



**Monday, May 10, 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 appearances are suspended until further notice. 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: 954 7311 7697 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. PUBLIC HEARING NOTICE

Subject	A. On Friday, April 23, 2021, notice was given to the media and general public that on Monday, May 10, 2021, at 6:00 p.m., in conjunction with the Regular Meeting of the Board of Education, the District would be holding a Public Hearing for Request to Waive Hours of Instruction Requirements and Request to Waive the Kindergarten as a Prerequisite for First Grade requirements from the Department of Public Instruction, Pursuant to Wisconsin Statute 11838(1) (a).
Meeting	May 10, 2021 - Board of Education Meeting
Category	1. PUBLIC HEARING NOTICE
Type	Information

File Attachments

[Public Hearing Notice RE Waiver Requests 5.10.21 .pdf \(130 KB\)](#)

Subject

B. Members of the media and general public were further notified that public participation would be virtual. Any elector of the school district wishing to make a statement to the Board regarding the proposed waiver requests would be able to do so either virtually or by written submission. Registration would be available concurrently with the registration for public input for the Regular School Board Meeting. Additional information regarding public input can be found on the district's website at http://www.aasd.k12.wi.us/district/board_of_education/public_input.

Meeting May 10, 2021 - Board of Education Meeting
Category 1. PUBLIC HEARING NOTICE
Type Information

2. Meeting Opening

Subject A. Roll Call
Meeting May 10, 2021 - Board of Education Meeting
Category 2. Meeting Opening
Type Procedural

Subject B. Pledge of Allegiance
Meeting May 10, 2021 - Board of Education Meeting
Category 2. Meeting Opening
Type Procedural

3. Approval of Agenda & Minutes

Subject A. Approval of Agenda
Meeting May 10, 2021 - Board of Education Meeting
Category 3. Approval of Agenda & Minutes
Type Action, Procedural
Recommended Motion to approve the Board Agenda
Action

Motion & Voting

Motion to approve the Board Agenda as written.

Motion by Kristine Sauter, second by James Bowman.

Final Resolution: Motion Carried

Aye: Barry O'Connor, James Bowman, Kay Eggert, Deborah Truymen, Gary Jahnke, Kristine Sauter, Edward Ruffolo

Subject B. Board Meeting Minutes from April 26, 2021.

Meeting	May 10, 2021 - Board of Education Meeting
Category	3. Approval of Agenda & Minutes
Type	Action, Minutes
Recommended Action	Motion to approve the Board Meeting Minutes of April 12, 2021.
Minutes	View Minutes for Apr 26, 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 April 12, 2021, as submitted.

Motion by Gary Jahnke, second by Deborah Truymen.

Final Resolution: Motion Carried

Aye: Barry O'Connor, James Bowman, Kay Eggert, Deborah Truymen, Gary Jahnke, Kristine Sauter, Edward Ruffolo

4. PUBLIC HEARING REGARDING PROPOSED WAIVER REQUESTS

Subject	A. Public Hearing Input
Meeting	May 10, 2021 - Board of Education Meeting
Category	4. PUBLIC HEARING REGARDING PROPOSED WAIVER REQUESTS
Type	Procedural

Public Hearing:

Members of the public wishing to address the Board regarding the District's proposed waiver requests may speak during the Public Hearing or provide written comments in accordance with the procedures posted on the District's website and state law. 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 Comment Registered Speakers - May 10, 2021.pdf \(16 KB\)](#)

Subject	B. The Board will consider the Criteria established by Wisconsin Statute 121.02(1)(f) & 121.006(2)(a), Wisconsin Statute 118.33(6)(cm) and PI 8.01(4), Wis. Adm. Code.
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Meeting	May 10, 2021 - Board of Education Meeting
Category	4. PUBLIC HEARING REGARDING PROPOSED WAIVER REQUESTS
Type	Information

5. Special Presentation

Subject	A. 2020-2021 Student School Board Representatives Final Report: Ellie Behnke (East), Clara Weed (North), and Xzavion DeBruin (West)
Meeting	May 10, 2021 - Board of Education Meeting
Category	5. Special Presentation
Type	Information, Report

Student School Board Representatives will be thanked for their service to the School Board in 2020-21.

6. Public Input

Subject	A. Public Input
Meeting	May 10, 2021 - Board of Education Meeting
Category	6. Public Input
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 Comment Registered Speakers - May 10, 2021.pdf \(16 KB\)](#)

7. Board Business

Subject	A. President's Remarks: Family Appreciation
Meeting	May 10, 2021 - Board of Education Meeting

Category 7. Board Business

Type Comment, Recognition

Subject B. Coherent Governance Update

Meeting May 10, 2021 - Board of Education Meeting

Category 7. Board Business

Type Discussion, Information

Board President Kay Eggert will give an update regarding the Coherent Governance implementation process and timeline.

File Attachments
[Board of Ed Work Session Schedule 2021-2022.pdf \(279 KB\)](#)

Subject C. Board Committee Update

Meeting May 10, 2021 - Board of Education Meeting

Category 7. Board Business

Type Discussion, Information

Board President Kay Eggert will give an update regarding Board Committees and Board Committee assignments.

Subject D. Consideration of the Request to Rename Lincoln Elementary School to Honor Mr. Ronald C. Dunlap (*NOTE: This item pertains to Step 2 of the Renaming Schools and Other Major District Facilities section of Board Policy 940, which states, "The School Board will decide by majority vote whether to proceed with the request, seek further review, or deny the request." This is NOT a vote to approve a new name; rather, it is consideration of whether to continue the process for the proposed renaming.)

Meeting May 10, 2021 - Board of Education Meeting

Category 7. Board Business

Type Action, Discussion

File Attachments
[IFC - Lincoln Renaming Proposal.pdf \(90 KB\)](#)
[940 - Naming School District Facilities \(4.26.21\).pdf \(100 KB\)](#)

Motion & Voting

Motion to accept the request to consider the renaming of Lincoln Elementary School and proceed to the next step in the process as outlined in Policy 940.

Motion by Kay Eggert, second by Barry O'Connor.

Final Resolution: Motion Carried

Aye: Barry O'Connor, James Bowman, Kay Eggert, Kristine Sauter, Edward Ruffolo

No: Deborah Truymen, Gary Jahnke

Subject	E. Process for Notifying the Community and Gathering Community Input/Feedback on the Renaming Request (Step 3 - contingent upon approval of the Board to proceed with the request above.)
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Meeting	May 10, 2021 - Board of Education Meeting
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Category	7. Board Business
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Type	Action, Discussion
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8. Reports

Subject	A. Safe and Resilient Return Report: Dr. Baseman and members of the Leadership Team will report on current matters relating to the Safe and Resilient Return.
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Meeting	May 10, 2021 - Board of Education Meeting
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Category	8. Reports
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Type	Information, Report
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File Attachments

[BOE Report May 10, 2021.pdf \(829 KB\)](#)

Subject	B. Business Services Report: Draft Letter to Legislators; Student Meal Debt; Leasing Additional Space at our Welcome Center; Collaborative Response Graphics
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Meeting	May 10, 2021 - Board of Education Meeting
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Category	8. Reports
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Type	Information, Report
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Committee Chair Jim Bowman will report on the Business Services Committee Meeting held on Tuesday, April 27, 2021.

Subject	C. Personnel Services Report: Leaves of Absence Recommendation
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Meeting	May 10, 2021 - Board of Education Meeting
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Category	8. Reports
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Type	Information, Report
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Committee Chair Deb Truymen will report on the Personnel Services Committee Meeting held on Tuesday, April 27, 2021.

9. School Services/Student Services Action Items

Subject

A. Resolution to Waive Hours of Instruction Requirements and Request to Waive the Kindergarten as a Prerequisite for First Grade requirements from the Department of Public Instruction.

Meeting May 10, 2021 - Board of Education Meeting

Category 9. School Services/Student Services Action Items

Type Action

File Attachments

[ITEM FOR CONSIDERATION - Waiver Request 2020-21.pdf \(121 KB\)](#)
[DPIWaiverResolution2021.pdf \(352 KB\)](#)

Motion & Voting

Motion to approve the Resolution to Waive Hours of Instruction Requirements and Request to Waive the Kindergarten as a Prerequisite for First Grade requirements from the Department of Public Instruction as presented.

Motion by Barry O'Connor, second by Kristine Sauter.

