



ONALASKA, SCHOOL DISTRICT OF

Draft - Policy Manual

20 policies

October 5, 2026

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

01 - OVERVIEW

Vol. 35, No. 2 - July 2026 OVERVIEW

WISCONSIN LOCAL UPDATE OVERVIEW AND COMMENTS

VOLUME 35 NUMBER 2

JULY 2026

Notice Regarding Legal Accuracy

Neola is vigilant in providing policy language to clients that has been vetted for legal accuracy by outside legal counsel. Should questions arise as to the legal compliance or accuracy of Neola materials, it is our expectation that Neola's counsel would have the opportunity to assist in the resolution of such a claim. Please notify the Neola corporate office if an issue arises that requires such a review or assistance.

Policies in this update have been reviewed by Renning Lewis & Lacy, S.c. for consistency with Federal and State law.

BYLAWS AND POLICIES

Policy 2210 - CURRICULUM DEVELOPMENT (Revised)

This policy establishes the governing framework and structural criteria for developing, evaluating, and maintaining a sequential District curriculum that complies with state educational mandates.

The updated choice introduces a standardized mechanism to provide parents with advance notice of specific instructional content that may conflict with sincerely held religious beliefs, to address student exemption requests, and to provide alternative learning activities.

While this choice is optional under policy, it may help the District comply with the U.S. Supreme Court ruling in Mahmoud v. Taylor (June 2025). The Supreme Court ruled that public schools provide parents with advance notice and the right to opt their children out of classroom instruction or specific readings that directly conflict with their sincerely held religious beliefs.

Policy 2430 - DISTRICT-SPONSORED CLUBS AND ACTIVITIES (Revised)

This policy defines the structural parameters for authorizing student clubs and activities and establishes a clear legal distinction between District-sanctioned programs and independent community initiatives.

The updated changes create content restrictions for all student club advertisements and flyers displayed on District property, limiting public signage to basic logistical information. Additionally, these modifications implement an option for administrative review of organizational promotional materials to maintain structural consistency and mitigate institutional liability across all extracurricular platforms. These changes are recommended, but not required.

Policy 2461 - RECORDING OF IEP TEAM MEETINGS (Replacement)

This policy regulates the recording of Individualized Education Program (IEP) team meetings, balancing the accommodation of parental rights with the privacy of participants and the general integrity of the

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collaborative process.

The replacement modernizes District regulations by restricting the unauthorized use of emerging technologies, including artificial intelligence meeting recorders and digital transcription applications. Furthermore, the revised framework establishes protocols for parental notice, grants administration the authority to suspend disruptive sessions, and disclaims institutional liability regarding the storage, security, or distribution of parent-generated media. Adoption of this replacement policy is required for legal compliance.

Policy 2510 - ADOPTION OF TEXTBOOKS (Revised)

This policy establishes the legal framework and criteria for the non-discriminatory selection, evaluation, and Board approval of primary instructional materials used throughout the District.

The revisions mandate that administrative personnel provide parents with timely notification regarding textbooks that may conflict with sincerely held religious beliefs, create a formal procedure for families to submit exemption requests, and require the District to provide appropriate alternative academic assignments.

These changes are recommended for adoption to help the District comply with the U.S. Supreme Court ruling in *Mahmoud v. Taylor* (June 2025).

Policy 2521 - SELECTION OF INSTRUCTIONAL MATERIALS AND EQUIPMENT (Revised)

This policy establishes the definitions, criteria, and non-discrimination standards governing the acquisition of supplemental educational resources and classroom equipment.

The revisions direct the administration to develop procedures to provide parents with advance notice when supplemental materials or activities conflict with sincerely held religious beliefs.

These changes are recommended for adoption to help the District comply with the U.S. Supreme Court ruling in *Mahmoud v. Taylor* (June 2025).

Policy 2623 - STUDENT ASSESSMENT AND GRADING (Revised)

This policy establishes the legal and administrative framework for measuring student academic proficiency and verifying compliance with state-mandated educational criteria.

The updates expand the evaluation structure while clarifying that early literacy screenings are exempt from parental opt-out provisions. Additionally, these revisions provide options for classroom grading practices, permissible methodologies, proactive parental notifications, and administrative overrides of grades. Non-optional changes are recommended but not required.

Policy 3130 - ASSIGNMENT AND TRANSFER (Revised)

This policy defines the administrative framework for the assignment and transfer of professional staff members to optimize operational efficiency and maintain compliance with state qualification standards.

The revisions remove the reference to "contractual requirements" and update administrative oversight. This change is recommended but not required.

Policy 3242 - PROFESSIONAL GROWTH REQUIREMENTS (Revised)

This policy establishes the administrative framework for continuous staff development.

The revision simplifies regulatory oversight by requiring professional personnel to satisfy all broad statutory conditions necessary to maintain active licensure. This change is recommended but not required.

Policy 5136.01 - OTHER PERSONAL ELECTRONIC DEVICES (Revised - EXISTING NEOLA POLICY BUT DISTRICT DOES NOT HAVE - FOR DISTRICT CONSIDERATION)

This policy establishes the framework for student possession and utilization of personal electronic devices.

The revisions narrow the scope of this policy by separating non-wireless equipment from wireless personal communication devices, which are now covered by a separate, dedicated policy. This reorganization simplifies enforcement for school administrators and preserves essential protocols regarding confiscation of unauthorized property. These changes are recommended to better align the District's Policy Manual with the previous changes to Policy 5136 resulting from 2025 Wisconsin Act 42.

Policy 5511 - DRESS AND APPEARANCE (Revised)

This policy provides the parameters for balancing a student's individual right to expressive speech with the District's authority to maintain an orderly, safe, and non-discriminatory educational environment.

The revisions integrate contemporary constitutional standards by requiring that administrative restrictions on student attire be based on a context-specific forecast of material and substantial disruption. Additionally, the revisions expand the categories of prohibited dress to encompass items that violate anti-harassment policies, depict obscenity, or incite violence, thereby providing school officials with clearer, defensible guidance for enforcement. The non-option changes are recommended for adoption, but are not required.

Policy 7440.03 - SMALL UNMANNED AIRCRAFT SYSTEMS (Drones) (Revised)

This policy establishes clear parameters for the operation of small Unmanned Aircraft Systems (drones) on district property to ensure compliance with federal and state laws while maintaining campus safety and security.

The revision establishes a framework for the Board to expressly authorize drone operations during instructional periods or approved events, subject to a five-business-day response timeline. It further cites specific statutory-based exceptions permitting law enforcement and public protective agencies to operate drones over district property for defined emergency and public safety purposes, such as active search and rescue or preventing imminent danger. These changes are required for adoption but are not required.

Policy 8325 - RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES (Revised)

This policy establishes procedures for school staff handling subpoenas, summonses, and other legal documents, protecting confidential student and District information while maintaining compliance with State legal proceedings.

These revisions formally define the service of legal process, clarify the District Administrator's statutory authority to receive service, and restrict other staff to accepting documents exclusively through personal service unless otherwise directed. It also establishes guidance for employees who are requested to provide testimony or documentation. These changes are recommended for adoption but are not required.

Policy 8410 - CRISIS INTERVENTION (Revised)

This policy establishes a collaborative framework for school safety planning, threat assessments, and crisis intervention to protect the school community's safety and well-being.

This update incorporates Wisconsin Administrative Code PI 23 to clarify that safe-school transfer options are available only if the District has another appropriate grade-level school or public charter school, and that Federal recommendations apply if no local transfer options exist. This change is recommended for adoption, but is not required.

Neola Annual Policy Updates for District Food Service from DPI

- **Policy 8500 - FOOD SERVICES (Revised)**
- **Policy 8500.01 - POLICY AND PROCESS FOR RECEIVING AND PROCESSING COMPLAINTS ALLEGING CIVIL RIGHTS DISCRIMINATION (INCLUDING WISCONSIN PROTECTED CLASSES) IN THE U.S. DEPARTMENT OF AGRICULTURE (USDA) CHILD NUTRITION PROGRAMS (New)**
- **Policy 8510 - WELLNESS (Revised)**
- **Policy 8531 - FREE AND REDUCED-PRICE MEALS (Revised)**
- **Policy 8550 - COMPETITIVE FOOD SALES (Revised)**

Neola confers each year with the School Nutrition Program Compliance Unit (SNPCU) at the Wisconsin Department of Instruction regarding required updates to the policies they include in Administrative Reviews for our client districts. All the changes in the above policy group were made after consultation with the SNPCU and a review of our most current templates.

These updates are required to keep District policies updated for compliance and a Food Service Administrative Review (Audit).

Policy 8600 - TRANSPORTATION (Revised)

This policy establishes the regulatory and operational standards for transporting students safely.

This update aligns the policy with Wisconsin Act 160 for audio and video surveillance on school buses and notifications. It also restricts access to recordings to safeguard student privacy. These changes are required for adoption, if the District intends to use audio or video surveillance on school buses.



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po2210

Vol. 35, No. 2 - July 2026 Revised CURRICULUM DEVELOPMENT

2210 - CURRICULUM DEVELOPMENT

The Board recognizes its responsibility for the quality of the educational program of the schools. To this end, a District curriculum plan shall be developed, evaluated, and adopted. The plan shall include overall program evaluation processes that provide for evaluation on a continuing basis and shall provide for the review of the evaluation process at least every five (5) years. The District curriculum plan shall include sequential curriculum plans, which provides an organized set of learning experiences that build upon previously acquired knowledge and skills.

For purposes of this policy and consistent communication throughout the District, curriculum shall be defined to include the courses of study, subjects, classes, and organized activities provided by the school as defined by essential learning outcomes and learning targets.

