



**Monday, March 31, 2025
Board of Education Meeting**

**APPLETON AREA SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
Scullen Leadership Center-Community Room
131 E. Washington Street, Suite 1A
Appleton, WI 54911
Time: 6:00 PM**

**Some participants may join remotely, and both members of the media and the public can attend the meeting in person or watch the live stream on the Appleton Area School District YouTube Channel:<https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw>
Any special needs or any requests for accommodations related to accessing the meeting should be sent to Kayla Malott, at malottkayla@aasd.k12.wi.us or (920) 852-5300 ext.60111, at least 24-hours in advance of the meeting.**

1. Meeting Opening

Subject	A. Roll Call
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	1. Meeting Opening
Type	Procedural

Subject	B. Pledge of Allegiance
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	1. Meeting Opening
Type	Procedural

2. Approval of Agenda (GC-2: Governing Commitments)

Subject	A. Board Member Request to Remove Consent Agenda Item(s) for Separate Consideration
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	2. Approval of Agenda (GC-2: Governing Commitments)
Type	Procedural

Subject	B. Approval of Agenda
Meeting	Mar 31, 2025 - Board of Education Meeting

Category 2. Approval of Agenda (GC-2: Governing Commitments)

Type Action, Procedural

Recommended Action Motion to approve the Board Agenda as presented.

Motion & Voting

Motion to approve the Board Agenda as presented.

Motion by Pheng Thao, second by James Bacon.

Final Resolution: Motion Carried

Aye: Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao, Jason Kolpack, Nick Ross

3. Special Presentation

Subject A. Student School Board Representative Report

Meeting Mar 31, 2025 - Board of Education Meeting

Category 3. Special Presentation

Type Discussion, Information, Presentation

Student School Board Representative, Olivia Feng will provide updates from North High School.

4. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)

Subject A. Public Input

Meeting Mar 31, 2025 - Board of Education Meeting

Category 4. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)

Type Procedural

Public Input:

Members of the public wishing to address the Board may speak during public input or provide written comments in accordance with the procedures posted on the District's website and state law. The Wisconsin Open Meetings Law requires that Board of Education members do not discuss topics or respond to questions that are not listed on the agenda. The practice of the Board is to not respond to public comments during the meeting; however, when appropriate the Board may request the administration to reach out to a citizen regarding a concern they may have. Speakers will be bound by the guidelines and responsibilities outlined on the District's [website](#) and established in policy. The Board reserves the right to terminate remarks of any individual who does not adhere to established rules, whose comments are unduly repetitive of previous comments, who makes comments that are obscene, threatening, harassing, or defamatory, or whose conduct is otherwise disorderly. Comments that introduce complaints or concerns that are directed toward and that identify individual staff members or individual students are not permissible.

The Board reserves the right to amend and adjust processes and procedures relating to public input as necessary to accomplish the business of the Board, which includes the ability of the Board to limit (in a viewpoint-neutral manner) the total time allotted for public input or the amount of time allotted to individual topics.

Policy References:

[Board Policy and Rule 187 - Public Input at School Board and Board Subcommittee Meetings](#)

[Board Policy 188 - Virtual Board Meetings in Emergency Situations](#)

5. Board Development (GC-2.2: The Board will assure that its members are provided with training and professional support necessary to govern effectively.)

Subject	A. None
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	5. Board Development (GC-2.2: The Board will assure that its members are provided with training and professional support necessary to govern effectively.)
Type	Discussion, Information

6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)

Subject	A. Business Services Update(s): None
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)
Type	Discussion, Information, Report

Subject	B. School/Student Services Update(s): None
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)
Type	Discussion, Information, Report

Subject	C. Personnel Services Update(s): Professional Educator New Hire(s), Contract Change(s), Rescinding of Retirement, and Resignation(s)
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)
Type	Discussion, Information, Report

Chief Human Resources Officer, Julie King, will report on the Personnel Services items for consideration.

File Attachments

[IFC Professional Educator New Hires 3-31-25.pdf \(152 KB\)](#)
[IFC Professional Educator New Hires 3-31-25 REVISED.docx.pdf \(101 KB\)](#)
[IFC Professional Educator Contract Changes 3-31-25.pdf \(106 KB\)](#)
[IFC Professional Educator Rescinding of Retirement 3-31-25.pdf \(134 KB\)](#)
[IFC Professional Educator Resignations 3-31-25.pdf \(80 KB\)](#)

7. Board's Consent Agenda (GC-2.4: The Board will use a consent agenda as a means to expedite the disposition of routine matters and dispose of other items of business it chooses not to discuss.)

Subject	A. Board Meeting Minutes from March 10, 2025
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	7. Board's Consent Agenda (GC-2.4: The Board will use a consent agenda as a means to expedite the disposition of routine matters and dispose of other items of business it chooses not to discuss.)
Type	Action, Minutes

Minutes aren't official until they are approved at the Board meeting.

Subject	B. Expulsion Meeting Minutes from March 10, 2025
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	7. Board's Consent Agenda (GC-2.4: The Board will use a consent agenda as a means to expedite the disposition of routine matters and dispose of other items of business it chooses not to discuss.)
Type	Action, Minutes

Minutes aren't official until they are approved at the Board meeting.

Subject	C. Expulsion Meeting Minutes from March 18, 2025
----------------	---

Meeting	Mar 31, 2025 - Board of Education Meeting
Category	7. Board's Consent Agenda (GC-2.4: The Board will use a consent agenda as a means to expedite the disposition of routine matters and dispose of other items of business it chooses not to discuss.)
Type	Action, Minutes
Recommended Action	Motion to approve the Expulsion Meeting Minutes from March 18, 2025 as presented.

Minutes aren't official until they are approved at the Board meeting.

Motion & Voting

Motion to approve the Expulsion Meeting Minutes from March 18, 2025 as presented.

Motion by James Bacon, second by Kristine Sauter.

Final Resolution: Motion Carried

Aye: Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao, Jason Kolpack, Nick Ross

8. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Subject	A. Professional Educator New Hire(s)
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	8. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)
Type	Action

File Attachments

[IFC Professional Educator New Hires 3-31-25.pdf \(152 KB\)](#)

[IFC Professional Educator New Hires 3-31-25 REVISED.docx.pdf \(101 KB\)](#)

Subject	B. Professional Educator Contract Change(s)
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	8. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)
Type	Action

File Attachments

[IFC Professional Educator Contract Changes 3-31-25.pdf \(106 KB\)](#)

Subject	C. Professional Educator Rescinding of Retirement
----------------	--

Meeting	Mar 31, 2025 - Board of Education Meeting
---------	---

Category	8. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)
----------	---

Type	Action
------	--------

File Attachments

IFC Professional Educator Rescinding of Retirement 3-31-25.pdf (134 KB)

Subject	D. Professional Educator Resignation(s)
----------------	--

Meeting	Mar 31, 2025 - Board of Education Meeting
---------	---

Category	8. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)
----------	---

Type	Action
------	--------

Recommended Action	Motion to approve the Professional Educator Resignation(s) as presented.
--------------------	--

File Attachments

IFC Professional Educator Resignations 3-31-25.pdf (80 KB)
--

Motion & Voting

Motion to approve the Professional Educator Resignation(s) as presented.

Motion by Jason Kolpack, second by James Bacon.

Final Resolution: Motion Carried

Aye: Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao, Jason Kolpack, Nick Ross

9. Reports (OE-8.2: Provide for the Board, in a timely manner, information about trends, facts and other information relevant to the Board's work.)

Subject	A. Business Services Report: None
----------------	--

Meeting	Mar 31, 2025 - Board of Education Meeting
---------	---

Category	9. Reports (OE-8.2: Provide for the Board, in a timely manner, information about trends, facts and other information relevant to the Board's work.)
----------	---

Type	Discussion, Information, Report
------	---------------------------------

Subject	B. School/Student Services Report: Columbus/Edison Transition Update
----------------	---

Meeting	Mar 31, 2025 - Board of Education Meeting
---------	---

Category	9. Reports (OE-8.2: Provide for the Board, in a timely manner, information about trends, facts and other information relevant to the Board's work.)
Type	Discussion, Information, Report

Assistant Superintendent, Nan Bunnaw, will report on the Columbus/Edison Transition updates.

Subject	C. Personnel Services Report: None
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	9. Reports (OE-8.2: Provide for the Board, in a timely manner, information about trends, facts and other information relevant to the Board's work.)
Type	Discussion, Information, Report

10. Board Business

Subject	A. Updates: OE-12 Facilities
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	10. Board Business
Type	Discussion, Information

Executive Director of Operations, Ray Przekurat, will present the updates from OE-12 Facilities.

File Attachments
[OE-12 Updates- BOE 3.31.25.pdf \(466 KB\)](#)

Subject	B. Resolution Awarding the Sale of \$25,000,000 G.O. Promissory Notes, Series 2025
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	10. Board Business
Type	Action
Recommended Action	Motion to approve the Resolution Awarding the Sale of \$25,000,000 G.O. Promissory Notes, Series 2025 as presented.

File Attachments
[IFC-Resolution Debt Issuance 2025.pdf \(58 KB\)](#)

Motion & Voting

Motion to approve the Resolution Awarding the Sale of \$25,000,000 G.O. Promissory Notes, Series 2025 as presented.

Motion by Nick Ross, second by Jason Kolpack.

