

UNITY SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting

Agenda

Tuesday, September 12, 2023 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. Residents' 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 zfugate@unity.k12.wi.us by NOON on Tuesday, September 12, 2023. Such comments will be provided to the Board of Education for consideration and review.) (Board Policy 187 - Public Participation at Board Meetings)
4. Board of Education Member Update
5. **Information**
 - a. Submitted Reports
 - 1) Administrative Reports
 - a. Elementary Principal Report - *Dr. William DeWitt* 2
 - b. Middle School Principal Report - *Mr. Shaun Fisher* 3
 - c. High School Principal Report - *Mr. Nicholas Been* 4
 - d. Special Education Director Report - *Ms. Elizabeth Jorgensen* 5
 - b. District Administrator's Report - *Mr. Zachary Fugate* 6
6. **Consent Agenda**
 - a. Approval of Board of Education Meeting Minutes, August 7, 2023 - Special Meeting 12
 - b. Approval of Board of Education Meeting Minutes, August 8, 2023 - Regular Board Meeting 13
 - c. Approval of Board of Education Meeting Minutes, August 17, 2023 - Policy and Programming Committee Meeting 15
 - d. Approval of Board of Education Meeting Minutes, August 17, 2023 - Special Meeting 16
 - e. Approval of Elementary/Middle School/High School Activity Accounts 17
 - f. Approval of Vouchers 18
 - g. Financial Report - *Ms. Kara Holden* 24
 - h. Personnel
 - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
 - a. Logan Hendrickson, New Hire - High School Football Coach
 - b. Garth Olson - New Hire, Special Education Teacher
 - c. Jenny Steward - New Hire, Middle School Science and ELA Teacher
7. **Action Agenda**
 - a. Consideration and Approval of Early Graduation Request - *Mr. Nicholas Been*
 - b. Consideration and Approval of the LEAP Staff Handbook - *Ms. Amanda Warner*
 - c. Consideration and Approval of the following Board Policies and Administrative Rules: 25
 - 323 - Memorials and Funerals
 - 446.1 - Student Locker Searches
 - 446.2 - Use of Drug-Detection Canine Units in Search Activities
 - 455.2 - Vehicle Use by Students
 - 750 - Transportation Services
8. Adjourn

Unity
Elementary
August 2023

Elementary Principal’s Report

Eagle Academy and the ‘First Days of School’!

This time of year brings back incredible memories of all of our first days of school in the fall, and provides an opportunity for us to craft fantastic new memories for the next generation of our students here at Unity!



It was so special to see the neat activities our kids enjoyed over the last days of August, and the first days of school in September. Swimming, team building, re-learning how things work at



school, experiencing new things for this year (check out the friendship maze Mr. Brown and the Middle School Community Service kids made), and so much more!



Our first days of school this year also incorporated early learning assessments with our 4k and K students during their Ready, Set, Go conferences. These assessments combined with our Grade 1 - Grade 4 spring assessments allow us to immediately start providing



additional support services for students in need. Thank you to Mrs. Chell, Mrs. Peterson, Ms. Sventek, and Mrs. Mackinnon for all of their help.

It is going to be a great year, full of great memories and learning. Welcome back kids!



Middle School Board Report

September 2023

Eagle Academy

Students were extremely excited to get a jump start to the year! The Middle School had over 70% of students in attendance. The talented staff did a great job collaborating in order to plan fun and engaging activities for the students. The focus was teamwork, problem solving and relationship building!



SUMMER BAND CAMP

The music department hosted a week-long middle school band camp during August summer school that focused on individual skill and program development. The students also learned new music as a band and concluded on Friday with a concert where students performed songs for families and friends.



FALL SPORTS

The middle school sport teams are in full swing with all teams now competing against other schools in games, matches, or meets. There are a lot of student-athletes participating again this year. Students are working hard to improve while still learning valuable life skills that will help to develop positive character traits and the capacity to work cooperatively.



Members of the Cross Country team enjoyed a quick stop at the fair after the Grantsburg race!

Unity High School

Principal's Report - September 2023



Current Events: *Homecoming*

Things to know about homecoming:

- Led by Missy Wilhelm and our Student Council, there is great week planned to demonstrate our strong community pride.
- Centuria, here we come...the annual parade will showcase alumni and much more.
- Our student body is outstanding and will make this a terrific experience for all involved.
- Home athletic events all week, including three on Friday night with the Community Picnic.



Fun to Share: *Eagle Academy*

Eagle Academy was a huge success! Thank again to Missy and the Student Council, along with our creative and energetic staff, the experience gained by everyone was well worth the efforts invested.

Over 130 students from UHS participated in two days of activities, relationship building, learning, and serving the community. Day 1 included learning topics like Wellness, School Pride and opportunities, and others options. Day 2 had over ten different community locations that were serviced by our students and staff, along with many activities that supported creation of friendships and connections.



Things to Know: *Start of the Year Details*

After valuable inservice days, the first days of school were nothing short of fun and busy! Our wonderful staff knows the most important focus is on building positive relationships with each and every student.

Special Education Board Report

September 2023

Submitted by Elizabeth Jorgensen, Director of Special Education



Sydni Sondrol



Garth Olson



Kelly Opiola-Johnson

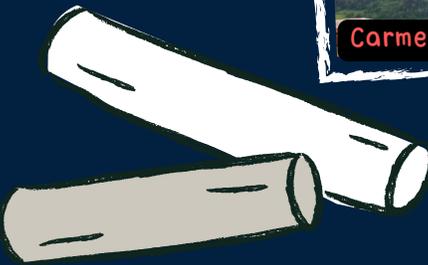


Carmen Vitalis

Welcome New Staff Members!

Unity School District is excited to welcome new staff members to the Special Education Team.

- Sydni Sondrol, Middle School Special Education Teacher
- Garth Olson, High School Special Education Teacher
- Kelley Opiola-Johnson, Speech and Language Pathologist
- Carmen Vitalis, U of M Student/Learning Facilitator for Speech and Language (January to May)



Non-Violent Crisis Intervention Training

Several Unity educators will attend training in Fall 2023 at CESA 11 to certify or recertify in Non-Violent Crisis Intervention (NVC) techniques. NVC is a comprehensive training designed to proactively, effectively, and safely address challenging behaviors. The training emphasizes all aspects of crisis development, including prevention, intervention, and planning for future success while addressing the requirements of Wisconsin ACT 125 & ACT 118.

Every student can learn, just not on the same day, or in the same way." -

George Evans

SEPTEMBER 2023

UNITY SCHOOL DISTRICT



Thank you to Safe-Way, Wisconsin for the wonderful hotdog dinners provided during Open House! Everyone is excited for a great year of safe and efficient transportation! Transportation for Eagle Academy was also a huge success!

