

PLEASE POST



SCHOOL DISTRICT OF SHOREWOOD
Shorewood, Wisconsin
September 14, 2021 AGENDA

SCHOOL BOARD MEETING
7:00 PM
**Shorewood Intermediate School, Room 214
3830 North Morris Boulevard
Shorewood, WI 53211**

The District discourages the public and/or media from attending the meeting in person at its noticed location due to active health and safety concerns associated with the ongoing COVID-19 pandemic public health emergency.

Masks are required for all individuals (ages 2 and over) in all District buildings, regardless of vaccination status.

Attendees are encouraged to use the alternative method of access that the District is providing through the following link:

Shorewood School Board Meeting
Tuesday, September 14 at 7 pm

Join Zoom:

<https://us02web.zoom.us/j/81599627722>

Meeting ID: 815 9962 7722

One tap mobile

+16468769923,,81599627722# US (New York)

+13017158592,,81599627722# US (Washington DC)

Dial by your location

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)
 Meeting ID: 815 9962 7722
 Find your local number: <https://us02web.zoom.us/j/81599627722>

I. 7 pm CALL TO ORDER

- A. Adopt the Agenda (GC2)
- B. Overarching Result for Shorewood School District (R1)
Our students are leaders who challenge themselves to grow and achieve academically, pursue their passions, navigate change, learn continuously and contribute to the common good.
- C. Awards and Recognitions

II. 7:05 pm STUDENT ACHIEVEMENT AND RESULTS (R1)

Back to School Student Reflections JoAnn Sternke

III. 7:15 pm PUBLIC COMMENTS #1 (GC3)

Initiate and maintain effective communication with the citizens and other important stakeholder groups as a means to engage them in the work of the Board and the District.

IV. 7:30 pm BOARD BUSINESS AND POSSIBLE BOARD ACTION

- A. Facilities Projects Updates Mike Huffman 3
 - 1. Change Order Approval 14
- B. 2021 School Perceptions Surveys Bill Foster 39
- C. Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$3,250,000; Issuance of Taxable Tax and Revenue Anticipation Promissory Notes; and Participation in the PMA Levy and Aid Anticipation Notes Program
- D. Heather Heaviland
- E. Approval of Monitoring Report OE 3 Treatment of Community Stakeholders 116
- F. Appointment of Student Representatives 125
- G. Discussion of Key Communicators Group 126
- H. By-Laws Updates 129

V. 8:10 pm PUBLIC COMMENT #2 (GC3)

Initiate and maintain effective communication with the citizens and other important stakeholder groups as a means to engage them in the work of the Board and the District.

VI. 8:25 pm BOARD CONSENT AGENDA (GC2)

- A. Approval of Board Meeting Minutes 140
 - August 10 Board Meeting

VII. 8:30 pm BOARD MEMBER REPORTS 142

VIII. 8:40 pm SUPERINTENDENT'S REPORT 143

IX. 8:50 pm SUPERINTENDENT'S CONSENT AGENDA

- A. Approval of Staff COVID-19 Leave Benefits Through December 31, 2021 147
- B. Approval of Staffing Changes: New Hires, Resignations and Leave of Absence Requests 148

X. 9:10 pm PUBLIC COMMENT #3 (GC3) As Needed

Initiate and maintain effective communication with the citizens and other important stakeholder groups as a means to engage them in the work of the Board and the District.

XI. 9:25 pm REVIEW OF 'TO DO' ITEMS

XII. 9:30 pm FUTURE AGENDA ITEMS

XIII. 9:35 pm RECESS AND DEBRIEF



Project Status Report for

Shorewood School

District

9/2021

3

Mike Huffman, HFD

Your Partner in
Development

Construction Progress

Atwater

- Library renovations are complete. New bookshelves have been delayed, but will be delivered in October
- Construction has come to conclusion in rooms 214, 5, 204 205, and 221 with move-in ccuring over the weekend of 9/11
- Both east and west playgrounds have been prepared with drain tile and gravel sub-base and Lee Recreation begins installation of new equipment. On 9/14 with completion expected in early October.
- The last phase of internal construction has begun in rooms 200, 201, and 202 with turnover to the district expected in mid-October.⁴

Lake Bluff

- Renovations at the EEC have been completed.
- The north playground has been prepared with drain tile and gravel sub-base and is ready for Lee Recreation to install new equipment. This will be complete in October.
- Roofing and above roof masonry repairs are now complete.

Construction Progress

High School

- Construction has just been completed in the Business Services and Pupil Services and is ongoing in Special Education, Recreation Office, and the Curriculum Instruction office.
- Major repairs to the copper dome are continuing.
- Reconstruction of the pool vessel, deck and mechanical systems is now complete. SSD use of the pool will begin September 20th.
- At the Arena construction is complete in the gymnastics area, the weight room/cafeteria, while the lower-level restrooms, and the main gym will be done on October 29th.
- Construction in the Auditorium Building is largely complete with renovation of the 1st floor restrooms to be complete on October 8.
- Utility work in and around the Powerhouse is well underway.

Project Administration

FF&E

- High School
 - Renovated classrooms will be fully furnished by mid-September
 - 1st floor admin areas will be fully furnished from mid-October to early November
- Lake Bluff
 - Additional classroom shelving has been installed in half of the requested rooms with the other half coming in mid-October
- Atwater
 - LMC has received only a portion of the planned furniture due to shipping and production delays. Most of the remaining furniture will be delivered at the end of September and finally the bookshelves are to be delivered in mid-October

6

Elementary Playgrounds

- Natural Playscape conversations will resume now that SSD administrative positions are filled. This space at Lake Bluff is planned to be finished by the beginning of school year 2022-2023.

Budget and Bid Updates

In previous reports I have described change orders 1-37 that have been executed. We have now executed the following change orders:

Change Order 38: - \$100,000 This merely deducts an unused portion of Miron's contract dollars from the Administration Building project (winter conditions allowance). See the next C.O. reallocation of these funds.

Change Order 39: \$1,350,000 for work in and around the Powerhouse building as approved by the B.O.E. in July 2021. These funds came from:

- \$100,000 savings on winter conditions allowance within Miron contract
- \$500,000 previously budgeted for the Powerhouse (now transferred into Miron's contract)
- \$750,000 transfer of owner contingency funds into Miron's contract

Project Update Photos – High School



Copper Dome renovations

Project Update Photos – High School



Pool is filled and almost complete!

Project Update Photos – High School



Pool and arena locker rooms

Project Update Photos – High School



Arena gym is well underway



Arena cafeteria

Project Update Photos – High School



Utility work being done around the Powerhouse

Huffman Facility Development, Inc.

Shorewood School District Referendum Projects
 BUDGET SUMMARY
 09/10/21

DESCRIPTION	BUDGET	FINAL PROJECTED COST	PAYMENTS TO DATE	% Complete
Pre-Development	44,588	39,588	39,588	100.00%
Professional Services <i>Design, Project Mgmt, Legal, Quality Testing</i>	4,381,730	4,612,500	3,961,425	85.88%
Owner Provided Equipment	2,440,000	2,440,000	492,115	20.17%
Construction	52,031,460	57,145,623	32,488,421	56.85%
Other Project Expense	505,000	880,000	420,005	47.73%
Additional Funding Sources	0	(1,081,000)	0	0.00%
Owner Contingency	5,597,223	963,290	0	0.00%
TOTAL	65,000,000	65,000,000	37,401,553	57.54%
FINAL PROJECTED COST	<u>65,000,000.00</u>			
Balance - Under / (Over)	<u><u>0.00</u></u>			



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: Referendum Project Change Order

Date: September 14, 2021

Prepared by: Heather Heaviland

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by board of education
- Presentation/action next meeting

Purpose: Recommend approval of the Shorewood High School Change Order #040.

Background: A Change Order in the amount of \$102,991, for High School Administration Building Stairwell Door Replacement, requires Board approval.



AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
 Shorewood School District
 Infrastructure Improvements and
 Additions/Remodeling to the Elementary,
 Intermediate, and High School Campuses

CONTRACT INFORMATION:
 Contract For: General Construction
 Date: January 10, 2018

CHANGE ORDER INFORMATION:
 Change Order Number: 040
 Date: August 5, 2021

OWNER: *(Name and address)*
 Shorewood School District
 1701 E. Capitol Drive
 Shorewood, WI 53211

ARCHITECT: *(Name and address)*
 Eppstein Uhen Architects, Inc.
 333 East Chicago Street
 Milwaukee, WI 53220

CONTRACTOR: *(Name and address)*
 Miron Construction Co., Inc.
 1471 McMahon Drive
 Neenah, WI 54956

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Shorewood HS - Admin Building

PCI 0134 Stairwell Door Replacement

The original Guaranteed Maximum Price was	\$ 46,590,782.00
The net change by previously authorized Change Orders	\$ 4,054,189.65
The Guaranteed Maximum Price prior to this Change Order was	\$ 50,644,971.65
The Guaranteed Maximum Price will be increased by this Change Order in the amount of	\$ 102,991.02
The new Guaranteed Maximum Price including this Change Order will be	\$ 50,747,962.67

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Eppstein Uhen Architects, Inc.
ARCHITECT *(Firm name)*

Miron Construction Co., Inc.
CONTRACTOR *(Firm name)*

Shorewood School District
OWNER *(Firm name)*

SIGNATURE

SIGNATURE

SIGNATURE

Teresa Wadzinski, Studio Director
PRINTED NAME AND TITLE

Tim Kippenhan, Vice President
PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

DATE

August 5, 2021
DATE

DATE



Change Order Request

Date: 07/01/2021
To: Heather Heaviland
 Shorewood School District
 1701 E Capitol Dr
 Shorewood, WI 53211
Re: Shorewood HS-Admin Building
 Shorewood, WI 53211
Project: 201740
State/Federal Job: N/A
Owner PO: N/A

Reference Document: PCI0134

Change Description: Stairwell Door Replacement : Cost associated with replacing 20 fire rated stairwell doors and associated hardware including fire rated glass. Also includes repainting the existing frames and the new doors.

Contractor	Description	Amount
Maas Brothers Construction	GENERAL TRADES	\$73,493.33
Miron Construction Co., Inc.	LIABILITY INSURANCE	\$620.36
Omni Glass & Paint, LLC	ALUMINUM ENTRANCES / WINDOWS / CURTAIN WALLS	\$19,284.00
Service Painting Corporation	PAINTING & WALL COVERING	\$7,280.00
* SUB-TOTAL *		\$100,677.69
Mangement fee - Subcontractor		\$1,500.86
* SUB-TOTAL *		\$102,178.55
Bond		\$812.47
** TOTAL **		\$102,991.02

Impacted Calendar Days: 0


All terms of our agreement apply and preclude Miron Construction Co., Inc. from performing any extra work without approval. Please provide your approval by signing this request.



Samuel Orcholski
 Miron Construction Co., Inc.

 07/01/2021

Date:



 Digitally signed by Michael Huffman
 Date: 2021.07.13 11:24:30 -05'00'

Owner Representative
 Shorewood School District

Date:

This quote expires on: 07/15/2021

Maas Brothers Construction

Potential Cost Impact (PCI) Proposal Request

PROJECT NAME: Shorewood High School - Admin
1701 E Capitol Drive
Shorewood WI

PROJECT NUMBER: 201740
DATE: 6/18/2021
PCI #:

To: Maas Brothers Construction

Email:
Phone:

PRICING FOR PCI
DUE BY: (Enter the due date)

Description As Requested we have provided pricing to remove and replace the double doors at the 10 stairwell openings in the Admin building. Those openings are; S3-100, S4-100, S3-200/001, S1-200, S2-200, S3-200/004, S3-300, S2-300, S1-300, & S4-300. The existing frames are to remain. Hardware to include new panic bars, locksets, closers, mullions, continuous hinges, and kick plates. We have **NOT** included - furnish/installation of the fire rated glass, painting of new doors or existing frames.

Self-Performed Work:

Description	Quantity	Labor			Materials	Equipment		Totals
		Total Hours	Hourly Rate	Total Labor	Total	Type	Total	
1 Remove 20 existing stairwell doors, install 20 new stairwell doors and hardware (Frames to remain)		176.2	92.05	16219.21	50			16269.21
2								0
3								0
4								0
5								0
							Subtotal	16269.21
							Overhead Profit & Markup (_10_)	1626.921
							Total Contractor cost with markup	17896.131

Sub-Tier Subcontractors:

Description	Quantity	Total Hours	Hourly Rate	Total Labor	Material	Equipment Type	Equip Total	
1 Furnish new doors and hardware					51960			51960
2								0
3								0
							Subtotal	51960
							Subcontractor markup (_7_)	3637.2
							Total Subcontractor cost with markup	55597.2

Schedule Impact: Calendar Days

Total	\$ 73,493.33
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Please review and respond NO LATER THAN the date noted above with any and all changes (add, deduct, or no change) to your contract in terms of dollars and/or schedule impact caused by the above modification. It is recommended to use this form when providing your cost, if not please reference PCI Number above to identify this request. Note: if no response is received within the allotted time provided, Miron will proceed with pricing.

PM / PAct Name _____



OMNI Glass & Paint, LLC

3530 Omni Drive, Oshkosh, WI 54903-2186
Direct Phone: 920-236-2314
Direct Fax: 920-236-2432
email: dfus@omnigp.com

06-30-2021

To: Miron Construction
Attn: Sam Orcholski

Re: Shorewood High School

Omni Glass & Paint's changes per the revisions stated below is an **ADD of \$19,284.00**

CHANGES INCLUDE:

- Furnish and Install of (40) total FRF Keralite 45MIN fire rated glass for new stairwell frames/doors
 - Sizes/quantities:
 - (8) @ 28" x 36"
 - (8) @ 28" x 24"
 - (12) @ 22" x 37"
 - (12) @ 22" x 25"
- All fire-rated doors, frames, and hardware are excluded
- Current lead time is 1-2 weeks upon received or measured of glass sizes

If you have any questions please feel free to contact me.

Thank you,

Derek Fus

Derek Fus
Project Manager
Omni Glass & Paint, LLC



FAX – Change Order / Additional Work Request Form

To: Trevor Kearns **From:** Lucas Wendt

Co: MAAS Brothers Construction **Phone:** 920-321-3007

Fax: **Date:** 06/17/2021

Re: Stairwell Doors & Hardware **Pages:** 1 (Including cover sheet)

Project: Shorewood HS Admin. Building – Shorewood, WI

Change Order/Additional Work Summary:

Re-use Existing Frames-

New Hollow Metal Doors- 1-3/4" / 18G / CRS / 45Min. / Panic Rein. / Closer Rein. / 2 Lite Cutouts Including Kits
 S3-100 (5874)
 S4-100 (5874)
 S3-200/001 (5874)
 S1-200 (6870)
 S2-200 (6870)
 S3-200/004 (5874)
 S3-300 (5874)
 S2-300 (6870)
 S1-300 (6870)
 S4-300 (5874)

Hardware-

8EA- SL24HD 83" Dark Bronze
 12EA- SL24HD 95" Dark Bronze
 12EA- 98-EO-F 643E
 8EA- 98-EO-F 643E
 20EA- 990TP-R/V 643E
 20EA- 4040XP EDA 695
 6EA- 9954 8' 3" SP313
 4EA- 9954 7'3" SP313
 8EA- 10" X 38" B-CS US10B
 12EA- 10" X 32" B-CS US10B

Fire rated glass by others
 Installation by others

This CO/AWR was originated by ___Sub-Contractor ___X_General Contractor ___X_Architect ___Owner, and I/we do hereby recommend acceptance and approval of the change to the contract with an ___X_Increase ___Decrease ___No Change, of the following amount:

ADD FOR THE SUM OF: \$51,960.00 Tax Exempt

After Submittal Approvals

- Hardware 4-6 weeks
- Ceco Hollow Metal Doors 4-6 weeks

If this is acceptable, please issue a signed change order (or sign and return this form) so we can proceed as soon as possible. This proposal may be accepted within 30 days of its date, and will become a binding contract upon such

June 17, 2021

acceptance by purchaser subject to review by seller. Please contact us for confirmation if time runs beyond 30 days. There are no representations, promises, warranties or agreements, not expressed herein. Mavid is not able to proceed with this work without a signed change order.

Please feel free to call if you have any questions and/or concerns.

Accepted _____, 20____

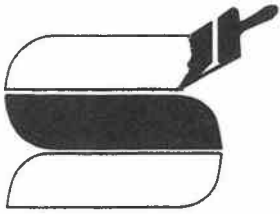
Mavid Construction

By _____

By _____

General Contractor

Lucas Wendt-Project Manager



SERVICE PAINTING CORPORATION

(414) 247-9400 Phone • (414) 247-9499 Fax

2727 W. Mill Road
Milwaukee, WI 53209
www.servicepaintingcorp.com

- Industrial
- Commercial
- Institutional

**SHOREWOOD HS-ADMIN BUILDING
MIRON JOB #201740
STAIRWAY NEW FIRE DOORS/EXISTING FRAMES**

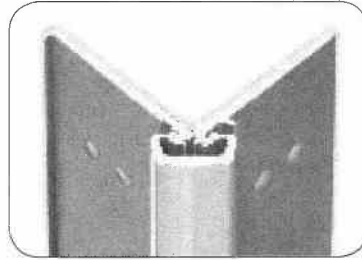
Locations:

- Main Stairs – East/West
- South Stairs – East/West

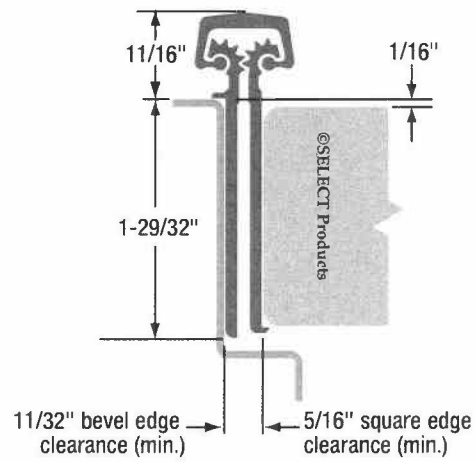
Scope of Work:

- Chemically clean
- Mechanically abrade
- Prime with epoxy primer
- Apply urethane topcoat

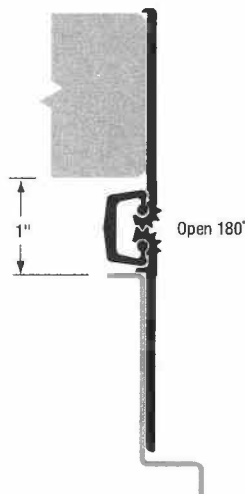
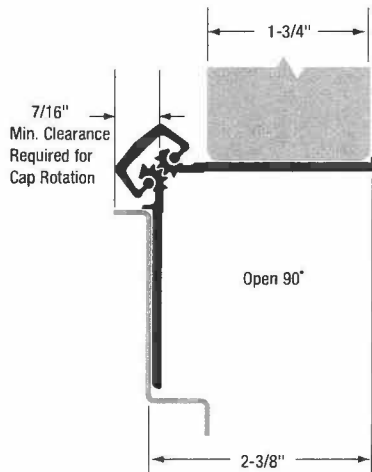
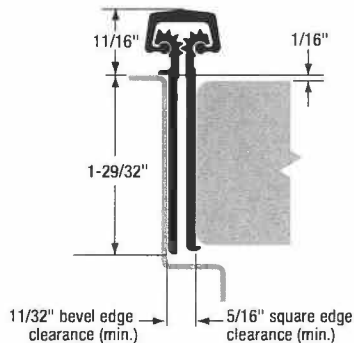
Labor: 76 hours × \$90.00 per hour	\$6,840.00
Material: 4 gallons epoxy × \$40.00 per gallon × 10%	\$ 176.00
4 gallons urethane × \$60.00 per gallon × 10%	<u>\$ 264.00</u>
	\$7,280.00



- 1/16" door inset
- For 1-3/4" doors
- Door edge protector



SL24
1-3/4" doors



MATERIAL: Extruded 6063 T6 aluminum alloy with self-lubricating polyester thrust bearings.

LENGTHS: 83", 85", 95" and 120" lengths standard for nominal door heights. Custom lengths are available.

RATINGS: Standard Duty — Tested per BHMA standards for medium frequency applications. For doors 48" wide (max.) in 16 gauge hollow metal (min.) or 1/8" aluminum (min.) weighing up to 200 pounds without frame or door reinforcement.

Heavy Duty — Tested per BHMA standards for high-frequency or heavy, medium-frequency applications. For doors 48" wide (max.) in 16 gauge hollow metal (min.) or 1/8" aluminum (min.) weighing up to 450 pounds without frame or door reinforcement; up to 600 pounds with the use of Rivnuts in the frame and door.

Lead Lined — Low to medium frequency applications. For door 48" wide (max.) weighing up to 1,000 pounds and most lead lined doors. Rivnuts are recommended in the frame and door on extremely high, extremely heavy or unusually wide doors.

FINISHES: All SL24 hinges are stocked in 204R1 Clear (.4-.7 mil) AA-M12C22A31 and 215 R1 Dark Bronze (.7 mil and thicker) AA-M12C22A44 anodized aluminum. Custom anodized or painted finishes are available. Product painted or anodized in the field voids the SELECT hinge warranty.

CLOSERS: Conventional overhead surface, concealed sliding arm overhead or floor closers may be used with SELECT hinges. Pivot-type floor closers (with a fixed, conflicting center pivot) must be replaced.

ORDER: Specify length, finish and standard-duty (SD), heavy-duty (HD) or heavy-duty with additional fastener holes (LL). Also, specify door and frame screw applications. 12-24 x 1/2" thread-forming 410SS Phillips undercut flathead screws are provided as a standard pack unless otherwise specified. Wood and self-drilling, thread-forming screws also available. Security screws optional at extra cost.

BHMA CERTIFICATION: SL24HD geared continuous hinges conform to BHMA Standard ANSI/BHMA A156.26.2006 Grade 2. SL24XD geared continuous hinges (available on request) conform to BHMA Standard ANSI/BHMA A156.26.2006 Grade 1.

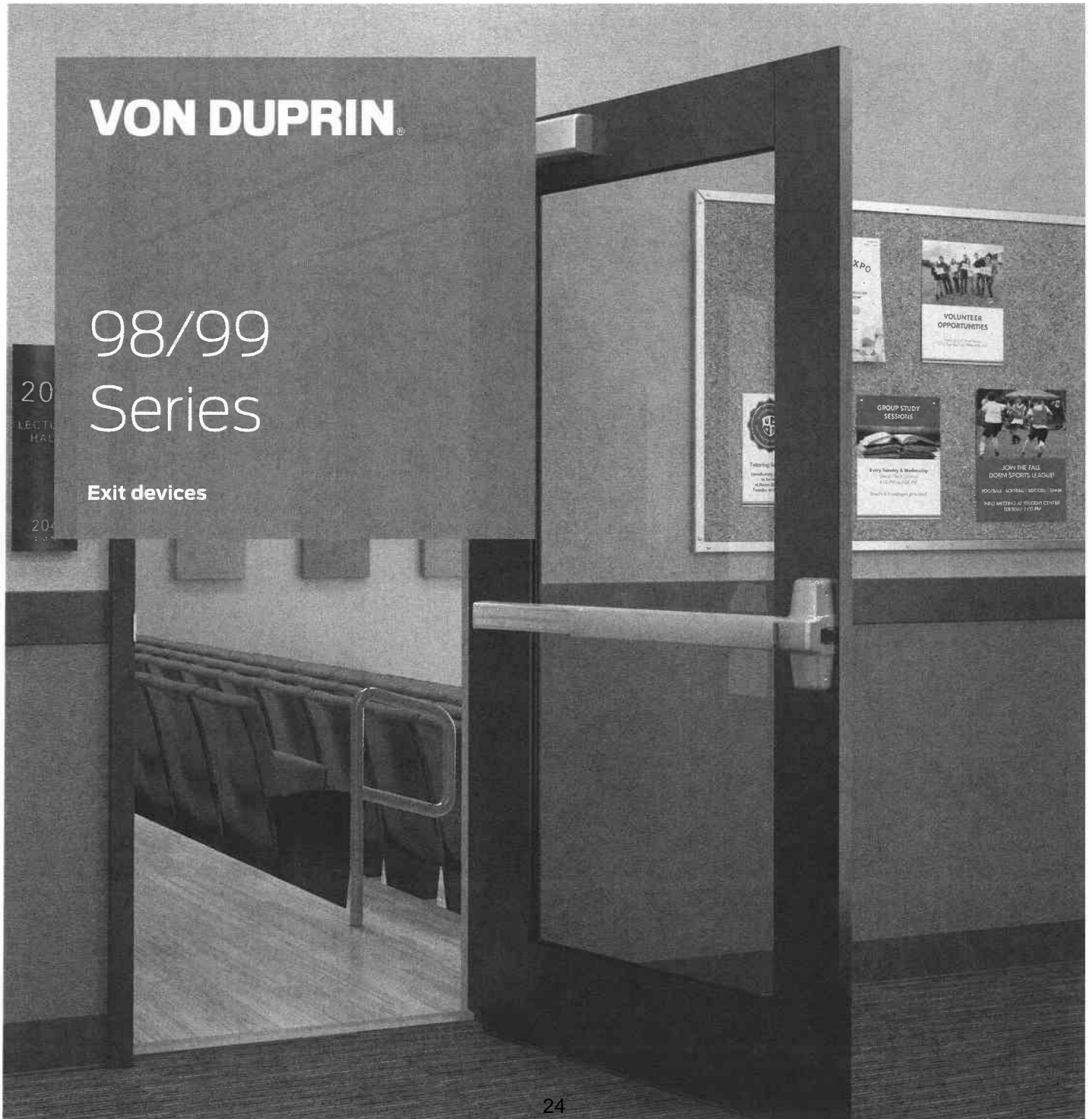
SL24 HINGE SCREW COUNT

HINGE LENGTH & DUTY RATING	DOOR SCREWS	FRAME SCREWS
83" SD/HD	19	19
85" SD/HD	19	19
95" SD/HD	21	21
120" SD/HD	23	23
83" LL	26	26
85" LL	26	26
95" LL	30	30
120" LL	34	34

VON DUPRIN[®]

98/99
Series

Exit devices

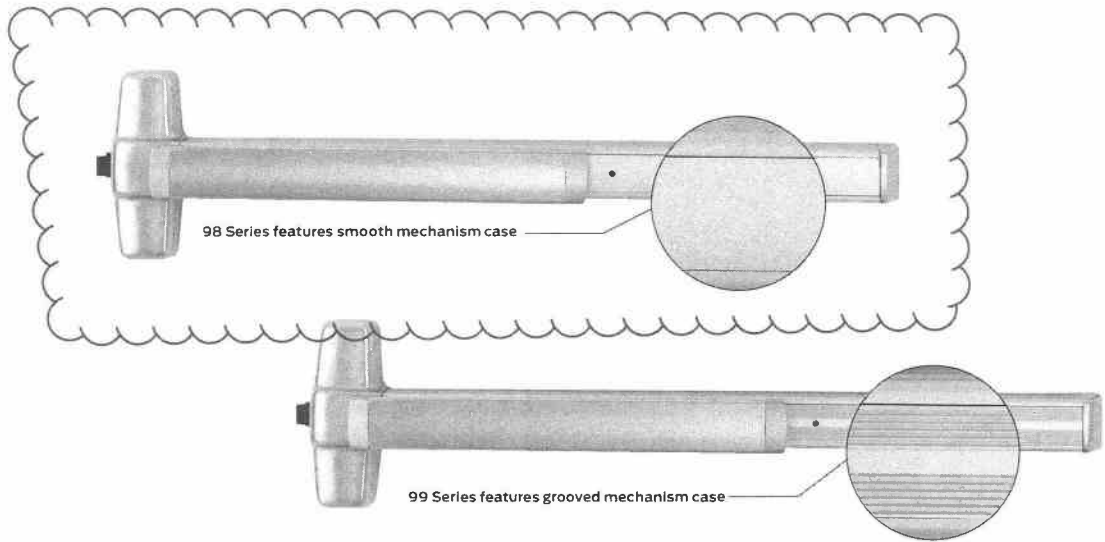




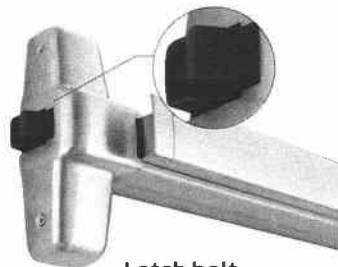
Engineered for value and performance

Von Duprin® empowers its customers to embrace change by providing flexible solutions that can be modified over time, protecting your investment well into the future. Von Duprin 98/99 Series push pad devices have a universal center case design that is unique to the industry and provides superior flexibility—from adding trim, switching handing or adding new retrofit options, you can configure numerous variations in the field without replacing your device.