Final Resolution: Motion Carried

Aye: Barry O'Connor, James Bowman, Kay Eggert, Deborah Truymen, Gary Jahnke, Kristine Sauter, Edward Ruffolo

10. Business Services Action Items

Subject A. AP Check Register April 2021

Meeting May 10, 2021 - Board of Education Meeting

Category 10. Business Services Action Items

Type Action, Report

Fiscal Impact Yes

Recommended Action Recommend to Approve

Motion & Voting

Motion to approve the following Business Services Action Items:
A-D

Motion by James Bowman, second by Deborah Truymen.

Final Resolution: Motion Carried

Aye: Barry O'Connor, James Bowman, Kay Eggert, Deborah Truymen, Gary Jahnke, Kristine Sauter, Edward Ruffolo

Subject B. Grants 2020-2021

Meeting May 10, 2021 - Board of Education Meeting

Category 10. Business Services Action Items

Type Action, Report

Fiscal Impact Yes

File Attachments

[2020-2021 Grants 5-10-2021.pdf \(107 KB\)](#)

[2020-2021 Grant Supporting Documents 5-10-2021.pdf \(1,363 KB\)](#)

Subject C. Leasing Additional Space at our Welcome Center

Meeting May 10, 2021 - Board of Education Meeting

Category 10. Business Services Action Items

Type Action, Report

Fiscal Impact Yes

File Attachments

[IFC - Leasing Additional Space at our Welcome Center.pdf \(109 KB\)](#)

Subject D. Collaborative Response Graphics

Meeting May 10, 2021 - Board of Education Meeting

Category 10. Business Services Action Items

Type Action, Report

Fiscal Impact Yes

File Attachments

[IFC - Collaborative Response Graphics.pdf \(294 KB\)](#)

11. Personnel Services Action Items

Subject A. Professional Educator New Hires

Meeting May 10, 2021 - Board of Education Meeting

Category 11. Personnel Services Action Items

Type Action

File Attachments

[IFC Professional Educator New Hires 5-10-21.pdf \(19 KB\)](#)

Motion & Voting

Motion to approve the following Personnel Services Action Items:

A-E

Motion by Deborah Truyma, second by Gary Jahnke.

Final Resolution: Motion Carried

Aye: Barry O'Connor, James Bowman, Kay Eggert, Deborah Truyma, Gary Jahnke, Kristine Sauter, Edward Ruffolo

Subject **B. Professional Educator Contract Changes**

Meeting May 10, 2021 - Board of Education Meeting

Category 11. Personnel Services Action Items

Type Action

File Attachments

[IFC Professional Educator Contract Changes 5-10-21.pdf \(10 KB\)](#).

Subject **C. Professional Educator Resignations**

Meeting May 10, 2021 - Board of Education Meeting

Category 11. Personnel Services Action Items

Type Action

File Attachments

[IFC Professional Educator Resignations 5-10-21.pdf \(7 KB\)](#).

Subject **D. Leaves of Absence**

Meeting May 10, 2021 - Board of Education Meeting

Category 11. Personnel Services Action Items

Type Action

File Attachments

[IFC-Leaves of Absence.pdf \(8 KB\)](#).

Subject **E. Internship**

Meeting May 10, 2021 - Board of Education Meeting

Category 11. Personnel Services Action Items

Type Action

File Attachments

[IFC-Internship.pdf \(185 KB\)](#).

12. Items of Information

Subject **A. 2021-2022 Board of Education Meeting Schedule**

Meeting May 10, 2021 - Board of Education Meeting

Category 12. Items of Information

Type Information

File Attachments

[Board of Ed Schedule 2021-2022.pdf \(291 KB\)](#)

13. Future Meetings

Subject A. CANCELLED Policy Review Committee Meeting: Tuesday, May 11, 2021, 8:30 AM, Remote

Meeting May 10, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

Subject B. Programs & Services: Thursday, May 13, 2021; 7:45 AM, Remote

Meeting May 10, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

Subject C. Next Board Meeting: Monday, May 24, 2021, 6:00 PM, Remote

Meeting May 10, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

Subject D. Business Services Committee Meeting: Tuesday, May 25, 2021, 7:30 AM, Remote

Meeting May 10, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

Subject E. Personnel Services Committee Meeting: Tuesday, May 25, 2021, 9:00 AM, Remote

Meeting May 10, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

14. Adjourn

Subject	A. Motion to Adjourn the Meeting
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Meeting	May 10, 2021 - Board of Education Meeting
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Category	14. Adjourn
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Type	Action, Procedural
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Motion & Voting

Motion to adjourn the meeting at 8:36 PM.

Motion by Kristine Sauter, second by Barry O'Connor.

Final Resolution: Motion Carried

Aye: Barry O'Connor, James Bowman, Kay Eggert, Deborah Truymen, Gary Jahnke, Kristine Sauter, Edward Ruffolo



Public Hearing Notice

Public Hearing for **Request to Waive Hours of Instruction Requirements** and **Request to Waive the Kindergarten as a Prerequisite for First Grade** requirements from the Department of Public Instruction, Pursuant to Wisconsin Statute 118.38(1)(a).

The Board will consider the Criteria established by Wisconsin Statute 121.02(1)(f) & 121.006(2)(a), Wisconsin Statute 118.33(6)(cm) and PI 8.01(4), Wis. Adm. Code.

Notice is hereby given to the qualified electors of the Appleton Area School District (AASD) that this Public Hearing will be held during the Regular School Board Meeting

Monday, May 10, 2021
6:00 p.m.

Public participation will be virtual. Registration will be available concurrently with the registration for public input for the Regular School Board Meeting. Additional information regarding public input can be found on the district's website at
http://www.aasd.k12.wi.us/district/board_of_education/public_input.

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.

A live stream of this meeting will be available on the Appleton Area School District YouTube Channel: <https://www.youtube.com/channel/UCHo-l09YGgt4uKnCWYvt8Pw>

For remote attendance via telephone, please dial:
1-312-626-6799
Meeting ID: 954 7311 7697

Date posted: Friday, April 23, 2021

Registration Report

Report Generated:

Webinar ID

5/10/2021 12:52

954 7311 7697

Board of Education Meeting / Public Hearing

RE: Waiver Requests - May 10, 2021

Attendee Details

Registered Speakers

First Name:	Andrea
Last Name:	Klitzke
Email:	AndreaDKlitzke@outlook.com
Address:	925 W 4th Street
City:	Appleton
Are you speaking during:	
Public Hearing	Yes
Public Input	Yes
Are you speaking on behalf of a group/organization?:	No
If yes, what group/organization are you representing?:	
Topic:	Kindergarten waiver requirements, 4/27 legislator proposal statement (business services), plans for next year.
Questions & Comments:	Covering a variety of concerns. Will address the board with a brief (2 minute) prepared statement for the interest of time. Just brief explanation of some concerns.

First Name: Sheri
Last Name: Hartzheim
Email: sheri.hartzheim@gmail.com
Address: 3929 E Benvally Dr
City: Appleton

Are you speaking during:

Public Hearing Yes
Public Input Yes

Are you speaking on behalf of a group/organization?: No

If yes, what group/organization are you representing?:

Topic: Waiver requests, open meetings/transparency, Lincoln renaming, masking/quarantine policies

Questions & Comments: I would like to submit comment on the Public Hearing portion (re: waivers only) and then also submit comment on the Public Input portion (re: other topics as noted above). Please advise how much time is available for each portion (hearing/input). Thanks.

First Name:	Paul
Last Name:	Stadler
Email:	3jhn16@gmail.com
Address:	4019 Towne Lakes Ave
City:	Appleton
Are you speaking during:	
Public Hearing	No
Public Input	Yes
Are you speaking on behalf of a group/organization?:	Yes
If yes, what group/organization are you representing?:	Recipes for Freedom Outgamie County Chapter
Topic:	Students liberty
Questions & Comments:	Protecting our students liberties -.

Registration Report

Report Generated:

Webinar ID

5/10/2021 12:52

954 7311 7697

Board of Education Meeting / Public Hearing

RE: Waiver Requests - May 10, 2021

Attendee Details

Registered Speakers

First Name:	Andrea
Last Name:	Klitzke
Email:	AndreaDKlitzke@outlook.com
Address:	925 W 4th Street
City:	Appleton
Are you speaking during:	
Public Hearing	Yes
Public Input	Yes
Are you speaking on behalf of a group/organization?:	No
If yes, what group/organization are you representing?:	
Topic:	Kindergarten waiver requirements, 4/27 legislator proposal statement (business services), plans for next year.
Questions & Comments:	Covering a variety of concerns. Will address the board with a brief (2 minute) prepared statement for the interest of time. Just brief explanation of some concerns.

