-required assessments in ELA and Math
ACTIONS

- Implement weekly advisory time for grade checks and other lessons
- Implement a peer tutoring program
- Provide co-taught classes, academic support classes, and Essentials classes; explore additional tutoring options
- Utilize ELT & Grade Guardian
- Implement SEL curriculum and Academic Career Planning
- Develop state assessment testing schedule
- Increase professional development opportunities aligned to academic clarity
- Utilize curriculum review cycles (Social Studies & Advanced Learning for 2026-2027) to increase clarity and effectiveness of curriculum and instruction
- Provide incentives for attendance
- Use Building Thinking Classrooms (Math)
- Provide professional development in best practices for English Learners (EL)
- Increase academic rigor through pathways programming while enhancing the Everest System of Support process
- Use effective progress monitoring tools at all levels and for all subgroups
- Build staff capacity on how Artificial Intelligence (AI) can create efficiency in teaching practice and introduce how students can appropriately use AI
- Strengthen the Everest System of Support to ensure a consistent, data-informed approach for identifying student needs, coordinating interventions, monitoring progress, and providing timely Tier II/III supports
- Strengthen Continuum of Service Delivery Models-focus on the Least Restrictive Environment (LRE) for students to ensure access and progress

JUNIOR HIGH (CONTINUED)

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Achieve a decrease in office discipline referrals and an increase in student belonging and engagement
ACTIONS

- Use home visits
- Use incentives for both attendance and positive behaviors
- Use survey data
- Define consistent routines, expectations, and positive behavior supports across all 8/9 learning environments to promote student success and maximize instructional time
- Strengthen Everest System of Support process to ensure a consistent, data-informed approach for identifying student needs, coordinating behavioral interventions, monitoring progress, and providing timely Tier II/III supports.
- Strengthen collaborative problem-solving and intervention planning processes that support students' academic, behavioral, attendance, and social-emotional needs through multidisciplinary team structures
- Integrate Portrait of a Graduate competencies across 8/9 experiences to ensure students develop the life skills, character traits, and dispositions needed to thrive in college, career, and life
- Provide ongoing professional learning and coaching to support staff in the effective and consistent use of Tier I/II/III approaches
- Develop and expand Tier II supports through targeted small-group interventions that build self-awareness, self-management, relationship skills, and responsible decision-making
- Strengthen and expand Tier III behavioral supports/resources/tools to provide intensive, individualized interventions for students with significant social-emotional and behavioral needs
- Define and operationalize building life skills competencies aligned to the Portrait of a Graduate to create a common language and expectations for student success through creating an Academic Career Planning committee.
- Increase accountability for student belonging, engagement, social-emotional growth, and behavioral outcomes through survey data, discipline data, intervention effectiveness measures, and continuous improvement cycles to inform decision-making and resource allocation
- Strengthen intensive and individualized supports for students with disabilities through consistent progress monitoring, refinement of systems for FBAs, BIPs, and data-based decision-making to ensure students with significant behavioral and social-emotional needs receive effective individualized supports
- Define and develop Life Skills and Independence Competencies for students with disabilities

SENIOR HIGH

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant increase in the number of students scoring at or above benchmark on state-required assessments in ELA and math
ACTIONS

- Enhance grade-level meetings in core departments to discuss progress related to ACT College and Career Readiness Standards (identifying, teaching, and tracking of standards in classroom)
- Engage in consistent practices among classrooms; utilize “teacher walk-through look-fors” feedback loop
- Implement engagement survey to provide ongoing feedback loops to teachers from students and to drive PLC work
- Develop assessments that align with priority standards and learning targets within departments
- Create more consistency and alignment with grading practices
- Round with all teaching staff mid-year to determine areas of growth
- Implement Albert.io for 10th grade students in their core content areas
- Structure PLCs to focus on data-driven student support: remediation, enrichment, standards alignment
- Engage in professional development for Building Thinking Classrooms (math)
- Increase student readiness for Pre-ACT/ACT
  - Develop intervention plans for students below benchmarks including math labs, ELT sessions, etc.
  - Align curriculum to readiness standards and use data to target gaps
  - Use assessments to gauge student readiness (Albert.io, ACT practice tests)
  - Create and implement ACT study sessions (Albert.io and study nights)
  - Communicate why and create buy in for Pre-ACT/ACT focus

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Achieve a decrease in office discipline referrals and an increase in student belonging and engagement
ACTIONS

- Keep accurate and prompt attendance records, including using identified process to track, respond, and intervene for all students
- Incentivize positive attendance through privileges and awards (weekly and quarterly), including celebrating individuals meeting expectations & individuals who show improvement
- Focus on increasing relationships between adults and students
- Restructure Everest System of Support meetings
- Utilize student data to target specific students in need of additional support and intervention, and implement small groups based on data
- Re-establish basic Tier I instructional practices
- Use behavior data to create and implement booster lessons throughout the school year as needed
- Increase student voice through clubs, leadership opportunities, and feedback

2026-2027 Director Goals & Action Steps | **Great Place to Learn** | **Great Place to Work** | **Great Community** | **For Building Goals & Action Steps, click HERE**

TEACHING & LEARNING, STUDENT SERVICES, & SPECIAL EDUCATION

Within the priority areas shown below, goals and action steps are designed to support all students, including identified subgroups, while recognizing that students may require different levels of support. A continuum of supports is provided to respond to individual needs and promote student success.

Academic Clarity Through Quality Instruction (Academic Growth/Proficiency):
Demonstrate a statistically significant percentage increase in the number of students scoring at or above benchmark on state-required assessments
ACTIONS

- Enhance PLC structure to impact both academic and behavioral growth for all
- Identify and deliver goal aligned professional learning opportunities with a focus on strengthening PLC team practices, enhancing effective instruction, and creating safe and predictable learning spaces for all students
- Increase effectiveness of Act 20 implementation
- Align curriculum to standards
- Improve instructional coaching framework of teachers throughout the district
- Increase professional development opportunities aligned to academic clarity
- Utilize curriculum review cycles (Social Studies & Advanced Learning in 2026-2027) to increase clarity and effectiveness of curriculum and instruction
- Provide professional development in Building Thinking Classrooms (math) at the secondary level
- Provide professional development in best practices for working with English Learners (EL)
- Increase academic rigor through pathways programming while enhancing the 6-12 Everest System of Support process
- Ensure effective progress monitoring tools at all levels and for all subgroups
- Conduct a mid-year needs assessment related to clarity - Plus/Delta
- Investigate Universal Instructional Framework and rollout plan for 27-28
- Build staff capacity on how Artificial Intelligence (AI) can create efficiency in teaching practice & introduce how students can appropriately use AI at the upper secondary level
- Provide high-quality professional development for literacy and math interventions used by special education teachers
- Strengthen Everest System of Support process to ensure a consistent, data-informed approach for identifying student needs, coordinating timely Tier II/III interventions, and monitoring progress
- Strengthen Continuum of Service Delivery Models with a focus on the Least Restrictive Environment (LRE) for students to ensure access and progress
- Strengthen inclusive supports through partnerships between general education and special education teachers to ensure students with disabilities have access to and benefit from general education

Safe and Predictable Learning Spaces (Engagement/Connectedness):
Achieve a reduction in office discipline referrals and increase in student belonging and engagement
ACTIONS

- Enhance PLC structure to impact both academic and behavioral growth for all
- Identify and deliver goal aligned professional learning opportunities with a focus on strengthening PLC team practices, enhancing effective instruction, and creating safe and predictable learning spaces for all students
- Define consistent routines, expectations, and positive behavior supports across all PK–12 learning environments to promote student success and maximize instructional time
- Strengthen Everest System of Support process to ensure a consistent, data-informed approach for identifying student needs, coordinating timely Tier II/III interventions and monitoring progress
- Strengthen collaborative problem-solving and intervention planning processes that support students' academic, behavioral, attendance, and social-emotional needs through multidisciplinary team structures
- Integrate Portrait of a Graduate competencies across PK–12 experiences to ensure students develop the life skills, character traits, and dispositions needed to thrive in college, career, and life
- Define and operationalize district life skills competencies aligned to the Portrait of a Graduate to create a common language and expectations for student success through creating an Academic Career Planning committee
- Implement Responsive Classroom practices to establish consistent classroom routines, expectations, teacher language, logical consequences, and community-building structures such as Morning Meetings
- Provide ongoing professional learning and coaching for support staff in the effective and consistent use of best practices at all Tiers
- Develop and expand Tier II social skills supports through targeted small-group interventions that build self-awareness, self-management, relationship skills, and responsible decision-making
- Strengthen and expand Tier III behavioral supports/resources/tools to provide intensive, individualized interventions for students with significant social-emotional and behavioral needs
- Increase accountability for student belonging, engagement, social-emotional growth, and behavioral outcomes through use of survey data, discipline data, intervention effectiveness measures, and continuous improvement cycles to inform decision-making and resource allocation
- Engage in collaboration meetings with Marathon County
- Provide professional development in de-escalation strategies and social skills instruction
- Refine special education systems for Functional Behavior Assessment and Behavior Intervention Plan processes, data-based decision-making, and progress monitoring
- Provide support to elementary EBD teachers and teachers new to special education with a focus on supporting teachers with students with significant behavior challenges (Behavioral Supports Specialist role)
- Strengthen inclusive supports through partnerships between general education and special education teachers to ensure students with disabilities have access to and benefit from general education
- Enhance social-emotional and behavioral programming across the Continuum of Services
- Define and develop Life Skills and Independence Competencies for students with disabilities

TECHNOLOGY

Artificial Intelligence:
Provide two professional development experiences for staff on relevant emerging Articifial Intelligence (AI) in education

ACTIONS

- Engage in needs assessment prior to inservice
- Facilitate professional development sessions
- Maintain “AI in DCE” PDF from 2024
- Develop whitelist and blacklist for AI sites

Screen Time:
Study and create a plan with guidelines/recommendation on student screen time at DCE

ACTIONS

- Implement staff survey in late September/October
- Track all “necessary” or “required” device usage throughout a year at each grade level (state testing)
- Maintain filter guidance at K-12 (red, yellow, green)
- Block Youtube
- Explore guidelines for device use, including at home needs/uses (homework)

FINANCE

Financial Projections and Decision Making :
Develop and maintain comprehensive financial projections and decision-making tools to support facility planning and a potential referendum, including project costs, debt capacity, tax impact, operating implications, and long-term financial sustainability

ACTIONS

- Develop multi-year financial models incorporating project costs, existing debt, anticipated debt retirement, and projected tax impacts
- Analyze the financial impact of facility decisions on both debt service and ongoing operating costs
- Provide financial information and projections to staff, administration, Board, municipalities, business leaders and community members as appropriate
- Continue long-term financial forecasting and debt planning
- Continue monitoring debt prepayment opportunities and mill-rate impacts
- Maintain regular communication between Finance, Administration, Communications and facility planning partners
- Develop additional “what-if” scenarios based on referendum amount, interest rates, project costs, and timing
- Analyze the long-term operating savings/cost avoidance associated with reducing the District's facility footprint

Skyward:
By March of 2027, the Finance Team will successfully transition from Skyward SMS to Skyward Qmlativ by completing required system training, updating internal procedures and workflows, and validating key financial processes to ensure accurate and timely financial operations

ACTIONS

- Develop a transition plan outlining key milestones, responsibilities, and timelines
- Participate in Skyward Qmlativ training and implementation activities
- Collaborate with Skyward support and regional cohort districts to troubleshoot issues and refine workflows
- Test and validate key financial processes, reports, and data
- Communicate system changes, updated procedures, and staff training needs
- Maintain accurate financial records and timely processing of payments and other financial transactions throughout the transition
- Continue collaboration and communication within the Finance Team and with other district departments
- Maintain internal controls and established financial review processes
- Provide ongoing support and share knowledge among team members
- Identify opportunities to streamline workflows and improve efficiency using Skyward Qmlativ functionality
- Identify additional training opportunities and system features

TALENT & CULTURE

Educator Effectiveness:
By June 2027, support districtwide Educator Effectiveness monitoring and process to increase consistency, timeliness, and accountability across schools, with at least 95% of required EE activities completed and documented by established deadlines and 100% of supervisors receiving clear timelines, tools, and periodic progress updates throughout the year.

ACTIONS

- Update annual Educator Effectiveness Supervisor Guide and Timeline
- Implement timely EE reminders and progress updates
- Provide targeted follow-up and just-in-time support through rounding

Accommodation Processes:
By June 2027, improve supervisor understanding and communication regarding employee leave and accommodation processes—including FMLA, ADA, and reasonable accommodations—by implementing targeted education and practical resources that help supervisors recognize potential employee needs and appropriately engage Talent & Culture.

ACTIONS

- Develop a Supervisor Leave & Accommodation Quick Guide
- Send Quarterly Micro-Learning Handouts
- Supervisor rounding throughout the year

SCHOOL NUTRITION

Menu Offerings:
At each level, align 2-3 menu offerings with Hmong culture and celebration or focus weeks
ACTIONS
- Test and re-standardize existing recipes (Banh Mi, Laab, Hmong Sausage Roll)
- Talk to others about about new ideas for recipes

Incentive System:
Implement new “CHIPS” incentive system for staff to reward them for going above and beyond in their work
ACTIONS
- Announce the parameters at the Back to School meeting
- Create a flyer to hang in each kitchen to remind staff about the rules that includes a QR code to scan so they can conveniently nominate a coworker
- Track “CHIPS” submissions once weekly at check-in meeting

BUILDINGS AND GROUNDS

Environment:
Increase recycling awareness
ACTIONS
- Engage students in the process/change process for recycling/offer better options
- Implement process changes

Communication:
Increase communication for staff
ACTIONS
- Distribute quarterly newsletters
  - Spotlight staff, achievements, projects, etc.
  - Gather staff input for newsletter content
- Prioritze frequent sharing of information
- Explore ways to share information (paper copies, message boards at buildings, etc.)

GREENHECK TURNER COMMUNITY CENTER

Ten-Year Plan:
Develop a ten-year plan
ACTIONS
- Identify building needs through consultation with Director of Buildings & Grounds
- Prioritize building needs and divide over a ten-year timespan
- Contact contractors to inform budget/pricing
- Develop the plan
- Present the plan to Superintendent and Assistant Superintendent of Operations
- Present the plan to Greenheck/Turner family
- Monitor progress

Staff Experience:
Enhance GTCC culture and overall staff experience
ACTIONS
- Check in with staff to identify support they need
- Round with staff and their supervisors
- Include this topic in biweekly managers meetings
- Meet with all managers to do strategic planning for their department
- Continue to build a positive environment for staff
- Encourage open communication
- Explore possibility of managers having weekly or biweekly meetings with their department
- Explore having managers take turns running staff meeting so all departments have a lead role

Revenue:
Grow GTCC revenue
ACTIONS
- Evaluate current events to see what growth opportunities exist
- Make community connections to identify how GTCC can fill a need
- Work with current events on marketing and advertising
- Evaluate current calendar to identify gaps in dates and find new ways to fill those dates with unique events
- Evaluate summer camp numbers to identify if there is room for growth
- Enhance existing positive relationship with current events and support them
- Book events during typical slow time (Late spring, summer, and early fall)
- Attend national events to bring in large scale events like horseshoes
- Secure a long term deal with the World Horseshoe Organization
- Look into booking for expo that utilizes our floor

D.C. Everest Area School District

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

MISSION STATEMENT

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

TO: Dr. Casey Nye, Superintendent
D.C. Everest Board of Education

FROM: Dr. Jeff Lindell, Assistant Superintendent of Learning

DATE: 10/28/26

SUBJECT: WIAA affiliation for middle school athletics

D.C. Everest has been affiliated with the WIAA for the past 30 years at the middle school level. In light of recent discussion, I have asked the Athletic Director team to gather information on how our affiliation supports the district, and then present their findings to you tonight. The Board acted on the agreement when we originally signed with the WIAA and also sees it when the district either adds a WIAA sport or has a change with schools we may coop with. Adjustments to our Girls' Hockey coop has led to Board action more frequently, but the Superintendent typically facilitates the agreement outside of those moments. We are committed to WIAA affiliation for the 26-27 school year .

We felt it would be important, however, for the Board to learn more about the affiliation impact, the perspective of our Varsity level head coaches and 6-8 level coaches, and the current status of the teams who are part of our Middle School/Junior High conference. Our team sees our partnership with other local athletic organizations as critical, and we are also focused on both the student athletes we serve as well as ensuring D.C. Everest is in a position to navigate challenging issues that have the potential of impacting our organization as a whole. Based on this mindset, our secondary principals, athletic directors, and I believe that continued affiliation with the WIAA is important.

The D.C. Everest Area School District does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, marital status, parental status, sexual orientation, sex, (including pregnancy, gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability or any basis protected by state or federal laws. The following staff are designated to receive inquiries regarding the non-discrimination policies: Gina Lehman, Director of Student Services, gilehman@dce.k12.wi.us, or Sarah Trimner, Director of Talent and Culture, strimner@dce.k12.wi.us, both are located at 6100 Alderson Street, Weston, WI 54476 and (715) 359-4221.

DC EVEREST



JH / MS ATHLETICS

DC EVEREST ATHLETICS

THE WHY

TO PROVIDE QUALITY SCHOOL BASED ATHLETICS SO THAT ATHLETES CAN FIND THEIR PURPOSE AND PASSION AS THEY WORK TO BECOME LEADERS IN OUR COMMUNITY!

DC EVEREST MS / JH PHILOSOPHY

WE BELIEVE IN:

- PARTICIPATION
- BUILDING RELATIONSHIPS
- STRONGER CONNECTIONS TO SCHOOL
- DEVELOPING LEADERS AND HELPING STUDENTS FIND THEIR STRENGTHS

DC EVEREST JH/MS SPORTS

GRADES 6-8 SPORT OFFERINGS:

FALL	WINTER	SPRING
SOCCER - BOYS (7&8)	BASKETBALL - GIRLS	SOFTBALL (8TH)
FOOTBALL (7&8)	BASKETBALL-BOYS	BASEBALL (8TH)
SWIM - GIRLS (6-8)	SWIM - BOYS (6-8)	TRACK & FIELD (6-8)
VOLLEYBALL (7&8)	WRESTLING CO-ED (6-8)	SOCCER - GIRLS (7&8)
DANCE (6-8)	SKI & CURLING (8TH)	15 SPORTS - 34 TEAMS

6-8 PARTICIPATION

SEASON	2024/25	2025/26	2026/27
FALL	387 ATHLETES	368 ATHLETES	417 ATHLETES
WINTER	146 ATHLETES	160 ATHLETES	TBD
SPRING	280 ATHLETES	229 ATHLETES	TBD

JUNIOR HIGH / MIDDLE LEVEL CONFERENCE

JH / MS CONFERENCE
(13 SCHOOLS)

WISCONSIN VALLEY SCHOOLS	GREAT NORTHERN SCHOOLS
DC EVEREST	ANTIGO
BEN FRANKLIN	RHINELANDER
PJ JACOBS	TOMAHAWK
JOHN MUIR	MEDFORD
HORACE MANN	MERRILL
MARSHFIELD	MOSINEE
WISCONSIN RAPIDS	

BENEFITS OF CONFERENCE MEMBERSHIP

- CONSISTENT COMPETITION
  - PROVIDES A STRUCTURED SCHEDULE AGAINST SCHOOLS WITH SIMILAR GRADE LEVELS, ATHLETIC ABILITIES, AND PROGRAM SIZES.
- MEANINGFUL RIVALRIES
  - BUILDS SCHOOL PRIDE, COMMUNITY CONNECTIONS, AND EXCITEMENT FOR STUDENT-ATHLETES, FAMILIES, AND FANS.
- CONSISTENT EXPECTATIONS
  - ENCOURAGES COMMON STANDARDS FOR SCHEDULING, SPORTSMANSHIP, ELIGIBILITY, AND ATHLETIC ADMINISTRATION AMONG MEMBER SCHOOLS. BASED ON WIAA GUIDELINES
- EDUCATION-BASED ATHLETICS
  - KEEPS THE FOCUS ON STUDENT DEVELOPMENT, TEAMWORK, CHARACTER, LEADERSHIP, AND REPRESENTING THE SCHOOL.
- FAIRNESS AND COMPETITIVE BALANCE
  - CREATES OPPORTUNITIES FOR SCHOOLS TO COMPETE UNDER A SHARED SET OF EXPECTATIONS AND CONFERENCE GUIDELINES.
- COLLABORATION AMONG ATHLETIC DIRECTORS AND COACHES
  - PROVIDES OPPORTUNITIES TO SHARE IDEAS, ADDRESS CONCERNS, SOLVE PROBLEMS, AND IMPROVE MIDDLE-LEVEL ATHLETICS TOGETHER IN OUR AREA.

WIAA

AFFILIATION BY CONFERENCE SCHOOLS

WISCONSIN VALLEY SCHOOLS	AFFILIATION / RULES ENFORCED
DC EVEREST	WIAA AFFILIATED
BEN FRANKLIN	WIAA AFFILIATED
PJ JACOBS	WIAA AFFILIATED
JOHN MUIR	FUND 80 FOLLOW WIAA RULES SOCCER EXCEPTION
HORACE MANN	FUND 80 FOLLOW WIAA RULES SOCCER EXCEPTION
MARSHFIELD	FUND 80 FOLLOW ALL WIAA RULES
WISCONSIN RAPIDS	FUND 80 FOLLOW WIAA RULES SOCCER EXCEPTION

GREAT NORTHERN SCHOOLS	AFFILIATION / RULES ENFORCED
ANTIGO	FUND 80 FOLLOW ALL WIAA RULES
RHINELANDER	FUND 80 FOLLOW ALL WIAA RULES
TOMAHAWK	FUND 80 FOLLOW ALL WIAA RULES
MEDFORD	FUND 80 WORKS WITH CLUBS
MERRILL	FUND 80 FOLLOW ALL WIAA RULES
MOSINEE	FUND 80 WIAA RULES EXCEPT NON SCHOOL COMPETITION

DATA WAS TAKEN FROM CONFERENCE MEETING

AD'S REPORTED OUT 8/19/26

WIAA



Wisconsin Interscholastic Athletic Association (WIAA)

Who We Are

The Wisconsin Interscholastic Athletic Association (WIAA) is a private nonprofit organization dedicated to organizing, developing, and operating interscholastic athletics programs for its member schools. The members are made up of Public High Schools, Nonpublic High Schools, Public Middle Schools and Nonpublic Middle Schools all of whom join the organization voluntarily.

Our Purpose

Promoting Participation and Ideals
We strive to promote the ideals of the membership and maximize opportunities for member schools' participation in interscholastic athletics.

Partnering in Education
The goal is to emphasize athletics as a partner in the total education process, working alongside other school activities to cultivate high ideals of citizenship and sportsmanship.

Ensuring Uniform Standards and Protection
We are committed to promoting uniformity in interscholastic athletic competition standards and preventing exploitation by special interest groups of school programs and individual abilities.

Addressing Misconceptions

The WIAA is a private nonprofit, membership-based organization, not a government entity. Rules, regulations, policies, and other procedures put forth by the WIAA are publicly discussed with the opportunities for students, families, school leaders, and even members of the public to weigh in and offer their thoughts.

WIAA MISSION
"STRIVING FOR EXCELLENCE AND CONSISTENT STANDARDS THROUGH EDUCATION-BASED ATHLETICS."

- TO ORGANIZE AND GUIDE SCHOOL ATHLETICS IN A WAY THAT SUPPORTS MEMBER SCHOOLS' VALUES AND PROVIDES OPPORTUNITIES FOR STUDENT PARTICIPATION
- TO MAKE SCHOOL ATHLETICS PART OF THE OVERALL EDUCATIONAL EXPERIENCE WHILE PROMOTING GOOD CITIZENSHIP, SPORTSMANSHIP, AND POSITIVE VALUES.
- TO ENSURE CONSISTENT RULES AND FAIR COMPETITION WHILE PROTECTING SCHOOL PROGRAMS AND STUDENT-ATHLETES FROM EXPLOITATION.

WIAA BENEFITS



WIAA MEMBER SCHOOL BENEFITS:

- COMMON RULES AND EXPECTATIONS FOR ALL OUR SCHOOL SPORTS GRADES 6-12
- KEEPS EDUCATION BASED ATHLETICS CONNECTED TO THE PHILOSOPHY OF OUR ATHLETIC DEPARTMENT
- CLEAR GUIDELINES FOR WHO CAN PARTICIPATE AND HOW
- HEALTH AND SAFETY STANDARDS FOR STUDENT-ATHLETES
- RESOURCES AND SUPPORT FOR COACHES AND ATHLETIC DIRECTORS

WIAA MEMBERSHIP PROVIDES DC EVEREST WITH AN ESTABLISHED FRAMEWORK FOR CONSISTENT RULES, STUDENT SAFETY, AND EDUCATION-BASED ATHLETICS–HELPING US MAKE INFORMED DECISIONS THAT PUT STUDENTS FIRST.

NON-SCHOOL COMPETITION RULE WIAA

"ARTICLE VI – NONSCHOOL PARTICIPATION
SECTION 1 – IN-SEASON
A. IT IS THE PHILOSOPHY OF THIS ASSOCIATION THAT A STUDENT OWES LOYALTY AND ALLEGIANCE TO THE SCHOOL AND TEAM OF WHICH HE/SHE IS A MEMBER DURING THE SEASON OF A GIVEN SPORT. ATHLETES MAY COMPETE IN NOT MORE THAN TWO NONSCHOOL COMPETITIONS WITH SCHOOL APPROVAL DURING EACH REGULAR SPORT SEASON. THE CONTEST(S) WILL NOT COUNT AGAINST THE INDIVIDUAL MAXIMUM FOR THE ATHLETE IN THAT SPORT. NONSCHOOL COMPETITION WILL NOT BE ALLOWED DURING THE RESPECTIVE WIAA TOURNAMENT SERIES IN A SPORT. A STUDENT BECOMES INELIGIBLE IN A SPORT FOR THE REMAINDER OF THE SEASON FOR COMPETING IN MORE THAN TWO NONSCHOOL GAMES, MEETS, OR CONTESTS IN THE SAME SPORT DURING THE SEASON OF PRACTICE AND COMPETITION ESTABLISHED BY THE SCHOOL. THE PENALTY MAY BE REDUCED UPON REQUEST OF A SCHOOL ON THE BASIS OF DOCUMENTED EXTENUATING CIRCUMSTANCES."

"IN MIDDLE SCHOOL, THEY MAY PARTICIPATE IN UP TO TWO NONSCHOOL EVENTS WITH SCHOOL APPROVAL. EVENTS IN MS IS DEFINED AS A CONTEST OR TOURNAMENT. "

RELEVANCE OF RULE: (IN NO PARTICULAR ORDER)

- *OVERUSE INJURY PREVENTION*
- *ATHLETE BURN OUT - SPECIALIZATION IN SPORT*
- *THE MAIN RATIONALE FOR THE WIAA MIDDLE LEVEL NONSCHOOL COMPETITION RULE IS TO PROTECT THE SCHOOL TEAM AS THE PRIMARY ATHLETIC EXPERIENCE DURING THE SCHOOL SEASON.*
- *THE PURPOSE ISN'T TO PREVENT KIDS FROM PARTICIPATING IN CLUB SPORTS. THE PURPOSE IS TO ESTABLISH THAT, DURING A SCHOOL'S SPORT SEASON, THE SCHOOL TEAM IS THE STUDENT'S PRIMARY ATHLETIC COMMITMENT. WIAA ALLOWS LIMITED NONSCHOOL PARTICIPATION SO STUDENTS CAN STILL HAVE OUTSIDE OPPORTUNITIES, BUT THE SCHOOL SEASON CANNOT BECOME SECONDARY TO A CLUB PROGRAM.*

**PAGE 21-23 IN THE MIDDLE LEVEL HANDBOOK HAS THE FULL RULE.*

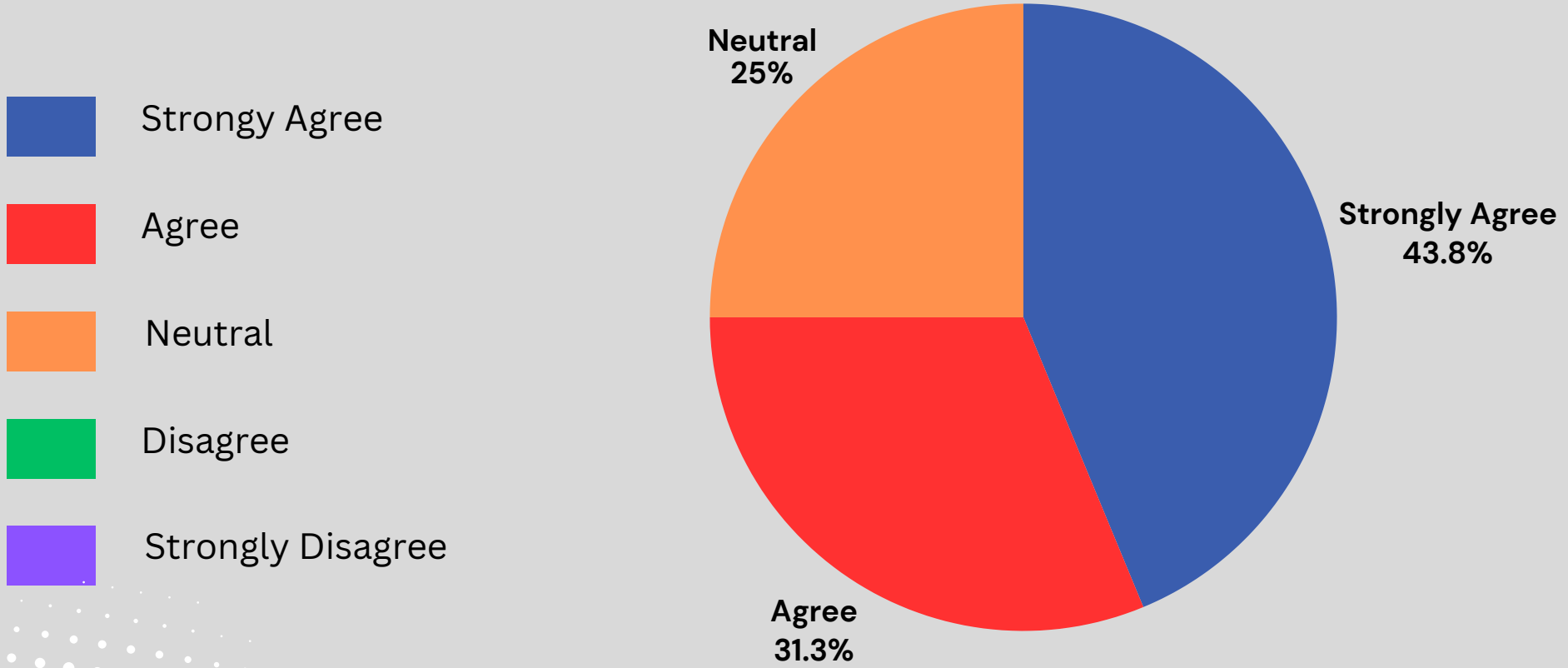
- *2026-27 MIDDLE LEVEL HANDBOOK*

DC EVEREST COACHES SURVEY DATA

- SURVEY PARTICIPANTS
  - HIGH SCHOOL HEAD COACHES
  - JH / MS COACHES
- 16 COACHES RETURNED SURVEY

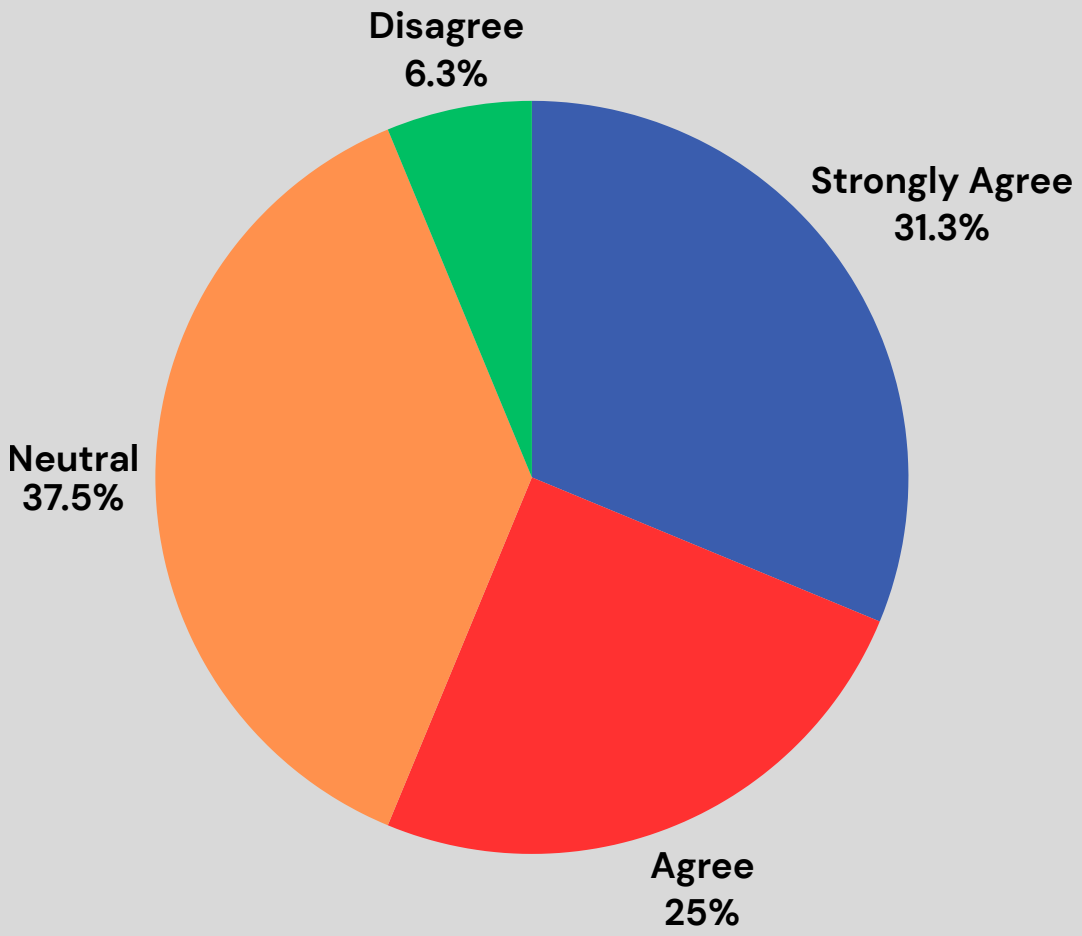
NOTE: SURVEY DID NOT COLLECT NAME OR SPORT IN WHICH PARTICIPANT COACHED.

THE CURRENT WIAA NON-SCHOOL COMPETITION RULE FOR MIDDLE LEVEL PROVIDES A REASONABLE BALANCE BETWEEN SCHOOL AND NON-SCHOOL ATHLETICS. (2 EVENTS IS CURRENT RULE). NOTE: ONE EVENT CAN BE A WHOLE WEEKEND TOURNAMENT, NOT INDIVIDUAL GAME.

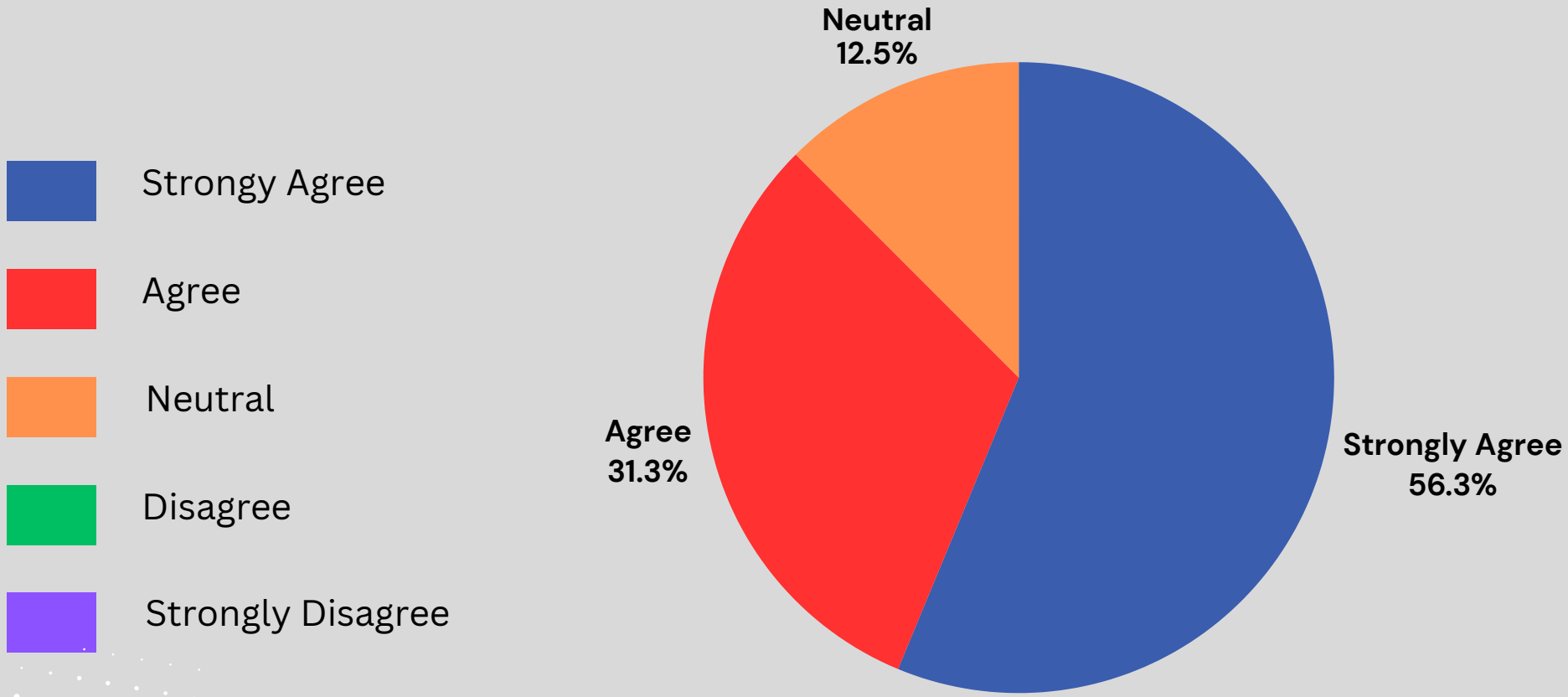


MIDDLE-SCHOOL ATHLETES ARE PARTICIPATING IN TOO MANY ORGANIZED SPORTS AND ACTIVITIES DURING THE SAME TIME PERIOD / SEASON.

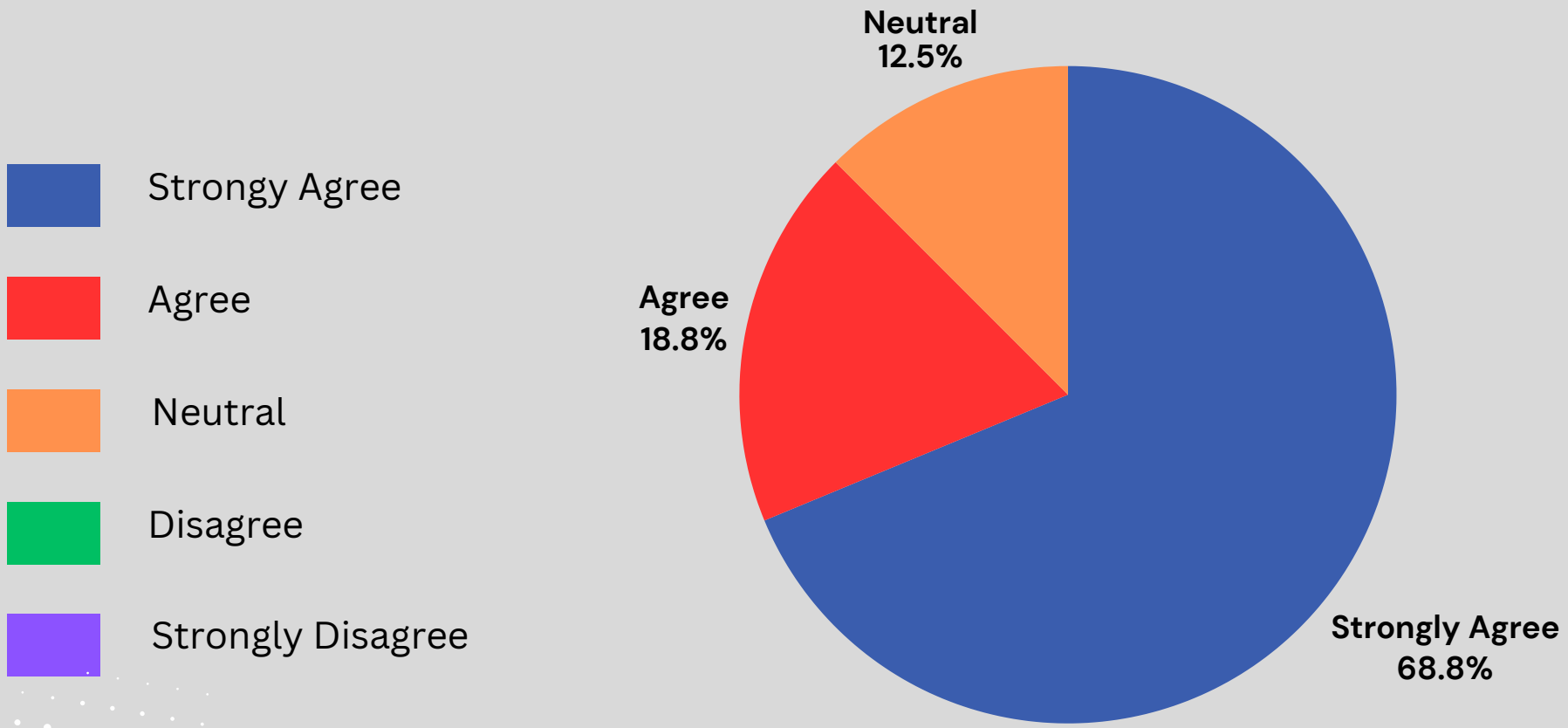




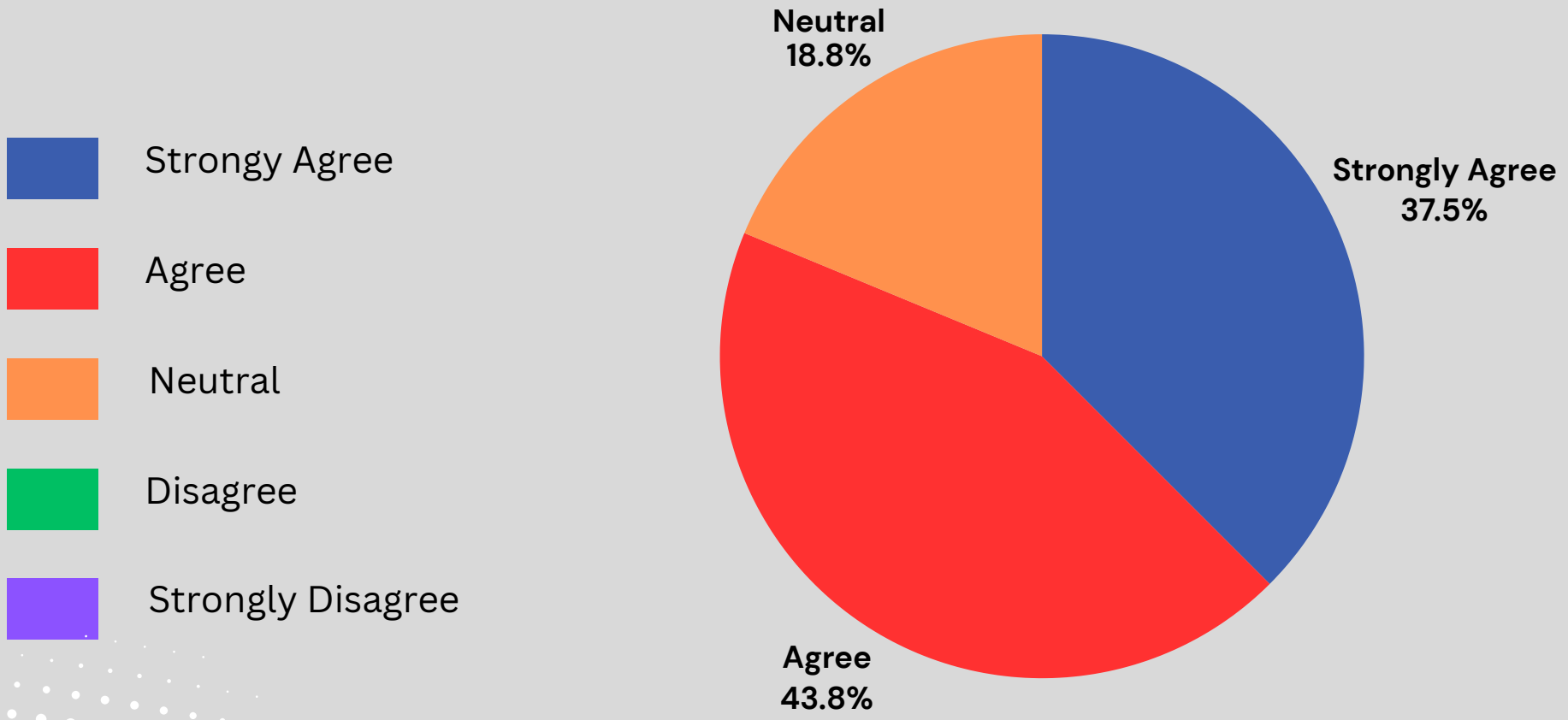
THE AMOUNT OF PARTICIPATION IN SCHOOL AND NON-SCHOOL SPORTS CAN CONTRIBUTE TO ATHLETE BURNOUT.



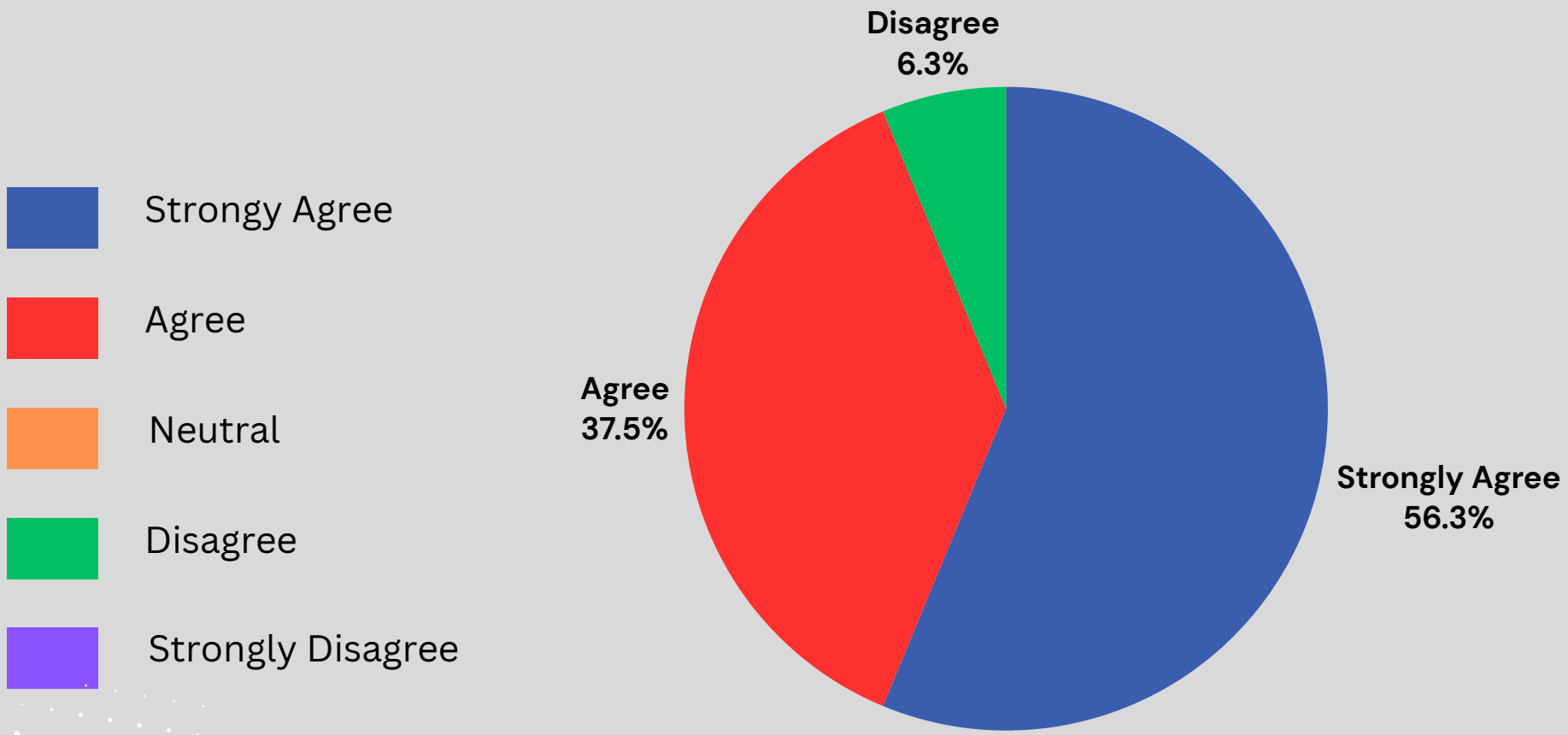
THE AMOUNT OF PARTICIPATION IN SCHOOL AND NON-SCHOOL SPORTS CAN CONTRIBUTE TO OVERUSE INJURIES.



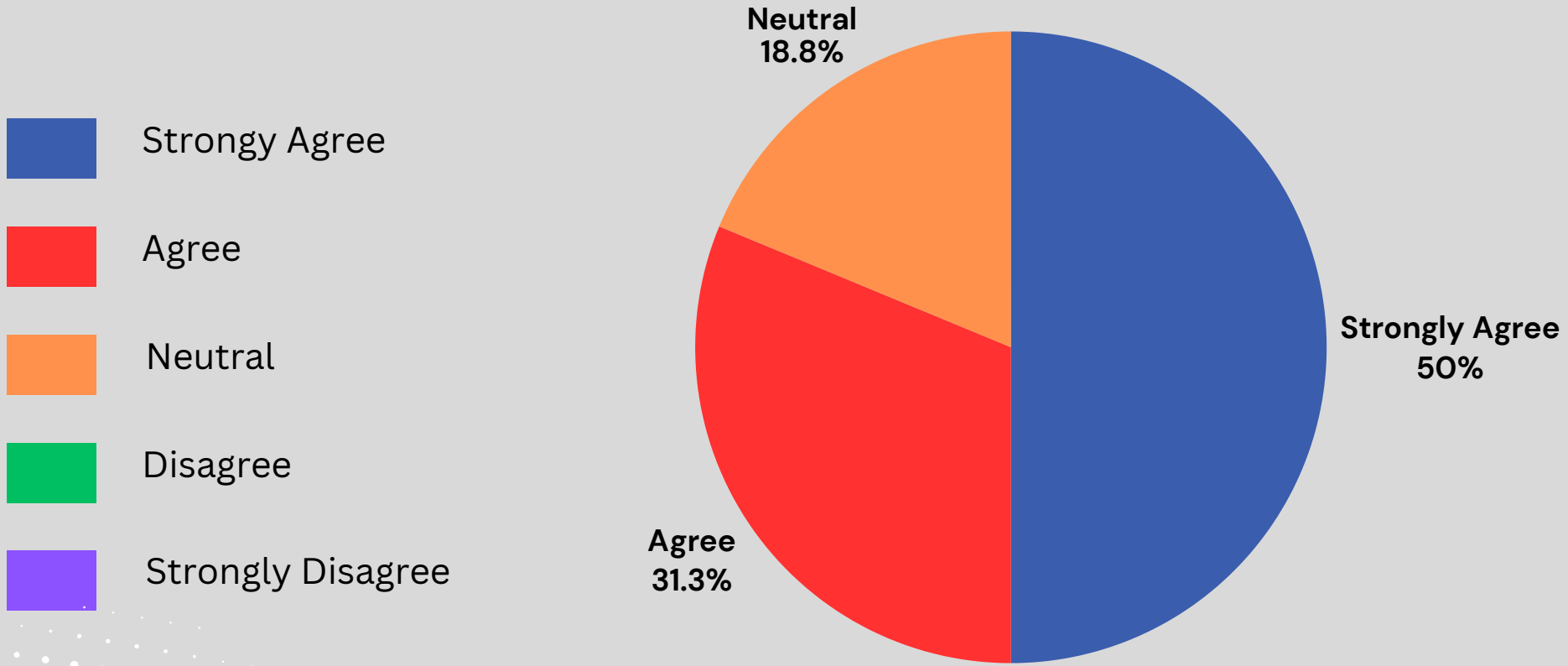
MIDDLE-SCHOOL ATHLETES NEED MORE OPPORTUNITIES FOR REST AND RECOVERY DURING SPORT SEASONS.



CONFLICTS BETWEEN SCHOOL TEAMS AND NON-SCHOOL/CLUB TEAMS CAN CREATE CHALLENGES FOR OUR JH COACHES IF KIDS MISS SCHOOL SPONSORED PRACTICES AND GAMES FOR NON-SCHOOL / CLUB TEAMS.

