Monday, January 9, 2023
Board of Education Meeting

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

The Board of Education will be meeting in the Scullen Leadership Center, 131 E. Washington Street, Suite 1A. Some individuals may be joining via remote technology and the meeting will be livestreamed on YouTube. Members of the media or general public may continue to access meetings in person or via a live stream broadcast on the Appleton Area School District YouTube Channel: https://www.youtube.com/channel/UCHo-l09YGgt4uKnCWYvt8Pw

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. Members of the public wishing to address the Board may speak during public input in accordance with the procedures posted on the District's website (http://www.aasd.k12.wi.us/district/board_of_education/public_input) and state law. The Wisconsin Open Meetings Law allows only brief discussion of topics that are not listed on the agenda. Therefore, the Board may not be able to fully address comments made during public input. When appropriate the Board may request the administration to reach out to a citizen regarding a concern they may have.

Any special needs or any requests for accommodations related to accessing the meeting should be sent to the Office of the Superintendent, at superintendent@aasd.k12.wi.us or (920) 832-6126, at least 24-hours in advance of the meeting.

1. Meeting Opening

Subject	**A. Roll Call**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	1. Meeting Opening
Type	Procedural

Subject	**B. Pledge of Allegiance**
Meeting	Jan 9, 2023 - 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 Items(s) for Separate Consideration**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	2. Approval of Agenda (GC-2: Governing Commitments)
Type	Procedural

Subject	**B. Approval of Agenda**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	2. Approval of Agenda (GC-2: Governing Commitments)
Type	Action, Procedural
Recommended Action	Motion to approve the Board Agenda

Motion & Voting

Motion to approve the Board Agenda

Motion by Deborah Truyman, second by Kristine Sauter.
Final Resolution: Motion Carried
Aye: James Bowman, Kay Eggert, Deborah Truyman, Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao

3. Special Presentation

Subject	**A. Drawing of Lots for Ballot Order for the April 4, 2023 AASD School Board Member Spring Election**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	3. Special Presentation
Type	Procedural

Names of School Board Candidates will be drawn to determine the ballot order for the April 4, 2023 AASD School Board Member Spring Election.

Following the Ballot-Eligibility Deadline of 5:00 p.m. on Tuesday, January 3, 2023, the following candidates have qualified and will appear on the ballot for the AASD School Board Spring Election (listed by order received):

1. Sam Blackwell
2. Jason Kolpack
3. **Kristine Sauter (incumbent)**
4. Nick Ross
5. **Deb Truyman (incumbent)**

Additional information regarding the School Board Election can be found on our website, at https://www.aasd.k12.wi.us/district/board_of_education/board_member_elections.

Subject	**B. Student School Board Representative Report**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	3. Special Presentation
Type	Information, Recognition, Report

Student School Board Representative Natalie Sheridan will provide updates from North High School.

Subject	**C. 2021-2022 Annual Financial Report (Audit) Presentation**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	3. Special Presentation
Type	Discussion, Information, Presentation

Leah Lasecki of CliftonLarsonAllen LLP will present the District's 2021-2022 Annual Financial Report (audit).

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

Subject	**A. Public Input**
Meeting	Jan 9, 2023 - 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 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

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	Jan 9, 2023 - 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, Presentation

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): AP Check Register December 2022; Grants 2022-2023**
Meeting	Jan 9, 2023 - 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

Executive Director of Finance Holly Burr will report on Business Services items for consideration.

Subject	**B. School/Student Services Update(s): None**
Meeting	Jan 9, 2023 - 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 Hires; Professional Educator Resignations**
Meeting	Jan 9, 2023 - 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 Personnel Services items for consideration.

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 December 12, 2022**
Meeting	Jan 9, 2023 - 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 Board Meeting Minutes of December 12, 2022.
Minutes	View Minutes for Dec 12, 2022 - Board of Education Meeting

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

Motion & Voting

Motion to approve the Board Meeting Minutes of December 12, 2022.

Motion by Pheng Thao, second by James Bacon.
Final Resolution: Motion Carried
Aye: James Bowman, Kay Eggert, Deborah Truyman, Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao

Subject	**B. Expulsion Hearing Minutes 12-05-22**
Meeting	Jan 9, 2023 - 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

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. AP Check Register December 2022**
Meeting	Jan 9, 2023 - 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
Fiscal Impact	Yes
Recommended Action	Recommend approval

Holly Burr, Executive Director of Finance will recommend approval for Business services item for consideration.

Motion & Voting

Recommend approval

Motion by Deborah Truyman, second by James Bacon.

Final Resolution: Motion Carried
Aye: James Bowman, Kay Eggert, Deborah Truyman, Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao

Subject	**B. Grants 2022-2023**
Meeting	Jan 9, 2023 - 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
Fiscal Impact	Yes

Holly Burr, Executive Director of Finance will recommend approval for Business services item for consideration.

File Attachments
January Grants 2023.pdf (70 KB)

Subject	**C. Professional Educator New Hire(s)**
Meeting	Jan 9, 2023 - 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 1-9-23.pdf (122 KB)

Subject	**D. Professional Educator Resignation(s)**
Meeting	Jan 9, 2023 - 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 Resignations 1-9-23.pdf (109 KB)

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	Jan 9, 2023 - 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, Presentation, Report

Subject	**B. School Services Report: Proposed Materials Update - HS Mathematics: Math Topics (9240)**
Meeting	Jan 9, 2023 - 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, Presentation, Report

Assistant Superintendent Steve Harrison and Director of STEM (7-12) Thai Xiong will report on the proposed materials update for Math Topics (9240).

File Attachments
Math Topics Item of Information (01_09_23 BOE).pdf (89 KB)
Math Topics 9240 KWKT 01_09_23.pdf (102 KB)
Public Input Received - Math Topics Materials.pdf (56 KB)

Subject	**C. Personnel Services Report: Retiree Access to AASD Health Insurance Plan; Employee Handbook Revision**
Meeting	Jan 9, 2023 - 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, Presentation, Report

File Attachments
IOI-Medicare Eligible Retirees Access to the AASD Health Insurance Plan.pdf (110 KB)
IOI-Handbook Revision Semester Retirement.pdf (109 KB)

Subject	**D. Community Linkages Committee Report: None**
Meeting	Jan 9, 2023 - 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, Presentation, Report

10. Board Business

Subject	**A. Consent Agenda Item(s) Removed for Separate Consideration**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	10. Board Business

Type	Action, Discussion

Subject	**B. Monitoring Report: OE-6 Financial Administration - for Consideration**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	10. Board Business
Type	Action, Discussion, Information

File Attachments
OE-6 Financial Administration - Monitoring Report 2022.pdf (524 KB)

Motion & Voting

(not specified)

Motion by Edward Ruffolo, second by Kristine Sauter.
Final Resolution: Motion Carried
Aye: James Bowman, Kay Eggert, Deborah Truyman, Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao

Subject	**C. Monitoring Report: OE-12 Facilities - for Consideration**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	10. Board Business
Type	Action, Discussion, Information

File Attachments
OE-12 Facilities - Monitoring Report 2022.pdf (1,681 KB)

Motion & Voting

(not specified)

Motion by Deborah Truyman, second by James Bacon.
Final Resolution: Motion Carried
Aye: James Bowman, Kay Eggert, Deborah Truyman, Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao

Subject	**D. WASB Resolutions - for Discussion**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	10. Board Business
Type	Discussion, Information

File Attachments
Report-to-the-Membership-on-Proposed-2023-Resolutions.pdf (132 KB)

11. Items of Information

Subject	**A. Retiree Access to AASD Health Insurance Plan**

Meeting	Jan 9, 2023 - Board of Education Meeting
Category	11. Items of Information
Type	Information

File Attachments
IOI-Medicare Eligible Retirees Access to the AASD Health Insurance Plan.pdf (110 KB)

Subject	**B. Employee Handbook Revision**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	11. Items of Information
Type	Information

File Attachments
IOI-Handbook Revision Semester Retirement.pdf (109 KB)

12. Future Meetings

Subject	**A. 2023 Wisconsin State Education Convention, January 18-20, 2023**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	12. Future Meetings
Type	Information

Subject	**B. Board Meeting: Monday, January 23, 2023, 6:00 PM**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	12. Future Meetings
Type	Information

13. Closed Session

Subject	**A. Motion to go into Closed Session**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	13. Closed Session
Type	Action, Procedural

Motion & Voting

(not specified)

Motion by Edward Ruffolo, second by Deborah Truyman.
Final Resolution: Motion Carried
Aye: James Bowman, Kay Eggert, Deborah Truyman, Kristine Sauter, Edward Ruffolo, James Bacon, Pheng Thao

Subject	**B. Wisconsin State Statute 19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussing a potential property lease.**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	13. Closed Session
Type	Discussion, Information

Subject	**C. Motion to Adjourn the Meeting**
Meeting	Jan 9, 2023 - Board of Education Meeting
Category	13. Closed Session
Type	Action, Procedural

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).

- 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.

ITEMS FOR CONSIDERATION

Topic: 2022-2023 Grants

Background Information:

The Appleton Area School District has been awarded various grants for the 22-23 fiscal year. The name and amount of each grant is listed below:

Fund 11		
School-Based Mental Health Professionals Grant	$	100,000.00
Peer-to-Peer Suicide Prevention Grant (Central, East, North, West)	$	4,000.00
Sources of Strength Grant	$	1,000.00
KA Kitchen Grant	$	900.00
KA Wellness Student Leaders Grant	$	1,000.00
Fund 21		
Emotional Literacy Grant	$	1,000.00
Calming Spaces for Little Learners Grant	$	3,000.00
Black History Month Student Led Community Celebration Grant	$	3,000.00
DYNAMO Mentorship Program Grant	$	10,000.00
DYNAMO Mentorship Program Grant	$	10,000.00
Fund 27		
Self-Contained EBD-Creating a Welcoming & Safe Environment Grant	$	1,316.53

Administrative Recommendation: Approval

School Based Mental Health Professionals Grant – The Wisconsin Department of Public Instruction has awarded the Appleton Area School District a grant in the amount of $100,000. The purpose of this grant is to provide competitive grants to SEAs (State Education Agencies) to increase the number of qualified (i.e., licensed, certified, well trained, or credentialed, each as defined in the notice inviting applications) mental health service professionals that provide school-based mental health services to students in local educational agencies' with demonstrated need.

Peer-to-Peer Suicide Prevention Grant – The Department of Public Instruction (DPI) has awarded the Appleton Area School District, Central, East, North and West High Schools, $1,000 in their Round 1 proposal review. The project name is Sources of Strength, Signs of Suicide, QPR, YMHFA. A first-time Peer-to-Peer Suicide Prevention Grant is renewable for up to three years, pending continued availability of funding.

Sources of Strength Grant – The Department of Public Instruction (DPI) has awarded the Appleton Area School District a grant in the amount of $1,000. The purpose of this student mini-grant is to encourage youth to become involved in the development and implementation of meaningful programs that address health and safety issues in our society.

KA Kitchen Grant – The Department of Public Instruction (DPI) has awarded the Appleton Area School District a grant in the amount of $900. The purpose of this student mini-grant is to work with students on developing kitchen and cooking skills.

KA Wellness Student Leaders – The Department of Public Instruction has awarded the Appleton Area School District a grant in the amount of $1,000. The purpose of this student mini-grant is to encourage youth to become involved in the development and implementation of meaningful programs that address health and safety issues in our society.

Emotional Literacy Grant – The Appleton Education Foundation has the awarded the Appleton Area School District a grant in the amount of $1,000. The purpose of this grant is to fund an Emotional Literacy pilot at Badger, Johnston and Jefferson Elementary Schools.

Calming Spaces for Little Learners – The Appleton Education Foundation has awarded the Appleton Area School District a grant in the amount of $3,000. The purpose of the grant is to support social and emotional development and regulation in our youngest learners who are experiencing a school setting for the first time so that they are able to learn and grow at optimum levels.

Black History Month Student Led Community Celebration Grant – The Appleton Education Foundation has awarded the Appleton Area School District a grant in the amount of $3000.The purpose of this grant is to assist 12 East students, along with staff facilitators in planning and organizing a community celebration for Black History Month at East. There will be contests, vendor/organization booths, food trucks and student speakers and performers.

DYNAMO Mentorship Program Grant – The Community Vision Fund within the Community Foundation of the Fox Valley Region has awarded the Appleton Area School District a grant in the amount of $10,000. The purpose of this grant is to allow high school students the opportunity to mentor middle schoolers within the District.

DYNAMO Mentorship Program Grant – The Big Ideas Fund within the Appleton Education Foundation has awarded the Appleton Area School District a grant in the amount of $10,000. The purpose of this grant is to allow high school students the opportunity to mentor middle schoolers within the District.

Self-Contained EBD-Creating a Welcoming & Safe Environment Grant – The Appleton Education Foundation has awarded the Appleton Area School District-Appleton West High School, a grant in the amount of $1,316.53. The purpose of this grant in to create a safe, welcoming, soothing space to foster mental wellness for students who are self-contained for most of their day.

Contact: Holly Burr, Executive Director of Finance
920-997-1399 ext. 2034

Board Action: January 9, 2023

ITEM FOR CONSIDERATION

TOPIC: Professional Educator New Hire(s)

BACKGROUND INFORMATION: The Professional Educators listed below are recommended for contractual positions for the 2022-2023 school year:

Name	***Position***	***Location***	***FTE***	***Salary***	***Effective Date:***
Alexa J. Greening	Math	Madison	100%	$21,638	1/23/23
Angelica M. Kluz	Special Ed-AUT	Highlands	100%	$21,638	1/23/23
Corissa L. Krueger	Grade 4	Franklin	100%	$26,446	12/16/22
Katherine L.C. Ray	Business Ed.	East	100%	$24,879	1/20/23

Alexa J. Greening will receive her Bachelor of Science in Education degree from UW-Oshkosh with a major in Elementary Education. Ms. Greening is being hired as a "Temporary Employee" for the remainder of the 2022-2023 school year. Currently, she is completing her Student Teaching with the District at Madison Middle School.

