



**Tuesday, June 29, 2021
Business Services Committee Meeting**

**Subcommittee of the Board of Education
Appleton Area School District**

All members will be participating from remote locations

Time: 7:30 AM

***A live stream of this meeting will be available on the Appleton Area School District YouTube Channel:**

<https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw>

***For remote attendance via telephone, please dial:**

1-312-626-6799

Meeting ID: 965 5449 2140

1. VIRTUAL MEETING NOTICE

Subject	A. This meeting will be conducted as a virtual meeting due to the active COVID-19 public health emergency situation, meaning that multiple Board members may be participating in the meeting from remote locations through the use of communications technology and/or that public access to the meeting may be arranged through the use of technology. The District discourages the public and/or media from attending the meeting in person at its noticed location due to concerns with health and safety and encourages use of the alternative method(s) of access that the District is providing.
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Meeting	Jun 29, 2021 - Business Services Committee Meeting
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Category	1. VIRTUAL MEETING NOTICE
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Type	Information, Procedural
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Subject	B. Members of the media or general public may access the meeting via the live stream broadcast on the Appleton Area School District YouTube Channel: https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw. For remote attendance by telephone, please dial: 1-312-626-6799 Meeting ID: 965 5449 2140
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Category	1. VIRTUAL MEETING NOTICE
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Type	Information, Procedural
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Subject	C. Any special needs or any requests for accommodations related to accessing this meeting should be sent to Kelly Vandenberg at vandenbergkell@aasd.k12.wi.us or (920) 997-1399 ext. 2032, at least 24-hours in advance of the meeting. This would include any person for whom it would be burdensome or infeasible to use the primary method(s) of remote access established by the District.
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Meeting Jun 29, 2021 - Business Services Committee Meeting

Category 1. VIRTUAL MEETING NOTICE

Type Information, Procedural

Subject **D. With respect to the gravity of the current public health emergency, we have made every effort to streamline this meeting as much as possible while still focusing on items that are essential to the current and future operations of the District. As such, there will be no opportunity for public comments. If you have comments relating to any item on the agenda that you wish to share with the Committee, you are welcome to submit them in writing. Comments can be submitted to Kelly Vandenberg at vandenbergkell@aasd.k12.wi.us (preferred) or mailed to 131 E. Washington Street, Suite 1A, Appleton, WI, 54911. All written comments submitted will be distributed to all members of the Business Services Committee. We appreciate your understanding during this unprecedented time.**

Meeting Jun 29, 2021 - Business Services Committee Meeting

Category 1. VIRTUAL MEETING NOTICE

Type Information, Procedural

2. APPROVAL OF MINUTES

Subject **A. Recommendation to Approve May 25, 2021 Business Services Committee Minutes**

Meeting Jun 29, 2021 - Business Services Committee Meeting

Category 2. APPROVAL OF MINUTES

Type Action, Minutes

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

3. DISCUSSION AGENDA ITEMS

Subject **A. School Fees**

Meeting Jun 29, 2021 - Business Services Committee Meeting

Category 3. DISCUSSION AGENDA ITEMS

Type Discussion, Information

Greg Hartjes will discuss school fees for the 2021-2022 school year.

File Attachments

[IOI - 2021-2022 School Fees.pdf \(103 KB\)](#)

[2021-2022 Elementary Fee and Refund Schedule.pdf \(144 KB\)](#)

[2021-2022 Middle School Fee and Refund Schedule.pdf \(57 KB\)](#)

[2021-2022 High School Fee and Refund Schedule.pdf \(63 KB\)](#)

Subject **B. Student Meal Prices and Student Debt**

Meeting	Jun 29, 2021 - Business Services Committee Meeting
Category	3. DISCUSSION AGENDA ITEMS
Type	Discussion, Information

Greg Hartjes will discuss student meal prices and debt for 2021-2022.

