

UNITY SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting

Agenda

Tuesday, November 8, 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. 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 8, 2022. Such comments will be provided to the Board of Education for consideration and review.)
4. Board of Education Member Update
5. **Information**
 - a. Submitted Reports
 - 1) Principal Reports 2
 - b. District Administrator's Report - *Mr. Brandon Robinson* 5
6. **Consent Agenda**
 - a. Approval of Board of Education Meeting Minutes, October 11, 2022 - Regular Board Meeting 9
 - b. Approval of Board of Education Meeting Minutes, October 26, 2022 - Levy Meeting 11
 - c. Approval of Elementary/Middle School/High School Activity Accounts 12
 - d. Approval of Vouchers 14
 - e. Financial Report - *Ms. Kara Holden* 19
 - f. Personnel
 - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
 - a. Nicola DeNucci, New Hire - Assistant JV Softball Coach
 - b. Kevin Harris, New Hire - High School Assistant Girls Basketball Coach
 - c. Taylor Mathias, New Hire - National Honor Society Coordinator
 - d. Meredith Sorel, New Hire - High School Assistant Drama Director
7. **Action Agenda**
 - a. Resolution for the School District Authorizing a Taxable Tax and Revenue Anticipation Note (Authorization for Line of Credit Renewal)
 - b. Consideration and Approval of the following Board Policies and Administrative Rules: 20
 - 112.15 - Long-Range Planning and Building Committee
 - 120 - School District Legal Status
 - 153 - Board Self-Evaluation
 - 173 - Closed Sessions
 - 185 - Standing Committees of the Board of Education
 - 187 - Public Participation at Board Meetings
 - 253 - Development of Administrative Rules
 - 254 - Employee Job Descriptions
 - 321 - Annual School Calendar and School Day
 - Administrative Rule 322.1 - Calendar and Hours of Instruction
 - Administrative Rule 331 - RtI Coordination and Implementation of Intervention Programming
 - 491 - Children of Divorced or Separated Parents
 - Administrative Rule 491.1 - Children of Divorced or Separated Parents
8. Adjourn

UNITY EAGLES

Unity FFA: Attending the National Convention



Unity's FFA Chapter sent a team of ten to the National FFA Convention in Indianapolis, IN. According to Mrs. Jagielo, Unity's FFA Advisor extraordinaire, the students represented Unity in an incredible manner all throughout the convention. The students had opportunities to see impactful general sessions that highlighted FFA events. Even though their schedule was packed with many activities, the students stayed energized and embraced every opportunity they had to learn

about the impact and importance of everything agricultural. Some of the highlights from their trip included listening to keynote speaker, Tamika Catchings, a WNBA athlete and Olympic medalist, taking a tour of downtown Indianapolis, appearing on Live TV with RFDTV's news cast, and learning about agricultural careers and industry from numerous business leaders throughout the convention. Overall, it was an incredible experience and the Unity FFA showed well!

EXCITING EVENTS Check out the Unity Website



The Unity Volleyball team hosted their annual Dig Pink Night for three local community members battling cancer. The Unity community showed up in incredible fashion and raised over \$12,000 in support!

1



During the week of October 31st, the Unity FFA hosted a pumpkin carving contest. Many students were able to compete using the wonderful pumpkins grown in Unity's very own garden!

2



Each year, the Unity Tennis team hosts a students and staff tennis tournament. This year, while the competition was stiff, Mr. Jensen and his partner, Christine Bertsch, took home 1st place.

3



Congratulations to Ann Boland for another incredible Cross Country season. Ann competed in the State Cross Country Meet in Wisconsin Rapids on Saturday, October 29th. She placed 21st overall!

4



Congratulations to the Unity Football team for another great season. The boys made it to Level 2 in the playoffs and lost a tough game against a very good Grantsburg team. Thanks to the seniors for their leadership!

5

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

High School Drama Announces Performance

During the week of October 24th, Ms. Ahlgren, Unity's Drama Coordinator, announced that this year's major production will be Disney's hit Broadway musical, *The Little Mermaid!* Ms. Ahlgren shared that students have been anticipating the announcement for weeks, and it was fun to finally let the cat out of the bag. As the students begin to prepare for the production

season, everyone will have an opportunity to try out for one of the 20 potential speaking, and 20 other roles that it will take to pull off the performance. Ms. Ahlgren is also excited to share that many of the costumes are already finished as they were created and used by the Art Barn! At this time, opening night will likely be Friday, March 3rd! Stay tuned!

UNITY MIDDLE SCHOOL

NOVEMBER BOARD REPORT 2022

STUDENTS OF THE WEEK

October 7th

| | | | | |
|------------------------------|--|---------------------------|---------------------------|-------------------------------|
| | | | | |
| Grade 5 Brooke Johnson | Grade 6 Yasmin Ramirez - Ramirez | Grade 7 Cyrilla Ens | Grade 8 Scott Bantz | E Team Jennifer Wallner |

October 14th

| | | | | |
|------------------------------------|-----------------------------|----------------------------|-------------------------------|------------------------|
| | | | | |
| Grade 5 Isaac Berggren - Fox | Grade 6 Payton Wagner | Grade 7 Haley Heinen | Grade 8 Raymond Jackson | E Team Sky Mosay |

October 21st

| | | | | |
|-----------------------------|------------------------------|------------------------------|-------------------------------|----------------------------|
| | | | | |
| Grade 5 Charlotte Ens | Grade 6 Easton Tunheim | Grade 7 Isaiah Morales | Grade 8 Alissa Stephens | E Team Easton Baxter |

IN THE CLASSROOM

6th grade students completed the Archaeology unit recently and had an opportunity to "dig" for artifacts (chocolate chips out of the cookie) as a way to wrap up learning about ancient artifacts.



HOMECOMING 2022

Middle School students got in the spirit during Homecoming week and showed some Eagle Pride!!



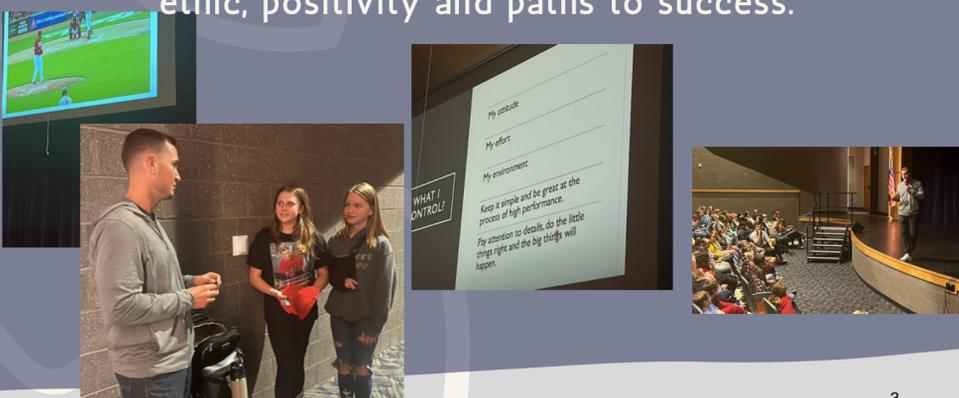
STUDENT COUNCIL

Four students from the Unity Middle School Student Council were chosen to attend the Regional Student Leadership Day at CESA 11. Students had the opportunity to attend a number of different sessions led by International Speaker and Youth Coach, Sam Demma. Some of the sessions included Goal-setting, Team Building and also included time for students to ask a Virtual Student Panel of Young Activists questions about Entrepreneurship and Leadership.



PBIS

Former Unity student and Major League Baseball Coach, Mark Hallberg, spent some time with the Unity Middle School students and staff on October 26th. Mark's message to everyone included that of work ethic, positivity and paths to success.



STAFF VS ATHLETES

The tradition of 8th grade athletes wrapping up the season continued on Thursday, October 27th with the 8th grade Volleyball team taking on staff from Middle & High School. In addition to watching the game, students enjoyed learning positive cheers from High Student Leadership and also helped recognize students who participated in other Fall Sports.



Unity
Elementary
November 2022

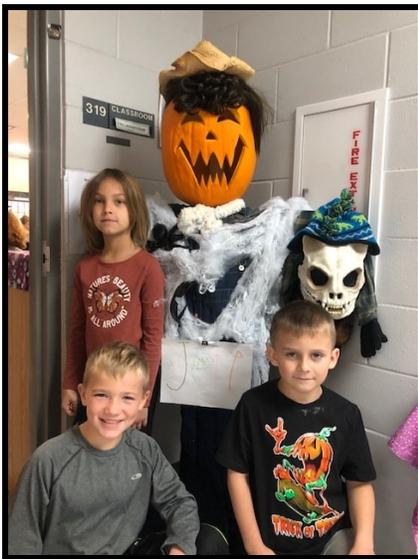
Elementary Principal’s Report

Thankful

This month coming towards Thanksgiving, I thought it appropriate to express my gratitude to our teachers, educational assistants and all staff for the the wonderful experiences they provide our kids. I know I am joined in this gratitude by our community and parents as well. It takes effort. It takes dedication. It also takes a love for children to do the job they do each and every day.