Final Resolution: Motion Carried

Aye: Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao, Jason Kolpack, Nick Ross

Subject **C. Policy Update: Policy 151- Adoption, Revision, Maintenance & Dissemination of Board Policies (Board Policy Development)**

Meeting Mar 31, 2025 - Board of Education Meeting

Category 10. Board Business

Type Action

Recommended Motion to approve Policy Update: Policy 151- Adoption, Revision, Maintenance &
Action Dissemination of Board Policies (Board Policy Development) as presented.

File Attachments

[IFC - Policy 151-Board Policy Development.pdf \(89 KB\)](#)

[FINAL-Adoption, Revision, Maintenance & Dissemination of Board Policies, 151.pdf \(90 KB\)](#)

Motion & Voting

Motion to approve Policy Update: Policy 151- Adoption, Revision, Maintenance & Dissemination of Board Policies (Board Policy Development) as presented.

Motion by Pheng Thao, second by James Bacon.

Aye: Edward Ruffolo, James Bacon, Pheng Thao, Jason Kolpack, Nick Ross

Not Present at Vote: Kristine Sauter

Subject **D. Policy Update: Policy 154- School Board Advocacy**

Meeting Mar 31, 2025 - Board of Education Meeting

Category 10. Board Business

Type Action

Recommended Motion to approve Policy Update: Policy 154- School Board Advocacy as presented.
Action

File Attachments

[IFC - 154 & Rule- School Board Advocacy .pdf \(82 KB\)](#)

[FINAL School Board Advocacy 154 AND 154-RULE.docx.pdf \(65 KB\)](#)

Motion & Voting

Motion to approve Policy Update: Policy 154- School Board Advocacy as presented.

Motion by Pheng Thao, second by Kristine Sauter.

Final Resolution: Motion Carried

Aye: Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao, Jason Kolpack, Nick Ross

Subject **E. Monitoring Report: OE-7 Asset Protection**

Meeting Mar 31, 2025 - Board of Education Meeting

Category 10. Board Business

Type	Action
Recommended Action	Motion to approve Monitoring Report: OE-7 Asset Protection as presented.

File Attachments
[FINAL OE-7 Asset Protection.docx.pdf \(671 KB\)](#)

Motion & Voting

Motion to approve Monitoring Report: OE-7 Asset Protection as presented.

Motion by Jason Kolpack, second by Edward Ruffolo.

Final Resolution: Motion Carried

Aye: Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao, Jason Kolpack, Nick Ross

Subject	F. Consent Agenda Item(s) Removed for Separate Consideration
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	10. Board Business
Type	Action, Discussion

11. Items of Information

Subject	A. BoardDocs transition to Granicus Peak
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	11. Items of Information
Type	Information

We are currently in the process of transitioning to a new system for managing Board meetings. This will be our final meeting utilizing the BoardDocs system. Beginning tomorrow, we will launch a new platform called Granicus Peak, that will be accessible through our district website, under Board of Education. This system will provide a streamlined experience where you can view live meeting videos, access future agendas, and review meeting minutes—all in one location.

12. Future Meetings

Subject	A. Board of Canvassing: Monday, April 7, 2025 11:00AM
Meeting	Mar 31, 2025 - Board of Education Meeting
Category	12. Future Meetings
Type	Information

Subject	B. Board Work Session: Monday, April 14, 2025 4:00PM
Meeting	Mar 31, 2025 - Board of Education Meeting

Category 12. Future Meetings

Type Information

Subject C. Board Meeting: Monday, April 14, 2025 6:00PM

Meeting Mar 31, 2025 - Board of Education Meeting

Category 12. Future Meetings

Type Information

Subject D. Board Work Session: Wednesday, April 23, 2025 7:30AM

Meeting Mar 31, 2025 - Board of Education Meeting

Category 12. Future Meetings

Type Information

13. Adjourn

Subject A. Motion to Adjourn the Meeting

Meeting Mar 31, 2025 - Board of Education Meeting

Category 13. Adjourn

Type Action,Procedural

Motion & Voting

PUBLIC INPUT AT SCHOOL BOARD AND BOARD SUBCOMMITTEE MEETINGS

The Board of Education encourages citizens of the Appleton Area School District to attend its meetings so that they may become better acquainted with the operations and programs of the schools and so that the Board may have an opportunity to hear the views and concerns of the public regarding educational issues.

A period of public input shall be noticed and scheduled at School Board meetings and Public Hearings, except as otherwise specifically directed by the Board.

Public input is also allowed at Board Subcommittee meetings with respect to items of business on the publicly-noticed agenda.

At other meetings of District governmental bodies that may be required by State Statute or held pursuant to District Policy, written input will be accepted.

Cross References: Policy 170, School Board Meetings
Policy 870, Public Concerns and Complaints

Legal References: Wisconsin State Statutes 19.81, 19.83(2), 19.84(2), 19.85, and 120.43

Adoption Date: September 14, 1987

Amended Dates: January 9, 2012 and March 12, 2018

PUBLIC INPUT AT SCHOOL BOARD AND BOARD SUBCOMMITTEE MEETINGS

Procedures

Meetings of the Board may receive information and comments from members of the public on issues or topics.

Please note the following in the Procedures below:

- ✓ School Board meetings are run by the Board President or other presiding officer if the President is absent.
- ✓ Board Subcommittee meetings are run by the Subcommittee Chair or other Subcommittee member if the Chair is absent.
- ✓ Public Hearings are run by the Board President or other presiding officer if the President is absent.
- ✓ Other meetings of District governmental bodies that may be required by State Statute or held pursuant to District Policy are run by a Lead Administrator or another administrator if Lead Administrator is absent.

I. School Board Meetings

A period for public input will be set aside during School Board meetings. No public input will be allowed during Closed Sessions.

Members of the public wishing to speak during the public input period are required to register to speak. Comments may address topics related to District operations and programs and are not limited exclusively to agenda items.

II. Board Subcommittee Meetings

Members of the public wishing to speak at Board Subcommittee meetings are required to register to speak and may only make comments related to items on the meeting agenda. Members of the public wishing to speak will be recognized by the Board Subcommittee Chair as that agenda item is reached.

III. Public Hearings

Members of the public wishing to speak at Public Hearings of the Board (e.g. annual budget discussions) are required to register to speak and may only make comments or request clarification related to specific items included on the agenda and during the public input portion of the hearing.

IV. Other Meetings of District governmental bodies that may be required by State Statute or held pursuant to District Policy

A designated period for public input will not be a part of the agenda for these meetings. Work completed at most of these meetings will ultimately be shared at Board Subcommittee and School Board meetings where public input is allowed. At any time, signed written communication is encouraged and will be accepted by the Lead Administrator of these meetings.

Guidelines for Speaking at School Board and Board Subcommittee Meetings

- Meeting agendas that are subject to the Open Meetings law are available on the District's website (via BoardDocs) before each meeting and hard copies are available at the meeting.
- Members of the public wishing to speak must complete and submit a registration form stating his/her name, address, and topic for comments prior to speaking. If a spokesperson is speaking on behalf of a group, he/she needs to indicate that on the registration form as well.
- The District respectfully requests that speakers refrain from presenting comments at public meetings that introduce complaints or concerns that are directed toward and that identify individual staff members or individual students. As such personnel-related and student-related matters implicate a variety of rights that require careful attention, the District has established a variety of alternative procedures for appropriately addressing such complaints. If a speaker persists in presenting a complaint about an individual staff member's conduct or an individual student's conduct or performance, the District officials who are present at the meeting will not attempt to resolve or respond to the speaker's complaint in that setting. Any person with such a complaint or concern may contact the Office of the Superintendent for information on the most appropriate means of raising or pursuing his/her complaint. Generally, such complaints or concerns should be channeled through the AASD Complaint Procedure (Policy 870 and 870-Rule).
- The Board President or Chair shall recognize all speakers who have registered to speak and will share the Public Input Disclaimer (see Appendix 1). The Board President, Chair, or the Board by motion, may limit (in a viewpoint-neutral manner) the total time allotted for public input or the amount of time allotted to individual topics.

Speaker Responsibilities at School Board and Board Subcommittee Meetings

- A speaker should be as brief as possible and only speak once during the period for public input. Unless additional time is granted, a speaker shall limit his/her presentation to a maximum of three minutes. A timer will be used.
- A group spokesperson may speak for up to five minutes on behalf of a group present at the meeting as indicated on the registration form. A timer will be used.
- Individuals or groups requiring greater length of time should communicate in writing. Written correspondence to Board members may be directed to the Board through its Executive Assistant or directly to their home addresses.
- A speaker's comments are limited to the public input period (e.g., either during the designated public input period during a School Board meeting or Public Hearing, or during a portion of the topic-specific discussion that occurs at a Board Subcommittee meeting).
- During periods of public input that are not limited to the meeting's agenda topics, a speaker's comments still must be reasonably germane to some aspect of the school district's policies, practices, programs, or operations.
- A speaker should not be unduly repetitious. For example, a speaker who attends multiple meetings should only sign up to speak if presenting new or additional information.
- A speaker retains all liability for his/her comments and conduct (i.e., the public input period does not offer any speaker any exemption from legal liability or from other lawful consequences that may result from the speaker's comments or conduct).

187-Rule (cont.)

