

Minutes for Regularly Scheduled Board Meeting
To Be Held in the District Office Board Room
1055 Griffiths Lane
Ashwaubenon WI 54304
(Phone: 920.492.2900)

Wednesday, July 9, 2025

To follow Annual Meeting/Budget Hearing

- A. **Call to order:** Board President Vyskocil called the meeting to order at 7:27 pm
- B. **Roll call:**
 - Board Members Present: Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke
 - Board Members Excused: All present
 - School Choice Advisory Representative: Matthew Rotter
 - Other Present: Andy Bake, Keith Lucius, Tammy Nicholson, Michael Heim, Dirk Ribbens, Jake Hintz, Kathy O'Brien, Cassie Schneider, Nick Senger, Brian Carter, Pete Marto, Scott Truskowski, Alissa Davis, Kris Hucek, Francine Cook
- C. **Declaration of quorum:** Quorum present
- D. **Pledge of allegiance:** The pledge was recited
- E. **Adoption of Agenda:** Moved VanDeKreeke, seconded by Anderson to adopt the agenda as presented. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion carried 5:0
- F. **Citizens and/or delegations:**
 - 1. Public Forum – Any citizen and/or delegations: no topics presented
- G. **Consent Agenda:** Moved by Anderson, seconded by VanDeKreeke to approve Consent Agenda items 1-4 as presented. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion Carried 5:0.
 - 1. Minutes of the regular meeting held on Wednesday, June 11, 2025
 - 2. The schedule of checks written 06/03/2025 to 06/30/2025
 - 3. There were 40 co-curriculars approved
 - 4. Board financial reports for May
- H. **Superintendent's Report:**
 - **Welcome:** Bake welcomed Thea Kral to the board meeting. Nick Senger spoke about Thea's accomplishments throughout her athletic career in Ashwaubenon. Senger stated that Thea is the most highly decorated female athlete in Ashwaubenon history. Coach Dan Schmidt spoke about Thea and the honor of watching and working with her over the last 4 years as she developed her skills. Congratulations Thea!
 - **Summer School:** Summer School 2025 came to an end last Thursday. Nearly 1250 students participated in summer school at Cormier, Parkview, and AHS. Thank you to Brian Carter, Michael Heim, Mandy Schroeder, Lisa Cook, Holly Flanigan, Kitty Blinstrub for all their work in making this year a success. Thank you for the great leadership of our summer school admin team of Kris Hucek, Jason Fisch, Cassie Schneider, and Nick Senger. Thank you to the staff and volunteers who make summer school a success each year. Without you, we could not offer the engaging and enjoyable programming that we offer. Throughout the summer, the district continues to work with nearly 100 K-5 elementary students at Valley View to strengthen their reading, writing, and math skills and another 100 or so high

school students on their strength and conditioning with Jaguar Performance. All in all, learning never stops in Ashwaubenon and summer is no exception.

- **AP Testing Results:** The results from the spring's AP Testing are in! 308 AP tests were taken by our students, and over 90% of these tests resulted in students earning between 3 and 5 college credits. In many subject areas, our student success rate was 20-25% higher than the global average and of particular note is that 100% of students taking the AP US History exam earned college credit. Congratulations to our students and staff!
- **Meet the Moment:** Andy Bake stated that as he transitions into the role of superintendent, he would like to thank the board for giving him this opportunity and the administrative and district office teams for their support through the transition. In this upcoming year, he is committed to challenging himself, staff, and students to 'Meet the Moment'. Bake will work alongside our talented staff to ensure every student's wellbeing and achievement remain at the center of our efforts. Our mission is clear: to help all students reach their full potential in an innovative and supportive environment. In recent years, student achievement has not consistently responded to our efforts. With the knowledge that old keys don't open new locks, Andy is energized to work with Tammy, Michael, Keith, and the administrative team to lead focused work on a systemic approach centered on a few key priorities to increase achievement. He stated he has full confidence in the Ashwaubenon team and knows that we have the talent within our district to meet the moment, now we just need to create the right system to recognize the results we know our students are capable of.

I. **Discussion/Presentation Items:**

1. **2023 Wisconsin Act 12:** Tammy Nicholson presented the new reporting requirements by high schools to collect and report certain state and local law violations to DPI by July 31st of each year. These are violations that occur on school property, during school hours, or at school sanctioned events. To be in compliance with state statute requirements, districts must collect this information, report it to the board and report it to DPI. DPI will include this information on school report cards but it will not impact performance ratings. Nicholson reviewed the data from the 2024-25 school year.

J. **Action Items:**

1. **Policy Update - second read:** Andy Bake review the request to rescind policy 9111. The board had no other changes. Moved VanDeKreeke, seconded by VandeWalle to approve the second and update to policies 9111 as presented. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion carried 5:0
2. **Standards used to guide learning in the district:** Per state statute, the Board must review and approve the standards used to guide learning in the district at the July board meeting. Michael Heim presented the 2025-26 Wisconsin Model Academic Standards for board review. He reminded the board that the district uses the Wisconsin Model Academic Standards to develop and revise its curriculum. DPI reviews a number of standards each year. This year they will be reviewing Music, Theatre and Social Studies. Heim recommend the board approve Wisconsin Model Academic Standards as the standards used to guide learning in the district.

Moved by Anderson, seconded by VanDeKreeke to approved the standards used to guide learning in the district as presented. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion carried 5:0.

3. **Resolution Authorizing A One-Year Taxable Tax and Revenue Anticipation Revolving Line of Credit For Cash Flow Purposes In An Amount Not To Exceed \$9,000,000:** Keith Lucius stated that every year the board is presented with a resolution to approve a revolving line of credit for cash flow purposes. This is needed to cover expenditures until the district's revenue is received. This year's line

of credit is a variable rate; interest is only charged when money is borrowed. The district is working with Nicolet Bank on this line of credit.

Moved by Garrigan, seconded by VanDeKreeke to approve the Resolution Authorizing A One-Year Taxable Tax and Revenue Anticipation Revolving Line of Credit For Cash Flow Purposes In An Amount Not To Exceed \$9,000,000 as presented. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion carried 5:0

4. **PAC Purchase:** Keith Lucius presented the PAC's request to purchase additional linesets. When the PAC was built, it was built for expansion capabilities but the budget at the time was not able to accommodate purchasing them. Kate Williams has done some fundraising for the purchase and installation of these linesets. She received two quotes. Lucius recommended the board approve the \$71,620.00 quote from Gopher State Lighting.

Moved by Anderson, seconded by VanDeKreeke to approved the quote of \$71,620 from Gopher Stage Lighting for the purchase and install of linesets as presented. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion carried 5:0.

5. **Parkview Workstation:** Kris Hucek presented the quote from Duet Resource Group for 3 workstations for the Parkview office. She explained that the need to update this work space is due to safety concerns of one evacuation route for 3 office staff, centralizing the print stations for a better work flow and modernizing the space. The money for this would be funded through the Parkview building budget.

Moved by VanDeKreeke, seconded by Anderson to approved the quote for \$15,574 from Duet Resource Group for the purchase and installation of 3 workstations for the Parkview office as presented. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion carried 5:0.