First Name: Sheri
Last Name: Hartzheim
Email: sheri.hartzheim@gmail.com
Address: 3929 E Benvally Dr
City: Appleton

Are you speaking during:

Public Hearing Yes
Public Input Yes

Are you speaking on behalf of a group/organization?: No

If yes, what group/organization are you representing?:

Topic: Waiver requests, open meetings/transparency, Lincoln renaming, masking/quarantine policies

Questions & Comments: I would like to submit comment on the Public Hearing portion (re: waivers only) and then also submit comment on the Public Input portion (re: other topics as noted above). Please advise how much time is available for each portion (hearing/input). Thanks.

First Name:	Paul
Last Name:	Stadler
Email:	3jhn16@gmail.com
Address:	4019 Towne Lakes Ave
City:	Appleton
Are you speaking during:	
Public Hearing	No
Public Input	Yes
Are you speaking on behalf of a group/organization?:	Yes
If yes, what group/organization are you representing?:	Recipes for Freedom Outagamie County Chapter
Topic:	Students liberty
Questions & Comments:	Protecting our students liberties -.



Board of Education

Work Session Schedule

2021-2022

DRAFT

Monday, July 26, 2021	Pre-Meeting Work Session	4:00 - 5:45 PM
Monday, August 9, 2021	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, August 26, 2021	Stand-Alone Work Session	7:30 - 10:30 AM
Monday, September 13, 2021	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, September 30, 2021	Stand-Alone Work Session	7:30 - 10:30 AM
Monday, October 11, 2021	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, October 28, 2021	Stand-Alone Work Session	7:30 - 10:30 AM
Thursday, November 11, 2021	Stand-Alone Work Session	7:30 - 10:30 AM
Thursday, December 16, 2021	Stand-Alone Work Session	7:30 - 10:30 AM
Monday, January 10, 2022	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, January 27, 2022	Stand-Alone Work Session	7:30 - 10:30 AM
Thursday, February 17, 2022	Stand-Alone Work Session	7:30 - 10:30 AM
Monday, March 7, 2022* (1st Monday)	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, March 24, 2022	Stand-Alone Work Session	7:30 - 10:30 AM
Monday, April 11, 2022	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, April 28, 2022	Stand-Alone Work Session	7:30 - 10:30 AM
Monday, May 9, 2022	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, May 26, 2022	Stand-Alone Work Session	7:30 - 10:30 AM
Monday, June 13, 2022	Pre-Meeting Work Session	4:00 - 5:45 PM
Thursday, June 30, 2022	Stand-Alone Work Session	7:30 - 10:30 AM

The Board of Education will be meeting in the Scullen Leadership Center, 131 E. Washington Street, Suite 1A, Appleton, WI. Some individuals will be joining via zoom and the meeting will be livestreamed on YouTube. In-person public appearances are suspended until further notice. Members of the media or general public may access the meeting via the live stream broadcast on the Appleton Area School District YouTube Channel. Please call 832-6126 for more information.

ITEM FOR CONSIDERATION

TOPIC: Consideration of the request to rename Lincoln Elementary School to honor Mr. Ronald C. Dunlap. The requested name is, "The Ronald C. Dunlap Elementary School, Home of the Lincoln Lions".

**BACKGROUND
INFORMATION:**

In February of 2020, a team made up of Community members, City of Appleton staff, and Appleton Area School District staff was formed to discuss how best to honor Ronald C. Dunlap's legacy. Throughout this planning process, community members along with former students, families, and staff have shared many examples of how Ron had positively impacted this community and the lives of everyone who knew him. He did this through sharing kindness and wisdom, a calming yet strong presence, and deeply held values. Ron listened intently and always found the good in people. He appreciated multiple perspectives, even on tough issues and gave so much of his time and energy to help others by volunteering on multiple boards and being involved in several organizations and nonprofits. Ron helped to pave the way for diversity and inclusion efforts, not only in the school environment, but in our community and state as well. It is for these reasons and others outlined below that the planning team strongly believes that renaming Lincoln Elementary School to the Ronald C. Dunlap Elementary School, Home of the Lincoln Lions, will not only honor a great person, respected educational and community leader, volunteer, mentor, and role model, but also carry his message of dignity and respect through generations of future students, families, staff, and community members.

The recently revised Board of Education Policy 940 allows for the renaming of an Appleton Area School District school or other major District facility if compelling reasons have been determined by the Board. Furthermore, Policy 940 states that a District facility may be named for an individual person, and that person "should be of exemplary moral character, have made an outstanding contribution to education, humanity or the District's community, have displayed outstanding leadership, or be a person of historical significance." Without question, Ronald C. Dunlap meets the criteria for this honor.

For thirty-six years, Ron's professional life was devoted to education. For sixteen of those years he served as the Principal of Lincoln Elementary School. During his sixteen years, he exemplified our District's motto of "Every Child, Every Day." The profound impact Ron had on his students carried with them long after they left Lincoln Elementary, and his commitment to showing "Dignity and Respect" to all was evident in everything he did. Following his time as principal at Lincoln, Ron served as the District's first Coordinator of Minority Services.

Ron was active in countless community activities, including holding board of director positions with the Appleton Public Library, Wisconsin ASCD, Goodwill Industries, YMCA of the Fox Cities, Wisconsin Public Radio and Wisconsin PTA.

Other community involvement includes serving on the Needy Children's Committee of the Community Foundation, State Superintendent of School's Task Force, City of Appleton Police and Fire Commission, African Heritage, Inc., Appleton Noon Lions Club, Diversity Advisory Committee at Fox Valley Technical College, and the City of Appleton Diversity Coordinator Advisory Committee.

Accolades Ron received include the Unity in Diversity Award, Outstanding Community Leadership Award given by the Rotary Club of Appleton, the first recipient of the Diversity Award given at the City and AASD MLK event, Heritage Award for Promoting Leadership and Diversity in the Fox Valley Community, and the outstanding student award given to students from each of our schools is named in Ron's honor.

**REQUESTED
ACTION:**

To accept this written request to consider the renaming of Lincoln Elementary and proceed with the renaming procedure (step 3) outlined in Board Policy 940.

CONTACT PERSONS: Dr. Judy Baseman, 997-1399 ext. 6126
Greg Hartjes, 997-1399 ext. 2029
Bill McClone 997-1399 ext. 5303

Board Meeting: 05-10-2021

NAMING SCHOOL DISTRICT FACILITIES

The names of school district facilities can be very meaningful. A school or district facility's name is often intended to represent its character, history, or goals and aspirations. As public buildings in which the entire community makes an investment, its name may also represent an attempt to reflect its connections to the broader community. Sometimes particular areas of school buildings (such as libraries or auditoriums) or district properties other than school buildings (such as athletic facilities) are separately named. Often, proposals to name such areas or separate facilities are an attempt to recognize an individual who has gained local prominence for his/her achievements or other contributions to the community.

Naming of School District facilities is the responsibility of the Board of Education and shall be by majority vote of the Board. Community input is desired and highly valued; however, the Board has final authority over the name of any District facility.

The following criteria shall be considered when evaluating any proposed name:

- The manner in which the proposed name reflects the mission, vision and ideals of the District.
- The extent to which the proposed name will have significant meaning to the Appleton Area School District community.
- The extent to which the name is likely to retain significance for future students and other future members of the Appleton Area School District community.
- The extent to which the name compliments and does not conflict or cause confusion with the names of other District facilities or other nearby public or private schools.
- For proposed names that are names of persons, consideration should be given to using the full name of the nominee, and the following additional criteria shall be considered:
 - The nominee is of exemplary moral character
 - The nominee has made an outstanding contribution to education, humanity, has displayed outstanding leadership, or is a person who has gained historical or local prominence for his/her achievements or other contributions to the community.
 - If the nominee has been an employee of the District, that person must no longer be an active employee. The Board of Education has the discretion to waive this requirement on an individual basis.
 - If the nominee is living, written permission should be obtained from the individual.
 - If the nominee is deceased, written permission should be obtained from the individual's family when possible.