It is because of this that they add so much more to our school days besides first class learning experiences.



Just a few examples of them going above and beyond this past month include; our school wide scarecrow decorating contest, grandparents day, surprise readers, museum field trips, parent-teacher conferences, and much, much more!



As we look around our region, state, and nation we see so many schools struggling and letting real, legitimate difficulties impact programming for the kids. While we experience many of these same challenges as well, it has been so special to see our school and staff come together and continue to support our children with so many special opportunities no matter what it takes.

Thank you Unity Elementary Team!

District Administrator's Report

November 2022

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! Many of our teams and individuals earned tournament opportunities. We are proud of their accomplishments and how they represented Unity School District and the Unity Community.

- ★ Cross Country - One WIAA State Individual Qualifier
- ★ Volleyball - West Lakeland Conference Champion and WIAA Regional Champion
- ★ Girls Golf - Two WIAA Sectional Individual Qualifiers
- ★ Football - WIAA Level 1 and Level 2 Qualifier

Unity Honors Veterans

Unity School District honored the area's veterans with an assembly on Friday, November 11th in the Unity Performing Arts Center (PAC). The assembly is an annual tradition where the high school choir and the high school band share their appreciation of our veterans' sacrifices through their performances. Additionally, the elementary student council members shared "thank you" cards for those veterans in attendance.

The assembly is open to the public annually and is followed by a lunch reception for veterans, hosted by our Elementary Student Council. Please consider attending in the future.



District Administrator's Report

November 2022

Unity School District

Unity: A Great Place to Live, Learn, and Work!

Check Out Some Amazing Career Opportunities! Unity School District, like other districts throughout the region, is feeling the effects of a staffing shortage in many categories.

Join the team! Unity School District is seeking team members in a variety of different positions.

Consider becoming an employee of an amazing school district! Career opportunities are accessible at <https://www.unity.k12.wi.us/o/unity-school-district/page/employment>.

Current Openings include: Grade 5-12 Choir Teacher, LEAP Childcare Teachers and Assistants, Educational Assistants, Custodians, and substitute employees in all positions.

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

Consider Driving a School Bus!

Kobussen, our student transportation provider, has continued staffing issues. We are working creatively to resolve these issues, but staffing remains a problem. If you are willing to obtain your CDL or know someone who has one, Kobussen is offering paid training and sign-on incentives. Kobussen is currently offering up to \$1500 as a sign-on bonus!

Please communicate with Kobussen at 715-330-4234 if you are interested in driving school bus or need assistance with training and obtaining your licensure.

2022-2023 Budget Update

Unity School District's Budget for 2022–2023 sees a decrease in state aid by over 15%. This decrease does not increase the revenue or budget for the District, but it does impact property taxes under the revenue limit. Property taxes and state aid are the two components of the revenue limit.

The proposed budget for 2022-2023 is a balanced budget with a decrease in the levy rate.

ESSER funding, provided from the federal and state government continues to support the budget. The ESSER grants may be used until 2024.

District Administrator's Report

November 2022

Unity School District

Unity Wall of Honor Nominations Sought

Years ago, the Unity Board of Education established a "Wall of Honor" to recognize and honor the accomplishments of Unity alumni and employees. Criteria for selection to the "Wall of Honor" will be based on contributions in the areas of education, business, human services, government, athletic, military, fine arts, and community involvement. Alumni selection is based on post-high school accomplishments. The nominee will be screened by a selection committee, which will meet in early March. Deadline for applications each year is March 1st.

If you know of someone who is worthy of being considered for the "Wall of Honor," nomination forms are available at Unity's District and School offices. Additionally, application forms are available on the District website at www.unity.k12.wi.us. If you have any questions, call or write to Unity Wall of Honor, Unity School District, 1908 150th St./Hwy 46N, Balsam Lake, WI 54810; (715) 825-3515.

"Expect Great Things"



**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.**

District Administrator's Report

November 2022

Unity School District

Upcoming Meetings and Events

| DATE | MEETING | PLACE | TIME |
|-------------------------|--|-------------|----------|
| Tuesday, November 8 | Board of Education Meeting | Board Room | 6:00 PM |
| Friday, November 11 | Veteran's Day Assembly | HS PAC | 10:30 AM |
| Tuesday, November 15 | Lakeland Conference Superintendent Meeting | Turtle Lake | 10:00 AM |
| Wednesday, November 16 | Administrative Team Meeting | Board Room | 10:00 AM |
| Wednesday, November 16 | WASDA Meeting | ZOOM | 1:30 PM |
| Friday, November 18 | Last Day of Trimester | District | |
| November 21 - 25 | Fall Break - No School | District | |
| Wednesday, November 30 | Administrative Team Meeting | Board Room | 10:00 AM |
| Friday, December 9 | CESA 11 Superintendent Meeting | Turtle Lake | 9:00 AM |
| Tuesday, December 13 | Board of Education Meeting | Board Room | 6:00 PM |
| Tuesday, December 20 | Lakeland Conference Superintendent Meeting | Turtle Lake | 10:00 AM |
| Wednesday, December 21 | WASDA Meeting | ZOOM | 1:30 PM |
| December 23 - January 1 | Winter Break - No School | District | |

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 Regular Meeting

October 11, 2022

The Board of Education

Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, October 11, 2022 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, Ryan Peterson, Sheryl Holmgren, Jeromy Cox, Pat Kastens, Victoria Studtmann, Andrea Jerrick
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. Consideration to Suspend Regular Session and Convene Closed Session for the Purpose of Wis. Stats. §§ 19.85(1)(f), Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations, and (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
 - a. Roll Call
 - b. Approval of Closed Minutes, September 13, 2022 - Regular Board of Education Meeting
 - c. Consideration of Student Expulsion and Legal Counsel §19.85 (1)(f) and (g)
 - d. Adjourn Closed Session
 - e. Convene Regular Session
4. Possible Action on Recommendation(s) From Closed Session
None
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, October 11, 2022. Such comments will be provided to the Board of Education for consideration and review.)
No comments were provided.
6. Board of Education Member Update
7. **Information**
 - a. Submitted Committee Reports
 - 1) Principal Reports
 - b. District Administrator's Report – *Mr. Brandon Robinson*
8. **Consent Agenda**
 - a. Approval of Minutes, September 13, 2022 – Regular Board of Education Meeting
 - b. Approval of Minutes, October 10, 2022 – Budget & Finance Meeting
Motion to Approve Items 8.a and 8.b by Ryan Peterson.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote.
 - c. Approval of Elementary/Middle School/High School Activity Accounts
Motion to Approve the September 2022 Activity Accounts by Pat Kastens.
Second by Ryan Peterson.
Motion carries by unanimous voice vote.

d. Approval of Vouchers

Motion to Approve the September 2022 Vouchers by Victoria Studtmann.

Second by Jeremy Cox.

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

e. Financial Report – *Ms. Kara Holden*

Motion to Receive the September 2022 Financial Report by Jeremy Cox.

Second by Sheryl Holmgren.

Motion carries by unanimous voice vote.

f. Personnel

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

a. Winter Season Extra Duty Contracts

Motion to approve the Winter Season Extra Duty Contracts by Victoria Studtmann.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

9. Action Agenda

a. Proposed 2022-2023 District Budget – *Mr. Brandon Robinson/Ms. Kara Holden*

Motion by Ryan Peterson to Adopt the Proposed preliminary 2022-2023 District Budget, with allowable changes in regards to updated state aid finalization.

Second by Victoria Studtmann.

Motion carries by unanimous voice vote.

b. Early College Credit Program and Start College Now Applicants (Spring 2023) – *Mr. Zack Fugate*

Motion to approve the Early College Credit Program and Start College Now Applicants (Spring 2023) by Ryan Peterson.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

c. Consideration and Approval of the following Board Policies and Administrative Rules:

- 171.2 Board Meeting Agendas
- 342.1 - Programs for Students with Disabilities
- 342.11 - Independent Educational evaluations (IEEs)
- 342.7 - Services for English Learners
- Administrative Rule 342.71 - Procedures for Testing and Assisting English Learners
- 343.7 - Parent and Guardian Requests, K-4
- 346 - Student Assessment
- 363.3 - Technology for Students with Special Needs (Assistive Technology)
- 371.1 - Student-Initiated Clubs and Similar Organizations

Motion to approve Board Policies and Administrative Rules 171.2, 342.1, 342.11, 342.7, 342.71, 343.7, 346, 363.3, and 371.1 by Ryan Peterson.