Angelica M. Kluz received her Bachelor of Science in Education degree from UW-Oshkosh with a major in Special Education. Ms. Kluz is being hired under a one-year license with stipulations as a "Temporary Employee" for the remainder of the 2022-2023 school year. Most recently, she served the District as a Special Education Paraprofessional at Einstein Middle School.

Corissa L. Krueger received her Bachelor of Science degree from UW-La Crosse with a major in Communication Studies. Ms. Krueger is being hired under a one-year license with stipulations as a "Temporary Employee" for the remainder of the 2022-2023 school year. Most recently, she served the District as a Substitute Teacher.

Katherine L. C. Ray received her Master of Business Administration degree from University of Washington with a major in Business Administration. Ms. Ray is being hired under a one-year license with stipulations as a "Temporary Employee" for the remainder of the 2022-2023 school year. Most recently, she was a Brand Associate for Athleta.

FISCAL NOTE: As indicated above

ADMINISTRATIVE RECOMMENDATION: Approval

INSTRUCTIONAL IMPACT: The candidates listed above has been recommended by the administrator to whom they will report as the best candidates for the positions.

CONTACT PERSON: Julie King, (920) 997-1399 (ext. 2042)

1/9/23

ITEM FOR CONSIDERATION

TOPIC: Professional Educator Resignation(s)

BACKGROUND INFORMATION: The following Professional Educators have submitted a letter of resignation.

Kyler M. Meredith has been with the District for four and a half years, most recently as a Dean of Students at Edison Elementary School. Ms. Meredith's resignation is effective at the end of the Friday, January 13, 2023 workday.

Tabitha B. Prochaska has been with the District for five months, most recently as a Grade 2 Teacher at Columbus Elementary School. Ms. Prochaska's resignation is effective at the end of the Friday, January 6, 2023 workday.

Kaitlyn S.M. Stenson has been with the District for one and a half years, most recently as an Instructional Coach at Edison and Huntley Elementary Schools. Ms. Stenson's resignation is effective at the end of the Friday, January 20, 2023 workday.

FISCAL NOTE: Dependent upon replacements

ADMINISTRATIVE RECOMMENDATION: Approval

INSTRUCTIONAL IMPACT: Qualified replacements will be procured

CONTACT PERSON: Julie King, 920-997-1399 (ext. 2042)

1/9/23

ITEM OF INFORMATION

Topic: **Math Topics (9240): Materials Adoption**

Background Information: On October 10, 2022 the Director of STEM (7-12) brought forward the adoption of the Standards and Curriculum for the course Math Topics. With the approval of the Math Topics standards and curriculum as an Advanced Standing course with the Fox Valley Technical College (FVTC), the Director of STEM and AASD math teachers collaborated with the FVTC for recommendation of instructional materials. The FVTC requirement is for the AASD to use the same text and materials as the FVTC. Based on the FVTC requirement, materials were recommended for adoption for the 2023-24 school year in order to support the Math Topics resource requirement of providing a college-level mathematics textbook. The request is for the adoption of the instructional material.

Fiscal Note: Instructional materials for recommendation include both student and teacher resources. Students will have access to the student edition ebook, MyMathLab and MathXL.

Blitzer, R. (2023). *Thinking Mathematically*. Hoboken, NJ: Pearson Education, Inc.

ISBN: 978-0-13-760579-8

The cost is $29,318.10 for 6 years and is within the dollars allocated in the 2022-23 AC&I budget. The updated instructional material will be implemented during the 2023-24 school year.

Instructional Impact: High school students will learn mathematics topics and content supported by the mathematics resource. The instructional material will allow teachers to carry out the Math Topics curriculum to prepare students with the knowledge and skills to take a math course at the technical college if Math Topics is their last math course in high school or prepare students with the knowledge and skills to take Algebra 2 as a fourth year high school math course. Students taking and successfully completing Math Topics with a minimum grade of "B" will receive Advanced Standing (AS) for FVTC class when they enroll there. The Advanced Standing status is also accepted by other Wisconsin Technical colleges per the receiving college's guidelines.

Administrative Recommendation: Approve as submitted.

Contact Persons: Thai Xiong, Ph.D. Director of STEM (7-12) and H/HP (K-12), 832-6157 x2176, xiongthai@aasd.k12.wi.us

Steve Harrison, Ph.D. , Assistant Superintendent of AC&I, 832-6157 x2177, harrisonstepha@aasd.k12.wi.us)

BOE: 01/09/23

Math Topics 9240: Key Word Key Time (KWKT)

WHY is there a need for the instructional materials?	With the curriculum revision and offering of the AASD course Math Topics as an Advanced Standing course with the FVTC course College Mathematics, there is a need for new instructional materials. The current instructional materials used for Math Topics do not meet the FVTC requirement. For Math Topics to be considered Advanced Standing, our curriculum must: 1) Use the same curriculum as the FVTC College Mathematics 2) Use the same Grading Scale as the FVTC **3) Use the same textbook as the FVTC College Mathematics** **4) Use the same assignments and assessments as the FVTC College Mathematics through MyMathLab**
WHAT changes are required for implementation?	Implementation of the Math Topics curriculum to align with the FVTC course College Mathematics will require adoption of the same textbook and materials as what is used at the FVTC. The textbook selected is the FVTC approved textbook to be used with Math Topics to ensure alignment of the content and skills in the textbook to the content and skills of the College Mathematics course sequence.
HOW will the changes support student success?	Math Topics will support student success and provide a consistent curriculum across the district for all students: ● Improved fluency and facility in algebra and algebraic skills will better equip students for upper level high school mathematics and technical college level mathematics. ● Enhance students' chance of beginning their technical college study with a higher level math course instead of a remediation course. ● Ensure consistency and equity across all sites for the course sequence of Algebra 1 to Geometry to Math Topics. ● Allow for exploration of real-life problems through mathematical modeling as a way to maximize career and college opportunities. ● Provide students with a more in-depth study of Algebra 1 and Geometry concepts while also exploring Statistics and Probability.

Math Topics: Blitzer, R. (2023). *Thinking Mathematically*. Hoboken, NJ: Pearson Education, Inc.

Time Period of Public Input
10/20/22 - 12/05/22
Number and Breakdown of Responses Received (Supportive/Unsupportive)
1 Total Response: ● **Question:** Does the book address the technical needs for the students at Fox Valley Technical? ● **Comment:** This book covers most of what I have learned in 70 years in so many areas of life.

ITEM OF INFORMATION

TOPIC: Medicare Eligible Retirees Access to the AASD Health Insurance Plan

BACKGROUND INFORMATION: Currently, the District practice allows a retiree to remain on the District's health insurance plan indefinitely at the retiree's expense. With the District's transition to self-funding, the District's benefits consulting firm strongly recommended that the District discontinue the practice of allowing retirees age 65 and over, and thus Medicare eligible, to continue on the District's health insurance plan.

FISCAL NOTE: As the District has transitioned to self-funding, there would be a cost savings in future claims from retirees who are Medicare eligible.

ADMINISTRATIVE RECOMMENDATION: To mitigate rising health insurance costs and reduce the cost of claims from retirees who are Medicare eligible, we will no longer allow retirees to continue on the District health plan beyond the age of 64 beginning with 2023 retirees beyond the COBRA period. Former employees who retired prior to 2023, and are 65 or older, will be allowed to continue on the District plan at the retiree's expense.

CONTACT PERSON: Julie King, 920-997-1399 (x2042)

FISCAL NOTE: None.

1/9/23

ITEM OF INFORMATION

TOPIC: Employee Handbook Revision - Educator Semester Retirements

BACKGROUND INFORMATION: Currently, in order for an employee to receive post-employment benefits they must submit a retirement letter by February 15 for end of year retirements or by October 20 for end of first semester retirements. This timeline was established to provide the district with time to secure a qualified replacement that was in alignment with college graduation dates.

In recent years, the District has seen an increase of semester retirements while the number of semester graduates and candidates have significantly declined in January, particularly in hard to fill areas. As a result, it is less likely that the District will be successful in securing a highly qualified replacement at semester, creating disruption for our student's educational experience.

FISCAL NOTE: No cost will be incurred by the Appleton Area School District.

ADMINISTRATIVE RECOMMENDATION: The recommendation is to continue to provide post-employment benefits for employees who qualify and submit retirement letters by February 15, at the conclusion of the 2023-2024 school year, and remove the option to retire at semester.

CONTACT PERSON: Julie King, 920-997-1399 (x2042)

FISCAL NOTE: None.

1/9/23

Success for Every Student, Every Day

APPLETON AREA SCHOOL DISTRICT

Appleton Area School District
Operational Expectations Monitoring Report
OE-6 Financial Administration

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy 6, Financial Administration, the Superintendent certifies that the following information is accurate and complete, and the District is:

____ **Compliant**

__X__ **Compliant with the exceptions noted**

____ **Non-Compliant**

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, will provide evidence to the Board that the District's assets are maintained and protected. The District's Business Services Department maintains a strict set of checks and balances for the District's finances. Evidence of some of these procedures will be provided in samples attached to this report.

The most significant indicator of compliance is the annual financial reports from the auditors. This report reflects that there are no material weaknesses in the operational procedures, indicates that reports were timely and accurate, and that expenditures occurred in line with the established budget.

Notes or exceptions, if any:

OE 6.2 and OE 6.3 discuss the District purchasing procedures for amounts in excess of $5,000 and $100,000 respectively. The intent of the OE is being followed but we are out of compliance on the documentation as required under these OEs. Purchases are reviewed regularly by Business Services and are tested as part of the annual audit. We are not collecting bid quotes for each purchase over these limits in the business office, each administrator is responsible to keep records of their bidding documents.

OE 6.7 is in compliance with all indicators with the exception of a timing issue. OE 6.7 states: *The District publishes within six months of the close of each fiscal year a complete set of financial statements and a report consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.* We are out of compliance in the fact that we will not be able to "publish", meaning make available in hard copy and electronically for the general public, until on or about January 9, 2022 after it has been presented to the Board. Given that the end of our fiscal year is June 30, 2022 we would need to publish the annual report and audit by December 31,2022 to be in compliance with this subpart of the OE. The due date to submit the annual audit reports to DPI is December 15, 2022, there is not another regular board meeting between that time and the end of the year at which the audit could be presented nor is it felt that it is necessary to have a special meeting of the board solely for this purpose. Administration further recommends that a verbiage change is made for this indicator from "publishes" to "completes".

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy 6, Financial Administration, the Board finds that the District is:

____ **Compliant**

____ **Compliant with the exceptions noted**

____ **Non-Compliant**

Commendations and/or Recommendations, if any:

_____

_____

_____

Signed: _____ Date: _____
Board President

Document submitted: _____

Re-submitted: _____

OE - 6: Financial Administration	Superintendent	
The Superintendent shall not cause or allow any financial activity or condition that materially deviates from the budget adopted by the Board; cause or allow any fiscal condition that is inconsistent with achieving the Board's ***results*** or meeting any ***operational expectations*** goals; or places the long-term financial health of the district in jeopardy.	In Compliance	Not In Compliance

SUPERINTENDENT Interpretation:
The Board values a well-managed, balanced budget with expenditures that are consistent with District goals and support the achievement of the Board's Results policies and Operational Expectations policies.

- **Financial activity** shall mean any action conducted by District employees that is conducted on behalf of the District and incurs a monetary cost.
- **Materially deviates** (greater than 5%) shall mean causing the District to expend more in a budget category than the annual appropriation resolution adopted by the Board of Education or as amended by the Board of Education through supplemental appropriations.
- **Fiscal condition** shall mean the cash flow position needed to meet financial obligations.
- **Long-term financial health** shall mean the ability of the District to meet its monetary obligations for the current fiscal year and preserving a fund balance that provides for monetary requirements for the ensuing fiscal year.

OE – 6.1 The Superintendent will assure that payroll and legitimate debts of the district are promptly paid when due.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • **Payroll** shall mean monies owed to employees as a result of contracts with the District or services rendered. • **Legitimate debts** shall mean legal obligations due for goods or services performed in compliance with terms and conditions outlined in district policy, contracts or agreements. • **Promptly paid** shall mean covering District financial obligations within the time period noted in contracts, district policy and financing arrangements, and within a time period that maintains or improves the District's credit rating.		