Naming School Buildings

School buildings which may be named include, but are not limited to, a school that is newly constructed; remodeled; or converted from a facility previously used for a different purpose.

- The Board may solicit potential names from the public, including students, staff and residents of the community.
 - Suggested names shall be submitted in writing to the Board and include the rationale for the proposal.
- Proposals should minimally address the criteria referenced above.
- The Board may solicit community input on proposed names prior to a final decision by the Board.

Naming Major Facilities Other Than School Buildings

In circumstances where a major district facility needs to be named, the following procedure shall be followed:

- Proposals shall be submitted in writing to the Superintendent.
 - The proposal will include rationale for the recognition.
 - If the rationale includes recognition for financial contributions, it should also be evaluated under Policy 851.1 – Sponsorship Policy.
- The Superintendent or his/her designee will evaluate the proposal according to the criteria referenced above and make a recommendation to the Board to either consider the proposed naming or to take no action on the proposal.
- The Board may solicit community input on proposed names prior to a final decision by the Board.
- The Board will vote on the recommendation.

Naming or Renaming Other Areas Within a School or Within a District Facility

A school community may wish to name or rename a part of their facility, such as an auditorium, a room, or an athletic field. If there is doubt as to whether an area proposed to be named or renamed should be considered a “major facility” and receive public input, the Superintendent shall bring that question to the Board. The Board will receive notification of the potential naming or renaming and the following procedure shall be followed:

- Proposals to name or rename a part of a facility shall be submitted in writing to the building principal (or Superintendent if the area is not in a school).
 - The proposal will include rationale for the recognition/change.
 - If the rationale includes recognition for financial contributions, it should also be evaluated under Policy 851.1 – Sponsorship Policy.
 - School community input will be sought and summarized as part of the proposal.
- The building principal, working in conjunction with the Superintendent or his/her designee (or the Superintendent) will evaluate the proposal according to the criteria referenced above and make a recommendation to the Board to either consider the proposed naming or renaming, or to take no action on the proposal.

- The Board will vote on the recommendation.
- Once named, an appropriate plaque should be placed onsite so that future generations of students, parents, staff members, and community members will understand and appreciate the dedication's meaning.

Renaming Schools and Other Major District Facilities

Once a school or other major District facility has been named, it shall not be renamed except for compelling reasons as determined by the Board.

In circumstances of a renaming request, the following procedure shall be followed:

1. A written request shall be submitted to the School Board during a regular school board meeting.
 - a) This request can come from the superintendent, a board member, a school-initiating entity (e.g., PTA, students, staff members, alumni) or residents of the District.
 - b) The request shall include a statement of the reason for the request.
2. The School Board will decide by majority vote whether to proceed with the request, seek further review, or deny the request.
3. If the School board votes to accept the request, the Board, in conjunction with the Superintendent will develop, and the Board will approve, a process for notifying the community and gathering community input/feedback on the request.
4. Considering the community's input, the Board may decide to:
 - a) Retain the original name; or
 - b) Accept the request to rename by either
 1. Engaging in a process to solicit proposals for a new name.
 2. Accepting an existing proposal for a new name.
5. If a new name is recommended for a School or Other Major District Facility, that name should meet the criteria and follow the procedures referenced above.

Cross References: Sponsorship Policy and Rule, 851.1

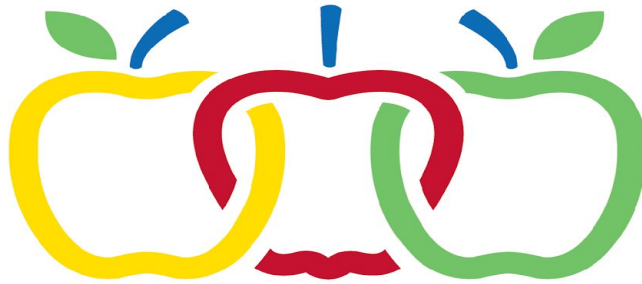
Adoption Date: May 24, 2004

Amended Date: April 23, 2007; April 26, 2021

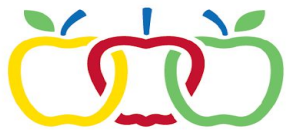
Safe and Resilient Return Report

Board of Education Meeting

May 10, 2021



APPLETON AREA
— SCHOOL DISTRICT —

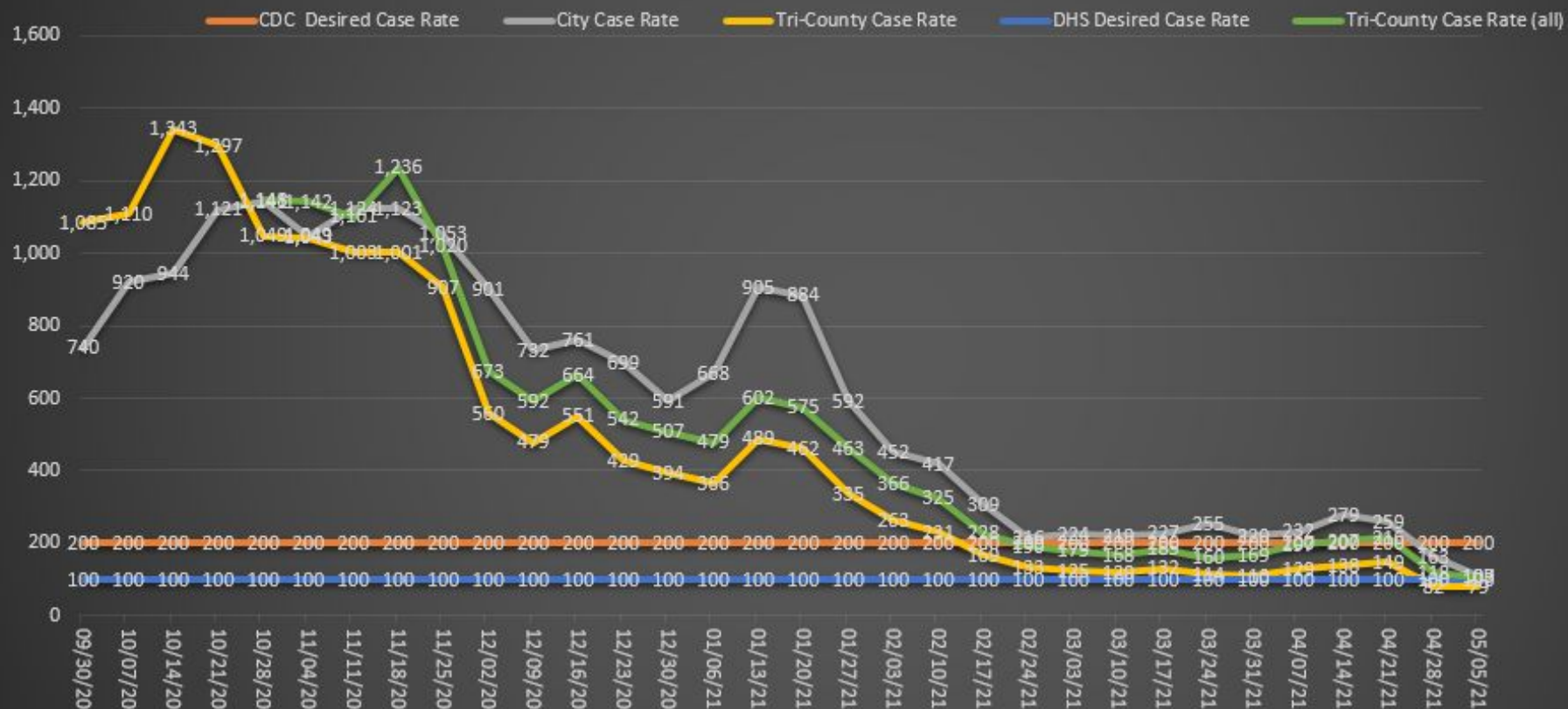


AGENDA

- External/Internal Matrix Data Review
- Staff and Student COVID-19 Data
- Update on HS and MS Student Supports

