

UNITY SCHOOL DISTRICT BOARD OF EDUCATION

Patricia C. Kastens, Clerk

1. **5:30PM** - Call to Order/Notice of Meeting/Roll Call
2. Approval of the Agenda
3. Consideration to Suspend Regular Session and Convene Closed Session for the Purpose of WI § 19.85 (1)(c) in considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and WI § 19.85 (1)(d) in considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention.
 - a. Roll Call
 - b. Approval of the Closed Minutes, May 12, 2020
 - c. Consideration of Individual Employee Contracts & Benefits
 - d. Adjourn Closed Session
 - e. Convene Regular Session
4. **6:30PM** (approx.) - Citizens' Requests to Speak/Address the Board (Max. of 3 min. Items must be germane to the agenda. Because this is a virtual meeting via Zoom, no in-person comments will be permitted. Any written comment must be submitted by email to brobinson@unity.k12.wi.us by NOON on Tuesday, June 9, 2020. Such comments will be provided to the Board of Education for consideration and review.)
5. Board Member Updates
6. **Information**
 - a. CESA Report - *Mr. James Beistle*
 - b. District Administrator's Report - *Mr. Brandon Robinson* 3
 - 1) Budget 2020-2021
 - 2) Summer School
 - c. Early Childhood Curriculum Report - *Ms. Elizabeth Jorgensen*
7. **Consent Agenda**
 - a. Approval of Minutes, May 12, 2020 7
 - b. Approval of Finance Committee Minutes, June 2, 2020 10
 - c. Approval of Vouchers
 - d. Approval of Elementary/Middle School/High School Activity Accounts 11
 - e. Financial Report 13
 - f. Personnel
 - 1) Consideration and Approval of Various Resignations, Retirements
 - 2) Consideration and Approval of Various Hires, including but not limited to: Middle School Teachers, High School Teachers
8. **Action Agenda**
 - a. Consideration and Approval to Authorize Year-End Inter-Fund Transfers - *Ms. Kara Holden*
 - b. Consideration and Approval of Student Accident Insurance - *Ms. Kara Holden*
 - c. Consideration and Approval to Authorize Payment of the 2019-2020 Year-End Vouchers - *Ms. Kara Holden*
 - d. Consideration and Approval to Renew the 2020-2021 Early Childhood Shared Service 66.030 Contract- Frederic/Unity - *Mr. Brandon Robinson*
 - e. Consideration and Approval of the INTERGOVERNMENTAL AGREEMENT BETWEEN UNITY SCHOOL DISTRICT, FREDERIC SCHOOL DISTRICT, AND LUCK SCHOOL DISTRICT – Bus Transportation Cooperative, 66.0301
 - 1) Appointment of Board Transportation Cooperative Representative
 - f. Consideration and Approval to Authorize Write-Off of Lunch Accounts - *Ms. Kara Holden*
 - g. Consideration and Approval of the 2020-2021 WIAA High School Membership Renewal - *Mr. Brandon Robinson*
 - h. Presentation of the End of the Year AGR Report - *Dr. William DeWitt*
 - i. Consideration and Approval of the 2020-2021 Lunch Prices - *Mr. Brandon Robinson*
 - j. Consideration and Approval of the 2020-2021 PreK/Kindergarten Calendar

9. Adjourn

District Administrator's Report

June 2020



Coronavirus (COVID-19) Information Update

- Information regarding Unity School District's response to COVID-19 will be updated and shared on the District website at www.unity.k12.wi.us. All communication with parents has been posted to the website.
- Unity Board of Education meetings are being conducted virtually, via Zoom, during the school closure. The login information for the meeting is located at the top of the published agenda on the school district website.

Stadium Construction Update



District Administrator's Report

June 2020

Unity School District

On-Demand Summer School Is A Hit!

- Summer School is off to a great start! A total of 255 students are enrolled!
- You can still enroll, as the programming is “on-demand” and tailored to your needs.
- Elementary School:
 - Weekly lesson and activity packs filled with projects and experiences for home and outdoors.
 - Connection time with a grade level teacher twice a week.
 - Online office hours to share completed projects with your teacher.
 - Fun activities to maintain progress in Reading and Mathematics.
 - Surprise activities and materials delivered by school bus.
 - Food service delivery by school bus continues.
- Middle and High School:
 - Vocal and Instrumental Music lessons online.
 - Strength and conditioning activities and workouts.

LEAP Child Care Center Update



Parents who are considering enrolling their child(ren) are encouraged to contact the school district by email at htiedemann@unity.k12.wi.us or by phone at (715) 825-3515 x4000.