The Board directs that the curriculum of this District:

- A. provide instruction in courses consistent with statute and regulations of the Department of Public Instruction or appropriate State agency;
- B. ensure, consistent with 115 Wis. Stats. and other applicable Federal and State laws and regulations, that special learning needs of students are provided for in the context of the regular program or classroom and provides for effective coordination with programs or agencies that are needed to meet those needs that cannot be dealt with in the regular program or classroom;
- C. be consistent with and designed to achieve the District's philosophy and goals;
- D. incorporate State-recommended performance standards for students as the basis for determining how well each student is achieving curriculum objectives;
- E. provide a strategy for continuous and cumulative learning through effective articulation at all levels, particularly of those skills identified as essential and life-role skills;
- F. utilize a variety of learning resources to accomplish the educational goals;
- G. encourage students to utilize school counseling services in their academic and career planning;
- H. in the elementary grades, provide regular instruction in reading, language arts, social studies, mathematics, science, health, physical education, art and music; -
- I. in grades 5 to 8, provide regular instruction in language arts, social studies, mathematics, science, health, physical education, art and music; -
- J. in grades 9 to 12, provide access to an educational program that enables students each year to study English, social studies, mathematics, science, vocational education, foreign language, physical education, art and music; -
- K. provides regular instruction in foreign language in grades 7 and 8; -
- L. in one of grades 5 to 8 and in one of grades 10 to 12, provide students with the instruction on shaken baby syndrome and impacted babies described in 253.15 (5), Wis. Stats.; -
- M. incorporate instruction in financial literacy into the curriculum in grades kindergarten to 12;
- N. at least once in grades 5 to 8 and at least once in grades 9 to 12, include instruction on the Holocaust and other genocides;
- O. provide that, in the social studies curriculum, instruction in the history, culture, and tribal sovereignty of Federally-recognized American Indian tribes and bands located in Wisconsin takes place at least twice in the elementary grades and once in the high school grades.
- P. provide for the integration of multi cultural education.
- Q. - (-) shall include procedures for providing parents with advance notice of specific instructional content or activities that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and for honoring parental requests to excuse their child from such

instruction and to provide alternative learning activities. See also Policy 2240 - Controversial Issues in the Classroom and Policy 2270 - Religion in the Curriculum. **[END OF OPTION]**

See also Policy 2240 - Controversial Issues in the Classroom, and Policy 2270 - Religion in the Curriculum.

The Superintendent shall make progress reports to the Board periodically.

The Superintendent may propose programming using innovative instructional design as deemed to be beneficial or necessary to the continuing growth of the instructional program and to better promote the District's educational goals. Each such innovative program intended to be part of the required hours of instruction must be consistent with State law and implemented consistent with the District's curriculum as approved by the Board.

Unless the Board disapproves, the Superintendent may proceed to conduct the program.

Revised 9/28/20

Revised 3/14/22

Revised 4/24/23

T.C. 4/8/24

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Legal

118.01, 118.24, 118.30, 121.02(1)(k) and (L), Wis. Stats.

PI 8.001(6g)

PI 8.01(2)(L), PI 8.01(2)(K), PI 8.01(2)(k)(4)



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po2430

Vol. 35, No. 2 - July 2026 Revised DISTRICT-SPONSORED CLUBS AND ACTIVITIES

~~WILL DISCUSS WITH ADMIN TEAM AND GET BACK TO ME~~

2430 - DISTRICT-SPONSORED CLUBS AND ACTIVITIES

The Board believes that the goals and objectives of this District are best achieved by a diversity of learning experiences, including those that are not conducted in a regular classroom but are related to the District's curriculum and/or mission.

The purpose of District-sponsored activities shall be to enable students to explore a wider range of individual interests than may be available in the District's courses of study, but are still related to accomplishing the educational outcomes for students. The Board encourages all students, including those students in elementary and middle school grades, to participate in such opportunities. In implementing this policy, the Superintendent shall take steps to make such opportunities accessible to all students.

For purposes of this policy, District-sponsored activities ~~are typically those~~ may be activities in which:

- A. the subject matter is actually taught or will be taught in a regularly offered course;
- B. the subject matter concerns the District's composite courses of study;
- C. participation is required for a particular course;
- D. participation results in academic credit;
- E. the subject matter is of interest to students and aligns with the District's goals and mission.

No activity shall be considered to be under the sponsorship of this Board unless it meets one or more of the criteria stated above and has been approved by the Superintendent.

Such activities, along with competitive extra-curricular activities/athletics, may be conducted on or off school premises by clubs, associations, and organizations of students sponsored by the Board and directed by a staff advisor.

The Board shall allow nondistrict-sponsored, student clubs and activities during noninstructional time, in accordance with the provisions in Policy 5730 - Equal Access For Nondistrict-Sponsored, Student Clubs and Activities.

Nondistrict-sponsored student activities that are initiated by parents or other members of the community may be allowed under the provisions of Policy 7510 - Use of District Facilities. The Board, however, will not:

- A. assume any responsibility for the planning, conducting, or evaluating of such activities;
- B. provide any funds or other resources;
- C. allow any member of the District's staff to assist in the planning, conducting, or evaluating of such an activity during the hours when functioning as a member of the staff.

All activities that meet the criteria of this policy are sponsored by the District and are authorized to use the District name, logo, mascot, or any other name that would associate an activity with the District, provided such use is consistent with other applicable District policies.

No nondistrict-sponsored organization may use the name, logo, mascot, or any other name that would associate an activity with the District. Additionally, no nondistrict-sponsored organization may use the assets of the District, including but not limited to facilities, technology, or communication networks, without the specific permission(s) as outlined in the relevant District policies.

~~All District-sponsored club communications, including flyers or posters to be displayed on school property, shall be limited to the club's name, meeting date, time, and location, (-) - and subject to administrative approval. - [END-OF-OPTION]~~

Whenever a student becomes a member of a District-sponsored student group or national organization, such as the National Honor Society, in order to remain a member, they must continue to meet all of the eligibility criteria and abide by the principles and practices established by the group or the organization.

Revised 3/8/21

Revised 11/22/21

T.C. 10/10/22

Revised 4/24/23

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Legal

120.12(23), Wis. Stats.

P.L. 98-377



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po2461

Vol. 35, No. 2 - July 2026 Replacement RECORDING OF IEP TEAM MEETINGS

Replacement Policy - Vol. 35, No. 2

2461 - RECORDING OF IEP TEAM MEETINGS

The District recognizes that parents may wish to record (this includes audio and/or video, including AI tools) IEP Team meetings in order to better understand the IEP process, their child's IEP, or to implement their rights as a parent for access accommodations under the IDEA, Section 504 of the Rehabilitation Act of 1973, and/or the Americans with Disabilities Act.

If a parent believes that recording an IEP Team meeting is necessary, it is requested that the parent should notify the Executive Director of Student Services in writing, preferably at least two (2) school days before the IEP Team meeting, of the parent's desire to record the meeting and the reason the recording is required.

[DRAFTING NOTE--Recent technological developments, including AI-enabled meeting recording tools, have increased the likelihood that parents may record virtual or in-person IEP meetings without advance notice. Wisconsin is a one-party consent state under 948.31 Wis. Stats, meaning a meeting participant may lawfully record the conversation. The District's current policy prohibits video recording except as a disability accommodation. The proposed revision clarifies notice expectations, affirms the District's right to record when a parent records, addresses AI tools explicitly, and preserves the integrity of the IEP process while reducing potential litigation exposure.]

The purpose of advance notice is to promote transparency, ensure appropriate logistical arrangements, and allow the District to determine whether it will also record the meeting.

Recording of an IEP Team meeting, whether audio, video, or AI-assisted, shall not disrupt the meeting or interfere with the IEP Team process. If recording becomes disruptive, the District may suspend the meeting and reschedule.

If a parent records an IEP Team meeting, the District reserves the right to record the meeting as well.

Any recording made by the District shall become part of the student's education record and will be maintained in accordance with State and Federal law. Any recording made by the parent becomes a record of the parent, and the District has no responsibility for maintenance of that particular record.

The District is not responsible for the storage, security, or distribution of recordings created by parents or other participants.

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po2510

Vol. 35, No. 2 - July 2026 Revised ADOPTION OF TEXTBOOKS/PRIMARY CURRICULAR RESOURCES

2510 - ADOPTION OF TEXTBOOKS /PRIMARY CURRICULAR RESOURCES

The Board shall approve all textbooks used as part of the educational program of this District. The list of the adopted books shall be filed ~~with the School District Clerk~~ at the district office . "Textbook", for purposes of this policy, shall mean the primary ~~principal~~ source of instructional material for any given course of study, in whatever form the material may be presented, that is available or distributed to every student enrolled in the course.

The criteria established for the method of selection and subsequent Board adoption of textbooks shall not discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. ~~sex (including transgender status; change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws.~~ Further, the Superintendent ~~District Administrator~~ shall review all textbooks to assure they reflect the cultural diversity and pluralistic nature of American society in compliance with applicable educational standards.

The Superintendent shall be responsible for the selection and recommendation of textbooks for Board consideration. In considering the approval of any proposed textbook, the Board will weigh its decisions based on recommendations related to:

- A. suitability for the maturity level and educational accomplishment of the students who will be using the material;
- B. freedom from bias;
- C. relationship to the curriculum adopted by the Board;
- D. impact on community standards;
- E. manner of selection;
- F. cost;
- G. appearance and durability.

~~The Superintendent shall provide parents with timely notice of the adoption or use of textbooks or instructional materials that may reasonably be anticipated to : substantially interfere with sincerely held religious beliefs and shall establish procedures for parents to request that their child be excused from instruction involving such materials with appropriate alternative assignments provided. See also Policy 2240 - Controversial Issues in the Classroom and 2270 - Religion in the Curriculum.~~

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Legal

118.03, Wis. Stats.

118.13 Wis. Stats. 121.02(1)(h) Wis. Stats.

P.I. 9, 41

Fourteenth Amendment, U.S. Constitution

20 U.S.C. Section 1681, Title IX of Education Amendments Act

20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974 29 U.S.C. Section 794, Rehabilitation Act of 1973

42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964
42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po2521

Vol. 35, No. 2 - July 2026 Revised SELECTION OF SUPPLEMENTAL INSTRUCTIONAL MATERIALS/CURRICULAR RESOURCES AND EQUIPMENT

2521 - SELECTION OF SUPPLEMENTAL INSTRUCTIONAL MATERIALS /CURRICULAR RESOURCES AND EQUIPMENT

The Board shall provide instructional materials and equipment, within budgetary constraints, to implement the District's educational goals and objectives and to meet students' needs. The primary objective of such instructional materials and equipment shall be to enrich, support, and implement the educational program of the school.