Second by Pat Kastens.

Motion carries by unanimous voice vote.

10. Adjourn

Motion to adjourn by Victoria Studtmann.

Second by Pat Kastens.

Motion carries by unanimous voice vote by 6:55 p.m.

Respectfully Submitted,

Pat Kastens, School Board Clerk

Minutes of Special Meeting

Wednesday, October 26, 2022

The Board of Education

Unity School District

A Special Meeting of the Board of Education of Unity School District was held, Wednesday, October 26, 2022 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, Pat Kastens, Andrea Jerrick, Ryan Peterson (via phone)

Member Absent: Jeromy Cox, Sheryl Holmgren, Victoria Studtmann

Administration Present: Brandon Robinson, Kara Holden

2. Consideration and Approval of the 2022-2023 School District Budget.

Motion to Approve 2022-2023 School District Budget by Pat Kastens.

Second by Andrea Jerrick,

Motion carries by unanimous voice vote.

3. Consideration and Approval of the 2022-2023 School Tax Levy.

Motion to Approve 2022-2023 School Tax Levy of \$11,116,706.00 by Pat Kastens.

Second by Ryan Peterson and Andrea Jerrick.

Motion carries by unanimous voice vote.

4. Adjourn

Motion to Adjourn by Pat Kastens.

Second by Andrea Jerrick.

Motion carries by unanimous voice vote.

Respectfully Submitted

Pat Kastens, School Board Clerk

UNITY SCHOOL DISTRICT

ACTIVITY ACCOUNT SUMMARY AS OF October 31, 2022

| HIGH SCHOOL | | | | |
|----------------------------|--------------------|--------------------|--------------------|--------------------|
| ACCOUNT | BEG BALANCE | INCOME | EXPENSES | END BALANCE |
| 164400-General Account | \$4,877.77 | \$207.78 | | \$5,085.55 |
| 164401-Basketball - Boys | \$3,731.35 | | \$260.00 | \$3,471.35 |
| 164402-Baseball - HS | \$3,322.08 | \$300.00 | | \$3,622.08 |
| 164403-FFA | \$12,334.24 | \$735.00 | \$6,131.22 | \$6,938.02 |
| 164404-FBLA | \$2,037.88 | \$5,521.73 | \$326.74 | \$7,232.87 |
| 164405-Skills USA | \$4,121.73 | \$560.00 | \$153.00 | \$4,528.73 |
| 164406-Athletics | \$1,143.77 | | | \$1,143.77 |
| 164407-Football | \$3,337.63 | \$536.22 | \$499.67 | \$3,374.18 |
| 164408-Volleyball | \$3,477.55 | \$14,155.00 | \$14,191.00 | \$3,441.55 |
| 164409-Basketball - Girls | \$641.98 | | | \$641.98 |
| 164410-Softball | \$898.45 | | | \$898.45 |
| 164411-Soccer Club | \$0.00 | | | \$0.00 |
| 164412-Grad Party | \$0.00 | | | \$0.00 |
| 164413-Migizi Club | \$641.97 | | | \$641.97 |
| 164414-Music Club | \$5,776.51 | | | \$5,776.51 |
| 164415-Natnl Honor Society | \$797.40 | | | \$797.40 |
| 164416-Student Council | \$2,828.85 | | | \$2,828.85 |
| 164417-Theatre Arts | \$6,391.15 | | | \$6,391.15 |
| 164418-Library | \$2,713.60 | | | \$2,713.60 |
| 16419-Farm2School | \$708.00 | | | \$708.00 |
| 164420-Tennis | \$4,527.69 | | \$250.70 | \$4,276.99 |
| 164422 - Class of 2022 | \$465.24 | | | \$465.24 |
| 164423 - Class of 2023 | \$4,859.10 | \$650.00 | | \$5,509.10 |
| 164424 - Class of 2024 | \$1,274.90 | | | \$1,274.90 |
| 164425 - Class of 2025 | \$689.20 | | | \$689.20 |
| 164426 - Class of 2026 | \$0.00 | | | \$0.00 |
| TOTALS | \$71,598.04 | \$22,665.73 | \$21,812.33 | \$72,451.44 |
| MIDDLE SCHOOL | | | | |
| ACCOUNT | BEG BALANCE | INCOME | EXPENSES | END BALANCE |
| General | \$9,717.59 | \$40.73 | \$118.14 | \$9,640.18 |
| Student Council | \$1,137.11 | | | \$1,137.11 |
| Drama | \$747.76 | | | \$747.76 |
| Sopko | \$465.83 | | | \$465.83 |
| PE Program | \$623.50 | | | \$623.50 |
| MS Athletics | \$537.52 | | | \$537.52 |
| Girls Traveling Bball | \$7,912.77 | \$685.31 | \$2,546.99 | \$6,051.09 |
| Wrestling | \$375.40 | | | \$375.40 |

| | | | | |
|--------------------------------------|--------------------|-----------------|-------------------|--------------------|
| TOTALS | \$21,517.48 | \$726.04 | \$2,665.13 | \$19,578.39 |
| ELEMENTARY SCHOOL | | | | |
| ACCOUNT | BEG BALANCE | INCOME | EXPENSE | END BALANCE |
| General | \$7,337.19 | \$494.65 | \$1,443.00 | \$6,388.84 |
| Yearbook | \$2,389.78 | | | \$2,389.78 |
| TOTALS | \$9,716.70 | \$494.65 | \$1,443.00 | \$8,778.62 |
| NEW JULY 2022 BALANCES AS OF 10/4/22 | | | | |
| HIGH SCHOOL | | | | |
| ACCOUNT | BEG BALANCE | INCOME | EXPENSE | END BALANCE |
| 164400-General Account | \$4,031.58 | \$48.48 | | \$4,080.06 |
| 164401-Basketball - Boys | 5,794.48 | | 2,063.13 | 3,731.35 |
| 164402-Baseball - HS | 3,615.08 | | 598.00 | 3,017.08 |
| 164403-FFA | 10,249.74 | | | 10,249.74 |
| 164404-FBLA | 2,003.99 | | | 2,003.99 |
| 164405-Skills USA | 3,609.13 | | | 3,609.13 |
| 164406-Athletics | 1,143.77 | | | 1,143.77 |
| 164407-Football | 3,337.63 | | | 3,337.63 |
| 164408-Volleyball | 2,602.55 | | | 2,602.55 |
| 164409-Basketball - Girls | 641.98 | | | 641.98 |
| 164410-Softball | 898.45 | | | 898.45 |
| 164411-Soccer Club | 0.00 | | | 0.00 |
| 164412-Grad Party | 0.00 | | | 0.00 |
| 164413-Migizi Club | 641.97 | | | 641.97 |
| 164414-Music Club | 5,776.51 | | | 5,776.51 |
| 164415-Natnl Honor Society | 797.40 | | | 797.40 |
| 164416-Student Council | 2,828.85 | | | 2,828.85 |
| 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 | 4,527.69 | | | 4,527.69 |
| 164422-Class of 2022-2025 | 7,288.44 | | | 7,288.44 |
| TOTALS | \$68,724.92 | \$48.48 | \$2,661.13 | \$66,112.27 |

