

School District of Manawa

Board of Education Meeting Agenda

May 16, 2022



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(US) +1 321-622-3480 PIN: 300 358 010#

1. Call to Order – President Reiersen– 7:00 p.m. – MES Boardroom, 800 Beech Street
Hybrid Meeting Format (In-person Meeting for Board of Education at MES Board Room,
800 Beech Street & Virtual Components)
2. Pledge of Allegiance
3. Roll Call
4. Verify Publication of Meeting
5. Filling Board Vacancy: Zone 3 - Town of Helvetia/Town of Union
 - a. Applications/Interviews to Fill Board Vacancy by Board Appointment
 - i. Voting of the Board to Fill Board Vacancy - Zone 3: Town of Helvetia/Town of Union
 - ii. Swearing in of the Appointee
6. Board Appointments:
 - a. Ad Hoc Districtwide Safety Committee
 - b. Policy & Human Resources Committee - Zone 3 Union / Helvetia
 - c. Ad Hoc Recognition Committee
 - d. CESA 6 Board of Control Convention Delegate
 - e. WASB Convention Delegate
7. District Showcase:
 - a. Gen Gunderson Wins 2022 Frank Zuerner Science Teaching Award
 - b. Presentation of Daniel Wolfram Retirement Gift
 - c. Memorial Books
8. Presentations:
 - a. Key Performance Indicators - Principals
 - i. Safe & Orderly III. D. Drills
 - ii. Environment III. C. Suspensions/Expulsions
9. Announcements:
 - a. Contributions to the District
 - b. Other Contributions
10. Consent Agenda
 - a. Approve Minutes of April 25, 2022 Board Meeting
 - b. Treasurer’s Report: Approve Expenditures & Receipts

- c. Donations:
 - i. Joe Starr donation of apparel for Art Team members, Mrs. Zabler, and Mr. Wolfram valued at \$414.62
 - ii. Manawa Lions Club donation for the Senior Banquet Dinner
 - iii. Anonymous donation of \$30 for the GSA Club
 - d. Consider Approval of Overnight Field Trip - State FFA Convention - June 13, 2022 - June 16, 2022 as Presented
 - e. Consider Approval of 4K Field Trip - Manawa Freedom Park Splash Pad - May 31, 2022 as Presented
 - f. Accept Retirement of Secondary Principal as Presented
 - g. Accept Resignation of Middle School Special Education Teacher as Presented
 - h. Consider Approval of Summer School Course and Staffing Adjustment as Presented
11. Any Item Removed from Consent Agenda
- a.
 - b.
12. Public Comments (Register to Speak Prior to Start of Meeting / Guidelines Listed Below Agenda)
13. Correspondence:
- a. Thank you from ThedaCare for Teacher Appreciation Week
14. District Administrator's Report:
- a. Student Council Representative - Olivia Santos
 - b. Legislative Update
 - c. Open Enrollment Update
 - d. Monthly Enrollment Update
 - e. Secondary Principal Hiring Process
 - f. Curriculum Update
 - g. Staff Recognition Celebration - Heart of Gold Recipient, and Friend of Education Recipients
 - h. NEOLA Policy or Administrative Guidelines Technical Changes - None this month.
15. School Operations Reports:
- a. ES Principal / Special Education Director: Highlights - Included in Board Packet
 - b. MS / HS Principal: Highlights - Included in Board Packet
16. Business Related Reports:
- a. Highlights - Included in Board Packet
 - b. Kobussen Transportation Report
17. Director's Reports:
- a. District Reading Specialist: Highlights - Included in Board Packet

- b. Technology Director: Highlights - Included in Board Packet
18. Board Comments:
- a.
 - b.
19. Committee Reports:
- a. Curriculum Committee (Hollman)
 - i. Consider Endorsement of Proposal to Change the Progress Monitoring Tool from STAR (Renaissance) to iReady as Presented
 - ii. Update on Technology Education Curriculum Project
 - iii. Consider Endorsement of Summer School Course and Staffing Adjustment as Presented
 - 1. Addition of Course
 - 2. Modification of Courses
 - iv. Curriculum Committee Planning Guide
 - b. Finance Committee (Jepson)
 - i. Consider Approval of Legal Depositories for the School District of Manawa as Presented
 - ii. Consider Approval of Transportation Cost Increase
 - iii. MMS/LWHS Commons Furniture Addition
 - iv. LWHS/MMS Custodial Position - 2nd Shift
 - v. School Finance 101 - The Funds and Fund Balance
 - vi. Monthly Financial Summary
 - vii. Consider Approval of Language for Letters of Intent and Memoranda of Understanding for Support Staff as Presented
 - viii. Finance Committee Planning Guide
 - c. Policy & Human Resources Committee (Reierson)
 - i. Review, Discuss, and Act on Teacher Request Regarding No Paraprofessional
 - ii. Discuss and Act on Dean of Students Request for a Stipend Increase
 - iii. Discuss Job Description and Title for Special Assignment Teachers and Secondary Resource Courses
 - iv. Consider Endorsement of PO8510 - Wellness as Presented
 - v. Consider Endorsement of PO2431 - Interscholastic Athletics as Presented
 - vi. Consider Endorsement of PO6146 - Post-Issuance Compliance Policy as Presented
 - vii. Consider Endorsement of AG6146 - Post-Issuance Compliance Administrative Guidelines as Presented
 - viii. Consider Endorsement of PO2210 - Curriculum Development as Presented
 - ix. Consider Endorsement of AG5463 - Student and Credit Transfer from Nonpublic Schools as Presented
 - x. Consider Endorsement of AG8600 - Transportation as Presented
 - xi. Consider Endorsement of PO0155 - Committees as Presented
 - xii. Consider Formation of Support Staff Job Satisfaction Committee

1. Consider Staff Engagement Opportunities- KPI IV. Engagement & Satisfaction E., F., and G. Staff, Parent, and Student Surveys
 2. Review Staff Survey
 - xiii. Policy & Human Resources Committee Planning Guide
20. Unfinished Business:
- a. Consider Approval of Revised Policies PO5722 and AG5722 - School sponsored Publications and Productions as Presented
 - b. Consider Approval of Revised Policy PO5460 and AG5460 - Graduation Requirements as Presented
21. New Business:
- a. Consider Approval of Proposal to Change the Progress Monitoring Tool from STAR (Renaissance) to iReady as Presented
 - b. Consider Approval of Technology Education Curriculum Project as Presented
 - c. Consider Approval of Legal Depositories for the School District of Manawa as Presented
 - d. Consider Approval of Transportation Cost Increase as Presented
 - e. Consider Approval of Amended Language for Letters of Intent and Memoranda of Understanding for Support Staff as Presented
 - f. Consider Approval of One-time stipend to 4K Teacher of \$1100 Due to COVID-19 Staffing Issues
 - g. Consider Approval of a One-Time Stipend of \$250.00 to Teaching Staff and Administration who have been Employed with the SDM from September 10, 2021 through May 16, 2022 Payable through ESSER II Covid Relief Funds as Presented
 - h. Consider Approval of Dean of Students Request for a Stipend Increase as Presented
 - i. First Reading of PO2431 - Interscholastic Athletics as Presented
 - j. First Reading of PO6146 - Post-Issuance Compliance Policy as Presented
 - k. Consider Approval of School Year 2022-2023 Open Enrollment Applications Using Available Seats as Presented
 - l. Consider Approval of MS/HS Gymnasium Retractable Indoor Batting Cage as Presented
 - m. Consider Approval of Naming the Waupaca County Post as the Official District Newspaper
22. Next Meeting Dates:
- a. May 28, 2022 Class of 2022 Commencement - 11:00 a.m. LWHS
 - b. June 1, 2022 8th Grade Recognition - 2:00 p.m. MMS/LWHS Commons
 - c. June 1, 2022 Policy and Human Resource Committee Meeting - 5:00 p.m.
 - d. June 9, 2022 Curriculum Committee Meeting - 6:00 p.m.
 - e. June 13, 2022 Finance Committee Meeting - 5:00 p.m.
 - f. June 14, 2022 Buildings and Grounds Committee Meeting - 4:30 p.m.
 - g. June 20, 2022 Regular Board of Education Meeting - 7:00 p.m.
 - h. Choose a tentative date for a Board of Education Retreat.

23. Closed Session – the Board of Education Shall Move into Closed Session Pursuant to the Provisions of 19.85(1)(f), Wis. Statutes, for the Purposes of: Discussion of Personnel Issues Over Which the Board Has Jurisdiction or Exercises Responsibility 1) Review of Background Check Reports
24. Board May Act on Items Discussed in Closed Session
25. Adjourn

PLEASE NOTE: Any person with a qualifying disability under the Americans with Disabilities Act that requires the meeting or material to be in accessible format, please contact the District Administrator to request reasonable accommodation. The meeting room is wheelchair accessible.

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 be able to attend this meeting.

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 ten (10) 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 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 or special 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, at the discretion of the presiding officer, and for individuals who live or work within the District and parents/guardians of students enrolled in the District.
- B. Attendees must register their intention to participate 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; and 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 fifteen (15) minutes unless extended by a vote of the Board.
- K. Recording, filming, or photographing the Board's open meetings is permitted. Recording, filming, or photographing the Board's closed session is only permitted pursuant to Bylaw 0167.2 – Closed Session. The person operating the equipment should contact the District Administrator prior to the Board meeting to review possible placement of the equipment, and must agree to abide by the following conditions:
 - 1. No obstructions are created between the Board and the audience.
 - 2. No interviews are conducted in the meeting room while the Board is in session.
 - 3. 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.



Book	Policy Manual
Section	0000 Bylaws
Title	VACANCIES
Code	po0142.5
Status	Active
Adopted	April 25, 2016
Last Revised	April 25, 2022

0142.5 - **VACANCIES**

The office of a Board member shall become vacant immediately upon the occurrence of any one (1) of the following events:

- A. the death of the incumbent, or the incumbent's being found mentally incompetent by the proper court;
- B. the incumbent's resignation;
- C. the incumbent's removal from office;
- D. the incumbent's conviction of a felony or imprisonment for one (1) or more years;
- E. the incumbent's election or appointment being declared void by a competent tribunal;
- F. the incumbent's neglect or failure to file the oath of office or to give or renew an official bond, if required;
- G. the incumbent's ceasing to possess the legal qualifications for holding office;
- H. the incumbent moving his/her residence out of the District;
- I. the incumbent is absent from the territory of the District for a period of sixty (60) continuous days, unless such absence is due to active duty in the armed forces, in which case the vacancy shall be temporary for the remainder of the term or until the incumbent returns and files a notice of his/her intent to return to his/her unexpired term.

The incumbent moving his/her residence out of the zone to which the person was elected may complete the term and would run for the position in their new zone after the completion of their elected term.

A vacancy shall be filled by the remaining members of the Board in accordance with 17.26, Wis. Stats.

Filling a Board Vacancy

Vacancies on the Board shall be filled by appointment made by the remaining Board members in accordance with State law and the guidelines in this policy.

Public notice of the Board vacancy shall be given by the District Administrator and shall include a deadline for filing letters of interest.

Any qualified elector of the District, and a resident of the apportioned geographical area when applicable, who is interested in filling the vacancy may submit a letter of interest to District Administrator or designee by the date specified in the vacancy notice. If one (1) or no letter of interest is received by the deadline, the deadline may be extended by a majority vote of the Board.

Candidates for a vacancy on the Board shall be considered at a properly noticed open meeting of the Board, unless there are exceptional reasons to consider the candidates in closed session. The Board may consider candidate(s) in a closed session only if the discussion involves financial, medical, social or personal histories or disciplinary data that, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of the candidate(s).

A majority vote shall be required for all appointments to the Board. All votes shall be recorded, preserved and open to public inspection to the extent prescribed in Chapter 19, Wis. Stats. Secret ballots may only be used when Board members are electing officers. When making the appointment, Board members should consider the candidate's residency in the appropriate zone and interest and devotion to public education.

Appointment by the Board to fill a vacancy shall be by the members of the remaining Board consistent with Bylaw 0162 - Quorum and Bylaw 0167.1 - Voting. All votes shall be recorded, preserved and open to public inspection to the extent prescribed in Chapter 19, Wis. Stats. Secret ballots may only be used when Board members are electing officers.

If the vacancy is not filled within sixty (60) days of the date on which the vacancy first exists, the vacancy shall be filled by appointment of the Board President from among the applicants who completed the process noted above.

The appointee shall hold office until a successor is elected and takes office under 120.06(4), Wis. Stats. When a vacancy occurs in the office of a Board member who is in the last year of his/her term, or when a vacancy occurs after the spring election but on or before the last Tuesday in November in the office of a Board member who is not in the last year of his/her term, the successor shall be elected at the next spring election. When a vacancy occurs after the last Tuesday in November and on or before the date of the next spring election in the office of a Board member who is not in the last year of his/her term, the successor shall be elected at the 2nd following spring election. Elections to fill unexpired terms shall be held simultaneously with the elections for regular terms.

Any person upon being notified of his/her appointment shall be deemed to have accepted the appointment unless within five (5) days s/he files with the Clerk a written refusal to serve. Any newly appointed Board member shall, pending the filing of the oath of office, be seated on the Board and shall hold office until a successor is elected and takes office in accordance with State law.

Revised 7/18/16

Revised 4/27/20

Revised 2/22/21

Legal 17.03 et seq., Wis. Stats
 17.26 (1g)(a), Wis. Stats.
 120.12(28), Wis. Stats.

Last Modified by Brenna Sparger on May 3, 2022



School District of Manawa

Students Choosing to Excel, Realizing Their Strengths

2022 - 2023 Annual Board Committee Appointments:

Buildings & Grounds Committee:

- Pete Griffin, Chair
- Russ Hollman
- Kerri Jepson

Curriculum Committee:

- Russ Hollman, Chair
- Stephanie Riske
- Craig Fietzer

Policy & Human Resources Committee:

- Sondra Reiersen, Chair
- Stephanie Riske
- **Zone 3 Appointee**

Finance Committee:

- Kerri Jepson, Chair
- Craig Fietzer
- Sondra Reiersen

Ad-Hoc Recognition Committee:

- **TBD**
- **TBD**

Ad-Hoc Human Growth & Development Committee: not active until 3 yrs

Staff Exit- **TBD**

CESA 6 Board of Control Convention Delegate: **TBD**

WASB Legislative Contact: Sondra Reiersen

WASB Convention Delegate: **TBD**

School District of Manawa

800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2525
Fax: (920) 596-5308

Little Wolf High School Manawa Middle School

515 E. Fourth St
Manawa, WI 54949

Phone: (920) 596-2524
Fax: (920) 596-2655

Manawa Elementary

800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2238
Fax: (920) 596-5339

ManawaSchools.org



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District Safety Committee
2021-22/2022-23 School Years

Name	Role	Attend
Melanie Oppor	District Administrator	
TBD	MS/HS Principal	
Jeff Bortle	Dean of Students	
Danni Brauer	MES Principal	
LuAnne Ujazdowski	Elementary School Counselor	
Janine Connolly	Secondary School Counselor	
Jill Seka	Elementary Teacher	
Nate Ziemer	Secondary Teacher	
Krystal Draeger	District Health Paraprofessional	
Chief TBD	Manawa Chief of Police	
Chief Josh Smith	Chief of Manawa Rural Fire Department	
Sheriff Tim Wilz	Waupaca County Sheriff	
Andy Carlin	Waupaca County Emergency Management	
Eric Halverson	Waupaca County Emergency Management	
Mayor Mike Frazier	City of Manawa Mayor	
Jill Timm	Parent (Secondary)	
Eric Pynenberg	Parent (Secondary)	
Amanda Bruette	Parent (Elementary)	
Michelle Krisher	Parent (Elementary)	
Russ Hollman	Board of Education Representative	
Justin Buschke	Student	
Keither Jepson	Student	
Emma Riske	Student	

Ad Hoc Recognition Committee
2021-22/2022-23 School Years

Name	Role	Attend
Melanie Oppor	District Administrator – Ex officio	
Carmen O’Brien	Business Manager	
Meria Wright	Teacher Representative	
Tracy Konkol	Teacher Representative	
Melissa LoBianco	Support Staff Representative	
Russ Hollman	Board of Education Representative	

FOR IMMEDIATE RELEASE

Contact Information:

WSST Awards and Recognition Committee
Miranda Dahlke and Laura Ramthun
awards@wsst.org



Gen Gunderson wins 2022 Frank Zuerner Science Teaching Award

Clintonville, WI, April 8 - Gen Gunderson was recently recognized by the Wisconsin Society of Science Teachers (WSST) for her outstanding work with Science Education in Wisconsin. WSST recognizes teachers of science annually for their achievements. The Frank Zuerner New Teacher Scholarship is presented annually to recognize teachers with great potential in the field of science. The scholarship is given annually to individuals who are in their first five years of teaching and have demonstrated enthusiasm and passion for science teaching as well as significant potential for future leadership in science education.

Gunderson has been teaching Earth Science, Chemistry, and Physics at Little Wolf High School. As stated by her colleague, Sandy Piechowski Cordes, “Her strong rapport with students and creativity in the science classroom endeared her to our students and staff. She has made vast improvements to our curriculum and works to infuse life skills into her lesson plans. Her passion for science and commitment to authentic learning is evident in the lessons and atmosphere she creates.”

Gunderson joined her school in the midst of pandemic conditions, and transitioned smoothly into the classroom environment. She was an incredible resource to her new colleagues in entering the world of virtual instruction, providing leadership even as a first year teacher. Her passion this year includes planning and establishing a science fair in her school to allow students to extend their creativity and scientific reasoning skills beyond the classroom. Colleagues point out her infectious energy and positive attitude in the face of some of the most challenging times in education. Michele Koshollek, a coworker, comments on the engagement of the students and how often they discuss their work in Gunderson’s classes. Her relationships with students are a strength of her teaching that builds rapport and trust within her classroom.

WSST once again congratulates and thanks Gen Gunderson for all her contribution to science education in Wisconsin.

Wisconsin Society of Science Teachers (WSST) is the largest membership organization in Wisconsin focused on the advancement of science education since 1958. They have a mission of promoting, supporting, and improving science education in the state of Wisconsin by providing leadership, advocacy and programs to enhance the teaching and learning of science. The Awards and Recognition committee is responsible for providing recognition of noteworthy accomplishments by WSST members which support the goals of WSST.

Award Winner Contact Information:

Gen Gunderson, Science Teacher
ggunderson@manawaschools.org
(920)716-7057

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Amended Minutes of a April 25, 2022 School District of Manawa
Regular Board of Education Meeting

Call to Order Clerk Hollman – 7:00 p.m. – MES Boardroom, 800 Beech Street

Pledge of Allegiance

Roll Call - Griffin, Reiersen, Hollman, Jepson, Riske, and Fietzer

Verify Publication of Meeting- Dr. Oppor verified.

Election Results - Stephanie Riske won the Full District seat. Craig R. Fietzer won Zone 6 - Lebanon / Bear Creek.

Election of Officers:

President - Hollman opened nominations for President. Griffin nominated Reiersen. No other nominations were mentioned. Hollman closed nominations. Motion by Fietzer / Griffin to cast a unanimous ballot for Reiersen to be President. Motion carried.

Vice President - President Reiersen opened nominations for Vice President. Jepson nominated Griffin. Hollman nominated Jepson. Jepson declined. No other nominations were mentioned. Reiersen closed nominations. Motion by Jepson / Fietzer to cast a unanimous ballot for Griffin to be Vice President. Motion carried.

Treasurer - President Reiersen opened nominations for Treasurer.Griffin nominated Jepson. No other nominations were mentioned. Reiersen closed nominations. Motion by Fietzer / Riske to cast a unanimous ballot for Jepson to be Treasurer. Motion carried.

Clerk - President Reiersen opened nominations for Clerk. Griffin nominated Hollman. No other nominations were mentioned. Reiersen closed nominations. Motion by Jepson / Fietzer to cast a unanimous ballot for Hollman to be Clerk. Motion carried.

Annual Board Appointments - Committees

Buildings & Grounds Committee: Griffin Chair, Hollman, and Jepson

Ad Hoc Districtwide Safety Committee: Revisit at next board meeting

Curriculum Committee: Hollman Chair, Riske, and Fietzer

Policy & Human Resources Committee: Reiersen Chair, Riske, Jepson stand in for next meeting in May and assign to new Zone 3 Board Appointment

Ad Hoc Recognition Committee: Revisit at next board meeting - Hollman until May Board meeting

Finance Committee: Jepson Chair, Fietzer, and Reiersen

CESA 6 Board of Control Convention Delegate: Revisit at May board meeting

WASB Legislative Contact: Reierson

WASB Convention Delegate: Revisit at a future board meeting.

District Showcase: 3rd Grade Student - Kolbyn Schachtschneider - Essay on After-School Program, Showcasing the Arts - High School Forensics, Youth Art Month, LWHS Art, LWHS Percussion Ensemble, and Choral/Theater Department

Presentations: Learning - I.B. Service-Learning Implementation Plan - Every grade level at MES will plan a service learning project and carry them out. The high school/middle school participated in caroling, signs for Miracle on Bridge Street, Adopt a Highway, Pet Food Drive, help cleaning school, trail pickup, made Valentines Day Cards, Think Pink, Bluegrass Bash, Wolfwalk, and Food Pantry donations. Food Across America is coming back this year. I.D. Social Studies Student Standards Report - This resource has been useful for middle school courses this year. The Techbook has many interactive maps, pictures and videos to help students make deeper connections and gain a better understanding of the concepts.

Announcements: Contributions to the District - Manawa Lions Club \$700 donation towards the purchase of a new Zoll AED, Manawa Mid-Western Rodeo \$700 donation towards the purchase of a new Zoll AED, Manawa Athletic Booster Club donating a Zoll AED with installation cabinet for the Athletic Complex located in the concession stand - valued at \$1,534.29, Joanne & Howard Johnson donated \$500 to the Manawa GSA Club, and Joanne & Howard Johnson donated \$500 to the Manawa FFA. Other Contributions - none.

Approved by Consent: Approve Minutes of March 21, 2022 Regular Board Meeting, March 28, 2022 and April 5, 2022 Special Board Meetings, Treasurer's Report: Approve Expenditures \$380,421.64 & Receipts \$1,852,666.52, Donations: Manawa Lions Club \$700 donation towards the purchase of a new Zoll AED, Manawa Mid-Western Rodeo \$700 donation towards the purchase of a new Zoll AED, Manawa Athletic Booster Club donating a Zoll AED with installation cabinet for the Athletic Complex located in the concession stand - valued at \$1,534.29, Joanne & Howard Johnson donated \$500 to the Manawa GSA Club, Joanne & Howard Johnson donated \$500 to the Manawa FFA, and Approval of Water Park Field Trip - Manawa Middle School Students as Presented

Any Item Removed from Consent Agenda: Reierson asked that Approval of Water Park Field Trip - High School Special Education Students as Presented is removed. Reierson noted there is no transportation selection on this request. Ms. Brauer explained the special ed van will be used. Motion by Jepson / Fietzer to Approve of Water Park Field Trip - High School Special Education Students as Presented with proper selection of transportation on the request form. Motion carried.

Public Comments: None

Correspondence: None

District Administrator's Report: Student Council Representative - None this month, Legislative Update, Monthly Enrollment Update, Curriculum Update, Buildings and Grounds Update - Quote for Fisher Tracks, Inc. Rubberized Long Jump as Presented, Quote from Spiegelberg Implement, Inc. for Second Long Jump as Presented Shorten runway by 6 feet and increased pit length by 3 feet to meet WIAA new specifications. 11 feet width with no green space, Board Vacancy, and NEOLA Policy or Administrative Guidelines Technical Changes, PO2260.02 - English Language Proficiency - Technical change regarding names.

