



**Monday, September 27, 2021
Board of Education Meeting**

**APPLETON AREA SCHOOL DISTRICT
BOARD OF EDUCATION MEETING**

Time: 6:00 PM

The Board of Education will be meeting in the Scullen Leadership Center, 131 E. Washington Street, Suite 1A. Some individuals will be joining via zoom and the meeting will be livestreamed on YouTube.

In-person public attendance (other than registered on-site public input) is suspended until further notice. **Limited registration is available for on-site public input (additional information can be found on the District's website).** 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 via telephone, please dial: 1-312-626-6799 Meeting ID: 957 3164 9737

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 or provide written comments 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 Clara Kopplinger, at kopplingerclar@asd.k12.wi.us or (920) 832-6126, 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.

1. Meeting Opening

Subject

A. Roll Call

Meeting

Sep 27, 2021 - Board of Education Meeting

Category

1. Meeting Opening

Type

Procedural

Subject

B. Pledge of Allegiance

Meeting

Sep 27, 2021 - 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 Sep 27, 2021 - Board of Education Meeting

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

Type Procedural

Subject B. Approval of Agenda

Meeting Sep 27, 2021 - Board of Education Meeting

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

Type Action, Procedural

Recommended Motion to approve the Board Agenda
Action

Motion & Voting

Motion to approve the Board Agenda as presented.

Motion by James Bowman, second by Deborah Truymen.

Final Resolution: Motion Carried

Aye: James Bowman, Kay Eggert, Deborah Truymen, Kristine Sauter, Edward Ruffolo, Amanda Stuck, James Bacon

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

Subject A. Public Input

Meeting Sep 27, 2021 - Board of Education Meeting

Category 3. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)

Type Procedural

Public Input:

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

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

Policy References:

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

[Board Policy 189 - Virtual Board Meetings in Emergency Situations](#)

File Attachments

[Public Input Registered Speaker List - September 27, 2021.pdf \(398 KB\)](#)

Subject	B. On-site Speakers (Registration Required)
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	3. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)
Type	Procedural

Individuals wishing to provide on-site public input are required to register in advance during the registration window. Registrations will be accepted beginning at 9:00 AM on the Friday before the meeting and closing at 12:00 PM on the Monday of. For additional information or to register, please visit our website at http://www.aasd.k12.wi.us/district/board_of_education/public_input.

File Attachments

[Public Input Registered Speaker List - September 27, 2021.pdf \(398 KB\)](#)

Subject	C. Virtual Speakers (Registration Required)
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	3. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)
Type	Procedural

Individuals wishing to provide virtual public input are required to register in advance during the registration window. Registrations will be accepted beginning at 9:00 AM on the Friday before the meeting and closing at 12:00 PM on the Monday of. For additional information or to register, please visit our website at http://www.aasd.k12.wi.us/district/board_of_education/public_input.

File Attachments

[Public Input Registered Speaker List - September 27, 2021.pdf \(398 KB\)](#)

Subject	D. Written Comments (Posted as Attachment)
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	3. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)
Type	Procedural

Written comments submitted as public input will not be read aloud during the meeting; rather, they will be shared publicly as a BoardDocs attachment prior to the meeting start time. Individuals wishing to provide written public input should submit their comments via the form available on the website. The comment form is available beginning at 9:00 AM on the Friday before the meeting and closing at 12:00 PM on the Monday of. Written comments received via email or outside of the comment window will still be shared with the Board; however, they may not be included in the published comments. For additional information or to submit your comments, please visit our website at http://www.aasd.k12.wi.us/district/board_of_education/public_input.

File Attachments

[Public Input - Written - September 27, 2021 - Google Forms \(1\).pdf \(198 KB\)](#)

4. Special Presentation

Subject	A. Celebrations: Hispanic Heritage Month (OE-3.3.d: Create and maintain organizational commitment to open, responsive and welcoming conditions throughout the district.)
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	4. Special Presentation
Type	Discussion, Information, Presentation

Nora Lazcano, AASD Cultural Adviser, will present information on some of the ways the AASD is celebrating Hispanic Heritage Month.

File Attachments

[Hispanic Heritage Month.pdf \(365 KB\)](#)

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. Board Member Report on Conference: 2021 Wisdom Sharing (Coherent Governance)
Meeting	Sep 27, 2021 - 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, Report

Board Treasurer Jim Bowman will share information with and report to the Board regarding the Aspen Group Intl. Wisdom Sharing Conference he attended virtually this past weekend.

Subject	B. Presentation and Discussion: Distinguishing the Differences Between Critical Race Theory (CRT) vs. Culturally and Linguistically Responsive (CLR) Education Practices
Meeting	Sep 27, 2021 - 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

File Attachments

[Overview of Critical Race Theory vs. Culturally Responsive Instruction.pdf \(1,837 KB\)](#)

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. Policy Update(s): OE-2 Emergency Superintendent Succession and OE-4 Personnel Administration - Interpretation and Indicators**

Meeting Sep 27, 2021 - 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

Superintendent Judy Baseman will provide information related to the revisions in the proposed final drafts of the Interpretation and Indicators for OE-2 Emergency Superintendent Succession and OE-4 Personnel Administration.

File Attachments

[Final DRAFT OE-2 Emergency Superintendent Succession.pdf \(43 KB\)](#)

[Final DRAFT OE-4 Personnel Administration.pdf \(140 KB\)](#)

Subject **B. Personnel Services Update(s): Professional Educator Contract Change(s) and Professional Educator Resignation(s)**

Meeting Sep 27, 2021 - 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 update the Board on Personnel Services items for consideration.

Subject **C. School Services Update(s): Overnight Travel**

Meeting Sep 27, 2021 - 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

File Attachments

[Overnight Travel.pdf \(96 KB\)](#)

7. Board Business

Subject	A. OE-2 Emergency Superintendent Succession - Interpretation and Indicators - for Consideration
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	7. Board Business
Type	Action, Discussion, Information

File Attachments
[Final OE-2 Emergency Superintendent Succession.pdf \(43 KB\)](#)

Motion & Voting

Motion to approve the OE-2 Emergency Superintendent Succession Interpretation and Indicators.

Motion by James Bacon, second by James Bowman.

Final Resolution: Motion Carried

Aye: James Bowman, Kay Eggert, Deborah Truymen, Kristine Sauter, Edward Ruffolo, Amanda Stuck, James Bacon

Subject	B. OE-4 Personnel Administration - Interpretation and Indicators - for Consideration
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	7. Board Business
Type	Action, Discussion, Information

File Attachments
[OE-4 Personnel Administration \(I\).pdf \(133 KB\)](#)

Motion & Voting

Motion to approve the OE-4 Personnel Administration - Interpretation and Indicators.

Motion by Deborah Truymen, second by James Bowman.

Final Resolution: Motion Carried

Aye: James Bowman, Kay Eggert, Deborah Truymen, Kristine Sauter, Edward Ruffolo, Amanda Stuck, James Bacon

8. 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 September 13, 2021
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	8. 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 Approve the Board Meeting Minutes of September 13, 2021.

Minutes View Minutes for Sep 13, 2021 - 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 September 13, 2021.

Motion by Edward Ruffolo, second by Kristine Sauter.

Final Resolution: Motion Carried

Aye: James Bowman, Kay Eggert, Deborah Truymen, Kristine Sauter, Edward Ruffolo, Amanda Stuck, James Bacon

9. 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. 2021 Gifts to the District
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	9. 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 09-27-21.pdf \(558 KB\)](#)

[Gift List 9-27-21.xls.pdf \(102 KB\)](#)

Motion & Voting

Motion to approve the Superintendent's Consent Agenda as presented.

Motion by Deborah Truymen, second by James Bowman.

Final Resolution: Motion Carried

Aye: James Bowman, Kay Eggert, Deborah Truymen, Kristine Sauter, Edward Ruffolo, Amanda Stuck, James Bacon

Subject	B. Professional Educator Contract Change(s)
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)
Type	Action

File Attachments

[IFC-Professional Educator Contract Changes.pdf \(8 KB\)](#)

Subject **C. Professional Educator Resignation(s)**

Meeting Sep 27, 2021 - Board of Education Meeting

Category 9. 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 Resignation.pdf \(284 KB\)](#)

Subject **D. 2021-22 Approval of an Application for an Overnight Trip Within the Contiguous 48 States and DC**

Meeting Sep 27, 2021 - Board of Education Meeting

Category 9. 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

[Item for Consideration ~ 2021-22 Approval of an Application for an Overnight Trip Within the Contiguous 48 States and DC.pdf \(314 KB\)](#)

Subject **E. 2021-22 Approval of an Application for an Overnight Multi-Year Trip**

Meeting Sep 27, 2021 - Board of Education Meeting

Category 9. 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

[Item for Consideration ~ 2021-22 Approval of an Application for an Overnight Multi-Year Trip.pdf \(297 KB\)](#)

10. 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. Superintendent's Report: The District Leadership Team will provide a review/update related to the AASD COVID-19 Dashboard and an update related to District Health Insurance Benefits.**

Meeting Sep 27, 2021 - Board of Education Meeting

Category 10. Reports (OE-8.2: Provide for the Board, in a timely manner, information about trends, facts and other information relevant to the Board's work.)

Type Discussion, Information, Report

File Attachments

[BOE Presentation -Health Insurance 9-27-21.pdf \(621 KB\)](#)

11. Items of Information

Subject	A. None
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	11. Items of Information
Type	Information

12. Board Meeting Debrief (GC-2.2: The Board is responsible for its own performance and commits itself to continuous improvement.)

Subject	A. Discussion of the Board's Work at the Meeting
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	12. Board Meeting Debrief (GC-2.2: The Board is responsible for its own performance and commits itself to continuous improvement.)
Type	Discussion, Procedural

13. Future Meetings

Subject	A. Board Work Session: Thursday, September 30, 2021, 7:30 AM
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	13. Future Meetings
Type	Information

Subject	B. Next Board Meeting: Monday, October 11, 2021, 6:00 PM
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	13. Future Meetings
Type	Information

14. Adjourn

Subject	A. Motion to Adjourn the Meeting
Meeting	Sep 27, 2021 - Board of Education Meeting
Category	14. Adjourn
Type	Action, Procedural
Motion & Voting	

Motion to adjourn the meeting at 8:48 PM.

Motion by James Bacon, second by Deborah Truyma.

Final Resolution: Motion Carried

Aye: James Bowman, Kay Eggert, Deborah Truyma, Kristine Sauter, Edward Ruffolo, Amanda Stuck, James Bacon

Public Input – September 27, 2021

On-site Public Speakers:

1. None

Virtual Public Speakers:

1. Andrea Klitzke
2. Scott Pokorny
3. Jacklyn Fischer
4. Emily Tseffos

Public Input – September 27, 2021

On-site Public Speakers:

1. None

Virtual Public Speakers:

1. Andrea Klitzke
2. Scott Pokorny
3. Jacklyn Fischer
4. Emily Tseffos

Public Input – September 27, 2021

On-site Public Speakers:

1. None

Virtual Public Speakers:

1. Andrea Klitzke
2. Scott Pokorny
3. Jacklyn Fischer
4. Emily Tseffos

Public Input - September 27, 2021

The Board of Education values the opportunity to receive input from our stakeholders. Comments submitted through this form will be considered public and will be published to the District's BoardDocs site as an attachment to the agenda. It is your responsibility to review the guidelines and responsibilities established by Board Policy and Rule 187 - Public Input at School Board Meetings, to ensure your comments are in compliance.

