

UNITY SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting Amended Agenda

Tuesday, November 9, 2021 6:00 PM

Unity School Board Room, 1908 150th St., Balsam Lake, WI 54810

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation, for items germane to the agenda, during the meeting as indicated on the agenda.

Patricia C. Kastens, Clerk

1. **5:00 PM** Board of Education WASB Training
2. **6:00 PM** Call to Order/Notice of Meeting/Roll Call
3. Approval of the Agenda
4. Citizens' Requests to Speak/Address the Board (Max. of 3 min. Items must be germane to the agenda. Any written comment must be submitted by email to brobinson@unity.k12.wi.us by NOON on Tuesday, November 9, 2021. Such comments will be provided to the Board of Education for consideration and review.)
5. Board of Education Member Update
6. **Information**
 - a. Submitted Reports
 - 1) Committee Reports 2
 - 2) Principal Reports 7
 - b. District Administrator's Report - *Mr. Brandon Robinson*
7. **Consent Agenda**
 - a. Approval of Minutes, October 12, 2021 - Budget & Finance Committee Meeting 11
 - b. Approval of Minutes, October 12, 2021 - Regular Meeting 12
 - c. Approval of Minutes, October 27, 2021 - Levy Meeting 14
 - d. Approval of Elementary/Middle School/High School Activity Accounts 15
 - e. Approval of Vouchers 17
 - f. Financial Report - *Ms. Kara Holden* 22
 - g. Personnel
 - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
 - a. Jaclyn Ahlgren - Extra Duty, High School Drama Director
 - b. Wade Brabant, Extra Duty - Middle School Wrestling Coach
 - c. Amber Johnson, Extra Duty - Middle School Student Council Advisor
 - d. Madelyn Kemis, New Hire - Educational Assistant
 - e. Grant Singer, Extra Duty - Middle School Drama Co-Advisor
 - f. Grant Singer, Extra Duty - High School Assistant Drama Director
8. **Action Agenda**
 - a. Resolution for the School District Authorizing a Taxable Tax and Revenue Anticipation Note 23
 - b. Consideration and Approval of the following District Policies: - *Mr. Brandon Robinson* 26
 - 533-Recruitment and Hiring of District Employees
9. Adjourn

Unity
Elementary
November 2021

Elementary Principal's Report

Halloween and the Great Pumpkin!

Please make sure to check out the Elementary's fun fall Halloween day at this [link!](#) Thank you Mrs. Warner! The highlight of the day was the Great Pumpkin Judging contest. The pumpkins the kids designed were just incredible. As was the help from Mr. Collins HS science class to make it a magical experience for our littlest learners! We are an amazing community here and the support was so special on this day.



Grandparents Day, Bug Ball, Family Feast, and I am Thankful Grade 1 Concert

Reminders of many special events that have occurred, and are coming up - consider stopping in to see the 1st graders - it is always a special day for them with their Thankful messages as Thanksgiving approaches:



- 10/21 - Grandparents Day (BusyBugs)
- 10/29 - Bug Ball (Kindergarten)
- 10/29 - Great Pumpkin Contest (All Elementary)
- 11/11 - Family Feast (Busy Bugs)
- 11/18 - I am Thankful Concert (Grade 1)
- 11/19 - The First Annual Unity Elementary 'Turkey Trot' (*Event under planning - more info soon*)!

UNITY MIDDLE SCHOOL

NOVEMBER 2021 BOARD REPORT

RCU School \$ense Kicks off!



The middle level School \$ense program is off to a great start for the 2021-22 school year.

After completing the application and interview process, five middle school students have been selected to “work” for the program for the year. Student “team members” are responsible for processing transactions, with RCU team Member supervision, as well as doing marketing for the program, to encourage students to save! Pictured above are the student team member: Dominic Fox, Haze Larson, Scott Bantz and Cruz Triana. Not pictured: Abbigail Huttner

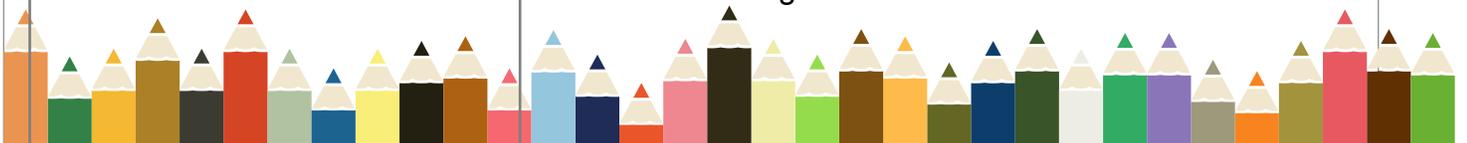
MIDDLE LEVEL HONORS BAND

Four Middle School band students were nominated and selected to participate in the Shell Lake Arts Honor Band program. On Thursday, November 4th, Elizabeth Jerrick, Jadya Thaemert, Breeyn Nelson, and Elias Hikel will travel to Shell Lake to spend the day playing music with students from other schools in the region under the direction of Bill Simon. At the end of the day, the students will perform in a concert alongside staff members. Families are invited to the early evening concert.



5TH GRADE BAND

The 5th graders began the process of starting band. New players are fortunate this year to be able to start early. The goal is for new band students to perform in the Bandarama concert in March. Of the 53 student in fifth grade, 34 of them have decided to join band. The students wrapped up the mouthpiece fittings and will be officially assigned their instrument by the end of the week. Students will have instruments in their hands before Fall break and will begin lessons in late November.



★ **STUDENTS OF THE WEEK** ★



October 1, 2021
(L to R)
 Grade 5: Cassius Griffin
 Grade 6: Trapper Schleusner
 Grade 7: Teigan Cook
 Grade 8: Jackson Fox
 E Team: Evelyn Fugate



October 8, 2021
(L to R)
 Grade 5: Yasmin Ramirez-Ramirez
 Grade 6: Abigail DeWitt
 Grade 7: Henry Heinen
 Grade 8: Kallee Hutton
 E Team: Haze Larson



October 15, 2021
(L to R)
 Grade 5: Jax Triana
 E Team: Jordyn Swanson
 Grade 7: Drayke Pederson
 Grade 8: Kasyn Fisher



October 29, 2021
(L to R)
 Grade 5: Corinne Dueholm
 Grade 6: Haley Heinen
 Grade 7: Markus Majeske
 Grade 8: Madison Wilhelm
 E Team: Violet Hill

Staff versus Students Volleyball



8th Grade Student vs Staff Volleyball

Students and staff enjoyed watching the annual tradition of the 8th grade girls volleyball team taking on MS/HS staff members, as a wrap up to their regular season. All middle school students assembled in the HS Gym 1 and cheered on their favorite team! In addition, it was an opportunity to also recognize the MS Cross Country team, 7th Grade girls VB team and both 7th and 8th football teams by their peers, and congratulate them on a great fall sports season.