School Operations Reports: ES Principal / Special Education Director, and MS / HS Principal: Highlights - Included in Board Packet

Business Related Reports: Highlights - Included in Board Packet, and Kobussen Transportation Report

Director's Reports: District Reading Specialist, and Technology Director: Highlights - Included in Board Packet

Board Comments: Jepson wanted to talk about the upcoming Staff Recognition gathering and what the board members will bring. They will discuss this during the upcoming meeting section of the board meeting. Jepson thanked all of the groups that were recently recognized during the recent high school assembly to celebrate the students/teams/group achievements and accomplishments. They should all be very proud.

Griffin welcomed Fietzer and Riske to the Board of Education.

Committee Reports: Minutes of two Curriculum Committee Meetings, a Finance Committee, Buildings & Grounds, and Policy & Human Resources Committee.

Unfinished Business:

Motion by Jepson / Fietzer to Approve of Revised Policies as Listed. Motion carried.

- i. PO0100 - Definitions
- ii. PO0142.1 - Electoral Process
- iii. PO0142.5 - Vacancies
- iv. PO0144.5 - Board Member Behavior and Code of Conduct
- v. PO0152 - Officers
- vi. PO0165.1 - Notice of Regular Meetings
- vii. PO1421 - Criminal History Record Check and Employee Self-Reporting Requirement
- viii. PO1460 - Physical Examination
- ix. PO2210 - Curriculum Development

- x. PO2414 - Human Growth and Development
- xi. PO3121 - Criminal History Record Check and Employee Self-Reporting Requirements
- xii. PO3122.01 - Drug-Free Workplace
- xiii. PO3160 - Physical Examination
- xiv. PO3340 - Grievance Procedure
- xv. PO4121 - Criminal History Record Check and Employee Self-Reporting Requirements
- xvi. PO4122.01 - Drug-Free Workplace
- xvii. PO4160 - Physical Examination
- xxviii. PO4340 - Grievance Procedure
- xix. PO5113 - Open Enrollment Program
- xx. PO5200 - Attendance
- xxi. PO5410 - Promotion, Placement, and Retention
- xxii. PO5461 - Children At-Risk of Not Graduating From High School
- xxiii. PO6108 - Authorization to Make Electronic Fund Transfers
- xxiv. PO6114 - Cost Principles - Spending Federal Funds
- xxv. PO6152 - Student Fees, Fines, and Charges
- xxvi. PO7100 - Facilities Planning
- xxvii. PO8450 - Control of Casual-Contact Communicable Diseases

Motion by Griffin / Hollman to Approve of NEOLA Administrative Guideline Updates Volume 31, No. 1 as Listed. Motion carried.

- i. AG2271 - Early College Credit Program
- ii. AG2411 - School Counseling
- iii. AG2430 - District-Sponsored Clubs and Activities
- iv. AG3120B - Appointment of Personnel to Compensated Co-Curricular and Extra-Curricular Activities
- v. AG3120.10 - Job Sharing
- vi. AG3122.01 - Drug-Free Workplace
- vii. AG3125 - Wisconsin Educator Licensing
- viii. AG3160B - Tuberculosis Examination
- ix. AG3231A - Participation in Political Activities
- x. AG3231B - Research and Publishing
- xi. AG4122.01 - Drug-Free Workplace
- xii. AG4160B - Tuberculosis Examination
- xiii. AG4231A - Participation in Political Activities
- xiv. AG5111.01 - Homeless Students
- xv. AG5200 - Attendance
- xvi. AG5330 - Administration of Medications
- xvii. AG5517.01 - Bullying
- xxviii. AG5540 - Relationship with Governmental Agencies
- xix. AG5610 - Suspension and Expulsion
- xx. AG5751 - Education and Services for School-Age Parents
- xxi. AG5830 - Student Fund-Raising

- xxii. AG6605 - Crowdfunding
- xxiii. AG7440.03 - Small Unmanned Aircraft Systems
- xxiv. AG7540.05 - Assistive Technology and Services
- xxv. AG8320 - Personnel Records
- xxvi. AG8330 - Student Records
- xxvii. AG8600 - Transportation
- xxviii. AG8800D - Care, Custody, and Display of the United States Flag
- xxix. AG9270 - Home-Based Private Education Students
- xxx. AG9270A - Admission of Students from Nonapproved Schools
- xxxi. AG9700 - Fund-Raising by Charitable Organizations

Motion by Griffin / Hollman to Approve the Use of NEOLA Forms FM6605F1 Crowdfunding Solicitation Project Proposal Form and FM9160F1 Public Attendance at School Events. Motion carried.

New Business:

Motion by Hollman / Riske to Approve High School Band Uniform Replacement Option #2 White from Band Shoppe as Presented. Motion carried.

Motion by Jepson / Fietzer to Approve New AP Psychology Materials Adoption as Presented. Motion carried.

Motion by Hollman / Riske to Approve Literacy Footprints Materials Adoption as Presented.
Amended motion by Hollman / Riske to Approve Literacy Footprints Materials Adoption as Presented with the understanding program books be reviewed for content before distributed to students. Motion carried.

Motion by Hollman / Jepson to Approve Clarification on Eligibility for \$250 Stipend for Support Staff as Presented. Motion carried.

Motion by Fietzer to bring back to Finance Committee Hiring Incentive for LWHS/MMS 2nd Shift Custodial \$1,000 stipend to be given as follows: \$500 following a successful 60-day probationary period and \$500 following successful completion of One Year of Service with the District to discuss wage. No Second. Motion fails. Fietzer rescinds his motion. Motion by Fietzer / Jepson to Approve Hiring Incentive for LWHS/MMS 2nd Shift Custodial \$1,000 stipend to be given as follows: \$500 following a successful 60-day probationary period and \$500 following successful completion of One Year of Service with the District. Motion carried.

Motion by Fietzer / Hollman to Approve Upgrade Lighting in West MS/HS Parking Lot - Northland Electric Option 2 as Presented. Motion carried.

Motion by Jepson / Fietzer to Approve Martin Systems Option 2 Solution for Technology Education (Woods & Metals) Duct Detector False Alarms: Removal of Duct Detectors and

Addition of 2 Relays Resulting in the Heat Detectors Shutting Down the Air Handling Units at a Cost of \$850. Motion carried.

First Reading of PO5722 and AG5722 - School Sponsored Publications and Productions as Presented

Motion by Fietzer / Hollman to Approve AG3430.01, AG4430.01, and AG1630.01 - FMLA Leave, as Presented. Motion carried.

First Reading of Revised PO5460 - Graduation Requirements as Presented. Motion carried.

Motion by Riske / Jepson to Approve of an IT Summer Intern as Presented. Motion carried.

Next Meeting Dates:

May 1, 2022 Senior Banquet - 6:30 p.m. LWHS

May 3, 2022 Buildings and Grounds Committee Meeting - 4:30 p.m.

May 5, 2022 Policy & Human Resources Committee Meeting - Changed to May 3, 2022 at 6:00 p.m.

May 9, 2022 Finance Committee Meeting - 6:00 p.m. - Changed the time to 5:00 p.m.

May 10, 2022 Curriculum Committee Meeting - 5:00 p.m.

May 11, 2022 All-District Recognition & Appreciation Celebration - 2:30 p.m. LWHS/MMS

May 16, 2022 Regular Board of Education Meeting - 7:00 p.m.

May 28, 2022 Class of 2022 Commencement - 11:00 a.m. LWHS

June 1, 2022 8th Grade Recognition MMS/LWHS Commons

Motion by Jepson / Fietzer to Adjourn at 10:03 p.m. Motion carried.

Stephanie Flynn, Recorder

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
83335	MAPLE HILLS GOLF COU	JPAP04	04/21/2022	VARSITY CONFERENCE GOLF MEET	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/COED GOLF	0	130.00
						Totals for 83335	130.00
83336	SCHOOL DISTRICT OF M	JPAP04	04/21/2022	TRACK INVITATIONAL ON 4/25/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	125.00
						Totals for 83336	125.00
83339	CHANCELLOR, DARREN	JPAP04	04/22/2022	REFUND LUNCH ACCOUNT BALANCE	FOOD SERVICE FUND/OTHER DEFERRED REVENUES	0	72.50
						Totals for 83339	72.50
83340	DELTA DENTAL-VISION	JPAP04	04/22/2022	COBRA VISION INS - SK	GENERAL FUND/VISION EFF 090115	0	4.65
83340	DELTA DENTAL-VISION	JPAP04	04/22/2022	VISION INSURANCE - MAY 2022	GENERAL FUND/VISION EFF 090115	0	543.58
						Totals for 83340	548.23
83341	GEHRKE, TIM	JPAP04	04/22/2022	REIMBURSE TRANSPORTATION MARCH 2022 = 16 DAYS @ \$10.53	SPECIAL EDUCATION FUND/CONTRACTED PUPIL TRANSPORTATIO/SPECIA L EDUCATION HDCP	0	168.48
						Totals for 83341	168.48
83344	S & S EXCAVATING	JPAP04	04/22/2022	SNOW REMOVAL - 3/13/22 - 4/4/22	GENERAL FUND/CLEANING SERVICES/SITES	0	1,818.75
						Totals for 83344	1,818.75
83345	SCHOOL DISTRICT OF I	JPAP04	04/22/2022	MS TRACK MEET ON 4/30/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	150.00
						Totals for 83345	150.00
83346	SCHOOL DISTRICT WEYA	JPAP04	04/22/2022	MIDDLE SCHOOL TRACK MEET ON 4/25/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	50.00
						Totals for 83346	50.00
83351	ABRAHAMSON BODY & EQ	JPAP04	04/29/2022	160' 2x2" angle iron 40' 6"x3/8" bar steel	GENERAL FUND/GENERAL SUPPLIES/TECHNOLOGY EDUCATION	4002200325	567.00
						Totals for 83351	567.00
83352	AMAZON CAPITAL SERVI	JPAP04	04/29/2022	Custodial Supplies for MES	GENERAL FUND/GENERAL SUPPLIES/OPERATION	1012200138	30.98
83352	AMAZON CAPITAL SERVI	JPAP04	04/29/2022	CENTRAL SUPPLY ITEMS	GENERAL FUND/CENTRAL SUPPLY ROOM/UNDIFFERENTIATE D CURRICULUM	1012200136	81.76
83352	AMAZON CAPITAL SERVI	JPAP04	04/29/2022	ART SUPPLIES	GENERAL FUND/GENERAL SUPPLIES/ART SHOW	1012200137	184.73
						Totals for 83352	297.47
83353	AMERICAN WELDING & G	JPAP04	04/29/2022	DAN KOEHLER CLASSROOM SUPPLIES - TUNGSTEN	GENERAL FUND/GENERAL SUPPLIES/TECHNOLOGY EDUCATION	4002200253	28.00
						Totals for 83353	28.00

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
83356	HANSON, JODIE	JPAP04	04/29/2022	TRANSPORTATION (NATHAN WORTHEY) TO SCHOOL DISTRICT OF MANAWA FOR APRIL 2022	GENERAL FUND/CONTRACTED PUPIL TRANSPORTATIO/CONTRACTED PARENT CONTRACT	0	204.44
						Totals for 83356	204.44
83357	INSTRUMENTALIST AWAR	JPAP04	04/29/2022	Choral Awards	GENERAL FUND/NON-CAPITAL EQUIPMENT/VOCAL MUSIC	4002200351	242.00
						Totals for 83357	242.00
83360	MAROHL, RONALD	JPAP04	04/29/2022	VARSITY BASEBALL OFFICIAL ON 4/28/22 VS WI VALLEY LUTHERAN	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
						Totals for 83360	80.00
83361	NASSCO, INC	JPAP04	04/29/2022	CUSTODIAL SUPPLIES	GENERAL FUND/GENERAL SUPPLIES/OPERATION	0	381.23
83361	NASSCO, INC	JPAP04	04/29/2022	CUSTODIAL SUPPLIES	GENERAL FUND/GENERAL SUPPLIES/OPERATION	0	287.60
83361	NASSCO, INC	JPAP04	04/29/2022	CUSTODIAL SUPPLIES	GENERAL FUND/GENERAL SUPPLIES/OPERATION	0	2,509.72
83361	NASSCO, INC	JPAP04	04/29/2022	CUSTODIAL SUPPLIES	GENERAL FUND/NON-CAPITAL EQUIPMENT/OPERATION	0	50.75
						Totals for 83361	3,229.30
83363	SOLARUS	JPAP04	04/29/2022	SOLARUS MONTHLY BILL - PAES LAB	SPECIAL EDUCATION FUND/TELEPHONE AND TELEGRAPH/PUBLIC INFORMATION	8002200025	148.19
83363	SOLARUS	JPAP04	04/29/2022	SOLARUS MONTHLY BILL	GENERAL FUND/TELEPHONE AND TELEGRAPH/CENTRAL SERVICES	8002200025	383.62
83363	SOLARUS	JPAP04	04/29/2022	SOLARUS MONTHLY BILL	GENERAL FUND/TELEPHONE AND TELEGRAPH/CENTRAL SERVICES	8002200025	755.37
83363	SOLARUS	JPAP04	04/29/2022	SOLARUS MONTHLY BILL	GENERAL FUND/TELEPHONE AND TELEGRAPH/CENTRAL SERVICES	8002200025	478.54
83363	SOLARUS	JPAP04	04/29/2022	SOLARUS MONTHLY BILL	GENERAL FUND/TELEPHONE AND TELEGRAPH/CENTRAL SERVICES	8002200025	359.89
						Totals for 83363	2,125.61
83364	SOLIANT	JPAP04	04/29/2022	Soliant Contract	SPECIAL EDUCATION FUND/PERSONAL SERVICES/OCCUPATIONA L THERAPY	272200051	760.00
83364	SOLIANT	JPAP04	04/29/2022	Soliant Contract	SPECIAL EDUCATION	272200051	40.00

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
					FUND/PERSONAL SERVICES/OCCUPATIONA L THERAPY		
					Totals for 83364		800.00
83366	THEDACARE AT WORK	JPAP04	04/29/2022	TB QUESTIONNAIRE REVIEW - E. CHARLES	GENERAL	0	28.00
					FUND/PERSONAL SERVICES/HEALTH SERVICES		
					Totals for 83366		28.00
83367	TROPHIES & TREASURES	JPAP04	04/29/2022	FRIEND IN EDUCATION PLAQUE AND HEART OF GOLD ENGRAVINGS	GENERAL	8002200074	114.00
					FUND/GENERAL SUPPLIES/BOARD OF EDUCATION		
					Totals for 83367		114.00
83369	UNIFIRST CORPORATION	JPAP04	04/29/2022	MATS & MOPS - MES	GENERAL	0	51.32
					FUND/CLEANING SERVICES/OPERATION		
					Totals for 83369		51.32
83370	WEYMONT RUN COUNTRY	JPAP04	04/29/2022	GOLF INVITATIONAL ON 4/21/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/COED GOLF	0	130.00
					Totals for 83370		130.00
83372	CARDMEMBER SERVICE	JPAP04	04/29/2022	GED TESTS WERE INCORRECTLY CHARGED ON THE STUDENT ACTIVITY CREDIT CARD	GENERAL FUND/PUPIL DUES AND FEES/OTHER SPECIAL NEEDS	0	90.97
					Totals for 83372		90.97
83373	FOX CITIES EMBROIDER	JPAP05	05/04/2022	RETIREMENT GIFT RUTH BOERST	GENERAL	8002200083	42.00
					FUND/GENERAL SUPPLIES/COMMUNITY RELATIONS		
					Totals for 83373		42.00
83374	SCHOOL DISTRICT OF B	JPAP05	05/04/2022	VARSITY TRACK INVITATIONAL ON 5/19/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	150.00
					Totals for 83374		150.00
83375	SCHOOL DISTRICT OF N	JPAP05	05/04/2022	VARSITY TRACK INVITATIONAL ON 4/21/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	250.00
					Totals for 83375		250.00
83376	SKYWARD, INC	JPAP05	05/04/2022	NEW SIGNATURES FOR CHECKS	GENERAL	0	200.00
					FUND/PERSONAL SERVICES/GENERAL ADMINISTRATION		
					Totals for 83376		200.00
83377	UWSP TRACK & FIELD	JPAP05	05/04/2022	VARSITY TRACK INDOOR INVITATIONAL ON 4/1/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	200.00
					Totals for 83377		200.00
83378	WITTENBERG-BIRNAMWOO	JPAP05	05/04/2022	VARSITY TRACK INVITATIONAL ON 5/9/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	100.00
					Totals for 83378		100.00
83378	WITTENBERG-BIRNAMWOO	JPAP05	05/04/2022	MIDDLE SCHOOL TRACK & FIELD ENTRY FEE FOR 5/12/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	75.00
					Totals for 83378		75.00
83378	WITTENBERG-BIRNAMWOO	JPAP05	05/04/2022	VARSITY TRACK OPEN MEET ON 5/2/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT	0	100.00

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
					FEEES/CO-ED TRACK		
					Totals for 83378		275.00
83379	AMAZON CAPITAL SERVI	JPAP05	05/06/2022	SCHOOL COUNSELOR SUPPLIES	GENERAL	1012200140	28.12
					FUND/GENERAL SUPPLIES/OFFICE OF THE PRINCIPAL		
					Totals for 83379		28.12
83380	AMERICAN WELDING & G	JPAP05	05/06/2022	Open PO for Gas for welding program	GENERAL	4002200058	48.52
					FUND/GENERAL SUPPLIES/TECHNOLOGY EDUCATION		
					Totals for 83380		48.52
83381	AT&T	JPAP05	05/06/2022	AT&T INTERNET BILLING	GENERAL	8002200027	651.48
					FUND/ON-LINE COMMUNICATIONS/ADMIN ISTRATIVE TECHNOLOGY SERV		
					Totals for 83381		651.48
83382	AUGUST WINTER & SONS	JPAP05	05/06/2022	CHECK ALARM SYSTEM THAT KEEPS TRIPPING	GENERAL FUND/REPAIR & MAINTENANCE	0	229.71
					SERVICES/BUILDINGS		
83382	AUGUST WINTER & SONS	JPAP05	05/06/2022	CHECK ALARM SYSTEM THAT KEEPS TRIPPING	GENERAL FUND/REPAIR & MAINTENANCE	0	173.29
					SERVICES/BUILDINGS		
					Totals for 83382		403.00
83383	BSN SPORTS, LLC	JPAP05	05/06/2022	New Baseball Uniforms	GENERAL	4002200276	2,559.44
					FUND/APPAREL (Instructional only)/BOYS BASEBALL		
					Totals for 83383		2,559.44
83384	CASH	JPAP05	05/06/2022	MES PETTY CASH	GENERAL	0	114.73
					FUND/GENERAL SUPPLIES/OFFICE OF THE PRINCIPAL		
83384	CASH	JPAP05	05/06/2022	MES PETTY CASH	Special Revenue	0	50.00
					Trust Fund/GENERAL SUPPLIES/COUNSELING		
					Totals for 83384		164.73
83385	CESA 6-CONFERENCE RE	JPAP05	05/06/2022	STUDENT LEADERSHIP ACADEMY 3/31/22 - J CONNOLLY	GENERAL	0	45.00
					FUND/TRANSFER TO CESA/COUNSELING		
					Totals for 83385		45.00
83386	DIVERSIFIED BENEFIT	JPAP05	05/06/2022	HRA ADMIN FEES - 53 @ 4.65 PLAN MAILINGS - 20 @ .53	GENERAL	0	257.05
					FUND/DISTRICT FEES / BANKING FEE/FISCAL		
					Totals for 83386		257.05
83387	E O JOHNSON CO., INC	JPAP05	05/06/2022	COPIER PAYMENT	GENERAL	8002200030	2,822.76
					FUND/COMMUNICATION/A DMINISTRATIVE TECHNOLOGY SERV		
					Totals for 83387		2,822.76
83388	ENGELHARDT DAIRY OF	JPAP05	05/06/2022	DAIRY PRODUCTS	FOOD SERVICE	0	368.30
					FUND/FOOD/FOOD SERVICES		
83388	ENGELHARDT DAIRY OF	JPAP05	05/06/2022	DAIRY PRODUCTS	FOOD SERVICE	0	69.75

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
83388	ENGELHARDT DAIRY OF	JPAP05	05/06/2022	DAIRY PRODUCTS	FUND/FOOD/FOOD SERVICES FOOD SERVICE	0	309.10
83388	ENGELHARDT DAIRY OF	JPAP05	05/06/2022	DAIRY PRODUCTS	FUND/FOOD/FOOD SERVICES FOOD SERVICE	0	169.50
83388	ENGELHARDT DAIRY OF	JPAP05	05/06/2022	DAIRY PRODUCTS	FUND/FOOD/FOOD SERVICES FOOD SERVICE	0	213.00
83388	ENGELHARDT DAIRY OF	JPAP05	05/06/2022	DAIRY PRODUCTS	FUND/FOOD/FOOD SERVICES FOOD SERVICE	0	83.70
						Totals for 83388	1,213.35
83390	INTELLICORP RECORDS,	JPAP05	05/06/2022	OUT OF STATE BACKGROUND CHECKS	GENERAL FUND/PERSONAL SERVICES/OTHER STAFF SERVICES	0	24.75
						Totals for 83390	24.75
83391	INTEGRATED SYSTEMS C	JPAP05	05/06/2022	SKYWARD HOSTING SERVICES	GENERAL FUND/TECH/SOFTWARE SERVIC/ADMINISTRATIV E TECHNOLOGY SERV	8002200032	360.00
						Totals for 83391	360.00
83392	J.W. PEPPER & SON, I	JPAP05	05/06/2022	KEVIN PLEKAN SJHEET MUSIC	GENERAL FUND/SHEET MUSIC/INSTRUMENTAL MUSIC	4002200194	25.00
83392	J.W. PEPPER & SON, I	JPAP05	05/06/2022	KEVIN PLEKAN SJHEET MUSIC	GENERAL FUND/SHEET MUSIC/INSTRUMENTAL MUSIC	4002200194	25.00
						Totals for 83392	50.00
83393	JIM'S PLUMBING	JPAP05	05/06/2022	MISCELLANEOUS PLUMBING REPAIRS	GENERAL FUND/REPAIR & MAINTENANCE SERVICES/BUILDINGS	0	560.00
83393	JIM'S PLUMBING	JPAP05	05/06/2022	MISCELLANEOUS PLUMBING REPAIRS	GENERAL FUND/REPAIR & MAINTENANCE SERVICES/BUILDINGS	0	319.00
83393	JIM'S PLUMBING	JPAP05	05/06/2022	MISCELLANEOUS PLUMBING REPAIRS	GENERAL FUND/REPAIR & MAINTENANCE SERVICES/BUILDINGS	0	240.65
						Totals for 83393	1,119.65
83394	KOBUSSEN BUSES LTD	JPAP05	05/06/2022	APRIL 2022 BUS CHARGES	GENERAL FUND/CONTRACTED PUPIL TRANSPORTATIO/CONTRACTED FLEET	0	48,696.75
83394	KOBUSSEN BUSES LTD	JPAP05	05/06/2022	APRIL 2022 BUS CHARGES	GENERAL FUND/CONTRACTED PUPIL TRANSPORTATIO/CO-CURRICULAR TRANS	0	4,275.29
83394	KOBUSSEN BUSES LTD	JPAP05	05/06/2022	APRIL 2022 BUS CHARGES	GENERAL FUND/CONTRACTED PUPIL TRANSPORTATIO/FIELD	0	339.13