File Attachments
[IOI - 2021-2022 Meal Prices.pdf \(403 KB\)](#)

Subject	C. Community Schools Funding
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Meeting	Jun 29, 2021 - Business Services Committee Meeting
Category	3. DISCUSSION AGENDA ITEMS
Type	Discussion, Information

Pa Lee Moua will discuss Community Schools Funding.

File Attachments
[IOI - Community Schools Funding .pdf \(113 KB\)](#)
[Copy of Community Schools - Business Services Update 6-29-2021 .pdf \(605 KB\)](#)

Subject	D. State Budget Update
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Meeting	Jun 29, 2021 - Business Services Committee Meeting
Category	3. DISCUSSION AGENDA ITEMS
Type	Discussion, Information

Greg Hartjes will give a State budget update.

4. ACTION AGENDA ITEMS

Subject	A. 2021-2022 Authorized Depository Resolution
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Meeting	Jun 29, 2021 - Business Services Committee Meeting
Category	4. ACTION AGENDA ITEMS
Type	Action
Fiscal Impact	Yes

File Attachments
[IFC 2021-2022 Authorized Depository Resolution.pdf \(6 KB\)](#)
[2021-2022 Authorized Depository Resolution.pdf \(288 KB\)](#)

5. ADJOURN

Subject**A. Adjourn Meeting**

Meeting

Jun 29, 2021 - Business Services Committee Meeting

Category

5. ADJOURN

Type

Action

ITEM OF INFORMATION

Topic:	2021-2022 Student Fees
Background Information:	All student fees at the elementary, middle and high school level will remain at the same level as the 2020-2021 school year. These fees are a part of the District's budgeted revenue.
Fiscal Note:	No change
Contact Person:	Greg Hartjes, 997-1399 ext. 2029 Holly Burr, 997-1399 ext. 2034
Submitted:	June 29, 2021

APPLETON AREA SCHOOL DISTRICT

ELEMENTARY STUDENT FEE CHARGE & REFUND 2021-2022 4K, Pre-Kindergarten and Half-day Kindergarten				
Text/Materials	CHARGE		Text/Materials	REFUND
1 st Quarter 100%	\$15.00		1 st Quarter 65%	\$9.75
2 nd Quarter 85%	\$12.75		2 nd Quarter 40%	\$6.00
3 rd Quarter 60%	\$9.00		3 rd Quarter 15%	\$2.25
4 th Quarter 35%	\$5.25		4 th Quarter 0%	None

ELEMENTARY STUDENT FEE CHARGE & REFUND 2021-2022 Full-day Kindergarten – 6th Grade				
Text/Materials	CHARGE		Text/Materials	REFUND
1 st Quarter 100%	\$30.00		1 st Quarter 65%	\$19.50
2 nd Quarter 85%	\$25.50		2 nd Quarter 40%	\$12.00
3 rd Quarter 60%	\$18.00		3 rd Quarter 15%	\$4.50
4 th Quarter 35%	\$10.50		4 th Quarter 0%	None

ELEMENTARY STUDENT FEES 2021-2022

4K, Pre-Kindergarten and Half-day Kindergarten	\$15.00
Full-day Kindergarten	\$30.00
1 st - 6 th Grade	\$30.00

APPLETON AREA SCHOOL DISTRICT

MIDDLE SCHOOL STUDENT FEE CHARGE & REFUND 2021-2022 7th - 8th GRADE				
Text/Materials	CHARGE		Text/Materials	REFUND
1 st Quarter 100%	\$40.00		1 st Quarter 65%	\$26.00
2 nd Quarter 85%	\$34.00		2 nd Quarter 40%	\$16.00
3 rd Quarter 60%	\$24.00		3 rd Quarter 15%	\$6.00
4 th Quarter 35%	\$14.00		4 th Quarter 0%	None

MIDDLE SCHOOL STUDENT FEES 2021-2022

\$40.00

REMINDER: Middle School Participation Fees: \$40.00 per activity
 \$120.00 student yearly cap
 \$160.00 family cap*

