

UNITY SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting

Agenda

Tuesday, July 12, 2022 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. **6:00 PM** 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.
 - a. Roll Call
 - b. Approval of Closed Minutes, June 14, 2022 - Regular Board of Education Meeting
 - c. Personnel §19.85 (1)(c)
 - d. Adjourn Closed Session
 - e. Convene Regular Session
4. Possible Action on Recommendation(s) From Closed Session
5. 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, July 12, 2022. Such comments will be provided to the Board of Education for consideration and review.)
6. Board of Education Member Update
7. **Information**
 - a. Submitted Reports 3
 - b. District Administrator's Report - *Mr. Brandon Robinson* 7
8. **Consent Agenda**
 - a. Approval of Board of Education Meeting Minutes, June 14, 2022 - Regular Board Meeting 11
 - b. Approval of Board of Education Meeting Minutes, June 28, 2022 - Policy and Programming Meeting 14
 - c. Approval of Board Meeting Minutes, June 29, 2022 - Budget and Finance Meeting 15
 - d. Approval of Elementary/Middle School/High School Activity Accounts 16
 - e. Approval of Vouchers 17
 - f. Financial Report - *Ms. Kara Holden* 23
 - g. Personnel
 - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
 - a. Alyssa Johnson, Hire - Special Education Teacher
 - b. Sophie Peterson, Hire - Special Education Teacher
 - c. Errin Schleusner, Hire - Middle School ELA Teacher
 - d. Hannah Unruh, Hire - Pre-Kindergarten Teacher
 - e. Consideration and Approval of the 2022-2023 Fall Extra Duty Contracts - *Mr. Brandon Robinson*
9. **Action Agenda**
 - a. Consideration and Approval of the Unity Reopening Plan 2022 - *Mr. Brandon Robinson* 24
 - b. Consideration and Approval of Grade Level Sections - *Dr. William DeWitt*
 - c. Consideration and Approval of the Early Learning Calendar 2022-2023 - *Dr. William DeWitt*
 - d. Consideration and Approval of Proposed District Curriculum Purchases, as Defined by the District Long-Range Plan - *Mr. Brandon Robinson*
 - e. Consideration and Approval of the 2022-2023 District Employee Handbook Revisions - *Mr. Brandon Robinson*
 - f. Consideration and Approval of the 2022-2023 Student & Parent Handbooks - *Administration*
 - g. Consideration and Approval of the 2022-2023 Lunch Program and Prices - *Mr. Brandon Robinson/Ms. Kara Holden*
 - h. Consideration and Approval of Food Service Account Balance Payoff - *Ms. Kara Holden*

- i. Approval by the Board of the annual declaration and parent notice of the District's student academic standards that will be in effect for the 2022-2023 school year, pursuant to section 120.12(13) and section 118.30(1g)(a)1 of the state statutes. - *Mr. Brandon Robinson*
- j. Consideration and Approval of the following Board Policies and Administrative Rules: - *Mr. Brandon Robinson* 45
 - 370 - Extracurricular Activities (including Athletics)
 - 453.1 - Emergency Nursing Services
 - Administrative Rule 453.1 - Emergency Care Procedures
 - Administrative Rule 453.14 - Sudden Cardiac Arrest in Youth Athletic Activities
 - 453.4 - Administering Medications to Students
 - Administrative Rule 723.1 - Emergency Drills Involving Students

10. Adjourn

UNITY EAGLES

Youth Apprenticeship Success: Building Better Opportunities



Youth Apprenticeship (YA) is an incredible program that is designed to connect high school juniors and seniors with local business apprenticeships to provide valuable work experiences and career exploration opportunities. The program also helps local businesses acquire talented, well-trained, and experienced employees. With strong partnerships between Unity School District,

local businesses, and CESA 11, Unity's Youth Apprenticeship Program has grown from 2 YA students in 2018-2019 to 22 students during the 2021-2022 school year. With excellent leadership from Jaclyn Ahlgren (Business Education), and Lisa Jagielo (Ag. Education), Unity High School students have been able to build meaningful professional foundations of work experience and employability skills.

EXCITING EVENTS

Check out the Unity Website



43 Unity Football players experienced an exciting team camp up at UMD during the week of June 27th. They competed very well and were only one point away from participating in the King of the Hill Championship! **1**



Congratulations to Mason Brown, Mike Boland, Sloan Horgan, Madison Reed, Harrison Zipperer, Sam Lenk, Ethan Feist, Blake Patterson, and Jake Cable for their performances at the 2022 State Track Meet! **2**



Congratulations to Brin Freer for her success at the 2022 State Trap Shoot. Brin had a great year shooting trap and she went on to get 1st place in the conference! Nice work Brin! **3**



7 Unity High School Students and FFA members attended the 2022 State FFA Convention in Madison, Wisconsin June 13-16. They had a wonderful time at the convention and experienced some excellent sessions overall! **4**



Congratulations to Sidney Bader for her time spent at the WBCA All-Star Game in Wisconsin Dells on June 29th. Sidney had an excellent basketball career at Unity and everyone is excited to see what the future holds for her! **5**

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

Habitudes Leadership Curriculum

Over the past few years, leadership, character, and soft-skill development are key characteristics that have been identified by business leaders as critical to the work force. Students at Unity High School have experienced various courses aimed at the development of such characteristics. While those courses have been meaningful, one area that staff

members have identified as a priority is leadership development. As such, the District purchased a leadership development program, which includes 6 different leadership courses, called Habitudes. Habitudes is an image-based leadership curriculum that focuses on key leadership characteristics such as focus and vision, goal-setting, and empathy.

Unity Middle School

July 2022 Board Report

Model Citizens

Let's hear it for the 11 Unity Middle School students who were chosen to receive the Citizenship Award for the 2021-22 school year! Each team of grade level teachers chose two to three students who exceeded expectations and displayed exemplary character traits of leadership among their peers. Congratulations to all of these hard-working students, and THANK YOU for being positive role models!



SUMMER SCHOOL 2022



Presidential Awards

NINETEEN students in 8th grade were recently recognized for outstanding academic achievement! Each of these students maintained a 3.5 (or higher) GPA for their entire middle school career, earning them the Presidential Award for Academic Excellence!!



Unity
Elementary
July 2022

Elementary Principal’s Report

Summer School

This year’s Summer School has been a resounding success, and we’re not done yet! The month of June held the biggest programs and events, but we are offering a July session for 3 weeks for Elementary Students, continued Strength and Conditioning Class for the MS/HS students, continued Piano Lessons, and in August some Instrumental Band Camps.

Mrs. Amanda Siefert has done a fabulous job as well in integrating the Eagle Care Club seamlessly to provide a consistent, and first class care experience for families as well.



Some of the highlights of the month included probably our largest amounts of students involved in our cooking courses, the rollout of many brand new experiences including; Backyard Camping, Summer Saunters, Basketball Camp, Girls Fit for Sports, Art Experiences, Sports from around the World, and more! Some returning courses were



a huge hit as well with our Kindergarten through Grade 2 Summer School, Rock On, WaterColors, and Outdoor yard games to name a few.

Of special note: I want to say a personal thank you to Mrs. Errin Schleusner, and Mr. Aric Jensen. Both of these teachers taught some of the largest courses in recent history of summer school without multiple teachers involved. Mrs. Schleusner had ~40 students in her ‘Take Me Out to the Ball Game’ course, and Mr. Jensen had the same in his ‘MS Track and Field Course’. There were so many kids excited to be there, and these instructors did a fantastic job - the kids had fun, they were safe, and they learned a

lot!. I have a feeling these teachers may find the school year slightly ‘easier’ after those numbers!

Finally, Ms. Hansen, Ms. Sorel, Ms. McLoone, and Mrs. Gunn (our guest circus instructor) did an absolutely amazing job with ‘The Greatest Show’ Theatre and Circus camp this year. Their production was so cute and they did fabulous. We are all thrilled with the results and we look forward to getting the video up online if you didn’t get a chance to watch soon!

Thanks for a great summer, and we’re looking forward to July!

District Administrator's Report

July 2022

Unity School District

Summer School Continues!

Unity's Summer School Program is always the most impressive summer school program in the region. This year's participation has been astronomical! Over 600 Unity students participated in June, enjoying many exciting, engaging, and unique learning opportunities. The courses offered are geared toward students' interests while providing a project based approach to learning.

Extended Summer School occurs for two weeks in July, for grades 1 through 4. It is scheduled for the weeks of July 11 and 18, Monday through Thursday. There are also many camps and events throughout the summer. Parents are encouraged to contact the Elementary School Office for details on continuing events and activities. Have fun this summer, while still learning!

Food Service Meal Program Update

The U.S. Department of Agriculture will continue reimbursing schools and childcare centers for free meals to all students regardless of their income through the 2022 Summer. This free meal program has been incredibly successful over the past year. The program has ensured that school children do not go hungry and have access to nutritious meals, both breakfast and lunch.

It is likely that the free meal program will cease after this summer, with the elimination of federal funding. Meal prices will be considered by the Board of Education in the summer for the 2022-2023 school year. There will be some increases, based upon WI DPI and WSDA recommendations, as well as food prices.

In addition, at the Board Finance Committee, other meal reimbursement programs were investigated. The Free Universal Breakfast Program and the Community Eligibility Program were considered. The finances and program parameters were reviewed for possible participation. After evaluating the financial cost and program requirements, the Free Universal Breakfast Program is being considered for the 2022-2023 school year. The program is beneficial for students to start their day with a balanced, nutritious meal at no cost.

The percentage of free/reduced, as determined by direct certification, is a qualifying factor for the District's program eligibility. It will be important for families to complete the necessary free/reduced meal program applications and the direct certification process.

"Expect Great Things"

District Administrator’s Report

July 2022

Summer Is A Time For Projects

Summer 2022 Facilities Maintenance Projects:

- ★ Elementary School Flooring Replacement, Phase 1 (Classrooms and Hallways)
- ★ Middle School Locker Room Renovation (Lockers, HVAC, Flooring)
- ★ Middle School North Roof Replacement
- ★ Replacement of Middle School Exterior Windows and Doors
- ★ Parking Lot Crack Sealing and Patching
- ★ Concrete Sidewalk Replacement
- ★ Pool HVAC Unit Maintenance
- ★ Pool Locker Room Flooring
- ★ Restroom Privacy Partitions
- ★ Gym Floor Refinishing, HS Gym 2 and MS Gym
- ★ LEAP Center Playground Completion
- ★ LEAP Center Cleaning and Maintenance, June 6-10

A Board Long-Range Planning and Facilities Committee meeting is being scheduled prior to the end of May to review the scope of the work, materials selection, and a general revision of the District Facilities Plan.