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
83394	KOBUSSEN BUSES LTD	JPAP05	05/06/2022	APRIL 2022 BUS CHARGES	TRIPS GENERAL FUND/CONTRACTED PUPIL TRANSPORTATIO/FIELD	0	314.26
83394	KOBUSSEN BUSES LTD	JPAP05	05/06/2022	APRIL 2022 BUS CHARGES	TRIPS SPECIAL EDUCATION FUND/CONTRACTED PUPIL TRANSPORTATIO/SPECIA	0	5,575.74
83394	KOBUSSEN BUSES LTD	JPAP05	05/06/2022	APRIL 2022 BUS CHARGES	L EDUCATION HDCP COMMUNITY SERVICE FUND/TRAVEL-CONTRACT ED SERVICE/OTHER COMMUNITY SERVICES	0	571.68
83394	KOBUSSEN BUSES LTD	JPAP05	05/06/2022	APRIL 2022 BUS CHARGES	GENERAL FUND/CONTRACTED PUPIL TRANSPORTATIO/FIELD TRIPS	0	186.37
						Totals for 83394	59,959.22
83395	MID-AMERICAN RESEARC	JPAP05	05/06/2022	CUSTODIAL SUPPLIES	GENERAL FUND/GENERAL SUPPLIES/OPERATION	0	115.14
83395	MID-AMERICAN RESEARC	JPAP05	05/06/2022	CUSTODIAL SUPPLIES	GENERAL FUND/GENERAL SUPPLIES/OPERATION	0	404.00
83395	MID-AMERICAN RESEARC	JPAP05	05/06/2022	CUSTODIAL SUPPLIES	GENERAL FUND/GENERAL SUPPLIES/OPERATION	0	86.86
						Totals for 83395	606.00
83396	THE MASTER TEACHER I	JPAP05	05/06/2022	RETIREMENT GIFT - D WOLFGRAM	GENERAL FUND/GENERAL SUPPLIES/COMMUNITY RELATIONS	8002200082	112.95
						Totals for 83396	112.95
83398	NEOLA, INC.	JPAP05	05/06/2022	UPDATE SERVICE: VOLUME 31: NUMBER 2	GENERAL FUND/TECH/SOFTWARE SERVIC/GENERAL ADMINISTRATION	0	1,295.00
83398	NEOLA, INC.	JPAP05	05/06/2022	CONSULTATION - NEOLA SELECT HOURS BY OUR ASSOCIATE	GENERAL FUND/PERSONAL SERVICES/BOARD MEMBERS	0	320.00
						Totals for 83398	1,615.00
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	USDA COMMODITY ORDER	FOOD SERVICE FUND/FOOD/FOOD SERVICES	0	97.20
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	USDA COMMODITY ORDER	FOOD SERVICE FUND/FOOD/FOOD SERVICES	0	10.80
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/CENTRAL SUPPLY ROOM/FOOD SERVICES	0	287.06
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/FOOD/FOOD	0	1,669.31

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	SERVICES FOOD SERVICE FUND/GENERAL SUPPLIES/OPERATION	0	169.86
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/CENTRAL SUPPLY ROOM/FOOD SERVICES	0	208.92
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/FOOD/FOOD SERVICES	0	568.58
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/GENERAL SUPPLIES/OPERATION	0	343.34
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/CENTRAL SUPPLY ROOM/FOOD SERVICES	0	118.79
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/FOOD/FOOD SERVICES	0	1,179.95
83400	PERFORMANCE FOODSERV	JPAP05	05/06/2022	FOOD AND NON FOOD SUPPLIES	FOOD SERVICE FUND/GENERAL SUPPLIES/OPERATION	0	407.46
						Totals for 83400	5,061.27
83401	ROSHOLT SCHOOL DISTR	JPAP05	05/06/2022	TRACK INVITATIONAL AT PACELLI HIGH SCHOOL ON 5/5/22 PER AD BRAD JOHNSON	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	250.00
						Totals for 83401	250.00
83402	TWEET-GAROT MECHANIC	JPAP05	05/06/2022	HIGH STATIC PRESSURE TRIPPING	GENERAL FUND/REPAIR & MAINTENANCE SERVICES/BUILDINGS	0	436.00
						Totals for 83402	436.00
83403	UNIFIRST CORPORATION	JPAP05	05/06/2022	MATS & MOPS LWHS/MMS	GENERAL FUND/CLEANING SERVICES/OPERATION	0	41.66
83403	UNIFIRST CORPORATION	JPAP05	05/06/2022	MATS & MOPS LWHS/MMS	GENERAL FUND/CLEANING SERVICES/OPERATION	0	31.42
						Totals for 83403	73.08
83405	WISCNET	JPAP05	05/06/2022	WISCNET FEE FOR FIREWALL SERVICE	GENERAL FUND/ON-LINE COMMUNICATIONS/ADMIN ISTRATIVE TECHNOLOGY SERV	0	625.00
						Totals for 83405	625.00
83406	GLEN CAIRN GOLF COUR	JPAP05	05/10/2022	GOLF INVITATIONAL ON 5/12/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/COED GOLF	0	130.00
						Totals for 83406	130.00
83407	MENOMINEE INDIAN HIG	JPAP05	05/10/2022	CONFERENCE TRACK MEET ON 5/14/22	GENERAL FUND/DUES & FEES MEMBRSHIP/FT FEES/CO-ED TRACK	0	150.00
						Totals for 83407	150.00
202110206	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	GENERAL FUND/WI RETIREMENT FUND	0	8,366.54
202110206	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	SPECIAL EDUCATION FUND/WI RETIREMENT	0	1,345.94

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
202110206	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	FUND FOOD SERVICE FUND/WI RETIREMENT	0	311.95
202110206	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	FUND GENERAL FUND/WI RETIREMENT FUND	0	8,366.54
202110206	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	FUND SPECIAL EDUCATION FUND/WI RETIREMENT	0	1,345.94
202110206	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	FUND FOOD SERVICE FUND/WI RETIREMENT FUND	0	311.95
						Totals for 202110206	20,048.86
202110217	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	GENERAL FUND/WI RETIREMENT FUND	0	8,334.02
202110217	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	SPECIAL EDUCATION FUND/WI RETIREMENT FUND	0	1,330.57
202110217	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	FUND FOOD SERVICE FUND/WI RETIREMENT FUND	0	326.06
202110217	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	GENERAL FUND/WI RETIREMENT FUND	0	8,334.02
202110217	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	SPECIAL EDUCATION FUND/WI RETIREMENT FUND	0	1,330.57
202110217	WISCONSIN RETIREMENT	R9	04/28/2022	Payroll accrual	FUND FOOD SERVICE FUND/WI RETIREMENT FUND	0	326.06
						Totals for 202110217	19,981.30
202110237	EMPLOYEE BENEFITS CO	JPWI04	04/29/2022	HRA & BESTFLEX PLAN ADMIN FEES	GENERAL FUND/DISTRICT FEES / BANKING FEE/FISCAL	0	122.00
						Totals for 202110237	122.00
202110239	DIVERSIFIED BENEFIT	JPWI04	04/26/2022	HRA REIMBURSEMENTS	GENERAL FUND/HEALTH INSURANCE	0	290.63
						Totals for 202110239	290.63
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	GENERAL FUND/FICA (SOCIAL SECURITY)	0	8,250.54
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	SPECIAL EDUCATION FUND/FICA (SOCIAL SECURITY)	0	1,315.86
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	FUND/FICA (SOCIAL SECURITY)	0	343.34
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	GENERAL FUND/FICA (SOCIAL SECURITY)	0	1,929.56
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	SPECIAL EDUCATION FUND/FICA (SOCIAL SECURITY)	0	307.76
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	FUND/FICA (SOCIAL SECURITY)	0	80.31
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	GENERAL FUND/FEDERAL INCOME	0	831.00

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	TAX SPECIAL EDUCATION FUND/FEDERAL INCOME	0	225.47
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	TAX FOOD SERVICE FUND/FEDERAL INCOME	0	45.00
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	TAX GENERAL FUND/FEDERAL INCOME	0	24.00
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	TAX GENERAL FUND/FEDERAL INCOME	0	9,282.24
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	TAX SPECIAL EDUCATION FUND/FEDERAL INCOME	0	952.90
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	TAX FOOD SERVICE FUND/FEDERAL INCOME	0	220.02
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	TAX GENERAL FUND/FICA (SOCIAL SECURITY)	0	1,929.56
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	SPECIAL EDUCATION FUND/FICA (SOCIAL SECURITY)	0	307.76
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	FOOD SERVICE FUND/FICA (SOCIAL SECURITY)	0	80.31
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	GENERAL FUND/FICA (SOCIAL SECURITY)	0	8,250.54
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	SPECIAL EDUCATION FUND/FICA (SOCIAL SECURITY)	0	1,315.86
202110240	INTERNAL REVENUE SER	P9	04/29/2022	Payroll accrual	FOOD SERVICE FUND/FICA (SOCIAL SECURITY)	0	343.34
					Totals for 202110240		36,035.37
202110241	MASSMUTUAL FINANCIAL	P9	04/29/2022	Payroll accrual	GENERAL FUND/HARTFORD INS - TSA/ROTH	0	50.00
					Totals for 202110241		50.00
202110242	WEA TAX SHELTERED AN	P9	04/29/2022	Payroll accrual	GENERAL FUND/WEA TRUST - TSA/ROTH	0	100.00
202110242	WEA TAX SHELTERED AN	P9	04/29/2022	Payroll accrual	GENERAL FUND/WEA TRUST - TSA/ROTH	0	150.00
					Totals for 202110242		250.00
202110243	WISCONSIN DEPT OF RE	P9	04/29/2022	Payroll accrual	GENERAL FUND/STATE INCOME TAX	0	110.00
202110243	WISCONSIN DEPT OF RE	P9	04/29/2022	Payroll accrual	SPECIAL EDUCATION FUND/STATE INCOME TAX	0	5.00
202110243	WISCONSIN DEPT OF RE	P9	04/29/2022	Payroll accrual	FOOD SERVICE FUND/STATE INCOME TAX	0	20.00
202110243	WISCONSIN DEPT OF RE	P9	04/29/2022	Payroll accrual	GENERAL FUND/STATE INCOME TAX	0	4,864.74
202110243	WISCONSIN DEPT OF RE	P9	04/29/2022	Payroll accrual	SPECIAL EDUCATION	0	562.94

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
					FUND/STATE INCOME TAX		
202110243	WISCONSIN DEPT OF RE	P9	04/29/2022	Payroll accrual	FOOD SERVICE	0	113.26
					FUND/STATE INCOME TAX		
					Totals for 202110243		5,675.94
202110245	WEA MEMBER BENEFIT T	P9	04/29/2022	Payroll accrual	GENERAL FUND/WEA TRUST ADVANTAGE	0	40.00
					Totals for 202110245		40.00
202110246	DELTA DENTAL OF WISC	JPWI04	04/27/2022	DENTAL CLAIMS & ADMINISTRATION	GENERAL FUND/SELF FUND-EMPLOYER SHARE PREMI	0	1,070.55
					Totals for 202110246		1,070.55
202110247	DIVERSIFIED BENEFIT	JPWI04	04/26/2022	HRA CLAIMS	GENERAL FUND/HEALTH INSURANCE	0	1,250.72
					Totals for 202110247		1,250.72
202110248	EMPLOYEE BENEFITS CO	JPWI04	04/28/2022	FSA CLAIMS	GENERAL FUND/FLEX PLAN SY21-22	0	95.99
					Totals for 202110248		95.99
212200205	BREISTER, DANIEL	JPAP04	04/21/2022	VARSITY SOFTBALL OFFICIAL ON 4/18/22 VS MARION	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	100.00
					Totals for 212200205		100.00
212200206	BREISTER, STEVEN	JPAP04	04/21/2022	VARSITY SOFTBALL OFFICIAL ON 4/18/22 VS MARION	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	100.00
					Totals for 212200206		100.00
212200207	DRATH, RONALD	JPAP04	04/21/2022	VARSITY BASEBALL OFFICIAL ON 4/18/22 VS MARION	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
212200207	DRATH, RONALD	JPAP04	04/21/2022	VARSITY BASEBALL OFFICIAL ON 4/19/22 VS WITTENBERG BIRNAMWOOD	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
					Totals for 212200207		160.00
212200208	TOMLINSON, JACK	JPAP04	04/21/2022	VARSITY BASEBALL OFFICIAL ON 4/18/22 VS MARION	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
					Totals for 212200208		80.00
212200209	VAN DAALWYK, WILLIAM	JPAP04	04/21/2022	VARSITY BASEBALL OFFICIAL ON 4/19/22 VS WITTENBERG BIRNAMWOOD	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
					Totals for 212200209		80.00
212200210	AANONSEN, DONALD	JPAP04	04/27/2022	VARSITY SOFTBALL OFFICIAL ON 4/26/22 VS SHIOCTON	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	100.00
212200210	AANONSEN, DONALD	050422	04/27/2022	VARSITY SOFTBALL OFFICIAL ON 4/26/22 VS SHIOCTON	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	-100.00

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
						Totals for 212200210	0.00
212200211	SMITH, GLENDA	JPAP04	04/27/2022	VARSITY SOFTBALL OFFICIAL ON 4/26/22 VS SHIOCTON	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	100.00
						Totals for 212200211	100.00
212200212	DRAEGER, KRYSTAL	JPAP04	04/29/2022	REIMBURSE MILEAGE - 2 DAYS OF SKYWARD CONFERENCE AT WI DELLS ON 4/25 & 4/26, 2022	GENERAL FUND/EMPLOYEE TRAVEL/SCHOOL NURSE	0	245.70
						Totals for 212200212	245.70
212200213	DRATH, RONALD	JPAP04	04/29/2022	VARSITY BASEBALL OFFICIAL ON 4/28/22 VS WI VALLEY LUTHERAN	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
						Totals for 212200213	80.00
212200214	PETHKE, WALTER	JPAP04	04/29/2022	VARSITY SOFTBALL OFFICIAL ON 4/28/22 VS WI VALLEY LUTHERAN	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	100.00
						Totals for 212200214	100.00
212200215	RADLEY, DANIEL	JPAP04	04/29/2022	VARSITY SOFTBALL OFFICIAL ON 4/28/22 VS WI VALLEY LUTHERAN	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	100.00
						Totals for 212200215	100.00
212200216	DALLMAN, WILLIAM	JPAP05	05/04/2022	VARSITY BASEBALL ON 5/2/22 VS WHITE LAKE	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
212200216	DALLMAN, WILLIAM	JPAP05	05/04/2022	VARSITY SOFTBALL OFFICIAL ON 5/3/22 VS WITTENBERG-BIRNAMWOOD	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	70.00
						Totals for 212200216	150.00
212200217	DRATH, RONALD	JPAP05	05/04/2022	VARSITY BASEBALL VS WHITE LAKE ON 5/2/22	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	80.00
						Totals for 212200217	80.00
212200218	ROLOFF, ROBERT	JPAP05	05/04/2022	VARSITY SOFTBALL ON 5/3/22 VS WITTENBERG-BIRNAMWOOD	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	70.00
						Totals for 212200218	70.00
212200219	AANONSEN, DONALD	050422	04/27/2022	VARSITY SOFTBALL OFFICIAL ON 4/26/22 VS SHIOCTON	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	100.00
						Totals for 212200219	100.00
212200220	CONNOLLY, JANINE	JPAP05	05/06/2022	TRANSPORTING STUDENT	SPECIAL EDUCATION FUND/CONTRACTED PUPIL TRANSPORTATIO/SPECIA L EDUCATION HDCP	0	681.99
						Totals for 212200220	681.99
212200221	DALLMAN, WILLIAM	JPAP05	05/10/2022	VARSITY BASEBALL DOUBLEHEADER	GENERAL	0	160.00

CHECK NUMBER	VENDOR	BATCH NUMBER	CHECK DATE	INVOICE DESCRIPTION	ACCOUNT DESCRIPTION	PO NUMBER	AMOUNT
				VS TIGERTON ON 5/9/22	FUND/PERSONAL SERVICES/BOYS BASEBALL		
					Totals for 212200221		160.00
212200222	DRATH, RONALD	JPAP05	05/10/2022	Varsity Baseball Doubleheader VS TIGERTON ON 5/9/22	GENERAL FUND/PERSONAL SERVICES/BOYS BASEBALL	0	160.00
					Totals for 212200222		160.00
212200223	HALUSKA, JAMES JR	JPAP05	05/10/2022	Varsity Softball Official vs Laona on 5/6/22	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	70.00
					Totals for 212200223		70.00
212200224	HODGSON, STEVE	JPAP05	05/10/2022	Varsity Softball Official vs Laona on 5/6/22	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	70.00
					Totals for 212200224		70.00
212200225	PETHKE, WALTER	JPAP05	05/10/2022	Varsity Softball Doubleheader VS TIGERTON ON 5/9/22	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	140.00
					Totals for 212200225		140.00
212200226	RADLEY, DANIEL	JPAP05	05/10/2022	Varsity Softball Doubleheader VS TIGERTON ON 5/9/22	GENERAL FUND/PERSONAL SERVICES/GIRLS SOFTBALL	0	140.00
					Totals for 212200226		140.00
					Totals for checks		178,813.49

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	72,469.42	0.00	79,132.70	151,602.12
21	Special Revenue Trust Fund	0.00	0.00	50.00	50.00
27	SPECIAL EDUCATION FUND	10,346.57	0.00	7,374.40	17,720.97
50	FOOD SERVICE FUND	2,594.10	0.00	6,274.62	8,868.72
80	COMMUNITY SERVICE FUND	0.00	0.00	571.68	571.68
***	Fund Summary Totals ***	85,410.09	0.00	93,403.40	178,813.49

***** End of report *****

Name	Reference	Trans Date	Description	Post Date	Amount
		04/01/2022	FOR WEEK OF 3/28 TO 4/1	04/01/2022	1,400.00
			Totals for 15910		1,400.00
		04/01/2022	MS ATHLETICS	04/01/2022	60.00
			Totals for 15911		60.00
		04/01/2022	CAPP ENGLISH	04/01/2022	100.00
			Totals for 15912		100.00
		04/01/2022	PARKING PERMIT	04/01/2022	5.00
			Totals for 15913		5.00
		04/01/2022	HS YEARBOOK	04/01/2022	58.00
			Totals for 15914		58.00
		04/01/2022	MS YEARBOOK	04/01/2022	28.00
			Totals for 15915		28.00
		04/01/2022	ATHLETIC FEE FOR ST PAUL STUDENTS	04/01/2022	255.00
			Totals for 15916		255.00
		04/01/2022	MES FOOD SERVICE FOR WEEK OF 3/28 TO 4/1	04/01/2022	238.00
			Totals for 15917		238.00
		04/01/2022	DRAMA - THE MOUSETRAP ADMISSIONS	04/01/2022	1,230.35
			Totals for 15918		1,230.35
		04/01/2022	INTEREST ACCOUNT FOR WORK PERMITS	04/01/2022	20.00
			Totals for 15919		20.00
		04/08/2022	CHROMEBOOK REPAIRS	04/08/2022	60.00
			Totals for 15926		60.00
		04/08/2022	MES FOOD SERVICE DEPOSIT FOR 4/4 - 4/8	04/08/2022	175.00
			Totals for 15928		175.00
		04/08/2022	GRADUATION STOLES	04/08/2022	476.95
			Totals for 15929		476.95
		04/08/2022	CHROMEBOOK REPAIRS	04/08/2022	60.00
			Totals for 15930		60.00
		04/08/2022	MS ATHLETIC FEES	04/08/2022	15.00
			Totals for 15931		15.00
		04/08/2022	FOOD SERVICE FOR WEEK OF 4/4 TO 4/8	04/08/2022	919.00
			Totals for 15932		919.00
		04/08/2022	MS WRESTLING TOURNAMENT FEE - ROSHOLT	04/08/2022	40.00
			Totals for 15933		40.00
		04/08/2022	FORWARD HEALTH DHS	04/08/2022	4,071.27
			Totals for 15934		4,071.27
		04/08/2022	EEN CATEGORICAL AID PAYMENT FROM CESA #5	04/08/2022	1,285.41
			Totals for 15935		1,285.41
		04/08/2022	WORK PERMIT	04/08/2022	10.00
			Totals for 15936		10.00
		04/08/2022	CLASS OF 2027 PAYMENT	04/08/2022	5.00
			Totals for 15937		5.00
		04/08/2022	CLASS OF 2025 PAYMENT	04/08/2022	10.00
			Totals for 15938		10.00
		04/08/2022	STUDENT COUNCIL CONCESSIONS FOR SOLO & E	04/08/2022	120.00
			Totals for 15939		120.00
		04/08/2022	DRAMA DONATIONS FROM THE MOUSETRAP (3/27	04/08/2022	121.00
			Totals for 15940		121.00
		04/11/2022	BREAKFAST AID	04/11/2022	9,318.08
			Totals for 14256		9,318.08
		04/11/2022	NATIONAL SCHOOL LUNCH AID	04/11/2022	25,878.50
			Totals for 14257		25,878.50
		04/11/2022	COMMODITY CHARGES	04/11/2022	-747.85

Name	Reference	Trans Date	Description	Post Date	Amount
			Totals for 14258		-747.85
		04/11/2022	LOTTERY TAX CREDIT	04/11/2022	156,407.67
			Totals for 15927		156,407.67
		04/12/2022	GET KIDS AHEAD GRANT AWARD	04/12/2022	18,815.00
			Totals for 15925		18,815.00
		04/13/2022	I MATTER T-SHIRT SALE	04/13/2022	994.00
			Totals for 15941		994.00
		04/14/2022	CHROMEBOOK FEE	04/14/2022	30.00
			Totals for 15944		30.00
		04/14/2022	HS FOOD SERVICE FOR WEEK OF 4/11-4/14	04/14/2022	1,282.50
			Totals for 15945		1,282.50
		04/14/2022	ES FOOD SERVICE FOR WEEK OF 4/11-4/14	04/14/2022	92.00
			Totals for 15946		92.00
		04/14/2022	FFA DESSERT AUCTION	04/14/2022	3,450.00
			Totals for 15947		3,450.00
		04/14/2022	SHAKE SALE	04/14/2022	143.00
			Totals for 15948		143.00
		04/14/2022	COMMUNITY COUNTRY DINNER SHOW - SCHOLARS	04/14/2022	750.00
			Totals for 15949		750.00
		04/14/2022	FOR POST PROM FROM TREEHOUSE FOODS	04/14/2022	500.00
			Totals for 15950		500.00
		04/14/2022	MEDICAID	04/14/2022	4,296.80
			Totals for 15951		4,296.80
		04/14/2022	DONATION FOR GSA - J. JOHNSON	04/14/2022	500.00
			Totals for 15952		500.00
		04/14/2022	DONATION FOR FFA - J. JOHNSON	04/14/2022	500.00
			Totals for 15953		500.00
		04/25/2022	COMMON SCHOOL FUNDS	04/25/2022	37,079.00
			Totals for 15942		37,079.00
		04/25/2022	EDUCATOR EFFECTIVENESS EVAL SYSTEM GRANT	04/25/2022	4,000.00
			Totals for 15943		4,000.00
		04/29/2022	HS FOOD SERVICE FOR WEEK OF 4/18 TO 4/22	04/29/2022	1,118.25
			Totals for 15955		1,118.25
		04/29/2022	HS FOOD SERVICE FOR WEEK OF 4/25 TO 4/29	04/29/2022	978.15
			Totals for 15956		978.15
		04/29/2022	CATERING FOR FFA - MILK	04/29/2022	94.80
			Totals for 15957		94.80
		04/29/2022	MOBILE HOME TAX	04/29/2022	1,358.03
			Totals for 15958		1,358.03
		04/29/2022	FITNESS CENTER	04/29/2022	320.00
			Totals for 15959		320.00
		04/29/2022	BONDUEL - MS WRESTLING	04/29/2022	40.00
			Totals for 15960		40.00
		04/29/2022	MES FOOD SERVICE FOR WEEK OF 4/25 TO 4/2	04/29/2022	223.00
			Totals for 15961		223.00
		04/29/2022	MES FOOD SERVICE FOR WEEK OF 4/15 TO 4/2	04/29/2022	232.30
			Totals for 15962		232.30
		04/29/2022	CHROMEBOOK CHARGE	04/29/2022	30.00
			Totals for 15963		30.00
			Total for Cash Receipts		278,446.21

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	0.00	220,401.65	0.00	220,401.65
21	Special Revenue Trust Fund	0.00	6,859.35	0.00	6,859.35
27	SPECIAL EDUCATION FUND	0.00	9,653.48	0.00	9,653.48
50	FOOD SERVICE FUND	6,658.20	35,291.38	-747.85	41,201.73
80	COMMUNITY SERVICE FUND	0.00	330.00	0.00	330.00
***	Fund Summary Totals ***	6,658.20	272,535.86	-747.85	278,446.21

***** End of report *****

6/13/22

School District of Manawa Field Trip/Transportation Permit Form

Field Trip Permit Forms must be submitted at least two weeks in advance. School day trips must return to school no later than 2:45 p.m. to coordinate with dismissal and bussing schedules.