UNITY EAGLES

State-bound Eagles: What a Fall it has Been!



This fall has been an incredible time to be a Unity Eagle! Every athletic sent teams and/or individuals on to post-season play. Ann Boland and Mason Brown both qualified for State and ran at the State Cross Country Meet on Saturday, October 30th. Mason finished with an excellent 14th place finish, and Ann made history and is the first female Cross Country runner to earn a medal at State

as she placed 10th. The Unity/SCF Soccer team made it to Level 2, Girls Golf had Emily Schmid move on to sectionals, and the Tennis team moved on to sub-Sectionals. Football is competing at Level 3 and looks to move on to Level 4. In another historical turn of events, the Volleyball Team won Sectionals and is competing at State on Friday, November 5th. Good luck and congratulations to all!

EXCITING EVENTS

Check out the Unity Website



Each year the Tennis Team hosts an athlete/staff tennis tournament to see who will rise to the occasion as champs! This year Hallie Nelson and Mr. Shawn Perkins served up some tough competition!

1



Emma Mullin competed in the Wisconsin FFA Virtual State Talent Contest and showcased her excellent piano skills. She received gold for her performance and was the state runner-up! Congratulations Emma!

2



Ann Boland and Mason Brown ran extremely well at the State Cross Country Meet on Saturday, October 30th. Congratulations to both of them for a fantastic year.

3



Unity School District will be hosting a Red Cross Blood Drive on Wednesday, November 10th. The blood drive will run from 9:00 A.M. to 2:00 P.M. This event is sponsored by the Student Council and National Honor Society.

4



The Unity FBLA got together for a Leadership Summit in October. They had a lot of fun working on leadership skills and preparing for another excellent year of FBLA. Keep up the great work!

5

"Practice like you have never won...compete like you have never lost."

Students and Social Media

In schools across the globe, educators and parents are working with students to examine the impacts of social media on learning and mental health. Over the past two years, during the COVID pandemic, research from across the world indicates that depression and anxiety have increased amongst adolescent youth. Conversations regarding

appropriate etiquette on social media are critical for students and youth to understand social norms and conduct. There are several options for parents and staff to utilize for guiding children on such content. ConnectSafely.org is an excellent resource for parents and teachers alike. This is an important topic that is always changing, we must adapt/plan accordingly.

District Administrator's Report

November 2021

Before and After School Program Update

In August, the Unity Board of Education approved the development of a school aged childcare program for before and after school hours. The program's approval was based upon input from parents, along with months of research and planning. The staffing shortage delayed the opening of the program.

The new start date for the program has been targeted for after the holidays. A director for the program has recently been hired and planning for the program is gearing up. Further information, including waiting list, registration, policies, and rates, will be provided as the program is finalized.

Unity is very excited to be offering this program to its families. More employees for the program are needed. If you are interested in applying to work in this new and exciting program, please visit the District website at www.unity.k12.wi.us.

Staffing Shortage Is Difficult Issue for Schools

Unity School District, like other districts throughout the region, is feeling the effects of a staffing shortage in many categories. The lack of substitute employees is one issue that is affecting programs. Substitute teachers, educational assistants, food service, maintenance, custodial, and child care positions are open. The District is willing to train and help applicants obtain licensure for any substitute positions.

Kobussen Transportation is also seeking bus drivers. They are offering incentives for new employees and will provide training to help applicants obtain their CDL school bus license.

Interested individuals are encouraged to contact the school district office at (715) 825-3515 or Kobussen at (715) 330-4234.



District Administrator's Report

November 2021

Unity School District

What A Great Time To Be An Eagle!

Unity School District had an amazing fall high school sports season. It is truly a great time to be an Eagle! We are proud of their accomplishments and how they represented Unity School District and the Unity Community.

- ★ **UHS Girls Volleyball** - Conference Champions, Regional Champions, Sectional Champions, WIAA State Tournament Qualifier
- ★ **UHS Football** - Level 3 Playoff Qualifier
- ★ **UHS Cross Country** - Two Individual State Qualifiers, 10th Place Girls State Finisher, 14th Place Boys State Finisher
- ★ **UHS/SCF Boys Soccer** - Regional Championship Qualifier
- ★ **UHS Girls Tennis** - Sub-Sectional Qualifier
- ★ **UHS/Luck Girls Golf** - Individual Sectional Qualifier

Voluntary COVID Testing Program Is Popular at Unity

Unity School District is offering a **free, voluntary COVID-19 Testing Program for students and staff**, in collaboration with the WI DHS. Regular voluntary testing helps protect our students, staff, family members, and others who are not vaccinated against COVID-19 or are otherwise at risk for getting seriously sick from COVID-19.

Through this program, COVID-19 cases are identified quickly and early, which can help us stop an outbreak before it happens. This helps to keep students in the classroom and able to take part in the school activities they love.

Already this school year, over 800 COVID tests have been administered at the Unity COVID testing site. The clinic is located next to the high school office. Results are available in as little as twenty (20) minutes.

To learn more or register your child for a test, please call x3010 or email rschmid@unity.k12.wi.us. Your completed consent form can also be emailed to rschmid@unity.k12.wi.us.

**It is important to note that your child will not be tested for COVID-19 without your permission.*

"Expect Great Things"

District Administrator's Report

November 2021

Unity School District

Food Service Meal Program Update

Unity School District is participating in the USDA Seamless Summer Option (SSO) for the entirety of the 2021-22 school year. This means that our school is providing free meals to all students! This program provides additional support and flexibility for the district to continue serving meals to children while maintaining safety measures and managing the impacts of the COVID-19 pandemic. Even though receipt of free meals does not depend on an approved free and reduced-price meal application, we are still distributing and processing them so Unity School District families may qualify for P-EBT benefits as well as other school funding.

This year sees several exciting changes to Unity's Food Service Program. There is now a "Fan Favorite" menu line. This line features one of the top five meals daily. This year also sees the return of salads. Each weekday will have a different featured salad as an option. Finally, the A La Carte Deli is reopening to provide additional tasty options.

Unity School District Belief Statements

Unity Belief Statements represent our strong convictions, our common core values, and our moral character.

We Believe:

- The student, family, school, and community as partners, share the responsibility for a successful educational experience.
- An awareness of and a tolerance for diversity enriches life.
- Learning thrives in a safe, caring, disciplined environment.
- Learning is lifelong.
- Character development (respect, trustworthiness, responsibility, fairness, caring, citizenship) is an essential component of effective education.
- All individuals learn in different ways, at different rates, and at different times.
- Education includes social, emotional, intellectual, physical, and aesthetic growth.
- Problem solving, critical thinking, effective communication, and working cooperatively are fundamental life skills.
- In challenging individuals to develop to their fullest potential.
- Education provides students with a solid academic foundation.