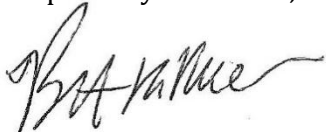
- K. **Board & Superintendent Communications:** The board welcomed Andy Bake to the superintendent role and stated they are excited to see what the future brings.

L. **Future Board Meetings & Topics:**

- The next board meeting is scheduled for Wednesday, August 13, 2025, at 6:30 pm at the District Office; 1055 Griffiths Lane; Ashwaubenon, WI.

- M. **Adjournment:** Moved Anderson, seconded by VandeWalle to adjourn the meeting at 8:00 pm. Aye 5 (Vyskocil, Garrigan, VandeWalle, Anderson, VanDeKreeke), Nay 0. Motion carried 5:0.

Respectfully submitted,



Brett VandeWalle

CHECK NUMBER	COMMENT	CHECK DATE	COMMENT	VENDOR	AMOUNT
316		07/12/2025		CORP MASTERCARD	26,106.23
316		07/12/2025		CORP MASTERCARD	0.00
2025		07/01/2025		INTERNAL REVENUE SERVICE	2,463.70
2534		07/05/2025		NICOLET BANK	227,358.11
2535		07/05/2025		WI DEPT OF REVENUE	47,557.36
2536		07/20/2025		NICOLET BANK	225,936.05
2537		07/20/2025		WI DEPT OF REVENUE	36,981.00
2538		07/20/2025		WI DEPT OF REVENUE	1,247.81
2540		07/28/2025		WI RETIREMENT SYSTEM	742,992.26
2541		07/28/2025		VISION SERVICE PLAN	3,542.54
2542		08/05/2025		NICOLET BANK	215,382.10
2543		08/05/2025		WI DEPT OF REVENUE	36,955.35
33387		07/02/2025		FOX CITIES EMBROIDERY INC	544.00
33388		07/02/2025		JIMOS, MARC	1,053.74
33389		07/02/2025		ROCHELEAU, BERNARD	52.64
33390		07/02/2025		ROYAL SCOT GOLF CLUB	7,539.00
33391		07/02/2025		SPORTSCOPE	399.00
33392		07/02/2025		SUMMIT COMMERCIAL FITNESS	2,530.00
33393		07/02/2025		TEAM APPAREL & SPECIALTIES INC	575.00
33394		07/02/2025		TEAM SPORTING GOODS INC	1,575.00
33395		07/02/2025		WI ASSN FOR CHEER/POM COACHES	150.00
33396		07/09/2025		ARBITER SPORTS LLC	650.00
33397		07/09/2025		ERBERT AND GERBERT'S	428.50
33398		07/09/2025		TEAM APPAREL & SPECIALTIES INC	84.00
33399		07/16/2025		GREEN BAY TENNIS CENTER	475.25
33400		07/16/2025		KAUKAUNA HIGH SCHOOL	423.00
33401		07/16/2025		REBEL ATHLETIC INC	3,216.14
33402		07/16/2025		RIDDELL ALL AMERICAN SPORTS	168.20
33403		07/16/2025		SRIXON/CLEVELAND GOLF	581.25
33404		07/16/2025		STEINHORST, TARA	429.00
33405		07/23/2025		ERBERT AND GERBERT'S	186.32
33406		07/23/2025		HEALY AWARDS INC	720.86
33407		07/23/2025		HUDL	11,400.00
33408		07/23/2025		NOTRE DAME ACADEMY	70.00
33409		07/23/2025		REBEL ATHLETIC INC	8,837.29
33410		07/30/2025		CUSTOMINK.COM	1,112.50
33411		07/30/2025		PETTY CASH ASHWAUBENON HIGH SCHOOL	3,000.00
112843		07/01/2025		METLIFE	12,908.16
112844		07/01/2025		WI SUPPORT COLLECTION TRUST FUND	594.50
112845		07/02/2025		ASSETWORKS RISK MANAGEMENT INC	9,500.00
112846		07/02/2025		ASSN OF WI SCHOOL ADMINISTRATORS	6,146.00
112847		07/02/2025		BMB LLC	15,691.56
112848		07/02/2025		BUG TUSSEL AB LLC	24,581.52
112849		07/02/2025		CRISIS PREVENTION INSTITUTE INC	400.00
112850		07/02/2025		FRONTLINE TECHNOLOGIES GROUP LLC	18,309.17
112851		07/02/2025		GREEN BAY CHAMBER OF COMMERCE INC	9,603.00
112852		07/02/2025		LAYDEN, JENNIFER	150.00
112853		07/02/2025		NASSP	385.00
112854		07/02/2025		NOTABLE, INC (KAMI)	8,700.00
112855		07/02/2025		PSUG EVENTS	499.00
112856		07/02/2025		SCENARIO LEARNING LLC	8,647.33
112857		07/02/2025		SCHOOL HEALTH CORPORATION	500.00
112858		07/02/2025		WI ASSN OF SCHOOL BOARDS INC	9,578.00
112859		07/02/2025		WI ASSN OF SCHOOL BUSINESS OFFICIALS	300.00
112860		07/02/2025		YMCA CAMP U-NAH-LI-YA	250.00
112861		07/07/2025		BROWN COUNTY TREASURER	3,244.93