Comments that introduce complaints or concerns that are directed toward and that identify individual staff members or individual students are not permissible (such complaints or concerns should be channeled through the AASD Complaint Procedure as outlined in Policy 870 and 870-Rule).The Board reserves the right to exclude from publication any comment that does not adhere to established rules, is unduly repetitive of previous comments, is obscene, threatening, harassing, or defamatory, or otherwise disorderly.

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The meeting agenda can be found at:
<https://go.boarddocs.com/wi/aasd/Board.nsf/Public>

Email *

First Name: *

Paula

Last Name: *

Meyer

Address: *

City, State, Zip: *

Appleton, WI 54913

Subject: *

Missing smiles

Public Comment for Publication *

The school year is off to a great start!
The halls are full of students.
The commons is full of students enjoying lunch with their friends.
The gym is full of parents and fans cheering on the teams.
My classroom is full of enthusiastic students, engaging with each other as they improve their Spanish.
I have noticed one huge missing piece - SMILES! I miss smiles.
Please allow masks to be optional so our schools can be full of smiles.

This form was created inside of AASD.



Public Input - September 27, 2021

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Email *

First Name: *

Sheri S

Last Name: *

Hartzhaim

Address: *

City, State, Zip: *

Appleton

Subject: *

Non-Open Open Meetings and CRT/CLR Alphabet Soup

Dear Board Members and District Administration,

I write today for two reasons – first, to encourage cooperation and greater transparency within this school district through more open “open” meetings and the removal of your arbitrary and irregularly enforced masking policy and second, to help you to better understand that parents and families are rightfully concerned about what is being taught and how it’s being taught in our schools.

At the last school board meeting, three on-sight registered speakers (including me) were barred from entry to the meeting due to your need for power disguised as a “for your health” masking policy. Board President Eggert stated that we three elected not to participate and that could not be further from the truth. We stood outside the glass doors of the administration building and watched a school district employee, seated with three Appleton Police Department officers, with her mask below her chin while she munched on a snack for at least fifteen minutes. Meanwhile, we – three PARENTS of the children whose education you are charged with – were disallowed entry to the building to speak with you, each for a duration of no longer than five minutes (your ordained arbitrarily assigned time limit for input from your voting public). Your potential exposure to COVID19 would have been no greater with the three of us each speaking to you for no longer than five minutes unmasked than it was for you in the same building with a mask-around-her-chin employee in your district front office just outside the board room door. This is how we know that your disallowing our in-person commenting was more about our bowing to your arbitrary masking rules than about “health and safety.” Your mistreatment of the voting public, the parents of the students in your schools, must be addressed immediately.

That night, it had been my intention to speak to you regarding several first-person accounts of the treatment of some of the district’s children that also speak to how your current masking policy is both discriminatory and indiscriminate at the same time. Your administration and staff are obviously incapable of defining which masks are acceptable and which are not and from school building-to-school building, the definitions vary. I was made aware that within one of our high schools, a consulting physician for the district okayed the mask of a child only to have the principal state that the school nurse disagreed. At that point in time, the consulting physician changed her mind and sided with the school nurse and the mask was then rendered unacceptable.

I have also heard from a grandparent who sews specialty masks for her grandson. A couple weeks ago, her grandson was forced by his teacher to remove his homemade mask and replace it with a blue paper mask. The teacher reportedly explained to this child that if he didn’t want to wear the blue paper mask, he could “sit in the principal’s office all day.” Interestingly, the homemade mask that the teacher deemed unacceptable was the same “make and model” of masks he wore to school the entire second half of last school year without issue.

This is asininity in the name of “public safety.” This is no longer about the safety of our schools for our children and teachers but instead about a dictatorial power-grab by this district and some of your staff. One high school teacher, I have been told, publicly shamed a student in front of a class for wearing what she deemed an inappropriate mask. She told her student that he would get the class and her own children sick.

This school district administration and school board have not thoroughly performed a risk-benefit analysis on their masking policy for district employees or our school children. You’ve relied on your cherry-picked “science” in favor of universal masking but consistently disregarded any conflicting scientific opinions or research. You continue to double down on what you personally believe are the benefits of masking – and apparently masking to an arbitrary standard – without at all taking into account any of the risks that masking poses for our school children. You have implemented this masking policy because you *think* a mask *might* protect others from any virus that a child *might* be carrying. There are quite a few “maybes” in that equation. No amount of certainty and no attention paid to the negative consequences of masking our children.

I wish for this school board and this district administration to know that hundreds if not thousands of Appleton taxpayers DO NOT CONSENT to this treatment by our elected public servants. Your current masking policy has not been thoroughly vetted and proven to do more good than harm to our children and we therefore request that the district promptly move to a mask-optional policy to stop the mask discrimination that is being foisted upon district school children and your voting public.

I beg you, too, to stop patronizing the parents of this district with your presentations regarding the differences between two alphabet-soup teaching theologies which, boiled down, result in the same thing – a hyper-emphasis on the racial divides of the students in this district. While there is absolutely nothing wrong with teaching a broad view of the world from all cultural aspects and this can and should be explored and encouraged, this “culturally and linguistically responsive” (CLR) theology seems to grease the top of the slippery slope to critical race theory (CRT) which preaches future racism to right the wrongs of past racism. Parents in this district want our children to learn how to think critically, not what to think and when to think it or how to judge others by how different they are from themselves. We have been and will continue to thoroughly examine all of the teaching theologies for which our district is paying to indoctrinate our teachers and students. Our eyes are open and we will continue to pressure this school board and district administration to teach our children in ways our families deem appropriate or be subject to ousting via school board elections, recalls, and petitions.

I look forward to a response from you in this regard... any response. It would be right and appropriate for school board members and someone from this district’s administration to at least acknowledge receipt and reading of these comments as that has not yet happened in all the times I’ve submitted comment here and via email.

Sincerely,
Your Constituent
Sheri S Hartzheim

Public Input - September 27, 2021

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Email *

First Name: *

LORI

Last Name: *

BERNCICH

Address: *

City, State, Zip: *

Appleton

Subject: *

AASD COVID TESTING PROGRAM

Id like to address the Covid Test that AASD is using to validate Covid in our Staff and children .
The test that I'm questioning used by your contracted service is made by Exact Science Laboratories according to a phone call made to Novir by another concerned parent . You can find this information here to follow along with my comment.
<https://www.exactlabs.com/covid-19-testing-information>

- #1 Positive results are indicative of active infection but do not rule out bacterial infection or co-infection with other viruses. The agent detected may not be the definite cause of disease.
- #2 Negative results do not preclude SARS-CoV-2 infection and should not be used as the sole basis for patient management decisions. Negative results must be combined with clinical observations, patient history and epidemiological information.

DISCLAIMER SECTION :
It has not been cleared or approved by the US Food and Drug Administration (FDA). The FDA does not require this test to go through premarket FDA review. This test is used for clinical purposes. It should not be regarded as investigational or for research.

Positive and negative predictive values are highly dependent on prevalence. False negative test results are more likely during peak activity when prevalence of disease is high. False positive test results are more likely during periods of low influenza or SARS-CoV-2 activity when prevalence is moderate to low.

Optimum specimen types and timing for peak viral levels during infections caused by a influenza or SARS-CoV-2 virus have not been determined. Collection of multiple specimens from the same patient may be necessary to detect the viruses.

If SARS-CoV-2 or an influenza A or B virus mutates in the rRT-PCR target region, the specific novel virus may not be detected or may be detected less predictably.

The potential for the epidemiology and pathology of disease caused by a specific novel influenza virus or SARS-CoV-2 virus to affect test performance is not fully known.

For example, clinicians and laboratories may not know the optimum types of specimens to collect, and when during the course of infection these specimens are most likely to contain levels of virus that can be readily detected.

Detection of viral RNA may not indicate the presence of infectious virus or that influenza or SARS-CoV-2 viruses are the causative agent for clinical symptoms.

The performance of this test has not been established for monitoring treatment of influenza A, influenza B, or SARS-CoV-2 infection. The performance of this assay has not been established for screening of blood or blood products for the presence of influenza A, influenza B or SARS-CoV-2.

This assay cannot rule out diseases caused by other bacterial or viral pathogens.

With so many unknowns and uncertainties, Why are we relying on a test which is not only NOT approved by the FDA, but state that nothing about this test provides any claims of being accurate in providing information that this test does anything but tell us our child may have a common cold sore, or ear infection. How many 1000's of dollars are being wasted on this contract/test?

Our children are being sent home and denied an education, for test results that MAY OR MAY NOT BE COVID RELATED?
I'm hoping our dashboard numbers arent being reported to us using results of this test, or if they are maybe a Disclaimer should be added, that the dashboard MAY OR MAY NOT BE ACCURATE.

Please reconsider your decisions on all this unnecessary masking, testing, mitigation and lets get back to letting our childrens immune systems work and fight off their illnesses as it is suppose to be.

Thanks

National Hispanic Heritage Month

Each year, we observe National Hispanic Heritage Month from September 15th to October 15th, celebrating the histories, cultures, and contributions of American citizens with ancestors from Spain, Mexico, the Caribbean, and Central and South America. Generations of Hispanics have enriched every facet of our national identity, with traditions that reflect many diverse Hispanic/Latino ancestries.



The annual celebration is from September 15 to October 15. September 15 is the anniversary of the Independence of five Latina American countries: Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. Mexico celebrates its independence on September 16 and Chile follows suit on September 18.

Events

Cooking Class

Date: October 4th

Time: On the DEI web page

Place: Virtual

Event Description: Celebrate National Hispanic Heritage Month by spicing up your menu with the rich culinary influence of flavors. Cooking and eating is a great way to explore Latino culture and history. Come take part in a virtual cooking class where you will learn how to make authentic Latin American cuisine.

Loteria To EAST Latino Club

Date: October 14th

Time: 12:17 – 1:04 pm

Place: EAST Conference room

Event Description: Lotería, a bingo game that's over one hundred years old! Have fun, win prizes and enjoy a Mexican meal

Events

Salsa Night

Date: October 18th

Time: 5:00pm – 6:30pm

Place: East back commons

Event Description: Join us for a free dance lesson and celebrate with an evening of Salsa! This will be a chance to celebrate, dance and learn about culture. No dance experience required.

Registration: Max. 25 Please register:

[://www.eventbrite.com/e/salsa-night-tickets-170356103692?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb](https://www.eventbrite.com/e/salsa-night-tickets-170356103692?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb)

Life through the Hispanic lens of the LGBTQ community.

Date: October 25th

Time: 1:09- 1:56 pm

Place: EAST Auditorium

Event Description: Latino and LGBTQ + Intersectionality Roundtable. This event will be a roundtable featuring a panel made up of representatives of LGBTQ+ organizations. The concept of intersectionality and what it means to be both LGBTQ+ and Latino will be explored, allowing members of each community and allies to learn how to advocate for those communities.

Overview of Critical Race Theory (CRT) vs. Culturally & Linguistically Responsive (CLR) Instruction

Steve Harrison

Assistant Superintendent - Assessment,
Curriculum & Instruction





Learning Intentions

1. Develop common understanding of what [Critical Race Theory \(CRT\)](#) is/is not
2. Develop common understanding of what [Culturally & Linguistically Responsive Instruction \(CLR\)](#) is/is not
3. Understand CLR work in the AASD
4. Articulate our [Notices and Wonders](#)

**LEARNING
INTENTIONS**



MOTTO

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EVERY DAY**

VISION

**WORKING TOGETHER,
STUDENTS, FAMILIES, STAFF,
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TEACHING &
LEARNING**

**STUDENT
SUCCESS**

**FAMILY &
COMMUNITY
PARTNERSHIPS**

**RESOURCES &
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**ENSURE A SAFE,
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Instructional Context

[AASD Board Governance Policy OE.11](#) *(BOE adopted 6/14/21)*

“The superintendent shall provide a guaranteed and viable curricular program that offers challenging and relevant opportunities for all students to achieve the outcomes defined in the Board’s Results policies.”