District Administrator's Report

November 2021

Unity School District

Upcoming Meetings and Events

DATE	MEETING	PLACE	TIME
Tuesday, November 9	Board of Education Meeting	Board Room	6:00 PM
Wednesday, November 10	American Red Cross Blood Drive	HS Gym 2	
Friday, November 12	CESA 11 Superintendent Meeting	Turtle Lake	9:00 AM
Tuesday, November 16	Lakeland Conference Superintendent Meeting	Turtle Lake	9:00 AM
Wednesday, November 17	Administrative Team Meeting	Board Room	10:00 AM
Thursday, November 18	Unity Influenza Vaccinations	District	
Thursday, November 18	Unity Staff COVID Booster Vaccinations	District	
Friday, November 19	End of 1st Trimester	District	
November 22-26	Fall Break - No School	District	
Wednesday, December 1	Administrative Team Meeting	Board Room	10:00 AM
Friday, December 10	CESA 11 Superintendent Meeting	Turtle Lake	9:00 AM
Tuesday, December 14	Board of Education Meeting	Board Room	6:00 PM

Unity School District Goals

(Approved by the Unity Board of Education, March, 2021)

- Nurture and promote a positive and inclusive 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.



School Closing Information

Unity School District Website, www.unity.k12.wi.us

WCCO Channel 4, www.wcco.com

KSTP Channel 5, www.kstp.com

KMSP Channel 9, www.myfox9.com

KARE Channel 11, www.kare11.com

Minutes of Budget and Finance Committee Meeting

October 12, 2021

The Board of Education

Unity School District

A Meeting of the Board of Education, Budget and Finance Committee of Unity School District was held Tuesday, October 12, 2021 beginning at 5:00 PM at the Unity School District Board Room.

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

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

Admin. Team Present: Supt. Brandon Robinson, Kara Holden

2. Development and Consideration of the 2021-2022 School District Budget

Motion to approve the preliminary 2021-2022 School District Budget by Ryan Peterson.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

3. Consideration of ESSER Grant Funds

An overview of ESSER funding was shared.

4. Consideration of the 2020-2021 Budget Report

5. Adjourn

Meeting adjourned at 5:49PM

Minutes of Regular Meeting

October 12, 2021

The Board of Education

Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, October 12, 2021 beginning at 6:00 PM in the Unity School District Board Room.

1. **6:00 p.m.** Call to Order/Notice of Meeting/Roll Call
 - Members Present:** Debbie Ince-Peterson, James Beistle, Ryan Peterson, Sheryl Holmgren, Jeromy Cox, Pat Kastens, Victoria Studtmann
 - Admin. Team Present:** Supt. Brandon Robinson
 - Members Absent:**
2. Approval of the Agenda
 - Motion to approve the agenda by Pat Kastens.
 - Second by Ryan Peterson.
 - Motion carries by unanimous voice vote.
3. Citizens' Requests to Speak/Address the Board (Max. of 3 min. Items must be germane to the agenda. Any written comment must be submitted by email to brobinson@unity.k12.wi.us by NOON on Tuesday, October 12, 2021. Such comments will be provided to the Board of Education for consideration and review.)
 - No comments were provided.
4. Board of Education Member Update
5. **Information**
 - a. Submitted Committee Reports
 - b. District Administrator's Report – *Mr. Brandon Robinson*
6. **Consent Agenda**
 - a. Approval of Minutes, September 14, 2021 – Regular Board of Education Meeting
 - Motion to Approve Minutes of September 14, 2021 by Pat Kastens.
 - Second by Ryan Peterson.
 - Motion carries by unanimous voice vote.
 - c. Approval of Elementary/Middle School/High School Activity Accounts
 - Motion to Approve the September 2021 Activity Accounts by James Besitle.
 - Second by Sheryl Holmgren.
 - Motion carries by unanimous voice vote.
 - d. Approval of Vouchers
 - Motion to Approve the September 2021 Vouchers by Pat Kastens.
 - Second by Victoria Studtmann.
 - Motion carries by unanimous voice vote. (Ryan Peterson Abstained.)
 - e. Financial Report – *Ms. Kara Holden/Mr. Brandon Robinson*
 - Motion to Recieve the September 2021 Financial Report by Ryan Peterson.
 - Second by Pat Kastens.
 - Motion carries by unanimous voice vote.
 - f. Personnel
 - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
 - a. Maureen Moline – Resignation, Speech Pathologist
 - b. Alex Bates – New Hire, PAC Director
 - c. Chris Crowe – New Hire, High School Softball Coach
 - d. Aaron Johnson – New Hire, MS Basketball Coach
 - e. Karrie McCurdy – New Hire, Part-Time Educational Assistant
 - f. Marcus Wilhelm – New Hire, High School Boys Golf Coach

Motion by James Beistle to approve Items 6.f.1a-6.f.1f with the additions of the following:

- Jacob Bengtson – Resignation, High School Math Teacher
- Jennifer Cox – Resignation, Middle School Special Education Teacher
- Kayla Hinkel – Resignation, Educational Assistant

Second by Ryan Peterson.

Motion carries by unanimous voice vote. (Jeromy Cox Abstained.)

7. Action Agenda

- a. Proposed 2021-2022 District Budget – *Mr. Brandon Robinson/Ms. Kara Holden*

Motion by Ryan Peterson to approve the Proposed 2021-2022 District Budget.

Second by Victoria Studtmann.

Motion carries by unanimous voice vote.

- b. Early College Credit Program and Start College Now Applicants (Spring 2022) – *Mr. Zack Fugate*

Motion to approve the Early College Credit Program and Start College Now Applicants (Spring 2022) by Ryan Peterson.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

8. Adjourn

Motion to adjourn by James Beistle.

Second by Ryan Peterson.

Motion carries by unanimous voice vote by 6:27 p.m.

Respectfully Submitted,

Pat Kastens, School Board Clerk

Minutes of Special Meeting

Wednesday, October 27, 2021

The Board of Education

Unity School District

A Special Meeting of the Board of Education of Unity School District was held, Wednesday, October 27, 2021 beginning at 7:00am in the Board Room via Zoom.

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

Call to order by Debbie Ince-Peterson.

Roll Call: Members Present: Debbie Ince-Peterson, James Beistle, Pat Kastens, Ryan Peterson

Member Absent: Jeromy Cox, Sheryl Holmgren, Victoria Studtmann

Administration Present: Brandon Robinson, Kara Holden

2. Consideration and Approval of the 2021-2022 School District Budget.

Motion to Approve 2021-2022 School District Budget by James Beistle.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

3. Consideration and Approval of the 2021-2022 School Tax Levy.

Motion to Approve 2021-2022 School Tax Levy of \$10,899,044.00 by Ryan Peterson.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

4. Adjourn

Motion to Adjourn by James Beistle.