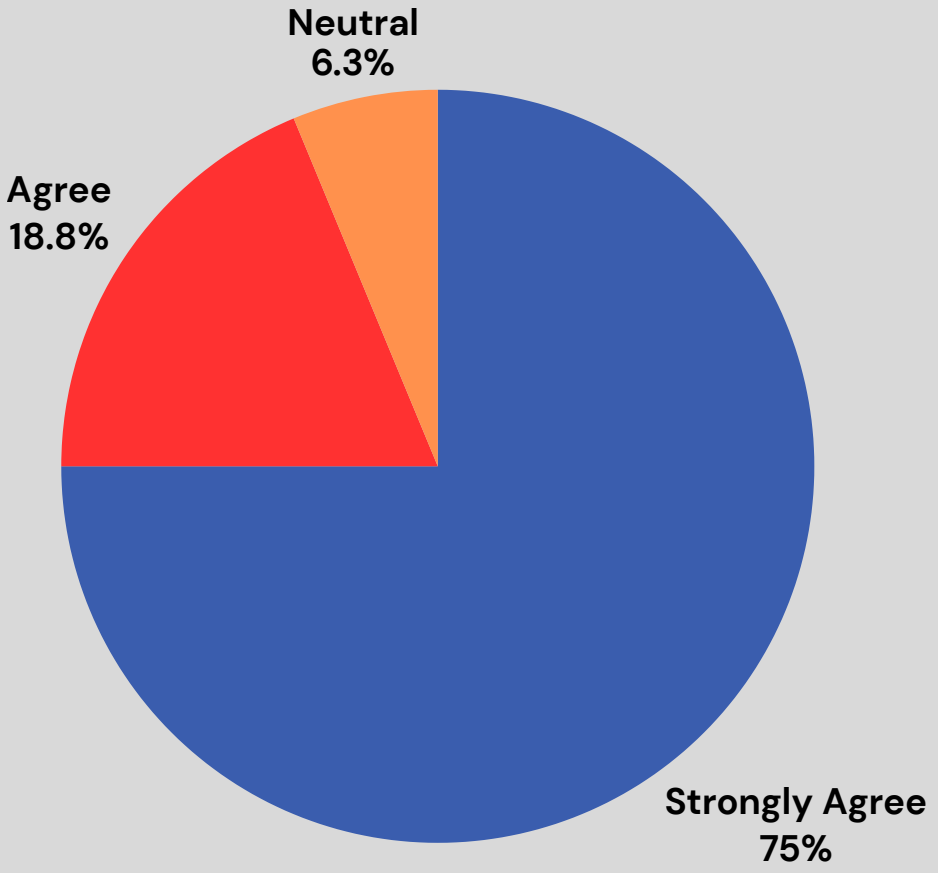


CONFLICTS BETWEEN SCHOOL TEAMS AND NON-SCHOOL/CLUB TEAMS CAN NEGATIVELY IMPACT THE STUDENT-ATHLETE EXPERIENCE.

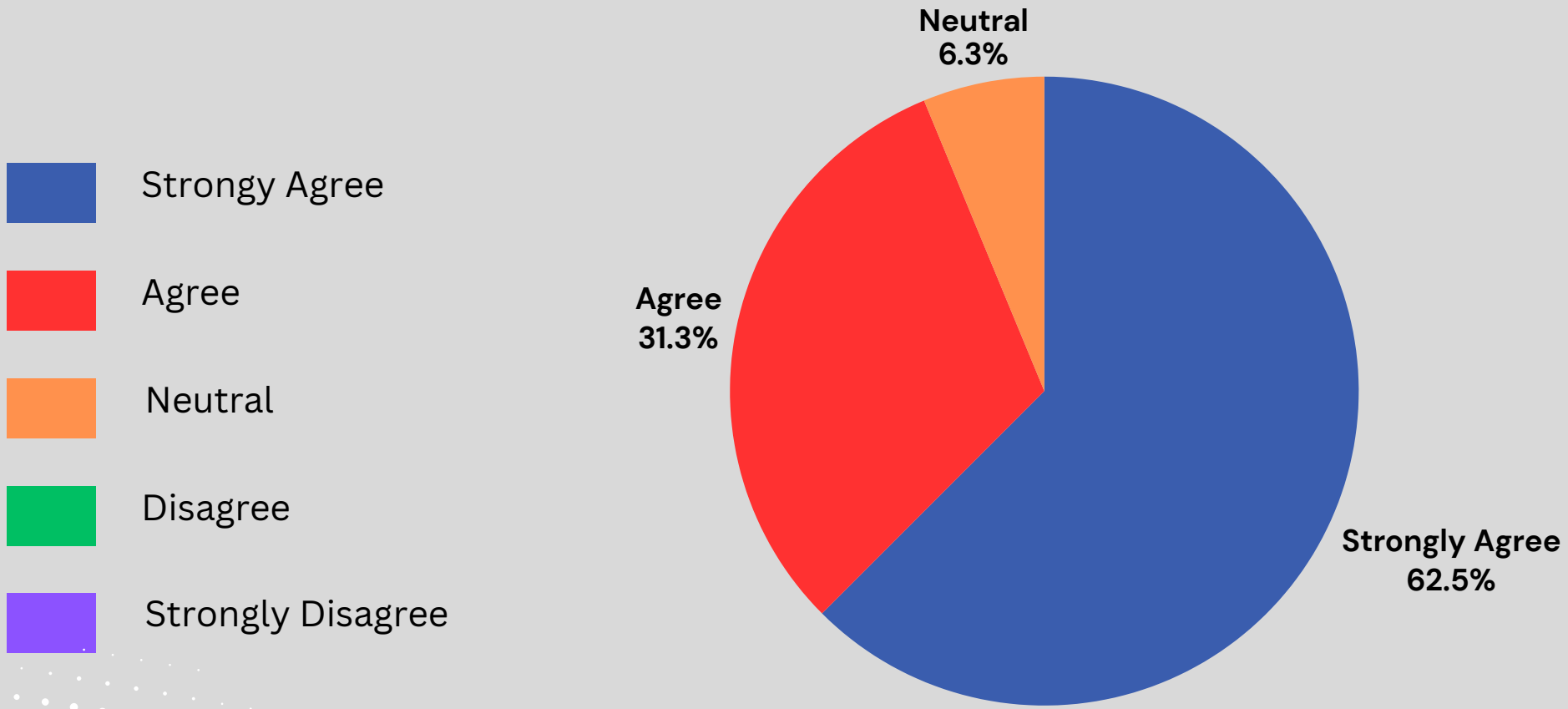


HAVING CONSISTENT WIAA GUIDELINES HELPS PROTECT THE EDUCATIONAL AND TEAM-BASED NATURE OF MIDDLE-SCHOOL ATHLETICS.





I BELIEVE WIAA MEMBERSHIP AT THE MIDDLE SCHOOL LEVEL PROVIDES VALUE TO OUR MIDDLE-LEVEL ATHLETIC PROGRAMS GIVING US CLEAR, CONCISE RULES AND POLICY.



- That safety it provides coaches, students, and athletic directors with a clear set of rules and guidelines to adhere to. Which then aligns with their future experiences in 9th-12th grade.

The biggest benefit of WIAA membership at the middle school level is having a consistent framework for providing meaningful athletic opportunities for students. WIAA membership gives schools common standards and expectations around eligibility, sportsmanship, safety, and competition, while allowing students to participate, represent their school, build relationships, and learn valuable lessons through athletics. At the middle school level especially, it helps keep the focus on development, participation, and positive experiences rather than simply winning.

WHAT IS THE BIGGEST BENEFIT YOU SEE FROM WIAA MEMBERSHIP AT THE MIDDLE LEVEL?

Consistency

Clear rules

All schools are following (or should follow some did not) the same rules

All member schools are "on the same page" and have clear guidelines.Consistent approach and policy, smooth transition into high school level expectations and experiences

Creates an opportunity for all students to compete against other schools in a meaningful setting. Creates an opportunity for our students to work /compete together as a team. Also it brings a sense of belonging and pride in our school, creating and showing the student athlete the ins/outs of a well run program. Where practicing everyday is an expectation.

WIAA membership provides a common and consistent structure for schools that can help make decisions about everything from participation, competitions, and athlete development. It gives the school, athletic director, and coaches clear standards and guidelines for how to lead an athletic department and the different programs within it. It is huge for accountability. With out the clear standards many issues will arise when picking what to follow and what not, and when trying to uphold the standards we choose without the backing of the WIAA membership.

- **Clear guidelines and rules, but we have them at the school level as well.**

Consistent policy across all district

Standard set of rules

Clear concise rules and expectations as well as the health and safety standards.

Consistent approach and policy, smooth transition into high school level expectations and experiences

WHAT IS THE BIGGEST CONCERN OR POTENTIAL DRAWBACK YOU SEE BEING A WIAA MEMBER SCHOOL?

That athletes can play club and school sports - which from what I have seen is a lot for some athletes and their grades suffer, they are tired and not very motivated in school because of long weekend tournaments.

- we have to enforce all rules, not just pick and choose. But it seems like it is by design there.

There is not one that I can think of. We have been a member as long as I can remember...why are we now looking to make a change? We need to protect our school sports from club influences.

- Don't see any

I don't know.

N/A

None. WIAA middle school programs are short enough that a club team can find a 3rd or 4th tournament outside of the WIAA MS season.

None

none

Zero concerns, we need a governing body to be associated with and to help us guide future rules and regulations as well.

I see no drawbacks in being WIAA affiliated.

We miss out on certain athletes competing with DCE at the Jh level. We preach it's the start of the whole program. From 7/8 level through senior year

Stricter rules than non WIAA affiliated programs and parents compare what we do to those non WIAA schools and don't understand why we can't have the same rules as the majority of other schools

The benefits FAR outweigh any potential drawback.

The limits on Middle School athletes.

Restrictions and lack of flexibility

I feel that sports are good for students to teach discipline, teamwork and sportsmanship etc. however I also feel that there are a few middle school students that do not even get a week break between seasons; football ends and wrestling open mats start. This is not a required event but it is because coaches want to see who shows up and who has commitment and serious about the sport. I feel that students need a break to relax and at least catch up on homework for a week or so.

As for soccer, I don't believe it is a major liability or issue with our club players playing school soccer. Participating in two tournaments vs three tournaments is not enough to say an athlete is doing too much...I don't think it will lead to burnout or overuse injuries. I don't see it affecting my school practices or games. At least with soccer I don't think it is necessary to be with WIAA to "protect" athletes from injuries. The only benefit from having WIAA membership at the 6-8 level is the rules/guidelines they provide. However, we have these already at the school level already.

The American Academy of Pediatrics (AAP) cited that 46% - 50% of sport injuries were due to overuse. The AAP's parent resource reports that nearly 70% of children across the US drop their favorite sport before the age of 13. This could be attributed to burnout.

The purpose of rules & guidelines is to create a level playing field for all, whether it's access to high quality sports kids can't pay to play or rules that protect kids & coaches from parents or other athletes. It's already hard enough to be a coach. Removing these guidelines will create chaos for people who are just trying to help kids have fun and learn some great life lessons.

ANYTHING ELSE YOU BELIEVE WE SHOULD CONSIDER?

- Not at the moment

N/A

n/a

None

Middle school should be a time for kids to develop, explore and enjoy physical activity, not feel like they have to specialize or play year-round. The American Academy of Pediatrics reports that nearly 70% of kids drop out of organized sports by age 13, and early specialization and intensive training are associated with increased risk of overuse injuries, overtraining and burnout. We also need to remember that more organized sport isn't always better. The AAP recommends that young athletes have at least 1–2 days off each week from competition and sport-specific training, and notes that young athletes playing more hours of organized sport than their age in years may have greater risk of serious overuse injury.

Not being part of the WIAA would be an extremely poor decision. They have rules in place that protect schools, coaches, and officials. Do we really want to promote the wild-wild west in athletics where there are no rules to follow. If that's the case, I would have never coached(going on year 35). Things such as requiring kids to have physicals, requiring coaches to carry multiple certifications, rules to follow concerning transgender participation. Licensed officials for all contests.

Is this in the best interest of all of our programs at DC Everest? Or is this to benefit one program

Finding coaches who actually want to coach is hard enough already, so putting student athletes in a position to have to choose whether they support their school or club is simply not fair at the age of 11-13. It most likely means the family is choosing for them as parents are paying to play.

The limits on Middle School athletes.

Kids should be active and involved in lots of sports, especially in the MS/JH ages but there very much is a balance that is needed where kids need a chance to be kids. Sports should be fun and a lot of the club scene is just pressure of be the best and put in every second of your free time or you are a failure and might as well quit the sport and it is frustrating to see as a school coach

no

WHY WIAA MEMBERSHIP MATTERS

Student Protection
Established eligibility, safety, and participation standards.

Consistent Rules
A common framework for participating schools.

Educational Purpose
Keeps school-sponsored athletics aligned with our educational values.

Shared Accountability
Provides common expectations for our schools, coaches, and athletes.



PROTECTING OUR SCHOOL EXPERIENCE

Clearly defined, consistent enforcement of expectations for all our students involved in athletics. Grades 6-12

The non-school competition rule is not an issue across our sports programs as a whole.

Athletic Director / School Administration has sound WIAA policy to guide decision making.

DC Everest JH / MS Athletics







































To provide quality school based athletics so that athletes can find their purpose and passion as they work to become leaders in our community!

D.C. EVEREST STUDENT DEVICE USAGE

Understanding Device Usage and Screen Time in the Digital Age



01 What is Screen Time?

WHAT DOES "SCREEN TIME" MEAN FOR K-12 STUDENTS?

Screen Time: A broad (but widely used) term to describe time spent in front of digital media. "Screen time" can refer to the use of televisions, video game consoles, computers, tablets, and any other device that uses a digital screen. The versions of "screen time" that affect K-12 spaces are outlined below.

Educational Technology (EdTech)

EdTech (i.e. technology used in the classroom) is designed to support, not replace, high-quality teaching.

These technologies may be used to personalize student learning, drive engagement, build important workforce skills, and give ALL learners access to important content.

K-12 educators are trained to use EdTech with thought and balance as part of their overall structure for teaching and learning.

Cell Phones/Social Media

43% of Tweens (Ages 8-12) and around **90%** of Teens (Ages 13-18) in the United States have their own cell phone. (*Common Sense Media, 2023*)

YouTube, TikTok, Snapchat, and Instagram are the most popular apps for teenagers with smart phones. (*Pew Research Center, 2023*)

Smart phone applications, specifically social media, have an incentive to engage users regularly and for long periods of time.

Entertainment

Platforms that use a screen (video game systems, televisions, desktop computers, etc.) are used by children before they get their first cell phone.

80% of households with children have some form of tablet computer; **64%** of households WITHOUT children have a tablet computer (*U.S. Census Bureau, 2021*)

Much like EdTech, screen-based entertainment can be positive and relaxing if it is used thoughtfully and with **balance.**



Screens in Balance: Education, Technology, and Community Conversations." Consortium for School Networking, 2025, https://www.cosn.org/wp-content/uploads/2025/09/What-Does-Screen-Time-mean-for-K-12-Students-Infographic.jpg

02

Defining “Screen Time”

“Active vs Passive”

- **Active Use** involves critical thinking and includes activities such as coding, immersive simulations, media production, interaction with experts, making global connections, design, and peer collaboration.

- **Passive Use** includes activities such as filling out digital worksheets or consuming digital content without accompanying reflection, imagination, or participation.

“Creativity vs Consumption”

- **Creativity:** Using digital tools to make, build, design, code, or solve problems rather than just taking in content.

Common Activities: Writing stories or scripts, coding, digital drawing, composing music, or editing

- **Consumption:** Watching, scrolling, or consuming pre-made digital media with little to no active cognitive input or decision-making.

Common Activities: Watching videos (like YouTube or TV shows), scrolling through social media feeds, playing repetitive mobile games, or streaming movies.

-Intentional Usage-

03

Device Usage (Elementary)





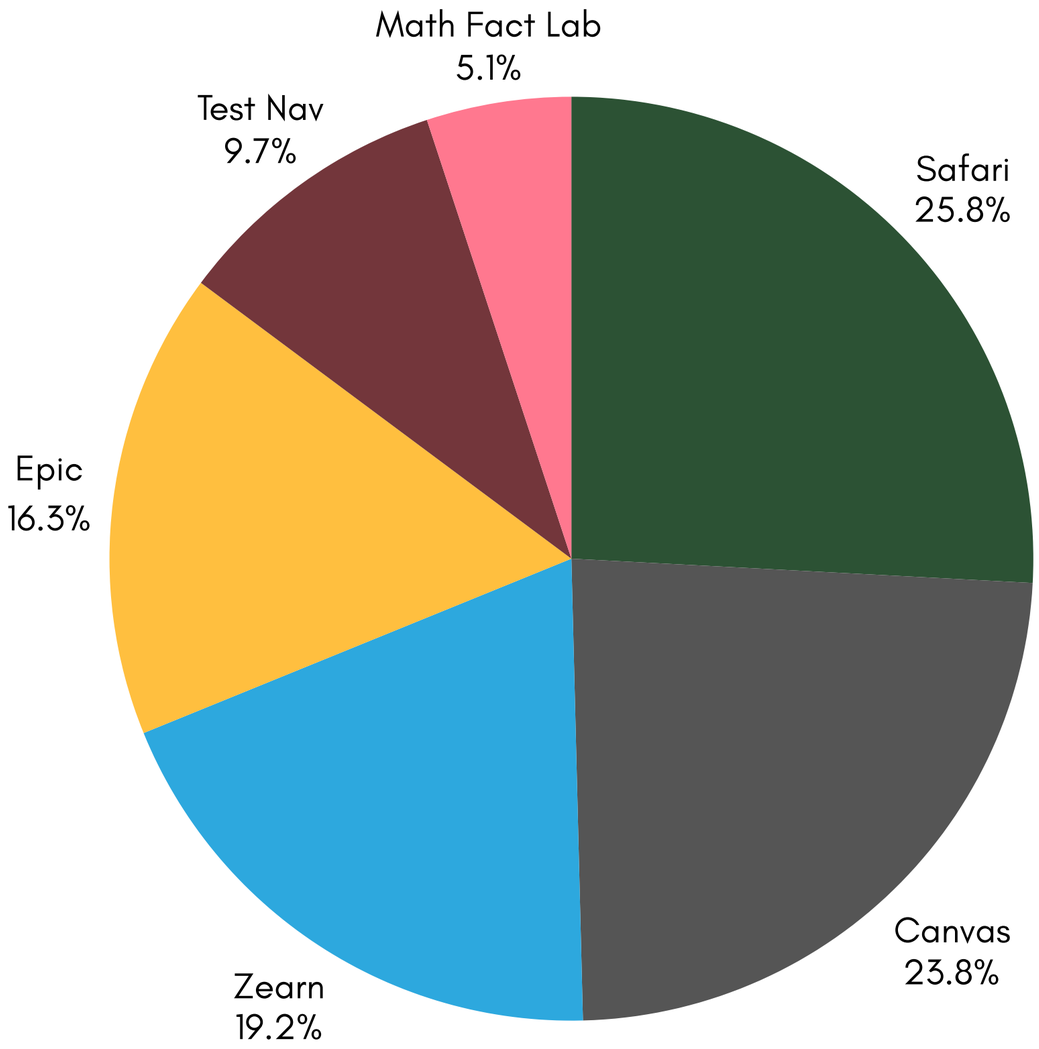
- Devices are “1 to 1”
- Most devices are teacher-controlled (kept in centralized locations, charged in class)
- Devices go home in a few upper elementary classrooms (teacher discretion)
- YouTube shut off on all elementary student devices (started 26-27 school year)
- Green, Yellow and Red Filter Levels Available

04

Top Elementary Usage

Since start of the 26-27 school year

Overall:



By Grade Level:

KG: Zearn/ Epic

1st: Zearn

2nd: Safari

3rd: Safari

4th: Safari

5th Safari

By Building:

Evergreen: Safari

Hatley: Canvas

Mountain Bay: Canvas

Odyssey: Dreambox

Rothschild: Safari

Riverside: Safari

Weston: Canvas

Average daily minutes:

Kindergarten: **12.2**

Grade 1: **18.8**

Grade 2: **21.3**

Grade 3: **28.8**

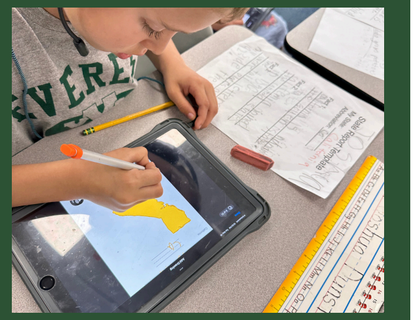
Grade 4: **37.7**

Grade 5: **41.4**

05

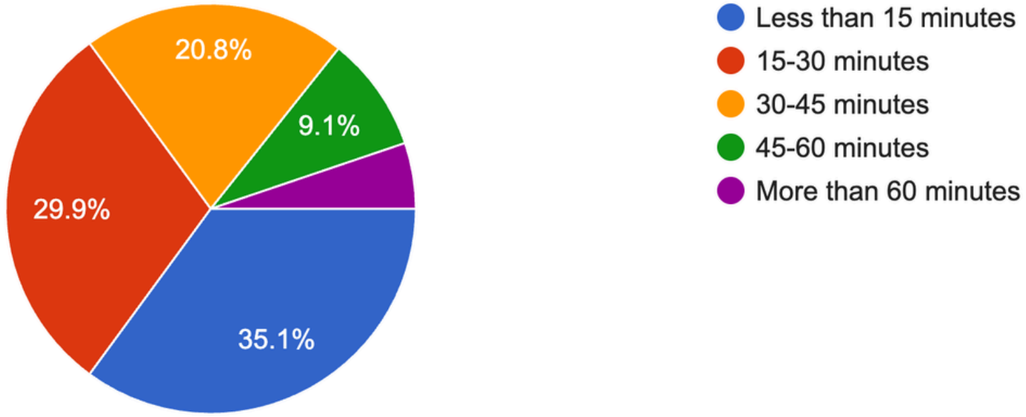
Staff Survey (Elementary)





In a typical school day, about how much time do your students spend on their iPads? (only in your classroom- encore teachers answer for your class)

77 responses

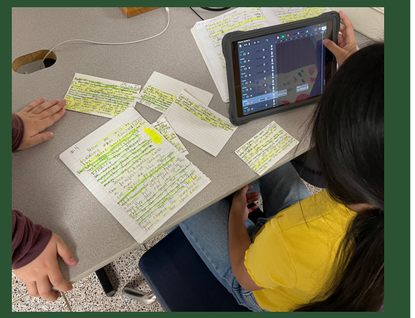


06

Device Usage (Secondary)

- Devices are “1 to 1”
- Most devices are student-controlled
- Devices go home nightly
- Green, Yellow and Red Filter Levels Available



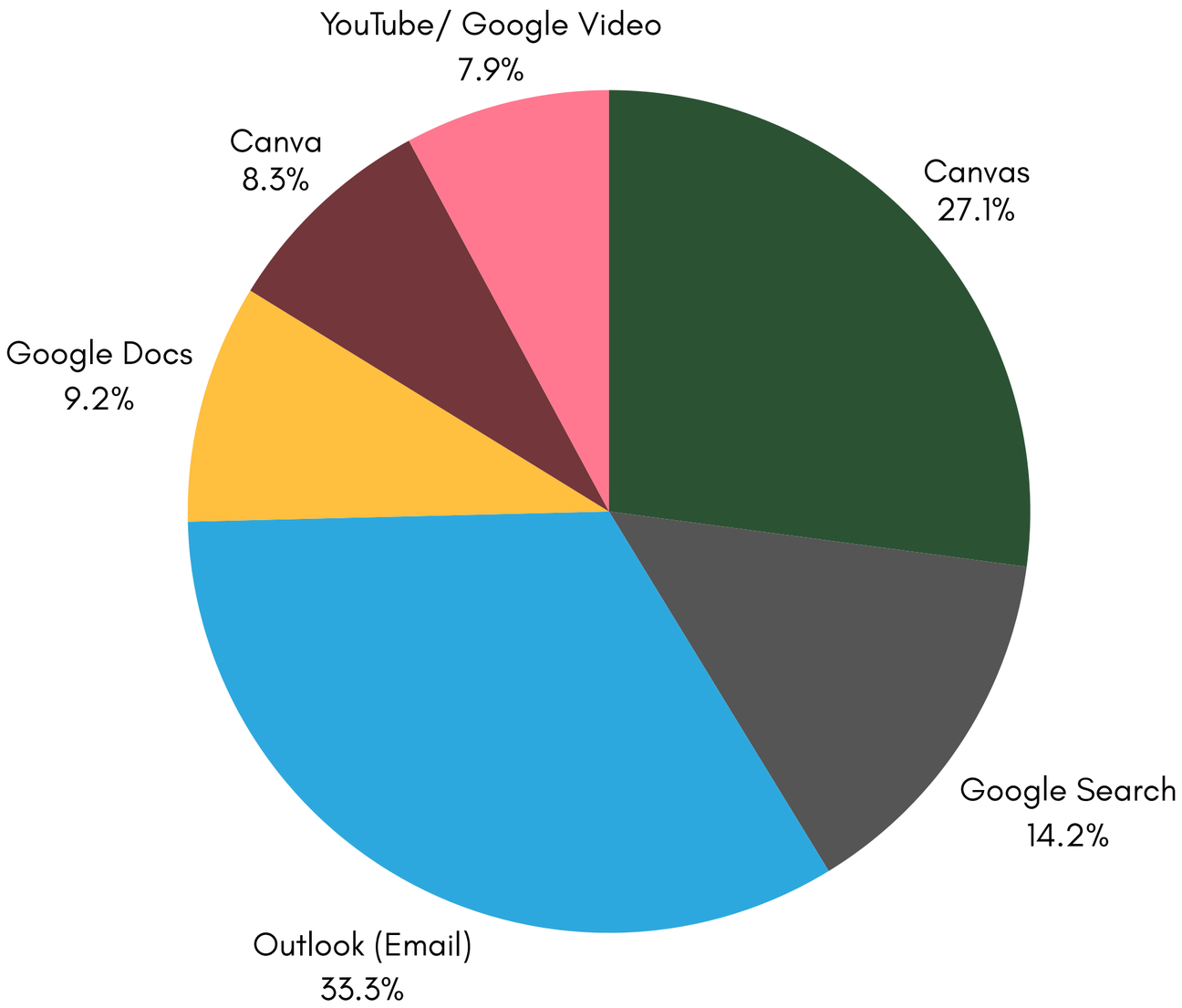


07

Top Secondary Usage

Since start of the 26-27 school year

Overall:



By Building:

Middle: Safari

Junior: Safari

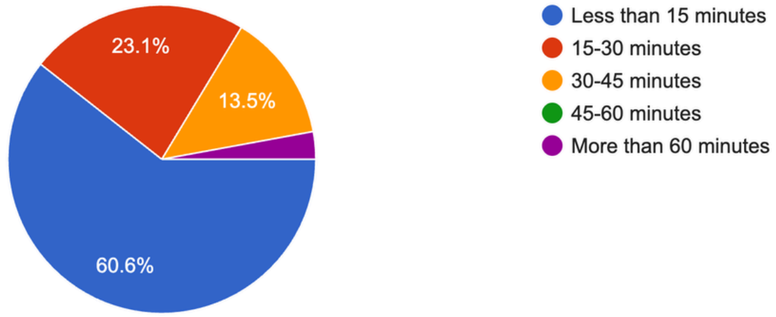
Senior: Safari

08

Staff Survey (Secondary)

In a typical school day, about how much time do your students spend on their device in class? (only in your classroom- excluding specials, encore or homework)

104 responses

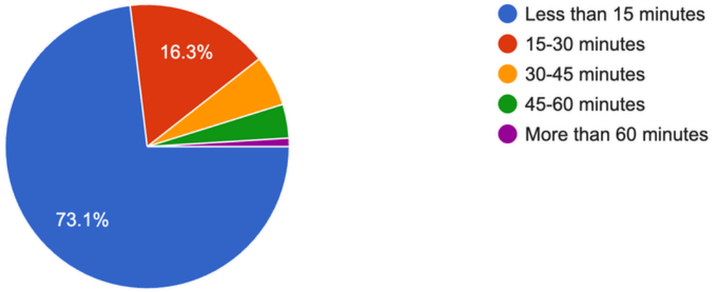






In a typical school day, about how much time do you expect students to be on their device for homework (outside of class)?

104 responses



09

Device Considerations



Accessibility

- Many of our students have IEP-driven tech support
- Hundreds of students with communication support on device

- Proloquo2Go: 93 licenses used
- GoTalk NOW: 72 licenses used
- ChoiceWorks: 106 licenses used
- TouchChat: 30 licenses used

Digital Citizenship

- Delivered in K-5 IMC, Guidance and D.A.R.E.
- Includes “Digital Footprint” and “Digital Citizenship” lessons

Apps & App Store

- Apps vetted when they are requested (privacy,data,use case)
- Apps culled yearly
- District controlled app store

Content Filtering & Gaggle

- Student devices filtered on and off site
- Gaggle flags and notifies “PSS” and “QCON” to building admin team grades 2-12

dce_green	Web 2.0 Global	Allow	1	0 B	store.google.com:443
dce_green	Health Sites	Allow	1	6.1 kB	www.humanbodyhelp.com:443
dce_green_k5	Computing/IT	Allow	1	10.3 kB	outlook-cba.office365.com:443
dce_green_67	Business Oriented	Allow	1	6.9 kB	na.edge.optable.co:443
dce_green_67	Computing/IT	Allow	1	6.4 kB	api.revenuecat.com:443
dce_green	Educational	Allow	1	26.6 kB	solo.blooket.com:443
dce_green_67	Educational	Allow	1	6.3 kB	api.prodigygame.com:443
dce_green_k5	Educational	Allow	1	6.6 kB	dojoicons.classdojo.com:443
dce_staff	Custom-URLs	Allow	1	14.6 kB	docs.google.com:443
dce_staff	Custom-URLs	Allow	1	0 B	docs.google.com:443
dce_green_67	Dynamic Safe-Listing	Allow	1	3.7 MB	rr3---sn-fpnjoxu-h3xs.googlevideo.com
dce_green	Dynamic Safe-Listing	Allow	1	268.7 kB	rr1---sn-ojvgq5-c9.googlevideo.com
default	Educational	Allow	1	11.3 kB	odc.officeapps.live.com
dce_green	Web 2.0 Global	Allow	1	0 B	www.google.com
dce_green_k5	Computing/IT	Allow	1	7.6 kB	gdmf-ados.apple.com
dce_green_k5	Computing/IT	Allow	1	10.8 kB	gdmf.apple.com
dce_staff	Computing/IT	Allow	1	7.5 kB	dv-us-prod.sentinelone.net
default	Educational	Allow	1	13.3 kB	odc.officeapps.live.com
default	Online Meetings & Colla...	Allow	1	10.5 kB	config.edge.skype.com
dce_green	Dynamic Safe-Listing	Allow	1	0 B	m.youtube.com
dce_staff	Custom-URLs	Allow	1	11.1 kB	appsgenaiserver-pa.clients6.google.com
default	Computing/IT	Allow	1	7.3 kB	www.apple.com

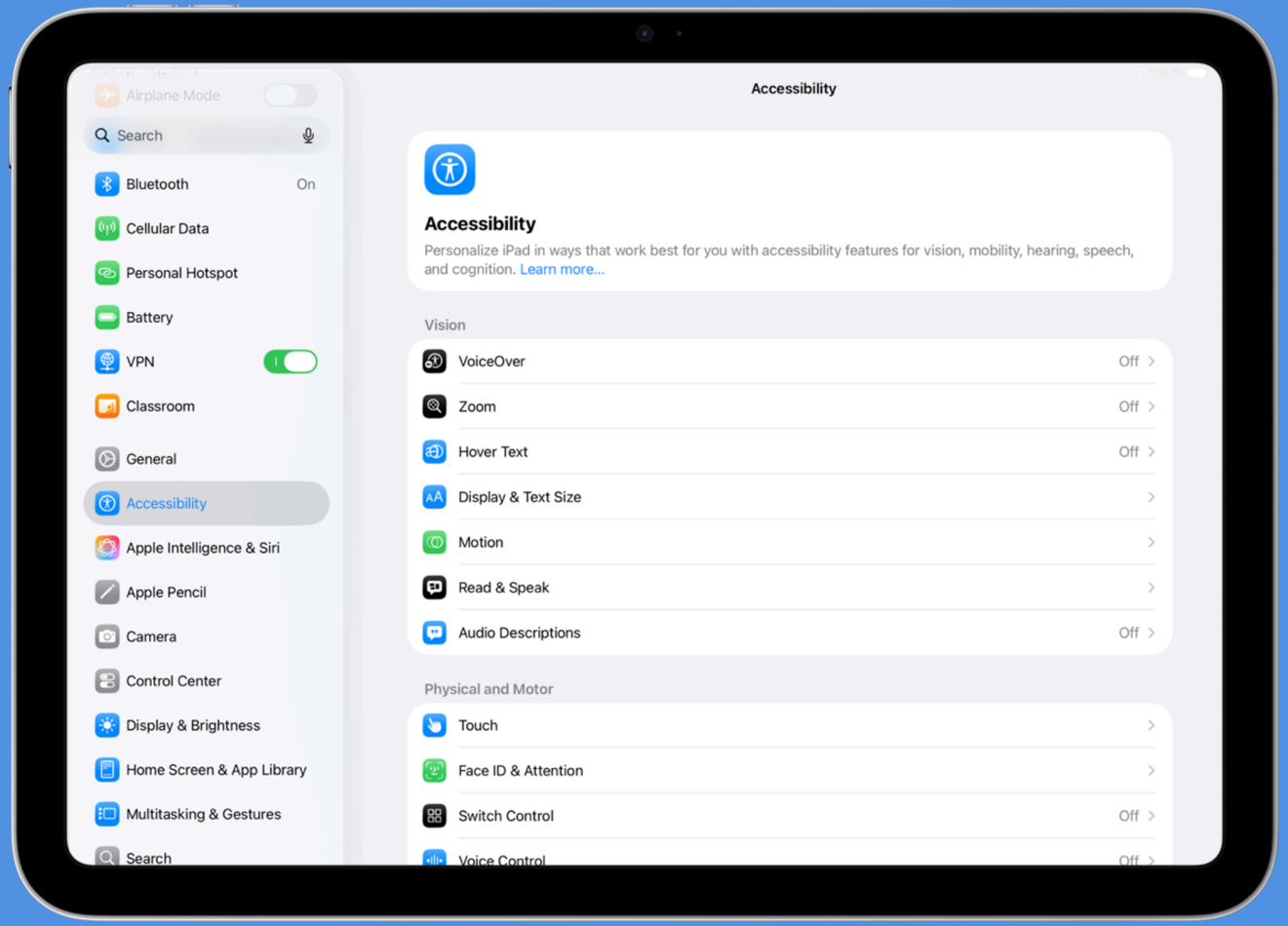
10

Accessibility

Accessibility

Empowering All Learners

- Speech
- Vision
- Hearing
- Mobility
- Cognitive



11

Digital Testing Considerations

Wisconsin Forward Exam
Grades 3-8: English Language Arts and Mathematics
Grades 4 and 8: Science
Grades 4, 8, and 10: Social Studies

aimswebPlus
Early Literacy Screening (2023 Wisconsin Act 20)

PreACT Secure
Grades 9 and 10
English, Math, Reading, and Science

ACT with Writing
Grade 11

AP Testing
Approx. 500 students in grades 9-12 taking 1,000+ tests

Dynamic Learning Maps (DLM) Alternate Assessment

ACCESS for ELL (WIDA)

Local Assessments
Varies by class, grade and building



12

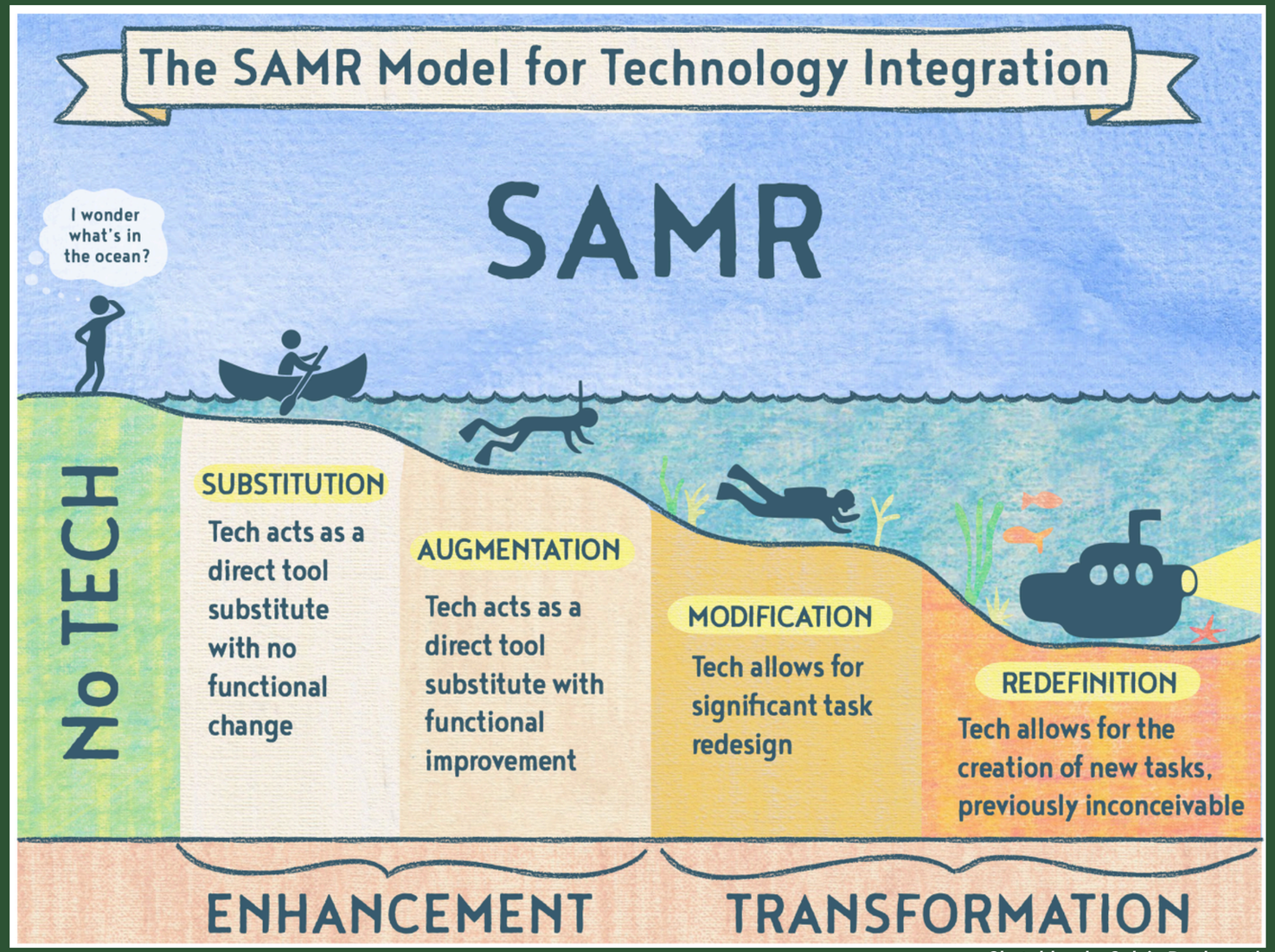
Device Use Cases

Elementary

Digital Workbooks
Zearn
GarageBand
iMovie
BookCreator
Keynote

Secondary

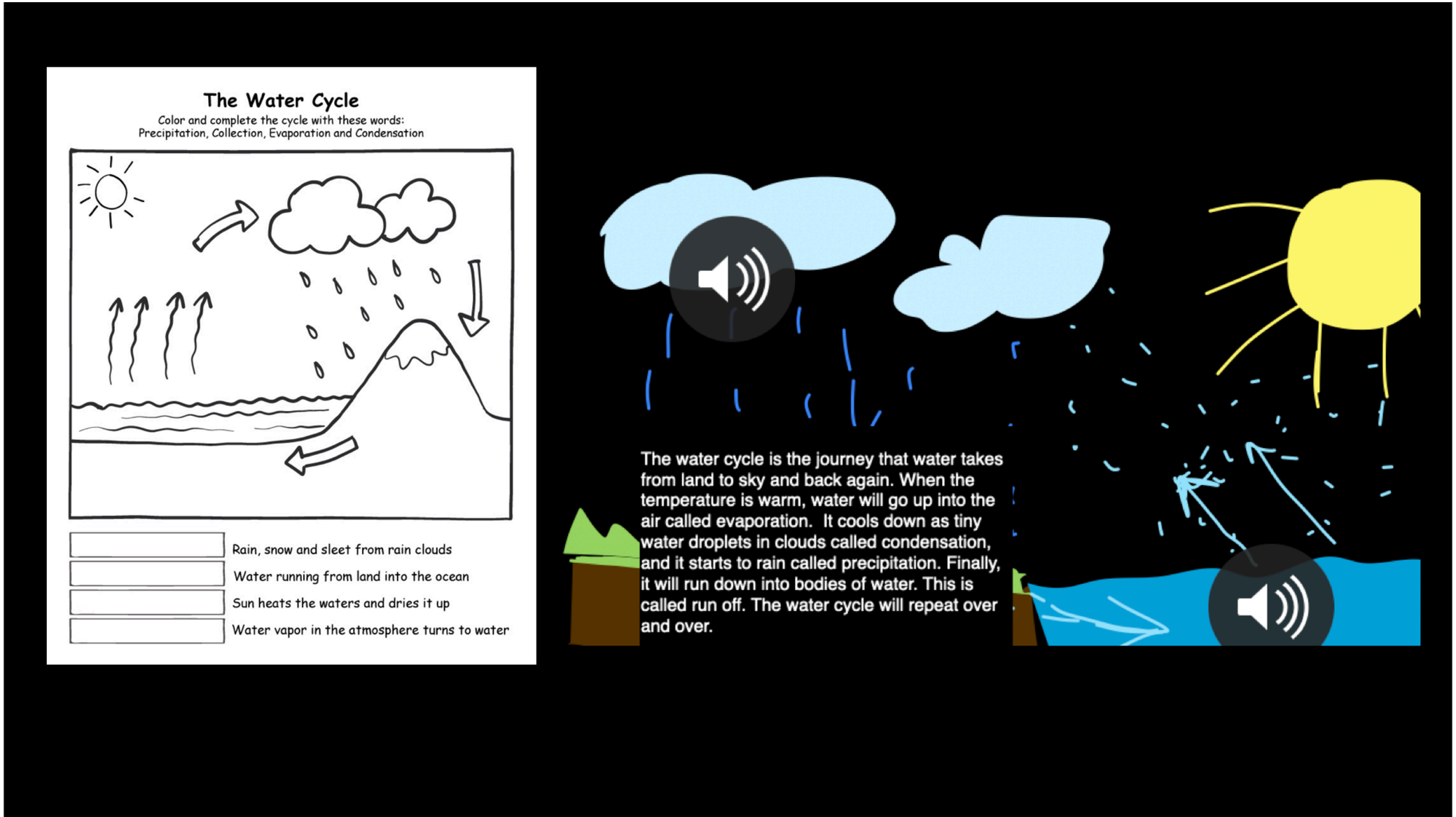
Digital Workbooks
Desmos
Curriculum Apps/Sites
MyAP
Notes
Pages



Sketchbook: Sylvia Duckworth

13

What does this look like?



14



The Founding Files

AP U.S. HISTORY PAGES TEMPLATE

A Pages-based interactive notebook for AP U.S. History students

Designed as a central hub for all unit materials

Promotes organization, independence, and consistency



THE WHY

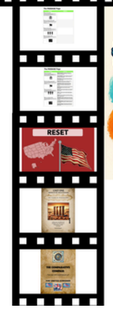
- Students were overwhelmed by too many platforms/ resources
- We wanted everything in one easily accessible place
- We needed structure that encouraged active note-taking and engagement
- We're fully utilizing the iPad's potential with the Logitech Crayons.

HOW IT WORKS

- Each unit has the same structure/ format
- Includes:
  - Unit overview & key concepts
  - Cornell Notes templates
  - Graphic organizers
  - Practice multiple choice
  - Reflections
  - Any other activities
  - Resources

IMPACT

- Reduces stress for students & teachers
- Better time management
- Customizable
- Great for exam prep
- Fewer missing assignments
- More thoughtful discussions & reflections



JENNA PEPLINSKI & BRAD SEELEY

AP US HISTORY

Name: Jenna Peplinski
Role: APUSH Teacher

Name: Brad Seeley
Role: APUSH Teacher

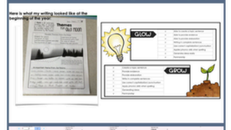


STUDENT LED CONFERENCE PORTFOLIOS











Ashley Fritsche

Olivia Kranz

GOALS

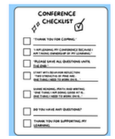
To empower students to take ownership of their learning. Students add their own assessments and work samples to the portfolio and add reflections. Finally, students are able to create and set goals for themselves.

ASSESSMENT

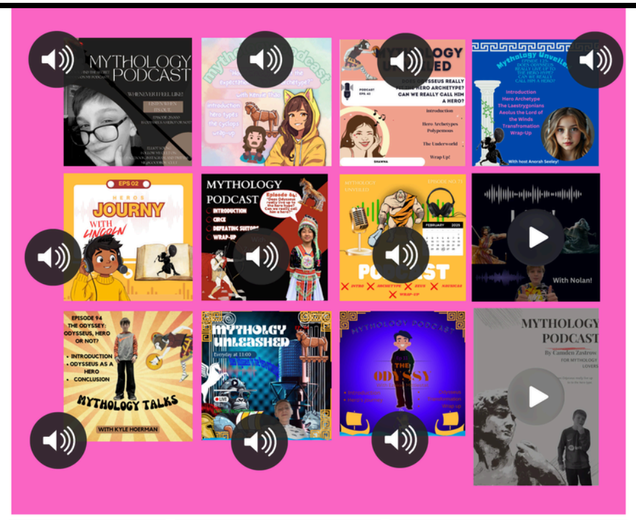
Students use their portfolios to lead their parent - teacher conferences. Throughout the school year, students continue to update their portfolio to show their progress.

RESOURCES

- iPad
- Logitech crayon
- Numbers
- Student Work Samples
- Checklist







KARA BLANK
6TH GRADE
ELA TEACHER



GOALS

- Increase Engagement
- Tech & Speaking Skills
- Writing & Organize Content

RESOURCES

- Apps: Podcasts, Garageband, Keynote
- Podcast Equipment
- Writing Graphic Organizers and Class Texts

REFLECTION

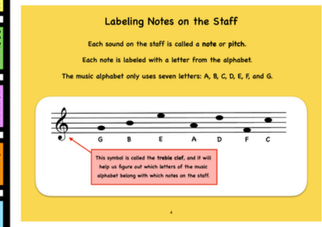
Recorder Rocks!

An interactive book for beginning recorder students

HIGHLIGHTS:

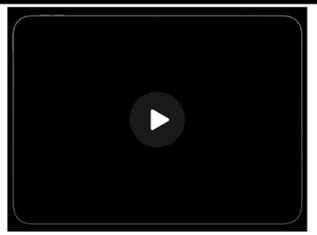
- Built from a blank slate using Pages
- Used Garage Band to make drum beats and live accompaniments
- Introductory chapter (re)teaches the basics of reading music and playing recorder
- Table of Contents allows students to quickly jump to different songs
- The next page after each songs includes the pitch names for the notes in the song, allowing for checking for understanding
- Appendix in back of book contains 39 additional "bonus videos"
- "Link to page" allows students to navigate between content in the book and optional bonus videos in the appendix for extra practice

Sample pages from the book



Red boxes in the book indicate new vocabulary.

Student Reviews



mosyle

Get your free copy of "Recorder Rocks" today from Mosyle School!





Scott Atkinson
Music Teacher
Mountain Bay Elementary

Next Steps

Keeping & building healthy technology habits



Continue work on intentional device use with staff

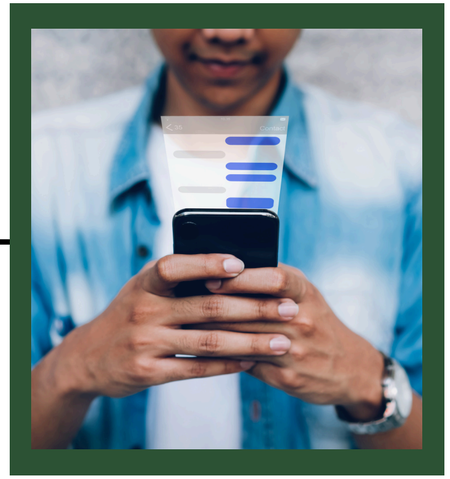


Explore Digital wellness/ citizenship at secondary level



Parent connection

- Conference Nights
- Back to school



Continue to monitor/ assess / change access (Apps, Websites, AI)



THANK YOU

FIRST READING BY BOARD

po0144.5

BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT

ADOPTED Jun 16, 2021 · REVISED May 20, 2026

0144.5 - **BOARD MEMBER BEHAVIOR AND CODE OF CONDUCT**

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

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

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

General Expectations of All Board Members

A. Attend all scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings. Board members are expected to review agenda materials prior to a Board meeting and to submit questions to the Superintendent in advance of the meeting, whenever practicable, to allow for efficient and respectful meetings; this expectation does not in any way intrude upon a Board member's right to ask questions or engage in discussion at a Board meeting.

B. Be familiar with and follow applicable local, State, and Federal laws and regulations.

C. Be familiar with and comply with Board bylaws ~~policies~~, including bylaws ~~policies~~ governing Board member conduct and Board member ethics, rules of incompatibility of office, qualifications of the office, and conflicts of interest (see Bylaw 0144.3 - Conflict of Interest).

D. Conduct themselves with integrity, honesty, and in a manner that reflects positively on the Board and on the District.

E. Be accountable for guiding and supporting the policy decision-making process that impacts students, staff, and the community. The operation of the District is the responsibility of the administration.

F. Establish and maintain a high level of honesty, credibility, and truthfulness in all matters dealt with by the Board.

G. Treat others with respect and dignity at all times, maintain decorum, and always communicate in a way that does not violate or illustrate disregard for Board policy concerning harassment or discrimination. This decency expectation applies in all communications, including while discussing sensitive or controversial matters, or matters involving disagreement.

H. At all times conduct themselves in the best interest of the School District, including avoiding implicating the District in unlawful activity or supporting or encouraging efforts to harm the reputation, legal standing, or to bring other material harm to the interests of the District or the Board.

I. Recognize they should endeavor to make policy decisions only after full discussion at publicly held Board meetings.

J. Render all decisions based on the available facts and independent judgment.

K. Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community.

L. During Board meetings, work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the Superintendent in accordance with Policy 1100 - District Organization.

M. Communicate to other Board members, in accordance with the Open Meeting Law, and the Superintendent expressions of public reaction to Board policies and school programs (see Board Member Communication section below, Bylaw 0143.1 - Public Expression of Board Members, and Bylaw 0167.5 - Use of Electronic Mail).

N. Inform themselves about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the Wisconsin Association of School Boards, the Consortium of State School Board Associations, and the National School Board Associations.

O. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.

P. Refrain from using their Board positions for personal or partisan gain.

Q. Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.

R. Remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.

S. No Board member shall act or fail to act as a member of the Board in violation of 946.12, Wis. Stats., regarding misconduct in public office.

T. Disclose any actual or perceived conflict of interest.

Board Member Communication

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

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

A. On behalf of the Board: normally, this is the function of the Board President or, in the President's absence, the Vice President. The Board may by majority vote delegate this responsibility to another Board member in a specific circumstance. In every case, the Board member communicating the Board's position shall do so as determined by the Board and avoiding individual interpretation or editorializing.

B. As an individual Board member, but not on behalf of the Board: a Board member who speaks, including online, in social media forums, or in any other public forum, on matters related to Board and/or District business, but not as an officially designated spokesperson of the Board. The Board member must specify that any statement is not sponsored by the District and is a personal viewpoint.

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

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

[DRAFTING NOTE: The following section is in alignment with 2025 Wisconsin Act 89 (118.07(7), Wis. Stat.) for appropriate communication with students. Act 89 does not expressly pertain to Board members; however, this optional language is consistent with Act 89's expectations and could be adopted by the Board to align with employee and volunteer requirements. The statute does not define "appropriate content," but requires Districts to specify in policy what "appropriate content" means locally. Items A-E are recommended for a comprehensive definition, but Districts may choose a narrower definition or include additional parameters for its definition.]

[X] Appropriate Discussion Content When Using Personal Communication Devices (PCD)

[X] When using PCDs to communicate with student(s), Board members must use District-approved communication platforms to preserve communications to be reviewed by parents and administrators.

[ ] When Board members communicate with students using PCDs, discussions must be appropriate and related to legitimate school purposes. Whenever possible, Board members should direct students who contact them to contact an appropriate school staff member.

[ ] Appropriate content is content in a communication that fits into one of the following categories:

1. **( )** Instructional communication (assignments, coursework, academic support) ;
2. **( )** Scheduling or logistical information related to school programs (classes, clubs, athletics, events, field trips, rehearsals);
3. **( )** Safety or emergency communication when necessary;
4. **( )** Referring the student to the appropriate school staff member who can address the matter raised in any communication from a student;
5. **( )**_____.

[X] Communications must remain professional in tone, limited to educational or school-related matters, and consistent with District policies regarding staff–student boundaries. Board members should avoid one-on-one communication with students. (See Board Policy 1213 - Student Supervision and Welfare)

[Drafting Note: 2025 Wisconsin Act 89 does not create an exception for communication between employees and volunteers and their family members.]