School Day Schedule Changes for 2022-2023

The school day times will change slightly for the 2022-2023 School year. The changes will provide more time for morning breakfast. There will also be a staggered end to the school day, to more efficiently exit elementary students at the end of the school day, during parent pick-up. The changes also add five minutes to the day, further ensuring compliance with DPI Rule PI 8.01(2)(f), regarding the required hours of instruction.

2022-2023 School Day Schedule:

Early Student Dropoff:	7:55am
Students:	
Elementary:	8:15am – 3:15pm
MS and HS:	8:15am – 3:20pm
Teacher Work Schedule:	7:50am – 3:50pm

District Administrator's Report

July 2022

Unity School District

Science Curriculum Increases Hands-On Learning!

As part of the yearly curriculum review process, the District's science and physical education curriculum was reviewed. Curricula is reviewed and adopted on a seven year cycle, as defined by the District's Long-Range Plan. The new proposed science curriculum, as reviewed by the District Curriculum Committee and considered by the Board Policy and Programming Committee, is focused on hands-on learning in the elementary grades. Students will learn through discovery and experimentation. In the upper grade levels, the students will be guided by the scientific method while learning and developing an understanding of science for career readiness and higher education learning.

In addition, proposed updates to physical education equipment, high school leadership curriculum, and an ACT preparation program were considered.



**2022 - 2023
UNITY SCHOOL DISTRICT
GOALS**

- 1. PREPARE STUDENTS FOR THEIR FUTURE BY INCREASING CAREER READINESS THROUGH THE EXPANSION OF YOUTH APPRENTICESHIP, ADVANCED PLACEMENT, EARLY COLLEGE CREDIT PROGRAM, START COLLEGE NOW, AND NEW PROGRAMS.**
- 2. IMPROVE READING ACHIEVEMENT AND LITERACY THROUGH IMPLEMENTATION OF A RIGOROUS CURRICULUM WITH FLEXIBLE AND PERSONALIZED LEARNING OPPORTUNITIES FOR STUDENTS.**
- 3. CONTINUE TO IMPLEMENT SUPPORTIVE MENTAL HEALTH PROGRAMMING FOR STUDENTS.**
- 4. PROMOTE LEADERSHIP DEVELOPMENT AND CHARACTER-BUILDING OPPORTUNITIES FOR ALL STUDENTS.**

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APPROVED BY UNITY BOARD OF EDUCATION - JUNE 2022

District Administrator's Report

July 2022

Upcoming Meetings and Events

DATE	MEETING	PLACE	TIME
Tuesday, July 12	Board of Education Meeting	Board Room	6:00 PM
Wednesday, July 13	Administrative Team Meeting	Board Room	1:00 PM
Tuesday, July 26	CESA 11 Supt. Mentorship Meeting	Turtle Lake	11:00 AM
July 27-29	WASDA Legal Seminar		
Thursday, August 4	CESA 11 Administrative Team Legal Summit	Turtle Lake	8:00 AM
Tuesday, August 9	Board of Education Meeting	Board Room	6:00 PM
Monday, August 15	CESA 11 Supt. Networking Meeting	ZOOM	10:30 AM
Wednesday, August 17	Administrative Team Meeting	Board Room	1:00 PM
Monday, August 22	New Teacher Orientation	Library	8:00 AM
Tuesday, August 23	First Day Staff Breakfast	Cafeteria	7:30 AM
Tuesday, August 23	First Day of Teacher Inservice	District	7:30 AM
August 30, 31	Eagle Academy	District	
Thursday, September 1	First Day of School	District	8:00 AM
Friday, September 9	CESA 11 Superintendent Meeting	Turtle Lake	9:00 AM



Minutes of Regular Meeting

June 14, 2022

The Board of Education

Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, June 14, 2022 beginning at 6:00 PM in the Unity School District Board Room.

1. **5:00 p.m.** WASB Board Training
2. **6:00 p.m.** Call to Order/Notice of Meeting/Roll Call
 - Members Present:** Debbie Ince-Peterson, James Beistle, Ryan Peterson, Victoria Studtmann, Sheryl Holmgren
 - Admin. Team Present:** Supt. Brandon Robinson
 - Members Absent:** Pat Kastens, Jeromy Cox
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 approve the agenda by Sheryl Holmgren.
 - Second by Ryan Peterson.
 - a. Roll Call
 - Roll Call: Debbie Ince-Peterson (yes), Sheryl Holmgren(yes), Ryan Peterson (yes), Victoria Studtmann(yes), Pat Kastens(no), James Beistle (yes), Jeromy Cox (no)
 - b. Approval of Closed Minutes May 10, 2022 – Regular Board of Education Meeting
 - c. Personnel § 19.85 (1)(c)
 - d. Adjourn Closed Session
 - e. Convene Regular Session
4. Possible Action on Recommendation(s) from Closed Session
5. 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, June 14, 2022. Such comments will be provided to the Board of Education for consideration and review.)
 - No comments received.
6. Board of Education Member Update
7. **Information**
 - a. Submitted Reports
 - 1) Long Range Planning and Facilities Committee Report
 - 2) Principal Reports
 - b. District Administrator’s Report – *Mr. Brandon Robinson*
11. **Consent Agenda**
 - a. Approval of Board of Education Meeting Minutes, May 10, 2022
 - Motion to Approve the Board of Education Meeting Minutes, May 10, 2022 by James Besitle.
 - Second by Ryan Peterson.
 - Motion carries by unanimous voice vote.
 - b. Approval of Elementary/Middle School/High School Activity Accounts
 - Motion to Approve the May 2022 Activity Accounts by Ryan Peterson.
 - Second by Sheryl Holmgren.

Motion carries by unanimous voice vote.

c. Approval of Vouchers

Motion to Approve the May 2022 Vouchers by Victoria Studtmann.

Second by Sheryl Holmgren.

Motion carries by unanimous voice vote. (Ryan Peterson Abstained.)

d. Financial Report – *Ms. Kara Holden*

Motion to Receive the May 2022 Financial Report by James Beistle.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

e. Personnel

1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:

a. Rory Paulsen, Retirement – Middle School Teacher

Motion to approve the Retirement of Rory Paulsen with thanks for his years of service by Ryan Peterson.

Second by James Beistle.

Motion carries by unanimous voice vote.

b. Erin Bockelman, Resignation – Speech Therapist

c. Hannah Bokor, Resignation – Middle School Teacher

Motion to approve Personnel Items 8.e.1.b-8.e.1.c by Ryan Peterson.

Second by Victoria Studtmann.

Motion carries by unanimous voice vote.

d. Anna Abraham, New Hire – Elementary Teacher

e. Grace Biegler, New Hire – Elementary Teacher

f. Kendra Bjorge, New Hire – Elementary Teacher

g. Ann Blomberg, New Hire – Elementary Teacher

Motion to approve Personnel Items 8.e.1.d-8.e.1.g by Ryan Peterson.

Second by Victoria Studtmann.

Motion carries by unanimous voice vote.

9. Action Agenda

a. Consideration and Approval of Proposed District Goals – *Mr. Brandon Robinson*

Motion to approve the Proposed District Goals with changes by Victoria Studtmann.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

b. Consideration and Approval to Authorize Year-End Inter-Fund Transfers – *Ms. Kara Holden*

Motion to approve the Authorization of Year-End Inter-Fund Transfers by Victoria Studtmann.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

c. Consideration and Approval to Authorize Payment of the 2021-2022 Year-End Vouchers – *Ms. Kara Holden*

Motion to approve the Authorization of Payment of the 2021-2022 Year-End Vouchers by Ryan Peterson.

Second by Victoria Studtmann.

Motion carries by unanimous voice vote.

d. Consideration and Approval to Renew the 2022-2023 Early Childhood Shared Service 66.030 Contract – Frederic/Unity – *Mr. Brandon Robinson*

Motion to approve the Renewal of the 2022-2023 Early Childhood Shared Service 66.030 Contract – Frederic/Unity by Ryan Peterson.

Second by Sheryl Holmgren.

Motion carries by unanimous voice vote.

e. Consideration and Approval of the 2022-2023 WIAA High School Membership Renewal – *Mr. Brandon Robinson*

Motion to approve the 2022-2023 WIAA High School Membership Renewal by James Beistle.

Second by Victoria Studtmann.

Motion carries by unanimous voice vote.

10. Adjourn

Motion to adjourn by James Besitle.

Second by Ryan Peterson.

Motion carries by unanimous voice vote by 7:26 p.m.

Respectfully Submitted,

Pat Kastens, School Board Clerk

Minutes of Policy and Programming Committee Meeting

June 29, 2022

The Board of Education

Unity School District

A Meeting of the Board of Education, Policy and Programming Committee of Unity School District was held Wednesday, June 29, 2022 beginning at 10:00 AM at the Unity School District Board Room.

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

Members Present: Sheryl Holmgren, Jeromy Cox

Members Absent: Pat Kastens

Admin. Team Present: Supt. Brandon Robinson, Elizabeth Jorgensen

2. Curriculum Material Adoption Proposals

a. Science Curriculum Materials

Consensus was supportive of moving forward with Science Curriculum Materials to bring to the Board of Education at the Regular Meeting in July. Committee directed to proceed with purchase process.

b. Physical Education Curriculum Materials

Consensus was supportive of moving forward with Physical Education Curriculum Materials to bring to the Board of Education at the Regular Meeting in July. Committee directed to proceed with purchase process.

3. ACT Preparation Program Proposal

Committee would like to proceed the with proposed ACT Preparation curriculum.

4. High School Leadership Curriculum Proposal

The leadership curriculum proposal cost will be finalized in the coming days. The committee directed administration to proceed.

5. Advanced Placement and Graduation Credit Requirement Proposal

Committee would like to proceed with proposed curriculum.

6. School Day Times for 2022-2023

Committee would like to proceed with proposed changes to the school day.

7. Consideration of Student Activity Fees for 2022-2023

Budget & Finance Committee addressed at their meeting on June 28, 2022.

8. Adjourn

Minutes of Budget and Finance Committee Meeting

June 28, 2022

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, June 28, 2022 beginning at 5:30 PM at the Unity School District Board Room.

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

Members Present: Debbie Ince-Peterson, Ryan Peterson, Victoria Studtmann

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

2. 2021-2022 Year-End Projects and Purchases

An update was given by Kara Holden regarding the end of the year projects.