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:		
• 100% of employees are accurately and timely paid.	X	
• 100% of payroll related liabilities are accurately and timely paid in accordance with timeframes established by the IRS, WRS and Wisconsin Department of Revenue.	X	
• 100% of invoices have been reviewed for completeness and appropriateness and judged to be accurate before a vendor is paid. Proof of receipt of materials or services is evident on the invoice.	X	
• 100% or the District long-term debt General Obligation bonds are paid in accordance with the bond debt service schedules.	X	
SUPERINTENDENT Evidence of Compliance:		
• Payroll is run on a semi-monthly basis (15th and EOM) and processed the prior business day if the 15th or End-Of-Month falls on a weekend or banking holiday. Regular employees (both salary and hourly) are paid for their regular scheduled hours based on their assignment(s). Any additional pay or other adjustment is processed through the use of timesheets. Leave time is tracked through a separate software system. These adjustments are reconciled for each payroll. A sample of this reconciliation is attached here. If any timesheets are missed for a regular check run, an additional run is processed to be sure all are processed within 30 days of work being completed for the time period on the sheet.		
• Payroll related liabilities are paid either semi-monthly following the regular payroll or monthly in accordance with the requirements of the vendor or government agency. Liabilities are reconciled either monthly to invoices for vendors or quarterly with government reports. Minor adjustments for rounding or changes in employee status are made at the time of reconciliation. Liabilities are also reviewed as part of the annual fiscal audit. Attached are examples of the quarterly 941 report filed with the IRS and monthly reconciliation report (from Skyward) for the WRS (WI Retirement System) the two largest payroll related liabilities of the District.		
• Vendor invoices are reviewed at the site or department level. Each invoice is coded for accounting purposes and referencing a purchase order number if applicable once the items are received. These are approved by the appropriate administrator and submitted to Business Services. A few departments also enter the invoice information into Skyward. Invoices received by Business Services are reviewed for account coding and proper authorization. If not already in the Skyward system, the invoices are entered by the Accounts Payable secretary. Each batch of invoices is reviewed by the AP secretary to verify; vendor name and address, invoice total and account codes. Batches are then reviewed by the Controller for		

accuracy. Checks or ACH payments are authorized to be made after the Controller's review. Attached here is a sample of the batch sheet generated during the review process signed off on by the Controller after review and an invoice in that batch. If adjustments are required after an invoice is paid, there is an account change process requiring administrative approval. Any other changes or corrections are processed with the next regular check run or a special run if time sensative. ● Bond debts are currently paid semi-annually. Interest only payments are due September 1st and principal and interest payments are due March 1st of each year. Debt schedules are attached here.		
Board Comments:		
OE – 6.2 The Superintendent will assure that all non-bid purchases are based upon comparative prices of items of similar value, including consideration of both cost and long-term quality.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Non-bid purchases** shall mean purchases costing less than $100,000, but more than $5,000. ● **Comparative prices** shall mean three or more quotes are obtained.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● All purchases costing more than $5,000, but less than $100,000, will be comparatively priced with three or more quotes. Individual departments will track costing on a spreadsheet that will be submitted to the Chief Financial Officer for approval. **SUPERINTENDENT Evidence of Compliance:** ● Business Services reviews all purchases over $5000 to verify if the purchase must be included in the capital asset listing and if grant funding was used. The Auxiliary Services Specialist discusses purchasing procedures with the administrator. Purchasing procedures are tested for compliance as part of the annual audit.		X

Bidding documents are held with the department administrator unless requested as part of the audit process.		
Board Comments:		
OE – 6.3 The Superintendent will assure that all transactions in excess of $100,000, including the purchase of supplies, materials and equipment, and any contracted services except professional services, are based on a competitive bid process.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Contracted services** shall mean work that is completed by non-AASD vendors. ● **Professional services** shall mean architects, accountants, engineers, lawyers, and teachers, etc. ● **Competitive bid process** shall mean three or more bids were obtained.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● 95% of competitively bid purchases of supplies, materials, or equipment in the amount of $100,000 or more are awarded to the most reasonable and responsible bid submitted by a qualified supplier, taking into consideration the needs of the District, the quality of materials (services) desired, and their contribution to the District program/school as documented by the Business Services Department. **SUPERINTENDENT Evidence of Compliance:** ● Business Services reviews all purchases over $100,000 to verify if the purchase must be included in the capital asset listing and if grant funds were used. The Auxiliary Services Specialist discusses purchasing procedures with the administrator. Purchasing procedures are tested for compliance as part of the annual audit. Bidding documents are held with the department administrator unless requested as part of the audit process.		X
Board Comments:		

OE – 6.4 The Superintendent will coordinate and cooperate with the Board's appointed financial auditor for an annual audit of all district funds and accounts.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Coordinate and cooperate with** shall mean to provide all information to the auditors as requested to enable the auditors complete an annual Comprehensive Annual Financial Report following the end of each fiscal year. ● **All district funds and accounts** shall mean all financial information and records contained in the accounting financial software.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● The Board appointed financial auditing firm completes the annual independent audit and presents an "Unqualified Opinion" report to the Board of Education prior to December 31st following the fiscal year end. **SUPERINTENDENT Evidence of Compliance:** ● An audit of the District financial records and operations is conducted annually in compliance with state and federal regulations. Attached here is the completed audit for the year ended 6/30/2022. A paper copy of the reports and letters will be provided to board members as soon as available but prior to the presentation of the audit results in January.	X	
Board Comments:		

OE – 6.5 The Superintendent will make all reasonable efforts to collect any funds due the district from any source.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Reasonable efforts** shall mean internal procedures and contracted external efforts to include a variety of methods depending on amounts of uncollected funds. ● **Source** shall mean funding mechanisms of state and federal government, students, employees, vendors and any other financially related party.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● Uncollected funds (non-student) have been processed through collection efforts including reminder letters, phone calls, penalties for late payments, collection agencies, liens and attorney involvement. The cost (either monetarily and/or time resources) of collection efforts has been weighed against the amount to be collected and a purposeful decision has been made about whether or not to write off a receivable. The District's Director of Auxiliary Services generates a report of outstanding balances for review by the Board. ● Uncollected student funds have been processed through collection efforts including reminder letters, phone calls, and individual conferences. A report will be generated, and reviewed by the Board, showing uncollected funds at the end of each year, and will indicate that reasonable efforts were made to collect funds. **SUPERINTENDENT Evidence of Compliance:** ● Accounts Receivable are tracked in the Skyward financial software. Invoices are entered by a secretary and monitored by the AR secretary in Business Services, reminders and calls are sent if payments are not received timely. The list of outstanding receipts is reviewed as part of the annual audit. Attached here is the list as of 6/30/22. ● Student receivables are entered and tracked in the Infinite Campus software system. Regular reminders go out to parents for amounts due on student accounts and student meal accounts. Annually Business Services reviews the list for students that have not attended the District for several years and for which collection efforts have not been successful. These accounts are written off in	X X	

accordance with accepted accounting regulations and District procedures.		
Board Comments:		
OE – 6.6 The Superintendent will keep complete and accurate financial records by funds and accounts in accordance with Generally Accepted Accounting Principles.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Keep complete and accurate financial records** shall mean the District will account for all financial resources and expenditures per the Financial Policies and Procedures account structure and report to the public using Generally Accepted Accounting Principles. ● **Generally Accepted Accounting Principles** shall mean guidelines and standards for financial reporting promulgated by the Federal Accounting Standards Board.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● The independent financial auditors express an ***"unqualified opinion"*** on the basic financial statements and conformity with accounting principles generally accepted in the United States of America.	X	
● The audit report contains a fiscal year report of receipts and expenditures of each fund with designated program reports in accordance with the Financial Policies and Wisconsin Uniform Financial Accounting Requirements. The supplemental Schedules for each fund will be in the format prescribed by the Wisconsin Department of Public Instruction and shall be in agreement with the audited financial statements of the school district.	X	
● The independent financial auditors confirm in the audit report that the District is in conformity with the Financial Accreditation audit process required by the Department of Education to ensure compliance with budgetary, accounting and reporting requirements.	X	
SUPERINTENDENT Evidence of Compliance: ● A copy of the audit for the year ended 6/30/22 is attached here.		

Board Comments:		
OE – 6.7 The Superintendent will publish a financial condition statement annually.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Publish a financial condition statement annually** shall mean publishing an easily read complete audit report statement of net assets, statement of activities, balance sheet and reconciliation of the governmental funds consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. ● **Publishing** shall mean producing hard copy print for the Board of Education and for review by the public, and available on the District website.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● The District publishes within six months of the close of each fiscal year a complete set of financial statements and a report consistent with generally accepted accounting principles and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants. ● The statements and reports are published in print for the Board and copies made available to the public, and are posted for download on the District's website. **SUPERINTENDENT Evidence of Compliance:** ● A copy of the audit for the year ended 6/30/22 is attached here. ● Hard copies and publishing on the District website will be made available to the general public on or about January 9, 2022 once the audit is presented at the Board meeting. We do not have a second meeting in the month of December and therefore will not meet the "within six months" deadline.	X X	

Board Comments:		
OE – 6.8 The Superintendent may not expend more funds than have been received in the fiscal year unless revenues are made available through other legal means, including the use of fund balances, the authorized transfer of funds from reserve funds or from tax anticipation notes.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Expend more funds than made available** shall mean spend more money at the fund level than was budgeted and originally adopted by the Board or as amended by the Board of Education through supplemental appropriations. ● **Legal means** shall mean the use of appropriation resolution authorizing expenditures, use of fund balance, and transfers of interfund borrowing.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● As reported in the annual financial audit, expenditures at the fund level do not exceed appropriation amounts originally adopted, or as amended by the Board of Education through supplemental appropriations. ● There is no violation of state law or notification of a violation in connection with expenditures exceeding appropriations as determined by external auditors. **SUPERINTENDENT Evidence of Compliance:** ● A copy of the audit for the year ended 6/30/22 is attached here.	X X	
Board Comments:		

OE – 6.9 The Superintendent may not indebt the District.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Indebt the district** shall mean incurring short (within the current fiscal year) or long term (beyond the current year) financial obligations that are not planned for and approved by the Board or, in the case of a bond election or mill levy override, by the community.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● As reported in the annual financial audit, there are no short or long term financial obligations or debts except those that have been approved by the Board. ● The external auditors make no reference to unapproved material obligations remaining unpaid 60 days after the close of the fiscal year. ● All payment registers are approved by the Board within 60 days of the close of a month. **SUPERINTENDENT Evidence of Compliance:** ● A copy of the audit for the year ended 6/30/22 is attached here. ● Monthly at a regular board meeting the board reviews payment registers for the previous month.	X X X	
Board Comments:		

OE – 6.10 The Superintendent may not permanently transfer money from one dedicated fund to another.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Dedicated funds** include the General fund, Grants fund, Trust/Special Revenue fund, Special Education fund, Non-Referendum Debt fund, Referendum Debt fund, Capital Projects fund, Food Service fund, and Community Service fund.		

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● As reported in the annual financial audit, no funds were permanently transferred from one dedicated fund to another without Board approval. **SUPERINTENDENT Evidence of Compliance:** ● A copy of the audit for the year ended 6/30/22 is attached here.	X	
Board Comments:		
OE – 6.11 The Superintendent may not allow any required reports to be overdue or inaccurately filed.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: ● **Overdue or inaccurately filed** shall mean all deadlines will be met or an extension requested and reports will be filed as accurately as possible with the most current information and knowledge available.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: ● The external auditors find there to be no material internal control weaknesses inherent in the District's financial system. **SUPERINTENDENT Evidence of Compliance:** ● A copy of the audit for the year ended 6/30/22 is attached here.	X	
Board Comments:		

Success for Every Student, Every Day

APPLETON AREA SCHOOL DISTRICT

Appleton Area School District
Operational Expectations Interpretation & Indicators Document
OE-12 Facilities

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy 12, Facilities, I certify the proceeding interpretations and indicators to be accurate and complete and reasonable.

_____ Compliant

__X__ Compliant with the exceptions noted

_____ Non-Compliant

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, will provide evidence to the Board that the District's assets are maintained and protected. There are a total of (8) eight Facilities Operational Expectations, and (4) four are noncompliant. The noncompliant OE's include 12.2 (Project Life-cycle Costs), 12.3 (Safe, Clean, and Properly Maintained Facilities), 12.4 (Building New or Renovating Buildings), 12.6 (Construction Cost and Quality). The Facilities OE's contain (21) twenty-one indicators. A total of five (5) of these indicators were non-complainant.

The Facilities and Operations Dept. is dedicated to improving in the three OE's that are not in compliance as described below.

OE 12.2 Project Life Cycle Costs: The Board will receive updates on project life cycle cost analyses.

- The F&O Department has not briefed the Board on design alternatives or life cycle cost analyses for bond or non-bond projects. This work is conducted by our facilities department along with input from design professionals as appropriate, however it has not been shared in detail with the board. F&O requests input from the School Board on how to proceed in the future.

OE 12.3 Safe, Clean, and Properly Maintained Facilities: Inspections, Maintenance Requests, and Preventative Maintenance tasks are performed in a timely manner.

- The F&O Dept. committed to completing all reactive maintenance requests within an average of 20 days. The data collected over the 2021-2022 year shows our average completion time was 20 days – 18 hours. To correct this 18-hour overage the district's facilities director and facilities cluster coordinators will review work orders regularly and follow up with individuals assigned to any work orders over 20 days old. An area of success within the work order data is all service requests submitted by our teaching staff were completed within 13 days – 13 hours of being submitted. This shows the work that directly impacts our staff and students being completed in under two weeks.

OE 12.4 Build New or Renovating Buildings: Receiving Board approval for projects greater than $100,000.

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- The indicator for OE 12.4 states that renovation projects greater than $100,000 will receive Board approval trough the annual capital projects plan. During the 2021/2022 school year one project exceeding $100,000 began prior to Board approval. This project consisted of remodeling the current auditorium at Ronald C Dunlap Elementary into classroom space. The need was presented to the F&O Department. after the annual capital projects review, but the need was too urgent to wait until the next review. This project is currently in progress, and will be completed prior to the 2nd semester of the 2022/2023 school year.

OE 12.6 Construction Cost and Quality: Authorize construction schedules and change orders that significantly increase the cost or reduce quality of any capital project.

- The indicator for OE 12.6 states that the Board will be briefed on any schedule changes or change orders that significantly increase the cost or reduce quality prior to approval of the schedule change or change order. During the 2022 construction season, there were four projects that increased beyond the initial budget number by more than 10%. The School Board was not briefed on the increases to these projects. In general, the scope was increased due to available funding. F&O requests input from the School Board on how to proceed in the future.

Signed: _____ Date: _____

Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy 12, Facilities, the Board:

_____ **Accepts the Superintendent's interpretation and indicators as reasonable**

_____ **Accepts the Superintendent's interpretation and indicators as reasonable, with noted exceptions**

_____ **Finds the Superintendent's interpretation and indicators to be not reasonable**

Commendations and/or Recommendations, if any:

_____

_____

_____

_____

Signed: _____ Date: _____
Board President

Document submitted: _____

Re-submitted: _____

OE - 12: Facilities	Superintendent	
The Superintendent shall assure that physical facilities support the accomplishment of the Board's ***Results*** policy.	In Compliance	Not In Compliance

Superintendent Interpretation:

The Board values physical facilities that ensure a safe, healthy and welcoming environment to support teaching, learning, efficiency and excellence.