- A speaker shall avoid conduct that is disorderly or speech that is obscene, threatening, harassing, or defamatory.
- A speaker should avoid engaging in political advocacy with respect to candidates for any elected office. Political advocacy related to specific candidates for office is not sufficiently germane to the meetings or to the public responsibilities of the bodies.
- No individual may present his/her verbal public input by proxy except as permitted as a reasonable accommodation for an individual with special needs. A person who is unable to attend a meeting in person may submit written comments to the District.

Authority and Responsibility of the Board President or Chair

To promote the lawful, orderly, and efficient progress of each meeting, the Board President or Chair shall have the authority to enforce the requirements of this policy and he/she shall conduct any period of public input according to established procedures.

- The Board President or Chair may call any registrant (or other attendee) to order and direct the individual to cease conduct, which violates any applicable law, policy, or procedure.
- The Board President or Chair may terminate remarks of any individual who does not adhere to established rules, whose comments are unduly repetitive of previous comments, who makes comments that are obscene, threatening, harassing, or defamatory, or whose conduct is otherwise disorderly.
- If necessary, the Board President or Chair may contact law enforcement for assistance in maintaining order or safety.

School Board Meetings

When the School Board receives public input on topics/issues that are not part of the publicly-noticed meeting agenda, Board members shall not engage in any extensive discussion or debate on any such topic/issue, and shall not take any action addressing the merits of any such topic/issue. However, in exceptional cases, the Board President, a Board member who has been recognized by the Chair, or the Superintendent may briefly respond to the registrant (e.g., to ask a clarifying question or to provide a brief clarification or correction of information that was presented by the registrant). The Board President, Chair, or the Board by motion may refer an off-agenda topic/issue that is raised by a registrant to a future agenda or for follow-up by the administration.

Cross References: Policy 170, School Board Meetings
Policy 870, Public Concerns and Complaints

Legal References: Wisconsin State Statutes 19.81, 19.83(2), 19.84(2), 19.85, and 120.43

Adoption Date: September 14, 1987

Amended Dates: January 9, 2012 and March 12, 2018

Appendix 1

Public Input Disclaimer

The School Board welcomes public input. We thank you for being here. Your opinions and ideas are important to us. However, there are a few cautions we want to share with you.

The School Board respectfully requests that speakers refrain from presenting comments at public meetings that introduce complaints or concerns that are directed toward and that identify individual staff members or individual students. As such personnel-related and student-related matters implicate a variety of rights that require careful attention, the District has established a variety of alternative procedures for appropriately addressing such complaints. If a speaker persists in presenting a complaint about an individual staff member's conduct or an individual student's conduct or performance, the District officials who are present at the meeting will not attempt to resolve or respond to the speaker's complaint in that setting. Any person with such a complaint or concern may contact the Office of the Superintendent for information on the most appropriate means of raising or pursuing his/her complaint. Generally, such complaints or concerns should be channeled through the AASD Complaint Procedure (Policy 870 and 870-Rule). False statements or stigmatizing charges may subject the individual making such statements to legal repercussions, including, but not limited to, defamation claims. Conduct that is disorderly or any speech that is obscene, threatening, harassing, or defamatory is not permitted.

Again, we appreciate your input and support for our efforts to create the best learning environment for our students.

VIRTUAL MEETINGS AND BOARD MEMBER PARTICIPATION IN MEETINGS VIA TECHNOLOGY

REMOTE PARTICIPATION IN BOARD MEETINGS BY SCHOOL BOARD MEMBERS

The School Board strongly encourages all individual Board members to be physically present at all Board meetings in which they intend to participate in any capacity.

Pursuant to state law, no individual Board member may be excluded from any meeting of the Board. The Board implements the right of non-exclusion by directing that, unless a community, state, or national emergency situation requires otherwise, a physical meeting location that is sufficient to accommodate all Board members shall normally be designated for each regular and special meeting of the Board.

As a general rule, and assuming that a physical location sufficient to accommodate all Board members has been designated for a meeting, no individual member of the Board member has an enforceable legal right to insist upon the ability to attend or participate, in any capacity, in any Board meeting from a remote location via telephone conference, video conference, or another communications technology. This policy is not intended to independently create any such rights. However, as to any Board meeting for which a physical meeting location has been designated and which is not subject to the section of this policy, below, regarding virtual meetings during emergencies, the Board authorizes individual Board members to voluntarily elect to participate in certain Board meetings from a remote location under the following conditions and limitations:

1. Unless otherwise required by law or unless otherwise expressly provided under Board policy in specific circumstances, a Board member who chooses to participate (or to attempt to participate) in a meeting remotely via communications technology acknowledges all of the following:
 - a. Such choice is the voluntary exercise of a privilege, and the Board reserves discretion to limit, suspend, or terminate such privilege for any lawful reason.
 - b. The Board member assumes all risks of any unavailability, inadequacy, or failure of any communications technology that is intended to enable remote participation. Such risks include, but are not limited to, the possibility that the Board member's remote access and participation may become unavailable, limited, or disabled and that the meeting may continue without the Board member's participation.
 - c. The inability to participate in a meeting remotely using communications technology does **not** constitute an unlawful exclusion from the meeting.

2. A Board member does not have a right to individually choose or dictate the method(s) of remote access that may be offered for or used at any meeting.
3. The privilege of remote participation by Board members in a Board meeting that is directly and affirmatively authorized by this policy extends only to **open sessions** of regular and special Board meetings. The privilege **includes** being counted in the quorum requirement for such meetings, participating in discussion on items of business, and making and voting upon motions. However, to the extent a Board member is not permitted to vote on a matter before the Board due to the Board member's status as a remote attendee of the meeting, then such Board member shall not be included in the quorum count for such meeting or for the applicable portion of the meeting.
4. Unless the Board takes additional formal action (i.e., via a vote, as further detailed in the Authorizing Additional Remote Participation by Board Members section of this policy) to grant further affirmative authorization for remote participation via communications technology, the privilege of remote participation in Board meetings shall **not** extend to remote participation in any of the following:
 - a. A closed session portion of any meeting.
 - b. Even if occurring in open session, due process hearings or similar evidentiary hearings, including those relating to employment matters, as well as any deliberations or decision-making based upon such hearings.
 - c. The election of Board Officers by secret ballot. However, this limitation may be rendered moot by the Board either (1) choosing, at its discretion, not to use secret ballots for such an election; or (2) authorizing a Board member who is participating remotely to voluntarily cast a non-secret vote for the applicable Board Officer position(s) even though Board members who are physically present at the meeting are using secret ballots.
5. Any remote participation that is authorized at the discretion of the Board, whether by this policy or by additional formal action, is subject to express decisions of the Board that may deny, limit, or revoke the privilege as applied to specific meetings. In addition, upon an order of the presiding officer of the meeting, a Board member's remote participation may be limited (e.g., video feed turned off, microphone muted except when the Board member has obtained the floor, etc.) or terminated during a meeting if any of the following apply:
 - a. The Board member's attempted remote participation in the meeting is unreasonably interfering with conducting an orderly and efficient meeting.
 - b. The communications technology being used is not enabling appropriate participation, including, at a minimum, the sufficient opportunity for reliable, simultaneous aural communication among all participating Board members.

- c. For a reason that is directly related to the remote participation, there is uncertainty regarding the Board's compliance with the Open Meetings Law, including the requirement that the meeting must be sufficiently accessible to public observers.

Any order of the presiding officer under this provision shall be announced and recorded in the minutes of the meeting and is subject to an appeal for a final decision by the Board. The appeal may be made by any Board member who is then participating in the meeting.

- 6. Unless otherwise required by law or unless otherwise expressly provided under Board policy in specific circumstances, no Board meeting needs to be delayed, cancelled, or rescheduled solely to accommodate a Board member's request or attempt to exercise the privilege of remote participation via communications technology.
- 7. The authorization for a Board member's voluntary remote participation in Board meetings does not obligate the Board to arrange for the communications technology that is necessary to enable such remote participation for each and every Board meeting.

AUTHORIZING ADDITIONAL REMOTE PARTICIPATION BY BOARD MEMBERS

Notwithstanding any contrary voting standard that may be called for under any parliamentary authority, a motion to authorize any Board member's remote participation, in any capacity, in a closed session or in any other portion of a meeting that is not already affirmatively authorized for remote participation under Board policy shall require a standard majority vote in order to be approved.

- 1. Any motion and vote to consider granting additional affirmative authorization for a Board member's remote participation shall be taken up only if consideration of the question is sufficiently included in the public notice of the meeting. Accordingly, a Board member may need to provide the chief presiding officer and Superintendent with reasonable advance notice of their desire to request consideration of such exceptional authorization.
- 2. If the chief presiding officer and Superintendent receive a Board member's request to include consideration of such additional authorization for remote participation on a meeting agenda prior to the posting or publication of the public notice of the meeting, then the item shall be included in the meeting notice in the absence of exceptional circumstances that the presiding officer determines constitute lawful and sufficient reason for denying the request.
- 3. The Board member(s) seeking such additional, exceptional authorization to participate in a meeting remotely shall be entitled to make or second the relevant motion and may participate in the discussion and the vote on the motion.

4. As to any motion and vote relating to authorizing remote participation in a **closed session**, the motion and vote shall be taken up **prior to** the Board's consideration of the motion to convene in the applicable closed session. Therefore, any decision to authorize a Board member's remote participation in a closed session shall be contingent on a subsequent decision to actually convene in the closed session.
5. Confidentiality concerns and potential legal barriers and legal risks to a Board member's remote participation in such additional situations are relevant to the consideration of granting such authorization.