3. Short-term Borrowing

Motion by Debbie Ince-Peterson to approve a line of credit up to \$750,000.

Second by Victoria Studtmann.

Motion carried by unanimous voice vote.

4. 2022-2023 Budget Overview

An overview was provided regarding the state budget, district impact, and constraints for the 22-23 budget.

5. District Employee Health Insurance

Motion by Victoria Studtmann to accept WEA Health Insurance Provider for a two year commitment.

Second by Debbie Ince-Peterson.

Motion carried by unanimous voice vote.

6. Other Insurance Coverages and Plans

Various other plans were reviewed.

7. School Meal Prices

Meal Waivers and Legislation was reviewed. The committee supported the investigation of other meal payment programs - Universal School Breakfast Community Eligibility Provision.

8. Student Activity Fees

Discussion to reinstate the policy, which was on hold for the 2021-2022 school year.

Committee directed Administration to proceed.

9. ESSER Funds Update

Various ESSER fund categories and requirements were reviewed.

10. Adjourn

Motion to adjourn by Victoria Studtmann.

Second by Debbie Ince-Peterson.

Motion carried by unanimous voice vote.

UNITY SCHOOL DISTRICT

ACTIVITY ACCOUNT SUMMARY AS OF JUNE 30, 2022

HIGH SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSE	END BALANCE
164400-General Account	\$3,714.45	\$372.29		\$4,086.74
164401-Basketball - Boys	5,877.48	445.00	528.00	5,794.48
164402-Baseball - HS	2,595.09	2,137.00	1,390.00	3,342.09
164403-FFA	10,580.22	150.00	20.84	10,709.38
164404-FBLA	2,075.77		71.78	2,003.99
164405-Skills USA	3,946.38	325.00	662.25	3,609.13
164406-Athletics	1,143.77			1,143.77
164407-Football	837.63	2,500.00		3,337.63
164408-Volleyball	1,053.52		250.00	803.52
164409-Basketball - Girls	641.98			641.98
164410-Softball	573.21			573.21
164411-Soccer Club	0.00			0.00
164412-Grad Party	0.00			0.00
164413-Migizi Club	616.97	25.00		641.97
164414-Music Club	5,776.51		0.00	5,776.51
164415-Natnl Honor Society	914.40			914.40
164416-Student Council	3,165.14			3,165.14
164417-Theatre Arts	6,391.15			6,391.15
164418-Library	1,836.53			1,836.53
16419-Farm2School	708.00			708.00
164420-Tennis	1,683.00	3,000.00	155.31	4,527.69
164422-Class of 2022-2025	7,844.08		555.64	7,288.44
TOTALS	\$61,975.28	\$8,954.29	\$3,633.82	\$67,295.75
MIDDLE SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSE	END BALANCE
164200-General	\$9,390.22	\$353.15	\$104.27	\$9,639.10
164203-Student Council	1,137.11			1,137.11
164205-Drama	747.76			747.76
164206-Sopko	465.83			465.83
164208-PE Program	623.50			623.50
164211- MS Athletics	537.52			537.52
164213-Girls Traveling Bball	8,334.31	1,275.00	1,200.00	8,409.31
164214-Wrestling	375.40			375.40
TOTALS	\$21,611.65	\$1,628.15	\$1,304.27	\$21,935.53
ELEMENTARY SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSE	END BALANCE
General	\$5,448.19	\$82.41	-\$24.00	\$5,554.60
Yearbook	3,649.98	280.00	1,540.00	2,389.98
TOTALS	\$9,098.17	\$362.41	\$1,516.00	\$7,944.58

CHECK #	VENDOR	CHECK DATE	AMOUNT
15342	UNITY FOOD SERVICE	6/15/22	\$ (72.50)
15555	BROWN, SHAHLA	6/10/22	\$ (50.00)
15606	HORGAN, SLOAN	6/8/22	\$ (125.00)
15992	PAULSEN, EMMA	6/8/22	\$ (1,000.00)
16181	CHIPPEWA VALLEY SPORTING GOODS	6/2/22	\$ (634.85)
16260	RAMICH, MARKELL	6/8/22	\$ (140.00)
16573	BENOY, DENNIS	6/2/22	\$ (95.00)
16577	MAGEE, TIM	6/2/22	\$ (95.00)
16735	ST CROIX REGIONAL MEDICAL CTR	6/2/22	\$ (5,874.75)
16740	CASH	6/1/22	\$ 927.00
16741	BMO MASTERCARD	5/31/22	\$ 10,211.31
16741	BMO MASTERCARD	6/2/22	\$ (10,211.31)
16742	CHASE CARD SERVICES	5/20/22	\$ 4,229.81
16742	CHASE CARD SERVICES	6/2/22	\$ (4,229.81)
16743	HUEBSCH SERVICES	5/10/22	\$ 1,873.12
16743	HUEBSCH SERVICES	6/2/22	\$ (1,873.12)
16744	NORTHWESTERN WIS ELECTRIC CO	5/31/22	\$ 20,846.63
16744	NORTHWESTERN WIS ELECTRIC CO	6/2/22	\$ (20,846.63)
16745	WE ENERGIES	5/31/22	\$ 12,027.99
16745	WE ENERGIES	6/2/22	\$ (12,027.99)
16748	AMAZON CAPITAL SERVICES	6/2/22	\$ 398.45
16749	AMUNDSON SERVICES LLC	6/2/22	\$ 7,198.00
16750	ARROW BUILDING CENTER	6/2/22	\$ 1,680.00
16751	BALSAM LAKE HARDWARE	6/2/22	\$ 246.45
16752	BLACKMARX LLC	6/2/22	\$ 1,494.99
16753	CASH	6/2/22	\$ 527.00
16754	CHIPPEWA VALLEY SPORTING GOODS	6/2/22	\$ 634.85
16755	CHUBB GROUP OF INSURANCE COMPANIES	6/2/22	\$ 87,110.00
16756	COMMITTEE FOR CHILDREN	6/2/22	\$ 2,359.00
16757	DUNSMOOR, JENIELLE	6/2/22	\$ 194.75
16758	EO JOHNSON	6/2/22	\$ 3,355.00
16759	FERN, JEFF	6/2/22	\$ 120.00
16760	HASSELQUIST, TAMMI	6/2/22	\$ 41.75
16761	HOLDTS DISPOSAL, LLC	6/2/22	\$ 550.00
16762	INDIANHEAD GLASS, INC.	6/2/22	\$ 44,965.50
16763	INT'L CHEMTEX CORP.	6/2/22	\$ 1,603.47
16764	JOSTENS	6/2/22	\$ 778.75
16765	LAKELAND COMMUNICATIONS	6/2/22	\$ 16,774.03
16766	LAKESIDE LANDSCAPING	6/2/22	\$ 1,240.00
16767	LENK, SAMUEL	6/2/22	\$ 12.50
16768	MANNING, LEN	6/2/22	\$ 50.00
16769	MULLIN, MELEDA	6/2/22	\$ 25.25
16770	NELSON, BRIAN	6/2/22	\$ 59.30
16771	NOC BAY TRADING CO.	6/2/22	\$ 396.75

16772	POLK COUNTY SHERIFF'S DEPT	6/2/22	\$	5,856.66
16773	SECURITY CHECK ME	6/2/22	\$	28.00
16774	ST CROIX REGIONAL MEDICAL CTR	6/2/22	\$	5,874.75
16775	THE STAPLE	6/2/22	\$	378.00
16776	VOLKERS, DEB	6/2/22	\$	25.90
16777	VOLLRATH, WENDY	6/2/22	\$	72.70
16778	WASPA	6/2/22	\$	1,290.00
16779	FIVE FLAGS GOLF COURSE	6/2/22	\$	200.00
16780	HINZE, ELISSA	6/3/22	\$	273.65
16781	ELECTRONIC FEDERAL TAX PAYMENT	6/3/22	\$	77,756.27
16782	WEA TAX SHELTERED ANNUITY TRUST	6/3/22	\$	3,853.64
16783	WISCONSIN DEPARTMENT OF REV	6/3/22	\$	12,319.28
16784	UNITY FOOD SERVICE	6/6/22	\$	57.50
16785	AMAZON CAPITAL SERVICES	6/10/22	\$	2,068.04
16786	BADGER SPORTING GOODS	6/10/22	\$	368.00
16787	BIMBO BAKERIES USA, INC	6/10/22	\$	541.90
16788	BRIGHTLY SOFTWARE, INC	6/10/22	\$	5,208.92
16789	BROWN, SHAHLA	6/10/22	\$	50.00
16790	CHIPPEWA VALLEY SPORTING GOODS	6/10/22	\$	98.97
16791	CONTINENTAL CLAY	6/10/22	\$	7,297.00
16792	CWS SECURITY WATCH	6/10/22	\$	810.42
16793	E.O. JOHNSON	6/10/22	\$	1,637.34
16794	HORGAN, SLOAN	6/10/22	\$	125.00
16795	HORIZON COMMERCIAL POOL SUPPLY	6/10/22	\$	1,006.30
16796	ICCPA	6/10/22	\$	525.15
16797	INDIANHEAD FOODSERVICE DIST.	6/10/22	\$	19,603.31
16798	KEMPS	6/10/22	\$	6,632.97
16799	MENARDS-SCF	6/10/22	\$	126.33
16800	OAK RIDGE CHEMICAL INC	6/10/22	\$	4,619.31
16801	POLK COUNTY HWY DEPT	6/10/22	\$	171.88
16802	QUADIENT LEASING USA, INC.	6/10/22	\$	203.88
16803	RAMICH, MARKELL	6/10/22	\$	140.00
16804	SCHOOL DISTRICT OF WEBSTER	6/10/22	\$	144.28
16805	SWEETWATER SOUND INC	6/10/22	\$	699.99
16806	TL ENTERPRISE	6/10/22	\$	270.00
16807	TRIO SUPPLY COMPANY	6/10/22	\$	589.16
16808	WATERMAN RECYCLING AND DISPOSAL LLC	6/10/22	\$	1,743.80
16809	WCCAA	6/10/22	\$	100.00
16810	WI DEPT OF JUSTICE	6/10/22	\$	56.00
16811	AANJIBIMAADIZING	6/17/22	\$	175.00
16812 - 16814	AMAZON CAPITAL SERVICES	6/17/22	\$	2,675.99
16815	APPLE INC	6/17/22	\$	447.95
16816	BREAKOUT INC	6/17/22	\$	999.00
16817	CASH	6/17/22	\$	58.00
16818	CESA #11	6/17/22	\$	149.00

