

CLINTONVILLE PUBLIC SCHOOL DISTRICT
Clintonville, WI 54929
Regular Meeting of the Board of Education
Monday, June 8, 2026
6:00 p.m.
High School IMC

Please Google search "Clintonville Events You Tube", or use the following link to go directly to the Clintonville Events YouTube channel:

<https://www.youtube.com/channel/UCMHZeWzjIFzVnX3EX18nLlg/featured>

District Mission Statement

The Clintonville Public School District, in partnership with its citizens, will empower those we educate to become lifelong learners who can think independently, critically, and creatively. Further, it is our mission to educate individuals to be successful, contributing members of our society and responsible, caring citizens in a diverse world.

AGENDA

I. ORDER OF BUSINESS

A. CALL TO ORDER & VERIFICATION OF QUORUM

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

B. OPEN MEETING STATEMENT NOTICE 19.84 (2)

This June 8, 2026 meeting of the Clintonville Board of Education, and all other meetings of the board, is open to the public in compliance with state statute. Notice of the meeting has been sent to the media, and has been publicly posted, in an attempt to make the citizens of the district aware of the time, place and agenda of this meeting. Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to attend this meeting.

C. PLEDGE OF ALLEGIANCE

D. BOARD NORMS

E. APPROVAL OF AGENDA

II. COMMUNITY COMMENTS

While the Board of Education welcomes communication from the public, proper procedure must be followed. Any person intending to address the Board must register by filling out and handing to the Board President or District Administrator a Public Comments Registration Form that includes their name, address, and topic prior to the start of the meeting. As a reminder, this meeting of the Board is not a forum for personal attacks on any public official, staff member or citizens. (Policy #0167.3 - Public Participation).

III. APPROVE CONSENT AGENDA - for Action

A. Minutes

1. Regular Meeting - May 11, 2026
2. Special Meeting - May 18, 2026

B. Personnel

1. Teacher Hires
 - a) Cross Categorical SPED - Chelsea Oshefsky
 - b) Cross Categorical SPED (Functional Skills Focus) - Jenna Carlson
 - c) Middle School 6th Grade - Broderick Kupsky
2. Coach Hires
 - a) Varsity Boys Soccer - Blake Hauser
 - b) JV1 Volleyball - Dana Moehring
3. Paraprofessional Hire
 - a) Lori Poppe
 - b) Kayla Meverden
4. Extended Services Contracts
 - a) Leah Armstrong
 - b) Brittany Faulks
 - c) Josh Heyer
 - d) Benjamin Heninger
5. Teacher Resignation - Elementary School - Allison Zeinert, effective June 5, 2026
6. Paraprofessional Resignation - Katie Conradt, effective June 30, 2026
7. Child Care Worker Resignation - Ginny Niles, effective June 4, 2026

IV. GIFTS, GRANTS & DONATIONS - for Information

A. Baseball Donations

1. Sue and Alan Tetzlaff \$500
2. Cheryl and Craig Marshall \$300
3. Adam and Michelle Moder \$300

B. Weight Room Donations

1. Clintonville Quarterback Club - \$10,000
2. Clintonville Youth League - \$5,000
3. Clintonville Youth Basketball - \$5,000
4. Clintonville Girls Hoops Club - \$5,000

C. No Kids Hungry Grant

The Clintonville School District Food Service Department was awarded a \$10,330 grant for the summer food program.

D. American Chemistry Society Grant

\$250 Grant to be used to purchase Vernier Air Quality Monitors for the Advanced Chemistry Class.

E. Seagrave Donation

Over 7,000 lbs of steel along with 4" & 7" grinders for the High School Tech. Ed program.

V. DISTRICT REPORTS - FOR INFORMATION

A. CTE Committee Update

James Mathews will present updates from the Tech. Ed. Department and the Advisory Committee.

B. End-of- Year AGR Report

Elly Brzezinski, Director of Curriculum and Instruction will present the end-of-year Achievement Gap Reduction (AGR) Report and give an Act 20 update.

C. Technology Director Report

Alex Garcia will present updates

D. Enrichment Coordinator Report

Jennifer Solder will present information from the 2025-2026 Enrichment Program.

E. Superintendent's Report

Troy Kuhn will present updates to the Board of Education.

F. Fund 80 Updates

The administration will update the Board of Education on recent Fund 80 discussion items.

VI. DISCUSSION/ACTION ITEMS

- A. Resolution Authorizing the Transfer of Funds, the Establishment of an Escrow Account With Respect to and the Defeasance of Certain of the General Obligation Refunding Bonds, Series 2021, Dated March 1, 2021, Certain of the General Obligation School Building Bonds, Series 2022, Dated January 28, 2022 and Certain of the General Obligation School Building Bonds, Series 2023, Dated January 3, 2023 - for Discussion/Action.** The administration will recommend that the Board of Education approve this resolution as presented.

B. 2026-2027 Preliminary Budget Approval - for Discussion/Action

The administration will recommend that the Board of Education approve the 2026-2027 preliminary budget as presented.

C. Early Graduation Requests - for Discussion/Action

The administration will recommend that the Board of Education approve an early graduation request for 2 students, class of 2027, to graduate in January 2027, provided that all graduation requirements are met.

D. Out-of-State Student Trip - for Discussion/Action

The administration will recommend that the Board of Education approve an out-of-state trip for FFA Advisor Danielle Ellerbrock and a student to attend the National Next Gen: Animal Systems Conference Sept. 15-19, in Kansas City, Missouri.

E. 2026-2027 CESA 8 Services Agreement - for Discussion/Action

The administration will recommend that the Board of Education approve the 2026-2027 CESA 8 Services Agreement as presented.

F. WASB Membership Renewal - for Discussion/Action

The administration will recommend that the Board of Education approve the renewal of the District's membership with the Wisconsin Association of School Boards (WASB) for the 2026-2027 school year, at a cost of \$5,824.00.

G. District Reading Specialist - for Discussion/Action

The administration will recommend that the Board of Education approve the transfer of Stephanie Hidde from her 2nd Grade Teacher position to the District Reading Specialist position which also includes an Extended Services Contract, effective immediately.

H. Elementary Enrichment Coordinator Services - for Discussion/Action

The administration will recommend that the Board of Education approve an agreement for Jennifer Soldner to provide services as an Enrichment Coordinator to support the academic growth of advanced learning students, effective with the 2026-2027 school year.

I. 2026-2028 Mentor/Mentee Program (PI-34) - for Discussion/Action

Elly Brzezinski, Director of Curriculum and Instruction will recommend that the Board of Education consider the updates to the Teacher Mentoring Program and associated costs as presented.

J. CESA 8 Additional Services Proposal/ Vision, Values - for Discussion/Action

The Administration will recommend that the Board of Education approve the CESA 8 Vision and Values workshop service proposal for \$2,500.

K. 2026-2027 Lamers Transportation Contract - for Discussion/Action

Administration will recommend that the Board of Education approve the amended agreement.

L. Trucker University - for Discussion/Action

The administration will recommend continuing the program, but no longer provide the busing afterwards.

VII. POLICY

A. Second Reading of Revisions to Policies - for Discussion/Action

The administration will recommend that the Board of Education approve a second reading of revisions to the following Policies:

- a. 0143.1 - Public Expression of Board Members
- b. 0144.5 - Board Member Behavior, Communications, and Code of Conduct
- c. 0166 - Agenda
- d. 0166.1 - Consent Agenda
- e. 0167.2 - Closed Session
- f. 0167.3 - Public Comments at Board Meetings
- g. 5830 - Student Fund-Raising
- h. 6605 - Crowdfunding
- i. 6608 - Accountability and Oversight of Fundraiser and Crowdfunding Disbursements (New Policy)
- j. 6610 - Non-District-Supported Student Activity Funds
- k. 7230 - Gifts, Grants, and Bequests
- l. 9160 - Public Attendance at School Events
- m. 9211 - District-Support Organizations (Rescind)
- n. 9215 - School Support Organizations (Replaces 9211)
- o. 9700 - Relations with Non-School Affiliated Groups
- p. 9700.01 - Advertising and Commercial Activities

VIII. POSSIBLE ITEMS FOR FUTURE DISCUSSION

IX. ANNOUNCEMENTS

June 8 - July 9	Summer School		
June 17 (Wed.)	Regular Meeting - Board of Education	6:00 p.m.	High School IMC
July 13	Regular Meeting - Board of Education	6:00 p.m.	High School IMC
August 10	Regular Meeting - Board of Education	6:00 p.m.	High School IMC
August 17-19	New Teacher Inservice		
August 24	Regular Meeting - Board of Education	6:00 p.m.	High School IMC
August 24-27	Teacher Inservice		

X. ADJOURN TO CLOSED SESSION

Consideration of matters over which the Board has jurisdiction pursuant to Wisconsin Statute 19.85(1)(c) - Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility for the purposes of reviewing individual employment contracts/language, salary/wages, benefits, and performance; for the purposes of reviewing administrative contracts/language, salary/wages, benefits, and performance.

XI. RETURN TO OPEN SESSION (The Board may take action in open session on items discussed in closed session).

XII. ADJOURNMENT

**BOARD OF EDUCATION
CLINTONVILLE PUBLIC SCHOOL DISTRICT
CLINTONVILLE, WISCONSIN 54929**

**MINUTES OF REGULAR MEETING
BOARD OF EDUCATION
May 11, 2026**

A regular meeting of the Board of Education of the Clintonville Public School District was called to order on May 11, 2026, at 6:00 p.m. in the High School IMC by President Ben Huber.

Members Present: Ben Huber, Kris Strauman, Laurie Vollrath, Klint Barkow, Jason Moder, Mark Zachow, and Christopher Hoffmann.

Administration Present: Troy Kuhn, Matt Hanson, & Patti Krause

Press Represented: Bert Lehman of the Tribune Gazette and Marie Vandenberg of Rural NEW Families.

Also present: Chelsea, Oshefsky, Justin Oshefsky, Jamie Baierl, Michele Sasse, Barb Ebert, David Battenberg, and Jaime Rietveld.

OPEN MEETING STATEMENT NOTICE 19.84(2)

This May 11, 2026, meeting of the Clintonville Board of Education, and all other meetings of the board, is open to the public in compliance with state statute. Notice of the meeting has been sent to the media, and has been publicly posted, in an attempt to make the citizens of the district aware of the time, place and agenda of this meeting. Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format for a disabled person to attend this meeting.

The Pledge of Allegiance was recited by those in attendance.

President Ben Huber noted that Board Norms can be found in each board member's folder in the event they need to be referred to.

APPROVE AGENDA: Moved by Mark Zachow, seconded by Laurie Vollrath to approve the agenda, moving items X-A (Personnel) 2,3,4, & 5 and item X-E (Employee Training Agreement) to closed session, and to exclude item C – Gifts, Grants, and Donations from Consent Agenda and be read out loud. Ayes and nays called, all voting aye. Motion carried.

PUBLIC COMMENTS/COMMUNICATIONS: Jamie Baierl addressed the Board of Education, asking that they consider the addition of a boy's swim team.

APPROVE CONSENT AGENDA: Moved by Laurie Vollrath, seconded by Mark Zachow to approve the following consent agenda items:

1. Teacher Transfer – Cole Pinno from Sophomore English to Senior English, effective with the 2026-2027 school year.
2. Teacher Hire – Brianna Eland – High School English/Communications Arts, effective with the 2026-2027 school year.
3. School Social Worker Retirement – Suzette Fountain, effective June 7, 2026
4. Extracurricular Hire – Justice Cole – MS Soccer Coach, effective April 27, 2026
5. Summer School Hires

Ayes and nays called, all voting aye. Motion carried.

DISTRICT REPORTS

2025-2026 Health Office Report: Jaime Rietveld, School District Nurse provided a report.

Superintendent's Report: Troy Kuhn presented District updates to the Board of Education.

Support Staff Hire – Child Care Center

- a. Megan Ader – Lead Teacher 2 (part-time), effective April 27, 2026.

Support Staff Resignation

- a. Paula Spreeman – Food Service III Worker, effective May 31, 2026

Personnel: (The Board may choose to go into Executive Session per section 19.85(1)(c) per Wisconsin Statutes to discuss a personnel issue, and then return to open session to take action)

Activities Director Hire: Moved by Laurie Vollrath, seconded by Kris Strauman to approve the hire of Justin Oshefsky as the Activities Director/Strength and Conditioning Coordinator, effective July 1, 2026, to include an agreement for the transition of responsibilities prior to the contract start date. Ayes and nays called, all voting aye. Motion carried.

Administrative Contracts and Salaries: Moved to closed session.

Director Contracts and Salaries: Moved to closed session.

Professional Staff Salaries for 2026-2027: Moved to closed session.

Support Staff Hourly Rates for 2026-2027: Moved to closed session.

Graduating Class of 2026: Moved by Kris Strauman, seconded by Mark Zachow to authorize the granting of diplomas to those Seniors who have met the requirements for graduation set by Board Policy. Ayes and nays called, all voting aye. Motion carried.

Honor Graduates 2026: Moved by Kris Strauman, seconded by Mark Zachow to send letters of congratulations to the students graduating with honors in the Class of 2026, and also to their parents. Ayes and nays called, all voting aye. Motion carried.

Mission, Vision, Values: The administration provided updated information regarding a possible workshop for the Board of Education to review the district's Mission, Vision, and Values. Administration will come back with another proposal.

Employee Training Agreement: Moved to closed session.

Employee Insurance Benefits: Moved by Mark Zachow, seconded by Jason Moder to increase the HRA amount for staff that participate in the district's health insurance plan as follows:

Single - \$1,500

Family - \$3,000

Spouses (both district employees) - \$6,000

Ayes and nays called, all voting aye. Motion carried.

Clintonville Public School District Legal Services: Moved by Kris Strauman, seconded by Mark Zachow to return to Renning Lewis Lacy; any current or pending matters be finished with Von Briessen, effective July 1, 2026. Roll call vote was taken with Ben Huber, Mark Zachow, Laurie Vollrath, and Kris Strauman voting aye, and Klint Barkow, Christopher Hoffmann, and Jason Moder voting nay. Motion carried.