Von Duprin's exit devices offer durable solutions that are proven in the field to perform under heavy use and abuse and backed by a team of experts experienced in door hardware application and code compliance. Allegion stands behind every Von Duprin product we make with unparalleled customer support thanks to our team of experts based in the U.S. that average more than 15 years of experience, so you are assured to receive expert advice.



Von Duprin exit devices are available in two external surface styles, designated 98 and 99 Series.



Latch bolt
Deadlocking latch bolt provides security and improved performance at standard device cost.



The Quiet One®
A fluid damper decelerates the push pad on its return stroke and eliminates most noise associated with exit device operations. Furnished on all 98/99™ Series exit devices.

Nomenclature – how to order

Prefix	Device series/type		Trim/rating		Suffix/finish		Door width	Handing	Less bottom rod/cable	Trim options/finish	Lever style	Accessories	Other information
1	2	3	4	5	6	7	8	9	10	11	12	13	14
QEL	- 98	- 27	- L	- F	- -	- 626	- 3'	- RHR	- LBR	- 996/626	- 299F/06	- SNB	- HM

Detail

1 Prefixes

None	Standard
AX	Accessible device
CD	Cylinder dogging - panic only
CDSI	Cylinder dogging with security indicator
CI	Cylinder dogging indicator
CD-CX	Chexit cylinder dogging
CX	Chexit
DI	Dogging indicator
E	Electric locking mortise/lever
EL	Electric latch retraction
HDSI	Hex dogging with security indicator
HH	Hurricane device
LD	Less dogging
LX	Latch bolt monitoring
LX-LC	Latch bolt monitoring, low current
LX-RX	Latch bolt monitoring, request to exit
LX-RX-LC	Latch bolt monitoring, request to exit low current
PL	Pullman latch
PN	Pneumatic latch retraction
QEL	Quiet electric latch retraction
QM	Quiet mechanical
RX	Request to exit
RX2	Double request to exit
RX-AUX	Request to exit, auxiliary
RX-LC	Request to exit, low current
SD	Special dogging -panic only
SS	Signal switch
WP-RX	Waterproof request to exit
WS	Windstorm (FEMA rated) surface vertical rod device
XP	Heavy protection - rim

2 Device series

98	Series 98-smooth
99	Series 99-grooved

3 Device type

None	Rim device
27	Surface mounted vertical rod device
47	Concealed vertical rod device
47WDC	Concealed vertical rod wood door device
48	Concealed vertical rod device
49	Concealed vertical cable device
50WDC	Concealed vertical cable wood door device
52	Rim device with remote trim input (pool exit hardware)
57	Three-point latch device
75	Mortise lock device

4 Trim functions

EO	For AD or CO locks, order the panic as Exit Only (EO)
DT	Dummy trim
EO	Exit only
HL	Hospital pull trim
K	Knob
K-BE	Knob - blank escutcheon
K-DT	Knob, rigid - dummy trim
K-NL	Knob, rigid - night latch
L	Lever (classroom)
L-BE	Lever - blank escutcheon
L-DT	Lever, rigid - dummy trim
L-NL	Lever, rigid - night latch
NL	Night latch
NL-OP	Night latch cylinder assembly, optional pull
TL	Turn lever
TL-BE	Turn lever - blank escutcheon
TP	Thumbpiece
TP-BE	Thumbpiece - blank escutcheon

5 Rating

F	Fire exit hardware
Blank	Panic exit hardware

6 Suffix

-2	Double cylinder (rim and mortise only)
-2SI	Double cylinder with security indicator (rim only)
CON	Connectors
WH	Weep holes

7 Finish

605	Bright Brass
606	Satin Brass
612	Satin Bronze
619	Satin Nickel
622/711	Matte Black/Matte Black, Anodized
625	Bright Chrome
626	Satin Chrome
626AM	Satin Chrome, Antimicrobial
628	Aluminum, Anodized
630	Satin Stainless
630AM	Satin Stainless, Antimicrobial
643e	Aged Bronze
693	Black Paint
710	Dark Brown, Anodized

8 Door width	Door thickness	
3'	Standard default	1 3/4" Standard
4'		2 1/4" Optional
2'	Vertical only	

9 Handing

LHR	Left hand reverse
RHR	Right hand reverse

10 Less bottom rod/cable

LBR	Less bottom rod
LBL	Less bottom latch
LBR-AFL	LBR with fire pin
LBL-AFL	LBL with fire pin

11 Trim options/finish

See trim options/finish for each device type

12 Lever style

06	Standard default (optional levers available)
-----------	--

13 Accessories

CYL	Cylinder
GBK	Glass bead kit
SEC	Security screws
SLM	SLM blocking
SNB	Sex bolts

14 Other information

Touchbar options

BRILLE	Vision impaired touchpad, raised letter, and braille
PUSH	Touchbar trim embossed 'PUSH'
RSS	Red silk-screened lettered touchbar trim
KN	Knurled touchbar
SG	Safety glow

Miscellaneous

CE	CE labeled
LCP	Less cover plate
IOWDA	#IOWDA cover plate
RAT REL	Ratchet release assy

Door material

AL	Aluminum door
HM	Hollow metal
WD	Wood door
CP	Composite door
INS2	Insulclad - 1/2"
INS4	Insulclad - 1/4"
SC	Steelcraft, HH device only

Door application

D	Double egress
P	Pair of doors
S	Single door

Note: Not all options are listed. See the specific device type pages for complete options available.

Device types

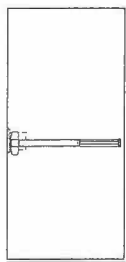
As the pioneer in the industry, Von Duprin continues to advance the industry through customer-centric innovation, which delivers solutions to the most challenging applications.

Backed by high quality standards, Von Duprin exit devices were among the first in the industry certified to ANSI/BHMA A156.3 (2014) Grade 1. Our exit devices are tested to the highest standards and proven in the field to perform under heavy use and abuse, giving you peace of mind both now and in the future.

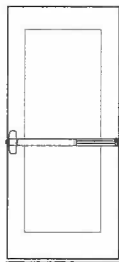
The versatile design can be easily upgraded to connect to a larger electronic ecosystem, empowering you to adapt with flexible solutions. You can configure numerous variations in the field without replacing your device and protecting your investment. This makes upgrades easy and cost effective.

Popular applications

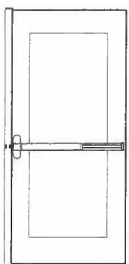
Single door applications



Single mortise lock device

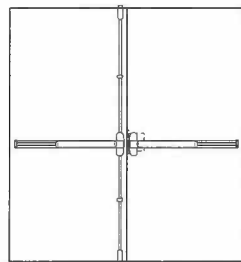


Single rim device

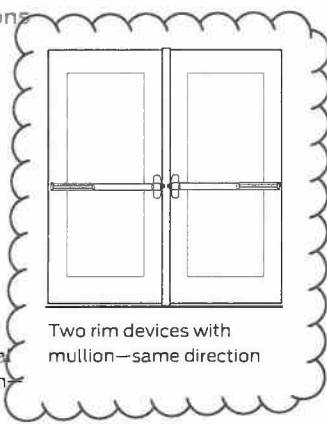


Single three-point latch device

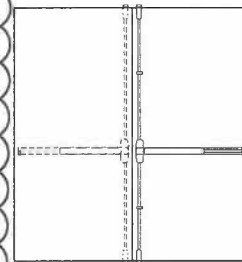
Double door applications



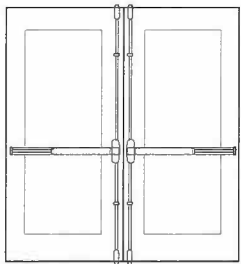
Mortise lock and surface mounted or concealed vertical cable/rod device combination—same direction



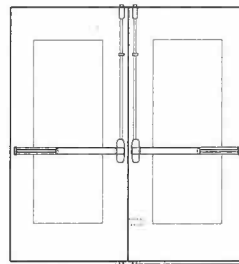
Two rim devices with mullion—same direction



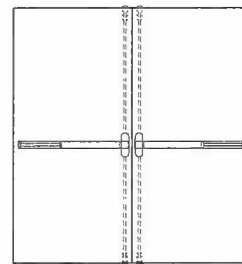
Two vertical rods—double egress
Two surface/concealed rods or cables



Two surface mounted vertical rod devices—same direction*



Two fire exit hardware vertical cables/rods with auxiliary fire latch-LBR option*



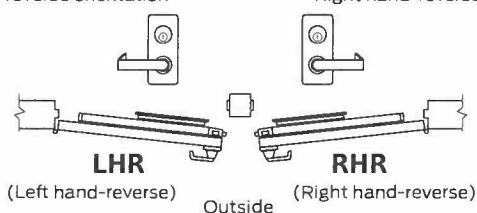
Two concealed vertical cables/rods*

* Do not use with overlapping astragals

Door handing

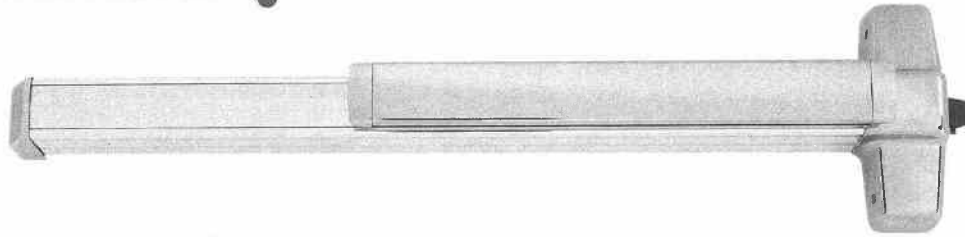
Left hand-reverse orientation

Right hand-reverse orientation



- Introduction
- How to order
- Device types
- Trim options
- Mechanical options
- Electrified options
- Accessories
- Additional information

98-F/99-F Rim exit device 



98-F and 99-F Rim fire exit devices are certified to ANSI/BHMA A156.3 2014, Grade 1 and UL listed for fire exit hardware. See page 67 for detailed information on UL fire exit hardware label and door opening size information. The 98-F device has a smooth mechanism case and the 99-F device has a grooved case. The rim device is non-handed except when the following device options are used: -2 (double cylinder) or SS (signal switch).

Specifications

Device functions	Device ships EO/DT/N; Field selectable; For TP, K or L remove NL drive screw from device
Device lengths	3' 2'4" to 3' (711mm to 914mm) Door size 4' 2'10" to 4' (864mm to 1219mm) Door size
Device centerline from finished floor	39 13/16" (1011mm) 39 11/16" (1008mm) with mullion
Center case	8" x 2 3/4" x 2 3/8" (203mm x 70mm x 60mm)
Mechanism case	2 1/4" x 2 1/4" (57mm x 57mm)
Projection	Pushbar neutral – 3 13/16" (97mm) Pushbar depressed – 3 1/16" (78mm)
Latch bolt	Deadlocking, 3/4" (19mm) throw
Finishes	605, 606, 612, 626/626AM, 628, 710, 711 and 643e (619 and 630 available with 98 Series only)
Fasteners and sex bolts (SNB)	Includes screw pack for 1 3/4" (44mm) and 2 1/4" (57mm) thick metal or wood doors; Optional 425 SNB available for metal doors; 425 and 825 SNB required on wood doors without SLM blocking (See page 64 for quantities)

Accessories



299F Strike
Ships standard, optional strikes available



499F Strike
With 9854/9954 mullion

Features and options

Electrified options

- LX** Latch bolt monitor switch
- RX** Request to exit
- RX2** Double request to exit
- E** Electric locking and unlocking trim
- EL** Electric latch retraction
- QEL** Quiet electric latch retraction
- SS** Signal switch
- CX** Chexit delayed exit
- ALK** Alarm exit kit
- WP-RX** Waterproof request to exit
- CON** Allegion Connect

Mechanical options

- 2** Double cylinder
- 2SI** Double cylinder with security indicator
- AX** Accessible device
- GBK** Glass bead kit
- PN** Pneumatic latch retraction
- QM** Quiet mechanical
- SNB** Sex bolts
- SEC** Security screws
- SLM** Special laminate material blocking
- WH** Weep holes
- XP** Extra protection

Dogging option

No mechanical dogging;
EL and QEL options available

Strikes

299F – Dull black, 499F with mullions

Trim functions

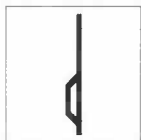
Von Duprin protects your investment by empowering you to adapt with flexible solutions and modular options. The 98/99 Series features numerous trim options to serve your different needs. Designed with flexibility in mind, our solutions offer ease of adding new options as they are developed.

With Von Duprin, you can be confident that as the needs of your facility change, our products can be upgraded easily to meet your needs, especially as the mechanical and electronic technology converge. Von Duprin's versatile design enables you to add functionality to existing devices in a cost-effective way, protecting your investment well into the future.

A variety of device trim lock type functions such as key lock and unlock, latch bolt retraction with key and no cylinder designs for an "always operable" function are available in levers, knobs, latches, thumbpiece and thumbturn designs.



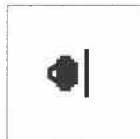
- EO No outside trim**
- Exit only



- DT Dummy trim**
- Pull when dogged (not recommended for fire device)



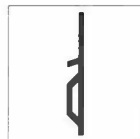
- NL Night latch**
- Key retracts latchbolt
 - Rim and 1 1/4" mortise cylinder



- NLOP Night latch**
- Key retracts latchbolt, pull required



- TP Thumbpiece**
- Key locks and unlocks
 - Rim and 1 1/4" mortise cylinder



- TPBE Thumbpiece, blank escutcheon**
- Blank escutcheon always operable (no cylinder, use with DT trim)



- L Lever**
K Knob
- Key locks and unlocks
 - Rim and 1 1/4" mortise cylinder
 - Handed, reversible lever
 - Electrified lever operation available



- LDT Lever, dummy trim**
KDT Knob, dummy trim
- Pull when dogged



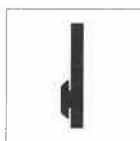
- LNL Lever, night latch**
KNL Knob, night latch
- Key retracts latchbolt
 - Rim and 1 1/4" mortise cylinder
 - Handed, reversible lever



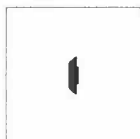
- LBE¹ Lever, blank escutcheon**
KBE Knob, blank escutcheon
- Always operable (no cylinder)



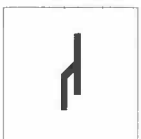
- TL Turn lever**
- Key locks and unlocks (use with DT trim)
 - 1 1/4" mortise cylinder



- TLBE Turn lever, blank escutcheon**
- Blank escutcheon always operable (no cylinder, use with DT trim)



- TLOP Turn lever, optional pull**



- HL Hospital latch**
- Key locks and unlocks
 - 1 1/4" mortise cylinder

Trim options

990 trim



Trim description					
Nomenclature	990EO	990DT	990NL*	990TP*	990TP-BE*
Trim function	Exit only plate	Dummy trim	Night latch	Thumbpiece	Thumbpiece blank escutcheon
Function description	Exit only plate	Pull when dogged	Key retracts latch bolt	Key locks and unlocks	Always operable, no cylinder
ANSI function	01	02	03	05	15

Device compatibility					
98/99 Rim/Rim-F	■	■	■	■	■
XP98/XP99 Rim/Rim-F	■	■	■	■	■
98/9927/27-F	■	■	■	■	■
98/9947/47-F	■	■	■	■	■
98/9947WDC/WDC-F	■	■	■	■	■
98/9948/48-F	■	■	■	■	■
98/9949/49-F	■	■	■	■	■
98/9950WDC/50WDC-F	■	■	■	■	■
98/9952†					
98/9957/57-F	■	■	■	■	■
98/9975/75-F	■	■	■	■	■

Dimensions					
Escutcheon plate size	3" x 14 ³ / ₁₆ " x ³ / ₃₂ " (76 x 360 x 2mm)				
Pull center to center	—	5 1/2" (140mm)	5 1/2" (140mm)	5 1/2" (140mm)	5 1/2" (140mm)
Projection	—	2" (51mm)	2" (51mm)	2" (51mm)	2" (51mm)

Handing					
	—	—	—	—	—

Cylinder type					
Rim or vertical device	—	—	Rim	Rim	—
Mortise lock device	—	—	1 1/4" mortise	1 1/4" mortise	—

* Specify R/V if used for rim and vertical devices, M for mortise device. Example, 990NL-R/V or 990NL-M.

† Default trim is 252L /L-BE. Must be ordered as EO when paired with other trims (ordered separately).

Additional information

Lever styles and finishes

Decorative levers

**M51**²**M52**²**M53****M54****M55****M56****M57**¹**M61**³**M62**^{1,3}**M63**³**M81**²**M82****M83****M84****M85**³**ME1**^{3,4}**ME2**^{3,4}**ME3**³

1. Available in stainless steel substrate ONLY.
2. Knurling available.
3. Handed.
4. Designed with Gensler as product design consultant.

Standard levers

**01****02**²**03**^{1,2}**05****06'** (Default lever)**07****12**³**16 - Omega****17**^{1,2}**18****ACC - Accent**³**AST - Asti**³**MER - Merano**³**LAT**¹ - Latitude**LON**¹ - Longitude

1. Available In Stainless Steel - specify SS when ordering.
2. Knurling available.
3. Handed.

Finish options*

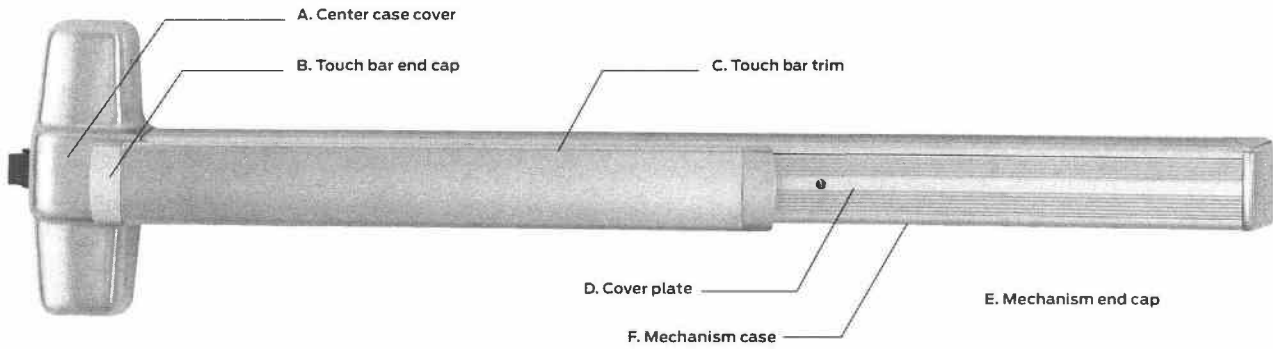
Color	Bright Brass	Satin Brass	Satin Bronze	Satin Nickel	Matte Black/Anodized	Bright Chrome
ANSI/BHMA number	605	606	612	609	622/711	625

Finish options*

Color	Satin Chrome	Aluminum, anodized	Satin Stainless	Aged Bronze	Black Paint	Dark Brown, Anodized
ANSI/BHMA number	626/626AM†	628	630/630AM†	643e	693	710

* Durable powder coated finishes available at special request. Please contact factory.
 † AM = Antimicrobial

Device finish options



Finishes

Color	BHMA number	A, B, E	C	D and F
Bright brass	605	Bright brass	Bright brass, 605	Buffed anodized
Satin brass	606	Satin brass	Satin brass, 606	Anodized
Satin bronze	612	Plated	Satin bronze, 612	Anodized
Satin bronze, oil-rubbed	613	Oil rubbed bronze	Oil rubbed bronze, 613	Powder coat
Bright chrome	625	Plated	Bright stainless steel, 629	Buffed anodized
Satin chrome	626	Plated	Satin stainless steel, 630	Anodized
Satin stainless steel*	630	Stainless steel	Satin stainless steel, 630	Anodized
Aluminum, anodized	628	Powder coat	Satin stainless steel, 630	Anodized
Duranodic dark bronze	710	Powder coat	Powder coat	Powder coat
Black	622	Powder coat	Powder coat	Powder coat
Aged bronze	643e	Relieved aged bronze	Relieved aged bronze	Aged bronze, no relief

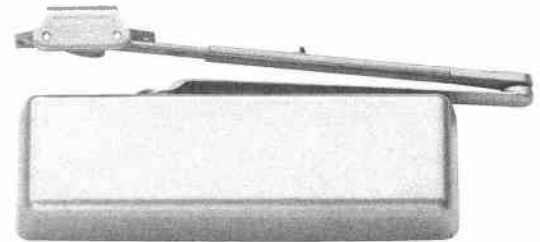


Surface mounted closer

4040XP Series

Overview

The 4040XP is LCN's most durable and flexible heavy duty closer designed for institutional and other demanding high traffic applications.



Cylinder

4040XP-3071

Cast iron cylinder assembly

Handing

Non-handed

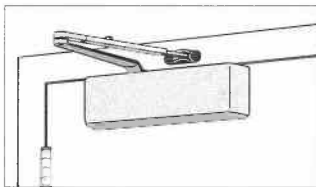
Sizing

Adjustable spring size 1-6,
includes patented Green Dial

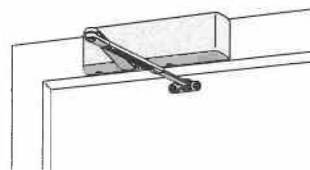
Available cylinder options

DEL	Delayed action cylinder
-----	-------------------------

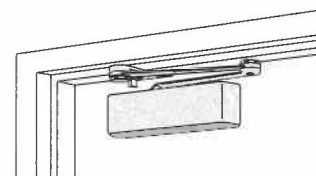
Mounting



Hinge (pull side)



Top jamb (push side)



Parallel arm (push side)

Finishes

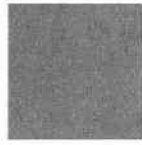
Powder coat finishes



689
Aluminum



690
Statuary Bronze



691
Light Bronze



693
Black



695
Dark Bronze



696
Brass

150+ additional custom colors available using the RAL numbering system

Metal plated finishes



632
Bright Brass



633
Satin Brass



639
Satin Bronze



616
Satin Bronze,
Blackened



646
Satin Nickel



651
Bright Chrome



652
Satin Chrome

Available finish options

MTLPC	Brite metallic: Custom powder coat finish, which resembles that of 651 or 652 plated finish.
SRI	For installations where a higher level of protection against weather conditions, or the effects of a potentially corrosive atmosphere is required, LCN offers a special rust inhibiting (SRI) process. Ferrous metal components receive an SRI pretreatment and a standard powder coat finish of your choice, or a custom powder coat finish for a nominal additional cost. Closers treated with the SRI process exceed the 100 hour protection level available with standard LCN powder coated finishes.

Covers

Standard cover



4040XP-72

Plastic cover

- Non-handed
- Includes 4040XP-54 snap-on cover clip

Optional cover



4040XP-72MC

Metal cover

- Handed
- Required for plated finishes and custom powder coat finishes
- Optional

Arms



4040XP-3077
Regular arm

- Non-handed
- Mounts pull side or top jamb with shallow reveal P4041 closer includes PA SHOE, 4040XP-62PA required for parallel arm mounting



4040XP-3077L
Long arm

- Non-handed
- Includes LONG ROD AND SHOE, 4040XP-79LR for top jamb mount
- Optional



4040XP-3077ELR
Extra long arm

- Non-handed
- Includes EXTRA LONG ROD AND SHOE, 4040XP-79ELR for top jamb mount with deep reveal
- Optional



4040XP-3049
Hold-open arm

- Non-handed
- Mounts pull side or top jamb with shallow reveal, hold-open adjustable shoe
- 4040XP closer includes 4040XP-62PA shoe required for parallel arm mounting
- Optional



4040XP-3049L
Long hold-open arm

- Non-handed
- Includes LONG HEAD AND TUBE, 4040XP-3048L for top jamb mount
- Optional



4040XP-3077EDA
Extra duty arm

- Non-handed
- Features forged, solid steel main and forearm for potentially abusive installations
- Optional



4040XP-3049EDA
Hold-open extra duty arm

- Handed
- Parallel arm features forged, solid steel main and forearm for potentially abusive installations
- Hold-open function is adjusted at the shoe
- Optional



4040XP-3077EDA/62G
Extra duty arm with 62G

- Non-handed
- Features forged, solid steel main and forearm for potentially abusive installations
- 62G shoe provides additional blade stop clearance
- Optional



4040XP-3049EDA/62G
Hold-open extra duty arm with 62G

- Handed
- Features forged, solid steel main and forearm for potentially abusive installations
- 62G shoe provides additional blade stop clearance. Hold-open function is adjusted at the shoe
- Optional



4040XP-3077CNS
Cush-N-Stop® Arm

- Non-handed
- Features solid forged steel main arm and forearm with stop in soffit shoe.
- Optional



4040XP-3049CNS
HCUSH arm

- Non-handed
- Hold-open function with templated stop/hold-open points
- Handle controls hold-open function
- Optional



4040XP-3077SCNS
Spring CUSH arm

- Non-handed
- For potentially abusive applications features solid forged steel main arm and forearm with spring loaded stop in the soffit shoe
- Optional



9954

VON DUPRIN®

941036-00

Removable Mullion

Installation Instructions

1. Adjust ball plunger for top and bottom fitting. Adjust ball plunger out until ball is compressed when fitting is engaged with mullion. Once adjusted properly, lock-tite in place. See Figure 1.
2. Line up and install bottom mullion fitting with center of door opening and flush with closed doors. If threshold is used, it must be cut to fit around the bottom fitting. See Figures 2 and 3.