16819	CESA #9	6/17/22	\$	275.00
16820	CHIPPEWA VALLEY SPORTING GOODS	6/17/22	\$	131.67
16821	CONFIDENTIAL RECORDS, INC	6/17/22	\$	163.00
16822	CWS SECURITY WATCH	6/17/22	\$	2,747.14
16823	DEPARTMENT OF ADMINISTRATION	6/17/22	\$	1,500.00
16824	E.O. JOHNSON	6/17/22	\$	524.32
16825	EO JOHNSON	6/17/22	\$	671.00
16826	FAMILY THERAPY ASSOCIATES	6/17/22	\$	2,400.00
16827	FREDERIC DESIGN	6/17/22	\$	400.00
16828	HEINEMANN	6/17/22	\$	515.90
16829	HOLIDAY STATIONSTORES	6/17/22	\$	3,000.00
16830	HOUGHTON MIFFLIN	6/17/22	\$	4,875.97
16831	JEFFS SMALL ENGINE REPAIR	6/17/22	\$	67.02
16832	KLINE, CAROL ANN	6/17/22	\$	776.88
16833	MENARDS-SCF	6/17/22	\$	373.64
16834	NASSP	6/17/22	\$	250.00
16835	NCS PEARSON, INC	6/17/22	\$	385.31
16836	NOC BAY TRADING CO.	6/17/22	\$	34.20
16837	OAK RIDGE CHEMICAL INC	6/17/22	\$	4,514.94
16838	POLK BURNETT ELECTRIC COOP.	6/17/22	\$	532.91
16839	RAMICH, LAURA A	6/17/22	\$	153.44
16840	RENNING, LEWIS & LACY, S.C.	6/17/22	\$	2,485.50
16841	RMM SOLUTIONS	6/17/22	\$	1,634.50
16842	SUPERIOR SEALERS LLC	6/17/22	\$	918.00
16843	TREJO, ANA	6/17/22	\$	558.70
16844	UNITY FOOD SERVICE	6/17/22	\$	72.50
16845	VALLEY ATHLETICS	6/17/22	\$	316.80
16846	WCASS	6/17/22	\$	400.00
16847	WOODWIND/BRASSWIND	6/17/22	\$	130.95
16848	WRAP 1 SIGNS & GRAPHICS	6/17/22	\$	4,946.64
16849	ZIPPERER, TIRZAH	6/17/22	\$	224.00
16850	MATRIX TRUST COMPANY OVERNIGHT	6/17/22	\$	126,000.00
16851	ELECTRONIC FEDERAL TAX PAYMENT	6/17/22	\$	83,804.16
16852	WEA TAX SHELTERED ANNUITY TRUST	6/17/22	\$	3,856.67
16853	HORACE MANN LIFE INSURANCE COM	6/20/22	\$	1,100.00
16854	UNITY EDUCATION SCHOLARSHIP	6/20/22	\$	15.00
16855	UNITY FOOD SERVICE	6/20/22	\$	75.50
16856	STANDARD INSURANCE COMPANY	6/20/22	\$	4,077.44
16857	FAWN-DOE-ROSA	6/23/22	\$	496.75
16858-16859	AMAZON CAPITAL SERVICES	6/27/22	\$	6,845.06
16860	APPLE INC	6/27/22	\$	113,080.00
16861	BALSAM LAKE PRO LAWN, INC	6/27/22	\$	624.00
16862	BIMBO BAKERIES USA, INC	6/27/22	\$	246.46
16863	CAROLINA BIOLOGICAL SUPPLY CO	6/27/22	\$	238.00
16864	CASH	6/27/22	\$	450.00

16865	CESA #11	6/27/22	\$	5,132.30
16866	CROWE, CHRISTOPHER	6/27/22	\$	406.26
16867	DALCO	6/27/22	\$	2,679.25
16868	DENUCCI, COLA	6/27/22	\$	11.70
16869	DON JOHNSON'S CUMBERLAND MOTORS LLC	6/27/22	\$	57.33
16870	DYNAMIC SIGNS DESIGN	6/27/22	\$	310.05
16871	ECKROTH MUSIC	6/27/22	\$	89.90
16872	FUN AND FUNCTION	6/27/22	\$	2,318.00
16873	GOPHER	6/27/22	\$	635.95
16874	INDIANHEAD FOODSERVICE DIST.	6/27/22	\$	18,994.50
16875	JOHNSON, AMBER	6/27/22	\$	38.03
16876	KAISER, KATELYN	6/27/22	\$	39.00
16877	KOBUSSEN BUSES LTD	6/27/22	\$	140,949.35
16878	LAKE SERVICE UNLIMITED	6/27/22	\$	404.00
16879	MATH LEARNING CENTER	6/27/22	\$	69.00
16880	MEDICA	6/27/22	\$	369.00
16881	MEDICA	6/27/22	\$	369.00
16882	NASCO	6/27/22	\$	89.32
16883	NICK'S TRUCKING & EXCAVATING LLC	6/27/22	\$	840.00
16884	OAK RIDGE CHEMICAL INC	6/27/22	\$	118.69
16885	PEAP	6/27/22	\$	244.45
16886	PERKINS, DAWN	6/27/22	\$	120.51
16887	POLK COUNTY SHERIFF'S DEPT	6/27/22	\$	10,088.30
16888	QPR INSTITUTE	6/27/22	\$	509.95
16889	RUBICON WEST LLC	6/27/22	\$	4,338.00
16890	SCHLEUSNER, ERRIN	6/27/22	\$	35.10
16891	ST CROIX REGIONAL MEDICAL CTR	6/27/22	\$	6,829.83
16892	ST CROIX REGIONAL MEDICAL CTR	6/27/22	\$	317.00
16893	TWIN CITY HARDWARE	6/27/22	\$	38.20
16894	THINK SOCIAL PUBLISHING, INC.	6/27/22	\$	242.46
16895	TL ENTERPRISE	6/27/22	\$	2,368.00
16896	US TICKET, INC	6/27/22	\$	791.00
16897	WOLLAN, JEROD	6/27/22	\$	23.40
16898	BMO MASTERCARD	6/10/22	\$	8,234.22
16899	CHASE CARD SERVICES	6/1/22	\$	3,159.62
16899	CHASE CARD SERVICES	6/27/22	\$	(3,159.62)
16899	CHASE CARD SERVICES	6/27/22	\$	3,154.62
16900	HUEBSCH SERVICES	6/10/22	\$	2,097.85
16901	NORTHWESTERN WIS ELECTRIC CO	6/16/22	\$	19,259.88
16902	WE ENERGIES	6/10/22	\$	7,398.45
16903	WISCONSIN RETIREMENT SYSTEM	6/30/22	\$	84,204.88
16904	ELECTRONIC FEDERAL TAX PAYMENT	6/29/22	\$	16,662.06
16905	WISCONSIN DEPARTMENT OF REV	6/17/22	\$	14,416.37
16906	PAYROLL ACCOUNT	6/29/22	\$	653,928.87
16907	AFLAC	6/29/22	\$	700.14

16908	BALSAM LAKE PRO LAWN, INC	6/29/22	\$	127.50
16909	BEISTLE, JAMES	6/29/22	\$	29.25
16910	COMMITTEE FOR CHILDREN	6/29/22	\$	6,934.00
16911	CONNECTING POINT	6/29/22	\$	31,598.00
16912	ECKROTH MUSIC	6/29/22	\$	3,385.62
16913	ENHANCE MATS INC	6/29/22	\$	3,437.04
16914	FORK FARMS	6/29/22	\$	969.30
16915	JAMF SOFTWARE	6/29/22	\$	17,253.00
16916	JOHNSON FORD	6/29/22	\$	20,454.75
16917	LEARNING OPPORTUNITIES	6/29/22	\$	5,011.13
16918	MENARDS-SCF	6/29/22	\$	794.34
16919	MIDWEST MACHINERY CO.	6/29/22	\$	16,195.00
16920	MIDWEST MACHINERY CO	6/29/22	\$	24,262.55
16921	NELSON AND PADE INC	6/29/22	\$	1,895.45
16922	OAK RIDGE CHEMICAL INC	6/29/22	\$	4,342.22
16923	SCHILLING SUPPLY COMPANY	6/29/22	\$	1,925.26
16924	STRING CIRCUS	6/29/22	\$	1,953.50
16925	SUPERIOR SEALERS LLC	6/29/22	\$	2,755.00
16926	TL ENTERPRISE	6/29/22	\$	1,350.00
16927	WINTERS RECREATION	6/29/22	\$	22,480.00
16928	WRESTLING MAT LIGHT LLC	6/29/22	\$	2,354.84
16929	KA COMMERCIAL TRUCKS	6/30/22	\$	36,737.00
16930	MEINERS, SHALEIGH	6/30/22	\$	200.00
16931-16933	AMAZON CAPITAL SERVICES	6/30/22	\$	5,006.72
16934	BARTLEY SALES	6/30/22	\$	24,700.00
16935	BFG SUPPLY CO, LLC	6/30/22	\$	470.48
16936	BSN SPORTS LLC	6/30/22	\$	7,828.00
16937	CEBERY EXCAVATING & TRUCKING LLC	6/30/22	\$	1,675.00
16938	CENTRAL RESTAURANT	6/30/22	\$	54,300.00
16939	DOLLAMUR SPORTS SURFACES	6/30/22	\$	11,793.00
16940	FILTRATION SYSTEMS INC	6/30/22	\$	8,323.37
16941	FITNESS FINDERS	6/30/22	\$	752.75
16942	GENESIS TECHNOLOGIES INC.	6/30/22	\$	2,500.00
16943	GRAINGER, INC	6/30/22	\$	137.28
16944	GROWING LEADERS INC.	6/30/22	\$	20,015.00
16945	HORIZON COMMERCIAL POOL SUPPLY	6/30/22	\$	2,373.48
16946	INDIANHEAD FOODSERVICE DIST.	6/30/22	\$	3,414.07
16947	JEFFS SMALL ENGINE REPAIR	6/30/22	\$	569.85
16948	KINSHIP OF POLK CO.	6/30/22	\$	2,000.00
16949	MATH LEARNING CENTER	6/30/22	\$	4,198.68
16950	MENARDS-SCF	6/30/22	\$	2,463.07
16951	OAK RIDGE CHEMICAL INC	6/30/22	\$	13,992.54
16952	RAE CROWTHER COMPANY	6/30/22	\$	6,056.00
16953	READ RIGHT SYSTEMS	6/30/22	\$	2,997.34
16954	RMM SOLUTIONS	6/30/22	\$	12,162.19