CHECK NUMBER	COMMENT	CHECK DATE	COMMENT	VENDOR	AMOUNT
112862		07/07/2025		CESA 8	13,795.43
112863		07/07/2025		DE PERE HIGH SCHOOL	4,452.36
112864		07/07/2025		FASTSIGNS	52.50
112865		07/07/2025		FRIEDLI, KATHERINE	332.78
112866		07/07/2025		GRAINGER INC	131.76
112867		07/07/2025		GRONKE, HEIDI	188.67
112868		07/07/2025		KUPSH, AMY	15.10
112869		07/07/2025		LARSON, TERRI	507.67
112870		07/07/2025		LAYDEN, JENNIFER	194.95
112871		07/07/2025		MT OLYMPUS ENTERPRISES INC	3,312.00
112872		07/07/2025		PASQUALUCCI, JAMES	162.71
112873		07/07/2025		RALEIGH, MARY	848.66
112874		07/07/2025		SIGNARAMA	650.35
112875		07/07/2025		TRUGREEN 4991	703.07
112876		07/07/2025		ZIMONICK BROTHERS PRODUCE INC	42.95
112877		07/14/2025		3RD MILLENNIUM CLASSROOMS	300.00
112878		07/14/2025		AWSA-WFEA	59.00
112879		07/14/2025		BENTHEIMER, AMY	20.00
112880		07/14/2025		BLUNTSON, REBECCA	15.00
112881		07/14/2025		BOYER, SHAWNE	35.00
112882		07/14/2025		CAMCOR	1,345.00
112883		07/14/2025		CENGAGE LEARNING	1,782.00
112884		07/14/2025		COREA, FRANKLIN	20.00
112885		07/14/2025		DZIADUCH, CINTHIA	75.75
112886		07/14/2025		FRAME OF MIND INC	199.28
112887		07/14/2025		GEZELLA, HEATHER	35.00
112888		07/14/2025		GRAVELY, BRITTANY	20.00
112889		07/14/2025		GRIMM, PATRICIA	15.00
112890		07/14/2025		HARO, MIGUEL	20.00
112891		07/14/2025		HOOYMAN, BECKY	35.00
112892		07/14/2025		JENKINS, MARCIA	20.00
112893		07/14/2025		KLAVEKOSKE, CONNOR	80.00
112894		07/14/2025		KOCHA, KEITH	35.00
112895		07/14/2025		LE, TUAN	20.00
112896		07/14/2025		LEMERE, KATIE	20.00
112897		07/14/2025		MEDINA, MARINA	20.00
112898		07/14/2025		METRO SALES INC 130415	1,357.85
112899		07/14/2025		MORROW, KEVIN	20.00
112900		07/14/2025		NELSON, ARIEL	20.00
112901		07/14/2025		NEW ENGLAND COLLEGE	500.00
112902		07/14/2025		NORTHEAST WI TECHNICAL COLLEGE	1,000.00
112903		07/14/2025		NORTHEAST WI TECHNICAL COLLEGE	500.00
112904		07/14/2025		NORTHERN METAL & ROOFING CO INC	438.33
112905		07/14/2025		PASQUALUCCI, JAMES	34.80
112906		07/14/2025		RAYE, DONNA	35.00
112907		07/14/2025		SAM'S CLUB/SYCHRONY BANK	1,021.80
112908		07/14/2025		SAMACO LOCK SUPPLY	3,672.00
112909		07/14/2025		SCHLIMM, JESSIE	15.00
112910		07/14/2025		SCHLOSSTEIN, JILLIAN	20.00
112911		07/14/2025		SCHMITZ, KELSEY	100.00
112912		07/14/2025		SCHROEDER'S FLOWERS	452.70
112913		07/14/2025		SEBRANEK, PATRICIA	360.00
112914		07/14/2025		SKROBEL, BRITTANI	35.00
112915		07/14/2025		STADHERR, KATHLEEN	15.00
112916		07/14/2025		STREETER, SANDRA	35.00
112917		07/14/2025		SYBLE HOPP	18,353.42

CHECK NUMBER	COMMENT	CHECK DATE	COMMENT	VENDOR	AMOUNT
112918		07/14/2025		ULINE	375.98
112919		07/14/2025		UW LA CROSSE	500.00
112920		07/14/2025		VOKOLEK, AMANDA	20.00
112921		07/14/2025		WALBY, CATHERINE	100.00
112922		07/14/2025		WATSON, AMANDA	15.00
112923		07/14/2025		WETLI, ROBERT	35.00
112924		07/14/2025		WI ASSN OF SCHOOL DISTRICT ADMINISTRATOR	3,365.00
112925		07/14/2025		XEROX IT SOLUTIONS	61,260.00
112926		07/14/2025		XIONG, LEE	20.00
112927		07/14/2025		ZEPNICK, JAMIE	35.00
112928		07/14/2025		ZIMONICK BROTHERS PRODUCE INC	139.80
112929		07/16/2025		ASHWAUBENON EDUCATION FOUNDATION	10.00
112930		07/16/2025		WI SUPPORT COLLECTION TRUST FUND	594.50
112931		07/21/2025		AEGIS LLC	2,029.00
112932		07/21/2025		AMERICAN LIBRARY ASSOCIATION	75.00
112933		07/21/2025		BOELTER COMPANIES, INC	87.39
112934		07/21/2025		CELLCOM GREEN BAY MSA	566.55
112935		07/21/2025		CLIFTON LARSON ALLEN LLP	2,058.27
112936		07/21/2025		COMMUNITY INSURANCE CORP	116,911.00
112937		07/21/2025		CREATE WISCONSIN	250.00
112938		07/21/2025		DIAMOND BUSINESS GRAPHICS	624.64
112939		07/21/2025		GLOBE MICROSYSTEMS INC	825.00
112940		07/21/2025		GRAINGER INC	735.92
112941		07/21/2025		JENSON, STACY	20.00
112942		07/21/2025		RAS TECHNOLOGY CONSULTANTS INC	385.00
112943		07/21/2025		WACPC	225.00
112944		07/21/2025		WI DEPT OF JUSTICE	154.00
112945		07/21/2025		XEROX IT SOLUTIONS	38,980.00
112946		07/21/2025		SCHALLER, SARAH	3,450.00
112947		07/28/2025		AIR FILTRATION SPECIALISTS LLC	11,923.20
112948		07/28/2025		ASHWAUBENON WATER & SEWER UTILITY	4,441.92
112949		07/28/2025		COMPLETE OFFICE OF WISCONSIN	20.16
112950		07/28/2025		COWLES, EMILY	28.14
112951		07/28/2025		DIAMOND BUSINESS GRAPHICS	455.08
112952		07/28/2025		DIEBOLD, JILLIAN	5.50
112953		07/28/2025		EXPLORE LEARNING	3,535.00
112954		07/28/2025		HOFFMAN, DEANICE	23.80
112955		07/28/2025		KNAUS, STEPHANIE	15.00
112956		07/28/2025		NEW PRECISION TECHNOLOGY LLC	589.60
112957		07/28/2025		NSIGHT TELSERVICES	1,095.53
112958		07/28/2025		ROLLING, KATHY	52.24
112959		07/28/2025		SAVVAS LEARNING COMPANY LLC	133,793.20
112960		07/28/2025		SPRINKLER COMPANY INC	868.00
112961		07/28/2025		TRUGREEN 4991	1,069.07
112962		07/28/2025		UW MADISON	1,000.00
112963		07/28/2025		UW MADISON	500.00
112964		07/28/2025		WEST BEND INSURANCE COMPANY	32,185.25
112965		07/29/2025		FOUR GUYZ IN DINNER JACKETS LLC	725.00
112966		07/29/2025		MADISON NATL LIFE INSURANCE CO	10,741.96
112967		07/29/2025		METLIFE	12,805.28
112968		08/04/2025		WI SUPPORT COLLECTION TRUST FUND	594.50
112969		08/04/2025		ASC1 INC	2,236.29
112970		08/04/2025		COMPLETE OFFICE OF WISCONSIN	89.28
112971		08/04/2025		DEPAS, SABRINA	18.00
112972		08/04/2025		EBSCO	471.89
112973		08/04/2025		GRAINGER INC	100.62