District Administrator's Report

June 2020

Unity School District

New Questions During School Closure Through June 30th

- **Are the offices open?**
 - Someone is present in the District Office daily, until 4:00pm. At least one school office is open daily. All patrons should call from their vehicle or wait in the lobby for service.
- **Can I still be added to the meal list?**
 - Yes. You can call the District Office at 715-825-3515, Option 1.
- **My elementary child received a book with their meal, do I have to return it?**
 - No. Books and craft materials that have been provided should not be returned. They are yours to enjoy!
- **How can I get help with my child's school iPad?**
 - Contact your child's principal and the IT department at 715-825-3515 x4340.
- **Can I use the playground or Unity Nature Trail?**
 - No. The school building, as well as the campus, are closed during the school closure.
- **When will the Unity Pool and Fitness Center reopen?**
 - These two programs will be reopened when they are allowed to do so by the County Health Department. All memberships will be extended for the time of the closure.

Food Service Meal Program Update

- Meal service will continue through June 30th. Summer meal deliveries occur Monday through Thursday.
- Over 700 children receive meals daily from the school's food service meal program.
- The meals consist of a breakfast and a lunch.
- The meals are free and are for children, 18 years of age and younger.
- Children do not need to be enrolled in the District, but do need to be residents.
- Meals may be accompanied by educational materials for younger children.
- Meals are delivered by school bus with educational assistants distributing.
- If you want more information, or to be added, please call 715-825-3515, Option 1.



District Administrator's Report

June 2020

Unity School District

Upcoming Meetings and Events

DATE	MEETING	PLACE	TIME
Tuesday, June 9	Board of Education Meeting	Board Room	6:00 PM
June 8-30	On-Demand Summer School	District	
Tuesday, July 14	Board of Education Meeting	Board Room	6:00 PM
Thursday, July 16	Unity High School Graduation Ceremony	TBD	7:00 PM
August 3-6	District Audit	District	
Tuesday, August 11	Board of Education Meeting	Board Room	6:00 PM
August 26, 27	Unity Academy	District	
Tuesday, Sept. 1	First Day Of School	District	

"Expect Great Things"

2019-2020 School District Goals

(Approved by the Unity Board of Education, April, 2019)

- Nurture and promote a positive culture of respect, leadership, and character for all.
- Encourage career readiness through school and community partnerships.
- Promote and provide flexible accelerated, personalized learning opportunities for students.
- Encourage healthy students, staff, and community while continuing to address mental health needs through various programs and partnerships.

Minutes of Regular Meeting

May 12, 2020

The Board of Education

Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, May 14, 2019 beginning at 6:00 PM in the Board Room via Zoom.

1. **5:30 p.m.** Call to Order/Notice of Meeting/Roll Call
 - Members Present:** Debbie Ince-Peterson, James Beistle, Kelly Kamish, Ryan Peterson, Sheryl Holmgren, Jeromy Cox
 - Admin. Team Present:** Supt. Brandon Robinson
 - Members Absent:** Pat Kastens,
2. Approval of the Agenda
 - Motion to approve the agenda by James Beistle.
 - Second by Kelly Kamish.
 - Motion carries by unanimous voice vote.
3. Consideration to Suspend Regular Session and Convene Closed Session for the Purpose of WI § 19.85 (1)(c) in considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - Motion to convene into closed session by Sheryl Holmgren.
 - Second by Ryan Peterson.
 - a. Roll Call
 - Roll Call: Debbie Ince-Peterson (yes), Sheryl Holmgren (yes), Ryan Peterson (yes), Kelly Kamish (yes), James Beistle (yes), Jeromy Cox (yes)
 - b. Approval of Closed Minutes April 14, 2020
 - c. Consideration of Notice of Final Non-Renewal of Certified Staff
 - d. Adjourn Closed Session
 - e. Convene Regular Session
4. Possible Action on Recommendation(s) from Closed Session
 - a. The Board issued some final notices of non-renewal for certified staff members for licensure reasons. The Board is withholding the names of the recipients until they are notified.
5. **6:30PM** (Approx.) Citizens' Requests to Speak/Address the Board (Germane to Agenda Item)
 - None
6. Reorganization
 - a. Election of Officers
 - Motion to maintain the current Board of Education Officer positions by James Beistle.
 - Second by Ryan Peterson.
 - Motion carries by unanimous voice vote.
 - b. Board Committee Appointments
 - c. Representative Appointments to School Standing Committees
 - Motion to maintain the current Board of Education committee appointments and Representative Appointments to School Standing Committees by James Beistle.
 - Second by Ryan Peterson.
 - Motion carries by unanimous voice vote.

- d. Election to Board Member to CESA Board of Control
A unanimous Ryan Peterson/Jeromy Cox motion approved for James Besitle as the CESA Board of Control delegate.
- e. Appoint WASB Delegate and Alternate
A unanimous Ryan Peterson/Sheryl Holmgren motion approved for James Beistle to be appointed as WASB delegate and Pat Kastens to be appointed as WASB alternate delegate.
- f. Appoint Recording Secretary for 2019-2020
A unanimous Ryan Peterson/Sheryl Holmgren motion approved for Amanda Warner as the Board Recording Secretary.