16955	SCHOLASTIC EQUIPMENT COMPANY, LLC	6/30/22	\$	31,476.00
16956	TL ENTERPRISE	6/30/22	\$	260.00
16957	VARSITY ATHLETIC APPAREL, INC.	6/30/22	\$	3,401.86
16958	WASB	6/30/22	\$	500.00
16959	WOBBLEWORKS, INC.	6/30/22	\$	3,143.83
16960	WOODWIND/BRASSWIND	6/30/22	\$	699.99
16961	CHASE CARD SERVICES	6/13/22	\$	17,558.74
16961	CHASE CARD SERVICES	6/30/22	\$	(17,558.74)
16962	NORTHLAND COATING, INC	6/30/22	\$	171,882.75
				\$ 2,324,336.07

June, 2022

UNITY SCHOOL DISTRICT

ALL FUNDS

PROOF OF CASH

BANK	BALANCE May 31, 2022	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	BALANCE June 30, 2022
BALANCE PER BANK:				
Bank of Baldwin - 4034 General Checking	\$ -	\$ 724,627.69	\$ 724,627.69	\$ -
Bank of Baldwin - 3781 Sweep	2,589,188.18	2,023,265.30	1,300,451.14	3,312,002.34
Bank of Baldwin - 9458 Debt Service	6,009.61	2.83		6,012.44
LGIP - #1 - Debt Service	47,624.87	38.27		47,663.14
LGIP - #2 - General	1,810.97	1.46		1,812.43
Matrix Bank - 4217 - OPEB	925,431.14	(1,229.81)		924,201.33
Bremer Bank - 0907 Capital Improvement	80,479.88	0.67		80,480.55
Bank of Baldwin - 3863 ES Activity	10,683.17	386.41	1,585.00	9,484.58
Bank of Baldwin - 8579 MS Activity	25,804.31	1,628.15	5,496.93	21,935.53
Bank of Baldwin - 3894 HS Activity	64,273.69	8,954.29	2,326.20	70,901.78
Bank of Baldwin- 7068 Scholarship Milltown CC	35,399.11	46.22		35,445.33
Bank of Baldwin- 1817 Scholarship Lumsden	32,995.12	43.08		33,038.20
Bank of Baldwin- 2643 Scholarship Amery Farmers	15,386.17	20.09		15,406.26
Bank of Baldwin- 7799 Scholarship Checking	43,375.19	6,871.59	55.16	50,191.62
Bank of Baldwin - 1217 Scholarship G Melby Am Legion	12,000.26	4.87		12,005.13
	\$ 3,890,461.67	\$ 2,764,656.24	\$ 2,034,542.12	\$ 4,620,580.66

SOAR TO SCHOOL PLAN SUMMARY

July 2022

Plan Overview

- ☆ Face coverings for students and staff are not required.
- ☆ Bus Capacity is not limited (social distancing not possible).
- ☆ Volunteers are welcome back to campus. Visitors are allowable, if non-symptomatic.
- ☆ Events are conducted in-person, streaming/recordings are available.
 - ☆ Evening events may be open to the public, school day events are open to family.
- ☆ Community Education classes and events continue.
- ☆ Mental Health and social supports are available to students.

COVID Cases & Testing

- Confirmed positive COVID cases are excluded from school setting.
- COVID contact tracing is conducted by the Polk County Health Department.
- Voluntary testing may be available onsite for students and staff.

COVID Precautions

- Plexiglass barriers remain in Food Service serving areas.
- Additional Bottle filling stations.
- Cleaning/Disinfection practices continue.
- Facility HVAC fresh air intake remains at maximum levels.

Student Learning & Technology

- Canvas is used by students, staff, and parents as our LMS. Canvas extends the classroom beyond the building, so students can connect with learning at home.
- iPads and MacBooks will be available, Grades 1-12.
- Academic interventions are provided to students who have been identified as being behind learning expectations.
- Virtual learning may be requested by parents and may be provided in individual and special circumstances, at the discretion of the principal.

Events & Activities

- Specific information is shared prior to events (Homecoming, Dads & Donuts, Poetry Readings, etc.) about how parents can participate.
- Follow WIAA Sports Guidance.

Student Pick Up & Drop Off

- Parents entrance to the buildings is limited before and after school to limit congestion in the entries. Pre-arrangement of meetings is encouraged.



UNITY SCHOOL DISTRICT

SOAR TO SCHOOL PLAN 2022-2023

July, 2022 Version 3.2

SOAR TO SCHOOL PLAN

PLAN FOCUS

- In-Person Learning
- Practical COVID Mitigation Procedures
- Mental Health and Social Supports
- Academic Interventions
- Positive Comprehensive School Experience

SOAR TO SCHOOL PLAN

Plan Changes

- The UNITY SOAR TO SCHOOL PLAN 2022-2023 is subject to change based upon local community COVID health data. Various COVID mitigation strategies may be changed or reinstated.
- District administration is authorized to make changes as needed, subject to Board approval.
- The Plan will be modified to comply with a legal order or mandate by a superseding governmental authority.
- The Plan satisfies the requirements of Federal ESSER Funding.

SOAR TO SCHOOL PLAN

Plan Overview

TOPIC	DISTRICT COVID STRATEGY
Face Coverings	Masks and Face Coverings are not required for students and staff on District property, unless in accordance with an order from the WI DHS. Face coverings are required for positive COVID cases upon return from exclusion.
COVID-19 Health Services Office	Unity has a COVID isolation room available in the Health Services Office, if someone develops symptoms during the school day.
Close Contact Process	Any contact tracing process is administered by the Polk County Health Department. County Public Health may direct an individual to mask and/or quarantine if previously exposed to COVID.
Positive Case Communication	Unity has paused parent notification regarding positive COVID cases. Parents should continue to monitor their children for symptoms. The District Administrator may direct continued communication if determined necessary.
Household Exclusion	If a positive case is confirmed in a household, household members may be excluded. For those who are vaccinated, asymptomatic, and have a negative test result, this exclusion will not apply.
Screening	COVID screening should be conducted by students and staff each day, prior to arriving at school.
Vaccination Exemption	All students and staff identified as a close contact are exempted from the requirement of isolation if vaccinated, unless symptomatic.
Voluntary COVID Testing	Voluntary COVID testing may be available through the Unity Health Services Office, through an agreement with the WI DHS. Any testing is voluntary and is offered as a convenience for families.
Voluntary Vaccination	Vaccination in the school setting, for students and staff, is a voluntary practice. Unity provides access to vaccination information and clinics as it becomes available. Unity campus may be used as a county vaccination site.

SOAR TO SCHOOL PLAN

Plan Overview

TOPIC	DISTRICT COVID STRATEGY
COVID Related Student Absences	COVID related student absences are supported through Canvas Learning.
Visitors	Visitors to classrooms are allowed, if non-symptomatic. Visitors must follow school safety check-in procedures. Pickup and drop-off access for parents are limited to the entrance, unless prior arrangements have been made.
Transportation	Assigned seats are required on daily bus routes. Kobussen Buses may require further COVID precautions.
Field Trips	School sponsored field trips are allowed. Students and staff shall abide by the COVID requirements of the field trip location.
Social Distancing	Social distancing of three (3) feet is encouraged, as is reasonably practical.
Hygiene	Increased hand washing procedures will continue. Hand sanitizer stations continue to be available in all common areas.
Cleaning and Disinfection	Increased cleaning and disinfection between student groups continues in all classrooms, buses, and interior common areas.
Ventilation	Filtration and ventilation air exchange rates are to meet or exceed CDC recommended levels.
Events	Events may be scheduled for the largest location available.
Communication	Information regarding updates to the Soar to School Plan will be posted to the District website at www.unity.k12.wi.us .

SOAR TO SCHOOL PLAN

Plan Components

- COVID Screener and Absences
- Optional Mask Policy
- Learning Model
- Special Education and 504 Plans
- Health Services
- Mental Health Supports
- Athletics and Co-Curricular Activities
- Technology
- Communication
- School Nutrition
- Transportation
- Facilities Management
- Unity Child Care

SOAR TO SCHOOL PLAN

COVID Screener and Absences

- **Parents/Guardians should not send their child(ren) to school if they are ill.**
- A COVID screener tool is located on the District website at www.unity.k12.wi.us.
- Parents/Guardians should screen their child(ren) daily, prior to arriving at school or placing their child on the school bus.
- Student athletes should complete their COVID screener, as required for participation by the WIAA.
- Family members of a COVID positive individual may be excluded from the school, as directed by the Polk County Health Department.

SOAR TO SCHOOL PLAN

OPTIONAL Mask Policy

- All students, staff, and visitors have the option of wearing a mask or face covering on school property.
- School activities at other locations may require wearing masks in compliance with the venue's requirements. Unity will follow the requirements of the host venue.
- All students, regardless of whether they are wearing a mask or not, will be treated with kindness, empathy, and respect.
- The policy of mask wearing will be periodically reviewed by the district administration.

SOAR TO SCHOOL PLAN

Learning Model

- Unity School District is committed to providing an In-Person learning model for the success of its students.
- Canvas Learning Management System is used to organize learning activities and lessons for students, for those in school and absent.
- To this end, a “Virtual Learning Option” is not available for all students. If a parent or student is interested in a virtual learning setting, they must meet with their principal for approval. Virtual learning is provided by a contracted vendor (Wisconsin Virtual Academy, EduCere, etc.) and supported by District staff.

SOAR TO SCHOOL PLAN

Special Education and 504 Plans

- Unity School District is committed to working collaboratively with families of students with disabilities to ensure that consistent, quality services are provided.
- Parents of students with disabilities are encouraged to communicate with their principal or child's case manager regarding their child's IEP and whether additional adjustments or modifications may be necessary.
- Parents have the option of attending meetings in person, via telephone, Google Meet, or ZOOM.

SOAR TO SCHOOL PLAN

Health Services

- **Free, voluntary COVID testing may be offered at the school through an agreement with WI DHS.** Testing may be offered as a convenience for families. The testing program may be concluded if participation declines, as determined by the District Administrator.
- A separate COVID isolation room is located in the Health Services Office. The isolation room has additional ventilation and filtration.
- The school nurse will send home students who present with symptoms during the school day.
- All individuals with COVID symptoms are to remain home for 24 hours after symptoms subside, without the use of fever reducing medication.
- All confirmed COVID positive individuals must follow the isolation requirement, as defined by the CDC and WI DHS.
- The school nurse will collaborate and communicate with the Polk County Health Department.