Board of Education Meeting Date: Moved by Christopher Hoffmann, seconded by Jason Moder to move the June 22 Board of Education meeting to June 17 at 6:00 p.m. due to a scheduling conflict with SAIL initiatives. Ayes and nays called, all voting aye. Motion carried.

Finance Committee Recommendations: The administration and Finance Committee presented recommendations for the following items that were discussed during the April 20th Finance Committee Meeting, and took action/tabled as indicated:

Lamers Transportation Contract: moved by Klint Barkow, seconded by Kris Strauman to approve the contract, eliminating change of services paragraph. Ayes and nays called, all voting aye. Motion carried.

Fund 80 Proposal

1. Trucker University – no action/discussion only
2. Dellwood Child Care Center – Moved by Klint Barkow, seconded by Laurie Vollrath to approve the B schedule as previously presented (10 absence days, \$25 holding fee, \$100 annual registration fee, \$10 per hour up to 4 hours, before & after school updates), and a 10% rate increase, effective September 1, 2026. Roll call vote was taken with Kris Strauman, Laurie Vollrath, Ben Huber, Mark Zachow, and Klint Barkow voting aye and Christopher Hoffmann and Jason Moder voting nay. Motion carried.

Extracurricular Activities: Moved by Christopher Hoffmann, seconded by Laurie Vollrath to add boys swimming, with the condition that each sport will be addressed and that next year, if they don't meet the participation threshold, they will be placed on probation for the 2027-2028 school year, include a dollar value equal to girls swim team for 1 coach and transportation. Ayes and nays called, all voting aye. Motion carried.

POLICY

First Reading of Revisions to Policies: Moved by Kris Strauman, seconded by Laurie Vollrath to approve a first reading of revisions of the following Policies:

- a. 0143.1 – Public Expression of Board Members
- b. 0144.5 – Board Member Behavior, Communications, and Code of Conduct
- c. 0166 – Agenda
- d. 0166.1 - Consent Agenda (exclude gifts, grants, and donations)
- e. 0167.2 – Closed Session
- f. 0167.3 – Public Comments at Board Meetings
- g. 9160 – Public Attendance at School Events

(No changes to Policies 1110 – Assessment of District Goals, 1130 – Ethics & Conflict of Interest, and 9130 – Public Requests, Suggestions, or Complaints).

First Reading of Revisions to Policies: Moved by Laurie Vollrath, seconded by Kris Strauman to approve a first reading of revisions to the following Policies:

- a. 5830 – Student Fund-Raising
- b. 6605- Crowdfunding
- c. 6608 – Accountability and Oversight of Fundraiser and Crowdfunding Disbursements (New Policy)
- d. 6610 – Non-District-Supported Student Activity Funds
- e. 7230 – Gifts, Grants, and Bequests
- f. 9211 – District Support Organizations (Rescind)
- g. 9215 – School Support Organizations (Replaces 9211)
- h. 9700 – Relations with Non-School Affiliated Groups
- i. 9700.01 – Advertising and Commercial Activities

POSSIBLE ITEMS FOR FUTURE DISCUSSION

CESA 8 Contract

CMS/CHS Pupil Service Position

ANNOUNCEMENTS

May 18	HS Choir Concert	7:00 p.m.	HS Auditorium
May 19	MS Choir Concert	7:00 p.m.	HS Auditorium
May 20	Senior Banquet & Awards Night	6:00 p.m.	HS Commons/Auditorium
May 25	No School – Memorial Day		
May 29	High School Graduation	6:00 p.m.	HS Fieldhouse
June 4	Last Day of School – Early Release Day		
June 5	Full Day Teacher Inservice		
June 8	First Day of Summer School		
June 8	Regular Meeting – Board of Education	6:00 p.m.	High School IMC

ADJOURN TO CLOSED SESSION: Moved by Kris Strauman, seconded by Klint Barkow to adjourn to closed session for consideration of matters over which the Board has jurisdiction pursuant to Wisconsin Statute 19.85(1)(c) - Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility for the purposes of reviewing individual employment contracts/language, salary/wages, benefits, and performance; for the purposes of reviewing administrative contracts/language, salary/wages, benefits, and performance. Roll call vote was taken with Laurie Vollrath, Ben Huber, Mark Zachow, Klint Barkow, Christopher Hoffmann, Jason Moder, and Kris Strauman voting aye. Motion carried and meeting adjourned to closed session at 8:57. p.m.

RETURN TO OPEN SESSION: Moved by Jason Moder, seconded by Kris Strauman to return to open session. Roll call vote was taken with Mark Zachow, Klint Barkow, Christopher Hoffmann, Jason Moder, Kris Strauman, Laurie Vollrath, and Ben Huber voting aye. Motion carried and meeting returned to open session at 10:00 p.m.

Administrative Contracts and Salaries

Director Contracts and Salaries

Professional Staff Salaries for 2026-2027

Support Staff Hourly Rates for 2026-2027

Moved by Laurie Vollrath, seconded by Jason Moder to authorize the District Administrator to offer compensation to retain high quality staff as discussed in closed session. Ayes and nays called, all voting aye. Motion carried.

ADJOURNMENT: Moved by Kris Strauman, seconded by Mark Zachow to adjourn. Ayes and nays called, all voting aye. Motion carried and meeting adjourned at 10:02 p.m.

Laurie Vollrath, Clerk

**BOARD OF EDUCATION
CLINTONVILLE PUBLIC SCHOOL DISTRICT
CLINTONVILLE, WISCONSIN 54929**

**MINUTES OF
SPECIAL MEETING OF THE BOARD OF EDUCATION
May 18, 2026**

A special meeting of the Board of Education of the Clintonville Public School District was called to order on May 18, 2026, at 5:00 p.m. in the High School IMC by President Ben Huber.

Members Present: Ben Huber, Kris Strauman, Laurie Vollrath, and Mark Zachow.

Members Excused: Jason Moder, Klint Barkow, and Christopher Hoffmann

Administration Present: Troy Kuhn and James Blashe

Also Present: Attorney William Fischer, Officer Ebert, student, and parent of student

OPEN MEETING STATEMENT: This May 18, 2026, special meeting of the Clintonville Board of Education and all other meetings of the board are open to the public in compliance with state statute. Notice of the meeting has been sent to the media, and has been publicly posted, in an attempt to make the citizens of the district aware of the time, place and agenda of this meeting.

APPROVE AGENDA: Moved by Kris Strauman, seconded by Mark Zachow to approve the agenda. Ayes and nays called, all voting aye. Motion carried.

ADJOURN TO CLOSED SESSION: Moved by Kris Strauman, seconded by Laurie Vollrath to adjourn to closed session for the consideration of matters over which the Board has jurisdiction pursuant to Wisconsin Statute 19.85 (1)(a)(f) - Deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body and considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations for the purpose of conducting a hearing on a student matter. Roll call vote was taken with Ben Huber, Mark Zachow, Laurie Vollrath, and Kris Strauman voting aye. Motion carried, and meeting adjourned to closed session at 5:01 p.m.

Student Hearing: A hearing was conducted on a student disciplinary matter.

Following a discussion of the charges against the student and evidence presented at the hearing, it was moved by Kris Strauman, seconded by Mark Zachow that the incident set forth in the Notice of Expulsion did occur and such conduct constitutes conduct which endangered the property, health or safety of others at school or under supervision of school authorities pursuant to 120.13(1)(c)1, Wis. Stat. Roll call vote was taken with Laurie Vollrath, Kris Strauman, Ben Huber, and Mark Zachow voting aye. Motion carried.

Moved by Kris Strauman, seconded by Laurie Vollrath that the incident warrants expulsion and that it is in the district's interest to expel student, and that they be expelled immediately until they attain the age of 21 years old. The student shall be allowed to complete, off campus, the coursework for the classes in which they are currently enrolled for the second semester of 2025-2026 school year, and to take the semester exams for those classes. The student may request to be readmitted earlier, at the beginning of the first semester of the 2027-2028 school year, at the sole discretion of the district's administration, provided that student meets required conditions as set forth, and if student is readmitted to the schools of the Clintonville School District, must abide by required conditions as set forth; directing Counsel to prepare an order consistent with this motion. Roll call vote was taken with Laurie Vollrath, Kris Strauman, Ben Huber, and Mark Zachow voting aye. Motion carried.

Moved by Kris Strauman, seconded by Mark Zachow to return to open session. Roll call vote was taken with Mark Zachow, Kris Strauman, Laurie Vollrath, and Ben Huber voting aye. Motion carried, and the meeting returned to open session.

Meeting went to Recess at 6:03 p.m.

The Board returned from Recess at 6:20 p.m.

Members Present: Ben Huber, Kris Strauman, Laurie Vollrath, and Mark Zachow.

Members Excused: Klint Barkow, Jason Moder, and Christopher Hoffmann

Administration Present: Troy Kuhn and James Blashe

Also Present: Attorney William Fischer, Officer Ebert, student, guardian of student, and representative of student.

Moved by Kris Strauman, seconded by Mark Zachow to re-adourn to closed session for the consideration of matters over which the Board has jurisdiction pursuant to Wisconsin Statute 19.85 (1)(a)(f) - Deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body and considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations for the purpose of conducting a hearing on a student disciplinary matter. Roll call vote was taken with Laurie Vollrath, Ben Huber, Mark Zachow, and Kris Strauman voting aye. Motion carried and meeting adjourned to closed session at 6:27 p.m.

Student Hearing: A hearing was conducted on a student disciplinary matter.

Following a discussion of the charges against the student and evidence presented at the hearing, it was moved by Kris Strauman, seconded by Mark Zachow that the violation set forth in the Notice of Expulsion did occur and such conduct constitutes conduct which endangered the property, health or safety of others at school or under supervision of school authorities pursuant to 120.13(1)(c)1, Wis. Stat. Roll call vote was taken with Laurie Vollrath, Kris Strauman, Ben Huber, and Mark Zachow voting aye. Motion carried.

Moved by Mark Zachow, seconded by Kris Strauman that the incident warrants expulsion and that it is in the district's interest to expel student, and that they be expelled immediately until their 21st birthday. The student will be allowed to complete, off campus, the coursework for the classes in which they are currently enrolled for the second semester of the 2025-2026 school year, and to take the semester exams for those classes. District administration shall make arrangements as necessary to allow student to complete such work. The student may request to be readmitted earlier at the first semester of the 2026-27 school year, at the sole discretion of the District's Administration, at the sole discretion of the District's Administration. Further, the conditions as set forth must be met; and directing Counsel to prepare an order consistent with this motion. Roll call vote was taken with Laurie Vollrath, Kris Strauman, Ben Huber, and Mark Zachow voting aye. Motion carried.

ADJOURNMENT: Moved by Mark Zachow, seconded by Kris Strauman to return to open session and adjourn the hearing. Ayes and nays called, all voting aye. Motion carried and the meeting adjourned at 7:12 p.m.

Laurie Vollrath, Clerk

Resolution No. _____

RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS,
THE ESTABLISHMENT OF AN ESCROW ACCOUNT WITH RESPECT
TO AND THE DEFEASANCE OF CERTAIN OF THE
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2021,
DATED MARCH 1, 2021, CERTAIN OF THE
GENERAL OBLIGATION SCHOOL BUILDING BONDS, SERIES 2022,
DATED JANUARY 28, 2022 AND CERTAIN OF THE
GENERAL OBLIGATION SCHOOL BUILDING BONDS,
SERIES 2023, DATED JANUARY 3, 2023

WHEREAS, the Clintonville Public School District, Waupaca, Shawano and Outagamie Counties, Wisconsin (the "District") has outstanding its General Obligation Refunding Bonds, Series 2021, dated March 1, 2021 (the "2021 Bonds") which were issued for the purpose of paying the cost of refunding certain outstanding obligations of the District;

WHEREAS, the District also has outstanding its General Obligation School Building Bonds, Series 2022, dated January 28, 2022 (the "2022 Bonds") which were issued for the public purpose of paying a portion of the costs of district-wide improvements to all school buildings and grounds including renovations to the existing middle school for purposes of creating a 4k-5th grade elementary school, addition of middle school and agri-science space to the existing high school, safety and traffic flow improvements, replacements and upgrades to building systems and infrastructure; and acquisition of related furnishings, fixtures and equipment (the "Project");

WHEREAS, the District also has outstanding its General Obligation School Building Bonds, Series 2023, dated January 3, 2023 (the "2023 Bonds") which were issued for the public purpose of paying an additional portion of the cost of the Project;

WHEREAS, the District has certain debt service funds and other funds on hand (the "Funds") sufficient to defease a portion of the debt service on the 2021 Bonds, a portion of the debt service on the 2022 Bonds and a portion of the debt service on the 2023 Bonds;

WHEREAS, the School Board of the District deems it desirable and in the best interest of the District to transfer and apply such Funds to the defeasance and early redemption of portions of the 2021 Bonds, the 2022 Bonds and the 2023 Bonds; and

WHEREAS, since the 2021 Bonds, the 2022 Bonds and the 2023 Bonds are not currently callable, it is necessary for the available Funds to be irrevocably deposited into an escrow account, invested in direct obligations of the United States of America, treated as a portion of the debt service fund for the 2021 Bonds, the 2022 Bonds and the 2023 Bonds and applied to pay the principal of and interest on: (a) \$140,000 of the 2037 maturity and all of the 2038 through 2040 maturities of the 2021 Bonds (the "2021 Defeased Obligations") on the March 1, 2029 early redemption date; (b) all of the 2037 through 2039 maturities of the 2022 Bonds (the "2022 Defeased Obligations") on the March 1, 2029 early redemption date; and (c) all of the 2037 through 2039 maturities of the 2023 Bonds (the "2023 Defeased Obligations") on the March 1, 2031 early redemption date (the 2021 Defeased Obligations, the 2022 Defeased Obligations and the 2023 Defeased Obligations shall be collectively referred to herein as the "Defeased Obligations");

NOW, THEREFORE, BE IT RESOLVED by the School Board of the District that:

1. Establishment of Escrow Account. The School Board hereby authorizes and directs the officers of the District to enter into an Escrow Agreement with Associated Trust Company, National Association, as Escrow Agent (the "Escrow Agent"), for the purpose of effecting the provisions of the Resolution.
2. Transfer and Deposit to Escrow Account. The School Board hereby authorizes and approves the transfer and deposit of the Funds into the Escrow Account to be established with the Escrow Agent in an amount sufficient, together with earnings thereon, to provide for the payment of the Defeased Obligations concurrently with the execution of the Escrow Agreement, and the subsequent use, investment and disbursement thereof by the Escrow Agent in the manner provided by the Escrow Agreement.
3. Professional Services. The School Board hereby ratifies and approves the retention of PMA Securities, LLC ("PMA") to provide financial advisory services in connection with this transaction; Quarles & Brady LLP ("Bond Counsel") to provide limited, special counsel legal services in connection with this transaction; and Robert Thomas CPA, LLC to provide mathematical verification and related services in connection with this transaction.
4. Redemption of the Defeased Obligations, Notices of Defeasance and Redemption. The 2021 Defeased Obligations and the 2022 Defeased Obligations are hereby called for redemption on March 1, 2029. The 2023 Defeased Obligations are hereby called for redemption on March 1, 2031. The School Board hereby directs the Escrow Agent pursuant to the Escrow Agreement to provide notices of the defeasance of the Defeased Obligations and notices with respect to the redemption of the Defeased Obligations at the times and in the manner set forth in the final Escrow Agreement.
5. Authorization of Officers and Agents. The School Board hereby authorizes the appropriate officers and agents of the District to work with PMA and the Escrow Agent to review and approve the finalized Escrow Agreement including the escrow deposit and other details, to provide the notices of defeasance and redemption and to execute and deliver all documents required by Bond Counsel with respect to this transaction.