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 October 31, 2021

HIGH SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSE	END BALANCE
164400-General Account	\$2,679.50	\$434.39	\$908.67	\$2,205.22
164401-Basketball - Boys	1,711.39	75.00		1,786.39
164402-Baseball - HS	3,273.07			3,273.07
164403-FFA	6,675.02	450.00	1,240.00	5,885.02
164404-FBLA	4,742.84	491.06	2,428.00	2,805.90
164405-Skills USA	3,908.82	111.00		4,019.82
164406-Athletics	1,274.61			1,274.61
164407-Football	509.12			509.12
164408-Volleyball	139.05	13,543.15	11,915.48	1,766.72
164409-Basketball - Girls	641.98			641.98
164410-Softball	573.21			573.21
164411-Soccer Club	0.00			0.00
164412-Grad Party	2,130.76			2,130.76
164413-Migizi Club	616.97			616.97
164414-Music Club	12,539.96			12,539.96
164415-Natnl Honor Society	1,014.40			1,014.40
164416-Student Council	3,536.42			3,536.42
164417-Theatre Arts	1,363.90			1,363.90
164418-Library	1,846.48			1,846.48
16419-Farm2School	533.00	175.00		708.00
164420-Class of 2021-2024	3,948.42			3,948.42
TOTALS	\$53,658.92	\$15,279.60	\$16,492.15	\$52,446.37
MIDDLE SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSE	END BALANCE
164200-General	\$6,720.13	\$6.99		\$6,727.12
164203-Student Council	1,137.11			1,137.11
164205-Drama	747.76			747.76
164206-Sopko	340.83			340.83
164208-PE Program	623.50			623.50
164211- MS Athletics	537.52			537.52
164213-Girls Traveling Bball	6,981.58		895.00	6,086.58
164214-Wrestling	470.40			470.40
TOTALS	\$17,558.83	\$6.99	\$895.00	\$16,670.82
ELEMENTARY SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSE	END BALANCE
General	\$8,775.14	\$4.03		\$8,779.17

Yearbook	1,379.28			1,379.28
TOTALS	\$10,154.42	\$4.03	\$0.00	\$10,158.45

OCTOBER 2021 BOARD CHECK LIST

CHECK NUMBER	VENDOR	DATE	AMOUNT
15401	MUMINOVIC, EDHEM	10/1/2021	\$ 120.00
15402	RICHIE, JIM	10/1/2021	\$ 130.00
15407	LEIDLE, LINDA	10/5/2021	\$ 75.00
15408	PAULSEN, GREGORY	10/5/2021	\$ 150.00
15409	RAMICH, MADDIE	10/5/2021	\$ 150.00
15410	AMAZON CAPITAL SERVICES	10/6/2021	\$ -
15411	AMAZON CAPITAL SERVICES	10/6/2021	\$ -
15412	AMAZON CAPITAL SERVICES	10/6/2021	\$ -
15413	AMAZON CAPITAL SERVICES	10/6/2021	\$ -
15414	AMAZON CAPITAL SERVICES	10/6/2021	\$ -
15415	AMAZON CAPITAL SERVICES	10/6/2021	\$ 6,252.34
15416	ANDERSON'S	10/6/2021	\$ 738.94
15417	APPLE COMPUTER INC	10/6/2021	\$ 895.90
15418	BALSAM LAKE PRO LAWN, INC	10/6/2021	\$ 80.00
15419	BARTINGALE MECHANICAL	10/6/2021	\$ 396.00
15420	BFG SUPPLY CO, LLC	10/6/2021	\$ 314.64
15421	CEBERY EXCAVATING & TRUCKING LLC	10/6/2021	\$ 992.50
15422	CESA #11	10/6/2021	\$ 21,914.50
15423	CHIPPEWA VALLEY SPORTING GOODS	10/6/2021	\$ 107.80
15424	CONFIDENTIAL RECORDS, INC	10/6/2021	\$ 131.25
15425	ECKROTH MUSIC	10/6/2021	\$ 326.00
15426	ECOLAB	10/6/2021	\$ 1,131.35
15427	EL STINKO PORTABLE TOILETS LLC	10/6/2021	\$ 3,425.00
15428	FORK FARMS	10/6/2021	\$ 634.95
15429	LAKESHORE	10/6/2021	\$ 131.35
15430	MENARDS-SCF	10/6/2021	\$ 985.27
15431	NORTHWOOD TECH COLLEGE, NR	10/6/2021	\$ 912.00
15432	NORTHWOOD TECH BOOKSTORE	10/6/2021	\$ 548.65
15433	OAK RIDGE CHEMICAL INC	10/6/2021	\$ 258.11
15434	POLK BURNETT ELECTRIC COOP.	10/6/2021	\$ 5,000.00
15435	REALLY GOOD STUFF	10/6/2021	\$ 247.45
15436	RMM SOLUTIONS	10/6/2021	\$ 8,302.72
15437	SCHOOL DIST OF BALDWIN/WOODVILLE	10/6/2021	\$ 20.00
15438	SECURITY CHECK ME	10/6/2021	\$ 77.00
15439	SIRIUS XM	10/6/2021	\$ 320.35
15440	ST CROIX REGIONAL MEDICAL CTR	10/6/2021	\$ 2,660.00
15441	STAPLES ADVANTAGE	10/6/2021	\$ 62.46
15442	TIEDEMANN, HEATHER	10/6/2021	\$ 39.00
15443	TILL360, LLC	10/6/2021	\$ 4,500.00
15444	UNITY CUSTOM SERVICES	10/6/2021	\$ 210.00
15445	WATERMAN RECYCLING AND DISPOSAL LLC	10/6/2021	\$ 500.00
15446	WE ENERGIES	10/6/2021	\$ 5,738.13