VIRTUAL MEETINGS AND REMOTE PARTICIPATION IN EMERGENCIES

Subject to any superseding determination by the Board, the Board President (or other acting chief presiding officer) is authorized to make a determination that a community, state, or national emergency exists in connection with any Board meeting and, based on such determination, structure one or more Board meetings as emergency virtual Board meetings under this section.

For purposes of this section of this policy, an emergency means (1) a situation in which an applicable law, order, or formal decree or declaration of a governmental authority disallows the Board members' simultaneous in-person attendance at a designated physical meeting location; or (2) some other community-level emergency situation exists (i.e., not specific to any individual's unique personal circumstances) such that designating a physical meeting location and expecting Board members to attend at that physical location would substantially and unreasonably endanger the health and safety of the Board members or District employees.

The distinguishing characteristics of an emergency virtual Board meeting under this section are the following:

1. Unless the Board itself directed the holding of an emergency virtual Board meeting, the Board President or other chief presiding officer, or their designee, shall notify all Board members that the meeting will be held as an emergency virtual Board meeting.
2. Even if a physical meeting location is designated and offered as an option to some Board members and/or to any members of the public, the Board members' participation in an emergency virtual meeting from a remote location via communications technology **shall not** be considered to be voluntary.
3. The public notice of the emergency virtual meeting shall include applicable information about public access to the meeting.
4. The Board President or other acting chief presiding officer is responsible for determining whether it is necessary or appropriate to include information in the public notice of the meeting that addresses the virtual structure of the meeting and/or the nature of the emergency situation.

5. Notwithstanding any other Board policy that may address the Board's normal approach to public comment periods during Board meetings, and unless otherwise expressly directed by the Board in connection with the specific emergency, the Board President or other acting chief presiding officer is authorized to determine whether an emergency virtual meeting will include a public comment period and, if so, the scope of such public comment period and the method(s) by which the public may address the Board.
6. For an emergency virtual meeting, this policy authorizes the remote participation by Board members while the Board is convened in any **open session or closed session** portion of such a meeting, subject to the limitation that, upon a request by the Board President or any Board member, each Board member who is participating in such a meeting from a remote location must affirm that he/she is taking adequate steps to safeguard the confidentiality of any closed session. A Board member's failure or unwillingness to so affirm is grounds for the Board, by a majority vote, to revoke authorization to participate in the closed session.
7. If a Board member is attempting to participate in an emergency virtual meeting from a remote location and is having difficulty establishing or maintaining a sufficient connection to the communications platform, the Board may need to make a decision whether the meeting will continue without such Board member's participation. Before making a decision that would limit or terminate any Board member's remote access to an emergency virtual meeting or allow the meeting to continue without a Board member's participation:
 - a. The presiding officer of the meeting may call, or any Board member may request, a temporary recess in the meeting to allow the Board member a reasonable opportunity to establish or restore his/her access and participation.
 - b. The presiding officer or a designee may attempt to contact the Board member to determine whether the Board member is willing to consent to voluntary non-participation in the remainder of the meeting.
 - c. The Board must evaluate whether, under the specific circumstances, a decision to continue the meeting without the Board member's participation would constitute an unlawful exclusion of the Board member.

REMOTE PUBLIC ACCESS TO BOARD MEETINGS

For any Board meeting for which sufficient public access to the meeting is provided at a specific physical location that is identified in the public notice of the meeting, this policy:

1. Neither requires the Board to offer nor prohibits the Board from offering the public any additional means of accessing and observing the meeting from remote locations using a communications technology platform. However, to the extent any such additional means of public access to a meeting is offered, it shall normally be

considered optional and supplemental such that any unavailability of such supplemental public access, or any lack of a complete or consistent transmission, shall not affect the Board's authority to proceed with the meeting.

2. Neither requires the Board to conduct nor prohibits the Board from conducting a public comment period or public hearing in a manner that permits members of the public to address the Board from a remote location using communications technology.

To the extent permitted by law, including in certain emergency situations where there is a health and safety danger to the in-person, physical attendance of members of the public at a Board meeting, the Board may arrange for lawful methods of remote public access to Board meetings using communications technology as a primary (i.e., not merely supplemental) means of complying with the public access requirements of the Open Meetings Law or other applicable legal obligations. In any such situation, the public notice of the meeting shall include adequate information regarding the applicable options for the public's remote access.

APPLICATION TO COMMITTEES AND OTHER GOVERNMENTAL BODIES

Subject to any superseding directive established by the Board, a committee created by a policy, resolution, rule, or order of the Board, as well as any other governmental body of the District, may hold virtual meetings and authorize remote access and remote participation in its meetings to the extent authorized for Board meetings under this policy. As applied to such committees and other governmental bodies of the District, references to individual Board members within this policy shall be understood to refer to the individual members of such bodies, and all duties and authority held by the Board and by the Board President under this policy shall be held by the relevant body and by its chief presiding officer. Likewise subject to any superseding directive established by the Board, a District governmental body may also vote to require all members of the body to be physically present at meetings in order to participate in the body's meetings.

Legal References:

Wisconsin Statutes

- Subch. IV of Ch. 19 [open meetings of governmental bodies; including public accessibility requirements, closed session exemptions, and other provisions]
- Section 19.81(2) [public accessibility of board meetings]
- Section 19.89 [no member of a governmental body may be excluded from any meeting of such body]
- Section 120.11(1) [school board meetings and definition of quorum in common and union high school districts] {Editor's Note: Unified school districts should delete this reference.}
- Section 120.43 [school board meetings in unified school districts]

Adoption Date: August 22, 2022

ITEM FOR CONSIDERATION

Topic: Professional Educator New Hire(s)

**Background
Information:**

The Professional Educators listed below are recommended for a contractual position for the 2025-2026 school year (effective August 25, 2025), with the exception of Jessica Broadhurst (effective September 29, 2025):

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>
Cambria R. Behrendt	Grade 4 or 5	Berry	100%
Rachel R. Bock	Library Media Specialist	Dunlap/Johnston	100%
Jessica E. Broadhurst	Grade 3	Houdini	100%
Caylee A. Carlos	Kindergarten	Highlands	100%
Hannah M. Carter	Math/Science	Madison	100%
Jacob D. Foate	Elementary-STEM	Highlands/Sandy	100%
Mikayla R. Kewley	Grade 4/5	Jefferson	100%
Jeffry T. Lawrence	Special Ed-Cross Cat	Ferber	100%
Bethany L. Nelson	World Language-Spanish	North	100%
Kari L. Noskowiak	Special Ed-IDS	Berry	100%
Olivia F. Schwarm	Kindergarten	Richmond	100%
Amber K. Trilling	Kindergarten	McKinley	100%
Sophie C. Ulman	Grade 1	Horizons	100%
Alise Van Dyke	Kindergarten	Jefferson	100%
Joshua T. Walker	Business/Marketing	Wilson	68%
Carrie L. Walkup	Special Ed-Cross Cat	Madison	100%
Olivia A. Woodlief	Grade 5	Houdini	100%

Instructional

Impact: The candidates listed above are recommended by the administrator to whom they will report as the best candidates for the position.

Fiscal Impact: Salary will be commensurate with education and experience.

Administrative

Recommendation: Approval

Contact

Person(s): Julie King, (920) 852-5302.

ITEM FOR CONSIDERATION

Topic: Professional Educator New Hire(s) - REVISED

**Background
Information:**

The Professional Educators listed below are recommended for a contractual position for the 2025-2026 school year (effective August 25, 2025), with the exception of Jessica Broadhurst (effective September 29, 2025):

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>
Cambria R. Behrendt	Grade 4 or 5	Berry	100%
Rachel R. Bock	Library Media Specialist	Dunlap/Johnston	100%
Jessica E. Broadhurst	Grade 3	Houdini	100%
Caylee A. Carlos	Kindergarten	McKinley	100%
Hannah M. Carter	Math/Science	Madison	100%
Jacob D. Foate	Elementary-STEM	Highlands/Sandy	100%
Mikayla R. Kewley	Grade 4/5	Jefferson	100%
Jeffry T. Lawrence	Special Ed-Cross Cat	Ferber	100%
Bethany L. Nelson	World Language-Spanish	North	100%
Kari L. Noskowiak	Special Ed-IDS	Berry	100%
Olivia F. Schwarm	Kindergarten	Richmond	100%
Amber K. Trilling	Kindergarten	McKinley	100%
Sophie C. Ulman	Grade 1	Horizons	100%
Alise Van Dyke	Kindergarten	Jefferson	100%
Joshua T. Walker	Business/Marketing	Einstein	100%
Carrie L. Walkup	Special Ed-Cross Cat	Madison	100%
Olivia A. Woodlief	Grade 5	Houdini	100%

**Instructional
Impact:**

The candidates listed above are recommended by the administrator to whom they will report as the best candidates for the position.

Fiscal Impact: Salary will be commensurate with education and experience.

Administrative

Recommendation: Approval

Contact

Person(s): Julie King, (920) 852-5302.