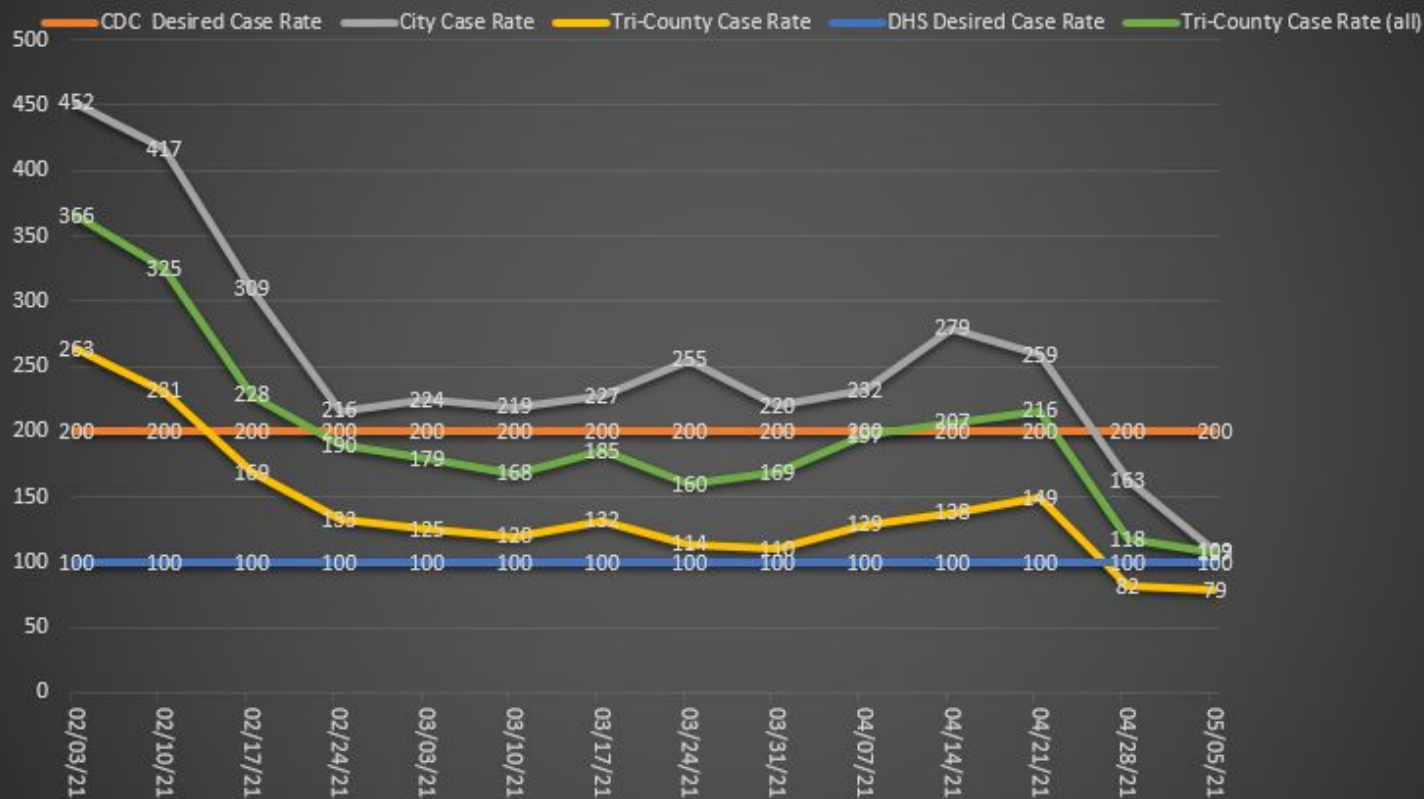
Primary Indicators	Risk Level	Current Status	3-Week Trend (increase/decrease must be +/- 10%)
New Cases - City of Appleton within the last 14 days (burden).	To move from the CDC's <i>Highest Risk</i> of Transmission in Schools level to <i>Higher Risk</i> the burden must be less than 200 .	109 cases per 100,000 people	Decreasing (259 to 163 to 109)
New Cases - Tri-County region within the last 14 days (burden).		79 cases per 100,000 people	Decreasing (149 to 82 to 79)
Ability to implement 5 key mitigation strategies (mask, social distance, hand hygiene, disinfecting, contact tracing)	To remain in the CDC's Lowest Risk level we must implement all 5 strategies correctly and consistently.	All 5 strategies are being implemented correctly and consistently	N/A

Case Rate (Burden)





Case Rate (Burden)





Secondary Indicators (Internal)	Goal	Current Status	3-Week Trend (increase/decrease must be +/- 10%)
Staffing - Substitute Pool	85% of last year's sub pool	77% of last year's sub pool	No Change (77% to 77% to 77%)
New Cases - Weekly total for in-person staff and students	14 new cases in one week is the equivalent of a 200 burden for our district's in-person staff and student population.	6 new cases	Decreasing (12 to 15 to 6)
New Quarantines - Weekly total for in-person staff and students	No change or decreasing for our district's in-person staff and student population.	19 new quarantine	Decreasing (40 to 41 to 19)

Staff and Students Positive Cases and Quarantines

**Total # New
Cases**

6

Students 5

Staff 1

**Total # New
Quarantines**

19

Students 17

Staff 2

**Total New
Cases %**

.04%

Students .04%

Staff .05%

**Total New
Quarantine %**

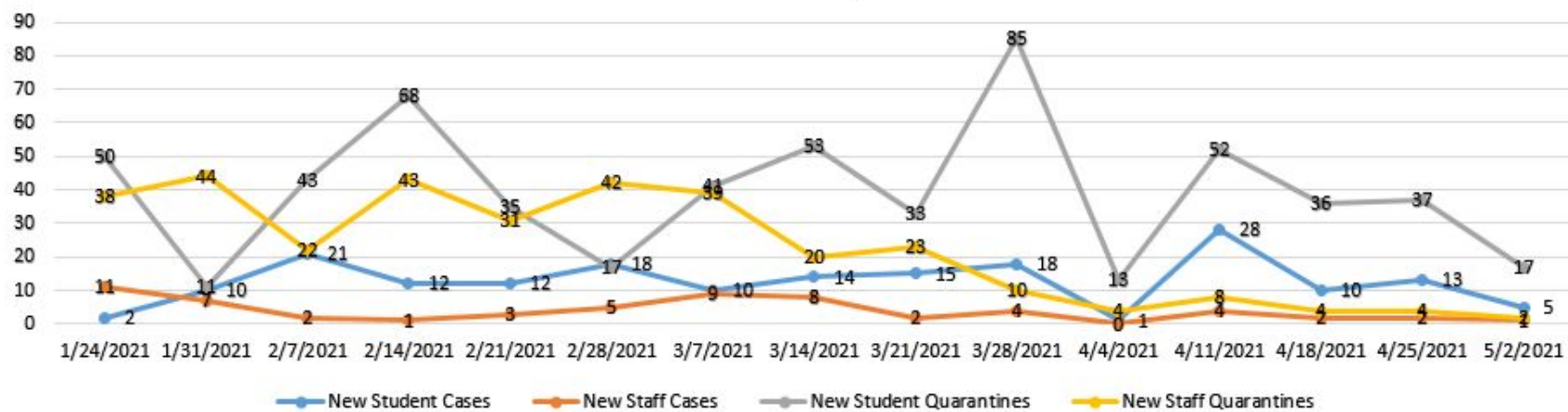
.13%

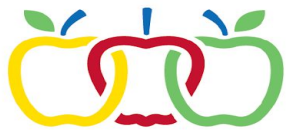
Students .14%

Staff .10%



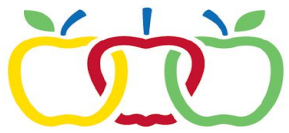
COVID-19 Activity Level





Middle School Update

- Middle School teams are currently providing student focused support, Tier 2, and Tier 3 Math and Reading Interventions utilizing ESSER funding to help provide additional staffing support.
- Students have been identified based upon multiple data points including current academic performance, i-Ready and other historical data, previous interventions and recommendations.
- Multiple staff members at respective sites are meeting with identified students/groups of students, which includes meeting during scheduled student support times, WIN times, and other available support periods when students/staff are scheduled to meet throughout the week.
- In addition, students who have been identified by respective school teams are receiving additional targeted academic support across multiple curricular areas on Wednesdays. These students are being requested/scheduled on site for instructional periods/blocks of time for direct instruction/in-person assistance and support.