Thank you to the Unity Booster Club for putting together an outstanding fundraising event during Open House. The Unity community really came through with some great items for the Booster club to offer for sale!



600+

Hotdog Dinners Served!

20+

Excited Safe-Way Employees

1

Extremely Successful Open House!

Homecoming is just around the corner and we look forward to another great celebration! This year the parade will be in Centuria on Friday, September, 15th at 10:30 AM. Make sure to grab a Homecoming t-shirt and come on out for this great event! Then join us at the school that evening for a community picnic from 5pm-6:30pm!

LET'S GET READY FOR **HOMECOMING!**

START BY GETTING THIS YEAR'S HOMECOMING SHIRTS DESIGNED BY THE HIGH SCHOOL STUDENT COUNCIL



SHIRTS WILL BE SOLD IN THE LOBBY OF THE PAC AT UNITY SCHOOL DISTRICT DURING OPEN HOUSE ON AUGUST, 28 FROM 5-7PM

\$12 AVAILABLE IN YOUTH AND ADULT SIZES. CAN BE BOUGHT IN NAVY OR WHITE

MORE SELLING DATES WILL BE AVAILABLE SHORTLY IF YOU ARE UNABLE TO MAKE IT TO OPEN HOUSE



RETAINING WALL



- Behind Bus Garage
- Re-directed Flow
- Proper Grading
- Drainage in Wall
- Sand, Gravel, Rocks
- New Drain Tile
- Leak-Proof Wall



Unity School District will be partnering with Luck School District to offer Welding Academy through Northwood Technical College. For this first experience partnering with Luck School District and Northwood Technical College for the program, students from Unity will be traveling to Luck High School as they are the host site. We are excited about this partnership and the incredible opportunities it will offer our students. This is one of several options through Northwood Technical College as we work to expand and increase that partnership each year.





**2023 - 2024
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.

UNITY IS

HIRING

CERTIFIED STAFF OPEN POSITIONS

- HIGH SCHOOL/MIDDLE SCHOOL CHOIR DIRECTOR
- HIGH SCHOOL SOCIAL STUDIES TEACHER
- VARIOUS COACHING POSITIONS

JOIN OUR
TEAM

Don't miss the opportunity to join our team and gain experience and benefits by working with great leadership!

Apply Now!



Our Website
WWW.UNITY.K12.WI.US

UNITY IS

HIRING

SUPPORT STAFF OPEN POSITIONS

- FULL-TIME LEAP CHILDCARE LEADS AND ASSISTANTS
- FULL-TIME ULC EDUCATIONAL ASSISTANT
- PART-TIME EDUCATIONAL ASSISTANTS
- PART-TIME SCHOOL NUTRITION
- SUBSTITUTE TEACHERS
- SUBSTITUTES
 - KITCHEN
 - CUSTODIAL
 - EDUCATIONAL ASSISTANTS

Get the opportunity to join our team and gain experience and benefits by working with a great leadership team!

Apply Now!



JOIN OUR
TEAM



CALENDAR OF EVENTS

DATE	MEETING	PLACE	TIME
Tuesday, September 5	1st Day of School!	District	8:15 AM
Thursday, September 7	Elementary Picture Day	District	
Friday, September 8	MS and HS Picture Day	District	
Friday, September 15	Early Release	District	1:00 PM
Friday, September 15	Homecoming-Community Picnic	Elementary Playground	5:00-6:30 PM
Thursday, September 21	Teacher of the Year-Mr. Collins	Madison, WI	
Monday, October 2	WASB Board Follow-Up	District	1:00-4:00 PM
Tuesday, October 10	Board Meeting	District	TBD
Tuesday, October 23	Annual Budget Meeting	District	7:00 PM
Monday, October 30	No School: In-Service	District	8:00 AM-4:00 PM
Monday, October 30	Parent/Teacher Conferences	District	4:00-8:00 PM

Minutes of Special Meeting

August 7, 2023

The Board of Education

Unity School District

1. **5:30 PM** Call to Order/Notice of Meeting/Roll Call
Members Present: Debbie Ince-Peterson, Ryan Peterson, Pat Kastens, Victoria Studtmann, Sheryl Holmgren, Andrea Jerrick
Admin. Team Present: Supt. Zachary Fugate
Members Absent: Jeromy Cox
2. Approval of the Agenda
Motion by Ryan Peterson to approve the agenda.
Second by Victoria Studtmann.
Motion carries by unanimous voice vote.
3. Consideration to Suspend Regular Session and Convene Closed Session for the Purpose of WI § 19.85 (1)(c) to interview and consider candidates for the position of middle school principal and may select one or more candidates for the position.
 - a. Roll Call
 - b. Personnel §19.85 (1)(c)
 - c. Adjourn Closed Session
 - d. Convene Regular Session
4. Possible Action on Recommendation(s) From Closed Session
None.
5. Adjourn
Motion to adjourn by Victoria Studtmann.
Second by Pat Kastens.
Motion carries by unanimous voice vote.

Minutes of Regular Meeting

August 8, 2023

The Board of Education

Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, August 8, 2023 beginning at 6:00 PM in the Unity School District Board Room.

1. **5:30 PM** Summer Project Campus Tour
2. **6:00 PM** Call to Order/Notice of Meeting/Roll Call
 - Members Present:** Debbie Ince-Peterson, Ryan Peterson, Pat Kastens, Victoria Studtmann, Sheryl Holmgren, Andrea Jerrick
 - Admin. Team Present:** Supt. Zachary Fugate
 - Members Absent:** Jeromy Cox
3. Approval of the Agenda
 - Motion by Ryan Peterson to approve the agenda.
 - Second by Sheryl Holmgren.
 - Motion carries by unanimous voice vote.
4. 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, July 11, 2023 - Regular Board Meeting
 - c. Approval of Closed Minutes, July 18, 2023 - Special Board Meeting
 - d. Approval of Closed Minutes, July 20, 2023 - Special Board Meeting
 - e. Approval of Closed Minutes, July 25, 2023 - Special Board Meeting
 - f. Personnel §19.85 (1)(c)
 - g. Adjourn Closed Session
 - h. Convene Regular Session
5. Possible Action on Recommendation(s) From Closed Session
 - None.
6. Residents' 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 zfugate@unity.k12.wi.us by NOON on Tuesday, August 8, 2023. Such comments will be provided to the Board of Education for consideration and review.) (Board Policy 187 - Public Participation at Board Meetings)
 - No comments were received.
7. Board of Education Member Update
8. **Information**
 - a. Submitted Reports
 - 1) Principal Reports
 - b. District Administrator's Report - *Mr. Zachary Fugate*
9. **Consent Agenda**
 - a. Approval of Board of Education Meeting Minutes, July 11, 2023 - Regular Board Meeting
 - b. Approval of Board of Education Meeting Minutes, July 18, 2023 - Special Board Meeting
 - c. Approval of Board of Education Meeting Minutes, July 20, 2023 - Special Board Meeting
 - d. Approval of Board of Education Meeting Minutes, July 25, 2023 - Special Board Meeting
 - Motion to approve items 9.a – 9.d by Pat Kastens.
 - Second by Ryan Peterson.
 - Motion carries by unanimous voice vote.
 - e. Approval of Elementary/Middle School/High School Activity Accounts
 - Motion to approve the July 2023 Activity Accounts by Ryan Peterson.
 - Second by Andrea Jerrick.
 - Motion carries by unanimous voice vote.
 - f. Approval of Vouchers
 - Motion to approve the July 2023 Vouchers by Ryan Peterson.