Reminder – Overnight and Water Related trips require BOE approval. Plan approval at least two months in advance.

Trip Name State FFA Convention Grade/Class FFA 9-12th

Teacher/Coach (responsible for trip) Sandy Cordes Cell # 608-604-0077

Date(s) of trip 6/13/22 to 6/16/22 + Jim Melby (Wigner w/ Ag teacher)

Destination and Address: 1919 Alliant Energy Center, Madison, WI

Itinerary of trip (attach sheets as necessary): Is this an overnight or water related trip? yes no

Schedule not available yet. State FFA Chorus participation, award sessions, state delegates, motivational speakers, networking w/ other chapters

Purpose of trip (include curriculum guide learner outcome or competency references):

To develop premier leadership, personal growth, and career success

No. of Students 7 No. of Teachers 1 No. of Chaperones 1 GROUP TOTAL 8

Departure time 1 pm Return time 4 pm Total hours 7.5 No. of Buses 0

Start (pick up) point Ag room Return (drop off) point Ag room

Require wheel chair accessible bus no bus needed

FIELD TRIP COSTS (NO student participation fee can be required without prior Board of Education approval.)

On-transportation costs (Planner completes for all field trips)

A. Total school-paid miscellaneous costs (admission, tickets, supplies, etc.) A. \$ _____
FD _____ LOC _____ OBJ _____ FUNCTION _____ PROJ _____

B. Per pupil student-paid miscellaneous costs B. \$ _____

C. Lunch plans (check all that apply)

- Students will bring a sack lunch from home X
- Food service staff will prepare box lunches _____
- Lunch will be purchased at site of field trip X
- Not applicable _____

Some meals will be ordered ahead of time

NOTE: ALL PARTICIPANT FIELD TRIP FEES ARE TO BE PAID TO THE SCHOOL/DISTRICT PRIOR TO THE TRIP.

Staff member(s) responsible for administering medication to students Sandy Cordes

APPROVED Don Woffgram DATE 4/2/22
Principal

- Forms Distribution:
- Kobussen Buses LTD.
 - District Nurse
 - Business Manager
 - School Office
 - Activities Director (as applicable)

van booked

D. TRANSPORTATION: (Complete all that apply.)

School Van – Call LWHS/MMS to reserve van. **Reservation completed by:** Krystal

Private Vehicles – Provide the information for each driver as noted in the table below.

Private vehicle data submitted by: _____

Principal confirms submission of required documents to District Office: _____

Bussing costs (To be completed by Kobussen)

Total transportation charge: \$ _____

Transportation paid by SDM account: (To be completed by Principal)

FD _____ LOC _____ OBJ _____ FUNCTION _____ PROJ _____

Transportation paid by other organization name and address:

Transportation Request Directions

The following information is provided to ensure a consistent and clear process when transportation services are needed for a school trip.

1. Staff member completes the Field Trip / Transportation Permit Form and submits it to the building principal. Be sure that all applicable sections of the form are filled out in detail.
2. The building principal will review and approve/deny the trip and proceed as follows:

Bussing – Kobussen	School Van	Personal Vehicles
A copy of the form will be forwarded to Mrs. Thompson @ MES and Mrs. Koehn @ LWHS/MMS for all trips requiring bussing services. Mrs. Thompson and Mrs. Koehn will be the point of contact with Kobussen for all trip arrangements. Please contact Mrs. Tohm for all athletic trips/bussing inquiries.	A copy of the form will be forwarded to Mrs. Koehn, when the district van is being reserved. <i>Draeger</i>	Submit a copy of the following to District Office: <ul style="list-style-type: none">• Valid Wisconsin driver's license. Driver must be at least 21 yrs. old.• Certification of insurance for at least the minimum required by Wisconsin law.• Vehicle inspection report from a certified auto dealership or service center.
Kobussen will build the trip and provide the quote for transportation.	Mrs. Koehn will enter the reservation on the District Vehicle shared Google calendar.	Verify vehicle has the proper number of safety belts for the number of passengers per state law.
Both the principal and staff trip organizer must approve the transportation quote.	On the day before or day of the trip, vehicle keys can be checked out of the high school office.	Verify that the vehicle has a first aid kit.
Kobussen will receive confirmation of an accepted quote from Mrs. Thompson, Mrs. Koehn, and Mrs. Tohm and will book the trip	Complete the Vehicle Usage Form. Return the completed report, gas credit card, and vehicle key to Carrie Koehn . Send the completed form with any receipts to the Business Manager following each trip.	



School District of Manawa
Students Choosing to Excel, Realizing Their Strengths

4/27/2022

Dear Manawa Board of Education,

I am writing to you to announce that I will be officially retiring from education at the conclusion of this school year. After thirty-three years of working in this profession, I believe I am ready for my next chapter.

I want to thank the Manwa Board of Education and the Manawa community for allowing me the privilege and honor to lead such a caring group of professional educators and dedicated colleagues. I will always be grateful for the personal and professional relationships that have sustained me through my eight years as an educational leader.

My last day of service will be Friday June 3, 2022. I will be utilizing my earned vacation days through the remainder of my 2022 contract.

Your in Education,

Dan Wolfgram

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5/1/2022

Dear Dr. Oppor, Danni, and Dan,

I am writing this letter to inform you that I have accepted a position in Waupaca for the 2022-2023 school year. I'm heading back to the Elementary level as a Special Education Teacher.

It's been an absolute pleasure to work with you all and your phenomenal team of educators. I've been blessed by this opportunity to grow and learn what special education is all about. It's truly turned into a passion to teach students with disabilities.

It's bittersweet but I have missed teaching at the Elementary level and will not have to commute everyday. Thank you for your tremendous support and leadership. I will always cherish my memories of being part of the Wolfpack!

All my best,
Jessica Hauser



Students choosing to excel; realizing their strengths

To: Board of Education
From: Michelle Johnson, District Literacy Specialist
Date: 04/11/2022
Re: Summer School Course and Staffing Adjustment

The purpose of this memo is to request the addition of a course and staffing adjustment for the School District of Manawa 2022 Summer School Adventure. In response to parents reaching out to Ms. Anderson and Ms. Seka with a request for this course, as well as the student interest children interacting with Ms. Anderson and Ms. Seka during the regular school year, it is proposed that an additional course is offered to our students for Summer School Adventure 2022.

New Course Proposal from Mrs. Megan Anderson and Jill Seka

Grades K-5

15 days

4 hours/day

Zoomania (By invitation only)

An opportunity for all of our exceptional learners in grades K-5 to continue to expand their functional, academic, social, and communication skills. Students will learn all about Zoos in a fun, sensory, and play-based environment. Teachers will be using a unit from our Made for Me Literacy curriculum which targets reading and math as well as incorporating some cooking, sensory and art projects.

Co-Taught- Ms. Megan Anderson and Jill Seka

Projected students- 14 students



Students choosing to excel; realizing their strengths

To: Board of Education
From: Michelle Johnson, District Literacy Specialist
Date: 04/11/2022
Re: Summer School Course and Staffing Adjustment

The purpose of this memo is to request course and staffing adjustment for the School District of Manawa 2022 Summer School Adventure. Due to the large numbers of students interested in taking Beginning Guitar, and to expand course options for grades one through three, the summer school administrative team is requesting approval for the course adjustment below:

From– (which could only have a max of 6 students)

Beginning Guitar and Music

Grades 1-3

15 days

1 hour/day

Students will learn basic fingerpicking, notation, rhythm, strumming and three basic chords (Tonic, Dominant, Subdominant) as well as how to tune the guitar. An acoustic guitar (from school) will be provided. A small presentation will be given at the end of the three weeks for parents/family for students to showcase their music.

Revised proposed course:

Experimenting with Music (max is 25-30 students)

Grades 1-3

Students will learn songs on a variety of instruments from boomwhackers to handbells to xylophones. In addition, they will experiment with making and playing water harps, straw pan pipes, and other instruments, as well as an introduction to body percussion. We will use popular songs such as "Encanto's" "We Don't Talk About Bruno" and others. This is a fun and accessible class for the younger students.

Additionally, please see below for staffing changes and the rotation schedule for the weightlifting course.

Updated Weightlifting Schedule and staffing

Weightlifting will take place Mondays through Thursdays starting June 6th through July 29th. The hours will be from 6:30 to 9:30 am.

The staff will consist of Gen Gunderson, Patrick Collins, Casey Johnson, Brad Johnson, Jeff Bortle, Jake Kaczorowski, and Jim Rawlings. They will work on a rotating schedule. The hours indicated here are a rough estimate.

Gen Gunderson- 6 hours per week * 7 weeks = 42 hours

Patrick Collins- 6 hours per week * 7 weeks = 42 hours

Casey Johnson- 9 hours per week * 7 weeks = 63 hours

Brad Johnson - 9 hours per week * 7 weeks = 63 hours

Jeff Bortle- 6 hours per week * 7 weeks = 42 hours

Jake Kaczorowski- 6 hours per week * 7 weeks = 42 hours

Jim Rawlings- 6 hours per week * 7 weeks = 42 hours

Monday	Tuesday	Wednesday	Thursday
6:30- 8:00 am	6:30- 8:00 am	6:30- 8:00 am	6:30- 8:00 am
7:30- 8:30 am **	7:30- 8:30 am**	8:00- 9:30 am	7:30- 8:30 am**
8:00- 9:30 am	8:00- 9:30 am		8:00- 9:30 am

** These workouts will be run by Gen Gunderson & Patrick Collins. All others will be run by the other coaches in a rotation.



ThedaCare®

*Thank you for your dedication
and passion for educating our
children and young adults!*

Amy Jzla

*Thank you for children and families in our
community!*

*Kellie Bredenk
VP ThedaCare New London*

Monthly Enrollment Count for SY2021-2022

Grade	1-May-21	Sept 15,21	3rd Fri SEPT	OCT	NOV	DEC	JAN	2nd Fri JAN	FEB	MAR	APR	MAY
EC / Speech .5	4	2	2	2	4	4	4	4	5	6	6	6
4K .6	23	32	31	31	31	32	32	32	31	31	31	31
Kdg	32	24	24	25	25	26	26	25	26	26	26	26
1	33	31	31	32	32	32	32	32	32	32	32	32
2	28	35	35	35	34	34	34	34	34	33	33	34
3	57	26	26	26	25	25	25	25	25	25	25	25
4	32	59	59	59	58	58	58	58	58	57	57	58
5	29	32	32	32	33	33	33	33	33	33	32	32
6	49	33	33	33	34	34	34	34	32	32	33	33
7	34	50	50	50	51	51	51	52	52	52	52	51
8	40	33	33	34	33	33	33	33	32	32	32	32
9	60	51	51	51	51	51	51	51	50	50	50	50
10	59	59	59	58	57	56	56	56	56	56	55	55
11	50	59	59	59	59	59	59	59	57	57	57	57
12	64	52	52	53	53	53	53	52	55	56	55	55
Students Enrolled	594	578	577	580	580	581	581	580	578	578	576	577
Less OE IN (non-resident)	-16	-21	-21	-21	-21	-27	-27	-27	-27	-28	-27	-28
Plus OE OUT (resident)	90	90	90	90	92	92	92	92	94	95	94	94
Less Tuition Sharing	-1	0	0	0	0	0	0	0	0	0	0	0
Students in CESA Program	-2	-2	-2	-2	-2	-2	-2	-2	-1	-1	-1	-1
Total Resident Count	665	645	644	647	649	646	646	645	645	645	643	643

All Active ()
All Active ()

Note: September Open Enrollment numbers are tentative until after the 3rd Friday Count and Open Enrollment is Verified with other districts.



School District of Manawa

Students Choosing to Excel, Realizing Their Strengths

To: Dr. Melanie J. Oppor, BOE
From: Danni Brauer
Date: 5/10/22
Re: MES/Special Education Update

Manawa Elementary School

- May 10th is a big night at MES. We will be hosting the Art Fair, Book Fair, 4th-grade instrument petting zoo, and Title Night. Students will be treated to a free Ice Cream Treat!
- Testing has been completed at MES. 3rd, 4th, and 5th graders will be celebrating on May 11th in the afternoon. They get to choose from 4 options (movie, crafts, karaoke, or coloring) to spend their time and then will get a treat for working so hard over-testing.
- At the last staff meeting, Forward Exam proctors debriefed the testing process this year. A change that will be made next year is to have the 4th-grade tests alone over 1 week for all their sessions. This year 4th grade completed 3 social studies and 2 science sessions one week and then 3rd, 4th, and 5th graders all completed 4 ELA and 3 math sessions over the next week. Proctors noticed that 4th graders were not trying as hard at the end of testing. Condensing their testing to 1 week will be rigorous but may keep their motivation. Having only 3rd and 5th-grade testing in 1 week will also help with the length of time for testing. All grade levels share a small group of proctors and juggling all the groups was difficult some days.
- The Student Council treated teachers to special tokens and announcements during teacher appreciation week.
- The PTO treated all staff to a catered lunch on Monday and breakfast on Friday of teacher appreciation week. Support staff provided a spread of snacks on Tuesday. Mrs. Johnson and I got staff coffee and donuts on Wednesday and cookies on Thursday. I was quite a week of good food!
- PTO is planning a Fun Day on June 2nd. We are so excited to have fun with each other before we leave for a rejuvenating summer vacation.

Special Education

- We are in the verification phase of the Reading Drives Achievement: Procedural Compliance Self-Assessment process. Step 1 included me sending samples of the changes that we made to paperwork that did not meet standards. DPI sent me a list of students and I submitted the corrections. Step 2 is starting. I submitted a list of students who had IEP meetings between January 15th and April 15th. DPI will send me a list of names of students whose paperwork must be submitted for review. A DPI representative will review the paperwork to ensure our IEPs are meeting compliance standards.



To: Dr. Melanie Oppor, Manawa Board of Education
Fr: Dan Wolfgram, Principal Little Wolf High School, Manawa Middle School
Date: 5/6/2022
Re: Staff and Program Highlights - May, 2022

Team Time and I-Ready Updates: Weekly Wednesday meetings continue to be utilized to meet with teachers in their content areas to analyze student data, and work with content-area standards. Erin Loritz is returning on Thursday May 12th to support the teachers. I-Ready testing has been completed and teachers are now analyzing the data. Initial analysis is confirming what we are seeing on state assessments. We believe this tool will be an integral part of the RtI process.

AP Testing: Advanced Placement testing is occurring May 2 - May 13th. Thanks go to Janine Connolly for facilitating the proctor schedule and the testing. Students are taking tests in the following disciplines:

- US Government and Politics
- Environmental Science
- Psychology
- Literature
- Comparative Government and Politics
- Human Geography
- US History
- Microeconomics
- Calculus
- Biology
- Music Theory

Transition Planning: On Wednesday May 4th, I spent the day collaborating with Cathy Clarkson of Cesa 6, developing a transition plan for the next secondary principal. I will meet one additional time before the end of the year to finalize the plan.

Athletics: May will continue to be a very busy month for athletics. The wet and cool spring has caused the schedule to be very full for student competition in May.

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Students choosing to excel; realizing their strengths.

To: Board of Education
From: Carmen O'Brien
cc: Dr. Melanie Oppor
Date: 5/6/2022
Re: Business Office Monthly Update - May

It is the time of year that things get very busy preparing to close out this school year and open the next.

I have spent time these past weeks preparing the documents for the insurance renewals. The SDM is part of a consortium of over 50 school districts and CESAs called WERMC, Wisconsin Educators Risk Management Cooperative. Our organization negotiates together to get the best possible rates and service. Mr. Marzofka is working very hard on the cybersecurity portion of this paperwork and I have completed and submitted the liability, crime, and workers comp renewal applications.

May is our open-enrollment period for our health, dental, and vision insurance plans. The SDM benefit plan year runs in conjunction with the school fiscal year, July 1 to June 30. Information went out to all staff on May 2, 2022 about changes in cost as well as a reminder to let the District Office know about any changes that employees wish to make with these plans.

May is also the time I start scrutinizing the accounts. I spend a great deal of time going through the Federal grant programs. The SDM submits a budget to DPI through then makes claims to be reimbursed through a portal called WISEgrants. There are 9 different grants maintained for the SDM and 7 different grants maintained for the private schools, mainly St. Paul Lutheran School. Much time is spent aligning the claims to the expense reports as well as completing additional reports for the entities that distribute the funds.

Last, I met with a rep from Marshfield Book & Stationary about updating furniture in the LWHS/MMS Commons and the LWHS Collaboration Space. The Finance Committee discussed this and other options. This is a potential project for the 2022-23 school year.

KOBUSSEN BUSES LTD.

Family Pride in Every Ride

May 4, 2022

April Transportation Report

Prepared For: School District of Manawa

To Whom it May Concern,

For the month of April there were 19 days of school and 20 extracurricular activity trips that went out.

During April, we had our annual state inspections that were conducted by Inspector Mike Jankowski with the Wisconsin State Patrol. We had a mechanic from Seymour assisting us in the process and everything went well. We continue to perform preventative maintenance on our buses as well.

Jehovala Cesar has learned his route and is doing very well! He enjoys the students and they seem to enjoy him as well! Brooke Schuelke is still in the training process and should be ready to test soon. She will become a substitute driver after she gets her license.

It is crazy to think that we are entering the last month of school! As we are near the end of the school year, we are starting to prepare for next school year already. I will be in contact with Carmen regarding student registration and what the process should look like for the upcoming school year.

As we head into summer break, this is a great time to apply for anyone that is interested in driving school bus. We are continuing our \$1,500 sign-on bonus for all new applicants. Training sessions could start right away when school gets out and be done by mid-July! Anyone interested can apply on our website: www.kobussen.com

If anyone has any questions, comments, or concerns, please do not hesitate to contact us: (920) 389-1500 or my email is: Jacob.elsner@kobussen.com. I appreciate any and all feedback!

Thank you,

Jacob Elsner
Terminal Manager
Kobussen Buses LTD



School District of Manawa

Students Choosing to Excel, Realizing Their Strengths

Mrs. Michelle Johnson
District Reading Specialist

May 9, 2022

To: Dr. Melanie Oppor, Manawa Board of Education

Fr: Michelle Johnson

Date: 5/9/2022

Re: District Literacy Highlights

MES Instructional Literacy/Cycles:

Purpose:

Instructional coaches partner with educators to analyze current reality, set goals, identify and explain teaching strategies to hit the goals, and provide support until the goals are met. Together, we provide opportunities to educate all students at the highest level.

KPI Literacy Data Update at the Secondary Level

The iReady universal assessment for both literacy and math is now underway, and the data gained is beneficial as it identifies specific student strengths and areas in need of support. When interpreting this data, strategic and aligned support/resources can be determined to best boost universal instruction, small group guided instruction, and can support individual student goal setting based on specific identified needs. Below, is data compiled to view as an overview:

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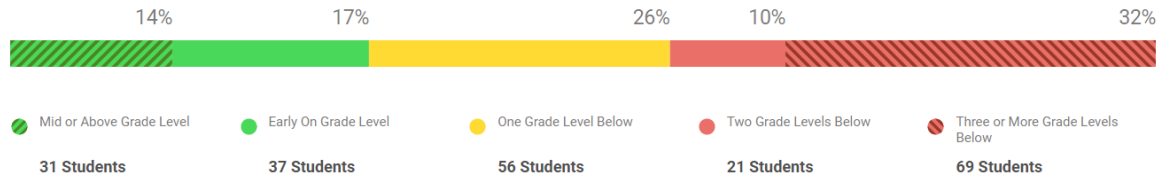
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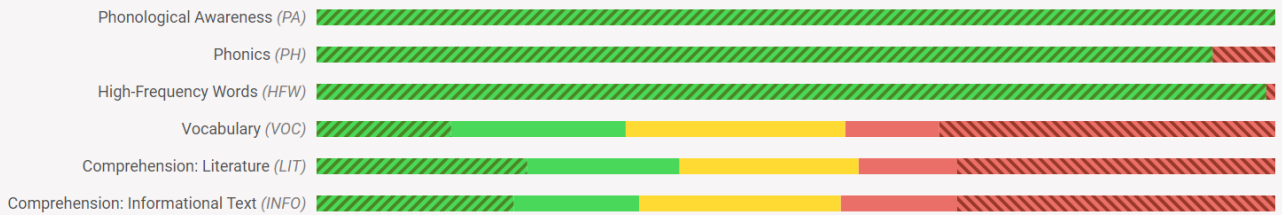


iReady Literacy, Grades 6-10



[i The Mapping Between 5-Level and 3-Level Placements](#)

Placement by Domain



Although not all students have yet completed the iReady, one may notice, the highest need for students at the secondary level are supports in vocabulary, comprehension literacy and informational texts.

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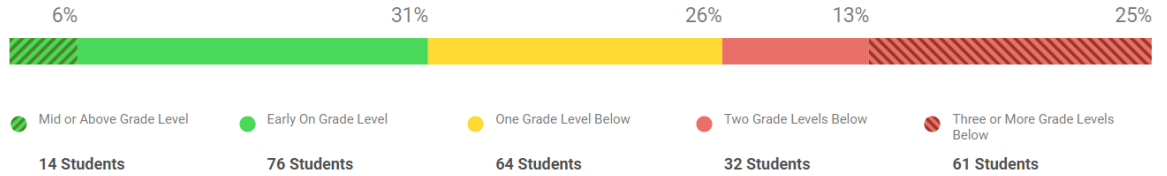


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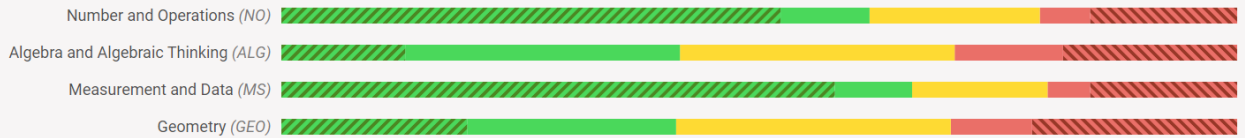
iReady Math (Grades 6-10)

Students Assessed/Total: 247/347

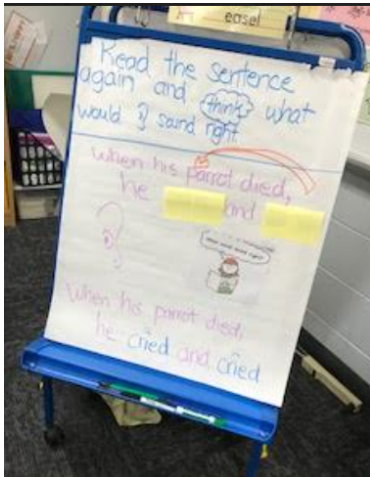


[The Mapping Between 5-Level and 3-Level Placements](#)

Placement by Domain



When interpreting the compiled iReady Math data, it can be observed that the greatest area of focus would be in Algebra/Algebraic Thinking and Geometry.