| CHECK # | VENDOR | CHECK DATE | AMOUNT |
|---------|---------------------------------|------------|--------------|
| 17326 | CENTRAL BANK | 10/5/22 | \$ (200.00) |
| 17375 | ALLEVA, WILLIAM | 10/3/22 | \$ 85.00 |
| 17376 | ANDERSON, DAVID | 10/3/22 | \$ 85.00 |
| 17377 | CHALLONER, MEGAN | 10/3/22 | \$ 130.00 |
| 17378 | MCNAUGHTON, NATHAN | 10/3/22 | \$ 130.00 |
| 17379 | PAULSEN, GREGORY | 10/3/22 | \$ 60.00 |
| 17380 | RAMICH, DOUGLAS | 10/3/22 | \$ 85.00 |
| 17381 | RAMICH, DOUGLAS | 10/3/22 | \$ 60.00 |
| 17382 | WILHELM, MARCUS | 10/3/22 | \$ 85.00 |
| 17383 | FREDLUND, STEPHEN | 10/5/22 | \$ 2,500.00 |
| 17384 | MIDWESTONE BANK | 10/5/22 | \$ 200.00 |
| 17386 | ANDERSON, DAVID | 10/6/22 | \$ 150.00 |
| 17387 | BIELMEIER, MIKE | 10/6/22 | \$ 150.00 |
| 17388 | CROES, ALLEN | 10/6/22 | \$ 95.00 |
| 17389 | LUNDSMANN, MIKE | 10/6/22 | \$ 150.00 |
| 17390 | PRONSCHINSKE, GAIL | 10/6/22 | \$ 95.00 |
| 17391 | RAMICH, DOUGLAS | 10/6/22 | \$ 150.00 |
| 17392 | SCHAFFER, RANDY | 10/6/22 | \$ 95.00 |
| 17393 | SEGUIN, CHAD | 10/6/22 | \$ 95.00 |
| 17394 | TREDT, ERIC | 10/6/22 | \$ 95.00 |
| 17395 | PURE N SIMPLE | 10/7/22 | \$ 1,021.84 |
| 17397 | ELECTRONIC FEDERAL TAX PAYMENT | 10/5/22 | \$ 70,417.51 |
| 17398 | WEA TAX SHELTERED ANNUITY TRUST | 10/5/22 | \$ 5,516.46 |
| 17399 | WISCONSIN DEPARTMENT OF REV | 10/5/22 | \$ 11,284.46 |
| 17400 | UNITY FOOD SERVICE | 10/7/22 | \$ 272.50 |
| 17406 | KUNERT, JAN | 10/10/22 | \$ 130.00 |
| 17407 | MCNAUGHTON, NATHAN | 10/10/22 | \$ 130.00 |
| 17408 | PAULSEN, GREGORY | 10/10/22 | \$ 75.00 |
| 17409 | PAULSEN, GREGORY | 10/10/22 | \$ 75.00 |
| 17410 | PAULSEN, GREGORY | 10/10/22 | \$ 60.00 |
| 17411 | RAMICH, DOUGLAS | 10/10/22 | \$ 75.00 |
| 17412 | RAMICH, DOUGLAS | 10/10/22 | \$ 75.00 |
| 17413 | RAMICH, DOUGLAS | 10/10/22 | \$ 60.00 |
| 17414 | RAMICH, MADELINE | 10/10/22 | \$ 75.00 |
| 17415 | RAMICH, MADELINE | 10/10/22 | \$ 75.00 |
| 17416 | STOLL, SHARON | 10/10/22 | \$ 75.00 |
| 17417 | STOLL, SHARON | 10/10/22 | \$ 75.00 |
| 17418 - | 17422 AMAZON CAPITAL SERVICES | 10/14/22 | \$ 8,473.81 |
| | 17423 BENOY, DENNIS | 10/14/22 | \$ 95.00 |
| | 17424 CAHILL STUDIOS | 10/14/22 | \$ 2,199.00 |
| | 17425 CLIFTON LARSON ALLEN, LLP | 10/14/22 | \$ 3,150.00 |
| | 17426 COTA, RICH | 10/14/22 | \$ 95.00 |
| | 17427 FOREHAND, JEREMY | 10/14/22 | \$ 95.00 |
| | 17428 JOHNS REFRIGERATION INC. | 10/14/22 | \$ 1,659.98 |

| | | | | |
|---------------|-----------------------------------|----------|----|------------|
| 17429 | JOHNSON CONTROLS, INC. | 10/14/22 | \$ | 264.00 |
| 17430 | KEY BENEFITS CONCEPTS, LLC | 10/14/22 | \$ | 600.00 |
| 17431 | LOVESTRAND, TROY | 10/14/22 | \$ | 95.00 |
| 17432 | MARTINEZ, CARLOS | 10/14/22 | \$ | 35.00 |
| 17433 | MENARDS-SCF | 10/14/22 | \$ | 104.34 |
| 17434 | RICE LAKE FFA | 10/14/22 | \$ | 350.00 |
| 17435 | SCHAFFER, RANDY | 10/14/22 | \$ | 95.00 |
| 17436 | TL ENTERPRISE | 10/14/22 | \$ | 1,486.00 |
| 17437 | UNITY HIGH SCHOOL ACTIVITY | 10/14/22 | \$ | 998.00 |
| 17438 | RUBY'S PANTRY | 10/18/22 | \$ | 25.00 |
| 17439 | AMAZON CAPITAL SERVICES | 10/18/22 | \$ | 1,068.63 |
| 17440 | BALSAM LAKE PRO LAWN, INC | 10/18/22 | \$ | 50.00 |
| 17441 | CAROLINA BIOLOGICAL SUPPLY CO | 10/18/22 | \$ | 2,680.54 |
| 17442 | CHALLONER, MEGAN | 10/18/22 | \$ | 76.00 |
| 17443 | DALCO | 10/18/22 | \$ | 574.05 |
| 17444 | ECOLAB | 10/18/22 | \$ | 1,586.44 |
| 17445 | GROWING LEADERS INC. | 10/18/22 | \$ | 625.82 |
| 17446 | HORIZON COMMERCIAL POOL SUPPLY | 10/18/22 | \$ | 634.13 |
| 17447 | J.W. PEPPER & SON, INC | 10/18/22 | \$ | 382.99 |
| 17448 | LAKESHORE | 10/18/22 | \$ | 99.63 |
| 17449 | MCNAUGHTON, NATHAN | 10/18/22 | \$ | 103.00 |
| 17450 | MENARDS-SCF | 10/18/22 | \$ | 4.96 |
| 17451 | NCS PEARSON INC | 10/18/22 | \$ | 288.00 |
| 17452 | NELCO | 10/18/22 | \$ | 660.40 |
| 17453 | NORTHWOOD TECH COLLEGE, NR | 10/18/22 | \$ | 927.90 |
| 17454 | OAK RIDGE CHEMICAL INC | 10/18/22 | \$ | 157.59 |
| 17455 | SCHOLASTIC EQUIPMENT COMPANY, LLC | 10/18/22 | \$ | 3,610.00 |
| 17456 | SCHOOL DIST OF BRUCE | 10/18/22 | \$ | 150.00 |
| 17457 | TWIN CITY HARDWARE | 10/18/22 | \$ | 1,321.70 |
| 17458 | TK ELEVATOR CORPORATION | 10/18/22 | \$ | 234.51 |
| 17459 | TL ENTERPRISE | 10/18/22 | \$ | 756.00 |
| 17460 | WASB | 10/18/22 | \$ | 3,550.00 |
| 17461 | WAYZATA RESULTS, LLC | 10/18/22 | \$ | 1,031.25 |
| 17462 | XENITH, LLC | 10/18/22 | \$ | 460.00 |
| 17463 | ELECTRONIC FEDERAL TAX PAYMENT | 10/20/22 | \$ | 70,259.82 |
| 17464 | WEA TAX SHELTERED ANNUITY TRUST | 10/20/22 | \$ | 5,516.46 |
| 17465 | WISCONSIN DEPARTMENT OF REV | 10/20/22 | \$ | 11,340.28 |
| 17466 | HORACE MANN LIFE INSURANCE COM | 10/20/22 | \$ | 1,926.32 |
| 17467 | THRIVENT FINANCIAL FOR LUTHERANS | 10/20/22 | \$ | 526.32 |
| 17468 | UNITY EDUCATION SCHOLARSHIP | 10/20/22 | \$ | 15.00 |
| 17469 | UNITY FOOD SERVICE | 10/20/22 | \$ | 272.50 |
| 17470 | PAYROLL ACCOUNT | 10/20/22 | \$ | 509,832.70 |
| 17471 | ROSS, BRITNI | 10/20/22 | \$ | 102.00 |
| 17472 | STARKEY, JOSEPH | 10/20/22 | \$ | 115.00 |
| 17473 - 17476 | AMAZON CAPITAL SERVICES | 10/21/22 | \$ | 10,804.15 |