CHECK NUMBER	COMMENT	CHECK DATE	COMMENT	VENDOR	AMOUNT
112974		08/04/2025		HOPE CLOTHING	1,155.00
112975		08/04/2025		HUCKY, JOANNA	49.30
112976		08/04/2025		KAUKAUNA HIGH SCHOOL	322.00
112977		08/04/2025		L&W SUPPLY CORP	805.50
112978		08/04/2025		PETERSON, HAILEE	11.50
112979		08/04/2025		REALLY GOOD STUFF	61.94
112980		08/04/2025		REFRIGERATION SERVICES OF GREEN BAY INC	355.88
112981		08/04/2025		SCHOOLSOFT TECHNOLOGIES INC	2,250.00
112982		08/04/2025		THURLOW, KRISTY	20.45
112983		08/04/2025		TWEET GAROT MECHANICAL INC	518.00
112984		08/04/2025		VANDENBERG, RENEE	20.00
252600001		07/01/2025		AMAZON CAPITAL SERVICES	13.99
252600002		07/02/2025		ACTION ENTERTAINMENT COLLABORATIVE	7,500.00
252600003		07/02/2025		AMAZON CAPITAL SERVICES	111.70
252600004		07/02/2025		MEAL MAGIC CORPORATION	4,995.00
252600005		07/02/2025		OBERSTADT, MEGAN	300.00
252600006		07/02/2025		SKYWARD	20,500.00
252600007		07/02/2025		WASPA	1,615.00
252600008		07/02/2025		WI COUNCIL OF ADMIN OF SPEC SRV LTD	450.00
252600009		07/02/2025		BSN SPORTS LLC	2,624.00
252600010		07/02/2025		HILL, JASON	299.00
252600011		07/02/2025		TRUE NORTH ENERGY	1,575.00
252600012		07/07/2025		AMAZON CAPITAL SERVICES	3,875.66
252600013		07/07/2025		BIRDSEYE DAIRY INC	305.04
252600014		07/07/2025		BLINDAUER, JOLENE	486.27
252600015		07/07/2025		CARRICO AQUATIC RESOURCES INC	1,387.86
252600016		07/07/2025		CINTAS CORPORATION	178.50
252600017		07/07/2025		DERNBACH, TAMMI	13.67
252600018		07/07/2025		ESCANDELL RINCON, LUCETH	203.84
252600019		07/07/2025		HALLMAN LINDSAY QUALITY PAINTS	272.90
252600020		07/07/2025		HANSEN, COREY	66.87
252600021		07/07/2025		HEYRMAN & GREEN BAY BLUE	450.00
252600022		07/07/2025		HUCEK, KRISTINE	8.99
252600023		07/07/2025		INFO MART INC	32.00
252600024		07/07/2025		JW PEPPER & SONS INC	9.99
252600025		07/07/2025		KUMHALA, CRISTINE	360.52
252600026		07/07/2025		KUROWSKI, KATHRYN	176.42
252600027		07/07/2025		LAMERS BUS LINES INC	334.98
252600028		07/07/2025		LUDWIG, LOIS	8.96
252600029		07/07/2025		PAUL, KARISA	280.22
252600030		07/07/2025		PERFORMANCE FOODSERVICE	6,440.05
252600031		07/07/2025		PRAIRIE FARMS DAIRY, INC	818.26
252600032		07/07/2025		STATE OF WISCONSIN - DEPT OF ADMIN	94.66
252600033		07/07/2025		STATHAS, SHERYL	40.53
252600034		07/07/2025		THOMPSON, JENNICA	250.35
252600035		07/07/2025		VAN'S FIRE AND SAFETY INC	5,904.74
252600036		07/07/2025		WEYERS, CAROLYN	25.00
252600037		07/07/2025		WILLS, RENEE	209.10
252600038		07/14/2025		ALPHA BAKING COMPANY	36.90
252600039		07/14/2025		AMERICAN WELDING & GAS INC	1,098.93
252600040		07/14/2025		BELLIN HEALTH	23,030.75
252600041		07/14/2025		BLICK ART MATERIALS	79.98
252600042		07/14/2025		CAMERA CORNER INC	320.00
252600043		07/14/2025		CARRICO AQUATIC RESOURCES INC	350.00
252600044		07/14/2025		CDW GOVERNMENT	3,743.24
252600045		07/14/2025		CESA 7	29,697.24

CHECK NUMBER	COMMENT	CHECK DATE	COMMENT	VENDOR	AMOUNT
252600046		07/14/2025		CINTAS CORPORATION	218.56
252600047		07/14/2025		DIEDRICK, MEGAN	164.10
252600048		07/14/2025		DREVS, CONNOR	235.00
252600049		07/14/2025		ENTERPRISE RENT-A-CAR	290.32
252600050		07/14/2025		GFL ENVIRONMENTAL USA INC	3,378.87
252600051		07/14/2025		HALLMAN LINDSAY QUALITY PAINTS	54.88
252600052		07/14/2025		HUCEK, KRISTINE	191.80
252600053		07/14/2025		INFO MART INC	220.00
252600054		07/14/2025		JOHNSON & JONET MECHANICAL CONTRACTORS I	567.40
252600055		07/14/2025		LAMERS BUS LINES INC	2,100.23
252600056		07/14/2025		LUCIUS, KEITH	310.38
252600057		07/14/2025		MAC GILL	1,395.00
252600058		07/14/2025		MACHT VILLAGE PROGRAMS LLC	4,619.00
252600059		07/14/2025		MARCO	839.49
252600060		07/14/2025		MULTI MEDIA CHANNELS LLC	534.55
252600061		07/14/2025		PERFORMANCE FOODSERVICE	2,895.20
252600062		07/14/2025		POWERSCHOOL GROUP LLC	59,238.60
252600063		07/14/2025		PRAIRIE FARMS DAIRY, INC	873.68
252600064		07/14/2025		QUILL CORP	51.72
252600065		07/14/2025		REFLECTIONS SCHOOL PROGRAM LLC	1,434.00
252600066		07/14/2025		RYDIN	424.00
252600067		07/14/2025		SEYMOUR, PAUL	35.00
252600068		07/14/2025		SHERWIN WILLIAMS COMPANY	111.87
252600069		07/14/2025		STAPLES BUSINESS CREDIT	624.55
252600070		07/14/2025		TAURIAINEN, KAITLIN	110.88
252600071		07/14/2025		UNITED MAILING SERVICES INC	592.95
252600072		07/14/2025		WEX BANK	327.41
252600073		07/14/2025		WI PUBLIC SERVICE CORP	35,390.23
252600074		07/14/2025		WILLIAMS, KATHRYN	142.00
252600075		07/16/2025		BSN SPORTS LLC	6,172.75
252600076		07/16/2025		PHILLIPS, KEVIN	524.69
252600077		07/16/2025		TRUE NORTH ENERGY	1,125.00
252600078		07/16/2025		WIAA	21.78
252600079		07/16/2025		RELIANCE TRUST COMPANY - ASHWAUBNEON 403	22,663.70
252600080		07/16/2025		RELIANCE TRUST COMPANY - ASHWAUBENON 457	11,499.22
252600081		07/16/2025		WEA TSA TRUST	85,131.45
252600082		07/21/2025		AMA INC	1,143.48
252600083		07/21/2025		AMAZON CAPITAL SERVICES	380.64
252600084		07/21/2025		AMERICAN WELDING & GAS INC	362.37
252600085		07/21/2025		BIRDSEYE DAIRY INC	171.86
252600086		07/21/2025		BUREAU VERITAS NATL ELEVATOR INSPECTION	82.00
252600087		07/21/2025		CARRICO AQUATIC RESOURCES INC	489.76
252600088		07/21/2025		CDW GOVERNMENT	48,600.00
252600089		07/21/2025		CHARTER COMMUNICATIONS	237.16
252600090		07/21/2025		CINTAS CORPORATION	218.56
252600091		07/21/2025		COMPASS GROUP	76,746.41
252600092		07/21/2025		ENTERPRISE RENT-A-CAR	145.16
252600093		07/21/2025		FOX SPECIALTY CO LLC	48,541.90
252600094		07/21/2025		HALLMAN LINDSAY QUALITY PAINTS	169.96
252600095		07/21/2025		HNILICKA, WENDY	350.00
252600096		07/21/2025		HUCEK, KRISTINE	83.54
252600097		07/21/2025		LAMERS BUS LINES INC	10,178.95
252600098		07/21/2025		MANUEL, ANNIKA	9,000.00
252600099		07/21/2025		MARCO	25.38
252600100		07/21/2025		MENARDS INC	368.09
252600101		07/21/2025		MULTI MEDIA CHANNELS LLC	42.00