Literacy at the Elementary Level

As the end of the year approaches, teachers and students have initiated the Fountas and Pinnell Benchmarking as well as the iReady assessment process. This data is valuable when comparing student reading levels and literacy skills from the beginning of the year. Proactively, data collected can begin important data-driven discussions as to what students will need at the beginning of next year as well. It is exciting to celebrate with

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students with growth and help guide them in self-reflection over the year.

This year, our coaching focused on the development and implementation of the Interactive Read Alouds as well as the Strategic Mini-Lesson. In alignment to professional development offered over the summer, the elementary focus will be on progressing the strategic support provided during small group/guided instruction in reading and writing.



Literacy at the Secondary Level

Secondary ELA and math teachers will continue to develop the Literacy and Math Resources courses. On May 12th, with the guidance from instructional coaches and Erin Loritz from Cesa 6, data gathered from the iReady assessments, classroom summative/formative assessments, as well as the Forward/Aspire assessments will glean information as to what our students need most. From this data, we can begin to review resources, structure the classroom time, and provide training in alignment with skills students need additional support to continue to close the achievement gap. This

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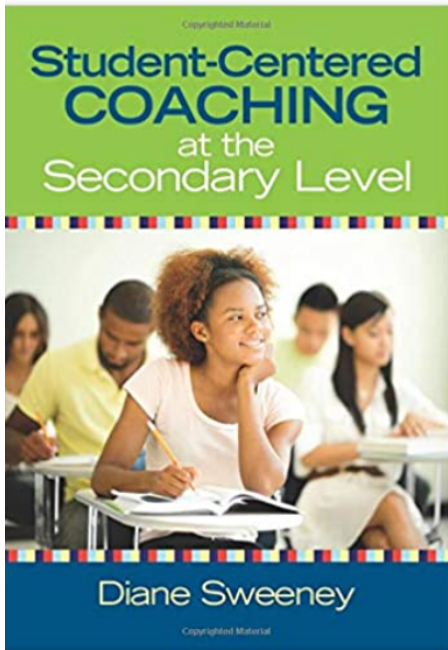


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data dig will provide the foundation for professional development, goal setting, and progress monitored throughout the year.

Instructional Coaching Book Study



While wrapping the initial book study *Student-Centered Coaching*, the instructional coaches expand coaching practices research to the secondary level. The book, *Student-Centered Coaching at the Secondary Level* by Diane Sweeney focuses on:

- *Tackling the challenge of coaching across a variety of content areas at the secondary level
- *Extending coaching to teams of teachers, rather than just individuals
- *Using standards, such as the Common Core, to coach toward specific goals for student learning
- *Embedding formative assessments into coaching conversations

The book study is projected to be next year's focus where the practices will be embedded throughout the math and literacy coaching cycles at

the secondary level.

Summer School Adventure 2022

Welcome to Summer School! parent letters are projected to be sent out to parents in the upcoming weeks with instructions as to how to review schedules online. Many Skills and Drills athletic opportunities with wrestling, basketball, and football have been shared with students as an additional way to become involved during summer school.

Upcoming Dates:

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June 6th-24th- 2022 Manawa Summer School Adventures

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Technology Board Report

May 16, 2022

Network and Server Infrastructure

Disaster recovery from the cloud testing successfully completed. Server configuration is still in process. Continued collaboration with insurance companies concerning Incident Response policies and procedures.

Skyward

Continuing to work with Skyward to address workflow. Will be looking at the following areas for development: Enrollment, Scheduling and End of Year process. Summer school online enrollment and registration for summer 2022 successfully completed. Putting together work groups to institute online enrollment and registration for the fall of 2022. Also putting together work groups to address Skyward end of year roll over.

Insurance Guidelines

In the process of completing the first of a series of questionnaires put out by the insurance company. The insurance company is suggesting updates to various networked systems and procedures: i.e. Server migration to 2019/2022, 2 Factor Authentication protocols and software and hardware evaluations, Professional Development around cyber security, increase depth in backups, Incident Response and Continuity of Services plans

Hardware Updates

Continue to wait for access points. Delayed due to chip shortage and shipping issues. Working with vendors to address shipping delays.

Minutes of a May 10, 2022 School District of Manawa Curriculum Committee Meeting

The meeting began at 5:00 p.m. in the MES Board Room, 800 Beech Street

Board Committee Members: Hollman (C), Riske, and Fietzer

In Attendance: M.Oppor, S. Reiersen, S. Riske, K. Jepson, M. Johnson, C. Fietzer

Timer/Recorder: Stephanie Riske

1. Consider Endorsement of Proposal to Change the Progress Monitoring Tool from STAR (Renaissance) to iReady as Presented. Committee would like to test all grade levels through 12th in the beginning of this testing tool. Motion by Riske / Fietzer to Endorse Proposal to Change the Progress Monitoring Tool from STAR (Renaissance) to iReady as Presented. Motion carried.
2. Update on Technology Education Curriculum Project. Motion by Riske / Fietzer to Endorse the Technology Education Curriculum Project. Motion carried.
3. Consider Endorsement of Summer School Course and Staffing Adjustment as Presented (Information / Action)
 - a. Addition of Course
 - b. Modification of CoursesMotion by Fietzer / Riske to Endorse the Summer School Course and Staffing Adjustment as Presented. Motion carried.
4. Curriculum Committee Planning Guide -Information
5. Next Meeting Date: June 9, 2022 at 6:00 p.m.
6. Next Meeting Items:
 - a. Consider Endorsement of LWHS Science Course Curriculum Revisions (Information / Action) - Summer 2022
 - b. Handbooks/Plans (Action - Annual Approval)
 - i. MES Student/Parent Handbook
 - ii. MMS Student/Parent Handbook
 - iii. LWHS Student/Parent Handbook
 - iv. SDM Chromebook Program
 - v. English Language Learner Plan
7. Motion by Riske / Fietzer to Adjourn at 6:10 p.m.

Minutes of a May 9, 2022 School District of Manawa Finance Committee Meeting

The meeting began at 5:00 p.m. MES Board Room, 800 Beech Street

Board Committee Members: Jepson (C), Fietzer, and Reiersen

In Attendance: Jepson, Fietzer, Reiersen, O'Brien, Oppor, Riske

Timer/Recorder: Reiersen

1. Consider Approval of Legal Depositories for the School District of Manawa as presented. Motion by Reiersen / Fietzer to Recommend Approval of Legal Depositories for the School District of Manawa as presented. Motion carried.
2. Consider Approval of Transportation Cost Increase. Motion by Fietzer/ Reiersen to Recommend Approval of Transportation Cost Increase percentage to 8% for 22-23 school year only. Motion carried.
3. MMS/LWHS Commons Furniture Addition- No Action
4. LWHS/MMS Custodial Position - 2nd Shift- No Action
5. School Finance 101 - The Funds and Fund Balance - Information
6. Monthly Financial Summary - Information
7. Consider Approval of Language for Letters of Intent and Memoranda of Understanding for Support Staff as presented. Motion by Reiersen / Jepson to Recommend Approval of Amended Language for Letters of Intent and Memoranda of Understanding for Support Staff as presented. Motion carried.
8. Finance Committee Planning Guide - Information
9. Next Finance Committee Meeting Date: June 13, 2022 at 5:00 p.m.
10. Next Finance Committee Items:
 1. School Finance 101 - Zero-based Budgeting and the Revenue Limit Worksheet
 - 2.
11. Motion by Fietzer / Reiersen to Adjourn at 7:43 p.m.

Minutes of a May 3, 2022 School District of Manawa
Policy and Human Resources Committee Meeting

The meeting began at 6:00 p.m. in the MES Board Room, 800 Beech Street

Board Committee Members: Reiersen (Chair), Riske and Jepson for the month of May

In Attendance: Reiersen, Riske, Jepson, Dr. Oppor, O'Brien, Abbey, Meier, Neumann

Timer/Recorder: Reiersen

1. Review, Discuss, and Act on Teacher Request Regarding No Paraprofessional. Motion by Riske / Jepson to Recommend Approval of a one time stipend of \$250.00 to staff and administration who have been employed from 9/10/21 thru 5/16/22 payable through ESSER II Covid Relief Funds. Motion Carried

Motion by Riske/ Jepson to Recommend Approval of a one time stipend of \$1100.00 to J. Abbey due to Covid staffing issues. Motion Carried

2. Discuss and Act on Dean of Students Request for a Stipend Increase. Motion by Jepson / Riske to Recommend on Dean of Students Request for a Stipend Increase to the full board. Motion carried.
3. Discuss Job Description and Title for Special Assignment Teachers and Secondary Resource Courses - Item to be reviewed again at next meeting
4. Consider Endorsement of PO8510 - Wellness as Presented - Item to be reviewed again at next meeting
5. Consider Endorsement of PO2431 - Interscholastic Athletics as Presented. Motion by Jepson / Riske to Recommend Endorsement of PO2431 - Interscholastic Athletics as Amended. Motion carried.
6. Consider Endorsement of PO6146 - Post-Issuance Compliance Policy as Presented. Motion by Jepson / Riske to Recommend Endorsement of PO6146 - Post-Issuance Compliance Policy as Amended. Motion carried.
7. Consider Endorsement of AG6146 - Post-Issuance Compliance Administrative Guidelines as Presented. No Action - AG will not be needed.

Items 8 through 13 to be covered at the next Policy & HR Committee meeting.

8. Consider Endorsement of PO2210 - Curriculum Development as Presented

9. Consider Endorsement of AG5463 - Student and Credit Transfer from Nonpublic Schools as Presented
10. Consider Endorsement of AG8600 - Transportation as Presented
11. Consider Endorsement of PO0155 - Committees as Presented
12. Consider Formation of Support Staff Job Satisfaction Committee (Information / Action)
 - a. Consider Staff Engagement Opportunities- KPI IV. Engagement & Satisfaction E., F., and G. Staff, Parent, and Student Surveys
 - b. Review Staff Survey (Information / Action)
13. Policy & Human Resources Committee Planning Guide (Information)
14. Set Next Meeting Date: Wednesday, June 1, 2022 at 5:00 pm
15. Next Meeting Items:
 - a. Handbook Annual Review:
 - i. Support Staff Handbook
 - ii. Information Technology Plan
 - iii. Coaches Handbook
 - b. School Nurse References - Nurse/Paramedical (Information / Action)
 - c. New Online AODA Program for Co- and Extra-curricular Violations (Information / Action)
 - d.
16. Motion by Riske / Jepson to Adjourn at 8:05 p.m.



Book	Policy Manual
Section	ON HOLD
Title	Copy of SCHOOL-SPONSORED PUBLICATIONS AND PRODUCTIONS
Code	po5722 - Current Policy with Additions
Status	Second Reading
Adopted	June 20, 2016

5722 - SCHOOL-SPONSORED PUBLICATIONS AND PRODUCTIONS

The Board sponsors student publications and productions as means by which students learn, under adult direction/supervision, the rights and responsibilities inherent when engaging in the public expression of ideas and information in our democratic society.

For purposes of this policy, school-sponsored student media shall include both student publications and productions. School-sponsored student media does not include student expression related to classes that are not directly associated with student publications/productions. The term publication shall include distribution, transmission, and dissemination of a student publication regardless of its medium. Student publications shall include any written materials, (including, but not limited to, banners, flyers, posters, pamphlets, notices, newspapers, playbills, yearbooks, literary journals, books, and t-shirts and other school-sponsored clothing), as well as material in electronic or on-line form (including, but not limited to, apps and services (as defined in Bylaw 0100, webpages/sites, weblogs ('Blogs'), video or audio clips, (postings of social media (as defined in Bylaw 0100), and newsletters of announcements transmitted by e-mail, text, wireless broadcast, or other similar distribution/dissemination).

The term performance shall include presentation and broadcast of a student production. Student productions shall include vocal, musical, and/or theatrical performance, impromptu dramatic presentation, or any electronic media (including, but not limited to, radio and television programs, videoblogs (vlogs), podcasts, social media (as defined in Bylaw 0100), and other video or audio productions that are recorded for re-broadcast or broadcast in real-time using any available broadcast technology) and other video or audio productions that are recorded for re-broadcast or broadcast in real-time using any available broadcast technology).

For purposes of this policy, school community is defined to include students, Board employees (i.e., administrators, and professional and support staff), parent/family members and other individuals who are invited by the District Administrator or authorized or otherwise permitted by the District Administrator to view a performance or receive directly from the District a publication and those who have been issued credentials to access the District's secure portal.

The following speech is unprotected and prohibited in all school-sponsored student publications and productions: speech that is defamatory, libelous, obscene, or harmful to minors (as that term is defined in Children's Internet Protection Action (CIPA)); speech that is reasonably likely to cause substantial disruption of or material interference with school activities or the educational process; speech that infringes upon the privacy or rights of others; speech that violates copyright law; speech that promotes activities, products or services that are unlawful (illegal) as to minors as defined by State or Federal law; and speech that otherwise violates school policy and/or State or Federal law. The Board authorizes the administration to engage in prior review and restraint of school-sponsored publications and productions to prevent the publication or performance of unprotected speech.

Student expression relates to classrooms or educational settings not otherwise directly associated with school-sponsored student publications/productions are nonpublic forums. As nonpublic forums, the content of such student expression can be regulated for legitimate pedagogical school-related reasons. School officials shall routinely and systematically review and, if necessary, restrict the content of these student expressions prior to publication/performance in a reasonable manner that is neutral as to the viewpoint of the speaker.

While ordinarily nonpublic forum student expression may only be published/performed to members of the school community, the District Administrator may authorize specific nonpublic forum student expression to be published/performed outside the school community (i.e., to the general public). A teacher, student, or group of students who wish to have nonpublic forum student expression published/performed outside the school community

must submit to the District Administrator a request for prior written approval for such publication/performance. See Board Policy 9160 – Public Attendance at School Events.

~~The Board of Education sponsors student publications and productions as means by which students learn, under adult direction/supervision, the rights and responsibilities inherent to public expression of ideas and dissemination of information in our democratic society.~~

~~For purposes of this policy, "school-sponsored student media" shall include both student publications and productions. "Student publications" shall include any written materials, (including, but not limited to, banners, flyers, posters, pamphlets, notices, newspapers, playbills, yearbooks, literary journals, books, and t-shirts and other school-sponsored clothing), as well as material in electronic or on-line form (including, but not limited to, websites, web logs ("blogs"), video or audio clips, and newsletters or announcements transmitted by e-mail, wireless broadcast or other similar distribution/dissemination). "Student productions" shall include vocal and theatrical performances, impromptu dramatic presentations, or any electronic media (including, but not limited to, radio and television programs, podcasts, and other video or audio productions that are recorded for re-broadcast or broadcast in real time using any available broadcast technology). Further, the term "publication" shall include distribution and dissemination of a student publication; and the term "performance" shall include presentation and broadcast of a student production. The following speech is unprotected and prohibited in all school-sponsored student publications and productions: speech that is defamatory, libelous, obscene or harmful to juveniles; speech that is reasonably likely to cause substantial disruption of or material interference with school activities or the educational process; speech that infringes upon the privacy or rights of others; speech that violates copyright law; speech that promotes activities, products or services that are unlawful (illegal) as to minors as defined by State or Federal law; and speech that otherwise violates school policy and/or State or Federal law. The Board authorized the administration to engage in prior review and restraint of school-sponsored publications and productions to prevent the publication or performance of unprotected speech.~~

All school-sponsored student publications and productions are nonpublic forums. While students may address matters of interest or concern to their readers/viewers, as nonpublic forums, the style and content of the student publications and productions can be regulated for legitimate pedagogical, school-related reasons. School officials shall routinely and systematically review and, if necessary, restrict the style and/or content of all school-sponsored student publications and productions prior to publication/performance in a reasonable manner that is neutral as to the viewpoint of the speaker. Legitimate pedagogical concerns are not confined to academic issues, but include the teaching by example of the shared values of a civilized social order, which consists of not only independence of thought and frankness of expression but also discipline, courtesy/civility, and respect for authority. School officials may **further** prohibit speech that is grammatically incorrect, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

While ordinarily school-sponsored student media may only be published/performed to members of the school community, the District Administrator may authorize specific student media to be published/performed outside the school community, (i.e., to the general public). A student or group of students who wish to have his/her/their student media published/performed outside the school community must submit to the District Administrator a request for prior written approval for such publication/performance. ~~The Board expressly authorizes the publication/performance of student media outside the school community (i.e. to the general public). See Board Policy 9160.~~

The building principal shall designate one or more professional staff members to serve as advisors for the purpose of establishing guidelines for appropriate subject matter for publication and with responsibility for compliance with established guidelines. The staff member shall review proposed content and promptly notify the student writers whether their proposed article will or will not be published.

Students shall not be disciplined and/or retaliated against for exercising and/or asserting their free speech rights as defined in this policy. Nothing in this policy, however, restricts the Board's ability to impose post-publication/performance discipline related to a student engaging in the impermissible publication/performance of unprotected speech.

Advertising is permitted in some school-sponsored student publications/productions as determined by the building administrator.

Advertisements submitted for publication or inclusion in a **publication or** production shall be reviewed by the building principal for a determination that they are appropriate for juveniles. The District Administrator retains the final authority to determine whether an advertisement is appropriate and will be included in a publication/production. Advertisements may be rejected for legitimate pedagogical school-related reasons unrelated to the viewpoint of the advertiser (e.g., the advertisement encourages action that would endanger the health and safety of students).

General Prohibitions

Regardless of their status as non-public or limited-purpose public forums, the Board prohibits publications, productions and advertisements that:

- A. promote, favor, or oppose any candidate for election or the adoption of any bond issue, proposal, or question submitted at any election;
- B. fail to identify the student or organization responsible for the publication/performance;
- C. solicit funds for nonschool organizations or institutions when such solicitations have not been approved by the Board.

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Last Modified by Melanie J Oppor on May 13, 2022



Book	Administrative Guideline Manual
Section	Archived Materials 4.25.22
Title	Copy of SCHOOL-SPONSORED STUDENT PUBLICATIONS AND PRODUCTIONS
Code	ag5722
Status	Second Reading
Adopted	August 20, 2018

5722 - **SCHOOL-SPONSORED STUDENT PUBLICATIONS AND PRODUCTIONS**

In general, the objectives of school-sponsored student publications and productions are to:

- A. communicate to those who are actively interested in the school – i.e., students, teachers, parents, administration, alumni, and other members of the school community;
- B. provide vehicles for the expression of student thought and action and to act as catalysts for helping students realize goals and objectives;
- C. create a wholesome school spirit and to support the best traditions of the school;
- D. promote and encourage school-sponsored activities;
- E. provide training in useful and purposeful writing, speaking, artwork, photography, and layout;
- F. create a desire for the best forms of journalism or theatrical production, both in and out of school;
- G. record in permanent form the history of the school;
- H. promote cooperation among taxpayers, parents, the school, and its students.

In implementing Board of Education Policy 5722, the following guidelines are applicable:

- A. Under those circumstances when the school-sponsored student media is subject to prior review and restraint, the following school officials are designated to conduct the prior review/restraint:
 1. Class/Activity Advisor
 2. Building principal
 3. District Administrator

Prior review involves the practice of a school official reading or previewing a student publication/production prior to its publication/performance. Prior restraint involves the practice of a school official – after reading or previewing the material – taking action to modify, inhibit, ban or restrain some or all of the style and/or content of the student publication/production prior to its scheduled publication/performance.

The reviewing school official may regulate the style and/or restrict the content of the student publication/production for legitimate pedagogical, school-related reasons. Any such prior review and restraint shall be conducted in a reasonable manner that is neutral as to the viewpoint of the speaker.

If an article/posting/publication/production is published/performed without being reviewed in advance and approved, the students involved in the unauthorized publication/performance may be disciplined.

B. Students who work on school-sponsored student media shall:

1. **determine the content of the school-sponsored student media publication/production (if the publication/production has been identified as a limited-purpose public forum);**
2. **if the student publication/production has been identified as a limited-purpose public forum, in the case of editorials or letters to the editor concerning controversial issues, determine the need for rebuttal;**
3. **endeavor to produce articles/postings/publications/productions media based upon professional standards of accuracy, objectivity and fairness;**
4. **comply with all State and Federal laws;**
5. **check and verify all facts and verify the accuracy of all quotations;**
6. **review and edit material to improve sentence structure, grammar, spelling and punctuation.**

C. Excellence in writing and/or speaking will be sought and the ethics of responsible journalism and/or literary merit will determine what will be published/performed. Presentation of facts or ideas is to be based on careful research.

D. Students shall have the right to express their views and attitudes on all issues provided the speech is not: 1) defamatory, libelous, obscene or harmful to juveniles; 2) reasonably likely to cause substantial disruption of or material interference with school activities or the educational process; 3) an infringement upon the privacy or rights of others; 4) a violation of copyright law; 5) a promotion of unlawful (illegal) activities, products or services as defined by State or Federal law; or 6) otherwise a violation of school policy and/or State or Federal law.

E. Language, pictures, music, or symbols that are obscene, libelous or protected by copyright and/or trademark are prohibited.

F. School publications/productions shall not promote, favor, or oppose any candidate for election or the adoption of any bond issue, proposal, or questions submitted at any election.

G. Advertisements shall reflect the spirit of these guidelines. Advertisements shall not be accepted that encourage or advocate violence or disregard of the law, promote the sale of any substance the use of which is prohibited by law (such as drugs and alcohol or of any paraphernalia associated with sex or drugs), any item that would be offensive to a significant population of the school community, or items not in keeping with school purposes or that violate State or Federal law.

H. All school-sponsored student publications and productions are subject to prior review by the class/activity advisor(s) and/or building principal.

I. The following types of student expression are not protected (i.e. such expression is subject to prior review and restraint, and/or disciplinary action subsequent to its publication/performance):

1. Expression that is obscene, harmful to juveniles and/or considered a sex offense under State or Federal law. "Harmful to juveniles" is defined as material or performance describing or representing nudity, sexual conduct, sexual excitement, or sadomasochistic abuse in any form to which all of the following apply:
 - a. the material or performance, when considered as a whole, appeals to the prurient interest of juveniles in sex;
 - b. the material or performance is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for juveniles; and
 - c. the material or performance, when considered as a whole, lacks serious literary, artistic, political, and scientific value for juveniles.
2. Expression that is defamatory (i.e., speech that is libelous or slanderous). Libelous statements are provably false and unprivileged statements of fact that demonstrate injury to an individual's or business's reputation in the community. If the allegedly false statement involves a "public figure" or a "public official" the statement must be published "with actual malice" to constitute libel (i.e., the speaker knew the statement was false or the speaker published it with reckless disregard of the truth and/or without trying to verify the truthfulness of the statement). If the allegedly false statement involves an individual who is not a public figure or public official, libel occurs if the speaker published

the statement willfully or negligently (i.e., the speaker failed to exercise reasonably prudent care when publishing the statement).

3. Expression that will cause or is reasonably likely to cause a substantial disruption of or material interference with school activities or the educational process, and/or an infringement upon the privacy and/or rights of others. For a school-sponsored student publication/production~~student media~~ to be considered disruptive, specific facts must exist upon which one could reasonably forecast that a likelihood of immediate, substantial material disruption to normal school activity or the educational process would occur if the publication or production is published/performed or has occurred as a result of the publication's or production's publication/performance. Mere undifferentiated fear or apprehension of disturbance is not enough; school administrators must be able affirmatively to show specific facts that reasonably support a forecast of likely disruption. In determining whether student media is disruptive, consideration should be given to the context of the publication/performance as well as the content of the material. In this regard, consideration should be given to past experience in the school with similar material, in dealing with and supervising the students in the school, current events influencing student attitudes and behavior, and whether there have been any instances of actual or threatened disruption prior to or contemporaneously with the publication/performance of the school-sponsored student media in question.