ITEM FOR CONSIDERATION

Topic: Professional Educator Contract Change(s)

Background Information: The following contract changes are recommended for the 2025-2026 School Year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>
Rebecca L. Buechler	Speech & Language	Berry	100% to 80%
Bryan W. Lemke	World Language-French	Wilson/North	77% to 100%
Madelyn G. Wagner	Art	East	84% to 100%
Toni K. Weijola	Music-General	Dunlap	100% to 90%
Margie G. Westmoreland	Computer Science	East	30% to 60%

Fiscal Note: As indicated above.

Administrative Recommendation: Approval

Instructional Impact: These assignment adjustments will meet student needs.

Contact Person: Julie King, (920) 852-5302

ITEM FOR CONSIDERATION

Topic: Professional Educator Rescinding of Retirement

Background Information: The Board of Education approved professional educator retirements on February 24, 2025. The following professional educator has submitted a letter requesting the approval of their retirement be rescinded:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Margaret M. LaFleur	Music-Band Director	East	100%	8/25/25

Instructional Impact: None

Fiscal Impact: None

Administrative Recommendation: Approval

Contact Person(s): Julie King, (920) 852-5302

ITEM FOR CONSIDERATION

Topic: Professional Educator Resignation(s)

**Background
Information:**

The following Professional Educators have submitted a letter of resignation effective at the end of the 2024-2025 school year, unless otherwise noted:

Braden R. Foss has been with the District for three years, most recently as a Special Education Teacher at West High School.

Jennifer L. Oatman has been with the District for four years, most recently as a District Math Interventionist at Badger, Franklin, and Highlands Elementary Schools. Jennifer's resignation is effective at the close of the workday on Friday, March 21, 2025.

Amanda L. Wayner has been with the District for three years, most recently as a Special Education Teacher at West High School.

Laura J. Westfall has been with the District for nine years, most recently as a Grade 4 Teacher at Johnston Elementary School.

Instructional

Impact: Qualified replacements will be procured.

Fiscal Impact: Dependent upon replacements

Administrative

Recommendation: Approval

Contact

Person(s): Julie King, (920) 852-5302

ITEM FOR CONSIDERATION

Topic: Professional Educator New Hire(s)

**Background
Information:**

The Professional Educators listed below are recommended for a contractual position for the 2025-2026 school year (effective August 25, 2025), with the exception of Jessica Broadhurst (effective September 29, 2025):

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>
Cambria R. Behrendt	Grade 4 or 5	Berry	100%
Rachel R. Bock	Library Media Specialist	Dunlap/Johnston	100%
Jessica E. Broadhurst	Grade 3	Houdini	100%
Caylee A. Carlos	Kindergarten	Highlands	100%
Hannah M. Carter	Math/Science	Madison	100%
Jacob D. Foate	Elementary-STEM	Highlands/Sandy	100%
Mikayla R. Kewley	Grade 4/5	Jefferson	100%
Jeffry T. Lawrence	Special Ed-Cross Cat	Ferber	100%
Bethany L. Nelson	World Language-Spanish	North	100%
Kari L. Noskowiak	Special Ed-IDS	Berry	100%
Olivia F. Schwarm	Kindergarten	Richmond	100%
Amber K. Trilling	Kindergarten	McKinley	100%
Sophie C. Ulman	Grade 1	Horizons	100%
Alise Van Dyke	Kindergarten	Jefferson	100%
Joshua T. Walker	Business/Marketing	Wilson	68%
Carrie L. Walkup	Special Ed-Cross Cat	Madison	100%
Olivia A. Woodlief	Grade 5	Houdini	100%

Instructional

Impact: The candidates listed above are recommended by the administrator to whom they will report as the best candidates for the position.

Fiscal Impact: Salary will be commensurate with education and experience.

Administrative

Recommendation: Approval

Contact

Person(s): Julie King, (920) 852-5302.

ITEM FOR CONSIDERATION

Topic: Professional Educator New Hire(s) - REVISED

**Background
Information:**

The Professional Educators listed below are recommended for a contractual position for the 2025-2026 school year (effective August 25, 2025), with the exception of Jessica Broadhurst (effective September 29, 2025):

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>
Cambria R. Behrendt	Grade 4 or 5	Berry	100%
Rachel R. Bock	Library Media Specialist	Dunlap/Johnston	100%
Jessica E. Broadhurst	Grade 3	Houdini	100%
Caylee A. Carlos	Kindergarten	McKinley	100%
Hannah M. Carter	Math/Science	Madison	100%
Jacob D. Foate	Elementary-STEM	Highlands/Sandy	100%
Mikayla R. Kewley	Grade 4/5	Jefferson	100%
Jeffry T. Lawrence	Special Ed-Cross Cat	Ferber	100%
Bethany L. Nelson	World Language-Spanish	North	100%
Kari L. Noskowiak	Special Ed-IDS	Berry	100%
Olivia F. Schwarm	Kindergarten	Richmond	100%
Amber K. Trilling	Kindergarten	McKinley	100%
Sophie C. Ulman	Grade 1	Horizons	100%
Alise Van Dyke	Kindergarten	Jefferson	100%
Joshua T. Walker	Business/Marketing	Einstein	100%
Carrie L. Walkup	Special Ed-Cross Cat	Madison	100%
Olivia A. Woodlief	Grade 5	Houdini	100%

**Instructional
Impact:**

The candidates listed above are recommended by the administrator to whom they will report as the best candidates for the position.

Fiscal Impact: Salary will be commensurate with education and experience.

Administrative

Recommendation: Approval

Contact

Person(s): Julie King, (920) 852-5302.

ITEM FOR CONSIDERATION

Topic: Professional Educator Contract Change(s)

Background Information: The following contract changes are recommended for the 2025-2026 School Year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>
Rebecca L. Buechler	Speech & Language	Berry	100% to 80%
Bryan W. Lemke	World Language-French	Wilson/North	77% to 100%
Madelyn G. Wagner	Art	East	84% to 100%
Toni K. Weijola	Music-General	Dunlap	100% to 90%
Margie G. Westmoreland	Computer Science	East	30% to 60%

Fiscal Note: As indicated above.

Administrative Recommendation: Approval

Instructional Impact: These assignment adjustments will meet student needs.

Contact Person: Julie King, (920) 852-5302

ITEM FOR CONSIDERATION

Topic: Professional Educator Rescinding of Retirement

Background Information: The Board of Education approved professional educator retirements on February 24, 2025. The following professional educator has submitted a letter requesting the approval of their retirement be rescinded:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Margaret M. LaFleur	Music-Band Director	East	100%	8/25/25

Instructional Impact: None

Fiscal Impact: None

Administrative Recommendation: Approval

Contact Person(s): Julie King, (920) 852-5302

ITEM FOR CONSIDERATION

Topic: Professional Educator Resignation(s)

**Background
Information:**

The following Professional Educators have submitted a letter of resignation effective at the end of the 2024-2025 school year, unless otherwise noted:

Braden R. Foss has been with the District for three years, most recently as a Special Education Teacher at West High School.

Jennifer L. Oatman has been with the District for four years, most recently as a District Math Interventionist at Badger, Franklin, and Highlands Elementary Schools. Jennifer's resignation is effective at the close of the workday on Friday, March 21, 2025.

Amanda L. Wayner has been with the District for three years, most recently as a Special Education Teacher at West High School.

Laura J. Westfall has been with the District for nine years, most recently as a Grade 4 Teacher at Johnston Elementary School.

Instructional

Impact: Qualified replacements will be procured.

Fiscal Impact: Dependent upon replacements

Administrative

Recommendation: Approval

Contact

Person(s): Julie King, (920) 852-5302

OE-12 Facilities Updates 24/25

Board of Education Meeting
March 31, 2025



5-Year Facilities Capital Improvement Plan

FUND 41 CAPITAL PROJECTS	Budget	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
Authorized Budget - Fund 41	\$ 2,460,000.00	\$ 2,460,000.00	\$ 2,460,000.00	\$ 2,460,000.00	\$ 2,460,000.00	\$ 2,460,000.00
Fund 41 Carryover	as of 3/20/2025	\$ 4,404,873.85	\$ 874,873.85			
Referendum Commitment	\$1.5M/year	\$ 4,500,000.00				
Fund 41 Budget Total		\$ 2,364,873.85	\$ 3,334,873.85	\$ 2,460,000.00	\$ 2,460,000.00	\$ 2,460,000.00
Project Category Totals	\$ 2,460,000.00	\$ 1,490,000.00	\$ 1,100,000.00	\$ 2,460,000.00	\$ 2,460,000.00	\$ 2,460,000.00
BALANCE		\$ 874,873.85	\$ 2,234,873.85	\$ -	\$ -	\$ -
Project Category						
ASBESTOS ABATEMENT	\$ 50,000.00		\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
ASPHALT REPLACEMENT	\$ 300,000.00	\$ 890,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
BATHROOM REMODELS	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
CONTINGENCY	\$ 50,000.00	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00
CEILING REPLACEMENT	\$ 15,000.00	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
CLOCK SYSTEM UPGRADE / REPLACEMENT	\$ 25,000.00	\$ -	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
CONCRETE REPLACEMENT	\$ 65,000.00	\$ -	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00
DOOR REPLACEMENT	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
EQUIPMENT & FURNITURE	\$ 200,000.00	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
FIRE ALARM UPDATE / REPLACEMENT	\$ 100,000.00	\$ -	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
FLOORING REPLACEMENT	\$ 75,000.00	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
GENERATOR UPGRADES / INSTALLS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVAC (Boilers, DDC, AC)	\$ 110,000.00	\$ -	\$ -	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
LIGHTING UPGRADE PROJECTS	\$ 75,000.00	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
MISC. CAPITAL PROJECTS	\$ 275,000.00	\$ 50,000.00	\$ -	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
PA SYSTEM UPGRADE / REPLACEMENT	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
PLAYGROUND EQUIPMENT REPLACEMENT	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
PROFESSIONAL SERVICES - DESIGN & ENGINEERING	\$ 85,000.00	\$ -	\$ -	\$ 85,000.00	\$ 85,000.00	\$ 85,000.00
ROOF REPAIR / REPLACEMENT	\$ 600,000.00	\$ 225,000.00	\$ 550,000.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00
SECURITY SYSTEMS UPGRADE / REPLACEMENT (ENTRANCES, CAMERAS, CARD ACCESS, ALAR	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
TUCKPOINTING / MASONRY REPAIR	\$ 50,000.00	\$ 225,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
UPS REPLACEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WATER/SEWER LATERAL REPLACEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WINDOW REPLACEMENTS	\$ 75,000.00	\$ -	\$ -	\$ -	\$ -	\$ -