Adopted and recorded June 8, 2026.

Ben Huber
District President

ATTEST:

Laurie Vollrath
District Clerk



This contract is made as of the last date set forth opposite any signature hereto by and between Cooperative Educational Service Agency 8 ("CESA"), and the School District of SCHOOL DIST OF CLINTONVILLE ("District").

Background

WHEREAS, CESA is authorized to provide educational and related services to school districts on a cooperative basis and is authorized to enter into service contracts with school districts, county boards of supervisors, and other cooperative educational service agencies, as provided in Chapter 116, of the Wisconsin Statutes;

WHEREAS, the District desires to purchase such services from CESA during the 2026-27 school year; NOW, THEREFORE, the parties agree to the following:

Agreement

1. **Services and Fees.** CESA shall provide the below services listed with a dollar amount > than zero during the term of this Agreement.

Please note the following:

- Detailed service descriptions are available in the [CESA 8 Services/Programs Cost Booklet](#).
- Budget amounts are only included for services that are currently being utilized. Please refer to the cost booklet for contact information for pricing of additional services.
- [CESA 8 Explainer Video "Understanding How Our Service Agreements and Invoicing Works"](#). Please consider watching this video for a better understanding of our service agreement and invoice process.
- Final billings will be based on actual 2026-27 expenses.

Please return a signed service agreement to Cari Spatz via email at cspatz@cesa8.org

PROGRAMS/SERVICES:	Days/units of service	Service Agreement Amount	Notes
Agency Membership Fees		\$17,242.13	Includes Board of Control, Building Maintenance, PAC, & Membership Fees
For additional information please contact Nick Curran at ncurran@cesa8.org			
Business/Financial Services			
Licensed Business Manager Services	15	\$12,150.00	
Financial Management & Retainer Program Services	156	\$102,180.00	
AP/Payroll/Grant Management Services	0	\$0.00	
Business Services Network Access Program Fee		\$2,500.00	Business Services Network Access Program
Licensed Teacher/Other Support Services	0	\$0.00	
Erving Program (non-Agency)		\$0.00	For additional information about the Erving Program please contact Jamie Lane or Nick Curran
For additional information please contact Nick Curran at ncurran@cesa8.org			
Human Resource Services			
Human Resources Support	5	\$4,000.00	
Superintendent Support/Search Services/Strategic Planning Services		\$0.00	
For additional information please contact Aly Tress at atress@cesa8.org			
Communication Services			
Communication Services		\$0.00	
For additional information please contact Dean Leisgang at dleisgang@cesa8.org			
Curriculum, Instruction, and Assessment (CIA) Services			
Career and Technical Education (CTE)/Carl Perkins	Estimate		

Professional Learning Days (\$2,250/day < 10 days or \$1,750/day => 10 days) service days broken down below:	4.00	\$9,000.00	
CIA Days	0.5	For additional information for CIA Professional Learning Days please contact Stephanie Feldner	
Career and Life Ready Days	0	For additional information for Career and Life Ready Professional Learning Days, please contact Brooke Holbrook	
Student Services Days	3.5	For additional information for Student Services Professional Learning Days please contact Lisa Misco	
For additional information please contact Stephanie Feldner for CIA service at sfeldner@cesa8.org , Brooke Holbrook for Career and Life Ready services at bholbrook@cesa8.org , and Val Brooks for CTE services at vb Brooks@cesa8.org			
Student Services Programs and Services	Estimates		
Audiology	675	\$20,574.34	
Director of Special - Education/Pupil Services	20	\$16,165.40	
Deaf Hard of Hearing	930	\$23,556.90	
Substitute Teachers	0	\$0.00	
Early Childhood (OC)	0	\$0.00	
Program Support	0	\$0.00	
Interpreter	0	\$0.00	
Occupational Therapy/COTA	0	\$0.00	
Orientation & Mobility (VI only)	16	\$421.12	
Paraprofessional Services	0	\$0.00	
Physical Therapy/PTA	989	\$27,415.08	
School Psychologist	0	\$0.00	
School Nurse	0	\$0.00	
Special Education Teacher - Cross Categorical	0	\$0.00	
Speech/Language	0	\$0.00	
Student Services Contracted Services	0	\$0.00	
Visually Impaired	367	\$10,169.57	
Speciality Services (Assistive Tech, Autism, Behavior, Transition/Vocational)	3	\$3,000.00	
For additional information please contact Lisa Misco at lmisco@cesa8.org			
Additional Student Services Programs and Services			
Parent Educator		\$0.00	
Student Services Membership Fee	2	\$1,000.00	
School-Based Services- Count is Based on 3rd Friday (\$4.48 per month per Sp Ed student w/IEP)	0	\$0.00	
Extended School Year (ESY)	TBD, if needed		
For additional information please contact Lisa Misco at lmisco@cesa8.org			
TOTAL SERVICE AGREEMENT		\$249,374.54	

RETURN BY: June 30, 2026 or upon approval

2. **Payment of Wages.** CESA shall be responsible for paying the wages of its employees who provide services to the District hereunder. Such individuals shall remain employees of CESA at all times they are providing the services contemplated by this Agreement to the District and shall not be considered District employees.

3. **Public Funds.** CESA shall agree to forward federal and/or state funds which are due the District as soon as possible after CESA's receipt of said funds.
4. **Payment of Fees.** The District agrees to reimburse CESA for its proportionate share of costs of the service provided under this contract including, but without limitation, compensation expenses, unemployment compensation, transportation expenses and supply/equipment expenses. The District agrees to pay quarterly pro-rata costs for Student Services and Business Services in advance for services rendered. Quarterly payments to be made from July through June on all Student Services and Business Services programming. All other services shall be paid on the 1st quarter invoice or when incurred and invoiced by the CESA. Quarter 1 and 2 CESA's billings will be based on budgeted estimated costs, quarter 3's billing will be based on adjusted actual costs and quarter 4 will be billed based on final actual costs.
5. Transportation of children will be furnished by each school district.
6. **Term.** The term of this Agreement shall be July 1, 2026 through June 30, 2027.
7. **Modification.** No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by CESA and the District.
8. **Applicable Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have set their hands the date written below:

District Administrator:	Date:
School Board Representative (If required per board policy):	Date:
CESA Administrator:	Date:
Chairperson, Board of Control:	Date:

Please return a signed service agreement to Cari Spatz via email at cspatz@cesa8.org by Jun 30, 2026

CLINTONVILLE PUBLIC SCHOOL DISTRICT
Clintonville, WI 54929

TRANSPORTATION CONTRACT

NOW, THEREFORE, in consideration of the premises and the mutual covenants and promises herein contained, the **CLINTONVILLE PUBLIC SCHOOL DISTRICT**, herein described as District, hereby engages **LAMERS BUS LINES, INC**, herein described as Contractor, to provide student transportation services for the DISTRICT and LAMERS BUS LINES, INC contracts and agrees to furnish and provide student transportation services for the District for the period of the contract in accordance with the following terms, conditions and provisions, to-wit:

1. **SCOPE OF SERVICES:** The Contractor is to provide the District with bus service for transportation to and from schools, (public and private), late run public school extracurricular and athletic (as needed), and for such other student transportation as the District authorizes. There are no restrictions on the District preventing the District, at its option, from transporting student groups of less than sixteen (16) students in District owned vehicles, or from contracting with individual parents to transport their student attending parochial, private, or public school, or to expand or reduce daily transportation services to meet the needs of regular, as well as handicapped students in accordance with demands of such needs. Regular Transportation is based on a minimum 173 days. District may transport students with special needs in district owned vehicles.

The District, at its option, may provide a minivan during the term of this contract to transport students, other than in regular AM-PM routes, for extracurricular/field trip activities with the District assuming all costs for said vehicle operation.

2. **TERM:** The term of this contract shall be for three (3) years commencing with the first day of school in the 2025-2026 school year, and the last day of Summer School in 2029.

3. **PERFORMANCE BOND:** If a performance bond is required by the Board, the District will reimburse the Contractor for the costs of the performance bond.

4. **EQUIPMENT TO BE FURNISHED:** The Contractor shall furnish, maintain and operate the vehicles necessary to meet District transportation needs at all times in a safe, efficient and lawful manner and in accordance with such instructions and directions, as may, from time to time, be issued by the District and shall comply with all lawful orders, rules and regulations of the State of Wisconsin and the United States. The Contractor covenants and agrees that it will furnish such transportation vehicles and maintain and operate the same in accordance with the following requirements : 9/2018--7 propane buses, 9/2019- 8, 9/2020- 9

a. The Contractor shall provide a sufficient number of buses to operate the routes required by the District. (See attached Appendix for present route listing). The Contractor shall also provide a minimum of four spares for standby and extracurricular activities.

b. The passenger sizes of the initial buses shall be determined by the Contractor based on the passenger information listed on the attached Appendix.

Parochial Schools

St Martin School *
100 South Clinton Avenue
Clintonville, WI 54929

PK-8

7:55 a.m.

3:00 p.m.

* Represents a single drop off and pickup point

General Services

1. Buses are to arrive at school no earlier than twenty (20) minutes and not later than five (5) minutes before classes begin. Bus riders are to be picked up within fifteen (15) minutes after school sessions close. Bus routes are not to exceed seventy-five (75) minutes from first pick up to arrival at school for either the A.M. or P.M. route. Preference of the district is to have routes which do not exceed sixty (60) minutes. Capacity of buses shall be taken into consideration in determining routes and also the age of the student being transported, e.g., three tenth grade students should not be expected to sit in a three passenger rated seat. Route length guidelines may be waived by the district.
2. Transportation shall be furnished for approximately **173 days**. In the event school is closed due to weather conditions, acts of God, etc, there shall be no charge to the school district if buses do not operate. Make-up days shall be charged at the normal rate. The Superintendent of Schools shall have the final decision as to whether or not buses operate on questionable weather days. This decision will be made by 6:00 a.m., if possible. The school district is not required to make up the first three days of emergency closing.
3. Several times during the school year, the District may schedule early release days, or early release may be required because of emergencies. This shall receive full cooperation from the Contractor.
4. The contract shall require the Contractor to demonstrate to the District that the following services shall be adequately provided: (These do not require ownership.)
 - A. Personnel:
The Contractor personnel shall be expected to perform, but not limited to, the following lists of duties:
 1. Maintain facilities and bus fleet including preventative maintenance program.
 2. Recruit, select and train bus drivers.
 3. Discipline, discharge bus drivers found by the District/Contractor to be unsatisfactory.
 4. Prepare and administer pre-service and in-service bus driver training including safety and student discipline topics.
 5. Keep personnel records on all personnel.
 6. Maintain and keep current on all Federal and State laws regarding transportation, along with school board policy.
 7. Develop safe and economical bus routes, subject to the approval of the Board.
 8. Investigate requests and complaints regarding student transportation services and make recommendations to the Superintendent of Schools.

CLINTONVILLE PUBLIC SCHOOL DISTRICT

EXHIBIT B- RATES 26/27

TRANSPORTATION OPERATION :		2026/2027 8.0%	2027/2028 8.0%	2028/2029 8.0%
Am – Pm routes :	78 passenger bus	\$274.43	\$296.38	\$320.09
	72 passenger bus	\$274.43	\$296.38	\$320.09
	65 passenger bus	\$274.43	\$296.38	\$320.09
	Small vehicles (as needed)	\$274.43	\$296.38	\$320.09
	60 miles per day/per route included in base cost for 2026/2027 and beyond			
	Mileage Fee	Over 60—1.75	Over 60- 1.89	Over 60 -2.04
	Noon Routes	1.083 per mile	1.170 per mile	1.264 per mile
Video	\$4.00 per day/per bus	15 buses	15 buses	15 buses
Extracurricular - Field Trips Etc.	Mileage Fee	1.083 per mile	1.170 per mile	1.264 per mile
	Minimum Charge	\$50.22 per day	\$54.24 per day	\$58.58 per day
	Driver time port-to-port	\$28.44 per hour	\$30.72 per hour	\$33.18
Late Bus :	Mileage	1.083 per mile	1.170 per mile	1.264 per mile
	Driver time port-to-port	\$25.09 per hour	\$27.10 per hour	\$29.27
Out-of-District - Handicapped	Mileage	1.083 per mile	1.170 per mile	1.264 per mile
	Driver time port-to-port	\$25.09 per hour	\$27.10 per hour	\$29.27 per hour
In District Handicapped :	Mileage	1.083 per mile	1.170 per mile	1.264 per mile
	Driver time port-to-port	\$25.09 per hour	\$27.10 per hour	\$29.27 per hour

RATES

For contract year in which a rate have not been agreed upon, the contract will provide for an increase based on the December Consumer Price Index, however, the rate shall not be less than 2% nor more than 6%. **If circumstances beyond our control cause the CPI to be under 2% or raise above 6% rate discussions can occur.** This will apply to the remaining years of the contract. (Example how CPI is utilized = December CPI – U for 2028 would be used to establish the contract rates for the 2029/2030 contract year). Published by the U.S. Department of Labor, Bureau of Labor Statistics, Washington D.C 20212.