*Joint middle and high school family cap of \$250.00

APPLETON AREA SCHOOL DISTRICT

HIGH SCHOOL STUDENT FEE CHARGES & REFUNDS 2021-2022					
CHARGES	Text/ Materials Fee	Admissions Pass	School Paper	Yearbook*	
1 st Qtr 100%	\$40.00	\$19.00	\$10.00	\$50.00	
2 nd Qtr 85%	\$34.00	\$16.15	\$8.50	\$50.00	
3 rd Qtr 60%	\$24.00	\$11.40	\$6.00	\$50.00	
4 th Qtr 35%	\$14.00	\$6.65	\$3.50	\$50.00	
REFUNDS	Text/ Materials	Admissions Pass	School Paper		
1 st Qtr 65%	\$26.00	\$12.35	\$6.50		
2 nd Qtr 40%	\$16.00	\$7.60	\$4.00		
3 rd Qtr 15%	\$6.00	\$2.85	\$1.50		
4 th Qtr 0%	\$0.00	\$0.00	\$0.00		

*Yearbook Refund - A full refund will be made anytime prior to December 31.
No refunds will be made after that date.

STUDENT FEES 2021-2022

Students have the option of three plans:

- A. \$119.00 Text/Materials, Yearbook, School Paper, Admissions Pass
- B. \$69.00 All of "A" except the Yearbook
- C. \$40.00 Text/Materials only

\$40.00 - Text/Materials
\$19.00 - Admissions Pass
\$10.00 - School Paper
\$50.00 - Yearbook

REMINDER: High School Participation Fees: \$50.00 per activity
 \$150.00 student yearly cap
 \$200.00 family cap*

*Joint middle and high school family cap is \$250.00

ITEM OF INFORMATION

Topic: 2021 - 2022 Meal Prices

Background Information: Administration is recommending that 2021-2022 meal prices remain at the same level as the 2020-2021 school year.

2021-2022 Pricing	Elementary	Middle	High
Breakfast	\$1.15	\$1.25	\$1.25
Reduced Breakfast	\$0.30	\$0.30	\$0.30
Adult Breakfast	\$2.00	\$2.00	\$2.00
Lunch	\$2.70	\$2.95	\$2.95
Reduced Lunch	\$0.40	\$0.40	\$0.40
Adult Lunch	\$3.75	\$3.75	\$3.75

In addition, the district has applied for a waiver from the U.S. Department of Agriculture that would provide meals at no cost to all AASD students for the 2021-2022 school year.