For purposes of this policy, the term "instructional /curricular materials" is defined as supplemental books, readings, activities, online resources, and media distributed by a classroom teacher to students for the purpose of teaching the course content in accordance with the Board-approved course of study (see Policy 2220 - Adoption of Courses of Study). Textbooks, as defined in Policy 2510 - Adoption of Textbooks /Primary Curricular Resources, are not included in this definition or policy. Learning assessment materials designed or selected by the teacher, such as quizzes, tests, exams, worksheets, lesson plans, homework assignments, and the like, are not selected by the Board and therefore not considered instructional materials for purposes of this policy.

The term "instructional equipment" is defined as tools and apparatus used by a classroom teacher for the purpose of conveying the course content or by a student for the purpose of learning the course content. Examples of instructional equipment include, but are not limited to, computing devices, projectors, screens, smartboards, chalkboards/whiteboards, televisions, DVD/video players, overhead projectors, calculators, maps, microscopes, scientific laboratory items, balls, physical activity equipment, musical equipment, career and technical education tools and appliances, art apparatus such as kilns and easels, and the like.

Expendable supplies with an expected lifespan of a school year or less, and purchased with a corresponding WUFAR accounting code in accordance with DPI regulations, are not considered instructional equipment.

Any concerns by the public regarding instructional materials and equipment shall be reviewed in accordance with Policy 9130 - Public Requests, Suggestions, or Complaints.

The Board does not discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~any characteristic protected under State or Federal law including, but not limited to race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, (including gender status, change of sex or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes")~~ in its selection of instructional materials and equipment.

~~The Superintendent shall establish procedures for providing parents with advance notice of instructional materials or activities that may reasonably be anticipated to substantially interfere with sincerely held religious beliefs and for accommodating requests to excuse students from such instruction. See also Policy 2240 - Controversial Issues in the Classroom.~~

The Superintendent shall develop administrative guidelines for the selection and maintenance of all educational and instructional materials and equipment.

The Superintendent shall periodically, provide for a systematic review, by the Board, of the District's instructional materials and equipment in order to ensure that they are appropriate for the current educational program. Any revisions that occur should be a result of the school improvement process.

Students shall be held responsible for the cost of replacing any materials or properties which are lost or damaged through their negligence.

The cost of materials may be charged for materials used in those activities beyond the basic curriculum in which a student elects to participate, particularly in shop and art activities where the product becomes the property of the student.

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118.13, 120.13(5), 121.02(1)(h), Wis. Stats.

P.I. 9, 41, Wis. Adm. Code

Fourteenth Amendment, U.S. Constitution

20 U.S.C. Section 1681, Title IX of Education Amendments Act

20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974

29 U.S.C. Section 794, Rehabilitation Act of 1973

42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964

42 U.S.C. Section 12101 et seq., The Americans with Disabilities Act of 1990

Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services,
Department of Education, Office of Civil Rights, 1979



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po2623

Vol. 35, No. 2 - July 2026 Revised STUDENT ASSESSMENT AND GRADING

2623- STUDENT ASSESSMENT

The Board of Education shall assess student achievement and needs in all areas of the curriculum in order to determine the progress of students and to assist them in attaining District goals.

(-) The Board approves a balanced, comprehensive system of assessment that shall measure levels of student proficiency, growth, and learning needs in all areas of the curriculum in order to determine the progress of students. This information is used to:

1. Provide summative and formative opportunities for students to demonstrate their learning;
2. Accurately communicate each student's proficiency of knowledge and skill level toward grade-level outcomes;
3. Provide evidence of student proficiency and growth in relation to Board-approved standards and learning targets; Inform instruction on a regular, ongoing basis;
4. Provide meaningful feedback for student goal setting;
5. Identify strengths and weaknesses of curricular and instructional programs;

A balanced, comprehensive system of assessments includes:

1. Universal screening assessments;
2. Standards-based formative and summative classroom assessments that are authentic, valid, reliable, and aligned to grade-level learning targets;
3. Diagnostic assessments;
4. Progress Monitoring Assessments;

The Director of Instruction, in collaboration with the School Administrator, shall develop a program of standards-based assessment that includes summative and formative assessments.

[END OF OPTIONAL SECTION]

(-) The Board requires that:

1. Feedback and assessment practices are consistently applied and aligned to grade-level outcomes;
2. Students will be offered multiple opportunities to show proficiency, including reassessments;
3. Assessments be administered by persons who are qualified;
4. Parents be informed of the assessment program of the school;
5. Data regarding individual assessment performance be entered on the student's cumulative record, where it will be subject to the policy of the Board regarding student records;
6. Results of school-wide assessments may be shared with stakeholders are approved by the Board;

[END OF OPTIONAL SECTION]

Each student's proficiencies and needs will be assessed by staff members upon the student's his/her entrance into the District and annually thereafter. Procedures for such assessments will include, but need not be limited to, teacher observation techniques, cumulative student records, student performance data collected through standard testing programs, student portfolios, and physical examinations.

The Superintendent shall develop a program of testing and assessment that includes:

- A. State-required tests;
- B. curriculum-based written and oral examinations which include use of alternative questions, demonstrations, writing exercises, individual and group projects, performances, portfolios, and samples of best work;
- C. vocational inventories.

The Board requires that:

- A. parents be informed of the testing program of the schools and of the special tests that are to be administered to their children;
- B. data regarding individual test scores be entered on the student's cumulative record, where it will be subject to the policy of this Board regarding student records.

All students shall participate in State-wide or District-wide assessments, and any student with a disability shall be provided appropriate accommodation and/or alternate assessments where necessary as indicated in the student's I.E.P. or Section 504 plan.

Parental Opt-Out of Assessments (students)

The Board authorizes the Superintendent to shall excuse any student from the State examination administered in 4th grade, 8th grade, 9th grade, 10th grade, or 11th grade whether the test administered is the one developed by the Department of Public Instruction or the District's own test developed and approved by the DPI and the U.S. Department of Education. To opt out of these examinations, the student's parent must submit a statement in writing to the building Principal stating that the parent is opting out of the examination(s).

~~[] - The Board also authorizes the Superintendent to accept opt-out requests from parents regarding State examinations administered in 3rd grade, 5th grade, 6th grade, and 7th grade, except when such opt-out provisions are prohibited by State or Federal law. [END OF OPTIONAL SENTENCE]~~

Parents may not opt any student out of the reading readiness screening required of all students in grades 4 K - 3.

[] GRADING

Philosophy

~~Classroom grades should provide feedback to students and parents. The intent of grades is not to punish, but to communicate what a student knows and is able to do compared to clearly communicated classroom expectations~~

[] Traditional Grading

[] Standards-Based Grading

[] _____

~~The Board - () - encourages - () - discourages - () - allows - () - forbids - [END OF INTERNAL OPTIONS] - the following methodologies classroom teachers may utilize when determining grades:~~

1. ~~() - averaging~~
2. ~~() - use of extra credit~~

3. () - grade modification for participation
4. () - student behavior
5. () - grade modification for "late work"
6. () - grading homework
7. () - curving grades based on an individual student's performance compared to a peer
8. () - the use of "zero"
9. () - grade modification for attendance
10. () - percentages
11. () - performance descriptions
12. () - _____

[END-OF-OPTION 5]

[] - The Board - () - encourages - () - requires - [END-OF-INTERNAL OPTIONS] - classroom grades be based on:

1. () - performance against clear descriptions of expectations (i.e. learning goals, rubrics, etc.)
2. () - the most recent performance
3. () - _____

[END-OF-OPTION 5]

Classroom achievement will be communicated to parents - () - times a year - () - every nine weeks - () - _____ : - [END-OF-OPTIONS]

[] - No student will have a failing grade on their permanent student record without documented attempts to communicate with the student's parents beyond the - () - progress report - () - report card. - [END-OF-OPTIONS]

[] - The Principal may override a classroom teacher's grade - () - if there is evidence that the teacher did not abide by this policy. - [END-OF-OPTION]

118.015, Wis. Stats.

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118.30, Wis. Stats.
P.I. 8.01(2r/s), Wis. Adm. Code



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po3130

Vol. 35, No. 2 - July 2026 Revised ASSIGNMENT AND TRANSFER

3130 - ASSIGNMENT AND TRANSFER

The Board ~~of Education~~ believes that the appropriate placement of qualified and competent staff is essential to the successful functioning of the District.

The Superintendent ~~District Administrator~~ shall oversee the assignment and transfer of professional personnel (-) [END-OF-OPTION] in accordance with the provisions of the Employee Handbook. All placements will prioritize the best interests of the District while adhering to certification requirements. -

~~The Superintendent shall be responsible for the proper assignment and transfer of all professional staff members and shall attempt to effect the optimum assignment of the professional staff in conformance with any applicable contractual or legal requirements and certification requirements. S/He shall establish an audit procedure to ensure that each instructional staff member's teaching certificate is currently in compliance with appropriate State certification criteria and has not been nullified.~~

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po3242

Vol. 35, No. 2 - July 2026 Revised PROFESSIONAL GROWTH REQUIREMENTS

3242 - PROFESSIONAL DEVELOPMENT REQUIREMENTS

The Board of Education believes that study is a prerequisite for professional growth of staff and, therefore, encourages the participation of professional staff members in in-service and other training programs.

Required Teacher Professional Development

The School District of Onalaska is committed to facilitating professional growth at the individual, PLC, building and District levels. To ensure that a universal level of staff development occurs for all certified staff members depending on their job responsibility, up to twenty-four (24) hours of teacher professional development may be required to be taken outside of the school calendar. The goal of this model is to establish a baseline of common knowledge and skills for teachers that will lead to high levels of student achievement.

Attendance at workshops and conferences may be at the suggestion of either the employee or administrator. Formal requests for permission to attend such meetings must be initiated by the employee. These requests are rated by the building administrator for approval or denial. The requests should be submitted on a trip request form.

The Superintendent shall plan programs of staff development for professional staff members. Such staff development programs should be designed to address the professional development needs of staff members who are working at a particular level, involved in a particular course or subject, or need to be prepared for a new assignment. The development plan should be designed to meet the needs of staff members or curriculum areas in each school.