Graduation Coaches/ Credit Recovery Teachers

Graduation Coaches - ~**46**

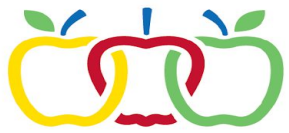
Seniors Supported by Graduation Coaches - ~**167**

Credit Recovery Teachers - ~**50**

Students Supported by Credit Recovery Teachers - ~**276**

-Chris Stratton, Appleton East HS

-Angie Bruner, Appleton West HS

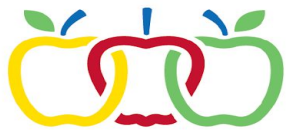


Addressing Incompletes

How many incompletes have been recovered as of 5/10/21?

- **957** I's and F's have been recovered by all three high schools





Questions



ITEM FOR CONSIDERATION

Topic: AASD Waiver Requests

**Background
Information:**

The Wisconsin Department of Public Instruction (DPI) has the authority to waive requirements on school districts under [Wis. Stats. 118.38](#) for provisions in state statute and related administrative rule in chapters 115-121, with certain exceptions. The DPI implemented a streamlined process during this public health emergency to request [waivers](#). Of the waiver requests available, the Appleton Area School District is applying for waivers relating to Hours of Instruction 121.02(1)(f) 121.006(2)(a) (grades 5K-12) and Kindergarten as a Prerequisite for First Grade 118.33(6)(cm).

In response to the COVID-19 pandemic, the Appleton Area School District's Board of Education approved the Addendum to the 2020-2021 AASD Framework for a Safe and Resilient Return. As a result, students in grades 5K-12 started the 2020-21 school year in a fully virtual learning environment that later transitioned to a hybrid learning model. On January 19, 2021, students in grades 5K-4 returned to fully in-person learning with grades 5-6 returning to five days of in-person instruction on March 15, 2021. Students in grades 7-12 transitioned to four days per week in-person instruction on April 5, 2021 with online learning taking place on Wednesdays. Due to the flexibility needed at the local level for delivering instruction due to the COVID-19 pandemic, we are requesting a waiver for Hours of Instruction 121.02(1)(f) 121.006(2)(a) (grades 5-12) for the 2020-21 school year.

In addition, per state statute 118.33(6)(cm), students who are age eligible but have not completed a five year-old kindergarten program, such as students who were homeschooled for kindergarten, must demonstrate academic and developmental readiness skills expected for a successful participation in first grade to be enrolled in first grade. The required readiness skills for first grade are outlined in AASD Board Policy 421.1. Due to the higher than normal percentage of Kindergarten families who chose to homeschool their kindergartener during the 2020-2021 school year due to the COVID-19 pandemic, we are requesting a waiver for Kindergarten as a Prerequisite for First Grade 118.33(6)(cm) for the 2021-22 school year. All students who are age eligible for first grade in the 2021-2022 school year will be enrolled in first grade; it will not be dependent upon successful completion of a 5-year old Kindergarten program.

**Administrative
Recommendation:**

Approval of the instructional minutes and kindergarten as a prerequisite for first grade requirement waivers for the 20-21 and 21-22 school years, respectively.

Contact Person(s):

Nan Bunnaw, 832.6301, bunnawnanette@aad.k12.wi.us
Steve Harrison, 832.6157, harrisonstepha@aad.k12.wi.us
James Huggins, 832.6142, hugginsjames@aad.k12.wi.us
Ben Vogel, 832.6301, vogelben@aad.k12.wi.us

Board Date: May 10, 2021



Appleton Area School District

SCHOOL BOARD RESOLUTION FOR THE WAIVER OF CERTAIN SCHOOL BOARD OR SCHOOL DISTRICT REQUIREMENTS PURSUANT TO WIS. STAT. §§ 118.38(1) AND (1m)

WHEREAS, Wis. Stat. §118.38(1) and Wis. Admin. § PI 8.01(4) authorize school boards to request the Department of Public Instruction to waive any school board or school district requirement in Wis. Stat. chs. 115 to 121 or in the administrative rules promulgated by the Department under the authority of those chapters; and

WHEREAS, Wis. Stat. §118.38(1)(b) requires that, before requesting a waiver, a school board shall hold a public hearing in the school district on the request for a waiver of any requirement in Wis. Stat. chs. 115 to 121; and

WHEREAS, Wis. Stat. § 118.38(1m) requires that “the school board shall specify in its request for a waiver its reason for requesting the waiver,” which includes regulatory flexibility needed to implement plans for delivering education in the midst of the COVID-19 pandemic;

NOW, THEREFORE BE IT RESOLVED, that:

1. On May 10, 2021, the Board of Education held a public hearing, in satisfaction of Wis. Stat. §118.38(1)(b), concerning requests for waivers of the requirements identified herein; and

2. In compliance with Wis. Stat. §§ 118.38(1) and (1m), and for the reasons set forth herein, the Board of Education hereby directs the District Administrator or his/her designee to apply, on behalf of the Board, to the Office of the Superintendent for Public Instruction (OSPI) for the waiver of the following:

- a. Waiver of the requirements of Wis. Stat. § 121.02(1)(f) and the administrative rules promulgated by the department regarding required instructional hours for students for the 2020-2021 school year only due to the COVID-19 public health emergency.
- b. Waiver of the requirement in Wis. Stat. § 118.33(6)(cm) relating to the Kindergarten as a Prerequisite for First Grade requirement for the 2021-2022 school year only due to the higher than normal percentage of kindergarten families who chose to homeschool their kindergartener during the 2020-2021 school year as a result of the COVID-19 pandemic.

BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board of Education's approval of this action and of the authority granted herein at a duly-noticed meeting of the Board held on May 10, 2021.

Dated this ____ day of _____, 2021.

APPLETON AREA SCHOOL DISTRICT
BOARD OF EDUCATION

Kay Eggert, Board President

Deborah Truyman, Board Clerk

ITEMS FOR CONSIDERATION

Topic: 2020-2021 Grants

Background Information: The Appleton Area School District has been awarded various grants for the 20-21 fiscal year. The name and amount of each grant is listed below:

Fund 10

Video Live Streaming and Production Grant \$2,000.00

Fund 27

Sensory Needs & Coping Tools Grant \$2,000.00

Administrative Recommendation: Approval

Video Live Streaming & Productions Grant - This grant in the amount of \$2,000 has been awarded to the Appleton Area School District – Appleton East High School to provide a system that will communicate with community and provide students with valuable career based learning experiences. This grant has been approved from the *Vira and Alan Stoner Fund* and the *Appleton Education Foundation*.

Sensory Needs & Coping Tools Grant – This grant in the amount of \$2,000 has been awarded to the Appleton Area School District to create the sensory room within the Pride program. This grant has been approved from the *Gruner Family Community Mental Wellness Fund* and the *Betsy Melzer Fund*.

Contact: Greg Hartjes, 997-1399 ext. 2029
Board Action: May 10, 2021

Appleton Education
Foundation

Enhancing Educational Excellence Since 1997

April 8, 2021

Nicholas German
AASD-Appleton East High School
2121 E. Emmers Dr.
Appleton, WI 54915-3802

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**EX-OFFICIO
DIRECTORS**

Judy Baseman
Kay Eggert

Dear Nicholas:

The Appleton Education Foundation's board of directors has reviewed your grant application for *Video Live Streaming & Productions*. We are pleased to inform you that a grant has been approved from the Vira and Alan Stoner Fund and Appleton Education Foundation as follows:

Grant Amount: \$2,000.00; check has been forwarded to the AASD Business Office per district policy
Grant Purpose: Provide a system that will communicate with community and provide students with valuable career based learning experiences
Grant Start Date: March 30, 2021
Final Report Due: April 1, 2022

- **The funded program may be modified only with the Foundation's prior written approval.**
- Expenses charged to this grant may not be incurred prior to the start date or after the end date above.
- **The grantee shall return to the Foundation any unused funds at the grant end date.**

A final report is required as an additional condition of this grant. To complete, you may login to the AEF Grants Portal (apply.appletoneducationfoundation.org), click on Grant Applicant > My Awards. Open your proposal, click the Final Report link toward bottom of the page. The Foundation will send you a reminder with these instructions closer to the due date. Consideration for future funding from AEF is conditional upon receipt and acceptance of the final report.

For your publications and correspondence, please refer to this award as a grant from the Appleton Education Foundation. If you would like assistance in publicizing your project to the local media and/or if there are opportunities for the AEF to photograph your project in progress, please contact me at 832-1517 or jkrause@appletoneducationfoundation.org.