The Superintendent will:

1. Assure that instructional programs are ***culturally responsive*** and accommodate the different needs, abilities, interests and personal goals of individual students.
2. Effectively assess each student’s academic performance, identifying and **appropriately addressing significant inequities and gaps** in achievement outcomes.



Instructional Context

Educational Materials Selection Policy 361.1

(BOE adopted 6/26/93, Amended 10/23/17)

“The District has the **responsibility to provide adequate materials and texts, which reflect the cultural diversity and pluralistic nature of the American society.** In addition, the District shall not discriminate in the selection and evaluation of instructional materials on the basis of sex, race, color, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, gender identify, gender expression, or physical, cognitive, emotional or learning disability in its education program and activities.”

[illegible]

What is Critical Race Theory (CRT)?

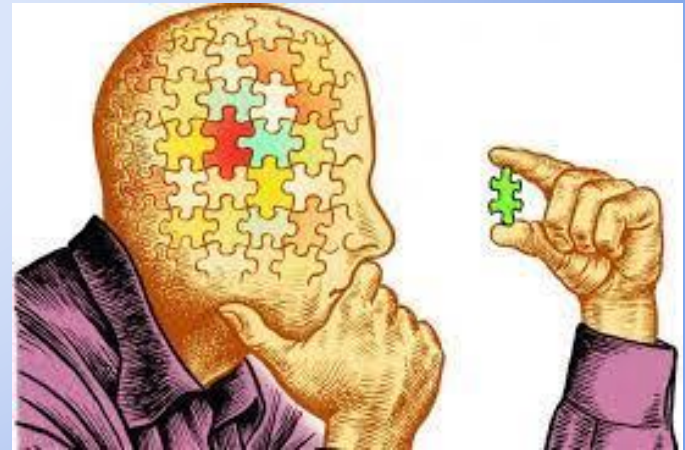
- Critical race theory is **an academic concept** that is more than 40 years old.
- The core idea is that **race is a social construct**, and that **racism is not** merely the **product of individual bias or prejudice**, but also something embedded in **legal systems and policies**.
- CRT is a body of legal scholarship and an academic movement of US **civil-rights** scholars and activists who seek to **critically examine the intersection of race and U.S. law** and to challenge mainstream **American** approaches to **racial justice**.

Historical Context of Critical Race Theory (CRT)

- The basic tenets of critical race theory, or CRT, emerged out of a framework for legal analysis in the late 1970s and early 1980s created by legal scholars Derrick Bell, Kimberlé Crenshaw, and Richard Delgado, among others.
- Origins stem from lack of diversity in teaching staff at Harvard University

The “Critical” in Critical Race Theory

- The term CRITICAL asks individuals to look critically at the **systems** to better understand the **inequities** and how they originated.
- **Analyzing systems, policies, and laws** to identify the root cause of racial inequities.



Key Tenets of Critical Race Theory (CRT)

1. Race is **socially constructed**.
2. Racism is **commonplace** for people of color.
3. **Listening to and understanding the lived experiences** of individuals is essential for understanding how racism works to create inequities in individual outcomes, including health.
4. CRT is a **commitment to social justice**. CRT as a framework acknowledges how all oppression interrelates and focuses on eradicating racism and other forms of oppression.

CRT Examples in other Contexts

- Death rate of black women during pregnancy compared to white women (3-4 times more likely)
- Incarceration rates of black people versus white people and for longer sentences (5 times more)
- Home values appraising lower for black people than for white people for comparable housing

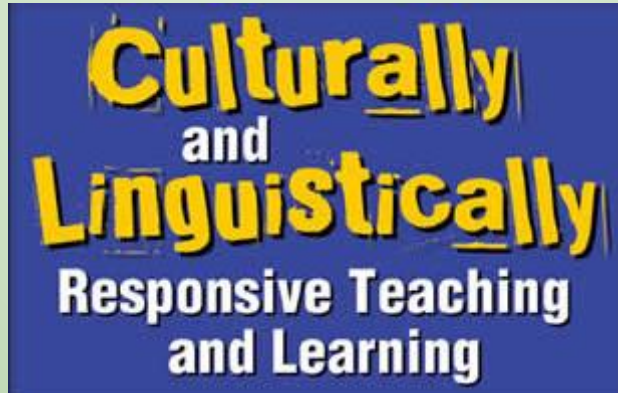
CRT Examples in other Education Contexts

- **Examining the disproportionality of:**
 - Overrepresentation of students of color in special education
 - Discipline referrals, suspension and expulsions of children of color
 - Exclusion from advanced programming and courses (opportunity gaps)

Critical Race Theory

Is not...	Is...
the same thing as Anti Bias, Anti Racism Education, Culturally Relevant Teaching, Diversity and Inclusion Training, Multicultural Education, Anti-Racism training	a theoretical framework used mostly in higher education. It is a practice - NOT an AASD K-12 curriculum or course.
a focus on racism as an individual act.	a focus on racism created by systems/structures , not by individuals..
blaming white people for all racial inequities in society and atrocities in the past	a recognition that race and racism are woven into the very fabric of our institutions and systems.
teaching students a socialist, communist, anti-American agenda.	a way to provide tools to think critically about issues of race, racism, and inequity.

Culturally & Linguistically Responsive (CLR) Teaching & Learning



Our Focus on Equity to Engage ALL Students



Rings of Culture

Students should be able to not only see themselves in the texts available for teaching and learning purposes, but view experiences outside of their own as well.



What is Culturally & Linguistically Responsive (CLR) Instruction?

“The **validation** and **affirmation** of the home (indigenous) culture and home language for the purposes of **building** and **bridging** the student to success in the culture of academia and mainstream society” (Hollie, 2012, p. 23).

- Anthropologically based, **not race-based**
- Intentionally includes language
- **CLR is a pedagogy** - “how” and “why” of teaching
- Teaching “to and through” the **strengths of students**

Culturally Responsive Education in Wisconsin

“Providing a culturally responsive environment in the classroom is important in building the bridge between home culture and school culture. Making sure all students can succeed means understanding students’ cultural beliefs and practices. By engaging in Culturally Responsive Practices, you are forming an understanding about the values, beliefs, and behaviors of people from cultures that may be different from your own. Culturally responsive practices account for and adapt to the broad diversity of race, language, and culture in Wisconsin schools and prepare all students for a multicultural world.”

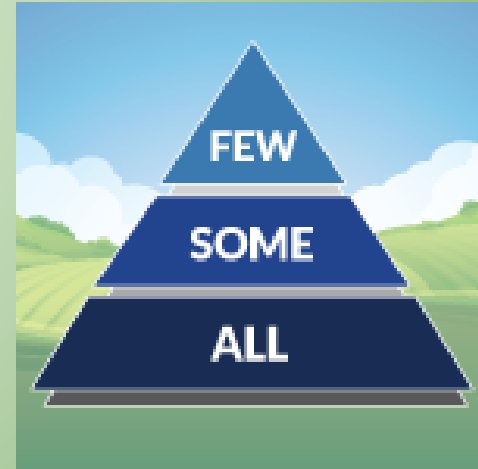
Wisconsin Department of Public Instruction



Equitable Schools Are High-Performing Schools

With greater cultural competence, educators develop a greater understanding and appreciation of the range of backgrounds represented by students and adults at their school and improve their capacity to engage, challenge, and support students.

-- SONIA CAUS GLEASON AND NANCY GERZON



CLR's Implications for Instructional Materials



“... when children cannot find themselves reflected in the books they read, or when the images they see are distorted, negative, or laughable, they learn a powerful lesson about how they are devalued in the society of which they are a part” (Bishop, 2009).

Stories can be MIRRORS and WINDOWS.



Mirrors - When we **see ourselves and our lives** reflected in the stories we read. We can understand these stories in a different way. These stories can **help us feel less alone** in the world.

Windows - When we **see into the lives of people whose lives are different than our own** through the stories we read. These stories can help us to better understand other people and our world. These stories can **help us to develop empathy**.

Culturally & Linguistically Responsive (CLR) Teaching

Is not...	Is...
Critical Race Theory	a pedagogy - “how” and “why” of teaching
creating a single story	building an understanding of the diversity that exists within a racial or cultural group and knowing the overall backgrounds in the classroom.
having a “bag of tricks” to use with particular racial groups.	building a bridge between what students know and understand and the new, unfamiliar content you are teaching.
focusing on racial differences in the classroom	about developing what we call “ a cultural eye,” a way to look at the cultural differences in the classroom and respond to them positively and constructively.

CLR Work in the AASD

- Approved at 4/10/17 P&S as a strategy within the AASD Equity Plan (2017)
- CLR Board Workshop - December 19, 2018
- Our Culturally and Linguistically Responsive (CLR) journey began with Dr. Sharroky Hollie during the 2016-17 school year. Over the course of the last few years, educators have had opportunities to attend multiple workshops and to participate in CLR coaching at several school sites. At the start of the 2018-19 school year, all AASD staff attended *Foundation Day One: A Focus on Culture* with Dr. Hollie.
- Implementation of CLR Champions in the AASD - Spring 2019
- CLR Institute - Summer 2020, 2021
- CLR Classroom Management training with Dr. Hollie - October 2020

Validate

- Make **legitimate** that which the institution (school) and mainstream have made illegitimate through negative labels.
- To **validate** is to provide a counter narrative to students letting them know in explicit terms they are not those labels.

Affirm

- Affirmation is the intentional and purposeful effort to reverse the negative stereotypes, images and representations by **intentionally providing images, texts and narratives that give students alternative perspectives.**

Build

- Making the **connections between the home culture/language and the school culture/language** through instructional strategy and activity.
- Building is understanding and recognizing the cultural and linguistic behaviors of students and using those behaviors to **foster rapport and relationships with the students**. You are making an investment.

Bridge

- Giving **opportunities for situational appropriateness** or utilizing appropriate cultural or linguistic behavior.
- Bridging is **providing the academic and social skills** that students will need to have **success beyond your classroom**.

How are we progress monitoring?



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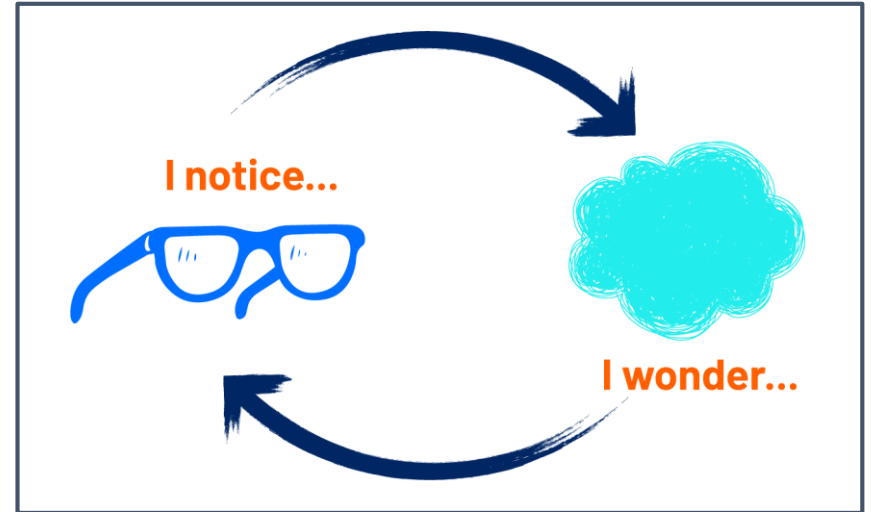
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Notices & Wonders

Board Processing Document



Appleton Area School District
Operational Expectations Interpretation & Indicators Document
OE-2 Emergency Superintendent Succession

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy OE-2, Emergency Superintendent Succession, I certify the proceeding interpretations and indicators to be accurate and complete and reasonable.