15447	WESTERN DAIRYLAND	10/6/2021	\$ 50.00
15448	WI DEPT OF JUSTICE	10/6/2021	\$ 35.00
15449	WIRSA	10/6/2021	\$ 500.00
15450	WORTHINGTON DIRECT	10/6/2021	\$ 1,010.18
15451	BIELMEIER, STEVE	10/11/2021	\$ 95.00
15452	BIELMEIER, STEVE JR	10/11/2021	\$ 95.00
15453	BREWER, TREVOR	10/11/2021	\$ 130.00
15454	CELT, JIM	10/11/2021	\$ 130.00
15455	GOULD, JOSH	10/11/2021	\$ 95.00
15456	HANSON, KAITLIN	10/11/2021	\$ 130.00
15457	HOFFMAN, DAN	10/11/2021	\$ 130.00
15458	MELBERG, BRYAN	10/11/2021	\$ 95.00
15459	MUMINOVIC, EDHEM	10/11/2021	\$ 140.00
15460	PRINDLE, ANDREW	10/11/2021	\$ 110.00
15461	RICHIE, JIM	10/11/2021	\$ 130.00
15462	RICKERT, PENNY	10/11/2021	\$ 130.00
15463	RUETZ, LARRY	10/11/2021	\$ 110.00
15464	WOLD, JORDAN	10/11/2021	\$ 95.00
15465	UNITY FOOD SERVICE	10/13/2021	\$ 201.75
15466	ELECTRONIC FEDERAL TAX PAYMENT	10/5/2021	\$ 69,965.72
15467	WEA TAX SHELTERED ANNUITY TRUST	10/5/2021	\$ 4,556.67
15468	WISCONSIN DEPARTMENT OF REV	10/5/2021	\$ 14,212.30
15469	ALLEVA, WILLIAM	10/14/2021	\$ 120.00
15470	WILHELM, MARCUS	10/14/2021	\$ 120.00
15471	AMAZON/SYNCB	10/7/2021	\$ 3,151.47
15472	AMAZON CAPITAL SERVICES	10/15/2021	\$ -
15473	AMAZON CAPITAL SERVICES	10/15/2021	\$ 3,757.36
15474	APPLE INC	10/15/2021	\$ 4,467.50
15475	ARROW BUILDING CENTER	10/15/2021	\$ 309.00
15476	BALSAM LAKE HARDWARE	10/15/2021	\$ 1,875.29
15477	BCI CAPITAL INC	10/15/2021	\$ 68,349.29
15478	BIMBO BAKERIES USA, INC	10/15/2021	\$ 542.42
15479	CDW GOVERNMENT	10/15/2021	\$ 7,752.00
15480	CENTURIA UTILITIES	10/15/2021	\$ 80.56
15481	CHIPPEWA TOURS	10/15/2021	\$ 1,600.00
15482	CHIPPEWA VALLEY SPORTING GOODS	10/15/2021	\$ 440.00
15483	COUNCIL FOR EXCEPTIONAL CHILDREN	10/15/2021	\$ 225.00
15484	CRESTLINE	10/15/2021	\$ 796.62
15485	DCF	10/15/2021	\$ 20.00
15486	DESIGNS BY JILL-JILL SEARS	10/15/2021	\$ 198.00
15487	DON JOHNSON'S CUMBERLAND MOTORS LLC	10/15/2021	\$ 687.45
15488	E.O. JOHNSON	10/15/2021	\$ 3,706.26
15489	GOODSON FURNITURE & EQUIPMENT LLC	10/15/2021	\$ 500.00
15490	HARBOR FREIGHT TOOLS	10/15/2021	\$ 322.38

15491	HOLDTS DISPOSAL, LLC	10/15/2021	\$ 600.00
15492	HOLICKY, CHUCK	10/15/2021	\$ 320.00
15493	HOUGHTON MIFFLIN	10/15/2021	\$ 3,078.49
15494	INDIANHEAD FOODSERVICE DIST.	10/15/2021	\$ -
15495	INDIANHEAD FOODSERVICE DIST.	10/15/2021	\$ 18,381.84
15496	J.W. PEPPER & SON, INC	10/15/2021	\$ -
15497	J.W. PEPPER & SON, INC	10/15/2021	\$ 235.73
15498	JORGENSON, HANNAH	10/15/2021	\$ 43.60
15499	KEMPS	10/15/2021	\$ 5,461.70
15500	KOBUSSEN BUSES LTD	10/15/2021	\$ 114,346.22
15501	MECA	10/15/2021	\$ 825.00
15502	MJ CONCRETE LLC	10/15/2021	\$ 845.00
15503	MORAN, JOHN	10/15/2021	\$ 382.00
15504	NASCO	10/15/2021	\$ 2,230.44
15505	NICK'S TRUCKING & EXCAVATING LLC	10/15/2021	\$ 765.00
15506	OFFICE DEPOT	10/15/2021	\$ 82.23
15507	PEPER TIRE AND ALIGNMENT	10/15/2021	\$ 230.00
15508	POLK BURNETT ELECTRIC COOP.	10/15/2021	\$ 584.87
15509	REALLY GOOD STUFF	10/15/2021	\$ 43.28
15510	RENAISSANCE LEARNING	10/15/2021	\$ 16,771.00
15511	SCHOLASTIC INC	10/15/2021	\$ 1,930.79
15512	SCHOOL DISTRICT OF SHELL LAKE	10/15/2021	\$ 582.00
15513	SCHOOL DISTRICT OF SPOONER	10/15/2021	\$ 100.00
15514	TL ENTERPRISE	10/15/2021	\$ 225.00
15515	TRIDENT BEVERAGE INC	10/15/2021	\$ 258.00
15516	TRIO SUPPLY COMPANY	10/15/2021	\$ 32.55
15517	USA SEALING, INC.	10/15/2021	\$ 995.00
15518	UW SUPERIOR	10/15/2021	\$ 301.95
15519	UWEC CHORAL AREA	10/15/2021	\$ 150.00
15520	UWS MUSIC DEPT	10/15/2021	\$ 125.00
15521	VILLAGE OF BALSAM LAKE	10/15/2021	\$ 5,425.62
15522	VISUAL IMPACT	10/15/2021	\$ 164.60
15523	WASB INC	10/15/2021	\$ 180.00
15524	WEST MUSIC COMPANY, INC.	10/15/2021	\$ 216.00
15525	WI SCHOOL MUSIC ASSOC INC	10/15/2021	\$ 647.00
15526	WRAP 1 SIGNS & GRAPHICS	10/15/2021	\$ 2,972.50
15527	SCHOOL DISTRICT OF SHELL LAKE	10/15/2021	\$ 200.00
15528	SHELL LAKE ARTS CENTER	10/18/2021	\$ 112.00
15529	GREATMATS	10/18/2021	\$ 9,552.99
15530	HORACE MANN LIFE INSURANCE COM	10/20/2021	\$ 1,100.00
15531	UNITY EDUCATION SCHOLARSHIP	10/20/2021	\$ 15.00
15532	UNITY FOOD SERVICE	10/20/2021	\$ 132.50
15533	ELECTRONIC FEDERAL TAX PAYMENT	10/20/2021	\$ 74,634.22
15534	WEA TAX SHELTERED ANNUITY TRUST	10/20/2021	\$ 4,006.67