Fiscal Impact: No change

Contact Person: Greg Hartjes, 997-1399 ext. 2029
Holly Burr, 997-1399 ext. 2034

Submitted: June 29, 2021

ITEM OF INFORMATION

Topic:	Funding for Community School Programs
Background Information:	The first Community School program in the AASD was established at Jefferson Elementary in 2019. Leah Zwiers was hired in January of 2020 as the Community School Resource Coordinator for Jefferson. Initial programming responded to the results of a community needs assessment, which showed that families and staff desired additional after school opportunities for their students. This position is funded through our Community Fund (Fund 80), so is directly funded by local property taxes. The Community Schools Advisory Team (CSAT) includes the Diversity, Equity, and Inclusion Officer - Dr. Pa Lee Moua, Community Engagement Coordinator - Julie Bargholtz, and the Jefferson Community Schools Resource Coordinator - Leah Zwiers. In addition, community membership on the team includes representatives from United Way Fox Cities, the Appleton Public Library, People of Progression, and Sumnicht & Associates. The CSAT meets monthly to review, revise, and reflect on programs and services that impact student outcomes. Using the AASD Community Schools Application and scoring rubric, the CSAT evaluated, discussed the four elementary schools that applied to become the next AASD Community School and selected Lincoln Elementary School based on their strong application. The recommendation to move Lincoln forward as the next Community School was shared and supported by Superintendent Dr. Judith Baseman, and Assistant Superintendent Dr. Nannette Bunnow. The Community School Resource Coordinator position for Lincoln was posted for hiring in early June and we hope to fill the position by mid-July to prepare for the start to the 2021-2022 school year. In addition, we have also been able to secure additional funding to support materials and supplies needed for the new Lincoln Community School program through the Community Foundation. In February of 2021, \$11,250 was awarded to the Jefferson Community School from the Dohr Community Fund. In March of 2021, \$25,000, divided into three year increments of \$8,000 per year, was awarded from the Basic Needs Grant. Finally, a one-time gift of \$25,000 was awarded from the Nelson Fund to be distributed in August of 2021. Most recently, the Appleton Education Foundation has awarded our Community Schools Program a "Big Idea" grant for \$25,000. All other expenses for our two Community Schools will be funded through our tax levied Community Fund, which is estimated to add one half of one cent increase to our property tax rate.
Contact Person:	Pa Lee Moua, 997-1399 ext. 2055 Greg Hartjes, 997-1399 ext. 2029
Submitted	June 29, 2021



By: Pa Lee Moua and Julie Bargholtz



What is a Community School?

- A strategy that coordinates purposeful partnerships and resources to enhance access and equitable outcomes for students.
- Established in 1998 in Washington DC
- 5,000 reported Community Schools
- Wisconsin - Madison, Milwaukee, Racine

<http://www.communityschools.org/>



MISSION

The core purpose of a Community School is to ensure equitable access to:

- Essential resources and services
 - Stronger connections with students, families, and neighborhoods
 - Academic preparation and persistence
 - A safe, supportive, and inclusive learning environment
- 



Community Schools Framework

- Application
[Copy of Community Schools Application](#)
 - Scoring Rubric
[Scoring Rubric](#)
 - Handbook
[Handbook](#)
- 



Application

PRINCIPAL & STAFF COLLABORATION

- What does collaboration look like at your school with the principal, each other as staff members and also with community partners?
 - Provide one example of a successful collaboration? Why was it successful?
 - Provide one example of a collaboration that did not go well? Why was it not successful?
 - Does the school's staff work collaboratively on some activities than others? Why or why not?
- Describe the site leadership resources and supports to sustain a community school strategy. List key resources your school has in place to further support and enhance a community school. Elaborate on one program that has strengthened your school.
- How does the Community School model fit with your school's vision, mission, values, and improvement plan?