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, provide assurance that I have made sufficient arrangements to provide for the safety and well being of students and staff, should I be unavailable due to an emergency situation.

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy OE-2, Emergency Superintendent Succession, 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 –2 Emergency Superintendent Succession	Superintendent	
The Superintendent shall designate at least one other executive staff member who is familiar with the Board’s governance process and issues of current concern and is capable of assuming Superintendent responsibilities on an emergency basis.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: The board values having an administrator who can assume the Superintendent’s role on a temporary basis that is knowledgeable about the challenges to the district and knows and understands how the board governs. • An executive staff member shall mean a member of the District’s Leadership Team. • Familiar with the Board’s governance process shall mean understanding of how the board governs and the expectations related to the monitoring and reporting process as outlined in the Board’s Annual Work Plan. • Emergency basis shall mean a period of time when the Superintendent is not available by any means and a decision that normally falls under the Superintendent’s purview must be made to ensure the safety and welfare of students and District personnel, or should such a decision not be made during this period; the District’s interests will be substantially damaged. The emergency would end upon the reestablishment of communication with the Superintendent, or, if the Superintendent is deemed by the School Board as incapable of resuming responsibilities, until the School Board appoints an interim Superintendent. SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • The Superintendent prepares an emergency succession list with two positions with superintendent certification that will step in for the Superintendent on a temporary emergency basis and presents such a list to members of the Board and members of the District Leadership Team. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

**Appleton Area School District
Operational Expectations Interpretation & Indicators Document
OE 4 Personnel Administration**

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy OE 4, Personnel Administration, I certify the proceeding interpretations and indicators to be accurate and complete and reasonable.

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, will provide evidence to the Board that the Superintendent assures the recruitment, employment, development, evaluation and compensation of district employees in a manner necessary to enable the district to achieve its **Results** policies. Indicators are informed by best practice, follow all legal requirements, and align with other applicable OE and Results policies. While monitoring will largely be accomplished by internal reporting it will also incorporate board inspection, as appropriate.

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy OE 4, Personnel Administration, 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 –4 Personnel Administration		Superintendent	
The Superintendent shall assure the recruitment, employment, development, evaluation and compensation of district employees in a manner necessary to enable the district to achieve its Results policies.		In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: The Board values all district employees and the contributions each one makes to achieving the Results. The Board also recognizes the importance of recruiting, employing, and retaining the best employees for our district. The Board values investing in employees, both financially and in their ongoing development, as a means to achieve our Results and maintain effective and high-quality personnel. • Recruitment shall mean to attract and select the most highly qualified candidates to contribute to a safe, welcoming, and inclusive work environment for the purpose of student success. • Employment shall mean work defined by the District for anyone who receives monetary compensation for services rendered excluding contracted services. • Development shall mean providing staff with orientation, mentoring, coaching, and/or professional development that enables employees to strengthen their knowledge, skills, and ability to perform their assigned position or advance within the organization. • Evaluation shall mean a fair, credible, effective, and consistent process that assesses the effectiveness of the employee's performance that provides feedback, recognition, and applicable support to facilitate continuous improvement and growth. • Compensation shall mean salary or wages and benefits. • District employee means anyone who receives compensation in exchange for services. • Results policies shall mean outcomes as defined in R-01.			
OE – 4.1 The Superintendent will assure that no person is employed by the district without first clearing thorough background inquiries and checks.		In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Background checks (for employees) shall mean utilizing a criminal background check vendor (Background Investigation Bureau - BIB) which includes county court records, state repository records, federal records, Criminal Records Database (CRD), national Sex Offender Registry, Security Watch list, and international records, CCAP, Wisconsin-Division of Law Enforcement Services (if applicable), and Department of Public Instruction (DPI) license verification.			

• Inquiries for employees shall mean reference checks and verification of employment eligibility prior to hiring.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • 100% of new employees hired have successfully cleared all applicable background checks prior to their start date as documented by HR records. • No fewer than 2 reference checks are conducted for all new professional and support staff hires prior to official offer of employment as documented by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.2 The Superintendent will assure that no volunteer has unsupervised contact with students without first clearing reasonable background inquiries and checks.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Volunteer shall mean an individual who provides a service without expectation of payment. • Reasonable background checks (for volunteers) shall mean utilizing a criminal background check vendor (Background Investigation Bureau - BIB) which includes county court records, state repository records, federal records, Criminal Records Database (CRD), national Sex Offender Registry, Security Watch list, and international records, CCAP, Wisconsin-Division of Law Enforcement Services (if applicable). • Contact shall mean any opportunity for which a volunteer has to be with students. • Unsupervised contact shall mean contact with a student without Appleton Area School District staff present to supervise or monitor activities.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:		

Satisfactory background checks are completed for all volunteers who have unsupervised contact with AASD students as documented by School Services records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.3 The Superintendent will select only highly qualified and the best-suited candidates for all positions.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Highly qualified shall mean for those positions that require a credential that the individual holds a valid teaching license or certification in a specified area and have the necessary experience, skills, and competencies expressed in the job description validated through the selection process. Best-suited shall mean the candidate selected for any position in the District meets the criteria of the position, and expectations of the hiring administrator, Chief HR Officer and/or Superintendent, is a good “fit” for the position, and who is also within the district’s salary range.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: The internal process for hiring includes the following performance data inputs: application, credentials (resume, letters of reference, or certifications), screening process, interview, and reference checks as documented through HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.4 The Superintendent will actively recruit employees who reflect the diversity of the student population.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation:		

• Actively recruit shall mean advertising positions and outreach designed to attract diverse candidates. • Diversity of student populations shall mean the characteristics in terms of gender, sexual orientation, race, age, ability, socioeconomic status, and language represented in the Appleton Area School District student population.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • HR records show evidence of advertisements and outreach to diverse candidates. • The number of diverse candidates will increase to better reflect the AASD school community as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.5 The Superintendent will administer clear personnel rules and procedures for employees.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Administer shall mean to supervise or oversee that personnel rules and procedures are followed. • Clear shall mean personnel rules and procedures are communicated, easily understood, and accessible to employees. • Rules and procedures shall mean the applicable laws, Board, and District policies that communicate the employment expectations for all District personnel.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • 95% of employees annually acknowledge their understanding and review of the Employee Handbook that details and communicates personnel rules and procedures as evidenced through HR records.		

100% of significant non-compliance of staff will be addressed, documented, and communicated to staff in writing as documented through HR records. ~~The number of individual employees with incidents of non-compliance with personnel rules and procedures shall not exceed 3% of total employees as documented through employee discipline records.~~ SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.6 The Superintendent will effectively handle formal complaints and concerns.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Effectively handle shall mean investigate promptly, accurately with consideration and professionalism, with appropriate corrective action taken when warranted. Formal complaints and concerns shall mean formal, written personnel complaints or grievances related to sexual harassment, discrimination claims, handbook violations, Board and District policies and procedures, and possible violations of state and federal laws.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: 100% of formal written employee complaints and grievances are resolved or handled in accordance with District policy and associated Employee Handbook policies as documented in HR records. - No administrative or judicial entity with the authority to make rulings in personnel cases finds the District in violation of the Equal Employment Opportunity Commission (EEOC) or the District's personnel rules and procedures as evidenced by records kept by the Superintendent's office. - If the District is directed to take corrective action by the Equal Employment Opportunity Commission (EEOC); completion of the requirement(s) will be documented by the Human Resources Office. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

OE – 4.7 The Superintendent will maintain adequate job descriptions for all staff positions.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Maintain shall mean to keep current, accurate, and available. • Adequate shall mean job descriptions reflect the essential functions, knowledge, skills, and abilities of the responsibilities and tasks performed.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All job descriptions are accessible internally via the intranet and externally attached to job postings as documented through HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.8 The Superintendent will protect confidential information.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Protect shall mean to secure, keep safe, and preserve employee confidential information. Access to employee information follows federal and state laws, including Health Insurance Portability and Accountability Act (HIPPA). • Confidential shall mean protected District or personal information related to staff not typically expected to be shared for any reason.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All documented reports of breach of confidentiality by any District staff member have been investigated and appropriate action taken as documented through HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

OE – 4.9 The Superintendent will assure that compensation and benefit plans attract and retain high quality employees by compensating employees, within available resources, in a manner consistent with the applicable marketplace, including but not limited to organizations of comparable size and type.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Compensation shall mean wages in the form of salary for exempt staff and hourly wages for non-exempt staff. • Benefit plans shall mean health and other insurance, employee leave, wellness and similar programs to support employees in their personal lives. • High quality shall mean those who are evaluated as effective or higher based on the District's evaluation criteria. • Within available resources shall mean fiscally viable within the budget. • In a manner consistent with the applicable marketplace means wages are reflective of those received for similar work in other school districts and businesses (where applicable).		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • ~~Maintain an employee turnover rate that is at or below 11% as evidenced by HR records.~~ • The District is competitive in the benefit package offered when compared to surrounding districts as evidenced by HR Benefits Study documents. • The District maintains competitive compensation when compared to surrounding districts as evidenced by HR Compensation Benefits Study documents. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

OE – 4.10 The Superintendent will be consistent with their own evaluation, evaluating all employee performance according to their contribution toward achieving the Board's Results policies and their compliance with the Board's Operational Expectations policies.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Consistent with Superintendent Evaluation shall mean that all employees are evaluated as aligned with the Results policies and in adherence to Operational Expectations. • Evaluating shall mean assessing employee performance through observations, goal setting, and progress monitoring. • Compliance shall mean district employees are assessed using appropriate evaluation instruments that include a focus on applicable Operational Expectations and Results.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • 100% of eligible educators are evaluated on cycle in accordance with the Department of Public Instruction Educator Effectiveness System on the Charlotte Danielson Instructional Framework. • 100% of all administrators are evaluated on cycle. Principals and assistant principals are evaluated as outlined by the Department of Public Instruction -Wisconsin Framework for Principal Leadership, District Leadership Team members are evaluated using the AASD Superintendent Evaluation, and all other administrators are evaluated on AASD Administrator Evaluation forms. • All support personnel are evaluated on cycle using the AASD Evaluation tool that aligns with Operational Expectations. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

OE – 4.11 The Superintendent will assure that all staff members are qualified and trained to perform the responsibilities assigned to them.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Qualified shall mean that district employees will meet district-determined criteria and that employees maintain the license, certification, or skills required by the position. • Trained shall mean employees are prepared to accomplish work related tasks and that employees will work to continuously improve their knowledge, skills, and ability to perform their assigned position.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All professional educators and administrators will be appropriately licensed by the Wisconsin Department of Public Instruction (DPI) as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.12 The Superintendent will maintain an organizational culture that positively impacts the ability of staff to responsibly perform their jobs and allows them to work in an environment of professional support and courtesy.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Maintain shall mean faithfully encourage and foster. • Organizational culture shall mean the system of shared beliefs, values, and norms that influence employee behavior in the District. • Responsibly perform their jobs shall mean fulfill their obligations and responsibilities outlined in the job description and meet the expectations of their supervising administrator. • Professional support and courtesy shall mean a respectful workplace free of hostility and void of harassment and discrimination.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:		

- Employee Engagement Survey results show that 70% of staff respondents agree that their supervisor demonstrates a genuine concern for their welfare. - Employee Engagement Survey results show that 70% of staff respondents agree that their principal/supervisor provides them with good processes and resources to do their jobs. - Employee Engagement Survey results show that 70% of staff respondents agree that their principal/supervisor provides them with the support needed to accomplish their work objectives. - All formal written employee complaints of harrassment/discrimination (including grievances) are addressed and resolved according to district policy as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.13 The Superintendent will reasonably include personnel in decisions that affect them.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Reasonably shall mean when feasibly possible either by survey, focus groups, workgroups, or through employee relations. Decisions that affect them shall mean decisions that could impact people directly or indirectly.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: 70% of employees respond that they feel they have been included in decisions that affect them on the Employee Engagement Survey. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

OE – 4.14 The Superintendent will establish reduction in force procedures that provide for attrition as the first line of staff reduction, provided that essential programs are not negatively impacted.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Reduction in force shall mean eliminating a position(s) without replacing the position resulting in a reduction of total Full Time Equivalencies (FTEs) • Procedures shall mean practices. • Attrition shall mean to not replace a vacancy that occurs from a resignation or retirement or dismissal of an employee. • Essential Programs shall mean courses, programs or services required through board/district/school policies, state statute, or federal law. • Negatively impacted shall mean eliminated or a reduction of services.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • There are written procedures that provide for attrition as the first line of staff reduction as documented in HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.15 The Superintendent may not retaliate against any employee for initiating a legitimate complaint based upon an alleged violation of Board governing policy.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Initiating shall mean bringing a written complaint. • Retaliate shall mean to act in revenge.		