15535	WISCONSIN DEPARTMENT OF REV	10/20/2021	\$ 15,186.35
15536	ROUSH, KEITH	10/21/2021	\$ 80.00
15537	WALLACE, SHAUNA	10/21/2021	\$ 105.00
15538	BACHOWSKI, SCOTT	10/22/2021	\$ 85.00
15539	BARNES, ED	10/22/2021	\$ 85.00
15540	COLBY, SCOTT	10/22/2021	\$ 85.00
15541	FRANKIEWICZ, DUANE	10/22/2021	\$ 95.00
15542	HANUSA, KEVIN	10/22/2021	\$ 125.00
15543	KAREN SORENSON	10/22/2021	\$ 95.00
15544	UHLENBRAUCK, DALE	10/22/2021	\$ 85.00
15545	WISCONSIN RETIREMENT SYSTEM	10/29/2021	\$ 83,993.92
15546	STANDARD INSURANCE COMPANY	10/25/2021	\$ 4,395.48
15547	TRANSAMERICA LIFE INSURANCE	10/25/2021	\$ 19.66
15548	HUEBSCH SERVICES	10/13/2021	\$ 4,047.69
15549	ALLEVA, WILLIAM	10/26/2021	\$ 50.00
15550	AMAZON CAPITAL SERVICES	10/26/2021	\$ 646.94
15551	AMAZON/SYNCB	10/26/2021	\$ 155.00
	AMAZON/SYNCB	10/26/2021	\$ (155.00)
15552	ANDERSON, ED	10/26/2021	\$ 240.00
15553	ANDERSON, STEVE	10/26/2021	\$ 60.00
15554	BFG SUPPLY CO, LLC	10/26/2021	\$ 433.40
15555	BROWN, SHALA	10/26/2021	\$ 50.00
15556	CESA #12	10/26/2021	\$ 164.28
15557	DELTA DENTAL	10/26/2021	\$ 10,703.25
15558	DON JOHNSON'S CUMBERLAND MOTORS LLC	10/26/2021	\$ 5,278.25
15559	ECKROTH MUSIC	10/26/2021	\$ 150.00
15560	INT'L CHEMTEX CORP.	10/26/2021	\$ 953.03
15561	LAKELAND COMMUNICATIONS	10/26/2021	\$ 2,836.17
15562	LAKELAND CONFERENCE PRINCIPALS	10/26/2021	\$ 75.00
15563	LAKESHORE	10/26/2021	\$ 355.29
15564	LUNSMANN, MIKE	10/26/2021	\$ 140.00
15565	MEDICA	10/26/2021	\$ 359.00
15566	MEIER, PATRICK V	10/26/2021	\$ 290.00
15567	MENARDS-SCF	10/26/2021	\$ 250.28
15568	MORRIS, MIKE	10/26/2021	\$ 80.00
15569	NASCO	10/26/2021	\$ 57.56
15570	QUADIENT FINANCE USA INC	10/26/2021	\$ 3.31
15571	RAU, DAN	10/26/2021	\$ 170.00
15572	RENNING, LEWIS & LACY, S.C.	10/26/2021	\$ 3,009.00
15573	SD OF BRUCE	10/26/2021	\$ 225.00
15574	SCHOOL DISTRICT OF TURTLE LAKE	10/26/2021	\$ 141.96
15575	SKILLS USA	10/26/2021	\$ 244.00
15576	ST CROIX REGIONAL MEDICAL CTR	10/26/2021	\$ 2,987.25
15577	TWIN CITY HARDWARE	10/26/2021	\$ 2,274.87

15578	UNITY SKILLS USA	10/26/2021	\$ 66.00
15579	VERIZON WIRELESS	10/26/2021	\$ 678.50
15580	WEA INSURANCE	10/26/2021	\$ 226,782.27
15581	WILHELM, MARCUS	10/26/2021	\$ 120.00
15582	MEDICA	10/26/2021	\$ 359.00
15583	MENARDS-SCF	10/26/2021	\$ 143.47
15584	AMAZON CAPITAL SERVICES	10/26/2021	\$ 155.00
15585	ANGELL, MARK	10/28/2021	\$ 84.00
15586	BREED, MIKE	10/28/2021	\$ 84.00
15587	CUNNINGHAM, JIM	10/28/2021	\$ 84.00
15588	DALLMANN, WENDY	10/28/2021	\$ 130.00
15589	HUSETH, KURT	10/28/2021	\$ 84.00
15590	KRAHENBUHL, ANDREW	10/28/2021	\$ 84.00
15591	UHLNBRAUCK, DALE	10/28/2021	\$ 80.00
15592	WESTERN DAIRYLAND	10/28/2021	\$ 60.00
15597	AFLAC	10/19/2021	\$ 953.66
15598	PAYROLL ACCOUNT	10/20/2021	\$ 497,993.88
15599	BMO MASTERCARD	10/31/2021	\$ 4,030.18
	BMO MASTERCARD	10/31/2021	\$ (4,030.18)
15600	BMO MASTERCARD	10/13/2021	\$ 4,030.18
15601	NORTHWESTERN WIS ELECTRIC CO	10/18/2021	\$ 21,768.51
15602	CHASE CARD SERVICES	10/21/2021	\$ 4,876.06
145183	REVTRAK, INC.	10/7/2021	\$ 29.95
145184	VANCO PAYMENT SOLUTIONS	10/8/2021	\$ 23.95
	TOTAL FOR OCTOBER CHECKS		\$ 1,428,193.04

September, 2021
UNITY SCHOOL DISTRICT
ALL FUNDS
PROOF OF CASH

BALANCE PER BANK	BALANCE August 31, 2021	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	BALANCE September 30, 2021
RCU - Acct. 6223 Checking	55,139.20	4.53	0.00	55,143.73
Bank of Baldwin - Acct 4034 General Checking		1,021,501.59	1,021,501.59	0.00
Bank of Baldwin - Acct 3781 Sweep	3,949,782.31	373,466.90	1,647,539.37	2,675,709.84
RCU - Acct. 2737 CD - Scholarship	22,132.22	42.29	0.00	22,174.51
RCU - Acct. 6098 Checking		605.47	605.47	0.00
RCU - Acct. 7149 - Sweep	223,793.69	8,582.14	629.42	231,746.41
RCU - Acct. 0419 Debt Service	5,979.53	0.98	0.00	5,980.51
LGIP - #1 - Debt Service	47,566.26	2.09	0.00	47,568.35
LGIP - #2 - General	1,808.75	0.08	0.00	1,808.83
Matrix Bank - Acct. 4217 - OPEB	915,965.28	53.06	347.67	915,670.67
MidwestOne Bank - Acct. 9849 Scholarship	44,583.49	3.66	0.00	44,587.15
Bremer Bank - Acct 0907 Capital Improvement	80,473.86	0.67	0.00	80,474.53
	5,347,224.59	1,404,263.46	2,670,623.52	4,080,864.53

October, 2021
UNITY SCHOOL DISTRICT
ALL FUNDS
PROOF OF CASH

BANK	BALANCE September 30, 2021	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	BALANCE October 31, 2021
BALANCE PER BANK:				
RCU - Acct. 6223 Checking	55,143.73	4.68	0.00	55,148.41
Bank of Baldwin - Acct 4034 General Checking		893,733.98	893,733.98	0.00
Bank of Baldwin - Acct 3781 Sweep	2,675,709.84	448,099.10	1,536,446.24	1,587,362.70
RCU - Acct. 2737 CD - Scholarship	22,174.51	41.01	0.00	22,215.52
RCU - Acct. 6098 Checking		29.95	29.95	0.00
RCU - Acct. 7149 - Sweep	231,746.41	90.52	53.90	231,783.03
RCU - Acct. 0419 Debt Service	5,980.51	1.02	0.00	5,981.53
LGIP - #1 - Debt Service	47,568.35	2.11	0.00	47,570.46
LGIP - #2 - General	1,808.83	0.08	0.00	1,808.91
Matrix Bank - Acct. 4217 - OPEB	915,670.67	364.49	0.00	916,035.16
MidwestOne Bank - Acct. 9849 Scholarship	44,587.15	3.54	0.00	44,590.69
Bremer Bank - Acct 0907 Capital Improvement	80,474.53	0.68	0.00	80,475.21
	4,080,864.53	1,342,371.16	2,430,264.07	2,992,971.62