CHANGE OF SERVICES

Any increase or decrease in the amount of bus routes established by the Board of Education will be compensated at the rates in effect for that school year. All regularly scheduled daily Am and or Pm routes are **based on a minimum 173 days of base rate compensation** and billed for a minimum 173 days.

17. **DEFAULT.** In the event the Contractor fails to comply with any provision herein, such failure shall be deemed a default of this contract. Upon default, the District shall have the option of declaring this contract at an end by written notice to the Contractor. LAMERS BUS LINES, INC shall be liable to the District for all damages incurred as a result of the breach of this contract including reasonable attorney fees. The waiver of the District of any default shall not constitute a waiver of any subsequent default. The partial or total failure of LAMERS BUS LINES, INC to perform its services as a result of extreme weather conditions, impassable roads or acts of God shall not be judged breach of the contract. However, the Contractor shall not be paid for any lack of total performance. Also, however, in the event of minor contract violations and/or nonperformance problems, the District shall be entitled to damages including, but not limited to, attorney fees incurred in enforcing or correcting such breach.

18. **BINDING EFFECT.** This contract shall be binding on the parties hereto, their agents, heirs, successors and assigns. However, LAMERS BUS LINES, INC may not assign this contract or any portion thereof without written consent of the District.

IN WITNESS WHEREOF, the **CLINTONVILLE PUBLIC SCHOOL DISTRICT**, by its school board, has caused this instrument to be executed by its school district President and its school district Clerk-----

on this ____ day of _____, 2026.

**CLINTONVILLE PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION**

By: _____
President

By: _____
Clerk

IN WITNESS WHEREOF, **LAMERS BUS LINES, INC**, by its officers, has caused this Instrument to be executed by its ____corporate officers____, this _____ day of _____ 2026.

LAMERS BUS LINES, INC

By: _____

By: _____

Book	Policy Manual
Section	0000 Bylaws
Title	PUBLIC EXPRESSION OF BOARD MEMBERS
Code	po0143.1
Status	
Adopted	April 22, 2019
Last Revised	September 23, 2024

0143.1 - PUBLIC EXPRESSION OF BOARD MEMBERS

The Board President functions as the official spokesperson for the Board. (see Bylaw 0144.5 - Board Member Behavior, Communications, and Code of Conduct)

From time-to-time, however, individual Board members make public statements, or statements to individuals, on school matters:

- A. to local media;
- B. on social media;
- C. to members of the community;
- D. to local officials and/or State officials.

Sometimes the public statements, or statements to individuals, by Board members imply, or the readers (listeners) infer, that the opinions expressed or statements made are the official positions of the Board. The misunderstandings that can result from these incidents may cause issues for the member, the Board, as well as the District. Therefore, Board members should, when writing or speaking on school matters on social media, to the media, members of the community, legislators, and other officials, **make it clear that their views do not necessarily reflect the views of the Board or of their colleagues on the Board.**

This bylaw shall apply to all statements and/or writings by individual Board members not explicitly sanctioned by a majority of its members, except as follows:

- A. correspondence, such as legislative proposals, when the Board member has received official guidance from the Board on the matters discussed in the letter;
- B. routine, not for publication, correspondence of the District Administrator and other Board employees;
- C. routine "thank you" letters of the Board;
- D. statements by Board members on non-school matters (providing the statements do not identify the author as a member of the Board);
- E. personal statements not intended for publication.

Revised 10/9/23
T.C. 9/23/24

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Book	Policy Manual
Section	0000 Bylaws
Title	BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT
Code	po0144.5
Status	
Adopted	May 24, 2021
Last Revised	February 24, 2026

0144.5 - BOARD MEMBER BEHAVIOR, COMMUNICATIONS, AND CODE OF CONDUCT

The Board functions most effectively when individual Board members act ethically, professionally, and responsibly. Board members serve as a member of the School District's governing body and do not have individual authority to represent a policy or enforce positions that are not supported by a majority of the Board as evidenced by official action of the Board (See Bylaw 0143 - Authority of Individual Board Members).

Board members accept responsibility for the well-being and positive leadership of the School District, for protecting the interests of the School District as a legal entity, and for facilitating governance for the purpose of delivering the highest quality educational and related services to all of the District's students. Conduct by Board members that compromises the legal position of the District are prohibited.

Any authority delegated to the Board President in this policy is automatically vested in the Board Vice President in the event that either the Board President is unavailable or the Board President is the Board member accused of violating this policy.

General Expectations of All Board Members

- A. Attend all scheduled Board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings.
- B. Be familiar with and follow applicable local, State, and Federal laws and regulations.
- C. Be familiar with and comply with Board policies, including policies governing Board member conduct and Board member ethics, rules of incompatibility of office, and conflicts of interest (see Bylaw 0144.3 - Conflict of Interest).
- D. Conduct themselves with integrity, honesty, and in a manner that reflects positively on the Board and on the District.
- E. Be accountable for guiding and supporting the policy decision-making process that impacts students, staff, and the community. The operation of the District is the responsibility of the administration.
- F. Establish and maintain a high level of honesty, credibility, and truthfulness in all matters dealt with by the Board.
- G. Treat others with respect and dignity at all times, maintain decorum, and always communicate in a way that does not violate or illustrate disregard for Board policy concerning harassment or discrimination. This decency expectation applies in all communications, including while discussing sensitive or controversial matters, or matters involving disagreement.
- H. At all times conduct themselves in the best interest of the School District, including avoiding implicating the District in unlawful activity or supporting or encouraging efforts to harm the reputation, legal standing, or to bring other material harm to the interests of the District or the Board.
- I. Recognize that they should endeavor to make policy decisions only after full discussion at publicly held Board meetings.
- J. Render all decisions based on the available facts and independent judgment.

- K. Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and students, staff, and all elements of the community.
- L. Work with the other Board members to establish effective Board policies and to delegate authority for the administration of the District to the District Administrator in accordance with Policy 1100 - District Organization.
- M. Communicate to other Board members, in accordance with the Open Meeting Law, and the District Administrator expressions of public reaction to Board policies and school programs (see Board Member Communication section below, Bylaw 0143.1 - Public Expression of Board Members, and Bylaw 0167.5 - Use of Electronic Mail).
- N. Inform themselves about current educational issues by individual study and through participation in programs providing needed information, such as those sponsored by the Wisconsin Association of School Boards, the Consortium of State School Board Associations, and the National School Boards Association.
- O. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff.
- P. Refrain from using their Board positions for personal partisan gain.
- Q. Take no private action that will compromise the Board or administration, and respect the confidentiality of information that is privileged under applicable law.
- R. Remember always that their first and greatest concern must be for the educational welfare of the students attending the public schools.
- S. No Board member shall act or fail to act as a member of the Board in violation of 946.12, Wis. Stats., regarding misconduct in public office.

Board Member Communication

Board members are expected to refrain from engaging in communication on behalf of the Board or on behalf of the District unless authorized to do so by majority vote of the Board (See Bylaw 0143.1).

Any Board member who chooses to engage in individual communication on matters related to Board and/or District business is expected to clearly identify whether the Board member is communicating in the following capacity:

- A. On behalf of the Board: normally, this is the function of the Board President or, in the President's absence, the Vice President. The Board may, by majority vote, delegate this responsibility to another Board member in a specific circumstance. In every case, the Board member communicating the Board's position shall do so as determined by the Board and avoiding individual interpretation or editorializing.
- B. As an individual Board member, but not on behalf of the Board: a Board member who speaks, including online, in social media forums, or in any other public forum, on matters related to Board and/or District business, but not as an officially designated spokesperson of the Board. The Board member must specify that any statement is not sponsored by the District and is a personal viewpoint.

Board members who fail to adhere to this expectation, or who publicly communicate false or intentionally misleading information pertaining to Board action or District policy, will be asked to correct such communication in a way that is likely to reach the same audience as the false or misleading information. The Board President is authorized to communicate such requests to the pertinent Board member.

The Board President is authorized to issue public statements on behalf of the Board in the event a Board member expresses false or misleading information, or makes statements without properly identifying whether the member of the Board is speaking as an individual Board member. The President's communication should be limited to correcting the false or misleading statement, clarifying that the Board member was not speaking on behalf of the Board, and providing information relative to Board action, if any, on the subject matter.

Board Member Use of Electronic Communication Devices shall have expectations developed and adhered to as part of Board member meeting norms.

Board Member Interaction with Staff

The general expectations of Board member decorum and civility apply to interactions with employees; however, because the Board is the employer of all District staff, this responsibility is appropriate for special reference. Each Board member is

an individual with authority to bring matters to the Board and to influence matters related to staff. Therefore, it is imperative that Board members treat all employees with respect and as professionals. Board members are also required to comply with Board Policies governing employee anti-harassment, nondiscrimination, and threatening behavior.

No Board member has inherent authority to require any staff member to respond to the Board member regarding a specific request for information, or to direct any staff member to perform or not perform any task, except as provided by Board policy or as directed by majority vote of the Board.

Board Members should inform the District Administrator Prior to contacting staff to discuss school related business.

Board member access to and request for School District records and information is governed by Board Bylaw 0143.2 - Board Member Information Requests.

Board Member Records and Confidentiality

Board members are expected to maintain their own public records created on resources not controlled by and thus not maintained by the School District. Each Board member is an elected official responsible for preserving all public records the Board member creates, and to comply with requests to inspect such records. The District has no obligation nor responsibility to assist any Board member in fulfilling this responsibility with respect to records that are not maintained by the District.

Board members are encouraged to review Board policy defining and explaining public records, their maintenance, and public access (See Board Policy 8310 - Public Records).

Board members are expected to maintain and protect the privacy of District records, including student records, and communications received in closed session meetings of the Board.

Enforcement

Complaints alleging violations of the Board Member Code of Conduct may be brought by any parent, student, staff member or District resident and must be submitted to the Board President or, if the Board President is the member accused of violating this policy, to the Vice President, who under such circumstances shall perform the duties of the Board President described in this policy. All Complaints shall bear the name and signature of the complainant and include a detailed description of the alleged misconduct, any evidence supporting the allegations, and the action/relief being requested.

The Board President may choose to consolidate complaints for consideration if more than one (1) individual files similar complaints, but reserves the right to refuse to consider any subsequent complaint on the same matter unless previously unknown material facts are raised.

~~The President shall review the complaint and investigate the matter. The President shall inform the Board of the complaint and the plan to address the complaint. The President may contact the School District's legal counsel for support in the investigation of the complaint and/or other matters related to the complaint. Upon completion of the investigation, if the conclusion reached is that the Board member violated the policy, the investigator shall brief the Board and may recommend action to be taken.~~

The President shall review the complaint and contact legal counsel to seek guidance on how to proceed. The President shall also inform the Board of the complaint and the Board with the recommendation of legal counsel shall determine the process to address the complaint, dismiss the complaint, or investigate among other means. Upon completion of the investigation, if the conclusion reached is that the Board member violated the policy, the investigator shall brief the Board and may recommend action to be taken.

Board members are elected officials and therefore cannot be prevented from participating in Board meetings, or removed from office by the Board. However, the Board may consider the following:

- A. formal censure by resolution passed by a majority of the Board in an open session meeting of the Board;
- B. removal from Board committee assignments that is an exception to Bylaw 0155 - Committees;
- C. restriction on Board member rights granted by policy, including requesting items for a Board meeting agenda;
- D. referral to proceed with efforts to remove the Board member from office for cause, which means inefficiency, neglect of duty, official misconduct, or malfeasance in office;

E. referral to law enforcement if any alleged misconduct constitutes potentially unlawful conduct;

F. other efforts to pursue compliance with and adherence to the policy as determined by the Board and not prohibited by law.

If a complainant or any other person contacts an individual Board member, other than the Board President, to discuss a complaint or investigation under this policy, the Board member shall inform the person that the Board member has no authority to act in an individual capacity and shall refer the person to this bylaw or the Board President for further assistance.

Revised 11/8/21

Revised 3/14/22

T.C. 4/10/23

T.C. 10/9/23

Revised 12/8/25

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Legal

17.13, Wis. Stats.

946.12, Wis. Stats.

The Consortium of State School Board Associations

The National Association of School Boards

The Wisconsin Association of School Boards

Book	Policy Manual
Section	0000 Bylaws
Title	AGENDA
Code	po0166
Status	
Adopted	April 22, 2019
Last Revised	October 9, 2023

0166 - **AGENDA**

The District Administrator shall prepare and make available, mail, or deliver to each Board member an agenda prior to each regular meeting and each special meeting unless otherwise directed by the Board. The agenda shall list the various matters to come before the Board and shall serve as a guide for the order of procedure for the meeting. Individual Board members may include items on the agenda upon the concurrence of the Board President. The level of specificity of the description of subject matter for discussion shall be determined considering the following: 1) the time and effort required to provide detailed notice; 2) the level of public interest in the particular subject; and, 3) whether the meeting will involve routine or novel issues.

The agenda of regular meetings or special meetings shall be accompanied by a report from the District Administrator including information and/or a recommendation on agenda items as deemed appropriate by the District Administrator.

Each agenda shall contain the following statement:

"This meeting is a meeting of the Board in public for the purpose of conducting the School District's business and is not to be considered a public hearing. There may be a time for public comment during the meeting as indicated in the agenda."

The agenda for each regular meeting shall be mailed or delivered, electronically or in person, to each Board member so as to provide proper time for the member to study the agenda. Generally, the agenda and supporting materials should be available or mailed, delivered no later than four (4) days prior to the meeting, or delivered so as to provide time for the study of the agenda by the Board members. The agenda and supporting materials for a special meeting shall be delivered at least twenty-four (24) hours before the meeting, if practicable.

The Board shall transact business according to the agenda prepared by the District Administrator and provided to all Board members in advance of the meeting. The order of business may be altered at any meeting by a majority vote of the members present.