Whenever feasible, principals should participate with their staff members in order to ensure better follow-up and support.

The Board may reimburse staff members for the costs incurred in participation therein, subject to prior approval of the Superintendent.

Professional staff members are expected to satisfy any applicable requirements to maintain licensure. ~~Professional staff members are expected to comply with the Professional Development Plan requirements of their license and provide timely verification of progress towards fulfilling this responsibility.~~

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121.02(b), Wis. Stats.

P.I. 8.01(2)(b), Wis. Adm. Code



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po5136.01

Vol. 35, No. 2 - July 2026 Revised OTHER PERSONAL ELECTRONIC DEVICES

REJECT - DO NOT CURRENTLY HAVE THIS POLICY - DO WANT TO CONSIDER IT?**Revised Policy - Vol. 35, No. 2**5136.01 - **OTHER PERSONAL ELECTRONIC DEVICES**~~TECHNOLOGY RESOURCES AND OTHER ELECTRONIC EQUIPMENT~~**Purpose**

The Board recognizes that while certain technology resources can enhance the educational environment, student-owned equipment can also lead to distractions, academic dishonesty, and disruptions. This policy governs the use of personal electronic equipment not otherwise classified as a Personal Communication Device (PCD).

Personal Communication Devices (PCDs)

The use and possession of any student-owned device capable of wireless communication (including but not limited to smartphones, tablets, laptops, and gaming devices) are strictly governed by Policy 5136 - Personal Communication Devices.

Other Personal Electronic Devices

This section applies to student-owned technology not covered under Policy 5136 - Personal Communication Devices, such as but not limited to:

- A. Cameras (stand-alone photographic and/or video)
- B. Lasers, laser pens, or pointers
- C. Portable audio equipment (e.g., speakers, "boom-boxes," headphones)
- D. electronic games or toys that do not receive or transmit a signal to another device
- E. Any other electronic device that does not possess wireless data or voice transmission capability.

~~While in some instances the possession and use of technology resources (as defined in Bylaw 0100 - Definitions) and other electronic equipment or devices by a student at school may be appropriate, the possession and use of such technology resources and other equipment or devices by students at school may also have the effect of distracting, disrupting and/or intimidating others in the school environment and leading to opportunities for academic dishonesty and other disruptions of the educational process.~~

[] [OPTION #1]

~~The~~ Consequently, the Board will supply any technology resources and other electronic equipment or devices necessary for participation in the educational program. Students shall not use () or possess. **END**

OF INTERNAL OPTION] any technology resources considered Other Personal Electronic Devices, as defined above, and other electronic equipment or devices on school property or at any school-sponsored activity without the permission of () the principal () the classroom teacher ()

[END OF OPTIONS]

Examples of prohibited devices- **{INSERT THOSE ITEMS APPLICABLE TO YOUR DISTRICT; CONSIDER IN LIGHT OF DEVICES AUTHORIZED PURSUANT TO POLICY 5136 AND THE DEFINITION OF TECHNOLOGY RESOURCES IN BYLAW 0100}** include, but are not limited to:

- A. **() -cameras (photographic and/or video),**
- B. **() -laptops,**
- C. **() -tablets (e.g., iPad-like devices),**
- D. **() -smartphones,**
- E. **() -e-readers (e.g., Kindle-like devices),**
- F. **() -personal digital assistants (PDAs),**
- G. **() -lasers,**
- H. **() -laser pens or pointers,**
- I. **() -radios,**
- J. **() -"boom-boxes",**
- K. **() -headphones,**
- L. **() -portable CD/MP3 players,**
- M. **() -portable TV's,**
- N. **() -electronic games/toys,**
- O. **() -pagers/beepers, other paging devices,**
- P. **() _____,**
- Q. **() _____.**

[END OF OPTION 1]

[] [OPTION 2]

[DRAFTING NOTE: Option 2A restricts use for educational and instructional purposes, while Option 2B permits use during instructional time for educational or instructional purposes only, but permits use during non-instructional time for any use that is consistent with the District's acceptable use policy.]

[] [OPTION 2A]

Students may use Other Personal Electronic Devices, as defined above, ~~the following technology resources and other electronic equipment/devices~~ on school property only for educational or instructional purposes (e.g. taking notes, recording a class lecture, writing papers) with the teacher's permission and supervision:

[] [OPTION 2B]

Students may use Other Personal Electronic Devices, as defined above, ~~the following technology resources and other electronic equipment/devices~~ during instructional time for an educational or instructional purpose (e.g. taking notes, recording a class lecture, writing papers) with the teacher's permission and supervision, and may use these technology resources and other electronic equipment during non-instructional time, provided such use is consistent with the Policy 7540.03 - Student Acceptable Use and Safety:

[after selection Option 2A or 2B, delineate approved devices]

- A. ~~() -cameras (photographic and/or video),~~
- B. ~~() -laptops,~~
- C. ~~() -tablets (e.g., iPad-like devices),~~
- D. ~~() -smartphones,~~
- E. ~~() -e-readers (e.g., Kindle-like devices),~~
- F. ~~() -personal digital assistants (PDAs),~~
- G. ~~() -portable CD/MP3-players () with headphones,~~
- H. ~~() _____.~~

[END OF OPTION 2]

[] [OPTION 3]

Students may use Other Personal Electronic Devices, as defined above, ~~the following technology resources and other electronic equipment/devices~~ while riding to and from school on a school bus or other vehicle provided by the Board () or on a school bus or Board-provided vehicle during school-sponsored activities, **[END OF INTERNAL OPTION]** at the discretion of the () bus driver, () classroom teacher, () sponsor/advisor/coach, () building principal. **[END OF OPTIONS]** ~~:[delineate approved devices]~~

- A. ~~() -cameras (photographic and/or video),~~
- B. ~~() -laptops,~~
- C. ~~() -tablets (e.g., iPad-like devices),~~
- D. ~~() -smartphones,~~
- E. ~~() -e-readers (e.g., Kindle-like devices),~~
- F. ~~() -personal digital assistants (PDAs),~~
- G. ~~() -portable CD/MP3-players with headphones,~~
- H. ~~() -electronic games/toys,~~
- I. ~~() _____,~~
- J. ~~() _____.~~

Distracting behavior that creates an unsafe environment will not be tolerated.

[END OF OPTION 3]

[END OF OPTIONS 1-3]

[] [OPTION 4]

However, the use of any communication functionally that is a part of or attached to the above-approved technology resources and other - electronic equipment/devices is expressly prohibited. This includes, but is not limited to, wireless Internet access, peer-to-peer (ad-hoc) networking, or any other method of communication with other devices or networks. In no circumstances shall the device be allowed to connect to the District's computer - network.

[END OF OPTION 4]

[] [OPTION 5]

[] The preceding prohibitions do not apply to Board-owned and issued laptops, tablets, e-readers, PDAs, or authorized assistive technology devices. **[END OF OPTION]**

[END OF OPTION 5]

Students are prohibited from using technology resources and other electronic equipment or devices in a manner that may be physically harmful to another person (e.g. shining a laser in the eyes of another student). Further, at no time may any technology resources or other electronic equipment/device be utilized by a student in a way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed, or intimidated. See Policy 5517.01 – Bullying. In particular, students are prohibited from using technology resources, a camera, or other electronic equipment/device to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, national origin, sex (including sexual orientation, and gender identity), age, disability, religion, or political beliefs; and (2) send, share, view or possess pictures, text messages, e-mails or other materials of a sexual nature (i.e., sexting) in electronic or any other form. Violation of these prohibitions shall result in disciplinary action.

Furthermore, such actions will be reported to local law enforcement and child services as required by law.

Students are prohibited from using technology resources and other electronic equipment/devices to capture, record, or transmit test information or any other information in a manner constituting fraud, theft, or academic dishonesty. Similarly, students are prohibited from using technology resources and other electronic equipment and devices to capture, record, or transmit the words (i.e. audio) and/or images (i.e. pictures/video) of any student, staff member or other person in the school or while attending a school-related activity, without express prior notice and explicit consent for the capture and/or recording of such words or images. Using technology resources or other electronic equipment/devices to capture, record, or transmit audio and/or pictures/video of an individual without his/her consent is considered an invasion of privacy and is not permitted unless authorized by the building principal. Technology resources and other electronic equipment/devices are expressly banned from and may not be possessed, activated, or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include but are not limited to locker rooms, shower facilities, restrooms, (-) classrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The building principal has authority to make determinations as to other specific locations and situations where possession of a camera or other electronic equipment/device is absolutely prohibited.

Unauthorized technology resources and other electronic equipment and devices will be confiscated from the student by school personnel and disciplinary action taken.

[] If technology resources or other electronic equipment/device is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed. **[END OF OPTION]**

Any technology resources or other electronic equipment/device confiscated by District staff will be marked in a removable manner with the student's name and held in a secure location in the building's

central office until it is retrieved by the parent /guardian. Technology resources or other electronic equipment/devices in District custody will not be searched or otherwise tampered with unless school officials reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules (e.g. a student is observed using a camera in a prohibited area). Any search will be conducted in accordance with Policy 5771 – Search and Seizure.

Students are personally and solely responsible for the care and security of any technology resources and other electronic equipment or devices they bring to school. The Board assumes no responsibility for theft, loss, damage, or vandalism to electronic equipment and devices brought onto its property, or the unauthorized use of such devices.

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po5511

Vol. 35, No. 2 - July 2026 Revised DRESS AND APPEARANCE

5511 - DRESS AND APPEARANCE

The Board recognizes that each student's mode of dress and appearance is a manifestation of personal style and individual preference. and that students do possess certain individual rights, including the right to engage in expressive speech. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the Superintendent shall establish such dress and appearance (Dress Code) guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or appearance practices that:

- A. present a hazard to the health or safety of the individual student or to others in the school, including by way of communicating threats of harm or depictions of harmful conduct directed at others, including depictions that are reasonably likely to or are intended to incite violence against or hatred towards others;
- B. interfere with school work, create disorder, or cause or is likely to cause a material and substantial disruption to ~~disrupt~~ the educational program;
- C. ~~(-)~~ violate the District's anti-harassment policies by depicting images or messages that represent or promote discrimination or harassment on the basis of one or more protected classifications;
- D. ~~(-)~~ depict or promote obscenity, pornography, or otherwise depict or describe sexual activity;
- E. cause excessive wear or damage to school property;
- F. prevent the student from achieving their own educational objectives because of blocked vision or restricted movement.