[ ] Nothing in this section is intended to prohibit Board members from engaging in appropriate communication with their family members who are parents of students enrolled in the District. Parents may communicate with their own children using PCDs outside of District-approved platforms, provided such communications are personal in nature and not conducted in the Board member's official capacity. This exception does not permit Board members to engage in District-related communications with other students outside approved platforms, nor does it exempt them from applicable laws, policies, or expectations regarding professional conduct and conflicts of interest.

[END OF OPTIONAL SECTION]

Board Member Use of Electronic Communication Devices

To support effective governance and ensure transparency, Board members are encouraged to refrain from using electronic communication devices (such as cell phones or smartphones) during Board meetings - both in open and closed sessions - except when accessing agenda materials on a tablet or laptop.

The use of such devices during meetings may unintentionally create the appearance that a Board member is not fully engaged or could raise concerns that information is being shared or received in a manner not accessible to all Board members or the public.

The Board recognizes that emergencies and special circumstances not related to Board business may require occasional exceptions.

Handling of Complaints by Members of the School Board

As individual Board members are frequently confronted with complaints by teachers, parents, and the public in general, it seems prudent to establish guidelines for the handling of these complaints.

Board members must remember that as individuals they have no legal status and that the only time Board members can legally transact business is when meeting together as a Board in a legal session.

It is wise for a Board member to postpone the formulation of an opinion until hearing the issue discussed by the Board as a whole, where all the aspects of the problem are aired. A

Board member should not obligate other members of the Board by predicting how they will vote.

Therefore, the following procedure is established for the handling of complaints made to individual Board members.

A. Neither the Board as a whole nor any individual member will entertain or consider communications or complaints from teachers, parents, or the general public until, or unless, such communications or complaints have been routed through the proper channels.

B. If a Board member is approached by a school employee on matters of school policy or school problems, the employee should be advised by the Board member to refer the matter to the principal or supervisor. If the employee is not satisfied by the determination of the principal or supervisor, the problem may be brought to the attention of the Superintendent. If the employee still feels the determination is unsatisfactory, the problem may be brought to the attention of the Board by letter or personal appearance.

C. Similarly, if a Board member is approached by a parent who has a complaint, the parent should be referred to the principal of the school of the teacher involved. If the parent is not satisfied by the determination of the principal, the problem may be brought to the attention of the Superintendent. If the parent still feels that the determination is unsatisfactory, the problem may be brought to the attention of the Board by letter or by personal appearance.

Board Member Interaction with Staff

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

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

Board members access to and request for School District records and information is governed by Board Bylaw 0143.2 - Board Member Information Requests.

Board Member Records and Confidentiality

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

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

Board members are expected to maintain and protect the privacy of District records, including student records, and communications received in closed session meetings of the Board. Board members must also protect and not disclose records consistent with, and governed by, the Family Education Rights and Privacy Act (FERPA).

Enforcement

Complaints alleging violations of the Board Member Code of Conduct may be brought by any parent, student, staff member or District resident and must be submitted to the Board President or, if the Board President is the member accused of violating this policy, to the Vice President, who under such circumstances shall perform the duties of the Board President described in this policy. All Complaints shall bear the name and signature of the complainant and include a detailed description of the alleged misconduct, any evidence supporting the allegations, and the action/relief being requested..

The Board President may choose to consolidate complaints for consideration if more than one (1) individual files similar complaints, but reserves the right to refuse to consider any subsequent complaint on the same matter unless previously unknown material facts are raised.

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

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

A. formal censure by resolution passed by a majority of the Board in an open session meeting of the Board;

B. removal from Board committee assignments that is an exception to Bylaw 0155 - Committees;

C. restriction on Board member rights granted by policy, including requesting items for a Board meeting agenda;

D. referral to proceed with efforts to remove the Board member from office for cause, which means inefficiency, neglect of duty, official misconduct, or malfeasance in office;

E. referral to law enforcement if any alleged misconduct constitutes potentially unlawful conduct;

F. other efforts to pursue compliance with and adherence to the policy as determined by the Board and not prohibited by law.

If a complainant or any other person contacts an individual Board member, other than the Board President, to discuss a complaint or investigation under this policy, the Board member shall inform the person that the Board member has no authority to act in an individual capacity and shall refer the person to this bylaw or the Board President for further assistance.

Revised 2/23/22
T.C. 3/23/23
Revised 6/19/24
Revised 11/12/25

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Legal
17.13, Wis. Stats.
118.07(7), Wis. Stats.
946.12, Wis. Stats.
The Consortium of State School Board Associations
The National Association of School Boards
The Wisconsin Association of School Boards

FIRST READING BY BOARD

po1422

Vol. 35, No. 2 - Special Update - Nondiscrimination - July 2026 WI Replacement NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT

ADOPTED May 25, 2016 · REVISED Jun 27, 2024

Replacement Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

1422 - **NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT**

[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]

The Board does not discriminate on the basis of race, color, national origin, age, sex ~~- ( ) (including gender status, change of sex, sexual orientation, or gender identity) [END OF OPTION]~~, pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities.

The Board is committed to providing a work environment that is free from Prohibited Conduct, responding promptly and effectively when it has knowledge of conduct that reasonably may constitute Prohibited Conduct, and addressing Prohibited Conduct in its education programs or activities. This commitment applies to all District operations and this policy applies to Prohibited Conduct occurring within or as a part of the District's education programs and activities, whether on school property or at another location during an activity sponsored by the Board.

Persons who commit Prohibited Conduct are subject to the full range of disciplinary sanctions outlined in this policy.

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.

Bullying means: any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an employee, supervisor, manager, or other member of the District staff, that is sufficiently severe or pervasive to create an intimidating, hostile, or offensive work environment; or unreasonably interfere with the individual's work performance or participation. It may involve: (a) threats; (b) intimidation; (c) stalking; (d) cyberstalking; (e) cyberbullying; (f) physical violence; (g) theft; (h) sexual, religious, or racial harassment; (i) public humiliation; or (j) destruction of property. Bullying rises to the level of unlawful harassment when the conduct is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal and/or State civil rights laws and is severe or pervasive enough to alter the conditions of employment or create a hostile environment. Ordinary teasing, horseplay, arguments, and peer conflict do not constitute bullying for purposes of this policy.

Complainant means: an employee who is alleged to have been subjected to conduct that could constitute Prohibited Conduct; or a person, other than an employee, who is alleged to have been subjected to conduct that could constitute Prohibited Conduct and who was participating or attempting to participate in the District's education programs or activities at the time of the alleged Prohibited Conduct.

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 Prohibited Conduct.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., days 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 that the respondent engaged in Prohibited Conduct.

Education programs or activities refer to: all the District's operations including, but not limited to, in-person and online/remote educational instruction, employment, extracurricular activities, athletics, performances, and community engagement and outreach programs. The term applies to all programs and activities operated by the Board 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 (e.g., at off-campus activities sponsored by the Board).

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 that a

respondent did not engage in Prohibited Conduct.

Genetic information means: information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

Harassment means: any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against an employee that (a) places the employee in reasonable fear of harm to their person or damage to their property; (b) has the effect of substantially interfering with the employee's work performance; or (c) has the effect of substantially disrupting the orderly operation of a school. Each of the following types of harassment involves unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's protected characteristic(s) and has the purpose or effect of interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.

A. **Age Harassment** means: harassment based on negative perceptions about older workers. It also includes harassment based on stereotypes about older workers, even if they are not motivated by animus, such as pressuring an older employee to transfer to a job that is less technology-focused because of the perception that older workers are not well-suited to such work or encouraging an older employee to retire.

B. **Disability Harassment** means: harassment based upon a person’s disability and includes harassment based upon stereotypes about individuals with disabilities in general or about an individual’s particular disability. It also includes harassment based on traits or characteristics linked to an individual’s disability, such as how the person speaks, looks, or moves. For example, negative comments about an individual's speech patterns, movement, physical impairments, or defects/appearances, or the like. Disability-based harassment includes: (a) harassment because an individual requests or receives reasonable accommodation; (b) harassment because an individual is regarded as having an impairment, even if the individual does not have an actual disability, or a record of disability; (c) harassment because an individual has a record of a disability, even if the individual currently does not have a disability; and (d) harassment based on the disability of an individual with whom the employee is associated. Finally, disability-based harassment may occur where conduct is directed at or pertains to a person's genetic information.

C. **National Origin/Ancestry Harassment** means: harassment due to a person's (or their ancestor's) place of origin. Such harassing conduct can include ethnic slurs or epithets, derogatory comments about individuals of a particular nationality, and use of stereotypes about a person's national origin. Additionally, it can include harassment regarding traits or characteristics linked to an individual's national origin, such as physical characteristics, ethnic or cultural characteristics or customs (e.g., surnames, attire, or diet), or linguistic characteristics (e.g., a person's manner of speaking, non-English language accent, or a lack of fluency in English).

D. **Race/Color Harassment** means: unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's race or color and has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive work environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

E. **Religious (Creed) Harassment** means: harassment based on a person's surname, religion (including atheism or lack of religious belief), religious traditions and practices, or religious dress/clothing, and includes making offensive comments about the same. It also includes religious slurs or epithets, harassing conduct based on religious stereotypes, and harassment associated with a person's request for and/or receipt of religious accommodation. Religious harassment also involves explicitly or implicitly coercing an employee to engage in religious practices at work.

F. **Sexual Harassment** means (for purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964): unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (a) submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment; (b) submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (c) such conduct has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive working environment. Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

    1. Sexual Harassment covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.

    2. Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

a. Conduct of a sexualized nature, such as unwanted conduct expressing sexual attraction or involving sexual activity (e.g., unwelcome sexual propositions, invitations, solicitations, and flirtations; unwanted physical and/or sexual contact, including unwelcome and inappropriate touching, patting, or pinching **(X)**; and obscene gestures **[END OF OPTION]**.

b. Sexual attention or sexual coercion, such as demands or pressure for sexual favors (e.g., threats or insinuations that a person's employment, wages, or other conditions of employment may be adversely affected by not submitting to sexual advances; giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship; leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin).

c. Rape, sexual assault, or other acts of sexual violence.

d. Discussing or displaying visual depictions of sex acts or sexual remarks (e.g., unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, texts, etc.; sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature placed in the work environment; asking or telling about sexual fantasies, sexual preferences, or sexual activities; speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history).

e. A consensual sexual relationship where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.

f. Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

g. Non-sexual conduct based on sex, such as sex-based epithets; sexist comments (such as remarks that women do not belong in management or that men do not belong in the nursing profession); or facially sex-neutral offensive conduct motivated by sex (such as bullying directed toward employees of one sex).

h. Harassment based on pregnancy, childbirth, or related medical condition, which may include issues pertaining to lactation, using or not using contraception, or deciding whether to have, or not to have, an abortion.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be objectively offensive (a reasonable person would find it hostile or abusive), subjectively offensive (the complainant actually perceived it as abusive), and either sufficiently severe (a single extremely serious incident) or pervasive (a pattern of behavior), such that it adversely affects, limits, or denies an individual's employment, or creates a hostile or abusive employment environment.

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

Military status means: a person's status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, full-time National Guard duty, and performance of duty or training by a member of Wisconsin organized militia. It also includes the period of time for which a person is absent from employment for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Party means: a complainant or respondent.

Pregnancy, childbirth, or related medical conditions means:

A. ”Pregnancy” and “childbirth” refer to the pregnancy or childbirth of a specific employee and include, but are not limited to, current pregnancy; past pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).

B. “Related medical conditions” are medical conditions relating to the pregnancy or childbirth of a specific employee, and may include termination of pregnancy, including via miscarriage, stillbirth, or abortion; ectopic pregnancy; preterm labor; pelvic prolapse; nerve injuries; cesarean or perineal wound infection; maternal cardiometabolic disease; gestational diabetes; preeclampsia; HELLP (hemolysis, elevated liver enzymes and low platelets) syndrome; hyperemesis gravidarum; anemia; endometriosis; sciatica; lumbar lordosis; carpal tunnel syndrome; chronic migraines; dehydration; hemorrhoids; nausea or vomiting; edema of the legs, ankles, feet, or fingers; high blood pressure; infection; antenatal (during pregnancy) anxiety, depression, or psychosis; postpartum depression, anxiety, or psychosis; frequent urination; incontinence; loss of balance; vision

changes; varicose veins; changes in hormone levels; vaginal bleeding; menstruation; and lactation and conditions related to lactation, such as low milk supply, engorgement, plugged ducts, mastitis, or fungal infections. The preceding list of related medical conditions is not exhaustive.

Prohibited Conduct means: unlawful discrimination or harassment based on a person's Protected Class(es) or retaliation. Such misconduct involves a violation of Federal and/or State civil rights laws.

Respondent means: a person who is alleged to have engaged in Prohibited Conduct.

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 programs or activities, for the purpose of interfering with any right or privilege secured by Federal or State law, 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 applicable Federal or State laws or regulations.

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

Third Parties means: guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Pregnancy, Childbirth, and Related Medical Conditions

The Board will not discriminate against an employee based on the person's current pregnancy, potential or intent to become pregnant, past pregnancy, or medical condition related to pregnancy or childbirth, or because the person uses birth control, or has had or not had an abortion.

Additionally, the Board will provide a reasonable accommodation to an employee's known limitation related to pregnancy, childbirth, or a related medical condition, unless the accommodation will cause the District undue hardship.

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

The Board will provide reasonable break time for an employee to express breast milk while at work for the first year after the employee's child's birth. The Board will provide the employee with a space, other than a bathroom, that is clean, shielded from view, free from intrusion from coworkers and the public, and which the employee can use as needed to express breast milk. See Board Policy 6700 – Fair Labor Standards Act.

Nondiscrimination Based on Employee's Genetic Information

The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of the individual's genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.

District Compliance Officer(s)

[DRAFTING NOTES:

1. **Neola suggests the Board appoint both a male and a female to serve as the District Compliance Officers. By appointing two (2) District Compliance Officers, there should always be a District Compliance Officer available to address a claim that pertains to the other District Compliance Officer. If, however, the Board appoints more than one (1) District Compliance Officer, Neola recommends that it designate one (1) of the District Compliance Officers to retain ultimate oversight over the assigned responsibilities and ensure the Board's consistent compliance with its responsibilities under applicable Federal and State laws that prohibit unlawful discrimination/harassment based on protected classes and retaliation. Alternatively, the Board could appoint a District Compliance Officer and one (1) or more persons to assist the District Compliance Officer with performance of the responsibilities identified in this policy and its accompanying administrative guidelines. Often the person(s) designated to assist a District Compliance Officer is/are called Deputy or Assistant Compliance Officer(s). If the Board elects this alternative approach, it would designate a District Compliance Officer for purposes of this policy, and then designate the other position(s) through its AG. The person(s) in the alternative support role(s) will need to be trained in the same manner as the District Compliance Officer.**

2. **The Board must list in this policy either the Name(s) or Title(s) of the District Compliance Officer(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).

3. **Reminder: Whenever a new person begins to serve as the District Compliance Officer (or in a support role to the District Compliance Officer), the District needs to make sure the new person is appropriately trained, in a timely manner, to fulfill the responsibilities of the position to which the person is assigned.]**

[END OF DRAFTING NOTES]

The Board designates and authorizes the following individual(s) to coordinate its efforts to comply with the Board's responsibilities under Federal and State laws that prohibit discrimination, including harassment, based on Protected Classes and retaliation (also known as "Civil Rights Coordinator(s)" or "Anti-Harassment Compliance Officer(s)") (hereinafter referred to as the "District Compliance Officer(s)" or "CO(s)"):

Sarah Trimner, Director of Talent and Culture _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
strimner@dce.k12.wi.us _____
(Email Address)
715-359-4221 _____
(Telephone Number)

[DRAFTING NOTE: The District may want to create a static (i.e., fixed) District Compliance Officer -specific email address and phone number that will not change when the person(s) and/or position(s) designated to be the CO(s) change(s) – e.g., CO4CivilRights@(insert District's domain) – which the Technology Director/Department can program to be forwarded to the actual individual(s) serving as the District Compliance Officer(s) at any given time. Likewise, the District may want to establish a static Telephone Number for the position of District Compliance Officer that can be forwarded to, and accessed by, the actual person(s) serving in the CO 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 CO(s).]

[DRAFTING NOTE: Complete the following information if the Board appoints more than one (1) District Compliance Officer.]

[X] [DESIGNATION OF A SECOND DISTRICT COMPLIANCE OFFICER]

Kelley Strike, Assistant Superintendent of Operations _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
kstrike@dce.k12.wi.us _____

(Email Address)
715-359-4221 _____
(Telephone Number)

[END OF OPTION]

[DRAFTING NOTE: As discussed above, if the Board designates more than one (1) CO, Neola recommends that the District select the following option.]

[X] The Board designates Sarah Trimner, Director of Talent and Culture _____ **[DRAFTING NOTE: Insert Name and/or Title of the District Compliance Officer who is ultimately responsible for the District's compliance with its responsibilities under Federal and State laws that prohibit discrimination/harassment based on Protected Classes and retaliation]** as the individual who is ultimately responsible for oversight over the Board's compliance with applicable Federal and State laws and regulations that prohibit discrimination based on the basis of Protected Classes and retaliation. ~~**[END OF OPTION]**~~

[X] The District Compliance Officer may delegate specific duties to one (1) or more designees. **[END OF OPTION]**

The contact information concerning the District Compliance Officer(s) will be published on the School District's website **(X)** and annually **[END OF OPTION]**:

A. **(X)** in parent/student and staff handbooks.

B. ~~**( )** in the School District Annual Report to the public.~~

C. ~~**( )** on each individual school's website.~~

D. ~~**( )** in the School District's calendar.~~

E. ~~**( )** _____.~~

[DRAFTING NOTE: The Board may want to select the following option when the Superintendent is not the CO. While Neola recognizes that this may not always be possible, it may be preferable to have the CO be someone other than the Superintendent because then – if the CO serves as the investigator and

decisionmaker – the Superintendent can serve as the appeal decisionmaker or the facilitator for the informal resolution process.]

[X] The District Compliance Officer(s) shall report directly to the Superintendent except when the Superintendent is a party to a complaint (i.e., either the complainant or the respondent). Under such circumstances, the CO(s) shall report directly to **[SELECT ONE OF THE FOLLOWING] ( )** the Board President **(X)** the Board's Legal Counsel **( )** _____ **[OTHER] [END OF INTERNAL OPTIONS]** until the matter in which the Superintendent is a party is concluded. **[END OF OPTION]**

Questions about this policy should be directed to the District Compliance Officer(s).

The CO(s) is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, harassment, retaliation, or denial of equal opportunity/access. The CO(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), Genetic Information Nondiscrimination Act (GINA), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. Copies of the laws and regulations listed above are available upon request from the CO(s).

The CO(s) shall monitor the District's education programs and activities for barriers to reporting information about conduct that reasonably may constitute Prohibited Conduct pursuant to Federal and/or State laws that prohibit discrimination/harassment based on the basis of a Protected Class/Category and retaliation, and take steps reasonably calculated to address such barriers.

Notice of Nondiscrimination

The Superintendent shall provide notice of the Board's policy on nondiscrimination and the identity of the School District's Compliance Officer(s). Such notice will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Reports and Complaints of Prohibited Conduct and Retaliation

Employees are required to report incidents of Prohibited Conduct and/or retaliation to an administrator, supervisor, or other supervisory employees so that the Board may address the conduct. Any administrator, supervisor, or other supervisory employees who receive such a report shall file it with the CO as soon as reasonably practicable.

Discrimination against an individual based on their sex (including gender status, sexual orientation, and gender identity) is discrimination in violation of Title VII. Specifically,

discrimination on the basis of sex stereotyping/gender-nonconformity constitutes sex discrimination. This is true irrespective of the cause of the person's gender non-conforming behavior. Employment actions based upon an individual's sex could be suspect and potentially impermissible.

COs are required to investigate allegations of Prohibited Conduct involving the discrimination or harassment of an employee or applicant based upon their gender status, sexual orientation, and gender identity.

Any questions concerning whether alleged Prohibited Conduct might violate this prohibition should be brought to the CO's attention promptly.

Employees who believe they have been subject to Prohibited Conduct are entitled to utilize the complaint process set forth below. Initiating a complaint will not adversely affect the Complainant's employment. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as practicable after the conduct occurs while the facts are known and potential witnesses are available.

The COs will be available during regular school/work hours to discuss concerns related to Prohibited Conduct or Retaliation. COs shall accept reports of Prohibited Conduct or Retaliation directly from any member of the School District Community or a Third Party, or receive reports that are initially filed with another Board employee.

Upon receipt of a report of alleged Prohibited Conduct or Retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged Prohibited Conduct/Retaliation), or **(X)** ~~**[OPTION 1]**~~ the CO will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. ~~**[END OF OPTION 1] ( ) [OPTION 2]** the Superintendent will designate a specific individual to conduct the process necessary for an informal or formal investigation.~~ ~~**[END OF OPTION 2]**~~ The CO will provide a copy of this policy to the Complainant and the Respondent upon request.

Any Board employee who directly observes Prohibited Conduct/Retaliation is obligated, in accordance with this policy, to report such observations to one of the COs as soon as reasonably practicable. Additionally, any Board employee who observes an act of discrimination/retaliation is expected to intervene to stop the misconduct, unless circumstances make such an intervention dangerous, in which case the staff member should promptly notify other Board employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO must contact the Complainant as soon as reasonably practicable to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure (See Form 1422 F2)

Except for sex discrimination and/or sexual harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee who alleges to have been subjected to Prohibited Conduct or Retaliation may seek resolution of the complaint through the procedures described below. The complaint procedures involve an investigation of the individual's claims of Prohibited Conduct/Retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of discrimination or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division, or the Equal Employment Opportunity Commission ("EEOC").

Complaint Procedure

A Complainant who alleges Prohibited Conduct/Retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) the CO; or 3) to the Superintendent or other supervisory employees. Any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who shall coordinate with the other appointed/designated CO or, if appropriate, appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of Prohibited Conduct and Retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint as soon as reasonably practicable after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO at the employee's first opportunity, as soon as reasonably practicable.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the

Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further Prohibited Conduct or Retaliation, including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as reasonably practicable, the CO or designee will initiate an investigation by, at a minimum, confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and, upon request, provided with a copy of any relevant policies and/or administrative guidelines, including this Policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint and the obligation to do so within a reasonable timeframe established by the CO or designee based on the circumstances.

[X] [OPTION 1] Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of Prohibited Conduct based on a protected class or Retaliation as promptly as reasonably practicable after receiving the formal complaint. ~~**[ ] [OPTION 2]** Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress.~~ ~~**[END OF OPTIONS]**~~

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of the Prohibited Conduct/Retaliation as provided in Board policy and State and Federal law as to whether the Respondent has engaged in harassment/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if Prohibited Conduct or Retaliation occurred, a preponderance of evidence standard will be used.

[X] The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may **(X)** in consultation with the Superintendent or Board President, if the matter involves the Superintendent, ~~- **[END OF OPTION]**~~ engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within a reasonable timeframe after receiving the report of the CO, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A summary of the Superintendent's final decision will be provided to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed as soon as reasonably practicable, taking into account the availability of necessary witness(es) or documents. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

If the Superintendent determines the Respondent engaged in Prohibited Conduct/Retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.

[X] The decision of the Superintendent shall be final.

~~**OR**~~

~~**[ ]** A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Superintendent, who will forward the request to the Board President.~~

~~In an attempt to resolve the complaint, the Board shall review the findings and may meet with the concerned parties and their representatives within a reasonable timeframe after the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of its decision. The decision of the Board will be final.~~

~~**[END OF OPTIONS]**~~

The Board reserves the right to investigate and resolve a complaint or report of Prohibited Conduct/Retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The Board will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

During the course of an investigation, the CO will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the Prohibited Conduct/Retaliation, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further Prohibited Conduct or Retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against Prohibited Conduct by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging Prohibited Conduct/Retaliation, or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of Prohibited Conduct, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

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 Prohibited Conduct based on expressive conduct that is protected by the First Amendment.

Education and Training

All District Compliance Officer(s), and other persons who are responsible for implementing the Board's complaint procedures or have the authority to modify or terminate supportive measures shall receive training related to their duties under applicable Federal and State laws and this policy. ~~- **[ ]** The training shall be provided promptly upon hiring or a change of position that alters their duties under this policy, and annually thereafter. **[END OF OPTION]**~~ The training shall not rely on stereotypes involving Protected Classes.

~~**[ ]** Training materials will be made available for inspection upon request by members of the public. **[END OF OPTION]**~~

Recordkeeping (including retention of investigatory records and materials)

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy must retain all information, documents, electronically stored information, and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation. Records and materials associated with the implementation of this policy shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for the period set in the District's records retention schedule.

These records may include, but are not limited to the following:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. ~~( ) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( ) copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( ) copies of any notices sent to the Complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( ) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

The information, documents, ESI, and electronic media (as defined in Policy 8315-Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records, medical records).

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Legal

111.31 et seq., Wis. Stats.
111.335(d)(2), Wis. Stats.
118.195, Wis. Stats.
118.20, Wis. Stats.
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1092(F)(6)(A)(v)
20 U.S.C. 1232g
20 U.S.C. Section 1681, Title IX of Education Amendment Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act
29 C.F.R. Part 1635
29 U.S.C. 201 et seq., The Fair Labor Standards Act (FLSA)
29 U.S.C. 218d, PUMP for Nursing Mothers Act (PUMP Act)
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 701 et seq. (in particular 794), Rehabilitation Act of 1973, as amended
34 C.F.R. Part 110 (7/27/93)
38 U.S.C. Chapter 43 4301-4335 (see in particular 4311(a) [prohibits discrimination based on military service] and 4312 [reemployment rights]), Uniformed Services Employment and Reemployment Rights Act (USERRA)
42 U.S.C. 1983
42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq., Civil Rights Act of 1964 (e.g., Title VI and Title VII), as amended by the Pregnancy Discrimination Act
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 2000gg, Pregnant Workers Fairness Act (PWFA)
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended

PROPOSED NONDISCRIMINATION MAY 2026

po1422.02

Special Update - Nondiscrimination - July 2026 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE

~~1422.02 - **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**~~

~~The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify applicants or employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of the person as an employee, based on genetic information. Harassment of a person because of genetic information also is prohibited. Likewise, retaliation against a person for identifying, objecting to, or filing a complaint concerning a violation of this policy is prohibited.~~

~~The identity of the Compliance Officer (see Policy 1422 - Nondiscrimination and Equal Employment Opportunity) shall be posted throughout the District and published in any District statement regarding the prohibition of discrimination on the basis of genetic information in all aspects of employment, in any staff handbooks, and in general information publications of the District as required by Federal and State law and on the District website.~~

~~In accordance with Title II of the Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. 2000ff, et seq., and 29 C.F.R. Part 1635 ("GINA"), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with GINA, applicants and employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be provided as part of the certification process for FMLA leave, or when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application for employment process. Employees and applicants for employment shall not be penalized for providing genetic information in good faith in response to a request from a District employee or~~

agent, unless that applicant or employee refuses to delete the information at the request of the employee or agent of the District.

The Board recognizes that genetic information may be acquired through commercially and publicly available media including newspapers, books, magazines, periodicals, television shows or the Internet. The Board prohibits District employees and agents including commercial background investigation agents from searching these sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information. If genetic information about an employee or applicant is obtained in error, it shall be redacted immediately and not shared beyond the point of first receipt.

As used in this policy, "genetic information" means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for or receipt of genetic services or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

The term "genetic information" does not include information about the sex or age of the individual, the sex or age of family members, or information about the race or ethnicity of the individual or family member that is not derived from a genetic test.

As used in this policy, "genetic test" means an analysis of human DNA, RNA, chromosomes, proteins, or metabolites that detect genotypes, mutations, or chromosomal changes. The term includes any test of a person's DNA/RNA.

If the District's employees or agents legally and/or inadvertently receive genetic information about an employee or applicant, it shall be treated as a confidential medical record in accordance with law.

The District's Compliance Officer (see Policy 1422 - Nondiscrimination and Equal Employment Opportunity) is responsible for overseeing the Board's compliance with this policy and GINA and proposing revisions and additions to this policy as necessary to ensure the Board's compliance with GINA. This person shall be responsible for working with the Board's legal counsel to fully implement the requirements of GINA in all activities of the School District. The Compliance Officer also shall verify that proper notice of nondiscrimination for Title II of GINA is provided to staff members, and that all requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for PTO first, then sick leave) are accompanied by a written warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:

Genetic Information Nondiscrimination Act of 2008 (GINA) Disclosure Requirement

The Genetic Information Nondiscrimination Act of 2008 or "GINA" prohibits employers and other entities covered by the law, including the Board, from requesting or requiring genetic information of an employee or applicant or family member of an employee or applicant, except as specifically allowed by law. To comply with GINA, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. Questions concerning compliance with the requirements of GINA may be directed to the Compliance Officer at 715-359-4221.

The Board offers health services. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the District and no applicant or employee shall be identified or identifiable from the reported information.

The grievance procedure for complaints of discrimination in Policy 1422 applies to complaints of discrimination, including harassment, or retaliation prohibited by GINA and may be utilized if an employee alleges discrimination or harassment on the basis of genetic information or retaliation for identifying, objecting to, or filing a complaint concerning a violation of GINA or this policy.

Revised 11/17/21

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Legal
42 U.S.C. 2000ff et seq.
Title II, The Genetic Information Nondiscrimination Act of 2008
29 C.F.R. Part 1635

FIRST READING BY BOARD

po1662

Special Update - Nondiscrimination - July 2026 Rescind EMPLOYEE ANTI-HARASSMENT

~~662 - **EMPLOYEE ANTI-HARASSMENT**~~

~~**Prohibited Harassment**~~

~~The Board is committed to a work environment that is free of harassment of any form. The Board will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it. Any member of the School District community who violates this policy will be subject to disciplinary action, up to and including termination of employment. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our employees.~~

~~The Board will vigorously enforce its prohibition against harassment based on race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters (collectively, 'Protected Classes'),or any other characteristic protected by law in its employment practices (hereinafter referred to as 'harassment'), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board prohibits harassment that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile, or offensive working environment. Harassment may occur employee-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male, or female-to-female.~~

~~The Board will investigate all allegations of harassment and, in those cases where harassment is substantiated, take immediate steps to end the harassment, prevent its reoccurrence, and remedy its effects.~~

~~Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.~~

~~**Notice**~~

Respondent : - is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

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

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

Bullying

Bullying rises to the level of harassment when one or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

"Harassment" also includes "hate speech"—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice (e.g., swastikas).

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, 'sexual harassment' is defined as unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitutes sexual harassment when:

A. a supervisory employee engages in harassing behavior towards a subordinate employee, regardless of whether such conduct creates a hostile work environment;

B. acquiescence in or submission to such conduct is an explicit or implicit term or condition of employment;

C. an individual's acquiescence in, submission to, or rejection of such conduct becomes the basis for employment decisions affecting that individual;

D. such conduct is sufficiently severe, pervasive, and persistent such that it has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment;

E. consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism results in an adverse employment action for another employee or otherwise creates a hostile work environment;

F. inappropriate boundary invasions by a District employee or other adult member of the District into a student's personal space and personal life.

Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

Sexual Harassment covered by Policy 2266/AG 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not

~~included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~unwelcome sexual propositions, invitations, solicitations, and flirtations;~~

B. ~~unwanted physical and/or sexual contact;~~

C. ~~threats or insinuations that a person's employment, wages, promotion, assignments, or other conditions of employment may be adversely affected by not submitting to sexual advances;~~

D. ~~unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, text messages, or social media postings;~~

E. ~~sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature placed in the work environment that reasonably may embarrass or offend individuals;~~

F. ~~unwelcome and inappropriate touching, patting, or pinching; obscene gestures;~~

G. ~~asking or telling about sexual fantasies, sexual preferences, or sexual activities;~~

H. ~~speculation about a person's sexual activities or sexual history or remarks about one's own sexual activities or sexual history;~~

I. ~~giving unwelcome personal gifts, such as lingerie, that suggest the desire for a romantic relationship;~~

J. ~~leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin;~~

K. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment;~~

L. ~~inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life; and~~

M. verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

Sexual relationships between staff members, where one staff member has supervisory responsibilities over the other, are discouraged as a matter of Board policy. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding the consequences of non-compliance.

Romantic or sexual relationships between District staff (teachers, aides, administrators, coaches or other school authorities) and a student is expressly prohibited. Any school staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement authorities.

Boundary Invasions

Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However, other behaviors might be going too far, are inappropriate and may be signs of sexual grooming. Inappropriate boundary invasions may include, but are not limited to the following:

A. hugging, kissing, or other physical contact with a student;

B. telling sexual jokes to students;

C. engaging in talk containing sexual innuendo or banter with students;

D. talking about sexual topics that are not related to curriculum;

E. showing pornography to a student;

F. taking an undue interest in a student (i.e. having a 'special friend' or a 'special relationship');

G. initiating or extending contact with students beyond the school day for personal purposes;

H. using e-mail, text messaging, or websites to discuss personal topics or interests with students;

I. giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;

J. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~

K. ~~going to a student's home for non-educational purposes;~~

L. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of student);~~

M. ~~giving gifts or money to a student for no legitimate educational purpose;~~

N. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

O. ~~being overly 'touchy' with students;~~

P. ~~favoring certain students by inviting them to come to the classroom at non-class times;~~

Q. ~~getting a student out of class to visit with the staff member;~~

R. ~~providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;~~

S. ~~talking to a student about problems that would normally be discussed with adults (i.e. marital issues);~~

T. ~~being alone with a student behind closed doors without a legitimate educational purpose;~~

U. ~~telling a student 'secrets' and having 'secrets' with a student;~~

V. ~~other similar activities or behavior.~~

~~Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the Superintendent.~~

~~Religious (Creed) Harassment~~

~~Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.~~

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Age Harassment

Prohibited age-based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's age, being over age forty (40), and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

Race/Color Harassment

Prohibited race/color based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race and/or color and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability, perceived disability, or record of disability, and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's current or past disability or a perceived condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)" or 'CO' 'COs'):

~~Sarah Trimner~~
~~Director of Talent and Culture~~
~~6100 Alderson Street~~
~~Weston, WI 54476~~
~~715-359-4221 ext. 1225~~
~~strimner@dce.K12.wi.us~~

~~Kelley Strike, Assistant Superintendent~~
~~Operations~~
~~6100 Alderson Street~~
~~Weston, WI 54476~~
~~715-359-4221 ext. 1243~~
~~kstrike@dce.K12.wi.us~~

~~The names, titles, and contact information of these individuals will be published annually in the School District Annual Report to the public and on the School District's website.~~

~~The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.~~

~~Reports and Complaints of Harassing Conduct~~

~~The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about 'unwelcome' conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.~~

~~Compliance Officers shall accept reports of harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District-level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the Superintendent or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.~~

~~Any Board employee who directly observes harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of harassment is expected to intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.~~

~~Members of the School District community along with Third Parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.~~

~~Members of the School District community and Third Parties who believe they have been harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment unless the complaining individual makes the complaint maliciously or with the knowledge that it is false.~~

~~Reporting procedures are as follows:~~

A. ~~Any employee who believes s/he has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the appropriate school official as identified in D below.~~

B. ~~Teachers, administrators, and other District officials who have knowledge of or receive notice that an employee has or may have been the victim of harassment prohibited under this policy shall immediately report the alleged harassment to the appropriate school official as defined in D below.~~

C. ~~Any other person with knowledge or belief that an employee has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to an appropriate school official as identified in D below.~~

D. ~~Appropriate District officials are as follows:~~

1. ~~Any complaint under this policy shall be reported to the District's Compliance Officer unless the complaint is regarding the Compliance Officer.~~

In such cases, the complaints shall be reported to the Superintendent, who will coordinate with the other appointed/designated CO, or, if appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

2. Any complaint under this policy regarding the Superintendent or Board Member that is received by the District Compliance Officer shall be referred to the Board's legal counsel, who shall assume the role of the District Compliance Officer for such complaints.

E. The reporting party or Complainant shall be encouraged to use a report form available from the Principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing. Further, nothing in this policy shall prevent any person from reporting harassment directly to the Superintendent or other supervisory employee.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the District shall designate both a male and a female District Compliance Officer.

If during an investigation of alleged bullying, aggressive behavior, and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be investigated in accordance with the grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 1662 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

Investigation and Complaint Procedure

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to harassment or has witnessed harassment of another may seek resolution of the complaint through the procedures described below. The complaint

process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of harassment or retaliation with the United States Department of Education Office for Civil Rights ('OCR'), the Wisconsin Equal Rights Division, and/or Equal Employment Opportunity Commission ('EEOC'). The Chicago Office of the OCR can be reached at John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604; Telephone: 312-730-1560; FAX: 312-730-1576; TDD: 800-877-8339; Email: OCR.Chicago@ed.gov; Web: http://www.ed.gov/ocr.

Complaint Procedure

A Complainant who alleges harassment based on a protected class or retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) directly to one of the COs; or 3) to the Superintendent or other supervisory employee. As noted above, any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who will consult with the other appointed/designated CO, if any, and if necessary appoint/designate another individual to serve in the role of CO for a complaint regarding a CO.

Due to the sensitivity surrounding complaints of harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employee, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO within two (2) days.

Throughout the course of the process, as described herein, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All written complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

~~Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions deemed appropriate in consultation with the Superintendent. No temporary arrangements shall be disciplinary to either the Complainant or Respondent.~~

~~Within two (2) days of receiving a complaint, the CO will inform the Respondent that a complaint has been received.~~

~~The Respondent is not entitled to receive a copy of any written complaint unless the CO determines it is appropriate to do so; however, the Respondent will be informed about the nature of the allegations. The CO shall inform the Respondent of the requirements of this policy, which may include providing the Respondent with a copy of this policy or information about where to find it. Respondent shall be afforded the opportunity to submit a written response to the complaint. The CO shall inform the Respondent of the Respondent's deadline to provide the CO with the written response to the allegations in the complaint.~~

~~Within five (5) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.~~

~~Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress.~~

~~The investigation will include:~~

A. ~~interview(s) with the Complainant;~~

B. ~~interview(s) with the Respondent;~~

C. ~~interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;~~

D. ~~consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.~~

~~At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in this policy and State and Federal law as to whether the Respondent engaged in harassment of or retaliation toward the Complainant. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used.~~

~~The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.~~

~~In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may in consultation with the Superintendent or Board President, if the matter involves the Superintendent engage outside legal counsel to conduct the investigation consistent with this policy.~~

~~Absent extenuating circumstances, within five (5) days of receiving the report of the CO, the Superintendent must either issue a written decision regarding whether or not the complaint of harassment has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.~~

~~If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.~~

~~If the Superintendent determines the Respondent engaged in harassment of or retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the harassment or retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.~~

~~The decision of the Superintendent shall be final. If the investigation results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Board Policy 3340. Nothing in this policy shall be construed to prevent an employee from bringing a complaint before the Equal Employment Opportunity Commission or the Wisconsin Equal Rights Division.~~

~~The Board reserves the right to investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to~~

~~have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.~~

~~The parties may be represented, at their own cost, at any of the above-described meetings/hearings.~~

~~The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.~~

~~All timelines pertinent to the investigation process are intended to be guidelines to assure that the investigation proceeds with all deliberate efficiency. Failure of the CO to meet any specific timeline does not invalidate the investigation or provide a defense to the allegations.~~

~~Privacy/Confidentiality~~

~~The District will employ reasonable efforts to protect the rights of the Complainant, the Respondent(s), and all the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligation in an investigation of harassment. The School District will respect the privacy of the Complainant, the Respondent, and all witnesses in a manner consistent with the School District's legal obligations under State and Federal law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided with the Complainant's identity.~~

~~During the course of an investigation, the CO will determine whether confidentiality during the investigation process is necessary to protect the interests and reputations of those involved and/or to protect the integrity of the investigation and if so, shall instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.~~

~~Directives During Investigation~~

~~The CO may recommend to the Superintendent placing any employee involved in an investigation under this Policy on administrative leave pending resolution of the matter. If the Superintendent is the Respondent, the CO shall make such recommendation to the Board. Administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.~~

The CO shall determine whether any witnesses in the course of an investigation should be provided a *Garrity* warning apprising the person of his/her obligations to answer questions truthfully and honestly while preserving the right against self-incrimination in the context of any resulting criminal investigation or prosecution.

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be an employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the Superintendent shall consider the totality of the circumstances. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified,

assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process 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.

Allegations Constituting Criminal Conduct

If the CO has reason to believe that the Complainant has been the victim of criminal conduct, such knowledge should be reported to local law enforcement. After such report has been made, the Superintendent shall be advised that local law enforcement was notified.

If the Complainant has been the victim of criminal conduct and the accused is the Superintendent, such knowledge should be reported by the CO to local law enforcement. After such report has been made, the Board Attorney shall be advised that local law enforcement was notified.

Any reports made to local law enforcement shall not terminate the CO's obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, the harassment investigation shall not be stopped due to the involvement of outside agencies without good cause after consultation with the Superintendent.

Reprisal

Submission of a good faith complaint or report of harassment will not affect the Complainant's or reporter's work status or work environment. However, the Board also recognizes that false or fraudulent claims of harassment or false or fraudulent information about such claims may be filed. The Board reserves the right to discipline any person filing a false or fraudulent claim of harassment or false or fraudulent information about such a claim.

The District will discipline or take appropriate action against any member of the School District community who retaliates against any person who reports an incident of

harassment prohibited by this policy or participates in a proceeding, investigation, or hearing relating to such harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Miscellaneous

The District shall conspicuously post a notice including this policy against harassment in each school in a place accessible to the School District community and members of the public. This notice shall also include the name, mailing address, and telephone number of the COs, the name, mailing address, and telephone number of the State agency responsible for investigating allegations of discrimination in educational employment, and the mailing address and telephone number of the United States Equal Opportunity Employment Commission.

A link to this policy and any related administrative guidelines shall appear in the employee handbook and a copy shall be made available upon request of employees and other interested parties.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of harassment. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District staff at such times as the Board in consultation with the Superintendent determines is necessary or appropriate.

The Board will respect the privacy of the Complainant, the individuals against whom the complaint is filed, and the witnesses as much as practicable, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery, disclosure, or other legal obligations.

Retention of Investigatory Records and Materials

The CO(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information ('ESI'), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but are not limited to:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. ~~any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;~~

E. ~~narratives of, notes from, or audio, video, or digital recordings of witness statements;~~

F. ~~all documentary evidence;~~

G. ~~e-mails, texts, or social media posts pertaining to the investigation;~~

H. ~~contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;~~

I. ~~written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;~~

J. ~~dated written determinations to the parties;~~

K. ~~dated written descriptions of verbal notifications to the parties;~~

L. ~~written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt;~~

M. ~~documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;~~

N. ~~copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);~~

O. ~~copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment; and~~

P. ~~documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.~~

~~Revised 4/24/19~~
~~T.C. 6/22/20~~
~~Revised 10/21/20~~
~~Revised 11/17/21~~
~~Reviewed 6/15/22~~
~~Revised 6/19/23~~
~~T.C. 6/27/24~~

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~~**Legal**~~
~~111.31, 118.195, 118.20, Wis. Stats.~~
~~29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967~~
~~29 U.S.C. 794, Rehabilitation Act of 1973~~
~~42 U.S.C. 1983~~
~~42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964~~
~~42 U.S.C. 2000e et seq., Title VII of the Civil Rights Act of 1964~~
~~42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act~~
~~42 U.S.C. 6101 et seq., Age Discrimination Act of 1975~~
~~42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended~~
~~29 C.F.R. Part 1635~~
~~National School Boards Association Inquiry and Analysis - May 2008~~

FIRST READING BY BOARD

po2210

Vol. 35, No. 2 - July 2026 Revised CURRICULUM DEVELOPMENT

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. learning activities approved by the Board for individuals or groups of students and expressed in terms of specific instructional objectives or class periods;

C. the plan for learning necessary to accomplish the educational goals of the District;

D. 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. (X) incorporate State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives;

E. ~~use State and District approved content area standards as the basis for developing and assessing curriculum outcomes.~~

F. allow for the development of individual talents and interests as well as recognizes that learning styles of students may differ

G. 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

H. utilize a variety of learning resources to accomplish the educational goals

I. encourage students to utilize school counseling services in their academic and career planning

J. in the elementary grades, provide regular instruction in reading, language arts, social studies, mathematics, science, health, physical education, art and music

K. in grades 5 to 8, provide regular instruction in language arts, social studies, mathematics, science, health, physical education, art and music; -

L. 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; -

M. provide regular instruction in world language in grades 7 and 8

N. 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.

O. incorporate instruction in financial literacy into the curriculum in grades kindergarten to 12; -

P. 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

Q. 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 ;

R. : **(X)** shall include procedures for providing parents with advance notice of specific instructional content or activities that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and for honoring parental requests to excuse their child from such instruction and to provide alternative learning activities. See also Policy 2240 - Controversial Issues in the Classroom and Policy 2270 - Religion in the Curriculum. **[END OF OPTION**

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)

FIRST READING BY BOARD

po2260

Special Update - Nondiscrimination - July 2026 Revised NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY

2260- **NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

The Board is committed to providing an equal educational opportunity for all students in the District.

[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]

The Board does not discriminate on the basis of sex **(X)** (including gender identity or gender stereotypes/nonconformance) **[END OF OPTION]**, age, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability (Protected Classes) or any other characteristic protected by Federal or State civil rights laws ~~race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ('Protected Classes')~~ in any of its student program and activities. This policy is intended to support and promote nondiscriminatory practices in all District and school activities, particularly in the following areas:

A. use of objective bases for admission to any school, class, program, or activity;

B. prohibition of harassment towards students and procedures for the investigation of claims (see Policy 5517 - Student Anti-Harassment);

C. use of disciplinary authority, including suspension and expulsion authority;

D. administration of gifts, bequests, scholarships and other aids, benefits, or services to students from private agencies, organizations, or persons;

E. selection of instructional and library media materials in a nondiscriminatory manner and that reflect the cultural diversity and pluralistic nature of American

society;

F. design and implementation of student evaluation practices, materials, and tools, but not at the exclusion of implementing techniques to meet students' individual needs;

G. design and configuration of facilities;

H. opportunity for participation in extra-curricular and co-curricular activities provided that separate programs for male and female students may be available provided comparable activities are made available to all in terms of type, scope, and District support; and

I. the school lunch program and other school-sponsored food service programs.

The Board is also committed to equal employment opportunity in its employment policies and practices as they relate to students. The Board's policies pertaining to employment practices can be found in Policy 1422, Policy 3122, and Policy 4122 - Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment ~~Nondiscrimination and Equal Employment Opportunity~~ .

The District will identify, evaluate, and provide a free appropriate public education to students with disabilities who are determined eligible for special education and related services under the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973 (Section 504).

The District's educational programs include the academic and nonacademic setting. Each qualified student with a disability shall be educated with students without disabilities to the maximum extent appropriate. In the nonacademic setting, a student with a disability shall participate with students without disabilities to the maximum extent appropriate.

Notice of the Board's policy on nondiscrimination and the identity of the District's Compliance Officer(s) (see below) will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Principal's Responsibilities

Each Principal shall verify that the procedures used with students and parents for selection of and participation in any part of the District's academic, co-curricular, or extra-curricular programs do not discriminate on the basis of the Protected Classes.

Superintendent's Responsibilities

In furtherance of the aforesaid goal, the Superintendent shall:

A. Curriculum Content

1. review current and proposed courses of study and textbooks to detect any bias based upon the Protected Classes ascertaining whether or not supplemental materials, singly or taken as a whole, fairly depict those Protected Classes toward the development of human society;

2. provide that necessary programs are available for students with limited use of the English language;

B. Staff Training

develop an ongoing program of staff training and in-service training for school personnel designed to identify and solve problems of bias based upon the Protected Classes in all aspects of the program;

C. Student Access

1. review current and proposed programs, activities, facilities, and practices to ensure that all students have equal access thereto and are not segregated on the basis of the Protected Classes in any duty, work, play, classroom, or school practice, except as may be permitted under State regulations;

2. verify that facilities are made available in a non-discriminatory fashion, in accordance with Board Policy 7510 - Use of District Facilities, for non-curricular student activities that are initiated by parents or other members of the community, including but not limited to any group officially affiliated with the Boy Scouts of America or any other youth group listed in Title 36 of the United States Code as a patriotic society;

3. verify that the educational programs of this District are accessible to all students;

   All programs need to be designed and scheduled so the location or nature of the facility or area will not deny an otherwise qualified student with a disability the opportunity to participate in the academic or other school programs on the same basis as students without disabilities.

4. require that service animals for students who require this type of assistance shall be permitted access to all facilities, programs, and events of the District.

D. District Support

require that like aspects of the District program receive like support as to staff size and compensation, purchase and maintenance of facilities and equipment, access to

such facilities and equipment, and related matters;

E. Student Evaluation

verify that tests, procedures, and guidance and counseling materials, which are designed to evaluate student progress, rate aptitudes, analyze personality, or in any manner establish or tend to establish a category by which a student may be judged, are not differentiated or stereotyped on the basis of the Protected Classes.

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.

Complainant: is the individual who alleges, or is alleged, to have been subjected to unlawful discrimination/retaliation, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged discrimination/retaliation.

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 District office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Military status:refers to a person’s status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, and full-time National Guard duty. It also includes the period of time for which a person is absent from school for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Respondent: is the individual who has been alleged to have engaged in unlawful discrimination/retaliation, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged discrimination/retaliation.

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

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

The Superintendent shall publicize the name of the compliance officer(s) who is/are responsible for coordinating the District's efforts to comply with the applicable Federal and

State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or equal access. The Compliance Officer(s) also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), is provided to students, their parents, staff members, and the general public.

In addition, the Superintendent shall establish procedures to identify students who are Limited English Proficient, including immigrant children and youth, to assess their ability to participate in District programs and develop and administer a program that meets the English language and academic needs of these students. This program shall include procedures for student placement, services, evaluation, and exit guidelines and shall be designed to provide students with effective instruction that leads to academic achievement and timely acquisition of proficiency in English. As a part of this program, the District will evaluate the progress of students in achieving English language proficiency in the areas of listening, speaking, reading and writing, on an annual basis. **(X)** The Superintendent ~~District Administrator~~ is responsible for verifying that a concentration of students who are Limited English Proficient English Learner (EL) in one (1) or more programs is not the result of discrimination.

Reporting Procedures

Students and District employees are required, and all other members of the District community and Third Parties are encouraged to promptly report suspected violations of this policy to an administrator, supervisor, or other District official so that the Board may address the conduct. Any teacher, administrator, supervisor, or other District employee or official who receives such a complaint shall file it with the District's Compliance Officer within two (2) days. **[DRAFTING NOTE: While students are advised to report discrimination/retaliation to administrators, supervisors, or other** District **officials, the Board recognizes that some students may report discrimination/retaliation to a teacher. When a teacher receives such a report, the teacher must file it with the CO as indicated above.]**

Members of the District community, which includes students or Third Parties, who believe they have been discriminated/retaliated against are entitled to utilize the complaint process set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs, while the facts are known and potential witnesses are available.

If, during an investigation of alleged bullying, aggressive behavior, and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may constitute unlawful discrimination based on a Protected Class, the Principal shall report the act to one of the COs, who shall investigate the allegation in

accordance with this policy. While the CO investigates the allegation, the Principal shall suspend the Policy 5517.01 investigation to await the CO's written report. The CO shall keep the principal informed of the status of the Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity investigation and provide the Principal with a copy of the resulting written report.

The COs will be available during regular school/work hours to discuss concerns related to discrimination/retaliation. The COs shall accept reports of discrimination/retaliation directly from any member of the District community or a Third Party and reports that initially are made to another District employee. Upon receipt of a report of alleged discrimination/retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged discrimination/retaliation) or designate a specific individual to conduct such a process.

The CO will provide a copy of this policy to the Complainant and the Respondent. In the case of a formal complaint, the CO will prepare recommendations for the Superintendent or oversee the preparation of such recommendations by a designee. All members of the District community must report incidents of discrimination/retaliation that are reported to them to the CO within two (2) days of learning of the incident/conduct.

Any District employee who directly observes discrimination/retaliation of a student is obligated, in accordance with this policy, to report such observations to one (1) of the COs within two (2) days. Additionally, any District employee who observes an act of unlawful discrimination/retaliation is expected to intervene to stop the misconduct unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other District employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO/designee must contact the Complainant if age eighteen (18) or older, or the Complainant's parents/guardians if the student is under the age of eighteen (18) within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

District Compliance Officers (hereinafter referred to as the 'COs')

The Board designates the following individuals to serve as the District's CO's:

Sarah Trimner
Director of Talent and Culture
6100 Alderson Street
Weston, WI 54476
715-359-4221 ext. 1225
strimner@dce.K12.wi.us

Gina Lehman
Director of Student Services

6100 Alderson Street
Weston, WI 54476
715-359-4221 ext. 1351
gilehman@dce.K12.wi.us

The names, titles, and contact information of these individuals will be published annually in the School District Annual Report to the public and on the School District's website.

A CO will be available during regular school/work hours to discuss concerns related to student discrimination in educational opportunities under this policy.