- **Physical facilities** shall mean all buildings, grounds and infrastructure (excluding technology) throughout the district.
- **Support the accomplishment** shall mean to provide the opportunity to succeed by minimizing lost academic time and to provide a physically safe and clean learning environment.
- The Board's **Results** policy is defined in R-1, R-2, and R-3

OE - 12.1	**The Superintendent will develop and execute a plan that establishes priorities for construction, renovation and maintenance projects that :** a. Assigns the highest priority to the correction of unsafe conditions; b. Includes maintenance costs as necessary to enable facilities to reach their intended life cycles; c. Plans for and schedules preventive maintenance; d. Plans for and schedules system replacement when new schools open, schools are renovated or systems replaced; e. Discloses assumptions on which the plan is based, including growth patterns and the financial and human impact individual projects will have on other parts of the district.

SUPERINTENDENT Interpretation:

- **Plan** shall mean a 5-year Capital Improvement Plan, coordinated with an annual Capital Project Plan.
- **Projects** shall mean major work identified in the Capital Improvement Plan and/or Capital Projects Plan.
- **Correction** shall mean bringing a condition into compliance with the applicable code or generally accepted industry standard for safety.

- **Unsafe condition** shall mean a condition that does not meet an applicable code or generally accepted industry standard or a condition that can reasonably be expected to cause physical harm.
- **Growth Patterns** shall mean trends in student population size.
- **The financial and human impact individual projects will have on other parts of the District** shall mean taking into consideration the budget implications, effect on the educational environment for students and staff, and costs to other departments of the District due to the scheduling and completion of projects.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
• The Districts' schools lose no instructional days as a result of any system failure that could have reasonably been avoided through a preventive maintenance plan. Any lost time will be documented in a log and made available to the Board upon request. (N/A)	X	
• Any identified unsafe condition related to our facilities is addressed immediately, corrected as soon as possible, and remains a priority until fixed. No person is injured and no instructional time is lost as a result of an unaddressed unsafe condition of our facilities. Any injury will be recorded by the District's Safety Coordinator, and any lost time will be documented in a log, and both are made available to the Board upon request. (N/A)	X	
• Superintendent prioritizes projects and identifies unsafe conditions of our facilities during the Capital Projects planning process. The District's Capital Projects list will be presented to the Board in the spring of each year.	X	
• Superintendent identifies, prioritizes, and adequately funds necessary repair and maintenance projects during the Facilities and Operations Budgeting process. The Facilities and Operations budget is available to the Board upon request.	X	
• The district identifies, schedules and conducts required preventive maintenance using the Akitabox Facility Management Software system. Reports from the system are made available to the Board upon request.	X	

• The district develops, and updates at least every five years, a Facility Capital Improvement Plan. The Plan will be presented to the Board for review in the spring of each year.	X	
• Annually, the district develops a Facility Capital Projects plan. The plan includes projects to be completed within the year and is presented to the Board for review in the spring. An updated plan that includes projects completed is presented to the Board for review in the fall of each year. (See Capital Projects Report)	X	

OE - 12.2	**The Superintendent projects life-cycle costs as capital decisions are made.**

SUPERINTENDENT Interpretation:

- **Project** shall mean calculate using cost analysis methodology.
- **Life cycle costs** shall mean the total acquisition and operational costs of a system, piece of equipment, or facility based on the manufacturer's design life expectancy.
- **Capital decisions** shall mean decisions involving the expenditure of $100,000 or more.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
• For non-bond projects, the Board receives system design alternatives for all system replacements that include life cycle cost analyses for all capital decisions that show schedule alternatives and design criteria.		X
• For bond projects, the board will be briefed on the designs chosen in developing the final scope specified in the construction documents design. The Engineering Services Coordinator will use life cycle costs in the design of each project, choosing the design that is the best value given existing systems and cost and will explain the decisions when briefing the Board prior to starting the project, if requested by the Board.		X

OE - 12.3	**The Superintendent will assure that facilities are safe, clean and properly maintained.**

SUPERINTENDENT Interpretation:

- **Safe** shall mean free from physical hazards or dangers to students, staff, and stakeholders.
- **Clean** shall mean relatively free of trash (except in approved receptacles) and dirt, and conforming to applicable health department standards.
- **Properly maintained** shall mean ensuring that the facilities are code compliant, are able to pass required inspections, and are reasonably preserved from failure or decline.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
• The district passes all required annual inspections and construction inspections in accordance with applicable federal, state and local codes as documented in a log of completed inspections. The log will be made available to the Board upon request. (See Annual Inspections Report and Construction Inspections Report)	X	
• The district completes 100% of reactive maintenance requests within an average of 20 days. Examples of reactive maintenance requests are; roof leaks, temperature / comfort complaints. Reports from the AkitaBox system are made available to the Board upon request. (See Service Request Report & Reactive Maintenance Report)		X
• The district completes 100% of preventative maintenance within an average of 35 days. Examples of preventative maintenance requests are; HVAC filter changes, and equipment belt, grease, or oil maintenance. Reports from the AkitaBox system are made available to the Board upon request. (See Preventative Maintenance Report)	X	

OE - 12.4	**The Superintendent may not build or renovate buildings.**

SUPERINTENDENT Interpretation:

- **Build** shall mean the initial construction of a facility or the addition to an existing facility.
- **Renovate** shall mean the restoration of a facility or system to “as new” condition.
- **Buildings** shall mean physical facilities over 400 square feet.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
• All initial construction and renovation projects greater than $100,000 receive prior approval from the BOE through approval of the annual Capital Projects Plan.		X

OE- 12.5	**The Superintendent may not recommend land acquisition without first determining growth patterns, comparative costs, construction and transportation factors and any extraordinary contingency costs due to potential natural and man-made risks.**

SUPERINTENDENT Interpretation:

- **Land acquisition** shall mean obtaining a potential building site through purchase or developer dedication.
- **Growth patterns** shall mean trends in student population size.
- **Comparative costs** shall mean a total development cost analysis of potential sites.
- **Construction and transportation factors** shall mean potential issues regarding site selection pertaining to ability to build and to safely transport students.
- **Extraordinary contingency costs** shall mean unplanned and non-budgeted changes.
- **Potential natural and man-made risks** shall mean unforeseen issues that are naturally present on the site or that were previously introduced to the site by a previous owner.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
• The Board is briefed on and approves all recommended land acquisition projects, to include growth patterns, comparative costs, construction and transportation factors and any extraordinary contingency costs due to potential natural and man-made risks prior to the district entering into any agreement for the purchase or dedication of land.	X	

OE - 12.6	

	The Superintendent may not authorize construction schedules and change orders that significantly increase the cost or reduce quality of any capital project.

SUPERINTENDENT Interpretation:

- **Change orders** shall mean a change in the scope of a project that produces a corresponding change in the cost, schedule, or quality of the project.
- **Significantly increase the cost** shall mean a change greater than 10% or more than $100,000 of the original contract amount.
- **Reduce quality** shall mean changing approved design specifications to a lower standard or accepting work that does not meet the approved design specifications.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
● The previous school year capital project budget closes out at or under budget. The Capital Projects budget will be presented annually to the Board.	X	
● The Board is briefed on any schedule changes or change orders that significantly increase the cost or reduce quality prior to approval of the schedule change or change order.		X
● The Board is briefed on completed projects. The briefing will include final cost versus estimate, and adherence to quality and schedule.	X	

OE - 12.7	**The Superintendent may not unreasonably deny the public's use of facilities as long as student safety, student functions, and the instructional program are not compromised.**

SUPERINTENDENT Interpretation:

- **Use of facilities** shall mean non-District individuals or groups accessing both indoor and outdoor facilities.
- **Student safety, student functions, and the instructional program are not compromised** shall mean that student safety, student functions, and the instructional program shall at all times take priority over the use of facilities by non-District individuals or groups.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
• The District maintains “Community Use of School Facilities” policy 830.	X	
• Community groups that used District facilities paid the appropriate fee for usage on every occasion. A report of all District rentals is available to the Board upon request.	X	
• Facility use was monitored and all events were conducted safely and appropriately in accordance with the policy. A log of any incidents of events that were not conducted safely and appropriately, along with details of how the incident was resolved, is kept by the District’s Use of Building secretaries and is available to the Board upon request. (N/A)	X	

OE - 12.8	**The Superintendent may not name or rename any school or other major District facility.**

SUPERINTENDENT Interpretation:

- **Other major District facility** shall include, but is not limited to, buildings or property owned by the District.

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:	In Compliance	Not In Compliance
• No school or other major District facility is named or renamed except those that have been approved by the Board following procedures outlined in District Policy 940.	X	

CAPITAL PROJECTS REPORT

		2022		Comments
Authorized Budget - Fund 41		$ 2,460,000.00		
Fund 41 Carryover		$ 3,000,000.00		approximately
Fund 41 Budget Total		$ 5,460,000.00		
Project Category Totals		$ 4,677,345.00		
		Estimated Cost	**Actual Cost**	
ASPHALT REPLACEMENT				
Playground Reconstruction	Ferber	$ 150,000.00	$ 141,200.00	
Parking Lot Reconstruction	Einstein Park	$ 350,000.00	$ 308,650.00	City of Appleton - $50k
Parking Lot Reconstruction	North	$ 350,000.00	$ 276,000.00	
BATHROOM REMODELS				
2nd Floor ADA	East	$ 270,000.00	$ 380,000.00	Originally $50k each. Costs includes Dunlap 207 project. Added additional scope to the work.
230/253	West			
1 stack	Madison			
120/121 stack	Edison			
110/111 stack	Johnston			
2nd floor staff restroom	Franklin			
CONTINGENCY				
Project contingency	TBD	$ 100,000.00		
Water Heater Replacement	Einstein		$ 9,600.00	
Water Heater Replacement	Ferber		$ 6,200.00	
Overflow Scuppers Roofs 3 & 4	Frankliin		$ 3,800.00	
VFD Replacement	North		$ 28,800.00	
Replace Building Compressor	West		$ 8,600.00	
Cabinet Heat Move & Boiler Actuator Replacement	West		$ 9,200.00	
Boil Gas Valve Replacement	Wilson		$ 4,900.00	
CEILING REPLACEMENT				
Ceiling and Light Replacement	TBD	$ 300,000.00	$ 244,600.00	
CLOCK SYSTEM UPGRADE/REPLACEMENT				
Clock System Upgrade/Replacement Project	TBD	$ 50,000.00	$ -	Completed Einstein FY21/22 project
CONCRETE REPLACEMENT				
Replacement	TBD	$ 50,000.00	$ -	Didn't need. Used 10 E
DOOR REPLACEMENT				
Exterior Doors	AASD	$ 170,000.00	$ 155,300.00	
West Interior Fire Doors	West	$ 30,000.00	$ 25,200.00	
FIRE ALARM UPDATE / REPLACEMENT				
Upgrade Fire Alarm System	Jefferson	$ 10,000.00	$ 6,800.00	
Upgrade Fire Alarm System	TBD	$ 40,000.00	$ -	
FLOORING REPLACEMENT		**$ 293,000.00**	**$ 321,300.00**	
Carpet Purchase	AASD	$ 50,000.00	$ 51,500.00	
LVT Purchase	AASD	$ 19,000.00	$ 22,000.00	
Nora Purchase	AASD	$ 60,000.00	$ 62,800.00	
Asbestos Abatement	AASD	$ 80,000.00	$ 89,000.00	
Contracted Installation	TBD	$ 84,000.00	$ 96,000.00	
HVAC (BOILERS, DDC, AC)				
Furnance Replacement	GTB	$ 20,000.00	$ 9,100.00	
Boiler Plant Replacement	Richmond	$ 320,000.00	$ 335,000.00	Repairs in tunnel
Misc. HVAC	TBD	$ 50,000.00		
Boiler Retube	Dunlap		$ 40,000.00	
Generator Exhaust Improvements	Einstein		$ 6,700.00	
LIGHTING UPGRADE PROJECTS				
Lighting Replacment Project	North	$ 85,000.00	$ 81,200.00	
MISC. CAPITAL PROJECTS		**$ 709,345.00**	**$ 679,065.00**	
Exterior Building Painting	Badger	$ 7,000.00	$ 6,500.00	
Reconstruction Rooms 207 & 206A/B	Dunlap	$ 30,000.00	$ -	In above project.
Sealcoat and Repaint Track	Einstein	$ 10,000.00	$ 10,720.00	
New Pool Area Door	Highlands	$ 5,000.00	$ 3,300.00	
New Building Letters	Huntley	$ 2,345.00	$ 2,345.00	
Classroom Remodel Project	Johnston	$ 60,000.00	$ 57,600.00	
Track Repair Project	Madison	$ 15,000.00	$ 17,300.00	
Central HS Hallway Ceiling/Lighting	Morgan	$ 40,000.00	$ 26,500.00	
Track Structural Spray	North	$ 110,000.00	$ 98,400.00	
Tennis Court Reconstruction	North	$ 400,000.00	$ 420,000.00	Split project with North Funding
Safety Platforms	North	$ 20,000.00	$ 24,500.00	
Handicap Ramp Project	Richmond	$ 10,000.00	$ 11,900.00	
MISC. CAPITAL PROJECTS	TBD	$ 65,000.00	$ -	
PLAYGROUND EQUIPMENT REPLACEMENT				
Play Surface	Johnston	$ 15,000.00	$ 20,000.00	Additional scope
PROFESSIONAL SERVICES - DESIGN & ENGINEERING				
Professional Services	TBD	$ 85,000.00	$ -	Included in above projects
ROOF REPAIR / REPLACEMENT				
Roof Replacement	Johnston	$ 550,000.00	$ 18,400.00	Bid over budget. Did not proceed.
Roof Repairs	West Cluster	$ 20,000.00	$ 23,500.00	
SECURITY SYSTEMS UPGRADE / REPLACEMENT (ENTRANCES, CAMERAS, CARD ACCESS, ALARM SYSTEMS				
TUCKPOINTING / MASONRY REPAIR				
Tuckpointing / Masonry Repair	TBD	$ 50,000.00		
West Cluster Survey	West Cluster		$ 34,500.00	
WINDOW REPLACEMENTS				
Window Replacement	Dunlap/Huntley	$ 325,000.00	$ 317,800.00	