CHECK NUMBER	COMMENT	CHECK DATE	COMMENT	VENDOR	AMOUNT
252600102		07/21/2025		PERFORMANCE FOODSERVICE	708.41
252600103		07/21/2025		PRAIRIE FARMS DAIRY, INC	691.23
252600104		07/21/2025		RENNING LEWIS & LACY SC	3,500.00
252600105		07/21/2025		USIC LOCATING SERVICES INC	225.47
252600106		07/21/2025		VILLAGE OF ASHWAUBENON	131,550.41
252600107		07/21/2025		WI COUNCIL OF ADMIN OF SPEC SRV LTD	300.00
252600108		07/22/2025		CONSTELLATION NEWENERGY-GAS DIV LLC	2,637.85
252600109		07/22/2025		ST JOHN THE BAPTIST	916.00
252600110		07/23/2025		DECLENE, CHASE	20.00
252600111		07/23/2025		LAMERS BUS LINES INC	2,568.18
252600112		07/28/2025		AMAZON CAPITAL SERVICES	1,571.41
252600113		07/28/2025		AMERICAN WELDING & GAS INC	685.76
252600114		07/28/2025		BAER PERFORMANCE MARKETING	750.00
252600115		07/28/2025		CARRICO AQUATIC RESOURCES INC	1,155.19
252600116		07/28/2025		CDW GOVERNMENT	742.94
252600117		07/28/2025		CESA 6	11,566.67
252600118		07/28/2025		CLEMENT, JESSICA	89.49
252600119		07/28/2025		ENTERPRISE RENT-A-CAR	3,530.85
252600120		07/28/2025		FIRST SUPPLY LLC- GREEN BAY	711.54
252600121		07/28/2025		HALLMAN LINDSAY QUALITY PAINTS	34.99
252600122		07/28/2025		JOHN'S REFRIGERATION INC	296.00
252600123		07/28/2025		KOPP, AMY	174.71
252600124		07/28/2025		LAMERS BUS LINES INC	30,194.32
252600125		07/28/2025		MARCO	106.71
252600126		07/28/2025		MENARDS INC - DEPERE	211.35
252600127		07/28/2025		MULTI MEDIA CHANNELS LLC	19.52
252600128		07/28/2025		PERFORMANCE FOODSERVICE	2,613.43
252600129		07/28/2025		PRAIRIE FARMS DAIRY, INC	740.49
252600130		07/28/2025		RENAISSANCE LEARNING INC	73,431.40
252600131		07/28/2025		SCHOOL SPECIALTY LLC	69.83
252600132		07/28/2025		TIETYEN, ERIK	1,899.41
252600133		07/28/2025		VANNIEUWENHOVEN, FALINE	91.34
252600134		07/29/2025		ACTION ENTERTAINMENT COLLABORATIVE	7,500.00
252600135		07/29/2025		HARMONY ARTISTS INC	4,287.50
252600136		07/30/2025		HOME TEAM SPORTS & APPAREL INC	1,252.00
252600137		08/04/2025		AMAZON CAPITAL SERVICES	2,446.01
252600138		08/04/2025		HEINEMANN EDUCATIONAL COMPANY	27,534.62
252600139		08/04/2025		HEYRMAN & GREEN BAY BLUE	174.00
252600140		08/04/2025		INFO MART INC	8.00
252600141		08/04/2025		MARCO	66.29
252600142		08/04/2025		MENARDS INC - DEPERE	81.24
252600143		08/04/2025		PRAIRIE FARMS DAIRY, INC	301.40
252600144		08/04/2025		SHERWIN WILLIAMS COMPANY	90.96
252600145		08/04/2025		WISCNET	3,320.00
Totals for checks					3,142,349.90

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	General Fund	1,564,982.73	0.00	939,979.03	2,504,961.76
21	Gifts & Donations	4,609.58	0.00	86,857.73	91,467.31
27	Special Education	267,754.25	0.00	95,806.12	363,560.37
50	Food Service	25,358.12	159.90	26,022.23	51,540.25
80	Community Service Fund	5,538.26	0.00	93,416.38	98,954.64
81	Ashwaubenon PAC	9,393.21	0.00	22,472.36	31,865.57
***	Fund Summary Totals ***	1,877,636.15	159.90	1,264,553.85	3,142,349.90

***** End of report *****

APPOINTMENTS

PROFESSIONAL / ADMINISTRATION STAFF - HIRES

Name	FTE	Position	School	Compensation	Effective Date	Reason for request
Walczak, Bonnie	1.0 FTE	Grade 5 Instructor	Pioneer	Step 9 Lane F Lifetime License	Start of the 2025-26 school year	This position is due to increased enrollment.
Mangless, Delaney	1.0 FTE	Grade 1 Instructor	Valley View	Step 7 Lane A Provisional License	Start of the 2025-26 school year	This position is due to a staff vacancy.
Michalski, Adam	1.0 FTE	At-Risk Instructor	AHS	Step 8 Lane F Lifetime License	Start of the 2025-26 school year	This position is due to a staff vacancy.
Rasner, Brooklyn	1.0 FTE	Grade 4 Instructor	Valley View	Step 4 Lane A Provisional License	Start of the 2025-26 school year	This position is due to a staff vacancy.
Sullivan, Ashleigh	1.0 FTE	Grade 3 Instructor	Valley View	Step 5 Lane A Provisional License	Start of the 2025-26 school year	This position is due to increased enrollment.
Pavlat, Jenna	.57FTE	Music Instructor	Valley View and Cormier	Step 6 Lane A	Start of the 2025-26 School Year	This position is due to a staff vacancy.

NON-TEACHING STAFF - HIRES

Name	FTE	Position	School	Compensation	Effective	Reason for request
Alberts, Michelle	1.0 FTE	Educational Associate – 9 month, Special Education Aide	Valley View	Entry Level pay scale	Start of the 2025- 26 school year	This position is due to a staff vacancy.
Purcell, Tammie	Part-time	Educational Associate – 9 month, Clerk	Valley View	Entry Level pay scale	Start of the 2025- 26 school year	This position is due to a staff vacancy.