Investigation and Complaint Procedure

The CO shall investigate any complaints brought under this policy. Throughout the course of the process, as described herein, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: a description of the alleged violation, the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken during the investigatory phase to protect the Complainant from further loss of educational opportunity, including, but not limited to, a change of work assignment or class schedule for the Complainant, tentative enrollment in a program, or other appropriate action. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as appropriate in the investigation process, the CO will inform the Respondent, that a complaint has been received. The person(s) must also be provided an opportunity to respond to the complaint.

All investigations shall be commenced as soon as practicable upon receipt of a complaint and concluded as expeditiously as feasible, in consideration of the circumstances, while taking measures to complete a thorough investigation. The complaining party shall be notified in writing of receipt of the complaint within forty-five (45) days of the complaint

and shall reach a determination concerning the complaint within ninety (90) days of receipt unless additional time is agreed to by the complaining party.

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the Superintendent which summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definitions in this Policy, as well as in State and Federal law as to whether the Complainant has been denied access to educational opportunities on the basis of one (1) of the protected classifications, based on a preponderance of evidence standard. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved.

The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may in consultation with the Superintendent or Board President, if the matter involves the Superintendent, engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within five (5) days of receiving the report of the CO or designee, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and Respondent. The Superintendent may redact information from the decision in the event the release of information raises concerns regarding the integrity of the complaint or investigation process. The Board authorizes the Superintendent to consult with legal counsel to determine the extent to which information in an investigation report must be provided to either the Complainant or Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above. The decision of the Superintendent willbe reviewed by the Board upon request.

If the Complainant feels that the decision does not adequately address the complaint the Complainant ~~s/he~~ may appeal the decision to the State Superintendent of Public Instruction within 30 days of the board's decision by submitting a written request , within thirty (30) calendar days of the decision, to the Wisconsin Department of Public Instruction (DPI), Pupil Nondiscrimination Program, or by contacting the DPI Pupil Nondiscrimination Program at (608) 267-9157. Any person, including the Respondent in a complaint, who is subject to disciplinary action up to and including termination as a result of a complaint may choose to file a grievance utilizing the District's grievance procedure as outlined in Policy 3340 - Grievance Procedure or Policy 4340 - Grievance Procedure.

The Board reserves the right to investigate and resolve a complaint or report regardless of whether the member of the School District community or third party chooses to pursue the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.

The parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, Denver Office, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582, Telephone: (303) 844-5695, FAX: (303) 844-4303, E-mail: OCR.Denver@ed.gov, Web: https://www.ed.gov/about/ed-offices/ocr ~~Office for Civil Rights,~~ the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Additional School District Action

If the evidence suggests that any conduct at issue violates any other policies of the Board, is a crime, or requires mandatory reporting under the Children's Code (48.981, Wis. Stats.) ~~(Sec. 48.981, Wis. Stat.)~~ (Policy 8462 - Child Abuse and Neglect), or threats of violence (Policy 8462.01 - Threats of Violence), the CO or Superintendent shall take such additional actions as necessary and appropriate under the circumstances, which may include a report to the appropriate social service and/or law enforcement agency charged with responsibility for handling such investigations.

Privacy/Confidentiality

The District will make reasonable efforts to protect the privacy of any individuals involved in the investigation process. Confidentiality cannot be guaranteed, however. Additionally, the Respondent must be provided the Complainant's identity.

During the course of an investigation, the CO or designee will instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken because of the discrimination, the opportunity to complete assignments missed due to absences related to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against discrimination/retaliation by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action, up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the ages and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation, or participates as a witness in an investigation, is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided, or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process 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.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information, provided regarding the Board's policy and discrimination in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all information, documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation, including, but not limited to:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts related to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions, both individual and systemic, taken to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects.

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy. **[DRAFTING NOTE ~~REMINDER~~ : Documentation of training should be maintained regardless of whether there is an investigation of an alleged**

violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time, and location of the training, and a copy of the materials reviewed and/or presented during the training.]

[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. ~~( ) documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~

R. ~~( ) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( ) copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( ) copies of any notices sent to the complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( ) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

[END OF OPTIONS]

Additionally, the CO shall retain copies of any written request for an impartial due process hearing, the IHO's notices to the parties, the evidence entered in the hearing, any transcript of the hearing, and the IHO's decision.

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) created or received as part of an investigation shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, Policy 8330 - Student Records for not less than three (3) years, but longer if required by the District's records retention schedule.

Revised 10/25/17
Revised 4/24/19

T.C. 6/22/20
Revised 11/18/20
Revised 11/17/21
Revised 6/15/22
Revised 6/19/23
T.C. 5/13/24

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Legal
118.13 Wis. Stats.
P.I. 9 Wis. Adm. Code
P.I. 41, Wis. Adm. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. 7905, Boy Scouts of America Equal Access Act
29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973, as amended
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 2000 et seq., Civil Rights Act of 1964
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1635, The GINA Regulations
34 C.F.R. Part 110, The Age Discrimination Act Regulations
Guidelines for Vocational Education Programs, Department of Education, Office for Civil Rights, March 21, 1979

FIRST READING BY BOARD

po2266

Special Update - Nondiscrimination - July 2026 Revised NONDISCRIMINATION ON THE BASIS OF SEX IN EDUCATION PROGRAMS OR ACTIVITIES

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

Introduction

[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]

The Board does not discriminate on the basis of sex **(X)** (including gender identity or gender stereotypes/nonconformance) **[END OF OPTION]**, ~~(including sexual orientation or gender identity),~~ in its education programs or activities, and is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. **[DRAFTING NOTE: In the Title IX regulations, the term "admission" refers to admission to postsecondary institutions (i.e., institutions of graduate higher education, institutions of undergraduate higher education, institutions of professional education, and institutions of vocational education); thus, if a K-12 school does not operate a vocational program (e.g., a school or institution that has as its primary purpose preparation of students to pursue a technical, skilled, or semiskilled occupation or trade, or to pursue study in a technical field, whether or not the school or institution offers certificates, diplomas, or degrees and whether or not it offers fulltime study), the K-12 school does not officially need to include "admission and" in the preceding sentence (and where that phrase is used throughout this policy); Neola, however, has elected to include it because all K-12 schools "enroll" students and often the term "enroll" is viewed as synonymous with the term "admit." Since K-12 schools cannot discriminate when enrolling students into the education programs or activities that they operate, it seems appropriate to include the term "admission."]** The Board is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.

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

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

Coverage

This policy applies to sexual harassment that occurs within the District's education programs and activities and that is committed by a Board employee, student, 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, criminal sexual contact ~~fondling~~, incest, and statutory rape.

    a. *Rape* is the carnal knowledge of a person (i.e. penetration, no matter how slight, of the genital or anal opening of a person), ~~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. *Criminal Sexual Contact (f.k.a. Fondling)* is the intentional touching of the clothed or unclothed body parts, without consent, of the victim for the purpose of sexual degradation, sexual gratification, or sexual

humiliation; or the forced touching by the victim of the other individual's clothed or unclothed body parts, without consent of the victim, for the purpose of sexual degradation, sexual gratification, or sexual humiliation. This includes instances where the victim is incapable of giving consent because of age or incapacity due to temporary or permanent mental or physical impairment or intoxication for the purpose of sexual degradation, sexual gratification, or sexual humiliation. ~~*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. **[DRAFTING NOTE: The Title IX regulations do not require the Board to adopt a particular definition of "consent," but it is advisable to adopt a definition because "consent" is an element of each of the first four terms listed above. Since there are a number of different definitions of consent from which to choose, the Board should consult its local legal counsel concerning selecting a specific definition of consent that represents its position on the topic; the investigator(s) and decision-maker(s) will then uniformly apply the adopted definition.]**

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. **[DRAFTING**

NOTE: Depending on the definition of "consent" that the Board adopts, it may be necessary to define "incapacitated" in the policy. If it is not defined in the policy, it should certainly be defined in the Administrative Guideline; even if defined in the policy, the Administrative Guideline provides an opportunity to expand on the concept of "consent" and what the Board means by the term "incapacitated."]

2. "Domestic violence" includes felony or misdemeanor crimes of violence committed by:

    a. A current or former spouse or intimate partner of the victim;

    b. A person with whom the victim shares a child in common;

    c. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

    d. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime occurred; or

    e. Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime occurred.

3. "Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

4. "Stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to – 1) fear for the person's safety or the safety of others; or 2) suffer substantial emotional distress.

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

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

Formal Complaint: "Formal complaint" means a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting that the District investigate the allegation(s) of sexual harassment. At the time of

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

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

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

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

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

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

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

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

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

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

Title IX Coordinator(s)

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

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.neola.com/dcea-wi ~~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; and 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. **[DRAFTING NOTE: All Board employees are mandatory reporters pursuant to the Title IX regulations. Existing policy, however, also requires students and Board members to report any information they have concerning allegations of sex discrimination or sexual harassment. Neola suggests that the Board continue this additional requirement in this policy, along with the language encouraging other individuals to make such reports; this will coincide with similar requirements that are imposed on Board members and students in other nondiscrimination and anti-harassment policies. If the Board decides it does not want to go beyond the scope of the regulations for purposes of this policy, it should replace the first sentence of this paragraph with either of the following: "Board employees are required to report allegations of sex discrimination or sexual harassment promptly to the Title IX Coordinator." OR "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 in turn will 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 notify the/a Title IX Coordinator within two (2) days of learning the information or receiving the report. ~~immediately/promptly notify the/a Title IX Coordinator of such information or report.~~ **[DRAFTING NOTE: The regulations do not specify within how many days the Board employee must notify the Title IX Coordinator of receiving a report of sexual harassment; Neola suggests "two (2) days". Alternatively, the Board could make this language more open-ended – e.g., "* * * 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 (i.e., within two (2) days) **[DRAFTING NOTE: The regulations do not define "promptly" or otherwise specify within how many days the contact has to be made; Neola suggests "two (2) days" of the Title IX Coordinator's receipt of the report of Sexual Harassment.]** 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 purpose 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, and Policy 5610 – Suspension and Expulsion. **[DRAFTING NOTE: The Board may substitute "District Administrator" or "Title IX Coordinator" in place of "District" in the first sentence. Alternatively, the District Administrator could designate, through the administrative guideline, one or more administrators, including the Title IX Coordinator, to make emergency removal decisions after conducting the individualized safety and risk analysis. In Wisconsin, emergency removals may only be imposed in the manner delineated in 120.13, Wis. Stats. Additionally, emergency removals must be conducted in compliance with the Individuals with Disabilities Education Improvement Act and/or Section 504 of the Rehabilitation Act of 1973.]**

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. **[DRAFTING NOTE: The Board should confirm/verify that its Student Code of Conduct and any Employee/Administrator Handbook(s) include a prohibition against intentionally making a false report, submitting a false formal complaint, or making a false statement or submitting false information during a Title IX grievance process. Such misconduct should be a sanctionable offensive pursuant to the Student Code of Conduct and Employee/Administrator Handbook(s).]**

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. **[DRAFTING NOTE: The Title IX regulations do not specify a deadline for completing the grievance process; Neola suggests ninety (90) calendar days based on the requirements found in PI 9 relative to investigations pursuant to 118.13, Wis. Stats. and Policy 5517 - Student Anti-Harassment.]**

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. **[DRAFTING NOTE: The Board should consult with its local legal counsel on a case-by-case basis to determine whether there may be other reasons/good cause for a delay or extension of time – e.g., the complexity and severity of the matter, or school breaks.]** 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 **[DRAFTING NOTE: While the Title IX regulations only reference "code of conduct" Neola suggests that the Board reference other applicable documents that expressly prohibit an individual from making false statements or knowingly submitting false information as part of the grievance process]** that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

[DRAFTING NOTE: The Title IX regulations do not define "upon receipt" or otherwise specify within how many days the notice must be sent; Neola suggests the Title IX Coordinator send the notice within "two (2) days" of receipt of the formal complaint; this suggestion is memorialized in the corresponding administrative guideline. Please note, however, that it could be argued that the notice should be sent sooner. Regardless, the Title IX Coordinator should have a template notice form available that can be quickly completed with the requisite information after receipt of the formal complaint.]
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 **[DRAFTING NOTE: The Board may, but need not, provide for a hearing before the decision-maker(s) reaches a determination of responsibility under this policy. Neola suggests that the Board not provide for a hearing, but if the Board will permit hearings, they should select this option. See sub-heading Determination of Responsibility for more detail regarding hearings.]**:

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.
[DRAFTING NOTE: The Board may adopt provisions, rules, or practices other than those required by the Title IX regulations as part of its grievance process for handling formal complaints of sexual harassment, provided they apply equally to both parties and do not violate the language in the regulations. The Board should discuss this option with its local legal counsel.]

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. **[DRAFTING NOTE: The Title IX regulations prohibit the use of an informal resolution process when the allegations involve a Board employee sexually harassing a student; Neola suggests that it also may not be appropriate to use informal resolution processes when a Third Party is alleged to have sexually harassed a student. Since this is not a requirement, it is offered as an option. If the optional language is not selected, the Board retains the discretion to use informal resolution processes as may be determined appropriate by the Title IX Coordinator on a case-by-case basis.]**

The informal resolution process is not available to resolve allegations involving a sexual assault involving a student Complainant and a student Respondent. **[DRAFTING NOTE: While this language is not required by the Title IX regulations, Neola suggests the Board select this option because of the severity of this type of sexual harassment.]**

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.

[DRAFTING NOTE: Neola suggests the Board adopts the "preponderance of the evidence standard." The preponderance of the evidence standard is an equitable standard of proof and the legal standard by which most civil lawsuits, including civil rights claims, are adjudicated in the United States. This standard requires the decision-maker(s) to determine that there is a greater than fifty percent (50%) likelihood (i.e., it is more probable/likely than not) that the Respondent engaged in the alleged sexual harassment.

The "clear and convincing evidence standard," on the other hand, is a higher standard of evidence, in which the District would need to show to the decision-maker(s) that the truth of the allegations is highly probable (i.e., that the contention is substantially more likely to be true than untrue). Some argue that

using the clear and convincing standard may skew the playing field toward the Respondent by enhancing protection for the Respondent at the expense of the Complainant.

The same standard of evidence must be applied for formal complaints against students as is applied to formal complaints against employees, and the same standard of evidence must be used for all formal complaints of sexual harassment. The Board should discuss this option with its local legal counsel.]

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. **[DRAFTING NOTE: The Board should consult with its local legal counsel concerning any restrictions it may**

want to place on an advisor's participation in the proceedings, including rules of decorum. This topic is also addressed in AG 2266.]

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. ~~( ) and ____ (___) days' notice with respect to hearings~~ **[END OF OPTION]. [DRAFTING NOTE: The Board should consult with its local legal counsel concerning whether to set a minimum amount of advance notice – i.e., define "sufficient time"; Neola suggests a minimum of three (3) days' advance notice for hearings and one (1) day's advanced notice for 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).

[DRAFTING NOTE: The Board may, but need not, provide for a hearing before the decision-maker(s) reaches a determination of responsibility. Neola suggests that the Board not provide for a hearing. If the Board decides not to provide for a hearing, the Board should select OPTION 1; if the Board elects to provide a hearing or to provide the decision-maker(s) with the discretion to conduct a hearing on a case-by-case basis, the Board should select OPTION 2. Additionally, if the Board operates a vocational program (see the Drafting Note contained in the first paragraph for the definition of "vocational program"), Neola suggests that the Board consult its local legal counsel concerning whether it must provide for a live hearing related to formal complaints involving parties associated with the vocational program. If the Board determines with its legal counsel, that it must provide for a live hearing is should select Option E of Option 2, at least with respect to formal complaints involving parties involved in the vocational program (i.e., it does not need to provide for a live hearing for its regular K-12 education programs and activities that it operates.]

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(sd) 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, and Policy 5610.02 – In-School Discipline. 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 , up to and including termination, 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. If the Superintendent is the Respondent, the Title IX Coordinator will notify the **(X)** Board Attorney **( )** Board President **[END OF OPTIONS]** of the recommended remedies for consideration and, if necessary and appropriate, implementation in compliance with applicable due process procedures, whether statutory or contractual. **[DRAFTING NOTE: The Board should review applicable policy(ies)/administrative guidelines/employee handbooks to determine whether changes are needed to stated timelines related to the imposition of discipline as a result of possible delays caused by the Board's obligation to follow this grievance process.]**

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):

(X) oral or written warning;

(X) suspension or termination/ cancellation of the Board's contract with the Third Party vendor or contractor;

-

(X) mandatory monitoring of the Third Party while on school property and/or while working/interacting with students;

-

(X) restriction/prohibition on the Third Party's ability to be on school property; and

-

(X) any combination of the same.

~~oral or written warning;~~

A. ~~written reprimands;~~

B. ~~performance improvement plan;~~

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 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; **[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 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. **[DRAFTING NOTE: Neola suggests that the deadline for submitting a written appeal be set at "within five (5) days" of the appealing party's receipt of the decision-maker's(s') determination of responsibility.]**

Nothing herein shall prevent the Superintendent from imposing any remedy, including disciplinary sanction, while the appeal is pending.

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

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

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

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

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

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

Retaliation

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

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

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

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

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 interest, 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. **[DRAFTING NOTE: While the Title IX regulations do not specifically require this training, it is critical that the Board train all of the employees concerning this legal obligation since the Board will be considered to have "actual knowledge" of Sexual Harassment if any Board employee has notice of such conduct.]**

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), Wis. Stats.:

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 9/1/22
Revised 6/19/23
Revised 7/17/24
Revised 10/1/24
T.C. 2/19/25
T.C. 9/3/25

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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)

PROPOSED NONDISCRIMINATION MAY 2026

po2414

Special Update - Nondiscrimination - July 2026 Technical Correction HUMAN GROWTH AND DEVELOPMENT

2414 - **HUMAN GROWTH AND DEVELOPMENT**

The School Board directs that students receive instruction in human growth and development, consistent with Chapter 118.019(2) Wis. Stats, to include the following:

A. ~~Medically accurate and age-appropriate instruction in the following topics:~~

1. ~~the importance of communication about sexuality between the student and the student's parents or guardians~~

2. ~~reproductive and sexual anatomy and physiology, including biological, psychosocial, emotional, and intellectual changes that accompany maturation~~

3. ~~puberty, pregnancy, parenting, body image, and gender stereotypes~~

4. ~~the benefits of and reasons for abstaining from sexual activity~~

   ~~Instruction under this subdivision shall stress the value of abstinence as the only reliable way to prevent pregnancy and sexually transmitted infections and shall identify the skills necessary to remain abstinent.~~

5. ~~the health benefits, side effects, and proper use of contraceptives and barrier methods approved by the Federal Food and Drug Administration to prevent pregnancy and barrier methods approved by the Federal Food and Drug Administration to prevent sexually transmitted infections~~

6. ~~methods for developing healthy life skills, including setting goals, making responsible decisions, communicating, and managing stress~~

7. ~~how alcohol and drug use affect responsible decision making~~

8. ~~the impact of media and one's peers on thoughts, feelings, and behaviors related to sexuality~~

9. ~~adoption resources, prenatal care, and postnatal supports~~

10. ~~the nature and treatment of sexually transmitted infections~~

B. ~~use instructional methods and materials that do not discriminate against a student based upon the student's race, gender, religion, sexual orientation, or ethnic or cultural background or against sexually active students or children with disabilities~~

C. ~~address self-esteem, personal responsibility, healthy relationships, and positive interpersonal skills, with an emphasis on healthy relationships~~

D. ~~identify counseling, medical, and legal resources for survivors of sexual abuse and assault, including resources for escaping violent relationships~~

~~The Superintendent will ensure that any instruction provided under this policy also includes instruction in the same year, when age-appropriate, that fulfills the requirements of Chapter 118.019(2m), Wis. Stats. required subjects as listed below:~~

A. ~~presents abstinence from sexual activity as the preferred choice of behavior for unmarried students;~~

B. ~~emphasizes that abstinence from sexual activity before marriage is the only reliable way to prevent pregnancy and sexually transmitted diseases, including human immunodeficiency virus and acquired immunodeficiency syndrome;~~

C. ~~provides instruction in parental responsibility and the socioeconomic benefits of marriage for adults and their children;~~

D. ~~explains pregnancy, prenatal development, and childbirth;~~

E. ~~explains the criminal penalties for engaging in sexual activities involving a child under Ch. 948, Wis. Stats.;~~

F. ~~explains the sex offender registration requirements under 301.45, Wis. Stats;~~

~~Instruction under this paragraph shall include who is required to report under 301.45, Wis. Stats. what information must be reported, who has access to the information reported, and the implications of being registered under 301.45, Wis Stats.~~

G. ~~provides medically accurate information about the human papillomavirus and the human immunodeficiency virus and acquired immunodeficiency syndrome.~~

~~The Board authorizes the curriculum to include separating students on the basis of gender as determined by the Committee.~~

~~[ ] [OPTION #1]~~

~~The Board directs that students shall not receive instruction in human growth and development.~~

~~[END OF OPTION #1]~~

[X] [OPTION #2]

The Board directs that students receive instruction in human growth and development, consistent with Chapter 118.019(2), Wis. Stats.

[DRAFTING NOTE: If instruction in human growth and development is provided, the following instructional program is recommended, per 118.019(2), Wis. Stats.]

[X] Such instruction will include the following:

1. Medically accurate and age-appropriate instruction in the following topics:

    1. **(X)** the importance of communication about sexuality between the student and the student's parents or guardians

    2. **(X)** reproductive and sexual anatomy and physiology, including biological, psychosocial, emotional, and intellectual changes that accompany maturation

    3. **(X)** the benefits of and reasons for abstaining from sexual activity, which shall stress the value of abstinence as the only reliable way to prevent pregnancy and sexually transmitted infections, and shall identify the skills necessary to remain abstinent

    4. **(X)** methods for developing healthy life skills, including setting goals, making responsible decisions, communicating, and managing stress

    5. **(X)** how alcohol and drug use affect responsible decision-making

    6. **(X)** the impact of media and one's peers on thoughts, feelings, and behaviors related to sexuality

7. **(X)** adoption resources, prenatal care, and postnatal supports

8. **(X)** the nature and treatment of sexually transmitted infections

2. **(X)** The instructional program will also include the following:

    1. **(X)** address self-esteem and personal responsibility, positive interpersonal skills, and healthy relationships

    2. **(X)** identify counseling, medical, and legal resources for survivors of sexual abuse and assault, including resources for escaping violent relationships

    3. **(X)** address the positive connection between marriage and parenting

    4. **(X)** present information about avoiding stereotyping and bullying, including how to refrain from making inappropriate remarks, avoiding engaging in inappropriate physical or sexual behaviors, and how to recognize, rebuff, and report any unwanted or inappropriate remarks or physical or sexual behaviors

        [DRAFTING NOTE: The following options are permissive areas of instruction that were removed as part of the statutory recommendations for inclusion in the Human Growth and Development Curriculum by 2011 Act 216. However, a District may still include these in their Human Growth and Development Curriculum.]

    5. **(X)** puberty, pregnancy, parenting, body image, and gender stereotypes

    6. **(X)** the health benefits, side effects, and proper use of contraceptives and barrier methods approved by the Federal Food and Drug Administration to prevent pregnancy and barrier methods approved by the Federal Food and Drug to prevent sexually transmitted infections

    7. **(X)** the skills needed to make responsible decisions about sexuality and sexual behavior throughout the student's life.

[DRAFTING Note: If the District chooses to provide instruction, regardless of whether it is articulated in policy, in any of the areas listed under Section A above, they must also include instruction in the following areas, when age-appropriate, in the same course, and during the same year]

Consistent with applicable State law, the following shall also be incorporated into the above subjects, when age-appropriate, in the same course and during the same year:

1. presents abstinence from sexual activity as the preferred choice of behavior for unmarried students;

2. emphasizes that abstinence from sexual activity before marriage is the only reliable way to prevent pregnancy and sexually transmitted diseases, including human immunodeficiency virus and acquired immunodeficiency syndrome;

3. provides instruction in parental responsibility and the socioeconomic benefits of marriage for adults and their children;

4. explains pregnancy, prenatal development, and childbirth;

5. explains the criminal penalties for engaging in sexual activities involving a child under Ch. 948, Wis. Stats.;

6. explains the sex offender registration requirements under 301.45, Wis. Stats., which shall include who is required to report, what information must be reported, who has access to the information reported, and the implications of being registered;

7. provides medically accurate information about the human papillomavirus and the human immunodeficiency virus and acquired immunodeficiency syndrome; and

8. explains the process under 48.195, Wis. Stats., under which a parent of a newborn child may relinquish custody of the child to a law enforcement officer, emergency medical services practitioner, or hospital staff member .

The District shall use instructional methods and materials compliant with Board Policy 2260 - Nondiscrimination and Equal Access to Educational Programming that do not

discriminate against a student based upon the student's race, gender, religion, sexual orientation, or ethnic or cultural background or against sexually active students or children with disabilities. **[DRAFTING NOTE: This is the nondiscrimination list specifically identified in Wis. Stat. 118.019 and therefore differs from lists of protected classifications found elsewhere in other Neola policies.]**

~~[END OF OPTION #2]~~

A citizens' advisory committee shall be established, in accordance with Board Policy 9140 - Citizen's Advisory Committees and 118.019(5), Wis. Stats., in order to ensure the effective participation of staff, parents, health-care professionals, members of clergy, and other residents of the District. The role of the advisory committee is to advise the Board on the design and implementation of the human growth and development curriculum and to review the curriculum. The Board **(X)** authorizes **( )** does not authorize **[END OF OPTION]** the Committee to submit a recommendation to the Board for the curriculum to include separating students on the basis of gender when age-appropriate. ~~in the design and implementation of this program area.~~

The District shall provide parents annually with an outline of the human growth and development program used in their child's grade level as well as information regarding how the parent may inspect the complete program and instructional materials. Prior to use in the classroom, the program shall be made available to parents for inspection.

The District shall notify the parents, in advance of the instruction and give them an opportunity, prior to instruction, to review the complete program and instructional materials and of their right to have their child excused from the instruction. The notice shall state that in the event a student is excused, that student will still receive instruction under 118.01(2)(d)2c, Wis. Stats. unless exempted and under 118.01(2)(d)8, Wis. Stats.

T.C. 8/6/21

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Legal
115.35, 118.01(2)(d), 118.019, 118.13, Wis. Stats.
P.I. 8.01(2)(j), Wis. Adm. Code

PROPOSED NONDISCRIMINATION MAY 2026

po2421

Special Update - Nondiscrimination - July 2026 Technical Correction CAREER AND TECHNICAL EDUCATION PROGRAM

2421 - **CAREER-TECHNICAL EDUCATION PROGRAM**

The mission of career and technical education is to provide an opportunity for students to develop the knowledge needed for success in employment, build foundations for further education, and acquire independent living skills.

The District's curriculum will provide every student with the opportunity to participate in learning experiences, explore potential careers, and, when appropriate, acquire the occupational skills necessary for the transition from school to the world of work.

For purposes of this policy, " career and technical ~~vocational~~ education" shall be defined as a program designed to provide educational experiences and guidance for students to plan and prepare for a future:

A. in the labor market as employable individuals immediately after graduation with productive, saleable skills;

B. in education beyond high school with the opportunity to gain a marketable job skill(s) that will assist them in achieving career goals;

C. in the world of work while continuing their education in order to help offset higher education expenses.

The Board shall provide, ~~( ) in cooperation with the _____~~ , a career and technical education program which shall include:

1. **(X)** Technology and Engineering Education;

2. **(X)** Agriculture, Food, and Natural Resources Education;

3. **(X)** Family and Consumer Sciences Education;

4. **(X)** Business and Information Technology Education;

5. **(X)** Marketing, Management and Entrepreneurship Education;

6. **(X)** Health Science Education;

The Board directs that any efforts to recruit students to participate in a particular vocational program must include literature and comparable recruitment efforts for students with disabilities in a format and context in which they can communicate.

The career and technical education program may also include:

A. integration with Early College Credit or Start College Now programs;

B. paid or unpaid youth work-based learning opportunity;

C. a work-study program involving the employment of qualified students.

The programs are available to students without regard to any Protected Class consistent with Board Policy - 2260 - Nondiscrimination and Access to Equal Educational Opportunity. ~~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").~~ The Superintendent is to ensure that application forms for work-study programs contain a notice of nondiscrimination and that each employer associated with a work-study program has provided assurance of nondiscrimination based on the Protected Classes prior to the time the students are selected and/or assigned.

Revised 1/25/17
T.C. 8/6/21
T.C. 1/31/22

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Legal
118.01(2)(b), 118.15(1)(b), 118.13, Wis. Stats.
P.I. 8.01(2)(k)(2b), 8.01(2)(l), Wis. Adm. Code

PROPOSED

po2430

Vol. 35, No. 2 - July 2026 Revised DISTRICT-SPONSORED CLUBS AND ACTIVITIES

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

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

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

For purposes of this policy, District-sponsored activities are typically those activities in which:

A. the subject matter is actually taught or will be taught in a regularly offered course;

B. the subject matter concerns the District's composite courses of study;

C. participation is required for a particular course;

D. participation results in academic credit; or

E. the subject matter is of interest to students and aligns with the District's goals and mission.

No activity shall be considered to be under the sponsorship of this Board unless it meets one or more of the criteria stated above and has been approved by the Superintendent. **[DRAFTING NOTE: Choice must be consistent with Policy 6610 - Nondistrict-Supported Student Activity Accounts**

Such activities, along with competitive extra-curricular activities/athletics, may be conducted on or off school premises by clubs, associations, and organizations of students

sponsored by the Board and directed by a staff advisor.

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

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

A. assume any responsibility for the planning, conducting, or evaluating of such activities;

B. provide any funds or other resources;

C. allow any member of the District's staff to assist in the planning, conducting, or evaluating of such activity during the hours when functioning as a member of the staff.

All activities which meet the criteria of this policy are sponsored by the District and are authorized to use the District name, logo, mascot, or any other name which would associate an activity with the District, provided such use is consistent with other applicable District policies.

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

~~Eligibility is determined by the rules in the D.C. Everest Athletics and Activities Handbook and the Wisconsin Interscholastic Athletic Association.~~

Students **(X)** must not have received more than one failing grade in any course at the conclusion of any quarter or semester grading period to be eligible to participate. **[X]** An exception may be made by the Principal in extenuating circumstances.

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

All District-sponsored club communications, including flyers or posters to be displayed on school property, shall be limited to the club's name, meeting date, time, and location, **(X)** and subject to administrative approval. ~~[END OF OPTION]~~

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

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

Revised 2/22/21
Revised 6/16/21
Revised 12/15/21
Revised 9/1/22
Revised 6/19/23

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

FIRST READING BY BOARD

po2461

Vol. 35, No. 2 - July 2026 Replacement RECORDING OF IEP TEAM MEETINGS

ADOPTED May 25, 2016 · REVISED Mar 20, 2019

2461 - **RECORDING OF IEP TEAM MEETINGS**

The District recognizes that parents may wish to record (this includes audio and/or video, including AI tools) IEP Team meetings in order to better understand the IEP process, their child's IEP, or to implement their rights as a parent for access accommodations under the IDEA, Section 504 of the Rehabilitation Act of 1973, and/or the Americans with Disabilities Act.

If a parent believes that recording an IEP Team meeting is necessary, the parent should notify Principal ~~_____ [principal or Director of Student Services or Director of Special Education]~~ in writing, preferably at .least two (2) school days before the IEP Team meeting, of the parent's desire to record the meeting and the reason the recording is required.

[DRAFTING NOTE - Recent technological developments, including AI-enabled meeting recording tools, have increased the likelihood that parents may record virtual or in-person IEP meetings without advance notice. Wisconsin is a one-party consent state under 948.31 Wis. Stats, meaning a meeting participant may lawfully record the conversation. The District's current policy prohibits video recording except as a disability accommodation. The proposed revision clarifies notice expectations, affirms the District's right to record when a parent records, addresses AI tools explicitly, and preserves the integrity of the IEP process while reducing potential litigation exposure.]

The purpose of advance notice is to promote transparency, ensure appropriate logistical arrangements, and allow the District to determine whether it will also record the meeting.

Recording of an IEP Team meeting, whether audio, video, or AI-assisted, shall not disrupt the meeting or interfere with the IEP Team process. If recording becomes disruptive, the District may suspend the meeting and reschedule.

If a parent records an IEP Team meeting, the District reserves the right to record the meeting as well.

Any recording made by the District shall become part of the student's education record and will be maintained in accordance with State and Federal law. Any recording made by the parent becomes a record of the parent, and the District has no responsibility for maintenance of that particular record.

The District is not responsible for the storage, security, or distribution of recordings created by parents or other participants.

~~In order to facilitate parents' ability to fully participate in the IEP process, parents of students with disabilities are ordinarily permitted to audio record IEP Team meetings in accordance with the procedures set forth.~~

A. ~~Parents wishing to audio record an IEP Team meeting must utilize their own recording device and tapes and provide notice to the District prior to the date of the scheduled IEP Team meeting.~~

B. ~~Parents must obtain the consent of any staff member or other participant in the IEP meeting prior to the meeting in order to tape record the meeting. If any member of the IEP team does not consent to an audio recording of the meeting, the parent will not be permitted to record the meeting, but other accommodations will be made, if the tape recording is requested for the parent due to his/her own disability to access the IEP process.~~

C. ~~If parent(s) elects to audio record an IEP Team meeting, the District will also record the meeting and maintain as a student record, in accordance with State and Federal law.~~

~~Video recording an IEP Team meeting is prohibited, unless it is required to permit a parent to access the IEP process, ensure that the parent is able to understand the IEP or implement the IEP will effectively remove a parent(s) barrier to access the IEP process caused by a disability. Documentation of the parent's disability and need for accommodations is required.~~

~~If the District records an IEP Team meeting, the resulting recording shall become a part of the student's educational record and will be maintained in accordance with State and Federal law.~~

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FIRST READING BY BOARD

po2510

Vol. 35, No. 2 - July 2026 Revised ADOPTION OF TEXTBOOKS/PRIMARY CURRICULAR RESOURCES

2510 - **ADOPTION OF TEXTBOOKS /PRIMARY CURRICULAR RESOURCES**

~~The School Board delegates the selection of all online or in print textbooks used as part of the educational program of this District to the Superintendent. "Textbook", for purposes of this policy, shall mean the principal source of instructional material for any given course of study, in whatever form the material may be presented, that is available or distributed to every student enrolled in the course.~~

~~The Board does not discriminate on the basis of any characteristic protected under State or Federal law including, but not limited to 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") in its selection of instructional materials and equipment.~~

The Superintendent ~~Board~~ shall approve all textbooks used as part of the educational program of this District. The list of the adopted books shall be filed with the School District Clerk. "Textbook", for purposes of this policy, shall mean the primary ~~principal~~ source of instructional material for any given course of study, in whatever form the material may be presented, that is available or distributed to every student enrolled in the course.

The criteria established for the method of selection and subsequent Board adoption of textbooks shall not discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. Further, the Superintendent shall review all textbooks to assure they reflect the cultural diversity and pluralistic nature of American society in compliance with applicable educational standards.

The Superintendent shall be responsible for the selection of online or in print textbooks. ~~of online or in print textbooks~~. In considering any proposed textbook, the Superintendent ~~Superintendent~~ will weigh their decision as related to ~~the following~~:

A. suitability for the maturity level and educational accomplishment of the students who will be using the material;

B. freedom from bias;

C. relationship to the curriculum adopted by the Board;

D. relationship to a continuous multigrade program;

E. impact on community standards;

F. manner of selection;

G. cost;

H. appearance and durability.

The Superintendent shall develop administrative guidelines for the selection of textbooks .

The Superintendent shall provide parents with timely notice of the adoption or use of textbooks or instructional materials that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and shall establish procedures for parents to request that their child be excused from instruction involving such materials with appropriate alternative assignments provided. See also Policy 2240 - Controversial Issues in the Classroom and 2270 - Religion in the Curriculum.

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Legal
118.13, 120.13(5) Wis. Stats.
P.I. 9, 41, Wis. Adm. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. Section 1681, Title IX of Education Amendments Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
29 U.S.C. Section 794, Rehabilitation Act of 1973
42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964
42 U.S.C. Section 12101 et seq., The Americans with Disabilities Act of 1990
Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979

FIRST READING BY BOARD

po2521

Vol. 35, No. 2 - July 2026 Revised SELECTION OF SUPPLEMENTAL INSTRUCTIONAL MATERIALS/CURRICULAR RESOURCES AND EQUIPMENT

2521 - **SELECTION OF SUPPLEMENTAL INSTRUCTIONAL MATERIALS /CURRICULAR RESOURCES AND EQUIPMENT**

The Board shall provide instructional materials and equipment, within budgetary constraints, to implement the District's educational goals and objectives and to meet students' needs. The primary objective of such instructional materials and equipment shall be to enrich, support, and implement the educational program of the school.

For purposes of this policy, the term "instructional /curricular materials" is defined as supplemental books, readings, activities, online resources, and media distributed by a classroom teacher to students for the purpose of teaching the course content in accordance with the Board-approved course of study (see Policy 2220 - Adoption of Courses of Study). Textbooks, as defined in Policy 2510 - Adoption of Textbooks /Primary Curricular Resources, are not included in this definition or policy. Learning assessment materials designed or selected by the teacher, such as quizzes, tests, exams, worksheets, lesson plans, homework assignments, and the like, are not selected by the Board and therefore not considered instructional materials for purposes of this policy.

The term "instructional equipment" is defined as tools and apparatus used by a classroom teacher for the purpose of conveying the course content or by a student for the purpose of learning the course content. Examples of instructional equipment include, but are not limited to, computing devices, projectors, screens, smartboards, chalkboards/whiteboards, televisions, DVD/video players, overhead projectors, calculators, maps, microscopes, scientific laboratory items, balls, physical activity equipment, musical equipment, career and technical education tools and appliances, art apparatus such as kilns and easels, and the like. Expendable supplies with an expected lifespan of a school year or less, and purchased with a corresponding WUFAR accounting code in accordance with DPI regulations, are not considered instructional equipment.

Any concerns by the public regarding instructional materials and equipment shall be reviewed in accordance with Policy 9130 - Public Requests, Suggestions, or Complaints.

The District does not discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~any characteristic protected under State or Federal law including, but not limited to, age, sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender status, change of sex or gender identity) or physical, mental, emotional, or learning disability ("Protected Classes")~~ in its selection of instructional materials and equipment.

The Superintendent shall establish procedures for providing parents with advance notice of instructional materials or activities that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and for accommodating requests to excuse students from such instruction. See also Policy 2240 - Controversial Issues in the Classroom.

The Superintendent shall periodically, provide for a systematic review by the Board of the District's instructional materials and equipment in order to ensure that they are appropriate for the current educational program. Any revisions that occur should be a result of the school-improvement process.

Students shall be held responsible for the cost of replacing any materials or properties which are lost or damaged through their negligence.

The cost of materials may be charged for materials used in those activities beyond the basic curriculum in which a student elects to participate, particularly in shop and art activities where the product becomes the property of the student.

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Legal
118.13, 120.13(5), 121.02(1)(h), Wis. Stats.
P.I. 9, 41, Wis. Adm. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. Section 1681, Title IX of Education Amendments Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
29 U.S.C. Section 794, Rehabilitation Act of 1973
42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964
42 U.S.C. Section 12101 et seq., The Americans with Disabilities Act of 1990
Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979

FIRST READING BY BOARD

po2623

Vol. 35, No. 2 - July 2026 Revised STUDENT ASSESSMENT AND GRADING

2623 - **STUDENT ASSESSMENT AND GRADING**

The ~~School~~ Board shall assess student achievement and needs in all areas of the curriculum in order to determine the progress of students and to assist them in attaining District goals.

(X) The Board approves a balanced, comprehensive system of assessment that shall measure levels of student proficiency, growth, and learning needs in all areas of the curriculum in order to determine the progress of students. This information is used to:

A. Provide summative and formative opportunities for students to demonstrate their learning.

B. Accurately communicate each student's proficiency of knowledge and skill level toward grade-level outcomes.

C. Provide evidence of student proficiency and growth in relation to Board-approved standards and learning targets.

D. Inform instruction on a regular, ongoing basis.

E. Provide meaningful feedback for student goal setting.

F. Identify strengths and weaknesses of curricular and instructional programs.

A balanced, comprehensive system of assessments includes:

A. Universal screening assessments;

B. Standards-based formative and summative classroom assessments that are authentic, valid, reliable, and aligned to grade-level learning targets;

C. Diagnostic assessments;

D. Progress Monitoring Assessments.

The Director of Teaching and Learning, in collaboration with the School Administrators, shall develop a program of standards-based assessment that includes summative and formative assessments.

[END OF OPTIONAL SECTION

~~All students shall participate in State-wide or District-wide assessments, and any student with a disability shall be provided appropriate accommodation and/or alternate assessments where necessary as indicated in the student's I.E.P. or Section 504 plan.~~

Each student's proficiencies and needs will be assessed by staff members upon the student's ~~his/her~~ entrance into the District and annually thereafter. Procedures for such assessments will include, but need not be limited to, teacher observation techniques, cumulative student records, student performance data collected through standard testing programs, student portfolios, and physical examinations.

The Superintendent shall develop

~~( ) and present to the Board annually~~

~~( ) and the Board shall approve~~

a program of testing and assessment that includes:

A. State-required tests;

-

B. curriculum-based written and oral examinations which include the use of alternative questions, demonstrations, writing exercises, individual and group projects, performances, portfolios, and samples of best work;

-

~~( ) assessment tests;~~

-

~~( ) aptitude tests;~~

-

( ) achievement tests;

-

( ) vocational inventories;

-

( ) tests of mental ability.

-

The Board requires that:

-

A. (X) tests be administered by persons who are qualified under State law and regulation;

-

B. (X) parents be informed of the testing program of the schools and of the special tests that are to be administered to their children;

-

( ) data regarding individual test scores be entered on the student's cumulative record, where it will be subject to the policy of this Board regarding student records;

-

( ) the results of each school-wide, program-wide, and District-wide test be made part of the public record.

-

All students shall participate in State-wide or District-wide assessments, and any student with a disability shall be provided appropriate accommodation and/or alternate assessments where necessary as indicated in the student's I.E.P. or Section 504 plan.

-

[ ] In addition to the testing programs, the Superintendent shall develop administrative guidelines whereby a portfolio is developed and maintained for each student.

Parental Opt Out of Assessments (students)

The Board authorizes the Superintendent to ~~shall~~ excuse any student from the State examination administered in 4th grade, 8th grade, 9th grade, 10th grade, or 11th grade whether the test administered is the one developed by the Department of Public Instruction or the District's own test developed and approved by the DPI and the U.S. Department of Education. To opt out of these examinations, the student's parent must submit a statement in writing to the building principal stating that the parent is opting out of the examination(s).

[X] The Board also authorizes the Superintendent to accept opt-out requests from parents regarding State examinations administered in 3rd grade, 5th grade, 6th grade, and 7th grade, except when such opt-out provisions are prohibited by State or Federal law. **[END OF OPTIONAL SENTENCE]**

Parents may not opt any student out of the reading readiness screening required of all students in grades 4 K - 3.

[X] GRADING

Philosophy

Classroom grades should provide feedback to students and parents. The intent of grades is not to punish, but to communicate what a student knows and is able to do compared to clearly communicated classroom expectations.

[X] Standards-Based Grading

The Board ~~( ) encourages~~ **(X)** discourages ~~( ) allows ( ) forbids~~ **[END OF INTERNAL OPTIONS]** the following methodologies classroom teachers may utilize when determining grades:

B. (X) use of extra credit

C. (X) grade modification for participation

D. (X) student behavior

E. (X) grade modification for "late work"

F. ( ) grading homework

G. (X) curving grades based on an individual student's performance compared to a peer

H. ( ) the use of "zero"

I. (X) grade modification for attendance

J. (X) percentages

~~K. ( ) performance descriptions~~

[END OF OPTIONS]

[X] The Board **(X)** encourages ~~( ) requires~~ **[END OF INTERNAL OPTIONS]** classroom grades be based on:

A. (X) performance against clear descriptions of expectations (i.e. learning goals, rubrics, etc.)

B. ( ) the most recent performance

~~C. ( ) _____~~

[END OF OPTION S]

Classroom achievement will be communicated formally to parents a minimum of **(2)** times a year. ~~( ) every nine weeks ( ) _____.~~ **[END OF OPTIONS]**

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Legal

118.015, Wis. Stats.
118.30, Wis. Stats.
P.I. 8.01(2r/s), Wis. Adm. Code

FIRST READING BY BOARD

po3122

Vol. 35, No. 2 - Special Update - Nondiscrimination - July 2026 WI Replacement NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT

ADOPTED May 25, 2016 · REVISED Jun 27, 2024

Replacement Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

3122 - **NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT**

[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]

The Board does not discriminate on the basis of race, color, national origin, age, sex ~~(~~ ~~(including gender status, change of sex, sexual orientation, or gender identity) [END OF OPTION]~~ , pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities.

The Board is committed to providing a work environment that is free from Prohibited Conduct, responding promptly and effectively when it has knowledge of conduct that reasonably may constitute Prohibited Conduct, and addressing Prohibited Conduct in its education programs or activities. This commitment applies to all District operations and this policy applies to Prohibited Conduct occurring within or as a part of the District's education programs and activities, whether on school property or at another location during an activity sponsored by the Board.

Persons who commit Prohibited Conduct are subject to the full range of disciplinary sanctions outlined in this policy.

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.

Bullying means: any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an employee, supervisor, manager, or other member of the District staff, that is sufficiently severe or pervasive to create an intimidating, hostile, or offensive work environment; or unreasonably interfere with the individual's work performance or participation. It may involve: (a) threats; (b) intimidation; (c) stalking; (d) cyberstalking; (e) cyberbullying; (f) physical violence; (g) theft; (h) sexual, religious, or racial harassment; (i) public humiliation; or (j) destruction of property. Bullying rises to the level of unlawful harassment when the conduct is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal and/or State civil rights laws and is severe or pervasive enough to alter the conditions of employment or create a hostile environment. Ordinary teasing, horseplay, arguments, and peer conflict do not constitute bullying for purposes of this policy.

Complainant means: an employee who is alleged to have been subjected to conduct that could constitute Prohibited Conduct; or a person, other than an employee, who is alleged to have been subjected to conduct that could constitute Prohibited Conduct and who was participating or attempting to participate in the District's education programs or activities at the time of the alleged Prohibited Conduct.

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 Prohibited Conduct.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., days 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 that the respondent engaged in Prohibited Conduct.

Education programs or activities refer to: all the District's operations including, but not limited to, in-person and online/remote educational instruction, employment, extracurricular activities, athletics, performances, and community engagement and outreach programs. The term applies to all programs and activities operated by the Board 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 (e.g., at off-campus activities sponsored by the Board).

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 that a

respondent did not engage in Prohibited Conduct.

Genetic information means: information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

Harassment means: any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against an employee that (a) places the employee in reasonable fear of harm to their person or damage to their property; (b) has the effect of substantially interfering with the employee's work performance; or (c) has the effect of substantially disrupting the orderly operation of a school. Each of the following types of harassment involves unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's protected characteristic(s) and has the purpose or effect of interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.

A. **Age Harassment** means: harassment based on negative perceptions about older workers. It also includes harassment based on stereotypes about older workers, even if they are not motivated by animus, such as pressuring an older employee to transfer to a job that is less technology-focused because of the perception that older workers are not well-suited to such work or encouraging an older employee to retire.

B. **Disability Harassment** means: harassment based upon a person’s disability and includes harassment based upon stereotypes about individuals with disabilities in general or about an individual’s particular disability. It also includes harassment based on traits or characteristics linked to an individual’s disability, such as how the person speaks, looks, or moves. For example, negative comments about an individual's speech patterns, movement, physical impairments, or defects/appearances, or the like. Disability-based harassment includes: (a) harassment because an individual requests or receives reasonable accommodation; (b) harassment because an individual is regarded as having an impairment, even if the individual does not have an actual disability, or a record of disability; (c) harassment because an individual has a record of a disability, even if the individual currently does not have a disability; and (d) harassment based on the disability of an individual with whom the employee is associated. Finally, disability-based harassment may occur where conduct is directed at or pertains to a person's genetic information.

C. **National Origin/Ancestry Harassment** means: harassment due to a person's (or their ancestor's) place of origin. Such harassing conduct can include ethnic slurs or epithets, derogatory comments about individuals of a particular nationality, and use of stereotypes about a person's national origin. Additionally, it can include harassment regarding traits or characteristics linked to an individual's national origin, such as physical characteristics, ethnic or cultural characteristics or customs (e.g., surnames, attire, or diet), or linguistic characteristics (e.g., a person's manner of speaking, non-English language accent, or a lack of fluency in English).

D. **Race/Color Harassment** means: unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's race or color and has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive work environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

E. **Religious (Creed) Harassment** means: harassment based on a person's surname, religion (including atheism or lack of religious belief), religious traditions and practices, or religious dress/clothing, and includes making offensive comments about the same. It also includes religious slurs or epithets, harassing conduct based on religious stereotypes, and harassment associated with a person's request for and/or receipt of religious accommodation. Religious harassment also involves explicitly or implicitly coercing an employee to engage in religious practices at work.

F. **Sexual Harassment** means (for purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964): unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (a) submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment; (b) submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (c) such conduct has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive working environment. Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

    1. Sexual Harassment covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.

    2. Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

a. Conduct of a sexualized nature, such as unwanted conduct expressing sexual attraction or involving sexual activity (e.g., unwelcome sexual propositions, invitations, solicitations, and flirtations; unwanted physical and/or sexual contact, including unwelcome and inappropriate touching, patting, or pinching **(X)**; and obscene gestures ~~- **[END OF OPTION]**~~.

b. Sexual attention or sexual coercion, such as demands or pressure for sexual favors (e.g., threats or insinuations that a person's employment, wages, or other conditions of employment may be adversely affected by not submitting to sexual advances; giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship; leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin).

c. Rape, sexual assault, or other acts of sexual violence.

d. Discussing or displaying visual depictions of sex acts or sexual remarks (e.g., unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, texts, etc.; sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature placed in the work environment; asking or telling about sexual fantasies, sexual preferences, or sexual activities; speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history).

e. A consensual sexual relationship where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.

f. Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

g. Non-sexual conduct based on sex, such as sex-based epithets; sexist comments (such as remarks that women do not belong in management or that men do not belong in the nursing profession); or facially sex-neutral offensive conduct motivated by sex (such as bullying directed toward employees of one sex).

h. Harassment based on pregnancy, childbirth, or related medical condition, which may include issues pertaining to lactation, using or not using contraception, or deciding whether to have, or not to have, an abortion.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be objectively offensive (a reasonable person would find it hostile or abusive), subjectively offensive (the complainant actually perceived it as abusive), and either sufficiently severe (a single extremely serious incident) or pervasive (a pattern of behavior), such that it adversely affects, limits, or denies an individual's employment, or creates a hostile or abusive employment environment.

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

Military status means: a person's status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, full-time National Guard duty, and performance of duty or training by a member of Wisconsin organized militia. It also includes the period of time for which a person is absent from employment for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Party means: a complainant or respondent.

Pregnancy, childbirth, or related medical conditions means:

A. ”Pregnancy” and “childbirth” refer to the pregnancy or childbirth of a specific employee and include, but are not limited to, current pregnancy; past pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).

B. “Related medical conditions” are medical conditions relating to the pregnancy or childbirth of a specific employee, and may include termination of pregnancy, including via miscarriage, stillbirth, or abortion; ectopic pregnancy; preterm labor; pelvic prolapse; nerve injuries; cesarean or perineal wound infection; maternal cardiometabolic disease; gestational diabetes; preeclampsia; HELLP (hemolysis, elevated liver enzymes and low platelets) syndrome; hyperemesis gravidarum; anemia; endometriosis; sciatica; lumbar lordosis; carpal tunnel syndrome; chronic migraines; dehydration; hemorrhoids; nausea or vomiting; edema of the legs, ankles, feet, or fingers; high blood pressure; infection; antenatal (during pregnancy) anxiety, depression, or psychosis; postpartum depression, anxiety, or psychosis; frequent urination; incontinence; loss of balance; vision

changes; varicose veins; changes in hormone levels; vaginal bleeding; menstruation; and lactation and conditions related to lactation, such as low milk supply, engorgement, plugged ducts, mastitis, or fungal infections. The preceding list of related medical conditions is not exhaustive.

Prohibited Conduct means: unlawful discrimination or harassment based on a person's Protected Class(es) or retaliation. Such misconduct involves a violation of Federal and/or State civil rights laws.

Respondent means: a person who is alleged to have engaged in Prohibited Conduct.

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 programs or activities, for the purpose of interfering with any right or privilege secured by Federal or State law, 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 applicable Federal or State laws or regulations.

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

Third Parties means: guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Pregnancy, Childbirth, and Related Medical Conditions

The Board will not discriminate against an employee based on the person's current pregnancy, potential or intent to become pregnant, past pregnancy, or medical condition related to pregnancy or childbirth, or because the person uses birth control, or has had or not had an abortion.

Additionally, the Board will provide a reasonable accommodation to an employee's known limitation related to pregnancy, childbirth, or a related medical condition, unless the accommodation will cause the District undue hardship.

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

The Board will provide reasonable break time for an employee to express breast milk while at work for the first year after the employee's child's birth. The Board will provide the employee with a space, other than a bathroom, that is clean, shielded from view, free from intrusion from coworkers and the public, and which the employee can use as needed to express breast milk. See Board Policy 6700 – Fair Labor Standards Act.

Nondiscrimination Based on Employee's Genetic Information

The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of the individual's genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.