If the Board wishes to discuss items that were not posted at least twenty-four (24) hours prior to the meeting, the Board must: 1) post a separate notice of the item(s) no less than two (2) hours prior to the meeting; and 2) show good cause why posting the item at least twenty-four (24) hours prior to the meeting was impossible or impractical.

T.C. 10/9/23

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Legal 19.84(3), Wis. Stats

Book	Policy Manual
Section	0000 Bylaws
Title	CONSENT AGENDA
Code	po0166.1
Status	
Adopted	April 22, 2019
Last Revised	December 8, 2025

0166.1 - **CONSENT AGENDA**

The Board may use a consent agenda to keep routine matters within a reasonable time frame.

The following routine business items may be included in a single resolution for consideration by the Board.

- A. minutes of prior Board meetings;
- B. reports of board committee meetings;
- C. bills for payment;
- D. acceptance of bids;
- E. employment of personnel;
- F. resolutions that require annual adoption, such as bank signatories, Wisconsin High School Athletic Association membership, etc.;
- G. resignations and leaves;
- H. gifts, grants, and donations;
- I. other routine items as presented by the District Administrator.

A member of the Board may request any item to be removed from the consent resolution and defer it for a specific action and more discussion. No vote of the Board will be required to remove an item from the consent agenda. A single member's request shall cause it to be relocated as an action item eligible for discussion. Any item on the consent agenda may be removed and discussed as a nonaction item or be deferred for further study and discussion at a subsequent Board meeting if the District Administrator or any Board member thinks the item requires further discussion.

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Book	Policy Manual
Section	0000 Bylaws
Title	Copy of CLOSED SESSION
Code	po0167.2
Status	
Adopted	April 22, 2019

0167.2 - **CLOSED SESSION**

The Board may meet in a closed session, one closed to the public, for specified purposes.

Each closed session requires a majority roll-call vote of the Board and may be held to:

- A. deliberate a case which was the subject of any hearing before the Board; (19.85(1)(a))
- B. consider dismissal, demotion, licensing, or discipline of any Board employee or person licensed by the Board, or the investigation of charges against such person, and the taking of formal action on any such matter, provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. (19.85(1)(b))
- C. consider the employment, promotion, compensation, or performance-evaluation data of any employee; (19.85(1)(c))
- D. considering a strategy for crime detection or prevention; (19.85(1)(d))
- E. deliberate or negotiate the purchase of public properties, the investment of District funds, or the conduct of other Board business whenever competitive or bargaining reasons require a closed session; (19.85(1)(e))
- F. consider financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems, or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; (19.85(1)(f))
- G. confer with the Board's legal counsel who is rendering oral or written advice concerning strategy to be adopted by the Board with respect to litigation in which it is or is likely to become involved; (19.85(1)(g))
- H. consider requests for confidential, written advice from the ethics board under 19.46(2), Wis. Stats., or from any county or municipal ethics board under 19.59(5), Wis. Stats.; (19.85(1)(h))

The presiding officer shall announce the nature of the closed session and the specific section of the law that allows for the closed session.

No other business other than that stated in the public notice may be conducted at a closed session. The Board may not reconvene its regular or special meeting after a closed session, within twelve (12) hours, unless public notice of the reconvened meeting was part of the public notice of its regular or special meeting.

Permission for staff requesting to speak with the board in closed session will not be granted unless allowed by another policy or under extenuating circumstances. This includes requests for exit interviews. For any complaints, the Grievance procedures (po.30040, po.4330) shall be followed.

In keeping with the confidential nature of closed sessions, no member of the Board shall disclose to anyone the content of discussions that take place during such sessions.

Recording of Closed Sessions

Other than expulsion hearings, closed sessions of the Board will not be recorded, filmed or photographed without prior approval of the Board. Any such recording, film or photograph must be maintained in accordance with Policy 8310 – Public Records and Policy 8330 – Student Records.

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Book	Policy Manual
Section	0000 Bylaws
Title	PUBLIC PARTICIPATION AT BOARD MEETINGS
Code	po0167.3
Status	
Adopted	April 22, 2019
Last Revised	April 10, 2023

0167.3 - PUBLIC COMMENT AT BOARD MEETINGS

The Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

Agenda Item

Any person or group who would like to have an item put on the agenda shall submit their request to the District Administrator no later than seven (7) business days prior to the meeting and include:

- A. name and address of the participant;
- B. group affiliation, if and when appropriate;
- C. topic to be addressed.

Such requests shall be subject to the recommendation of the District Administrator and the approval of the Board President.

Public Comment Section of the Meeting

To permit fair and orderly public expression, the Board may provide a period for public comment at any regular meeting of the Board and publish rules to govern such comment in Board meetings.

The presiding officer of each Board meeting at which public comment is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public comment shall be permitted as indicated on the order of business, after the agenda has been approved and before the board takes action on any issue of substance.
- B. Attendees must register their intention to comment in the public portion of the meeting upon their arrival at the meeting.
- C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name; address; general topic or issue; group affiliation, if and when appropriate.
- D. Each statement made by a participant shall be limited to three (3) minutes duration.
- E. No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- F. Participants shall direct all comments to the Board and not to staff or other participants.
- G. Participants shall address only topics within the legitimate jurisdiction of the Board.

H. All statements shall be directed to the presiding officer; no person may address or question Board members individually.

I. The presiding officer may:

1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
2. request any individual to leave the meeting when that person does not observe reasonable decorum;
3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.

J. The portion of the meeting during which the comment of the public is invited shall be limited to thirty (30), unless extended by a vote of the Board.

K. The Board may authorize administration to arrange for the recording, filming, photographing, broadcasting, or live streaming of open sessions of Board meetings.

L. Signage, banners, or other material which impedes any person's view of the proceedings, including a Board member's view, shall be relocated so as not to obstruct views.

Recording, filming, or photographing the Board's open meetings by Third Parties is permitted pursuant to 19.90, Wis. Stat. Recording, filming, or photographing the Board's closed session is only permitted pursuant to Bylaw 0167.2 – Closed Session. If possible, the person operating the equipment should contact the District Administrator twenty-four (24) hours prior to the Board meeting to review the possible placement of the equipment, and must agree to abide by the following conditions:

- A. No obstructions are created between the Board and the audience.
- B. No interviews are conducted in the meeting room while the Board is in session.
- C. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience or otherwise disrupt the meeting while the Board is in session.
- D. May not interfere with normal operations of the meeting, including the position of the recording equipment

This district administrator will make an attempt to create a space behind or adjacent to the audience for recording, filming, and photographing purposes as indicated with a sign "space reserved for media". The district is not responsible for supplying any equipment, cords, power, etc. for the purpose of recording, filming, or photographing. If power cords are needed, they must be out walkways or secured to the floor (tape) or properly covered (rug or cord channel) to avoid a tripping hazard. Special permission will not be granted to set up equipment prior to the meeting. If the person is a distraction to the participants or the audience, they will be asked to leave the meeting.

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Revised 11/8/21
T.C. 4/10/23

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19.90, Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Copy of STUDENT FUND-RAISING
Code	po5830
Status	
Adopted	April 22, 2019
Last Revised	November 28, 2022

5830 - ~~STUDENT FUND-RAISING~~FUNDRAISING

The Board acknowledges that the solicitation of funds from students must be limited since compulsory attendance laws make the student a captive donor and may also disrupt the program of the schools.

For purposes of this policy "student ~~fund raising~~fundraising" shall include the solicitation and collection of money from students for any purpose and shall include the collection of money in exchange for tickets, papers, or any other goods or services for approved student activities.

Student-Led ~~Fund-Raising~~Fundraising for School-Related Organizations

The Board will permit student ~~fund raising~~fundraising by students in school, on school property, or at any school-sponsored event only when the profit therefrom is to be used for school purposes or for an activity connected with the schools.

The Business Manager may permit fundraising by approved school organizations, those whose funds are managed by the Board.

~~[] Contracts with vendors for student fundraising activities shall establish the~~

~~(-) profit per item~~

~~(-) percentage of the profit~~

~~that will be earned by the sponsoring organization, regardless of whether that activity is conducted on or off school property.~~

~~[END OF OPTION]~~

School-level fundraisers must be approved by the Business ManagerPrincipal. The Business Manager Principal may permit fundraising by approved school organizations, those whose funds are managed by the Board. ~~(-) If the fundraiser is expected to exceed _____ dollars it shall have District Administrator's approval.~~ **END OF OPTION** The Board requires that ~~fund raisers~~fundraisers by student clubs and organizations that involve the sale, to students, of food and/or beverage items that will be consumed on campus, the food and/or beverage items to be sold comply with the current USDA Dietary Guidelines for Americans and the Smart Snack Rules. Each student organization shall be permitted two (2) ~~fund-raising~~fundraising exceptions per school year where foods and beverages that are not allowable under the Smart Snack Rules can be sold. If approved, ~~fund raisers~~fundraisers that involve the sale, to students, of food items or beverages to be consumed on District property shall not compete directly with the sale of reimbursable meals. Each exempt ~~fund-raiser~~fundraiser cannot be longer than two (2) consecutive weeks.

~~Fund raising by approved school organizations, those whose funds are managed by the District, may be permitted in school by the Principal.~~

~~Fund raising off school grounds may be permitted by the District Administrator.~~

All fund-raising that involves any type of raffle must be additionally approved and reported to the Business Manager.

Fundraising by students on behalf of school-related organizations whose funds are not managed by the District may be permitted on school grounds by the District Administrator. If the fundraising activity will involve students under age twelve (12), such students' parents must provide written permission for the student to participate in

the fundraising activity. Any student under nine (9) years of age, or each group containing one (1) or more students under nine (9) years of age, must be physically accompanied by a parent or a person at least sixteen (16) years of age.

All funds raised must be deposited in accordance with Policy 6630 - Cash Handling and Deposits.

~~[] The fundraiser's donation and withdrawal reports must be filed with the () _____ () Principal [END-OF OPTION], verified against deposits, and retained for audits and routed to the _____ for internal controls. [END-OF OPTION]~~

x] All contributions made to the school or District through these student fund-raisers, either in-kind or in cash need to be reported in a consolidated electronic, auditable form to (x) Business Manager _____ () Principal [END-OF OPTION], and also provided to the Accounts Payable _____ for proper accounting. **END-OF-OPTION**

[x Use of the name, logo, or any assets of the District, including but not limited to facilities, technology, or communication networks, is prohibited without the specific permission of the

~~() Board.~~

(x) District Administrator.

[END-OF-OPTIONS]

~~[] Raffles and all games of chance are prohibited. [DRAFTING NOTE: This choice should be consistent with the choice made in Policy 9160 - Public Attendance at School Events.]~~

[END-OF-OPTIONS]

~~In accordance with Policy 2430, use of the name, logo, or any assets of the District, including but not limited to facilities, technology, or communication networks, is prohibited without the specific permission of the District Administrator.~~

Crowdfunding activities aimed at raising funds for a specific classroom or school activity, including extra-curricular activity, or to obtain supplemental resources (e.g., supplies or equipment) that are not required to provide a free, appropriate, public education to any students in the classroom may be permitted, but only with the specific approval of the District Administrator.

~~All crowdfunding activities are subject to Policy 6605.~~

~~Fund raising by students on behalf of school related organizations whose funds are not managed by the District may be permitted on school grounds by the District Administrator.~~

~~If the Fund Raising does not directly financially benefit the district, the group or club must first receive approval from the District Administrator before any fundraising or advertising can occur.~~

~~All other fund raising shall be done in accordance with Board Policy 9700.~~

Money raised for Student Activity Funds are subject to Policy 6610.

Please refer to Policy 9700.01 for Advertising and Commercial Activities.

The District Administrator shall establish administrative guidelines for the solicitation of funds which shall:

- A. specify the times and places in which funds may be collected;
- B. describe permitted methods of solicitation which do not place undue pressure on students;
- C. limit the kind and amount of advertising for solicitation;
- D. ensure proper distribution or liquidation of monies remaining in a student activity account when the organization is defunct or disbanded;
- E. limit the number of fund-raising events.

All other fundraising shall be done in accordance with Board Policy 9700 - Relations with Non-School Affiliated Groups.

The District Administrator shall distribute this policy and any administrative guidelines that which implement it to each organization granted permission to solicit funds.

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Revised 6/14/21

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Wis. Stat. 103.23

Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Copy of CROWDFUNDING
Code	po6605
Status	
Adopted	April 22, 2019
Last Revised	November 28, 2022

6605 - CROWDFUNDING

This policy applies to the use of any form of crowdfunding utilizing an online service or website-based platform for the financial benefit or gain of the District – be it a specific classroom, grade level, department, school, or curricular or extra-curricular activity. If the financial benefit does not directly benefit the district, the group or club must first receive approval from the District Administrator before any fundraising or advertising can occur.

For purposes of this policy, "crowdfunding" is defined as the solicitation of resources funds, supplies, or other resources from individuals and/or organizations to support identified specific activities, or projects, or programs that enhance the educational program or a specific cause approved by the District. The solicitation Crowdfunding is typically from a large number of individuals/organizations utilizing internet-based technologies.

Crowdfunding activities aimed at raising funds for a specific classroom or school activity, including extra-curricular activity, or to obtain supplemental resources (e.g., supplies or equipment) that are not required to provide a free, appropriate, public education to any students in the classroom may be permitted, but only with the specific approval of the Superintendent.

Such approved crowdfunding activities are authorized to use the District name, logo, mascot, or any other name or slogan that which would associate an activity with the District. Unauthorized use of District branding is strictly prohibited. (See Policy 9700.01 - Advertising and Commercial Activities)

All crowdfunding activities shall align with the financial, operational, and platform standards outlined in Board policies. The ~~()~~ Principal ☒ Business Manager ~~_____~~ **[END OF OPTION]** shall be responsible for monitoring compliance with this policy, approving platforms, and reviewing activities for alignment with District goals. If a crowdfunding activity is found to be in non-compliance with any appropriate Board Policy, it will result in the immediate cessation of the crowdfunding activity and the ~~()~~ Board ☒ District Administrator **[END OF OPTION]** may prohibit future fundraising privileges.