ITEM FOR CONSIDERATION

Topic: Resolution Authorizing the Issuance and Sale of \$25,000,000 G.O. Promissory Notes, Series 2025

**Background
Information:**

This resolution is an official action to authorize the issuance and sale of \$25,000,000 in G.O. Promissory Notes, Series 2025 pursuant to section 67.12(1)(b) Wisconsin Statutes.

The District is authorized to issue and sell general obligation bonds or promissory notes (Securities) in an amount not to exceed \$129,800,000 to provide permanent financing for the referendum approved "Project". This is the final issuance of Securities as two previous issuances had been approved in 2023 and 2024 in the amounts of \$90 million and \$14.8 million, respectively. All funds will be used to pay a portion of the cost of the Project authorized by the Initial Resolution and the Referendum.

**Instructional
Impact:**

Allow for completion of the approved referendum construction projects for instructional spaces.

**Financial
Impact:**

Delivery of the Notes would be on or about April 21, 2025.

**Administrative
Recommendation:**

The administration recommends approval of the Resolution Awarding the Sale of \$25, 000,000 General Obligation Promissory Notes, Series 2025

**Contact
Person:**

Executive Director of Finance, Holly Burr, 920-852-5305, burrholly@aasd.k12.wi.us

BOE: March 31, 2025

ITEM FOR CONSIDERATION

Topic: District Policy - 151 Adoption, Revision, Maintenance, and Dissemination of Board Policies (Board Policy Development)

**Background
Information:**

Earlier last year, the Wisconsin Association of School Boards (WASB) was contracted to conduct a comprehensive policy audit. The audit identified policies that require creation or revision. Responsibility for this work is assigned to administrators overseeing the respective policy areas, with the board of education retaining the authority to revise policies as appropriate. These administrators rely on WASB's recommended sample policies, conduct research on practices in other districts, or seek legal counsel when necessary, depending on the complexity of the policy.

As policies are created or revised, they will be Items of Information at Board of Education meetings for discussion and then be scheduled for a future meeting as an Item for Consideration.

The District currently has Policy 151 and Rule (Board Policy Development), Policy 151.1 (Policy Revision or Retirement), and Policy 151.3 (Policy Dissemination). It is recommended to consolidate these three into a single policy with an updated name and language in accordance with WASB guidelines.

Instructional

Impact: Accurate and current Board policies are critical to school operations, establishing a safe and welcoming school environment, and providing high-quality instruction for our staff and students.

Fiscal

Note: N/A

Administrative

Recommendation: Approval as submitted.

Contact

Person(s): Superintendent, Greg Hartjes, (920) 852-5300, ext. 60111, superintendent@aasd.k12.wi.us

BOE: March 31, 2025

ADOPTION, REVISION, MAINTENANCE, AND DISSEMINATION OF BOARD POLICIES

Initiation of Policy Proposals and Related Responsibilities

The School Board recognizes its responsibility to establish and modify the Board's formal, written policies by taking official action as a governmental body, as appropriately documented in the minutes of its meetings. The Board, the District Superintendent and (for those policy topics that are relevant to their operational and programmatic areas) the District's other administrators and supervisors share a joint and continual responsibility to review and evaluate policies and to recommend possible additions and/or modifications as may be required by law or as may be otherwise beneficial to the District.

At the direction of the Board or by a request of the District Superintendent or an administrative-level designee, proposed changes to Board policy and any requests for the development of one or more policy options or recommendations on a specific topic may initially be referred to a committee that is a subunit of the Board or to some other designated advisory committee for timely review and evaluation. Subject to any applicable Board directives, established committees may also elect to take up policy topics within the general scope of the committee's charge at their own initiative.

The Board President shall ensure that any formal recommendations to the Board on proposed policy changes are promptly presented to the Board at a Board meeting. In all other respects, the inclusion of possible policy changes as subject matter for Board meetings shall follow the agenda-setting procedures that apply to any other substantive matters of Board business. Proposals for changes to Board policy should normally be presented to the Board accompanied by actual sample policy language that reflects the proposal/recommendation.

Board Consideration and Voting on Proposals to Adopt, Amend, or Retire Board Policies

Except as otherwise required by law in a specific context and except to the extent a different voting standard is identified below for adopting policy changes at a first meeting/presentation, the Board may approve a change to Board policy by a majority vote of a quorum.

Normally, the procedure for making changes to Board policy will involve the presentation and discussion of the subject matter of the relevant policy proposal at two separate Board meetings, with final, official action on the possible adoption of

any policy change(s) normally occurring at the second meeting. In the absence of any affirmative advancement vote or other directive from the Board, the Board President may use his or her judgment and discretion to interpret the Board's intent regarding the advancement of consideration of proposed policy changes to an additional meeting.

A specific proposed policy change that has been introduced for consideration may be amended (i.e., prior to any final vote on official adoption of the policy change) at any meeting at which the subject matter of the possible policy change is being considered. In addition, the Board may direct or request any agent of the Board to prepare proposal revisions or alternative proposals between meetings.

As exceptions to the typical two-meeting process:

1. The Board may choose to defer taking final action on a proposed change to Board policy to a third or any later meeting.
2. Provided that the action would be consistent with the Open Meetings Law, the Board may, at its discretion, waive the use of a second meeting and proceed to consider official action on the approval of a proposal to change Board policy at the first meeting at which the relevant subject matter is considered. Regarding this exception:
 - a. The Board President may initiate or any other Board member may demand a separate vote on the question of waiving the use of a second meeting, and the question of such waiver shall require a majority vote of a quorum to carry. However, if no such demand is made and no such separate vote is taken, then waiver will be implied by a Board decision that takes official action to adopt a policy change.
 - b. Official action on the approval of a proposal to change Board policy at the first meeting shall require a majority vote of a quorum.
 - c. The adoption of a policy change at the first meeting at which the subject matter of the possible policy change is presented/considered might occur, for example, (1) when there is a concern with achieving prompt legal compliance; (2) when other material timing considerations would be jeopardized if a vote on adoption is deferred to the next regular Board meeting; or (3) when the policy change under consideration involves the retirement of obsolete policy language, changes that are non-discretionary in nature, or changes that are in the nature of stylistic edits or minor corrections or clarifications.

Changes to Board policy shall take effect immediately upon the vote of the Board except (1) as required pursuant to any applicable law, (2) as specified in the policy itself, or (3) as otherwise directed by a decision of the Board (e.g., as part of the relevant motion adopting a policy change). Except as otherwise directed by a

decision of the Board, the repeal of a Board policy (or any portion of a policy) shall not revive any predecessor policy (or applicable portion of a predecessor policy).

Suspension of the Application of a Board Policy

Provided that the decision would be consistent with applicable law (e.g., the decision would not violate a statute, regulation, or the legal rights of any person), the Board may, at its discretion, vote to temporarily suspend, in whole or in part, the application of an established Board policy (or a Board-adopted rule/guideline that accompanies a Board policy) to a specific situation without amending or repealing the otherwise-applicable policy and without otherwise affecting the application of such policy to other situations. A Board policy may be suspended as described in this paragraph by unanimous consent or by a motion that is supported by at least a majority vote of a quorum except to the extent that either of the following applies:

1. The policy in question expressly provides for its own suspension (whether in whole or in part), and, in doing so, the policy establishes a specific voting standard to apply to such suspension decisions.
2. An applicable law mandates the application of a different voting standard.

Policy Manual Maintenance and Policy Dissemination

On behalf of and, as needed, working in direct coordination with the school district clerk (e.g., to capture the exact wording of any Board-adopted amendments to a proposed policy), the District Superintendent or a designee shall be responsible for promptly incorporating Board-approved policy changes in the Board's official, coded policy manual. Board policies and any related Board-adopted rules/guidelines/procedures or administrative rules/guidelines/procedures shall be further disseminated through appropriate means as required by law, as directed by the Board, or as additionally determined at the discretion of the District Superintendent or a designee.