7. Board of Education Member Update

8. **Information**

- a. CESA Report
- b. Child Care Center Update
- c. District Administrator's Report – *Mr. Brandon Robinson*

9. **Consent Agenda**

- a. Approval of Minutes, April 14, 2020
Motion to Approve the April 14, 2020 Minutes by Ryan Peterson.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote.
- b. Approval of Vouchers
Motion to Approve the April 2020 Vouchers by James Beistle.
Second by Jeromy Cox.
Motion carries by unanimous voice vote. (Ryan Peterson Abstained.)
- c. Approval of Elementary/Middle School/High School Activity Accounts
Motion to Approve the April 2020 Activity Accounts by Ryan Peterson.
Second by James Beistle.
Motion carries by unanimous voice vote.
- d. Financial & Budget Report – *Ms. Kara Holden/Mr. Brandon Robinson*
Motion to Receive the April 2020 Financial & Budget Report by James Beistle.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote.
- e. Personnel
 - 1) Consideration and Approval of Various Resignations
Motion to approve the Resignation of Bethany Schur, Elementary Teacher by Ryan Peterson.
Second by Kelly Kamish.
Motion carries by unanimous voice vote.
 - 5) Consideration and Approval of Various Hires, including but not limited to: Elementary Classroom Teachers
Motion to approve the Hire of Kendra Kurkowski and Annie Roberts, Elementary Teachers by Jeromy Cox.
Second by Ryan Peterson.
Motion carries by unanimous voice vote.

14. **Action Agenda**

- a. Consideration and Approval of Summer School Changes
Motion to approve the Summer School Changes by Kelly Kamish.
Second by Ryan Peterson.
Motion carries by unanimous voice vote.

b. Consideration and Approval of the following Board Policies: 345.7

Motion to approve Board Policy 345.7 by James Beistle.

Second by Sheryl Holmgren.

Motion carries by unanimous voice vote.

15. Adjourn

Motion to adjourn by James Beistle.

Second by Sheryl Holmgren.

Motion carries by unanimous voice vote by 7:01 p.m.

Respectfully Submitted,

Pat Kastens, School Board Clerk

Minutes of Finance Committee Meeting

June 2, 2020

The Board of Education

Unity School District

A Finance Committee Meeting of the Board of Education of Unity School District was held Tuesday, June 2, 2020, beginning at 2:00 PM in the High School Library.

1. Call to Order/Notice of Meeting/Roll Call

Members Present: Debbie Ince-Peterson, Ryan Peterson, Pat Kastens

Admin. Team Present: District Admin. Brandon Robinson, Finance Director Kara Holden

Members Absent:

2. District Health Insurance

Motion by Debbie Ince-Peterson to authorize the changing in District employee health insurance to WEA Trust.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

3. CARES Act

4. Bus Transportation Cooperative

Motion by Debbie Ince-Peterson to send Bus Transportation Cooperative to full Board for consideration.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

5. Employee Accrued Leave System for 2019-2020 and 2020-2021

No action on personal leave for 2019-2020.

Motion by Debbie Ince-Peterson to approve changes in sick leave benefits for the 2020-2021 school year.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

6. District Compensation Plan

Consensus of Finance Committee to proceed with proposal by Administration.

7. Adjourn

Motion to adjourn by Pat Kastens.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

Respectfully Submitted,

Pat Kastens, School Board Clerk

UNITY SCHOOL DISTRICT

ACTIVITY ACCOUNT SUMMARY AS OF MAY 31, 2020

HIGH SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
General Account	\$3,123.79	\$14.22	\$0.00	\$3,138.01
Basketball - Boys	1,751.39	0.00	0.00	1,751.39
Basketball - Girls	281.98	0.00	0.00	281.98
Baseball - HS	2,946.55	0.00	0.00	2,946.55
Class of 2020-2023	5,202.79	0.00	0.00	5,202.79
Softball	548.21	0.00	0.00	548.21
FBLA	3,301.41	2,250.00	630.00	4,921.41
FFA	1,891.86	0.00	600.00	1,291.86
Grad Party	2,224.99	0.00	0.00	2,224.99
High School Athletics	1,419.01	0.00	0.00	1,419.01
High School Football	509.12	0.00	0.00	509.12
Library	1,846.48	0.00	0.00	1,846.48
Migizi Club	516.97	0.00	0.00	516.97
Music Club	12,455.72	0.00	0.00	12,455.72
National Honor Societ	908.00	0.00	0.00	908.00
Skills USA	1,834.94	0.00	0.00	1,834.94
Soccer Club	0.00	0.00	0.00	0.00
Student Council	2,920.10	0.00	0.00	2,920.10
Theatre Arts	1,538.08	0.00	0.00	1,538.08
Volleyball	705.53	0.00	0.00	705.53
TOTALS	\$45,926.92	\$2,264.22	\$1,230.00	\$46,961.14
MIDDLE SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
General	\$2,742.92	\$5.63	\$1,408.00	\$1,340.55
Pop	1,346.37			1,346.37
Student Council	1,137.11			1,137.11
Nature Trail	3,717.48			3,717.48
Drama	747.76			747.76
Sopko	569.24			569.24
Target	511.13			511.13
PE Program	623.50			623.50
Athletics	537.52			537.52
Girls Traveling Bball	7,171.58			7,171.58
Wrestling	470.40			470.40
TOTALS	\$19,575.01	\$5.63	\$1,408.00	\$18,172.64
ELEMENTARY SCHOOL				

ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
General #108	\$2,319.38	\$3.09	\$340.97	\$1,981.50
Elem Student Cncl #1	1.08			\$1.08
Yearbook #102	2,163.47			\$2,163.47
Pencils #103	193.82			\$193.82
Fund Raisers #104	4,550.29			\$4,550.29
U.P.W.A.R.D. #105	18.37			\$18.37
Youth Sports #106	1,000.00			\$1,000.00
Mentoring Grant #107	589.11			\$589.11
TOTALS	\$10,835.52	\$3.09	\$340.97	\$10,497.64

UNITY SCHOOL DISTRICT
Bank Reconciliation
May 31, 2020

BALANCE PER BANK	BEGINNING BALANCE April 30, 2020	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	ENDING BALANCE May 31, 2020
6223 - RCU Scholarship Account	55,065.52	4.68	0.00	55,070.20
2737 - RCU Scholarship CD	21,478.27	39.72	0.00	21,517.99
6098 - RCU General Checking		627,926.84	627,926.84	0.00
7149 - RCU Sweep Checking	3,725,616.34	113,089.71	1,038,534.50	2,800,171.55
0419 - RCU Debt Service	5,964.57	1.27	0.00	5,965.84
0001 - LGIP Debt Service	47,505.66	7.87	0.00	47,513.53
0002 - LGIP General	1,806.44	0.30	0.00	1,806.74
4217 - Matrix Trust Fund	624,809.26	46.87	0.00	624,856.13
9849 - MidWestOne Bank Scholarship	44,514.12	5.31	0.00	44,519.43
0907 - Bremer Capital Improvement Trust	75,463.73	0.64	0.00	75,464.37
	\$ 4,602,223.91	\$ 741,123.21	\$ 1,666,461.34	\$ 3,676,885.78

BALANCE PER BOOK	BEGINNING BALANCE April 30, 2020	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	ENDING BALANCE May 31, 2020
Beginning Balance	4,421,263.94			4,421,263.94
Receipts - Actual		113,865.22	0.00	113,865.22
Receipts - Journal Entries		0.00	0.00	0.00
Disbursements - Accounts Payable		0.00	489,793.87	(489,793.87)
Disbursements - Journal Entry			0.00	0.00
Disbursements - Payroll		0.00	412,565.23	(412,565.23)
Transfers/Reclass Entries		5,536.00	5,536.00	0.00
FUND TOTALS	\$ 4,421,263.94	\$ 119,401.22	\$ 907,895.10	\$ 3,632,770.06

RECONCILED BANK TO BOOK	
Ending Bank Balance	\$ 3,676,885.78
Deposits in Transit	-
Outstanding Checks	(44,115.72)
Payroll Adjustment	-
Accounts Payable Adjustme	-
Bank Adjustment	-
Bank Charge	-
BANK ADJUSTED	\$ 3,632,770.06
BALANCE PER BOOK	\$ 3,632,770.06
VARIATION	-

BALANCE SHEET ACCOUNTS	May 31, 2020
FUND 10 - General Fund	2,301,150.53
FUND 21 - Special Projects	28,439.23
FUND 27 - Special Education	(1,096,863.83)
FUND 29 - Title VII, Indian Education	(9,985.11)
FUND 38 - Non-Referendum Debt Srvc	11,858.89
FUND 39 - Referendum Approved Debt	414,106.97
FUND 46 - Capital Improvement Fund	75,464.37
FUND 49 - Capital Projects Bond	453,406.66
FUND 50 - Food Service	98,752.13
FUND 72 - Scholarship Trust	80,622.37
FUND 73 - Employee Benefit Trust	624,856.13
FUND 80 - Community Service	236,469.24
FUND 83 - Drivers Education	48,273.79
FUND 84 - Community Pool	123,793.43
FUND 85 - Alternative Diploma Program	62,546.64
FUND 86 - Childcare	42,723.82
FUND 98 - Payroll Accrual	137,154.80
TOTAL	\$ 3,632,770.06
CASH PER BOOKS	\$ 3,632,770.06
VARIATION	-