ANNUAL INSPECTION REPORT

INSPECTION	FREQUENCY	INSPECTED BY	2021/2022 Compliance
Athletic Equipment (Bleachers, Backstops, Curtains, Batting Cages, Mat Hoists, Scoreboards, Basketball Hoops, etc.)	Annual	Certified Contractor	Yes
Fire - Curtains Drop Test (Stage)	Annual	Certified Contractor	Yes
Flame Test Stage Curtains	Annual	Certified Contractor	Yes
Field Surface Impact Testing	Annual	Certified Contractor	Yes
Kitchen Exhaust Hoods	Semi Annual	Certified Contractor	Yes
Fire - Door Drop Tests (Fusible Links)	Annual	Certified Contractor	Yes
Fire - Alarms and Detection Equipment	Annual	Certified Contractor	Yes
Fire - Supression (Kitchens)	Annual	Certified Contractor	Yes
Elevators	Quarterly/Annual	Certified Contractor	Yes
Vehicle Lift	Annual	Certified Contractor	Yes
Asbestos Periodic Surveilence (AHERA)	Every 3 years	Certified Contractor	Yes
Public Water Testing	Quarterly/Annual	Certified Contractor	Yes
Boilers	Annual/Periodic	Certified Contractor / Maintenance Staff	Yes
Fire - Sprinkler Systems	Quarterly/Annual	Certified Contractor / Maintenance Staff	Yes
Fire - Fire Department Inspections	Semi Annual	Fire Department	Yes
AED's	Monthly/5 year Battery	Maintenance Staff	Yes
Carbon Monoxide Detectors	Monthly	Maintenance Staff	Yes
Lab Fume Hoods	Annual	Maintenance Staff	Yes
Fire - Doors	Annual	Maintenance Staff	Yes
Back Flow Preventers	Annual	Maintenance Staff	Yes
Emergency Lights	Monthly/ Annual	Maintenance Staff	Yes
Area Of Rescue	Monthly/Annual	Maintenance Staff	Yes
Generators	Monthly/Annual	Maintenance Staff	Yes
Playground Equipment	Monthly/Annual	Maintenance Staff	Yes
Pools	Daily/Periodic/Annual	Maintenance Staff	Yes

CONSTRUCTION INSPECTIONS REPORT

PERMIT#	ISSUED	ADDRESS	PROP#	EST COST	REASON DESC	DATE APPROVED	INSTALLER	RECEIPT AMOUNT
E21-0379	7/1/2021	2121 E EMMERS	4-5856-00	$2,500		n/a	AASD	$94.50
E21-0380	7/1/2021	324 E FLORIDA AVE	6-7425-00	$1,500		8/3/2021	AASD	$71.50
E21-0381	7/1/2021	2212 N JARCHOW	6-1980-00	$3,000		8/3/2021	AASD	$106.00
E21-0382	7/1/2021	2224 N ULLMAN	1-3795-00	$3,000		8/3/2021	AASD	$106.00
E21-0383	7/1/2021	2725 E FOREST	4-4747-00	$500		8/27/2021	AASD 645259	$40.00
E21-0384	7/1/2021	318 E BREWSTER	6-0545-00	$1,500	REWIRE	n/a	AASD	$71.50
E21-0385	7/1/2021	1441 E JOHN	4-0100-00	$200		n/a	AASD	$40.00
E21-0386	7/1/2021	610 N BADGER	5-1470-00	$3,000		n/a	AASD	$106.00
D21-0047	7/19/2021	1125 E TAFT	9-1091-00	$20,000		7/19/2021	A.A.S.D.	$40.00
R21-0069	8/3/2021	2121 E EMMERS	4-5856-00	$0		8/4/2021		$400.00
D21-0064	9/16/2021	1000 N MASON	5-0292-00	$40,000		9/16/2021	JOE SARGENT	$40.00
R21-0112	12/3/2021	324 E FLORIDA	6-7425-00	$0		1/25/2022		$225.00
M22-0003	1/21/2022	324 E FLORIDA	6-7425-00	$0	NEW PAVING	n/a	TBD	$100.00
M22-0007	3/3/2022	515 E CAPITOL	6-7332-00	$0	UTIL WORK	n/a	UNKNOWN	$100.00
B22-0130	3/7/2022	207 W FOSTER	4-0606-00	$18,000	WRECKING	3/7/2022	STATEWIDE RAZING	$40.00
E22-0216	4/11/2022	120 E HARRIS	2-0528-00	$15,000	REWIRE	5/24/2022	AASD	$335.00
B22-0260	4/15/2022	219 W FOSTER	4-0605-00	$1,800	WRECKING	4/15/2022	FOX VALLEY HOME	$40.00
R22-0038	4/21/2022	5000 N BALLARD	1-8000-00	$0		4/26/2022		$250.00
P22-0359	4/28/2022	219 W FOSTER	4-0605-00	$300	REMODELING	6/3/2022	SALM PLUMBING	$40.00
H22-0345	4/29/2022	1205 W PROSPECT	1353-00	$4,000		n/a	EGI MECHANICAL	$95.00
S22-0422	5/13/2022	5000 N BALLARD	1-8000-00	$25,000	STORM SWR	5/23/2022	VINTON WIS	$54.00
S22-0441	5/17/2022	207 W FOSTER	4-0606-00	$2,850	SANIT SEWR	6/3/2022	SPEEDY CLEAN	$40.00
S22-0442	5/17/2022	219 W FOSTER	4-0605-00	$2,850	SANIT SEWR	6/3/2022	SPEEDY CLEAN INC	$40.00
B22-0430	5/23/2022	610 N BADGER	5-1470-00	$2,000	REMODEL INT	n/a	AASD FAC & OPER	$40.00
B22-0437	5/24/2022	5000 N BALLARD	1-8000-00	$8,000	REMODEL EXT	n/a	AASD/VINTON CONS	$40.00
E22-0302	5/24/2022	610 N BADGER	5-1470-00	$13,000	REWIRE	8/30/2022	PREMIER ELE	$309.00
B22-0331	5/4/2022	219 W FOSTER	4-0605-00	$6,000	WRECKING	n/a	JIM COUCH	$40.00
E22-0346	6/10/2022	412 N MEADE	1-0672-00	$3,000	REWIRE	8/24/2022	PIEPER POWER	$106.00
B22-0517	6/13/2022	2121 E EMMERS	4-5856-00	$32,000	REMODEL INT	8/31/2022	HOFFMAN	$320.00
B22-0518	6/13/2022	610 N BADGER	5-1470-00	$57,000	REMODEL INT	8/31/2022	HOFFMAN	$571.50
B22-0521	6/13/2022	412 N MEADE	1-0672-00	$55,000	REMODEL INT	9/14/2022	HOFFMAN	$55.00
S22-0638	6/27/2022	324 E FLORIDA	6-7425-00	$30,000	STORM SWR	n/a	ROBERT IMMEL EXCAV	$54.00
E22-0342	6/9/2022	610 N BADGER	5-1470-00	$3,448	REWIRE	8/23/2022	PIEPER POWER	$116.30
E22-0343	6/9/2022	2121 E EMMERS	4-5856-00	$2,100	REWIRE	8/23/2022	PIEPER POWER	$85.30
E22-0344	6/9/2022	1000 N MASON	5-0292-00	$5,200	REWIRE	8/24/2022	PIEPER POWER	$156.60

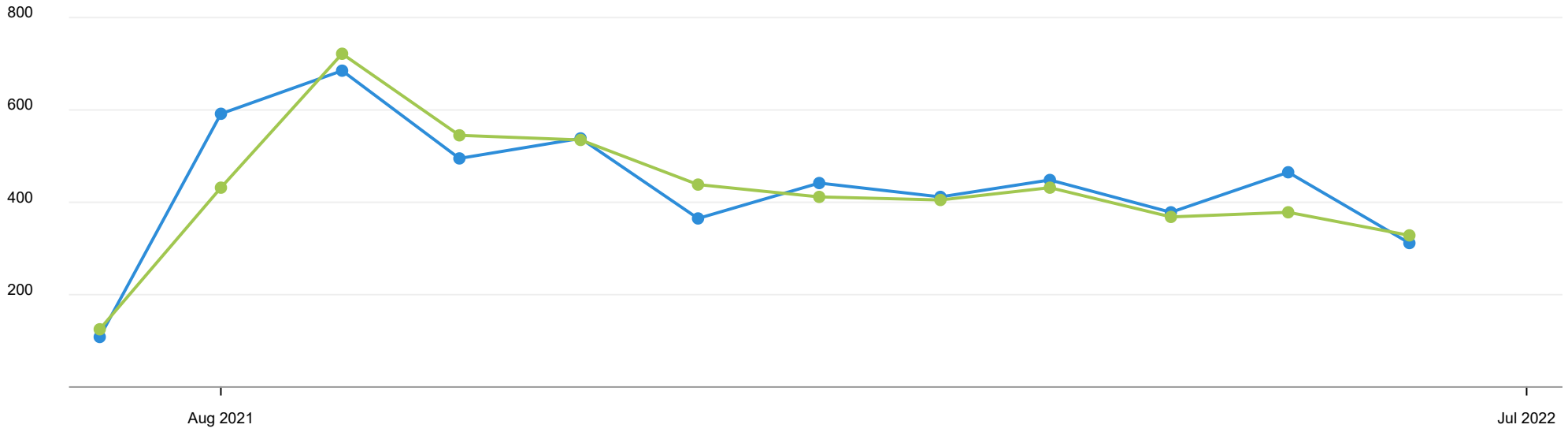
SERVICE REQUESTS

07/01/2021 06/30/2022

STATISTICS

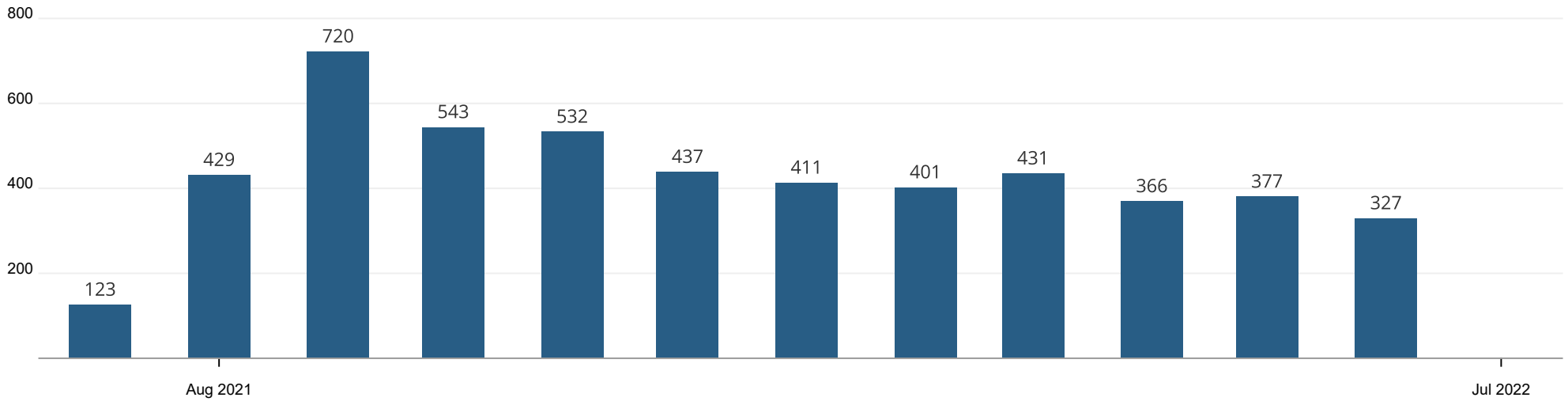
5216	**101**	**33**
Service Requests Submitted	Service Requests Denied	Work In Progress
5081	**1 D : 6 H : 38 M**	**13 D : 13 H : 19 M**
Work Completed	Avg. Initial Response Time	Avg. Resolution Time

ACTIVITY



Submitted Denied Completed

SERVICE REQUESTS COMPLETED



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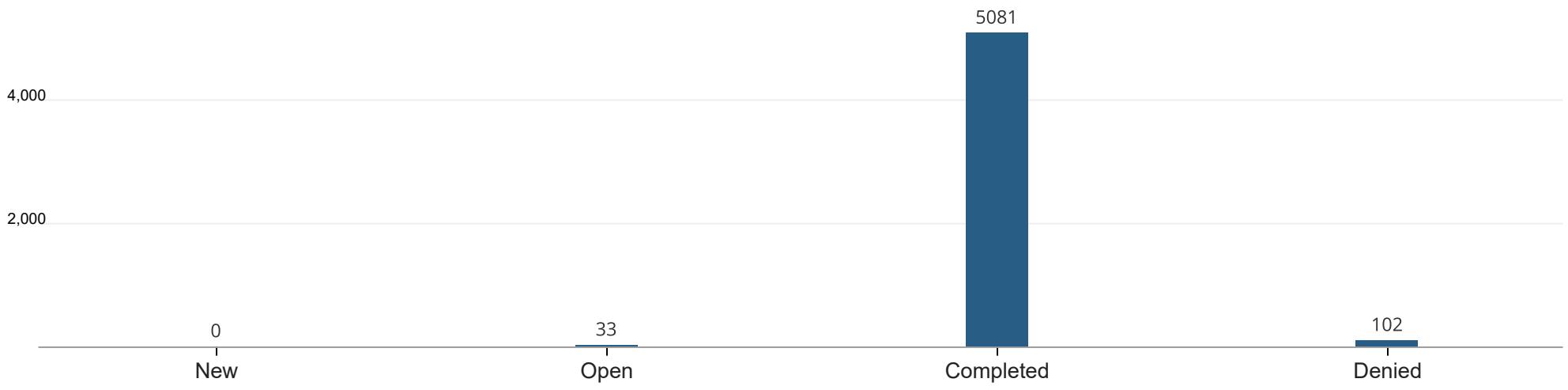
STATUS