Scope of Application

This policy applies to the School Board policies that are (or that, upon adoption, are proposed to be) systematically coded, titled, and maintained in the formal Board policy manual, as well as any similarly coded Board-adopted rules/guidelines/procedures that accompany such coded policies within the manual. In this policy, the phrases "policy change(s)" and "changes to Board policy" encompass the adoption of new Board policies and the amended or retirement of existing policies (as well as any similarly coded Board-adopted rules/procedures to which this policy applies). Subject to any applicable Board directives, the District Superintendent may separately adopt/approve written administrative rules, guidelines, or procedures to assist with the implementation of Board policies. The administrative adoption, amendment, or retirement of such administrative rules, guidelines, or procedures does not require any Board action.

Cross Reference: GC 3 and 5

Legal Reference: Wisconsin State Statutes 120.13

Adopted Date: March 31, 2025

ITEM FOR CONSIDERATION

Topic: District Policy - 154 and Rule-School Board Advocacy

Background

Information: Earlier last year, the Wisconsin Association of School Boards (WASB) was contracted to conduct a comprehensive policy audit. The audit identified policies that require creation or revision. Responsibility for this work is assigned to administrators overseeing the respective policy areas, with the board of education retaining the authority to revise policies as appropriate. These administrators rely on WASB's recommended sample policies, conduct research on practices in other districts, or seek legal counsel when necessary, depending on the complexity of the policy.

As policies are created or revised, they will be Items of Information at Board of Education meetings for discussion and then be scheduled for a future meeting as an Item for Consideration.

The District currently has Policy 154, School Board Advocacy and Rule 154, therefore it is recommended to update the language per WASB and remove Rule 154.

Instructional

Impact: Accurate and current Board policies are critical to school operations, establishing a safe and welcoming school environment, and providing high-quality instruction for our staff and students.

Fiscal

Note: N/A

Administrative

Recommendation: Approval as submitted.

Contact

Person(s): Superintendent, Greg Hartjes, (920) 852-5300, ext. 60111,
superintendent@aasd.k12.wi.us

SCHOOL BOARD ADVOCACY

One of the School Board's important functions is to serve as an advocate for the District and all of its students, and, more generally, as an advocate for public education and educational excellence. The Board's advocacy role encompasses intra-district and local community responsibilities, and it also extends beyond the District to include regional, state, and even national concerns.

Advocacy activities are attempts to engage and communicate effectively with others. Advocacy activities have varied purposes and include activities that aim to collaborate, promote, influence, persuade, listen, problem-solve, or simply inform.

The Board intends to work with the District Superintendent on identifying and implementing advocacy initiatives that foster:

- Student engagement
- Parent engagement
- Staff engagement
- Community engagement
- Institutional engagement (e.g., businesses, other schools, institutions of higher education, etc.)
- Legislative/public policy engagement (e.g., connecting with elected representatives, the Department of Public Instruction, relevant state and federal agencies, other units of local government, etc.)

The Board encourages the District Superintendent and Board President to structure portions of Board meetings as advocacy opportunities, such as showcasing particular student accomplishments, District programs, and District partnerships and by using meeting time to identify and address legislative and other advocacy opportunities. The Board will also consider the extent to which ad hoc committees might be utilized to further the Board's advocacy and engagement goals.

Specifically related to legislative and public policy issues, the Board seeks to both proactively and reactively engage and advocate on behalf of the District and its students with lawmakers, agency personnel, and other government officials. On matters of common concern, the Board will leverage the resources and activities of interest-based collaborations and of regional and state-wide associations that are pursuing shared interests and objectives.

All Board members are encouraged to engage in advocacy efforts. Any positions communicated should represent those approved by the Board. If not approved, Board members should clarify that the positions are their own.

Periodically, the board may authorize an individual board member, in addition to the board president, to act as spokesperson for the express purpose of advocating District interests and Board positions to lawmakers, agency personnel, and other government officials. The authorized spokesperson shall convey such interests and positions in a manner that are consistent with any specific or general direction that

has been given by the Board. The authorized spokesperson shall adhere to any limitations on their authority as may be specified by the Board.

In pursuing the Board's legislative and public policy advocacy goals, the Board may not (1) campaign for or against any particular candidate(s) in an election; (2) use District funds to make contributions to any candidate or political committee; or (3) use any public resources for any other political purpose that is prohibited by law.

Cross References: Board Member Authority and Responsibility, 161
Meetings of the School Board, 170
Agenda Preparation and Dissemination, 171.2
GC 2, 3, and 7

Legal References: Wisconsin State Statutes: 13.61 to 13.65; Section 120.13

Adoption Date: April 22, 2019

Amended Date: March 24, 2025

Success for
Every Student,
Every Day



**Appleton Area School District
Operational Expectations Monitoring Report
OE-7 Asset Protection**

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy 7, Asset Protection, I certify the proceeding interpretations and indicators to be accurate and complete, and that the District is:

_____ **Compliant**

X **Compliant with the exceptions noted**

_____ **Non-Compliant**

Compliant Indicators	Noncompliant Indicators
19	1
Total Indicators: 20	

Executive Summary/Analysis:

We do have additional comments regarding 7.4.3. This indicator states: Disaster recovery and network penetration testing has not been performed annually.

While we have not completed any formal Penetration Testing, we have completed the National Institute of Standards and Technology Cybersecurity Framework Rubric using a contracted 3rd party. We have had successful recoveries of non-functional applications and use 3rd party scanners to monitor our network vulnerability. A summary report of tests showing that no security concerns were found will be made available to the Board upon request.

Notes or exceptions, if any:

Because of the ever-evolving nature of cybersecurity, we do not believe we will ever have a report that shows “no security concerns”. The recommendation is to change the language of the indicator 7.4.3 to say “A summary report of all Cybersecurity Audits will be made available to the Board upon request”.

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy OE-7, Asset Protection, the Board finds that the District is:

____ **Compliant**

____ **Compliant with the exceptions noted**

____ **Non-Compliant**

Summary Statements of the Board, if any:

Signed: _____ Date: _____
Board President

Document submitted: _____ Re-submitted: _____

OE-7: Asset Protection

The Superintendent will assure that all district assets are adequately protected, properly maintained, appropriately used and not placed at undue risk.

SUPERINTENDENT Interpretation:

The Board values good stewardship including the care for, use of, and protection of district property and therefore expects the superintendent to proactively ensure that this occurs.

- **District assets** shall mean all tangible personal property and intellectual property (including information technology systems) having a useful life of more than one (1) year and a per-unit acquisition cost which equals or exceeds \$10,000 unless purchased with federal dollars, then the per-unit acquisition cost equals or exceeds \$5,000.
- **Adequately protected** shall mean insured for 100% replacement value.
- **Properly maintained** shall mean serviced and repaired on a regular basis to remain in good operating condition.
- **Appropriately used** shall mean in compliance with operating guidelines established by the manufacturer.
- **Not placed at undue risk** shall mean safe from actions that would cause District assets to be harmed or damaged or create an unsafe environment.

OE – 7.1 The Superintendent will maintain property and casualty insurance coverage on district property with limits equal to 100% of replacement value.

SUPERINTENDENT Interpretation:

- **Property** shall mean facilities, vehicles, equipment, and materials with an insurable risk.
- **Casualty insurance** shall mean coverage to protect the District and its employees resulting from an accident, mishap, or disaster.
- **100% of replacement value** shall mean the ability to replace and make whole property losses experienced by the District subject to any and all deductibles.

SUPERINTENDENT Indicators of Compliance:

We will know we are compliant when:

7.1.1- Copies of invoices and payments reflect that the District purchased and received the coverage declarations for property and casualty insurance equal to 100% of replacement value.

**In
Compliance**

**Not in
Compliance**

X

SUPERINTENDENT Evidence of Compliance:

- Attached [here](#) is a summary of our property and liability insurance.

OE - 7.2 The Superintendent will maintain both Errors and Omissions and Comprehensive General Liability insurance coverage protecting board members, staff and the district itself in an amount that is reasonable for school districts of comparable size and character.

SUPERINTENDENT Interpretation:

- **Errors and Omissions insurance** shall mean protection for board members and staff who make a mistake in performing their duties in good faith and results in harm to the District.
- **Comprehensive General Liability insurance** shall mean protection for the district against claims by third parties.
- **Amount that is reasonable** shall mean in accordance with amounts recommended by insurance carrier and verified by a second carrier or consultant.
- **Comparable size and character** shall mean other school districts with a similar setting (urban/suburban), numbers of students, and demographics.

SUPERINTENDENT Indicators of Compliance:

We will know we are compliant when:

7.2.1- Copies of invoices and payments reflect that the district has purchased and received the coverage declarations for Errors and Omissions and Comprehensive General Liability insurance coverage at the recommended levels.

**In
Compliance**

**Not in
Compliance**

X

SUPERINTENDENT Evidence of Compliance:

- Attached [here](#) is a summary of our property and liability insurance and the Educator's Legal Liability declarations pages.

OE - 7.3 The Superintendent will adequately protect the District against theft or misappropriation of funds by any personnel who have access to material amounts of district or school funds.