All approved crowdfunding activities shall protect the privacy of students, children, and young adults in accordance with Board policies and District administrative guidelines and applicable State and Federal law, including Family Education Rights and Privacy Act (FERPA) and ~~IDEA~~ Individuals with Disabilities Education Act (IDEA).

All funds raised through approved crowdfunding activities shall be disbursed in accordance with Policy 6608 - Accountability and Oversight of Fundraiser and Crowdfunding Disbursement and all other applicable Board policies.

Materials, supplies, equipment, and other proceeds of the crowdfunding activity shall become the property of the District or school. ~~Cash~~ Direct cash payments or equivalent payment to District-personnel is prohibited ~~()~~ if they exceed \$25.00 **[END OF OPTION]**. All fiscal transactions shall comply with appropriate Board policies.

Approved crowdfunding activities must be conducted through a district-approved platform that meets the following standards:

- A. Systems and Organizational Controls (SOC 2) Type I Certification or equivalent standard recognized as best practice in the industry. (minimum):

The platform must demonstrate compliance with SOC 2 or equivalent standards, ensuring strong controls for security, availability, processing integrity, confidentiality, and privacy. Compliance with this standard guarantees that the platform adheres to industry-recognized best practices for safeguarding sensitive data and financial transactions.

- B. Low Fees: Platforms must not exceed a fifteen percent (15%) fee structure to ensure that the funds raised benefit the District maximally and minimize donor loss.

All crowdfunding activities are subject to other applicable Board policies including, but not limited to, Policy 5830 - Student Fundraising.

~~Money raised for Student Activity Funds are subject to Policy 6610.~~

~~Please refer to Policy 9700.01 for Advertising and Commercial Activities.~~

Revised 10/26/20

Revised 6/14/21

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Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	New Policy - Special Update - School Support Organizations - November 2025 - ACCOUNTABILITY AND OVERSIGHT OF FUNDRAISER AND CROWDFUNDING DISBURSEMENTS
Code	po6608
Status	

New Policy - Special Update - School Support Organizations

6608 - ACCOUNTABILITY AND OVERSIGHT OF FUNDRAISER AND CROWDFUNDING DISBURSEMENTS

The Board recognizes that the proper accounting, oversight, and transparency of all disbursements from fundraisers and crowdfunding campaigns organized by students or parent groups for the purpose of providing benefit to the District's programming or facilities must be in alignment with applicable Federal and State accounting standards. Proper documentation and reporting are essential for compliance with the Governmental Accounting Standards Board Statement No. 84 (GASB 84) and Federal reporting requirements

Fundraisers and crowdfunding campaigns conducted and organized by students, parent groups, and other private entities shall meet the compliance, accounting, and reporting requirements established herein. Parent groups may include Parent Teacher Associations (PTAs), Parent Teacher Organizations (PTOs), Educational Foundations, Booster clubs, and/or other private entities established for the benefit of the District, school, or a school organization. (See also Policy 5830 – Student Fundraising, Policy 9211 – District Support Organizations)

Definitions

For purposes of this policy, the following terms shall be defined as:

Custodial Funds: Funds held and managed by the school district for student activities under GASB 84.

Noncustodial Funds: Funds raised and managed independently by parent groups or private organizations.

F-33 Federal Financial Form Line 19: The line on the annual, mandated federal report that is required to detail the "Contributions and Donations From Private Sources," which includes revenue associated with private donations, stipends, or on-behalf payments through fundraising activities. (Financial Accounting for Local and State School Systems: 2014 Edition)

Accounting and Compliance Requirements – Custodial Funds

A. Student-Organized Fundraising

Funds raised by students whose funds are managed by the District are classified as custodial funds. All funds collected must be deposited into the District's custodial accounts and proper accounting and General Ledger code attribution is recommended.

Disbursements from the custodial accounts must be properly documented with receipts and expenditure records.

As defined in the Financial Accounting for Local and State School Systems: 2014 Edition all revenues and expenditures from student fundraising must be included on the F-33 Federal Financial Report. This data is collected through the District's Annual Report to the Department of Public Instruction (DPI).

B. Parent Group-Organized Fundraising (Non-Custodial Funds)

Funds raised by parent groups and/or other private individuals are considered non-custodial funds under GASB 84.

District Oversight

☒ All reports shall be available for the ~~(-x)~~ Business Manager _____ to review, approve, implement appropriate financial controls and maintain necessary record-keeping. ~~[END OF OPTION]~~

~~(-) These reports should be available in a format that enables web-based access, and can generate reporting of financial transactions as needed and both by program, source, or group, as well as in an aggregating manner to improve transparency and facilitate compliant reporting. [END OF OPTION]~~

Disbursements that include payments on behalf of the school district (e.g., purchase of equipment) must also be properly categorized in required annual reporting.

Failure to comply with this policy may result in suspension or restrictions to fundraising activities of a student group, foundation, parent organization, and/or other private entity. Improper reporting will result in additional audits or financial reviews of the offending organizations financial records. The ~~(-) Board~~ ☒ District Administrator ~~(-)~~ _____ ~~[END OF OPTIONS]~~ may impose other corrective actions that are necessary and appropriate to protect the integrity of the Board's financial operations and to meet the financial reporting standards.

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Governmental Accounting Standards Board (GASB) Statement No. 84

Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Copy of NONDISTRICT-SUPPORTED STUDENT ACTIVITY ACCOUNTS
Code	po6610
Status	
Adopted	April 22, 2019
Last Revised	March 11, 2024

6610 - NONDISTRICT-SUPPORTED STUDENT ACTIVITY ACCOUNTS

The Board authorizes the maintenance of approved student activity accounts for nondistrict-supported student activities as allowed by DPI regulations and the auditor's recommendations in accordance with GASB 84. Approval of the establishment of any student activity account for a nondistrict-supported student activity, after the student activity is approved, without District financial support, in accordance with Policy 2430 - District-Sponsored Clubs and Activities, shall be determined by the Board before monies can be collected or disbursed in the name of said activity.

Definitions

The following definitions are provided for these terms within the context of this policy:

- A. District-sponsored student activity:** All student activities recognized by the District as approved co-curricular/extra-curricular activities are designated as District-sponsored, including both District-supported and nondistrict-supported student activities. (See Policy 2430 - District-Sponsored Clubs and Activities and Policy 6611 - District-Supported/Sponsored Student Activity Accounts)
- B. District-supported student activity:** The District provides financial support of the student activity and exercises administrative control over dispersal of the activity's funds. (See Policy 6611 - District-Supported/Sponsored Student Activity Accounts)
- C. Nondistrict-supported student activity:** The District does not provide financial support of the student activity and does not exercise administrative control over dispersal of funds.

Other terms are used as defined in Bylaw 0100 - Definitions.

Nondistrict-supported Student Activities

Nondistrict-supported student activity accounts are intended to provide a custodial account for an approved student activity for which the District does not provide funds (i.e., have financial involvement) or exercise administrative control over the funds. Such nondistrict-supported student activities may not be required by any course or provide any academic credit. These student activities are established for District students and may have a District-assigned and/or a District-compensated staff advisor/coach for supervisory purposes. While these student activities may use District facilities, equipment, and materials, the funds for these activities are self-managed by the students. Assistance from parents or other volunteers is permissible (see Policy 8120 - Volunteers). Fund-raisingFundraising is permissible in accordance with District policies (see Policy 5830 - Student Fund-RaisingFundraising and Policy 9700 - Relations with Non-School Affiliated Groups). Equal access shall be provided in accordance with Policy 5730 - Equal Access for Nondistrict-Sponsored Student Clubs and Activities. A District staff member may serve as an advisor/coach, but decisions regarding money must be made by the students, as long as such expenditures do not violate District policies (e.g., purchase of illegal items, purchase of nonconforming technology, purchase from a non-approved vendor). As a fiduciary in accordance with GASB 84, the District maintains custodial accounts for the student activity, but does not determine or approve how account monies are used since financial decisions are made by the students without administrative control or endorsement from District staff.

Criteria for Nondistrict-Supported Student Activity Accounts

Nondistrict-supported student activity accounts may be established if all of the following criteria are met:

- A. The student activity account has been approved in accordance with this policy.
- B. The student activity account will be captured upon receipt and tracked to a corresponding General Ledger code for reporting, financial controls, and to accurately report for revenues and expenditures.
- C. The activity's students or student officers make all decisions regarding revenues, budgeting, and expenditures.
- D. Any request to expend money from the account must be endorsed in writing by the activity's President and Treasurer.
- E. The activity's advisor/coach is ~~NOT~~not permitted to make decisions regarding money, nor may the advisor/coach initiate or endorse any expenditure request.
- F. The student activity account is not under the District's control, nor subject to District oversight.

General Provisions

The purpose of District-sponsored activities is 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 as adopted by the Board in Policy 2131 - Educational Outcome Goals and Expectations. District-sponsored activities must be approved in accordance with Policy 2430 - District-Sponsored Clubs and Activities or Policy 2431 - Interscholastic Athletics.

District-sponsored student activities are authorized to use the District name, logo, mascot, or any other name or slogan which that would associate an activity with the District provided such use is consistent with other applicable District policies.

Student fund-raisingfundraising shall be conducted in accordance with Policy 5830 - Student Fund-RaisingFundraising and Policy 9700 - Relations with Non-School Affiliated Groups.

All collected money shall be handled, secured, and deposited in accordance with Policy 6630 - Cash Handling and Deposits. Misappropriation of activity monies, which includesincluding theft or any other misuse of monies, will result in discipline up to and including suspension, expulsion, and/or termination of employment.

~~Please refer to Policy 6605 for Crowdfunding.~~

~~Please refer to Policy 9700.01 for Advertising and Commercial Activities.~~

Discontinued Student Activities

~~[] After one (1) full school year of inactivity, the unexpended funds of a discontinued nondistrict-supported student activity shall be transferred to the Student Council's account unless the discontinued student activity had provided other instructions for dispersal of its unexpended funds.~~

Following graduation, the unexpended funds of the Senior Class will be transferred to the next senior class.

☒ After one (1) full school year of inactivity, the unexpended funds of a discontinued nondistrictDistrict-supported student activity shall be transferred to the District's General Fund - Fund 10.

Revised 12/9/19

Revised 6/14/21

Revised 11/28/22

Revised 10/9/23

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120.16(2), Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Copy of GIFTS, GRANTS, AND BEQUESTS
Code	po7230
Status	
Adopted	April 22, 2019
Last Revised	June 14, 2021

7230 - GIFTS, GRANTS, AND BEQUESTS

The Board is appreciative of public interest in and goodwill toward the schools manifested through gifts, grants, and bequests. The Board reserves the right, however, to specify the manner in which gifts are made; to define the type of gift, grant, or bequest which it considers appropriate; and to reject those which it deems inappropriate or unsuitable. If accepted, the Board will attempt to carry out the wishes of the donor.

The Board shall not discriminate in the approval and administration of gifts, grants, and bequests on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex (including transgender status, change of sex, or gender identity), or physical, mental, emotional, or learning disability ("Protected Classes"). Complaints of discrimination in the acceptance or administration of gifts, grants, or bequests are governed by the complaint procedure outlined in Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity.

All gifts or bequests having a combined value of more than \$250 that are approved by the Board will shall be accepted by the normally acknowledged at a Board meeting. The District Administrator may accept for the Board, gifts or bequests of lesser value on the Board's behalf. The District Administrator may accept or deny on behalf of the Board all gifts and bequests. Any accepted gifts or bequests having a combined value of more than \$250 and is deposited in the district accounts shall be formally acknowledged at a board meeting. The donor may request to remain anonymous.

Board approval is required for all grants having a value of more than \$50,000 as well as any matching grant application. The District Administrator may approve grants of lesser value on the Board's behalf.

The District Board shall provide written acknowledgment to the donor of any accepted cash donation of \$250 or value donation at or exceeding \$5,000. or more and any non-cash donation the value of which is \$250 or more. Such acknowledgment shall include the amount of cash or a description of any non-cash donation along with a good faith estimate of the value of such non-cash donation.

The Board shall provide any donor with appropriate tax forms in compliance with the requirements of the Internal Revenue Code.

~~1] All accepted gifts, grants, or bequests shall be acknowledged by the Board. [END OF OPTION]~~

Gifts, grants, and bequests shall become the property of the Board and will be subject to use by the District as determined by the policies and administrative guidelines/procedures applying to all properties, equipment, materials, and funds owned by the Board, subject to the Board's effort to comply with any specific wishes of the donor. The title of all gifts shall be in the name of the Board.

Any equipment proposed to be purchased by a parent organization or non-District entity for use or stored at the school, or on District property, or at a District-related event, shall be approved by the District Administrator or designated administrator. Unless agreed upon, the equipment is now property of the School District and shall be considered a donation. with a value of \$1,000 or more proposed to be purchased by a parent organization or non-District entity for use in the school, on District property, or at a District-related event shall be submitted to the District Administrator for analysis prior to the purchase and notification to the Board.

The Board reserves the right to refuse to not accept such liability and thus prohibit the use of the equipment by students or District employees during any District-sponsored activity or on any property owned, leased, or used by the District. The Board is under no obligation to replace a gift or memorial if it is lost, stolen, destroyed, or becomes unserviceable.

~~() Any gifts, equipment, materials or classroom supplies purchased on behalf of or given by school support organizations (SSOs) should be submitted via the fundraising approval processes (See Policy 9215 — School Support Organizations) and if funds are to be collected from the community, they should be obtained through a secure, cloud-based () Board () District Administrator [END OF OPTION] approved crowdfunding site for transparency and oversight of gifts and donations made for proper reporting and reconciliation. The approved crowdfunding site must meet the technology standards as identified in Policy 6605 — Crowdfunding. Donations collected externally to the school should be submitted alongside a donation form completed by the donor to the District. () (See Form 7320-F1)~~

All gifts to employees shall be consistent with the Board's adopted policy regarding employee ethics or gifts to an individual employee.