The duties of the faculty advisor and assistant advisors shall be to:

- A. serve in a liaison capacity between the publication/production's staff and the faculty and administration;
- B. establish criteria and standards by which students can assess the quality of their publication/production and their techniques;
- C. instruct members of the publication/production's staff in proper journalistic, literary, theatrical and/or broadcast techniques;
- D. advise, suggest, and edit syntax and punctuation when necessary;
- E. advise, counsel and supervise the editing process;
- F. interpret the foregoing guidelines (subject to final interpretation by the building principal or District Administrator).

[X] Monitoring Postings on School-Sponsored Student Media

~~Student (-X)~~ Staff who are charged with monitoring comments posted to social media platforms/sites that have been approved under Policy 7544 for use as school-sponsored student media shall fulfill their responsibility by verifying the age-appropriateness of the material, whether the comment includes unprotected speech, and whether the comment complies with posted rules for use of the forum and the platform/site's applicable terms of service. (↔)

[X] Prior to monitoring comments posted to District-approved Social Media, the ~~students (X-)~~ staff shall delineate the circumstances under which a comment will be removed and/or a reason to have their rights to post comments in the future restricted, suspended or terminated. (↔)

[X] The following content shall be removed:

- A. comments that contain profanity;
- B. comments that use language that is libelous, defamatory, obscene, threatening, offensive, demeaning, derogatory, disparaging, or abusive;
- C. comments that violate the Board's policies against discrimination and/or harassment based upon Protected Classes and/or that constitute hate-speech;
- D. comments that are off-topic;
- E. comments that encourage or support illegal activity;
- F. comments that contain material protected by copyright without the permission of the copyright owner;
- G. comments that violate a person's privacy rights and/or disclose protected information, including personally identifiable information (See also Policy 8330);
- H. comments that contain commercial messages.

{DRAFTING NOTE: SELECT EITHER OPTION #1 OR OPTION #2}

[X] OPTION #1

The Class/Activity Advisor will provide guidance and/or instruction to the students as they determine whether a person who posted an inappropriate comment should have the person's right to post future comments restricted, suspended or terminated.

~~[] OPTION #2~~

~~The Class/Activity Advisor will determine whether a specific comment needs to be removed and/or whether a person who posted an inappropriate comment should have the person's right to post future comments restricted, suspended or terminated.~~

~~[END OF OPTION #1 AND OPTION #2]~~

[X] When a comment is removed and/or a person's ability to post comments in the future is restricted, suspended or terminated, the ~~students~~ (X) Class/Activity Advisor who are responsible for making the determination to remove the comment or restrict the person's ability to post comments in the future shall memorialize the decision and the rationale for the decision in writing. The written explanation shall be attached to a written copy of the comment that was removed or that resulted in the person's future posting rights being restricted, suspended or terminated. If a person's right to post future comments is restricted, suspended or terminated, the ~~()~~students (X) Class/Activity Advisor will communicate, in writing, the decision to the person. ~~()~~

[X] If possible, the ~~students~~ (X) Class/Activity Advisor will notify, in writing, any person whose posting is removed, including the reason why the posting was removed. ~~()~~

[X] The documentation associated with the removal of a posting and/or the restricting, suspending or terminating of a person's ability to post in the future must be provided to the Class/Activity Advisor who will retain it for a period of 1 year after student graduates or leaves school system unless extended by consent. _____ years. [DRAFTING NOTE: Check for any associated records retention requirements and Policy 8315 – Information Management regarding litigation hold procedures.]

[X] Publishing Comments in School-Sponsored Student Media

[X] ~~()~~ Students (X) Staff who are charged with determining whether to publish a comment that was submitted in response to content in a school-sponsored student publication/production shall fulfill their responsibility by verifying the age-appropriateness of the material, whether the comment includes unprotected speech, and whether the comment complies with established/published rules for use of the student media.

[X] Prior to deciding whether to publish a comment submitted in response to content in a school-sponsored student publication/production, the ~~()~~students (X) staff shall delineate the criteria that will be used to decide which comments will be published.

[X] The following content will not be published:

- A. comments that contain profanity;
- B. comments that use language that is libelous, defamatory, obscene, threatening, offensive, demeaning, derogatory, disparaging, or abusive;
- C. comments that violate the Board's policies against discrimination and/or harassment based upon Protected Classes and/or that constitute hate-speech;
- D. comments that are off topic;
- E. comments that encourage or support illegal activity;
- F. comments that contain material protected by copyright without the permission of the copyright owner;
- G. comments that violate a person's privacy rights and/or disclose protected information, including personally identifiable information (See also Policy 8330);
- H. comments that contain commercial messages.

~~[DRAFTING NOTE: Select either Option 3 or Option 4]~~

[X] OPTION #3

The Class/Activity Advisor will provide guidance and/or instruction to the students as they determine which comments to publish.

~~#4 [] OPTION~~

~~The Class/Activity Advisor will decide which comments to publish.~~

~~#4][END OF OPTION #3 ADOPTION~~

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Last Modified by Melanie J Oppor on May 13, 2022



Book	Policy Manual
Section	ON HOLD
Title	Copy of GRADUATION REQUIREMENTS
Code	po5460
Status	Second Reading
Adopted	June 20, 2016
Last Revised	February 28, 2022

5460 - GRADUATION REQUIREMENTS

It shall be the policy of the Board to acknowledge each student's successful completion of the instructional program appropriate to the achievement of District goals and objectives as well as personal proficiency by the awarding of a diploma at fitting graduation ceremonies.

~~High School courses taken by middle school students shall appear on the student's high school transcript, along with the grade received however the grade and class will not be factored into the student's high school grade point average. (See Below)~~

The Board shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by this Board as provided by State law.

A student must meet the following graduation requirements in order to be eligible to receive a Little Wolf High School diploma:

- A. Students must attend high school for eight (8) semesters. Students may be eligible for early graduation in accordance with established policies and procedures. Students may have this requirement waived if the early graduation procedures established in the rules are followed.
- B. In accordance with State law, a board may not grant a high school diploma to any student unless, during the high school grades, the student has been enrolled in a class or has participated in an activity approved by the Board during each class period of each school day, or the student has been enrolled in an alternative education program (defined in s. 115.28(7)(e)1) or is participating in a Board-approved program that allows a student enrolled in the high school grades who has demonstrated a high level of maturity and personal responsibility to leave the school premises for up to one (1) class period each day if the student does not have a class scheduled during that class period.
- C. Credits - A Little Wolf High School diploma shall be granted upon successful completion of a total of 24 credits for the Class of 2023 and 25 credits for the Class of 2024 and beyond in grades 9 through 12 to include :

English	4 credits
Social Studies	3 credits
Physical Education	1 ½ credits
Health	½ credit
Math	3 credits
Science	3 credits
Financial Literacy/Employability Skills	1/2 credit
Electives for 2023	8.5 credits
Electives for 2024 and beyond	9.5 credits

In order to earn a high school diploma, a student must successfully complete a civics assessment in accordance with State statute.

A student must also have participated in a curriculum relating to financial literacy in order to earn a diploma.

The Board may approve a course or courses in career and technical education that it determines may satisfy up to a total of one (1) credit of mathematics and/or science credit. **If the Board approves a career and technical education course as qualifying for mathematics and/or science credit, any student may satisfy a total of one credit of required science and/or mathematics credits through the Board-approved career and technical education course.**

The Board does permit students to earn credit by demonstrating competency or creating a learning portfolio. A student shall not earn more than half (1/2) of the required credits through this process.

All required courses shall be successfully completed, and any failure shall be made up before a diploma will be issued.

D. Students with disabilities who properly complete the programs specified in their I.E.P. and have received the recommendation of the I.E.P. team may participate in graduation activities and may be awarded a diploma (provided the student satisfied the District's high school graduation requirements). The IEP team and any other necessary members will review the student's academic progress and the alternative achievement standards for graduation criteria.

E. Alternative Provisions for Earning a Manawa Little Wolf High School Diploma

A post-high school candidate is a student who is less than twenty-two (22) years of age at the time of their requested re-enrollment and whose class has previously graduated. District Administrator approval is required for all students who are twenty-two (22) years of age or older.

Post-high school candidates must meet the graduation requirements as established at the time of their re-enrollment and not the requirements that previously existed for the class of which s/he was a member.

F. Post-Secondary Course Work

Post-secondary course work to be applied toward a high school diploma must be taken through

1. correspondence/online school.

Such courses must be evaluated and approved by the high school principal in order to apply toward the high school diploma.

2. accredited college/technical college.

Course work taken at a college/technical college will be approved and credits earned apply toward a high school diploma if:

- a. The college/technical college course is not a duplicate of a high school course.
- b. If the course is a logical next step course in the subject sequence and is not offered in any form by the high school.
- c. If the desired course is not offered by the high school but is determined, by the principal, to meet the educational goals and interests of the student.

The costs for the above-described course work will be based upon and follow the policies established via the Early College Credit Program (ECCP).

G. Attendance

Current seniors, like all students, must comply with all attendance expectations as set forth in the district's Attendance/Tuancy Plan. A senior identified as truant during their last semester of coursework will not be permitted to participate in the graduation ceremony.

H. School Program Obligations

All fees, fines, detentions, and similar obligations arising from student participation in school programming must be fulfilled

before the student can participate in the commencement ceremony.

The Board may waive graduation requirements, except for the core requirements, in exceptional cases to suit the needs of a student subject to Wis. Admin Code, §§ PI 18.03 and PI 18.04.

Graduation Credit as a Middle School Student

The Board permits students in 7th or 8th grade to earn credit towards a high school diploma in any class taken that is approved by the Board for such purpose, provided that the student is academically prepared based on performance on approved student assessments. Any course designated for high school credit at the middle school level must be taught by a teacher with high school certification in the subject matter and must be taught using curriculum and assessments equivalent to those used in the subject at the high school level.

High School courses taken by middle school students shall appear on the student's high school transcript, along with the grade received however the grade and class will not be factored into the student's high school grade point average.

Courses qualifying for high school credit may be taken at the District High School or through Distance Learning/online options when those options are deemed appropriate by the administration. Where classes are held at the high school, appropriate transportation shall be arranged by the student's parent with the principal prior to a student being enrolled in an approved high school course. Students are eligible to acquire as many high school credits as are available and for which the student qualifies.

Graduation Activities and Ceremony

A student may be denied participation in graduation activities for disciplinary reasons and/or for non-payment of fees. The District Administrator and high school principal may establish additional requirements for participation in the graduation activities and may organize said activities to have the appearance and decorum deemed reflective of the District.

Only those students who have met all District graduation requirements as set forth in this policy and are wearing the prescribed cap and gown and complying with administrative behavioral expectations shall be permitted to participate in the commencement ceremony.

Policy Reporting and Review

The principal of the high school shall prepare a report describing the District's policies on high school graduation standards, including a list of courses required under State law and the number of hours in each school term required to earn one (1) credit for those courses. Additionally, any change to the District's policies shall also be reported to the Department of Public Instruction or other appropriate agency after it has been approved by the Board and signed by the Board president, the District Administrator, and the principal.

It shall be the policy of the Board to periodically review and revise this policy specifying the criteria for awarding a diploma.

Revised 1/21/19

Revised 11/18/19

Revised 11/16/20

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Legal	115.28, Wis. Stats.
	118.30, Wis. Stats.
	118.33, Wis. Stats.

Last Modified by Melanie J Oppor on May 13, 2022



Book	Administrative Guideline Manual
Section	Archived Materials 4.25.22
Title	Copy of GRADUATION REQUIREMENTS
Code	ag5460 - Delete - Integrated with Policy 5460
Status	
Adopted	August 20, 2018
Last Revised	December 17, 2018

5460 – GRADUATION REQUIREMENTS

~~In order for a student to qualify for a diploma in this District, s/he must have enrolled in a class or participated in an activity approved by the Board during each class period of each school day. Additionally, s/he must have satisfactorily completed the following courses and earned at least four (4) credits of English, including writing composition, three (3) credits of social studies including State and local government, three (3) credits of mathematics, three (3) credits of science, one and one-half (1.5) credits of physical education and one-half (.5) credit of health education, and nine (9) elective credits.~~

~~A student must successfully complete a civics assessment in order to be granted a high school diploma.~~

~~A computer science class may count as a mathematics credit and an agricultural sciences course may count as a science credit.~~

~~If the Board approves a career and technical education course as qualifying for mathematics and/or science credit, any student may satisfy a total of one credit of required science and/or mathematics credits through the Board approved career and technical education course.~~

~~Annually, the administration will determine whether sufficient interest exists among eligible 7th and 8th grade students to take course offerings that qualify for high school credit as approved by the Board. The principal and each student's advisor shall determine the eligibility of any student to take such course(s) for high school credit.~~

- ~~A. Courses qualifying for high school credit will only be offered if there is sufficient interest and if a teacher certified in the subject matter at the high school level can be scheduled to teach the course(s). Students are eligible to acquire as many high school credits as are available and for which the student qualifies.~~
- ~~B. Courses qualifying for high school credit may be taken at the District High School or through Distance Learning/online options when those options are deemed appropriate by the administration. Where classes are held at the high school, appropriate transportation shall be arranged by the student's parent with the principal prior to a student being enrolled in an approved high school course. Students are eligible to acquire as many high school credits as are available and for which the student qualifies.~~

~~The Board does permit students to earn credit by demonstrating competency or creating a learning portfolio. A student shall not earn more than half (1/2) of the required credits through this process.~~

~~While the District does not require students to participate in community service activities to receive a high school diploma, community service is a valuable key performance indicator that is encouraged and monitored. The District may grant a high school diploma to a student who has not satisfied the requirements under this policy if the student was enrolled in an alternative education program and the District determines that the student has demonstrated a level of proficiency in the subjects required under this policy. An alternative education program is defined as an instructional program, approved by the School Board, that utilizes successful alternative or adaptive school structures and teaching techniques and that is incorporated into existing, traditional classrooms, or regularly scheduled curricular programs or that is offered in place of regularly scheduled curricular programs. "Alternative educational program" does not include a private school or a home-based private educational program.~~

~~Graduation must be earned by passing all mandated subjects and earning total units required for the specific diploma sought.~~

~~Students in special education shall either receive a diploma if certified they have properly completed the requirements of their IEP, or receive the recommendation of the IEP Team, as related to completion of credit requirements through regular, special, or alternative education. They may participate in all graduation activities. A student may be denied participation in graduation activities for disciplinary reasons and for non-payment of fees.~~
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Last Modified by Steve LaVallee on March 18, 2022



Students choosing to excel; realizing their strengths.

To: Board of Education
From: Dr. Melanie J. Oppor
Date: May 5, 2022
Re: Recommendation to Replace STAR with iReady

The purpose of this memo is to recommend iReady from Curriculum Associates replace the Renaissance Learning STAR assessment for literacy and math universal screeners and progress monitoring as appropriate beginning in the 2022-23 school year.

The teachers in grades K-5 and 6-12 English/language arts (ELA) and mathematics have piloted the iReady assessment program during the spring semester of the 2021-22 school year. Staff had the opportunity to participate in in-person training at their school, explore iReady features, and use iReady for a universal screening to get an authentic experience with the program. Staff have found that the assessment has numerous benefits to include:

- Dynamic (adaptive) testing that adjusts to the students' current functional level (remedial or advanced). Each student moves through the assessment at their own pace.
- Results that align with online resources that students can use to grow their skills in identified weak areas or the next natural progression in their learning of ELA or math.
- Real time results that allow teachers to design small student groups based on specific standards and skills for instruction along with prepared teacher lead mini-lessons designed for the targeted areas.
- The online format offers a variety of question types that mirror the state mandated assessments so students have practice in using their devices effectively and efficiently. (STAR is a multiple choice test only.)
- Brain breaks (fun interactive experiences) are automatically built into the tests for younger students after having completed a designated number of questions. The brain breaks serve both as motivational reinforcement and a short relaxation time.
- The cost of ending STAR and beginning iReady is offsetting in the budget.

The iReady universal screening takes about 45-60 minutes per assessment and is not a timed test. It is longer than the STAR that usually takes about 20-30 minutes per assessment. However, staff feel that the valuable detailed information gleaned from the assessment makes it a worthwhile use of time.

Please do not hesitate to contact me with questions. Thank you for your thoughtful consideration.

Curriculum Associates®

Prepared For:

Melanie Oppor
School District of Manawa
800 Beech St,
Manawa, WI 54949

5/10/2022

Dear Melanie Oppor,

Thank you for requesting a price quote from Curriculum Associates. The chart below provides a summary of the products and i-Ready Partner Services included. If you have any questions or would like any changes, please contact us.

Quote ID: 278653.2 Valid through: 12/31/2022

Product	List Price	Net Price
i-Ready	\$20,840.00	\$19,798.00
Toolbox	\$7,080.00	\$6,018.00
Professional Development	\$5,250.00	\$5,250.00
i-Ready Partners Services	\$3,000.00	\$0.00
<i>i-Ready Partners Services Includes:</i>		
<ul style="list-style-type: none">• Initial Implementation Services: Provisioning, Initial Rostering, Hosting, Technology Assessment• Account Management: Account Manager You Know On A First Name Basis, Implementation Guidance, Realtime Achievement Data After Every Assessment, Ongoing Data Management• Staff Development Consultation and Resources: Consultative services to help you plan and make the most of Professional Development sessions; Access to Online Educator Learning (OEL) Digital Courses, and i-Ready Central Self-Service Resources• Technical Support: Proactive Network Monitoring & Issue Notification, Annual Health Check, Technical Support		
	List Total:	\$36,170.00
	Savings:	\$5,104.00
	Shipping/Tax/Other:	\$0.00
	Total:	\$31,066.00

Thank you again for your interest in Curriculum Associates.

Sincerely

Joel Burdick
715-697-6569
jburdick@cainc.com

Please submit this quote with your purchase order

Curriculum Associates®

Quote ID: 278653.2 Date: 5/10/2022 Valid through: 12/31/2022

Prepared For:
Melanie Oppor
 School District of Manawa
 800 Beech St,
 Manawa, WI 54949
 mopper@manawa.k12.wi.us

Your Representative:
 Joel Burdick
 715-697-6569
 jburdick@cainc.com

Little Wolf-Manawa School 515 E 4th St, Manawa, WI 54949

Total Building Enrollment: 106, Grade Range: 7 - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
i-Ready Assessment and Personalized Instruction Math and Reading Site License 200 or fewer Students 1 Year	Multiple	15001.0	1	\$7,790.00	\$7,400.50	\$7,400.50
i-Ready Learning Teacher Toolbox Access Math and Reading + Writing Per Site 200 or fewer students 1 Year	Multiple	28423.0	1	\$2,500.00	\$2,125.00	\$2,125.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$9,525.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$9,525.50

Manawa ES 800 Beech St, Manawa, WI 54949

Total Building Enrollment: 273, Grade Range: PK - 6

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
i-Ready Assessment and Personalized Instruction Math and Reading Site License 201-350 Students 1 Year	Multiple	15002.0	1	\$13,050.00	\$12,397.50	\$12,397.50
i-Ready Learning Teacher Toolbox Access Math and Reading + Writing Per Site 201-350 students 1 Year	Multiple	28424.0	1	\$4,580.00	\$3,893.00	\$3,893.00
i-Ready Partners Implementation Support - Provisioning + Tech Support + Hosting + Data Management + Implementation Planning + Data Reviews + and Check ins 1 Year	Multiple	27939.0	1	\$1,500.00	\$0.00	\$0.00
Subtotal:						\$16,290.50
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$16,290.50

School District of Manawa 800 Beech St, Manawa, WI 54949

Total Building Enrollment: 379, Grade Range: PK - 12

Product Name	Grade	Item #	Qty	List Price	Net Price	Total
Professional Development i-Ready Assessment and Personalized Instruction New User Package - Getting Good Data, Using Data to Plan Instruction, and Tailored Support	Multiple	19979.0	1	\$5,250.00	\$5,250.00	\$5,250.00
Subtotal:						\$5,250.00
Shipping:						\$0.00
Tax:						\$0.00
School Subtotal:						\$5,250.00

Total

List Total:	\$36,170.00
Savings:	\$5,104.00
Merchandise Total:	\$31,066.00
Voucher/Credit:	\$0.00
Estimated Tax:	\$0.00
Estimated Shipping:	\$0.00
Total:	\$31,066.00

Special Notes

F.O.B.: N. Billerica, MA 01862
 Shipping: Shipping based on MDSE total
 Terms: Net 30 days, pending credit approval
 Fed. ID: #26-3954988

Please submit this quote with your purchase order

Y3

Curriculum Associates®

Information on Professional Development Sessions and COVID-19

Protecting the health and safety of the educators we serve and their students, as well as the health and safety of our employees, is of paramount importance to Curriculum Associates. While it is our preference to deliver PD sessions in person, circumstances related to COVID-19 may require us to provide sessions virtually instead. Curriculum Associates' policy is to only provide PD sessions in person where one of our employees can reach the session site by car and where adequate safety measures are in place to protect the health of our session leaders and participants. Curriculum Associates reserves the right to switch any session from in-person to virtual if we cannot reach a session site by car, if adequate safety measures cannot be put in place, or if Curriculum Associates determines that it would otherwise put its employees at risk to provide an in-person session.

If your school or district will not permit visitors at the time of a scheduled session, Curriculum Associates would be happy to provide an equivalent live, virtual session via videoconference. Similarly, Curriculum Associates will comply with your school or district's health and safety requirements regarding on-site visitors if we are given adequate advance notice. Our PD Operations team will work with school or district personnel to hold sessions in a manner that protects the safety of educators and your school community as well as Curriculum Associates employees.

We are pleased to be able to serve you in these challenging times and look forward to providing productive learning sessions to your staff. Any questions regarding scheduling in-person or virtual training sessions should be directed to pdoperations@cainc.com.

Curriculum Associates®

Notice for Usage of Teacher Toolbox Materials

Thank you for your interest in Teacher Toolbox! Teacher Toolbox is a digital collection of instructional materials, designed to support teachers in delivering research-based instruction, remediation, and enrichment to students in Grades K–8.

Your Teacher Toolbox subscription provides access to Teacher Toolbox content for Grades K–8. During this time, educators may use Teacher Toolbox materials during whole class and small group instruction, for individual assignments, and may post student-facing Teacher Toolbox PDFs on a password-protected learning management system (LMS). Please be aware that files expire on June 30 of each year for purposes of Teacher Toolbox maintenance and updates. If you add files to an LMS, this expiration date may require that you re-load these files after this date.



Unparalleled Service and Educator Support

The *i-Ready Partners* team was born from our core value: the quality of our services is as important as the quality of our products. Know that when you implement our programs, your local *i-Ready Partners* will be there to support your team every step of the way.

Service Components

Our *i-Ready Partners* team is tasked with helping you implement our programs to meet ambitious district goals. *i-Ready Partners* support includes:

- **An Account Manager You Know on a First-Name Basis:** Dedicated account managers are your point of connection to a powerful network of *i-Ready* experts focused on making your implementation successful.
- **Consultative Professional Development Planning:** Tailored professional development plans ensure that PD is tied to your implementation goals and that educators are equipped to optimize the use of our programs from day one.
- **Real-Time Achievement Data after Every Assessment:** Detailed student achievement analytics to empower data-driven practices in classrooms.
- **Educational Consultants to Help You Know What’s Coming Next:** Educational consultants to keep you up to speed on our latest research, development, and best practices.
- **Technical Support and Health Checks:** Proactive support that anticipates and heads off issues before they start—and is there for you should they arise.



Account Management



Professional Development



Educational Consultants



Achievement Analytics



Technical Support

Your *i-Ready Partners* Team

Dedicated to helping you implement *i-Ready* programs and achieve your district goals



Curriculum Associates®

Placing an Order

Email: orders@cainc.com | **Fax:** 1-800-366-1158

Mail:

ATTN: CUSTOMER SERVICE DEPT.