SUPERINTENDENT Interpretation:

- **Misappropriation of funds** shall mean the unauthorized, improper, or unlawful use of funds or other property for purposes other than that for which intended.
- **Any personnel** shall mean any district employee or volunteer.
- **Material amounts** shall mean more than \$1,000, which is equivalent to the deductible.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: 7.3.1- Copies of invoices and payments reflect that the District has purchased and received the coverage declarations for crime coverage and the policy has been received.	In Compliance	Not in Compliance
X		SUPERINTENDENT Evidence of Compliance: Attached here is a summary of our property and liability insurance and the Crime declarations pages.
OE - 7.4 The Superintendent will protect intellectual property, information, files, records and fixed assets from loss or significant damage.		
SUPERINTENDENT Interpretation: Intellectual property shall mean creations of the mind: inventions, literary and artistic works, and symbols, names, images, and designs used in commerce. District intellectual property shall mean original curriculum, teaching materials, or other documents created by district employees as part of their job for use by the District or its employees. Information, files and records shall mean paper, and electronic data on district servers, deemed critical (Finance, Human Capital, Student Support and Data, Research & Accountability) to the operations of the District. Fixed assets shall mean property and equipment having a useful life of more than one (1) year and a per-unit acquisition cost which equals or exceeds \$10,000 unless purchased with federal dollars, then the per-unit acquisition cost equals or exceeds \$5,000. - With regard to fixed assets, significant damage shall mean harm or destruction requiring more than \$5,000 or more of unplanned repair or maintenance including labor, material, and equipment rental costs.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: 7.4.1- The District receives no legal complaints that any of its employees has violated intellectual property rights or that their intellectual property has been stolen. 7.4.2- Information, files, and records are backed up each night by Tech Services and there was no loss of these files and records during	In Compliance	Not in Compliance
X	X	

this fiscal year. Records are backed up on a second server that functions independently to our main server. 7.4.3- Disaster recovery and network penetration testing will be performed annually. A summary report of tests showing that no security concerns were found will be made available to the Board upon request. 7.4.4- The District has no significant damage to fixed assets due to circumstances within its control during the school year. Damage to fixed assets is tracked and reported by the Business Services Department for audit purposes and made available to the Board upon request. 7.4.5- The District has a recovery plan for loss of information, files and records deemed to be critical to the operations of the District. A log of requests to retrieve information, files, or records is updated as needed by Tech Services staff and made available to the Board upon request.	X X	X
SUPERINTENDENT Evidence of Compliance: 7.4.1- We have not received any legal complaints of employees violating intellectual property rights or that property has been stolen. 7.4.2- Information, files, and records are backed up each night by Tech Services and there was no loss of these files and records during this fiscal year. Records are backed up on a second server that functions independently to our main server. 7.4.3- Although a formal Penetration Test has not yet been completed, a third-party cybersecurity assessment utilizing the National Institute of Standards and Technology (NIST) Cybersecurity Framework Rubric has been completed. Furthermore, critical applications have been successfully restored during practical recovery exercises, and third-party scanning tools are employed to provide continuous surveillance for security vulnerabilities. 7.4.4- The District has no significant damage to fixed assets due to circumstances within its control during the school year. Damage to fixed assets is tracked and reported by the Business Services for audit purposes and made available to the Board upon request. 7.4.5- The District has offsite storage and a recovery plan for loss of information, files and records deemed to be critical to the operations of the District. A log of requests to retrieve information, files, or records is updated as needed by Tech Services staff and made available to the Board upon request. ■ Full off-network backups are completed weekly (tape drive). ■ Tapes are stored off-site.		
OE - 7.5 The Superintendent may not permit facilities and equipment to be subject to improper use or insufficient maintenance.		

SUPERINTENDENT Interpretation:

- **Facilities and equipment** shall mean assets having a useful life of more than one (1) year and a per-unit acquisition cost which equals or exceeds \$10,000 unless purchased with federal dollars, then the per-unit acquisition cost equals or exceeds \$5,000.
- **Improper use** shall mean inappropriate operation or treatment, or utilization in a manner or for a purpose contrary to what was intended.
- **Insufficient maintenance** shall mean inadequate or unreasonable repair, cleaning, inspection, or upkeep as recommended by manufacturer specifications as applicable.

SUPERINTENDENT Indicators of Compliance:

We will know we are compliant when:

- 7.5.1-** No person is injured in a District facility, or when using District equipment, as a result of insufficient maintenance of the facility or equipment, as shown in records kept by the District's Safety Coordinator. Such records are made available to the Board upon request.
- 7.5.2-** Worker's compensation claims filed as a result of the improper use of equipment do not exceed five claims in the school year, as shown in records kept by the District's Safety Coordinator. Such records are made available to the Board upon request.
- 7.5.3-** The District has an active safety program for investigating accidents to identify insufficient maintenance or improper use of facilities and equipment. The District's Safety Coordinator documents any occurrences, as well as the corrections that were made to ensure further accidents do not occur. This documentation is made available to the Board upon request.
- 7.5.4-** The District maintains and adheres to a long-range capital preventative maintenance plan to help guide the prioritization of Capital Projects Fund appropriations. The District's AkitaBox system generates reports that are made available to the Board upon request.

**In
Compliance****Not in
Compliance****X****X****X****X****SUPERINTENDENT Evidence of Compliance:**

- 7.5.1-**The District maintains thorough records of facility and equipment maintenance through the Akita Box facilities management software to ensure a safe environment. All injuries are reported through the EMC accident reporting system. These records indicate that no injuries have occurred due to insufficient maintenance. These records are available to the Board upon request.
- 7.5.2-**The District closely monitors worker's compensation claims related to the improper use of equipment through records maintained by the Safety Coordinator and Human Resources

Department. As of now, the number of such claims does not exceed five for the school year. These records are available to the Board upon request.

7.5.3 - The District maintains an active safety program to investigate accidents and identify issues related to insufficient maintenance or improper use of facilities and equipment. The Safety Coordinator documents all occurrences and the corrective actions taken to prevent future incidents. This documentation is available to the Board upon request.

7.5.4- The District maintains and follows a long-range capital preventative maintenance plan to guide the prioritization of Capital Projects Fund appropriations. This Capital Projects list is tracked and prioritized by the F&O department and is coordinated through the AkitaBox system.

OE - 7.6 The Superintendent may not recklessly expose the district, the Board or staff to legal liability.

SUPERINTENDENT Interpretation:

- **Recklessly expose** shall mean to commit an offense that is grossly negligent putting the District in a legally untenable position which cost the District more than \$10,000.
- **Legal liability** shall mean litigation with another party where attorney fees are incurred.

SUPERINTENDENT Indicators of Compliance:

We will know we are compliant when:

7.6.1- The District incurs no legal costs or damage awards as a result of careless and reckless acts by the Superintendent.

In
Compliance

Not in
Compliance

X

SUPERINTENDENT Evidence of Compliance:

- The District has incurred no legal costs as a result of careless and/or reckless acts by the Superintendent. All billing for legal services is reviewed as part of the annual audit.

OE - 7.7 The Superintendent may not invest funds in investments that are not secured or that are not authorized by law.

SUPERINTENDENT Interpretation:

- **Funds** shall mean money or capital.

Investments shall mean the commitment of district money or capital to the purchase of financial instruments or other assets so as to gain profitable returns in the form of interest, income, dividend, or appreciation of the value of the instrument.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not in Compliance
7.7.1- All investments are in compliance with Wisconsin State Statutes and the auditor's management letter makes no comment in regards to investments.	X	
7.7.2- The District has only deposited funds with entities governed by Public Depository Protection Act and included in the annual Authorized Depository Resolution.	X	
SUPERINTENDENT Evidence of Compliance: 7.7.1- Cash and investments (pages 33-34) of the annual Financial Statements (audit report) discusses investments and risk of all cash and investments of the District. All cash and investments are FDIC insured or secured by the investment organization. 7.7.2- The District is in compliance with section 7.7.2 in that all deposits are with organizations that are approved with the annual Authorized Depository Resolution .		
OE - 7.8 The Superintendent may not purchase or sell real estate, including land and buildings, or enter into a property lease without Board approval.		
SUPERINTENDENT Interpretation: Purchase shall mean to obtain ownership of an asset in exchange for money or value. Sell shall mean to surrender ownership of an asset in exchange for money or value. Property Lease shall mean a contract outlining the terms under which the District agrees to rent property owned by another party.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not in Compliance
7.8.1- All dispositions and acquisitions of land and buildings are approved by board resolution.	X	
7.8.2- There is no finding by the independent external auditors in reference to disposition and acquisition of land and buildings.	X	
7.8.3- All property leases are approved by the Board.	X	

SUPERINTENDENT Evidence of Compliance:

7.8.1- There have been no purchases or dispositions of real property since April of 2024, the purchase of which was included in the OE last year.

7.8.2- All purchases and dispositions are recorded as part of the annual audit. [Copy of Audit](#)

7.8.3- All real estate purchases and leases are approved at regular meetings of the board.

OE - 7.9 The Superintendent may not act or fail to act in any manner that damages the district's public image or credibility.

SUPERINTENDENT Interpretation:

- **Damages the District's public image or credibility** shall mean placing at risk the reputation and trustworthiness of the District in the mind of the average citizen in the Appleton Area School District.

SUPERINTENDENT Indicators of Compliance:

We will know we are compliant when:

7.9.1- We have no litigation regarding careless acts by the Superintendent.

7.9.2- 70% of respondents to our annual survey express support for the direction of the District.

**In
Compliance**

**Not in
Compliance**

X

X

SUPERINTENDENT Evidence of Compliance:

7.9.1 - The AASD had no litigation regarding careless acts by any staff member, including the Superintendent, in the past year.

7.9.2 - The results of the community survey from the summer of 2024 showed that 82.4% of respondents responded "Yes" or "Somewhat" to the question, "In general, do you support the direction of the AASD?" We received 318 responses to this survey question.