EXHIBIT A
RESOLUTION FOR SCHOOL DISTRICT AUTHORIZING A
TAXABLE TAX AND REVENUE ANTICIPATION NOTE

WHEREAS _____ School District of Unity _____,⁽¹⁾
(Full name of District)

Wisconsin (the "District"), is temporarily in need of funds from time to time in an amount not to exceed \$750,000 ⁽²⁾ outstanding at any one time to meet the immediate expenses of operating and maintaining the public instruction in the District during the current school year (the "Expenses"); and

WHEREAS, this District Board deems it necessary and in the best interests of the District that said funds be borrowed from time to time pursuant to the provisions of Section 67.12(8)(a)l, Wis. Stats. (the "Act"); and

WHEREAS, the Lender (as hereinafter defined) has agreed to provide the District with a taxable revolving line of credit (the "Line of Credit") to cover the Expenses, which Line of Credit shall be authorized by this Resolution in accordance with the Act; and

WHEREAS, as required by the Act, the total amount borrowed pursuant to the Line of Credit shall be for the purpose of meeting the immediate expenses of operating and maintaining the public instruction of the District during the current school year and, together with any other borrowings for such purposes 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 hereto certified by the District Clerk; and

WHEREAS, any draws or disbursements pursuant to the Line of Credit shall be made on or before June 30 of the current school year, and the Line of Credit shall be repaid in full on or before November 1 of the next school year; and

WHEREAS, the tax for the operation and maintenance of the schools of the District for the current school year has been or will be voted on to be collected on the next tax roll prior to any draw or disbursement on the Line of Credit.

NOW, THEREFORE, be it resolved by this School Board that:

1. For the purposes set forth above, the District President and District Clerk are authorized and directed, pursuant to the Act, to borrow from First Bank of Baldwin⁽³⁾ (the "Lender"), from time to time as needed pursuant to the Line of Credit so that the amount outstanding at any one time does not exceed \$750,000 ⁽²⁾ and to evidence the District's obligation, the President and District Clerk shall execute and deliver to the Lender on behalf of the District the taxable tax and revenue anticipation note of the District. The note shall be dated when issued, shall bear interest at the variable rate calculated and adjusted as provided below from the date of each disbursement until repaid, and interest shall be payable on December 1, 2021 ⁽⁴⁾ and on the 1st day of the month thereafter with the outstanding principal being payable on October 31, 2022, ⁽⁵⁾ with prepayment privileges at any time without penalty.

The note shall bear interest calculated as follows which rate shall be adjusted daily: a rate equal to the Index minus the Margin, but not less than 2.750% nor exceeding 8.000%.

"Index" means the Prime Rate in effect on the Adjustment Date. The Index as published shall control absent manifest error; provided, however, that in the event that the Index is no longer published or otherwise made available, it shall be a substantially comparable rate selected by the Registered Owner in its sole discretion.

"Margin" means .50%.

"Prime Rate" means the rate of interest from time to time reported by *The Wall Street Journal* as its United States Prime Rate.

2. So long as the note or interest thereon remains unpaid, the tax for operation and maintenance of the schools shall be and continue irrevocable. A sufficient amount of the receipts (taxes and other revenues) with respect to operation and maintenance of the District are pledged to payment of the note and shall be segregated in a special fund to be used solely to pay the note and interest thereon. If there shall be insufficient sums in said special fund to meet such payments, the District shall promptly pay the principal and interest on the note when due from other available funds.

3. The appropriate officers of the District are directed and authorized to furnish the Lender all documents as may be necessary and to do all things required in order to procure the Line of Credit.

4. The note shall be delivered to the Lender on or before the first draw by the District on the note.

5. The proceeds of the note shall be used solely for the purposes for which the note is issued, but may be temporarily invested until needed in legal investments.

6. The initial disbursement under the note shall be made pursuant to a disbursement request in substantially the form attached hereto as Exhibit A-1 (the "Disbursement Request").

7. The District Clerk shall keep records for the registration and for the transfer of the note. The person in whose name any note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on the note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such note to the extent of the sum or sums so paid. Any note may be transferred by the registered owner thereof by presentation of the note at the office of the District Clerk, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his legal representative duly authorized in writing. Upon such presentation the note shall be transferred by appropriate entry in the registration records and a similar notation, including date of registration, name of new registered owner and signature of the District Clerk, shall be made on such note.

Adopted and recorded this 9th day of November, 2021.

School District of Unity ⁽¹⁾

By _____
District President Debbie Ince-Peterson

By _____
District Clerk Patricia Kastens

-
- (1) Full name of District
 - (2) Amount of loan
 - (3) Name of Lender
 - (4) First Interest Payment Date
 - (5) Maturity Date of the Note

Note # _____

EXHIBIT A-1

(Disbursement Request)

UNITED STATES OF AMERICA
STATE OF WISCONSIN
POLK COUNTY
SCHOOL DISTRICT OF UNITY
TAXABLE TAX AND REVENUE ANTICIPATION NOTE

DISBURSEMENT REQUEST

No. _____

\$ _____

For value received, the School District of Unity, Wisconsin (the "District"), acting by and through its School Board (the "Governing Body"), and pursuant to a resolution adopted by the Governing Body on November 9, 2021, in the maximum outstanding principal amount of \$750,000 (the "Note"), requests the disbursement of \$ _____ which is the initial disbursement under the Note.

This Disbursement Request shall be subject to the terms and provisions of the Note. The District may make disbursement requests pursuant to a Disbursement Request for or pursuant to the Lender's on-line banking system. The certifications hereinafter made shall apply to each disbursement request or transfer under the on-line banking system.

The amount requested on a disbursement under the Note, which when added to previous disbursements made pursuant to the Note which are outstanding and have not been repaid as of the date of the disbursement, shall not exceed \$750,000. No amount may be drawn on the Note after June 30, 2022.

The undersigned hereby certify that the total amount borrowed by the District during the current school year pursuant to Section 67.12(8)(a), Wisconsin Statutes, including the amount borrowed pursuant to each Disbursement Request and all amounts previously borrowed pursuant to the Note or other tax and revenue anticipation note issued pursuant to Section 67.12(8)(a), Wisconsin Statutes, does not exceed one-half the estimated revenues for the operation and maintenance of the District for the current school year.