Such guidelines shall also apply to the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event. Where appropriate, a uniform or specific dress requirement shall be used for students when representing the District as described.

In enforcing the dress code, the following procedures shall be used:

- A. the principal shall serve as the initial arbiter of student dress and appearance within the building or at school-sponsored events or activities;
- B. before taking action to enforce dress code requirements, including by requiring that a student remove, cover, or otherwise conceal the item or depiction at issue, the principal shall consider ~~determine whether~~ the expressive nature of the particular item while evaluating the application of the dress code. ~~constitutes protected speech insofar as the item independently makes a statement of a discernable nature to the observer by depiction, words, or combination of the two that does not require separate explanation.~~

Expressive dress may not be protected speech if it involves:

- A. obscenity;
- B. language or depictions intended to incite violence or foment hatred of others.

Dress that is protected speech may still be prohibited if it is likely to cause a substantial disruption to the educational environment. This may include dress that includes the use of vulgarity, discriminatory language including racial or ethnic slurs, negative stereotypes, violence, or other communication when

the clear intent is to invoke strong reactions in observers so as to impair the ability of teachers and/or students to engage in educational pursuit.

In determining whether a student's dress or appearance materially interferes with schoolwork, creates disorder, or disrupts the educational program, school officials may consider the age and emotional maturity of the student audience, recent local or national events, and the unique characteristics of the school community. Decisions to restrict student dress or expression should be based on a reasonable forecast of material and substantial disruption, supported by specific facts and context, and should be documented accordingly.

No protected speech may be prohibited on the basis of disagreement by District officials with the specific point of view expressed if the topic is otherwise permitted (e.g., permitting depictions of support for one political party, but prohibiting depictions of support for the other).

Students who violate the foregoing rules will not be admitted to class and may be subject to additional consequences.

If the clothing cannot be removed or concealed, the student may be sent home after contact is made with the student's parent.

Revised 4/22/19
Revised 6/10/19
Revised 4/13/20
Revised 12/14/20
Revised 3/8/21
Revised 9/13/21
T.C. 6/23/25

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Legal

120.13(1), Wis. Stats.



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po7440.03

Vol. 35, No. 2 - July 2026 Revised SMALL UNMANNED AIRCRAFT SYSTEMS (Drones)

7440.03 - SMALL UNMANNED AIRCRAFT SYSTEMS (DRONES)

A drone may be operated over property owned by the District during periods when the school is open to students for instruction or when the property is being used for an event approved by the Superintendent ~~Board at the express authorization of the Board~~ . The Board ~~Superintendent~~ shall respond to a request for authorization within five (5) business days of receiving the request. - ~~The Board designates this responsibility to the Superintendent~~

If sUAS (drones) are used during high school athletic activities and/or events, the use will adhere to the Wisconsin Interscholastic Athletic Association's (WIAA) administrative policies and procedures.

To be authorized to operate a drone on property owned or leased or contracted for by the Board, the individual or organization granted permission by the Superintendent ~~Board~~ ~~a staff member or administrator or vendor employed by the Board~~ must meet all criteria for the operation of and comply with all requirements and restrictions pertaining to the operation of any sUAS established by the Federal Aviation Administration (FAA).

Failure to adhere by applicable regulations may result in loss of authorization to operate a drone on property owned or leased or contracted for by the Board, referral to local law enforcement, and/or further disciplinary action, up to and including termination.

A drone(s) may be operated over property owned by the District at the direction of the sheriff or the chief of a public protective agency having jurisdiction over the territory on which the District property is located for any of the following purposes:

1. to assist in an active search and rescue operation;
2. to locate an escaped prisoner;
3. to surveil a place or location for the purpose of executing an arrest warrant; or,
4. when a law enforcement officer has reasonable suspicion to believe that the use of a drone is necessary to prevent imminent danger to an individual or to prevent imminent destruction of evidence.

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Legal

14 C.F.R. Part 107

114.045 Wis. Stats.

86 FR 4314



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8325

Vol. 35, No. 2 - July 2026 Revised RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES

8325 - RECEIPT OF LEGAL DOCUMENTS BY DISTRICT EMPLOYEES

School employees often gain substantial personal knowledge regarding many aspects of the lives and behavior of students. As a result they may be called upon to provide testimony in the course of legal proceedings such as divorce actions involving custody disputes, criminal prosecutions or other types of legal proceedings. School employees may also be the subject of civil suits relating to the performance of their employment responsibilities, resulting in the service of legal documents requiring them to respond to allegations, produce records or provide sworn testimony.

Service of Legal Process

Service of legal process is defined as a formal delivery of a notice of claim, summons, complaint, writ, or other legal notice to a defendant or interested party. This action officially notifies the defendant or interested party of a lawsuit or legal proceeding, establishing a court's jurisdiction over them.

Accepting Legal Service

Legal service requires compliance with procedural rules. The Board authorizes the Superintendent to receive service of legal process for District matters, pursuant to 118.26, Wis. Stats. The Superintendent is authorized to refer legal process to the Board's legal counsel.

Staff members may not accept service of legal documents on behalf of the District unless authorized by the Superintendent to do so. If authorized by the Superintendent to accept service of legal documents on behalf of the District, staff members may only accept service through personal service and should not agree to accept service via email, fax, or any other means other than personal service unless directed to do so by the Superintendent.

The Superintendent shall be immediately informed of the receipt of any legal documents by a District staff member naming a District staff member in their official capacity as a party to a legal action or otherwise implicating the District staff member's official duties as a subject of a lawsuit or legal proceeding.

Providing Testimony or Documentation

At times employees may be called upon to provide legal testimony or provide documentation on student or District matters. The staff member shall immediately notify ~~() their principal or supervisor () the Superintendent - () - _____ - [END-OF-OPTIONS]~~ who shall notify the ~~() Superintendent who may shall consult with the Board's legal counsel () Board's legal counsel - () - _____ who shall consult with the Board's legal counsel - [END-OF-OPTIONS]~~.

No staff member may produce confidential student records or testify concerning the content of student records without first notifying students or ~~() their principal or supervisor - () the Superintendent - () - _____ - [END-OF-OPTIONS]~~.

Service of Legal Documents

Legal service requires compliance with procedural rules. Staff members may not accept service of legal documents on behalf of the District unless authorized to do so, and should not agree to accept service via e-mail, fax, or other means other than personal service unless directed to do so.

[] The Superintendent has authorization to contact legal counsel.

Student Records and Other Confidential Information

If a District staff member is served with any legal document(s) such as a subpoena or summons and complaint, requiring this staff member to answer factual allegations or appear at a particular place and time to provide testimony and/or records pertaining to any matter related to the staff member's employment, the staff member must immediately notify the building principal or Superintendent.

Legal documents regarding matters related to school business may implicate confidential personnel records or protected student records (see Policy 8330 - [Student Records](#) and Policy 8310 - [Public Records](#)). Observation and opinions regarding student behavior, academic performance or similar topics likewise constitute confidential records. The administration shall determine what action must be taken regarding the disclosure of and testimony related to school documents. ~~No staff member may produce confidential student records or testify concerning the content of student records without first notifying the administration.~~

~~District administration shall be immediately informed of the receipt of any legal documents by a District staff member naming a District staff member in their official capacity as a party to a legal action or otherwise implicating the District staff member's official duties as a subject of a lawsuit or legal proceeding.~~

Compliance with Legal Documents

Depending on the circumstances of the particular matter involved, District administration may determine what action must be taken in the event a staff member is issued a subpoena requiring attendance at any hearing, deposition or requiring the production of documents; however, nothing in this policy shall require any staff member to disregard, to otherwise fail, to properly comply with any legally served documents, or any court order pertaining to the staff member's testimony or production of documents.

Litigation Hold

If a Litigation Hold is initiated, the process specified in Policy 8315 - Preservation of Records and Litigation Holds shall be followed.

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8410

Vol. 35, No. 2 - July 2026 Revised CRISIS INTERVENTION

8410 - CRISIS INTERVENTION

The Board is committed to maintaining a safe school environment. The Board believes that school crime and violence are multifaceted problems that need to be addressed in a manner that utilizes the best resources and coordinated efforts of District personnel, law enforcement agencies, and families. The Board further believes that administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-sponsored activity or while en route to or from school or a school-sponsored activity. The Board also believes that the first step in addressing school crime and violence is to assess the extent and nature of the problem(s) or threat, and then plan and implement strategies that promote school safety and minimize the likelihood of school crime and violence.

The District shall develop, and the Board shall approve, a school safety plan consistent with Policy 8420 - School Safety and Reporting of Crime Statistics.

Persistently Dangerous Schools

The Board recognizes that State and Federal law requires that the District report annually incidents that meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the Wisconsin Department of Public Instruction will then use this data to determine whether or not a school is considered "persistently dangerous" as defined by State policy.

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State policy, the Superintendent shall convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

The transfer provision under PI 23 only applies if the District has another appropriate grade level public school, including a public charter. The U.S. Department of Education encourages but does not require Districts to explore other appropriate options such as an agreement with a neighboring school district to accept transfer pupils if there is not another school in the district for the transferring student, or alternative open-enrollment under 118.51, Wis. Stat. s .

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State law, the parents of the eligible student shall have the choice options provided by Policy 5113.02 - Intra-District Safe School Transfers Options.