Second by Sheryl Holmgren.
Motion carries by unanimous voice vote. (Andrea Jerrick Abstained.)

- g. Financial Report - *Ms. Kara Holden*
- h. Personnel

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

- a. Middle School Principal
Motion by Ryan Peterson to approve the hire of Shaun Fisher, Middle School Principal.
Second by Pat Kastens.
Motion carries by unanimous voice vote.
- b. Carmen Vitalis, New Hire - Learning Facilitator
- c. Sawyer Westra, New Hire - Middle School Football Coach
Motion by Ryan Peterson to approve the hires of Carmen Vitalis (Learning Facilitator) and Sawyer Westra (Middle School Football Coach).
Second by Andrea Jerrick.
Motion carries by unanimous voice vote.
- d. Kimberly Tunheim, Resignation - Educational Assistant
Motion by Ryan Peterson to approve the resignation of Kimberly Tunheim, Educational Assistant, with thanks for her years of service.
Second by Victoria Studtmann.
Motion carries by unanimous voice vote.

10. **Action Agenda**

- a. Consideration and Approval of the 2023-2024 District Employee Handbook - *Mr. Zachary Fugate*
Motion to approve the 2023-2024 District Employee Handbook by Pat Kastens.
Second by Ryan Peterson.
Motion carries by unanimous voice vote.

11. Adjourn

Motion to adjourn by Pat Kastens.
Second by Victoria Studtmann.
Motion carries by unanimous voice vote by 7:16 p.m.

Minutes of Policy and Programming Committee Meeting

August 17, 2023

The Board of Education

Unity School District

1. **11:30 AM** Call to Order/Notice of Meeting/Roll Call
Members Present: Pat Kastens, Sheryl Holmgren, Jeromy Cox
Admin. Team Present: Supt. Zachary Fugate
Members Absent:
2. Approval of the Agenda
Motion by Pat Kastens to approve the agenda.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote.
3. Board Policy 323.3 Memorials and Funerals
4. Board Policy 446.1 Student Locker Searches
5. Board Policy 446.2 Use of Drug-Detection Canine Units in Search Activities
6. Board Policy 455.2 Vehicle Use by Students
7. Board Policy 750 Transportation Services
8. Adjourn
Motion to adjourn by Pat Kastens.
Second by Sheryl Holmgren
Motion carries by unanimous voice vote by 12:26 p.m.

Minutes of Special Meeting
August 17, 2023
The Board of Education
Unity School District

1. **12:30 PM** Call to Order/Notice of Meeting/Roll Call
Members Present: Ryan Peterson, Jeromy Cox, Pat Kastens, Sheryl Holmgren
Admin. Team Present: Supt. Zachary Fugate
Members Absent: Debbie Ince-Peterson, Victoria Studtmann, Andrea Jerrick
2. Approval of the Agenda
Motion by Pat Kastens to approve the agenda.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote.
3. Consent Agenda
 - a. Personnel
 - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
 - a. Jessica Grams, New Hire - Elementary Teacher
 - b. Logan Hendrickson, New Hire - Maintenance Technician
 - c. Dylan Kern, New Hire - Middle School Assistant Cross Country Coach
 - d. Andrew Steward, New Hire - High School Mathematics Teacher
Motion to approve items 3.a.1.a – 3.a.1.d by Jeromy Cox.
Second by Pat Kastens.
Motion carries by unanimous voice vote.
4. Adjourn
Motion to adjourn by Pat Kastens.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote by 12:35 p.m.

UNITY SCHOOL DISTRICT

ACTIVITY ACCOUNT SUMMARY AS OF AUGUST 30, 2023

HIGH SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
164400-General Account	\$13,260.37	\$368.57		\$13,628.94
164401-Basketball - Boys	\$5,233.56	\$115.00		\$5,348.56
164402-Baseball - HS	\$4,410.57	\$620.00	\$1,247.48	\$3,783.09
164403-FFA	\$8,702.33		\$150.52	\$8,551.81
164404-FBLA	\$2,582.90	\$500.00		\$3,082.90
164405-Skills USA	\$4,445.98			\$4,445.98
164406-Athletics	\$556.54			\$556.54
164407-Football	\$3,442.27	\$527.46	\$299.95	\$3,669.78
164408-Volleyball	\$2,770.04	\$520.90	\$1,056.42	\$2,234.52
164410-Softball	\$2,307.18		\$598.66	\$1,708.52
164411-Soccer Club	\$0.00			\$0.00
164413-Migizi Club	\$641.97			\$641.97
164414-Music Club	\$5,776.51			\$5,776.51
164415-Natnl Honor Society	\$658.65			\$658.65
164416-Student Council	\$1,884.50		\$526.52	\$1,357.98
164417-Theatre Arts	\$4,293.72			\$4,293.72
164418-Library	\$1,827.64			\$1,827.64
16419-Farm2School	\$758.00			\$758.00
164420-Tennis	\$3,831.37			\$3,831.37
164422 - Class of 2022	\$465.24			\$465.24
164423 - Class of 2023	\$0.00			\$0.00
164424 - Class of 2024	\$2,971.47			\$2,971.47
164425 - Class of 2025	\$689.20			\$689.20
164426 - Class of 2026	\$0.00			\$0.00
TOTALS	\$71,510.01	\$2,651.93	\$3,879.55	\$70,282.39
	\$0.00			
MIDDLE SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
General	\$8,657.14	\$108.15		\$8,765.29
Student Council	\$3,017.75			\$3,017.75
Drama	\$551.17			\$551.17
Sopko	\$424.43			\$424.43
PE Program	\$623.50			\$623.50
MS Athletics	\$537.52			\$537.52
Girls Traveling Bball	\$10,080.88			\$10,080.88
Wrestling	\$1,069.56			\$1,069.56
TOTALS	\$24,961.95	\$108.15	\$0.00	\$25,070.10
ELEMENTARY SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSE	END BALANCE
General	\$6,694.47	\$38.17		\$6,732.64
Yearbook	\$2,094.78			\$2,094.78
TOTALS	\$8,789.25	\$38.17	\$0.00	\$8,827.42