The undersigned further certify that as of the date of each Disbursement Request, there is no legislation, reorganization, proceeding, order, controversy, investigation or litigation pending or threatened in any manner questioning or affecting (a) the corporate existence or boundaries of the District; (b) the right or title of any of its officers to his or her respective office; (c) any of the proceedings authorizing the issuance of the Note; (d) the validity or enforceability of the Note; (e) the budget or any of the taxes heretofore voted or levied by the District; or (f) any amounts pledged for the payment of the Note under the Resolution.

IN WITNESS WHEREOF, said District, by its Governing Body, has caused this Disbursement Request to be executed by the District and its corporate seal (if any) to be affixed as of this _____ day of _____, 20__.

SCHOOL DISTRICT OF UNITY, WISCONSIN

(form - do not sign here)

District President Debbie Ince-Peterson

(SEAL)

(form - do not sign here)

District Clerk Patricia Kastens

Unity School District - Board of Education

Board Policy 533

Hiring of School District Employees

Last Revised 11/9/2021

~~The Board of Education directs the District Administrator, Principals, and Directors in the hiring of permanent full time or part time certified, administrative personnel, teachers, certified support staff, supervisors, and support staff employees to base hiring practices on sound human resources principles.~~

~~The District Administrator holds authority to make all recommendations to the Board of Education.~~

All of the District's recruitment, selection, and hiring practices and procedures are subject to and guided by the District's commitment to nondiscrimination and equal opportunity in employment, as further identified in related Board policies. The primary goals of these processes shall be to attract and identify a diverse range of highly qualified candidates who, if hired, will demonstrate a high degree of commitment to the District's mission, to the District's goals, and to their assigned duties and responsibilities, and who will also make positive personal and professional contributions to the District.

The recruitment and hiring for all positions of employment in the District, except for the position of District Administrator, shall be conducted in accordance with provisions of this policy.

The District Administrator shall ensure that the District's core practices and procedures surrounding recruitment, selection, and hiring are well-defined and implemented consistently. Different core practices and procedures may be defined for different types of positions. The Board of Education directs the District Administrator to establish a procedure for the effective selection of personnel.

~~It is the responsibility of the immediate supervisor to ensure that the candidate for employment meets all qualifications established by the job description.~~

~~The District Administrator shall personally oversee the selection of principals, directors, and District office personnel.~~

~~The District Administrator may implement a selection process utilizing a group when applicable.~~

~~The District Administrator may designate another administrator to oversee the selection process of teachers and support staff. The designated administrator shall make recommendations to the District Administrator.~~

~~Based on the prior procedure, the Unity Board of Education, upon recommendation by the District Administrator may approve the employment of candidates presented for employment in the Unity School District.~~

The District Administrator shall have the power, at his/her discretion, to make binding offers of employment to fill vacancies in Board-approved positions, except for (1) positions which require the employee to hold an individual employment contract; and (2) any supervisory position. Where the School Board will make the final decision to approve, or not approve, the hiring of any employee, any preliminary offer of employment or any offer of a contract shall be contingent on obtaining Board approval, and the contingent offer shall be revocable in the event the Board does not approve the employment of the individual. Should the recommended candidate be rejected by the Board, it will be the duty of the District Administrator to bring forth another candidate.

If the District Administrator determines there is an urgent need to fill a position or that another exceptional and good cause exists, standard practices may be modified for all potential candidates by, e.g., shortening the standard application period, eliminating multiple interview levels, or considering interim appointments. However, under no circumstances shall an employee be hired without:

1. Participating in a personal interview;

2. Completing required physical examinations with satisfactory results, or expressly conditioning the offer of employment or offer of contract on such satisfactory completion;

3. For all positions, either of the following:

a. The District has completed licensure (where applicable), reference, and criminal background checks, and determined that the results of said checks are acceptable before the offer of employment is made; or

b. Any preliminary offer of employment is made expressly contingent upon completion of licensure (where applicable) confirmation, reference checks, and criminal background checks, the results of which the District, in its discretion, determines are acceptable; and

4. Where the Board will make the final decision to hire an employee, including the hiring of all employees who are required to hold an individual contract and the hiring for all positions that have supervisory duties, any offer of employment shall either:

a. be made following Board approval of the hiring decision and the terms of any employment contract; or

b. be made in a manner that is contingent upon a subsequent Board decision to approve the hiring decision and the terms of any employment contract.

The District Administrator may fill or recommend filling a position with an internal candidate without seeking external candidates. The administration shall (1) inform the Board when any non-contractual and non-supervisory position was filled in this manner; (2) inform the Board when any contractual, non-administrative position was filled in this manner, provided that the change in position or assignment does not necessitate an amendment to the employee's current contract; or (3) in connection with any other contractual or supervisory position, present this recommendation and the supporting rationale to the Board for approval. The requirements of this paragraph do not apply to routine changes in assigned duties or work schedules, or to reassignments or lateral transfers between materially similar positions.

Additional Provisions Applicable to Most Contracted Positions

Professional staff who are required to be licensed or certified by law must provide the District with a copy of the current license or certificate. Such employees are expected to remain licensed in good standing, including

knowing the expiration date of their license/certification and meeting the requirements for maintenance/renewal in a timely manner. A contract with any person not legally authorized to hold the licensed position identified in his/her contract shall be (1) deemed materially breached by the individual holding the contract; and/or (2) void by operation of law. All teaching contracts shall terminate if, and when, the authority to teach terminates.

To the extent required by state law, teachers and administrators may be employed in or dismissed from their contracted positions only by a majority vote of the full membership of the Board. To the extent prohibited by state law, the District shall not enter into a contract of employment with any teacher or administrator for any period of time that the individual is then under a contract of employment with another board.

Exceptions: The District Administrator is authorized by the Board of Education to hire and make continued employment decisions for specific positions.

The positions that the District Administrator is authorized exclusively to hire are:

1. Employees that are classified as temporary, seasonal, project specific, casual, occasional, student, and long-term.
2. Substitute employees in all capacities.
3. Specific advisory positions are also exempt and include; auditors, consultants, attorneys, architects, guest speakers, or engineers for opinions or recommendations and other similar professionals.
4. Workers employed by outside agencies such as CESA, concentrated employment programs, U.S. conservation corps, AmeriCorps or other contractors for regular maintenance or emergencies are considered exceptions in the hiring policy.
5. Professional advisory positions are filled at the discretion of the District Administrator. Such positions may include: mentors, committee chairpersons, library board positions, high school advisory, PBIS, Rtl, and technology coaches.
6. LEAP Child Care Program employees in all categories.
7. District support staff employees considered at-will, compensated hourly, and provided a letter of appointment.

Non-Discrimination:

~~Pursuant to § 118.13, Wis. Stats. and PI 9 that no person on the basis of gender, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disabilities may be denied employment in the Unity School District. This policy also prohibits discrimination under federal statutes including Title IV, of the Civil Rights Act of 1964, race and national origin, Title IX Education Amendments of the 1972 (Sex), and section 504 of the Rehabilitation Act of 1973, handicapped.~~