| | | | |
|--------------------------------------|----------|----|----------|
| 17477 AMERY HIGH SCHOOL | 10/21/22 | \$ | 275.00 |
| 17478 AUDIO ARCHITECTS | 10/21/22 | \$ | 1,101.95 |
| 17479 BALSAM LAKE HARDWARE | 10/21/22 | \$ | 261.85 |
| 17480 BALSAM LAKE WATER/SEWR COMMIS. | 10/21/22 | \$ | 5,459.50 |
| 17481 CARROLL, THOMAS | 10/21/22 | \$ | 75.00 |
| 17482 CASH | 10/21/22 | \$ | 40.00 |
| 17483 CESA #12 | 10/21/22 | \$ | 131.49 |
| 17484 CHIPPEWA VALLEY SPORTING GOODS | 10/21/22 | \$ | 1,230.80 |
| 17485 DALCO | 10/21/22 | \$ | 2,356.90 |
| 17486 DISCOUNT SCHOOL SUPPLY | 10/21/22 | \$ | 189.45 |
| 17487 E.O. JOHNSON | 10/21/22 | \$ | 1,986.48 |
| 17488 ECOLAB | 10/21/22 | \$ | 663.66 |
| 17489 EO JOHNSON | 10/21/22 | \$ | 671.00 |
| 17490 EQUAL RIGHTS DIVISION | 10/21/22 | \$ | 37.50 |
| 17491 EXPLORE LEARNING LLC | 10/21/22 | \$ | 81.67 |
| 17492 GRAINGER, INC | 10/21/22 | \$ | 2,019.24 |
| 17493 HANSCH, RHONDA | 10/21/22 | \$ | 125.00 |
| 17494 HEALY AWARDS, INC. | 10/21/22 | \$ | 55.91 |
| 17495 HISTORIC THEATRE GROUP | 10/21/22 | \$ | 1,080.00 |
| 17496 HOFFMAN, DAN | 10/21/22 | \$ | 75.00 |
| 17497 HOLICKY, CHUCK | 10/21/22 | \$ | 352.00 |
| 17498 INT'L CHEMTEX CORP. | 10/21/22 | \$ | 1,239.25 |
| 17499 TODD JILEK | 10/21/22 | \$ | 75.00 |
| 17500 JOHNS REFRIGERATION INC. | 10/21/22 | \$ | 752.54 |
| 17501 JOHNSON CONTROLS, INC. | 10/21/22 | \$ | 1,475.00 |
| 17502 JONES, MARIANN | 10/21/22 | \$ | 126.00 |
| 17503 KYLE MCQUAY CONSTRUCTION | 10/21/22 | \$ | 1,400.00 |
| 17504 LAKELAND COMMUNICATIONS | 10/21/22 | \$ | 2,390.47 |
| 17505 MATBOSS LLC | 10/21/22 | \$ | 599.00 |
| 17506 MENARDS-SCF | 10/21/22 | \$ | 962.15 |
| 17507 MIDWEST MACHINERY CO | 10/21/22 | \$ | 197.74 |
| 17508 NADEAU, BRIAN | 10/21/22 | \$ | 75.00 |
| 17509 POLK BURNETT ELECTRIC COOP. | 10/21/22 | \$ | 5,397.99 |
| 17510 RAYMOND GEDDES & COMPANY | 10/21/22 | \$ | 289.76 |
| 17511 RIVERSIDE INSIGHTS | 10/21/22 | \$ | 1,551.00 |
| 17512 SAUVE, BRAD | 10/21/22 | \$ | 128.00 |
| 17513 SECURITY CHECK ME | 10/21/22 | \$ | 63.00 |
| 17514 SIRIUS XM | 10/21/22 | \$ | 355.45 |
| 17515 SODEXO, INC & AFFILIATES | 10/21/22 | \$ | 412.50 |
| 17516 STAPLES ADVANTAGE | 10/21/22 | \$ | 330.63 |
| 17517 SUMMIT COMMERCIAL FITNESS | 10/21/22 | \$ | 2,372.27 |
| 17518 SUPREME SCHOOL SUPPLY | 10/21/22 | \$ | 295.23 |
| 17519 TK ELEVATOR CORPORATION | 10/21/22 | \$ | 1,611.38 |
| 17520 UWS MUSIC DEPT | 10/21/22 | \$ | 100.00 |
| 17521 WALLACE, SHAUNA | 10/21/22 | \$ | 135.00 |

| | | | | |
|---------|---|----------|----|-------------|
| 17522 | WASB | 10/21/22 | \$ | 60.00 |
| 17523 | WATERMAN RECYCLING AND DISPOSAL LLC | 10/21/22 | \$ | 1,720.20 |
| 17524 | WI DEPT OF JUSTICE | 10/21/22 | \$ | 52.00 |
| 17525 | WISCONSIN EARLY CHILDHOOD ASSOCIATION | 10/21/22 | \$ | 94.38 |
| 17526 | WSMA | 10/21/22 | \$ | 346.00 |
| 17527 | AFLAC | 10/21/22 | \$ | 2,116.26 |
| 17528 | WISCONSIN RETIREMENT SYSTEM | 10/21/22 | \$ | 83,488.34 |
| 17528 | WISCONSIN RETIREMENT SYSTEM | 10/21/22 | \$ | (83,488.34) |
| 17528 | WISCONSIN RETIREMENT SYSTEM | 10/21/22 | \$ | 83,488.34 |
| 17529 | CASH | 10/25/22 | \$ | 212.00 |
| 17530 - | 17534 AMAZON CAPITAL SERVICES | 10/28/22 | \$ | 7,685.47 |
| | 17535 APPLE INC | 10/28/22 | \$ | 1,047.85 |
| | 17536 BALSAM LAKE PRO LAWN, INC | 10/28/22 | \$ | 147.00 |
| | 17537 BIMBO BAKERIES USA, INC | 10/28/22 | \$ | 594.00 |
| | 17538 CAHILL STUDIOS | 10/28/22 | \$ | 460.50 |
| | 17539 CASH | 10/28/22 | \$ | 20.00 |
| | 17540 CENTURIA UTILITIES | 10/28/22 | \$ | 80.56 |
| | 17541 CESA #11 | 10/28/22 | \$ | 9,932.33 |
| | 17542 CHIPPEWA VALLEY SPORTING GOODS | 10/28/22 | \$ | 800.00 |
| | 17543 CONFIDENTIAL RECORDS, INC | 10/28/22 | \$ | 163.00 |
| | 17544 CPM EDUCATIONAL PROGRAM | 10/28/22 | \$ | 19,995.00 |
| | 17545 CWS SECURITY WATCH | 10/28/22 | \$ | 928.07 |
| | 17546 DELTA DENTAL | 10/28/22 | \$ | 10,924.72 |
| | 17547 DON JOHNSON'S CUMBERLAND MOTORS LLC | 10/28/22 | \$ | 72.32 |
| 17548 - | 17549 ECKROTH MUSIC | 10/28/22 | \$ | 666.66 |
| | 17550 EDMENTUM | 10/28/22 | \$ | 3,212.05 |
| | 17551 EDUCERE | 10/28/22 | \$ | 598.00 |
| | 17552 EO JOHNSON | 10/28/22 | \$ | 671.00 |
| | 17553 HORIZON COMMERCIAL POOL SUPPLY | 10/28/22 | \$ | 2,107.20 |
| 17554 - | 17555 HOUGHTON MIFFLIN | 10/28/22 | \$ | 25,174.81 |
| | 17556 ILLUMINATE EDUCATION | 10/28/22 | \$ | 495.00 |
| | 17557 INDIANHEAD FOODSERVICE DIST. | 10/28/22 | \$ | 24,305.28 |
| | 17558 INNOVATIVE OFFICE SOLUTIONS | 10/28/22 | \$ | 821.69 |
| | 17559 IRISH SPORTS DOME | 10/28/22 | \$ | 690.00 |
| 17560 - | 17561 J.W. PEPPER & SON, INC | 10/28/22 | \$ | 889.96 |
| | 17562 JONES, ANGELA | 10/28/22 | \$ | 50.00 |
| | 17563 LAKELAND CONFERENCE PRINCIPALS | 10/28/22 | \$ | 75.00 |
| | 17564 MATH LEARNING CENTER | 10/28/22 | \$ | 10.00 |
| | 17565 MENARDS-SCF | 10/28/22 | \$ | 1,030.87 |
| | 17566 NASCO | 10/28/22 | \$ | 1,539.39 |

| | | | |
|-------------------------------------|----------|----|--------------|
| 17567 NATURES SELECT ORCHARD | 10/28/22 | \$ | 352.00 |
| 17568 PARCHMENT INC | 10/28/22 | \$ | 700.00 |
| 17569 REALLY GOOD STUFF | 10/28/22 | \$ | 377.61 |
| 17570 RENNING, LEWIS & LACY, S.C. | 10/28/22 | \$ | 3,832.00 |
| 17571 RMM SOLUTIONS | 10/28/22 | \$ | 1,634.50 |
| 17572 SCHOOL SPECIALTY, INC | 10/28/22 | \$ | 109,331.30 |
| 17573 SCHOOL DISTRICT OF GRANTSBURG | 10/28/22 | \$ | 100.00 |
| 17574 SCHOOL DISTRICT OF WEBSTER | 10/28/22 | \$ | 100.00 |
| 17575 SKILLSUSA INC. | 10/28/22 | \$ | 250.00 |
| 17576 SPOONER AREA SCHOOL DISTRICT | 10/28/22 | \$ | 100.00 |
| 17577 ST CROIX REGIONAL MEDICAL CTR | 10/28/22 | \$ | 213.00 |
| 17578 STARFALL EDUCATION | 10/28/22 | \$ | 355.00 |
| 17579 SWEETWATER SOUND INC | 10/28/22 | \$ | 59.99 |
| 17580 TRIO SUPPLY COMPANY | 10/28/22 | \$ | 1,183.58 |
| 17581 UW EAU CLAIRE | 10/28/22 | \$ | 306.72 |
| 17582 UW SUPERIOR | 10/28/22 | \$ | 603.90 |
| 17583 WIAA | 10/28/22 | \$ | 2,432.95 |
| 17584 WMEA | 10/28/22 | \$ | 665.00 |
| 17585 WCA GROUP HEALTH TRUST | 10/28/22 | \$ | 119,329.39 |
| 17586 UNITY HIGH SCHOOL ACTIVITY | 10/31/22 | \$ | 630.00 |
| 17588 BMO MASTERCARD | 10/31/22 | \$ | 8,117.34 |
| 17589 CHASE CARD SERVICES | 10/31/22 | \$ | 5,184.20 |
| 17590 WI DEPT OF PUBLIC INSTRUCTION | 10/31/22 | \$ | 292.68 |
| 17591 WI DEPT OF PUBLIC INSTRUCTION | 10/31/22 | \$ | 620.00 |
| 17592 HUEBSCH SERVICES | 10/31/22 | \$ | 3,904.39 |
| 17593 NORTHWESTERN WIS ELECTRIC CO | 10/31/22 | \$ | 25,895.51 |
| 17594 WE ENERGIES | 10/31/22 | \$ | 3,053.67 |
| | | \$ | 1,278,857.39 |