Scoring Rubric

AASD COMMUNITY SCHOOL CAPACITY ASSESSMENT

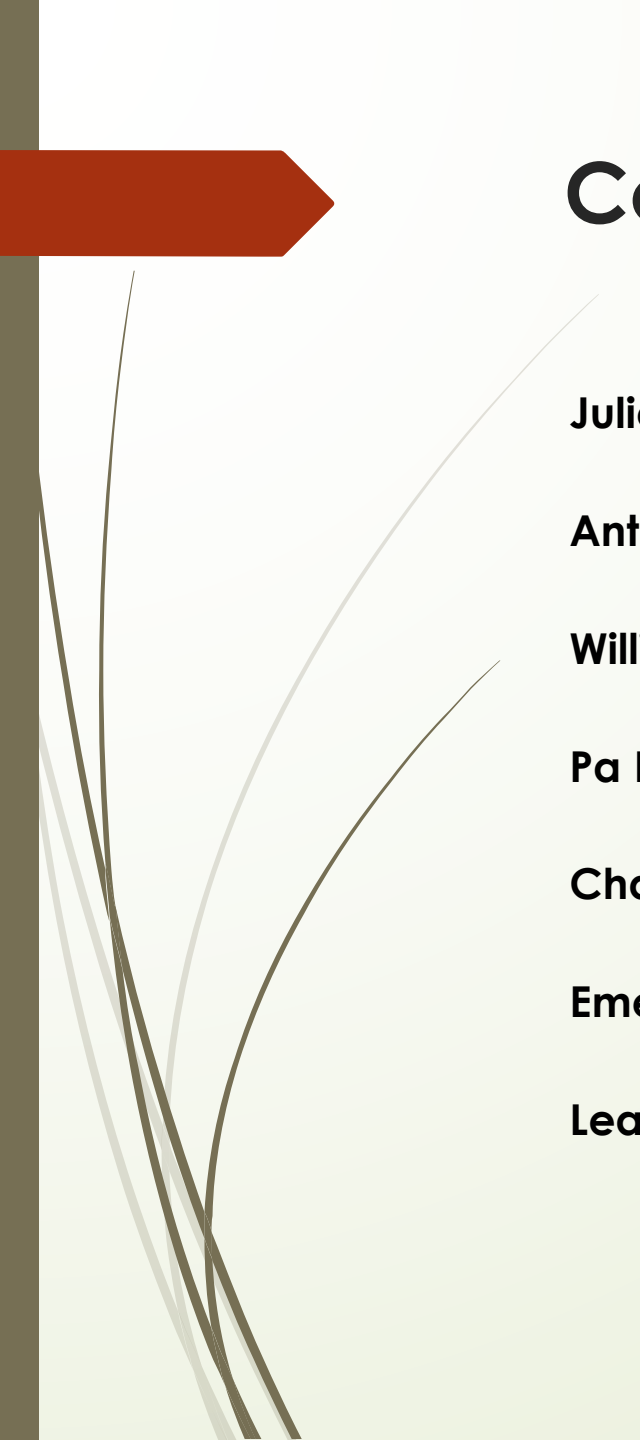
COMPONENT	RANKING ___ / 20			
	4 STRONG Six or More Representations	3 ABOVE AVERAGE Four to Five Representations	2 AVERAGE Three to Four Representations	1 WEAK Two or Less Representations
PRINCIPAL & STAFF COLLABORATION	Cohesive collaborations among staff to intentionally enhance support for student and family basic, mental health and social needs	Varied levels of collaboration among staff to intentionally enhance support for student and family basic, mental health and social needs	Sporadic and inconsistent collaboration among staff to intentionally enhance support for student and family basic, mental health and social needs	Limited or no collaboration among staff to intentionally enhance support for student and family basic, mental health and social needs



2020-2021 Handbook

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Community Schools Advisory Team Members