Thank you for your application and interest. We wish you every success as you implement this project.

Sincerely,



Julie Krause
Executive Director

CC: Matthew Mineau, Diane Wittman

66415

122 E. College Ave., Suite 1B | Appleton, WI 54911 | 920-832-1517 | 920-832-1301 Fax

www.appletoneducationfoundation.org

The Appleton Education Foundation Inc. is a supporting organization within the Community Foundation for the Fox Valley Region Inc.



Enhancing Educational Excellence Since 1997

April 8, 2021

Margaret Scheffler
AASD-Appleton Area School District
P.O. Box 2019
Appleton, WI 54912-2019

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**EX-OFFICIO
DIRECTORS**
Judy Baseman
Kay Eggert

Dear Margaret:

The Appleton Education Foundation's board of directors has reviewed your grant application for *Sensory Needs & Coping Tools*. We are pleased to inform you that a grant has been approved from the Gruner Family Community Mental Wellness Fund and the Betsy Melzer Fund as follows:

Grant Amount:	\$2,000.00; check has been forwarded to the AASD Business Office per district policy
Grant Purpose:	Create the sensory room within the Pride program.
Grant Start Date:	March 30, 2021
Final Report Due:	June 1, 2021

- **The funded program may be modified only with the Foundation's prior written approval.**
- Expenses charged to this grant may not be incurred prior to the start date or after the end date above.
- **The grantee shall return to the Foundation any unused funds at the grant end date.**

A final report is required as an additional condition of this grant. To complete, you may login to the AEF Grants Portal (apply.appletoneducationfoundation.org), click on Grant Applicant > My Awards. Open your proposal, click the Final Report link toward bottom of the page. The Foundation will send you a reminder with these instructions closer to the due date. Consideration for future funding from AEF is conditional upon receipt and acceptance of the final report.

For your publications and correspondence, please refer to this award as a grant from the Appleton Education Foundation. If you would like assistance in publicizing your project to the local media and/or if there are opportunities for the AEF to photograph your project in progress, please contact me at 832-1517 or jkrause@appletoneducationfoundation.org.

Thank you for your application and interest. We wish you every success as you implement this project.

Sincerely,

Julie Krause
Executive Director

CC: Amy Steiner, Diane Wittman

66344

122 E. College Ave., Suite 1B | Appleton, WI 54911 | 920-832-1517 | 920-832-1301 Fax

www.appletoneducationfoundation.org

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ITEM FOR CONSIDERATION

Topic:	Leasing Additional Space at our Welcome Center
Background Information:	Leasing of an additional suite (C-1) at the Northgate Center, located at 2710 North Oneida Street, to serve as our Diversity, Equity, and Inclusion department's office, and to provide space to host programs, services, and training opportunities for families. In addition, the large portion of the space will be available during the day for student and/or staff use, as well as in the evening for staff professional development. This third suite at our Welcome Center, which is located in the Northgate Center, will be available on June 1st, 2021, at which time we will enter into a 3-year lease. The cost is \$8.70 per square foot, for a total of \$28,000 Moving the Diversity, Equity, and Inclusion department to the Welcome Center will require building offices and a conference room in a portion of the space. This construction is estimated to cost \$85,000. An additional \$20,000 will be needed to furnish the new space.
Fiscal Note:	Approximate rent of \$28,000 per year. Construction costs of \$85,000. Furniture costs of \$20,000.
Administrative Recommendation:	Approval
Contact:	Greg Hartjes, 997-1399 ext. 2029 Pa Lee Moua, 997-1399 ext. 2055
Board Action:	May 10, 2021

ITEM FOR CONSIDERATION

Topic: Collaborative Response Graphics

Background Information: Working in collaboration with the Appleton Police Department, we would like contract with The Critical Response Group to create and annually update Collaborative Response Graphics (CRGs) for each of our schools. CRGs are site-specific common operating pictures that enable better communication during an emergency. Currently, our school-specific emergency management plans rely on a paper copy of blueprints created by our Engineering Services Department. In addition, when local law enforcement personnel or fire services respond to an emergency in one of our buildings they are also relying on these blueprints. The blueprints were created for use by our Facilities and Operations department, so were not intended for emergency management use.

CRGs combine accurate floor plans, high resolution imagery, and gridded-overlay into one map. Micro CRGs come standard with labeling for classrooms, hallways, doors/access points, key utilities, key boxes, AEDs, and trauma kits, and are used to coordinate emergency response inside a school. Macro CRGs come standard with labeling for buildings, parking lots, athletic fields, roadways, access points, and other key landmarks around the property. Macro CRGs are used to coordinate events exterior to the structure.

CRGs will be compatible with local public safety departments' computer systems. In addition, annual virtual and in-person training for both AASD staff and public safety staff is available at no cost.

Fiscal Note: Initial cost of \$86,043
Estimated annual cost of \$12,610

Administrative Recommendation: Approval

Instructional Impact: NA

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

Board Action: May 10, 2021

ITEM FOR CONSIDERATION

TOPIC: Professional Educator New Hires

BACKGROUND INFORMATION: The professional educators listed below are recommended for contractual positions for the 2021-2022 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Salary</u>	<u>Effective Date</u>
Kim M. Corrigan	Speech & Language Pathologist	Highlands	100%	\$50,100	8/25/2021
Pannayiota Guigley	Art	Wilson/Magellan	100%	\$53,150	8/25/2021
Laura J. Imming	Speech & Language Pathologist	Ferber	100%	\$51,600	8/25/2021
Emily M. Krier	Physical Education	Ferber/Johnston	100%	\$42,450	8/25/2021
Tyler J. Matthews	Technology Education	West/A-Tech	100%	\$49,800	8/25/2021
Casey D. Parker	Music-Band	West	100%	\$45,100	8/25/2021
Shannon L. Smith	Math	East	100%	\$54,800	8/25/2021
Taylor R. Welch	Library Media Specialist	Jefferson/Johnston	100%	\$47,450	8/25/2021
Samantha L. Wojnowski	Special Ed-ID	Madison	100%	\$43,700	8/25/2021

Kim M. Corrigan received her Master of Science degree from UW-Stevens Point with a major in Speech Pathology. Most recently, she served the District as a substitute.

Pannayiota Guigley received her Master of Arts degree from The Pennsylvania State University with a major in Art Education. Most recently, she served the Tunica County School District as an Art Teacher. Other activities or sports that he might supervise, sponsor, or assist: Art club, chess club, swimming, robotics, yearbook, newspaper, or Knowledge Bowl.

Laura J. Imming received her Master of Science degree from UW-Eau Claire with a major in Communication Science Disorders. Most recently, she served the Oshkosh Area School District as a Speech and Language Pathologist.

Emily M. Krier will receive her Bachelor of Science degree from UW-La Crosse with a major in Physical Education. Most recently, she is completing her student teaching with the School District of Holmen. Other activities or sports that she might supervise, sponsor, or assist: Soccer, track, cross country, or volleyball.

Tyler J. Matthews received his Bachelor of Science degree from UW-Stout with a major in Technology Education. Most recently, he served the Green Bay Area Public School District as a Technology Education Teacher. Other activities or sports that he might supervise, sponsor, or assist: Formula High School.

Casey D. Parker received his Bachelor of Music degree from UW-Sevens Point with a major in Instrumental Music. Most recently, he served the Freedom Area School District as a Band Teacher/Director. Other activities or sports that he might supervise, sponsor, or assist: Jazz band, rock band, board game club, or pit orchestra for drama productions.

Shannon L. Smith received her Bachelor of Science degree from Michigan State University with a major in Mathematics. In addition, she received her Master of Arts degree from Michigan State University with a major in Teaching and Curriculum. Most recently, she served the Fond du Lac School District as a Math Teacher. Other activities or sports that she might supervise, sponsor, or assist: Colorguard, marching band, musicals, cheer, or dance.

Taylor R. Welch received her Master of Library and Information Science degree from UW-Milwaukee. She is continuing her education to obtain her Library Media Specialist certification from UW-Milwaukee and is being hired under a one-year license with stipulations. Most recently, she served the District as a substitute. Other activities or sports that she might supervise, sponsor, or assist: Any book or technology related clubs.