District Compliance Officer(s)

[DRAFTING NOTES:

1. **Neola suggests the Board appoint both a male and a female to serve as the District Compliance Officers. By appointing two (2) District Compliance Officers, there should always be a District Compliance Officer available to address a claim that pertains to the other District Compliance Officer. If, however, the Board appoints more than one (1) District Compliance Officer, Neola recommends that it designate one (1) of the District Compliance Officers to retain ultimate oversight over the assigned responsibilities and ensure the Board's consistent compliance with its responsibilities under applicable Federal and State laws that prohibit unlawful discrimination/harassment based on protected classes and retaliation. Alternatively, the Board could appoint a District Compliance Officer and one (1) or more persons to assist the District Compliance Officer with performance of the responsibilities identified in this policy and its accompanying administrative guidelines. Often the person(s) designated to assist a District Compliance Officer is/are called Deputy or Assistant Compliance Officer(s). If the Board elects this alternative approach, it would designate a District Compliance Officer for purposes of this policy, and then designate the other position(s) through its AG. The person(s) in the alternative support role(s) will need to be trained in the same manner as the District Compliance Officer.**

2. **The Board must list in this policy either the Name(s) or Title(s) of the District Compliance Officer(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).

3. **Reminder: Whenever a new person begins to serve as the District Compliance Officer (or in a support role to the District Compliance Officer), the District needs to make sure the new person is appropriately trained, in a timely manner, to fulfill the responsibilities of the position to which the person is assigned.]**

[END OF DRAFTING NOTES]

The Board designates and authorizes the following individual(s) to coordinate its efforts to comply with the Board's responsibilities under Federal and State laws that prohibit discrimination, including harassment, based on Protected Classes and retaliation (also known as "Civil Rights Coordinator(s)" or "Anti-Harassment Compliance Officer(s)") (hereinafter referred to as the "District Compliance Officer(s)" or "CO(s)"):

Sarah Trimner, Director of Talent and Culture _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
strimner@dce.k12.wi.us _____
(Email Address)
715-359-4221 _____
(Telephone Number)

[DRAFTING NOTE: The District may want to create a static (i.e., fixed) District Compliance Officer -specific email address and phone number that will not change when the person(s) and/or position(s) designated to be the CO(s) change(s) – e.g., CO4CivilRights@(insert District's domain) – which the Technology Director/Department can program to be forwarded to the actual individual(s) serving as the District Compliance Officer(s) at any given time. Likewise, the District may want to establish a static Telephone Number for the position of District Compliance Officer that can be forwarded to, and accessed by, the actual person(s) serving in the CO 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 CO(s).]

[DRAFTING NOTE: Complete the following information if the Board appoints more than one (1) District Compliance Officer.]

[X] [DESIGNATION OF A SECOND DISTRICT COMPLIANCE OFFICER]

Kelley Strike, Assistant Superintendent of Operations _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____(Office Address)
kstrike@dce.k12.wi.us _____

(Email Address)
715-359-4221 _____
(Telephone Number)

[END OF OPTION]

[DRAFTING NOTE: As discussed above, if the Board designates more than one (1) CO, Neola recommends that the District select the following option.]

[X] The Board designates Sarah Trimner, Director of Talent and Culture _____ **[DRAFTING NOTE: Insert Name and/or Title of the District Compliance Officer who is ultimately responsible for the District's compliance with its responsibilities under Federal and State laws that prohibit discrimination/harassment based on Protected Classes and retaliation]** as the individual who is ultimately responsible for oversight over the Board's compliance with applicable Federal and State laws and regulations that prohibit discrimination based on the basis of Protected Classes and retaliation. **[END OF OPTION]**

X ~~[~~ **]** The District Compliance Officer may delegate specific duties to one (1) or more designees~~.~~ ~~**[END OF OPTION]**~~

The contact information concerning the District Compliance Officer(s) will be published on the School District's website **(X)** and annually **[END OF OPTION]**:

A. **(X)** in parent/student and staff handbooks.

B. **( )** in the School District Annual Report to the public.

C. **( )** on each individual school's website.

D. **( )** in the School District's calendar.

E. **( )** _____.

[DRAFTING NOTE: The Board may want to select the following option when the Superintendent is not the CO. While Neola recognizes that this may not always be possible, it may be preferable to have the CO be someone other than the Superintendent because then – if the CO serves as the investigator and decisionmaker – the Superintendent can serve as the appeal decisionmaker or the facilitator for the informal resolution process.]

[X] The District Compliance Officer(s) shall report directly to the Superintendent except when the Superintendent is a party to a complaint (i.e., either the complainant or the respondent). Under such circumstances, the CO(s) shall report directly to **[SELECT ONE OF THE FOLLOWING] ( )** the Board President **(X)** the Board's Legal Counsel **( )** _____ **[OTHER] [END OF INTERNAL OPTIONS]** until the matter in which the Superintendent is a party is concluded. **[END OF OPTION]**

Questions about this policy should be directed to the District Compliance Officer(s).

The CO(s) is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, harassment, retaliation, or denial of equal opportunity/access. The CO(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), Genetic Information Nondiscrimination Act (GINA), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. Copies of the laws and regulations listed above are available upon request from the CO(s).

The CO(s) shall monitor the District's education programs and activities for barriers to reporting information about conduct that reasonably may constitute Prohibited Conduct pursuant to Federal and/or State laws that prohibit discrimination/harassment based on the basis of a Protected Class/Category and retaliation, and take steps reasonably calculated to address such barriers.

Notice of Nondiscrimination

The Superintendent shall provide notice of the Board's policy on nondiscrimination and the identity of the School District's Compliance Officer(s). Such notice will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Reports and Complaints of Prohibited Conduct and Retaliation

Employees are required to report incidents of Prohibited Conduct and/or retaliation to an administrator, supervisor, or other supervisory employees so that the Board may address the conduct. Any administrator, supervisor, or other supervisory employees who receive such a report shall file it with the CO as soon as reasonably practicable.

Discrimination against an individual based on their sex (including gender status, sexual orientation, and gender identity) is discrimination in violation of Title VII. Specifically, discrimination on the basis of sex stereotyping/gender-nonconformity constitutes sex discrimination. This is true irrespective of the cause of the person's gender non-conforming

behavior. Employment actions based upon an individual's sex could be suspect and potentially impermissible.

COs are required to investigate allegations of Prohibited Conduct involving the discrimination or harassment of an employee or applicant based upon their gender status, sexual orientation, and gender identity.

Any questions concerning whether alleged Prohibited Conduct might violate this prohibition should be brought to the CO's attention promptly.

Employees who believe they have been subject to Prohibited Conduct are entitled to utilize the complaint process set forth below. Initiating a complaint will not adversely affect the Complainant's employment. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as practicable after the conduct occurs while the facts are known and potential witnesses are available.

The COs will be available during regular school/work hours to discuss concerns related to Prohibited Conduct or Retaliation. COs shall accept reports of Prohibited Conduct or Retaliation directly from any member of the School District Community or a Third Party, or receive reports that are initially filed with another Board employee.

Upon receipt of a report of alleged Prohibited Conduct or Retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged Prohibited Conduct/Retaliation), or **(X) [OPTION 1]** the CO will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. **[END OF OPTION 1]** ~~**( ) [OPTION 2]** the Superintendent will designate a specific individual to conduct the process necessary for an informal or formal investigation.~~ ~~**[END OF OPTION 2]**~~ The CO will provide a copy of this policy to the Complainant and the Respondent upon request.

Any Board employee who directly observes Prohibited Conduct/Retaliation is obligated, in accordance with this policy, to report such observations to one of the COs as soon as reasonably practicable. Additionally, any Board employee who observes an act of discrimination/retaliation is expected to intervene to stop the misconduct, unless circumstances make such an intervention dangerous, in which case the staff member should promptly notify other Board employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO must contact the Complainant as soon as reasonably practicable to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure (See Form 3122 F2)

Except for sex discrimination and/or sexual harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee who alleges to have been subjected to Prohibited Conduct or Retaliation may seek

resolution of the complaint through the procedures described below. The complaint procedures involve an investigation of the individual's claims of Prohibited Conduct/Retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of discrimination or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division, or the Equal Employment Opportunity Commission ("EEOC").

Complaint Procedure

A Complainant who alleges Prohibited Conduct/Retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) the CO; or 3) to the Superintendent or other supervisory employees. Any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who shall coordinate with the other appointed/designated CO or, if appropriate, appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of Prohibited Conduct and Retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint as soon as reasonably practicable after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO at the employee's first opportunity, as soon as reasonably practicable.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further Prohibited Conduct or Retaliation, including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as reasonably practicable, the CO or designee will initiate an investigation by, at a minimum, confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and, upon request, provided with a copy of any relevant policies and/or administrative guidelines, including this Policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint and the obligation to do so within a reasonable timeframe established by the CO or designee based on the circumstances.

~~**[ ] [OPTION 1]** Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of Prohibited Conduct based on a protected class or Retaliation as promptly as reasonably practicable after receiving the formal complaint.~~ **X** ~~**[ ] [OPTION 2]**~~ Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress. ~~**[END OF OPTIONS]**~~

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of the Prohibited Conduct/Retaliation as provided in Board policy and State and Federal law as to whether

the Respondent has engaged in harassment/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if Prohibited Conduct or Retaliation occurred, a preponderance of evidence standard will be used.

[X] The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may **( )** in consultation with the Superintendent or Board President, if the matter involves the Superintendent, **[END OF OPTION]** engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within a reasonable timeframe after receiving the report of the CO, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A summary of the Superintendent's final decision will be provided to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed as soon as reasonably practicable, taking into account the availability of necessary witness(es) or documents. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

If the Superintendent determines the Respondent engaged in Prohibited Conduct/Retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.

[X] The decision of the Superintendent shall be final.

~~**OR**~~

~~**[ ]** A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Superintendent, who will forward the request to the Board President.~~

~~In an attempt to resolve the complaint, the Board shall review the findings and may meet with the concerned parties and their representatives within a reasonable timeframe after the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent~~

~~to each concerned party within ten (10) days of its decision. The decision of the Board will be final.~~

~~**[END OF OPTIONS]**~~

The Board reserves the right to investigate and resolve a complaint or report of Prohibited Conduct/Retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The Board will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

During the course of an investigation, the CO will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the Prohibited Conduct/Retaliation, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further Prohibited Conduct or Retaliation has occurred and

to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against Prohibited Conduct by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging Prohibited Conduct/Retaliation, or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of Prohibited Conduct, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

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 Prohibited Conduct based on expressive conduct that is protected by the First Amendment.

Education and Training

All District Compliance Officer(s), and other persons who are responsible for implementing the Board's complaint procedures or have the authority to modify or terminate supportive measures shall receive training related to their duties under applicable Federal and State laws and this policy. ~~**[ ]** The training shall be provided promptly upon hiring or a change of position that alters their duties under this policy, and annually thereafter. **[END OF OPTION]**~~ The training shall not rely on stereotypes involving Protected Classes.

~~**[ ]** Training materials will be made available for inspection upon request by members of the public. **[END OF OPTION]**~~

Recordkeeping (including retention of investigatory records and materials)

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy must retain all information, documents, electronically stored information, and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation. Records and materials associated with the implementation of this policy shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for the period set in the District's records retention schedule.

These records may include, but are not limited to the following:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal

terms;

R. ~~( ) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( ) copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( ) copies of any notices sent to the Complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( ) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

The information, documents, ESI, and electronic media (as defined in Policy 8315-Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records, medical records).

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Legal
111.31 et seq., Wis. Stats.
111.335(d)(2), Wis. Stats.
118.195, Wis. Stats.
118.20, Wis. Stats.
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1092(F)(6)(A)(v)
20 U.S.C. 1232g
20 U.S.C. Section 1681, Title IX of Education Amendment Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act
29 C.F.R. Part 1635
29 U.S.C. 201 et seq., The Fair Labor Standards Act (FLSA)
29 U.S.C. 218d, PUMP for Nursing Mothers Act (PUMP Act)
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 701 et seq. (in particular 794), Rehabilitation Act of 1973, as amended
34 C.F.R. Part 110 (7/27/93)
38 U.S.C. Chapter 43 4301-4335 (see in particular 4311(a) [prohibits discrimination based on military service] and 4312 [reemployment rights]), Uniformed Services Employment and Reemployment Rights Act (USERRA)
42 U.S.C. 1983
42 U.S.C. 2000d et seq.
42 U.S.C. 2000e et seq., Civil Rights Act of 1964 (e.g., Title VI and Title VII), as amended by the Pregnancy Discrimination Act

42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 2000gg, Pregnant Workers Fairness Act (PWFA)
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended

FIRST READING BY BOARD

po3122.02

Special Update - Nondiscrimination - July 2026 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~3122.02 - NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE~~

~~The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify applicants or employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of the person as an employee, based on genetic information. Harassment of a person because of genetic information also is prohibited. Likewise, retaliation against a person for identifying, objecting to, or filing a complaint concerning a violation of this policy is prohibited.~~

~~The identity of the Compliance Officer (see Policy 3122 - Nondiscrimination and Equal Employment Opportunity) shall be posted throughout the District and published in any District statement regarding the prohibition of discrimination on the basis of genetic information in all aspects of employment, in any staff handbooks, and in general information publications of the District as required by Federal and State law and on the District website.~~

~~In accordance with Title II of the Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. 2000ff, et seq., and 29 C.F.R. Part 1635 ("GINA"), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with GINA, applicants and employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be provided as part of the certification process for FMLA leave, or when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application for employment process. Employees and applicants for employment shall not be penalized for providing~~

genetic information in good faith in response to a request from a Board employee or agent, unless that applicant or employee refuses to delete the information at the request of the employee or agent of the Board.

[ ] The Board recognizes that genetic information may be acquired through commercially and publicly available media including newspapers, books, magazines, periodicals, television shows or the Internet. The Board prohibits its employees and agents including commercial background investigation agents from searching these sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information. If genetic information about an employee or applicant is obtained in error, it shall be redacted immediately and not shared beyond the point of first receipt.

As used in this policy, "genetic information" means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

The term "genetic information" does not include information about the sex or age of the individual, the sex or age of family members, or information about the race or ethnicity of the individual or family member that is not derived from a genetic test.

As used in this policy, "genetic test" means an analysis of human DNA, RNA, chromosomes, proteins, or metabolites that detect genotypes, mutations, or chromosomal changes. The term includes any test of a person's DNA/RNA.

If the Board's employees or agents legally and/or inadvertently receive genetic information about an employee or applicant, it shall be treated as a confidential medical record in accordance with law.

The Compliance Officer (See Policy 3122 - Nondiscrimination and Equal Employment Opportunity) is responsible for overseeing the Board's compliance with this policy and GINA and proposing revisions and additions to this policy as necessary to ensure the Board's compliance with GINA. This person shall be responsible for working with the Board's legal counsel to fully implement the requirements of GINA in all activities of the School District. The Compliance Officer shall also verify that proper notice of nondiscrimination for Title II of GINA is provided to staff members, and that all requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for sick leave) are accompanied by a written

warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:

> **Genetic Information Nondiscrimination Act of 2008 (GINA) Disclosure Requirement**
>
> The Genetic Information Nondiscrimination Act of 2008 or "GINA" prohibits employers and other entities covered by the law, including the Board, from requesting or requiring genetic information of an employee or applicant or family member of an employee or applicant, except as specifically allowed by law. To comply with GINA, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. Questions concerning compliance with the requirements of GINA may be directed to the Compliance Officer at _____ **[phone] .**

[ ] The Board offers health services, **( )** including a wellness program. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the Board and no applicant or employee shall be identified or identifiable from the reported information.

The grievance procedure for complaints of discrimination in Policy 3122 applies to complaints of discrimination, including harassment, or retaliation prohibited by GINA and may be utilized if a District employee alleges discrimination or harassment on the basis of genetic information or retaliation for identifying, objecting to, or filing a complaint concerning a violation of GINA or this policy.

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Legal

42 U.S.C. 2000ff et seq.
Title II, The Genetic Information Nondiscrimination Act of 2008
29 C.F.R. Part 1635

FIRST READING BY BOARD

po3130

Vol. 35, No. 2 - July 2026 Revised ASSIGNMENT AND TRANSFER

3130 - **ASSIGNMENT AND TRANSFER**

The ~~School~~ Board believes that the appropriate placement of qualified and competent staff is essential to the successful functioning of the District.

The Superintendent shall oversee the assignment and transfer of professional personnel **(X)** in accordance with the provisions of the Employee Handbook ~~[END OF OPTION]~~ . All placements will prioritize the best interests of the District while adhering to certification requirements. ~~The Superintendent shall be responsible for the proper assignment and transfer of all professional staff members and shall attempt to effect the optimum assignment of the professional staff in conformance with any applicable contractual or legal requirements and certification requirements. S/He shall establish an audit procedure to ensure that each instructional staff member's teaching certificate is currently in compliance with appropriate State certification criteria and has not been nullified.~~

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PROPOSED

po3242

Vol. 35, No. 2 - July 2026 Revised PROFESSIONAL GROWTH REQUIREMENTS

3242 - **PROFESSIONAL GROWTH ~~LEARNING~~ REQUIREMENTS**

The ~~School~~ Board believes that ongoing learning is a prerequisite for professional growth of staff and, therefore, requires the participation of professional staff members in in-service and other training programs.

The Superintendent shall plan programs of staff development for professional staff members. Such staff development programs should be designed to address the professional development needs of staff members who are working at a particular level, involved in a particular course or subject, or need to be prepared for a new assignment. The development plan should be designed to meet the needs of staff members or curriculum areas in each school.

Professional staff members are expected to satisfy any applicable requirements to maintain licensure. ~~Professional staff members are expected to comply with the Professional Development Plan requirements of their license and provide timely verification of progress towards fulfilling this responsibility.~~

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Legal
121.02(b), Wis. Stats.
P.I. 8.01(2)(b), Wis. Adm. Code

PROPOSED NONDISCRIMINATION MAY 2026

po3362

Special Update - Nondiscrimination - July 2026 Rescind EMPLOYEE ANTI-HARASSMENT

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~3362- **EMPLOYEE ANTI-HARASSMENT**~~

~~**Prohibited Harassment**~~

~~The Board is committed to a work environment that is free of harassment of any form. The Board will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it. Any member of the School District community who violates this policy will be subject to disciplinary action, up to and including termination of employment. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our employees.~~

~~The Board will vigorously enforce its prohibition against harassment based on race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters (collectively, Protected Classes),or any other characteristic protected by law in its employment practices (hereinafter referred to as harassment), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board prohibits harassment that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile, or offensive working environment. Harassment may occur employee-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male, or female-to-female.~~

~~The Board will investigate all allegations of harassment and, in those cases where harassment is substantiated, take immediate steps to end the harassment, prevent its reoccurrence, and remedy its effects.~~

~~Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.~~

[ ] The District will offer counseling services to any person found to have been subjected to harassment and, where appropriate, the person(s) who committed the harassment.

Notice

Notice of the Board's policy on anti-harassment related to employment practices and the identity of the District's Compliance Officers will be posted throughout the District and published in any District statement regarding the availability of employment, staff handbooks, and general information publications of the District as required by Federal and State law and this policy.

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.

Complainant is the individual who alleges, or is alleged, to have been subjected to harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.

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

Respondent is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

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

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

Bullying

Bullying rises to the level of harassment when one or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or

dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

"Harassment" also includes "hate speech"—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice (e.g., swastikas).

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitutes sexual harassment when:

A. ~~a supervisory employee engages in harassing behavior towards a subordinate employee, regardless of whether such conduct creates a hostile work environment;~~

B. ~~acquiescence in or submission to such conduct is an explicit or implicit term or condition of employment;~~

C. ~~an individual's acquiescence in, submission to, or rejection of such conduct becomes the basis for employment decisions affecting that individual;~~

D. ~~such conduct is sufficiently severe, pervasive, and persistent such that it has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment;~~

E. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism results in an adverse employment action for another employee or otherwise creates a hostile work environment;~~

F. ~~inappropriate boundary invasions by a District employee or other adult member of the District into a student's personal space and personal life.~~

~~Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.~~

~~Sexual Harassment covered by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** – Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** - Nondiscrimination on the Basis of Sex in Education Programs or Activities.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~unwelcome sexual propositions, invitations, solicitations, and flirtations;~~

B. ~~unwanted physical and/or sexual contact;~~

C. ~~threats or insinuations that a person's employment, wages, promotion, assignments, or other conditions of employment may be adversely affected by not submitting to sexual advances;~~

D. ~~unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive~~

~~or insulting sounds or whistles; obscene telephone calls, text messages, or social media postings;~~

E. ~~sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature placed in the work environment that reasonably may embarrass or offend individuals;~~

F. ~~unwelcome and inappropriate touching, patting, or pinching; obscene gestures;~~

G. ~~asking or telling about sexual fantasies, sexual preferences, or sexual activities;~~

H. ~~speculation about a person's sexual activities or sexual history or remarks about one's own sexual activities or sexual history;~~

I. ~~giving unwelcome personal gifts, such as lingerie, that suggest the desire for a romantic relationship;~~

J. ~~leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin;~~

K. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment;~~

L. ~~inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life; and~~

M. ~~verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.~~

~~Sexual relationships between staff members, where one staff member has supervisory responsibilities over the other, are discouraged as a matter of Board policy. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding the consequences of non-compliance.~~

~~Romantic or sexual relationships between District staff (teachers, aides, administrators, coaches or other school authorities) and a student is expressly prohibited. Any school staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement authorities.~~

~~[ ] Boundary Invasions~~

~~Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However other behaviors might be going too far, are inappropriate and may be signs of sexual grooming.~~

~~Inappropriate boundary invasions may include, but are not limited to the following:~~

A. ~~hugging, kissing, or other physical contact with a student;~~

B. ~~telling sexual jokes to students;~~

C. ~~engaging in talk containing sexual innuendo or banter with students;~~

D. ~~talking about sexual topics that are not related to curriculum;~~

E. ~~showing pornography to a student;~~

F. ~~taking an undue interest in a student (i.e. having a special friend or a special relationship);~~

G. ~~initiating or extending contact with students beyond the school day for personal purposes;~~

H. ~~using e-mail, text messaging, or websites to discuss personal topics or interests with students;~~

I. ~~giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;~~

J. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~

K. ~~going to a student's home for non-educational purposes;~~

L. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of student);~~

M. ~~giving gifts or money to a student for no legitimate educational purpose;~~

N. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

O. ~~being overly touchy with students;~~

P. favoring certain students by inviting them to come to the classroom at non-class times;

Q. getting a student out of class to visit with the staff member;

R. providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;

S. talking to a student about problems that would normally be discussed with adults (i.e. marital issues);

T. being alone with a student behind closed doors without a legitimate educational purpose;

U. telling a student secrets and having secrets with a student;

V. other similar activities or behavior:

1. ( ) _____;
2. ( ) _____;
3. ( ) _____.

Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the District Administrator.

[END OF BOUNDARY INVASIONS OPTION]

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work

performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Age Harassment

Prohibited age based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's age, being over age forty (40), and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

Race/Color Harassment

Prohibited race/color based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race and/or color and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability, perceived disability, or record of disability, and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's current or past disability or a perceived condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)" or CO or COs):

[DRAFTING NOTE: - Neola suggests the Board - appoint both a male and a female Compliance Officer in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The same individual(s) assigned to serve as Compliance Officer(s) may also be assigned to serve as the District's Section 504 Compliance Officer(s) /ADA Coordinator(s) and/or Title IX Coordinator(s). Additionally, by appointing two

~~**(2) Compliance Officers, there should also be a Compliance Officer available to investigate a claim of harassment that pertains to the other Compliance Office r, as appropriate .]**~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~The names, titles, and contact information of these individuals will be published annually:~~

A. ~~on the School District's website.~~

B. ~~( ) in the parent and staff handbooks.~~

C. ~~( ) in the School District Annual Report to the public.~~

D. ~~( ) on each individual school's website.~~

E. ~~( ) in the School District's calendar.~~

F. ~~( ) _____~~

~~The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.~~

~~Reports and Complaints of Harassing Conduct~~

~~The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about unwelcome conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.~~

~~Compliance Officers shall accept reports of harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District-level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or~~ **~~[ ] Option 1~~** ~~the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators.~~ **~~[END OF OPTION 1] [ ] Option 2~~** ~~the District Administrator will designate a specific individual to conduct the process necessary for an informal or formal investigation~~ **~~[END OF OPTION 2]~~** ~~. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the District Administrator or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.~~

~~Any Board employee who directly observes harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of harassment is expected to~~

intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Members of the School District community along with Third Parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.

Members of the School District community and Third Parties who believe they have been harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment unless the complaining individual makes the complaint maliciously or with the knowledge that it is false.

Reporting procedures are as follows:

A. Any employee who believes s/he has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the appropriate school official as identified in D below.

B. Teachers, administrators, and other District officials who have knowledge of or receive notice that an employee has or may have been the victim of harassment prohibited under this policy shall immediately report the alleged harassment to the appropriate school official as defined in D below.

C. Any other person with knowledge or belief that an employee has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to an appropriate school official as identified in D below.

D. Appropriate District officials are as follows:

1. Any complaint under this policy shall be reported to the District's Compliance Officer unless the complaint is regarding the Compliance Officer. In such cases, the complaints shall be reported to the District Administrator, who shall coordinate with the other appointed/designated CO, or, if

appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

2. Any complaint under this policy regarding the District Administrator or Board member that is received by the District Compliance Officer shall be referred to the Board's legal counsel, who shall assume the role of the District Compliance Officer for such complaints.

E. The reporting party or complainant shall be encouraged to use a report form available from the Principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing. Further, nothing in this policy shall prevent any person from reporting harassment directly to the District Administrator or other supervisory employee.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the District shall designate both a male and a female District Compliance Officer.

If, during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be handled in accordance with grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 3362 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

A CO will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the School District community, and third parties who seek support or advice when informing another individual about unwelcome conduct.

The COs are assigned to accept complaints of harassment directly from any member of the School District community or a visitor to the District or to receive complaints that are initially filed with a school building administrator. Upon receipt of a complaint either directly or through a school building administrator, a CO will begin either an investigation or the CO will designate a specific individual to conduct such a process. The CO will

prepare recommendations or will oversee the preparation of such recommendations. All members of the School District community should report incidents of harassment that are reported to them to the CO within two (2) days of learning of the incident.

Investigation and Complaint Procedure (see Form 3362 F1)

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to harassment or has witnessed harassment of another may seek resolution of the complaint through the procedures described below. The complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of harassment or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division and/or Equal Employment Opportunity Commission (EEOC). The Chicago Office of the OCR can be reached at John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604; Telephone: 312-730-1560; FAX: 312-730-1576; TDD: 800-877-8339; Email: OCR.Chicago@ed.gov; Web: http://www.ed.gov/ocr.

Complaint Procedure

A Complainant who alleges harassment based on a protected class or retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) directly to one of the COs; or 3) to the District Administrator or other supervisory employee. As noted above, any complaint received regarding the District Administrator or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the District Administrator, who will consult with the other CO, if any, or if necessary appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) calendar days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, District Administrator, or other supervisory employee, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO within two (2) days.

Throughout the course of the process as described herein, the CO should keep the parties informed of the status of the investigation and the decision-making process.

All written complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions deemed appropriate in consultation with the District Administrator. No temporary arrangements shall be disciplinary to either the Complainant or Respondent.

Within two (2) days of receiving a complaint, the CO will inform the Respondent that a complaint has been received.

The Respondent is not entitled to receive a copy of any written complaint unless the CO determines it is appropriate to do so; however, the Respondent will be informed about the nature of the allegations. The CO shall inform the Respondent of the requirements of this policy, which may include providing the Respondent with a copy of this policy or information about where to find it. The Respondent shall be afforded the opportunity to submit a written response to the complaint. The CO shall inform the Respondent of the Respondent's deadline to provide the CO with the written response to the allegations in the complaint.

Within two (2) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

[ ] [OPTION 1] Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of harassment based on a protected class or retaliation within fifteen (15) days of receiving the formal complaint. **[ ] [OPTION 2]** Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the complainant reasonably informed of the investigation's progress. **[END OF OPTIONS]**

~~The investigation will include:~~

A. ~~interview(s) with the Complainant;~~

B. ~~interview(s) with the Respondent;~~

C. ~~interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;~~

D. ~~consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.~~

~~At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the District Administrator that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in this policy and State and Federal law as to whether the Respondent engaged in harassment of or retaliation toward the Complainant. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used.~~

~~**( )** The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the District Administrator.~~

~~In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may~~ **~~( )~~** ~~in consultation with the District Administrator or Board President, if the matter involves the District Administrator,~~ **~~[END OF OPTION]~~** ~~engage outside legal counsel to conduct the investigation consistent with this policy.~~

~~Absent extenuating circumstances, within five (5) days of receiving the report of the CO, the District Administrator must either issue a written decision regarding whether or not the complaint of harassment has been substantiated or request further investigation. A copy of the District Administrator's final decision will be delivered to both the complainant and the respondent.~~

~~If the District Administrator requests additional investigation, the District Administrator must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the District Administrator must issue a final written decision as described above.~~

~~If the District Administrator determines the Respondent engaged in harassment of or retaliation toward the Complainant, the District Administrator must identify what corrective~~

~~action will be taken to stop, remedy, and prevent the recurrence of the harassment or retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.~~

~~The decision of the District Administrator shall be final. If the investigation results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Board Policy 3340. Nothing in this policy shall be construed to prevent an employee from bringing a complaint before the Equal Employment Opportunity Commission or the Wisconsin Equal Rights Division.~~

~~The Board reserves the right to investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.~~

~~The parties may be represented, at their own cost, at any of the above-described meetings/hearings.~~

~~The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.~~

~~All timelines pertinent to the investigation process are intended to be guidelines to assure that the investigation proceeds with all deliberate efficiency. Failure of the CO to meet any specific timeline does not invalidate the investigation or provide a defense to the allegations.~~

~~Privacy/Confidentiality~~

~~The District will employ reasonable efforts to protect the rights of the Complainant, the Respondent(s), and all the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligation in an investigation of harassment. The School District will respect the privacy of the Complainant, the Respondent, and all witnesses in a manner consistent with the School District's legal obligations under State and Federal law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided with the Complainant's identity.~~

~~During the course of an investigation, the CO will determine whether confidentiality during the investigation process is necessary to protect the interests and reputations of those involved and/or to protect the integrity of the investigation, and if so, shall instruct all members of the School District community and third parties who are interviewed about~~

the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Directives During Investigation

The CO may recommend to the District Administrator placing any employee involved in an investigation under this policy on administrative leave pending resolution of the matter. If the District Administrator is the Respondent, the CO shall make such recommendation to the Board. Administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation should be provided a *Garrity* warning apprising the person of his/her obligations to answer questions truthfully and honestly while preserving rights against self-incrimination in the context of any resulting criminal investigation or prosecution.

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the District Administrator shall consider the totality of the circumstances. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against a Respondent, all subsequent sanctions imposed by the Board and/or District Administrator shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process 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.

Allegations Constituting Criminal Conduct

If the CO has reason to believe that the complainant has been the victim of criminal conduct, such knowledge should be reported to local law enforcement. After such report has been made, the District Administrator shall be advised that local law enforcement was notified.

If the complainant has been the victim of criminal conduct and the accused is the District Administrator, such knowledge should be reported by the CO to local law enforcement. After such report has been made, the **( )** Board President **( )** Board Attorney shall be advised that local law enforcement was notified.

Any reports made to local law enforcement shall not terminate the COs obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, the harassment investigation shall not be stopped due to the involvement of outside agencies without good cause after consultation with the District Administrator.

Reprisal

Submission of a good faith complaint or report of harassment will not affect the complainant's or reporter's work status or work environment. However, the Board also recognizes that false or fraudulent claims of harassment or false or fraudulent information about such claims may be filed. The Board reserves the right to discipline any person filing a false or fraudulent claim of harassment or false or fraudulent information about such a claim.

The District will discipline or take appropriate action against any member of the School District community who retaliates against any person who reports an incident of harassment prohibited by this policy or participates in a proceeding, investigation, or hearing relating to such harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Miscellaneous

The District shall conspicuously post a notice including this policy against harassment in each school in a place accessible to the School District community and members of the public. This notice shall also include the name, mailing address, and telephone number of the COs, the name, mailing address, and telephone number of the State agency responsible for investigating allegations of discrimination in employment, and the mailing address and telephone number of the United States Equal Opportunity Employment Commission.

A **( )** link to **( )** summary of **[END OF OPTION]** this policy and any related administrative guidelines shall appear in the employee handbook and a copy shall be made available upon request of employees and other interested parties.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of harassment. The District Administrator shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District staff at such times as the Board in consultation with the District Administrator determines is necessary or appropriate.

The Board will respect the privacy of the complainant, the individuals against whom the complaint is filed, and the witnesses as much as practicable, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery, disclosure, or other legal obligations.

Retention of Investigatory Records and Materials

~~The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information (ESI), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but are not limited to:~~

A. ~~all written reports/allegations/complaints/statements;~~

B. ~~narratives of all verbal reports, allegations, complaints, and statements collected;~~

C. ~~a narrative of all actions taken by District personnel;~~

D. ~~any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;~~

E. ~~narratives of, notes from, or audio, video, or digital recordings of witness statements;~~

F. ~~all documentary evidence;~~

G. ~~e-mails, texts, or social media posts pertaining to the investigation;~~

H. ~~contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;~~

I. ~~written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;~~

J. ~~dated written determinations to the parties;~~

K. ~~dated written descriptions of verbal notifications to the parties;~~

L. ~~written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and~~

M. ~~documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;~~

N. ~~copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff~~

with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the district concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. **( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. **( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;

S. **( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;

T. **( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

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Legal

111.31, 118.195, 118.20, Wis. Stats.
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 794, Rehabilitation Act of 1973
42 U.S.C. 1983
42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964
42 U.S.C. 2000e et seq., Title VII of the Civil Rights Act of 1964
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 6101, The Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1635
National School Boards Association Inquiry and Analysis - May 2008

FIRST READING BY BOARD

po4122

Vol. 35, No. 2 - Special Update - Nondiscrimination - July 2026 WI Replacement NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT

ADOPTED May 25, 2016 · REVISED Jun 27, 2024

Replacement Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

4122 - **NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AND ANTI-HARASSMENT**

[DRAFTING NOTE: Wisconsin and Federal law applicable to Wisconsin includes the concepts of gender identity and gender stereotypes/nonconformance within the definition of "sex". Whether the language is included expressly in policy or not, Districts are still required to investigate complaints alleging discriminatory treatment on the basis of gender identity and to remedy violations.]

The Board does not discriminate on the basis of race, color, national origin, age, sex ~~(~~ ~~(including gender status, change of sex, sexual orientation, or gender identity) [END OF OPTION~~], pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters, or any other legally protected category in its programs and activities, including employment opportunities.

The Board is committed to providing a work environment that is free from Prohibited Conduct, responding promptly and effectively when it has knowledge of conduct that reasonably may constitute Prohibited Conduct, and addressing Prohibited Conduct in its education programs or activities. This commitment applies to all District operations and this policy applies to Prohibited Conduct occurring within or as a part of the District's education programs and activities, whether on school property or at another location during an activity sponsored by the Board.

Persons who commit Prohibited Conduct are subject to the full range of disciplinary sanctions outlined in this policy.

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.

Bullying means: any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an employee, supervisor, manager, or other member of the District staff, that is sufficiently severe or pervasive to create an intimidating, hostile, or offensive work environment; or unreasonably interfere with the individual's work performance or participation. It may involve: (a) threats; (b) intimidation; (c) stalking; (d) cyberstalking; (e) cyberbullying; (f) physical violence; (g) theft; (h) sexual, religious, or racial harassment; (i) public humiliation; or (j) destruction of property. Bullying rises to the level of unlawful harassment when the conduct is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal and/or State civil rights laws and is severe or pervasive enough to alter the conditions of employment or create a hostile environment. Ordinary teasing, horseplay, arguments, and peer conflict do not constitute bullying for purposes of this policy.

Complainant means: an employee who is alleged to have been subjected to conduct that could constitute Prohibited Conduct; or a person, other than an employee, who is alleged to have been subjected to conduct that could constitute Prohibited Conduct and who was participating or attempting to participate in the District's education programs or activities at the time of the alleged Prohibited Conduct.

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 Prohibited Conduct.

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., days 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 that the respondent engaged in Prohibited Conduct.

Education programs or activities refer to: all the District's operations including, but not limited to, in-person and online/remote educational instruction, employment, extracurricular activities, athletics, performances, and community engagement and outreach programs. The term applies to all programs and activities operated by the Board 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 (e.g., at off-campus activities sponsored by the Board).

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 that a

respondent did not engage in Prohibited Conduct.

Genetic information means: information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

Harassment means: any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against an employee that (a) places the employee in reasonable fear of harm to their person or damage to their property; (b) has the effect of substantially interfering with the employee's work performance; or (c) has the effect of substantially disrupting the orderly operation of a school. Each of the following types of harassment involves unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's protected characteristic(s) and has the purpose or effect of interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment.

A. **Age Harassment** means: harassment based on negative perceptions about older workers. It also includes harassment based on stereotypes about older workers, even if they are not motivated by animus, such as pressuring an older employee to transfer to a job that is less technology-focused because of the perception that older workers are not well-suited to such work or encouraging an older employee to retire.

B. **Disability Harassment** means: harassment based upon a person’s disability and includes harassment based upon stereotypes about individuals with disabilities in general or about an individual’s particular disability. It also includes harassment based on traits or characteristics linked to an individual’s disability, such as how the person speaks, looks, or moves. For example, negative comments about an individual's speech patterns, movement, physical impairments, or defects/appearances, or the like. Disability-based harassment includes: (a) harassment because an individual requests or receives reasonable accommodation; (b) harassment because an individual is regarded as having an impairment, even if the individual does not have an actual disability, or a record of disability; (c) harassment because an individual has a record of a disability, even if the individual currently does not have a disability; and (d) harassment based on the disability of an individual with whom the employee is associated. Finally, disability-based harassment may occur where conduct is directed at or pertains to a person's genetic information.

C. **National Origin/Ancestry Harassment** means: harassment due to a person's (or their ancestor's) place of origin. Such harassing conduct can include ethnic slurs or epithets, derogatory comments about individuals of a particular nationality, and use of stereotypes about a person's national origin. Additionally, it can include harassment regarding traits or characteristics linked to an individual's national origin, such as physical characteristics, ethnic or cultural characteristics or customs (e.g., surnames, attire, or diet), or linguistic characteristics (e.g., a person's manner of speaking, non-English language accent, or a lack of fluency in English).

D. **Race/Color Harassment** means: unwelcome physical, verbal, or nonverbal conduct that is based upon an individual's race or color and has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive work environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

E. **Religious (Creed) Harassment** means: harassment based on a person's surname, religion (including atheism or lack of religious belief), religious traditions and practices, or religious dress/clothing, and includes making offensive comments about the same. It also includes religious slurs or epithets, harassing conduct based on religious stereotypes, and harassment associated with a person's request for and/or receipt of religious accommodation. Religious harassment also involves explicitly or implicitly coercing an employee to engage in religious practices at work.

F. **Sexual Harassment** means (for purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964): unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (a) submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment; (b) submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (c) such conduct has the purpose or effect of interfering with the individual's work performance; or creating an intimidating, hostile, or offensive working environment. Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

    1. Sexual Harassment covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.

    2. Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

a. Conduct of a sexualized nature, such as unwanted conduct expressing sexual attraction or involving sexual activity (e.g., unwelcome sexual propositions, invitations, solicitations, and flirtations; unwanted physical and/or sexual contact, including unwelcome and inappropriate touching, patting, or pinching (X); and obscene gestures ~~[END OF OPTION]~~.

b. Sexual attention or sexual coercion, such as demands or pressure for sexual favors (e.g., threats or insinuations that a person's employment, wages, or other conditions of employment may be adversely affected by not submitting to sexual advances; giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship; leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin).

c. Rape, sexual assault, or other acts of sexual violence.

d. Discussing or displaying visual depictions of sex acts or sexual remarks (e.g., unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, texts, etc.; sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature placed in the work environment; asking or telling about sexual fantasies, sexual preferences, or sexual activities; speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history).

e. A consensual sexual relationship where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.

f. Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

g. Non-sexual conduct based on sex, such as sex-based epithets; sexist comments (such as remarks that women do not belong in management or that men do not belong in the nursing profession); or facially sex-neutral offensive conduct motivated by sex (such as bullying directed toward employees of one sex).

h. Harassment based on pregnancy, childbirth, or related medical condition, which may include issues pertaining to lactation, using or not using contraception, or deciding whether to have, or not to have, an abortion.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be objectively offensive (a reasonable person would find it hostile or abusive), subjectively offensive (the complainant actually perceived it as abusive), and either sufficiently severe (a single extremely serious incident) or pervasive (a pattern of behavior), such that it adversely affects, limits, or denies an individual's employment, or creates a hostile or abusive employment environment.

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

Military status means: a person's status in the uniformed services, which includes the performance of duty on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, initial active duty for training, inactive duty for training, full-time National Guard duty, and performance of duty or training by a member of Wisconsin organized militia. It also includes the period of time for which a person is absent from employment for the purpose of an examination to determine the fitness of the person to perform any duty listed above.

Party means: a complainant or respondent.

Pregnancy, childbirth, or related medical conditions means:

A. ”Pregnancy” and “childbirth” refer to the pregnancy or childbirth of a specific employee and include, but are not limited to, current pregnancy; past pregnancy; potential or intended pregnancy (which can include infertility, fertility treatment, and the use of contraception); labor; and childbirth (including vaginal and cesarean delivery).

B. “Related medical conditions” are medical conditions relating to the pregnancy or childbirth of a specific employee, and may include termination of pregnancy, including via miscarriage, stillbirth, or abortion; ectopic pregnancy; preterm labor; pelvic prolapse; nerve injuries; cesarean or perineal wound infection; maternal cardiometabolic disease; gestational diabetes; preeclampsia; HELLP (hemolysis, elevated liver enzymes and low platelets) syndrome; hyperemesis gravidarum; anemia; endometriosis; sciatica; lumbar lordosis; carpal tunnel syndrome; chronic migraines; dehydration; hemorrhoids; nausea or vomiting; edema of the legs, ankles, feet, or fingers; high blood pressure; infection; antenatal (during pregnancy) anxiety, depression, or psychosis; postpartum depression, anxiety, or psychosis; frequent urination; incontinence; loss of balance; vision

changes; varicose veins; changes in hormone levels; vaginal bleeding; menstruation; and lactation and conditions related to lactation, such as low milk supply, engorgement, plugged ducts, mastitis, or fungal infections. The preceding list of related medical conditions is not exhaustive.

Prohibited Conduct means: unlawful discrimination or harassment based on a person's Protected Class(es) or retaliation. Such misconduct involves a violation of Federal and/or State civil rights laws.

Respondent means: a person who is alleged to have engaged in Prohibited Conduct.

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 programs or activities, for the purpose of interfering with any right or privilege secured by Federal or State law, 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 applicable Federal or State laws or regulations.

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

Third Parties means: guests and/or visitors on District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Pregnancy, Childbirth, and Related Medical Conditions

The Board will not discriminate against an employee based on the person's current pregnancy, potential or intent to become pregnant, past pregnancy, or medical condition related to pregnancy or childbirth, or because the person uses birth control, or has had or not had an abortion.

Additionally, the Board will provide a reasonable accommodation to an employee's known limitation related to pregnancy, childbirth, or a related medical condition, unless the accommodation will cause the District undue hardship.

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

The Board will provide reasonable break time for an employee to express breast milk while at work for the first year after the employee's child's birth. The Board will provide the employee with a space, other than a bathroom, that is clean, shielded from view, free from intrusion from coworkers and the public, and which the employee can use as needed to express breast milk. See Board Policy 6700 – Fair Labor Standards Act.

Nondiscrimination Based on Employee's Genetic Information

The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of the individual's genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.

District Compliance Officer(s)

[DRAFTING NOTES:

1. **Neola suggests the Board appoint both a male and a female to serve as the District Compliance Officers. By appointing two (2) District Compliance Officers, there should always be a District Compliance Officer available to address a claim that pertains to the other District Compliance Officer. If, however, the Board appoints more than one (1) District Compliance Officer, Neola recommends that it designate one (1) of the District Compliance Officers to retain ultimate oversight over the assigned responsibilities and ensure the Board's consistent compliance with its responsibilities under applicable Federal and State laws that prohibit unlawful discrimination/harassment based on protected classes and retaliation. Alternatively, the Board could appoint a District Compliance Officer and one (1) or more persons to assist the District Compliance Officer with performance of the responsibilities identified in this policy and its accompanying administrative guidelines. Often the person(s) designated to assist a District Compliance Officer is/are called Deputy or Assistant Compliance Officer(s). If the Board elects this alternative approach, it would designate a District Compliance Officer for purposes of this policy, and then designate the other position(s) through its AG. The person(s) in the alternative support role(s) will need to be trained in the same manner as the District Compliance Officer.**

2. **The Board must list in this policy either the Name(s) or Title(s) of the District Compliance Officer(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).

3. **Reminder: Whenever a new person begins to serve as the District Compliance Officer (or in a support role to the District Compliance Officer), the District needs to make sure the new person is appropriately trained, in a timely manner, to fulfill the responsibilities of the position to which the person is assigned.]**

[END OF DRAFTING NOTES]

The Board designates and authorizes the following individual(s) to coordinate its efforts to comply with the Board's responsibilities under Federal and State laws that prohibit discrimination, including harassment, based on Protected Classes and retaliation (also known as "Civil Rights Coordinator(s)" or "Anti-Harassment Compliance Officer(s)") (hereinafter referred to as the "District Compliance Officer(s)" or "CO(s)"):

Sarah Trimner, Director of Talent and Culture _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
strimner@dce.k12.wi.us _____
(Email Address)
715-359-4221 _____
(Telephone Number)

[DRAFTING NOTE: The District may want to create a static (i.e., fixed) District Compliance Officer -specific email address and phone number that will not change when the person(s) and/or position(s) designated to be the CO(s) change(s) – e.g., CO4CivilRights@(insert District's domain) – which the Technology Director/Department can program to be forwarded to the actual individual(s) serving as the District Compliance Officer(s) at any given time. Likewise, the District may want to establish a static Telephone Number for the position of District Compliance Officer that can be forwarded to, and accessed by, the actual person(s) serving in the CO 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 CO(s).]

[DRAFTING NOTE: Complete the following information if the Board appoints more than one (1) District Compliance Officer.]

[X] [DESIGNATION OF A SECOND DISTRICT COMPLIANCE OFFICER]

Kelley Strike, Assistant Superintendent of Operations _____
(Name and/or School District Title)
6100 Alderson Street, Weston, WI 54476 _____
(Office Address)
kstrike@dce.k12.wi.us _____

(Email Address)
715-359-4221 _____
(Telephone Number)

[END OF OPTION]

[DRAFTING NOTE: As discussed above, if the Board designates more than one (1) CO, Neola recommends that the District select the following option.]

[X] The Board designates Sarah Trimner, Director of Talent and Culture _____ **[DRAFTING NOTE: Insert Name and/or Title of the District Compliance Officer who is ultimately responsible for the District's compliance with its responsibilities under Federal and State laws that prohibit discrimination/harassment based on Protected Classes and retaliation]** as the individual who is ultimately responsible for oversight over the Board's compliance with applicable Federal and State laws and regulations that prohibit discrimination based on the basis of Protected Classes and retaliation. **[END OF OPTION]**

[X] The District Compliance Officer may delegate specific duties to one (1) or more designees. **[END OF OPTION]**

The contact information concerning the District Compliance Officer(s) will be published on the School District's website **(X)** and annually **[END OF OPTION]**:

A. **(X)** in parent/student and staff handbooks.

B. **( )** in the School District Annual Report to the public.

C. **( )** on each individual school's website.

D. **( )** in the School District's calendar.

E. **( )** _____.

[DRAFTING NOTE: The Board may want to select the following option when the Superintendent is not the CO. While Neola recognizes that this may not always be possible, it may be preferable to have the CO be someone other than the Superintendent because then – if the CO serves as the investigator and

decisionmaker – the Superintendent can serve as the appeal decisionmaker or the facilitator for the informal resolution process.]

[X] The District Compliance Officer(s) shall report directly to the Superintendent except when the Superintendent is a party to a complaint (i.e., either the complainant or the respondent). Under such circumstances, the CO(s) shall report directly to **[SELECT ONE OF THE FOLLOWING] ( )** the Board President **(X)** the Board's Legal Counsel **( )** _____ **[OTHER] [END OF INTERNAL OPTIONS]** until the matter in which the Superintendent is a party is concluded. **[END OF OPTION]**

Questions about this policy should be directed to the District Compliance Officer(s).

The CO(s) is/are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, harassment, retaliation, or denial of equal opportunity/access. The CO(s) shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), Genetic Information Nondiscrimination Act (GINA), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. Copies of the laws and regulations listed above are available upon request from the CO(s).

The CO(s) shall monitor the District's education programs and activities for barriers to reporting information about conduct that reasonably may constitute Prohibited Conduct pursuant to Federal and/or State laws that prohibit discrimination/harassment based on the basis of a Protected Class/Category and retaliation, and take steps reasonably calculated to address such barriers.

Notice of Nondiscrimination

The Superintendent shall provide notice of the Board's policy on nondiscrimination and the identity of the School District's Compliance Officer(s). Such notice will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

Reports and Complaints of Prohibited Conduct and Retaliation

Employees are required to report incidents of Prohibited Conduct and/or retaliation to an administrator, supervisor, or other supervisory employees so that the Board may address the conduct. Any administrator, supervisor, or other supervisory employees who receive such a report shall file it with the CO as soon as reasonably practicable.

Discrimination against an individual based on their sex (including gender status, sexual orientation, and gender identity) is discrimination in violation of Title VII. Specifically,

discrimination on the basis of sex stereotyping/gender-nonconformity constitutes sex discrimination. This is true irrespective of the cause of the person's gender non-conforming behavior. Employment actions based upon an individual's sex could be suspect and potentially impermissible.

COs are required to investigate allegations of Prohibited Conduct involving the discrimination or harassment of an employee or applicant based upon their gender status, sexual orientation, and gender identity.

Any questions concerning whether alleged Prohibited Conduct might violate this prohibition should be brought to the CO's attention promptly.

Employees who believe they have been subject to Prohibited Conduct are entitled to utilize the complaint process set forth below. Initiating a complaint will not adversely affect the Complainant's employment. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as practicable after the conduct occurs while the facts are known and potential witnesses are available.

The COs will be available during regular school/work hours to discuss concerns related to Prohibited Conduct or Retaliation. COs shall accept reports of Prohibited Conduct or Retaliation directly from any member of the School District Community or a Third Party, or receive reports that are initially filed with another Board employee.

Upon receipt of a report of alleged Prohibited Conduct or Retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged Prohibited Conduct/Retaliation). , or (X) the CO will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. [END OF OPTION 1] ~~( ) [OPTION 2] the Superintendent will designate a specific individual to conduct the process necessary for an informal or formal investigation. [END OF OPTION 2]~~ The CO will provide a copy of this policy to the Complainant and the Respondent upon request.

Any Board employee who directly observes Prohibited Conduct/Retaliation is obligated, in accordance with this policy, to report such observations to one of the COs as soon as reasonably practicable. Additionally, any Board employee who observes an act of discrimination/retaliation is expected to intervene to stop the misconduct, unless circumstances make such an intervention dangerous, in which case the staff member should promptly notify other Board employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO must contact the Complainant as soon as reasonably practicable to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure (See Form 4122 F2)

Except for sex discrimination and/or sexual harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee who alleges to have been subjected to Prohibited Conduct or Retaliation may seek resolution of the complaint through the procedures described below. The complaint procedures involve an investigation of the individual's claims of Prohibited Conduct/Retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of discrimination or retaliation with the United States Department of Education Office for Civil Rights, the Wisconsin Equal Rights Division, or the Equal Employment Opportunity Commission ("EEOC").

Complaint Procedure

A Complainant who alleges Prohibited Conduct/Retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) the CO; or 3) to the Superintendent or other supervisory employees. Any complaint received regarding the Superintendent or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the Superintendent, who shall coordinate with the other appointed/designated CO or, if appropriate, appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of Prohibited Conduct and Retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint as soon as reasonably practicable after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, Superintendent, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO at the employee's first opportunity, as soon as reasonably practicable.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the

Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further Prohibited Conduct or Retaliation, including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO still may take whatever actions are deemed appropriate in consultation with the Superintendent.

As soon as reasonably practicable, the CO or designee will initiate an investigation by, at a minimum, confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and, upon request, provided with a copy of any relevant policies and/or administrative guidelines, including this Policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint and the obligation to do so within a reasonable timeframe established by the CO or designee based on the circumstances.

~~**[ ] [OPTION 1]** Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of Prohibited Conduct based on a protected class or Retaliation as promptly as reasonably practicable after receiving the formal complaint.~~ **[X]** ~~**[OPTION 2]**~~ Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the Complainant reasonably informed of the investigation's progress. ~~**[END OF OPTIONS]**~~

The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of the Prohibited Conduct/Retaliation as provided in Board policy and State and Federal law as to whether the Respondent has engaged in harassment/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if Prohibited Conduct or Retaliation occurred, a preponderance of evidence standard will be used.