CHECK #	VENDOR	CHECK DATE	AMOUNT
18993	DELTA DENTAL	8/1/23	\$ 20,635.79
19000	CASH	8/8/23	\$ 328.00
19001	ASSOCIATED TRUST COMPANY FEE ADMIN	8/14/23	\$ 475.00
19002	INDIANHEAD GLASS, INC.	8/14/23	\$ 193,049.00
19003	KEMPS	8/14/23	\$ 1,718.94
19004	QUADIENT FINANCE USA INC	8/14/23	\$ 750.50
19005	RENNING, LEWIS & LACY, S.C.	8/14/23	\$ 4,421.50
19006	ST CROIX HEALTH	8/14/23	\$ 95.00
19007	VERIZON WIRELESS	8/14/23	\$ 218.17
19008	BROW TINE	8/17/23	\$ 4,867.50
19009	EMC INSURANCE COMPANIES	8/17/23	\$ 100,910.00
19010	POLK BURNETT ELECTRIC COOP.	8/17/23	\$ 4,795.53
19011	SCHOOL DISTRICT OF BARRON	8/17/23	\$ 1,000.00
19012	STRUCTURAL BUILDINGS OF MN, INC.	8/17/23	\$ 9,958.42
19013	TOTAL HOME & OUTDOOR SERVICES LLC	8/17/23	\$ 13,625.68
19014	UNITY HIGH SCHOOL ACTIVITY	8/17/23	\$ 115.00
19015	WAGGONER, LESLIE	8/17/23	\$ 151.06
19016	WCA GROUP HEALTH TRUST	8/17/23	\$ 228,542.99
19017	ALLEVA, WILLIAM	8/18/23	\$ 85.00
19018	MORRIS, MIKE	8/18/23	\$ 85.00
19019	ELECTRONIC FEDERAL TAX PAYMENT	8/4/23	\$ 61,444.17
19020	WEA TAX SHELTERED ANNUITY TRUST	8/4/23	\$ 4,616.68
19021	WISCONSIN DEPARTMENT OF REV	8/4/23	\$ 9,834.26
19022	HORACE MANN LIFE INSURANCE COM	8/21/23	\$ 1,900.00
19023	THRIVENT FINANCIAL FOR LUTHERANS	8/21/23	\$ 416.68
19024	UNITY FOOD SERVICE	8/21/23	\$ 515.00
19025	ELECTRONIC FEDERAL TAX PAYMENT	8/18/23	\$ 66,135.68
19026	WEA TAX SHELTERED ANNUITY TRUST	8/18/23	\$ 4,616.68
19027	WISCONSIN DEPARTMENT OF REV	8/18/23	\$ 10,368.20
19028	USPS	8/23/23	\$ 725.65
19029	#SOCIALSCHOOL4EDU	8/24/23	\$ 8,500.00
19030-19034	AMAZON CAPITAL SERVICES	8/24/23	\$ 11,549.11
19035	APPLE INC	8/24/23	\$ 3,202.00
19036	ARTHUR J. GALLAGHER, FIRST AGENCY BRAN	8/24/23	\$ 13,249.00
19037	AWSA	8/24/23	\$ 774.00
19038	BALSAM LAKE ACE HARDWARE	8/24/23	\$ 2,019.00
19039	BALSAM LAKE PRO LAWN, INC	8/24/23	\$ 2,916.16
19040	BCI CAPITAL INC	8/24/23	\$ 68,349.29
19041	BEEN, NICOLAS	8/24/23	\$ 76.45
19042	CARNEGIE LEARNING	8/24/23	\$ 13,230.00
19043	CESA #5	8/24/23	\$ 6,978.02
19044	CESA #10	8/24/23	\$ 448.00

19045 CONFIDENTIAL RECORDS, INC	8/24/23	\$	415.80
19046 CWS SECURITY WATCH	8/24/23	\$	141.00
19047 DALCO	8/24/23	\$	6,503.84
19048 DELTA DENTAL	8/24/23	\$	11,009.56
19049 DON JOHNSON'S CUMBERLAND MOTORS LL	8/24/23	\$	293.34
19050 E.O. JOHNSON	8/24/23	\$	4,000.37
19051 E3 GORDON STOWE	8/24/23	\$	90.00
19052 EMPLOYEE BENEFITS CORPORATION	8/24/23	\$	79.05
19053 FRONTLINE TECHNOLOGIES	8/24/23	\$	4,591.19
19054 GOPHER	8/24/23	\$	573.60
19055 HANSON, MELISSA	8/24/23	\$	543.00
19056 HEALY AWARDS, INC.	8/24/23	\$	302.38
19057 HOLDTS DISPOSAL, LLC	8/24/23	\$	1,050.00
19058 HORIZON COMMERCIAL POOL SUPPLY	8/24/23	\$	1,827.57
19059 HOUGHTON MIFFLIN	8/24/23	\$	967.20
19060 ICCPA	8/24/23	\$	207.12
19061 INDIANHEAD FOODSERVICE DIST.	8/24/23	\$	9,167.26
19062 INFINITE CAMPUS	8/24/23	\$	21,232.60
19063 INT'L CHEMTEX CORP.	8/24/23	\$	502.59
19064 IRISH SPORTS DOME	8/24/23	\$	1,975.00
19065 ISCORP	8/24/23	\$	3,000.00
19066 J HILL CONSTRUCTION LLC	8/24/23	\$	2,808.71
19067 JEFFS SMALL ENGINE REPAIR	8/24/23	\$	35.88
19068 JOHN DEERE FINANCIAL	8/24/23	\$	243.81
19069 KOMPAS CARE	8/24/23	\$	3,650.00
19070 LAKELAND COMMUNICATIONS	8/24/23	\$	4,396.61
19071 LAKELAND CONFERENCE	8/24/23	\$	1,900.00
19072 LEARNING A-Z	8/24/23	\$	1,598.00
19073 LOFFLER	8/24/23	\$	58.64
19074 LOFFLER COMPANIES, INC.	8/24/23	\$	908.16
19075 MADSEN PEST MANAGEMENT	8/24/23	\$	145.00
19076 MECA	8/24/23	\$	97.00
19077 MEDICA	8/24/23	\$	758.00
19078-19082 MENARDS-SCF	8/24/23	\$	7,420.49
19083 MENOMONIE HIGH SCHOOL	8/24/23	\$	350.00
19084 MIKE'S COMMERCIAL KITCHEN SERV	8/24/23	\$	510.00
19085 NATIONAL SCHOOL FORMS	8/24/23	\$	263.58
19086 NEW ERA TECHNOLOGY	8/24/23	\$	3,269.00
19087 O'REILLY	8/24/23	\$	56.96
19088-19089 OAK RIDGE CHEMICAL INC	8/24/23	\$	6,367.42
19090 PAPCO, INC	8/24/23	\$	303.00
19091 PEAK PLUMBING	8/24/23	\$	1,928.05
19092 POLK BURNETT ELECTRIC COOP.	8/24/23	\$	309.16