SOAR TO SCHOOL PLAN

Mental Health Supports

- A school social worker continues to provide parent/family support, connecting with available resources.
- Unity has an in-school therapy clinic, with an agreement with Family Therapy Associates (FTA), to provide therapy sessions. Parents are encouraged to communicate directly with their child's school counselor or FTA for referral or scheduling.
- Unity will continue to utilize screeners to identify students who may benefit from assistance or counseling.
- Unity has implemented the daily screener, CloseGap, so that struggling students may receive a same-day connection with a counselor.

SOAR TO SCHOOL PLAN

Athletics and Co-Curricular Activities

- **The WIAA COVID guidelines are posted online at www.wiaawi.org.**
- Unity will follow the WIAA COVID guidelines as much as possible, to ensure that Unity's student-athletes are allowed to compete.
- Sharing of common items, like water bottles, is discouraged.
- Vaccination is encouraged, as vaccinated athletes are exempt from exclusion.
- Home events may be streamed via Unity's YouTube Channel or WeAreUnity.
- Events, concerts, and games may have an audience or spectators.
- Concession sales are allowed.

SOAR TO SCHOOL PLAN

Technology

- Students are provided with school issued technology devices.
 - Grades 1-4: iPad, stored at school, unless needed during absence.
 - Grades 5-8: iPad, with keyboard case, able to be taken home daily.
 - Grades 9-12: Apple Laptop, able to be taken home daily.
- Internet Access: Parents are encouraged to communicate with the District if internet access is limiting your family's educational experience.
 - Public WiFi Access:
 - Unity School Parking Lot
 - Village Public Libraries
 - Lakeland Communications - Milltown, WI
- Canvas Learning Management System is used to organize learning activities and lessons for students, for those in school and absent.
- Google Meet and Zoom is used when virtual meetings are necessary.
- If a parent or student is interested in a virtual learning setting, they must meet with their principal for approval. Virtual learning is provided by a contracted vendor (Wisconsin Virtual Academy, EduCere, etc.) and supported by District staff.

SOAR TO SCHOOL PLAN

Communication

- COVID information will be shared via the District website at www.unity.k12.wi.us. Parents are encouraged to download the Unity App and follow the District on Facebook and Instagram.
- Any school or district-wide parent communication is facilitated via the Infinite Campus Parent Notification System. Parents are encouraged to update their contact information in the parent portal. Communication occurs in various ways through this system; phone call, text messaging, and emails.
- Periodic letters may be mailed or sent home with students.
- Parents are encouraged to communicate with their child(ren)'s teachers and principal whenever they have concerns or questions.

SOAR TO SCHOOL PLAN

School Nutrition

- Students have access to hand sanitizer and hand washing prior to eating.
- Social distancing of three (3) feet is encouraged, as much as is practical.
- Food options are available. The Food Service Department follows the guidance of the WI DPI and USDA regarding school meals.

SOAR TO SCHOOL PLAN

Transportation

- Assigned seats are required on school buses for daily routes.
- Social distancing is not possible on school buses.
- Buses are disinfected frequently.

SOAR TO SCHOOL PLAN

Facilities Management

- Daily and weekly cleaning and disinfecting continues.
- Disinfection supplies continue to be made available and used between student groups.
- Plexiglass shields may remain in the office and food service areas.
- Ventilation systems continues to maximize air filtration and fresh air circulation.
- Hand sanitizer stations continue to be provided in common areas.
- Additional water bottle filling stations have been installed.
- Classroom spaces maximize space between students as much as practical.

SOAR TO SCHOOL PLAN

Unity Child Care

- The LEAP Childcare Center has distinct COVID mitigation strategies unique to the needs of the setting.
- LEAP Childcare Center closure and exclusion decisions are made separately from the school buildings and will be communicated directly with parents.

Questions

Questions regarding the Soar To School Plan, 2022-2023, and any other COVID related measures should be directed to:

Brandon Robinson, District Administrator

Plan Review

The plan is reviewed continually by the District Administration, in consultation with the Health Department, DPI, and DHS.

Unity School District - Board of Education

Board Policy 370

Activity Programs **Extracurricular Activities (including Athletics)**

Last Revised 7/12/2022

An activities program shall be offered to students in Unity School District.

Activities are an important part of the total educational program. It is the desire of the Unity School District to generate a program of activities that will provide opportunities for the youth of this community to develop the proper ideals of sportsmanship, teamwork, ethical conduct, and fair play. Participation in this school program is a privilege for which every student should be willing to meet the challenges deemed necessary to fulfill these ideals.

OBJECTIVES

1. ~~**Sportsmanship**—to demonstrate excellent sportsmanship in all facets of the activity by participants and coaches.~~
2. ~~**Teamwork**—to teach, develop and demonstrate teamwork.~~
3. ~~**Skill Development**—to teach, develop and improve the skills required by the activity.~~
4. ~~**Winning**—winning events is a goal *not* to be placed above sportsmanship, teamwork, and skill development.~~

RESPONSIBILITIES

The participant's greatest responsibility is to represent him/herself, his/her parent(s), school and community in a positive manner. Therefore, it is required that all involved in the activity:

1. ~~Display positive standards of social behavior.~~
2. ~~Display good sportsmanship.~~
3. ~~Display proper respect for those in authority, including administration, teachers, coaches, officials and other personnel.~~
4. ~~Display a spirit of cooperation.~~
5. ~~Meet scholastic eligibility criteria.~~
6. ~~Dress appropriately when representing the school.~~
7. ~~Use language which is socially acceptable.~~
8. ~~Participation in activities shall be in accordance with established school and activity rules along with any other rules set forth by the Board of Education, administration, coaches/advisors and WIAA.~~
9. ~~All athletes must have a signed physical examination/permit card on file with the athletic director.~~

- ~~10. All students are insured during activity participation per Student Insurance policy.~~
- ~~11. All injuries must be reported to the supervising advisor/coach immediately.~~
- ~~12. In the event of an injury which requires medical attention, the student will be taken to the nearest available facility.~~
- ~~13. Students are financially responsible for loss or negligent damage to equipment.~~
- ~~14. Students must complete their respective season in good standing to be eligible for awards/letters.~~

~~Students participating in activities shall be governed by an Activity Code of Conduct approved by the Board of Education. Before any student may participate in any activity, the student shall be provided with a copy of the Activity Code and shall have a signed statement of acceptance of the requirements of the code.~~

~~The building principal shall be responsible for the regular supervision of activities and personnel. The athletic director shall evaluate the athletic programs and personnel.~~

~~The Unity School District shall not discriminate in admission to any program, or activity, standards and rules of behavior, disciplinary actions or facilities usage on the basis of sex, race, national origin, religion, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability. Discrimination complaints shall be processed in accordance with established district procedures.~~

~~Legal Ref: Section 118.13 WI Stats.
Section 120.13 (1) WI Stats.
PI 9.03 (1) (h) of the WI Admin. Code~~

~~Cross Ref: Discrimination Complaint Procedures
Student Activity Code~~

Extracurricular activities are recognized as an integral part of the educational program. Students are strongly encouraged to participate in such activities, while giving their academic work the priority it deserves.

All extracurricular activities sponsored by the District, including organized interscholastic and intra-District athletics and fitness opportunities, shall:

1. Be designed to be an extension of the curriculum or provide experiences for students that enhance student learning and/or personal, social, and physical growth and development.
2. Be approved by the School Board when the activity involves a new or substantially modified funding and/or staffing obligation, or by the District Administrator or building principal when the activity does not involve such additional budgetary or staffing obligations.
3. Have an adult advisor/supervisor appointed by the District Administrator or his/her designee.
4. Be funded in a manner that is consistent with applicable District policies and procedures.
5. Be scheduled in such a way so as to minimize infringement upon the regular school day and the daily schedule of classes. Any activity or event scheduled during the school day must have approval of the

building principal.

Students shall be expected to abide by all rules and regulations established for participation in District-sponsored extracurricular activities, including interscholastic athletics. Where applicable, these rules and regulations shall be consistent with any rules of eligibility and conduct required by state or other associations to which the activities are affiliated (for example, the Wisconsin Interscholastic Athletic Association (WIAA) for interscholastic activities offered in the District). Students who violate such rules and regulations shall be subject to disciplinary or other action.

The Board encourages the full participation of elementary and middle school (K-8) students in available co-curricular and recreational programs and activities that are offered by and through the District. For purposes of this Board policy, "full participation" means fair and equitable participation opportunities (1) in a manner consistent with applicable nondiscrimination requirements, and (2) to the extent that the budget, facilities, or type of activity allows. The building principals and their designees in the District's K-8 buildings are responsible for informing students and parents and guardians of the co-curricular and recreational activities that are available at the relevant grade levels and for implementing registration and scheduling processes in a manner that gives due regard for the goal of full participation.

The District shall not unlawfully discriminate in admission to or participation in any program or activity, standards and rules of behavior, disciplinary actions or facilities usage on the basis of the person's sex, sexual orientation, race, color, national origin, ancestry, religion, creed, pregnancy, marital or parental status, any physical, mental, emotional or learning disability, or any other legally-protected status or classification. This policy does not, however, prohibit the District from placing a student in a program or activity based on standards of individual performance, or from providing separate programs and facilities in interscholastic athletics for males and females if such programs and facilities are sufficiently comparable in type, scope, and support from the District. Discrimination complaints shall be processed in accordance with established District procedures.

Unity School District - Board of Education

Board Policy 453.1

Emergency Nursing Services

Last Revised 7/12/2022

Emergency nursing services for the Unity School District are provided with input, direction, and coordination furnished by one registered nurse employed by the District. Emergency nursing services shall be available during the school day and during all school-sponsored activities for students, including summer school, field trips, athletic events, and other co-curricular and extracurricular activities.

To ensure the provision of an appropriate emergency nursing services program:

1. The District Administrator shall have primary administrative responsibility for the District's emergency nursing services program, including ensuring that the District conducts an annual review of the emergency nursing program and that the findings and recommendations from the annual review are presented to the District Administrator and School Board.
2. The District shall designate the registered nurse(s) whose employment responsibilities include the nursing-related duties identified in this policy.
3. The Board shall act to approve the emergency nursing procedures that are developed (or revised) under the direction of a registered nurse pursuant to applicable law and this policy.
4. The District shall arrange for a physician to serve as the District's medical advisor for the emergency nursing services program and in connection with handling other significant student and school health concerns. The District Administrator and the registered nurse(s) employed by the District shall be the primary point of contact with the District's medical advisor on an as-needed basis.
5. The District shall make available the equipment and supplies necessary for providing emergency nursing services in the District. A health room/area shall be designated.
6. In consultation with the registered nurse(s) employed by the District, the District Administrator or an administrative-level designee shall assign direct responsibilities to appropriate school personnel related to the provision of emergency and other health-related services. The building principal of each school shall always be among the designated staff who are assigned and trained to serve as site-based first responders in the event of a health-related emergency. As used in District policy, the term "site-based first responder" is a local term that should not be equated with a "certified first responder" under state law.