RESIGNATIONS/RETIREMENTS/LAYOFFS

PROFESSIONAL / ADMINISTRATION STAFF - RESIGNATIONS/RETIREMENTS/LAYOFFS

Name	FTE	Position	School	Notes
Kopp, Amy	Part-time	Music Instructor	Valley View and Cormier	Resignation is effective the end of the 2024-25 school year.

Last Name	First Name	School	Position	Board Approval
Wichlacz	Elizabeth	AHS	Cross Country - Co-Head Coach	13-Aug
Imig	Jake	AHS	Cross Country - Co-Head Coach	13-Aug
Herold	Bennett	AHS	Soccer - Boys (JV Coach)	13-Aug
Pittenger	Owen	AHS	Swim - Dive / Assistant Coach	13-Aug



Discussion Item: 1

Ashwaubenon School Board

Meeting Date:	Wednesday, August 13, 2025
Issue:	Annual Seclusion Restraint Report for 2024-2025
Requested By:	Tammy Nicholson
Attachments:	Annual Seclusion Restraint Report Comparison Documentation
Financial and/or Staffing Implications:	None
Funding Source:	None
Explanation:	The building Seclusion Restraint Report needs to be submitted to the board annually.
Recommendation:	Discussion Item only. No action necessary.

2024-2025 Seclusion Restraint Numbers

	Cormier	Pioneer	Valley View	Parkview	AHS	Macht Village	Fundamentals	Syble Hopp	Reflections	Total
Seclusion Only Total	2	2	3	0	0	0	0	0	0	7
Restraint Only Total	1	1	4	0	0	1	0	0	0	7
Seclusion and Restraint	0	0	0	0	0	0	0	1	0	1
Total ALL	3	3	7	0	0	1	0	1	0	15
total number of students	3	1	1	0	0	1	0	1	0	7
total number of SWD	3	1	1	0	0	1	0	1	0	7

Total by Gender	7 Males	0 Females	
Total by Race/Ethnicity	5 White/Non-Hispanic	1 Black	1 Hispanic
Total by EL Status	N/A	N/A	

2023-2024 Seclusion Restraint Numbers

	Cormier	Pioneer	Valley View	Parkview	AHS	Macht Village	Fundamentals	Syble Hopp	Reflections	Total
Seclusion Only Total	0	0	0	0	0	0	0	0	0	0
Restraint Only Total	0	1	0	0	0	14	0	0	0	15
Seclusion and Restraint	2	0	0	0	0	0	0	0	0	2
Total ALL	2	1	0	0	0	14	0	0	0	17
total number of students	2	1	1*	0	1*	2	0	0	0	5
total number of SWD	2	1	1*	0	1*	2	0	0	0	5

*Valley View and AHS students are included in the Macht student count where the restraint incidents took place.

Total by Gender	5 Males	0 Females
Total by Race/Ethnicity	4 White/Non-Hispanic	1 Black
Total by EL Status	N/A	N/A

Seclusion and Restraint	2	0	0	0	0	0	0	0	0	2
Total ALL	2	1	0	0	0	14	0	0	0	17
total number of students	2	1	1*	0	1*	2	0	0	0	5
total number of SWD	2	1	1*	0	1*	2	0	0	0	5

*Valley View and AHS students are included in the Macht student count where the restraint incidents took place.

Total by Gender	5 Males	0 Females
Total by Race/Ethnicity	4 White/Non-Hispanic	1 Black
Total by EL Status	N/A	N/A

2022-2023 Seclusion Restraint Numbers

	Cormier	Pioneer	Valley View	Parkview	AHS	Macht Village	Lync	Syble Hopp	Reflections	Total
Seclusion Only Total	1	2	4	0	0	0	1	0	0	8
Restraint Only Total	3	0	0	0	0	0	4	0	0	7
Seclusion and Restraint	0	5	3	0	0	1	0	0	1	10
Total ALL	4	3	7	0	0	1	5	0	1	21
total number of students	2	2	2	0	0	1*	2*	0	1	7
total number of SWD	2	1	2	0	0	1*	2*	0	1	6

* Macht and Lync shared 1 student so that student is only counted once in total student count.

2021-2022 Seclusion Restraint Numbers

	Cormier	Pioneer	Valley View	Parkview	AHS	Macht Village	Lync	Syble Hopp		Total
Seclusion Only Total	0	0	0	0	0	0	1	0		1
Restraint Only Total	0	0	0	0	0	0	1	0		1
Seclusion and Restraint	3	1	12	5	0	2	0	0		23
Total ALL	3	1	12	5	0	2	2	0		25
total number of students	1	1	2	3	0	2	2	0		7*
total number of SWD	1	1	2	3	0	2	2	0		7*

*Macht Village/Lync students are not counted in the total student counts because they are already represented in the building number.

2020-2021 Seclusion Restraint Numbers

	Cormier	Pioneer	Valley View	Parkview	AHS	Macht Village	Advocates	Syble Hopp		Total
Seclusion Only Total	0	0	0	0	0	0	N/A	0		0
Restraint Only Total	0	1	0	2	0	0	N/A	0		3
Seclusion and Restraint	3	3	5	0	0	8	N/A	2		21
Total ALL	3	4	5	2	0	8	N/A	2		24
total number of students	1	2	1	2	0	2*	N/A	1		7*
total number of SWD	1	2	1	2	0	2*	N/A	1		7*

*Macht Village students are not counted in the total student counts because they are already represented in the building number.

2019-2020 Seclusion Restraint Numbers

	Cormier	Pioneer	Valley View	Parkview	AHS	Macht Village	Advocates	Syble Hopp		Total
Seclusion Only Total	34	3	2	0	0	0	0	0		39
Restraint Only Total	2	0	1	0	0	0	0	0		3
Seclusion and Restraint	5	9	2	0	1	9	0	0		26
Total ALL	41	12	5	0	1	9	0	0		68
total number of students	2	2	3	n/a	1	5*	n/a	n/a		8*
total number of SWD	2	2	2	n/a	1	5*	n/a	n/a		7*

*Macht Village students are not counted in the total student counts because they are already represented in the building number.

2018-2019 Seclusion Restraint Numbers

	Cormier	Pioneer	Valley View	Parkview	AHS	Macht Village	Advocates	Syble Hopp		Total
Seclusion and/or Restraint	18	15	34	2	0	2	0	0		71
total number of students	4	4	5	2	0	2*	0	0		15*
total number of SWD	2	4	5	2	0	2*	0	0		13*

*Macht Village students are not counted in the total student counts because they are already represented in the building number.

Discussion Item: 2

Ashwaubenon School Board

Meeting Date:	August 13, 2025
Issue:	First reading of policy update
Requested By:	Keith Lucius and Kaitlin Tauriainen
Attachments:	Policies
Financial and/or Staffing Implications:	None at this time
Funding Source:	None at this time
Explanation:	<u>Policy 8500 – Food Service:</u> This policy has been updated to reflect current practice.
Recommendation:	Review and bring back to September meeting for second read and final approval.