Curriculum Associates LLC

153 Rangeway Rd

North Billerica, MA 01862-2013

Please visit CurriculumAssociates.com for more information about placing orders or contact CA's customer service department (1-800-225-0248) and reference quote number for questions.

Please attach quote to all signed purchase orders. If tax exempt, please submit a valid exemption certificate with PO and quote in order to avoid processing delays. Exemption certificates can also be submitted to exempt@cainc.com.

Shipping Policy

Unless otherwise noted, shipping costs are calculated as follows:

Order Amount	Freight Amount	Order Amount	Freight Amount
\$74.99 or less	Max charge of \$12.75	\$5,000.00 to \$99,999.99	8% of order
\$75.00 to \$999.99	12% of order	\$100,000 and more	6% of order
\$1,000 to \$4,999.99	10% of order		

Please contact your local CA representative or customer service (1-800-225-0248) for expedited shipping rates. The weight limit for an expedited order is 500lbs.

Unless otherwise expressly indicated, the shipping terms for all deliveries is FOB CA's Shipping Point (whether to a CA or third party facility). Risk of loss and title is passed to purchaser upon transfer of the goods to carrier, standard shipping charges (listed above) are added to the invoice or included in the unit price unless otherwise specified.

Supply chain challenges outside of Curriculum Associates' control may impact inventory availability for print product. We recommend submission of purchase orders as soon as possible to help ensure timely delivery.

Payment Terms

Payment terms are as follows:

- With credit approval: Net 30 days
- Without credit approval: payment in full at time of order
- Accounts must be current before subsequent shipments are made

To ensure payment processing is timely and environmentally conscious, CA encourages ACH or wire payments. CA's bank remittance information is:

- Account Number: 4418064408 | Account Name: Curriculum Associates, LLC
- Bank Name: Wells Fargo Bank – San Francisco, CA
- ABA Routing: 121000248
- SWIFT Code (International Only): WFBUS6S
- Tax ID: 26-3954988

Please send any payment notifications to payments@cainc.com. Credit card payments are only accepted for purchases under \$50,000.

Invoice Receipt Preference

CA is pleased to offer electronic invoice delivery. Electronic invoice delivery allows CA to deliver your invoice in a timely and environmentally friendly manner. To request electronic invoice delivery please contact the CA Accounts Receivable team at invoices@cainc.com or by fax (1-800-366-1158). Please reference your quote number, provide a valid email address where the invoice should be directed, and indicate you would like to opt into electronic invoice delivery.

i-Ready®

Customer's use of i-Ready® shall be subject to the i-Ready Terms and Conditions of Use, which can be found at i-ready.com/support.

Return Policy

Except for materials sold on a non-refundable basis, purchaser may return, at purchaser risk and expense, purchased materials with pre-approval from CA's Customer Service within 12 months of purchase. Please examine your order upon receipt. Before returning material, call CA's Customer Service department (1-800-225-0248) for return authorization. When returning material, please include your return authorization number and the return form found on the CA website. i-Ready®, Toolbox®, and BRIGANCE® Online Management Systems may be returned for a pro-rated refund for the remaining time left on the contract. We do not accept returns on unused i-Ready or Toolbox licenses®, materials that have been used and/or are not in "saleable condition," and individual components of kits or sets including but not limited to BRIGANCE® Kits, Ready® student and teacher sets, and Ready Classroom® student and teacher sets. For more information about the return policy, please visit CurriculumAssociates.com/support/shipping-and-returns.



School District of Manawa

Students Choosing to Excel, Realizing Their Strengths

To: Dr. Melanie Oppor, Manawa Board of Education
Fr: Dan Wolfgram, Dan Koehler
Date: 5/5/2022
Re: Technology Education Special Project Proposal

The purpose of this memo is to summarize a proposal for the current Woods Technology Education course to be revised to include construction standards.

- Mr. Koehler will write the Woods course curriculum during summer 2022 to include construction standards using the Department of Public Instruction Career and Technical Education Standards.
- The curriculum will emphasize employability skills and community service.
- In the fall semester of SY2022-23, the class will reconstruct the dugout on the upper field.
- In the spring semester of SY2022-23, the class will put new siding on the storage/concessions building on the upper field.
- Using the fund balance, the course/school will receive a one-time allocation of additional funds to purchase all needed materials for the special projects.

Scope of Project - Dugout: (Fall of 2022)

- Replacing the sheeting, ice/water barrier
- New impact-resistant asphalt shingles
- Re-use all current framing components
- Nails

Scope of Project - Reside Storage Building (Spring of 2023):

- New siding
- New trim
- House wrap & water barrier
- Hardware

A complete list of materials needed along with prices is included. The prices are quoted from Menards.com.

School District of Manawa
800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2525
Fax: (920) 596-5308

**Little Wolf High School
Manawa Middle School**

515 E. Fourth St
Manawa, WI 54949
Phone: (920) 596-2524
Fax: (920) 596-2655

Manawa Elementary

800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2238
Fax: (920) 596-5339

ManawaSchools.org



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Ms. Carmen O'Brien
Business Manager

School District of Manawa
Students Choosing to Excel, Realizing Their Strengths

To: Board of Education
From: Carmen O'Brien
cc: Dr. Melanie Oppor
Date: 5/3/2022
Re: Legal Depositories

The legal depositories for the School District of Manawa shall be:

- First State Bank, New London, WI
- Premier Community Bank, Marion, WI
- American Deposit Management Co.
- BMO Harris Bank N.A.
- Associated Bank Green Bay N.A.

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School District of Manawa
Students Choosing to Excel, Realizing Their Strengths

To: Board of Education
From: Carmen O'Brien
cc: Dr. Melanie Oppor
Date: 5/3/2022
Re: Transportation Cost Increases

The current contract with Kobussen Buses, LTD was signed in 2017 and runs through June 30, 2024. Page 7 of the contract describes the fuel clause as well as how subsequent years are/have been priced.

Current rates

Daily Route Rate	\$293.46
Mid-day Daily Route Rate	\$73.18
Trips	$\$86.90 + ((\text{Hours}-2) * \$42.63)$ First 2 hours Rate after the first 2 hours Example: Basketball goes to Manitowoc, driver logs 7.25 hours $\$86.90 + (5.25 * \$42.63) = \$310.71$

The SDM has 9 daily and 2 mid-day routes. The fuel clause states that each \$0.10 per gallon change in the high or low base fuel rate will increase or decrease the daily rate per bus by \$1.00 per day. There may be an opportunity to reduce one bus route for the 2022-23 school year.

Base Fuel Rate

	Low Base Rate	High Base Rate
Diesel	\$2.00	\$2.50
Propane	\$0.90	\$1.20
Gasoline	\$1.75	\$2.25

The fuel charge has been as follows for the past school year:

March	\$1,801
February	\$1,395
January	\$872
December	\$936
November	\$1,126
October	\$524
September	\$683





School District of Manawa
Students Choosing to Excel, Realizing Their Strengths

According to the contract, subsequent years pricing (p. 7) are based on the National Consumer Price Index for all urban areas published by the U.S. Bureau of Labor Statistics (data sheet is part of the packet). There is a not to exceed 5% and not to be less than 2% increase per year. There is a clause that states that if the CPI is higher than 5%, the parties will enter negotiations. Per the contract, Mr. Joe Kobussen is asking to negotiate the appropriate percent change for the next school year (email #1 – March 23, 2022). The March CPI that Kobussen uses is at 8.6%. Mr. Kobussen is requesting an 8.5% increase (email #2 – April 28, 2022).

Since 2017-18, the daily route rate has increased from \$268.47 to \$293.46. All rates have increased by 9.3% increase over 5 years, this is an average of 1.86% each year.

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Carmen O'Brien <cobrien@manawaschools.org>

annual increase

1 message

Joe Kobussen <Joe.Kobussen@kobussen.com>

Wed, Mar 23, 2022 at 3:02 PM

To: Carmen O'Brien <cobrien@manawaschools.org>, Melanie Oppor <moppor@manawaschools.org>

Melanie and Carmen,

Our post COVID world is full of challenges. Finding staff is one of those challenges that is very real and similar for both of us. The pandemic, inflation and supply chain issues have increased the cost of doing business dramatically. Here are some examples of the challenges facing the school bus industry.

- Cost of buses have risen by 19% over the past two years, (6% in 2020 and 13% during 2021). Manufacturers are predicting an additional 7-12% before the end of 2022. Kobussen needs to replace at least fifteen percent of buses per year to stay current.
- Driver wages have risen by 18.8% over the last two years. Kobussen is currently looking at an additional 5.3% increase for drivers during the 22/23 school year to remain competitive in the market.
- Administrative and mechanics (when we can find them) wages continue to increase. Currently up over 10%.
- Parts and supplies (again when we can get them) are up 14.3%, tires alone have increased 15.4%.
- Overall insurance costs have increased due to the need for cyber security and molestation coverages, as well as the increase in values of buses and the costs of repair.

Right now, we are unsure where things are going or where we will end up. Per the section the section labeled Subsequent years pricing of the transportation contract, it states that there is a maximum increase of five percent, but should CPI increase above five percent we will negotiate the annual increase. The annual price is based upon CPI at the end of March, so we do not know what the CPI is yet, however at the end of February, the annual CPI was at 7.9% and trending upward.

We want to be up front and open regarding price escalation. Please contact me at your earliest convenience to discuss this further.

Thank you,

Joe Kobussen

920-766-0606 X 1124

W914 County Road CE

Kaukauna WI 54130



Members of:



Carmen O'Brien <cobrien@manawaschools.org>

contract

1 message

Joe Kobussen <Joe.Kobussen@kobussen.com>
To: Carmen O'Brien <cobrien@manawaschools.org>

Thu, Apr 28, 2022 at 9:36 AM

Carmen,

I have been reviewing contracts and the rates for next year. Per section the Subsequent Years Pricing in our contract, it states that, "Notwithstanding, the forgoing the adjustment per contract year shall not exceed five percent (5%) nor be less than two percent (2%). In the event the costing formula exceeds five percent (5%), the parties agree to enter into negotiations to determine the appropriate percentage change.." I have previously sent you an email detailing out some of the expense increases that we are experiencing at this time. Since then, we have seen even greater increases and are now looking at the majority of our expenses increasing between 15% and 20%.

At this time The CPI that our contract specifies is at 8.5%. We at Kobussen are aware of the challenges all school districts face at this time with funding. However, at this time we are forced to increase the 2022-23 transportation rates above the 5% stated in the contract. We at Kobussen are asking for the full CPI increase of 8.5% to stay at least close to half of the actual increases that we are experiencing. Please let me know your thoughts on this. Thank you.

Joe Kobussen

920-766-0606 X 1124

W914 County Road CE

Kaukauna WI 54130



Members of:



Follow us on Social Media!

www.Kobussen.com

School District of Manawa Pupil Transportation Contract - Kobussen Buses Ltd.

Pursuant to the provisions and limitation of Section 121.51 et seq., of the Wisconsin Statutes, it is hereby agreed upon between the School District of Manawa Board of Education, herein called the DISTRICT, and Kobussen Buses Ltd., herein called the CONTRACTOR, as follows:

1. DEFINITIONS

CONTRACTOR - Kobussen Buses Ltd.

DISTRICT - School District of Manawa, its agents or assigns.

Extracurricular Transportation: This is defined as athletic or extracurricular transportation during and/or outside of regular school hours, any other request for extracurricular transportation made by the DISTRICT, and extracurricular trips outside of regular school hours.

Field Trips: This is defined as student trips where a majority of the trip occurs during and/or outside of regular school hours.

Route: A bus route shall be defined as a school bus transporting up to a maximum load capacity of pupils within the DISTRICT to/and from regular bus stops and school buildings where the pupils have been assigned to attend school. A bus route operates once per day and may be made up of many runs. Some of the routes also serve private/parochial schools.

Run: A run is considered each time a bus is empty and starts another run to pick up students within the same day. This does not include extra-curricular or field trips.

2. INTERPRETATION:

Interpretations of this contract will be made by the DISTRICT'S Director of Transportation and Superintendent of Schools.

3. TERM: This contract shall be for a term of seven (7) consecutive years (or school terms), commencing on the first day of July, 2017 and ending on the 30th day of June, 2024 (see contract extension, below). The parties reserve the right to negotiate extension of future contracts.

4. CONTRACT EXTENSION

This contract may be extended by mutual agreement between the DISTRICT and the CONTRACTOR.

5. GENERAL CONDITIONS:

A. The CONTRACTOR shall provide, furnish and be responsible for all costs, materials, labor and equipment necessary to transport all eligible public and private/parochial school pupils to and from their homes and their respective schools provided under this contract for the period of time indicated in this contract. Such cost, materials, labor and equipment include but are not limited to:

- All license fees
- All gasoline, compressed natural gas, diesel fuel, or any other type of fuel, oil, anti-freeze, brake fluid, transmission fluid, and any other such use and maintenance products
- All insurance premiums
- All garage maintenance costs
- All equipment maintenance costs
- The replacement cost of any and all vehicles and vehicle components
- All two-way communication equipment (required on all buses)
- All dispatch service operations, including personnel at a terminal/office located within the school district boundaries
- Salaries of drivers, office personnel and company executives, including overtime pay and fringe benefits
- All costs relating to the health examinations of drivers providing service under this agreement.
- All other costs that are attributed to the daily operation of school buses.

- Conducting criminal background checks on all new drivers and aides which are shared with the DISTRICT upon request to ensure that such personnel are not a danger to students or other passengers.
- Conducting drug and alcohol tests on all new drivers and aides, as well as reasonable suspicion and post-accident testing which test results are shared with the DISTRICT upon request. (See section 10)
- As determined by the DISTRICT, purchase, maintain digital storage, and install video systems to be used in all school buses. (See section 7 B)

The CONTRACTOR shall also make its buses available at all reasonable times to the DISTRICT for the purpose of transporting the DISTRICT'S pupils and teachers to other points and destinations for such special activity trips and extracurricular activities as may be requested and/or approved by the DISTRICT.

B. The CONTRACTOR assumes full responsibility and liability for compliance with any and all district policies, local, state, and federal laws and regulations applicable to the contractor and its employees including, but not limited to, compliance with the Occupational Safety and Health Act of 1970. The CONTRACTOR shall insure that all rules of the Wisconsin Department of Transportation and all Wisconsin Laws relating to transporting of students, drivers, vehicles, and insurance guarantees, and all Wisconsin Administrative Code regulations pertaining thereto are complied with.

C. Except as to matters on which action by the Board of Education is required by law, the DISTRICT shall be represented on matters relating to the transportation of pupils by the Superintendent of Schools, Director of Transportation (or their designee(s)), and all reports required are to be filed in the District office.

6. CANCELLATION:

A. In the event the CONTRACTOR shall default in the performance of the contract and such default shall continue without being cured or remedied to the satisfaction of the DISTRICT within three (3) calendar days after written notice itemizing the complaints of the DISTRICT has been mailed by certified or registered mail to the CONTRACTOR at its principal business office, the DISTRICT may, at its discretion, terminate the contract at a time to be specified by the DISTRICT in a separate written notice to be sent by the DISTRICT to the CONTRACTOR.

B. Upon cancellation, the DISTRICT may purchase all buses back from CONTRACTOR, that were sold to CONTRACTOR on June 29, 2017 at a depreciated rate. Depreciation shall be based upon a straight line 15 year depreciation schedule.

7. EQUIPMENT:

A. Number of Vehicles:

The CONTRACTOR shall furnish a sufficient number of buses to enable it to properly perform this contract. In addition, the CONTRACTOR shall provide a minimum of one standby bus (of the same type) for every seven vehicles (or major fraction thereof) contracted for regular bus routes. The CONTRACTOR, upon request shall provide a list of regular and standby buses by number, type, make, model, year, identification number, and seating capacity.

B. Contractor must maintain digital storage for a minimum of 10 days. Contractor must also manage these systems and randomly check a minimum of 15% of the routes per week during the school year.

C. Inspections: All vehicles used to transport students must pass all safety inspections required by federal and/or state governments. All defects or conditions discovered which require that vehicle be ordered "Out of Service" shall be corrected or removed to the satisfaction of the federal and/or state governmental agency before the vehicle is again used in the performance of this contract. CONTRACTOR shall exercise good faith in attempting to keep all buses in the highest standards of repair and maintenance. DISTRICT reserves the right to inspect, or to have inspected on its behalf, CONTRACTOR'S vehicles at any time; to be present during vehicle inspections, and to review driver records with the CONTRACTOR. CONTRACTOR hereby grants the DISTRICT the right to go on the contractor's premises to conduct inspections.

The CONTRACTOR shall provide the DISTRICT with the most current copies of all inspection reports on all buses used upon request.

D. Extracurricular Trips: Vehicles shall also be provided for extracurricular trips. Notice of requirements for bus service for extracurricular activities shall be issued to the contractor only by the Director of Transportation or the Director of Athletics. (or their designees) (See section 7A) The DISTRICT reserves the right to engage other contractors, use their

own or lease equipment to provide for non-athletic extracurricular transportation needs; or athletic transportation needs when nine (9) or fewer participants are included. No extracurricular or special activity trip (exclusive of rescheduled athletic events) shall be scheduled later than twenty-four (24) hours in advance of the time the bus is to pick up the group.

E. State and Federal Laws: This contract is contingent on current state and federal laws, if the laws change significantly Kobussen Buses Ltd reserves the right to renegotiate the contract. Examples of these law changes might be: requiring seat belts on all buses, mandatory sick pay, mandatory health benefits, minimum wage increases.

8. ROUTING:

The CONTRACTOR shall provide transportation to all public and parochial school children of the School District as directed by the DISTRICT. The CONTRACTOR shall submit to the DISTRICT a written proposal by the first week of August for all regular education 5K-12 bus routes, and the second week in August for 4K routes. The CONTRACTOR shall submit to the DISTRICT a written proposal for all regular summer school routes by May 1. These will be set up according to DISTRICT standards for length of ride, walking distances, three per seat (elementary), buses filled to capacity whenever possible, and any other pertinent data. The final routes shall be subject to approval by the DISTRICT. The CONTRACTOR shall run and/or double run its buses upon schedules and routes which will be prepared jointly by the Business Services Manager of the DISTRICT and the CONTRACTOR prior to the start of each school year. The Business Services Manager (or his/her designee), acting on behalf of the School Board, shall have the right to establish, alter or eliminate any route and the CONTRACTOR shall comply with such adjustments within 48 hours of notification thereof. The parties hereto contemplate intra-district transportation between schools and extracurricular trips outside of the School District to be performed at the direction of the Business Services Manager of the DISTRICT by the CONTRACTOR.

The CONTRACTOR and school personnel shall have the discretion and control of the loading and unloading of all buses. Schedules and riding times shall be established to conform to DISTRICT policy. Buses shall be scheduled so that students arrive at their school of attendance not more than forty-five (45) minutes or less than five (5) minutes before the commencement of class time. All bus riders will be delivered to their discharge point within eighty (80) minutes after their dismissal. The bus will not pick up at individual homes in concentrated population areas. Bus stops will be determined by the DISTRICT and the Director of Transportation through collaboration with the CONTRACTOR. Kindergarten pupils may be transported with pupils of other grade levels on morning and after school runs.

9. DRIVERS, BUS AIDES, and DISPATCHERS:

For the performance of this contract, the CONTRACTOR shall provide qualified drivers who are trained and licensed in accordance with the laws of the State of Wisconsin and the United States.

The DISTRICT Director of Transportation and Superintendent of Schools may request in writing the removal of drivers, bus aides, or dispatchers found to be unsatisfactory. Those bus employees considered unsatisfactory include, but are not limited to, individuals who violate the provisions of Board of Education Policy.

All buses used in the performance of this contract shall be operated by drivers employed by the CONTRACTOR who:

A. Have a valid Wisconsin school bus license to operate such a vehicle and shall have possessed a valid driver's license for at least three consecutive (3) years.

B. Are acceptable to the DISTRICT as indicated above. The CONTRACTOR shall provide the DISTRICT with a driver record abstract upon request. Driver abstract records shall be updated at least twice each year (no later than September 1 and January 15.) unless CONTRACTOR has system set up with issuing agency to provide abstracts each time there is a change to the drivers record. If this program is in place CONTRACTOR would then need to update driver record abstracts once each year.

C. CONTRACTOR shall require of its bus drivers serving under this contract, as a condition of employment, to take a physical examination, including a chest x-ray or tuberculin test, and to submit the physical examination of the report to the DISTRICT when required. If the reaction to the tuberculin test is positive, a chest x-ray shall be required. Freedom from tuberculosis in a communicable form is a condition for bus drivers to serve as a driver under the terms and conditions of this agreement (See Section 121.52(3)(a), Wis. Stats.) A physical examination report may be submitted on forms prescribed by the federal authority regulating motor carriers or the State Department of Transportation. A copy of

the physical examination report for other purposes within one year of the date of this contract may be substituted for the examination, if the report contains substantially the same information required by the State Department of Transportation.

D. Bi-annual physical examinations given by a licensed physician will be required of each driver. Written evidence thereof will be delivered to the CONTRACTOR upon request.

E. Drivers shall have received behind-the-wheel school bus driving instructions. Regular drivers shall become familiar with their routes prior to actual operation with pupils in attendance.

F. All drivers and bus aides shall be instructed by the CONTRACTOR in definitive plans of action in emergency situations or breakdowns, as well as instructed in emergency bus evacuation drills. Every route shall perform a minimum of two (2) evacuation drills each year. This must be documented and documentation provided to the district upon request.

G. CONTRACTOR will hold a minimum of 6 monthly meetings where DISTRICT will provide staff to attend. CONTRACTOR and DISTRICT will work together to establish subjects to address during these meetings.

H. Individual drivers will be required to participate in DISTRICT-sponsored training to handle the emergency medical needs of specific students assigned to their bus. Once trained, the drivers will perform emergency medical procedures when required. (For example, drivers can be expected to administer an EpiPen injection to a student who has an allergy to bee stings).

H. CONTRACTOR shall require its bus drivers pass a criminal background check to the satisfaction of the DISTRICT.

10. DRUG AND ALCOHOL TESTING:

The CONTRACTOR will pay the cost of government mandated drug and alcohol testing for all the CONTRACTOR's employees and individuals being considered for employment for driving and maintaining buses under this contract and for reasonable suspicion testing or post-accident drug and alcohol tests of drivers who are driving or maintaining buses which transport students under this contract. The CONTRACTOR shall provide the results to the DISTRICT upon request.

11. BACKGROUND CHECKS:

The CONTRACTOR will pay the cost of criminal background checks for all the CONTRACTOR's employees and individuals being considered for employment for driving buses under this contract. The CONTRACTOR shall provide the results to the DISTRICT for approval for retention/hiring purposes.

12. STAFFING:

The CONTRACTOR shall provide a staff capable of administering the transportation program with minimal complaints. The CONTRACTOR shall address and attempt to resolve complaints before referring any complaints to the DISTRICT. A support staff must be appropriately trained and capable of insuring an efficient operation and prompt response to the DISTRICT. The CONTRACTOR, its staff, drivers or other employees shall not be deemed as agents, employees or officials of the DISTRICT, but rather as an independent contractor furnishing transportation services to the DISTRICT. Notwithstanding any law, rule or regulation, the DISTRICT shall not be considered a joint employer with the CONTRACTOR. In that regard, CONTRACTOR shall indemnify defend, and hold harmless, DISTRICT for liability of any claims or any type relative to such matter.

13. OPERATION:

Subject to such rules and regulations previously adopted by the DISTRICT and now in full force and effect or as may hereafter be duly adopted by the DISTRICT, the CONTRACTOR shall be responsible for exercising proper supervision over its operators and all passengers on its buses used in the performance of this contract. The CONTRACTOR shall provide spare buses to any point within the district within twenty (20) minutes from the time a bus becomes disabled, unless road or traffic conditions cause an undue delay. Failure to provide the specified service will result in the forfeiture of the daily rate for the disabled bus.