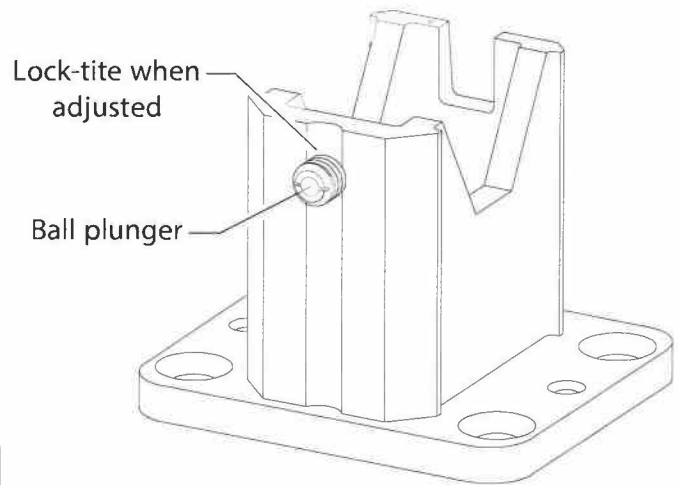


Figure 1

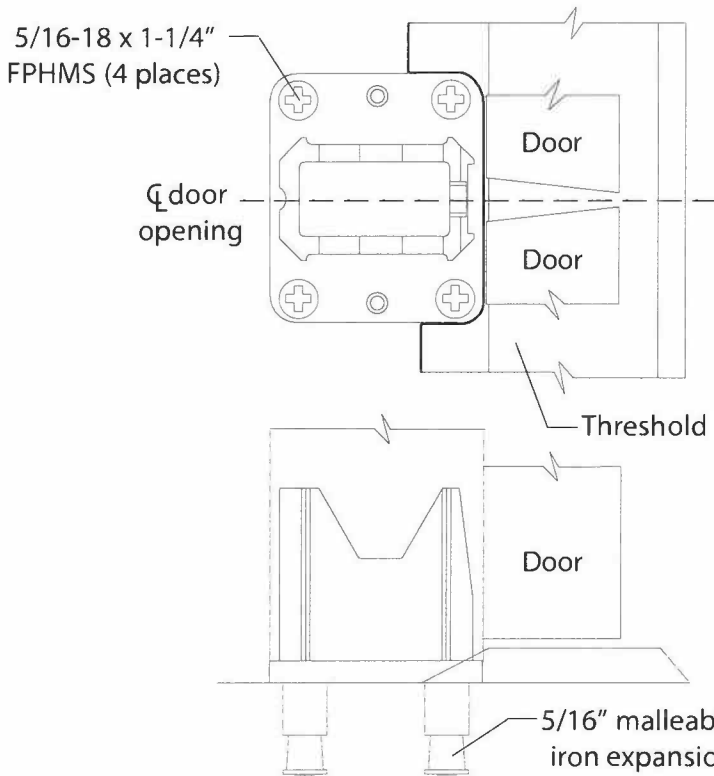


Figure 2

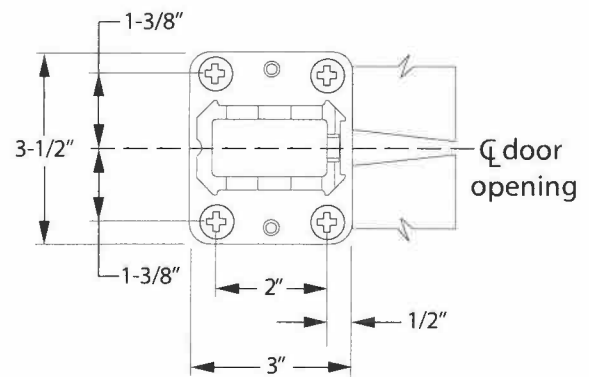


Figure 3



Customer Service

1-877-671-7011 www.allegion.com/us

- Line up and install top mullion fitting with center of door opening and flush with closed doors. If stop is less than 3-1/2" wide, a filler block must be provided by others. See Figure 4.

NOTE
 Reinforcement for all sheet metal frames is to be supplied by frame manufacturer.

- Cut mullion body from the top to provide clearance as shown in Figure 4. Be sure mullion is seated on bottom fitting. See Figure 4.

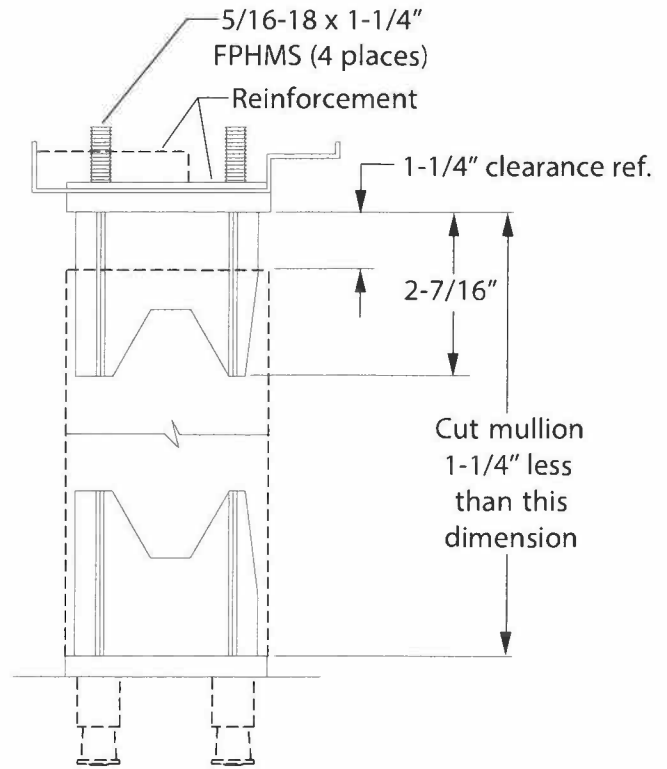


Figure 4

- Remove top mullion fitting and insert in top of mullion body. Slide mullion into place and replace mounting screws. Install top mullion clamp. See Figure 5.

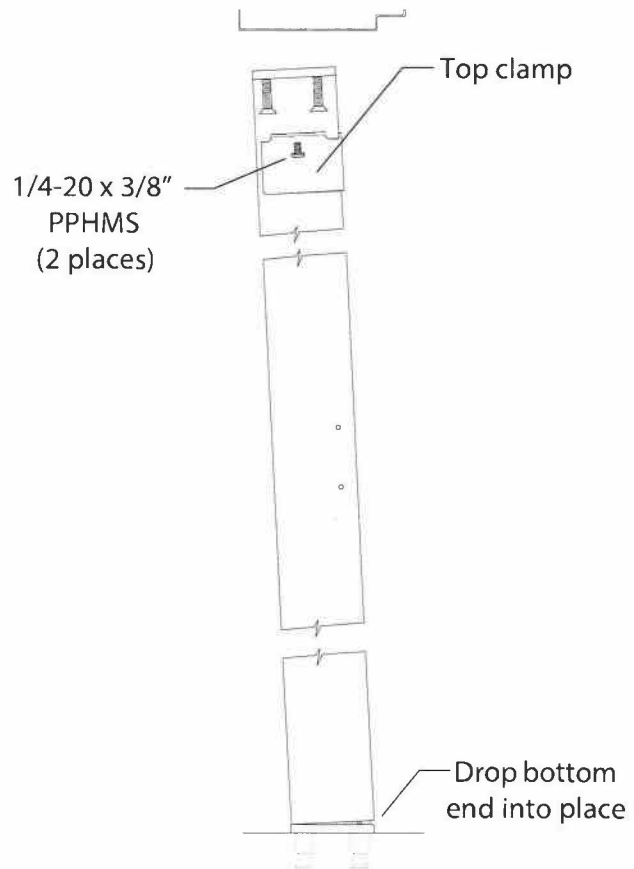


Figure 5

8400 Commercial protection plates

8402 UL Commercial protection plates

- Door protection plates are available in .050" thick brass, stainless steel or aluminum; and 1/8" thick high impact polyethylene in clear or black.
- All plates, metal and plastic, come standard with four beveled edges and countersunk mounting holes (B-CS).
- Protection plates must be ordered in 1/2" increments. Available in other sizes, consult customer service
- For 8402 UL Plates, UL mark appears in upper right corner. Not available on plastic protection plates.

Certifications

- Meets ANSI A156.6 for J301
- UL protection plates certified to UL10C

Mounting

- Standard mounting package, 16 per pack
 - #6 X 5/8 oval head screws
- Optional TEK/TORX package, specify TK-TX
 - #6 X 5/8 Self-drilling, Self-tapping screws
 - #6 X 5/8 Torx screws

Finishes

- Aluminum 5005 Series, Brass C26800 Series, Stainless Steel 300 Series, Plastic

BHMA	Description	Substrate	Finish	Max sizes
605	Bright Brass	Brass	US3	24"X48"
606	Satin Brass	Brass	US4	24"X48"
612	Satin Bronze	Brass	US10	24"X48"
613	Oil rubbed Bronze	Brass	US10B	36"X48"
619	Satin Nickel	Brass	US15	24"X48"
625	Bright Chrome	Brass	US26	36"X48"
626	Satin Chrome	Brass	US26D	24"X48"
628	Satin Aluminium	Aluminium	US28	48"X48"
629	Bright Stainless Steel	Stainless Steel	US32	48"X48"
630	Satin Stainless Steel	Stainless Steel	US32D	48"X48"
654	Satin Stainless Steel	Stainless Steel	US32D	48"X48"
BLK	Matte black	Stainless Steel	BLK	24"X48"
P-BLK	Black	Plastic	P-BLK	48"X48"
CLR	Clear	Plastic	CLR	48"X48"

- Custom finishes are available as engineering special, consult customer service.

Available options

- Specify B-NH for no mounting holes. (Not available on 8402. Available only with US32D, US32, US3, US4, US28, Clear, Black only)
- Specify B-NHA for no mounting holes with adhesive.
- Specify ERS prepped with extra row of screws.
- Special Cut-outs are available as engineering special, consult customer service.

Available accessory

- Gasket tape kit tape is recommended when using a brass plate on a metal door to reduce tarnishing from electrolytic oxidation. One tape pack will cover an the perimeters of a 8" x 34" kickplate. Order 8401 gasket tape.



Number of screw packs required by plate size (specify TEK Screws or TORX screws)

	22"-25"	26"-33"	34"-41"	42"-48"
4"-8"	1	1	1	1
9"-16"	1	1	1	1
17"-24"	1	1	1	2
25"-32"	1	1	2	2
33"-40"	1	2	2	2
41"-48"	2	2	2	2

- A Hinges & pivots
- B47 Pulls & plates
- C Flush bolts & coordinators
- D Latches, catches & bolts
- E Stops
- F Exterior hardware
- G Miscellaneous hardware

Shorewood School District Parent and Staff Survey Results

39

Executive Summary

September 7, 2021

SCHOOL PERCEPTIONS

Our mission is to help educational leaders gather, organize and use data to make strategic decisions.

- Founded in 2002 to provide independent research
- Conducted over 10,000 staff, student, and parent surveys for school improvement
- Conducted over more than 800 districts navigate the strategic planning and referendum planning process

40

SPECIAL NOTE FOR THE 2020-21 SCHOOL YEAR:

The 2020-2021 school year was very difficult for all districts across the state and nation as the result of COVID-19, making stakeholder engagement and data gathering even more critical.

41

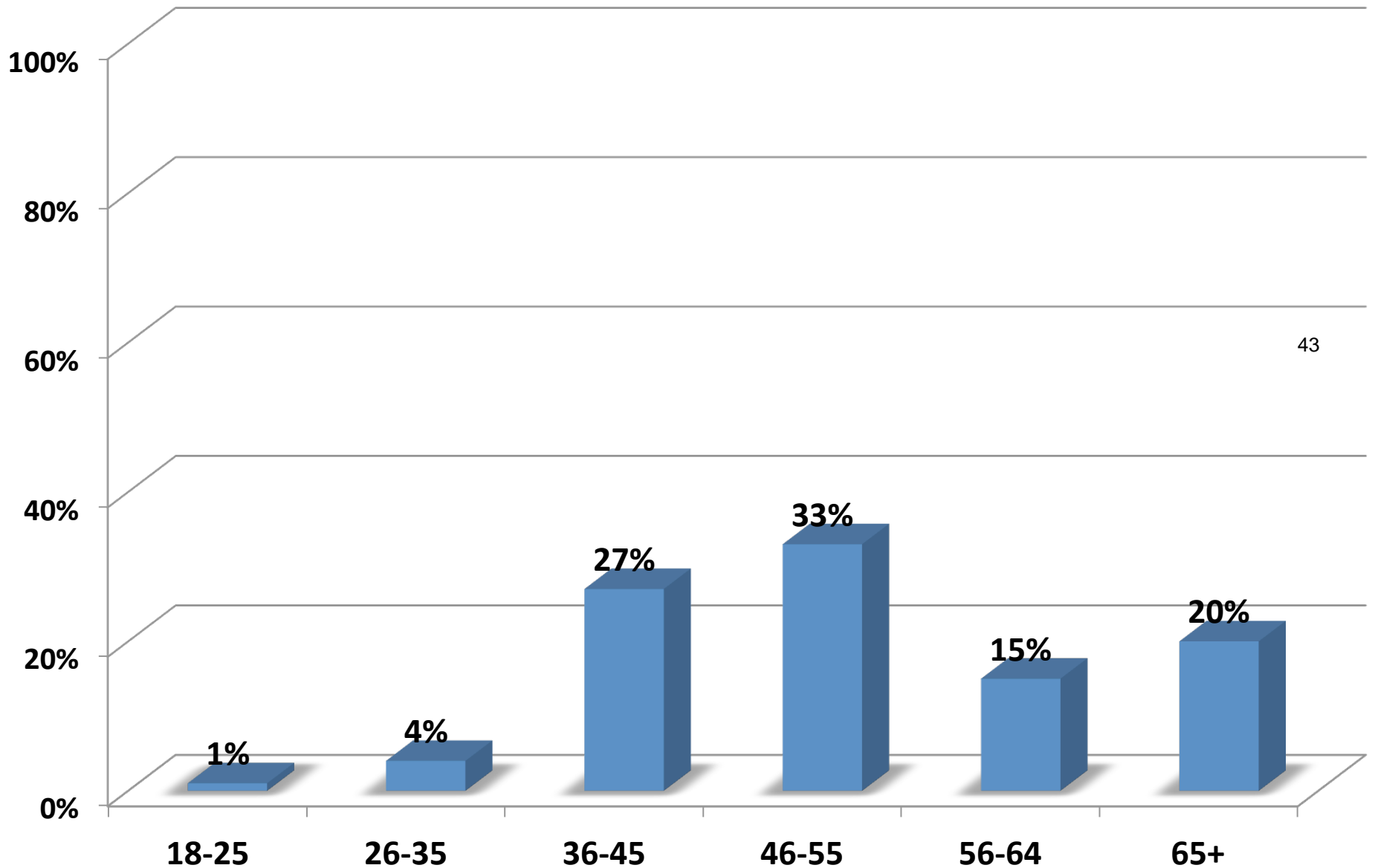
Comparison data varied widely across districts depending on:

- when the survey was conducted (fall, winter, spring, etc.)
- The district's instructional model (fully face-to face, fully virtual or hybrid)

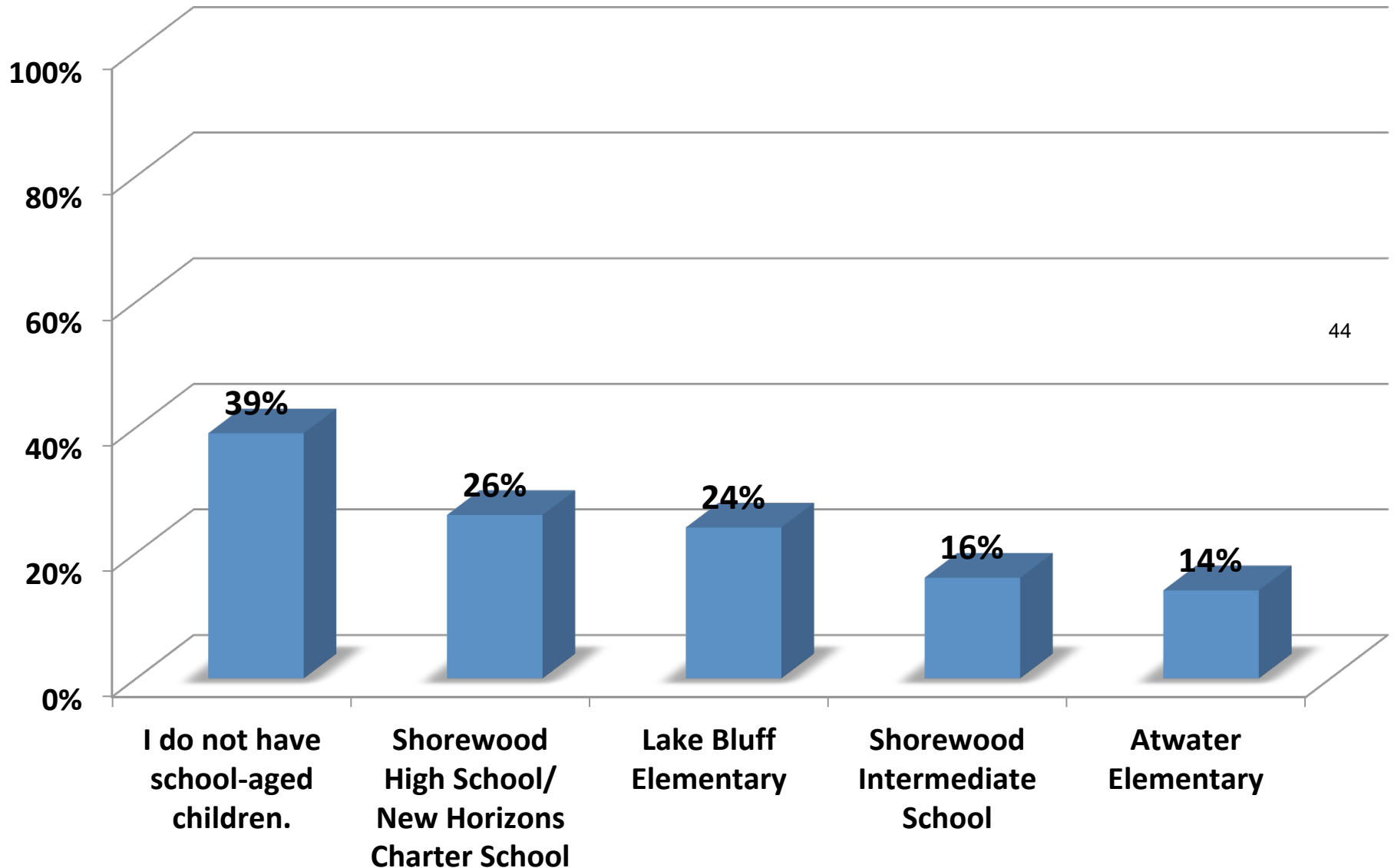
Parent/Community Survey Summary

- The survey was conducted in May of 2021.
- Residents within the District were mailed a postcard survey invitation. Each postcard included a unique one-time-use survey access⁴² code, which allowed the survey to be taken online.
- Total responses = 455

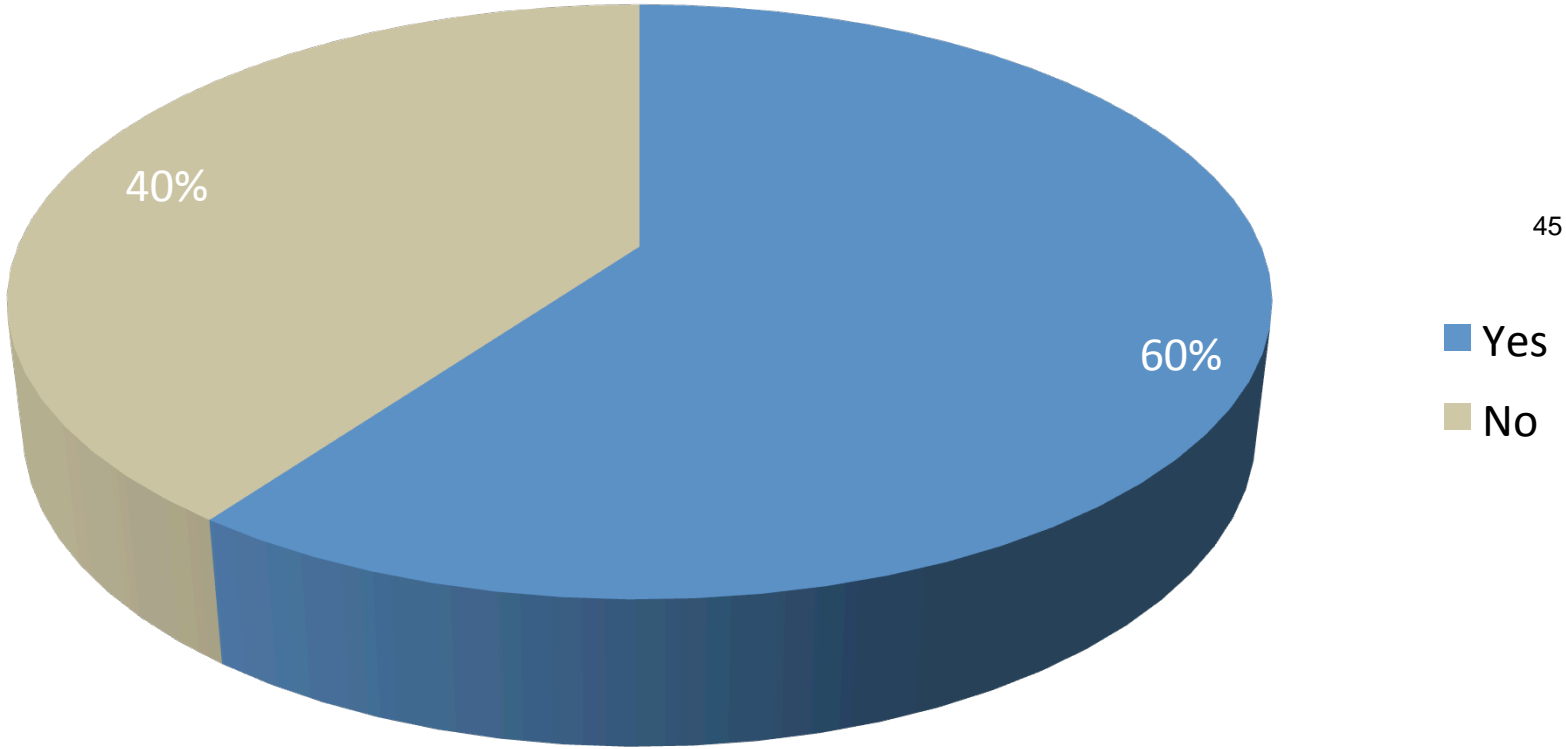
What is your age?



If you have school-aged children, what school(s) do they attend?



Does your child(ren) currently participate in any school-sponsored sports and/or extra-curricular activities?



To provide a quality education for all students, please check a maximum of five areas you believe the District should focus their resources:

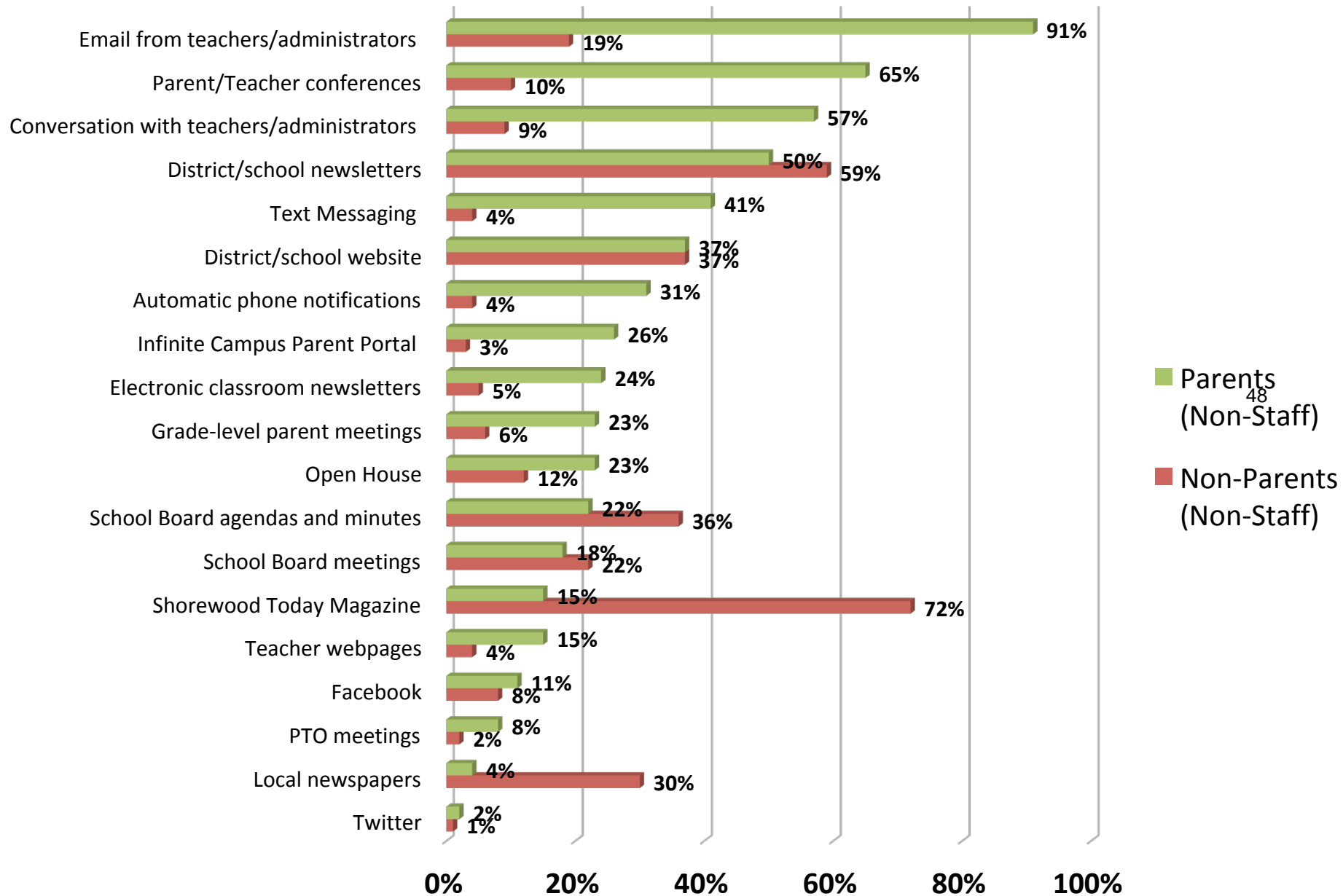
Item	Staff	Non-Parents (Non-Staff)	Parents (Non-Staff)
Attract/engage/retain quality staff	92%	64%	75%
Better prepare students for life after high school—whether this be college or career	67%	71%	50%
Develop innovative programs to improve student learning	42%	40%	48%
Increase the number of hands-on/project-based authentic learning opportunities	17%	29%	46% 46
Increase the number of AP/honors courses and/or advanced learning opportunities	17%	26%	38%
Increase co-curricular and extra-curricular programs (e.g. music, arts, dance, athletics, robotics, etc.)	17%	40%	35%
Provide additional intervention/support services for struggling students	75%	41%	32%
Provide additional counseling, psychologist and social work services	58%	29%	25%
Expand students' technology access	17%	23%	21%
Increase parent and community communications	8%	14%	15%
Improve school safety and security	17%	15%	14%
Develop additional community/business partnerships	0%	14%	12%
Expand services to students with special needs	33%	17%	11%

How are we doing?