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REACTIVE WORK ORDERS

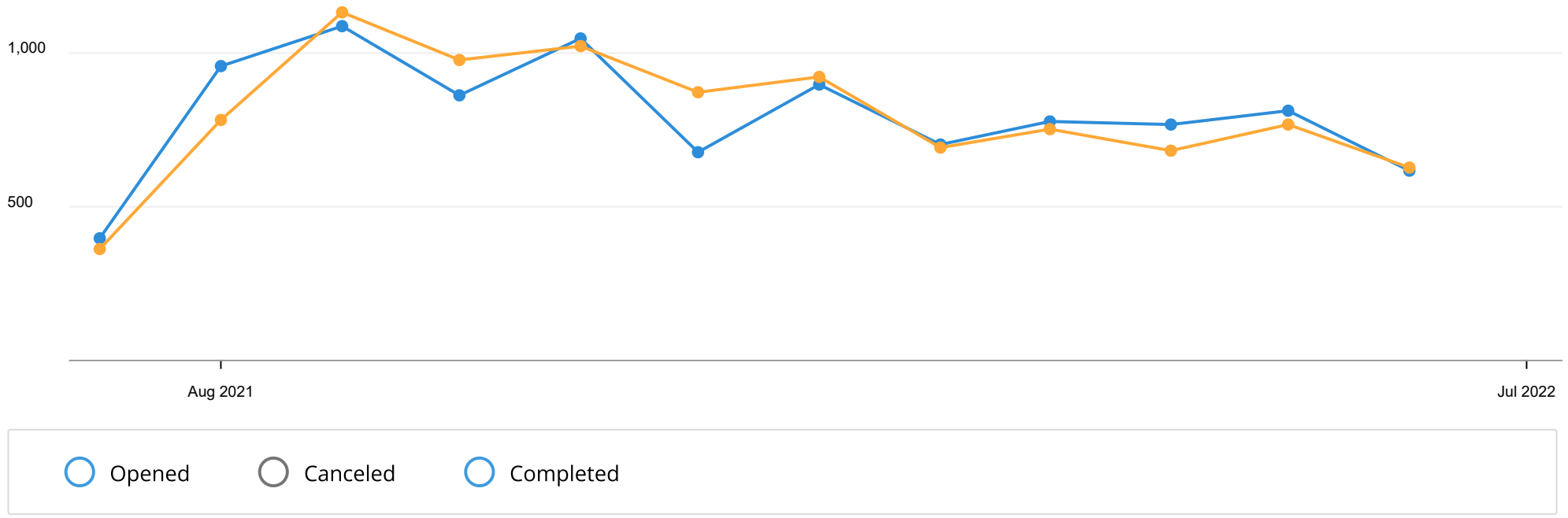
07/01/2021 06/30/2022

SOURCE: Service Requests and Self-Identified

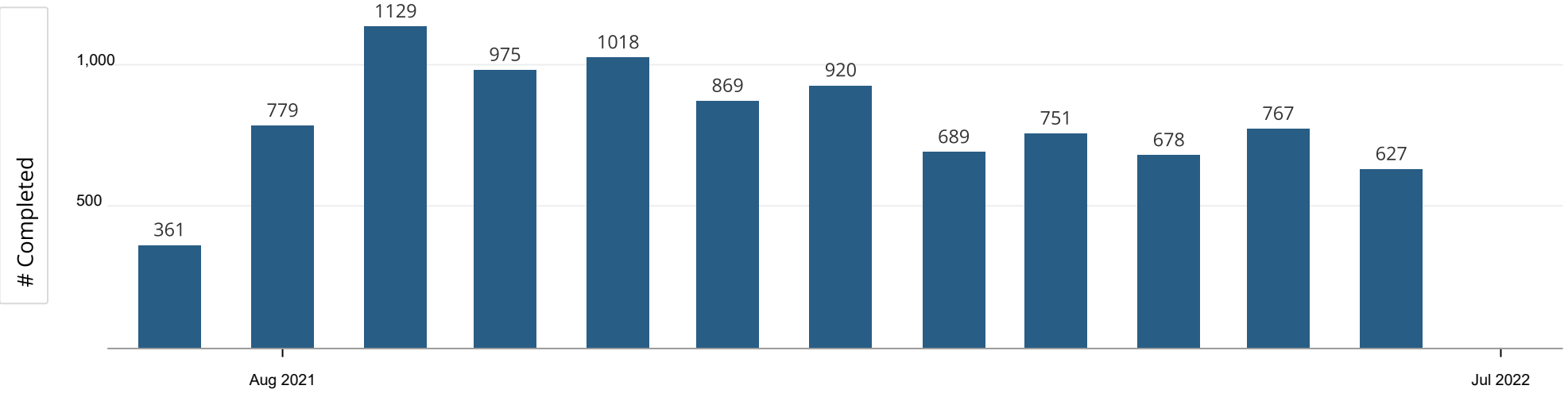
STATISTICS

26.27	**31,389**	**3**	**20 D : 18 H : 34 M**
Avg. Work Orders Completed per Day	Hours Logged	Avg. Logged Hours per Work Order	Avg. Work Order Duration
9,580	**9,563**	**1 : 1**	**1 : 0**
Work Orders Opened	Work Orders Completed	Opened : Closed	Reactive : Preventive

ACTIVITY



WORK ORDERS COMPLETED



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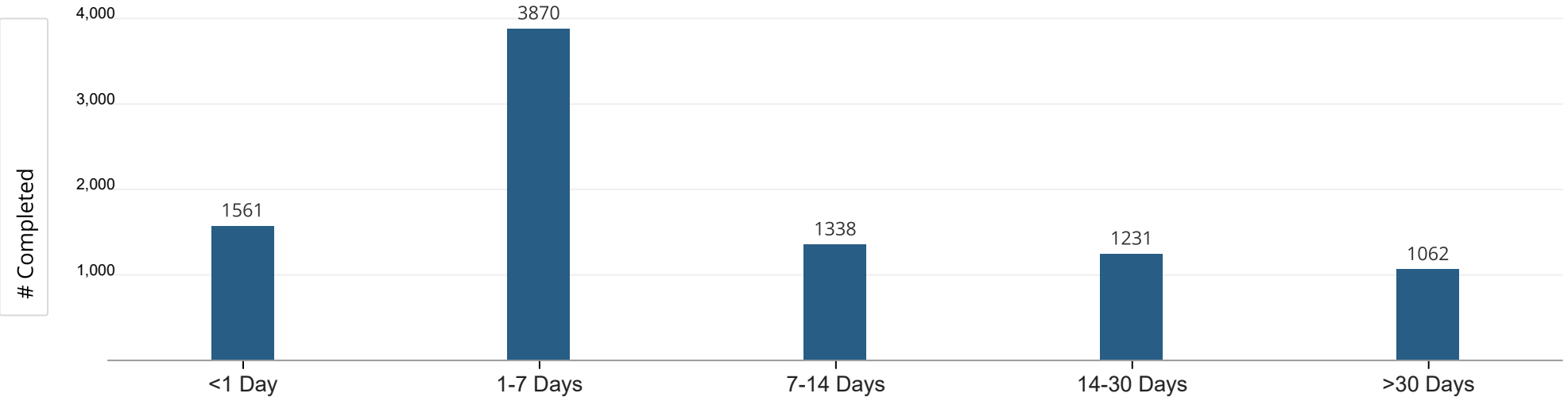
AGE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3,000
2,000
1,000
1561
3870
1338
1231
1062
<1 Day
1-7 Days
7-14 Days
14-30 Days
>30 Days

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PREVENTIVE WORK ORDERS

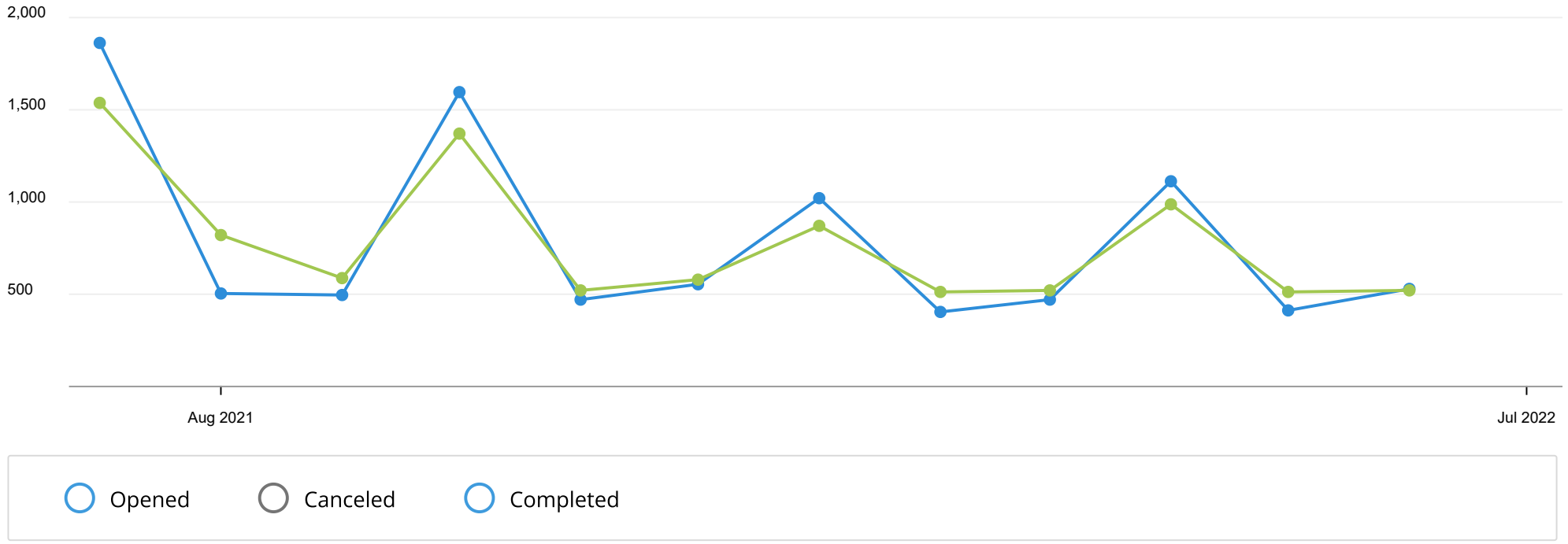
07/01/2021 06/30/2022

SOURCE: Maintenance Schedules

STATISTICS

25.50	**9,440**	**1**	**25 D : 5 H : 4 M**
Avg. Work Orders Completed per Day	Hours Logged	Avg. Logged Hours per Work Order	Avg. Work Order Duration
9,385	**9,283**	**1 : 1.02**	**0 : 1**
Work Orders Opened	Work Orders Completed	Opened : Closed	Reactive : Preventive

ACTIVITY


2,000
1,500
1,000
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Aug 2021
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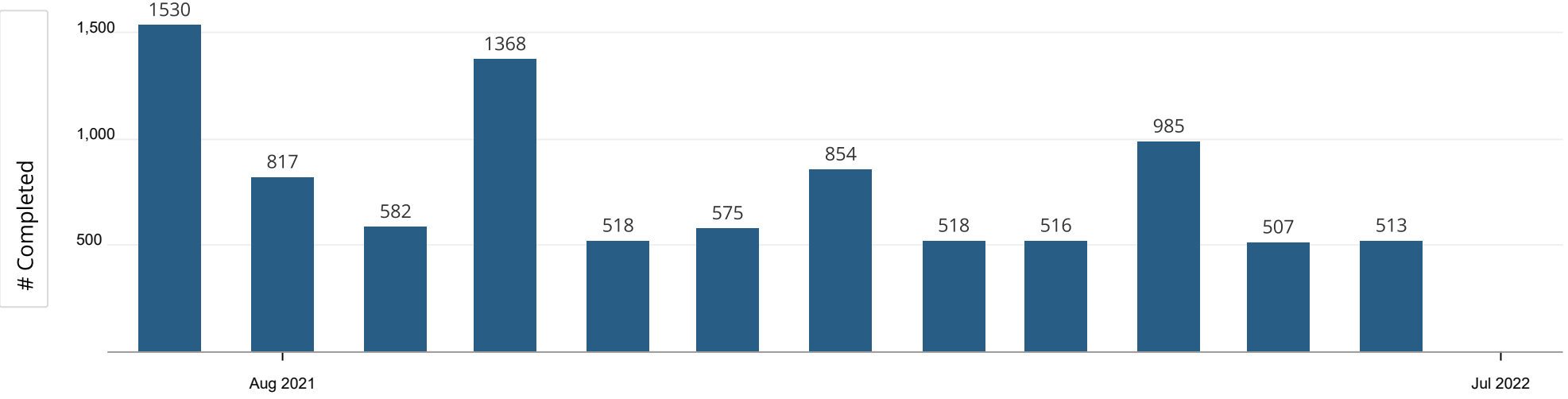