19093 QUADIENT FINANCE USA INC	8/24/23	\$	801.05
19094 RUBICON WEST LLC	8/24/23	\$	4,134.90
19095 SCHILLING SUPPLY COMPANY	8/24/23	\$	2,060.41
19096 SCHOLASTIC, INC	8/24/23	\$	1,963.46
19097 SCHOOL DATEBOOKS	8/24/23	\$	775.72
19098 SD OF BRUCE	8/24/23	\$	150.00
19099 SCHOOL DISTRICT OF GRANTSBURG	8/24/23	\$	125.00
19100 SCHOOL DISTRICT OF WEBSTER	8/24/23	\$	175.00
19101 SECURITY CHECK ME	8/24/23	\$	21.00
19102 SKYWARD	8/24/23	\$	18,453.00
19103 ST CROIX HEALTH	8/24/23	\$	426.00
19104 STAPLES ADVANTAGE	8/24/23	\$	4,073.24
19105 SUNBURST DIGITAL INC.	8/24/23	\$	876.00
19106 SUPERIOR SEALERS LLC	8/24/23	\$	2,725.00
19107 TASB	8/24/23	\$	3,250.00
19108 TK ELEVATOR CORPORATION	8/24/23	\$	250.68
19109 TL ENTERPRISE	8/24/23	\$	424.00
19110 UNIVERSITY OF WI RIVER FALLS	8/24/23	\$	23,431.08
19111 US TICKET, INC	8/24/23	\$	403.55
19112 VALLEY ATHLETICS	8/24/23	\$	717.42
19113 VERIZON WIRELESS	8/24/23	\$	218.17
19114 VITERBO UNIVERSITY	8/24/23	\$	1,920.00
19115 WASB	8/24/23	\$	10,487.72
19116 WATERMAN RECYCLING AND DISPOSAL LLC	8/24/23	\$	470.00
19117 WI DEPT OF JUSTICE	8/24/23	\$	21.00
19118 WIRSA	8/24/23	\$	500.00
19119 WISCONSIN FFA CENTER	8/24/23	\$	400.00
19120 SUBWAY	8/28/23	\$	1,032.22
19121 ALLEVA, WILLIAM	8/28/23	\$	85.00
19122 ALLEVA, WILLIAM	8/28/23	\$	160.00
19123 BREWER, TREVOR	8/28/23	\$	145.00
19124 KLINGER, JOSH	8/28/23	\$	145.00
19125 MORRIS, MIKE	8/28/23	\$	85.00
19126 MORRIS, MIKE	8/28/23	\$	160.00
19127 CASH	8/31/23	\$	600.00
19164 WISCONSIN RETIREMENT SYSTEM	8/31/23	\$	71,482.64
19165 UNITY EDUCATION SCHOLARSHIP	8/31/23	\$	30.00
19166 PAYROLL ACCOUNT	8/20/23	\$	452,262.72
19181 BMO MASTERCARD	8/11/23	\$	4,694.62
19182 CHASE CARD SERVICES	8/21/23	\$	13,393.05

19183 HUEBSCH SERVICES	8/10/23	\$	552.64
19184 NORTHWESTERN WIS ELECTRIC CO	8/16/23	\$	21,010.61
19185 WE ENERGIES	8/8/23	\$	1,017.54
			<hr/> <hr/>
			\$ 1,629,651.49

\$ 3,259,302.98

**AUGUST, 2023
 UNITY SCHOOL DISTRICT
 ALL FUNDS
 PROOF OF CASH**

BANK	BALANCE July 31, 2023	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	BALANCE August 31, 2023
BALANCE PER BANK:				
Pillar Bank - 4034 General Checking	\$ -	\$ 1,149,174.74	\$ 1,149,174.74	\$ -
Pillar Bank - 3781 Sweep	1,577,921.96	4,227,529.36	1,760,025.50	4,045,425.82
Pillar Bank - 9458 Debt Service	1,138.85	152,694.67	152,689.75	1,143.77
LGIP - #1 - Debt Service	49,698.16	224.24	0.00	49,922.40
LGIP - #2 - General	1,889.79	8.53	0.00	1,898.32
Bremer Bank - 0907 Capital Improvement	433,693.06	368.34	0.00	434,061.40
Pillar Bank - 3863 ES Activity	8,828.99	38.17	0.00	8,867.16
Pillar Bank - 8579 MS Activity	25,016.95	108.15	0.00	25,125.10
Pillar Bank - 3894 HS Activity	73,114.97	2,651.93	4,515.55	71,251.35
Pillar Bank- 7068 Scholarship Milltown CC	36,618.78	0.00	0.00	36,618.78
Pillar Bank - 1817 Scholarship Lumsden	34,131.95	0.00	0.00	34,131.95
Pillar Bank - 2643 Scholarship Amery Farmers	0.00	0.00	0.00	0.00
Pillar Bank - 7799 Scholarship Checking	67,663.53	292.51	0.00	67,956.04
Pillar Bank - 1217 Scholarship G Melby Am Legion	0.00	0.00	0.00	0.00
	\$ 2,309,716.99	\$ 5,533,090.64	\$ 3,066,405.54	\$ 4,776,402.09

Unity School District - Board of Education

Board Policy 323.3

Memorials and Funerals

Last Revised 9/12/2023

The Board recognizes that when a school community experiences the sudden death of a student, staff or community member with particular ties to the school community over a period of many years, it is important to the school community and to those who are personally affected by the death to acknowledge the event. Use of school district property for memorial services **or other purposes related to the individual's death** ~~is not permitted; however, requests from students, staff, parents or others for remembering or memorializing a person~~ may be approved by the Superintendent or designee, at his/her discretion. A reason(s) for the Superintendent or designee to deny the request may include, but is not limited to any or all of the following circumstances: ~~subject to the provisions of this policy:~~

- District facilities are already scheduled for an event on the requested date for services.
- Student activities are scheduled on the requested date for services.
- School is in session.
- School staff are unable/unavailable on the date of the requested services to help facilitate the event.
- The event would cause the District to incur a cost.
- The Superintendent determines that the interests of the District would not be served by such an event occurring on District property.

Priority in decisions regarding the use of district property for memorial services or other purposes related to the individual's death will be given to students and staff members with current/significant connections with the district; public service employees, such as law enforcement, firefighters, and government officials; and active duty/retired military personnel. Use of district property for memorial services or other purposes related to the individual's death will require a fee in accordance with the District's facility use guidelines and expectations.