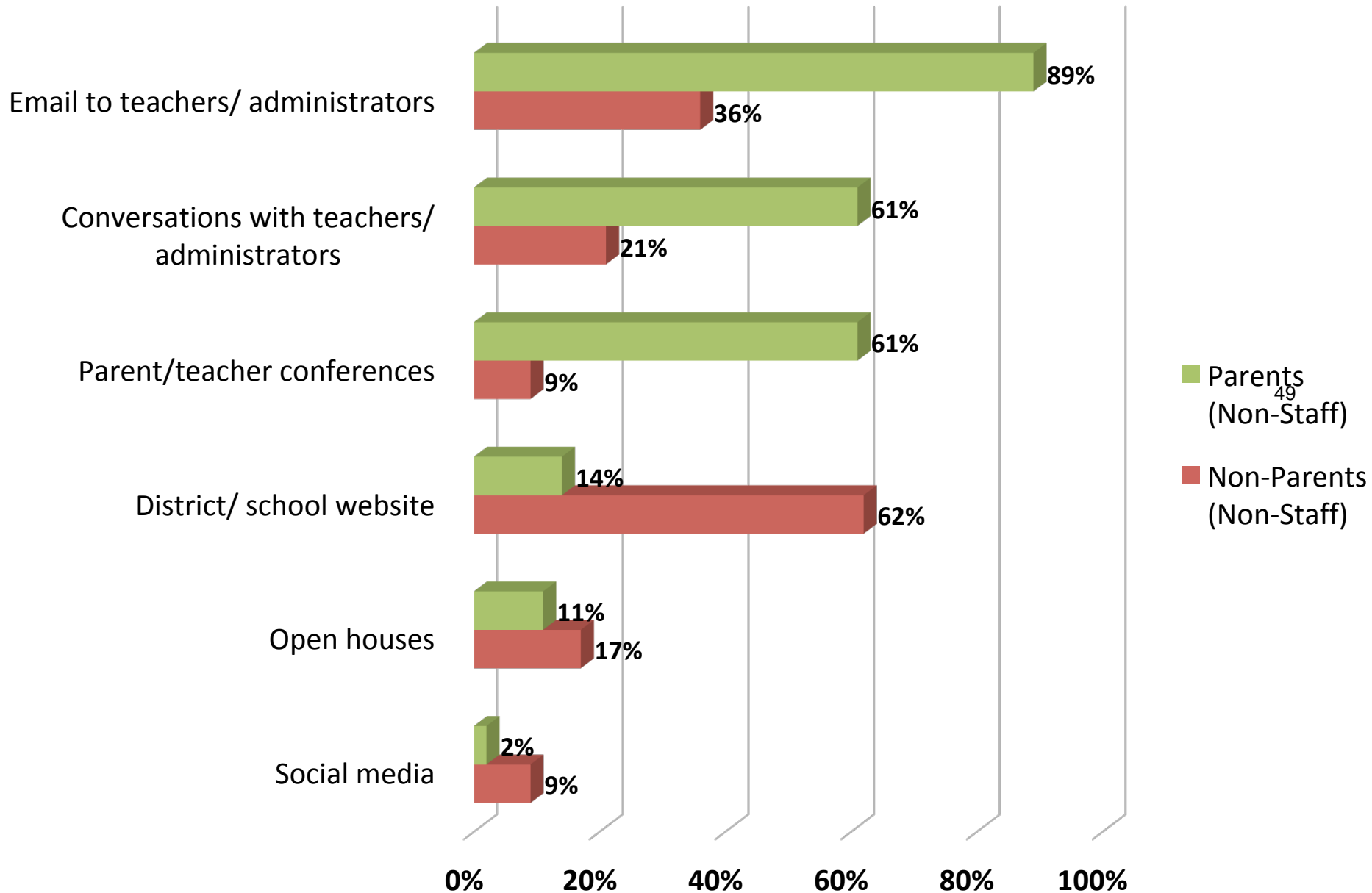
Great (4), Good (3), Fair (2), Poor (1)

Item	Staff	Non-Parents (Non-Staff)	Parents (Non-Staff)
Maintaining and modernizing facilities	2.91	3.16	3.01
Building character and citizenship	3.00	2.65	2.99 ⁴⁷
Communicating school district news and happenings	3.00	2.64	2.97
Fostering students' mental wellness	2.56	2.52	2.79
Mastering Academics	3.30	2.99	2.79
Fostering students' physical wellness	2.90	2.52	2.78
Attracting and retaining high-quality staff	2.22	2.71	2.50

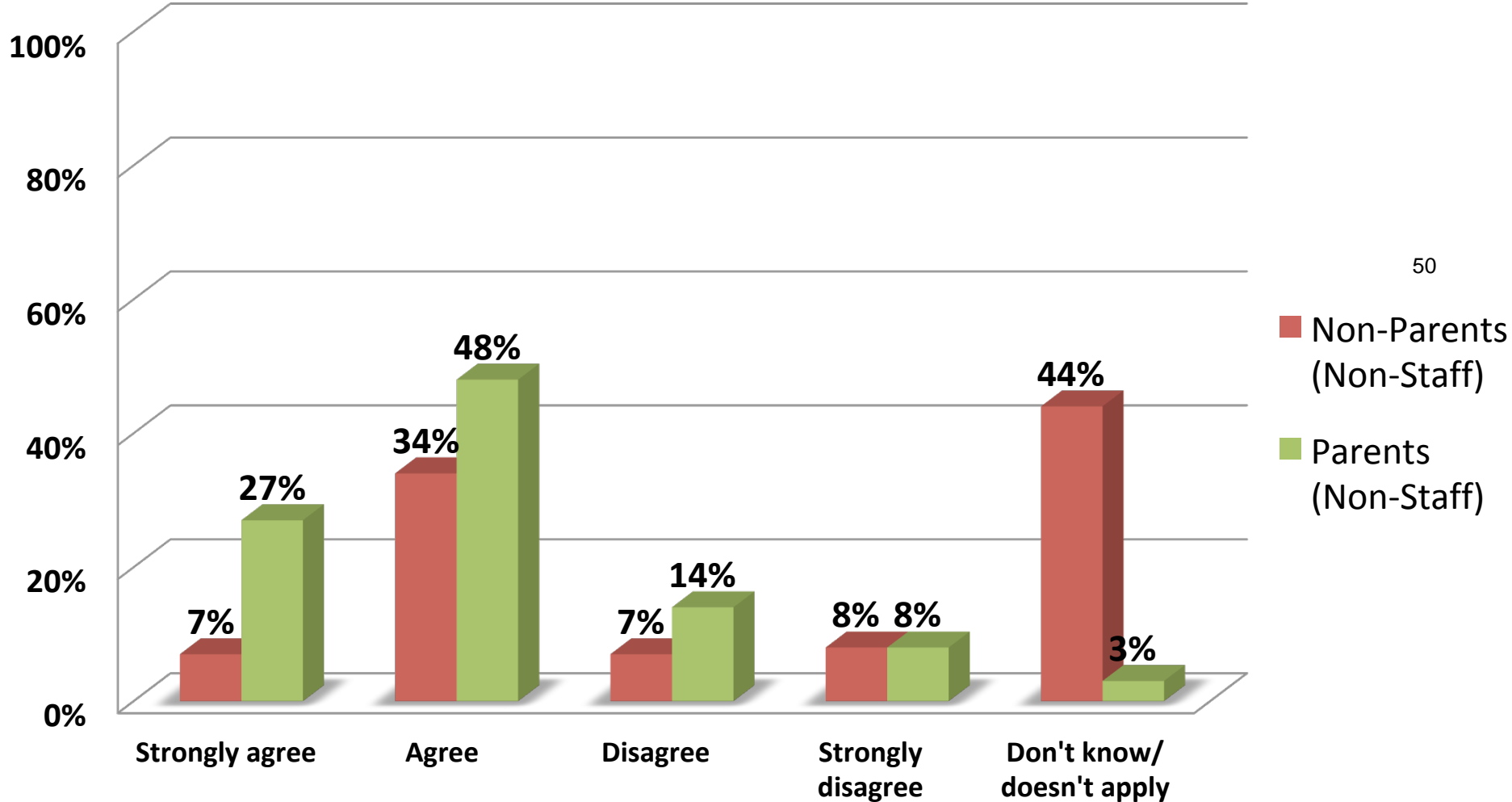
How would you like to receive school information?



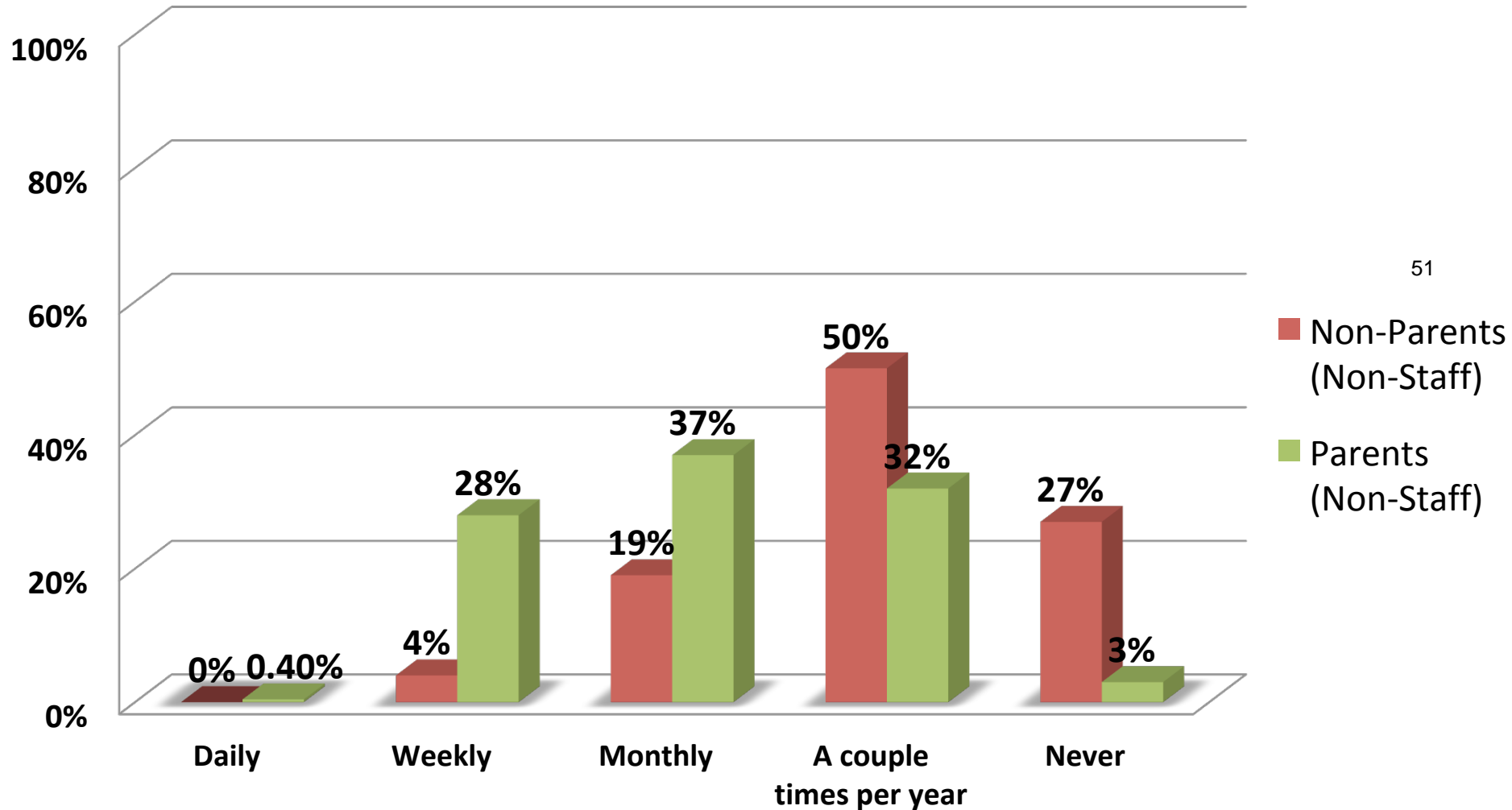
How would you prefer to submit feedback to the District?



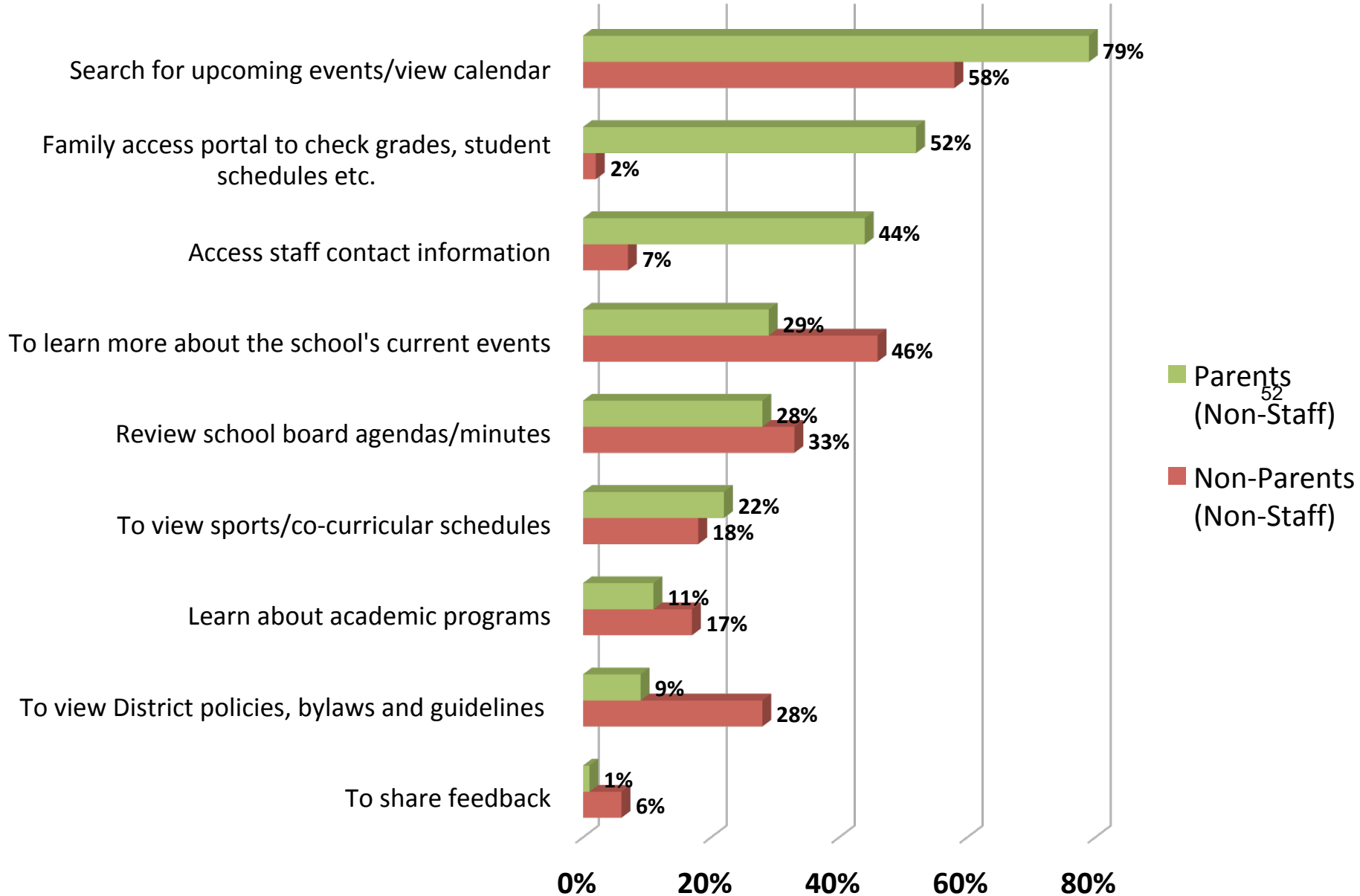
The District is effective in providing timely communications via multiple channels.



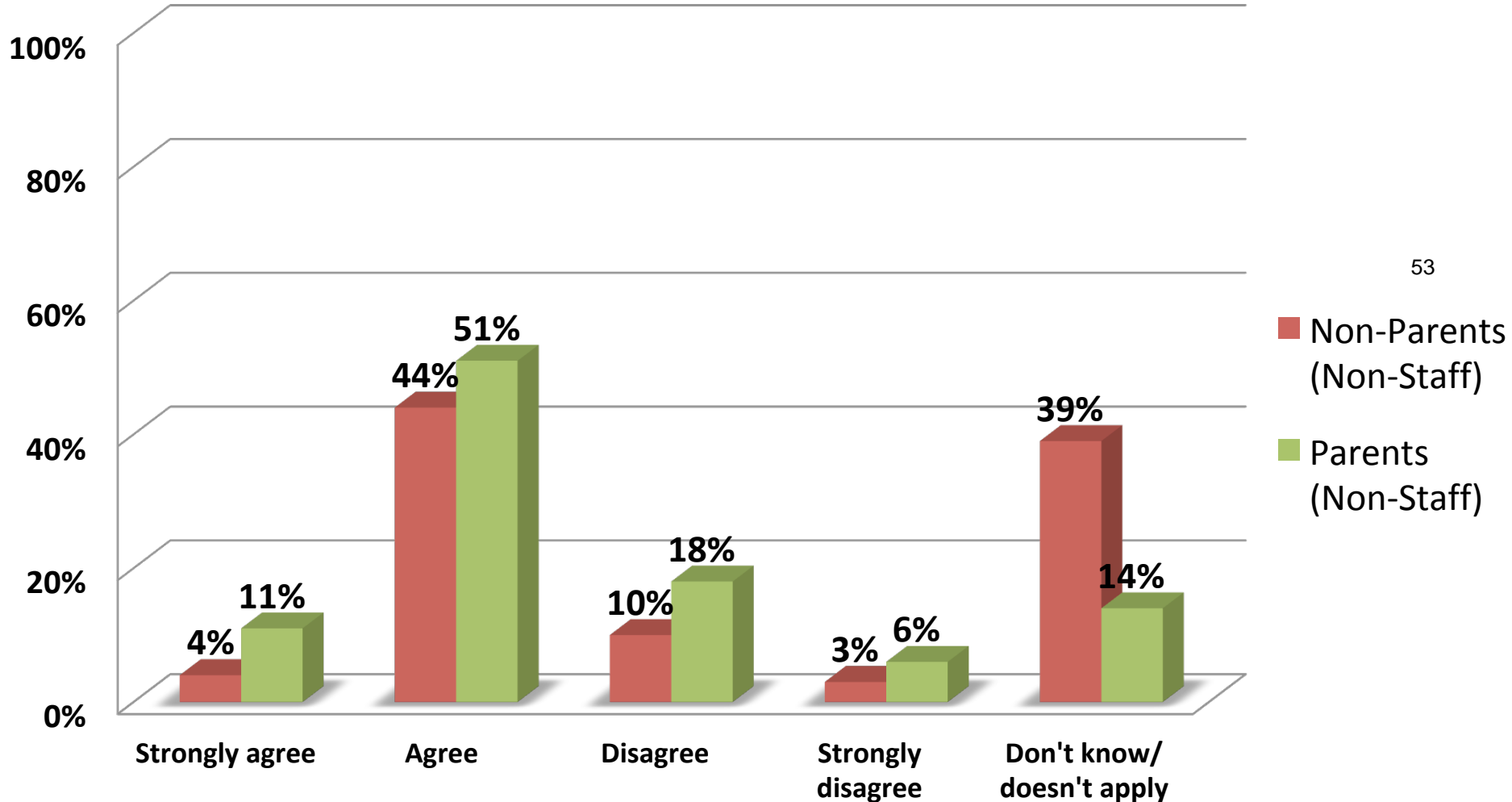
How often do you visit the District's website?



Why do you visit the District's website?



The District's website is effective in providing timely and meaningful information.



How important is this item to the success of our students? (Slide 1/2)

Very important (4), Important (3), Somewhat important (2), Not important (1)

Item	Staff	Non-Parents (Non-Staff)	Parents (Non-Staff)
Critical thinking & problem solving	3.91	3.86	3.89
Reading/Literature/Vocabulary	3.91	3.66	3.83
Writing/Grammar	3.91	3.77	3.82
Preparing students for college and career	3.64	3.63	3.76
Math	3.91	3.68	3.76
Science	3.82	3.69	3.69
Preparing students for life after high school	3.82	3.67	3.68
Computer and technology skills	3.27	3.50	3.58
Programming for children with disabilities	3.73	3.39	3.58
Programming for struggling students/at-risk of not graduating	3.64	3.41	3.57
Social Studies	3.64	3.44	3.48

How important is this item to the success of our students? (Slide 2/2)

Very important (4), Important (3), Somewhat important (2), Not important (1)

Item	Staff	Non-Parents (Non-Staff)	Parents (Non-Staff)
Programming for advanced learning students	3.64	3.39	3.44
Advanced Placement (AP)/honors classes	3.45	3.34	3.42
School counseling	3.45	3.20	3.40
Programming for English Language Learners (ELL)	3.73	3.25	3.38
Foreign language	3.27	3.22	3.27
Health education	3.27	3.19	3.17
Music	3.27	3.16	3.17
Art	3.27	3.13	3.17
Physical education	3.64	2.98	3.04
Library media services	3.27	2.97	3.00
Athletics	3.20	2.77	2.96

How are we doing? (Slide 1/2)

Great (4), Good (3), Fair (2), Poor (1)

Item	Staff	Non-Parents (Non-Staff)	Parents (Non-Staff)
Music	4.00	3.32	3.27
Art	3.50	3.32	3.17
Math	2.50	2.92	2.99
School counseling	3.00	2.86	2.97
Programming for English Language Learners (ELL)	3.00	3.06	2.95
Library media services	2.25	3.00	2.88
Reading/Literature/Vocabulary	2.75	2.92	2.85
Science	3.00	2.96	2.85
Social Studies	3.25	3.04	2.84
Athletics	3.50	2.90	2.83
Writing/Grammar	2.00	2.70	2.75

How are we doing? (Slide 2/2)

Great (4), Good (3), Fair (2), Poor (1)

Item	Staff	Non-Parents (Non-Staff)	Parents (Non-Staff)
Health education	2.00	2.72	2.74
Physical education	3.25	2.74	2.72
Critical thinking & problem solving	3.00	2.78	2.72
Programming for children with disabilities	2.25	2.94	2.65
Foreign language	2.25	2.89	2.63
Preparing students for college and career	2.50	3.11	2.63
Computer and technology skills	2.50	2.62	2.62
Programming for advanced learning students	3.00	2.96	2.62
Advanced Placement (AP)/honors classes	3.00	2.89	2.61
Preparing students for life after high school	2.50	2.59	2.45
Programming for struggling students/at-risk of not graduating	2.00	2.60	2.38

Gap Analysis: Staff (Slide 1/2)

Importance: *Very important (4), Important (3), Somewhat important (2), Not important (1)*

Performance: *Great (4), Good (3), Fair (2), Poor (1)*

Item	Importance	Performance	Gap
Music	3.27	4.00	0.73
Athletics	3.20	3.50	0.30
Art	3.27	3.50	0.23
Physical education	3.64	3.25	-0.39
Social Studies	3.64	3.25	-0.39
Advanced Placement (AP)/honors classes	3.45	3.00	-0.45
School counseling	3.45	3.00	-0.45
Programming for advanced learning students	3.64	3.00	-0.64
Programming for English Language Learners (ELL)	3.73	3.00	-0.73
Computer and technology skills	3.27	2.50	-0.77
Science	3.82	3.00	-0.82

Gap Analysis: Staff (Slide 2/2)

Importance: *Very important (4), Important (3), Somewhat important (2), Not important (1)*
Performance: *Great (4), Good (3), Fair (2), Poor (1)*

Item	Importance	Performance	Gap
Critical thinking & problem solving	3.91	3.00	-0.91
Foreign language	3.27	2.25	-1.02
Library media services	3.27	2.25	-1.02
Preparing students for college and career	3.64	2.50	⁵⁹ -1.14
Reading/Literature/Vocabulary	3.91	2.75	-1.16
Health education	3.27	2.00	-1.27
Preparing students for life after high school	3.82	2.50	-1.32
Math	3.91	2.50	-1.41
Programming for children with disabilities	3.73	2.25	-1.48
Programming for struggling students/at-risk of not graduating	3.64	2.00	-1.64
Writing/Grammar	3.91	2.00	-1.91

Gap Analysis: Parents (Non-Staff) (Slide 1/2)

Importance: *Very important (4), Important (3), Somewhat important (2), Not important (1)*

Performance: *Great (4), Good (3), Fair (2), Poor (1)*

Item	Importance	Performance	Gap
Music	3.17	3.27	0.10
Art	3.17	3.17	0.00
Library media services	3.00	2.88	-0.12
Athletics	2.96	2.83	-0.13
Physical education	3.04	2.72	-0.32
Health education	3.17	2.74	-0.43
Programming for English Language Learners (ELL)	3.38	2.95	-0.43
School counseling	3.40	2.97	-0.43
Foreign language	3.27	2.63	-0.64
Social Studies	3.48	2.84	-0.64
Math	3.76	2.99	-0.77

Gap Analysis: Parents (Non-Staff) (Slide 2/2)

Importance: *Very important (4), Important (3), Somewhat important (2), Not important (1)*

Performance: *Great (4), Good (3), Fair (2), Poor (1)*

Item	Importance	Performance	Gap
Advanced Placement (AP)/honors classes	3.42	2.61	-0.81
Programming for advanced learning students	3.44	2.62	-0.82
Science	3.69	2.85	-0.84
Programming for children with disabilities	3.58	2.65	-0.93 ⁶¹
Computer and technology skills	3.58	2.62	-0.96
Reading/Literature/Vocabulary	3.83	2.85	-0.98
Writing/Grammar	3.82	2.75	-1.07
Preparing students for college and career	3.76	2.63	-1.13
Critical thinking & problem solving	3.89	2.72	-1.17
Programming for struggling students/at-risk of not graduating	3.57	2.38	-1.19
Preparing students for life after high school	3.68	2.45	-1.23

School Feedback

(Parents Only)

Shorewood High/New Horizons (Slide 1/3)

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/Agree	Average (n)	Percentile
My child enjoys going to school.	85%	3.94 (84)	94
My child feels safe at school.	91%	4.14 (81)	89
I feel comfortable sharing ideas with staff.	83%	3.89 (80)	89
The school employs high-quality teachers.	93%	4.19 (81)	63 88
School staff treat everyone with dignity and respect.	91%	4.13 (80)	84
I am satisfied with the communication that comes from the school.	85%	3.99 (87)	84
When my child has a problem at school, he/she knows how to get help.	85%	3.91 (81)	80
I feel welcomed at my child's school.	91%	4.11 (79)	78
I have at least one school staff member I feel comfortable contacting when I have an idea or concern.	87%	4.10 (84)	74
I receive enough information to understand my child's progress.	86%	3.96 (85)	74

Shorewood High/New Horizons (Slide 2/3)

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

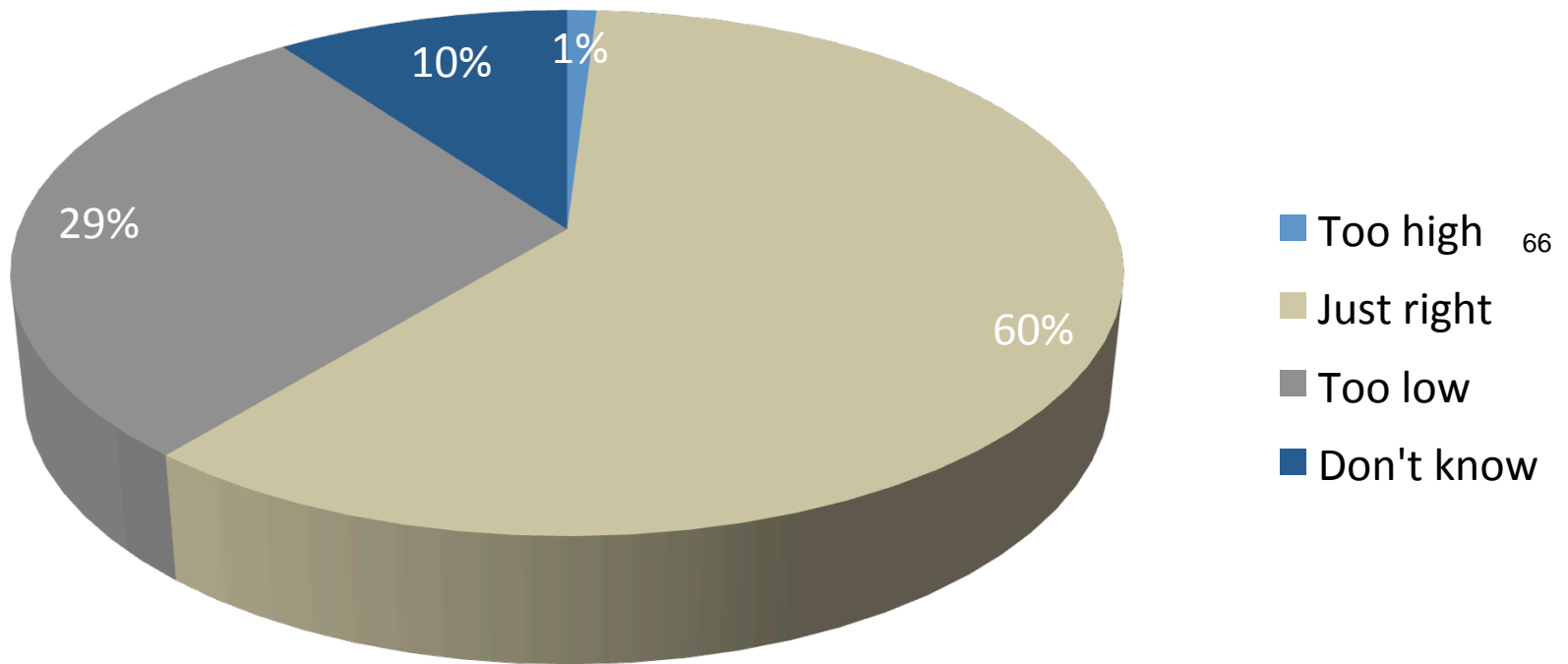
Item	% Strongly agree/Agree	Average (n)	Percentile
I believe the school staff inspires my child's best efforts.	85%	3.96 (82)	73
The school has a culture of high expectations.	75%	3.66 (83)	66
Teachers personalize instruction to meet my child's needs.	67%	3.49 (76)	66
I'm proud of our school.	85%	4.02 (83)	64
My child is adequately prepared for the next grade level or college/career/life after high school.	81%	3.85 (78)	62
There is a healthy culture at our school.	73%	3.63 (70)	55
I would recommend my child's school to a friend.	86%	4.01 (79)	54
Parent/teacher conferences provide productive communication.	77%	3.79 (78)	39
My child has a positive relationship with at least one adult at school.	92%	4.29 (84)	37
School facilities are clean and well-kept.	87%	3.96 (76)	23