October, 2022
 UNITY SCHOOL DISTRICT
 ALL FUNDS

PROOF OF CASH

| BANK | BALANCE September 30, 2022 | DEPOSITS/ RECEIPTS | WITHDRAWALS/ DISBURSEMENTS | BALANCE October 31, 2022 |
|---|-------------------------------|-----------------------|-------------------------------|-----------------------------|
| BALANCE PER BANK: | | | | |
| Bank of Baldwin - 4034 General Checking | \$ - | \$ 490,265.22 | \$ 490,265.22 | \$ - |
| Bank of Baldwin - 3781 Sweep | 2,871,084.93 | 233,349.75 | 1,000,386.42 | 2,104,048.26 |
| Bank of Baldwin - 9458 Debt Service | 6,033.69 | 11.95 | | 6,045.64 |
| *LGIP - #1 - Debt Service | 47,907.93 | | | 47,907.93 |
| *LGIP - #2 - General | 1,821.73 | | | 1,821.73 |
| Matrix Bank - 4217 - OPEB | 923,261.95 | 719.05 | 70,065.87 | 853,915.13 |
| Bremer Bank - 0907 Capital Improvement | 380,563.73 | 270.04 | | 380,833.77 |
| Bank Baldwin - 3863 ES Activity | 9,726.97 | 533.65 | 1,482.00 | 8,778.62 |
| Bank Baldwin - 8579 MS Activity | 21,532.48 | 726.04 | 1,740.13 | 20,518.39 |
| Bank Baldwin - 3894 HS Activity | 70,905.33 | 23,608.57 | 16,060.33 | 78,453.57 |
| Bank Baldwin- 7068 Scholarship Milltown CC | 35,570.44 | | | 35,570.44 |
| Bank Baldwin- 1817 Scholarship Lumsden | 33,154.81 | | | 33,154.81 |
| Bank Baldwin- 2643 Scholarship Amery Farmers | 15,460.64 | | | 15,460.64 |
| Bank Baldwin- 7799 Scholarship Checking | 55,524.00 | 160.07 | | 55,684.07 |
| Bank Baldwin - 1217 Scholarship G Melby Am Legion | 12,047.50 | | | 12,047.50 |
| | \$ 4,484,596.13 | \$ 749,644.34 | \$ 1,579,999.97 | \$ 3,654,240.50 |

*Bank Statements Not Available at Time of Posting, Account Listed with Balance as of September 30, 2022

Unity School District – Board of Education
Board Policy 112.15
Long Range Planning/Building Committee Policy
Last Revised 7/31/2015

~~The Board of Education establishes a Long Range Planning/Building Committee to insure the facilities, campus, and equipment meet the needs of the educational activities of students.~~

~~The Long Range Planning/Building Committee will be responsible for monitoring and maintaining equipment to keep the building and grounds safe, clean and in good repair.~~

Committee Members and Their Authority

~~Three Board members will be appointed to the Long Range Planning/Building Committee by the Board President at the Board re-organizational meeting.~~

~~The appointed Board members will make recommendations to the Board, or other Board appointed committees.~~

Reports

~~Each time the Committee takes action, or meets, the minutes of those meetings will be presented in writing at the Regular Board of Education Meeting at the appropriate place on the agenda.~~

Unity School District - Board of Education
Board Policy 120
School District Legal Status
Last Revised 11/8/2022

Agency Description

~~The official name of this district is "Unity School District." Unity School District is an Early Childhood/PK-12 District servicing Balsam Lake, Centuria, Milltown and Round Lake communities including a surrounding geographic area.~~

~~The District is governed by a publicly elected school board comprised of seven members elected at large each for a three year term. The Board acts as an agent of the State and governs the District in accordance with State law.~~

~~The fiscal year is from July 1 to June 30 each calendar year.~~

~~Reference: Wisconsin Education Code, 115.01(3)~~

The legal and official name of the school district is the Unity School District.

The District is organized and operated as a public school district under the Wisconsin Constitution, under Chapters 115 to 121 of the state statutes, and under other applicable laws and regulations.

The District is a common school district that operates both elementary and high school grades.

In addition to the public school grades operated by the District, the District operates such other programs and conducts such other activities as may be required by applicable law, and the District may further operate other programs and activities to the extent permitted by applicable law.

Unity School District - Board of Education

Board Policy 153

Evaluation of Board of Education **Board Self-Evaluation**

Last Revised 11/8/2022

~~The Unity School District Board of Education recognizes the need for self-evaluation.~~

~~The goal is to improve the operation of the School Board as it carries out its legal and advisory responsibilities, and most importantly, to be an accountable force for quality education.~~

~~The Board will establish a process and evaluation instrument to assess its own performance. The evaluation instrument will review all areas; a rating scale will be used to determine the major strengths and weaknesses. From this evaluation, ways to enhance the strengths and improve the weaknesses will be developed.~~

~~Evaluation procedures shall be developed by the Board with assistance from the District Administrator. Such evaluations shall be carried out in conjunction with the evaluations of the District Administrator and other administrative staff members.~~

The School Board believes that reflection and evaluation is essential to the continual improvement and success of a school district. The Board self-evaluation process provides an opportunity for the Board to reflect on its performance in relation to stated goals, priorities, and Board governance policies. The process also provides input for establishing any new Board-specific goals.

Therefore, the Board directs the District Administrator to work with the Board President to structure a time and process for the Board to conduct a self-evaluation to assess the Board's overall functioning, the Board's contributions toward the accomplishment of District goals, and the Board's progress toward the accomplishment of any Board-specific goals that the Board previously established for itself. This process will be initiated and conducted as frequently as the Board deems necessary.

Some of the areas of Board responsibility and relationships that may be evaluated as part of the Board's annual self-evaluation include, but are not limited to:

- Strategic planning
- Policy development and oversight;
- Fiscal oversight and resource allocation;
- Oversight of curriculum and instruction;
- Monitoring of student achievement;
- The Board's meeting management, meeting procedures, and decision-making processes;
- Board member development;
- Board-administrator and Board-staff communications and relations;
- Community engagement and collaboration; and
- Board legislative involvement and advocacy.

Unity School District - Board of Education

Board Policy 173

Closed Sessions

Last Revised 11/8/2022

The School Board may meet in closed session only to address subject matter within the scope of the state statutes that authorize the holding of closed sessions. No discussions of any matter shall be held and no action of any kind, formal or informal, shall be taken by the Board while in closed session except as permitted by law.

In order for the Board to convene in closed session, a motion must first be made in open session and carried by a majority vote in such manner that the vote of each individual Board member is ascertained and recorded in the minutes. In connection with this motion, and prior to any vote to convene in closed session being taken, the presiding officer of the meeting shall announce to the Board and to those present at the meeting the nature of the business to be considered in closed session and the specific statutory exemption(s) authorizing the closed session.

The Board shall not commence a meeting, subsequently convene in closed session and thereafter reconvene again in open session within 12 hours after completion of the closed session unless public notice of such subsequent open session was given at the same time and in the same manner as the public notice of the meeting convened prior to the closed session.

Public notice shall be given of all closed sessions in accordance with state law and established District procedures.

Unity School District - Board of Education

Board Policy 185

Standing Committees of the Board of Education

Last Revised 8/11/2020

The School Board believes committees can be useful in the decision-making process. By using a Board committee structure, the Board is able to conduct its business in an efficient and effective manner and study issues facing the District more in depth. The committee structure is designed to assist the Board in the conducting of Board business.