• Legitimate complaint shall mean a written statement of all claims that is neither fictitious nor false. • Alleged violations shall mean a claim of an infringement of policy or law that has not been confirmed or proven. • Board governing policy shall mean written Board/District/School policies		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All formal written employee complaints reported (according to the district policies and procedures) to the Office of the Superintendent are investigated without any retaliation toward the reporting employee as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

ITEM FOR CONSIDERATION

Topic: 2021-22 Approval of an Application for an Overnight Trip Within the Contiguous 48 States and DC

Background Information: Overnight trips, excursions and other travel are considered logical extensions of the educational experiences provided for students. These trips will be planned and conducted in accordance with procedures listed in the Field Trips, Co-Curricular Trips, and Excursions policy 352 and 352-Rule.

School	Staff Member(s)	Class or Group	Destination	Dates of Trip	School Days Missed	Approx. Cost Per Student
East High School	Joe Lachapell	Girls Varsity Basketball	Minneapolis, MN	12/03/21 – 12/05/21	.5	\$0

Fiscal Note: Fees for trips will vary from school-to-school. In most cases, parents, fundraising, grants, PTA, and scholarships will help pay for costs.

Administrative Recommendation: Approval of the attached application for an overnight trip within the contiguous forty-eight states and DC.

Instructional Impact: Trips must substantially contribute to the learning objectives of the curriculum or stated objectives of the group. The students will experience learning opportunities unavailable in the classroom.

Contact Person: Mike Hernandez, hernandezmicha@asds.k12.wi.us, 997-1399 ext. 2027

ITEM FOR CONSIDERATION

Topic: 2021-22 Approval of an Application for an Overnight Multi-Year Trip

**Background
Information:**

Overnight trips, excursions and other travel are considered logical extensions of the educational experiences provided for students. These trips will be planned and conducted in accordance with procedures listed in the Field Trips, Co-Curricular Trips, and Excursions policy 352 and 352-Rule.

Multi-Year Trips are those trips that recur annually or biannually. Upon approval, these trips do not need to be re-approved in subsequent years, unless the length of the time of the trip, or the destination of the trip changes, in which case application must be resubmitted. However, the Board reserves the right to rescind approval if conditions change or the value of the trip becomes questionable.

School	Staff Member(s)	Class or Group	Destination	Month of Trip	School Days Missed	Approx. Cost Per Student
North High School	Scott Clough	Wrestling Grades 9-12	UW-Whitewater	December	0	\$0

Fiscal

Note: Fees for trips will vary from school-to-school. In most cases, parents, fundraising, grants, PTA, and environmental scholarships will help pay for costs.

Administrative

Recommendation: Approval of the attached application for an overnight multi-year trip.

Instructional

Impact: Trips must substantially contribute to the learning objectives of the curriculum or stated objectives of the group. The students will experience learning opportunities unavailable in the classroom.

Contact

Person: Mike Hernandez, hernandezmicha@asd.k12.wi.us, 997-1399 ext. 2027

Appleton Area School District
Operational Expectations Interpretation & Indicators Document
OE-2 Emergency Superintendent Succession

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy OE-2, Emergency Superintendent Succession, I certify the proceeding interpretations and indicators to be accurate and complete and reasonable.

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, provide assurance that I have made sufficient arrangements to provide for the safety and well being of students and staff, should I be unavailable due to an emergency situation.

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy OE-2, Emergency Superintendent Succession, 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 –2 Emergency Superintendent Succession	Superintendent	
The Superintendent shall designate at least one other executive staff member who is familiar with the Board’s governance process and issues of current concern and is capable of assuming Superintendent responsibilities on an emergency basis.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: The board values having an administrator who can assume the Superintendent’s role on a temporary basis that is knowledgeable about the challenges to the district and knows and understands how the board governs. • An executive staff member shall mean a member of the District’s Leadership Team. • Familiar with the Board’s governance process shall mean understanding of how the board governs and the expectations related to the monitoring and reporting process as outlined in the Board’s Annual Work Plan. • Emergency basis shall mean a period of time when the Superintendent is not available by any means and a decision that normally falls under the Superintendent’s purview must be made to ensure the safety and welfare of students and District personnel, or should such a decision not be made during this period; the District’s interests will be substantially damaged. The emergency would end upon the reestablishment of communication with the Superintendent, or, if the Superintendent is deemed by the School Board as incapable of resuming responsibilities, until the School Board appoints an interim Superintendent. SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • The Superintendent prepares an emergency succession list with two positions with superintendent certification that will step in for the Superintendent on a temporary emergency basis and presents such a list to members of the Board and members of the District Leadership Team. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

Appleton Area School District
Operational Expectations Interpretation & Indicators Document
OE 4 Personnel Administration

SUPERINTENDENT CERTIFICATION:

With respect to Operational Expectations Policy OE 4, Personnel Administration, I certify the proceeding interpretations and indicators to be accurate and complete and reasonable.

Executive Summary/Analysis:

The interpretations and indicators, as submitted below, will provide evidence to the Board that the Superintendent assures the recruitment, employment, development, evaluation and compensation of district employees in a manner necessary to enable the district to achieve its **Results** policies. Indicators are informed by best practice, follow all legal requirements, and align with other applicable OE and Results policies. While monitoring will largely be accomplished by internal reporting it will also incorporate board inspection, as appropriate.

Signed: _____ Date: _____
Superintendent

BOARD ACTION:

With respect to Operational Expectations Policy OE 4, Personnel Administration, 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 –4 Personnel Administration		Superintendent	
The Superintendent shall assure the recruitment, employment, development, evaluation and compensation of district employees in a manner necessary to enable the district to achieve its Results policies.		In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: The Board values all district employees and the contributions each one makes to achieving the Results. The Board also recognizes the importance of recruiting, employing, and retaining the best employees for our district. The Board values investing in employees, both financially and in their ongoing development, as a means to achieve our Results and maintain effective and high-quality personnel. • Recruitment shall mean to attract and select the most highly qualified candidates to contribute to a safe, welcoming, and inclusive work environment for the purpose of student success. • Employment shall mean work defined by the District for anyone who receives monetary compensation for services rendered excluding contracted services. • Development shall mean providing staff with orientation, mentoring, coaching, and/or professional development that enables employees to strengthen their knowledge, skills, and ability to perform their assigned position or advance within the organization. • Evaluation shall mean a fair, credible, effective, and consistent process that assesses the effectiveness of the employee's performance that provides feedback, recognition, and applicable support to facilitate continuous improvement and growth. • Compensation shall mean salary or wages and benefits. • District employee means anyone who receives compensation in exchange for services. • Results policies shall mean outcomes as defined in R-01.			
OE – 4.1 The Superintendent will assure that no person is employed by the district without first clearing thorough background inquiries and checks.		In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Background checks (for employees) shall mean utilizing a criminal background check vendor (Background Investigation Bureau - BIB) which includes county court records, state repository records, federal records, Criminal Records Database (CRD), national Sex Offender Registry, Security Watch list, and international records, CCAP, Wisconsin-Division of Law Enforcement Services (if applicable), and Department of Public Instruction (DPI) license verification.			

• Inquiries for employees shall mean reference checks and verification of employment eligibility prior to hiring.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • 100% of new employees hired have successfully cleared all applicable background checks prior to their start date as documented by HR records. • No fewer than 2 reference checks are conducted for all new professional and support staff hires prior to official offer of employment as documented by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.2 The Superintendent will assure that no volunteer has unsupervised contact with students without first clearing reasonable background inquiries and checks.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Volunteer shall mean an individual who provides a service without expectation of payment. • Reasonable background checks (for volunteers) shall mean utilizing a criminal background check vendor (Background Investigation Bureau - BIB) which includes county court records, state repository records, federal records, Criminal Records Database (CRD), national Sex Offender Registry, Security Watch list, and international records, CCAP, Wisconsin-Division of Law Enforcement Services (if applicable). • Contact shall mean any opportunity for which a volunteer has to be with students. • Unsupervised contact shall mean contact with a student without Appleton Area School District staff present to supervise or monitor activities.		
SUPERINTENDENT Indicators of Compliance:		

We will know we are compliant when: Satisfactory background checks are completed for all volunteers who have unsupervised contact with AASD students as documented by School Services records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.3 The Superintendent will select only highly qualified and the best-suited candidates for all positions.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Highly qualified shall mean for those positions that require a credential that the individual holds a valid teaching license or certification in a specified area and have the necessary experience, skills, and competencies expressed in the job description validated through the selection process. Best-suited shall mean the candidate selected for any position in the District meets the criteria of the position, and expectations of the hiring administrator, Chief HR Officer and/or Superintendent, is a good “fit” for the position, and who is also within the district’s salary range.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: The internal process for hiring includes the following performance data inputs: application, credentials (resume, letters of reference, or certifications), screening process, interview, and reference checks as documented through HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

OE – 4.4 The Superintendent will actively recruit employees who reflect the diversity of the student population.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Actively recruit shall mean advertising positions and outreach designed to attract diverse candidates. • Diversity of student populations shall mean the characteristics in terms of gender, sexual orientation, race, age, ability, socioeconomic status, and language represented in the Appleton Area School District student population.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • HR records show evidence of advertisements and outreach to diverse candidates. • The number of diverse candidates will increase to better reflect the AASD school community as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.5 The Superintendent will administer clear personnel rules and procedures for employees.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Administer shall mean to supervise or oversee that personnel rules and procedures are followed. • Clear shall mean personnel rules and procedures are communicated, easily understood, and accessible to employees. • Rules and procedures shall mean the applicable laws, Board, and District policies that communicate the employment expectations for all District personnel.		

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: 95% of employees annually acknowledge their understanding and review of the Employee Handbook that details and communicates personnel rules and procedures as evidenced through HR records. 100% of significant non-compliance of staff will be addressed, documented, and communicated to staff in writing as documented through HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.6 The Superintendent will effectively handle formal complaints and concerns.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Effectively handle shall mean investigate promptly, accurately with consideration and professionalism, with appropriate corrective action taken when warranted. Formal complaints and concerns shall mean formal, written personnel complaints or grievances related to sexual harassment, discrimination claims, handbook violations, Board and District policies and procedures, and possible violations of state and federal laws.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: 100% of formal written employee complaints and grievances are resolved or handled in accordance with District policy and associated Employee Handbook policies as documented in HR records. - No administrative or judicial entity with the authority to make rulings in personnel cases finds the District in violation of the Equal Employment Opportunity Commission (EEOC) or the District's personnel rules and procedures as evidenced by records kept by the Superintendent's office. - If the District is directed to take corrective action by the Equal Employment Opportunity Commission (EEOC); completion of the requirement(s) will be documented by the Human Resources Office.		

SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.7 The Superintendent will maintain adequate job descriptions for all staff positions.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Maintain shall mean to keep current, accurate, and available. • Adequate shall mean job descriptions reflect the essential functions, knowledge, skills, and abilities of the responsibilities and tasks performed.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All job descriptions are accessible internally via the intranet and externally attached to job postings as documented through HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.8 The Superintendent will protect confidential information.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Protect shall mean to secure, keep safe, and preserve employee confidential information. Access to employee information follows federal and state laws, including Health Insurance Portability and Accountability Act (HIPPA). • Confidential shall mean protected District or personal information related to staff not typically expected to be shared for any reason.		

SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All documented reports of breach of confidentiality by any District staff member have been investigated and appropriate action taken as documented through HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.9 The Superintendent will assure that compensation and benefit plans attract and retain high quality employees by compensating employees, within available resources, in a manner consistent with the applicable marketplace, including but not limited to organizations of comparable size and type.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Compensation shall mean wages in the form of salary for exempt staff and hourly wages for non-exempt staff. • Benefit plans shall mean health and other insurance, employee leave, wellness and similar programs to support employees in their personal lives. • High quality shall mean those who are evaluated as effective or higher based on the District's evaluation criteria. • Within available resources shall mean fiscally viable within the budget. • In a manner consistent with the applicable marketplace means wages are reflective of those received for similar work in other school districts and businesses (where applicable).		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • The District is competitive in the benefit package offered when compared to surrounding districts as evidenced by HR Benefits Study documents. • The District maintains competitive compensation when compared to surrounding districts as evidenced by HR Compensation ~~Benefits~~ Study documents.		

SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.10 The Superintendent will be consistent with their own evaluation, evaluating all employee performance according to their contribution toward achieving the Board's Results policies and their compliance with the Board's Operational Expectations policies.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Consistent with Superintendent Evaluation shall mean that all employees are evaluated as aligned with the Results policies and in adherence to Operational Expectations. • Evaluating shall mean assessing employee performance through observations, goal setting, and progress monitoring. • Compliance shall mean district employees are assessed using appropriate evaluation instruments that include a focus on applicable Operational Expectations and Results.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • 100% of eligible educators are evaluated on cycle in accordance with the Department of Public Instruction Educator Effectiveness System on the Charlotte Danielson Instructional Framework. • 100% of all administrators are evaluated on cycle. Principals and assistant principals are evaluated as outlined by the Department of Public Instruction -Wisconsin Framework for Principal Leadership, District Leadership Team members are evaluated using the AASD Superintendent Evaluation, and all other administrators are evaluated on AASD Administrator Evaluation forms. • All support personnel are evaluated on cycle using the AASD Evaluation tool that aligns with Operational Expectations. SUPERINTENDENT Evidence of Compliance:		

Board Comments:		
OE – 4.11 The Superintendent will assure that all staff members are qualified and trained to perform the responsibilities assigned to them.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Qualified shall mean that district employees will meet district-determined criteria and that employees maintain the license, certification, or skills required by the position. • Trained shall mean employees are prepared to accomplish work related tasks and that employees will work to continuously improve their knowledge, skills, and ability to perform their assigned position.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All professional educators and administrators will be appropriately licensed by the Wisconsin Department of Public Instruction (DPI) as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.12 The Superintendent will maintain an organizational culture that positively impacts the ability of staff to responsibly perform their jobs and allows them to work in an environment of professional support and courtesy.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Maintain shall mean faithfully encourage and foster. • Organizational culture shall mean the system of shared beliefs, values, and norms that influence employee behavior in the District.		

• Responsibly perform their jobs shall mean fulfill their obligations and responsibilities outlined in the job description and meet the expectations of their supervising administrator. • Professional support and courtesy shall mean a respectful workplace free of hostility and void of harassment and discrimination.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • Employee Engagement Survey results show that 70% of staff respondents agree that their principal/supervisor provides them with good processes and resources to do their jobs. • Employee Engagement Survey results show that 70% of staff respondents agree that their principal/supervisor provides them with the support needed to accomplish their work objectives. • All formal written employee complaints of harassment/discrimination (including grievances) are addressed and resolved according to district policy as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.13 The Superintendent will reasonably include personnel in decisions that affect them.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Reasonably shall mean when feasibly possible either by survey, focus groups, workgroups, or through employee relations. • Decisions that affect them shall mean decisions that could impact people directly or indirectly.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when:		

70% of employees respond that they feel they have been included in decisions that affect them on the Employee Engagement Survey. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		
OE – 4.14 The Superintendent will establish reduction in force procedures that provide for attrition as the first line of staff reduction, provided that essential programs are not negatively impacted.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: Reduction in force shall mean eliminating a position(s) without replacing the position resulting in a reduction of total Full Time Equivalencies (FTEs) Procedures shall mean practices. Attrition shall mean to not replace a vacancy that occurs from a resignation or retirement or dismissal of an employee. Essential Programs shall mean courses, programs or services required through board/district/school policies, state statute, or federal law. Negatively impacted shall mean eliminated or a reduction of services.		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: There are written procedures that provide for attrition as the first line of staff reduction as documented in HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

OE – 4.15 The Superintendent may not retaliate against any employee for initiating a legitimate complaint based upon an alleged violation of Board governing policy.	In Compliance	Not In Compliance
SUPERINTENDENT Interpretation: • Initiating shall mean bringing a written complaint. • Retaliate shall mean to act in revenge. • Legitimate complaint shall mean a written statement of all claims that is neither fictitious nor false. • Alleged violations shall mean a claim of an infringement of policy or law that has not been confirmed or proven. • Board governing policy shall mean written Board/District/School policies		
SUPERINTENDENT Indicators of Compliance: We will know we are compliant when: • All formal written employee complaints reported (according to the district policies and procedures) to the Office of the Superintendent are investigated without any retaliation toward the reporting employee as evidenced by HR records. SUPERINTENDENT Evidence of Compliance:		
Board Comments:		

ITEM FOR CONSIDERATION

TOPIC: 2021 Gifts to the District

BACKGROUND INFORMATION: The attached list has been designated as Gifts/Grants to the District.

FISCAL IMPACT: Cash contributions totaling \$367,205.29; Goods/Services contributions totaling \$15,069.20; total contributions in the amount of \$382,274.49.

ADMINISTRATIVE RECOMMENDATION: Acceptance of the gifts with gratitude. Letters will be sent from the Board President expressing appreciation.

CONTACT PERSON: Judy Baseman, 832-6126

BOE DATE: 09/27/21

Appleton Area School District

Board Meeting Date: September 27, 2021

Contributor	Recipient	Use	Cash	Goods/ Services	Total
AAA Foundation for Traffic Safety	Johnston Elementary	Safety Patrol Program learning materials and equipment	\$ 500.00		\$ 500.00
Appleton Citywide Parent Network (SPEAK Grant)	Berry Elementary	Classroom library and mentor texts that are rich in diversity	\$ 400.79		\$ 400.79
Appleton Citywide Parent Network (SPEAK Grant)	McKinley Elementary	Books to enhance 3rd grade classroom library	\$ 400.00		\$ 400.00
Appleton Citywide Parent Network (SPEAK Grant)	McKinley Elementary	Books for Special Ed. classroom	\$ 412.50		\$ 412.50
Appleton Citywide Parent Network (SPEAK Grant)	Appleton Bilingual School	Writing materials to publish books for 3rd grade classroom	\$ 363.00		\$ 363.00
Appleton Education Foundation	AASD	Community Schools expansion	\$ 25,000.00		\$ 25,000.00
Appleton Education Foundation (VNS Fund)	Valley New School	Educational enhancements	\$ 2,179.00		\$ 2,179.00
Appleton Education Foundation (NEW Apple Corps Robotics and Tesla Engineering Funds)	East High School	Mills for East Manufacturing Lab	\$ 17,102.00		\$ 17,102.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Richmond Elementary	KP math tiles	\$ 2,050.00		\$ 2,050.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Johnston Elementary	Inclusive Playground	\$ 300.00		\$ 300.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Kaleidoscope Academy	Professional Development	\$ 700.00		\$ 700.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Badger Elementary	Post-high school exploration	\$ 1,300.00		\$ 1,300.00
Appleton Education Foundation (2021 Golf Knowledge Open)	West High School	Student Book Club	\$ 2,050.00		\$ 2,050.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Ferber Elementary School	Sensory room	\$ 2,550.00		\$ 2,550.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Einstein Middle School	Student clubs	\$ 1,025.00		\$ 1,025.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Jefferson Elementary	Fitness/Sensory Room and Fit-in 15 Program	\$ 1,175.00		\$ 1,175.00
Appleton Education Foundation (Donor Pass through)	Franklin Elementary	Tree in memory of former principal, Mr. Goree	\$ 275.00		\$ 275.00
Appleton Education Foundation	Ferber Elementary	Unrestricted use	\$ 200.00		\$ 200.00
Appleton Education Foundation (2021 Golf Knowledge Open)	Houdini Elementary	Active hallway paths	\$ 850.00		\$ 850.00
Appleton Education Foundation (2021 Golf Knowledge Open)	East High School	Professional Development	\$ 1,875.00		\$ 1,875.00
Appleton Education Foundation (Thatcher Fund)	AASD	Love Letters for Computers project	\$ 393.00		\$ 393.00
Appleton Education Foundation (Heffron Fund)	Jefferson Elementary	Social Learners are Leaders project	\$ 585.00		\$ 585.00
Appleton Education Foundation (Thatcher Fund)	Ferber Elementary	Virtual discovery class	\$ 516.00		\$ 516.00

Board Meeting Date: September 27, 2021

Contributor	Recipient	Use	Cash	Goods/ Services	Total
Appleton Education Foundation (Scheuerman Fund)	Huntley Elementary	Imaginative Play project	\$ 225.00		\$ 225.00
Appleton Education Foundation	East High School	After school meals for students recovering credits	\$ 300.00		\$ 300.00
Appleton Education Foundation	East High School	ACE Committee start-up	\$ 300.00		\$ 300.00
Appleton Education Foundation	Houdini Elementary	Make the Cut: tools for inclusive learning	\$ 300.00		\$ 300.00
Appleton Education Foundation	AASD	Frozen Jr. Show Kit for Summer Theater Camp	\$ 695.00		\$ 695.00
AstenJohnson	Appleton Technical Academy	A-Tech use	\$ 500.00		\$ 500.00
Bell Cosmetic & Restorative Dentistry SC	North High School	Girls' Tennis Supplies	\$ 250.00		\$ 250.00
Burmeister, Aaron (Burmeister Logging)	Johnston Elementary	Inclusive Playground	\$ 200.00		\$ 200.00
Crane Engineering	North High School	Scholarship	\$ 1,000.00		\$ 1,000.00
Cyra, Charles & Linda	Dunlap Elementary	Supplies for staff and lounge	\$ 1,200.00		\$ 1,200.00
Great Lakes Coca Cola Bottling	AASD Tough Kid Challenge	Sponsorship donation	\$ 500.00		\$ 500.00
Hein, Jerry	West High School	School needs and programs	\$ 25,000.00		\$ 25,000.00
Hunt, Alexander	AASD Music Dept.	Complete drum set to benefit AASD band and general music students		\$ 250.00	\$ 250.00
Jacklin, Brenda & Dan	Huntley Elementary	Playground to help with social skills	\$ 250.00		\$ 250.00
Krokosky, Henry	Johnston Elementary	Inclusive Playground	\$ 210.00		\$ 210.00
Martin, Ruvell	North High School	Girls' Volleyball expenses	\$ 500.00		\$ 500.00
Meijer	Badger Elementary	Library renovation	\$ 10,000.00		\$ 10,000.00
Rasmussen University	West High School	14 Wacom Tablets for Art Department -- technology used for graphic design		\$14,000.00	\$ 14,000.00
Ready Readers (subgroup of Leadership Fox Cities/Chamber)	AASD	Each student in 4K, Title I Preschool, Early Childhood, Even Start will receive one book	\$ 1,300.00		\$ 1,300.00
Ring, Karissa	Johnston Elementary	Inclusive Playground	\$ 500.00		\$ 500.00
Ring, Sue & Steve	Johnston Elementary	Inclusive Playground	\$ 500.00		\$ 500.00
Seidl, Casey	Johnston Elementary	Inclusive Playground	\$ 200.00		\$ 200.00
St. Bernadette Parish	AASD	School supplies for Homeless/Transitional Housing students	\$ 300.00		\$ 300.00
Tackman, John & Judith	Johnston Elementary	Inclusive Playground	\$ 200.00		\$ 200.00
The 10th Frame	Kaleidoscope Academy	Incentives for Running Program (Party Package and Gift Cards)	\$ 250.00		\$ 250.00
Thrivent	AASD	Annual Voluntary Contribution	\$ 252,824.00		\$ 252,824.00