Revised 6/10/19
T.C. 2/25/26

P.I. 23

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Legal
118.07(4)(a)-(d) Wis. Stat.
Title IX, Section 9532 of the No Child Left Behind Act of 2001



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8500

Vol. 35, No. 2 - July 2026 Revised FOOD SERVICES

8500 - SCHOOL NUTRITION SERVICES

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

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

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

The food-service program shall comply with Federal and State regulations pertaining to the selection, preparation, delivery, consumption, and disposal of food and beverages, including but not limited to the current USDA school meal pattern requirements and the USDA's Smart Snacks in School nutrition standards, as well as to the fiscal management of the program. Further, the food-service program shall comply with Federal and State regulations pertaining to the fiscal management of the program as well as all the requirements pertaining to food service hiring and food service manager/operator licensure and certification. In addition, as required by law, a food safety program based on the principles of the Hazard Analysis and Critical Control Point (HACCP) system shall be implemented with the intent of preventing food-borne illnesses. For added safety and security, access to the facility and the food stored and prepared therein shall be limited to food service staff and other authorized persons.

The District's school nutrition program shall serve only food items and beverages determined by the Food Service Department to be in compliance with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition guidelines. Any competitive food items and beverages that are available for sale to students ~~a la carte in the dining area~~ between midnight and thirty (30) minutes following the end of the school day shall also comply with the ~~current USDA Dietary Guidelines for Americans and the~~ USDA Smart Snacks in School nutrition guidelines, and may only be sold in accordance with Board Policy 8510 - Wellness , and Board Policy 8550 - Competitive Food Sales.. Foods and beverages not associated with the food-service program may be vended in accordance with the rules and regulations set forth in Board Policy 8510 - Wellness and 8550 regarding Competitive Food Sales ~~Vending Machines~~ .

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

No food or beverage may be sold on any school premises except in accordance with the standards approved by the Board.

Modifications Based on Compliant Medical Documentation

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

- A. an explanation of how the student's physical or mental impairment restricts the diet;
- B. the food(s)/type(s) of foods to be avoided;
- C. the food(s)/type(s) of foods to be substituted;

D. additional pertinent information, if any, that will assist in accommodating the student's needs.

A student with a disability may have an IEP or 504 plan that requires specific instruction, services, or accommodation related to the student's nutritional needs. If a student's IEP or 504 plan contains the same information that is required on a Medical Statement for Special Dietary Needs, then it is not necessary to obtain and submit a separate Medical Statement for Special Dietary Needs. The School District shall provide the accommodation as required by law, seeking clarifying medical information, as necessary.

If a Medical Statement for Special Dietary Needs is not immediately available, incomplete, unclear, or lacks sufficient detail, the Special Dietary Accommodation Coordinator or Food Service Director shall ask request that the student or parent/guardian request that the medical authority supplement the response so that a safe meal can be provided. ~~- In situations where a medical statement or Individual Education Plan (IEP) is not immediately available, is incomplete, or requires additional clarification, the~~ The meal modification will should still be made if there is enough information to provide a safe meal.

A special dietary accommodation for a student who has a disability that restricts the student's diet must be supported by a Medical Statement for Special Dietary Needs, which should be submitted to the Director of Nutritional Services who shall serve as the Special Dietary Accommodation Coordinator, whose contact information is: Kerry Johnson, 237 Second Avenue South 707 8th Ave N, Onalaska, WI., 54650, 608-779-5760, Ext. 4951, johnson ~~k .kerry~~ e@onalaskaschools.com. If the Special Dietary Accommodation Coordinator is unable to grant a requested accommodation following receipt of the medical authority's statement, the student or parent shall be provided with an explanation of the basis for the decision.

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

~~The individual making an initial request for such substitutions must inform the Director of Nutritional Services that the student has a disability that restricts the student's diet. The School District will honor the request upon receipt of the required documentation from a State authorized medical authority. In situations where a medical statement or IEP is not immediately available, is incomplete, or requires additional clarification, USDA regulations require that the meal modification still be made if there is enough information to provide a safe meal. If the Special Dietary Accommodation Coordinator is unable to grant a requested accommodation following receipt of the medical authority's statement, the student or parent shall be provided with an explanation of the basis for the decision. Compliant requests shall be immediately implemented.~~

Disability Accommodation Grievance Procedure

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

- A. If an initial request for accommodation in the form of substituted meals is denied, the student or parent may request review of that decision by the Superintendent and shall provide any communications between the student or parent and school nutrition officials concerning the accommodation request, any documentation provided by a medical authority, and any additional information the student or parent believes is pertinent to the decision. A review of the materials provided and of the initial decision shall be completed and a response provided to the student or parent as soon as practicable following receipt of the request for review. If the initial decision is reversed, including due to additional information provided on review, the dietary

accommodations shall be implemented without delay. If the initial decision is affirmed the decision is final.

- B. Any other complaint or disagreement with the school nutrition administration concerning implementation of special dietary accommodations based on a student's disability shall be presented to the Superintendent. The student or parent shall specify the nature of the concern and any requested remedy in writing. The Superintendent shall promptly review the grievance and either contact the student or parent for any required clarification of the request or to seek to reach an agreement regarding how to best address the concern. If no agreement is reached, the Superintendent shall make a determination and notify the student or parent in writing as soon as practicable. If the grievance is affirmed in any respect, the Superintendent shall propose a plan for implementing appropriate remedial measures. The Superintendent's determination shall be final.

IMPLEMENTATION AND DISCONTINUATION

Review

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

Implementation

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

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

~~A special dietary request will be approved and implemented upon submission of a completed authorized medical statement : - In situations where a medical statement or IEP is not immediately available, is incomplete, or requires additional clarification, USDA regulations require that the meal modification still be made if there is enough information to provide a safe meal.~~

Student Absence

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

Renewing A Special Dietary Request

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

Discontinuation of a Special Dietary Request

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

Meal Charges

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

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

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

Unpaid Meal Charges

Unpaid meal charges incurred through the inability to collect meal payment from students is an unallowable cost to the nonprofit school food service account.

Delinquent debt is when payment for unpaid meal charges is overdue to the nonprofit school food service account. It is considered collectable while efforts are being made to collect it. The delinquent debt remains on the accounting documents until it is either collected or written off. Delinquent debt may be carried over year to year as long as the student is still enrolled at the school food authority (SFA).

Bad debt is when local officials have determined that further collection efforts of unpaid meal charges are uncollectible. When this happens, the delinquent debt must be re-classified as bad debt and written off as an operating loss. Since the nonprofit school food service account cannot be used to cover the bad debt, a transfer from the general fund, state or local funds, school or community organizations such as the PTA or from donated funds must be made to cover the total amount of bad debt. When delinquent debt is converted to bad debt, records of this must be kept in accordance with the records retention requirement in 7 CFR 210.9(b) (17) and 7 CFR 210.15(b).

Any related collection cost, including legal cost, arising from such bad debt after they have been determined to be uncollectible are also unallowable. District efforts to collect bad debt shall be in accordance with Policy 6152 - Student Fees, Fines, and Charges.

Negative Account Balances

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

A student shall not be permitted to purchase a la carte items without a sufficient account balance or cash on hand. Students may be permitted to accumulate negative food service account balance up to negative \$25.00.

A student that has exceeded the permissible negative balance amount in their account and does not have cash on hand sufficient to purchase a meal shall be treated respectfully. The District will provide meals to students with unpaid meal balances without stigmatizing them, will provide parents of students who charge meals with notification when a student charges a meal, and will make efforts to collect the charges incurred by the students.

If a student has a significant negative lunch account balance, they shall be provided a regular reimbursable meal that follows the USDA meal pattern, the cost of which shall continue to accrue to a negative lunch account balance.

All households shall be notified about this policy and any implementing guidelines at the start of each school year and to households transferring to the school or School District during the school year, as well as informed about access to this policy and any implementing guidelines. All District staff with responsibility for enforcing the policies shall be notified about the provisions of this policy and any implementing guidelines, as well as provided access to this policy and any implementing guidelines.

Refunding Excess Funds

Any remaining funds in a student's meal account must be refunded to the household unless the funds can be transferred to a sibling or a paid household has chosen to donate those funds to the school food service account. When attempts to contact the household have been unsuccessful, funds must be reported to the Wisconsin Department of Revenue as unclaimed property. Account funds remaining for a student eligible for free or reduced-price meals cannot be donated and must be reported as unclaimed property.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

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

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

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

This institution is an equal opportunity provider.

Revised 4/22/19

T.C. 2/8/21

Revised 11/22/21

T.C. 10/10/22

Revised 1/22/24

Revised 7/22/24

Revised 4/14/25

Legal

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

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

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

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

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

42 U.S.C. 1758

15.137, Wis. Stats.

93.49, Wis. Stats.

115.34 - 115.345, Wis. Stats.

120.10(16), Wis. Stats.

120.13(10), Wis. Stats.

7 C.F.R. Part 15b

7 C.F.R. Part 210

7 C.F.R. Part 215

7 C.F.R. Part 220

7 C.F.R. Part 225

7 C.F.R. Part 226

7 C.F.R. Part 227

7 C.F.R. Part 235

7 C.F.R. Part 240

7 C.F.R. Part 245

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8500.01

Vol. 35, No. 2 - July 2026 New POLICY AND PROCESS FOR RECEIVING AND PROCESSING COMPLAINTS ALLEGING CIVIL RIGHTS DISCRIMINATION (INCLUDING WISCONSIN PROTECTED CLASSES) IN THE U.S. DEPARTMENT OF AGRICULTURE (USDA) CHILD NUTRITION PROGRAMS

New Policy - Vol. 35, No. 2

8500.01 - POLICY AND PROCESS FOR RECEIVING AND PROCESSING COMPLAINTS ALLEGING CIVIL RIGHTS DISCRIMINATION (INCLUDING WISCONSIN PROTECTED CLASSES) IN THE U.S. DEPARTMENT OF AGRICULTURE (USDA) CHILD NUTRITION PROGRAMS

Federal law prohibits discrimination on the basis of these protected classes: race, color, national origin, sex (including gender identity and sexual orientation), disability, and age. Any person alleging discrimination based on a protected class has the right to file a complaint within 180 days of the alleged discriminatory action. Complaints can be accepted verbally, in writing, anonymously, and from third party representatives.