Julie Bargholtz, AASD Community Engagement Coordinator

Anthony Gonzales, United Way Vice President of Community Development

William Green, People of Progression Co-Founder

Pa Lee Moua, AASD Diversity, Equity and Inclusion Officer

Charles (Chuck) Self, Sumnicht & Associates Chief Investment Officer

Emely Villanueva, Appleton Public Library Teen Services and Engagement Librarian

Leah Zweiers, AASD Jefferson Elementary Community Schools Coordinator



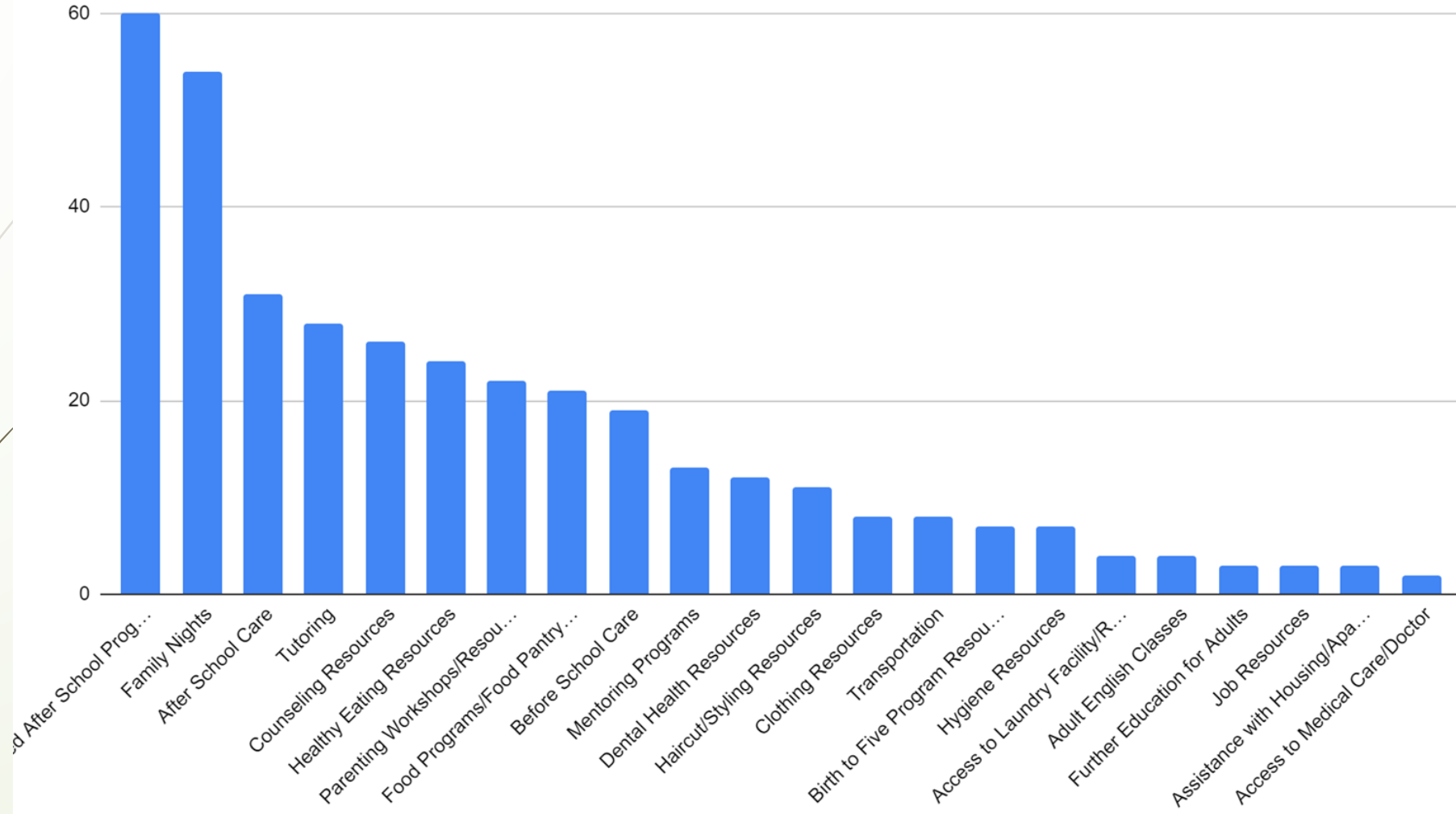
AASD Community Schools Timeline

- 
- April 1st - Application open
 - Virtual Information Sessions: March 22nd and April 7th
 - May 1st - Application close
 - Community Advisory Team Meetings - May 10th and May 20th
 - June 1st - Announced Lincoln as the 2nd Community School
 - July 15th - Hire Community Resources Coordinator
 - August 1st - Establish Community Resource Center
 - September 2021 - Welcome Back Ribbon Cutting Ceremony



Jefferson Community School Needs Assessment Survey Results 2020-21

- Out of 101 Family responses:
 - Organized after school Programs
 - Family Nights
 - After school care
 - Tutoring
 - Counseling Resources
- 





Stats on Jefferson Community School

COVID 19 - Response: Basic Needs

- School Supplies since September 2020
 - 45 total individual student requests filled
 - Over 225 headphones and earbuds distributed to students
- Winter Clothing since December 2020
 - Over 100 items distributed
 - Includes: Socks, boots, snow pants, jackets, gloves/mittens, hats, scarves
- Hygiene Products since January 2021
 - 25 care packages distributed to students during Classroom Connections
 - 80+ individual hygiene products distributed to students