Shorewood High/New Horizons (Slide 3/3)

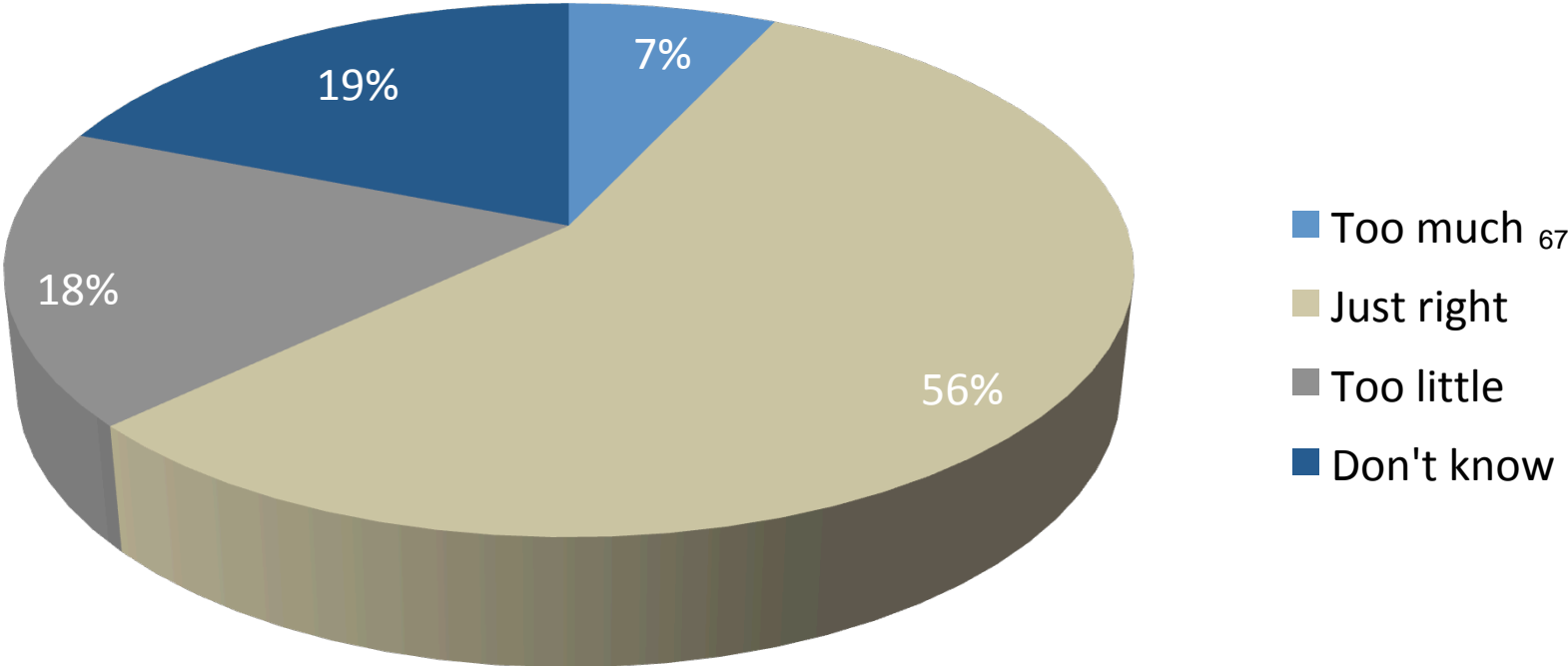
Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/Agree	Average (n)	Percentile
Technology is used effectively to support teaching and learning.	80%	3.79 (77)	23
The amount of homework given to my child is appropriate.	72%	3.50 (82)	10
My child participates in a learning activity that they enjoy at school.	91%	4.20 (86)	N/A
My school is effective in providing timely communications via multiple channels.	88%	4.12 (83)	65 N/A
If my child breaks a rule at school, they are treated fairly.	91%	4.09 (57)	N/A
The school provides opportunities for input and feedback.	79%	3.79 (85)	N/A
Communications from the school has positively impacted my overall support of the School District.	77%	3.73 (80)	N/A
I'm satisfied with the school's efforts to prevent bullying.	77%	3.70 (66)	N/A
The school provides opportunities for my student(s) to apply the skills and concepts they have learned beyond the classroom.	76%	3.65 (72)	N/A
I feel my culture and beliefs are represented in my child's school.	75%	3.61 (77)	N/A

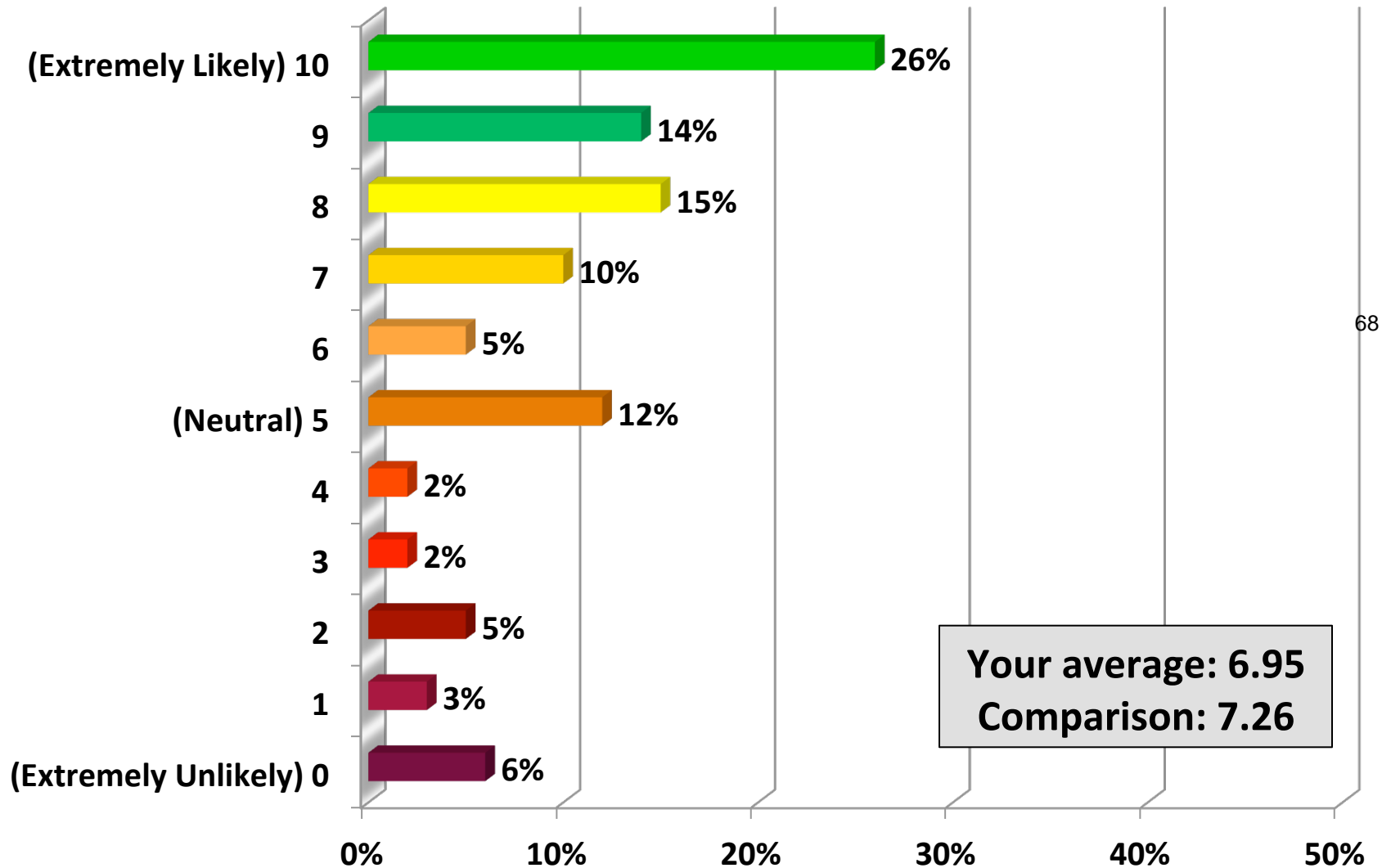
Academic expectations at Shorewood High/New Horizons are:



The overall use of technology at Shorewood High/New Horizons is:



How likely would you be to recommend our school(s) to a friend or family member?

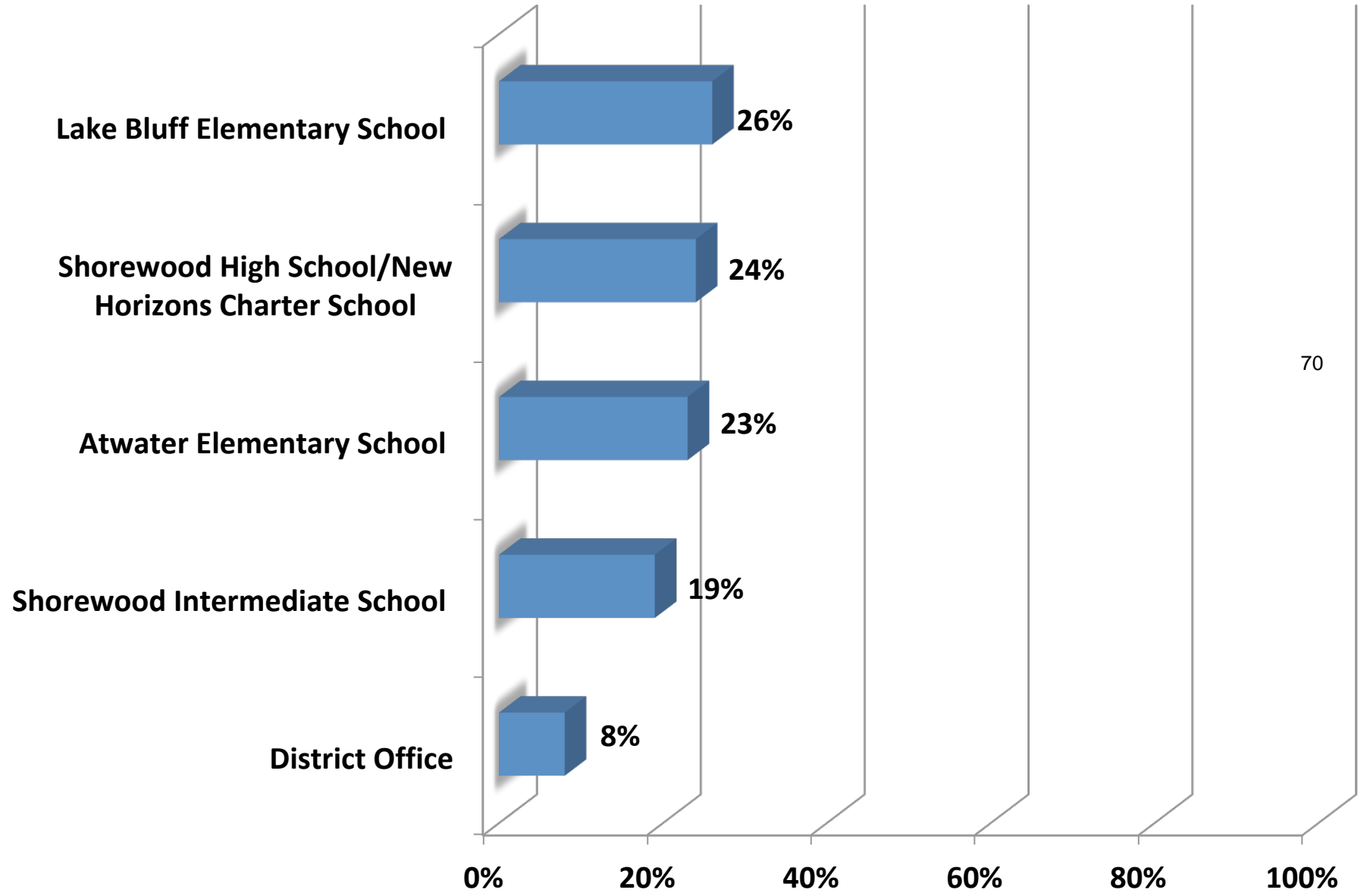


Staff Survey Summary

- The Staff Survey was conducted in May of 2021.
- All staff members received a survey invitation via email, which contained a unique access code. Each access code could only be used once to take the survey.
- Number of responses: 159

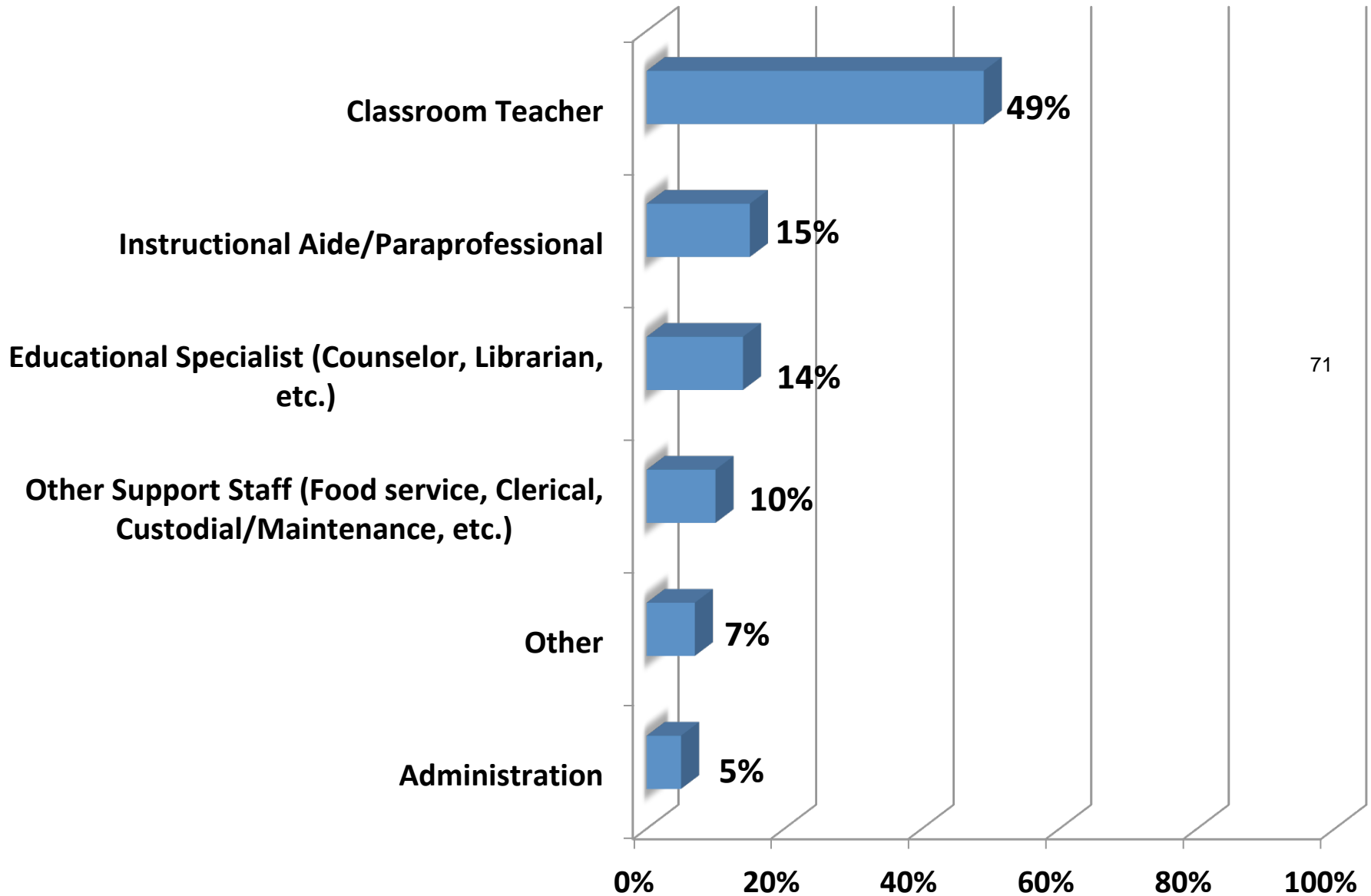
69

At which location do you spend the most time?



70

What best describes your position?



Change Readiness

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
Our District has a culture of open dialogue.	63%	3.25 (140)	27 72
There is a process for evaluating the effectiveness of new initiatives.	48%	2.83 (120)	21
Our District strives to achieve consensus on areas that need improvement.	62%	3.17 (137)	20
Our District is committed to making needed improvements as they are identified.	67%	3.33 (138)	16

Achieving Excellence

To provide a quality education for all students, please check a maximum of five areas you believe the District should focus their resources:

Item	% Yes
Attract/engage/retain quality staff	70%
Provide additional intervention/support services for struggling students	53%
Provide additional counseling, psychologist and social work services	49%
Develop innovative programs to improve student learning	44%
Increase the number of hands-on/project-based authentic learning opportunities	34%
Better prepare students for life after high school—whether this be college or career	34%
Expand services to students with special needs	31%
Increase parent and community communications	19%
Increase co-curricular and extra-curricular programs (e.g. music, arts, dance, athletics, robotics, etc.)	17%
Modernize facilities	16%
Develop additional community/business partnerships	14%
Expand students technology access	14%
Improve school safety and security	14%
Increase the number of AP/honors courses and/or advanced learning opportunities	10%

Achieving Excellence

How are we doing?

Great (4), Good (3), Fair (2), Poor (1)

Item	% Great/ Good	Average (n)
Mastering Academics	90%	3.11 (119)
Maintaining and modernizing facilities	76%	2.91 (122)
Building character and citizenship	72%	2.83 (120)
Fostering students' physical wellness	74%	2.79 (114)
Communicating school district news and happenings	67%	2.76 (121)
Fostering students' mental wellness	65%	2.75 (118)
Attracting and retaining high-quality staff	36%	2.22 (122)

Student Achievement

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
The social and emotional needs of students are being met.	77%	3.56 (89)	74
Students have access to additional support when needed.	80%	3.73 (89)	62 ₇₅
Student discipline is handled in a consistent manner by all staff.	39%	2.64 (84)	48
Overall, the school offers a high quality academic program.	90%	3.96 (91)	44
The academic needs of students are being met.	78%	3.58 (91)	29
The school's curriculum represents the diverse backgrounds of my students.	60%	3.20 (87)	16
Learning targets and curriculum objectives for my job assignment are clear.	76%	3.65 (91)	6
I have been provided the resources to achieve District learning targets and curriculum objectives.	60%	3.22 (90)	4

Student Culture

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
Students care about each other.	99%	4.16 (122)	N/A 76
Students are respected and treated fairly at school.	91%	4.06 (125)	N/A
Students help each other when they see a need.	93%	4.00 (122)	N/A
Students follow the rules at school.	82%	3.72 (123)	N/A
Students know how to resolve conflict in a healthy way.	76%	3.57 (122)	N/A

Engagement

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
My work contributes to the success of our District	98%	4.35 (123)	52
The amount of work I am asked to do is reasonable.	62%	3.23 (128)	9
I am proud of our District.	75%	3.58 (124)	6
My job is personally satisfying.	88%	3.95 (128)	2
I enjoy being involved in District affiliated activities outside of the normal school day.	74%	3.58 (109)	2
I would recommend this District to others seeking employment.	62%	3.33 (123)	2
It would take a lot to get me to leave this District.	54%	3.14 (119)	1

Communication

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

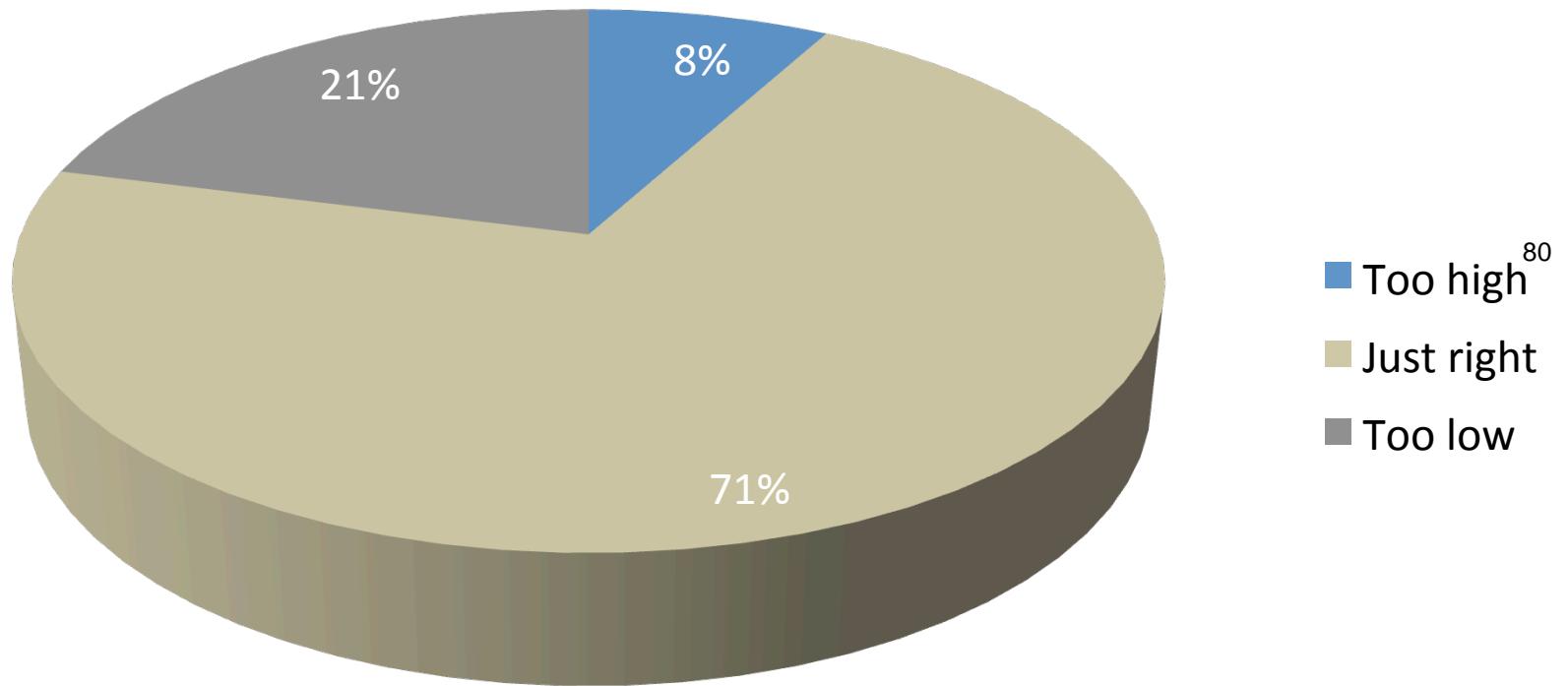
Item	% Strongly agree/ Agree	Average (n)	Percentile
School/department information is communicated effectively to me.	74%	3.54 (126)	22
I am kept informed about matters important to my work.	71%	3.49 (123)	⁷⁸ 17
The District clearly communicates with me about important issues.	62%	3.24 (123)	11
I have a good understanding of the goals of the District.	72%	3.50 (124)	9
I feel comfortable sharing my ideas and opinions.	57%	3.12 (126)	6
School board policies and procedures affecting me are available and clearly communicated.	62%	3.23 (120)	4

Culture

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
Our school/department operates as a team.	75%	3.62 (126)	21
I have adequate opportunities to participate in decisions that affect me.	69%	3.40 (126)	⁷⁹ 21
Our school/department works hard to find ways to improve.	84%	3.88 (127)	18
Our school/department is effective at assimilating new employees.	69%	3.47 (119)	17
I can bring about change in my school/department.	74%	3.66 (125)	15
My co-workers are willing to help me when I have a heavy workload.	87%	4.07 (123)	10

The academic expectations of our students are:



Work Environment (Slide 1/2)

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
I have enough time to do my job effectively.	66%	3.35 (124)	55 81
I feel valued by our community.	86%	3.86 (118)	52
I have the flexibility to do my job the way that I think is most effective.	85%	4.03 (123)	50
I am satisfied with the technology support available to me.	85%	3.95 (125)	37
I am satisfied with the technology available to me.	84%	3.90 (125)	37

Work Environment (Slide 2/2)

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
Our classrooms, building and grounds are well maintained.	78%	3.66 (123)	24 82
I have the materials and supplies I need to do my job effectively.	82%	3.78 (125)	17
I feel supported by leadership when I make a decision.	73%	3.62 (118)	8
I receive the training I need to do my job effectively.	69%	3.50 (121)	4
I am in a school environment that allows me to work in an environment of professional support and courtesy.	79%	3.80 (122)	N/A

Health and Wellness

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
I engage in healthy nutritional practices.	89%	4.00 (122)	83
I engage in 30 or more minutes of physical activity 3 or more times per week.	76%	3.75 (122)	⁸³ 76
I get enough sleep.	68%	3.40 (124)	40
The pace of implementing new initiatives is appropriate.	62%	3.27 (115)	31
I am able to sustain a healthy work-life balance.	65%	3.34 (123)	18
I manage my stress well.	71%	3.50 (123)	9

Development and Recognition

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
The District's professional learning days are organized and well-planned.	58%	3.13 (109)	11 84
I receive credit and recognition when I do a good job.	61%	3.20 (123)	10
I have adequate opportunities for training/professional development.	60%	3.25 (113)	7
I receive meaningful and timely feedback that helps me improve my performance.	52%	2.95 (120)	0
I apply professional development to my work.	88%	3.89 (114)	N/A

Compensation and Benefits

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
My benefits are competitive with similar jobs I might find elsewhere.	76%	3.59 (106)	60 85
I am satisfied with my benefits.	78%	3.58 (119)	57
My pay is fair in relation to my job responsibilities.	50%	2.93 (124)	44
I am satisfied with my pay.	59%	3.11 (124)	41
Pay practices are administered consistently for all employees.	58%	3.15 (93)	34

Building Leadership

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
Building leadership is consistent when administering policies concerning employees.	78%	3.72 (86)	41 ₈₆
My principal is an effective leader.	75%	3.71 (95)	22
I trust the leadership in my building.	74%	3.68 (99)	16
I have the opportunity to take on leadership roles in my building.	81%	3.84 (85)	N/A

District Administration

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
District administration is doing what it takes to make our District successful.	58%	3.14 (103)	7 ⁸⁷
District administration is responsive to major concerns of employees.	49%	2.89 (103)	7
I trust the District's leadership.	47%	2.88 (112)	3
The Superintendent/District Administrator presents a positive image to our community.	67%	3.34 (105)	2
District administration is consistent when administering policies concerning employees.	49%	2.87 (94)	2

Equity

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
Our school works to honor and celebrate the culture and background of our students.	85%	3.86 (118)	85
All students in our school are treated fairly when disciplined.	70%	3.47 (94)	56
I have the training I need to understand the background and culture of the students with whom I work.	80%	3.73 (113)	35
All students in our school are accepted for their values and beliefs.	85%	3.89 (117)	28
All students in our school are treated with respect.	84%	3.85 (117)	28
Our school has a process to ensure every student has a connection with at least one adult in the school.	80%	3.79 (107)	20
All students in our school are given equitable opportunities to learn and experience success.	74%	3.61 (120)	13

Tolerance

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/Agree	Average (n)	Percentile
I feel comfortable interacting with people from backgrounds different than myself.	99%	4.50 (121)	N/A
I create opportunities for students to interact with people from backgrounds different than themselves.	89%	3.98 (120)	⁸⁹ N/A
I would feel comfortable reporting harassment or racial abuse.	85%	3.92 (122)	N/A
I feel my ideas, opinions, and concerns are listened to by my colleagues.	86%	3.88 (121)	N/A
Our school is a safe and welcoming environment for all students.	85%	3.83 (121)	N/A
Students feel comfortable reporting harassment or racial abuse.	77%	3.57 (116)	N/A

Tolerance

During this school year, how many times have YOU experienced and/or witnessed the following problems in your school?