Book	Policy Manual
Section	8000 Operations
Title	FOOD SERVICES
Code	po8500
Status	
Adopted	June 9, 2008
Last Revised	January 8, 2025

8500 - **FOOD SERVICES**

The Board shall provide cafeteria facilities in all school facilities where space and facilities permit and will provide food service for the purchase and consumption of lunch for all students.

The Board shall also provide a breakfast program in accordance with procedures established by the United States Department of Agriculture (USDA) School Breakfast Program.

The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages as well as to the fiscal management of the program as well as all Federal and State requirements pertaining to food service hiring and food service manager/operator licensure and certification. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

No foods or beverages, other than those associated with the District's food-service program, are to be sold during food-service hours. The District's food service program shall serve only food items and beverages determined by the Food Service Department to be in compliance with the current USDA Nutrition Standards for the National School Lunch and School Breakfast Programs. Any competitive food items and beverages that are available for sale to students a la carte in the dining area from midnight before to thirty (30) minutes after the end of the instructional day shall also comply with the current USDA Nutrition Standards for the National School Lunch and School Breakfast Programs and the USDA Smart Snacks in School nutrition guidelines. Foods and beverages unassociated with the food-service program may be vended in accordance with the rules and regulations set forth in Board Policy 8540 - Vending Machines.

The Superintendent will require that the food service program serve foods in the schools of the District that are wholesome and nutritious and reinforce the concepts taught in the classroom.

The Superintendent is responsible for implementing the food service program in accordance with the adopted nutrition standards and shall provide a report regarding the District's compliance with the standards at one of its regular meetings annually.

Dietary Modifications

Modifications Based on Compliant Medical Documentation

An adult student or student's parent requesting special dietary accommodations for a student with a disability that restricts the diet must provide the Medical Statement for Special Dietary Needs signed by a State authorized medical authority, which is a medical professional authorized in the State of Wisconsin to write prescriptions. The request must contain the following information and must be submitted on DPI Form PI-6314, Medical Statement for Special Dietary Needs:

- A. an explanation of how the student's physical or mental impairment restricts the diet;
- B. the food(s)/type(s) of foods to be avoided;
- C. the food(s)/type(s) of foods to be substituted;
- D. additional pertinent information, if any, that will assist in accommodating the student's needs.

If a Medical Statement for Special Dietary Needs is incomplete, unclear, or lacks sufficient detail, the special dietary accommodation coordinator or food service director shall request that the student or parent/guardian request that the medical authority supplement the response so that a safe meal can be provided.

A special dietary accommodation for a student who has a disability that restricts the student's diet must be supported by a Medical Statement for Special Dietary Needs, which should be submitted to the Food Service Director who shall serve as the Special Dietary Accommodation Coordinator: Kaitlin Tauriainen; 1055 Griffiths Lane; 1-920-492-2905 x 1009; ktauriainen@ashwaubenonk12.org

A student with a disability may have an IEP or 504 plan that requires specific instruction, services, or accommodation related to the student's nutritional needs. If a student's IEP or 504 plan contains the same information that is required on a Medical Statement for Special Dietary Needs, then it is not necessary to obtain and submit a separate Medical Statement for Special Dietary Needs. Form PI-6314 can be obtained from the Department of Public Instruction (<https://dpi.wi.gov/sites/default/files/imce/forms/pdf/f6314-english.pdf>) or upon request to the District's Food Service Director or Special Dietary Accommodation Coordinator.

The individual making an initial request for such substitutions must inform the Food Service Director or Special Dietary Accommodation Coordinator that the student has a disability that restricts the student's diet. The School District will honor the request upon receipt of the required documentation from a State-authorized medical authority. If the Special Dietary Accommodation Coordinator is unable to grant a requested accommodation following receipt of the medical authority's statement, the student or parent shall be provided with an explanation of the basis for the decision. Compliant requests shall be immediately implemented.

For non-disabled students who need a nutritional equivalent milk substitute, only a signed request by a parent or guardian is required.

Disability Accommodation Grievance Procedure

The following procedure is intended to provide prompt and equitable resolution to any concern or disagreement regarding the food service program's administration of meal modifications made or requested on the basis of a student's disability. None of the procedures described in this policy section shall prevent a student or parent from pursuing a complaint with any State or Federal agency, including the USDA, using the procedures described at the end of this policy.

- A. If an initial request for accommodation in the form of substituted meals is denied, the student or parent may request review of that decision by the Superintendent and shall provide any communications between the student or parent and food service officials concerning the accommodation request, any documentation provided by a medical authority, and any additional information the student or parent believes is pertinent to the decision. A review of the materials provided and of the initial decision shall be completed and a response provided to the student or parent as soon as practicable following receipt of the request for review. If the initial decision is reversed, including due to additional information provided on review, the dietary accommodations shall be implemented without delay. If the initial decision is affirmed the decision is final.
- B. Any other complaint or disagreement with the food service administration concerning implementation of special dietary accommodations based on a student's disability shall be presented to the Special Dietary Accommodation Coordinator. The student or parent shall specify the nature of the concern and any requested remedy in writing. The Coordinator shall promptly review the grievance and either contact the student or parent for any required clarification of the request or to seek to reach an agreement regarding how to best address the concern. If no agreement is reached, the Coordinator shall make a determination and notify the student or parent in writing as soon as practicable. If the grievance is affirmed in any respect, the Coordinator shall propose a plan for implementing appropriate remedial measures. If the student or parent is dissatisfied with the Coordinator's determination, the student or parent may submit a written request to the Building Principal or Superintendent for review. The administrator's determination shall be final.

Modifications Based on Noncompliant Medical Requests

On a case-by-case basis, substitutions to the standard meal requirements may be made, at no additional charge, for students who are not "disabled persons", but have a signed statement from a qualified medical authority that the student cannot consume certain food items due to medical or other special dietary needs. To qualify for such consideration and substitutions the medical statement must identify:

- A. the medical or dietary need that restricts the student's diet; and
- B. the food(s) to be omitted from the student's diet and the food(s) or choice of foods that may be substituted

Modification Based on Student/Parental Preference

When a request for a special dietary accommodation is not supported by an authorized Medical Statement for Special Dietary Needs or included in a student's IEP or 504 plan, the School District cannot provide modified meals that are not in compliance with USDA Child Nutrition Program requirements. However, the Board authorizes the following:

A. Fluid Milk Substitution

The School District shall offer a Federally approved milk substitute with a written and signed request from a parent that identifies the reason for the special dietary accommodation.

B. Religious Reason

The School District shall have no legal obligation to accommodate a student's or parent's request for accommodations based on religious requests. However, the District will assist the student in choosing a reimbursable meal through offer versus serve (OVS).

C. General Dietary Preference

The School District shall have no legal obligation to accommodate a student's or parent's general health, nutrition, or food preferences. However, the District will assist the student in choosing a reimbursable meal through offer versus serve (OVS).

IMPLEMENTATION AND DISCONTINUATION

Review

Upon receipt of a request for a special dietary accommodation, the Food Service Director or Special Dietary Accommodation Coordinator shall review the request to ensure it is supported as required by Federal law and District policy and if not, shall request additional or clarifying information from the student or parent making the request.