Revised 3/8/21

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Legal

- 118.13 Wis. Stats.
- 118.27, Wis. Stats.
- I.R.C. 170(f)(8)
- I.R.C. 170(f)(12)
- Title VI, Civil Rights Act of 1964
- Title IX, Education Amendments of 1972
- Section 504, Rehabilitation Act of 1973
- Americans with Disabilities Act

Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Copy of DISTRICT-SUPPORT ORGANIZATIONS
Code	po9211 Rescind
Status	
Adopted	April 22, 2019
Last Revised	October 9, 2023

~~9211~~ **DISTRICT-SUPPORT ORGANIZATIONS**

~~The Board appreciates the efforts of all organizations whose objectives are to enhance the educational experiences of District students, to help meet educational needs of students, and/or provide extra educational benefits not provided for, at the time, by the Board.~~

~~The Board recognizes that parent teacher organizations and other school related community organizations are channels through which school personnel, parents, and other citizens may discuss educational concerns, problems, and needs and work together toward solutions. The District Administrator is authorized to provide support and assistance as appropriate upon the request of such an organization.~~

~~The Board encourages parents and District staff to participate in such organizations.~~

~~Each volunteer organization that intends to work within the school setting may only do so in cooperation with the Principal and other staff members, including for such activities as fundraisers, meetings, and the like.~~

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Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Renum/Replacement Policy - Spec. Upd. - School Support Organizations - November 2025 - SCHOOL SUPPORT ORGANIZATIONS (SSO)
Code	po9215 This replaces policy 9211.
Status	

Renum./Replacement - Spec. Upd. - School Support Organizations

9211-9215 - DISTRICT SUPPORT ORGANIZATIONSSCHOOL SUPPORT ORGANIZATIONS (SSO)

The Board appreciates the efforts of all organizations whose objectives are to enhance the educational experiences of District students, to help meet educational needs of students, and/or provide extra educational benefits not provided for, at the time, by the Board.

The Board recognizes that parent teacher organizations and other school related community organizations are channels through which school personnel, parents, and other citizens may discuss educational concerns, problems, and needs and work together toward solutions. () The District Administrator is authorized to provide support and assistance as appropriate upon the request of such an organization.

The Board encourages parents and District staff to participate in such organizations.

[] OPTION [DRAFTING NOTE: The more oversight the District takes on with respect to these organizations, the more obligation it takes on relative to the activities of the organization. Districts should carefully consider whether this level of oversight serves the interests of the organization and/or the school/District.]

The District Administrator shall:

- A. () review the objectives of each volunteer group to determine that relevant educational needs are being addressed;
- B. () provide assistance to a group in planning its activities;
- C. () monitor the plans and activities of each group to ensure compliance with laws, Board policies, and the District Administrator's administrative guidelines;
- D. () communicate school and/or District needs and concerns to the volunteer groups and those of the groups to the Board;
- E. () approve in District fund raising activities of a volunteer group as well as fund raising activities held off premises which involve students and require that for any fundraisers by District support organizations that involve the sale to students of food items and/or beverages that will be consumed on campus, the food and/or beverages items to be sold comply with the current USDA Dietary Guidelines for Americans and Smart Snack Rules;
- F. () establish and maintain procedures related to proposed monetary and other gifts to the District that will provide for proper screening, acceptance, acknowledgement, and use, consistent with accounting procedures established by the State.

Any organization described in this policy must obtain advance written permission from () the District Administrator () Building Principal or District Administrator () the Board **[END OF OPTIONS]** before using any of the District's logos or name () as well as the District's or school's slogans, specifically: _____,

[DRAFTING NOTE: Identify any specific slogans or taglines that would identify a connection to the District or a school] [END OF OPTION] for the purpose of describing or promoting the organization or any activity of the organization.

By the end of _____ of each year, each group shall submit its tentative goals and objectives along with its fund-raising plans for the next school year to the District Administrator for review by the Board. Should the goals and objectives or fund raising plans change during the school year, the District Administrator is to be advised before any final revisions are

made:

The District Administrator shall implement administrative guidelines that will require each group's fund-raising activities are in compliance with all applicable Board policies, including, but not limited to, the requirement that, if approved, fundraisers that involve the sale to students of food items or beverages to be consumed on campus can only be conducted from thirty (30) minutes following the close of the last lunch period until thirty (30) minutes after the end of the school day. The guidelines shall also require that the funds are used for school-related projects that have the approval of the District Administrator and the Principal.

The District Administrator shall ensure that the Board receives an annual accounting of each group's receipts and expenditures by no later than _____ of each year.

[END OF OPTION]

Each volunteer organization that intends to work within the school setting may only do so in cooperation with the Principal and other staff members, including for such activities as fundraisers, meetings, and the like.

[DRAFTING NOTE: The more oversight the Board takes on concerning school support organizations (SSO), the more obligation it takes on relative to the organization's activities. Boards should carefully consider the level of oversight and requirements in State or Federal law regarding such oversight, with the interests of the organization and/or the school/Board when making choices within this policy. However, many states have enacted legislation that mandates such a level of oversight, and Federal Accounting Procedures regarding appropriate donation reporting; therefore, such oversight could be considered in the Board's best interest.]

The Board believes that school support organizations (SSOs) provide invaluable assistance to the students of this District and its programs and appreciates the efforts of all organizations whose objectives are to enhance the educational experiences of District students, to help meet educational needs of students, and/or provide extra educational benefits not provided for, at the time, by the Board. The Board encourages parents and staff to participate in such organizations.

Definitions

For purposes of this policy, the following terms are defined as follows:

SSOs: include the following: Booster Club, Foundation, Parent Teacher Association (PTA), Parent Teacher Organization (PTO), Parent Teacher Support Association, or any other nongovernmental organization or group of persons whose primary purpose is to support a District, school, school club, or academic, arts, athletic or social activities related to a school, that collects or receives money, materials, property or securities from students, parents or members of the general public.

~~[] A group of people who merely request that students, parents, or members of the general public make donations to a District, school, school club, or academic, arts, athletic or social activity related to a school or assist in the raising of funds for a specified purpose under the sponsorship of a school employee where the funds are turned over to the school to be used for the specific purpose for which the funds were raised, shall not be considered a SSO. [END OF OPTION]~~

Donation: Any gift or contribution of money, materials, property or securities from any nongovernmental source received by a school official or employee for the benefit of a District, school, school club, or academic, arts, athletic or social activity related to a school.

Internal School Funds: Any and all money received and accounted for at individual schools by school administration, and specifically include, but are not limited to: (a) Any donation or grant made to the school, a school club, or any academic, arts, athletic or social activity related to a school; (b) Funds for cafeteria services operated at the school; (c) Fees collected by the school; (d) Funds transferred to the local school from the school board that are to be accounted for at the local school level; (d) Funds raised through cooperative agreements with outside organizations; (e) Rental fees charged outside entities for use of school facilities; and (f) Student activity funds.

The (x) District Administrator ~~()~~ Principal **[END OF OPTION]** is authorized to provide support and assistance as appropriate upon the request of such an organization.

[x] Prior Approval Process

Before the SSO may begin soliciting, raising, or collecting money, materials, property, or securities to support a District, school, school club or any academic, arts, athletic or social activity or event related to a school, the SSO shall submit documentation to the District, that at a minimum, documents the following:

- A. The SSO's status as a nonprofit organization, foundation or a chartered member of a nonprofit organization or foundation; provided, however, that nothing in this section shall require that the organization be a 501(c)(3) organization under the Internal Revenue Code, codified in 26 U.S.C. 501(c)(3);
- B. The goals and objectives of the SSO; and
- C. The telephone number, address and position of each officer of the organization.

☒ Additionally, prior to approving an SSO, the District Administrator shall:

- A. review the objectives of the SSO to determine that relevant educational needs are being addressed;
- B. monitor the plans and activities of the SSO for compliance with laws, Board policies, and any administrative guidelines;

~~[END OF OPTION]~~

~~[] Annual Requirements~~

~~() The SSO shall annually, before the beginning of the school year, submit documentation to the District verifying its continued existence as a nonprofit organization. The digital form shall document, at a minimum:~~

- ~~A. the goals and objectives of the organization; and~~
- ~~B. the current telephone number, address and position of each officer of the organization.~~

~~() The SSO shall file a statement of total revenues and disbursements at the end of the school year.~~

~~() The SSO shall also annually provide a digital record an annual remittance of insurance coverage.~~

~~() Approval is required before an SSO undertakes any fundraising activity to ensure there will be minimal conflicts in the scheduling of fundraisers. This approval shall not make the fundraising activity a school sponsored activity.~~

~~() The District shall post or publish a list of organizations that have complied with State law and the requirements detailed in this policy. This posting or publication will be published by _____ on the District's website.~~

~~() Any SSO that has met the requirements of this policy and is officially listed on the District's website, the Board will provide annual training to, at a minimum, the officers of the SSO to aid in full compliance with these established standards.~~

~~[END OF OPTIONS]~~

~~[] Recordkeeping Requirements~~

~~All SSOs shall maintain, at a minimum, the following:~~

- ~~A. detailed statements of receipts and disbursements;~~
- ~~B. minutes of any meetings; and~~
- ~~C. a copy of its charter, bylaws, and documentation of its recognition as a nonprofit organization.~~

~~() The SSO records shall be maintained for a period of at least four (4) years and be available upon request by any member of the District community.~~

~~() Upon request, the SSO shall provide to the District, or any authorized and appropriate Auditor, access to all books, records, and bank account information for the organization.~~

~~[END OF OPTIONS]~~

~~[] SSO Officer Responsibilities~~

~~The SSO officers shall be responsible for the following:~~

- A. safeguarding the SSO funds;
- B. assuring that the funds are spent only for purposes related to the goals and objectives of the SSO; and
- C. adopting and maintaining appropriate written policies for the SSO specifying reasonable procedures for accounting, controlling, and safeguarding any money, materials, property, or securities collected or disbursed by it.

~~() All the voting members of any SSO board shall not be District staff members.~~

~~() A District staff member may not be a treasurer or bookkeeper for an SSO. Further, a staff member shall not be the signatory on the checks of an SSO.~~

[END OF OPTIONS]

[x] Limitation of Liability

The District Administrator shall require each SSOs fundraising activities comply with all applicable Board policies, including, but not limited to, the requirement that, if approved, fundraisers that involve the sale to students of food items or beverages to be consumed on campus can only be conducted from thirty (30) minutes following the close of the last lunch period until thirty (30) minutes after the end of the school day.

All disbursements of donations shall comply with State and Federal law as well as the provisions in Policy 6608 - Accountability and Oversight of Fundraiser and Crowdfunding Disbursements.

(x) SSOs shall indemnify and hold the Board harmless from and against any and all claims and causes of action arising out of or related to the SSOs' acts and omissions in carrying out their activities. The District, Board, or any Board staff member shall not incur any liability for the recognition of an SSO or the SSO's failure to safeguard school support organization funds.

(x) SSOs shall purchase liability insurance (riders – self-insured) to cover such indemnification and to protect the SSO and Board against claims for damage or injury resulting from any act or omission on the part of the SSO. The amount of insurance coverage shall not be less than \$1,000,000, and the SSO shall provide the Board with sufficient digital documentation demonstrating that the Board is named as an additional insured on the policy.

(x) The Board may require additional coverage for on-site events.

(x) The Board may offer the opportunity for any authorized SSO to receive coverage under the Board's liability insurance program to protect the entity against claims resulting from damage or injury resulting from any act or omission of the SSO. The SSO shall pay for such coverage.

[END OF OPTIONS]

[] Required Compliance Measures

~~() Any organization described in this policy must obtain an advance written cooperative agreement from () the District Administrator () Building Principal or District Administrator () the Board [END OF OPTION] before using any of the District's logos or name () as well as the District's or school's slogans, specifically: _____~~
[DRAFTING NOTE: Identify any specific slogans or taglines that would identify a connection to the District or a school] [END OF OPTION] for the purpose of describing or promoting the organization or any activity of the organization.

~~() By the start of each year, each group shall submit its tentative goals and objectives along with its fundraising plans for the next school year to the District Administrator for review by the Board. Should the goals and objectives or fundraising plans change during the school year, the District Administrator is to be advised before any final revisions are made.~~

~~() The District Administrator shall ensure that the Board receives an annual accounting of each group's receipts and expenditures by no later than _____ of each year.~~

[END OF OPTIONS]

Nondiscrimination

SSOs shall allow participation by parents, staff, and community members. All meetings should be communicated to the District and/or school and be open to the public. SSOs shall not discriminate on the basis of a class of individuals protected by State and/or Federal law (collectively "protected classes").

Persons shall not be excluded from participation in SSOs based upon the extent or level of their past participation.

Other Rules and Procedures

The following additional rules and procedures shall govern the working relationships between the Board, staff, and any approved SSO. The Board may revoke formal recognition and suspend fundraising privileges of any SSO that fails to comply with these rules:

- A. The Board relies upon approved SSOs to operate in a manner consistent with public expectations for the schools and reserves the right to withdraw sponsorship from any outside support organization that violates the bounds of community taste.
- B. Membership should be available to staff, as appropriate, and members of the community in addition to parents.
- C. SSOs shall work in cooperation with the Principal and other staff members and shall abide by the policies of the Board. It shall be the responsibility of each outside support organization to monitor its activities to assure compliance with Board policy.
- D. SSOs are encouraged to set goals that are consistent with those of the particular programs, activities or sports being supported as articulated by the coach/advisor and/or athletic director of such program, activity or sport, to avoid duplication of effort and to maximize the benefit to the organization or group.
- E. SSOs must abide by the policies and procedures established for the use of Board facilities and grounds. Projects that require any modification or alteration to Board property must be pre-approved by the District Administrator.

118.13 Wis. Stats.

118.27 Wis. Stats.

I.R.C. 170(f)(8)

I.R.C. 170(f)(12)

Title VI, Civil Rights Act of 1964

Title IX, Education Amendments of 1972

Section 504, Rehabilitation Act of 1973

Americans with Disabilities Act

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Legal	118.13 Wis. Stats.
	118.27 Wis. Stats.
	I.R.C. 170(f)(8)
	I.R.C. 170(f)(12)
	Title VI, Civil Rights Act of 1964
	Title IX, Education Amendments of 1972
	Section 504, Rehabilitation Act of 1973
	Americans with Disabilities Act

Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Copy of RELATIONS WITH NON-SCHOOL AFFILIATED GROUPS
Code	po9700
Status	
Adopted	April 22, 2019
Last Revised	October 9, 2023

9700 - RELATIONS WITH NON-SCHOOL AFFILIATED GROUPS

It is the policy of the Board of Education that students, staff members, and District facilities not be used for advertising or promoting the interests of any non-school related agency or organization, public or private, without the approval of the District Administrator; and any such approval, granted for whatever cause or group, shall not be construed as an endorsement of said cause or group by this Board. All crowdfunding activities are subject to Policy 6605 - Crowdfunding.