In providing for the coordination and oversight of emergency nursing services, one or more registered nurses designated by the District shall:

1. Maintain and coordinate the day-to-day implementation of the District's emergency nursing procedures, including protocols for the administration of medication to students, protocols for dealing with student injury and illness (e.g., first aid protocols and other emergency procedures), and related recordkeeping procedures. These procedures will be developed by a registered nurse in cooperation with the building principals, and other appropriate school personnel and, on an as needed basis, in consultation with the District's medical advisor and/or representatives of the county health department or other community health agencies.

2. Disseminate the District's current emergency nursing procedures and protocols to appropriate school personnel.
3. Provide or arrange for the provision of training of designated school district staff in regard to the District's medical emergency protocols (e.g., general first aid, cardiopulmonary resuscitation (CPR), and the use of an automated external defibrillator (AED)), the administration of medication to students, and the implementation of the District's bloodborne pathogens/exposure control plan. As needed, the nurse shall also provide or arrange for the training of school personnel related to the District's provision of specialized health-related services to individual students. The nurse shall maintain appropriate records of all such training.
4. Provide, or provide any necessary nursing-related supervision in connection with, any specialized health-related services that the District provides to individual students with special health care needs.
5. Verify that emergency information forms are on file for all students who are attending school or otherwise participating in any school-sponsored athletic activity in the District, regardless of the student's full-time status, enrollment status, or residency.
6. Monitor and make recommendations to the administration regarding the equipment, supplies, and space needed for the appropriate provision of emergency care and other health-related services.
7. At the end of each school year, coordinate and participate in an annual review of the District's emergency nursing services program and related policies, procedures, and protocols. The review shall be conducted in consultation with appropriate school personnel.

Closely related to the responsibilities identified above, the registered nurse(s) employed by the District shall also:

1. Assist in identifying and in arranging for any necessary services and accommodations for students within the District who have medical or health concerns that may require an individualized health plan, allergy management plan, Section 504 plan, or individualized education program (IEP).
2. Serve as a resource person for administrators and school personnel on student and school health issues, including but not limited to communicable disease control, the District's bloodborne pathogen/exposure control plan, and concussion and head injury management (e.g., for issues that may arise beyond the initial injury).
3. Serve as a resource person for administrators and school personnel on the District's provision of instruction to students regarding personal health and life-saving skills.
4. Serve as a liaison between the schools and community-based health agencies and services.

Unity School District - Board of Education

Administrative Rule 453.1

Emergency Care Procedures

Last Revised 7/12/2022

A. Student Emergency Information

1. An emergency information form must be completed for each student upon his/her initial enrollment or attendance in school or his/her participation in any District-sponsored athletic activity for students. The form shall be completed regardless of the student's full-time status, enrollment status, or residency. At least annually, each school shall request that the student's parent or guardian provide any updates to the emergency information that is presently on file. The student's emergency information shall also be updated any time during the school year that a parent or guardian submits a change. The form shall include:

a. Emergency contact names and information in the event of an accident, injury, illness, or other emergency.

b. Information about any special health concerns or procedures relevant to the student.

2. Upon receipt of a new or amended emergency information form provided by a parent or guardian, the building principal shall ensure that the information is reviewed by an appropriate staff member or other representative of the school to determine whether the District may need to follow-up with a further response or inquiry. A registered nurse serving the District shall be consulted as necessary in connection with the review of emergency information forms.

3. Emergency health information shall be kept in the relevant school office and shall be shared with school personnel and other school officials as deemed appropriate and necessary, consistent with legal requirements and with the District's student records policy and procedures.

4. When students are involved in school-sponsored activities away from school, student emergency information will be made available in order to enable activity supervisors to appropriately address any individualized health concerns or possible emergency situations. It is the joint responsibility of the building principal or his/her designee and the staff who are planning/supervising the activity to ensure that this information is readily available.

B. Individualized Health/Medical Plans

1. The District develops individualized health/medical plans for students (including allergy management plans) on as-needed basis and in a manner consistent with applicable law. In appropriate cases, individualized planning will occur in connection with the development of a Section 504 plan or individualized education program (IEP).

2. In most cases, a team-based approach will be used to develop any individualized plan, including consideration of relevant medical information and recommendations. A registered nurse serving the schools will generally be involved in the process of establishing and monitoring any such plan.

3. As needed, a nurse serving the school will provide nursing-related supervision, including but not limited to providing or arranging for appropriate training of designated school personnel, in situations where a student's plan calls for the District to provide specialized health services.

C. Planning for Possible Medical Emergencies in Connection with Activities Held Away from School

1. When students will be participating in a District-sponsored activity that is being held away from school, activity organizers/supervisors are expected to engage in both general and student-specific planning for possible emergency care needs. General planning may involve tasks such as identifying unusual activity-specific risks (e.g., unusually hazardous areas, increased opportunities for student exposure to likely allergens, unusual physical demands), assessing the availability of medical and emergency services/facilities near the activity location(s), verifying that activity supervisors will have access to students' emergency information, and informing accompanying school personnel and volunteers about what to do in case of a medical or health-related emergency. Student-specific planning involves an assessment of needs related to any special health concerns of the individual students who will be participating in the activity.

2. The extent of emergency care planning for such away-from-school activities should generally be proportionate to the uniqueness of the location and type of activity. For example, general emergency planning can often be less extensive in connection with recurring activities (e.g., away contests for students participating in athletics) when participating staff, students, and students' parents and guardians can be expected to be reasonably familiar with the nature and location(s) of the activity.

3. Activity organizers/supervisors shall consult with the building principal and a registered nurse serving the District on an as-needed basis to assist with emergency care planning for such away-from-school activities.

D. Emergency Equipment and Supplies

1. First aid supplies and equipment will be placed in the following accessible locations: Health Services Office.

2. A copy of the District's first aid procedures/protocols will be maintained in each location, designated above, where first aid supplies and equipment are kept.

3. Mobile first aid kits shall be available for field trips and similar away-from-school activities involving students.

4. The Health Services Office Staff are to maintain a regular inventory of the first aid supplies/equipment and to notify the principal or his/her designee when additional supplies/equipment are needed.

5. A copy of the [Wisconsin Childhood Communicable Diseases Chart](#) from the Wisconsin Department of Health Services shall be maintained in the Health Services Office.

6. An automated external defibrillator (AED) will be available in the following school building location(s) in the District: Health Services Office, High School Training Room, LEAP, ULC. The AED shall be used and maintained in accordance with legal requirements, the manufacturer's specifications, and established District procedures.

E. Designation and Training of Emergency Care Providers

1. Each Building Principal, in consultation with a registered nurse serving the school, shall:

a. Designate an appropriate number of staff members, by building, to serve as site-based first responders in case of a medical/health care emergency occurring in the school. Including the building principal, a minimum of 3 staff members per school building shall be designated as site-based first responders.

b. Designate any staff members who, in addition to the site-based first responders, will receive role-appropriate training and be available to implement relevant emergency care procedures in particular situations (e.g., in connection with school-sponsored activities that take place off school premises or outside of the normal school day, such as field trips, athletic events, and other co-curricular and extracurricular activities).

2. Each building principal, in consultation with a registered nurse serving the school, shall also monitor each school's implementation of a role-specific training schedule for the individuals who have been designated to implement elements of the District's emergency care procedures.

3. All individuals designated as site-based first responders shall receive broad training related to the District's emergency care procedures.

4. A registered nurse serving the schools shall provide, or assist in arranging for the provision of, first aid training and such other role-appropriate training for designated emergency care providers as may be required by law and/or under District policies/procedures.

5. Each building principal, or a designee shall maintain records of who has been trained, the specific training provided, and the date of the training. No less often than annually, the principal shall provide the District Administrator with a report of the training completed by school personnel since the last report and a list of any scheduled training that has not been successfully completed as scheduled.

F. General Emergency Care Procedures

In case of an accidental injury or illness occurring on school premises or during a school-sponsored activity, these general procedures shall be followed:

1. Serious Injury/Accident or Illness

a. Designated school personnel (site-based first responders whenever available) shall assess the situation and administer basic first aid as needed to:

- restore and maintain open airway,
- restore and maintain breathing,
- promote adequate circulation,
- stop severe bleeding, and/or
- treat for shock.

As soon as it is determined to be necessary/appropriate, a call should be placed to 911 to summon professional emergency medical assistance (ambulance, rescue squad, etc.).

If a health care professional (e.g., a registered nurse or physician) or any professional emergency medical assistance personnel are present at the location of an incident, he/she should be immediately summoned to the scene or contacted for consultation if practical.

Based on the nature of the injury or other medical condition, and consulting with a health care professional or emergency response service when practical, school personnel responding to the emergency should (1) identify the first aid protocol(s) that provide further guidance and direction in the particular situation; (2) determine whether or not it is appropriate to attempt to move the

individual; and (3) determine the extent to which school personnel should take responsibility for further implementing emergency assistance.

b. No internal or external medication should be administered to the individual unless specifically prescribed or specifically authorized under the conditions outlined in state law and in the District's medication administration procedures.

c. If the emergency situation involves a student, the student's parent(s) or guardian(s) shall be contacted as soon as reasonably practical under the circumstances. If the parent or guardian cannot be reached, the emergency contact(s) as identified on the student's emergency information form on file with the District shall be called. A responsible adult should remain with the student until the parent(s) or guardian(s) assumes responsibility if possible.

d. The building principal or designee shall be informed immediately if the accident, injury, or illness occurs during the school day. If the accident, injury, or illness occurs outside of the school day or at an activity off school premises, the building principal or designee shall be informed as soon as possible, but no later than the next school day.