The Board shall have at least the following standing committees, which shall be subunits of the Board, and each committee shall consist of 3 Board members unless otherwise indicated:

- Policy and Programming
- Finance
- Audit
- Long Range Planning and Facilities

Standing committees shall perform functions and duties as determined by the Board. Unless the Board gives contrary direction, committees may also take up issues within the general scope of their charge on their own initiative or upon referral by the District Administrator or his/her administrative-level designee. The Board's standing committees shall generally be deliberative and advisory in nature. Therefore, unless acting with authority that has been expressly and unambiguously delegated to the committee by a Board decision, committees shall have no power to take official action in place of the Board or to otherwise commit the Board or District to any specific course of action or expenditure of funds.

In the event of any uncertainty surrounding a committee's scope of responsibility, and to avoid unnecessary duplication of effort, the Board retains discretion to make final determinations as to the most appropriate committee, if any, to address specific issues.

The quorum of each standing committee shall be defined as a majority of the full membership of the committee. The members of each standing committee shall be appointed annually by the Board President. The appointments shall normally occur within 30 days of the annual election of Board officers. The Board members appointed to the various committees shall serve until the next annual appointments are made, assuming no vacancies occur and assuming no intervening action by the Board to modify committee structures or committee membership.

In the event of a vacancy on the Board, and in the absence of any Board action to the contrary, the person appointed to fill the Board vacancy (if any) shall also assume the committee appointments formerly held by the Board member whose absence created the vacancy, **unless assigned otherwise by the Board President.**

Subject to any more specific directive of the Board, the District Administrator shall either personally serve as ~~or designate another staff member to serve as~~ an administrative liaison to each standing committee. Such liaison shall normally attend the committee's meetings.

A chairperson for each standing committee will normally be expressly designated in the committee appointment process. However, if no chairperson is designated, the committee shall select its own chairperson. Committees shall select an alternate chairperson to preside in the absence of the chairperson. The chairperson's responsibilities shall be as specified by the Board, **but shall include facilitating the committee's meetings.**

Except to the extent that the Board takes official action establishing a contrary rule or directive, any Board member may attend and participate in the discussion that occurs at any meeting of a standing committee. However, only the appointed members of the committee will have the authority to make motions and vote at the committee's meetings.

Notice of Board committee meetings shall be issued in accordance with state law and any applicable Board policy. When appropriate, such notice shall include a statement to reflect that a quorum of the Board may be present at the committee meeting, that such committee meeting may, therefore, also constitute a meeting of the Board for purposes of

the Open Meetings Law, but that the Board will take no action as a governmental body at such committee meeting.

A committee formed for or meeting for the purpose of collective bargaining is not a governmental body under the Open Meetings Law, and this policy is not intended to separately apply any provisions of the Open Meetings Law to such a committee.

Legal References:

Wisconsin Statutes

| | |
|--------------------------------------|--|
| <u>Section 19.82</u> | [definitions under the open meetings law] |
| <u>Section 19.83</u> | [public meetings] |
| <u>Section 19.84</u> | [public notice of meetings] |
| <u>Section 19.85</u> | [exemptions to open meetings] |
| <u>Section 19.89</u> | [exclusion of board members from meetings] |

Unity School District - Board of Education

Board Policy 253

Development of Administrative Rules

Last Revised 11/13/2022

~~In order for Board of Education policies to be carried out, amplifications of intent or procedures need to be developed at times for implementation of Board Policy or motions passed by the Board.~~

~~Therefore, the Board of Education delegates the District Administrator to write administrative rules when she/he deems it necessary to amplify, clarify or establish procedures to carry out the Board of Education intent in policy or motions passed at Board meetings.~~

~~In the event that rules or regulations are necessary to cover matters not directly related to an existing policy statement, they shall not abrogate or derogate an adopted policy. Administrative Rules must always be in compliance with board policies and applicable laws and regulations.~~

~~While no official acceptance of administrative procedures by the Board is required, such procedures shall be subject to review by the Board in respect to their correlation with Board Policy. Although administrative rules are often presented to the school board for informational purposes, they are not usually adopted by the school board.~~

The School Board delegates to the District Administrator the function of specifying required actions and designing the detailed arrangements under which the District's schools and other programs will be operated on a day-to-day basis. These detailed arrangements shall constitute the administrative rules governing the District's schools and other operations. All administrative rules shall be consistent with Board policies and legal requirements. As used in this policy, the term "rule" is synonymous and interchangeable with "procedure."

The District Administrator is responsible for developing, approving, implementing, and reviewing administrative rules as needed. However, while retaining overall accountability for and oversight of such rules, the District Administrator may further delegate such responsibilities to other administrators and supervisors.

Administrative rules may be presented to the Board for informational purposes.

Formal administrative rules that are defined and maintained in written form shall be appropriately organized for ease of reference and use. Some administrative rules may be maintained with related Board policies and related Board-adopted rules. In authorizing the administration to specify such written rules, the Board in no way intends to limit the authority of administrative and supervisory personnel to issue other directives, establish other responsibilities and expectations, or define other practices and procedures as may be lawful, prudent and consistent with Board policy for the sound management of the District. Similarly, certain aspects of the day-to-day management and operation of the District require the exercise of discretion such that it may be either impractical or imprudent to attempt to reduce the matter to a formal policy or rule. Applicable legal authority, District policies and rules, and Board and managerial directives shall guide and provide the framework for the exercise of such discretion.

Any detailed explanation of policy, District plan, or other management document for which Board approval/adoption is required by and non-delegable under applicable law shall not be considered an "administrative rule" within the meaning of this policy.

Although this policy expressly establishes that the development and implementation of administrative rules is a delegated responsibility, the Board ultimately reserves the right to review, modify, suspend and revoke administrative rules should the Board conclude that the rules are inconsistent with Board policies or applicable legal requirements, or upon determining that such action is in the best interests of the District.

Unity School District - Board of Education

Board Policy 254

Employee Job Descriptions

Last Revised 11/8/2022

~~The District Administrator or designee shall oversee the development, maintenance, and implementation of written job descriptions for all employee classifications in the District. Specific responsibilities for developing job descriptions may be assigned by the District Administrator to the administrator or director who serves as the supervisor of the specific position.~~

~~District Job descriptions shall include, but not be limited to, the following:~~

- ~~1. Position Title:~~
- ~~2. Reports To:~~
- ~~3. FLSA Status:~~
- ~~4. Summary of Duties:~~
- ~~5. Qualifications:~~
- ~~6. Essential Functions (primary tasks):~~

~~All administrative job descriptions shall be adopted by the Board of Education.~~

~~Job descriptions shall be reviewed on an ongoing basis to maintain their accuracy.~~

~~Job Descriptions shall be considered to be an extension of the policy manual and shall be binding.~~

~~Following the revision of a job description, staff members who hold the position for which the essential functions are described in the revised job description shall be provided access to the revised job description and an opportunity to discuss the revisions with their immediate supervisor.~~

~~LEGAL REF: Section 121.02(1)(a)~~

~~Wisconsin Statutes PI 8.01(2)(g)~~

~~Wisconsin Administrative Code PI 34~~

~~Americans with Disabilities Act of 1990~~

The District Administrator shall oversee the development, revision, and maintenance of written job descriptions for all employee classifications in the District. At a minimum, each job description shall list the required qualifications and the essential functions (primary duties) that have been identified for the staff position(s) covered within the relevant classification; Position Title, Reports to, FLSA Status, Summary of Duties, Qualifications, Essential functions.

Job descriptions for the Superintendent shall be adopted by the School Board. Job descriptions for other classifications may be approved and modified under the authority of the District Administrator.

Relevant administrative and supervisory personnel are responsible for reviewing the job descriptions applicable to their area(s) of responsibility on an ongoing basis to ensure that the descriptions remain reasonably current and accurate and to coordinate with the District Administrator or his/her designee regarding any concerns or potential changes.

The District's current job descriptions shall be maintained and compiled online for sharing with employees.

Postings for specific positions, individual employment contracts, specific District policies and handbooks, or other supplemental descriptions for specific positions, assignments, and roles within an employee classification may augment a general job description. Further, all employees are expected to perform such duties and attend to such responsibilities as may be reasonably assigned by a supervisor.