Upon receipt of a complaint, the receiver of the complaint at the school/district should immediately:

- A. Contact the School Food Authority (SFA) USDA Child Nutrition Programs Civil Rights Coordinator, listed above.
- B. The recipient of the complaint and/or SFA Civil Rights Coordinator must provide the individual with the information necessary to file a complaint and not impede the individual's right to file.
- C. After explaining the complaint process, the recipient of the complaint and/or SFA Civil Rights Coordinator may try to resolve the situation in real time. Remember to advise the complainant of their right to file the complaint at the federal level if they wish to do so.
- D. Document the complaint:
 1. Utilize the USDA Program Discrimination Complaint Form (Spanish) or make an effort to obtain all of the following information:
 - a. Name, address, and phone number of complainant,
 - b. Specific name and location of entity delivering the benefit or service,
 - c. The nature of the incident, action, or method of administration that led the complainant to feel discriminated against,
 - d. The basis on which the complainant feels discriminated (race, color, national origin, sex, etc.),
 - e. The names, titles, business addresses, and phone numbers of persons who may have knowledge of the discriminatory action,

f. The date(s) during which the alleged discriminatory actions occurred, or if continuing, the duration of such actions.

2. Either the complainant, the receiver of the complaint, or the SFA Civil Rights Coordinator, should document the complaint. If a complainant makes the allegations verbally or refuses to place such allegations in writing, the person to whom the allegations are made must write up the elements of the complaint.

E. All verbal, written, or anonymous complaints received by the SFA must be forwarded to the Wisconsin Department of Public Instruction, Bureau of School Nutrition Director **within five days** of receiving the complaint.

Wisconsin Department of Public Instruction (DPI)

Mail: Director, Bureau of School Nutrition
P.O. Box 7841
Madison, WI 53707
Email: jessica.sharkus@dpi.wi.gov

WI DPI will forward the complaint to the USDA Midwest Regional Office for processing.

F. All Civil Rights complaints received must be tracked on a Civil Rights complaint log. This log should be maintained in a confidential manner and only available to SFA staff members who have a legitimate need to know. A Civil Rights Complaint Log Template is available on the Bureau of School Nutrition civil rights webpage.

USDA Non-Discrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

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

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

2. Fax:

(833) 256-1665 or (202) 690-7442; or

3. Email:

program.intake@usda.gov

This institution is an equal opportunity provider.

Wisconsin Protected Classes

Wisconsin state law prohibits discrimination on the basis of the federal protected classes, but also includes pregnancy, marital status, parental status, sexual orientation, religion, creed, and ancestry.

Any complaints received alleging civil rights discrimination specifically for the Wisconsin state protected classes should follow the same procedures above.

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8510

Vol. 35, No. 2 - July 2026 Revised WELLNESS

8510 - WELLNESS

As required by law, the Board for the School District of Onalaska establishes the following wellness policy.

Policy Preamble

Director of Nutritional Services

The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research suggests that there is a positive correlation between a student's health and well-being and their ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

Students' Schools alone, however, cannot develop in students healthy behaviors and habits with regard to eating and exercise cannot be accomplished by the schools alone. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits.

The Board sets the following goals in an effort to enable students to establish good health and nutrition choices to:

- A. promote nutrition education with the objective of improving students' health;
- B. improve the health and well-being of our children, increase consumption of healthful foods during the school day, and create an environment that reinforces the development of healthy eating habits;
- C. promote nutrition guidelines, a healthy eating environment, child nutrition programs, and food safety and security on each school campus with the objective of promoting student health;
- D. provide opportunities for every student to develop the knowledge and skills for specific physical activities, maintain physical fitness, regularly participate in physical activity, and understand the short and long-term benefits of a physically active lifestyle;
- E. promote the health and wellness of students and staff through other school based activities.

Wellness Policy Leadership

The superintendent shall implement and ensure compliance with the policy by leading the review, update, and evaluation of the policy and is authorized to designate a staff member or members with responsibility to assure that wellness initiatives are followed in the District's schools.

The designated official for oversight of the wellness policy is Director of Finance and Business Services. The official shall convene the Wellness Committee and lead the review, updating, and evaluation of the policy.

Required Public Involvement

The Superintendent shall obtain the input of District collaborators to participate in the development, implementation, and periodic review and update of the policy. The collaborators may include parents, students, representatives of the school food authority, educational staff (including physical education teachers), school health professionals, Board members, members of the public, medical/health care professionals, and other school administrators.

The District shall invite a diverse group of collaborators to participate in the development, implementation, and periodic review and update of the Wellness Policy. Collaborators may include:

1. administrators;
2. classroom teacher(s);
3. physical education teacher(s);
4. school food service representative(s);
5. school nurse(s);
6. community member/parent(s);
7. student(s);
8. nutrition and/or health education teacher(s);
9. local business representatives(s).

District Wellness Committee

Committee Formation

A Wellness Committee shall be formed and maintained to oversee the activities set forth in this policy. The Committee shall meet annually to review nutrition and physical activity policies and to develop an action plan for the coming year. The Committee shall meet no less than one (1) time during the school year to discuss the implementation of the established activities and address any barriers and challenges. The Committee shall report annually to the Board on the implementation of the policy and any recommended changes or revisions. The Board will adopt or revise policies based on the Committee's recommendations.

Committee Representatives

The District shall invite a diverse group of collaborators to participate in the development, implementation, and periodic review and update of the Wellness Policy.

Collaborators may include:

- A. administrator(s)
- B. classroom teacher(s)
- C. physical education teacher(s)
- D. school food service representative(s)
- E. school nurse(s)
- F. community member/parent(s)
- G. student(s)
- H. nutrition and/or health education teacher(s)
- I. local business representative(s)

Nutrition Standard for All Foods

The District is committed to serving healthy meals to our students. The school nutrition program aims to improve the diet and health of school children, model healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

School Nutrition Programs

Standards and Guidelines

- A. All meals meet or exceed current nutrition requirements established under the Healthy Hunger-free Kids Act of 2010. (<https://www.fns.usda.gov/nslp/national-school-lunch-program-meal->

- pattern-chart)
- B. Drinking water is available for students during mealtimes. When drinking fountains are not present in the cafeteria, water cups/jugs are available.
 - C. All schools in the District participate in USDA child nutrition programs, including NSLP, SBP, and SFSP where eligible.
 - D. All meals are accessible to all students.
 - E. Withholding food as a punishment shall be strictly prohibited.
 - F. ~~When drinking fountains are not present in the cafeteria, water cups/jugs are available.~~
 - G. Students are provided at least ten (10) minutes to eat breakfast and at least twenty (20) to eat lunch after being seated.
 - H. Menus shall be posted on the District website.
 - I. Menus shall be created/reviewed by the School Nutrition Director.
 - J. All school nutrition program directors, managers, and staff shall meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals.

School Meal Program Participation

The District:

- A. shall notify parents of the availability of the breakfast, lunch, and summer food programs and shall be encouraged to determine eligibility for reduced or free meals;
- B. shall allow students the opportunity to provide input on menu items;
- C. Shall permit marketing on the school campus during the school day of only those foods and beverages that meet the nutrition standards under § 210.11.

Standards for Foods and Beverages Sold Outside of the Nutrition Program

- A. All food and beverages sold ~~and served~~ outside of the school meal programs ("competitive" foods and beverages) , between midnight and thirty (30) minutes after the end of the instructional school day, shall, at a minimum, meet the standards established in USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. <https://fns-prod.azureedge.us/sites/default/files/resource-files/smartsnacks.pdf>
- B. No beverages with non-nutritive sweeteners (artificial or natural), such as diet iced tea, diet soda, etc. shall be sold to students during the school day regardless of their compliance with the USDA Smart Snacks standards.

Foods Offered/Provided but Not Sold

The District encourages foods offered on the school campus meet or exceed the USDA Smart Snacks in School nutrition standards including those provided at celebrations and parties and classroom snacks brought by staff or family members. Non-food celebrations will be promoted and a list of ideas is available.

- A. Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule.
- B. The District adheres to the Wisconsin Department of Public Instruction fundraiser exemption policy and allows two exempt fundraisers per student organization per school per year. All other fundraisers sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold outside of the school day

Fundraising

The District adheres to the Wisconsin Department of Public Instruction fundraiser exemption policy and allows two (2) exempt fundraisers per student organization per school per year. All other fundraisers sold during the school day will meet the Smart Snacks nutrition standards. No restrictions are placed on the sale of food/beverage items sold thirty (30) minutes after the end of the instructional school day.

Marketing

Schools will restrict food and beverage marketing to only those foods and beverages that meet the nutrition standards set forth by USDA's Nutrition Standards for All Foods Sold in Schools (Smart Snacks) rule. Marketing includes brand names, trademarks, logos, or tags except when placed on a food or beverage product/container; displays, such as vending machine exteriors; corporate/brand names, logos, trademarks on cups, posters, school supplies, education materials, food service equipment, and school equipment (e.g. message boards, scoreboards, uniforms); advertisements in school publications/mailings; sponsorship of school activities, fundraisers fundraiser, or sports teams; educational incentive programs such as contests or programs; and free samples or coupons displaying advertising of a product.

Nutrition Education

- A. The primary goal of nutrition education is to influence students' lifelong eating behaviors. Nutrition education, a component of comprehensive health education, shall be offered every year to all students of the District. The District aims to teach, model, encourage, and support healthy eating by providing nutrition education.
- B. Nutrition education shall be provided to families via handouts, newsletters, postings on the website, presentations, and workshops.

Nutrition Promotion

- A. The District is committed to providing a school environment that encourages students to practice healthy eating and physical activity. Students shall receive consistent nutrition messages that promote health throughout schools, classrooms, cafeterias, and school media.
- B. School nutrition services shall use the Wisconsin Team Nutrition Meal Appeal Self-Assessment (dpi.wi.gov/sites/default/files/imce/wisconsin-school-meals-rock/_files/meal-appeal-self-assessment.pdf) to determine ways to improve the school meals environment

Physical Activity

The District shall provide students with age and grade-appropriate opportunities to engage in physical activity.

Physical Education

- A. A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the physical education academic content standards and benchmarks adopted by the State.
- B. Planned instruction in physical education shall be sufficient for students to achieve a proficient level with regard to the standards and benchmarks adopted by the State.
- C. All-District high school students are required to receive at least 1.5 credits of physical education prior to graduation unless the District allows for the substitution of 0.5 credit per Policy 5460.