Board Meeting Date: September 27, 2021

Contributor	Recipient	Use	Cash	Goods/ Services	Total
US Venture/Schmidt Family Foundation	Appleton Even Start Family Literacy Program (AASD/FVTC)	New Chromebooks for families to use (adult classwork, virtual home visits, early childhood students/ families connecting with teachers, etc.)	\$ 5,000.00		\$ 5,000.00
Valley Mobil Mart (Van Zeeland Oil)	Johnston Elementary	Math and Science Programs	\$ 500.00		\$ 500.00
Vezina, Richard	North High School	Garbage receptacles for collection of trash at home athletic events		\$ 819.20	\$ 819.20
West, Patty & Doug	Huntley Elementary	Learning A-Z reading, Raz-Kids, Sensory items, etc. for Ms. Brockman's Autism program	\$ 1,000.00		\$ 1,000.00
Wisconsin State Golf Association (WSGA)	West High School	Supplies for Girls' Golf Team	\$ 1,000.00		\$ 1,000.00
GRAND TOTAL:			\$ 367,205.29	\$15,069.20	\$ 382,274.49

ITEM FOR CONSIDERATION

TOPIC: Professional Educator Contract Changes

BACKGROUND INFORMATION: Contract changes for the following individuals are recommended for the 2021-2022 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Ryan P. Marx	Science	East	100% to 120%	8/25/21
Kathleen R. Smith	Alternative Education	West	100% to 120%	9/15/21
Sarah J. Struensee	Literacy Interventionist	Berry	50% to 60%	8/25/21

FISCAL NOTE: As indicated above.

ADMINISTRATIVE RECOMMENDATION: Approval.

INSTRUCTIONAL IMPACT: These assignments will meet the needs of students.

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

9/27/21

ITEM FOR CONSIDERATION

TOPIC: Professional Educator Resignation

BACKGROUND INFORMATION: The following Professional Educator has submitted a letter of resignation.

Zachary R. Wallace has been with the District for one year, most recently as Special Education Teacher at Highlands Elementary School. Mr. Wallace's resignation is effective at the end of the Friday, September 10, 2021.

FISCAL NOTE: Dependent upon replacement.

ADMINISTRATIVE RECOMMENDATION: Approval.

INSTRUCTIONAL IMPACT: A qualified replacement will be procured.

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

9/27/21

ITEM FOR CONSIDERATION

Topic: 2021-22 Approval of an Application for an Overnight Trip Within the Contiguous 48 States and DC

Background Information: Overnight trips, excursions and other travel are considered logical extensions of the educational experiences provided for students. These trips will be planned and conducted in accordance with procedures listed in the Field Trips, Co-Curricular Trips, and Excursions policy 352 and 352-Rule.

School	Staff Member(s)	Class or Group	Destination	Dates of Trip	School Days Missed	Approx. Cost Per Student
East High School	Joe Lachapell	Girls Varsity Basketball	Minneapolis, MN	12/03/21 – 12/05/21	.5	\$0

Fiscal Note: Fees for trips will vary from school-to-school. In most cases, parents, fundraising, grants, PTA, and scholarships will help pay for costs.

Administrative Recommendation: Approval of the attached application for an overnight trip within the contiguous forty-eight states and DC.

Instructional Impact: Trips must substantially contribute to the learning objectives of the curriculum or stated objectives of the group. The students will experience learning opportunities unavailable in the classroom.

Contact Person: Mike Hernandez, hernandezmicha@asds.k12.wi.us, 997-1399 ext. 2027

APPLETON AREA SCHOOL DISTRICT

Application for

OVERNIGHT TRIPS WITHIN CONTIGUOUS 48 STATES AND DC

Insert answers in **green** shaded areas only.

School:	Appleton East	
Date of Application: (00/00/00)	09/08/21	
Staff member conducting the trip:	Joe Lachapell	
1. Name of class or group:	Girls Varsity Basketball	
2. Grade level(s):	10th - 12th	
3. Destination:	Minneapolis, MN	
4. AASD curriculum standards that are addressed: <i>(please state clearly and specifically)</i>	The student will apply knowledge of concepts, principles, strategies, and tactics related to movement performance. 2. The student will recognize the value of physical activity for health, enjoyment, challenge, self-expression and social interaction.	
5. Departure Date: (00/00/00)	Friday December 3rd	
Place of Departure:	Appleton East	
6. Return Date: (00/00/00)	Sunday December 5th	
Place of Return:	Appleton East	
7. Total number of school days to be missed, if any:	approximately .5 days (3 hours)	
8. Will any substitutes be required because of the trip? <i>(Yes or No)</i>	No	
If so, how many substitutes?		
How many days?		
9. PROGRAM FEES PER PARTICIPANT:	List total/actual costs of each fee before factoring in donations, fundraising monies, etc.	List participant fee after factoring in donations, fundraising monies, etc.
<i>(Please break down by category.)</i>		
Transportation	\$100.00	\$0.00
Lodging	\$80.00	\$0.00
Meals	\$50.00	\$0.00
Other expenses <i>(explain below)</i>	\$0.00	\$0.00
Additional monies needed <i>(explain below)</i>	\$0.00	\$0.00
TOTAL PER PARTICIPANT:	\$230.00	\$0.00

10. Please list the names of those adults who will receive free transports, tickets, and/or meals:	
11. Will student fees subsidize adult expenses? (Yes or No)	No
If Yes, to what extent?	
12. Is fundraising being used? (Yes or No)	Yes
Explain:	Calendar Raffle
13. How are costs for needy students going to be addressed?	There are no costs for the student athletes on this trip.
14. Travel arrangements by (name of agency) :	Lamers
Regular Carrier (Yes or No)	Yes
Charter Carrier (Yes or No)	
15. Anticipated number of students participating in the trip:	15
16. Anticipated number of chaperones:	
Staff	5
Volunteers	
Total Male Chaperones:	3
Total Female Chaperones:	2
TOTAL CHAPERONES:	5
17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.	
18. Attach any information you will use to communicate to parents and students to inform them of this trip.	

A photocopy of each student's Student Health Certificate/Permission for Medical Care will be attached and taken on the trip.

The foregoing information is correct and I have read and agree to follow the Appleton Area School District Guidelines and Procedures for Overnight Trips, Policy 352.

SIGNATURES:

Staff Member Conducting Trip (electronic signature)	Joe Lachapell
Date of application	09/08/21
Principal (electronic signature)	Matt Mineau
Date of approval	09/20/21
Assistant Superintendent	Mike Hernandez
Date of approval	9/21/2021

Date of School Board Action (office use only)

Appleton East Girls Basketball Itinerary

December 3rd – December 5th

Friday December 3rd

- 1:00 p.m. Leave Appleton for Minneapolis
- 4:30 p.m. Arrive at hotel and check in
- 5:45 p.m. Leave for game
- 7:00 p.m. Game vs. Hopkins, MN
- 9:15 p.m. Arrive back at hotel. Order pizzas for late supper
- 10:15 p.m. Quiet time/Bed time

Saturday December 4th

- 9:00 a.m. Wake up and have breakfast
- 11:15 a.m. Leave for afternoon game
- 1:00 p.m. Game vs MN team
- 4:00 p.m. Dinner on way back to hotel
- 5:00 p.m. to 10:00 p.m. Team bonding. (This may include board games, cards, swimming, etc.)
- 10:00 p.m. Quiet time/Bedtime

Sunday December 5th

- 9:00 a.m. Wake up and have breakfast
- 10:00 a.m. Leave for trip back to Appleton
- 2:30 p.m. Arrive back at Appleton East High School

ITEM FOR CONSIDERATION

Topic: 2021-22 Approval of an Application for an Overnight Multi-Year Trip

**Background
Information:**

Overnight trips, excursions and other travel are considered logical extensions of the educational experiences provided for students. These trips will be planned and conducted in accordance with procedures listed in the Field Trips, Co-Curricular Trips, and Excursions policy 352 and 352-Rule.

Multi-Year Trips are those trips that recur annually or biannually. Upon approval, these trips do not need to be re-approved in subsequent years, unless the length of the time of the trip, or the destination of the trip changes, in which case application must be resubmitted. However, the Board reserves the right to rescind approval if conditions change or the value of the trip becomes questionable.

School	Staff Member(s)	Class or Group	Destination	Month of Trip	School Days Missed	Approx. Cost Per Student
North High School	Scott Clough	Wrestling Grades 9-12	UW-Whitewater	December	0	\$0

Fiscal

Note: Fees for trips will vary from school-to-school. In most cases, parents, fundraising, grants, PTA, and environmental scholarships will help pay for costs.

Administrative

Recommendation: Approval of the attached application for an overnight multi-year trip.

Instructional

Impact: Trips must substantially contribute to the learning objectives of the curriculum or stated objectives of the group. The students will experience learning opportunities unavailable in the classroom.