Never (1), One or more times this year (2), One or more times per month (3), One or more times per week (4), Daily (5)

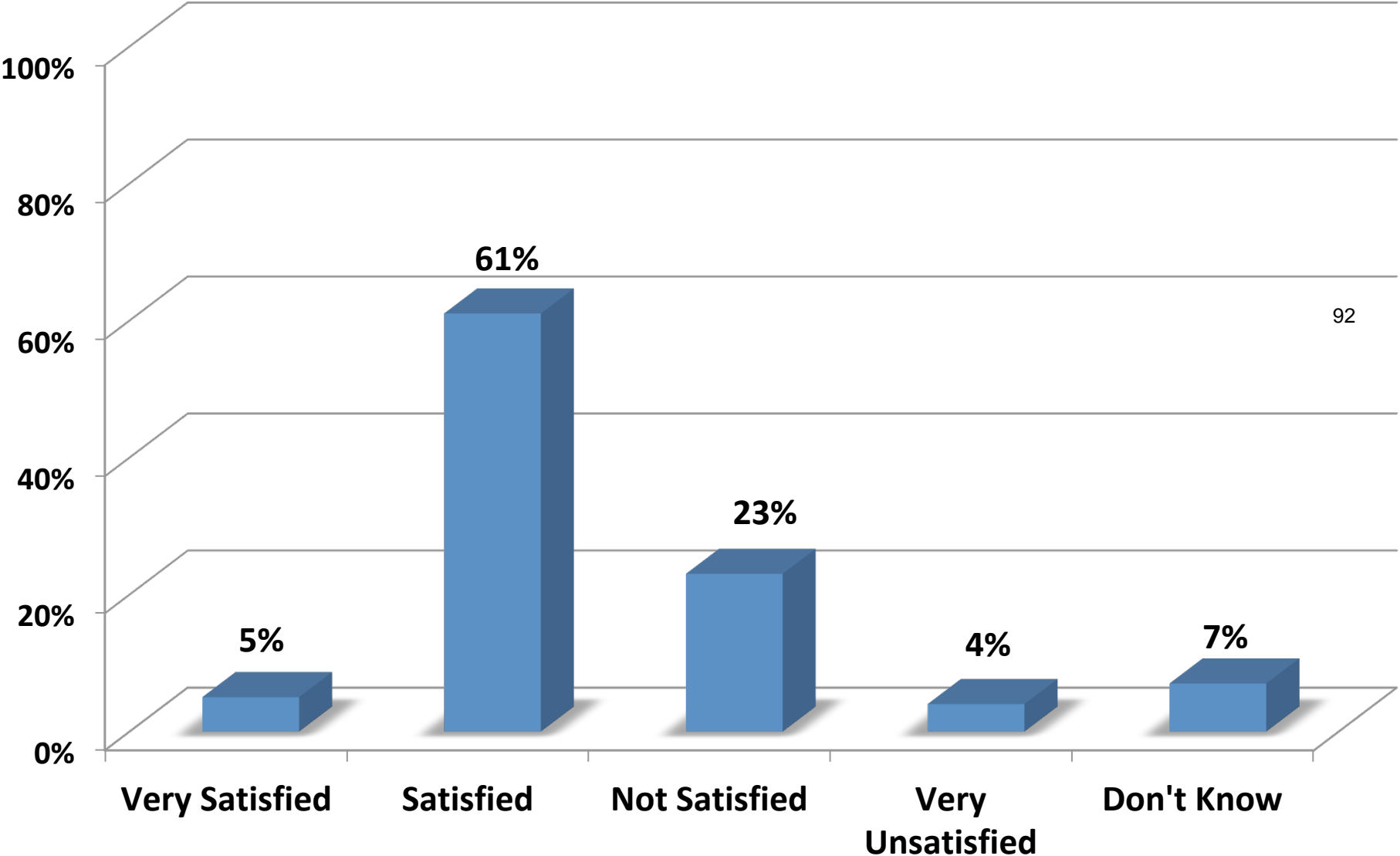
Item	Average (n)
Graffiti or Vandalism with racial slurs or symbols	1.10 (118) 90
Staff using racial slurs, epithet or other derogatory put-downs	1.12 (118)
Students impacted by Cyber bullying	1.43 (117)
Students using racial slurs, epithet or other derogatory put-downs	1.44 (116)
Students impacted by bullying	1.68 (117)
Students impacted by Teasing or ridiculing	2.00 (117)

Overall Satisfaction

Strongly agree (5), Agree (4), Disagree (2), Strongly disagree (1)

Item	% Strongly agree/ Agree	Average (n)	Percentile
Our community supports education.	98%	4.44 (118)	87
I am satisfied with the financial management of the District.	70%	3.43 (77)	23
The District has improved in the past year.	53%	2.99 (108)	8
All things considered, this District is a good place to work.	82%	3.83 (115)	7
The Recreation Department provides high-quality programs and services.	100%	4.31 (88)	N/A
The District forms effective partnerships with businesses and community organizations.	80%	3.62 (74)	N/A
The District is heading in the right direction.	66%	3.35 (104)	N/A
The District is run effectively.	58%	3.14 (107)	N/A

Overall, how satisfied are you with the School District?





EXECUTIVE SUMMARY FOR THE SHOREWOOD SCHOOL BOARD

Topic: Cash Flow Borrowing
Date: September 14, 2021
Prepared by: Heather Heaviland

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by board of education
- Presentation/action next meeting

Purpose:

To provide background information in support of a request for board approval for the Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$3,250,000; Issuance of Taxable Tax and Revenue Anticipation Promissory Notes; and Participation in the PMA Levy and Aid Anticipation Notes Program.

Background:

The timing of revenue receipts (primarily taxes and state aid) for Wisconsin school districts requires many to borrow funds for cash flow purposes. Shorewood has historically borrowed for a short period of time, from October through January, to cover cash flow shortfalls.

The District has worked with PMA to analyze historical and projected cash flow for several years. PMA's analysis is used to determine borrowing needs and support the development of cash flow borrowing documents through Quarles & Brady. The District used these documents to take bids on the cash flow borrowing. Below is a 5-year history of the District's cash flow borrowings and the number of bids received.

5 - Year History of Cash Flow Borrowings

	<u>Amount</u>	<u>Closing Date</u>	<u>Maturity Date(s)</u>	<u>Number of Bidders</u>
2016-17	\$4,500,000	10/04/16	01/30/17	3
2017-18	\$4,000,000	10/13/17	01/23/18	2
2018-19	\$4,500,000	10/12/18	01/24/19	2
2019-20	\$5,000,000	10/08/19	02/20/20	PLAAN
2020-21	\$4,700,000	10/08/20	03/22/21	PLAAN

Recognizing that fewer bidders were participating in the cash flow borrowing market, the District began participating in the PMA Levy and Aid Anticipation Notes Program (PLAAN) in 2012. The program pools school district borrowings together to create efficiencies of scale. Although PMA does not guarantee that the cost will be lower, they do feel that this method garners more predictable results.

The District is requesting board approval to participate in PLAAN again in 2021-22. As shown in our historical data, the District has received only 2-3 bids in the three years prior to joining PLAAN. We feel that PMA's expertise in cash flow analysis and debt issuance will provide the District with consistent results.

Given the fact that multiple school districts are issuing their cash flow borrowings together in PLAAN (21 including Shorewood), participation requires that the Board adopt a Parameters Resolution. The reason is that it would be impossible to have every school board meet on the same night to approve the final borrowing results. Instead, the respective school boards adopt a Parameters Resolution, which sets for the essential parameters to be met in the debt offering (i.e. maximum interest rate, maximum borrowing amount, maximum fees). The Resolution then gives authority to the Business Manager and/or Superintendent, to approve the final borrowing results.

The Parameters Resolution is on the agenda as an action item.

Fiscal impact:

The District is seeking approval of the attached resolution to borrow up to \$3,250,000 in order to support cash flow needs until 2/25/2022. This amount is based on the 2020-2021 low point balance, with a 25% cushion added to account for potential higher cash needs with in-person school and other possible variations in cash needs compared to the previous school year. All \$3,250,000 will be repaid following receipt of the February tax payment. The preliminary estimate of interest and fees associated with the note is \$8,788.

Attachment(s):

Shorewood, SD of 21-22A Taxable PMA Pool - Resolution

**RESOLUTION AUTHORIZING TEMPORARY BORROWING
IN AN AMOUNT NOT TO EXCEED \$3,250,000;
ISSUANCE OF TAXABLE TAX AND REVENUE
ANTICIPATION PROMISSORY NOTES;
AND PARTICIPATION IN THE PMA LEVY AND
AID ANTICIPATION NOTES PROGRAM**

WHEREAS, the School District of Shorewood, Milwaukee County, Wisconsin (the "District"), is temporarily in need of funds in the amount not to exceed \$3,250,000 to meet the immediate expenses of operating and maintaining the public instruction in the District during the current school year and in anticipation of taxes, state aids, income, revenue, cash receipts and other monies to be received by the District for the current school year;

WHEREAS, school districts are authorized by the provisions of Section 67.12(8)(a)1, Wisconsin Statutes, to borrow money and issue tax and revenue anticipation promissory notes for such public purposes;

WHEREAS, the School Board deems it necessary and in the best interest of the District that funds be borrowed and tax and revenue anticipation promissory notes be issued pursuant to the provisions of Section 67.12(8)(a)1, Wisconsin Statutes;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue such tax and revenue anticipation promissory notes on a taxable rather than tax-exempt basis;

WHEREAS, in accordance with Section 67.12(8)(a)1, Wisconsin Statutes, the total amount borrowed shall be for the purpose of meeting the immediate expenses of operating and maintaining the public instruction in the District during the current school year, shall not exceed one-half of the estimated receipts for the operation and maintenance of the District for the current school year as heretofore certified by the District Clerk, and the loan shall not extend beyond November 1 of the next school year;

WHEREAS, prior to the issuance of its taxable tax and revenue anticipation promissory notes, the District will have voted the tax for the operation and maintenance of the schools of the District for the current school year to be collected on the next tax roll;

WHEREAS, to the best of the knowledge, information and belief of the School Board, the District complies with the revenue limits set forth in Sections 121.91 and 121.92, Wisconsin Statutes;

WHEREAS, Section 66.0301(2), Wisconsin Statutes authorizes any municipality, including a school district, to contract with other municipalities for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law;

WHEREAS, the School Board hereby finds and determines that it is in the best interests of the District to participate in the PMA Levy and Aid Anticipation Notes Program (the "Program"), the terms and provisions of which are described in the Master Indenture of Trust (the "Master Indenture"), and a Supplemental Indenture of Trust (the "Supplemental Indenture") to be entered into with a trustee to be named in the Approving Certificate (defined below) (the "Trustee") (collectively, the Master Indenture and the Supplemental Indenture shall be referred to as the "Indenture"); and

WHEREAS, under the Program, participating school districts will issue one or more series of tax and revenue anticipation promissory notes. Said notes may be grouped with a related series of notes of the District and will underlie corresponding series of note participations (the "Participations", and each series a "Series of Participations") that will be issued under the Master Indenture and a separate Supplemental Indenture relating to each Series of Participations.

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

1. **Authorization.** For the purpose of meeting the immediate expenses of operating and maintaining the public instruction of the District during the current school year and in anticipation of taxes, state aids, income, revenue, cash receipts and other monies to be received by the District in its general fund for the current school year, there shall be borrowed, pursuant to Section 67.12(8)(a)1, Wisconsin Statutes, an aggregate principal sum not to exceed \$3,250,000 ("Maximum Amount"). To the extent the District has a policy regarding borrowing that has requirements that are not met by participating in the Program, such policy requirements are hereby waived.

2. **Terms of the Notes.** To evidence such borrowing, the District President and District Clerk are hereby authorized, empowered and directed to make, execute, issue, sell and deliver to the Trustee, for and on behalf of the District, its Taxable Tax and Revenue Anticipation Promissory Notes (collectively, the "Notes") payable to the Trustee or its designee, in one or more series, in substantially the form attached hereto as Appendix A-1.

The Notes shall be issued in the District's name, in one or more series, pursuant to the terms stated in the Master Indenture and a related Supplemental Indenture. The aggregate sum of the District's Notes shall not exceed the Maximum Amount.

Each series of Notes may be issued in conjunction and grouped with the notes of one or more other school districts participating in the Program to underlie a Series of Participations. In all cases, the obligation of the District to make payments on or in respect to its Notes is a several and not a joint obligation of the District and is strictly limited to the District's repayment obligation for its Notes under this Resolution.

The Notes shall be dated as of their date of issuance; shall bear interest from their dated date until paid; and shall mature on or before October 28, 2022. Interest on the Notes shall be paid at maturity. The Notes shall bear interest at a rate per annum such that the net interest cost of the Notes shall not exceed 1.50%.

3. **Redemption Provisions.** The Notes are not subject to optional redemption.

4. **Sale of Note; Execution of Note Purchase Agreement and Approving Certificate.** Either the District Administrator or Director of Business Services of the District (each, a "Financial Officer") or, in the absence of the Financial Officer, the President or Clerk of the District or those authorized by law to act on their behalf (the "District Officer") are hereby authorized and directed to negotiate, on behalf of the District, with the purchaser of the Notes (the "Underwriter"), in its capacity as Underwriter and PMA Securities, Inc., in its capacity as administrative agent for the District under the Program ("Administrative Agent"), an amount, interest rate, and maturity date for each series of Notes issued under the Program and other matters related to the financing, subject to the limitations provided herein or in the Master Indenture.

The difference between the issue price of the Notes and the purchase price to be paid to the District (which amount constitutes compensation paid to the Underwriter) shall not exceed \$1 for every \$1,000 of principal amount of Notes issued.

This School Board authorizes and directs the Financial Officer or District Officer to execute and deliver, in the name and on behalf of the District, an Approving Certificate in substantially the form attached hereto as Appendix B-1 (the "Approving Certificate") and a separate note purchase agreement for each series of Notes.

The execution of the Approving Certificate and the note purchase agreement by the Financial Officer or the District Officer shall constitute and evidence full approval by the School Board of such documents.

5. **Program Approval; Execution of Supplemental Indenture.** The form of Master Indenture and a form of Supplemental Indenture presented at this meeting are hereby acknowledged.

The District Officer, or the Administrative Agent on behalf of the District, are hereby authorized and directed to execute, deliver and enter in to, in the name and on behalf of the District, the Master Indenture and any Supplemental Indenture with respect to each Series of Participations that the Notes underlie with a trustee named in the Approving Certificate. The Master Indenture and each Supplemental Indenture shall be in substantially the forms presented to this meeting, with such changes not inconsistent with this Resolution as the District Officer shall approve. The execution of the Master Indenture and any Supplemental Indenture by the District Officer or the Administrative Agent (as modified by such officers or agent prior to execution) shall constitute and evidence full approval by the School Board of such documents.

6. **Disposition of Proceeds of Notes.** The proceeds of the Notes (the "Note Proceeds") shall be applied as described in the Master Indenture and the related Supplemental Indenture for the Series of Participations that the Notes underlie.

The Note Proceeds shall be deposited into the District's Proceeds Subaccount and a subaccount of the Cost of Issuance Fund, established by the Trustee for each Series of Participations that the Notes underlie pursuant to the Master Indenture and in amounts determined by the Administrative Agent. Amounts on deposit in the Costs of Issuance Fund shall be expended as determined by the Administrative Agent and in accordance with the terms of the Master Indenture and related Supplemental Indenture. Amounts on deposit in the Proceeds Subaccount shall be used as set forth in the Master Indenture and related Supplemental Indenture. The Proceeds Subaccount and the subaccount of the Costs of Issuance Fund are deemed to be the "borrowed money fund" for the Notes for purposes of Section 67.10(3), Wisconsin Statutes.

The Note Proceeds shall be used solely for the purposes for which borrowed (or for the payment of the principal of and/or interest on the Notes). Note Proceeds may be temporarily invested in legal investments until needed.

7. **Irrepealable Tax; Segregated Fund; Compliance With Revenue Limits.** The Notes shall not be issued until the tax for operating and maintaining the schools operated by the District for the current school year has been voted to be collected on the next tax roll. So long as the Notes, or interest thereon, remain unpaid, the aforesaid tax for operation and maintenance of the District (including the amount budgeted to pay interest on the Notes) shall be and continues to be irrepealable. The District shall segregate in a special fund (hereinafter called the "Debt Service Fund"), tax monies and other available revenues received for operation and maintenance of the District sufficient to pay the principal of and interest on the Notes, at the times and in the amounts provided in the Approving Certificate. The Debt Service Fund shall be used for the sole purpose of paying the principal of and interest on the Notes. Any accrued interest received at the time of delivery of any Notes shall be paid over to the Debt Service Fund. If there shall be insufficient sums in the Debt Service Fund to meet such payments, the District shall promptly pay the same when due from other monies available in or attributable to the current school year. This covenant specifically includes monies (for example, deferred tax and state aid payments) attributable to the current school year which are not received prior to the end of the current school year. The District complies with and covenants to continue to comply with the revenue limits set forth in Sections 121.91 and 121.92, Wisconsin Statutes.

8. **Impoundment Date.** The District agrees to the establishment and maintenance of the Payment Account as a special fund of the District related to the Notes (the "Payment Account") by the Trustee under the Master Indenture as the responsible agent to maintain such fund until the payment of the principal of the Notes and the interest thereon. Prior to the maturity of each Note, on a date set forth in the Supplemental Indenture (the "Impoundment Date"), the District agrees to cause to be deposited directly in a subaccount of the Payment Account relating to each series of Notes an amount sufficient to pay all of the principal of and interest due with respect to each Note at maturity. The Administrative Agent, on behalf of the District, is authorized to approve the determination of the Impoundment Date.

In the event that on the Impoundment Date the District has not received sufficient unrestricted revenues to permit the deposit into the Payment Account of the full amount due, then the amount of any deficiency shall be satisfied and made up from any other monies of the District lawfully available for the payment of the principal of the series of Notes and the interest thereon, as and when such other monies are received or are otherwise legally available, in the following order of priority: *first*, to satisfy any deficiency attributable to the first series of Notes issued; and *second*, to satisfy any deficiency attributable to the second series of Notes issued, if any. As used in this Resolution, the term "unrestricted revenues" shall mean all taxes, state aids, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts, and other monies, intended as receipts for the general fund of the District attributable to the current school year and which are generally available for the payment of current expenses and other obligations of the District.

9. **Execution of the Notes; Authentication; Appointment of Acting Officers.** The Notes shall be executed on behalf of the District by the District President and District Clerk, or others authorized under Section 120.05, Wisconsin Statutes and herein to sign on their behalf, sealed with its official or corporate seal, if any, and delivered to the Trustee upon payment to the District of the purchase price thereof, plus any accrued interest to the Closing. Either or both of the signatures of the officers may be imprinted on the Notes in lieu of the manual signature of such officer, so long as the Trustee authenticates the Notes. In the event that any of the officers whose signatures appear on the Notes shall cease to be such officers before the delivery of the Notes, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until such delivery. In accordance with

Section 120.05(3), Wisconsin Statutes, the School Board hereby appoints any one of its members to discharge the duties of the District Clerk as Acting District Clerk in connection with the issuance of the Notes in the event the District Clerk is unable to discharge such duties due to disability or absence.

10. **Trustee.** Pursuant to the Approving Certificate, the Financial Officer or the District Officer shall appoint the Trustee that will serve as trustee under the Master Indenture and each Supplemental Indenture and as fiscal agent, paying agent, registrar, and authenticating agent for the Notes.

The District directs and authorizes the payment by the Trustee of the interest on and principal of any and all Notes when such become due and payable, from the Payment Account held by the Trustee in the name of the District in the manner set forth in the Master Indenture. The District hereby covenants to deposit funds in such account and fund subaccount, as applicable, at the time and in the amount specified herein to provide sufficient monies to pay the principal of and interest on any and all Notes on the day or days on which they mature. Payment of any and all Notes shall be in accordance with the terms of the applicable series of Notes and this Resolution.

The District further agrees to indemnify, to the extent permitted by law and without making any representation as to the enforceability of this covenant, and save the Trustee, its directors, officers, employees, and agents harmless against any liabilities which it may incur in the exercise and performance of its powers and duties under the Master Indenture and any Supplemental Indenture, including but not limited to, costs and expenses incurred in defending against any claim or liability, which are not due to its negligence or default.

11. **Representations and Covenants; Events of Default.** The District makes the representations and covenants set forth in the Master Indenture. The District acknowledges, approves, and confirms the Events of Default and the remedies therefore as described in the Master Indenture.

12. **Deposit of Notes; Registration and Transfer.** The Notes shall be issued and deposited with the Trustee and shall be registered and transferred as provided in the Master Indenture.

13. **Sale of Participations.** Each Series of Participations shall be sold to the Underwriter, in accordance with the terms of the note purchase agreement relating to the series of Notes that underlie said Series of Participations.

14. **Official Statement.** The District authorizes and approves the use of District information pertinent to the Program, as provided by the District to the Administrative Agent, the Underwriter and any disclosure counsel, in each offering document prepared by the Administrative Agent and distributed by the Underwriter in connection with the sale and issuance of each Series of Participations. The Financial Officer or District Officer are hereby authorized to approve the Preliminary Official Statement with respect to the Participations and deem the Preliminary Official Statement "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by the Financial Officer and/or Business Officer or other officers of the District in connection with the preparation of such Preliminary Official Statement and any addenda to it or Final Official Statement are hereby ratified and approved. In connection with the delivery of the Notes, the appropriate District official shall certify the Preliminary Official Statement and any addenda or Final Official Statement. The District Clerk shall cause copies of the Preliminary Official Statement and any addenda or Final Official Statement to be distributed to the Underwriter.

15. **Undertaking to Provide Continuing Disclosure.** If required under the Rule, this Section constitutes the written undertaking required by the Rule. If required under the Rule, this undertaking is intended for the benefit of the holders of the Notes and shall be enforceable by the Trustee on behalf of such holders (provided that the holders' and Trustee's right to enforce the provisions of this undertaking shall be limited to a right to obtain specific performance of the District's obligations hereunder and any failure by the District to comply with the provisions of this undertaking shall not be an event of default with respect to the Notes). Capitalized terms used in this Section and not otherwise defined in this Resolution shall have the meanings assigned such terms in Appendix C-1.

If required under the Rule, the District undertakes to provide Material Event Notices as provided in this Section. If a Material Event occurs while any Notes are outstanding, the District shall provide or cause to be provided a Material Event Notice in a timely manner not in excess of 10 business days to the MSRB through the Electronic Municipal Market Access System available at www.emma.msrb.org in an electronic format prescribed by the MSRB. Each Material Event Notice shall be so captioned and shall prominently state the date, title and CUSIP numbers of the Participations. Unless otherwise required by law and subject to technical and economic feasibility, the District shall employ such methods of information transmission as shall be requested or recommended by the designated recipients of the District's information.

The District's continuing obligation hereunder to provide Material Event Notices shall terminate immediately once the Notes no longer are outstanding. This Section, or any provision hereof, shall be null and void in the event that the District delivers to the MSRB an opinion of nationally recognized bond counsel to the effect that those portions of the Rule which require this Section, or any such provision, are invalid, have been repealed retroactively or otherwise do not apply to the Notes. This Section may be amended without the consent of the Noteholders, but only upon the delivery by the District to the MSRB of the proposed amendment and an opinion of nationally recognized bond counsel to the effect that such amendment, and giving effect thereto, will not adversely affect the compliance of this Section and by the District with the Rule.

16. **Approval of Actions; Administrative Agent.** All actions previously taken by the officers and agents of the District or this School Board with respect to the sale and issuance of the Notes and participation in the Program are hereby approved, confirmed, and ratified. The officers and agents of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things, take any and all actions, and execute any and all certificates, agreements, and other documents which any of them may deem necessary or advisable to consummate the lawful issuance and delivery of the Notes, or the related transactions, in accordance with this Resolution.

The District hereby authorizes, approves, and directs the Administrative Agent to do any and all things, take any and all actions, and execute any and all certificates, agreements, or other Program documents on behalf of the District as may be directed under the Master Indenture, a Supplemental Indenture, or any other Program documents.

17. **Conflicting Resolutions; Severability; Effective Date.** All prior resolutions, rules or other actions of the School Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted by a recorded roll call vote of ____ ayes and ____ nays on September 14, 2021.

By: _____
District President

(SEAL)

And: _____
District Clerk

APPENDIX A-1

Form of Note

R-___

\$ _____

SCHOOL DISTRICT OF SHOREWOOD
MILWAUKEE COUNTY, WISCONSIN

TAXABLE TAX AND REVENUE ANTICIPATION PROMISSORY NOTE

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Original Issue Date</u>	<u>Impoundment Date</u>
_____ %	_____	_____	_____, 20__

REGISTERED OWNER: U.S. Bank National Association, as trustee

PRINCIPAL AMOUNT: _____ DOLLARS
(\$ _____)

FOR VALUE RECEIVED, the District designated above (the "District"), acknowledges itself to owe and promises to pay to the registered owner identified above, or registered assigns, on the Maturity Date set forth above, the Principal Amount specified above in lawful money of the United States of America, together with interest thereon from the Original Issue Date at the Interest Rate per annum specified above. The principal of and interest on this Note are to be paid upon surrender hereof at the principal corporate trust operations office of U.S. Bank National Association or its successor in trust (the "Trustee") pursuant to a Master Indenture of Trust (the "Master Indenture") and a Supplemental Indenture of Trust (the "Supplemental Indenture") (collectively, the Master Indenture and Supplemental Indenture shall be referred to as the "Indenture"). Interest shall be calculated on the basis of a 360-day year, consisting of twelve 30-day months, in like lawful money from the date hereof until the Maturity Date specified above, and if funds are not provided for payment on the Maturity Date, funds shall be provided thereafter on the basis of a 360-day year for actual days elapsed until payment in full of said Principal Amount. Both the principal of and interest on this Note shall be payable only to the registered owner hereof upon surrender of this Note as the same shall fall due; *provided, however*, that no interest shall be payable for any period after the Maturity Date during which the owner hereof fails to properly present this Note for payment. If the District fails to pay this Note when due, including the interest component of this Note on the date of such payment, this Note shall become a Defaulted Note (as defined and with consequences set forth in the Indenture).