Samantha L. Wojnowski will receive her Bachelor of Science degree from UW-Stevens Point with a major dual major in Elementary Education and Special Education. Most recently, she served the Berlin Area School District as a Special Education Teacher. Other activities or sports that she might supervise, sponsor, or assist: Volleyball, dance, or any clubs, or committees.

FISCAL NOTE: As indicated above.

ADMINISTRATIVE RECOMMENDATION: Approval.

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

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

5/10/21

ITEM FOR CONSIDERATION

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Miranda L. Andersen	Talented & Gifted	Berry/Houdini/Odyssey	80% to 100%	8/25/2021
Kori A. Mangold	Grade 1	Horizons	50% to 100%	8/25/2021
Lisa H. Reineking	Interventionist	Horizons	80% to 100%	8/25/2021
Sara K. Schroeder	Interventionist	Classical	100% to 50%	8/25/2021
Janeal K. Spring	Math	North	80% to 100%	8/25/2021

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)

5/10/21

ITEM FOR CONSIDERATION

TOPIC: Professional Educator Resignations

BACKGROUND INFORMATION: The following Professional Educators have submitted a letter of resignation effective the end of the 2020-2021 school year.

Jacqueline A. Bluhm has been with the District for six years, most recently as a Family and Consumer Science Teacher at North High School.

Brittany S. Ebert has been with the District for four months, most recently as a Grade 6 Teacher at Houdini Elementary School.

Toni L. Giebel has been with the District for ten years, most recently as a Science Teacher at Kaleidoscope Academy.

Tara M. Koenigs has been with the District for eight years, most recently as a Special Education Teacher at McKinley Elementary School.

Amy S. Lahvic has been with the District for nine years, most recently as an English Language Arts/Social Studies Teacher at Kaleidoscope Academy.

Susan B. Lisch has been with the District for five years, most recently as an Itinerant Special Education-Early Childhood Teacher.

Michael S. Roush has been with the District for six years, most recently as a Science Teacher at East High School and Computer Science Teacher at North High School.

Carisa M. Weyenberg has been with the District for four months, most recently as a Grade 5 Teacher at the Elementary Virtual School.

FISCAL NOTE: Dependent upon replacements.

ADMINISTRATIVE RECOMMENDATION: Approval.

INSTRUCTIONAL IMPACT: Qualified replacements will be procured.

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

5/10/21

ITEM FOR CONSIDERATION

TOPIC: Leaves of Absence

BACKGROUND INFORMATION: The professional educators listed below are being recommended for an unpaid childrearing leave of absence exceeding one year for the 2021-22 school year:

<u>Name</u>	<u>Position</u>	<u>FTE</u>	<u>Location</u>
Elizabeth J. Austin	Art	.70	Columbus/Richmond
Alisha K. Calewerts	Guidance Counselor	1.0	Johnston
Megan M. Novak	Grade 6	1.0	Johnston

FISCAL NOTE: As indicated below.

INSTRUCTIONAL IMPACT: None.

ADMINISTRATIVE RECOMMENDATION: Approval

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

PSC: 4/27/21

BOE: 5/10/21

ITEM FOR CONSIDERATION

TOPIC: Internship

BACKGROUND INFORMATION: The Appleton Area School District has participated in internship programs in the past. This internship position will be for the first semester of the 2021-2022 school year. The compensation for this position will be paid in the form of a stipend.

The following intern understands her position is for one semester only with no assurance for continued employment.

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Stipend</u>	<u>Effective Date</u>
Shania A. Warren	Special Ed	MCK	\$4,500	8/25/21

FISCAL NOTE: In addition to the intern stipend above, the District would pay the Department of Public Instruction \$500.00 for professional development for Ms. Warren during her internship.

ADMINISTRATIVE RECOMMENDATION: Approval is recommended.

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

FISCAL NOTE: None.

5/10/21



Board of Education Meeting Schedule 2021-2022

Monday, July 26, 2021	Regular Meeting	6:00 PM
Monday, August 9, 2021	Regular Meeting	6:00 PM
Monday, August 23, 2021	Regular Meeting	6:00 PM
Monday, September 13, 2021	Regular Meeting	6:00 PM
Monday, September 27, 2021	Regular Meeting	6:00 PM
Monday, October 11, 2021	Regular Meeting	6:00 PM
Monday, October 25, 2021	Public Hearing—2021-22 Annual Budget Regular Meeting	6:00 PM *6:45 PM
Monday, November 8, 2021	Regular Meeting	6:00 PM
Monday, November 22, 2021	Regular Meeting	6:00 PM
Monday, December 13, 2021	Regular Meeting	6:00 PM
Monday, January 10, 2022	Regular Meeting	6:00 PM
Monday, January 24, 2022	Regular Meeting	6:00 PM
Monday, February 14, 2022	Regular Meeting	6:00 PM
Monday, February 28, 2022	Regular Meeting	6:00 PM
Monday, March 7, 2022* (1st Monday)	Regular Meeting	6:00 PM
Monday, March 21, 2022* (3rd Monday)	Regular Meeting	6:00 PM
Monday, April 11, 2022	Regular Meeting	6:00 PM
Monday, April 25, 2022	Regular Meeting	6:00 PM
Monday, May 9, 2022	Regular Meeting	6:00 PM
Monday, May 23, 2022	Regular Meeting	6:00 PM
Monday, June 13, 2022	Regular Meeting	6:00 PM
Monday, June 27, 2022	Regular Meeting	6:00 PM

AASD Board of Education meetings are typically held on the second and fourth Monday of each month at 6:00 PM *unless otherwise noted or announced.

The Board of Education will be meeting in the Scullen Leadership Center, 131 E. Washington Street, Suite 1A, Appleton, WI. Some individuals will be joining via zoom and the meeting will be livestreamed on YouTube. In-person public appearances are suspended until further notice. Members of the media or general public may access the meeting via the live stream broadcast on the Appleton Area School District YouTube Channel. Please call 832-6126 for more information.

PUBLIC INPUT AT SCHOOL BOARD AND BOARD SUBCOMMITTEE MEETINGS

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

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

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

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

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

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

Adoption Date: September 14, 1987

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

PUBLIC INPUT AT SCHOOL BOARD AND BOARD SUBCOMMITTEE MEETINGS

Procedures

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

Please note the following in the Procedures below:

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

I. School Board Meetings

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

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

II. Board Subcommittee Meetings

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

III. Public Hearings

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

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

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

Guidelines for Speaking at School Board and Board Subcommittee Meetings

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

Speaker Responsibilities at School Board and Board Subcommittee Meetings

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

187-Rule (cont.)

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

Authority and Responsibility of the Board President or Chair

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

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

School Board Meetings

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

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

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

Adoption Date: September 14, 1987

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

Appendix 1

Public Input Disclaimer

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

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

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

VIRTUAL MEETINGS AND BOARD MEMBER PARTICIPATION IN MEETINGS VIA TECHNOLOGY

REMOTE PARTICIPATION IN BOARD MEETINGS BY SCHOOL BOARD MEMBERS

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

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

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

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

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

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

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

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

AUTHORIZING ADDITIONAL REMOTE PARTICIPATION BY BOARD MEMBERS

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

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

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

VIRTUAL MEETINGS AND REMOTE PARTICIPATION IN EMERGENCIES

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

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

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

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

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

REMOTE PUBLIC ACCESS TO BOARD MEETINGS

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

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

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

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

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

APPLICATION TO COMMITTEES AND OTHER GOVERNMENTAL BODIES

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

Legal References:

Wisconsin Statutes

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

Adoption Date: August 22, 2022

VIRTUAL MEETINGS AND BOARD MEMBER PARTICIPATION IN MEETINGS VIA TECHNOLOGY

REMOTE PARTICIPATION IN BOARD MEETINGS BY SCHOOL BOARD MEMBERS

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

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

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

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

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

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

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

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

AUTHORIZING ADDITIONAL REMOTE PARTICIPATION BY BOARD MEMBERS

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

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

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

VIRTUAL MEETINGS AND REMOTE PARTICIPATION IN EMERGENCIES

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

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

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

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

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

REMOTE PUBLIC ACCESS TO BOARD MEETINGS

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

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

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

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

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

APPLICATION TO COMMITTEES AND OTHER GOVERNMENTAL BODIES

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

Legal References:

Wisconsin Statutes

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

Adoption Date: August 22, 2022

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.

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