2. Minor Accidents/Injuries/Illness

a. Designated school personnel (i.e., on-site nurses, health assistants, or other designated site-based first responders, whenever available) will provide the appropriate intervention/response to any minor injury or illness occurring on school premises or during a school-sponsored activity as deemed necessary for the situation. This may include, for example, administering general first aid, cleaning wounds, applying sterile dressings or cold compresses, or seeking further medical attention.

b. If a student becomes ill during the school day, school personnel should send him/her to the Health Services Office to rest or for attention. Office personnel will provide care for the student or make a parent or guardian contact to determine whether the student needs to be sent home. If the parent or guardian is unavailable, the emergency contact person identified on the student's emergency information form will be notified. In making a determination whether to send a student home from school, school personnel shall consider protocols outlined in the District's emergency services and communicable disease management procedures. If it is determined the student is to be sent home, arrangements will be made for the student to leave the school premises. If all contact attempts fail and the student's parent or guardian or emergency contact person are not available, the student is to remain in school, segregated from other students if necessary, and continued attempts will be made to reach the parent or guardian or emergency contact person.

G. Accident Reporting and Recordkeeping

1. The person(s) administering emergency care or assistance under these procedures is responsible for ensuring that the first aid or other emergency care administered in relation to accidents, injuries, or illnesses are properly documented within the designated "First Aid/Emergency Care Log." This log of emergency nursing services performed shall be maintained in each school building in the District.

2. In addition to completing the "First Aid/Emergency Care Log," the relevant class/activity supervisor(s) and the school employee(s) who assumed primary responsibility for responding to a specific accident/incident have joint responsibility for ensuring that they promptly (i.e., usually on the same day as the incident) notify the building principal and complete a written Accident/Injury Report for any accident/incident involving an injury, or possible injury, to a student that occurs:

- a. in school or on school grounds during the school day;
- b. on school premises, but outside of the school day; or
- c. at a school-sponsored activity that is held outside of the school day and/or off school premises.

Accident/Injury Report forms are available in the school office.

3. School personnel shall be made aware of and are expected to adhere to relevant confidentiality standards regarding student records and patient health care records as established pursuant to applicable laws, regulations, and District procedures.

H. Annual Review of Emergency Nursing Services

The District shall conduct an annual review of the District's emergency nursing services program and related policies/procedures, including medication administration policies/procedures, at the end of each school year.

1. The review shall be conducted with the involvement of a registered nurse serving the District and in consultation with appropriate school personnel.
2. Completed Accident/Injury Report forms and First Aid/Emergency Care Logs shall be reviewed during the annual process to help evaluate the emergency protocols utilized, the adequacy of the services provided, and the accuracy and completeness of data recorded.
3. On an as needed basis, and maintaining appropriate confidentiality standards, the review team may consult with the District's medical advisor and/or representatives of community health agencies.
4. The findings of the review shall include the identification of any recommend changes to the program that would improve quality, efficiency, or safety. The administration shall ensure that any new or substantive revisions to first aid, injury, illness, or medication administration protocols are reviewed and approved by a registered nurse serving the District prior to being presented for adoption by the School Board.
5. The Board shall normally be informed of the findings of the annual review of the District's emergency nursing services program, related policies/procedures, and any recommended changes.

Unity School District

Administration Rule 453.14

Sudden Cardiac Arrest Awareness in Youth Athletic Activities

Last Revised 7/12/2022

Per section 118.2935(1) of the state statutes, a District-operated “youth athletic activity” means any organized indoor or outdoor athletic activity sponsored and supervised by the District in which the participants, a majority of whom are under 19 years of age, are engaged in an athletic game or competition against another team, club, or entity, or in practice or preparation for an organized athletic game or competition against another team, club, or entity. A “youth athletic activity” does not include a physical activity that is incidental to a nonathletic program.

District-operated activities that meet the statutory definition of a “youth athletic activity” are “youth athletic activities” for purposes of this rule.

A. Distribution of Information Sheets Addressing Sudden Cardiac Arrest

IMPORTANT NOTICE TO DISTRICT PERSONNEL AND COACHES/ACTIVITY SUPERVISORS: State law requires the District to distribute and collect signed copies of the information sheets that address **concussions and other head injuries** to **all** individuals who wish to participate in any District-operated youth athletic activity, including those activities that are offered to persons who are under 12 years of age. In contrast, the additional state mandates regarding information about **sudden cardiac arrest** apply only to those youth athletic activities that are offered to individuals who are 12 years of age or older.

For any District-operated youth athletic activity that is offered to persons who are 12 years of age or older:

1. The Athletic Director shall develop and oversee the implementation of procedures to ensure that an information sheet combining state-mandated information about sudden cardiac arrest and concussions/head injuries is distributed:
 - a. To all coaches and other persons holding equivalent positions that involve direct supervision and leadership of a covered youth athletic activity (e.g., even if the position is referred to as the activity “advisor” or goes by some other title); and
 - b. To each individual who wishes to participate in a covered youth athletic activity.
2. Normally, distribution of the information sheets shall occur at the beginning of the relevant season and prior to any individual beginning participation in a covered activity. However, for any participant who is a **student enrolled in a District school**, District personnel/agents are not required to distribute or collect an additional signed information sheet for the student during any July 1 to June 30 school year if that student

has already returned a properly-signed information sheet for another District-operated youth athletic activity during that same school year.

3. No person may participate in a District-operated youth athletic activity (inclusive of competitions, practices, and other preparatory physical activities occurring as part of any youth athletic activity season) unless the person has returned a properly-signed information sheet or the relevant signature portion thereof.

a. The returned document must be signed (1) by the individual who wishes to participate (e.g., the student or other youth); and (2) if the participant is under age 19, by the participant's parent or guardian.

b. Coaches and other persons who hold equivalent positions are expected to consistently enforce the requirements for returning a properly-signed information sheet prior to permitting an individual to participate in a covered youth athletic activity. Accordingly, coaches and such other persons are expected to take reasonable steps to verify that each individual who wishes to participate in the relevant activity has the necessary signature document on file.

Unity School District - Board of Education

Board Policy 453.4

Dispensing Medications in School to Students **Administering Medications to Students**

Last Revised 7/12/2022

It is recognized by the Unity Board of Education that it may be necessary at times for school personnel to be responsible for administering medications.

Where it is necessary that unlicensed personnel be taught to give injections in emergency situations, the School Nurse will accept this teaching function as a delegated medical task.

Therefore, the Unity Board of Education establishes the following requirements:

- ~~1. Regarding bee sting medication: Parents/Guardians must provide EpiPen or Auvi-Q (epinephrine auto-injectors) to the school for anaphylactic reactions. This is the ONLY acceptable unit for school administration. An Allergy Action Plan must be completed annually by both Parent/Guardian and medical provider.~~
- ~~2. Written instructions must be obtained from the physician and delivered to the school each time there is a change in prescribed medication, dosage, or time to be given, or annually for long-term drug therapy (i.e., Ritalin):~~
- ~~3. Parents/Guardians are to notify the School Nurse when the drug is discontinued at 715-825-2101 x3010.~~
- ~~4. It is a Parent/Guardian-child responsibility to see that the medication, especially EpiPen/Auvi-Q, is consistently with the child, i.e., to and from school, field trips, etc.
 - ~~1. The School Nurse shall verify that Parent/Guardian and physician responsibilities have been met before administering any medication.~~
 - ~~2. The School Nurse or a designee trained by the School Nurse shall administer the medication.~~
 - ~~3. The School Nurse shall keep accurate and confidential records of persons receiving medication.~~
 - ~~4. The School Nurse shall communicate the pupils with emergency injection potential via the "Health Conditions Alert" in Infinite Campus.~~
 - ~~5. Non-prescription drugs MUST come to school in the original manufacturer's packaging with ingredients and recommended therapeutic dose.~~
 - ~~6. In most instances, Unity School District will NOT be providing any non-prescription medications including cough drops, antacids, diphenhydramine (Benadryl), burn spray, antibiotic ointment, hydrocortisone cream, Vaseline, bio-freeze, oragel, eye drops, or any other non-prescription medication.~~
 - ~~7. Acetaminophen (Tylenol) and ibuprofen (Advil or Motrin) may be supplied and administered by the Health Service's Office staff. The medication consent form must be filled out.~~
 - ~~8. If a child requires any non-prescription medications, the parent/guardian is to fill out the medication consent form. Parents must bring the medication to the Health Service's Office in its original container.~~
 - ~~9. Prescription medication requires a written permission note from both the physician and Parent/Guardian. Prescription medication must be in a legible pharmacy labeled container. It must be brought to the Health Service's Office by the Parent/Guardian.~~
 - ~~10. A locked, secure cabinet for medications is to be located in the Health Services Office.~~
 - ~~11. Health Aides involved in the implementation of this policy shall complete the online training provided by the Department of Public Instruction.~~~~

Ref: ~~WI Stat 121.02(1)(g)~~
~~WI Admin Code PI 8.01(8)~~

Medications should be administered to school children at home, rather than at school, whenever possible. School personnel (including employees, registered nurses serving the district, volunteers and/or licensed school bus drivers) who are authorized to do so in writing by a building principal may administer medications to students under the procedures and conditions established to implement this policy that are developed with the assistance of a school nurse and adopted by the School Board.

The registered nurse serving the school shall be responsible for overseeing the receipt of the written medication instructions and consents, the maintenance of complete and accurate medication administration records, the proper storage of medications, and the disposal of outdated and unused medications in accordance with District procedures. The written medication administration instructions that are on file in the District are periodically reviewed by a registered nurse.

Authorized school personnel who agree to administer a prescription drug or nonprescription drug product that must be injected into a student, inhaled by a student, rectally administered to a student, or administered into a nasogastric, gastrostomy or jejunostomy tube shall complete all state-mandated and District-required training before administering medication to a student through such means.

Students may possess (carry) and use an inhaler or epinephrine auto-injector (e.g., Epipen®) with the written approval of the student's physician and parent or guardian.

No District policy or procedure shall be interpreted to limit or detract from the immunities and other limitations on liability available under the law to nurses and other persons who engage in or assist with the administration of medication to students.

Unity School District
Administration Rule 723.1
Emergency Drills Involving Students
Last Revised 7/12/2022

Under the direction of and in consultation with the designated District Administrator, it is the responsibility of each building principal to ensure that his/her school schedules and conducts an appropriate number of (1) fire drills; (2) tornado and other hazard drills; (3) school safety incident response drills; and (4) school violence response drills, in accordance with state law requirements and the District's School Safety Plan.

The District Administrator and each building principal are jointly responsible for ensuring that:

1. A record of each such drill is maintained for at least seven (7) years;
2. An annual report of the school's fire, tornado/other hazard, and safety response drills is provided to the fire department serving the school, using a form furnished by the Wisconsin Department of Safety and Professional Services; and
3. Within 30 days of each drill of students in the proper response to a school violence event, a brief written evaluation of the drill is prepared and submitted to the School Board for review.