[X] The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may ~~**( )** in consultation with the Superintendent or Board President, if the matter involves the Superintendent, **[END OF OPTION]**~~ engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within a reasonable timeframe after receiving the report of the CO, the Superintendent either must issue a written decision regarding whether the charges have been substantiated or request further investigation. A summary of the Superintendent's final decision will be provided to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed as soon as reasonably practicable, taking into account the availability of necessary witness(es) or documents. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

If the Superintendent determines the Respondent engaged in Prohibited Conduct/Retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.

[X] The decision of the Superintendent shall be final.

~~**OR**~~

~~**[ ]** A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Superintendent, who will forward the request to the Board President.~~

~~In an attempt to resolve the complaint, the Board shall review the findings and may meet with the concerned parties and their representatives within a reasonable timeframe after the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) days of its decision. The decision of the Board will be final.~~

~~**[END OF OPTIONS]**~~

The Board reserves the right to investigate and resolve a complaint or report of Prohibited Conduct/Retaliation regardless of whether the Complainant pursues the complaint. The Board also reserves the right to have the complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described interviews/meetings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The Board will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

During the course of an investigation, the CO will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the Prohibited Conduct/Retaliation, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further Prohibited Conduct or Retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against Prohibited Conduct by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging Prohibited Conduct/Retaliation, or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of Prohibited Conduct, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

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 Prohibited Conduct based on expressive conduct that is protected by the First Amendment.

Education and Training

All District Compliance Officer(s), and other persons who are responsible for implementing the Board's complaint procedures or have the authority to modify or terminate supportive measures shall receive training related to their duties under applicable Federal and State laws and this policy. ~~**[ ]** The training shall be provided promptly upon hiring or a change of position that alters their duties under this policy, and annually thereafter. **[END OF OPTION]**~~ The training shall not rely on stereotypes involving Protected Classes.

~~**[ ]** Training materials will be made available for inspection upon request by members of the public. **[END OF OPTION]**~~

Recordkeeping (including retention of investigatory records and materials)

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy must retain all information, documents, electronically stored information, and electronic media (as defined in Policy 8315 - Information Management) created and received as part of an investigation. Records and materials associated with the implementation of this policy shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for the period set in the District's records retention schedule.

These records may include, but are not limited to the following:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. ~~( ) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

S. ~~( ) copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

T. ~~( ) copies of any notices sent to the Complainant and alleged perpetrator in advance of any interview or hearing;~~

U. ~~( ) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

The information, documents, ESI, and electronic media (as defined in Policy 8315-Information Management) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records, medical records).

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111.31 et seq., Wis. Stats.
111.335(d)(2), Wis. Stats.
118.195, Wis. Stats.
118.20, Wis. Stats.
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1092(F)(6)(A)(v)
20 U.S.C. 1232g
20 U.S.C. Section 1681, Title IX of Education Amendment Act
20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974
20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act
29 C.F.R. Part 1635
29 U.S.C. 201 et seq., The Fair Labor Standards Act (FLSA)
29 U.S.C. 218d, PUMP for Nursing Mothers Act (PUMP Act)
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 701 et seq. (in particular 794), Rehabilitation Act of 1973, as amended
34 C.F.R. Part 110 (7/27/93)
38 U.S.C. Chapter 43 4301-4335 (see in particular 4311(a) [prohibits discrimination based on military service] and 4312 [reemployment rights]), Uniformed Services Employment and Reemployment Rights Act (USERRA)
42 U.S.C. 1983
42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq., Civil Rights Act of 1964 (e.g., Title VI and Title VII), as amended by the Pregnancy Discrimination Act
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 2000gg, Pregnant Workers Fairness Act (PWFA)
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990, as amended

PROPOSED NONDISCRIMINATION MAY 2026

po4122.02

Special Update - Nondiscrimination - July 2026 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~4122.02 - **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**~~

~~The Board prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify applicants or employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of the person as an employee, based on genetic information. Harassment of a person because of genetic information also is prohibited. Likewise, retaliation against a person for identifying, objecting to, or filing a complaint concerning a violation of this policy is prohibited.~~

~~The identity of the Compliance Officer (see Policy 4122 - Nondiscrimination and Equal Employment Opportunity) shall be posted throughout the District and published in any District statement regarding the prohibition of discrimination on the basis of genetic information in all aspects of employment, in any staff handbooks, and in general information publications of the District as required by Federal and State law and on the District website.~~

~~In accordance with Title II of the Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. 2000ff, et seq., and 29 C.F.R. Part 1635 ("GINA"), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with GINA, applicants and employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be provided as part of the certification process for FMLA leave, or when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application for employment process. Employees and applicants for employment shall not be penalized for providing~~

genetic information in good faith in response to a request from a Board employee or agent, unless that applicant or employee refuses to delete the information at the request of the employee or agent of the Board.

[ ] The Board recognizes that genetic information may be acquired through commercially and publicly available media including newspapers, books, magazines, periodicals, television shows or the Internet. The Board prohibits its employees and agents including commercial background investigation agents from searching these sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information. If genetic information about an employee or applicant is obtained in error, it shall immediately be redacted and not shared beyond the point of first receipt.

As used in this policy, "genetic information" means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for or receipt of genetic services or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.

The term "genetic information" does not include information about the sex or age of the individual, the sex or age of family members, or information about the race or ethnicity of the individual or family member that is not derived from a genetic test.

As used in this policy, "genetic test" means an analysis of human DNA, RNA, chromosomes, proteins, or metabolites that detect genotypes, mutations, or chromosomal changes. The term includes any test of a person's DNA/RNA.

If the Board's employees or agents legally and/or inadvertently receive genetic information about an employee or applicant, it shall be treated as a confidential medical record in accordance with law.

The District's Compliance Officer (see Policy 4122 - Nondiscrimination and Equal Employment Opportunity) is responsible for overseeing the Board's compliance with this policy and GINA and proposing revisions and additions to this policy as necessary to ensure the Board's compliance with GINA. This person shall be responsible for working with the Board's legal counsel to fully implement the requirements of GINA in all activities of the School District. The Compliance Officer also shall verify that proper notice of nondiscrimination for Title II of GINA is provided to staff members, and that all requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for sick leave) are accompanied by a written

warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:

Genetic Information Nondiscrimination Act of 2008 (GINA) Disclosure Requirement

The Genetic Information Nondiscrimination Act of 2008 or "GINA" prohibits employers and other entities covered by the law, including the Board, from requesting or requiring genetic information of an employee or applicant or family member of an employee or applicant, except as specifically allowed by law. To comply with GINA, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. Questions concerning compliance with the requirements of GINA may be directed to the GINA Compliance Officer at _____ **[phone] .**

[ ] The Board offers health services, **( )** including a wellness program. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the District and no applicant or employee shall be identified or identifiable from the reported information.

The grievance procedure for complaints of discrimination in Policy 4122 applies to complaints of discrimination, including harassment, or retaliation prohibited by GINA and may be utilized if a District employee alleges discrimination or harassment on the basis of genetic information or retaliation for identifying, objecting to, or filing a complaint concerning a violation of GINA or this policy.

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42 U.S.C. 2000ff et seq.
Title II, The Genetic Information Nondiscrimination Act of 2008
29 C.F.R. Part 1635

PROPOSED NONDISCRIMINATION MAY 2026

po4362

Special Update - Nondiscrimination - July 2026 Rescind EMPLOYEE ANTI-HARASSMENT

Rescind Policy - Vol. 35, No. 2 - Special Update - Nondiscrimination

~~4362 - **EMPLOYEE ANTI-HARASSMENT**~~

~~**Prohibited Harassment**~~

~~The Board is committed to a work environment that is free of harassment of any form. The Board will not tolerate any form of harassment and will take all necessary and appropriate action to eliminate it. Any member of the School District community who violates this policy will be subject to disciplinary action, up to and including termination of employment. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our employees.~~

~~The Board will vigorously enforce its prohibition against harassment based on race, color, national origin, age, sex (including gender status, change of sex, sexual orientation, or gender identity), pregnancy, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises during non-working hours, declining to attend an employer-sponsored meeting or to participate in any communication with the employer about religious matters or political matters (collectively, Protected Classes),or any other characteristic protected by law in its employment practices (hereinafter referred to as harassment), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board prohibits harassment that affects tangible job benefits, interferes unreasonably with an individual's work performance, or creates an intimidating, hostile, or offensive working environment. Harassment may occur employee-to-employee, employee-to-student, male-to-female, female-to-male, male-to-male, or female-to-female.~~

~~The Board will investigate all allegations of harassment and, in those cases where harassment is substantiated, take immediate steps calculated to end the harassment, prevent its reoccurrence, and remedy its effects. Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.~~

[ ] The District will offer counseling services to any person found to have been subjected to harassment and, where appropriate, the person(s) who committed the harassment.

Notice

Notice of the Board's policy on anti-harassment related to employment practices and the identity of the District's Compliance Officers will be posted throughout the District and published in any District statement regarding the availability of employment, staff handbooks, and general information publications of the District as required by Federal and State law and this policy.

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.

Complainant is the individual who alleges, or is alleged, to have been subjected to harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.

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

Respondent is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

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

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

Bullying

Bullying rises to the level of harassment when one or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or

dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

"Harassment" also includes "hate speech"—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice (e.g., swastikas).

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on sex constitutes sexual harassment when:

A. ~~a supervisory employee engages in harassing behavior towards a subordinate employee, regardless of whether such conduct creates a hostile work environment;~~

B. ~~acquiescence in or submission to such conduct is an explicit or implicit term or condition of employment;~~

C. ~~an individual's acquiescence in, submission to, or rejection of such conduct becomes the basis for employment decisions affecting that individual;~~

D. ~~such conduct is sufficiently severe, pervasive, and persistent such that it has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment;~~

E. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism results in an adverse employment action for another employee or otherwise creates a hostile work environment;~~

F. ~~inappropriate boundary invasions by a District employee or other adult member of the District into a student's personal space and personal life.~~

~~Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.~~

~~Sexual Harassment covered by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** – Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266/ **( )** AG 2266 **[END OF OPTION]** – Nondiscrimination on the Basis of Sex in Education Programs or Activities.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~unwelcome sexual propositions, invitations, solicitations, and flirtations;~~

B. ~~unwanted physical and/or sexual contact;~~

C. ~~threats or insinuations that a person's employment, wages, promotion, assignments, or other conditions of employment may be adversely affected by not submitting to sexual advances;~~

D. ~~unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive~~

~~or insulting sounds or whistles; obscene telephone calls, text messages, or social media postings;~~

E. ~~sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature, placed in the work environment that reasonably may embarrass or offend individuals;~~

F. ~~unwelcome and inappropriate touching, patting, or pinching; obscene gestures;~~

G. ~~asking or telling about sexual fantasies, sexual preferences, or sexual activities;~~

H. ~~speculation about a person's sexual activities or sexual history or remarks about one's own sexual activities or sexual history;~~

I. ~~giving unwelcome personal gifts, such as lingerie, that suggest the desire for a romantic relationship;~~

J. ~~leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin;~~

K. ~~consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment;~~

L. ~~inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life; and~~

M. ~~verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.~~

~~Sexual relationships between staff members, where one staff member has supervisory responsibilities over the other, are discouraged as a matter of Board policy. Such relationships have an inherent possibility of being construed as sexual harassment because the consensual aspect of the relationship may be the result of implicit or explicit duress caused by uncertainty regarding the consequences of non-compliance.~~

~~Romantic or sexual relationships between District staff (teachers, aides, administrators, coaches or other school authorities) and a student is expressly prohibited. Any school staff member who engages in sexual conduct with a student may also be guilty of a crime and any information regarding such instances will be reported to law enforcement authorities.~~

~~[ ]Boundary Invasions~~

~~Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However other behaviors might be going too far, are inappropriate and may be signs of sexual grooming.~~

~~Inappropriate boundary invasions may include, but are not limited to the following:~~

A. ~~hugging, kissing, or other physical contact with a student;~~

B. ~~telling sexual jokes to students;~~

C. ~~engaging in talk containing sexual innuendo or banter with students;~~

D. ~~talking about sexual topics that are not related to curriculum;~~

E. ~~showing pornography to a student;~~

F. ~~taking an undue interest in a student (i.e. having a special friend or a special relationship);~~

G. ~~initiating or extending contact with students beyond the school day for personal purposes;~~

H. ~~using e-mail, text messaging, or websites to discuss personal topics or interests with students;~~

I. ~~giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;~~

J. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~

K. ~~going to a student's home for non-educational purposes;~~

L. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of student);~~

M. ~~giving gifts or money to a student for no legitimate educational purpose;~~

N. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

O. ~~being overly touchy with students;~~

P. favoring certain students by inviting them to come to the classroom at non-class times;

Q. getting a student out of class to visit with the staff member;

R. providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;

S. talking to a student about problems that would normally be discussed with adults (i.e. marital issues);

T. being alone with a student behind closed doors without a legitimate educational purpose;

U. telling a student secrets and having secrets with a student;

V. other similar activities or behavior:

1. ( ) _____;

2. ( ) _____.

Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the District Administrator.

[END OF BOUNDARY INVASIONS OPTION]

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's

national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Age Harassment

Prohibited age based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's age, being over age forty (40), and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment.

Race/Color Harassment

Prohibited race/color based harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race and/or color and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability, perceived disability, or record of disability, and when the conduct has the purpose or effect of interfering with the individual's work performance; or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's current or past disability or a perceived condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)" or CO or COs):

[DRAFTING NOTE: - Neola suggests the Board - appoint both a male and a female Compliance Officer in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The same individual(s) assigned to serve as Compliance Officer(s) may also be assigned to serve as the District's Section 504 Compliance Officer(s) /ADA Coordinator(s) and/or Title IX Coordinator(s). Additionally, by appointing two (2) Compliance Officers, there should also be a Compliance Officer available to

~~**investigate a claim of harassment that pertains to the other Compliance Officer ; as appropriate .]**~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~_____~~

~~(Name)~~

~~_____~~

~~(School District Title)~~

~~_____~~

~~(Telephone Number)~~

~~_____~~

~~(Office Address)~~

~~_____~~

~~(E-mail Address)~~

~~The names, titles, and contact information of these individuals will be published annually:~~

A. on the School District's website.

B. ( ) in the parent and staff handbooks.

C. ( ) in the School District Annual Report to the public.

D. ( ) on each individual school's website.

E. ( ) in the School District's calendar.

F. ( ) _____

The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.

Reports and Complaints of Harassing Conduct

The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about unwelcome conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.

Compliance Officers shall accept reports of harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District-level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or **[ ] Option 1** the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. **[END OF OPTION 1] [ ] Option 2** the District Administrator will designate a specific individual to conduct the process necessary for an informal or formal investigation. **[END OF OPTION 2]** The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the District Administrator or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.

Any Board employee who directly observes harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of harassment is expected to

intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Members of the School District community along with Third Parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.

Members of the School District community and Third Parties who believe they have been harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment unless the complaining individual makes the complaint maliciously or with knowledge that it is false.

Reporting procedures are as follows:

A. Any employee who believes s/he has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the appropriate school official as identified in D below.

B. Teachers, administrators, and other District officials who have knowledge of or receive notice that an employee has or may have been the victim of harassment prohibited under this policy shall immediately report the alleged harassment to the appropriate school official as defined in D below.

C. Any other person with knowledge or belief that an employee has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to an appropriate school official as identified in D below.

D. Appropriate District officials are as follows:

1. Any complaint under this policy shall be reported to the District's Compliance Officer unless the complaint is regarding the Compliance Officer. In such cases, the complaints shall be reported to the District Administrator, who shall coordinate with the other appointed/designated CO, or, if

appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

2. Any complaint under this policy regarding the District Administrator or Board Member that is received by the District Compliance Officer shall be referred to the Board's legal counsel, who shall assume the role of the District Compliance Officer for such complaints.

E. The reporting party or complainant shall be encouraged to use a report form available from the Principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing. Further, nothing in this policy shall prevent any person from reporting harassment directly to the District Administrator or other supervisory employee.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the District shall designate both a male and a female District Compliance Officer.

If, during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be handled in accordance with grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 4362 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

A CO will be available during regular school/work hours to discuss concerns related to harassment, to assist students, other members of the School District community, and third parties who seek support or advice when informing another individual about unwelcome conduct.

The COs are assigned to accept complaints of harassment directly from any member of the School District community or a visitor to the District, or to receive complaints that are initially filed with a school building administrator. Upon receipt of a complaint either directly or through a school building administrator, a CO will begin either an investigation or the CO will designate a specific individual to conduct such a process. The CO will

prepare recommendations or will oversee the preparation of such recommendations. All members of the School District community should report incidents of harassment that are reported to them to the CO within two (2) days of learning of the incident.

Investigation and Complaint Procedure (see Form 4362 F1)

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to harassment or has witnessed harassment of another may seek resolution of the complaint through the procedures described below. The complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of harassment or retaliation with the United States Department of Education Office for Civil Rights (OCR), the Wisconsin Equal Rights Division and/or Equal Employment Opportunity Commission (EEOC). The Chicago Office of the OCR can be reached at John C. Kluczynski Federal Building, 230 S. Dearborn Street, 37th Floor, Chicago, IL 60604; Telephone: 312-730-1560; FAX: 312-730-1576; TDD: 800-877-8339; Email: OCR.Chicago@ed.gov; Web: http://www.ed.gov/ocr.

Complaint Procedure

A Complainant who alleges harassment based on a protected class or retaliation may file a complaint, either orally or in writing: 1) with a Principal; 2) directly to one of the COs; or 3) to the District Administrator or other supervisory employees. As noted above, any complaint received regarding the District Administrator or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the District Administrator, willconsult with the other CO, if any, and if appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

Due to the sensitivity surrounding complaints of harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a Principal, District Administrator, or other supervisory employees, either orally or in writing, about any complaint of discrimination or retaliation, that employee must report such information to the CO within two (2) days.

Throughout the course of the process as described herein, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All written complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions deemed appropriate in consultation with the District Administrator. No temporary arrangements shall be disciplinary to either the complainant or respondent.

Within two (2) days of receiving a complaint, the CO will inform the Respondent that a complaint has been received.

The Respondent is not entitled to receive a copy of any written complaint unless the CO determines it is appropriate to do so; however, the Respondent will be informed about the nature of the allegations. The CO shall inform the Respondent of the requirements of this policy, which may include providing the Respondent with a copy of this policy or information about where to find it. The Respondent shall be afforded the opportunity to submit a written response to the complaint. The CO shall inform the Respondent of the Respondent's deadline to provide the CO with the written response to the allegations in the complaint.

Within two (2) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

[ ] [OPTION 1] Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of harassment based on a protected class or retaliation within fifteen (15) days of receiving the formal complaint. **[ ] [OPTION 2]** Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the complainant reasonably informed of the investigation's progress. **[END OF OPTIONS]**

The investigation will include:

A. interview(s) with the Complainant;

B. interview(s) with the Respondent;

C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other evidence presented by the complainant, respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the District Administrator that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in this policy and State and Federal law as to whether the Respondent engaged in harassment of or retaliation toward the Complainant. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used.

( ) The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the District Administrator.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may **( )** in consultation with the District Administrator or Board President, if the matter involves the District Administrator, **[END OF OPTION]** engage outside legal counsel to conduct the investigation consistent with this policy.

Absent extenuating circumstances, within five (5) days of receiving the report of the CO, the District Administrator must either issue a written decision regarding whether or not the complaint of harassment has been substantiated or request further investigation. A copy of the District Administrator's final decision will be delivered to both the Complainant and the Respondent.

If the District Administrator requests additional investigation, the District Administrator must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the District Administrator must issue a final written decision as described above.

If the District Administrator determines the Respondent engaged in harassment of or retaliation toward the Complainant, the District Administrator must identify what corrective

~~action will be taken to stop, remedy, and prevent the recurrence of the harassment or retaliation. The corrective action should be reasonable, timely, age-appropriate, effective, and tailored to the specific situation.~~

~~The decision of the District Administrator shall be final. If the investigation results in disciplinary action, the employee subject to discipline is entitled to file a grievance pursuant to Board Policy 4340. Nothing in this policy shall be construed to prevent an employee from bringing a complaint before the Equal Employment Opportunity Commission or the Wisconsin Equal Rights Division.~~

~~The Board reserves the right to investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.~~

~~The parties may be represented, at their own cost, at any of the above-described meetings/hearings.~~

~~The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.~~

~~All timelines pertinent to the investigation process are intended to be guidelines to assure that the investigation proceeds with all deliberate efficiency. Failure of the CO to meet any specific timeline does not invalidate the investigation or provide a defense to the allegations.~~

~~Privacy/Confidentiality~~

~~The District will employ reasonable efforts to protect the rights of the Complainant, the Respondent(s), and all the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligation in an investigation of harassment. The School District will respect the privacy of the complainant, the respondent, and all witnesses in a manner consistent with the School District's legal obligations under State and Federal law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided with the Complainant's identity.~~

~~During the course of an investigation, the CO will determine whether confidentiality during the investigation process is necessary to protect the interests and reputations of those involved and/or to protect the integrity of the investigation, and if so, shall instruct all members of the School District community and third parties who are interviewed about~~

the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Directives During Investigation

The CO may recommend to the District Administrator placing any employee involved in an investigation under this policy on administrative leave pending resolution of the matter. If the District Administrator is the Respondent, the CO shall make such recommendation to the Board. Administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation should be provided a *Garrity* warning apprising the person of his/her obligations to answer questions truthfully and honestly while preserving the right against self-incrimination in the context of any resulting criminal investigation or prosecution.

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the District Administrator shall consider the totality of the circumstances. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or District Administrator shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process 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.

Allegations Constituting Criminal Conduct

If the CO has reason to believe that the complainant has been the victim of criminal conduct, such knowledge should be reported to local law enforcement. After such report has been made, the District Administrator shall be advised that local law enforcement was notified.

If the complainant has been the victim of criminal conduct and the accused is the District Administrator, such knowledge should be reported by the CO to local law enforcement. After such report has been made, the **( )** Board President **( )** Board Attorney shall be advised that local law enforcement was notified.

Any reports made to local law enforcement shall not terminate the COs obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, the harassment investigation shall not be stopped due to the involvement of outside agencies without good cause after consultation with the District Administrator.

Reprisal

Submission of a good faith complaint or report of harassment will not affect the complainant's or reporter's work status or work environment. However, the Board also recognizes that false or fraudulent claims of harassment or false or fraudulent information about such claims may be filed. The Board reserves the right to discipline any person filing a false or fraudulent claim of harassment or false or fraudulent information about such a claim.

The District will discipline or take appropriate action against any member of the School District community who retaliates against any person who reports an incident of harassment prohibited by this policy or participates in a proceeding, investigation, or hearing relating to such harassment. Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment.

Miscellaneous

The District shall conspicuously post a notice including this policy against harassment in each school in a place accessible to the School District community and members of the public. This notice shall also include the name, mailing address, and telephone number of the COs, the name, mailing address, and telephone number of the State agency responsible for investigating allegations of discrimination in employment, and the mailing address and telephone number of the United States Equal Opportunity Employment Commission.

A **( )** link to **( )** summary of **[END OF OPTION]** this policy and any related administrative guidelines shall appear in the employee handbook and a copy shall be made available upon request of employees and other interested parties.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of harassment. The District Administrator shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District staff at such times as the Board in consultation with the District Administrator determines is necessary or appropriate.

The Board will respect the privacy of the complainant, the individuals against whom the complaint is filed, and the witnesses as much as practicable, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery, disclosure, or other legal obligations.

Retention of Investigatory Records and Materials

~~The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information (ESI), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but are not limited to:~~

A. ~~all written reports/allegations/complaints/statements;~~

B. ~~narratives of all verbal reports, allegations, complaints, and statements collected;~~

C. ~~a narrative of all actions taken by District personnel;~~

D. ~~any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities; -~~

E. ~~narratives of, notes from, or audio, video, or digital recordings of witness statements;~~

F. ~~all documentary evidence;~~

G. ~~e-mails, texts, or social media posts pertaining to the investigation;~~

H. ~~contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;~~
~~-~~

I. ~~written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;~~
~~-~~

J. ~~dated written determinations to the parties;~~
~~-~~

K. ~~dated written descriptions of verbal notifications to the parties;~~
~~-~~

L. ~~written documentation of any supportive measures offered and/or provided to Complainant and/or the Respondent, including no contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt; and~~
~~-~~

M. ~~documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;~~

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the district concludes that the following items are not adequately encompassed in the preceding paragraphs.]

Q. **( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

R. **( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;

S. **( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;

T. **( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315,

~~Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.~~

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Legal
111.31, 118.195, 118.20, Wis. Stats.
29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967
29 U.S.C. 794, Rehabilitation Act of 1973
42 U.S.C. 1983
42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964
42 U.S.C. 2000e et seq., Title VII of the Civil Rights Act of 1964
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
42 U.S.C. 6101 et seq., Age Discrimination Act of 1975
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1635
National School Boards Association Inquiry and Analysis - May 2008

PROPOSED NONDISCRIMINATION MAY 2026

po5120

Special Update - Nondiscrimination - July 2026 Technical Correction ASSIGNMENT WITHIN DISTRICT

5120 - **ASSIGNMENT WITHIN DISTRICT**

The ~~School~~ Board directs that the assignment of students to schools within this District be consistent with the best interests of students and the best use of the resources of this District.

The Board shall determine periodically the school attendance areas of the District and shall expect the students within each area to attend the school so designated.

The Superintendent shall periodically review existing attendance areas and recommend to the Board such changes as may be justified .

No assignment to schools or attendance schedules shall discriminate against students on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. ~~gender, race, religion, disability, or national origin.~~

The Superintendent or designee may assign a student to a school other than that designated by the attendance area when such exception is justified by circumstances and is in the best interest of the student.

~~Every~~ ~~effort~~ Effort shall be made to continue a student in the elementary school to which the student ~~s/he~~ is initially assigned. Wherever possible and advisable in the interests of the students, siblings shall be assigned to the same building.

The Superintendent or designee shall assign incoming transfer students to such schools, grades, and classes ~~as may afford each student the greatest likelihood of realizing his/her fullest educational potential~~ .

The principal shall assign students in the principal's ~~his/her~~ school to appropriate grades, classes, or groups. ~~This action shall be based on consideration of the needs of the student as well as the administration of the school.~~

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FIRST READING BY BOARD

po5136

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised PERSONAL COMMUNICATION DEVICES

5136 - **PERSONAL COMMUNICATION DEVICES**

The Board is aware that Personal Communication Devices (PCDs) are used by students and parents to communicate with each other. However, the use of PCDs on school grounds must be appropriately regulated to protect students, staff, and the learning environment.

~~"Personal communication devices" ("~~ PCDs ~~")~~, also referred to as "wireless communication devices", as used in this policy, mean a portable wireless device that has the capability to provide voice, messaging, or other data communication between two (2) or more parties and includes all of the following:

A. cellular/mobile telephone;

B. tablet computer;

C. laptop computer;

D. gaming device;

E. smartphone;

F. e-reader;

G. wearable technology that captures images or video;

H. any other web-enabled devices of any type.

Students may use PCDs before and after school, during their lunch break, in between classes as long as they do not create a distraction, disruption, or otherwise interfere with the educational environment, during after-school activities (e.g., extra curricular activities), and at school-related functions. Use of PCDs at any other time is prohibited and they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight. Individual buildings may develop more stringent protocols based on the ages of the students they serve.

All PCD use must consistently adhere to the standards outlined in Policy 7540.08 – Artificial Intelligence (AI).

Students may not use PCDs on school property or at a school-sponsored activity to access and/or view internet websites that are otherwise blocked to students at school. Students are prohibited from unauthorized use of, or access to, the District's wired and/or wireless network.

Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicle or on a school bus or Board-provided vehicle during school-sponsored activities at the discretion of the bus driver, classroom teacher, or sponsor/advisor/coach. Distracting behavior that creates an unsafe environment will not be tolerated.

Except as authorized by a teacher, administrator, or IEP team, students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record, and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member, or other person. Using a PCD to capture, record, and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. Students who violate this provision and/or use a PCD to violate the privacy rights of another person may have their PCD confiscated and held until the end of the school day and/or a parent picks it up and may be directed to delete the audio and/or picture/video file while the parent is present. If the violation involves potentially illegal activity, the confiscated PCD may be turned over to law enforcement.

PCDs with cameras or any other recording capabilities may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, classrooms, gymnasiums, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. See Policy 5517.01 – Bullying. In particular, students are prohibited from using PCDs to: 1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity; and 2) engage in "sexting" - i.e., sending, receiving, sharing,

viewing, or possessing pictures, text messages, e-mails, or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are also prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

Possession of a PCD by a student at school during school hours and/or during extra-curricular activities is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Policy Violations

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The building principal will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent after the student complies with any other disciplinary consequences that are imposed unless the violation involves potentially illegal activity, in which case the PCD may be turned over to law enforcement.

A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the building's central office until it is retrieved by the parent or turned over to law enforcement. School officials will not search or otherwise tamper with PCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with Policy 5771 Search and Seizure. If multiple offenses occur, a student may lose the privilege to bring a PCD to school for a designated length of time or on a permanent basis.

Student use of PCDs in the following circumstances will not be considered a violation of this policy:

A. **Emergency or Threat:** Student use of a PCD is allowed in the event of an emergency or a perceived threat to address the safety and security of students and staff.

B. **Health Care Management:** Student use is authorized as necessary to manage or support a specific student’s health care needs as approved by the District Nurse.

C. **Individualized Education Plans:** Student use is authorized consistent with a student's Individualized Education Program (IEP) or a plan developed under Section 504 of the federal Rehabilitation Act of 1973.

D. **Educational Purposes:** Student use is authorized by a teacher for legitimate educational purposes during instructional time as described above.

Duty to Report

A person who discovers a student using a PCD in violation of this policy is required to report the violation to the building principal.

Students Responsible for Their PCDs

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property.

Parents are advised that the best way to get in touch with their child during the school day is by calling the school office.

Students may use school phones to contact parents during the school day.

Annual Notice

No later than October 1 of each year, the Department of Public Instruction (DPI) shall be notified by the District of whether any changes have been made to this policy and, if so, the updated policy shall be submitted to the DPI.

Revised 11/15/17
Revised 5/19/21
T.C. 1/31/22
Revised 11/4/25

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Legal
118.13, Wis. Stats.
118.258, Wis. Stats.
120.12(29), Wis. Stats.
175.22, Wis. Stats.

FIRST READING BY BOARD

po5310

Vol. 35, No. 2 - July 2026 Revised HEALTH SERVICES

5310 - **HEALTH SERVICES**

The Board actively follows all Federal and State laws aimed at protecting student privacy and providing transparency. In the rare and unusual circumstance of the District requiring a physical examination or screening, such decisions shall prioritize student privacy and parental authorization. Only after written advance notification to parents **(X)** no less than five (5) school days in advance ~~[END OF OPTION]~~ , the ~~The School~~ Board per State law, may require students to submit to periodic health examinations to:

A. protect the school community from the spread of communicable disease;

B. **(X)** determine that each student's participation in health, safety, and physical education courses meets the student's ~~his/her~~ individual needs ;

C. determine that the learning potential of each child is not lessened by a remediable, physical disability.

The District shall provide advance written notification to parents any time the District determines there is a ~~specify the~~ need for health services which may include, but not be limited to:

A. **(X)** student physical examinations;

B. athlete physical examinations;

C. dental examinations;

D. vision screening;

E. audiometric screening.

Any health services program will ~~should~~ also include instruction to staff members on the observance of students for conditions that indicate physical defect or disability which may be pertinent to the student's ability to fully access the District's programming .

Federal Protection of Student Rights

The Board shall directly notify the parents of students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when any non-emergency, invasive physical examination or screening is scheduled or expected to be scheduled for students if the examination or screening is: (1) required as a condition of attendance; (2) administered by the school and scheduled by the school in advance; and (3) not necessary to protect the immediate health and safety of a specific student, or other students.

Per Federal law, the ~~The~~ term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening. If for some unforeseen and unexpected reason such examinations would be conducted by the District without notification at the beginning of the school year, then the District shall provide parents with written notification of such examinations no less than five (5) school days prior to an examination.

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Legal
118.25(3)(4), 118.255, Wis. Stats.
20 U.S.C. 1232h

FIRST READING BY BOARD

po5451.01

Vol. 35, No. 2 - Technical Corrections - July 2026 WISCONSIN ACADEMIC EXCELLENCE SCHOLARSHIP

5451.01 - **WISCONSIN ACADEMIC EXCELLENCE SCHOLARSHIP**

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

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

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

A. be a resident of the United States who is either a U.S. citizen or an alien lawfully admitted for permanent residence;

B. be a Wisconsin resident as defined in 36.27, Wis. Stats.;

C. have achieved senior status and have been in attendance for four (4) consecutive semesters, during their freshman, sophomore, junior, and senior year(s);

D. be selected based on the Grade Point Average (GPA) on the student's official transcript as of the last day of the semester which ended just prior to the deadline set by the HEAB ~~February 25th~~.

Beginning with courses taken in the 2025-2026 school year, weighted grades will be used to calculate GPA for the Academic Excellence Scholarhip. This change will not apply retoractively to prior coursework.

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

Scholarship in the school they actually attend.

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

In the event of a tie involving the GPAs:

A. the first tie-breaker will be the scholar with the most laude points;

B. the second tie-breaker will be the scholar with the highest ACT composite score;

C. in the event there is still a tie, a random draw will determine the scholar.

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

T.C. 1/31/22

© Neola 20 26 ~~16~~

Legal
39.41, Wis. Stats.

Wis. Admin Code HEA 9

FIRST READING BY BOARD

po5505

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised ACADEMIC HONESTY

5505 – **ACADEMIC HONESTY**

The Board values honesty and expects integrity in the District's students. Violating academic honesty expectations erodes the trust between teachers and students as well as compromises the academic standing of other students. So that each student learns the skills being taught, and is judged solely on their own merits, the Board prohibits any student from presenting someone else's work as their own, using artificial intelligence platforms in place of one's own work, providing unauthorized assistance to another student, and cheating in any manner.

All school work submitted for the purpose of meeting course requirements must be the individual student's original work or the original work of a group of students for group projects. It is prohibited for any student to unfairly advance their own academic performance or that of any other student. Likewise, no student may intentionally limit or impede the academic performance or intellectual pursuits of other students.

Academic dishonesty includes, but is not limited to:

A. plagiarism (of ideas, work, research, speech, art, music, etc.);

B. forgery of another's work;

C. presenting the results that are the product of an artificial intelligence (AI) platform as one's own where the use of AI was not specifically allowed by the teacher as part of the assignment;

D. downloading or copying information from other sources and presenting it as one's own;

E. using language translation work of someone else or using technology when the expectation is doing one's own translation;

F. copying another person's work;

G. allowing another person to copy one's own work;

H. stealing another person's work;

I. doing another person's work for them;

J. distributing copies of one's work for use by others;

K. distributing copies of someone else's work for use by others for academic gain or advantage;

L. intentionally accessing another's work for the purpose of presenting it as one's own for academic gain or advantage;

M. distributing or receiving answers to assignments, quizzes, tests, assessments, etc.

N. distributing or receiving questions from quizzes, tests, assessments, etc.

O. using AI to modify another person's work to avoid detection;

P. collaborating on an assignment when independent work is required;

Q. fabricating data, citations, sources, research results, or evidence;

R. receiving unauthorized assistance from another person (tutor, parent, peer, online forum, contract service, etc.);

Use of Artificial Intelligence/Natural Language Processing Tools For School Work

In order to ensure the integrity of the educational process and to promote fair and equal opportunities for all students, except as outlined below, the use of Artificial Intelligence (AI) and Natural Language Processing (NLP) tools (collectively, "AI/NLP tools") is strictly prohibited for the completion of school work. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools and they should ask their teachers when they have questions and/or need assistance. Unauthorized use of AI/NLP tools is considered a form of plagiarism and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Code of Conduct.

Notwithstanding the preceding, students can use AI/NLP tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI/NLP tools in an ethical and responsible manner. Teachers have the discretion to authorize students to use AI/NLP tools for the following uses:

A. Research assistance: AI/NLP tools can be used to help students quickly and efficiently search for and find relevant information for their school projects and

assignments.

B. Data Analysis: AI/NLP tools can be used to help students to analyze, understand, and interpret large amounts of data, such as text documents or social media posts. This can be particularly useful for research projects or data analysis assignments – e.g., scientific experiments and marketing research.

C. Language translation: AI/NLP tools can be used to translate texts or documents into different languages, which can be helpful for students who are learning a new language or for students who are studying texts written in a different language.

D. Writing assistance: AI/NLP tools can provide grammar and spelling corrections, as well as suggest alternative word choices and sentence structure, to help students improve their writing skills. Proper citation when using AI/NLP tools is required when non-original AI/NLP-generated content is incorporated into any work product. **(X)** Citation when using AI/NLP tools for spell check, grammar assistance, and similar refinement/editing tools does not need to be disclosed unless required by a student's teacher. **[END OPTION]**

E. Accessibility: AI/NLP tools can be used to help students with disabilities access and understand written materials. For example, text-to-speech software can help students with specific learning disabilities or visual impairments to read texts and AI-powered translation tools can help students with hearing impairments understand spoken language.

Staff and Administration have the responsibility for monitoring students' work for compliance with this policy.

When enrolled in Advanced Placement (AP), International Baccalaureate (IB), Early College Credit Programs (ECCP), Start College Now (SCN), or any other third-party, District-sponsored programming, students are expected to follow the corresponding policies and guidelines regarding the use of AI/NLP.

Before any disciplinary action is taken based in part on AI detection output, employees must exercise professional judgment rather than treating detection software results as conclusive.

Students who are found to have violated ~~violate~~ this policy are subject to disciplinary consequences. ~~- up to and including expulsion.~~

[X] Teachers are authorized, in consultation with their Principal, to apply appropriate consequences for violations of this policy. Disciplinary consequences for significant violations may include removal from the class with a failing grade, removal from student

leadership positions, elimination of honors recognition, loss of membership in honor organizations, as well as other disciplinary consequences up to and including expulsion appropriate to the nature of the violation. ~~[END OF OPTION]~~

Parents shall be contacted as soon as practicable to report any alleged acts of academic dishonesty by their child.

Student and/or parent appeals of disciplinary consequences resulting from violation of this policy may be made within five (5) business days to the Principal, whose decision shall be final. If the Principal was the staff member responsible for the disciplinary consequence being appealed, then student and/or parent appeals should be directed within five (5) business days to the Superintendent or Assistant Superintendent of Learning, whose decision shall be final.

A summary of this policy shall be included in the Student Handbook and the Employee Handbook.

Revised 10/22/25
T.C. 1/22/26

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Legal
118.01, 118.164, 120.12, Wis. Stats.

PROPOSED

po5511

Vol. 35, No. 2 - July 2026 Revised DRESS AND APPEARANCE

5511 - **DRESS AND APPEARANCE**

The Board recognizes that each student's mode of dress and appearance is a manifestation of personal style and individual preference , and that students do possess certain individual rights, including the right to engage in expressive speech -. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the Superintendent shall establish such dress and appearance guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or appearance practices that:

A. present a hazard to the health or safety of the individual student or to others in the school including by way of communicating threats of harm or depictions of harmful conduct directed at others , including depictions that are reasonably likely to or are intended to incite violence against or hatred towards others;

B. interfere with school work, create disorder, or cause or is likely to cause a material and substantial disruption to ~~disrupt~~ the educational program, including dress that promotes or depicts illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;

C. ~~illegal activity, such as illegal drug use, underage alcohol consumption, or similar activities;~~

D. **(X)** violate the District's anti-harassment policies by depicting images or messages that represent or promote discrimination or harassment on the basis of one or more protected classifications;

E. **(X)** depict or promote obscenity, pornography, or otherwise depict or describe sexual activity;

F. cause excessive wear or damage to school property;

G. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall also apply to the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event. Where appropriate, a uniform or specific dress requirement shall be used for students when representing the District as described.

In enforcing the dress code, the following procedures shall be used:

A. the Principal shall serve as the initial arbiter of student dress and appearance within the building or at school-sponsored events or activities;

B. before taking action to enforce dress code requirements, including by requiring that a student remove, cover, or otherwise conceal the item or depiction at issue, the principal shall consider ~~determine whether~~ the expressive nature of the particular item while evaluating the application of the dress code. ~~constitutes protected speech insofar as the item independently makes a statement of a discernable nature to the observer by depiction, words, or combination of the two that does not require separate explanation;~~

~~Expressive dress may not be protected speech if it involves:~~

A. ~~obscenity;~~

B. ~~language or depictions intended to incite violence or foment hatred of others.~~

~~Dress that is protected speech may still be prohibited if it is likely to cause a substantial disruption to the educational environment. This may include dress that includes the use of vulgarity, discriminatory language including racial or ethnic slurs, negative stereotypes, violence, or other communication when the clear intent is to invoke strong reactions in observers so as to impair the ability of teachers and/or students to engage in educational pursuit.~~

In determining whether a student's dress or appearance materially interferes with schoolwork, creates disorder, or disrupts the educational program, school officials may consider the age and emotional maturity of the student audience, recent local or national events, and the unique characteristics of the school community. Decisions to restrict student dress or expression should be based on a reasonable forecast of material and substantial disruption, supported by specific facts and context, and should be documented accordingly.

No protected speech may be prohibited on the basis of disagreement by District officials with the specific point of view expressed if the topic is otherwise permitted (e.g. permitting

depictions of support for one political party, but prohibiting depictions of support for the other)

~~**[ ] Development of ( ) Dress Code ( ) Uniform Requirements**~~

~~-~~

Each school shall engage in efforts to develop a dress code that prescribes certain types of dress and that identifies building-specific dress expectations. ~~The development of the dress code shall be completed using the following guidelines:~~

~~( ) invite the participation of~~

~~( ) staff~~

~~( ) parents~~

~~( ) students~~

~~in the preparation of a dress code which may specify prescribed dress and grooming practices, but may not amplify the rationale for prohibition established by Board policy;~~

~~-~~

~~( ) instruct staff members to demonstrate, by example and precept, personal neatness, cleanliness, propriety, modesty, and good sense in attire and appearance;~~

~~-~~

~~( ) ensure that all administrative guidelines impose only minimum and necessary restrictions on the exercise of the student's taste and individuality.~~

Students who violate the foregoing rules will not be admitted to class and may be subject to additional consequences.

If the clothing cannot be removed or concealed, the student may be sent home after contact is made with the student's parent/guardian.

Revised 4/21/21
Revised 12/2/21

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Legal
120.13(1), Wis. Stats.

FIRST READING BY BOARD

po5512

USE OF TOBACCO AND NICOTINE BY STUDENTS

ADOPTED May 25, 2016 · REVISED Apr 16, 2025

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 /Emergency Care.

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.

Response to Policy Violations

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.

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, caffeine pouches, 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.

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.

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
Revised 6/19/23

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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

PROPOSED

po5514

Vol. 35, No. 2 - Technical Corrections - July 2026 USE OF PERSONAL TRANSPORTATION DEVICES

Technical Correction - Vol. 35, No. 2

5514 - **USE OF PERSONAL TRANSPORTATION DEVICES**

The Board regulates the utilization of bicycles, e-bikes, scooters, skateboards, hoverboards, and similar personal transportation devices, whether powered manually by an operator or powered by a mechanical means (including, but not limited to, small gas engines or electric motors). For purposes of this policy, such items are collectively referred to as "personal transportation devices" but do not include personal transportation devices needed and/or used due to a disability. Personal transportation devices necessary for use due to a student's disability are governed by other policies of the Board. Additionally, this policy does not prevent the safe and reasonable utilization and operation of personal transportation devices when needed due to a disability. This policy does not apply to motor vehicles which are subject to Policy 5515 - Student Use and Parking of Motor Vehicles.

~~**[ ]** Because of the clear and present danger of accidents in traffic, inherent to riding personal transportation devices, it shall be the policy of the Board to prohibit the use of personal transportation devices **( )** except **( )** bicycles **( )** _____ **[END OF INTERNAL OPTIONS]** by students on campus for purposes of travel to and from school. **[END OF OPTION] [DRAFTING NOTE: If any exceptions are allowed in the above action, the following option should be chosen as well.]**~~

~~**[ ]** The Board regards the use of personal transportation devices for travel to and from school by students as an assumption of care, risk, and responsibility on the part of the students and parents of students. **[END OF OPTION]**~~

The Board in no way regulates the utilization of personal transportation devices off Board property and in no way takes responsibility regarding the utilization of personal transportation devices on Board property, with the owner and operator of such devices being fully and wholly liable for any personal or property damage resulting from the operation of such devices.

The operator of a personal transportation device must observe all safety laws and rules, display courtesy and consideration toward others, and must abide by this policy as well as

all laws and ordinances regarding the operation of the relevant device. Operating or bringing a personal transportation device on Board property is a privilege and not a right. An administrator may temporarily or permanently revoke such privilege to the extent that a personal transportation device is operated in a negligent, reckless, or other manner that creates a risk of harm to the operator or others, or in a fashion that otherwise fails to comply with safety rules, laws, or ordinances. Additional disciplinary action may result from the unsafe operation of a personal transportation device on Board property.

[X **]** Under no circumstances are gas-powered personal transportation devices to be operated on Board property.

~~**[ ]** Under no circumstances may an electric powered personal transportation device be operated on Board property at a speed that exceeds **( )** two (2) miles per hour **( )** _____ miles per hour **[END OF INTERNAL OPTIONS]** . Upon the request of an administrator, the operator of an electric powered transportation device will dismount the device and walk the device to the appropriate storage area. Failure to comply with an administrator's request to dismount and walk such a device may subject the student to disciplinary action.~~

[X **]** The Board will not be responsible for personal mobility or transportation devices that are lost, stolen, or damaged.

~~**[END OF OPTIONS]**~~
~~The Board will not be responsible for personal transportation devices that are lost, stolen, or damaged.~~

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FIRST READING BY BOARD

po5516

Special Update - Nondiscrimination - July 2026 Technical Correction STUDENT HAZING

5516 - **STUDENT HAZING**

The School Board believes that hazing activities of any type are inconsistent with the educational process and may in some circumstances be a violation of State law. It prohibits all such activities at any time in school facilities, on school property, and at any District-sponsored activity or event.

Hazing shall be defined for purposes of this policy as performing any act or coercing another, including the victim, to perform any act of initiation into any class, group, or organization that causes or creates a risk of causing mental, emotional, or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Administrators, faculty members, and other employees of the District shall be alert to possible situations, circumstances, or events that might include hazing. If hazing or planned hazing is discovered, the students involved shall be informed by the discoverer of the prohibitions contained in this policy and shall be ordered to end all hazing activities or planned activities immediately. All hazing incidents shall be reported immediately to the principal or to the Superintendent. The individual informed of the situation shall immediately do the following:

A. Write all information concerning the reported activity or planned activity received from the person reporting the incident to create a complete record of the initial contact with administration.

B. Determine if any potential criminal activity has occurred, and if so contact law enforcement immediately.

C. Determine whether the information received illustrates hazing behavior that is based on the student's or any group of students membership in a Protected Classification defined in Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity, in which case the matter shall be referred to the District's Compliance Officer consistent with Board s ~~ex (including transgender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or~~

~~learning disability, or any other characteristic protected by Federal or State civil rights laws ("Protected Classes"). If the conduct reported appears to be based on one (1)or more Protected Class, the Administrator shall inform the District Compliance Officer and refer to~~ Policy 5517 – Student Anti-Harassment and proceed accordingly.

D. If the hazing or planned hazing does not appear to be based on any Protected Classes, then the Administrator shall proceed to conduct an investigation consistent with the procedures found in Policy 5517.01 - Bullying. ~~If at any point, information surfaces indicating that hazing activity was based on one (1) or more Protected Class, the Administrator or designee conducting the investigation shall contact the Compliance Officer and consult Policy 5517 – Student Anti-harassment.~~

Students, administrators, faculty members, and other employees who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil or criminal penalties. Disciplinary action for students may include, but is not limited to, suspension and/or expulsion. Disciplinary action for staff members may be issued up to and including termination from employment. (See Policy 3139 – Staff Discipline , Policy 3140 - Non-renewal, Resignation, and Termination, Policy 4140 - Termination and Resignation, or Policy 4139 – Staff Discipline).

The Superintendent shall distribute this policy to all students and District employees, and shall incorporate it into building, staff, and student handbooks. It shall also be the subject of discussion at employee staff meetings or in-service programs.

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Legal
118.13 Wis. Stats.
120.13 Wis. Stats
948.51 Wis. Stats
P.I. 9, 41 Wis. Admin. Code
Fourteenth Amendment, U.S. Constitution
20 U.S.C. 1415
20 U.S.C. 1681 et seq., 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. 1983
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
42 U.S.C. 2000d et seq.
34 C.F.R. Sec. 300.600-300.662
Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, 1979

PROPOSED NONDISCRIMINATION MAY 2026

po5517

Special Update - Nondiscrimination - July 2026 Technical Correction STUDENT ANTI-HARASSMENT

5517 - **STUDENT ANTI-HARASSMENT**

Prohibited Harassment

It is the policy of the Board to maintain an educational environment that is free from all forms of harassment. This commitment applies to all District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of harassment. This policy applies to conduct occurring in any manner or setting over which the Board can exercise control, including on school property, or at another location if such conduct occurs during an activity sponsored by the Board.

The Board will not tolerate any form of harassment and will take all necessary and appropriate actions to eliminate it, including suspension or expulsion of students and disciplinary action against any other individual in the School District community. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our students.

The Board will vigorously enforce its prohibition against harassment based on any Protected Class described in Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws (hereinafter referred to as 'Protected Classes')~~, and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. Additionally, the Board prohibits harassing behavior directed at students, including a group of students, for any reason, even if not based on one of the Protected Classes, through its policies on bullying (See Policy 5517.01 – Bullying).

The Board will investigate all allegations of harassment ~~All allegations of harassment will be investigated~~ and in those cases where harassment is substantiated immediate steps will be taken designed to end the harassment, prevent its reoccurrence, and remedy its effects.

Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.

Other Violations of the Anti-Harassment Policy

The Board will also take prompt steps to impose disciplinary action on individuals engaging in any of the following prohibited acts:

A. Retaliating against a person who has made a report or filed a complaint alleging harassment, or who has participated as a witness in a harassment investigation;

B. Filing a malicious or knowingly false report or complaint of harassment;

C. Disregarding, failing to investigate adequately, or delaying investigation of allegations of harassment, when responsibility for reporting and/or investigating harassment complaints comprises part of one's duties.

Sexual Harassment covered by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, is not included in this policy. Allegations of such conduct shall be addressed by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.

Notice

Notice of the Board's policy on anti-harassment in the educational environment and the identity of the District's Compliance officers will be posted throughout the District and published in any District statement regarding the availability of employment, staff handbooks, and general information publications of the District as required by Federal and State law and this policy ~~u nless expressly stated otherwise herein~~ .

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.

Complainant is the individual who alleges, or is alleged, to have been subjected to harassment, regardless of whether the person files a formal complaint or is pursuing an individual resolution to the alleged harassment.

Day(s) means business day(s) (i.e., a day(s) that the District office is open for normal operating hours, Monday through Friday, excluding State-recognized holidays) unless expressly stated otherwise herein.

Respondent is the individual who has been alleged to have engaged in harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community means individuals, students, administrators, teachers, and staff, as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

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

Bullying

Bullying is prohibited by Board Policy 5517.01 – Bullying. It is defined as deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well-being. Bullying need not be based on any Protected Class. Bullying behavior rises to the level of harassment when the prohibited conduct is based upon the student's membership in a Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~sex (including gender status, change of sex, or gender identity), race color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation, physical, mental, emotional, or learning disability, or any other characteristic protected by Federal or State civil rights~~. Complaints brought under this policy that are more appropriately handled under the Bullying policy shall be referred for investigation consistent with the procedures in that policy.

Bullying that rises to the level of Sexual Harassment is covered by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, i.e., sexual harassment prohibited by Title IX, and is not included in this policy. Allegations of such conduct shall be addressed by Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities.

Harassment

Harassment means any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal or physical conduct directed against a student, or group of students, based on one or more of the student's Protected Class that:

A. places a student, or group of students, in reasonable fear of harm to the student's person or damage to the student's property;

B. has the effect of substantially interfering with a student's, or group of students', educational performance, opportunities, or benefits; or

C. has the effect of substantially disrupting the orderly operation of a school.

"Harassment" also includes "hate speech" directed against a student, or group of students—the use of language, behavior, or images/symbols that express prejudice against a particular group or groups on the basis of any protected characteristic(s).

Examples are:

A. making statements that promote violence toward a racial or ethnic group;

B. drawing, displaying, or posting images or symbols of prejudice.

Sexual Harassment

For purposes of this policy only and not sexual harassment under Title IX, addressed in Policy 2266/AG 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, 'sexual harassment' is defined as unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

A. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of access to educational opportunities or program;

B. submission or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's education;

C. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's education, or creating an intimidating, hostile, or offensive educational environment.

Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.

Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

A. unwelcome verbal harassment or abuse;

B. unwelcome pressure for sexual activity;

C. threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs, activities, or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances;

D. unwelcome verbal expressions, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls and obscene gestures;

E. Sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature, placed in the work or educational environment, that may reasonably embarrass or offend individuals;

F. unwelcome, sexually motivated or inappropriate patting, pinching, or physical contact, other than necessary restraint of students by teachers, administrators, or other school personnel to avoid physical harm to persons or property;

G. unwelcome sexual behavior or words including demands for sexual favors, accompanied by implied or overt threats concerning an individual's educational status;

H. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's educational status;

I. unwelcome behavior or words directed at an individual because of gender;

Examples are:

1. repeatedly asking a person for dates or sexual behavior after the person has indicated no interest;

2. rating a person's sexuality or attractiveness;

3. staring or leering at various parts of another person's body;

4. spreading rumors about a person's sexuality;

5. letters, notes, telephone calls, or materials of a sexual nature;

6. displaying pictures, calendars, cartoons, or other materials with sexual content.