No non-school affiliated group may use the name, logo, mascot, or any other name or slogan that which would associate an activity with the District without the specific written permission of the District Administrator. Additionally, no non-school affiliated group may use any assets of the District, including but not limited to facilities, technology, or communication networks without the specific written permission of the District Administrator.

School District Referendum Advocacy

This policy applies expressly to any outside organization's advocacy concerning School District referenda. Any such organization, whether advocating in favor of or in opposition to a referendum question must clearly identify themselves as independent of the School District and may not, under any circumstances, use School District logos, mascots, slogans or other such items that are protected by or regularly used and identified with the District. School District officials may not advocate for a position on a referendum in any manner in which such advocacy is in the individual's capacity as a School District official or may reasonably be perceived as such. School District officials may always provide factual information concerning any referendum question.

A. Materials or Activities

All materials or activities proposed by outside organizations for student or staff use or participation shall be reviewed by the District Administrator on the basis of the proposed activities or materials, educational contribution to part or all of the school program, benefit to students, and no such approval shall have the primary purpose of advancing the name, product, or special interest of the proposing group.

The Board shall permit the use of educational materials, programs, and equipment which contains commercial messages providing the content of such messages and the manner of presentation has been approved by the District Administrator and is in compliance with the District's administrative guidelines.

Outside speakers representing commercial organizations will be welcome only when the commercial aspect is limited to naming the organization represented and the subject matter advances the educational interests of the District's students.

B. Contests/Exhibits

The Board recognizes that contests, exhibits, and the like may benefit individual students or the District as a whole, but participation in such special activities may not:

1. make unreasonable demands upon the time and energies of staff or students or upon the resources of the District;

2. interrupt the regular school program;
3. involve any direct cost to the District;
4. cause the participants to leave the School District, unless:
 - a. the Board's Policy 2340 - Field and Other District-Sponsored Trips has been complied with in all aspects;
 - b. the parents of a minor student have granted their permission.

C. Distribution/Posting of Literature

Non-school affiliated organizations may distribute or post literature on District property either during or after school hours only with advance permission of the principal.

Staff or students may be permitted to distribute/post literature regarding or on behalf of non-school sponsored organizations or activities, in such a manner as described in this policy and in a manner that does not disrupt or interfere with educational activities and is not done in a manner that conveys the message of endorsement or approval of the school or District of the group or message.

D. Solicitation of Funds

Any outside organization or staff member representing an outside organization desiring to solicit funds on school property must receive permission to do so from the District Administrator or building principal.

Decisions regarding the request to solicit funds shall not be based on the purpose or function of the group soliciting funds, unless the purpose of the organization is inappropriate for the age group of students, promotes activity that is unhealthy or unlawful, or is otherwise inconsistent with the pedagogical interests of the school.

Permission to solicit funds will be granted only to those organizations or individuals who meet the permission criteria. In accordance with Board Policy 5830 - Student Fund-Raising, no District student may participate in the solicitation without the District Administrator or building principal's approval.

The Board disclaims all responsibility for the protection of, or accounting for, such funds.

Solicited funds are not to be maintained in any regular or special accounts of the District.

E. Prizes/Scholarships/Other Awards

The Board is appreciative of the generosity of organizations which offer scholarships, prizes, or other awards to deserving students in this District.

In the administration of scholarships, prizes, or other awards, the District shall not discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~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 any of its student program and activities.

It will be the District's practice to provide all outside agencies and organizations notification of the nondiscrimination policy in awarding prizes, scholarships, or other aids, benefits, or services.

F. Surveys and Questionnaires

Distribution of Surveys and Questionnaires to Students is governed by Policy 2416 - Student Privacy and Parental Access to Information.

Revised 6/14/21
Revised 11/22/21
T.C. 10/9/23

118.13, Wis. Stats.

118.125, Wis. Stats.

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Legal

118.125, Wis. Stats.

Book	Policy Manual
Section	Policies for the Board, SSO Special Update
Title	Copy of ADVERTISING AND COMMERCIAL ACTIVITIES
Code	po9700.01
Status	
Adopted	April 22, 2019
Last Revised	October 9, 2023

9700.01 - **ADVERTISING AND COMMERCIAL ACTIVITIES**

This policy provides guidance for the appropriate and inappropriate use of advertising or promotion of commercial products or services to the students and parents in the school.

Advertising comes in many different categories and forums and is defined as an oral, written or graphic statement made by the producer, manufacturer, or seller of products, equipment, or services which calls for the public's attention to arouse a desire to buy, use or patronize the product, equipment, or services. This includes the visible promotion of product logos for other than identification purposes. Brand names, trademarks, logos or tags for product or service identification purposes are not considered advertising.

Please refer to Policy 5830 for Student Fund-Raising.

Please refer to Policy 6605 for Crowdfunding.

Money raised for Student Activity Funds are subject to Policy 6610.

The Board may permit paid commercial advertising in School District facilities or on School District property in the following categories or forums in accordance with the parameters set forth herein:

A. Product Sales:

1. product sales benefiting a district, school or student activity (e.g., the sale of beverages or food within schools);
2. exclusive agreements between the District and businesses that provide the businesses with the exclusive right to sell or promote their products or services in the schools (e.g. pouring rights contracts with soda companies);
3. fund-raising activities (e.g., short-term sales of gift wrap, cookies, candy, etc.) to benefit a specific student population, club or activity where the school receives a share of the profits.
4. If the financial benefit does not directly benefit the district, the group or club must first receive approval from the District Administrator before any fundraising or advertising can occur.

B. Direct Advertising/Appropriation of Space:

1. signage and billboards in schools and school facilities;
2. corporate logos or brand names on school equipment (e.g., marquees, message boards or scoreboards);
3. ads, corporate logos, or brand names on book covers, student assignment books, or posters;
4. ads in school publications (newspapers and yearbooks and event programs);

5. media-based electronic advertising (e.g., Channel One or Internet or web-based sponsorship);
6. free samples (e.g., of food or personal hygiene products).

C. Indirect Advertising:

1. corporate-sponsored instructional or educational materials, teacher training, contests, incentives, or grants;
2. the Board approves the use of instructional materials developed by commercial organizations such as films and videos only if the education value of the materials outweighs their commercial nature.

The films or materials shall be carefully evaluated by the school principal for classroom use to determine whether the films or materials contain undesirable propaganda and to determine whether the materials are in compliance with the guidelines as set forth above.

No advertising may use the name, logo, mascot, or any other name which would associate an activity with the District without the specific written permission of the District Administrator. It is further the policy of the Board that its name, students, staff members, and District facilities shall not be used for promoting the interests of any non-school agency or organization, public or private, without the specific written permission of the District Administrator.

Any commercial advertising shall be structured in accordance with the General Advertising Guidelines set forth below.

General Advertising Guidelines

The following guidelines shall be followed with respect to any form of advertising on school grounds:

- A. When working together, schools and businesses must protect educational values. All commercial or corporate involvement should be consistent with the District's educational standards and goals.
- B. Any advertising that may become a permanent or semi-permanent part of a school requires prior approval of the Board.
- C. The Board reserves the right to consider requests for advertising in the schools on a case-by-case basis.
- D. No advertisement shall promote or contain references to alcohol, tobacco, drugs, drug paraphernalia, weapons, or lewd, vulgar, obscene, pornographic or illegal materials or activities, gambling, violence, hatred, sexual conduct or sexually explicit material, X or R rated movies, or gambling aids.
- E. No advertisement shall be permitted that conveys the impression of the School District's endorsement of any religious message, political candidate or political ideology, or ballot initiative.
- F. No advertisement may contain libelous material.
- G. No advertisement may be approved which would tend to create a substantial disruption in the school environment or inhibit the functioning of any school.
- H. No advertisement shall be false, misleading or deceptive.
- I. Each advertisement must be reviewed in advance for age appropriateness.
- J. Advertisements may be rejected by the School District if determined to be inconsistent with the educational objectives of the School District, inappropriate, or inconsistent with the guidelines set forth in this policy.
- K. All corporate support or activity must be age-appropriate and must be consistent with the Board's policies not to discriminate on the basis of any Protected Class consistent with Board Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity ~~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 any of its student program and activities.
- L. Students shall not be required to advertise a product, service, company or industry.
- M. The District Administrator, Rec Center Director, or building principal is responsible for screening all advertising.

- N. The District Administrator, Rec Center Director, or building principal may require that samples of advertising be made available for inspection.
- O. The inclusion of advertisements in School District publications, in School District facilities, or on School District property does not constitute or imply approval and/or endorsement of any product, service, organization, or activity.
- P. Final discretion regarding whether to advertise and the content and value of the materials will be with the Board.

Written Contract for Placement

All advertising agreements between the District and an outside entity shall be in writing, shall specify all relevant terms, and must be approved by the Board prior to placement of advertisements.

The contracts shall contain at a minimum the following clauses:

- A. District authority over content and placement of advertisement;
- B. authority of District administration to view and approve all materials prior to actual placement;
- C. specific provisions regarding financial terms, timing of payment, hold harmless clause in the event of lawsuit against advertiser that requires removal of advertisement prior to expiration of contract; and
- D. warranty regarding intellectual property and indemnification against alleged violations of trademark or copyright protections by third parties.

The District Administrator shall negotiate all such agreements with the advertiser.

Accounting

Advertising revenues must be properly reported and accounted for as per any administrative guidelines, policies, Generally Accepted Accounting Principles, and DPI Audit Guide requirements.

Revised 6/14/21

T.C. 2/28/22

Revised 11/28/22

T.C. 4/10/23

T.C. 10/9/23

118.13, Wis. Stats.

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Book	Policy Manual
Section	9000 Relations
Title	PUBLIC ATTENDANCE AT SCHOOL EVENTS
Code	po9160
Status	
Adopted	April 22, 2019

9160 - PUBLIC ATTENDANCE AT SCHOOL EVENTS

The Board welcomes the attendance of members of the community at athletic and other public events held by the schools in the District, but the Board also acknowledges its duty to maintain order and preserve the facilities of the District during the conduct of such events.

The Board directs that no alcoholic beverage or other controlled substance be possessed, consumed, or distributed nor any betting occur at any function sponsored by the District or at any function occurring on District premises.

Raffles and similar forms of fund-raising by District-related organizations may be permitted by the District Administrator in accordance with Policy 9211 - District Support Organizations and Policy 9700 - Relations with Special Interest Groups.

No qualified person with a disability will, because the District's facilities are inaccessible to or unusable by persons with disabilities, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/ADA applies. Any person who believes s/he has been discriminated against due to a disability should refer to the complaint procedure set forth in Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents with disabilities who desire access to their child's educational program or meetings pertinent thereto.

The Board holds the legal authority to bar the attendance of or remove any person whose conduct may constitute a disruption on District property or at a school event. School administrators have the authority to call law enforcement officials if a person violates posted regulations or does not leave District property when requested. They are also authorized to use detectors and other devices to better protect the safety and well-being of participants and visitors.

If a student, a non-enrolled minor, or adult is asked to leave or is removed from a school event, no admission fees shall be refunded.

Individuals with disabilities shall have an equal opportunity to purchase tickets for events that have been sanctioned or approved by the Board in accordance with the provisions of the Americans with Disabilities Act, as amended.

Further, in accordance with the provisions of the Americans with Disabilities Act, as amended, the Board shall permit individuals with disabilities to be accompanied by their service animals in all areas of the District's facilities where members of the public, as participants in services, programs or activities, or as invitees, are allowed to go. (See also Policy 8390 - Animals on District Property)

Persons attending school events are subject to the prohibitions on use of tobacco pursuant to Policy 7434 - Use of Tobacco on School Premises.

Persons attending school events are subject to the provisions of Policy 7217 - Weapons.

The Board is aware of the increasing desire of many parents and other members of an audience to make audio and/or video recordings of school events.

Such recordings can be made by parents or other members of the audience without restriction if the performance is not of copyrighted material. However, if the performance is of copyrighted material, recording can be made if the appropriate license authorizing such recordings has been secured in advance by the District. If the performance is of copyrighted material and the necessary license has not been secured in advance by the District, the audience shall be advised before the performance begins that audio and/or video recordings that will be re-broadcast or distributed in any way, such as posting on the internet, are prohibited.

The Board authorizes the District Administrator to establish rules and procedures governing the use of nondistrict audio/visual recording equipment at any District-sponsored event or activity. Such rules are to be distributed in such a manner that members of the audience who wish to record the event are aware of the rules early enough to make proper arrangements to obtain their recordings without causing delay or disruption to an activity.

~~Any person or organization seeking to film students or a school activity which is not a public event shall obtain prior permission from the District Administrator.~~ Any person or organization seeking to film students or a school activity which is not a public event shall obtain prior permission from the District Administrator, if possible, twenty-four (24) hours in advance of the event. This District Administrator will make an attempt to create a dedicated space with a sign "space reserved for media". The district is not responsible for supplying any equipment, cords, power, etc. for the purpose of recording, filming, or photographing. If power cords are needed, they must be out of walkways or secured to the floor (tape) or properly covered (rug or cord channel) to avoid a tripping hazard. Special permission will not be granted to set up equipment prior to the meeting. If the person is a distraction to the participants or the audience, they will be asked to leave the event/meeting.

All notices, signs, schedules, and other communications about school events shall contain the following statement:

"Upon request to the District Administrator, submitted twenty-four (24) hours in advance, the District shall make reasonable accommodation including the provision of informational material in an alternative format as necessary for a disabled person to be able to participate in this activity. At least twenty-four (24) hours advance notice of the need for accommodation is appreciated."

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Legal

29 CFR Part 35

29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973, as amended

34 C.F.R. Part 104

42 U.S. C. 12101 et seq., Americans with Disabilities Act of 1990, as amended