Unity School District - Board of Education

Board Policy ~~322~~ 321

School Day and Calendar **Annual School Calendar and School Day**

Last Revised 11/8/2022

SCHOOL DAY:

~~In order for the Board of Education to meet state and student education requirements, the length of the school day needs to be established and allowances to modify the school day to promote learning by students.~~

~~The school day for each school shall be established annually, prior to the start of the school year. The school day shall be published in the student handbook and online at the District website. The school day shall meet state requirements, established by the DPI.~~

EXCEPTIONS:

~~Variations from this schedule for inservice, parent-teacher conferences or similar events established by the Board of Education will supersede the policy.~~

~~The school day may be modified by the District Administrator or designee assigned in absence of the District Administrator when weather conditions or other emergencies arise.~~

~~Principals may modify the school day to promote student learning which may include but is not limited to field trips, school programs, and/or special events.~~

SCHOOL CALENDAR:

~~The Board of Education shall adopt a school calendar annually in compliance with state statute and DPI regulations.~~

~~Such calendar shall be developed by two Board members, assigned by the Board President, Superintendent, and others assigned by the Superintendent.~~

~~The calendar days of instruction and workdays are to be developed and adopted by the Board of Education by April 1st for the next school year. The Board of Education may adopt multiple years at a time.~~

~~The Superintendent shall certify, to the DPI, the number of hours of instruction annually.~~

The School Board's goal is to approve an annual school calendar that establishes at least the days that are planned for direct student instruction and on which students are expected to attend school, as well as any days on which parent conferences are planned, by April of the preceding school year.

The Board Calendar Committee Representatives and District Administrator shall prepare a proposed annual school calendar and present the proposed calendar to the Board for approval in a timely fashion. In addition to identifying at least the days on which students will be expected to attend school and any days that are planned for parent conferences, the calendar proposal shall (1) include a calculation of the planned hours of student instruction, and (2) identify the extent to which such planned hours of student instruction meet or exceed the minimum requirements established by applicable laws and regulations. The Board of Education may adopt multiple years at a time.

The administrative calendar proposal may identify one or more items which are more tentative in nature and which, therefore, may be more likely to change and/or which may expressly be left as “subject to later confirmation.”

After an annual school calendar is approved by the Board and publicized, the school administration and the Board will be reluctant to substantially modify the calendar, but the District cannot guarantee that no changes will be made. The school day shall be published in the student handbook and online at the District website.

School Day:

1. The District Administrator is authorized to set the school day, and publish in the student-parent handbooks.
2. The school day may be modified by the District Administrator or designee assigned in absence of the District Administrator when weather conditions or other emergencies arise.

Unity School District
Administrative Rule 322.1
Calendar and Hours of Instruction
Last Revised 11/8/2022

~~The Board of Education recognizes that the preparation of a calendar for the instructional program of the schools is necessary for orderly educational planning and for the efficient operation of the District.~~

~~Regular school year classes shall not begin prior to the date authorized by the Wisconsin Department of Public Instruction.~~

The development of the annual District Calendar will be the responsibility of the Board Calendar Committee Representatives and the District Administrator. They will take into consideration suggestions from the administrative team, who represent the district staff, parents, and students.

Each year, the Board of Education shall approve a District Calendar defining the number of days when the schools will be in session for instructional purposes. The school year shall consist of student contact days, sufficient to meet all required student instruction time mandates set by State law, and shall contain a number of non instructional days for parent-teacher conferences, staff education and training, or other reasons during which staff are required to report.

The District Administrator is authorized to collaborate with CESA 11 on the development of a calendar commonalities for all of the districts in the service area.

If school days are cancelled such that the amount of instructional time would fall below the required amount of time, the District Administrator shall determine whether additional school days during which student instruction will occur will be scheduled or whether additional instructional time shall be added to existing school days such that the required instructional time is completed. Non-instructional days lost due to inclement weather or other reasons may be made up at the discretion of the Board.

The District Administrator shall certify to the Department of Public Instruction the number of hours of student instruction during the previous school year.

Unity School District - Board of Education
Board Policy Administrative Rule 331
RtI Coordination and Implementation of Intervention Programming
Last Revised 11/8/2022

The Board of Education recognizes the benefits and supports the development of Prekindergarten -12th grade intervention programs.

The Unity School District will make every reasonable effort to help ensure that each student learns the necessary skills, concepts and content of the course or subject area in which he/she is enrolled. Appropriate intervention and/or tutoring programs shall be provided as needed. The intervention team at each building will decide the placement of students in intervention programs. The building principal administrators, who facilitate each team, will review all team placements and transitions. If the building principal administrator questions a placement, the intervention team will be reconvened to review and discuss the placement. The administrative team shall be responsible for coordinating the intervention programs and processes.

Teaching staff will employ personalized instructional methods and utilize a variety of resources in providing intervention. The interventions that are implemented shall meet the legal requirements of an effective intervention. Adoption of interventions requires administrative approval.

The District will maintain a Response to Intervention (RtI) Plan which outlines specific procedures on how this policy will be implemented. Screening tools and progress monitoring tools shall be defined by the RTI Plan. The specific plan shall be approved by the District Administrator. The District Administrator shall ensure the implementation of the plan, with support from the building principals and special education director.

Unity School District - Board of Education

Board Policy 491

Children of Divorced or Separated Parents and the Parents Not Sharing the Same Household

Last Revised 11/8/2022

It is the intention of the District to promote the best educational and other interests of each student enrolled in the public schools in partnership with the student's parents. The School Board recognizes that while the parents of some students may be divorced, estranged or otherwise not sharing the same household, both parents generally have a right to be informed of and involved in their child's educational program and school activities. The Board also recognizes that sometimes legal actions affecting the family, and the court orders issued in relation to those actions, can include limitations on the rights of a parent to make decisions related to their children, including school and educational program decisions, and can include other restrictions on parental rights.

With these recognitions in mind, it is the responsibility of the parents of students enrolled in District schools to keep the District informed of:

1. any legal action affecting the family that may have an impact on parent involvement and participation in the schools; and
2. any court order that may define or restrict a parent's rights in relation to children enrolled in the schools.

Upon receipt of a family court order involving a child enrolled in a public school in the District, it shall be the responsibility of the building principal to review the court order and see to it that any provisions of the court order applicable to the schools are noted in the child's school records and shared with appropriate staff members who have legitimate educational interests, including safety interests, in the information. The principal may, with permission from the District Administrator and consistent with Board policy, request assistance from the District's legal counsel in interpreting the court order and in understanding its applicability to the schools.

Should neither parent to an action affecting the family notify the District of the existence of a family court order, neither parent shall be deemed to have rights superior to the other with respect to any child enrolled in the District or with respect to parent participation in school-related activities.

Each parent is individually responsible for observing his/her respective parenting rights, obligations, and restrictions in all of the parent's interactions with the District. As a general rule, if one parent believes that the other parent is acting in a manner that is inconsistent with such rights, obligations, or restrictions, his/her primary method of obtaining recourse is to seek enforcement of applicable laws, court orders, and applicable agreements by involving law enforcement and/or the courts. Further, if parents disagree with one another about their respective rights, obligations, or restrictions, it is the responsibility of the parents to obtain appropriate clarifications of, or modifications to, any applicable agreements or court orders through the family court system.

The District Administrator shall develop administrative guidelines to be used in the implementation of this policy that address the collection of family court action information from parents and provide guidance for staff when working with parents who do not share the³⁵ same household or who are (or have been) involved in

actions affecting the family in the schools.

Unity School District

Board Policy Administrative Rule 491.1

Children of Divorced or Separated Parents

Last Revised 11/8/2022

The District will respect the rights of parents/legal guardians with joint custody. The District will observe any restrictions as to custody and physical placement as required by court order, provided that it has been given a copy of such order. It is the responsibility of the parent(s) with legal custody to provide the school principal with a copy of the most recent court order, if restricted access to students or student information is requested.

Parents/guardians with legal custody, except those who have been denied periods of physical placement and/or contact under state law, have the right to: (a) view the child's school records, (b) receive school progress reports and all school mailings, (c) attend parent/teacher conferences, and (d) visit the child briefly at school, if provided for in a court order and not interfering with the school day/activity.

The parent of any student enrolled in Unity Schools District may be provided all report cards, notices of school activities, disciplinary reports, conference appointments or summaries, or other student records, unless otherwise expressly curtailed or restricted by a provision of a court order that has been provided to the principal. It is the responsibility of the parent who does not have regular physical placement of the student to inform the school office in writing of his/her name, address and telephone number.

The principal shall not allow a parent to remove a child from school if the school has been notified that the parent has been denied periods of physical placement with the child by a court order, parenting plan or other court document.

District procedures provide that only the custodial parent(s) with rights of physical placement has/have the right to remove the child from school. If more than one parent or guardian has rights of physical placement, it is the responsibility of such parents/guardians to provide the school with written documentation (court order or agreement signed by both parties) explaining the arrangements for physical placement. If a custodial parent without rights of physical placement asks to remove a child from school, these steps will be followed:

1. If the custodial parent agrees in writing, the student will be released to the parent without rights of physical placement.
2. If such custodial parent does not grant permission, the student will not be released.

When a guardian ad litem wishes to interview or speak with a teacher or other staff member regarding a child custody matter, the principal is to require a copy of the court order appointing the person to be the guardian ad litem.

The district shall annually inform district residents of this policy via the district newsletter and/or website.

Reference: Student Records Policy
Student Admissions Policy