J. Boundary Violations as defined in PO 1213/3213/4213 - Student Supervision and Welfare ~~inappropriate boundary invasions by a District employee or other adult member of the District community into a student's personal space and personal life;~~

~~Boundary invasions may be appropriate or inappropriate. Appropriate boundary invasions make medical or educational sense. For example, a teacher or aide assisting a kindergartner after a toileting accident or a coach touching a student during wrestling or football can be appropriate. However other behaviors might be going too far, are inappropriate and may be signs of sexual grooming.~~

~~Inappropriate boundary invasions may include, but are not limited to the following:~~

1. ~~hugging, kissing, or other physical contacts with a student;~~
2. ~~telling sexual jokes to students;~~
3. ~~engaging in talk containing sexual innuendo or banter with students;~~
4. ~~talking about sexual topics that are not related to the curriculum;~~
5. ~~showing pornography to a student;~~
6. ~~taking an undue interest in a student (i.e. having a 'special friend' or a 'special relationship');~~
7. ~~initiating or extending contact with students beyond the school day for personal purposes;~~
8. ~~using e-mail, text messaging or websites to discuss personal topics or interests with students;~~
9. ~~giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval;~~
10. ~~invading a student's privacy (e.g. walking in on the student in the bathroom, locker-room, asking about bra sizes or previous sexual experiences);~~
11. ~~going to a student's home for non-educational purposes;~~
12. ~~inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of a student);~~

13. ~~giving gifts or money to a student for no legitimate educational purpose;~~

14. ~~accepting gifts or money from a student for no legitimate educational purpose;~~

15. ~~being overly 'touchy' with students;~~

16. ~~favoring certain students by inviting them to come to the classroom at non-class times;~~

17. ~~getting a student out of class to visit with the staff member;~~

18. ~~providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and authorized to do so;~~

19. ~~talking to a student about problems that would normally be discussed with adults (i.e. marital issues);~~

20. ~~being alone with a student behind closed doors without a legitimate educational purpose;~~

21. ~~telling a student 'secrets' and having 'secrets' with a student;~~

22. ~~other similar activities or behavior.~~

~~Inappropriate boundary invasions are prohibited and must be reported promptly to one of the District Compliance Officers, as designated in this policy, the Building Principal or the Superintendent.~~

K. ~~a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;~~

L. remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history;

M. a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;

N. verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

Not all behavior with sexual connotations constitutes sexual harassment. Sex-based or gender-based conduct must be sufficiently severe, pervasive, or persistent such that it adversely affects, limits, or denies an individual's education, or such that it creates a hostile or abusive educational environment, or such that it is intended to, or has the effect of, denying or limiting a student's ability to participate in or benefit from the educational program or activities.

In addition to investigating and taking appropriate corrective action in instances of harassment, or of sexual harassment or other sexual misconduct, the District shall make available to the victim of such harassment or misconduct resources to assist the student with coping with the effects of victimization. The school counseling services shall identify available resources in the community and provide assistance to students in contacting such resources if desired by the student. The District will not directly provide or pay for assistance unless such services are available in the District program or the Board otherwise approves.

It is further the policy of the Board that a sexual relationship between staff and students is not permissible in any form or under any circumstances, in or out of the workplace, in that it interferes with the educational process and may involve elements of coercion by reason of the relative status of a staff member to a student.

Race/Color Harassment

Prohibited racial harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references regarding racial customs.

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of: interfering with the individual's work or educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive working and/or learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's physical, mental, emotional or learning disability and when the conduct has the purpose or effect of: interfering with the individual's educational performance; creating an intimidating, hostile, or offensive learning environment; or interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's disability, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like.

Anti-Harassment Compliance Officers

The Board designates the following individuals to serve as the District's Compliance Officers (also known as 'Anti-Harassment Compliance Officers'; hereinafter referred to as the 'COs').

Employee Issues:

Sarah Trimner
Director of Talent and Culture
6100 Alderson Street
Weston, WI 54476
715-359-4221, ext. 1225
strimner@dce.K12.wi.us

Kelley Strike
Assistant Superintendent of Operations
6100 Alderson Street
Weston, WI 54476
715-359-4221 ext. 1243
kstrike@dce.K12.wi.us

Student Issues:

Gina Lehman

Student Services Director
D.C. Everest Area School District
6100 Alderson Street
Weston, WI 54476
715-359-4221 Ext. 1351
gilehman@dce.k12.wi.us

Dr. Jeff Lindell
Assistant Superintendent of Learning
D.C. Everest Area School District
6100 Alderson Street
Weston, WI 54476
715-359-4221 Ext. 1327
jlindell@dce.k12.wi.us

~~Gina Lehman Student Services Director D.C. Everest Area School District 6100 Alderson Street Weston, WI 54476 715-359-4221 Ext. 1351 gilehman@dce.k12.wi.us~~

The names, titles, and contact information of these individuals will be published annually in the School District Annual Report to the public and on the School District's website.

The Compliance Officer(s) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.

Reports and Complaints of Harassing Conduct

Reporting procedures are as follows:

A. Any student who believes they have been the victim of harassment prohibited under this policy will be encouraged to report the alleged harassment to any District employee, such as a teacher, administrator or other employees.

B. Any parent of a student who believes the student has been the victim of harassment prohibited under this policy is encouraged to report the alleged harassment to the student's teacher, building administrator or Superintendent.

C. Teachers, administrators, and other school employees who have the knowledge or received notice that a student has or may have been the victim of harassment prohibited under this policy shall report the alleged harassment to one of the Compliance Officers and the building principal or Superintendent within two (2) days.

D. Any other person with knowledge or belief that a student has or may have been the victim of harassment prohibited by this policy shall be encouraged to immediately report the alleged acts to any District employee, such as a teacher, administrator or other employees.

E. The reporting party or Complainant shall be encouraged to use a report form available from the principal of each building or available from the District office, but oral reports shall be considered complaints as well. Use of formal reporting forms shall not be mandated. However, all oral complaints shall be reduced to writing.

F. To provide individuals with options for reporting harassment to an individual of the gender with which they feel most comfortable, the Board has designated both a male and a female Compliance Officer for receiving reports of harassment prohibited by this policy. At least one (1) Compliance Officer or other individuals shall be available outside regular school hours to address complaints of harassment that may require immediate attention.

A CO will be available during regular school/work hours to discuss concerns related to harassment and to assist students, other members of the School District community, and third parties who seek support or advice when informing another individual about 'unwelcome' conduct, or to intercede informally on behalf of the student.

Any Board employee who directly observes harassment of a student is obligated, in accordance with this policy, to report such observations to one of the COs within two (2) days. Thereafter, the COs must contact the Complainant, if over age eighteen (18) or the Complainant's parents/guardians if under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged misconduct, including the obligation of the Compliance Officer to conduct an investigation following all the procedures outlined in the complaint procedures.

The COs are assigned to accept complaints of harassment directly from any member of the School District community or a Third Party, or to receive complaints that are initially filed with a school building administrator. Upon receipt of a complaint, either directly or through a school building administrator, the CO(s) will designate a specific individual to conduct such a process as identified in a pre-defined list of investigators. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. The CO will prepare recommendations for the Superintendent. In the case of a complaint against the Superintendent or a Board member, the CO will prepare recommendations for the Board Attorney who has been designated to serve as the decision-maker for such complaints. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer as soon as possible, but always within no more than two (2) days of learning of the incident.

In cases where no District CO is able to investigate a complaint due to concerns regarding conflicts, bias, or partiality, or for other reasons that impair the CO's ability to conduct an investigation, the CO may, in consultation with the Superintendent, or Board President if the matter involves the Superintendent, engage outside legal counsel to conduct the investigation consistent with this policy.

Filing a Complaint and Initial Processing of a Complaint

Except for Sexual Harassment that is covered by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, any student, or the student's parent/guardian, who believes that the student has been subjected to harassment may seek resolution of the complaint through the procedures described below. The formal complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

The procedures set forth below are not intended to interfere with the rights of a student to pursue a complaint of harassment or retaliation with : ~~the United States Department of Education Office for Civil Rights ('OCR') and/or other applicable government agency. The Chicago Office of the OCR can be reached at:~~

~~U.S. Department of Education~~
~~Office for Civil Rights~~
~~Chicago Office~~
~~John C. Kluczynski Federal Building~~
~~230 S. Dearborn Street, 37th Floor~~
~~Chicago, IL 60604~~
~~Telephone: 312-730-1560~~
~~FAX: 312-730-1576~~
~~TDD: 800-877-8339~~
~~E-mail: OCR.Chicago@ed.gov~~
~~Web: http://www.ed.gov/ocr~~

Office for Civil Rights, Denver Office
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
Telephone: (303) 844-5695
FAX: (303) 844-4303
E-mail: OCR.Denver@ed.gov
Web: https://www.ed.gov/about/ed-offices/ocr

If at any time during the investigation process, the investigator determines that the complaint is properly defined as Bullying, under Policy 5517.01 - Bullying and not

Harassment under this Policy, because the conduct at issue is not based on a student's Protected Characteristics, the investigator shall transfer the investigation to the appropriate building principal.

If during an investigation of alleged bullying, aggressive behavior, and/or harassment, in accordance with Policy 5517.01 - Bullying, the Principal believes that the reported misconduct may have created a hostile educational environment and may have constituted discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior, and/or harassment to one (1) of the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities, the matter will be investigated in accordance with the grievance process and procedures outlined in Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01- Bullying investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266 -Nondiscrimination on the Basis of Sex in Education Program or Activities. The Compliance Officer shall keep the Principal informed of the status of the investigation under this policy and provide the Principal with a copy of the resulting report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 - Nondiscrimination on the Basis of Sex in Education Program or Activities grievance process.

Complaint and Investigation Procedure

A Complainant may file a complaint, either orally or in writing with a teacher, principal, or other District employee at the student's school, the CO, Superintendent, or other District official who works at another school or at the District level. Due to the sensitivity surrounding complaints of harassment, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a teacher, principal, or other District official at the student's school, the CO, Superintendent, or other District employee, either orally or in writing, about any complaint of harassment, that employee must report such information to the CO within two (2) days.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); and a list of potential witnesses.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the Compliance Officer shall ask for such details in an oral interview. Thereafter the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to a change of class schedule for the Complainant or the Respondent, or possibly a change of school for either or both of the parties. In making such a determination the Compliance Officer should consult the Superintendent prior to any action being taken, except for complaints against the Superintendent, in which case the Board President should be consulted. The Complainant should be notified of any proposed action prior to such action being taken.

As soon as appropriate in the investigation process, the CO will inform the Respondent that a complaint has been received. The Respondent will be informed about the nature of the allegations and a copy of any relevant policies and/or administrative procedures and the Board's anti-harassment policy shall be provided to the Respondent at that time. The Respondent must also be provided an opportunity to respond to the complaint.

All investigations shall be commenced as soon as practicable upon receipt of a complaint and concluded as expeditiously as feasible, in consideration of the circumstances, while taking measures to complete a thorough investigation. The Complainant shall be notified in writing of receipt of the complaint within forty-five (45) days of the complaint and shall reach a determination concerning the complaint within ninety (90) days of receipt unless additional time is agreed to by the Complainant.

Generally, within two (2) days of receiving the complaint, the CO will initiate an investigation by at a minimum confirming receipt of the complaint with the Complainant and informing the Complainant of the investigation process.

~~Investigations shall be completed promptly. What constitutes promptness will depend on the complexity of the issues, the number of incidents or factual elements, the number of witnesses and documents to be consulted, and the availability of witnesses and other evidence. The CO shall keep the complainant reasonably informed of the investigation's progress.~~

The investigation generally will include:

A. interview(s) with the Complainant;

B. interview(s) with the Respondent;

C. interviews with any other witnesses who reasonably may be expected to have any information relevant to the allegations, as determined by the CO;

D. consideration of any documentation or other evidence presented by the Complainant, Respondent, or any other witness which is reasonably believed to be relevant to the allegations, as determined by the CO.

At the conclusion of the investigation, the CO shall prepare and deliver a report to the Superintendent which summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of harassment as provided in Board policy and State and Federal law as to whether the Respondent engaged in harassment/retaliation of the Complainant. In determining if harassment occurred, a preponderance of evidence standard will be used. The CO's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved.

The CO may consult with the Board's attorney during the course of the investigatory process and/or before finalizing the report to the Superintendent.

Generally, within five (5) days of receiving the report of the CO or designee, the Superintendent, or in the case of a complaint against the Superintendent or a Board member, the person designated to serve as the decision-maker for the complaint either must issue a written decision regarding whether the complaint has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent. The Superintendent may redact information from the decision consistent with applicable law. The Board authorizes the Superintendent to consult with legal counsel to determine the extent to which information in an investigation report must be provided to either the Complainant or Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

The decision of the Superintendent shall be final. If the Complainant feels that the decision does not adequately address the complaint s/he may appeal the decision to the State Superintendent of Public Instruction by submitting a written request to the Wisconsin Department of Public Instruction ('DPI'), Pupil Nondiscrimination Program, or by contacting the DPI Pupil Nondiscrimination Program at (608) 267-9157.

The Board reserves the right to investigate and may request the Superintendent investigate and resolve a complaint or report of harassment regardless of whether the member of the School District community or Third Party alleging the harassment pursues the complaint. The Board also reserves the right to have the complaint investigation

conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board.

To the extent required by law or permitted by the District, the parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Additional School District Action

If the evidence suggests that the harassment at issue is a crime or requires mandatory reporting under the Children's Code (Sec. 48.981, Wis. Stat.), the CO or Superintendent shall report the harassment to the appropriate social service and/or law enforcement agency charged with responsibility for handling such investigations and crimes.

Any reports made to the local child protection service or to local law enforcement shall not terminate the CO's obligation and responsibility to continue to investigate a complaint of harassment. While the COs may work cooperatively with outside agencies to conduct concurrent investigations, in no event shall the harassment investigation be inhibited by the involvement of outside agencies without good cause after consultation with the Superintendent.

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the District's legal obligations to investigate ~~investigation~~, take appropriate action, and comply with any discovery or disclosure obligations. Confidentiality cannot be guaranteed, however. Respondents must be provided an opportunity to meaningfully respond to allegations, which may include disclosure of the Complainant's identity.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Additionally, the Respondent must be provided with the Complainant's identity.

During the course of an investigation, the CO or designee will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to Third Parties any information that is learned or provided during the course of the investigation.

Directives During Investigation

The CO may recommend to the Superintendent placing any employee involved in an investigation under this Policy on administrative leave pending resolution of the matter. If the Superintendent is the Respondent, the CO shall make such recommendation to the Board. For example, administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation may be required to answer questions that could also involve criminal investigations or sanctions, including the existence of a co-occurring law enforcement investigation are still required to answer questions concerning the District's investigation, but are entitled to do so without waiving their Constitutional right against self-incrimination that applies during a criminal investigation. Employees should be advised of this right, through what is often referred to as a "Garrity Warning". The Garrity Warning informs the employee that the employee is required to respond to questions posed during the investigation and that answers to questions relating to the employee's conduct may be used by the District for determining appropriate discipline, but will not be provided to law enforcement officials in the course of their independent criminal investigation, unless otherwise required by law. (see Form 5517 F3 - "Garrity" Warning)

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken because of the discrimination, or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against harassment by taking appropriate action reasonably calculated to stop the harassment and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable law.

When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process 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.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information, provided regarding the Board's policy and discrimination in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The CO is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all information, documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315) created and received as part of an investigation which may include but are not limited to:

A. all written reports/allegations/complaints/statements;

B. narratives of all verbal reports, allegations, complaints, and statements collected;

C. a narrative of all actions taken by District personnel;

D. any written documentation of actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities;

E. narratives of, notes from, or audio, video, or digital recordings of witness statements;

F. all documentary evidence;

G. e-mails, texts, or social media posts pertaining to the investigation;

H. contemporaneous notes in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.) pertaining to the investigation;

I. written disciplinary sanctions issued to students or employees and a narrative of verbal disciplinary sanctions issued to students or employees for violations of the policies and procedures prohibiting discrimination or harassment;

J. dated written determinations to the parties;

K. dated written descriptions of verbal notifications to the parties;

L. written documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates issued, and the dates the parties acknowledged receipt;

M. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

N. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff

with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

O. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

P. documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy. **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time, and location of the training, and a copy of the materials reviewed and/or presented during the training.]**

Q. **(X) documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;**

R. **(X) copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;**

S. **(X) copies of any notices sent to the Complainant and the Respondent in advance of any interview or hearing; ( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.

T. **(X) copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.**

The information, documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

The information, documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) created or received as part of an investigation shall be retained in accordance with Policy 8310 - Public Records, Policy 8315- Information Management, Policy 8320 - Personnel Records, Policy 8330 - Student Records for not less than three (3) years, but longer if required by the District's records retention schedule.

~~The Board exercises its executive power in part by the appointment of a Superintendent for the proper operation and management of the district (Policy 1233 - Board Powers) and the Superintendent shall enforce the Statutes of the State of Wisconsin, rules of the Department of Public Instruction, and the policies of the Board (Policy 0132.1).~~

~~This policy describes the expectations for the District's response to reports of harassment. If, following the completion of an investigation, new concerns arise, it is recognized that this policy would be enacted for the new concerns or additional reports.~~

Revised 4/24/19
Revised 9/6/19
T.C. 6/22/20
Revised 2/17/21
T.C. 7/14/21
Revised 11/17/21
Revised 6/15/22
T.C. 7/17/23
Revised 7/19/23
Revised 1/24/24
Revised 4/17/24
T.C. 6/27/24

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Legal
48.981, Wis. Stats.
118.13, Wis. Stats.
P.I. 9, Wis. Admin. Code
P.I. 41 Wis. Admin. Code
20 U.S.C. 1400 et seq., the Individuals with Disabilities Education Act of 2004, as amended (IDEA)
29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973, as amended
42 U.S.C. 1983
42 U.S.C. 2000d et seq., Title VI of the Civil Rights Act of 1964
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
34 C.F.R. Part 104, Section 504 Regulations
34 C.F.R. Part 300, IDEA Regulations

PROPOSED

po6325

Vol. 35, No. 2 - July 2026 Revised PROCUREMENT - FEDERAL GRANTS/FUNDS

6325 - **PROCUREMENT - FEDERAL GRANTS/FUNDS**

Procurement of all supplies, materials, equipment, and services paid for from Federal funds including any District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, Board policies, and administrative procedures.

The Superintendent shall have and use a procurement and contract administration system in accordance with the USDOE requirements (2 C.F.R. 200.317-.326), including affirmative steps for small businesses, minority business, women's business enterprises, veteran-owned businesses, and labor surplus area firms, for the administration and management of Federal grants and Federally-funded programs. The District shall maintain oversight that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall conform to the provisions of the District's documented general purchasing policy and administrative guidelines (Policy 6320 and AG6320).

When required by Federal program legislation, all Federally-funded contracts in excess of $2,000 related to construction, alteration, repairs, painting, decorating, etc. must comply with Davis-Bacon prevailing wage requirements.

All District employees, officers, and agents who have purchasing authority shall abide by the standards of conduct covering conflicts of interest and governing the actions of its employees, officers, and agents engaged in the selection, award, and administration of contracts as established in Policy 1130 - Ethics and Conflict of Interest, and Policy 3230 - Ethics an Conflict of Interest, and Policy 4230 - Ethics and Conflict of Interest.

The District will avoid the acquisition of unnecessary or duplicative items. Consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase . When appropriate, an analysis shall be made between leasing and purchasing property or equipment to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

To foster greater economy and efficiency, the District may enter into State and local

intergovernmental agreements, where appropriate, for procurement or use of common or shared goods and services.

Competition

All procurement transactions under the Federal award paid for from Federal funds or District matching funds shall be conducted in a manner that provides full and open competition and that is in accordance with 2 C.F.R. Part 200, good administrative practice, and sound business judgment. To ensure objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids from competition for such procurements.

Examples of situations that may restrict competition include, but are not limited to:

A. unreasonable requirements on firms for them to qualify to do business;

B. unnecessary experience and excessive bonding requirements;

C. noncompetitive pricing practices between firms or between affiliated companies;

D. noncompetitive contracts to consultants that are on retainer contracts;

E. organizational conflicts of interest;

F. specification of only a “brand name” product instead of allowing for an “or equal” product to be offered and describing the performance or other relevant requirements of the procurement;

G. any arbitrary action in the procurement process.

To the extent that the District uses a pre-qualified list of persons, firms, or products to acquire goods and services, that are subject to this policy, the pre-qualified list includes enough qualified sources to ensure maximum open and free competition. The District allows vendors to apply for consideration to be placed on the list continuously

The District shall require that all prequalified lists of persons, firms, or products which are used in procurement transactions are current and include enough qualified sources to provide maximum open competition. When establishing or amending prequalified lists, the District (or subrecipient) must consider objective factors that evaluate price and cost to maximize competition. The District shall not preclude potential bidders from qualifying during the solicitation period.

To the extent consistent with established practices and legal requirements applicable to the recipient or subrecipient, this subpart does not prohibit recipients or subrecipients from

developing written procedures for procurement transactions that incorporate a scoring mechanism that rewards bidders that commit to specific numbers and types of U.S. jobs, minimum compensation, benefits, on-the-job-training for employees making work products or providing services on a contract, and other worker protections. This subpart also does not prohibit recipients and subrecipients from making inquiries of bidders about these subjects and 2 C.F.R. Revisions 2024: Unofficial Comparison Version assessing the responses. Any scoring mechanism must be consistent with the U.S. Constitution, applicable Federal statutes and regulations, and the terms and conditions of the Federal award.

Solicitation Language (Purchasing Procedures)

The District shall have written procurement procedures (in accordance with 2 C.F.R. 200.319(d)) that require all solicitations incorporate a clear and accurate description of the technical requirements for the property, equipment, or service being procured. The description may include a statement of property, equipment, or service to be procured. When necessary, the description must set forth those minimum essential characteristics and standards to which the property, equipment, or service shall conform. Detailed product specifications should be avoided if at all possible.

When it is impractical or uneconomical to clearly and accurately describe the technical requirements, a "brand name or equivalent" description of features to provide procurement requirements may be used. The specific features of the named brand must be clearly stated and the District must identify any additional requirements which the offerors must fulfill and all other factors that will be used in evaluating bids or proposals.

The Board will not approve any expenditure for an unauthorized purchase or contract.

Procurement Methods

The District shall have and use documented procedures, consistent with the standards described above, for the following methods of procurement:

A. **Informal Procurement Methods**

Informal procurement methods for small purchases expedite the completion of transactions, minimize administrative burdens, and reduce costs. Informal procurement methods may be used when the value of the procurement under a Federal award does not exceed the simplified acquisition threshold, or a lower threshold established by the State. The informal procurement methods include:

1. **Micro-Purchases**

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the class maximum

deviation by Federal Acquisition Regulation. To the extent practicable, the District should distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if the Superintendent considers the price to be reasonable based on research, experience, purchase history, or other relevant information, and maintains documents to support its conclusion. The District shall maintain evidence of this reasonableness in the records of all purchases made by this method.

[X] Unless otherwise defined by State or local law, districts are responsible for determining and documenting an appropriate micro-purchase threshold in accordance with 2 C.F.R. 200.320(a)(iv) based on internal controls, an evaluation of the risk, and its documented procurement procedures. The micro-purchase threshold used by the District shall be authorized or not prohibited under State, local, or tribal laws or regulations.

An eligible District may self-certify a threshold of up to $50,000 on an annual basis and must maintain documentation to be made available to the Federal agency or pass-through entity and auditors in accordance with 2 C.F.R. 200.334. The self-certification, in accordance with 2 C.F.R. 200.334, must include a justification, clear identification of the threshold, and supporting documentation of any of the following:
a. a qualification as a low-risk auditee in accordance with the criteria in 2 C.F.R. 200.520;

b. an annual internal institutional risk assessment to identify, mitigate, and manage finanial rists; or

c. for public institutions, a higher threshold is consistent with State law.

[DRAFTING NOTE: The Federal regulation allows for a $50,000 threshold. While this authority is allowed for an entity qualified as a low-risk auditee by Federal regulation, this increased threshold has not yet been addressed by the Department of Public Instruction (DPI) and Neola does not suggest its use due to the complexity and subjectivity of the mechanism.] [END OF OPTION]

2. **Small Purchases**

Small purchases include the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold of $_ 350,000 _____ **[not to exceed $350,000 ~~$250,000~~]**. Small purchase procedures require that price or rate quotations shall be obtained from **( )** _____ **(X)** an adequate number of **[** ~~END OF OPTION]~~ qualified sources. **[DRAFTING NOTE: Unless the pass-**

through entity or State law defines the number of quotes required, the District may define in policy how many quotations are adequate. The number must be greater than one (1).] ~~the class maximum deviation by Federal Acquisition Regulation, except as otherwise required by State law. Small purchase procedures require that price or rate quotations shall be obtained from an adequate number of qualified sources.~~

Districts are responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk, and its documented procurement procedures which must not exceed the threshold established in the Federal Acquisition Regulations ("FAR"). When applicable, a lower simplified acquisition threshold used by the District must be authorized or not prohibited under State, local, or tribal laws or regulations.

B. Formal Procurement Methods

When the value of the procurement for property or services under a Federal award exceeds the simplified acquisition threshold, or a lower threshold established by the State, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement method can be used in accordance with the standards on competition in 200.319 or non-competitive procurement. The formal methods of procurement are:

1. **Sealed Bids**

   Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to $350,000 ~~$250,000~~ and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed $50,000 unless otherwise required by State law.

   In order for sealed bidding to be feasible, the following conditions shall be present:

   a. a complete, adequate, and realistic specification or purchase description is available;

   b. two (2) or more responsible bidders have been identified as willing and able to compete effectively for the business; and

   c. the procurement lends itself to a firm, fixed-price contract and the selection of the successful bidder can be made principally based on the basis of price.

When sealed bids are used, the following requirements apply:

a. Bids shall be solicited in accordance with the provisions of State law and Policy 6320. Bids shall be solicited from an adequate number of qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.

b. The invitation for bids must define the items or services with specific information, including any required specifications, for the bidder to properly respond.

c. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.

d. A firm, fixed-price contract is awarded in writing to the lowest responsive bid and responsible bidder. When specified in the invitation for bids, factors such as discounts, transportation costs, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts must only be used to determine the low bid when the District determines they are a valid factor based on prior experience.

e. The Board reserves the right to reject any or all bids but must document and provide a justification for all bids it rejects.

2. **Proposals**

Procurement by proposals is a method in which either a fixed-price or cost-reimbursement contract is awarded. This method is used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method.

If this method is used, the following requirement apply:

a. Requests for proposals require public notice and must identify all evaluation factors and their relative importance. ~~I~~To the maximum extent practicable, any proposals submitted in response to the public notice must be considered.

b. Proposals shall be solicited from an adequate number of sources.

c. The District must have written procedures for conducting technical and for making selections.

d. Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the District considering price and other factors.

The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby the competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where the price is not used as a selection factor, can only be used to procure A/E professional services. The method cannot be used to purchase other services though A/E firms that are a potential source to perform the proposed effort.

3. **Noncompetitive Procurement**

Procurement by noncompetitive proposals may be used only when one (1) or more of the following circumstances apply:

a. the aggregate amount of the procurement transaction does not exceed the micro-purchase threshold;

b. the procurement transaction can only be fulfilled by a single source;

c. the public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;

d. the District requests in writing to use a noncompetitive procurement method, and the Federal agency or pass-through entity provides written approval; or

e. after soliciting several sources, competition is determined to be inadequate.

Domestic Preference for Procurement

The District should, to the extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. Such requirements shall be included in all subawards, contract, and purchase orders for work or products under the Federal award.

Procurement of Recovered Materials

The District must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976, as amended, 42 U.S.C. 6962. These requirements include:

A. procuring only items designated in the guidelines of the Environmental Protection Agency ("EPA") at 40 C.F.R. part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of

competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000;

B. procuring solid waste management services in a manner that maximizes energy and resource recovery; and

C. establishing an affirmative procurement program for the procurement of recovered materials identified in the EPA guidelines.

The District should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable.

This may include purchasing compostable items and other products and services that reduce the use of single-use plastic products.

Contract/Price Analysis

The District shall perform a cost or price analysis for every procurement transaction, including contract modifications, in excess of the Simplified Acquisition Threshold (currently $ 350,000 ~~250,000~~). The method and degree of analysis conducted depend on the facts surrounding the particular procurement transaction. For example, the District should consider potential workforce impacts in their analysis if the procurement transaction will displace public sector employees. However, as a starting point, the District must make independent estimates before receiving bids or proposals.

A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements. The District must not use the “cost plus a percentage of cost” and “percentage of construction costs” methods of contracting.

Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that the costs incurred or cost estimates included in negotiated prices would be allowable for the District according to cost principle requirements.

Time and Materials Contracts

The District uses a time and materials type contract only (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk. A time-and-materials type contract means a contract whose cost to the District is the sum of the actual costs of materials and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Because this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

Suspension and Debarment

The District will awards contracts only to responsible contractors that possess the ability to perform successfully under the terms and conditions of the proposed contract. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as 1) contractor integrity; (2) public policy; 3) compliance; 4) proper classification of employees; 5) record of past performance and 6) financial and technical resources.

The District shall not subcontract with or award subgrants to any person or company who is debarred or suspended. For contracts over $25,000, the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management, which maintains a list of such debarred or suspended vendors, at www.sam.gov; collecting a certification from the vendor; or adding a clause or condition to the covered transaction with that vendor. (2 C.F.R. Part 180 Subpart C)

Bid Protest

The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals ("RFPs") or the individual bid specifications package, for resolution. Bid protests shall be filed in writing with the Office of the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest or failure to file a formal written protest within the time prescribed shall constitute a waiver of proceedings.

Maintenance of Procurement Records

The District shall maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price (including a cost or price analysis).

Records Retention

The District must retain all Federal award records for three (3) years from the date of submission of the final financial report, or as otherwise required pursuant to the Board-adopted records retention schedule, whichever is longer. For awards that are renewed quarterly or annually, the District must retain records for three (3) years from the date of submission of the quarterly or annual financial report, respectively, or as otherwise required pursuant to the Board-adopted records retention schedule, if longer. Records to be retained include, but are not limited to, financial records, supporting documentation, and statistical records. Other records retention requirements shall be in accordance with 2 C.F.R. 200.334 and the Board-adopted records retention schedule.

The District must collect, transmit, and store Federal award information in an open file, non-licensed, and machine-readable formats. The District may substitute electronic versions of original paper records through duplication or other forms of electronic conversion, provided that the procedures are subject to periodic quality control reviews. Quality control reviews must ensure that electronic conversion procedures provide safeguards against the alteration of records and assurance that records remain in a format that is readable by a computer system.

Revised 9/25/19
Revised 2/17/21
Revised 4/17/24

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Legal

2 C.F.R. 2.101
2 C.F.R. 200.317 - .326
Appendix II to Part 200
2 C.F.R. 200.334-200.336
2 C.F.R. 200.520

FIRST READING BY BOARD

po7440.02

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised SMART SENSOR AND MONITORING TECHNOLOGY

7440.02 - **SMART SENSOR AND MONITORING TECHNOLOGY**

[DRAFTING NOTE: This policy is being offered to address the emerging monitoring technology used to detect vape smoke and the like.] In order to protect students and faculty, promote security and protect the health, welfare and safety of students, staff and visitors, the Board authorizes the use of smart sensor and electronic monitoring equipment on school property, and in school buildings and school buses. Smart sensor and monitoring technology uses devices that can sense, collect, and process a variety of environmental information. Smart sensor and monitoring technology also includes utilizing Artificial Intelligence (AI) to monitor, analyze, and identify real-time and recorded video footage for surveillance and investigative purposes. Information obtained through smart sensor devices may be used to identify intruders and persons breaking the law, Board policy, or the Student Code of Conduct ~~(i.e., it may be used as evidence in disciplinary actions and criminal proceedings)~~.

The monitoring of actions and behavior of individuals who come onto school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school and student property. Smart sensor monitoring systems serve to complement other means being employed in the District to promote and foster a safe and secure teaching and learning environment for students and staff. The Board recognizes that the use of a smart sensor monitoring system does not replace the need for the ongoing vigilance of the school staff assigned by the building principal to monitor and supervise the school building. Rather, the smart sensor monitoring system serves as an appropriate and useful tool with which to augment or support the in-person supervision provided by staff. The building principal is responsible for verifying that due diligence is observed in maintaining general campus safety and security.

The Superintendent is responsible for determining where to install and operate fixed-location smart sensor monitoring equipment in the District. The determination of where and when to use smart sensor equipment shall ~~will~~ be made in a nondiscriminatory manner. Smart sensor equipment may be placed in designated areas in school buildings (e.g., school hallways, restrooms, classrooms, locker rooms, entryways, the front office where students, employees, and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries).

Any person who takes action to damage, block, move, or alter the location of a smart sensor shall be subject to disciplinary action.

Except for instructional use of smart sensor monitoring authorized by the Superintendent, any ~~Any~~ information obtained from smart sensor monitoring systems may only be used to support the orderly operation of the District's schools and facilities, and for law enforcement purposes, and not for any other purposes. As such, information obtained through the use of smart sensor equipment may be used as evidence in any disciplinary proceedings, administrative proceedings, or criminal proceedings, subject to Board policy and administrative guidelines.

Smart sensor technology is to be implemented in accordance with this policy and any related guidelines. The Board will not accept or tolerate the improper use of smart sensor and monitoring technology and will take appropriate action in any cases of wrongful use of such technology.

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PROPOSED

po7440.03

Vol. 35, No. 2 - July 2026 Revised SMALL UNMANNED AIRCRAFT SYSTEMS (Drones)

7440.03 - **SMALL UNMANNED AIRCRAFT SYSTEMS (Drones)**

~~The Board prohibits the operation of small Unmanned Aircraft Systems (sUAS), commonly known as drones, at any time on a property that is owned or leased or contracted for by the Board at any time by any individual who is not authorized to do so by the Superintendent.~~

~~**[ ] Option 1**~~

-

~~The Board prohibits the operation of small Unmanned Aircraft Systems (sUAS), commonly known as drones, at any time on property owned or leased or contracted for by the Board by any individual, whether the individual is employed by the District or not.~~

-

~~Any individual who violates this policy~~ ~~**( )**~~ ~~may be~~ ~~**( )**~~ ~~shall be~~ ~~**[END OF OPTION]**~~ ~~referred to local law enforcement and/or subject to discipline, if an employee or student.~~

-

~~**[End of Option 1]**~~

A drone may be operated over property owned by the District during periods when the school is open to students for instruction or when the property is being used for an event approved by the Board at the express authorization of the Board. The Board shall respond to a request for authorization within five (5) business days of receiving the request. **(X)** The Board designates this responsibility to the **(X)** Superintendent.

If sUAS (drones) are used during high school athletic activities and/or events, the use will adhere to the Wisconsin Interscholastic Athletic Association's (WIAA) administrative policies and procedures.

To be authorized to operate a drone on property owned or leased or contracted for by the Board, the individual or organization granted permission by the Board ~~a staff member or administrator or vendor employed by the Board~~ must meet all criteria for the operation of and comply with all requirements and restrictions pertaining to the operation of any sUAS established by the Federal Aviation Administration (FAA).

(See AG 7440.03 - Small Unmanned Aircraft Systems (Drones))

Failure to adhere by applicable regulations and AG 7440.03 - Small Unmanned Aircraft Systems (Drones) may result in loss of authorization to operate a drone on property owned or leased or contracted for by the Board, referral to local law enforcement, and/or further disciplinary action, up to and including termination.

A drone(s) may be operated over property owned by the District at the direction of the sheriff or the chief of a public protective agency having jurisdiction over the territory on which the District property is located for any of the following purposes:

1. to assist in an active search and rescue operation;

2. to locate an escaped prisoner;

3. to surveil a place or location for the purpose of executing an arrest warrant; or,

4. when a law enforcement officer has reasonable suspicion to believe that the use of a drone is necessary to prevent imminent danger to an individual or to prevent imminent destruction of evidence.

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Legal
14 C.F.R. Part 107

114.045 Wis. Stats.
86 FR 4314

FIRST READING BY BOARD

po7540

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised TECHNOLOGY

7540 - **TECHNOLOGY**

The Board is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of District operations.

Students' use of District technology resources (see definition in Bylaw 0100 - Definitions) is a privilege, not a right. Students and their parents must comply with Policy 7540.03 - Student Technology Acceptable Use and Safety.

The Superintendent or designee shall develop, recommend for approval by the Board, and implement a written District Technology Procedure (DTP). One (1) primary purpose of the DTP is to evaluate new and emerging technologies **, (X)** including the strategic integration and governance of Artificial Intelligence (AI) tools **[END OPTION]** and how they will play a role in student achievement and success and/or efficient and effective District operations.

~~**The DTP shall set forth procedures for the proper acquisition of technology. The DTP shall also provide guidance to staff and students concerning making safe, appropriate and ethical use of District technology resources, as well as inform both staff and students about disciplinary actions that will be taken if Board technology and/or networks are abused in any way or used in an illegal or unethical manner. (See Policy 7540.03 ( ) and AG 7540.03 [END OF OPTION] - Student Technology Acceptable Use and Safety, and Policy 7540.04 ( ) and AG 7540.04 [END OF OPTION] - Staff Technology Acceptable Use and Safety)**~~

-

~~**The District Administrator ( ) , in conjunction with the _____, [END OF OPTION] shall review the DTP and ( ) report ( ) recommend the approval of [END OF OPTION] any changes, amendments, or revisions to the Board ( ) annually.**~~

This policy, along with the Student and Staff Technology Acceptable Use and Safety policies, and the Student Code of Conduct, further govern students' and staff members' use of their personal communication devices (see Policy 5136- Personal Communication Devices and Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices). Users

have no right or expectation of privacy when using District technology resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

Further, safeguards shall be established so that the Board's investment in both hardware and software achieve the benefits of technology and inhibits negative side affects. Accordingly, students shall be educated about appropriate online behavior including, but not limited to, using social media, which is defined in Bylaw 0100 - Definitions to interact with others online; interacting with other individuals in chat rooms or on blogs; and, recognizing what constitutes cyberbullying, understanding cyberbullying is a violation of Board policy, and learning appropriate responses if they experience cyberbullying. Social media does not include sending or receiving e-mail through the use of District-issued e-mail accounts.

District Policy on Artificial Intelligence (AI) Use

The District considers Artificial Intelligence (AI) tools to be a fundamental part of its technology infrastructure. Therefore, all AI technology , including software and hardware that is procured, developed, or utilized , is subject to the same oversight, inventory, and management standards as all other District technology assets.

The Board has established Policy 7540.08 - Artificial Intelligence (AI) to ensure the ethical, responsible, and compliant use of AI by everyone in the school community.

Equipment Security and Retention Procedures

The District invests significant resources in making current technology available for staff and students. Individual usage of devices that are not in a fixed location must be in accordance with these guidelines. The term "device" for purposes of this guideline includes District-owned computers, tablets, smart devices, and any other hardware or software systems or equipment owned or leased by the District.

A. **Identification:**

1. A label with the District's name and an identification number will be placed on each device owned by the District.

2. Records of the identification number, serial number, model, etc. for each device shall be maintained in the Technology Department.

3. District devices are assigned, identified, and tracked through an online management system.

B. **Use of District-Owned Devices:**

No device may be used to access any material that is prohibited by the District's technology usage policies, Policy 7540.03 - Student Technology Acceptable Use and Safety and Policy 7540.04 - Staff Technology Acceptable Use and Safety. Devices may not be used to access content that is unlawful or potentially harmful to the device and may never be used to access any "darkweb" content. Specifically, use of devices to access material that poses a risk of introducing viruses, malware, or other destructive content is strictly prohibited. Users are responsible for replacing devices that are inoperable due to the introduction of such malicious content while in the user's possession.

C. **Staff Services:**

Media staff will instruct the user on the correct operation of devices. Media staff may assist other staff members in obtaining materials for instructional use by recording and/or copying within copyright guidelines.

D. **Equipment Inventory and Repair:**

All devices will be inventoried pursuant to Policy 7450 - Property Inventory.

If a piece of equipment requires repair, it will be sent to the Technology Department.

E. **Report of Loss:**

If any device is lost, the Principal and the Technology Department shall be notified. The Principal may notify the police if deemed appropriate.

Access to Social Media

Staff use of District-approved social media platforms/sites shall be consistent with Policy 7544 - Use of Social Media.

Students must comply with Policy 7544 - Use of Social Media, Policy 7540.03- Student Technology Acceptable Use and Safety, and Policy 5136- Personal Communication Devices when using District technology resources to access and/or use District-approved social media platforms/sites.

Staff may use District-approved social media platforms/sites in accordance with Policy

7544 - Use of Social Media and, pursuant to Policy 7540.02 - Staff and School Officials Use of Personal Communication Devices. Staff may use web content, apps, and services for one-way communication with the District's constituents for business-related purposes. Authorized staff may use District technology resources to access and use District-approved social media platforms/sites to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the Superintendent approves, in advance, such access and use. Use of District-approved social media platforms/sites for business-related purposes is subject to Wisconsin's public records laws and, as set forth in Policy 7544- Use of Social Media, staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records and AG 8310A – Public Records.

Staff must comply with Policy 7544 - Use of Social Media, Policy 7540.04 - Staff Technology Acceptable Use and Safety, and Policy 7530.02- Staff and School Officials Use of Personal Communication Devices when using District technology resources or personally-owned PCDs to access and/or use social media for personal purposes.(End of our current.)

[NOTE: CHOOSE ONE OF THE THREE OPTIONS, IF DESIRED]

[X] OPTION #1]

[X] Staff use of District-approved social media platforms/sites shall be consistent with Policy 7544 - Use of Social Media.

Students must comply with Policy 7540.03 - Student Technology Acceptable Use and Safety and Policy 5136 - Personal Communication Devices when using District technology resources to access and/or use District-approved social media platforms/sites.

Similarly, staff must comply with Policy 7544 - Use of Social Media, Policy 7540.04 - Staff Technology Acceptable Use and Safety, and Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices when using District technology resources to access and/or use District-approved social media platforms/sites.

~~OR~~

~~**[ ] OPTION #2] [DRAFTING NOTE: Choose this option if the District intends to prohibit staff and students from accessing social media using District technology resources. If so, Policy 7544 is not necessary.]**~~

~~**[ ]** The Board prohibits students and staff members from using District technology resources to access and/or use social media.~~

~~**OR**~~

~~**[ ] OPTION #3]**~~

~~The Board prohibits students from using District technology resources to access and/or use social media for other than instructional purposes.~~

~~Staff may use District-approved social media platforms/sites in accordance with Policy 7544 - Use of Social Media~~ ~~**( )**~~ ~~and, pursuant to Policy~~ ~~7540.02~~ ~~- Staff and School Officials Use of Personal Communication Devices, may use web content, apps, and services for one-way communication with the District's constituents~~ ~~**[END OF OPTION]**~~ ~~. Authorized staff may use District technology resources to access and use District-approved social media platforms/sites to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the District Administrator approves, in advance, such access and use. Use of District-approved social media platforms/sites for business-related purposes is subject to Wisconsin's public records laws and, as set forth in Policy 7544 - Use of Social Media, staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records~~ ~~**( )**~~ ~~and AG 8310A~~ ~~**[END OF OPTION]**~~ ~~= Public Records.~~

~~**[DRAFTING NOTE: Retain this provision if the District has chosen an option in Policy 7544 permitting staff to access social media from District technology resources or from personal technology resources.]**~~

~~**[ ]** Staff must comply with Policy 7544 - Use of Social Media, Policy 7540.04 - Staff Technology Acceptable Use and Safety, and Policy 7530.02 - Staff and School Officials Use of Personal Communication Devices when using District technology resources~~ ~~**( )**~~ ~~or personally-owned PCDs~~ ~~**[END OF OPTION]**~~ ~~to access and/or use social media for personal purposes.~~

~~**[END OF OPTIONS]**~~

Revised 1/20/21
Revised 6/19/23

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Legal

947.0125, Wis. Stats.

948.11, Wis. Stats.

FIRST READING BY BOARD

po7540.03

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY

ADOPTED May 25, 2016 · REVISED Aug 19, 2026

7540.03 - **STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY**

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning to incorporate the vast, diverse, and unique resources available through the Internet. The Board provides technology resources (as defined in Bylaw 0100 - Definitions) to support the educational and professional needs of its students and staff. With respect to students, District Technology Resources afford them the opportunity to acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board provides students with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students. The District's computer network and Internet system do not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of District technology resources by principles consistent with applicable local, State, and Federal laws, the District's educational mission, and articulated expectations of student conduct as delineated in the Student Code of Conduct. This policy and its related administrative guidelines and the Student Code of Conduct govern students' use of District Technology Resources and students' personal communication devices when they are connected to the District computer network, Internet connection, and/or online educational services/apps, or when used while the student is on Board-owned property or at a Board-sponsored activity (see Policy 5136 - Personal Communication Devices).

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

Users have no right or expectation to privacy when using District Technology Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

The Board may not be able to technologically limit access to services through its technology resources to only those that have been authorized for the purpose of instruction, study, and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Superintendent, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The technology protection measures may not be disabled at any time that students may be using the District technology resources, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Board utilizes software and/or hardware to monitor online activity of students and to block/filter access to child pornography and other material that is obscene, objectionable, inappropriate, and/or harmful to minors. "Harmful to minors" is a term defined by the Communications Act of 1934 (47 U.S.C. 254(h)(7)) as any picture, image, graphic image file, or other visual depiction that:

A. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

B. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;

C. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

At the discretion of the Board or the Superintendent, the technology protection measure may be configured to protect against access to other material considered inappropriate for students to access. The technology protection measure may not be disabled at any time that students may be using the District technology resources, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Superintendent or designee may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material if access to such sites has been inappropriately blocked by the technology protection measure. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measure.

The Superintendent or designee may disable the technology protection measure to enable access for bona fide research or other lawful purposes.

Parents are advised that a determined user may be able to gain access to services and/or resources on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable, or controversial. Parents of minors are responsible for setting and conveying the standards that their children should follow when using the Internet.

Pursuant to Federal law, students shall receive education about the following:

A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications;

B. the dangers inherent with the online disclosure of personally identifiable information;

C. the consequences of unauthorized access (e.g., "hacking", "harvesting", digital piracy", "data mining", etc.), cyberbullying, and other unlawful or inappropriate activities by students online;

D. unauthorized disclosure, use, and dissemination of personally identifiable information regarding minors.

Staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above. Furthermore, staff members will monitor the online activities of students while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

Building Principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of District technology resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media, including in chat rooms, and cyberbullying awareness and response. All users of District technology resources (and their parents if they are minors) are required to sign the District technology use form. This agreement remains active until the student leaves the District unless explicitly revoked by a parent.

Off-premises use of E-Rate supported technology must be primarily for an educational purpose that is integral, immediate, and proximate to the education of students.

Students will be assigned a school email account that they are required to utilize for all school-related electronic communications, including those to staff members, peers, and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. Further, as directed and authorized by their teachers, they shall use their school-assigned email account when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes.

Students are responsible for good behavior when using District technology resources - i.e., behavior comparable to that expected of students when they are in classrooms, school hallways, and other school premises and school-sponsored events. Communications on the Internet are often public in nature. The Board does not approve any use of its technology resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines.

~~Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District technology resources that are not authorized by this policy and its accompanying guidelines.~~

Appropriate Discussion Content When Using PCDs (Personal Communication Devices)

When using PCDs to communicate with Board members, staff and/or volunteers, students must use District-approved communication platforms.

~~The approved communication platform(s) is/are:~~

A. ~~District email/messaging;~~

B. ~~District-approved social media platform(s) - (see also Policy 7544 - Use of Social Media);~~

C. ~~District-approved communication apps.~~

~~The District-approved communication platform(s) shall be listed on the District's website.~~

When students communicate with staff, volunteers, or Board members using PCDs, discussions must be appropriate, professional, and related to legitimate school purposes. These communications shall occur only when absolutely necessary. Appropriate content includes:

A. Instructional communication (assignments, coursework, academic support);

B. School-related activities (clubs, athletics, events, field trips, rehearsals);

C. Scheduling or logistical information related to classes or school programs;

D. Pedagogical assistance related to school participation (clarifying expectations, reminders, or academic assistance); and

E. Safety or emergency communication when necessary.

Communications must remain professional in tone, limited to educational or school-related matters, and consistent with District policies regarding staff–student boundaries. Failure to follow these policy expectations may result in discipline up to and including termination, as well as referral to law enforcement if deemed appropriate. The level of discipline will depend on the severity of the violation. This policy applies to communication that occurs during or outside of school hours.

AI Prohibited Data Input ~~Expectations for Responsible Artificial Intelligence (AI) Use~~

~~Students are strictly prohibited from inputting Personally Identifiable Information (PII), confidential student or staff data, or any non-public school records into any AI tool or service that has not been explicitly approved and contracted with by the District.~~

~~Students are expected to adhere to principles of transparency, proper citation, and responsible use of AI in all academic and school-related activities. Students must disclose the use and extent of AI assistance on any submitted work as required by staff.~~

Students are prohibited from using technology and/or AI to bully, harass, threaten, impersonate, create, or distribute deceptive or harmful content, including deepfake or synthetic media that falsely depicts another person. AI may not be used for academic dishonesty, privacy violations, or any conduct that materially disrupts the educational environment. Violations of this policy will result in disciplinary action consistent with Policy 5500 - Student Codes of Conduct and other applicable Board policies.

Academic Honesty

The unauthorized use of Artificial Intelligence tools to generate or complete academic work shall constitute a violation of the District's policy on academic honesty. (See Policy 5505 - Academic Honesty)

~~All student use of AI technology must comply with the requirements and standards set forth in Policy 7540.08 – Artificial Intelligence (AI).~~

~~Students may only use District technology resources to access or use social media if it is done for educational purposes in accordance with their teacher's approved plan for such use.~~ -

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District technology resources that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and designee as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to students' use of District technology resources.

Revised 9/27/17

Revised 11/4/17
Revised 11/18/20

Revised 5/21/25

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Legal
H.R. 4577, P.L. 106-554, Children's Internet Protection Act of 2000
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended
18 U.S.C. 2256

18 U.S.C. 1460
18 U.S.C. 2246
47 C.F.R. 54.500
47 C.F.R. 54.501
47 C.F.R. 54.502
47 C.F.R. 54.503
47 C.F.R. 54.504
47 C.F.R. 54.505
47 C.F.R. 54.506
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47 C.F.R. 54.519
47 C.F.R. 54.520
47 C.F.R. 54.522
47 C.F.R. 54.523
942.09, Wis. Stats.
118.07(7), Wis. Stats.

FIRST READING BY BOARD

po7540.04

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY

7540.04 - **STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY**

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides Technology and Information Resources (as defined by Bylaw 0100) to support the educational and professional needs of its staff and students. The Board provides staff with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students and to facilitate the staff's work. The District's computer network and Internet system do not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of District Technology and Information Resources by principles consistent with applicable local, State, and Federal laws, and the District's educational mission. This policy and its related administrative guidelines Policy 7544 - Use of Social Media and AG 7544 - Use of Social Media, and any applicable employment contracts govern the staff's use of the District's computers, laptops, tablets, personal communication devices (as defined by Policy 7540.02- Digital Content and Accessibility ~~Web Content, Apps, and Services~~), when they are connected to the District computer network, Internet connection, and/or educational services/apps.

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on the use of the bandwidth, storage space, and printers.

Users have no right or expectation to privacy when using District Technology and Information Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

Staff members are expected to utilize District technology and information resources to promote educational excellence in our schools by providing students with the opportunity to develop the resource-sharing, innovation, and communication skills and tools that are essential to both life and work. The Board encourages the faculty to develop the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources to enrich educational activities. The instructional use of the Internet and online educational services will be guided by the Board's Policy 2521 - Selection of Instructional Materials and Equipment.

The Internet is a global information and communication network that provides a valuable education and information resources to our students. The Internet connects computers and users in the District with computers and users worldwide. Through the Internet, students and staff can access relevant information that will enhance their learning and the education process. Further, District technology and resources provide students and staff with the opportunity to communicate with other people from throughout the world. Access to such a vast quantity of information and resources brings with it, however, certain unique challenges.

The Board may not be able to technologically limit access to services through its technology resources to only those that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

Pursuant to Federal law, the Board has implemented technology protection measures, that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children’s Internet Protection Act. At the discretion of the Board or Superintendent, the technology protection measures may also be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of staff members to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. The technology protection measures may not be disabled at any time that students may be using the District's technology resources if such disabling will cease to protect against access to materials that are prohibited under the Children’s Internet Protection Act. Any staff member who attempts to disable the technology protection measures without express written consent of an appropriate administrator will be subject to disciplinary action, up to and including termination.