Measured Outcomes 1

- Panorama Survey Spring 2021
 - Teacher student relationships
 - 81% responded favorably (up 2 from fall 2020)
 - When your teacher asks you, “How are you?”, how often do you feel that your teacher really wants to know your answer?
 - 75% responded favorably (up 8 from fall 2020)
 - Sense of belonging
 - 62% responded favorably (down 6 from fall 2020)
 - How much do you feel like you belong at school?
 - 64% responded favorably (down 14 from fall 2020)
- Family Engagement Survey - Community School Kits
 - 180 kits distributed as of April 2021
 - 90% of families indicated they will participate in future kits.

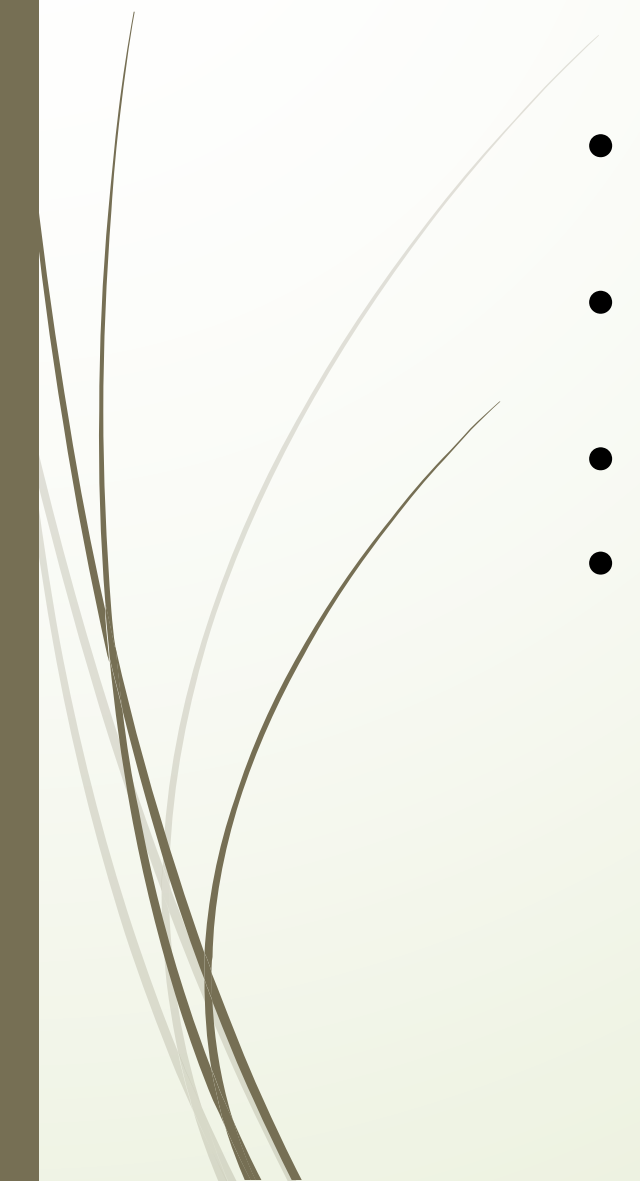


Measured Outcomes 2

- Diversity, Equity, and Inclusion Department Scorecard
 - 2019-2020 - Pillar one: Inclusive and Engaging Culture
 - By the end of 2020 school year, establish Community Schools
 - A robust after school program offering 10 different opportunities
 - 137 total participants during one 8 week session with 4 different program offerings
 - 2020 - 2021 - Pillar three: Family and Community partnership
 - Establish Community Schools Advisory Team to include representation from three diverse organizations
 - Community Schools Advisory Team includes: United Way, Appleton Public Library, People of Progression, and Sumnicht & Associates
 - First meeting was on February 2021



Community Schools Funding 2021

- \$11,000 from Community Foundation Dohr fund for Jefferson Community School
 - \$25,000 for three years from Community Foundation Basic Needs Fund
 - \$25,000 from Community Foundation Nelson Fund
 - \$25,000 from the Appleton Education Foundation
- 



THANK YOU!