The Note is not subject to optional redemption prior to maturity.

It is hereby certified, recited, and declared that this Note (the "Note") is one of an issue of Notes aggregating the principal amount of \$_____, all of which are of like tenor, except as to denomination, interest rate and maturity date, authorized, executed, and delivered pursuant to and by authority of a resolution of the governing body of the District duly adopted heretofore, under and by authority of Section 67.12(8)(a)1, Wisconsin Statutes (the "Note Resolution"), to all of the provisions and limitations of which the owner of this Note, by acceptance hereof, assents and agrees.

The District has voted an irrevocable tax for operating and maintaining the schools. As security for the payment of the principal of and interest on the Note, the District shall segregate in a special fund such tax monies and other available revenues received for operation and maintenance of the District sufficient to pay the principal of and interest on the Notes. Said special fund shall be used for the sole purpose of paying the principal of and interest on the Note.

This Note is transferable, as provided by the Note Resolution, only upon the books of the District kept at the office of the Trustee, by the registered owner hereof in person or by its duly authorized attorney, upon surrender of this Note for transfer at the office of the Trustee, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Trustee duly executed by the registered owner hereof or its duly authorized attorney, and upon payment of any tax, fee, or other governmental charge required to be paid with respect to such transfer, a fully registered Note will be issued to the designated transferee or transferees.

The District and the Trustee may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and the District and the Trustee shall not be affected by any notice to the contrary.

This Note shall not be valid or become obligatory for any purpose until the Certificate of Authentication and Registration hereon shall have been signed by the Trustee.

It is hereby certified that all of the conditions, things, and acts required to exist, to have happened, and to have been performed precedent to and in the issuance of this Note do exist, have happened, and have been performed in due time, form, and manner as required by the Constitution and statutes of the State of Wisconsin and that the amount of this Note, together with all other indebtedness of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of Wisconsin.

IN WITNESS WHEREOF, the governing body of the District has caused this Note to be executed by the manual or facsimile signature of its President, countersigned by the manual or facsimile signature of its Clerk, and sealed with its corporate seal (or a facsimile thereof), if any, all as of the date of authentication set forth below.

SCHOOL DISTRICT OF SHOREWOOD,
MILWAUKEE COUNTY, WISCONSIN

(SEAL)

By _____
District President

By _____
District Clerk

COPY

CERTIFICATE OF AUTHENTICATION AND REGISTRATION

This Note is the Note mentioned in the within-mentioned Note Resolution authenticated on the following date:

Authentication Date: _____.

_____,
as Trustee

By _____
Authorized Signatory

COPY

ASSIGNMENT

For Value Received, the undersigned, _____, hereby sells, assigns and transfers unto _____ (Tax Identification or Social Security No. _____) the within Note and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Note on the books kept for registration thereof, with full power of substitution in the premises.

Date: _____

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

Signature Guaranteed

NOTICE: Signatures must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Registrar, which requirements include membership or participation in the Securities Transfer Association Medallion Program ("STAMP") or such other "signature guarantee program" as may be determined by the Registrar in addition to, or in substitution for, STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

NOTE: The signature to this assignment must correspond with the name as written on the face of the within Note in every particular, without alteration or enlargement or change whatsoever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of such person's authority to act must accompany this Note.

APPENDIX B-1

**CERTIFICATE APPROVING DETAILS OF
TAXABLE TAX AND REVENUE ANTICIPATION PROMISSORY NOTES**

The undersigned hereby certifies that:

1. On September 14, 2021, the School District of Shorewood (the "District") adopted a resolution (the "Resolution") authorizing the issuance and sale up to \$3,250,000 Taxable Tax and Revenue Anticipation Promissory Notes of the District (the "Notes") upon certain terms and conditions, subject to my approval.

2. On the date hereof, _____ (the "Underwriter") offered to purchase the Notes in accordance with the terms set forth in the attached Note Purchase Agreement between the District and the Underwriter (the "Agreement"). The Notes shall be issued in the aggregate principal amount of \$_____ which is not more than \$3,250,000 as provided in the Resolution, and shall mature on _____ and _____ neither of which is later than October 28, 2022, as provided in the Resolution and shall bear interest at the rate per annum as set forth in the Agreement attached hereto.

The net interest cost of the Notes is _____% which does not exceed 1.50%, as required by the Resolution. The interest rate on the Notes is _____%.

3. The Notes shall be sold to the Underwriter in accordance with the terms of the Agreement at a price of \$_____, plus accrued interest, if any, to the date of delivery of the Notes.

The difference between the issue price of the Notes (\$_____) and the purchase price to be paid to the District by the Underwriter (which amount constitutes the compensation paid to the Underwriter) (\$_____) is \$_____, which does not exceed \$1 for every \$1,000 of principal amount of Notes issued as provided in the Resolution.

4. I am either a Financial Officer or District Officer, as defined in the Resolution, authorized to execute and deliver this Approving Certificate, constituting our approval of the principal amount, net interest cost and purchase price for the Notes, in satisfaction of the conditions set forth in the Resolution and to execute the Agreement from the Purchaser.

5. U.S. Bank National Association is hereby appointed to serve as trustee under the Master Indenture and each Supplemental Indenture and as fiscal agent, paying agent, registrar, and authenticating agent for the Notes.

6. The Preliminary Official Statement with respect to the Notes is hereby approved and deemed "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934.

7. For the purpose of paying the principal of and interest on the Notes, the amounts set forth on the debt service schedule attached hereto shall be deposited in the Debt Service Fund as provided for in the Resolution.

IN WITNESS WHEREOF, I have executed this Certificate pursuant to the authority granted to me by the Resolution on _____, 20__.

Name: _____
Title: _____

COPY

ATTACHMENT TO APPROVING CERTIFICATE

Note Purchase Agreement

To be provided by the Underwriter and incorporated into the Certificate.

(See Attached)

COPY

ATTACHMENT TO APPROVING CERTIFICATE

Debt Service Schedule

To be provided by the Administrative Agent and incorporated into the Certificate.

(See Attached)

COPY

APPENDIX C-1

The following are the definitions of the capitalized terms used in Section 17 of the Resolution and not otherwise defined in the Resolution:

1. "Financial Obligation" means a (i) debt obligation; (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) guarantee of (i) or (ii). The term Financial Obligation shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with the Rule.

2. "Material Event" as defined in the Rule means any of the following events with respect to the Note(s):

- a. Principal and interest payment delinquencies;
- b. Non-payment related defaults, if material;
- c. Unscheduled draws on debt service reserves reflecting financial difficulties;
- d. Unscheduled draws on credit enhancements reflecting financial difficulties;
- e. Substitution of credit or liquidity providers, or their failure to perform;
- f. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Notes, or other material events affecting the tax status of the Notes;
- g. Modifications to rights of security holders, if material;
- h. Note calls, if material, and tender offers;
- i. Defeasances;
- j. Release, substitution, or sale of property securing repayment of the securities, if material;
- k. Rating changes;
- l. Bankruptcy, insolvency, receivership or similar event of the District;
- m. The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;
- n. Appointment of a successor or additional trustee or the change of name of a trustee, if material.

For the purposes of the event identified in subsection 1.i. above, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District;

- o. Incurrence of a Financial Obligation of the District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the District, any of which affect holders of the Notes, if material; and
 - p. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the District, any of which reflect financial difficulties.
3. "Material Event Notice" means written or electronic notice of a Material Event.
 4. "MSRB" means the Municipal Securities Rulemaking Board.
 5. "Timely Manner" means in a timely manner not in excess of 10 business days.

3. **Notification of Media.** On the _____ day of _____, 20__ at approximately _____ o'clock ____m., I communicated or caused to be communicated, the time, date, place and subject matter (including specific reference to the borrowing) of said School Board meeting to those news media who have filed a written request for such notice, and to the official newspaper of the School District, or, if none exists, to a news medium likely to give notice in the area.

4. **Open Meeting Law Compliance.** Said meeting was a _____ meeting of the School Board which was called, noticed, (regular or special) held and conducted in open session in compliance with Subchapter V of Chapter 19 of the Wisconsin Statutes and any other applicable local rules and State statutes.

SPECIAL NOTICE TO SCHOOL BOARD MEMBERS
REGARDING SPECIAL SCHOOL BOARD MEETINGS

5. **Special Meeting.** If said meeting was a special meeting, see Section 120.11(2) of the Wisconsin Statutes and complete this section:

On the _____ day of _____, 20__ at approximately _____ o'clock ____m., notice of the time and place of said special School Board meeting was:



given in a manner likely to give each school board member notice of the meeting.

OR * OR * OR

Prior notification was not provided to each School Board member in the manner prescribed in Section 120.11(2) of the Wisconsin Statutes but (check the appropriate box):

all School Board members were present and consented to the holding of the meeting; or

all School Board members were not present but absent members have since consented in writing to the meeting having been held in their absence.

Name:

Title:

Attest:

Name:

Title:

(SEAL)

(Note: Questions regarding this form or open meeting law compliance generally should be directed to local counsel or Quarles & Brady LLP.)



Shorewood
SCHOOL DISTRICT

**Operational Expectations Monitoring Document
OE-3 Treatment of Stakeholders**

Certification of the Superintendent: *With respect to Operational Expectation 3 (Treatment of Stakeholders), taken as a whole, the superintendent certifies that the proceeding information is accurate and complete, and is:*

- In Compliance
- In Compliance with Noted Exceptions
- Not in Compliance

Signed: JoAnn Sternke, Interim Superintendent **Date:** September 14, 2021

JoAnn Sternke

Executive Summary

This OE-3 Monitoring Document focuses greatly on how we as a district seek engagement with stakeholders (OE-3.1), and to what degree people feel the “treatment” they receive from the school district meets their needs or doesn’t meet their expectations. OE-3.1 and 3.2 focus on how we protect confidential information and then measures dissatisfaction (e.g. complaints, grievances, lawsuits). From a positive lens, we have had much stakeholder engagement and, proportionally, few issues.

It should be noted that the COVID-19 pandemic had a major impact on the tools the District used to support and measure stakeholder engagement in 2020-2021; at the same time, the pandemic dramatically impacted the needs and expectations of constituents and their use of communications tools and resources. In addition to report data that reflects a high level of stakeholder engagement with District leadership and Board members, the pandemic has had more subtle effects on stakeholder relationships at the department and school level. These are some topics that will be areas of focus to enhance information sharing and stakeholder dialogue in 2021-2022:

- New modes of stakeholder engagement were utilized. As example, use of classroom management technology (Classroom/SEESAW) during 2020-2021 will be further leveraged in 2021-2022 to manage and share information with students and their parents. Use of these tools became a District-wide staff expectation for 2021-2022; similarly, virtual meeting technology will continue to be used to facilitate and increase participation in parent/teacher conferences and other stakeholder meetings;
- As a measure of stakeholder engagement and overall District performance, School Perceptions surveys have been used since 2017 to gather student, staff and parent/community feedback on a wide range of topics, and to analyze District progress toward other goals. It is difficult to measure what impact the pandemic had on stakeholder participation in this survey and to what degree it influenced responses. Furthermore, Board members and District leadership began to study School Perceptions survey indicators, specifically peer district comparisons, in 2020-2021. Updating comparison districts to accurately reflect the District’s profile and measures for success as they have changed over time is a priority for the 2022 Survey.

As the data reveals in this report, there is reason to celebrate in this report as well as opportunities to learn and improve.

Disposition of the Board: *With respect to Operational Expectation 3 (Character and Citizenship), the Board:*

- Accepts the report as fully compliant
- Accepts the report as compliant with noted exceptions
- Finds the report to be noncompliant

Summary statement/motion of the Board:

Signed: _____, Board President Date: _____

OE-3: Treatment of Stakeholders

The Superintendent shall maintain a District culture that encourages the involvement of all stakeholders and staff, treating them with respect, dignity and courtesy. Oversight of the District will address constituents with empathy and sincere consideration.

Superintendent Interpretation:

- **Stakeholders** shall mean all persons who have an interest in the success of the District such as resident & non-resident parents, guardians, students and community members.
- **Staff** shall mean all persons who are employed in any capacity by the District.
- **A District culture** shall mean a manner of behaving and operating respectfully, with dignity and courtesy as evidenced by actions, protocols, practices, and procedures outlined in Board and District policies.

Board Comments:

OE-3.1	<u>Superintendent</u>	<u>Board</u>
Protect confidential information.	Compliant Compliant with Exceptions Not Compliant	Compliant Compliant with Exceptions Not Compliant

Superintendent Interpretation:

- **Protect** shall mean processes and procedures to receive, disseminate, process, or store official records in the District, so that third parties are not able to determine the confidential identity of others.
- **Confidential** shall mean a category of information that is not made public (except as provided for by law) and is only communicated to authorized personnel (who require the information for legitimate professional purposes).

<p>Board Indicator 1: <i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> ● There is no unauthorized release of confidential information in the District as evidenced by the lack of complaints resulting from such release. 	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Not Compliant</p>
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Evidence: The school district handles a wide variety of confidential student and staff data and is charged with protecting this data. Given this complexity and the importance of this protection, board policy guides this topic. *Policy 8350 - Confidentiality* outlines the key areas needed for compliance in this area. Given the wide variety of protections called for (e.g. medical records, specific student data/records, Family & Medical Leave information), the district has systems in place regarding collection, storage, and release of this confidential data. These systems work quite well as we think of the scope of data impacted.

Last year there was one inadvertent release of confidential student information from 2020 School Perceptions surveys to a community member that occurred in January 2021. As a result, the District revised its Open Records request procedures to centralize the management of records requests, communication and review of information prior to release. As part of this procedure change, the School Board is also notified of receipt of records requests and receives copies of the material provided. The School Perceptions survey notification procedures were also revised in advance of administering the 2021 surveys.

<p>Board Indicator 2: <i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> ● There is no favorable (Claimant wins over district) grievance or legal action taken against the District for unauthorized release of confidential information. 	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Not Compliant</p>
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Evidence: There was no legal action as a result of the inadvertent release of confidential information.

Board Comments:

<p>OE-3.2</p> <p>Effectively handle complaints.</p>	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Compliant with Exceptions</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Compliant with Exceptions</p> <p>Not Compliant</p>
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Superintendent Interpretation:

- **Effectively handle** shall mean to abide by established procedures to address concerns as necessary and resolve such concerns with a defined course of action per District Policies 870 and 410 Guideline 1
- **Complaint** shall mean a concern for discrimination and/or harassment received by administration.

<p>Board Indicator 1:</p> <p><i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> • Complaints not involving students are resolved without legal action or by the District being declared the prevailing party when formal hearings or litigation results. 	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Not Compliant</p>
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Evidence: There was no legal action involving complaints during the 2020-2021 school year.

It is important to know as part of 3.2 that the school district has numerous ways to seek dissatisfaction and work to resolve it prior to it becoming a formal complaint. Board Policy 9130 - Public Requests, Suggestions, or Complaints outlines steps to be taken to resolve the concern at the lowest level prior to escalation to other parties or legal action. Classroom teachers and administrators work diligently to resolve concerns prior to escalation to the Superintendent, Board or to legal action being taken. As a result of these steps, there were no instances of complaints not involving students that resulted in legal action.

<p>Board Indicator 2: <i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> Complaints received from parents or guardians involving schools (including students) are handled by the Pupil Services Office, per the requirements of the Department of Public Instruction’s Pupil Nondiscrimination and Education Equity report, which takes into account the nature of the complaint and is documented in the Office of Civil Rights Non-Discrimination Report. 	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Not Compliant</p>
<p>Evidence: Similarly, there were no formal complaints involving non-employee adults during the 2020-21 school year. Reporting on adult employee interactions with students is covered in OE4.</p>		

Board Comments:

<p>OE - 3.3</p> <p>Maintain a District culture that:</p> <p>A. values differences of opinion, experience and perspective; B. reasonably includes people in decisions that affect them; C. provides open and honest communication in written and interpersonal interaction; D. focuses on common achievement of the Student Results policies; E. is open, collaborative, responsive and welcoming; F. commits to identity, ability and cultural equity.</p>	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Compliant with Exceptions</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Compliant with Exceptions</p> <p>Not Compliant</p>
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Superintendent Interpretation:

- **“Values individual differences”** shall mean that stakeholders in the District can express their thoughts and ideas, whether aligned with/or contrary to a given direction adopted by District leadership.
- **“Reasonably includes”** shall mean stakeholders have ample opportunity to provide feedback and share different points of views when decisions allow for such input. Since the District budget and major initiatives are driven by the annual District Action Plan, its development will reflect opportunities for input from teachers, parents, administrators, and the community for each year.

- **“Open and honest communication”** shall mean having the opportunity to freely express oneself about the progress toward or achievement of District goals.
- **“Interpersonal interaction”** shall mean the exchange of information, feelings and meaning, both verbal and nonverbal messages.
- **“Open, responsive and welcoming”** shall mean an environment where people with varying viewpoints can express their thoughts and opinions openly without fear of ridicule or other negative repercussions.
- **“Commits to identity, ability and cultural equity”** shall mean people are provided with resources as they need them regardless of their differences.

<p>Board Indicator 1: <i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> ● District provides at least five (5) mediums for feedback and input from stakeholders. 	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Not Compliant</p>
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Evidence: It is key to provide a wide variety of sources to both disseminate information and to attain feedback. The district uses a wide variety of mechanisms to attain feedback from stakeholders including students, staff, families, and residents. Five (5) key mediums for District feedback include:

- Phone Calls:
 - The Superintendent, District administrators, building principals, faculty and staff regularly respond to phone calls from District parents as well as members of the broader community
 - In the 2020-21 school year, District administrators contacted the families of more than 60 students withdrawn from the district to discuss their questions, concerns and plans to enroll in the future;
 - District administrators also contacted the families of students whose confidential information was inadvertently disclosed through an Open Records request to answer questions and respond to concerns about handling of sensitive information and survey administration; and
 - The District aims to return phone calls within 48 hours - this is important as two-way communication is one of the top three communications preferences for families (57%).
- Emails:
 - All electronic communications from the District or from schools to parents/guardians through Infinite Campus include instructions for submitting questions and feedback to the Superintendent, administrators and/or school principals;
 - The District responded by email to 128 questions submitted through the question portal on our website during the 2020-21 school year; and
 - The District aims to do this within 48 hours - this is particularly important because the primary method that families prefer to receive communications (91%) is via email
- Surveys:
 - The Spring School Perceptions Survey (Parents/Community Members, students and Staff) has been conducted annually since 2017
 - Additional parent and staff survey tools gathered feedback about academic, SEL and health and safety priorities (June 2021), and were employed throughout the year to collect learning model declarations and feedback regarding student attendance (remote, hybrid and in-person)

- Linkage Meetings (virtual and in-person due to COVID protocols):
 - Linkage discussions during the 2020-21 school year included these stakeholder groups: advanced learners, families of students with disabilities, parents & alumni of color, and SHS and SIS students;
 - The Superintendent and members of the senior leadership team meet monthly with the Shorewood Education Association Executive Board; and
 - To respond to the demands of teaching and learning during the pandemic, the District also met regularly with District volunteers and staff to discuss COVID policy and procedures (Medical Advisory Group, 2021-22 Planning Group, and others).
- Virtual meeting technology (Google Meet and Zoom) facilitated student, family, staff and Village communication throughout the year, replacing in-person meetings and information sessions:
 - School Board Town Hall sessions in advance of Board meetings;
 - Parent feedback sessions focused on playground design for both elementary schools;
 - Student orientation and learning model transition information sessions for students and their families;
 - Staff meetings about the District's Learning Model Transition plans; and
 - Public hearings incorporated into Board meetings to receive public comments on the District's applications for DPI waivers (Employee Effectiveness, Hours of Instruction and Human Growth & Development curriculum delivery). There were 223 public comments made during Board meetings in the 2020-21 school year.
- Additional mediums through which the District seeks input:
 - Website - The "Submit a Question/Concern" portal continues to remain prominent on the District website; 128 questions were submitted through the portal during the 2020-21 school year;
 - The District also has a standing COVID-19 FAQ submission portal that lives on the COVID-19 pages for feedback/questions/input
 - Social Media - Feedback is provided by families/community members via the District's social media messenger systems; the District responds to all questions submitted within 48 hours and, where appropriate, in the posts' comments sections; and
 - In Person Events - Conferences, attendance at events, and overall visibility allows staff and administrators to receive informal feedback and answer questions.

<p>Board Indicator 2: <i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> ● At least 80% of stakeholders believe that the District communicates effectively. 	<p style="text-align: center;"><u>Superintendent</u></p> <p style="text-align: center;">Compliant</p> <p style="text-align: center;">Not Compliant</p>	<p style="text-align: center;"><u>Board</u></p> <p style="text-align: center;">Compliant</p> <p style="text-align: center;">Not Compliant</p>
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Evidence: Despite using a wide variety of tools to communicate with stakeholders, our School Perceptions survey results dipped below the desired 80% threshold in Spring of 2021 (threshold increased from a 50% threshold in 2020). Here is some data to share regarding perceptions of district communication:

- 75% of participants believe the District is effective in providing timely communications via multiple channels
- 79% of participants believe the schools are effective in providing timely communications via multiple channels
- 68% of participants are satisfied with the communication that comes from the District.
- 75% of participants are satisfied with the communications coming from the schools.
- Only 8% of staff, 14% of community members, and 15% of parents feel that increasing parent/community communications is a top priority.

To improve communications efforts for the 2021-22 school year, the District will concentrate efforts on sending the majority of information through the following preferred communications channels:

- 1) Email (91%) - staff/administration will respond to every email within 48 business hours;
- 2) Conferences (65%) - conferences will continue to be strongly promoted and held twice per year at each school; parent and staff surveys indicate that the use of virtual meeting technology positively impacts participation; and
- 3) Two-way conversations (57%) - staff/administration will return calls within 48 business hours.

The top three communications channels for community members are:

- 1) Shorewood Today magazine (72%) - the Communications Department will continue to produce high quality, well-thought out content for these quarterly publications;
- 2) School/district newsletters (59%) - monthly District newsletters during the school year will continue to be prioritized by the Communications department & weekly school newsletters will be prioritized by each school. District newsletter subscribership will be advertised through channels outside the District; and
- 3) District website (37%) - the website will continue to be maintained with the latest updates, news stories, and calendar events.

The District will also work to improve two-way communication with community members, as 44% indicated they “don’t know/doesn’t apply” when it comes to whether they believe the District is effective in providing timely communications via multiple channels. Finally, the District will continue to promote the option for families/community members to submit feedback through the top two requested means: Emails (89% by families) and District website (62% by community members).

<p>Board Indicator 3: <i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> ● At least 80% of stakeholders believe their interactions with District personnel have been positive and they feel comfortable visiting District facilities. 	<p><u>Superintendent</u></p> <p style="text-align: center;">Compliant</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p style="text-align: center;">Compliant</p> <p>Not Compliant</p>
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Evidence: The Shorewood School District Parent/Community survey shows that, largely, our families believe their interactions with District staff have been positive and they feel welcome and comfortable when visiting the different facilities in our District. This is a point of pride for the school district, in my opinion.

Families

- 85.75 % of participants on the Parent/Community Survey "Agree" or "Strongly Agreed" with the following statement: "I feel welcomed at my child's school."
- 86.25% of participants "Agree" or "Strongly Agreed" with the following statement: "I have at least one school staff member I feel comfortable contacting when I have an idea or concern."
- 92.75% of participants on the Parent/Community Survey "Agree" or "Strongly Agreed" with the following statement: "School staff treat everyone with dignity and respect."

<p>Board Indicator 4: <i>We will know we are compliant when:</i></p> <ul style="list-style-type: none"> • The district website includes accessibility features to increase access for all stakeholders. 	<p><u>Superintendent</u></p> <p>Compliant</p> <p>Not Compliant</p>	<p><u>Board</u></p> <p>Compliant</p> <p>Not Compliant</p>
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Evidence: **Edlio Website - ADA Accessibility**

Simply said, people can't feel informed if they do not have access to the information. This indicator speaks to how we find ways to have our website be more accessible for all stakeholders.

In 2017 approximately 2.3% of people in the United States reported a visual disability. Others have physical disabilities that make it hard to use a mouse. This makes navigating websites challenging. Therefore, one of the recent website improvements to Edlio in the last school year has been in ADA accessibility. Edlio digital accessibility experts have made sure that all visitors can engage with the website content, no matter how they interact with the website, and they now have technology in place for the District to reach Level AA conformance to WCAG 2.1

Visual Web Accessibility: Edlio websites are designed to be easily readable with clear headings, distinguishable links, resizable text, and high contrast color combinations for visitors with reduced vision. For blind users, website controls and images are coded to allow screen readers and other assistive technology to easily navigate and dictate the visual elements of the site.

Motor Web Accessibility: Behind the scenes of our website is code that allows visitors with motor disabilities to navigate the website, skim through pages, and fill out forms by keyboard alone or through other assistive technology. Users can interact with content without time limits or unpredictable navigation.

Auditory Web Accessibility: Visitors to our website with auditory disabilities can still enjoy videos, as closed captions and transcripts are automatically generated for videos uploaded to Edlio websites. The video player controls also allow for pausing and adjusting volume easily.

Cognitive Web Accessibility: Edlio focuses on building websites that are easy to use and enjoyable for all. Navigation is clear, visual effects are not distracting, and video and audio are easily controlled. Plus, built-in tools for creating pages, news items, and calendar entries allow webmasters to produce content that is well structured for all visitors.

Every District video or photo that is posted to the website has captions that accompany the content. This is required or the video/photo is not postable.

Multilingual Website Accessibility

The District has over 40 languages spoken across all schools. The website has a google language translation application that can translate the entire website into 108 different languages. Any important attachments that are not automatically translated by this feature are translated manually by Multilingual Learner Coordinator Roxanne Tibbits and her team of translators.



September 9, 2021

To: School Board

From: Hilary DeBlois and Paru Shah

Re: Approval of Student Representative Applicant

The School Board is pleased to continue filling the position of Student Representative(s). Since adding these two positions in 2019, we are reminded we have amazing students in our district and the applicants continue to astound us and make the decision difficult.

This year, applications were collected from students before the end of the 2020-2021 school year. A total of 8 students applied, and 6 signed up for interviews. Virtual interviews were held over two days.

Paru and I are pleased to recommend Robert (Bobby) Gronert for the vacant position. Bobby is currently a sophomore. Bobby will join Alexis Hu in representing the student body.

Bobby will start attending meetings September 28th, and prior to his first meeting, we will schedule an orientation for both students.



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: Key Communicators Network

Date: 09/09/21

Prepared by: Paru Shah

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by School Board
- Presentation/action next meeting

I am recommending we start a Key Communicators Network, and that we move the current members of the Finance Committee and Legislative Advocacy Committee to this group.

Shorewood Key Communicators Network

Rationale

The Key Communicator concept is a proven public relations tool in use by many school districts across the country. Improved communication with the public is likely to lead to better education at the school because the community will be more informed, which should lead to more involvement and support for students. Improved communication should also increase the level of trust our community has in the Shorewood School District. Public relations research supports the fact that the most effective and efficient communication is accomplished on a personal level.

The Board and administration want to provide accurate information concerning our schools and provide an opportunity to give input into the school system. The Key Communicators Network is formed to establish a solid, two-way communication process that will allow the school district to give and receive information about the important issues that we face in ensuring a quality education for our students.

Through this network the Board can share information, gain feedback, collect feedback on program needs, counter misinformation, and keep in touch with the concerns of the community. Key Communicator networks have proven very successful in school districts across the country.