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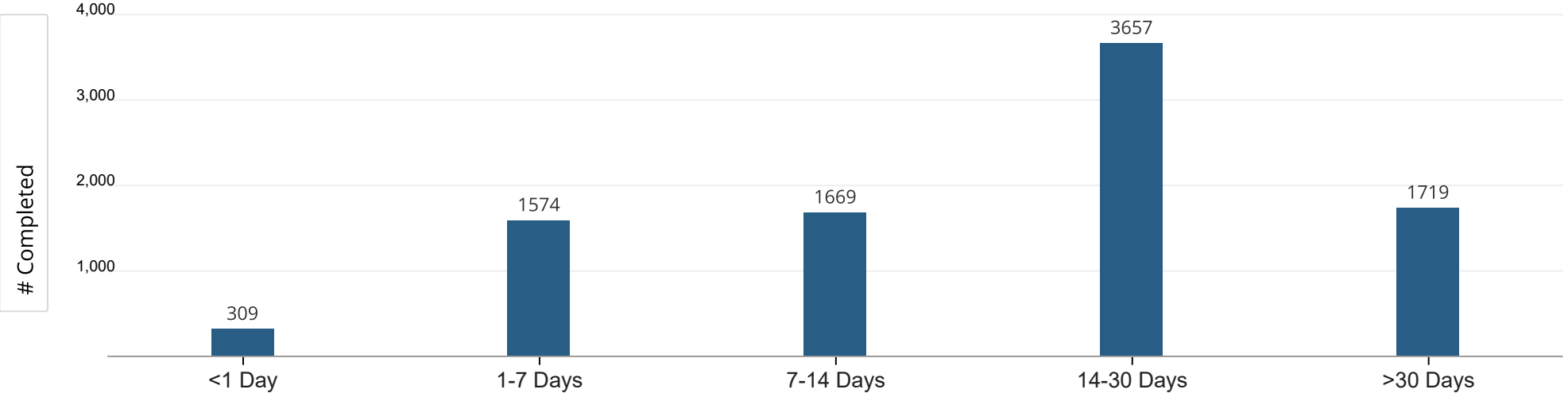
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WISCONSIN ASSOCIATION OF SCHOOL BOARDS, INC.
Madison, Wisconsin
November 29, 2022

REPORT TO THE MEMBERSHIP ON PROPOSED 2023 RESOLUTIONS
WASB Policy & Resolutions Committee
Rosanne Hahn, Burlington Area School Board, Chair

Resolution 23-01: ***High-Cost Transportation Aid***

Amend: Existing Resolution 2.33 as follows *(adding the underlined language)*: The WASB supports the continuation of the transportation categorical aid with the added provision for periodic adjustments in the aid amounts to maintain the relationship between the level of aids and the statewide average cost of providing transportation. The WASB further supports state high-cost transportation categorical aid for sparsely populated, geographically large school districts with per pupil transportation costs above the statewide average in addition to the transportation categorical aid paid to all districts. Additionally, school transportation categorical aids should be funded from the state's segregated transportation fund.

Rationale: High-cost transportation aid provides additional state transportation aid to sparsely populated school districts with higher per pupil transportation costs compared to the statewide average. To date, WASB resolutions have not expressed a position on high-cost transportation aid. This resolution would put the WASB on record as specifically supporting this program.

Resolution 23-02: ***Voter Education***

Amend: Existing Resolution 3.01 (c) as follows *(adding the underlined language)*: recognition that a "well-rounded education" includes courses, activities, and programming in subjects such as English, reading or language arts, writing, science, technology, engineering, mathematics, foreign languages, civics and government, economics, arts, history, geography, computer science, music, career and technical education, health, physical education, voter education and any other subject, as determined by the State or local school district, with the purpose of providing all students access to an enriched curriculum and educational experience.

Rationale: Voting in local, state, and national elections is regarded as a responsibility of our citizens. Educating students about this responsibility is one component of ensuring that our graduates are college, career, community, and civic ready. There is evidence from the world of political science and public policy research that life-long voting habits are formed in childhood and adolescence.

Resolution 23-03: ***Independent Charter School Funding***

<u>Create (*as a new subparagraph under existing Resolution 3.21*)</u>: The funding for charter schools not authorized by the local school board comes directly from the state and not from aid deductions to the resident school district or a first draw on school equalization aids.

<u>Rationale</u>: To provide the state funding for independent charter school students the state has, historically, relied upon two methods. Depending on the authorizer, either: 1) the general school aid (equalization aid) available to all public school districts was reduced in proportion to each district's share of overall statewide general aid in order to fund the per pupil payments made to certain independent charter schools; or 2) an individual school district's general aid payment is reduced by a deduction equal to the amount paid to an independent charter school for each resident student of the school district enrolled in an independent charter.

Under the first method, applicable to payments to "2r" independent charter schools authorized by the City of Milwaukee, UW-Milwaukee, and UW-Parkside, school districts historically could levy property taxes to make up for the reduced aid funding. That funding method, which reduced net general school aid payments to all districts by 1.6 percent, totaling roughly $80 million statewide, ended in the 2021-22 school year.

Under the second method, which is still in use, students attending a "2x" independent charter school are counted for revenue limit and general aid purposes by the school district in which they reside. Those districts are not allowed to increase tax levies to make up for the reduced aid funding. Eighty-four school districts had a total of $19.0 million in aid withheld in the 2021-22 school year. Independent Charter Schools will receive per pupil payments of $9,264 in 2022-23.

Resolution 23-04: ***Learning Barriers for Students with Disabilities***

<u>Repeal:</u> Existing Resolution 3.41 IEP-Team Appeals, which currently reads: The WASB supports legislation which gives school districts IEP-Team appeal recourse in cases where the parent refuses to accept a program for a handicapped child when recommended by the IEP-Team under Chapter 115.

<u>Rationale</u>: The language of this resolution is outdated, and its focus arguably no longer reflects the direction in which special education law has evolved since this language was adopted in 1978. This resolution is also out of step with the heightened calls for parental involvement in and consent for the educational program of their children prevalent in the current environment.

Resolution 23-05: ***Discipline of Students with Disabilities***

<u>Repeal and Recreate:</u> Existing Resolution 3.435 Discipline of Students with Disabilities as follows: The WASB supports ensuring the right to a free and appropriate public education (FAPE) for a student with a disability is not infringed by discriminatory disciplinary policies.

<u>Rationale</u>: Updated guidance from the U.S. Department of Education (ED) from July 2022 states that disciplinary policies may in some instances discriminate against students with disabilities. Discriminatory discipline can impact the academic performance of students with disabilities, thereby widening achievement gaps. According to ED: "Disciplinary policies and procedures that result in unjustified discriminatory effects based on a disability, even if unintentionally, violate Section 504. Under Section 504's regulations, schools may not use criteria, policies, practices, or procedures that have the effect of: (1) discriminating on the basis of disability, such as by excluding students with disabilities from participating in school or denying them the benefits of the school's programs and activities, or (2) defeating or substantially impairing the school's objectives with respect to students with disabilities."

Resolution 23-06: ***Parent Contracts for Private School Transportation***

<u>Create:</u> The WASB supports legislation to change parent contracts for the transportation of private school pupils from providing a "per pupil" payment to parents to a "per household" payment to parents if more than one eligible pupil is being transported to the same private school destination.

<u>Rationale</u>: School districts may enter into parent contracts for the transportation of private school students under which the school district reimburses the parents or guardians for transporting the pupils to a private school located within five miles of the boundaries of the school district.

Under current law, if a household is transporting one pupil, it is reimbursed a certain amount. If a household is transporting two or more pupils of the same household, that reimbursement is multiplied by the number of pupils, even in cases where the pupils are traveling in the same vehicle to the same destination at little or no added cost. This is an added expense for school districts and considered a "loophole" in the law since the expense of transporting multiple pupils to a given location is likely the same as transporting a single pupil to that same location.

Resolution 23-07: ***Career and Technical Education***

Amend Existing Resolution 3.60 as follows *(adding the underlined language and deleting the stricken language)*: Career and Technical Education (CTE) Aid The WASB supports the development of career and technical education programs including renewable energy/sustainability CTE in school districts. The WASB urges the state to foster this development by initiating an aid program designed to support and strengthen existing ~~vocational~~ CTE programs and stimulate the development of new ~~where~~ programs ~~are deficient~~. The WASB supports state funding for, among other things, startup costs, staff training/certifications, coordinator positions, and development of a transition readiness program for students with disabilities.

Rationale: Robust career and technical education (CTE) programs are one of the best ways to ensure that young people receive the technical and job skills they need to step into the workplace and perform the jobs available in our state. Investments to establish and strengthen model pilot CTE program will help schools identify what works best to meet both students' and employers' needs.

Pursuing best practice energy management skills and training for district operations will help to manage more effectively one of the largest district budget expenditures, ultimately saving taxpayer dollars. Additionally, career opportunities in the energy and sustainability sector continue to experience high growth and demand for skilled employees.

Resolution 23-08: ***Services for Students with Disabilities at Voucher Schools***

Repeal: Existing Resolution 3.93 Students with Disabilities—Parental Choice, which currently reads: The WASB supports legislation requiring private schools participating in any parental choice program to accept and provide services to students with disabilities, with additional state funding for the education of these students.

Rationale: Resolution 3.93 is arguably outdated because of the evolution of the voucher landscape in Wisconsin over the last decade. The current language was adopted prior to the creation of the Special Needs Scholarship Program (SNSP). There was no state program to provide state funding to private schools in return for them providing special education services to pupils with disabilities until the 2016-17 school year when the SNSP took effect.

Resolution 23-09: ***Addressing Barriers to Learning for Students with Disabilities***

Create: The WASB supports State and local investment in preservice learning, training and ongoing professional development for all educators to meet the needs of students with disabilities across all general education settings, including investment in the implementation of best practices in meeting the needs of diverse learners.

Rationale: Currently WASB does not have a resolution identifying the comprehensive set of supports and resources necessary to address achievement gaps and other disparities and barriers for students with disabilities. In addition to funding, districts need quality professional development and targeted curricular support to help this population of students.

Resolution 23-10: ***FORT Requirement for Educators***

Create: The WASB supports legislation to provide all teaching license applicants with an alternative pathway to licensure that does not require passage of the Foundations of Reading Test (FORT).

Rationale: Many districts throughout Wisconsin are facing challenges with the recruitment and retention of teachers. To be licensed in Wisconsin, applicants for initial licensure as an elementary teacher, a special education teacher, a reading teacher, or reading specialist are required to pass the Foundations of Reading Test (FORT). Recently, state licensing statutes were amended to provide for an alternative demonstration of knowledge and skill in the teaching of reading for special education teacher candidates only. Passing the FORT can be a costly and time-consuming process, with a relatively high failure rate, especially among teacher license applicants of color and applicants whose first language is not English.

Resolution 23-11: ***Unemployment Compensation***

Create: The WASB supports that school personnel who resign from their position with a school district or CESA following the completion of their signed contract and have reasonable assurance of continued employment for the next contract year or school year, and subsequently accept a contract for the following academic year with another district or CESA, are not eligible for Unemployment Compensation since there is no gap in employment or expected loss of income.

Rationale: Since ACT 10, teachers and other professionals are moving/changing districts at a higher rate compared to years ago, exposing districts to additional expenses over and above the paid contract. Under a ruling in a recent Unemployment Insurance (UI) case, anyone who takes a new position in a school district or CESA closer to their home, is eligible for unemployment compensation during the summer months.

Should this ruling become well-known among teachers and other professionals, we could anticipate growing numbers of teachers or other professionals opting to take positions in districts or CESAs closer to their residences in order to obtain a one-time "windfall" payment of unemployment compensation payments during the summer even though they have been given reasonable assurance of continued employment for the next contract year. Depending on the number of teachers switching districts or CESAs to gain this advantage, the costs to school districts and CESAs could be substantial.

Resolution 23-12: ***Societal Issues***

Amend Existing Resolution 6.10 as follows *(adding the underlined language and deleting the stricken language)*: The WASB supports increasing the efforts of all levels of government, private organizations, businesses and families in providing prevention, early intervention or other programs to ~~solve~~ address problems (such as gangs, violence, bullying and harassment (including ~~bullying and harassment~~ by means of technology), ~~economic status/~~poverty, homelessness, hunger, unemployment, and any and all forms of discrimination, racism and injustice) that are being manifested in our communities, which would help enable schools to focus on academic not extracurricular endeavors.

Rationale: School boards are responsible for making sure that all children have an equal opportunity to attend school and participate in school district educational programs and activities. Boards adopt policies prohibiting student discrimination, providing appropriate avenues for filing and responding to discrimination complaints, and providing the necessary support and monitoring to ensure district compliance with student nondiscrimination laws and policies.

Often those school board policies operate reactively and spell out what to do when a societal problem generates impacts on the school. This resolution calls on school boards, districts, and others to undertake community efforts to combat those societal issues proactively before they generate a negative impact on student performance.

Resolution 23-13: ***Weapon Possession***

Amend Existing Resolution 6.11 (a) and (b) as follows *(adding the underlined language and deleting the stricken language)*:

(a) The WASB supports legislation that is intended to ensure the safety of attending school and school-sponsored activities. The WASB ~~will~~ supports legislation limiting or prohibiting the ~~purchase or~~ possession by children of all firearms, knives, spring guns, air guns, and other weapons on school grounds. The WASB ~~will~~ also supports legislation requiring school officials to be notified of the disposition of legal cases involving juveniles found guilty of weapons violations, assaults and other crimes which resulted or could have resulted in injury to others.

(b) The WASB supports safe learning environments for all children, free of guns and other weapons. Further, the WASB opposes any initiatives at the local municipal, state or federal level that would legalize any further ability for anyone, with the exception of sworn law enforcement officers, to bring a weapon or possess a weapon, including a facsimile or "look alike" weapon, concealed or otherwise, in school zones or lessen the consequences for violation of existing safe school policies relating to guns and other weapons regardless of CCW license holding status. Decisions about whether CCW licensees may possess weapons in school buildings must remain exclusively in the hands of the locally elected school board which governs the school. Notwithstanding the preceding, the WASB recognizes and supports the desirability of clarifying and aligning state law with the allowable exceptions in federal law for school-sponsored activities such as trap shooting teams.