Contact

Person: Mike Hernandez, hernandezmicha@ascd.k12.wi.us, 997-1399 ext. 2027

APPLETON AREA SCHOOL DISTRICT

Application for MULTI-YEAR TRIPS

*Insert answers in **blue** shaded areas only.*

School:	Appleton North High School	
Date of Application: (00/00/00)	09/10/21	
Staff member conducting the trip:	Scott Clough	
1. Name of class or group:		
Appleton North Wrestling		
2. Grade level(s):		
9-12		
3. Destination:		
UW-Whitewater (Mid States Wrestling Tour)		
4. AASD curriculum standards that are addressed: (May need attachment)		
Wisconsin Standards for PE and Sport: A.12.1, A.12.2, A.12.3, B.12.1, B.12.2, C.12.2, C.12.3, D.12.1, D.12.2, D.12.3, D.12.4, E.12.1, E.12.2, F.12.1, F.12.2, F.12.3, F.12.4, F.12.5, F.12.6, F.12.7, G.12.1, G.12.2, G.12.3, G.12.4, G.12.5		
5. Month of Departure Date:		
December		
<i>Place of Departure:</i>		
Appleton North High School		
6. Month of Return Date:		
December		
<i>Place of Return:</i>		
Appleton North High School		
7. Total number of school days to be missed, if any:		
0.0		
8. Will any substitutes be required because of the trip? (Yes or No)		
No		
<i>If so, how many substitutes?</i>		
<i>How many days?</i>		
9. PROGRAM FEES PER PARTICIPANT:	List total/actual costs of each fee before factoring in donations, fundraising monies, etc.	List participant fee after factoring in donations, fundraising monies, etc.
(Please break down by category.)		
Transportation	\$24.00	\$0.00
Lodging	\$2.50	\$0.00
Meals	\$1.00	\$0.00
Other expenses (explain below)	\$0.00	\$0.00
Additional monies needed (explain below)	\$0.00	\$0.00
TOTAL PER PARTICIPANT:	\$27.50	\$0 (fundraising)

10. Will any adults receive free transports, tickets, and/or meals? (Yes or No) If so, how many?	No
11. Will student fees subsidize adult expenses? (Yes or No) If Yes, to what extent?	No
12. How will funding be obtained for this trip? Describe any fundraising activities that are generally used:	Fundraising We run a youth and middle school wrestling tournament in March. Partial profits are used for any necessary funds.
13. How are costs for needy students going to be addressed?	No costs to students
14. Travel arrangements by (name of agency) : Regular Carrier (Yes or No) Charter Carrier (Yes or No)	Les Stumpf Ford (van rental)
15. Anticipated number of students participating in the trips:	20
16. Anticipated number of chaperones:	
Staff	2
Volunteers	2
Total Male Chaperones:	4
Total Female Chaperones:	0
TOTAL CHAPERONES:	4
17. Include a typical itinerary for this field trip.	
18. Attach any information you will use to communicate to parents and students to inform them of this trip.	

A photocopy of each student's Student Health Certificate/Permission for Medical Care will be attached and taken on the trip.

The foregoing information is correct and I have read and agree to follow the Appleton Area School District Guidelines and Procedures for Overnight Trips, Policy 352.

SIGNATURES:

Staff Member Conducting Trip (electronic signature)	Scott Clough
Date of application	09/10/21
Principal (electronic signature)	Duane Hartkopf
Date of approval	09/14/21
Assistant Superintendent	Mike Hernandez
Date of approval	9/21/2021

Date of School Board Action (office use only)

Appleton North High School Wrestling Itinerary for Mid States Wrestling Tournament

December 27

5:30 AM	Meet at Appleton North
5:45 AM	Depart from Appleton North at 5:45 AM
8:00 AM	Arrive at UW-Whitewater
8:30 AM	Weigh-ins
10:30 AM	Wrestling begins
6:00 PM	Wrestling ends (approx.)
6:00–7:00 PM	Check into hotel
7:30 PM	Team meeting
10:00 PM	Room check / lights out

December 28

7:30 AM	Depart from hotel to UW-Whitewater
8:30 AM	Weigh-ins
10:30 AM	Wrestling begins
4:00 PM	Wrestling ends (approx.)
4:00-5:00 PM	Awards
	Team meal
	Depart Whitewater to Appleton North
8:00-9:00 PM	Return time (approx.)

Healthcare & Health Insurance Renewal 2022

*Greg Hartjes, Chief Financial Officer
Julie King, Chief Human Resources Officer*

Goals

- Mitigate rising health insurance costs with transferring savings to increase compensation
- Provide a quality healthcare plan that is affordable to employees.
- Educate staff on using the plan effectively and consumerism of healthcare

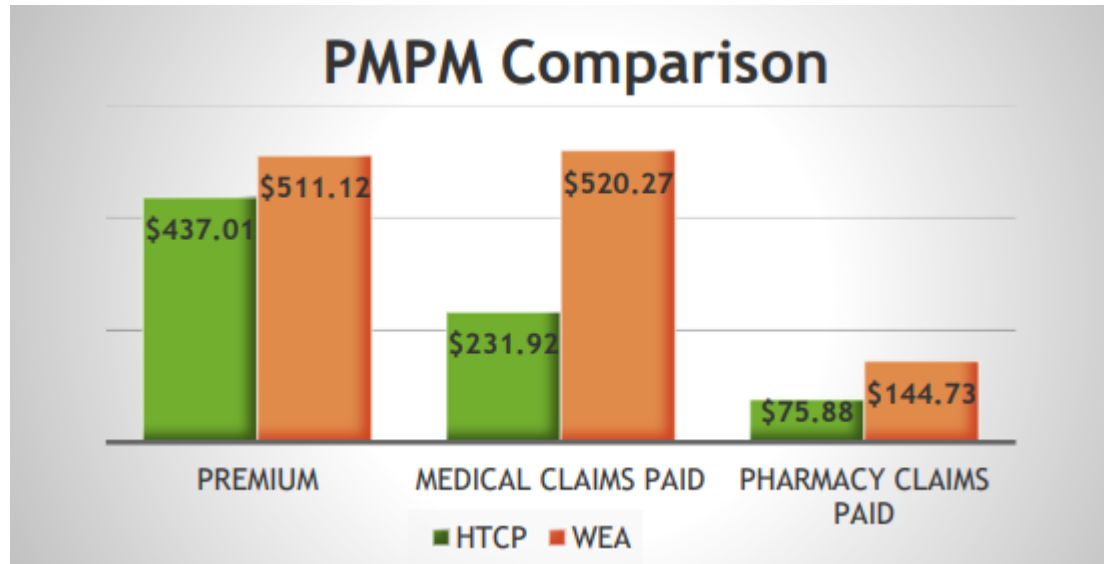
Budget

- 2021 premium = \$22,595,000
- 2022 premium = \$23,577,000

Increase of \$982,000, or 4.3%

Performance

	<u>HTCP</u>	<u>WEA</u>	<u>Total</u>
Average Members	3,133	2,049	5,181



WEA Trust premiums = \$6,300,000

WEA Trust claims = \$8,200,000

Performance

- Health Tradition premiums will increase by **2.5%**
- WEA Trust premiums will increase by **14.9%**
 - Plan design changes could be made to reduce the increase

Employee Feedback

- ▶ In May staff were invited to take a survey to provide feedback on the two health insurance plans.
- ▶ Focus on the importance of monitoring service and understanding of both plans especially given the uniqueness of the primary care driven plan like Health tradition.
- ▶ The feedback has been shared with our new health insurance providers so they can make improvements that will further ensure our access to high quality healthcare at an affordable price.

Employee Feedback

Results shared with employees over the summer in a Benefits Update

- ▶ 464 participants took the survey (33% WEA Trust / 67% Health Tradition) - approximately 25% of staff enrolled in health insurance.

Below is a summary of the survey results:

- ▶ 93% of respondents felt they had a “Fair” or “Good” understanding of their health insurance plan.
- ▶ 70% of respondents were neutral to very satisfied and 30% were dissatisfied with the plan elected.
- ▶ 62% of respondents preferred to receive communication on Benefits Updates through email.
- ▶ 60% of respondents are satisfied or very satisfied with our current pharmacy plan, while 12% are dissatisfied.
- ▶ **Themes:**
 - ▶ Cost savings in premiums, co-pays and deductibles a positive for Health Tradition
 - ▶ Great provider service in the plan (Health Tradition/WEA Trust)
 - ▶ Extensive network (WEA Trust) and desire for network expansion of Health Tradition
 - ▶ Desire to continue to offer options between the two plans in the future.
 - ▶ Navigation of the referral process challenges and lack of understanding of the process
 - ▶ Maddy portal needs to be more comprehensive and re-communicated given changes
 - ▶ The majority of topics covered in this update are related to the following areas that staff indicated they would like to learn more about including: Referrals, additional providers, Maddy Portal, Co-pays, Care outside the area and Prescriptions.

Adjustments: Network Expansion

- ▶ Health Tradition Network - Since last year's open enrollment the following providers have been added to the Network: Arthroscopic Surgery Center
 - ▶ Catalpa Health
 - ▶ Ear, Nose & Throat Specialists of Wisconsin
 - ▶ Edgepark Medical Supplies
 - ▶ Forefront Dermatology
 - ▶ Fox Cities Eye Clinic
 - ▶ Lincare
 - ▶ Neuroscience Group of NE Wisconsin NeuroSpine Center of Wisconsin
 - ▶ Oral & Maxillofacial Surgery Fox Cities
 - ▶ Orthopedic Clinic of Appleton*
 - ▶ Samaritan Counseling
 - ▶ Sports Medicine Center
 - ▶ Valley Orthopedic Clinic
 - ▶ Wisconsin Institute of Surgical Excellence
 - ▶ Wisconsin Institute of Urology

Adjustments

- ▶ The topics covered in communications were in response to the areas that staff indicated in the survey they wanted to learn more about including: Referrals, additional providers, Maddy Portal, Co-pays, Care outside the area and Prescriptions.
- ▶ Education Efforts
 - ▶ Benefits Updates
 - ▶ Educational Videos - Outside the area care, Maddy portal, and referrals
 - ▶ Responses to Individuals
 - ▶ Educational opportunities & refining practices with Health Traditions
 - ▶ Insurance Carrier
 - ▶ Direct Mailing
 - ▶ Emailing information on services
- ▶ Health Tradition - Maddy Updates
 - ▶ Maddy Portal is functional for accessing EOBs, spouse and dependent accounts, and Maddy virtual care (physical and mental health)
 - ▶ Continue to meet on a regular basis with Health Tradition



HEALTH INSURANCE: Plan Comparison

Based on claims/premiums through the first 6 months of the plan year:

2022 Health Tradition premiums

- Staff member monthly contribution may go up or down by less than \$10.

2022 WEA Trust premiums

- The monthly premium may increase as much as \$275 for a family and \$100 for a single plan with no plan design changes.

Next Year / Next Steps

- Meet with Benefits/Wellness Team
- Review plan design options for WEA Trust
- Form a recommendation for the October 11, 2021 Board meeting
- Communicate the change to employees during open enrollment period - October 13-29

Future:

- Hope to always offer plan options
- Would like to provide options within a plan.
- We will continue to respond to the alarming increases to health care costs by making changes.
- Will continue to look at forming a cooperative to use our volume to drive savings.

PUBLIC INPUT AT SCHOOL BOARD AND BOARD SUBCOMMITTEE MEETINGS

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

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

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

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

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

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

Adoption Date: September 14, 1987

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

PUBLIC INPUT AT SCHOOL BOARD AND BOARD SUBCOMMITTEE MEETINGS

Procedures

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

Please note the following in the Procedures below:

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

I. School Board Meetings

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

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

II. Board Subcommittee Meetings

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

III. Public Hearings

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

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

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

Guidelines for Speaking at School Board and Board Subcommittee Meetings

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

Speaker Responsibilities at School Board and Board Subcommittee Meetings

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

187-Rule (cont.)

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

Authority and Responsibility of the Board President or Chair

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

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

School Board Meetings

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

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

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

Adoption Date: September 14, 1987

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

Appendix 1

Public Input Disclaimer

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

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

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

VIRTUAL MEETINGS AND BOARD MEMBER PARTICIPATION IN MEETINGS VIA TECHNOLOGY

REMOTE PARTICIPATION IN BOARD MEETINGS BY SCHOOL BOARD MEMBERS

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

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

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

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

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

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

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

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

AUTHORIZING ADDITIONAL REMOTE PARTICIPATION BY BOARD MEMBERS

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

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

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

VIRTUAL MEETINGS AND REMOTE PARTICIPATION IN EMERGENCIES

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

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

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

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

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

REMOTE PUBLIC ACCESS TO BOARD MEETINGS

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

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

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

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

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

APPLICATION TO COMMITTEES AND OTHER GOVERNMENTAL BODIES

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

Legal References:

Wisconsin Statutes

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

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