Requests from students, staff, parents or others for remembering or memorializing a person may be approved by the Superintendent or designee, subject to the provisions of this policy.

In the immediate aftermath of a death, at the discretion of the Principal, the school building may be opened with counselors available to address student needs, and temporary memorials may be permitted. He/she will consult with the family of the deceased, as appropriate. The display of all remembrances will be temporary in nature, removed in a timely manner, and offered to the family. Gifts or donations for scholarships or to the scholarship fund are encouraged for a more lasting remembrance. Gifts shall comply with Board Policy Gifts, Bequests and Scholarships.

~~Requests may be made to memorialize an individual in school yearbooks or at school events, such requests require the approval of the District Administrator.~~

Activities that will not detract from scheduled classroom or school activities, or the celebration of student accomplishments may, with proper building principal approval, be authorized. Activities or events may be rescheduled or cancelled with prior District Administrator or designee approval only. Major school ceremonies such as graduation, awards, and scholarship events or the like, are not appropriate for significant memorial activities.

Schools may observe a moment of silence in memory of the individual as deemed appropriate by the District Administrator or designee. Additional District counseling services may be made available to provide support. Student, staff, or community deaths will not be announced or memorialized over the intercom or on reader boards. School will not be dismissed early or cancelled on the day of a memorial or funeral service. A student's excused absence for a funeral must be approved by the parent and school principal. Flags may be lowered only in accordance with state and federal law.

District property (e.g. buildings, rooms, fields, gymnasiums, etc.) may be named or renamed to memorialize an individual with Board approval only. Such approval requires prior consideration and sponsorship of the Board Policy & Programming Committee.

Unity School District - Board of Education

Board Policy 446.1

Student Locker Searches and Seizures

Last Revised 9/12/2023

Searches in General

Understanding the District has a legitimate interest in maintaining order of the educational environment, the principal or their designee may, upon reasonable suspicion that a search will reveal contraband, i.e., evidence of illegal activity or a school policy violation, conduct a search of a student's vehicle, locker, person, or personal property located on school grounds.

Prior to conducting a search under this policy, the District may request the student's consent to search unless the principal or their designee believes such notice or request for consent would interfere with the results of the search.

1. Reasonable Suspicion and Scope of Search:
 - a. The principal or their designee must have a legitimate basis to suspect that the search will reveal contraband, i.e., evidence of illegal activity or a violation of school policy.
 - b. The search shall be reasonably related in scope to the circumstances that justified the initial reason for the search.
2. The principal or their designee may conduct a search under this policy without having reasonable suspicion only when they have obtained the student's legally recognized consent to search.

Locker Searches

A student locker is provided by the District school for the convenience of the student, to be used solely and exclusively for the storage of outer garments, footwear, and school-related materials. No student shall use the locker for any other purpose.

The locker assigned to a student is the property of the School District. At no time does the District relinquish its exclusive control of such lockers. A locker may be searched as determined necessary or appropriate without notice, without student consent, without reasonable consent, and without a search warrant. The search may be conducted by the principal or their designee. ~~District Administrator, a building principal, a school liaison officer or other law enforcement officer at the request of school officials, a school employee designated by the district administrator.~~

Any unauthorized item found in a the locker will be seized in accordance with this policy removed.

~~The student is to use only the specific locker that they have been assigned.~~

Vehicle Searches

Parking spots on District grounds are provided for the convenience of student-drivers. Parking spots are extensions of school property. Therefore, to maintain the legitimate interest of order in the educational environment, the principal or their designee may search a student's personal or familial vehicle located on school grounds in accordance with the requirements of this policy and the Student Vehicle Registration Agreement.

The principal or their designee may seize the student's vehicle keys in accordance with this policy to gain

entry to the vehicle for purposes of a vehicle search. If the principal or their designee is unable to obtain the student's vehicle keys, the District shall request law enforcement make keyless entry with as little property damage as possible given the circumstances.

Person/Personal Property Searches

The District permits students to bring various types of personal property to school. Understanding the District has a legitimate interest in maintaining order of the educational environment, a student's person or personal property may be searched in accordance with the requirements of this policy.

1. Definition(s):

- a. "Person" means the student's physical body limited to the student's outer layer of clothing or inside the student's clothing pockets.
- b. "Personal Property" means any item a student brings onto school grounds. Such items include but are not limited to, a student's backpack, lunchbox, athletic bag, hygiene items, or school supplies.

2. Limitations:

- a. Under no circumstances shall a student be strip searched while under the authority of the school district or put in a position which is excessively intrusive in light of the age and sex of the student and the nature of the violation.
- b. If a student's person is searched, such search shall be done by a staff member of the same gender as the student.
- c. Searches of a student's person or personal belongings must be conducted outside the presence of other students.

Guidelines: Seizures from Search:

1. Items removed from a student's possession ~~the locker~~ may be held by the school for return to the adult student, or the parent(s) or guardian of a minor student, without liability to the school for safekeeping.
 - a. The adult student, or the parent(s) or guardian of a minor student, shall be notified by the principal of items removed from the ~~student's possession locker~~.
 - b. The adult student, or a parent(s) or guardian of a minor student, shall be informed of his/her right to obtain items that may have been removed from the ~~student's possession locker~~.
 - c. Disciplinary action may be ~~imposed enforced~~ as prescribed by the Student Handbook and board policy.
2. If the principal suspects that possession or storage of the unauthorized item found in the ~~student's possession locker~~ involves a violation of the law, the suspect ~~item will be material removed from the locker shall be~~ ~~and~~ turned over to law enforcement officials.
 - a. The adult student, or the parent(s) or guardian of a minor student, shall be notified by the inspecting principal of items removed from the ~~student's possession locker~~ and of the delivery thereof to law enforcement officials.
 - b. The adult student, or the parent(s) or guardian of a minor student, shall be informed of his/her right to obtain any other items that may have been removed from the ~~student's possession locker~~.

Violation(s)

1. A student's failure to cooperate with the District's choice to search their vehicle on school grounds may result in revocation of on campus driving privileges, and/or disciplinary action, up to and including suspension and expulsion.
2. A student's failure to cooperate with a search of the student's person, personal property, or locker, may result in limitations to what personal property the student may bring to school, revocation of locker privileges, and/or disciplinary action, up to and including suspension and expulsion.

Unity School District - Board of Education

Board Policy 446.2

Use of ~~Drug-Detection~~ Canine Units ~~on District Property~~ in Search Activities

Last Revised 9/12/2023

In an effort to maintain a drug-free school environment and protect the health and welfare of students and others, the School Board authorizes the use of trained canine units to detect the presence of illegal controlled substances, explosive devices, or other illegal items in school buildings and on school premises. The canines must be accompanied by a qualified and authorized trainer who will be responsible for maintaining control of the canine and interpreting the canine's responses.