Rationale: The proposed revisions would clarify and strengthen WASB's position discouraging or disallowing all guns and weapons at school and school-related activities, including: adding "local municipal" to the level of government initiatives, pertaining to attempts that could increase allowability of guns and weapons at schools by local governments; clarifying that WASB opposes gun possession at schools and in school zones regardless of a person's CCW licensure status; and supports aligning state gun free school zone laws with federal gun free school zone laws to clarify issues around school-sponsored activities.

Resolution 23-14: ***Oppose Federal Agency Mandates Imposed Without Use of Rulemaking Process***

Create: The WASB opposes attempts by federal agencies to impose policy mandates or edicts on local school districts and/or to withhold or threaten to withhold any school program funding through the issuance of "guidance" documents that are really enforcement documents in disguise. The WASB supports that federal agencies use the formal federal rulemaking process, which provides for public notice and comment on proposed rules/regulations, to make policy changes, particularly when controversial topics of subject areas are involved.

Rationale: Federal agencies have been unilaterally issuing guidance to local school districts that, if not followed, carry the threat of possible sanctions including loss of funding from the federal government. As one example, on May 5, 2022, the U.S. Dept. of Agriculture (USDA) announced that, effective immediately, called on all school districts that participate in any federal child nutrition programs to enforce prohibitions on sex discrimination to include discrimination on the basis of gender identity and sexual orientation.

Dramatic changes or expansions in the application of federal policy should be made through the federal rulemaking process, which provides for public notice and comment and requires federal agencies to take public comments into account when promulgating regulations that change federal policy or apply it in new ways.

Resolution 23-15: ***Universal Free School Meals***

Create: The WASB supports state supplemental funding sufficient to establish a universal free school meal program, enabling all students, regardless of family income, to receive free school meals at all schools, regardless of participation in the federal school meals program.

Rationale: Proper nutrition plays an important role in preparing students mentally, physically, and emotionally for learning. Having the federal government provide money so that all students could eat during the pandemic greatly increased the number of meals served and provided access to balanced nutritional meals to many children who otherwise might not have had such food and it eliminated the stigma attached to free and reduced-price meals. It also eliminated schools having to deal with the issues of school meal debt or students who cannot afford to pay for their meal on any given school day. Having the state supplement or reimburse schools for the difference between the federal reimbursement and the cost of the meals would avoid these issues and enable all students attending a school participating in the federal school meals program to eat for free regardless of their family's income level.

Resolution 23-16: ***Learning Loss***

Create: The WASB supports efforts to provide federal and state funds that will be targeted to fund local districts' efforts to address learning loss caused by a disaster or emergency that affects large portions of the state, such as COVID-19.

Rationale: COVID-19 caused significant learning disruption for students in Wisconsin (and elsewhere). While Federal COVID-19 funds provided one-time money for schools to address leaning disruption, that funding was not evenly distributed among Wisconsin school districts. Some districts may be able to use these federal funds to fully address learning loss caused by the pandemic, while other districts may lack sufficient federal funds to address such learning loss. This resolution supports the provision of state or federal funds to help all districts fully address the learning disruption caused by a disaster or emergency that affects large portion of the state. COVID 19 is cited as one example of the type of disaster or emergency covered by this resolution.

The next three resolutions were developed by the WASB staff following a review of existing resolution language that was either outdated or no longer needed, or that could be stated more succinctly.

Resolution 23-17: ***Licensure***

(Note: Existing Resolutions relating to "Certification/Licensure" are found in the Resolutions Book at p. 36-38 and the Existing "4.80 Evaluations" is found at p. 38.)

REPEAL and RECREATE the following existing resolutions:

- **4.60 General Policy**
- **4.61 Shortages**
- **4.62 Temporary Certification**
- **4.63 Alternative Certification**
- **4.635 DPI Licensing of Clinical Counselors**
- **4.64 Performance-based Licensure**
- **4.65 Teacher Competency Exam**
- **4.66 Professional Growth**
- **4.67 Mentoring Duties**
- **4.68 Charter School Teachers**
- **4.69 Revocation**
- **4.80 Evaluations**

By RECREATING them to read as follows:

4.60 General Policy

The WASB supports a teacher licensure system that fosters a highly educated, highly trained, effective, professional teaching force with reasonable flexibility to meet the needs of our members with regard to staffing supply challenges. (2018-13)

4.61 Shortages

(a) Teacher Shortages and Alternative Licensure Pathways

The WASB supports reasonable efforts to provide pathways to licensure for teaching candidates in subject or content areas where there is a shortage of licensed teachers, provided that candidates have bachelor's degrees and are qualified to be in a classroom as demonstrated by appropriate experience, knowledge and skills in the subject or content area, and rigorous training in pedagogy, assessment, and classroom management. (2015-17)

(b) Technical Education Teacher Shortage

The WASB supports reasonable efforts to increase the supply of licensed technical education teachers, in technical education content areas where shortages are most acute. (2015-04)

(c) School Social Worker Certification and Licensure

The WASB supports efforts to increase the supply of school social workers, school counselors and mental health providers throughout the state. The WASB will work with the DPI to address existing obstacles to school social worker licensing with an emphasis on obstacles faced by districts in regions of the state that are located remotely from universities conferring degrees currently recognized by the DPI for licensure. (2020-12)

4.62 Temporary Certification

The WASB supports temporary certification of teachers in grade levels or content areas other than those in which they are already certified to meet our members' need with regard to staffing supply challenges. (1982-5)

4.63 Mentorship/Residency Model

The WASB calls on the Superintendent of Public Instruction to actively promote alternative administrative and teacher certification that includes a mentorship/residency and a training program. (1991-15)(2005-22)

4.635 DPI Licensing of Clinical Counselors

The WASB supports legislation authorizing the Department of Public Instruction to issue an educator license to clinical counselors, so school districts can employ clinical counselors to provide mental health services to students the same way other licensed district staff are employed to do so. (2019-18)

4.65 Teacher Competency Exam

The WASB supports legislation that would require teachers to pass a state competency exam before they are granted a license to teach in a Wisconsin public school district. (1999-8)

4.68 Charter School Teachers

The WASB supports allowing teachers granted a charter school license in a particular subject area to teach additional subjects under the supervision and/or direction of another Wisconsin certified teacher currently teaching in that subject area, provided that student learning meets standards applicable to the charter school. (2011-16)

4.69 Revocation

The WASB supports legislation to require the DPI to revoke the license of any teacher who has been dismissed or non-renewed by a school board for intentionally using school district technology to download, view or distribute pornographic material in violation of the district's acceptable use policy. The WASB further supports requiring the DPI to make information about the disposition of such cases publicly available if revocation is the result of the hearing. (2011-17)

4.80 Evaluations

The WASB supports efforts of school districts to systematically and periodically evaluate and compensate teachers, administrators and support staff members based on performance. (1989-1)(1996-8)

(a) Staff Improvement/Professional Development

The WASB supports the efforts of school boards to provide staff professional development to address staff improvement at the local level through effective evaluation and improved supervisory techniques that include coaching/mentoring. (1991-11)

(b) Student Achievement as Performance Criteria

The WASB supports legislation that would allow districts to develop a teacher evaluation instrument that would include all test/assessment results as part of the criteria for evaluating teachers. The WASB supports efforts to develop a model teacher evaluation system, provided that such a system is not mandated, is implemented gradually, and allows districts that have piloted their own rigorous teacher evaluation systems to continue to use those evaluation systems. (1999-16)(2012-15)

(c) The WASB supports efforts to: (1) develop definitions of key guiding principles of a high quality educator effectiveness system; (2) create model performance based evaluation systems for teachers and principals; (3) build a regulatory framework for implementation that includes how student achievement will be used in context; and (4) make recommendations for methods to support improvement and recognize performance. (2012-15)

Rationale: These changes are meant to remove outdated language, update terminology and consolidate resolution language into a more concise and coherent policy.

(Note: Headings/Titles of resolutions and placement in the book are decided by WASB staff. The delegates need to approve resolution language changes and deletions. The numbers in parentheses indicate the year the original/existing language was adopted by delegates.)

Resolution 23-18: *Revenue Limits*

(Note: Existing Resolutions relating to "Revenue Limits" are found in the Resolutions Book at pp. 13-15.)

REPEAL the following existing resolutions:

- 2.40 State Cost Controls
- 2.41 Modification of Revenue Limits

And RECREATE them as follows:

2.40 State Cost Controls

The WASB is opposed to state-imposed revenue limits on school districts. (1992-13)(2010-6)

(a) Additional Revenue Limitations

The WASB opposes any additional limitations that will force decreases in revenue to public school districts. This includes but is not limited to: freezing property tax levies; creating a moratorium on school district referenda; delaying payments to school districts; and adopting a constitutional regulation of school finance. (2002-18)(2005-1)

2.41 Modification of Revenue Limits

The WASB supports exemptions from the revenue cap to allow for the needs of individual districts with respect to the requirements of their programs. (1994-11)(1995-3)

The WASB also supports the following:

(a) Annually increase per pupil revenue limits statewide by a dollar amount equal to or greater than the percentage increase, if any, in CPI-U on a fiscal year basis applied to the statewide average revenue limit authority per pupil. (2012-3)(2017-6)

(b) Allowing the carryover of any unused revenue authority. (1995-3)(1996-10)

(c) Changing the revenue limit FTE membership calculation to allow a district to use either a five-year rolling average, three-year rolling average or the current year membership, whichever

is greater, and allowing a district to apply to the Department of Public Instruction for emergency aid or revenue flexibility. (1996-10)(1998-11)(2003-7)(2012-06)(2018-4)

(d) Including 100 percent of full-time equivalent (FTE) summer school membership for each of the years used in the computation of the revenue cap. (1995-17)(2017-14)

(e) Providing that a district's revenue limit be determined prior to the start of the district's fiscal year.

(f) The WASB supports legislation to implement a sliding scale formula factor multiplier to increase the membership of districts for revenue limit purposes. (2016-9)

Rationale: Parts of these resolutions are outdated. These changes are meant to update terminology and consolidate resolution language into a more concise and coherent policy.

Resolution 23-19: Classroom Technology

(Note: Existing Resolutions relating to "Classroom Technology" are found in the Resolutions Book at pp. 24-25.)

REPEAL the following existing resolutions:

- 3.30 Interactive Communications Systems
- 3.31 Technology in the Classroom
- 3.32 Educational Technology Initiative
- 3.33 Online Courses
- 3.34 Virtual Schools
- 3.35 Statewide Contracting for Virtual Classes
- 3.36 CESAs and Virtual Charter Schools

And RECREATE as follows:

EDUCATIONAL TECHNOLOGY

3.30 General Policy

The WASB supports the use of educational technologies, including the use of online courses to allow local school boards to offer course content to students that they would otherwise be unable to offer.

3.31 State Funding

The WASB supports state-funded educational technology initiatives to ensure that school districts have the technological capacity for students to succeed in the 21st century and to meet

state requirements, such as online adaptive testing, the state accountability system, curriculum and instructional standards aligned to college and career readiness, and rigorous teacher and principal evaluation systems. (2013-1)

3.32 Virtual Charter Schools

The WASB supports that publicly funded virtual charter schools must follow state accountability standards and transparency requirements.

3.33 CESAs and Virtual Charter Schools

The WASB supports allowing CESAs to enter into cooperative agreements with individual school districts to establish virtual charter schools authorized by the board of the local school district. The WASB opposes legislation granting CESAs the authority to establish independent virtual charter schools.

Should any CESA be authorized to operate a virtual charter school without entering into a cooperative agreement with a school district, the WASB supports limiting per pupil payments to any CESA authorized virtual charter school to an amount identical to the per pupil amount of the open enrollment transfer payment. This would prevent CESA-authorized virtual charter schools from unfairly competing with school board-authorized virtual charter schools. (2012-12)

Rationale: These resolutions are outdated. These changes are meant to update terminology and consolidate resolution language into a more concise and coherent policy.

ITEM OF INFORMATION

TOPIC: Medicare Eligible Retirees Access to the AASD Health Insurance Plan

BACKGROUND INFORMATION: Currently, the District practice allows a retiree to remain on the District's health insurance plan indefinitely at the retiree's expense. With the District's transition to self-funding, the District's benefits consulting firm strongly recommended that the District discontinue the practice of allowing retirees age 65 and over, and thus Medicare eligible, to continue on the District's health insurance plan.

FISCAL NOTE: As the District has transitioned to self-funding, there would be a cost savings in future claims from retirees who are Medicare eligible.

ADMINISTRATIVE RECOMMENDATION: To mitigate rising health insurance costs and reduce the cost of claims from retirees who are Medicare eligible, we will no longer allow retirees to continue on the District health plan beyond the age of 64 beginning with 2023 retirees beyond the COBRA period. Former employees who retired prior to 2023, and are 65 or older, will be allowed to continue on the District plan at the retiree's expense.

CONTACT PERSON: Julie King, 920-997-1399 (x2042)

FISCAL NOTE: None.

1/9/23

ITEM OF INFORMATION

TOPIC: Employee Handbook Revision - Educator Semester Retirements

BACKGROUND INFORMATION: Currently, in order for an employee to receive post-employment benefits they must submit a retirement letter by February 15 for end of year retirements or by October 20 for end of first semester retirements. This timeline was established to provide the district with time to secure a qualified replacement that was in alignment with college graduation dates.

In recent years, the District has seen an increase of semester retirements while the number of semester graduates and candidates have significantly declined in January, particularly in hard to fill areas. As a result, it is less likely that the District will be successful in securing a highly qualified replacement at semester, creating disruption for our student's educational experience.

FISCAL NOTE: No cost will be incurred by the Appleton Area School District.

ADMINISTRATIVE RECOMMENDATION: The recommendation is to continue to provide post-employment benefits for employees who qualify and submit retirement letters by February 15, at the conclusion of the 2023-2024 school year, and remove the option to retire at semester.

CONTACT PERSON: Julie King, 920-997-1399 (x2042)

FISCAL NOTE: None.

1/9/23