The Board utilizes software and/or hardware to monitor online activity of staff and to block/filter access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. "Harmful to minors" is a term defined by the Communications Act of 1934 (47 U.S.C. 254 (h)(7)) as any picture, image, graphic image file, or other visual depiction that:

A. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;

B. depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;

C. taken as a whole, lacks serious literary, artistic, political, or scientific value to minors.

The Superintendent or designee may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether the material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures. The Superintendent or Designee may disable the technology protection measure to enable access for bona fide research or other lawful purposes for staff . ~~or students aged seventeen (17) or older.~~

Authorized and Appropriate Use of Artificial Intelligence (AI)

Staff are expected to use District-approved AI tools responsibly and ethically to support essential professional functions, including, but not limited to, instruction, providing student feedback, and improving workflow efficiency.

All use of AI technology by staff must adhere to the requirements and standards detailed in Policy 7540.08 – Artificial Intelligence (AI).

Use of AI to Generate any Synthetic Intimate Representation

Any staff member or student suspected of using AI or other technological means to create a synthetic intimate representation will be referred to law enforcement in addition to any disciplinary action imposed by administration. Synthetic Intimate Representation means a representation of a nude or partially nude person, or of a person engaged in sexual activity, or as otherwise prohibited by law that is generated using technological means that uses an identifiable person's face, likeness, or other distinguishing characteristic to depict an intimate representation of that person, regardless of whether the representation includes components that are artificial, legally generated, or generally accessible, and that

is so realistic that a reasonable person would believe it depicts conduct of the identifiable person.

AI Prohibited Data Input

Staff shall use AI tools responsibly, ethically, and in compliance with district technology, student records, and data privacy policies.

Staff must not enter student Personally Identifiable Information (PII), staff PII, or proprietary District data into any AI system or service unless it has been explicitly reviewed, approved, and contracted by the District.

Staff members are prohibited from using AI tools to bully, harass, threaten, impersonate, or create or distribute deceptive or harmful content, including deepfake or synthetic media that falsely depicts another person. AI may not be used in ways that violate student or employee privacy, compromise confidential information, engage in academic or professional misconduct, or otherwise disrupt the educational environment.

Any misuse of AI that violates Board policy, professional standards, or applicable law may result in disciplinary action, up to and including termination of employment.

Staff members will participate in professional development programs in accordance with the provisions of this policy. Training shall include:

A. the safety and security of students while using e-mail, chat rooms, social networking sites and other forms of direct electronic communications;

B. the inherent danger of students disclosing personally identifiable information when using AI and when online;

C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying and other unlawful or inappropriate activities by students or staff online; and

D. unauthorized disclosure, use, and dissemination of personally identifiable information regarding minors.

Furthermore, staff members shall provide instruction for their students regarding the appropriate technology use and online safety and security as specified above, and staff members will monitor students' online activities while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

The disclosure of personally identifiable information about students online is prohibited. **[DRAFTING NOTE: NEOLA encourages District's to include training in professional development programs regarding the above mentioned items, due to the Children's Internet Protection Act requirement of staff members to provide instruction to students regarding appropriate technology.]**

Building Principals are responsible for providing training so that staff users of District technology resources under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the District technology resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media, including chat rooms and cyberbullying awareness and response. All users of District technology resources are required to confirm their agreement to abide by the terms and conditions of this policy and its accompanying guidelines by signing the District technology use form. Pursuant to Policy 7540.06 - District-Issued Staff E-Mail Account, staff and Board members using the District's e-mail system shall acknowledge their review of, and intent to comply with, the District's policy on acceptable use of District-issued email accounts.
[Drafting Note: If the District participates in the Federal Universal Service E-Rate Program for Schools, the Federal Communications Commission (FCC) requires the following language be included in your acceptable use policy.]

Off premises use of E-Rate supported technology must be primarily for an educational purpose that is integral, immediate, and proximate to the education of students.

Staff will be assigned a school email address that they are required to utilize for all school-related electronic communications, including those to students, parents and other constituents, fellow staff members, vendors or individuals seeking to do business with the District.

[X] With prior approval from the Superintendent, staff may direct students who have been issued school-assigned email accounts to use those accounts when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the students for educational purposes under the teacher's supervision.

Staff members are responsible for good behavior when using District technology and information resources - i.e., behavior comparable to that expected when they are in classrooms, school hallways, and other school premises and school-sponsored events. Communications on the Internet are often public in nature. The Board does not approve any use of the technology and information resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines and Policy 7544 - Use of Social Media and its accompanying guideline.

[DRAFTING NOTE: Choose the option above if the District Administrator recommends and the Board adopts Policy 7544 - Use of Social Media .]

~~[DRAFTING NOTE: If the use of social media is authorized by Policy 7540 and Policy 7544, choose the appropriate option to match that language]~~

~~[ ] Staff members may only use District technology resources to access or use social media if it is done for educational or business-related purposes.~~

~~[ ] Staff members' use of District technology resources to access or use social media is to be consistent with Policy 7544 and its accompanying guideline.~~

An employee's personal or private use of social media may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the District's mission, undermine staff relationships, or cause a substantial disruption to the school environment. This warning includes staff members' online conduct that occurs off school property, including from the employee's personal computer. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities.

General school rules for behavior and communication apply.

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District technology and information resources that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and designee as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to staff members' use of District technology and information resources.

In addition, Federal and State confidentiality laws forbid schools and their employees from using or disclosing student education records without parental consent. See Policy 8330. Education records include a wide variety of information; posting personally identifiable information about students is not permitted. Staff members who violate State and Federal confidentiality laws or privacy laws related to the disclosure of confidential employee information may be disciplined.

Staff members retain rights of communication for collective bargaining purposes and union organizational activities.

Revised 9/27/17
Revised 11/18/20
Revised 9/24/24

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Legal
P.L. 106-554, Children's Internet Protection Act of 2000
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)
18 U.S.C. 2256
18 U.S.C. 1460
18 U.S.C. 2246
20 U.S.C. 6777, 9134 (2003)
47 C.F.R. 54.500 - 54.523

118.07(7), Wis. Stats.

FIRST READING BY BOARD

po8310

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised PUBLIC RECORDS

8310 - **PUBLIC RECORDS**

The Board recognizes its responsibility to maintain the public records of this District and to make such records available for inspection and reproduction. The Board designates the Superintendent as the District Records Custodian (DRC) to be the legal custodian of records for the District. The DRC shall safely keep and preserve the public records of the District and shall have the authority to render decisions and carry out duties related to those public records, including providing the notice required under 19.34(1) Wis. Stats., identifying the positions of the District that constitute a local public office pursuant to 19.32(1dm), and 19.42 (7w), Wis. Stats., and other required information. The DRC may deny access to records only in accordance with the law. The DRC is authorized and encouraged to consult with the District's legal counsel to determine whether to deny access to a records request in whole or in part.

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

Any record, or portion thereof, generated or compiled by an Artificial Intelligence (AI) system and/or social media/ Personal Communication Devices (PCD) communications between students and board members, staff, and/or volunteers are subject to all

provisions of this policy and all other applicable Board policies, **(X)** administrative guidelines, and state or federal laws.

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

Any person may make an oral or written request for any public records of the District. The person may inspect or receive copies of the public record requested. The District will respond as soon as practicable and without delay ; however, the amount of time a request takes to complete varies based on the volume and complexity of the request, the volume of records located that require review, available staff time to complete the request, and other factors that affect the process of fulfilling a request . The District will either provide the requested documents, subject to any redactions, or inform the requester of the District's decision to deny the request and the reason for the denial .

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

The District may impose a fee upon the requester at the cost to the District as shown in the attached fee schedule.

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

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

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

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

The Superintendent is authorized to develop administrative guidelines to provide for proper compliance with the intent of this policy and the public records law.

Records Retention Schedule

19.21(6), Wis. Stats. requires that school districts retain public records, other than student records, for seven (7) years, unless a shorter period is fixed by the Public Records Board (PRB) in a records retention schedule subsequently adopted by the Board.

The Board has approved the current Wisconsin Public School District and Related Records GRS as developed by the Wisconsin Historical Society and PRB.

The District will retain public records in accordance with the preceding general records schedule(s). In the event that the preceding general records schedules adopted do not define the retention period for a particular record, the District will retain the record for seven (7) years.

Additionally, School Board recordings will be maintained for one (1) year.

Revised 9/15/17
Revised 11/28/18
Revised 9/1/20
Revised 1/31/22
Revised 3/16/22
Revised 4/6/22
Revised 12/21/22
Revised 12/20/23
Revised 3/18/24
Revised 4/17/24
Revised 2/7/25

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

FIRST READING BY BOARD

po8315

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised PRESERVATION OF RECORDS AND LITIGATION HOLDS

8315 - **PRESERVATION OF RECORDS AND LITIGATION HOLDS** ~~**INFORMATION MANAGEMENT**~~

~~The Board recognizes its responsibility, in certain circumstances, to maintain information created, maintained, or otherwise stored by the District outside the "Records Retention Schedule" in Policy 8310 - Public Records. In such situations, a "Litigation Hold" procedure will be utilized to identify and preserve information relevant to a specific matter. "Information" includes both paper documents and electronically stored information ("ESI"). When implementing the "Litigation Hold," the District will identify individuals in possession or custody of paper documents, ESI, and electronic media containing ESI, and inform them of their obligation to preserve the documents and ESI outside the "Records Retention Schedule" in Policy 8310. The District will also identify third parties with custody or control over paper documents, ESI, or electronic media storing ESI, and request them to preserve that information. All information falling within a "Litigation Hold," which is under the control of the District, must be preserved in a readily accessible form under the requirements of Policy 8310. Failure to comply with a Litigation Hold notice may result in disciplinary action, up to and including possible termination.~~

The ~~Instances where the~~ Board must preserve records and Electronically Stored Information (ESI) beyond ~~maintain information outside~~ the " Records Retention Schedule " in Policy 8310 - Public Records when: ~~include:~~

A. ~~when the Board has specific information and/or written notice from an individual, parent, or student of an intent to file an appeal of student discipline to State court;~~

B. ~~when~~ the Board receives ~~has~~ specific information and/or written notice that litigation has been commenced or when it is threatened or imminent even though the litigation has not yet been filed in any tribunal. Litigation Hold expectations apply in threatened or imminent litigation in federal or state court, before an administrative agency, or upon service of a notice of circumstances of a claim pursuant to Wis. Stats. 893.80; ~~in Federal or State court~~;

C. ~~when the Board is served with litigation, including, but not limited to, notice of a lawsuit in Federal or State court, or notice of a student disciplinary appeal to State~~

~~court;~~

D. ~~when the Board receives specific information and/or written notification from an employee, labor union, or other person of an intent to file a claim against the Board, its members, employees, or agents at an administrative agency such as the Equal Employment Opportunity Commission, Wisconsin Employment Relations Commission, U.S. Department of Education Office for Civil Rights, or a Wisconsin Equal Rights Divisionregarding a claim against the Board, its members, employees or agents;~~

E. ~~when the Board receives specific information and/or written notification from an administrative agency such as the Equal Employment Opportunity Commission, Wisconsin Employment Relations Commission, U.S. Department of Education Office for Civil Rights, State Personnel Board of Review, or a Civil Service Commission regarding a claim against the Board, its members, employees or agents;~~

F. ~~when~~ the Board receives written notification from a third party requesting that the Board maintain information that could be at issue in litigation or potential litigation against a ~~that~~ third party;

G. ~~when the Superintendent recommends the termination of an employee to the Board;~~

H. when the Board explores, contemplates initiating, or initiates litigation.

All information falling within a Litigation Hold, which is under the control of the District, must be preserved in a readily accessible form under the requirements of Policy 8310 - Public Records. An employee's failure to comply with a Litigation Hold notice and this Policy shall subject the employee to disciplinary action, up to and including termination of employment in accordance with Policy 3139-4139 - Staff Discipline **(X)** and the Employee Handbook.

Any board member or District employee who receives specific information or written notice that may trigger a Litigation Hold shall immediately provide that information or notice to the Superintendent.

When implementing a Litigation Hold, the Superintendent shall notify the District's insurance company or broker, when appropriate, and follow the direction of appointed insurance defense counsel. The District shall take reasonable steps, with the help of the insurance defense counsel, to determine the scope of the hold, including identifying individuals who have relevant information, identifying where relevant records and ESI are stored, and preserving such materials. The Superintendent shall notify individuals in possession or custody of records and ESI, and inform them of their obligation to preserve records and ESI outside the Records Retention Schedule in Policy 8310 - Public Records.

The District shall suspend routine destruction, deletion, overwriting, or automatic retention rules for records and ESI covered by the hold.

If a staff member's or board member's District-provided device (computer, cell phone, etc.) must be taken out of service to properly preserve the contents due to a Litigation Hold, that individual may not access the device for any reason, including for access to personal items that may have been stored. Once a device is placed on a Litigation Hold, access will be limited to those authorized to access the device pursuant to the advice of legal counsel in consultation with IT professionals involved.

Definitions

"Documents" includes, but is not limited to, writings, drawings, graphs, charts, photographs, blueprints, sound recordings, images, and other data or data compilations stored in any medium from which information can be obtained or translated if necessary.

"ESI" includes, but is not limited to, writings, drawings, graphs, charts, photographs, blueprints, sound recordings, images, and other data or data compilations stored in any electronic media from which information can be obtained or translated if necessary. It includes, but is not limited to, e-mails, e-mail attachments, instant messages, word processing files, spreadsheets, pictures, application program and data files, databases, data files, metadata, system files, electronic calendar appointments, scheduling program files, TIFF files, PDF files, MPG files, JPG files, GIF files, network share files, internal websites, external websites, newsgroups, directories, security and access information, legacy data, audio recordings, voice mails, phone logs, faxes, internet histories, caches, cookies, ~~or~~ logs of activity on computer systems that may have been used to process or store electronic data, and/or Artificial Intelligence (AI) data, including but not limited to prompts, model inputs, generated outputs, and usage logs.~~:~~

"Electronic media" includes, but is not limited to, hard drives (including portable hard disk drives "HDD's"), floppy drives, disaster recovery media, and storage media (including DVD's, CD's, floppy discs, Zip discs/drives, Jazz discs/drives, USB memory drives, jump disc/drives, flash discs/drives, keychain discs/drives, thumb discs/drives, smart cards, micro-film, backup tapes, cassette tapes, cartridges, etc.), accessed, used and/or stored on/in/through the following locations: networks and servers; laptop and desktop work computers; home and personal computers; other computer systems; backup computers or servers; archives; personal digital assistants ("PDAs" – including Palm, Blackberry, cellular phone, tablet PC, etc.); pagers; firewalls; audit trails and logs, printers; copiers; scanners; digital cameras; photographic devices; and video cameras and devices. Electronic media shall also include any item containing or maintaining ESI that is obtained by the District for Board member or employee usage or that an employee uses for such purpose (even if privately owned by the Board member or employee) from the date this policy is adopted into the future.

Initiation and Removal of a "Litigation Hold"

The Board or the Superintendent may initiate a "Litigation Hold" under this policy. Upon initiating a Litigation Hold, the Superintendent or designee shall notify the District Records Custodian to suspend disposal of records potentially covered by the hold. ~~If the Superintendent initiates a "Litigation Hold," s/he or the Board's legal counsel will notify the Board of the reason the Litigation Hold was instituted and its scope. When implementing a Litigation Hold, the Board or Superintendent may utilize an Electronically Stored Information Team ("ESI Team")~~. The Board's legal counsel shall be involved in implementation of the "Litigation Hold Procedure" (X) outlined in AG 8315 - Litigation Hold Procedure **[END OF OPTION]** ~~-~~.

A "Litigation Hold" shall remain in place until removed by the Board. A "Litigation Hold" may be removed when the litigation or ~~a dministrative~~ administrative agency matter has been resolved or can no longer be initiated. Any record ~~information~~ maintained under this policy shall fall back under the "Records Retention Schedule" in Policy 8310 - Public Records once the "Litigation Hold" is removed. When a Litigation Hold is removed, the Superintendent or designee shall notify affected individuals, third parties, and records personnel that the hold has ended.

The District shall document reasonable steps taken to initiate, implement, monitor, and remove a Litigation Hold.

Custody of Third-Party and AI-Hosted Information

Records and ESI maintained in third-party hosted systems, including District-contracted AI platforms, shall be preserved in accordance with this policy ( ) and AG 8315 - Litigation Hold Procedure [END OF OPTION].

[X] The Superintendent shall develop administrative guidelines outlining the procedures to be followed by Board members and employees when initiating and implementing a "Litigation Hold." This policy and its related administrative guidelines shall be posted and distributed (X) in the manner described in AG 8315 - Litigation Hold Procedure.

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Legal
Federal Rules of Civil Procedure 34, 37(f)

PROPOSED

po8325

Vol. 35, No. 2 - July 2026 Revised RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES

8325 - **RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES**

~~School employees often gain substantial personal knowledge regarding many aspects of the lives and behavior of students. As a result they may be called upon to provide testimony in the course of legal proceedings such as divorce actions involving custody disputes, criminal prosecutions or other types of legal proceedings. School employees may also be the subject of civil suits relating to the performance of their employment responsibilities, resulting in the service of legal documents requiring them to respond to allegations, produce records or provide sworn testimony.~~

Service of Legal Process

Service of legal process is defined as a formal delivery of a notice of claim, summons, complaint, writ, or other legal notice to a defendant or interested party. This action officially notifies the defendant or interested party of a lawsuit or legal proceeding, establishing a court's jurisdiction over them.

Accepting Legal Service

Legal service requires compliance with procedural rules. The Board authorizes the Superintendent to receive service of legal process for District matters, pursuant to 118.26, Wis. Stats. The Superintendent is authorized to refer legal process to the Board's legal counsel.

Staff members may not accept service of legal documents on behalf of the District unless authorized by the Superintendent to do so. If authorized by the Superintendent to accept service of legal documents on behalf of the District, staff members may only accept service through personal service and should not agree to accept service via email, fax, or any other means other than personal service unless directed to do so by the Superintendent.

The Superintendent shall be immediately informed of the receipt of any legal documents by a District staff member naming a District staff member in their official capacity as a

party to a legal action or otherwise implicating the District staff member's official duties as a subject of a lawsuit or legal proceedin g.

Providing Testimony or Documentation

At times employees may be called upon to provide legal testimony or provide documentation on student or District matters. The staff member shall immediately notify ~~( ) their principal ( ) the Superintendent~~ **(X)** the Talent and Culture Department ~~[END OF OPTIONS]~~ who shall notify the **(X)** Superintendent who shall consult with the Board's legal counsel. ~~( ) Board's legal counsel ( ) _____ who shall consult with the Board's legal counsel [END OF OPTIONS].~~

No staff member may produce confidential student records or testify concerning the content of student records without first notifying students or ~~( ) their principal ( ) the Superintendent~~ **(X)** the Talent and Culture Department ~~[END OF OPTIONS]~~ .

~~**Service of Legal Documents**~~

~~Legal service requires compliance with procedural rules. Staff members may not accept service of legal documents on behalf of the District unless authorized to do so, and should not agree to accept service via e-mail, fax, or other means other than personal service unless directed to do so.~~

~~The Superintendent has authorization to contact legal counsel.~~

~~**Student Records and Other Confidential Information**~~

~~If a District staff member is served with any legal document(s) such as a subpoena or summons and complaint, requiring this staff member to answer factual allegations or appear at a particular place and time to provide testimony and/or records pertaining to any matter related to the staff member's employment, the staff member must immediately notify the building principal or Superintendent.~~

Legal documents regarding matters related to school business may implicate confidential personnel records or protected student records (see Policy 8330 - Student Records and Policy 8310 - Public Records). Observation and opinions regarding student behavior, academic performance or similar topics likewise constitute confidential records. The administration shall determine what action must be taken regarding the disclosure of and testimony related to school documents. ~~No staff member may produce confidential student records or testify concerning the content of student records without first notifying the administration.~~

~~District administration shall be immediately informed of the receipt of any legal documents by a District staff member naming a District staff member in their official~~

~~capacity as a party to a legal action or otherwise implicating the District staff member's official duties as a subject of a lawsuit or legal proceeding.~~

Compliance with Legal Documents

Depending on the circumstances of the particular matter involved, District administration may determine what action must be taken in the event a staff member is issued a subpoena requiring attendance at any hearing, deposition or requiring the production of documents~~;~~ ~~-~~ however, nothing in this policy shall require any staff member to disregard, to otherwise fail, to properly comply with any legally served documents, or any court order pertaining to the staff member's testimony or production of documents.

Litigation Hold

If a Litigation Hold is initiated, the process specified in Policy 8315 - Preservation of Records and Litigation Holds shall be followed.

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FIRST READING BY BOARD

po8330

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised STUDENT RECORDS

8330 - **STUDENT RECORDS**

In order to provide appropriate educational services and programming, the Board must collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard students' privacy and restrict access to students' personally identifiable information.

Except for data identified by policy as "directory data," student "personally identifiable information" includes, but is not limited to: the student's name; the name of the student's parent or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.

Reference in this policy to "directory data," includes reference to "directory information," in the context of the Family Educational Rights and Privacy Act (FERPA).

The Board is responsible for the records of all students who attend or have attended schools in this District. Only records mandated by the State or Federal government and/or necessary and relevant to the function of the School District or specifically permitted by this Board will be compiled by Board employees.

In all cases, permitted, narrative information in student records shall be objectively-based on the personal observation or knowledge of the originator.

Any student record, or portion thereof, generated or compiled by an artificial intelligence (AI) system and/or social media/ Personal Communication Devices (PCD) communications between students and board members, staff, and/or

volunteers is subject to all provisions of this policy and all other applicable Board policies, **(X)** AG 8330 - Student Records **[END OF OPTION]**, and state or federal laws.

The District maintains full and sole responsibility for the accuracy, security, access, and disclosure of all AI-generated content within a student's education record, as if the content were created solely by a District employee.

Student records shall be available only to students and their parents, eligible students, designated school officials who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law. For purposes of this policy and in accordance with FERPA, all records, files, documents, and other materials maintained by the District that are directly related to a student—regardless of format, storage location, or whether they are kept separately from the official student file—are considered education records and are accessible to parents or eligible students upon request, unless a specific legal exception applies.

Address Confidentiality Program

Students who are verified participants in the Safe at Home/Address Confidentiality Program administered by the Wisconsin Department of Justice shall be permitted to use their substitute assigned address for all District purposes. The Board shall refrain from including the student's actual/confidential residential address in any student records or files (including electronic records and files) or disclosing the student's actual/confidential residential address when releasing student records. The Board shall only list the address designated by the Wisconsin Department of Justice to serve as the student's address in any student records or files, including electronic records and files. Further, the Board shall use the student's substitute assigned address for any and all communications and correspondence between the Board and the parent(s) of the student (or adult student). The student's actual/confidential residential address shall be maintained in a separate confidential file that is not accessible to the public or any employees without a legitimate purpose. The intentional disclosure of a student's actual/confidential residential address is prohibited.

The Board may enter into a memorandum of understanding with a county department under State Statutes (s. 46.215, 46.22, or 46.23) or a tribal organization, as defined under Federal law, that permits disclosure of information contained in student records as provided under State law in cases in which the student's parent, if the student is a minor, or the student if the student is an adult, does not grant permission for such disclosure.

The term "parents" includes legal guardians or other persons standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child). The term "eligible student" or "adult student" refers to a student who is eighteen (18) years of age or older.

Both parents shall have equal access to student records unless stipulated otherwise by court order or the law. In the case of adult students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code, and provided that the student has not made a written request to the District that the parents not be permitted access to personally identifiable information from the student's records.

A school official is a person employed by the Board as an administrator, supervisor, teacher/instructor (including substitutes), or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board; a person or company with whom the Board has contracted to perform a special task (such as an attorney, auditor, or medical consultant); a contractor, consultant, volunteer or other party to whom the Board has outsourced a service otherwise performed by Board employees (e.g. a therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing tasks (including volunteers).

"Legitimate educational interest" is defined as a "direct or delegated responsibility for helping the student achieve one (1) or more of the educational goals of the District" or if the record is necessary in order for the school official to perform an administrative, supervisory, or instructional task or to perform a service or benefit for the student or the student's family. The Board directs that reasonable and appropriate methods (including but not limited to physical and/or technological access controls) are utilized to control access to student records and to make certain that school officials obtain access to only those education records in which they have a legitimate educational interest.

The Board authorizes the administration to:

A. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a private or public school or school district in which a student of this District is enrolled, seeks or intends to enroll, or is instructed to enroll, on a full-time or part-time basis, within five (5) business days upon condition that:

    1. a reasonable attempt is made to notify the student's parent or eligible student of the transfer (unless the disclosure is initiated by the parent or eligible student; or the Board's annual notification includes a notice that the Board will forward education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer);

    2. the parent or eligible student, upon request, receives a copy of the record;

3. the parent or eligible student, upon request, has an opportunity for a hearing to challenge the content of the record; and

4. no later than the next working day, the District shall transfer to another school, including a private or tribal school, or school district, all student records relating to a specific student, if the transferring school district or private school has received written notice from the student, if the student is an adult, or parent if the student is a minor, that the student intends to enroll in the other school or school district or written notice from the other school or school district that the student has enrolled or from a court that the student has been placed in a juvenile correctional facility, as defined in s. 938.02(10p), or a secured residential care center for children and youth, as defined in s. 938.02(15g);

   In this subsection, "school" and "school district" include any juvenile correctional facility, secured residential care center for children and youth, adult correctional institution, mental health institute, or center for the developmentally disabled that provides an educational program for its residents instead of, or in addition to, that which is provided by public, private, and tribal schools.

B. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a juvenile detention facility in which the student has been placed, or a juvenile court that has taken jurisdiction of the student;

C. disclose student records that are pertinent to addressing a student's educational needs to a caseworker or other representative of the department of children and families, a county department under s. 46.215, 46.22, or 46.23, or a tribal organization, as defined in 25 USC 450b(L), that is legally responsible for the care and protection of the student, if the caseworker or other representative is authorized by that department, county department, or tribal organization to access the student's case plan;

D. provide "personally-identifiable" information to appropriate parties, including parents of an eligible student, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals, if there is an articulable and significant threat to the health or safety of a student or other individuals, considering the totality of the circumstances;

E. report a crime committed by a child to appropriate authorities, and, with respect to reporting a crime committed by a student with a disability, to transmit copies of the student's special education and disciplinary records to the authorities for their consideration;

F. release de-identified records and information in accordance with Federal regulations;

G. disclose personally identifiable information from education records, without consent, to organizations conducting studies "for, or on behalf of" the District for purposes of developing, validating or administering predictive tests, administering student aid programs, or improving instruction;

   Information disclosed under this exception must be protected so that students and parents cannot be personally identified by anyone other than a representative of the organization conducting the study, and must be destroyed when no longer needed for the study. In order to release information under this provision, the District will enter into a written agreement with the recipient organization that specifies the purpose of the study.

   While the disclosure of personally identifiable information without consent is allowed under this exception, it is recommended that whenever possible the administration either release de-identified information or remove the students' names and social security identification numbers to reduce the risk of unauthorized disclosure of personally identifiable information.

H. disclose personally identifiable information from education records without consent, to authorized representatives of the Federal government, as well as State and local educational authorities. The disclosed records must be used to audit or evaluate a Federal or State-supported education program, or to enforce or comply with Federal requirements related to those education programs. A written agreement between the parties is required under this exception.

   The District will verify that the authorized representative complies with FERPA regulations.

I. request each person or party requesting access to a student's record to abide by Federal regulations and State laws concerning the disclosure of information.

The Board will comply with a legitimate request for access to a student's records within a reasonable period of time but not more than forty-five (45) days after receiving the request or within such a shorter period as may be applicable to students with disabilities. Upon the request of the viewer, a record shall be reproduced, unless said record is copyrighted, or otherwise restricted, and the viewer may be charged a fee equivalent to the cost of handling and reproduction. Based upon reasonable requests, viewers of education records will receive explanations and interpretations of the records.

The Board shall maintain a record of each request for access and each disclosure of personally identifiable information. Such disclosure records will indicate the student, person viewing the record, their legitimate interest in the information, information

disclosed, date of disclosure, and date parental/eligible student consent was obtained (if required).

Only "directory information" regarding a student shall be released to any person or party, other than the student or parent, without the written consent of the parent, or, if the student is an eligible student, without the written consent of the student, except to those persons or parties stipulated by the Board's policy and administrative guidelines and/or those specified in the law.

DIRECTORY DATA

Each year the Superintendent shall provide a public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory data." The Board designates as student "directory data": a student's name; photograph; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; date of graduation; and degrees and awards received.

Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory data" upon written notification to the Board within fourteen (14) days after receipt of the Superintendent's annual public notice or enrollment of the student into the District if such enrollment occurs after the annual public notice. Any parent or eligible student who refuses to allow disclosure of directory and who participates in the extra-curricular activity must complete Form 2431 F1 – Parent Acknowledgement of Risk and Release, which includes a limitation on the refusal to disclose directory data obtained during the course of the student's participation in extra-curricular activities.

In accordance with Federal and State law, the Board shall release the names, addresses, and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the student's name, address, and telephone listing not be released without the prior consent of the parent(s)/eligible student. The recruiting officer is to sign a form indicating that "any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces." The Superintendent is authorized to charge mailing fees for providing this information to a recruiting officer.

Whenever the consent of the parent(s)/eligible student is required for the inspection and/or release of a student's health or education records or for the release of "directory data," either parent may provide such consent unless agreed to otherwise in writing by both parents or specifically stated by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

The Board may disclose "directory data," on former students without student or parental consent unless the parent or eligible student previously submitted a request that such information not be disclosed without their prior written consent.

The Board shall not collect or use personal information obtained from students or their parents for the purpose of marketing or for selling that information.

INSPECTION OF INFORMATION COLLECTION INSTRUMENT

The parent of a student or an eligible student has the right to inspect upon request any instrument used in the collection of personal information before the instrument is administered or distributed to a student. Personal information for this section is defined as individually identifiable information including a student or parent's first and last name, a home or other physical address (including street name and the name of the city or town), a telephone number, or a Social Security identification number. In order to review the instrument, the parent or eligible student must submit a written request to the building principal at least fourteen (14) business days before the scheduled date of the activity. The instrument will be provided to the parent or eligible student within fourteen (14) business days of the principal receiving the request.

The Superintendent or designee shall directly notify the parent(s) of a student and eligible students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.

This section does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

A. college or other postsecondary education recruitment, or military recruitment

B. book clubs, magazines, and programs providing access to low-cost literary products

C. curriculum and instructional materials used by elementary and secondary schools

D. tests and assessments used by elementary and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments

E. the sale by students of products or services to raise funds for school-related or education-related activities

F. student recognition programs

The Superintendent shall prepare administrative guidelines so that students and parents are adequately informed each year regarding their rights to:

A. inspect and review the student's education records;

B. request amendments if the parent believes the record is inaccurate, misleading, or violates the student's privacy rights;

C. consent to disclosures of personally identifiable information contained in the student's education records, except to those disclosures allowed by the law;

D. challenge Board noncompliance with a parent's request to amend the records through a hearing;

E. file a complaint with the United States Department of Education;

F. obtain a copy of the Board's policy and administrative guidelines on student records.

The Superintendent shall also develop guidelines for:

A. the proper storage and retention of records including a list of the type and location of records;

B. informing Board employees of the Federal and State laws concerning student records.

The Board authorizes the use of the microfilm process or electromagnetic processes of reproduction for the recording, filing, maintaining, and preserving of records.

No liability shall attach to any member, officer, or employee of this Board as a consequence of permitting access or furnishing student records in accordance with this policy and regulations.

Any entity receiving personally identifiable information pursuant to a study, audit, evaluation, or enforcement/compliance activity must comply with all FERPA regulations. Further, such an entity must enter into a written contract with the Board delineating its responsibilities in safeguarding the disclosed information. Specifically, the entity must demonstrate the existence of a sound data security plan or data stewardship program, and must also provide assurances that the personally identifiable information will not be redisclosed without prior authorization from the Board. Further, the entity conducting the study, audit, evaluation, or enforcement/compliance activity is required to destroy the

disclosed information once it is no longer needed or when the timeframe for the activity has ended, as specified in its written agreement with the Board.

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Reviewed 2/27/19
Revised 9/6/19
Revised 11/18/20
Revised 9/1/22
T.C. 10/10/22

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Legal
46.215, Wis. Stats.
46.22, Wis. Stats.
46.23, Wis. Stats.
115.298, Wis. Stats.
118.125, Wis. Stats.
118.125(2)(q), Wis. Stats.
20 U.S.C. Section 1232f (FERPA)
20 U.S.C. Section 1232g (FERPA)
20 U.S.C. Section 1232h (FERPA)
20 U.S.C. Section 1232i (FERPA)
20 U.S.C. 1400 et seq., Individuals with Disabilities Education Improvement Act
20 U.S.C. 7165(b)
20 U.S.C. 7908
25 USC 450b(L)
26 U.S.C. 152
34 C.F.R. Part 99

FIRST READING BY BOARD

po8330.01

Vol. 35, No. 2 - Artificial Intelligence (AI) - July 2026 Revised UNAUTHORIZED ACQUISITION OF STUDENT PERSONAL INFORMATION

8330.01 - **UNAUTHORIZED ACQUISITION OF STUDENT PERSONAL INFORMATION**

The ~~School~~ Board is responsible for maintaining records of all students attending schools in this District.

If the District becomes aware of the unauthorized acquisition of "Personal Information" including acquisition facilitated by an Artificial Intelligence (AI) system or its associated vendor platform, the District shall make reasonable efforts to notify each affected student, and if a minor, the parents, that their personal information has been accessed.

" Personal Information " includes the individual's social security number, driver's license number, State identification number, the number of financial accounts or access codes, the individual's deoxyribonucleic acid (DNA) profile, or the individual's unique biometric data including fingerprint, voice print, retina or iris image, or any other unique physical representation.

The notice shall be issued within a reasonable time, not to exceed forty-five (45) days after the District learns of the acquisition of the personal information. The notice shall indicate that the District knows of the unauthorized acquisition of personal information pertaining to the student. The notice shall be by mail or by a method the District has previously employed to communicate with the students.

If, as the result of a single incident, the District is required to notify 1,000 or more students, the District shall without unreasonable delay notify all consumer reporting agencies that compile and maintain files on consumers on a nationwide basis of the timing, distribution, and content of the notices sent to the students. Notification is not required if the acquisition of personal information does not create a material risk of identity theft or fraud to the subject of the personal information.

Upon written request from the student who has received a notice, the District shall identify the personal information that was acquired.

A law enforcement agency may, in order to protect an investigation or homeland security, ask the District not to provide a notice for any period of time and the District's notification

process shall begin at the end of that time period.

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Legal
134.98 (2)(cm)(1)(2), Wis. Stats.

FIRST READING BY BOARD

po8410

Vol. 35, No. 2 - July 2026 Revised CRISIS INTERVENTION

8410 - ~~- SCHOOL SAFETY AND~~ CRISIS INTERVENTION

The Board ~~of Education~~ is committed to maintaining a safe school environment. The Board believes that school crime and violence are multifaceted problems that need to be addressed in a manner that utilizes the best resources and coordinated efforts of District personnel, law enforcement agencies, and families. The Board further believes that administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-sponsored activity or while en route to or from school, or a school-sponsored activity. The Board also believes that the first step in addressing school crime and violence is to assess the extent and nature of the problem(s) or threat, and then plan and implement strategies that promote school safety and minimize the likelihood of school crime and violence.

The Superintendent shall develop administrative guidelines as appropriate to assist in providing effective intervention for students who may show warning signs that relate to violence or other threatening behaviors.

The District shall develop, and the Board shall approve, a school safety plan consistent with Policy 8420 - School Safety and Reporting of Crime Statistics.

[ ] - ~~Threat Assessment (See AG 8410 - Threat Assessment and Intervention)~~

~~The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. This policy is designed to be consistent with the process for identifying, assessing, and managing students who may pose a threat as set forth in the joint U.S. Secret Service and U.S. Department of Education publication, *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates*. The goal of the threat assessment process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to the student being assessed. The District also performs facilities' threat assessments, which are discussed in Policy 8420 - School Safety and Reporting of Crime~~

~~Statistics and part of the school safety and emergency preparedness plan and response to school violence event protocols. This policy deals with crisis intervention as it relates to individuals.~~

~~The threat assessment process is centered upon an analysis of the facts and evidence of behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual intends to cause physical harm and is engaged in planning or preparing for that event.~~

~~The Board authorizes the Superintendent to create building-level, trained threat assessment teams. Each Team shall be headed by the Principal and include appropriate staff such as a school counselor, school psychologist, instructional personnel, and, where appropriate, the School Resource Officer. At the discretion of the Superintendent, a threat assessment team may serve more than one (1) school when logistics and staff assignments make it feasible.~~

~~The Team will meet when the Principal learns a student has made a threat of violence or engages in concerning communications or behaviors that suggest the likelihood of a threatening situation.~~

~~The Team is empowered to gather information, evaluate facts, and make a determination as to whether a given student poses a threat of violence to a target. If an inquiry indicates that there is a risk of violence in a specific situation, the Team may collaborate with others to develop and implement a written plan to manage or reduce the threat posed by the student in that situation.~~

~~The Superintendent shall be responsible for the following:~~

- ~~identifying team participants by position and role;~~
- ~~requiring team participants to undergo appropriate training;~~
- ~~defining the nature and extent of behavior or communication that would trigger a threat assessment and/or action pursuant to a threat assessment;~~
- ~~defining what types of information that may be gathered during the assessment;~~
- ~~stating when and how parents of a student making a threat shall be notified and involved;~~
- ~~designating the individuals (by position) who would be responsible for gathering and investigating information;~~
- ~~identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.~~

~~Board employees, volunteers, and other school community members, including students and parents, shall immediately report to the Superintendent or Principal any expression of intent to harm another person or other statements or behaviors that suggest a student may intend to commit an act of violence.~~

~~Nothing in this policy overrides or replaces an individual's responsibility to contact 911 in an emergency or to report threats of violence if required (see Policy 8462.01 - Threats of Violence).~~

~~Regardless of threat assessment activities or protocols, disciplinary action and referral to law enforcement shall occur as required by State law and Board policy.~~

~~Threat assessment team members shall maintain student confidentiality at all times as required by Board Policy 8330 – Student Records, and State and Federal law.~~

~~**[END OF OPTION]**~~

Persistently Dangerous Schools [DRAFTING NOTE: This section is required by the ESEA as amended by ESSA]

The Board recognizes that State and Federal law requires that the District report annually incidents that meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the Wisconsin Department of Public Instruction will then use this data to determine whether or not a school is considered "persistently dangerous" as defined by State policy.

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State policy, the Superintendent shall

~~**( )** discuss this at the annual meeting for the purpose of reviewing the School Safety Plan so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~( ) convene a meeting of the building administrator, representative(s) of the local law enforcement ( ) agency ( ) agencies **[END OF OPTION]** , and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~The Superintendent shall~~ make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, students attending the school shall have the choice option as provided in Policy 5113.02 - Intra-District Safe School Transfers Options.

~~In addition, the Superintendent shall~~

~~( ) discuss the school's designation as a persistently dangerous school at the annual meeting for the purpose of reviewing the School Safety Plan so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~( ) convene a meeting of the building administrator, representative(s) of the local law enforcement ( ) agency ( ) agencies **[END OF OPTION]** , and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.~~

~~**[ ]** If a school in a neighboring district is identified as persistently dangerous and there is not another school in that district, the District will admit students from that school in accordance with Board Policy 5113.02 - Intra-District Safe School Transfers Options.~~

The transfer provision under PI 23 only applies if the District has another appropriate grade level public school, including a public charter. The U.S. Department of Education

encourages but does not require Districts to explore other appropriate options such as an agreement with a neighboring school district to accept transfer pupils if there is not another school in the district for the transferring student, or alternative open-enrollment under 118.51, Wis. Stats.

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State law, the parents of the eligible student shall have the choice options provided by Policy 5113.02 - Intra-District Safe School Transfers Options.

~~A school safety plan will be developed for each school in the District and will be reviewed no less then every three (3) years.~~

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Legal
118.07(4)(a)-(d) Wis. Stat.

PROPOSED

po8600

Vol. 35, No. 2 - July 2026 Revised TRANSPORTATION

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.

1. A.M. 4K – home pick-up and drop-off
2. Grades K-9 - more than one half (1/2) mile
3. Grades 10-12 - more than one (1) mile
4. 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 ¾ mile to a bus pickup point depending on grade level as shown below:

1. Grades K-5 - one-quarter (1/4) mile
2. Grades 6-9 - one-half (1/2) mile
3. Grades 10-12 - three-quarters (3/4) mile

~~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 ¾ 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 - Transportation Services 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.

~~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 - 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.

Transportation for private school students, eligible for transportation under State law, shall be provided on the same basis as for District students.

~~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 statute121.54(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 Superintendent ~~District Administrator~~'s administrative guidelines or the Code of Conduct pertaining to student transportation. Such revocation shall be in accord with statutorily required procedures.

Surveillance on School Buses

[DRAFTING NOTE: Wisconsin Act 160 provides express statutory ~~regulatory~~ authority for the use of audio, video, or audiovisual 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, and shall clearly post notice of such surveillance on the interior of the bus. Recordings pursuant to this policy shall remain confidential except for use by school officials or law enforcement for investigations, school discipline, or criminal prosecutions..

The ~~It is strongly recommended that the~~ District shall provide notification to students and parents regarding this policy permitting 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.~~

The Board shall maintain video surveillance/electronic monitoring recordings for a limited period. Any request to view a recording under this policy should be made promptly after the event/incident in order to assure its availability. Delayed inquiries may not be available depending on current retention capabilities. If action is taken by the Board/Administration, as a result of a formal complaint or incident, recordings, if available, shall be kept consistent with the Board's record retention policy.

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.

Revised 6/19/23
Revised 12/18/24

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Legal
Wis. Admin. Code Trans 300.81
347.446, 120.13(27m), 121.52, 121.53, 121.54 et seq., 121.555(1)(a) Wis. Stats.

PROPOSED NONDISCRIMINATION MAY 2026

po8913

Special Update - Nondiscrimination - July 2026 Technical Correction SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT

8913 - **SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT**

The Board prohibits discrimination against any employee or applicant based upon their disability. As such, the Board will not engage in employment practices or adopt policies that discriminate on the basis of disability, or otherwise discriminate against qualified individuals with disabilities in regard to job application procedures, the hiring, advancement or discharge of employees, employee compensation, job training, or other terms, conditions and privileges of employment. The Board further will not limit, segregate or classify applicants or employees in any way that adversely affects their opportunities or status because of disability. Additionally, the Board will not participate in any contractual or other relationships that have the effect of subjecting qualified individuals with disabilities who are applicants or employees to discrimination on the basis of disability.

Notice of the Board's policy on nondiscrimination in employment practices and the identity of the School District's Compliance Officer(s) (see below) will be published on the District's website, posted throughout the District, and included in the District's recruitment statements or general information publications.

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.

Complainant is the individual who alleges or is alleged to have been subjected to discrimination/retaliation, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged discrimination/retaliation.

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 District office is open for normal operating hours, Monday – Friday, excluding State-recognized holidays).

Respondent is the individual who is alleged to have engaged in discrimination/retaliation, regardless of whether the Complainant files a formal complaint or is seeking an informal resolution to the alleged discrimination/retaliation.

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

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

An individual with a disability means a person who has, has a record of, or is regarded as having, a physical or mental impairment that substantially limits one or more major life activities.

Major Life Activities

Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, sitting, reaching, interacting with others, and working.

Major life activities also include the operation of a major bodily function, including, but not limited to, functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, hemic, lymphatic, musculoskeletal and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

Impairment That Substantially Limits a Major Life Activity

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (defined as devices that magnify, enhance, or otherwise augment a visual image, but not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aid(s) and cochlear implant(s) or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, use of assistive technology, reasonable accommodations or "auxiliary aids or services," learned behavioral or adaptive neurological modifications, psychotherapy, behavioral therapy, or physical therapy.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

Qualified Individual with a Disability

A qualified individual with a disability means the individual satisfies the requisite skill, experience, education and other job-related requirements of the employment position the individual holds or desires and can perform the essential functions of the job in question, with or without reasonable accommodation.

Reasonable Accommodation

The Board will provide a reasonable accommodation to a qualified individual who has an actual disability or who has a record of a disability unless the accommodation would impose an undue hardship on the operation of the Board's program and/or activities. A reasonable accommodation is not required for an individual who believes they are being regarded as having a disability. Employees requesting reasonable accommodation must cooperate with school officials in obtaining specific medical opinion that identifies the precise limitations resulting from the disability and potential reasonable accommodations that could overcome those limitations.

Facilities

No qualified person with a disability will be denied the benefits of, excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/American s with Disabilities Act (ADA) applies because the District's facilities are inaccessible to or unusable by persons with disabilities.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities.

District Compliance Officers

The Board designates the following individual(s) to serve as the District's 504 CO(s)/ADA Coordinator(s) (hereinafter referred to as the "COs").

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

Kelley Strike
Assistant Superintendent of Operations
715-359-4221, ext. 1243
6100 Alderson Street
Weston, WI 54476
kstrike@dce.k12.wi.us

The name(s), title(s), and contact information of this/these individual(s) will be published annually on the District's website.

The COs are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination/retaliation or denial of equal access. The COs also shall verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination in Employment Act of 1975 is provided to staff members and the general public. A copy of each of the Acts and regulations on which this notice is based will be made available upon request from the CO.

The COs will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints. Any complaint received regarding the District Administrator or a Board member shall be referred to the Board's legal counsel, who shall assume the role of the CO for such complaints, as appropriate. Additionally, if the complaint is regarding a CO, the complaint shall be reported to the District Administrator, who shall coordinate with the other appointed/designated CO, or, if appropriate appoint/designate another individual to serve as CO for the complaint regarding a CO.

The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. (See Complaint Procedure below.)

Complaint Procedures

If a person believes that they have been discriminated against on the basis of their disability, the person may utilize the following complaint procedures as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter.

Internal complaints must be put in writing and must identify the specific circumstances or areas of dispute that have given rise to the complaint, and offer possible solutions to the dispute. The complaint must be filed with COs within the time limits specified below. The COs are available to assist individuals in filing a complaint.

Internal Complaint Procedure

The following internal complaint procedure is available to employees for the prompt and equitable resolution of complaints alleging discrimination based upon disability. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the U.S. Department of Education's Office for Civil Rights.

A. An employee with a complaint based on alleged discrimination on the basis of disability may first discuss the problem with the CO.

B. If the informal discussion does not resolve the matter, or if the employee skips Step A, the individual may file a formal written complaint with the CO. The written complaint must contain the name and address of the individual or representative filing the complaint, be signed by the Complainant or someone authorized to sign for the Complainant, describe the alleged discriminatory action in sufficient detail to inform the CO of the nature and date of the alleged violation and propose a resolution. The complaint should be filed within thirty (30) days of the circumstances or event giving rise to the complaint.

C. The CO will conduct an independent investigation of the matter. This complaint procedure contemplates informal, but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to present witnesses and other evidence relevant to the complaint. The CO will provide the Complainant with a written disposition of the complaint as soon as practicable relative to the ability to complete a thorough investigation but within sixty (60) days. If no decision is rendered within sixty (60) business days, or the decision is unsatisfactory in the opinion of the Complainant, the employee may file, in writing, an appeal with the District Administrator. The CO shall maintain the District's files and records relating to the complaint.

D. The District Administrator will, within ten (10) days of receiving the written appeal, conduct a meeting with all parties involved in an attempt to resolve the complaint.

   The District Administrator will render their decision within ten (10) days of the meeting.

E. The employee may be represented, at their own cost, at any of the above-described meetings.

F. The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights or the filing of a court case. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.

If it is determined that the Complainant was subjected to discrimination, the CO must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, effective, and tailored to the specific situation.

Directives During Investigation

The CO may recommend to the District Administrator placing any employee involved in an investigation under this Policy on administrative leave pending resolution of the matter. If the District Administrator is the Respondent, the CO shall make such a recommendation to the Board. For example, administrative leave may be appropriate in situations in which protecting the safety of any individual or the integrity of the investigation necessitates such action.

The CO shall determine whether any witnesses in the course of an investigation may be required to answer questions that could also involve criminal investigation or sanctions, including the existence of a co-occurring law enforcement investigation are still required to answer questions concerning the District investigation, but are entitled to do so without waiving their Constitutional right against self-incrimination that applies during a criminal investigation. Such investigations still require that an employee answer questions truthfully and honestly and refusal to answer may result in discipline up to and including termination. As appropriate, employees should be advised of this right, through what is often referred to as a "Garrity Warning". The Garrity Warning informs the employee that the employee is required to respond to questions posed during the investigation and that answers to questions relating to the employee's conduct may be used by the District for determining appropriate discipline, but will not be provided to law enforcement officials in the course of their independent criminal investigation, unless otherwise required by law. ~~( ) (See Form 8913 F1 - Garrity Warning)~~

Every employee interviewed in the course of an investigation is required to provide truthful responses to all questions. Failure to do so may result in disciplinary action.

OCR Complaint

At any time, if an employee believes that they have been subjected to discrimination based upon their disability in violation of Section 504 or the ADA, the individual may file a complaint with the U.S. Department of Education's Office for Civil Rights ("OCR"). The OCR can be reached at:

Office for Civil Rights, Denver Office
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
Telephone: (303) 844-5695

FAX: (303) 844-4303
E-mail: OCR.Denver@ed.gov
Web: https://www.ed.gov/about/ed-offices/ocr

~~U.S. Department of Education Office for Civil Rights Citigroup Center~~
~~500 W. Madison Street Suite 1475~~
~~Chicago, IL 60661~~
~~(312) 730-1560~~
~~FAX: (312) 730-1576~~
~~TDD: (877) 521-2172~~
~~E-mail: OCR.Chicago@ed.gov~~

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the District's legal obligations to investigate, take appropriate action, and conform with any discovery or disclosure obligations.

All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.

During the course of a formal investigation, the CO or designee will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to third parties any information that is learned or provided during the course of the investigation.

Remedial Action and Monitoring

If warranted, appropriate remedial action shall be determined and implemented on behalf of the Complainant, including but not limited to counseling services, reinstatement of leave taken due to the discrimination or other appropriate action.

The Board may appoint an individual, who may be a District employee, to follow up with the Complainant to ensure no further discrimination or retaliation has occurred and to take action to address any reported occurrences promptly.

Sanctions and Disciplinary Action

The Board shall vigorously enforce its prohibitions against discrimination by taking appropriate action reasonably calculated to stop and prevent further misconduct.

While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the

suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and any relevant codes of conduct.

When imposing discipline, the District Administrator shall consider the totality of the circumstances involved in the matter, including the age and maturity level of any student involved. In those cases where discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies.

Where the Board becomes aware that a prior disciplinary action has been taken against the Respondent, all subsequent sanctions imposed by the Board and/or District Administrator shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging discrimination/retaliation, or participates as a witness in an investigation, is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce, or interfere with any individual because the person opposed any act or practice made by Section 504 or the ADA, or because that individual made a report, formal complaint, testified, assisted or participated, or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process 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.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of discriminatory practices. The District Administrator shall provide appropriate information to all members of the District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training and information provided regarding the Board's policy and discrimination, in general, will be age and content-appropriate.

Retention of Investigatory Records and Materials

The CO is responsible for overseeing the retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management) created and/or received as part of an investigation, which may include but are not limited to:

A. all written reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

B. any narratives that memorialize oral reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

C. any documentation that memorializes the actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities related to the investigation and/or the District's response to the alleged violation of this policy;

D. written witness statements;

E. narratives, notes from, and audio, video, or digital recordings of witness interviews/statements;

F. e-mails, texts, and social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after-the-fact commentary about or media coverage of the incident);

G. notes and summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;

H. written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;

I. dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;

J. documentation of any supportive measures offered and/or provided to the Complainant and the Respondent, including no contact orders issued to both

parties, the dates the no contact orders were issued, and the dates the parties acknowledged receipt of the no contact orders;

K. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

L. copies of the Board policy and procedures/guidelines used by the District to conduct the investigation and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Codes of Conduct and/or Employee Handbooks);

M. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

N. documentation of any training provided to District personnel related to this policy including, but not limited to notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conduct an investigation of an alleged violation of this policy. **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time, and location of the training, the name and title (or credentials) of the presenter, and a copy of the materials reviewed or presented during the training.]**

[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]

O. **( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;

P. **( )** copies of any notices sent to the Respondent of the allegations constituting a potential violation of this policy;

Q. **( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview or meeting;

R. **( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report and any

written responses submitted by the Complainant or the Respondent.

The documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law, such as student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315 - Information Management) created or received as part of an investigation shall be retained in accordance with Policy 8310 - Public Records, Policy 8315 - Information Management, Policy 8320 - Personnel Records, and Policy 8330 - Student Records for not less than three (3) years and longer if required by the District's records retention schedule.

T.C. 6/22/20
Revised 11/17/21
Revised 6/15/22
Revised 6/19/23
Revised 1/24/24
T.C. 6/27/24
Revised 7/17/24

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Legal
29 U.S.C. 794, Section 504 Rehabilitation Act of 1973, as amended
42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended
29 C.F.R. Part 1630
34 C.F.R. Part 104

Thank you for thinking of our family in this tough time.

Traci Sondelski

To thank you for

your kindness and sympathy

at a time when it was

deeply appreciated

The family of

Betty Wianecki

Dear Dr. Nyeand DCE school Board,
Thank you for the support and the generous donation to the ALS Association in memory of my mom. We truly appreciate the outpouring of support.

Andy Natzke + Family

Your kindness and concern
have meant so very much
and will always
be remembered.

The Family of

Kaye L. Schwalenberg