Canine units may be used without prior notification to students and/or school personnel. They may be used when:

1. There is a reasonable suspicion that illegal ~~items controlled substances~~ may be on school premises but at unknown locations.
2. There is a belief that a random preventive canine search will be beneficial to the ongoing drug prevention efforts of the District.

Canine searches may include, but are not limited to, the exploratory sniffing of the outside of lockers, vehicles parked on school property, or any other areas of school property deemed appropriate by the District Administrator, ~~Principal~~, or ~~their~~ designee. Canine units may not be used to sniff a student's person, including articles of clothing the student is wearing or a bag while the student is holding it. Students will be restricted to classrooms and kept out of hallways when canine units are ~~in use~~ ~~used~~ in school buildings.

In the event that a drug-detection canine unit indicates the possible presence of illegal ~~items controlled substances~~ in a locker, vehicle or other location, the area may be searched by school officials in accordance with Board policy and applicable legal requirements.

Unity School District - Board of Education

Board Policy 455.2

Vehicle Use by Students

Last Revised 9/12/2023

For the purpose of this policy, vehicle is defined as any motor vehicle, motorbike, snowmobile, or all-terrain vehicle.

General

Students who have filled out the Student Vehicle Registration Form and receive permission from the High School Principal may, for the purpose of transport to and from school, use their personal or familial vehicle on school property.

Definition(s)

1. "Vehicle" is defined as any motor vehicle, motorbike, snowmobile, or all-terrain vehicle.

Motor Vehicles

1. Student use of motor vehicles during the school day is discouraged unless extenuating circumstances exist.
2. Specific parking areas shall be designated for vehicles driven by school employees, students, and visitors.
3. Student parking will be closed to all visitor vehicles during the school year.
4. The speed limit for all vehicles on school property is ten (10) miles per hour.
5. Motor vehicles and motorbikes may be operated on driveways and parking areas only.
6. Vehicles driven by students on school property must be properly registered in the high school office.
7. Parking during the school day requires the use of a parking tag, to be displayed at all times.
8. Student-driven vehicles may be parked in designated parking areas only.
9. Student-driven vehicles may not be used to violate school rules.
10. Student-driven vehicles may not be driven during the school day except with permission granted by the High School Principal.
11. A student's privilege of driving a vehicle on school property may be suspended in the event that the student driver violates any rule regulating the operation of vehicles on school property.
12. High school students who leave campus using the Privilege System shall complete the necessary paperwork as determined by the High School Principal.
13. By parking a vehicle on District property, students are consenting to random and reasonable suspicion searches of their vehicles. Students are also consenting to the use of trained canine units to detect the presence of illegal items contained in the student's vehicle while parked on District property.
14. A student, upon request by the District Administrator, High School Principal, or their designee, shall cooperate with a search of the student's vehicle under Board policy 446.1.

Snowmobiles and All-terrain Vehicles (ATV)

1. All students operating snowmobiles and ATV's must meet the State of Wisconsin guidelines for operation and registration.
2. Parents must sign a release and give permission for their child to ride a snowmobile or ATV to school.
3. All snowmobiles or ATV's must be registered in the high school office and have current registration.
4. Snowmobiles and ATV's can only be operated coming to and going from school. They cannot be ridden on school property except for parking.
5. Students are to park snowmobiles and ATV's in the designated parking area.
6. No students are allowed in the designated parking area during school hours.

7. Only the registered operator may operate a snowmobile or ATV on school grounds. Other students may not ride any snowmobile or ATV they do not own.
8. The speed limit for snowmobiles or ATV's on school property is ten (10) miles per hour.
9. A student's privilege of driving a snowmobile or ATV on school property may be suspended or revoked in the event that the student driver violates any rule regulating the operation of snowmobiles or ATV's on school property.
10. Snowmobiles or ATV's may not be ridden on the Nature Trail.
11. Students are responsible for any damage to property.

Unity School District - Board of Education

Board Policy 750

Transportation Services

Last Revised 9/12/2023

In order to provide safe, efficient and economical transportation for students, who are eligible to be transported, it is necessary to have established guidelines for the Transportation Supervisor and District Administrator on which to base their decisions:

- I. Lines of Responsibility
- ~~II. Driver Responsibilities/Requirements~~
- III. Regular Bus Route Set Up, Pick Up Points
- IV. Exceptions to Article III
- V. Requests for Transportation to School Sponsored Activities and Community Sponsored Events
- VI. Bus Safety and Behavior Management Plan
- VII. Bus Safety Recommendations

I. LINES OF RESPONSIBILITY

The Transportation Department shall be directly supervised by the Transportation Supervisor, ~~who is responsible to the District Administrator.~~ Final authorization/responsibility rests with the District Administrator.

~~II. DRIVER RESPONSIBILITIES/REQUIREMENTS~~

~~As stated in bus driver job description and bus driver handbook. [Ref. WI Admin. Code 300.16 (available upon request from the District Office)]~~

III. REGULAR BUS ROUTE SET UP, PICK UP POINTS

It is the policy of the Board of Education to establish bus routes so that children will not be required to walk more than approximately ¼ mile to meet the bus. The Board recommends that pick-up points are to be established at approximately ¼ mile intervals, at residences when possible, and buses will not enter dead-end roads to pick up students living up to ¼ mile from the through road or street. Buses will travel only on legally described township, county, state and federal highways.

All students will have one primary assigned stop. Under special circumstances, the students may be granted one additional alternative stop. Students may only ride the bus to which they are assigned. Similarly, students may only board or depart the bus at the location of their scheduled stop. Students wishing to be picked up or dropped off at a different location should bring a signed, dated note to that effect, with a legible address, to the student's office at least a day in advance if possible. Such a request must be for a location that is already a stop on the route. Buses will not deviate from the assigned route unless special permission is granted by the building principal. Students may then be issued a blue permission note to be given to the driver when they board the bus, space permitting. The school reserves

If a change in a student's drop-off point becomes necessary after the start of the school day, parents are urged to request that change by 12 p.m, by contacting one of the building

secretaries. Requests for changes after that time will only be made if deemed an emergency.

IV. EXCEPTIONS TO ARTICLE III (See Exhibit 1)

The Board recognizes that this policy may occasionally cause hardships that may conflict with the safety and welfare of students, and that it may be sometimes necessary for a bus route to be altered, or the need arises to travel private roads. Therefore, the Board of Education will allow the Transportation Supervisor and District Administrator to determine that a hardship exists, and that the route/road is of a condition to be safely traveled, and to make exceptions based on obvious safety hazards, high-risk areas, or health reasons (as documented by a physician).