Implementation

When the need for a special dietary accommodation is supported by a Medical Statement for Special Dietary Needs signed by a State authorized medical authority, the District will offer a reasonable modification that effectively accommodates the student's disability. Following USDA Child Nutrition Program regulations, the School District may consider factors such as cost and efficiency and is not required to prepare a specific meal, provide a specific brand of food, or provide a meal beyond the meals provided to other students.

For students who have an IEP or 504 plan that requires specific food-related accommodations, the School District shall provide the accommodation as required by law, seeking clarifying medical information, as necessary.

A special dietary request will be approved and implemented upon submission of a completed authorized Medical Statement.

Student Absence

If a student receiving a special dietary accommodation is absent or does not wish to participate in school lunch on a day an accommodation is planned, the student or parent shall contact the Food Service Director by 9:00 a.m. the same day.

Renewing A Special Dietary Request

An authorized Medical Statement does not need to be updated annually. However, the Food Service Director may annually seek clarification or updates on special dietary requests.

Discontinuation of a Special Dietary Request

A special dietary request or part of a request may be discontinued by a parent by submitting the request in writing to the Food Service Director or shall be discontinued consistent with the medical authorities recommendation provided with the Medical Statement for Special Dietary Needs.

Meal Charges

Lunches sold by the school may be purchased by students and staff members and community residents in accordance with the rules of the District's school lunch program.

Students may be permitted to accumulate negative food service account balance as determined by the Superintendent. The Superintendent shall determine the manner of determining permissible account balances by grade level. A student shall be permitted to purchase a la carte items with cash payment.

~~Students may not be permitted to purchase a meal using a food service account, when the family account is delinquent, but will instead be provided an alternative meal for \$1.00 until the school collects.~~ Students with a delinquent account will receive a regular meal purchased with donated funds until the donation account is depleted.

The operation and supervision of the food-service program shall be the responsibility of the Child Nutrition Coordinator and the Director of Business Services. Food services shall be operated on a self-supporting basis with revenue from students, staff, Federal reimbursement, and surplus food. The Board shall assist the program by furnishing available space, initial major equipment, and utensils. Maintenance and replacement of equipment is the responsibility of the program.

A periodic review of the food-service accounts shall be made by the Director of Business Service. Any surplus funds from the National School Lunch Program shall be used to support the operation and improvement of the school meal program(s) through allowable expenditures. Surplus funds from a-la-carte foods purchased using funds from the nonprofit food service account must accrue to the nonprofit food service account.

Bad Debt

Bad debt incurred through the inability to collect lunch payment from students is not an allowable cost chargeable to any Federal program. Any related collection cost, including legal cost, arising from such bad debt after they have been determined to be uncollectable are also unallowable. District efforts to collect bad debt shall be in accordance with Policy 6152 - Student Fees, Fines, and Charges.

Bad debt is uncollectable/delinquent debt that has been determined to be uncollectable no sooner than the end of the school year in which the debt was incurred. If the uncollectable/delinquent debt cannot be recovered by the School Meals Program in the year when the debt was incurred, then this is classified as bad debt. Once classified as bad debt, non-Federal funding sources must reimburse the NSFSA for the total amount of the bad debt. The funds may come from the District general fund, State or local funding, school or community organizations such as the PTA, or any other non-federal source. Once the uncollectable/delinquent debt charges are converted to bad debt, records relating to those charges must be maintained in accordance with the record retention requirements in 7 C.F.R. 210.9(b) (17) and 7 CFR 210.15(b).

Negative Account Balances

Students will be permitted to purchase meals from the District's food service using either cash on hand or a food service account. A student may be allowed to incur a negative food service account balance subject to the following conditions.

Students may be permitted to accumulate negative food service account balance not to exceed \$15.00 in grades K-5 and \$18.75 in grades 6-12. A student shall not be permitted to purchase a la carte items without sufficient account balance or cash on hand.

A student who has exceeded the permissible negative balance amount in their account and does not have cash on hand sufficient to purchase a meal will be treated respectfully. The District will provide meals to students with unpaid meal balances without stigmatizing them, will provide parents of students who charge meals with notification when a student charges a meal, and will make efforts to collect the charges incurred by the students so that the unpaid charges are not classified as bad debt at the end of the school year. Funding for these meals will come from donated funds.

This information is provided in writing to all households at the start of each year.

This policy and any implementing guidelines shall be provided in writing to all households at the start of each school year and to households transferring to the school or School District during the school year. The policy and implementing guidelines will also be provided to all District staff with responsibility for enforcing the policies. The policy will be posted on the District website.

The food-service program may participate in the "Farm to School Program" using locally grown food in school meals and snacks.

With regard to the operation of the school food service program, the Superintendent shall require:

- A. the maintenance of sanitary, neat premises free from fire and health hazards;
- B. the preparation and consumption of food that complies with Federal food safety regulations;
- C. the purchase of foods and supplies in accordance with State and Federal law, USDA regulations, and Board policy (see Policy 1130, Policy 3230, and Policy 4230);
- D. compliance with food holds and recalls in accordance with USDA regulations;
- E. the accounting and disposition of food-service funds pursuant to Federal and State law and USDA regulations;
- F. the safekeeping and storage of food and food equipment pursuant to USDA regulations.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. The District's nondiscrimination statement below is complementary to the District's nondiscrimination policies, including Policy 2260 - Nondiscrimination and Access to Equal Opportunity and Policy 1422/Policy 3122/Policy 4122 - Nondiscrimination and Equal Employment Opportunity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/ad-3027.pdf> or <https://dpi.wi.gov/sites/default/files/imce/school-nutrition/pdf/sfa-civil-rights-complaints-procedure-template.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. Fax:
(833) 256-1665 or (202) 690-7442; or
3. E-mail:
program.intake@usda.gov.

This institution is an equal opportunity provider.

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Revised 4/27/15
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T.C. 8/11/21
Revised 4/10/24
Revised 9/10/2025

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Legal

SP 32-2015 Statements Supporting Accommodations for Children with Disabilities in the Child Nutrition Programs

SP 59-2016 Modifications to Accommodate Disabilities in the School Meal Program

OMB Circular No. A-87 USDA Smart Snacks in School Food Guidelines (effective July 1, 2014)

Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq.

Healthy, Hunger-Free Kids Act of 2010 and Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.

42 U.S.C. 1758

15.137, Wis. Stats.

93.49, Wis. Stats.

115.34 - 115.345, Wis. Stats.

120.10(16), Wis. Stats.

120.13(10), Wis. Stats.

7 C.F.R. Part 15b

7 C.F.R. Part 210

7 C.F.R. Part 215

7 C.F.R. Part 220

7 C.F.R. Part 225

7 C.F.R. Part 226

7 C.F.R. Part 227

7 C.F.R. Part 235

7 C.F.R. Part 240

7 C.F.R. Part 245

42 U.S.C. Chapter 13

Last Modified by Jennifer Bower on July 11, 2025