Pa Lee Moua
Diversity, Equity, and Inclusion Officer
mouapalee@aasd.k12.wi.us
920-832-6138

Julie Bargholtz
Community Engagement Coordinator
bargholtzjulie@aasd.k12.wi.us
920-832-6139

ITEM FOR CONSIDERATION

Topic:	2021-2022 Authorized Depository Resolution
Background Information:	Annually the Authorized Depository Resolution is reviewed and updated, if necessary, to include financial institutions that the Appleton Area School District may conduct business with during the fiscal year. There are no additions of financial institutions to the list, nor are there deletions of financial institutions from the list for the 2021-2022 fiscal year.
Fiscal Note:	N/A
Administrative Recommendation:	Approval of the Authorized Depository Resolution.
Instructional Impact:	N/A
Contact Person:	Greg Hartjes, 997-1399 ext. 2029 Holly Burr, 997-1399 ext. 2034
Board Action:	July 26, 2021



Office of Business Services

131 E. Washington St., Suite 1A
Appleton, WI 54911
Phone: (920) 832-6128

AUTHORIZED DEPOSITORY RESOLUTION July 26, 2021

WHEREAS, Section 120.12(7) provides for the designation by the school board of public depositories in which money belonging to the school district shall be deposited.

WHEREAS, it is impracticable for the President, Treasurer, and the Clerk of the Appleton Area School District to personally sign all checks issued by the school district on the various depositories of the school district,

NOW, THEREFORE, BE IT RESOLVED by the School Board of the Appleton Area School District that the following financial institutions be and hereby designated as public depositories on which funds of the Appleton Area School District for purposes of time deposits, demand deposits, and/or savings deposits, may be deposited from time to time:

Associated Bank
Associated Trust Corporation
Bancorp Bank
BMO Harris
Citizens Banking Corporation
Community First Credit Union
First Business Bank
Fox Communities Credit Union
Johnson Bank
JP Morgan – Chase Bank NA

Old National Bank
Piper Jaffray
PMA Securities, Inc.
Robert W. Baird & Co., Inc.
UBS Financial Services
US Bank
Wells Fargo Bank Wisconsin, NA
Wells Fargo Brokerage Services, LLC
Wisconsin Investment Series Cooperative

BE IT FURTHER RESOLVED by the Board of Education that the President, Treasurer, and the Clerk are hereby authorized and permitted to adopt a mechanical device for affixing a facsimile signature of their respective hands in all cases where they are required to sign district checks or district check orders, as provided in Section 66.042 of the Wisconsin Statutes.

BE IT FURTHER RESOLVED that the following facsimile signatures adopted by the President, Treasurer and the Clerk are hereby recognized to be the proper signatures for use in signing school district checks or orders to wit:

SIGNATURES

FACSIMILE

PRESIDENT:

Kay S. Eggert

CLERK:

Deborah Truymen

TREASURER:

James R. Bowman

Kay S. Eggert
Deborah Truymen
James R. Bowman

BE IT RESOLVED that a certified copy of this resolution shall be delivered to each of the above named depositories, and said depositories may rely on this resolution until changed by lawful resolution and a certified copy of such resolution has been given to the cashier of the respective above named depositories.

Introduced by: _____

Seconded by: _____

Date: July 26, 2021

This is to certify that the foregoing is a true and correct copy of a resolution duly and legally adopted by the Appleton Area School District Board of Education at a legal meeting held on the 26th day of July 2021.

Date: July 26, 2021

Deborah Truymen
District Clerk