Purpose

Networks are groups of people who are interested in receiving fair, candid, timely information to help them form knowledgeable opinions. Key communicators stay informed of district matters, raise questions about their concerns, make suggestions for improving school operations, and share information with their friends and neighbors.

Who are Key Communicators?

Key Communicators are people in the community others turn to for information; a network of people representing all segments of the public. Key Communicators are people who may be asked about or find themselves often talking about education or community issues. They can be community leaders, news junkies, people who love to make conversation, or people who like being "in the loop." Key communicators are primarily residents of the school district and include business people, school employees, parents, local religious leaders, representatives of civic organizations or clubs, and senior citizens.

Key communicators are everywhere, but even though they are highly influential, they may not be highly visible. Their distinguishing characteristics are that they are well-respected and people trust their opinions.

Key Communicators are chosen for their support and genuine interest in the school district. The district welcomes diverse opinions and viewpoints. By providing opportunities for open dialogue about various concerns, it will help us provide information about all aspects of an issue and in turn provide us with feedback about programs and issues in the schools.

Responsibilities

1. Attend bi-monthly meetings with Board members. Learn about key District and Board priorities, and share concerns from the community.
2. Report the facts to others in the community.
3. Agree to participate in the network for one academic year.

** The role of a key communicator as advisory in nature.

Limitations:

- This workgroup reports and makes recommendations directly to the board, not the superintendent or other administrators.
- Workgroup members do not have special authority to ask for time and resources from the Superintendent, Business Manager or Staff.
- The workgroup does not take on or supersede any of the statutory responsibilities of the board.

Membership

Any interested member of the public who is interested in the role and can accept the purpose and limitations listed above can apply to serve on the workgroup. Membership will be capped at fifty members.

Executive Summary:

Proposed Bylaw Changes
September 14, 2021

Emily Berry

Most of our bylaws have not been substantially changed since 2016, so it makes sense five years later for this board to take a look at them as a group and decide which we should revise, which we no longer need, and what might be missing.

You can view all of our current bylaws [here](#).

Paru and I discussed the best approach, and for now think taking a few at a time makes sense. We are starting with bylaws 140, 140.2 and 143. These bylaws deal with orientation, compensation and educational or development activities and opportunities.

Below I have added current and proposed new versions with redlined changes. By way of summary, I propose eliminating 143 and making minor changes to 140 and 140.2. I proposed simplifying Bylaw 140 and eliminating a reference to an old bylaw, 162, that outlined specific materials to be shared with board candidates and new members. This revision is intended to avoid overly prescriptive dictates to future boards. Bylaw 143 outlines procedure for board development opportunities that are also touched on in 140 and 140.2.

Other changes:

Relevant state law:

[120.13\(32\) lists orientation of new members among the powers of the school board:](#)

School board orientation. Provide for the orientation and continuing education of school board members and persons who have been elected to the school board but have not yet taken office in the general duties and responsibilities of the school board and the school district, and pay for the actual and necessary expenses incurred.

[120.10\(3\) says board member salaries are set at the annual meeting for each district:](#)

Salaries of school board members. Vote annual salaries for school board members or an amount for each school board meeting the member actually attends.

[120.10\(4\) says board reimbursement for expenses may be approved at the district's annual meeting:](#)

Reimbursement of school board members. Authorize the payment of actual and necessary expenses of a school board member when traveling in the performance of duties and the

reimbursement of a school board member for actual loss of earnings when duties require the school board member to be absent from regular employment

120.13(16) says paying the membership fee to our professional organization of school boards is among the board's powers.

School board organization; fee. Pay the membership fee in an organization of school boards in this state and the actual and necessary expenses of its representatives incurred in attending meetings of such organization.

Current Version:

SCHOOL DISTRICT OF SHOREWOOD

140

NEW SCHOOL BOARD MEMBER ORIENTATION

An effective and efficient Board adequately orientates new board members, potential board members and citizens serving on standing board committees.

Orientation provides information about the functions and concerns of the board and the policies and guidelines of the District. The board president, superintendent and committee chairs will share the responsibility for orientation.

The following new board member orientation activities shall take place:

- a. New board members shall be given materials relating to the general duties and responsibilities of a school board member as outlined in 162 Guideline for New Board Member Orientation.
- b. The school board president, or designee, along with district administrators, shall explain the use of the materials provided. The board president and superintendent will coordinate arrangements for these explanatory meetings.
- c. New board members will be encouraged to attend inservice sessions conducted by the Wisconsin Association of School Boards.

Following the verification of the declaration of candidacy or certifying the names of the candidates who have filed valid nomination papers, materials listed in 162 Guideline for New Board Member Orientation will be made available to potential board members.

These materials shall be returned to the district should the candidate be unsuccessful in his/her bid for a seat on the board.

It is the responsibility of the chair of each standing committee to orient new members as soon after appointment as possible.

Further, the chair shall provide district reports and other written material, deemed necessary to that committee, to citizen members.

LEGAL REF: Sections 120.06(7)(a) Wisconsin Statutes 120.13(32)

CROSS REF.: 130, Filling School Board Vacancies

APPROVED: October 25, 2016

Proposed Changes Mark Up:

~~SCHOOL DISTRICT OF SHOREWOOD~~ Shorewood School District

140

NEW SCHOOL BOARD MEMBER ORIENTATION

An effective and efficient Board adequately ~~orientates~~ **orients** new board members, potential board members and citizens serving on ~~standing~~ board committees.

Orientation for candidates and new members will include an introduction to board and district policies, governance and board bylaws.

~~Orientation provides information about the functions and concerns of the board and the policies and guidelines of the District.~~

The board president, superintendent and committee chairs will share the responsibility for orientation.

~~The following new board member orientation activities shall take place:~~

~~a. New board members shall be given materials relating to the general duties and responsibilities of a school board member as outlined in 162 Guideline for New Board Member Orientation.~~

~~b. The school board president, or designee, along with district administrators, shall explain the use of the materials provided. The board president and superintendent will coordinate arrangements for these explanatory meetings.~~

~~c. New board members will be encouraged to attend inservice sessions conducted by the Wisconsin Association of School Boards.~~

~~Following the verification of the declaration of candidacy or certifying the names of the candidates who have filed valid nomination papers, materials listed in 162 Guideline for New Board Member Orientation will be made available to potential board members.~~

~~These materials shall be returned to the district should the candidate be unsuccessful in his/her bid for a seat on the board.~~

It is the responsibility of the chair of ~~each standing~~ **any** committee to orient new members as soon after appointment as possible.

Further, the chair shall provide district reports and other written material, deemed necessary to that committee, to citizen members.

LEGAL REF: ~~Sections 120.06(7)(a)~~ Wisconsin Statutes 120.13(32)
CROSS REF.: 130, Filling School Board Vacancies

APPROVED: October 25, 2016

Clean version with proposed changes:
[Shorewood School District](#)

140

NEW SCHOOL BOARD MEMBER ORIENTATION

An effective and efficient Board adequately [orients](#) new board members, potential board members and citizens serving on board committees.

[Orientation for candidates and new members will include an introduction to board and district policies, governance and board bylaws.](#)

The board president, superintendent and committee chairs will share the responsibility for orientation.

It is the responsibility of the chair of [any](#) committee to orient new members as soon after appointment as possible.

Further, the chair shall provide district reports and other written material, deemed necessary to that committee, to citizen members.

LEGAL REF: Wisconsin Statutes 120.13(32)

CROSS REF.: 130, Filling School Board Vacancies

APPROVED: October 25, 2016

REVISED: xx xx, 2021

Current Version:

SCHOOL DISTRICT OF SHOREWOOD

140.2 SCHOOL BOARD MEMBER COMPENSATION AND EXPENSES

The Board of Education has established guidelines to ensure appropriate and proper reimbursement of expenses for Board members.

- Board member compensation shall be set at the District's annual meeting.
- Board salary will be payable in monthly installments.
- Reimbursement for mileage will follow the District's mileage reimbursement policy.
- Board members shall be paid for actual and necessary expenses up to a maximum amount set at the District's annual meeting. Such expenses do not include loss of earnings.
- Expenses will be reimbursed only for activities, supplies, or materials related to School Board function.
- No entertainment expenses or purchases of alcoholic beverages are reimbursable.
- Board members must follow district policy and guidelines for purchasing and reimbursement.
- School Board members shall receive a family membership at the Shorewood Community Fitness Center. The membership will begin on the day the Board member is sworn into office and shall end three months after the Board member leaves office.

LEGAL REF.: Sections 120.10(4) Wisconsin Statutes 120.13(16) 120.13(32)

APPROVED: February 26, 2013

REVISED: October 25, 2016

Proposed version mark-up

~~SCHOOL DISTRICT OF SHOREWOOD~~ Shorewood School District

140.2 SCHOOL BOARD MEMBER COMPENSATION AND EXPENSES

The Board of Education has established guidelines to ensure appropriate and proper reimbursement of expenses for Board members.

- Board member compensation shall be set at the District's annual meeting.
- Board salary will be payable in ~~monthly~~ quarterly installments. Board members may refuse their salary by following the process outlined in state code 120.45.
- Reimbursement for mileage will follow the District's mileage reimbursement policy.
- Board members shall be paid for actual and necessary expenses up to a maximum amount set at the District's annual meeting. Such expenses do not include loss of earnings.
- Expenses will be reimbursed only for activities, supplies, or materials related to School Board function.
- No entertainment expenses or purchases of alcoholic beverages are reimbursable.
- Board members must follow district policy and guidelines for purchasing and reimbursement.
- School Board members shall receive a family membership at the Shorewood Community Fitness Center. The membership will begin on the day the Board member is sworn into office and shall end three months after the Board member leaves office.

LEGAL REF.: Sections 120.10(4) Wisconsin Statutes 120.13(16), 120.13(32), [120.45](#)

APPROVED: February 26, 2013

REVISED: October 25, 2016

Clean version with proposed changes:
[Shorewood School District](#)

140.2 SCHOOL BOARD MEMBER COMPENSATION AND EXPENSES

The Board of Education has established guidelines to ensure appropriate and proper reimbursement of expenses for Board members.

- Board member compensation shall be set at the District's annual meeting.
- Board salary will be payable in [quarterly](#) installments. [Board members may refuse their salary by following the process outlined in state code 120.45.](#)
- Reimbursement for mileage will follow the District's mileage reimbursement policy.
- Board members shall be paid for actual and necessary expenses up to a maximum amount set at the District's annual meeting. Such expenses do not include loss of earnings.
- Expenses will be reimbursed only for activities, supplies, or materials related to School Board function.
- No entertainment expenses or purchases of alcoholic beverages are reimbursable.
- Board members must follow district policy and guidelines for purchasing and reimbursement.
- School Board members shall receive a family membership at the Shorewood Community Fitness Center. The membership will begin on the day the Board member is sworn into office and shall end three months after the Board member leaves office.

LEGAL REF.: Sections 120.10(4) Wisconsin Statutes 120.13(16), 120.13(32), [120.45](#)

APPROVED: February 26, 2013

REVISED: October 25, 2016

SCHOOL DISTRICT OF SHOREWOOD

143

SCHOOL BOARD MEMBER DEVELOPMENT OPPORTUNITIES

The School Board recognizes that it is critical for Board members to have a sufficient understanding of the duties, responsibilities, and functions of (1) the District as a whole; (2) the Board, as the District's governing body; and (3) individual Board members, as District leaders and public officials.

Therefore, the Board supports the ongoing development of the knowledge and skills of the individual Board members, and the Board encourages initiatives that foster the ability of the Board as a whole to provide effective management and leadership that is focused on student achievement.

The Board further believes that a comprehensive and useful approach to Board development is carried out with the direct involvement and input of the District Administrator and includes (1) the identification of needs and opportunities, (2) the establishment of specific goals, and (3) the identification and utilization of both internal and external resources that will help to meet the identified needs and goals.

In support of the Board's beliefs regarding Board and Board member development:

1. The Board directs the District Administrator and Board President to oversee the preparation and implementation of an orientation process for newly elected and newly-appointed Board members.
2. The Board directs the District Administrator to identify and inform Board members of Board-development resources and opportunities. In identifying such resources and opportunities, the District Administrator shall consider any specific Board development goals or priorities that the Board may have established and shall also rely on his/her own professional judgment regarding the needs of the District's leadership team and the likely benefit or importance of a particular activity or resource to the District.
3. If the Board has adopted a written plan that approves specific Board-development activities for the then-current budget year, the activities expressly identified in the plan do not require further approval. In other cases:
 - o Upon the submission of a request by any individual Board member and in the absence of any other applicable Board directive, the District Administrator may, within applicable budgetary constraints, authorize a Board member's (1) participation in a seminar, conference, or similar event that does not require out-of-state travel, or (2) attendance at a meeting of the Wisconsin Association of School Boards. However, if the District Administrator has concerns about the cost or the likely benefit or relevance of an event or meeting, or if the District Administrator prefers that the Board review and consider the

request for any other reason, then the District Administrator may refer any such request to the Board.

o The Board's advance approval is required for participation in a seminar, conference, or similar Board-development event or activity that requires out-of-state travel.

4. A Board member who participates in an external (i.e., non-District) Board-development activity that is not structured as a whole-Board activity shall coordinate with the District Administrator and/or Board President to determine an appropriate means of sharing new or otherwise important information, resources, and ideas related to the activity with the remainder of the Board.

5. By following established purchasing and procurement procedures, the District Administrator or any individual Board member may request that District funds be used to purchase books, subscriptions, or other similar resources that further the aims of this policy or any specific Board-development goals that the Board has established. Unless clearly intended as an item that is to be retained by an individual Board member (e.g., when a personal copy of a particular resource is purchased for each Board member), physical copies of any such District-purchased resources shall be added to a library of resources that is maintained in the District Office for the general use and benefit of all Board members and District staff.

LEGAL REF.: Sections 120.13(16) Wisconsin Statutes 120.13(32)

CROSS REF.: Board Policy Approved: October 25, 2016



SCHOOL DISTRICT OF SHOREWOOD
Board Meeting Minutes
Shorewood Intermediate School, Room 214
August 10, 2021

Board Member Participation: Paru Shah, President
Hilary DeBlois, Vice President
Emily Berry, Treasurer
Ellen Eckman, Board Member

District Staff Participation: JoAnn Sternke, Interim Superintendent
Sam Coleman, Director of Curriculum & Instruction
Julie Harris, Director of Special Education & Pupil Services
Heather Heaviland, Director of Business Services
Tony Seidita, Facilities and Operations Manager

I. 7:02 pm CALL TO ORDER

Motion to Adopt the Agenda

MOVED by Ellen Eckman and SECONDED by Hilary DeBlois

AYE: 4 NAY: 0

II. 7:04 pm STUDENT ACHIEVEMENT and RESULTS

Introduction of Taz Landry, Athletic Director

III. 7:07 pm PUBLIC COMMENTS

Liisa Church Lake Bluff Music Teacher

IV. 7:11 pm BOARD BUSINESS AND BOARD ACTION

A. Facilities Projects Updates, Mike Huffman

B. 2021-2022 Back to School Plan, JoAnn Sternke

C. Approval of Updated OE 8 Indicators and Measures

MOVED by Hilary DeBlois and SECONDED by Emily Berry

AYE: 4 NAY: 0

D. Revised OE 8 Learning Environment Report, Sam Coleman and Julie Harris

E. Approval of OE 10 Facilities Monitoring Report

MOVED by Hilary DeBlois and SECONDED by Emily Berry

AYE: 4 NAY: 0

V. 8:30 pm BOARD CONSENT AGENDA

Motion to Approve the Board Consent Agenda: July 13 Board Meeting Minutes

MOVED by Hilary DeBlois and SECONDED by Emily Berry

AYE: 4 NAY: 0

VI. 8:30 pm BOARD MEMBER REPORTS

Paru Shah, Bi-Board Activities

VII. 8:38 pm PUBLIC COMMENT #2 - no comments

VIII. 8:39 pm SUPERINTENDENT'S REPORT

IX. 8:45 pm SUPERINTENDENT'S CONSENT AGENDA

Motion to Approve the Superintendent's Consent Agenda: Staffing Changes: Resignations, New Hires and Leave of Absence Requests; Monthly Financial Reports; Dane County New Teacher Project; and 2021-2022 Student Academic Standards (OE 9 Instructional Program)

MOVED by Hilary DeBlois and SECONDED by Emily Berry

AYE: 4 NAY: 0

X. 8:48 pm PUBLIC COMMENT - no comments

XI. 8:50 pm REVIEW OF 'TO DO' ITEMS

Code of Conduct Update

OE 10 metrics updates

School Perceptions 2021 data and participation analysis

XII. 8:52 pm FUTURE AGENDA ITEMS

Student Board Representatives

XIII. 8:53 pm RECESS AND DEBRIEF

Report to the Board
Emily Berry
September 14, 2021

Community-Based Finance Committee

July and August meetings

Committee attendance at both of our summer meetings was very light, which was in part what prompted Hilary and I to meet this past weekend along with former board member Clarke Warren, who helped establish the committee. More on that below.

At our July meeting, we talked about potential ways the board might share financial information and context with the public. Those in attendance all gravitated toward the idea of a well-designed one-page flyer that would give key background to the public and help our neighbors understand better what factors determine the district's proposed property tax levy.

At our August meeting, we discussed and outlined the key components of that potential flyer.

There are a few specific recommendations and ideas like the one-page flyer that we anticipate bringing to the board in the next few months, but Hilary and I believe the committee's work as we first outlined it will likely be complete by early next year.

That said, once it sunsets, we don't want to squander the good will and the education that our committee members gained around school finance. We would like to hear from the other board members whether this committee might be combined with the legislative advocacy committee to form something new, like the Key Communicators group that we have discussed before.

We look forward to hearing from you all and answering questions about the committee's work.

Human Relations Commission

Aug. 13 meeting

I neglected to report out on the Aug. 13 meeting before now, and just want to note that the group's discussion was focused around affordable housing and police. While both of these issues are crucial to our community as a whole, there wasn't any direct ask of school leadership, recommendations or decisions that might impact the board or district.

I had a work conflict with the most recent meeting, so Pablo was kind enough to attend the Sept. 9 meeting in my place and can hopefully report out.



SHOREWOOD SCHOOL BOARD

Topic: Superintendent's Report

Date: September 14, 2021

Prepared by: JoAnn Sterneke

Board Action:

X Information only

Presentation/discussion

Discussion/action by board of education

Presentation/action next meeting

Purpose:

To summarize current District education, administrative and operations priorities and follow up on items from prior Board meetings.

Superintendent Transition

It has been rewarding to focus on key elements of my Interim Superintendent's Entry Plan and focus on building relationships. Progress on the Entry Plan can be seen [here](#). I aim to have the few items spotlighted in yellow (in process) become green (attained/completed) by Sept. 15, the close of the Entry Plan. This has been a useful tool for communication and personal accountability; I hope you and the school community feel the same. School visits, meetings with administrators and building leaders, combined with tours of our facilities in preparation for the first day of school on September 1 have been priorities for me over the past few weeks. I feel I have gotten to know the district well and have made great strides in relationship building throughout the district. Visibility at key events along with a focus on extending gratitude have been a priority as we begin school.

Back To School Updates

Not surprisingly, the bulk of the Superintendent's Report is devoted to the beginning of the 2021-2022 school year. A total of 1,914 students were enrolled in Shorewood schools as of September 1, including 12 participating through remote instruction partnerships. The required DPI third Friday count on September 17 will give us more pertinent and reliable enrollment information regarding student enrollment.

I want to acknowledge the efforts of all of our administrators, building teams, faculty, parents and students, who contributed to a great start to the school year; it's been wonderful to see our students

excited, engaged and eager to learn. I speak for most when I say that it feels so good to be back at school.

As is customary at this time of year, all District staff members are currently progressing through required annual, online training, including Title IX compliance, confidentiality of student information, mandatory reporting, etc. As part of our Back-to-School professional development and building meetings, faculty and staff completed crisis prevention training and a number of other required programs.

We now have a full roster of certified teaching staff, and our Human Resources staff has done a wonderful job in making new faculty and support staff feel welcome and connected. Our formal Educator Effectiveness evaluation process will resume this year, and we will also focus on re-establishing practices that ensure new hires receive the feedback they need from supervisors. New employee interviews are one part of this initiative and our overarching efforts to improve staff retention, especially staff of color. This is a central element of our 2020-2025 Strategic Plan.

Lake Bluff Principal Tammy Rasco remains on leave due to the illness and subsequent passing of her father. Plans are being made for her return. Dean of Students Catherine Harrison, Instructional Coach Shana Lucas, and Administrative Assistant Pam Sheferman have been responsive, proactive, sensitive and willing to go the extra mile to help staff, students and families. Their dedication is deeply appreciated.

COVID-19 Information for District Families and Staff

Concerns and questions outlined by parents and staff through our Back-to-School Question Form have helped us clarify and refine our written communications, and I have appreciated the opportunity to talk with several parents and staff members directly about their needs and concerns. We have all benefited from the input of parents, staff and community members as we consider adjustments in operations to enhance mitigation strategies wherever possible.

A recent statement from the Wisconsin Department of Public Instruction (DPI) that universal masking policies allow students with certain disabilities to fully participate in school programming was a good reminder for all of us of our public school mission and Shorewood's commitment to equity. We have all learned a lot over the past 18 months, and our collective experience will help make this a safe and successful year for all students.

As the District's COVID-19 Dashboard reported, we had two cases at the end of the first week of school; required notifications to close contacts and others went out immediately, in line with CDC contact tracing and quarantine [protocol](#). There are several steps involved in preparing and completing notifications and I hope the following outline provides some clarity:

- With confirmation of a positive test, students, families, teachers and/or staff involved identify *close contacts*, who are to quarantine or take needed steps to confirm vaccination status, etc;
- Those who were not close contacts (classmates, families, teachers and other staff) receive a low-risk notification letter;

- All other building families receive a letter informing them of a positive case in their school; and
- Finally, building staff also receive an informational letter, alerting them to a positive case in their building.

Following these notifications, confidential emails are sent to building principals and administrators to track student or staff absences and coordinate with teachers and others, as needed. In the case of siblings, individual emails are sent to teachers to protect student confidentiality. The school health aide is included in these building communications to ensure that updates about pending or confirmed test results or other changes are provided to faculty as soon as possible. Along with updates to the FAQ, we are continuously revising our website to keep COVID-19 resources and information like this easy to find and use.

On that note, the North Shore Health Department (NSHD) is making some changes in their reporting to school districts, so the District's COVID-19 Dashboard will be updated on Mondays going forward; the most recent update was September 13. This shift will allow the NSHD to include DHS reporting of weekend case data in information that we and other districts in the area receive. We will continue to report Shorewood's community case burden and student and staff active cases and isolation and quarantine numbers in each school; we will discontinue the District's overall attendance data, as it includes any/all absences and could be misleading.

I want to take this opportunity to be very clear about how the District will respond to requests regarding exceptions to policies and procedures, including masking and others that will evolve as we respond to the pandemic: any inquiry around exemptions (or elections to opt-out) from policy and/or procedures and administrative guidelines, in whole or part, will be handled as requests for accommodation. This is an important legal distinction, and reflects our obligation to methodically evaluate requests and document the process related to individual student or staff accommodations for religious beliefs, medical needs or disability on a case-by-case basis.

The District will continue to work closely with legal counsel to craft policy and respond to requests for accommodation. This will include vaccine mandates in the future, a topic of high interest for school administrators and community members. Both the Madison and Milwaukee school districts are exploring vaccine mandates for staff; again, this will require accommodations at multiple levels as well as a framework for compliance and enforcement. I will keep Board members updated on legal and state policy developments, as well as District responses to parents and staff members who have requested accommodations and express interest in a vaccine mandate for staff. For now, I feel very comfortable saying we are exploring this.

I want to provide some other brief updates related to other COVID-19 policies and resources:

- all District families and staff members received information about [optional diagnostic testing](#) for COVID-19 that began on September 9. This service is provided through our state-funded testing partner, Summit Clinical Laboratories. We are grateful to Rachel Collins and the Shorewood Public Library for making space available at their facility to accommodate Summit, which will

offer testing three days each week and manage all aspects of the program, including parent consent, which is required in advance for minors;

- ventilation and filtration remain key virus mitigation strategies, and additional portable filtration units have been placed in communal areas, especially cafeterias. All faculty and staff are encouraged to keep doors and windows open to enhance circulation, weather permitting; we will continue this practice for a while, so students and staff should plan to layer clothing to stay comfortable; and
- families and staff are encouraged to follow the [CDC guidelines for Domestic and International Travel](#).

Campus and Community Updates

I met with Village Manager, Rebecca Ewald, and Assistant Village Manager, Tyler Burkart, last week. With a Bi-Board meeting coming up on September 21, I was pleased to have the opportunity to discuss ways we can be more collaborative and work together to serve our constituents, as well as review common interests, including budgets, personnel and shared services. The District's Director Business Services, Heather Heaviland, and I will meet with Village leadership again in October.

Finally, I want to share details about the scope of work being planned for the Shorewood Intermediate School. The tentative timeline is January through August 2022, and items included in the current scope of work are:

- Window replacement
- Ceiling and lighting upgrade/replacement
- Some flooring replacement
- Door hardware replacement and access control modifications
- Exterior site work related to waterproofing and storm water management
- Infill of the Commons to improve accessibility
- Renovation of restrooms

We have our initial planning meeting next week. Minimizing disruptions in the building during the school day and year, and addressing needs that became issues during other projects - more extensive fire alarm upgrades, lighting, elevator requirements and possible environmental hazard abatement needs - are priorities as we proceed with planning.

We have had a successful start to the school year. It has been joyous to have students back in classrooms full-time. To our staff, our students, our families, and our terrific supportive community -- THANK YOU for your continued support of our schools.



September 9, 2021

Re: Extension of COVID Related Leave

Dear Colleagues,

Since April 1, 2020, employees have had access to paid FFCRA leave as outlined in The Families First Coronavirus Response Act (FFCRA). Paid FFCRA leave expired on December 31, 2020, however, the district recognizes the continued need for COVID-related absences. Therefore, the district is extending access to the additional paid leave provision of the FFCRA. If an employee has FFCRA time remaining, they will be able to use this paid leave time until **December 31, 2021. *The district is not adding additional FFCRA leave time, except for new employees who gain access to this benefit through 12-31-21.*** This provision extends the period of time that an employee can use this type of paid leave. The qualifying reasons for using FFCRA have not changed. Employees can use up to two weeks (80 hours, or a part-time employee's two-week equivalent) of additional paid sick leave for the following specified reasons:

1. The employee is subject to a Federal, State or local quarantine or isolation order related to COVID-19
2. Has been advised by a health care provider to self-quarantine related to COVID-19.
3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis or testing verification within 72 hours of symptom onset.
4. Employee is attending an appointment to receive a COVID-19 vaccine (4 hour maximum).
5. Is caring for a family member subject to an order described in #1 or #2.
6. Is caring for his or her child whose school or place of care is closed due to COVID-19 related reasons.

Paid Leave Entitlements : Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave, paid at:

- 100% for qualifying reasons #1-4 above
- 2/3 for qualifying reasons #5-6 above

We are pleased to be able to offer this benefit extension within the District for all of our staff. We will continue to monitor state and federal regulations and keep all staff informed as any updates occur. As always, please feel free to contact the Business and Human Resource Services Office with any questions.

Sincerely,

Kim Salem
Director of Human Resources



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: New Hire

Date: September 14, 2021

Prepared by: JoAnn Sternke

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by committee
- Discussion/action by board of education
- Presentation/action next meeting

Recommendation(s): Approval

Purpose: New Hires

Background:

Jessica Rasmussen will be hired as a 4th grade teacher in a 1 year position at Atwater. This position is to replace a vacancy due to a leave of absence. Jessica has 15 years of teaching experience.

Morad Natasha will be hired as the Special Education Teacher at SHS. He is replacing the vacancy left by Melissa Holwell's resignation. Morad currently serves in the West Allis/West Milwaukee School District.