For an exception to be granted, parents or guardians of a student must request in writing to the Transportation Supervisor stating the rationale for granting an exception.

All exceptions must be documented in writing stating reason, time the exception will be enforced, requirements needed to be met to grant exception, signed by the Transportation Supervisor and District Administrator. It will also be kept on file and reviewed yearly by the Transportation Supervisor.

If the parent or guardian of the student is not satisfied with the decision of the Transportation Supervisor or District Administrator, the decision can be appealed to the Board of Education in writing.

A parent may also request transportation for a student who does not qualify for regular transportation but must reimburse by contract the cost of that transportation. [(Ref. WI Stat. 121.545 (available upon request from the District Office)]

V. REQUESTS FOR TRANSPORTATION TO SCHOOL SPONSORED ACTIVITIES AND COMMUNITY SPONSORED EVENTS

It is the intent of the Board to provide bus transportation to school sponsored functions only and to keep such trips within carefully administered limits. However, the Board recognizes that changing times may dictate cooperative efforts between the school district community agencies. Toward this end, the Board sets a policy to consider providing transportation to other activities. School buses may be used for group activities involving the community at large to those residents of the District who request such service and who can demonstrate the following:

A. To School Sponsored Events

1. That trips be within the District or to authorized conference athletic meets;
2. Sufficient participants to justify the activity;
3. That a proportionate cost of the trip may be charged to persons other than students, chaperones or school staff; example: spectator bus;

B. To Community Sponsored Events

1. That events other than above be Community Education sponsored;
2. That no trip shall interfere with any EC-12 school activity;
3. That there is a community designee(s) to work with school personnel in preparing, supervising and evaluating all facets of the activity.
4. That proper authorization forms be prepared and submitted with sufficient detail to allow for cancellation or other contingency actions;
5. That cost collection procedures be established;
6. That all trip costs be reimbursed to the District by the users.

C. All requests for transportation to school sponsored or community sponsored events will be made through school district administrative staff using trip request forms approved by the School District Administrator.

VI. BUS SAFETY AND BEHAVIOR MANAGEMENT PLAN

The purpose for establishing bus disciplinary guidelines is to assure the safety and general well being of the children riding the Unity School buses. The following stated conduct guideline will provide a basis for uniformity and the consistency for all students. Students are responsible for their behavior and are accountable to these guidelines, in addition to general school conduct codes, while on any mode of school transportation.

Section 118.13 WI State Statutes (available upon request from the District Office) prohibits discrimination through setting standards and rules of behavior or disciplinary actions on the basis of a student's sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, physical, mental, emotional or learning disabilities.

Bus Rider Rules

1. Follow the directions of the bus driver
2. Remain seated, facing forward, and quiet, while bus is moving.
3. Use appropriate language.
4. Use appropriate actions.
5. Respect property
6. Respect each other's rights.
7. Articles of personal property which are unauthorized by driver or are possessed contrary to WI Admin. Code 300.16(2) (available upon request from the District Office), are prohibited.

Minor Infractions

1. Failure to respond to request of driver.
2. Not sitting properly.
3. Rude, loud, whistling, screaming other unnecessary noise.
4. Pushing, tripping, gesturing, littering, throwing objects.
5. Interfering with personal property (school** or third party).
6. Teasing.
7. Items unauthorized by driver.

Major Infractions

1. Insubordination
2. Moving from seat to seat while bus is moving.
3. Vulgar or sexual language.
4. Fighting, assault, obscene gestures, smoking, or any action meant to cause harm.
5. Hitting, spitting, hands or head out the windows.
6. Vandalism, theft, or destruction of personal property (school* or third party).
7. Perceived harassment of discriminatory nature. (Ref. Board Policy GBCB).
8. Possession or use of tobacco, drugs, **vaping**, or other prohibited or regulated substances, alcohol, fire arms, other types of weapons, ammunition, or fireworks.

*If infraction results in property damage to school property, cost of repair or damage will be paid by the offender. WI Stat. Sec. 895.035. (available upon request from the District Office.)

If infraction is a violation of the law, or of civil rights, appropriate authorities will be notified.

Any minor infraction, as determined by investigation, may be ruled a major infraction.

WI Administrative Code Trans. 300.16(5) [available upon request from the District Office], states that a school bus driver is responsible for maintaining order among children being transported and that misconduct shall be reported promptly to proper authorities.

A driver has authority to assign seats on his/her bus.

Minor Infraction – (see exhibit 2)

First Offense: Driver will have ~~information~~ conference with student and explain and discuss problem. Parent will be contacted **by the transportation supervisor** requesting support in improving student's behavior on the bus.

Second Offense: Driver will have a formal conference discussing problem with student and parent will be contacted **by the transportation supervisor** requesting support in improving students behavior on the bus.

Third Offense: The infraction will now be treated as a major infraction and the ~~driver and bus~~ **transportation** supervisor will make recommendation to principal for disciplinary action.

Fourth Offense: Any succeeding infractions of any type will be treated as major infractions.

Major Infractions

Parent/Guardian will be notified prior to suspension.

First Referral will result in a 1 - 3 day suspension of bus riding privileges, parent will be notified. A parent, principal, ~~driver~~, transportation supervisor and student conference ~~will~~ **may** be requested.

Second Referral will result in a 3 - 5 day suspension of bus riding privileges. A parent, principal, ~~driver~~, transportation supervisor and student conference is required.

Third Referral will result in a 5-15 day suspension of bus riding privileges. A parent, principal, driver, transportation supervisor and student conference is required.

Further Referrals: Any succeeding infractions will result in at least a 10-day suspension of bus privileges and may result in loss of bus privileges for the remainder of the year.

A student displaying serious inappropriate behavior may also be given other disciplinary consequences, including school suspension and/or expulsion, in accordance with State Statutes.

The suspended pupil or suspended pupil's parent or guardian may within 5 days, appeal the suspension of his/her child to the District Administrator for an impartial hearing. WI State Statutes 120.13(1) [available upon request from the District Office.]

VII. BUS SAFETY RECOMMENDATIONS

A. Previous to loading (on the road and at school).

1. Be on time at the designated school bus stop; keep the bus on schedule. Only ride the bus to which you are assigned.
2. Stay off the road at all times while waiting for the bus.
3. Do not move toward the bus at the school loading zone until the buses have been brought to a complete stop.

B. After leaving the bus:

1. Cross the road, when necessary, after getting off the bus (at least ten feet in front of the bus), but only upon receiving the signal from the bus driver.
2. Help look after the safety and comfort of small children.
3. Be alert to the danger signal from the driver.
4. Do not leave the bus at places other than the regular bus stop unless proper authorization has been given in advance by parent and the school officials.