Other Activities That Promote Wellness

As appropriate, schools shall support students, staff, and parents' efforts to maintain a healthy lifestyle.

Staff Wellness

The District will implement the following activities below to promote healthy eating and physical activity among school staff.

An organized wellness program shall be available to all staff.

Community Engagement

The District shall inform and invite parents to participate in school-sponsored activities throughout the year.

Additional Strategies for Consideration:

- A. Schools in our system utilize electronic identification and payment systems, therefore, eliminating any stigma or identification of students eligible to receive free and/or reduced meals.
- B. Students are discouraged from sharing their foods or beverages with one another during meal times, given concerns about allergies and other restrictions on some students' diets.

Furthermore, with the objectives of enhancing student health and well being the following guidelines are established:

- A. In accordance with Policy 8500 – School Nutrition, the school nutrition program shall comply with Federal and State regulations pertaining to the selection, preparation, consumption, and disposal of food and beverages as well as to the fiscal management of the program.
- B. As set forth in Policy 8531 – Free and Reduced Price Meals, the guidelines for reimbursable school meals are not less restrictive than the guidelines issued by the U.S. Department of Agriculture (USDA).

All foods available on campus during the school day shall comply with the current USDA nutrition guidelines, including competitive foods that are available to students a la carte in the dining area, as classroom snacks, from vending machines, for classroom parties, or at holiday celebrations.

- C. The school nutrition program will provide all students affordable access to the varied and nutritious foods they need to be healthy and to learn well, regardless of unpaid meal balances without stigma

Monitoring and Evaluation - Triennial Assessment

The District will evaluate compliance with the Wellness Policy no less than once every three years. The assessment will include the extent to which each school is in compliance with the policy, progress towards meeting policy goals, and how the policy compares to a model policy, as established by the USDA. The District will use the Wisconsin Local Wellness Policy Triennial Assessment Report Card to fulfill the triennial assessment requirement. The results of the triennial assessment will be made available to the public.

Update/Inform the Public

The District will actively inform and update the public about the content of and any updates to the policy through the District website and Board meetings.

The Superintendent shall be responsible for informing the public, including parents, students, and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall include information in the student handbook, and post the wellness policy on the District's website, including the assessment of the implementation of the policy prepared by the District.

Record Retention

The Superintendent shall require that the District retains documentation pertaining to the development, review, evaluation, and update of the policy in accordance with the records retention schedule outlined in Policy 8310 Public Records.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

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

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

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

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Revised 1/22/24

Revised 7/22/24

Revised 4/14/25

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42 U.S.C. 1751 et seq.

42 U.S.C. 1771 et seq.



35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8531

Vol. 35, No. 2 - July 2026 FREE AND REDUCED-PRICE MEALS**8531 - FREE AND REDUCED-PRICE MEALS**

The Board recognizes the importance of good nutrition to each student's educational performance.

The Board shall provide eligible children with breakfast and lunch at a reduced rate or at no charge to the student.

If the District participates in the Wisconsin School Day Milk Program, qualifying students shall receive milk at no charge.

Children, eligible for free or reduced-price meals, shall be determined by the criteria established by the [U.S. Department of Agriculture \(USDA\)](#) Child Nutrition Program. These criteria are issued annually by the Federal government through the Wisconsin Department of Public Instruction's administration of the School Nutrition Programs.

The Board designates the Director of School Nutrition to determine in accordance with Board standards, the eligibility of students for free and/or reduced-price meals.

At least once annually at the beginning of each school year, the school shall notify all families of the availability, eligibility requirements, and application procedure for free and reduced price meals by distributing an application to the family of each student enrolled in the school. The notice shall contain all information required by State and Federal regulation.

Nondiscrimination Statement

The following statement applies to all programs administered by the District that are funded in whole or in part by the U.S. Department of Agriculture (USDA):

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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

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3. E-mail:
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T.C. 2/8/21
T.C. 4/24/23
Revised 4/14/25
Revised 7/14/25

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115.34-115.345, 120.10(16), 120.13(10), Wis. Stats.
42 U.S.C. 1771 et seq.
7 C.F.R. Part 245

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8550

Vol. 35, No. 2 - July 2026 Revised COMPETITIVE FOOD SALES

8550 - **COMPETITIVE FOOD SALES**

The school nutrition program will comply with the provisions set forth in the U.S. Department of Agriculture(USDA) Smart Snack Rule Federal law regarding sale of competitive food which is all foods and beverages sold to students on the school campus during the school day, other than reimbursable meals.

The school nutrition program shall be the sole provider of food and beverage items sold in all schools until thirty minutes following the last lunch period, at which time student clubs and organizations and/or District support organizations may request approval to sell foods and beverage items in accordance with the Board's policies and guidelines. Accordingly, all food items and beverages for sale to students for consumption on campus from vending machines, from school stores, or as fundraisers by student clubs and organizations and/or District support organizations shall comply with the current USDA Dietary Guidelines for Americans and Smart Snack Rules, and shall only be available between thirty minutes following the last school lunch period and thirty minutes after the close of the regular school day.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

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

To file a program discrimination complaint, a Complainant should complete Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

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35.2 UPDATE - POLICIES - FOR BOARD CONSIDERATION/APPROVAL

po8600

Vol. 35, No. 2 - July 2026 Revised TRANSPORTATION

8600 - TRANSPORTATION

It is the policy of the Board of Education to provide transportation for those students, of any age, whose distance from their school makes this service necessary within the limitations established by State law and the regulations of the Department of Public Instruction or other appropriate agency.

The District shall contract for transportation services in accordance with Policy 8680 - Transportation Services Contracts for the transportation of resident students between their home areas and the schools of the District to which they are assigned. In accordance with State law, the District shall not transport students by alternative transportation methods of vehicles carrying more than nine (9) passengers and the operator. This prohibition does not apply to school buses operated in compliance with the Wisconsin Department of Transportation's regulations.

All school buses and student-transportation vehicles, whether purchased, leased, or contracted for as provided in Policy 8680 - Transportation Services Contracts shall comply with specifications defined in State and Federal law. Each operator of a school vehicle used to transport students of the District shall be licensed for the purpose for which the vehicle is being used and shall operate the vehicles in accordance with Federal and State laws.

Transportation for private school students, eligible for transportation under State law, shall be provided on the same basis as for District students.

For the purposes of this policy, the term "student with a disability" refers to a student who qualifies for special education under the Individuals with Disabilities Education Act (IDEA). In addition to transportation provided routinely to all students, some students with disabilities require transportation (often called "specialized transportation") as a related service as part of their individualized education program (IEP). Students with disabilities are entitled to transportation as a related service only if the IEP team has determined that transportation is necessary for the student to benefit from special education. Outside of IEP team determinations about specialized transportation, State and local officials set most transportation policies and procedures.

Transportation must be viewed as a way to include students with disabilities with their nondisabled peers. In general, transportation for students with disabilities should occur in the same manner as for their peers. This may be especially important for students with disabilities who have limited opportunities during the school day to interact with their nondisabled peers. Safety issues must also be taken into consideration when determining appropriate transportation arrangements.

Transportation of eligible students with exceptional educational needs or attending a technical education program shall be arranged through the use of District-owned vehicles, through cooperation with other districts, through commercial carriers, and/or by other means in the most efficient and economical manner.

Transportation privileges may be revoked if the student's conduct is in violation of the Superintendent's administrative guidelines or the Code of Conduct pertaining to student transportation. Such revocation shall be in accord with statutorily-required procedures.

Surveillance on School Buses

The Board authorizes the Superintendent to install and operate video and audio surveillance on District buses to enhance student safety and well-being.

Any agreement with a transportation contractor for the provision of transportation services for the District shall have language regarding the use of video and audio surveillance on all school buses.

~~The~~ ~~It is strongly recommended that the~~ District shall provide notification to students and parents regarding this policy permitting video (-) and audio - [END-OF-OPTION] - surveillance on District buses, and shall clearly post notice of such surveillance on the interior of the bus. Recordings pursuant to this policy shall remain confidential except for use by school officials or law enforcement for investigations, school discipline, or criminal prosecutions.

The District's process for signing up for transportation services shall include notice of the policies regarding student behavior and conduct expectations ~~and regarding surveillance technology on the buses, if applicable.~~

The Board shall maintain video surveillance/electronic monitoring recordings for a limited period. Any request to view a recording under this policy should be made promptly after the event/incident in order to assure its availability. Delayed inquiries may not be available depending on current retention capabilities. If action is taken by the Board/Administration, as a result of a formal complaint or incident, recordings, if available, shall be kept consistent with the Board's record retention policy.

Parent/Guardian Contracts for Additional Transportation

The District may contract with a parent or guardian to provide transportation to a pupil not required to be transported under this Policy. The District will consider individual parent/guardian requests in accordance with Wis. Stat. § 121.545.

The District shall charge a reasonable fee for transportation that shall be determined annually by the Board of Education. Students who qualify for the free and reduced lunch program or parents/guardians who assert financial conditions are such that they are unable to pay the fee may request that the fee be waived, in whole or in part. The Director of Instructional Services may further waive the fee upon exceptional, extenuating circumstances, in the sole and absolute discretion of the Superintendent.

The District will consider requests for transportation pursuant to Wis. Stat. § 121.545 when transportation is a barrier to student attendance or where other exceptional, extenuating circumstances are present. In such circumstances, District staff shall first exhaust all other avenues of intervention to address the identified barrier. Requests for transportation pursuant to Wis. Stat. § 121.545 shall only be granted in circumstances where it can be demonstrated that transportation is a barrier to student attendance. A request may be denied by the District in the event of inadequate staff or vehicle resources available to fulfill such a request.

Any decision with respect to transportation provided in accordance with Wis. Stat. § 121.545 shall be made in the sole and absolute discretion of the Director of Instructional Services. The decision of the Director of Instructional Services shall be final and is not subject to appeal.

Revised 3/8/21

Revised 4/24/23

Revised 4/14/25

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120.13(27m), 121.52, 121.53, 121.54 et seq., 121.555(1)(a) Wis. Stats.
Wis. Admin. Code Trans 300.81