14. PUPIL DISCIPLINE:

The DISTRICT shall have written policies pertaining to discipline of pupils while being transported, and the CONTRACTOR shall recognize its responsibility to the DISTRICT for the maintenance of proper pupil discipline as an inherent factor to the safety of all persons aboard a school bus. The following guidelines shall be of assistance to drivers employed by the CONTRACTOR in determining procedures to be followed in maintaining acceptable pupil discipline:

- A. Bus drivers have a delegated responsibility for maintaining proper discipline on their buses.
- B. Pupil behavior problems which develop on buses will be referred to the CONTRACTOR or its delegated representative and the building principal for appropriate disciplinary action.
- C. The CONTRACTOR and building principal will counsel and work with pupils who have been referred by the driver.
- D. In general, the bus driver is not authorized to remove pupils from the bus, however, in serious circumstances when a pupil is endangering the safety of other riders, the student may be denied transportation privileges either at the bus stop or at school. If such action is taken, the driver must notify his/her supervisor at the first available opportunity and the supervisor shall notify the building principal immediately prior to such action.
- E. The building principal or his delegated representative may deny transportation to a pupil whose conduct endangers safety of others.
- F. The CONTRACTOR shall report all discipline problems to the District in a format that the District provides. The District agrees to follow through on each Bus Conduct Report in accordance with school board policy and applicable law on discipline.

15. PLAN FOR EMERGENCIES:

The CONTRACTOR shall develop an emergency plan for transporting pupils' home from school in the event of severe weather or mechanical failure in the schools' operating systems. The CONTRACTOR shall also periodically, at least two (2) times per year, advise and demonstrate for all bus riders the location and use of all emergency school bus exits. In the event of inclement weather, the DISTRICT shall determine district road conditions and advise the CONTRACTOR as to road safety prior to 5:30 a.m. on any given day in question. The Superintendent of Schools (or his/her designee) shall have the final authority to determine the transportation of pupils for any given time.

16. PAYMENTS TO THE CONTRACTOR:

The Contractor will submit an itemized invoice to the Business Services Manager for services rendered on a monthly basis. All invoices from the Contractor to the District must be thoroughly documented and are due on or before the 10th of each month for the previous month and payable by the District no later than the last day of the month. Payment shall be made pursuant to CONTRACT RATES on page seven (7) of this contract. DISTRICT will provide CONTRACTOR with a school calendar each year. School year shall not be less than 176 days per year. If school is held less than 176 days per year CONTRACTOR reserves the right to renegotiate contract rates.

17. INSURANCE:

The CONTRACTOR shall maintain general liability and auto liability insurance coverage in the amount of \$5,000,000 combined single limit for each accident. The DISTRICT shall be named as an additional insured party on the above policy. The CONTRACTOR shall maintain workers compensation coverage for all employees. All such insurance shall be obtained from an approved insurance carrier authorized to do business in the State of Wisconsin. Certificates of such insurance shall be filed at all times with the Director of Transportation during the period of this contract. Any policy cancellation by the Insurance Carrier shall be made only after a written advance notice of sixty (60) days to the DISTRICT. The DISTRICT may require increased liability insurance coverage and the CONTRACTOR shall provide such coverage. All costs for additional such coverage shall be passed through to the DISTRICT. Such insurance policy shall include coverage for the transportation of pupils, their parents or guardians, authorized chaperones, school district officials, faculty and employees and school doctor, dentists and nurse; (a) to and from school or school district and (b) in connection with any extra-curricular school activity authorized by or made in compliance with Section 121.54(7), Wis. Stats.

18. REPORTS:

The CONTRACTOR shall make such reports as may be required by the DISTRICT.

The CONTRACTOR shall file all reports required by the State Department of Public Instruction or other State Agency or by the DISTRICT, forms to be furnished by the Agency or DISTRICT.

19. INDEMNITY:

The CONTRACTOR shall defend, indemnify and hold harmless the DISTRICT and its employees from and against all suits, actions, legal procedures, claims and demands and against all damages, losses, costs, expenses, and attorney fees, in any manner caused by, arising from, incidental to, connected with, or growing out of, the performance of the contract. Notwithstanding any law, rule or regulation, the DISTRICT shall not be considered a joint employer with the CONTRACTOR. In that regard, CONTRACTOR shall indemnify defend, and hold harmless, DISTRICT for liability of any claims or any type relative to such matter.

20. AUTHORIZED PASSENGERS:

Only those pupils who are eligible for bus transportation or others with special authorizations determined by the DISTRICT shall be permitted to ride the buses provided by CONTRACTOR. Eligible pupils shall only ride the bus that transports them to and from their assigned school. For reasons of safety, the CONTRACTOR will assure the DISTRICT that no ineligible passengers ride the buses. School bus drivers are allowed to bring their own (preschool) children along on the bus providing there is space available. The driver and CONTRACTOR are responsible for these passengers.

21. EXCUSABLE NON-PERFORMANCE: The parties to the agreement shall be excused from performance hereunder during the time and to the extent that they are prevented from performing in the customary manner by act of God, fire, strike, or loss of transportation facilities by the Government, when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the nonperformance is not due to the fault or neglect of the party not performing.

22. SUBLET/ASSIGN:

The CONTRACTOR may not sublet, assign, or transfer this contract in whole or in part to any other person, firm, or corporation without prior written authorization from the DISTRICT. If the DISTRICT grants prior authorization, assignee must assume all responsibilities and requirements of this written contract.

23. COMMUNICATION: CONTRACTOR must provide functional two-way communication in all buses to provide continuous communication with a base of operations when buses are in use for the daily operation. This is to include some form of backup plan or system.

24. BUS INVENTORY REPORT

CONTRACTOR will provide an updated bus inventory report upon request. (See section 7 A)

25. MODIFICATION:

The terms of this Contract represent the full and complete agreement between the parties. Should a state or federal law change have a substantial effect on any provision of this agreement, the parties agree to enter into negotiation in an attempt to reach an agreement concerning how such change in law affects the provisions of this agreement. Any adjustment made to a portion of the Contract through mutual agreement will not result in altering any other part or section of this Contract unless specifically and expressly stated. Compensation amounts noted in the contract rates will not be modified or renegotiated unless so allowed or requested by the DISTRICT. Any modifications made during the term of this Contract shall be made by mutual written agreement.

Contract Rates 2017/18

REGULAR EDUCATION BUS RATES	
Cost per bus per day (AM & PM route)	\$268.47

<u>Noon (4K) Routes/Amish BUS RATES</u>	
Cost per bus per day mid-day	\$66.95
Cost per bus per day Amish shuttle	\$39.00
<u>SPECIAL NEEDS BUS RATES</u>	
Cost per bus per day (AM & PM route)	\$268.47
Cost per bus per day (mid-day route)	\$66.95
<u>CURRICULAR, CO-CURRICULAR, & FIELD TRIP RATES</u>	
Base Charge per trip per bus	\$79.50
Cost per hour	\$39.00

Fuel Clause:

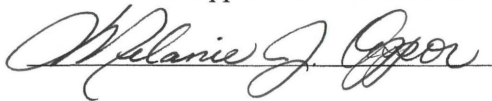
In the event the cost of gasoline and/or diesel motor fuel used to operate buses under this contract should go below a base rate of \$2.00 diesel or \$.90 propane or \$1.75 gasoline or above a base rate of \$2.50 diesel or \$1.20 propane or \$2.25 gasoline by \$.10, or more per gallon, the daily single bus rate shall be adjusted at the rate of \$1.00 per day, per bus for each \$.10 per gallon increase or decrease in said diesel and gasoline fuel. This adjustment shall not apply to the compensation for other than single runs, as hereinafter set forth. Any adjustments in rates shall be set forth in writing upon a rider to be attached to this contract. Extraordinary changes in costs will be negotiated and agreed upon by the Contractor and the District.

Subsequent years pricing:

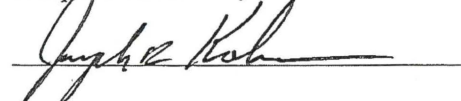
Prices for the subsequent years of the Contract will be adjusted up or down effective July 1 of the contract year, based on a National Consumer Price Index for all urban areas (U.S. Bureau of Labor Statistics). The change will be determined by multiplying the previous year's costs times the National Consumer Price Index (all urban consumers (current series) US City average and All items) percent change for the preceding twelve (12) months, commencing April 1 and ending March 31 of the year immediately preceding the contract year for which the change is to be implemented. Notwithstanding, the forgoing the adjustment per contract year shall not exceed five percent (5%) nor be less than two percent (2%). In the event the costing formula exceeds five percent (5%), the parties agree to enter into negotiations to determine the appropriate percentage change.

IN WITNESS WHEREOF, the parties hereto have executed this Contract on this 22nd day of June, 2017, by

SCHOOL DISTRICT OF MANAWA
Dr. Melanie J. Oppor District Administrator



KOBUSSEN BUSES, LTD.
Joseph E. Kobussen, President



**CPI for All Urban Consumers (CPI-U)
12-Month Percent Change**

Series Id: CUSR0000SA0
Seasonally Adjusted
Series Title: All items in U.S. city average, all urban consumers,
Area: U.S. city average
Item: All items
Base Period: 1982-84=100
Years: 2012 to 2022

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2012	3.0	2.9	2.6	2.3	1.7	1.7	1.4	1.7	1.9	2.2	1.8	1.8		
2013	1.7	2.0	1.5	1.1	1.4	1.7	1.9	1.5	1.1	0.9	1.2	1.5		
2014	1.6	1.1	1.6	2.0	2.2	2.1	2.0	1.7	1.7	1.6	1.2	0.7		
2015	-0.2	-0.1	0.0	-0.1	0.0	0.2	0.2	0.2	0.0	0.1	0.4	0.6		
2016	1.2	0.8	0.9	1.2	1.1	1.1	0.9	1.1	1.5	1.7	1.7	2.1		
2017	2.5	2.8	2.4	2.2	1.9	1.6	1.7	1.9	2.2	2.0	2.2	2.1		
2018	2.1	2.2	2.3	2.4	2.8	2.8	2.9	2.7	2.4	2.5	2.2	1.9		
2019	1.5	1.5	1.9	2.0	1.8	1.7	1.8	1.8	1.7	1.8	2.0	2.3		
2020	2.5	2.3	1.5	0.4	0.2	0.7	1.0	1.3	1.4	1.2	1.1	1.3		
2021	1.4	1.7	2.7	4.2	4.9	5.3	5.3	5.2	5.4	6.2	6.8	7.1		
2022	7.5	7.9	8.6											



School District of Manawa

May , 2022

NAME
ADDRESS
ADDRESS

Re: Letter of Intent – 2022-2023 School Year

Dear Ms. NAME:

In conformance with Wis. Stat. § 108.04(17), the purpose of this letter is to provide you with reasonable assurance of continuing employment with the School District of Manawa during the 2022-2023 school year. Pursuant to Wis. Stat. § 108.04(17), Unemployment Insurance benefits are not available to educational (school year) employees between school years if employees have reasonable assurance of continuing employment.

The District will attempt to place you in a position similar to the position you held during the 2021-2022 school year. Specific details regarding your employment for the 2022-2023 school year will be shared with you by approximately August 15, 2022. As a school year employee, you will be expected to report for work on August 23, 2022.

Please indicate your intent to continue employment with the District during the 2022-2023 school year by signing and returning a copy of this Letter of Intent to the District Office no later than June 15, 2022. Failure to timely return a signed copy of this Letter of Intent shall be deemed notice that you have decided to voluntarily terminate your employment with the District.

Be advised that all school programs are regularly reviewed, with recommendations regarding program changes and staffing needs made to the School Board. Because of enrollment fluctuations, program changes, budgetary constraints or other unknown factors and conditions (e.g., school closure due to a pandemic), it may be necessary for the District to modify assignments, add positions or reduce/eliminate positions. Should program changes result in a change in your status, you will be notified as soon as possible. Please feel free to contact me should you have any questions.

Thank you for your continued commitment to the School District of Manawa.

Sincerely,

Dr. Melanie J. Oppor
District Administrator

It is my intent to return to the School District of Manawa for the 2022-2023 school year.

(signature)

(date)

School District of Manawa
800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2525
Fax: (920) 596-5308

**Little Wolf High School
Manawa Middle School**
515 E. Fourth St
Manawa, WI 54949
Phone: (920) 596-2524
Fax: (920) 596-2655

Manawa Elementary
800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2238
Fax: (920) 596-5339

ManawaSchools.org



/ ManawaSchools



/ ManawaSchools



School District of Manawa

May , 2022

NAME
ADDRESS
ADDRESS

Re: Letter of Intent – 2022-2023 School Year

Dear NAME:

In conformance with Wis. Stat. § 108.04(17), the purpose of this letter is to provide you with reasonable assurance of continuing employment with the School District of Manawa during the 2022-2023 school year. Pursuant to Wis. Stat. § 108.04(17), Unemployment Insurance benefits are not available to educational (school year) employees between school years if employees have reasonable assurance of continuing employment.

The District will continue to keep you on the Substitute Teacher/Staff list, the same as during the 2021-2022 school year. The All District Staff In-Service is scheduled for August 23, 2022. Training will be available to you on this day if you choose to attend. More information will be forthcoming in August.

Please indicate your intent to continue to be listed on the Substitute Teacher/Staff list with the District during the 2022-2023 school year by signing and returning a copy of this Letter of Intent to the District Office by June 15, 2022. A postage-paid envelope has been included for your convenience.

Be advised that all school programs are regularly reviewed, with recommendations regarding program changes and staffing needs made to the School Board. Because of enrollment fluctuations, program changes, budgetary constraints or other unknown factors and conditions (e.g., school closure due to a pandemic), the number of substitute assignments will vary from year-to-year. Please feel free to contact me should you have any questions.

Thank you for your continued commitment to the School District of Manawa.

Sincerely,

Dr. Melanie J. Oppor
District Administrator

It is my intent to return to the School District of Manawa for the 2022-2023 school year.

(signature)

(date)

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ManawaSchools.org



/ ManawaSchools



/ ManawaSchools



**SCHOOL DISTRICT OF MANAWA
MEMORANDUM OF UNDERSTANDING**

This **MEMORANDUM OF UNDERSTANDING** is entered into by and between the **SCHOOL DISTRICT OF MANAWA** (hereinafter the “District”) and **NAME** (hereinafter the “Employee”).

It is agreed that the District intends to employ the Employee and the Employee intends to accept employment with the District for the 2022-2023 school year (July 1, 2022 – June 30, 2023). Employment with the District is subject to annual review.

The Employee shall faithfully perform those duties and responsibilities as assigned by the District.

For services properly rendered, the Employee is to be paid the amount commensurate with the position the Employee is assigned, as outlined in the Support Staff Handbook. The Employee’s specific job assignment, wage, start date, end date and total weekly hours are as listed below:

Job Category	Clerical, Parapro, Custodial, Food	Job Assignment	
Regular Weekly Hours		Hourly Pay Rate	
Student Start Date	September 1, 2022	Student End Date	June 8, 2023
Report	<i>Daily, full-time per the District Calendar</i>		
<u>Additional Contracted Time</u> (paid)	All District Staff In-service and Back-to-School Night: August 23, 2022 Recognition and Appreciation Celebration: up to 2 hrs. if outside regular work time Additional required training: hours determined and pre-approved by administration *Time will be flexed to attend these events if outside of regular working hours		

Given Affordable Care Act parameters and District staff and program budget approvals, the Employee must adhere to his/her assigned hours. Any deviation from the daily and/or weekly work hours must be preapproved in writing by your building principal or supervisor. **The Employee will receive a specific daily schedule from the building principal or supervisor prior to the start of the school year.**

Except as specifically provided herein, the Employee shall be eligible for those benefits as outlined in the Support Staff Handbook.

This Memorandum of Understanding is subject to all applicable provisions of state and federal law as well as the rules, regulations, policies and directives of the District, now existing and as may be hereinafter enacted. The Employee further agrees to, in all respects, abide by and comply with the same.

The Employee’s employment with the District is made at the will of the District and may be terminated at any time for any or no reason. Because of budgetary constraints or other unknown factors and conditions, it may be necessary for the District to reduce positions (eliminate the position or reduce the hours). Should there be a change in your status you will be notified as soon as possible. **Please sign and return both copies of this Memorandum of Understanding to the District Office by June 15, 2022.**

Dated this 17th day of May, 2022.

Employee Signature

School District of Manawa representative



School District of Manawa
Students Choosing to Excel, Realizing Their Strengths

To: Board of Education
From: Carmen O'Brien
cc: Dr. Melanie Oppor
Date: 2/11/2022
Re: Cost of One-Time Support Staff Stipend

Currently, there are 24 support staff that would earn the one-time stipend that was endorsed by the Policy and Human Resource Committee on January 31, 2022. This stipend would be costed to ESSER II funds. Currently, there is \$62,824.47 left from the \$360,451 allotted to the School District of Manawa. The spending plan has about \$35,000 of training and materials that has not been ordered or paid for yet. This leaves about \$27,800 that could be used for stipend purposes. The Policy and Human Resource Committee voted to recommend a maximum of \$250.

	Stipend Amount		
	\$100	\$200	\$250
24 Support Staff	\$2,400	\$4,800	\$6,000

There are 46 full-time teachers and 6 administrators currently employed in the District. If the professional staff were included in this type of stipend, the costs would be as follows:

	Stipend Amount		
	\$100	\$200	\$250
46 Teachers	\$4,600	\$9,200	\$11,500
6 Administrators	\$600	\$1,200	\$1,500

Total cost to give a stipend to all staff is as follows:

	Stipend Amount		
	\$100	\$200	\$250
76 Total Staff	\$7,600	\$15,200	\$19,000





Students choosing to excel; realizing their strengths.

To: Board of Education
From: Dr. Melanie J. Oppor
Date: April 29, 2022
Re: Dean of Students Wage Equalization

The purpose of this memo is to request a stipend increase from \$2,000 per year to \$3,240 per year for the Dean of Students position. This stipend adjustment would be equivalent to the stipend given to a head coach of a sport.

Rationale:

- The stipend amount has not been increased in the five years the position has been in existence.
- There is a perception that there are more frequent incidences of office behavioral referrals. *
- There is a perception the behavioral concerns have become more severe. *
- Beginning with the 2020-21 school year and moving forward, grade 6 has been added to the building population.
- The Dean of Students role carries with it a high level of responsibility throughout the behavioral management process.
 - Monitoring of student conduct
 - Confidentiality
 - Investigation
 - Parent communication
 - Documentation
 - Referrals to law enforcement
 - Referrals to the Department of Health and Human Services
 - Behavioral follow-up
 - Testimony before the Board for expulsions or in court as required per subpoena
- A coach's season may last about 3 months. The Dean of Students role covers 10 months (to include any serious concern that arises during summer school).
- The Dean of Students has two (2) class periods a day to complete required tasks but may be called away during other times of the day for urgent matters to work alongside the principal. The position frequently includes evening and weekend behavioral support, contacting parents, or compiling documentation. The bulk of school time is devoted to working with students directly.
- The Dean of Students is the immediate "go to" person in the MS/HS when the principal is away even though another administrator is identified as the Administrator in Charge.

*Data from Skyward does not portray an obvious rise in the number or severity of conduct-related trends due to students learning from home during a portion of the pandemic.

Thank you for your thoughtful consideration. Please do not hesitate to contact me should you have any questions.



Book	Policy Manual
Section	Board Meeting - February 28th
Title	Copy of INTERSCHOLASTIC ATHLETICS
Code	po2431
Status	First Reading
Adopted	October 17, 2016
Last Revised	December 18, 2017

2431 - **INTERSCHOLASTIC ATHLETICS**

The Board recognizes the value to the District and to the community of a program of interscholastic athletics for as many students as feasible and in accordance with Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. The Board believes that it is the purpose of an interscholastic program to provide the benefits of an athletic experience to as large a number of students as feasible within the District.

The Board recognizes that the purpose of athletics is to promote the physical, mental, moral, social and emotional well-being of each participant with emphasis on the proper ideals of sportsmanship, ethical conduct and fair play. Athletics should encourage leadership, use of initiative and good judgment by the participants.

Interscholastic athletic programs provide opportunities for participants to develop positive school morale, practice hospitality and exercise the qualities of fair play and courtesy. The interscholastic athletic program is a part of the school curriculum, educational in purpose and conduct.

The athletic program affords opportunities for wholesome school-community relations under constructive conditions. It is the responsibility of school authorities to inform the community regarding the purposes of the program. The community should recognize that an athletic contest is an integral part of the school program because of its educational values. If interscholastic athletics cease to possess educational value, then these should cease to be school functions.

The Board encourages the full participation of elementary and middle school students in interscholastic athletic activities. For purposes of Board policy, "full participation" means fair and equal participation to the extent that the budget, facilities or type of activity allow.

The District shall maintain membership in the Wisconsin Interscholastic Athletic Association (WIAA) and the District's conference. The District shall abide by all WIAA and conference rules and regulations, and student athletes shall also be expected to abide by all eligibility rules and regulations.

The **Athletic/Activities Director** ~~District Administrator provides~~ **shall develop appropriate administrative guidelines for the operation of the Athletic Program and a Code of Conduct for those who participate. Such guidelines should provide for** the following safeguards:

- A. Prior to enrolling in the sport, each participant shall submit to a thorough physical examination by a **fully licensed** ~~District-~~ **approved** physician and parents shall report any past or current health problems along with a physician's statement that any such problems have or are being treated and pose no threat to the student's participation.
- B. Any student who is found to have a health condition that may be life-threatening to self or others shall not be allowed to participate until the situation has been analyzed by a medical review panel that has determined the conditions under which the student may participate.



Book	Policy Manual
Section	ON HOLD
Title	Copy of POST ISSUANCE TAX EXEMPT BOND COMPLIANCE
Code	po6146 - L - Updated per Quarles & Brady
Status	First Reading
Adopted	July 18, 2016

6146 - POST ISSUANCE TAX EXEMPT BOND COMPLIANCE

Statement of Purpose

- This Post-Issuance Compliance Policy (the "Policy") sets forth specific policies of the **Royal** School District of Manawa, Wisconsin (the "Issuer") designed to monitor post-issuance compliance:

- (i) with applicable provisions of the Internal Revenue Code of 1986, as amended, and regulations promulgated thereunder for obligations issued by the Issuer on tax-exempt or tax-advantaged basis ("Obligations"); and

- (ii) with applicable requirements set forth in certificates and agreement(s) ("Continuing Disclosure Agreements") providing for ongoing disclosure in connection with the offering of obligations to investors, for obligations (whether or not tax-exempt/tax-advantaged) subject to the continuing disclosure requirements of Rule 15c2-12(b)(5) (the "Rule") promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934.

- This Policy documents practices and describes various procedures and systems designed to identify on a timely basis facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations in order that the interest on such Obligations continue to be eligible to be excluded from gross income for federal income tax purposes or that the Obligations continue to receive tax-advantaged treatment. The federal tax law requirements applicable to each particular issue of Obligations will be detailed in the arbitrage or tax certificate prepared by bond counsel and signed by officials of the Issuer and the post-closing compliance checklist provided by bond counsel with respect to that issue. This Policy establishes a permanent, ongoing structure of practices and procedures that will facilitate compliance with the requirements for individual borrowings.

- This Policy similarly documents practices and describes various procedures and systems designed to ensure compliance with Continuing Disclosure Agreements, by preparing and disseminated related reports and information and reporting "material events" for the benefit of the holders of the Issuer's obligations and to assist the Participating Underwriters (within the meaning of the Rule) in complying with the Rule.

- The Issuer recognizes that compliance with pertinent law is an ongoing process, necessary during the entire term of the obligations, and is an integral component of the Issuer's debt management. Accordingly, the analysis of those facts and implementation of the Policy will require ongoing monitoring and consultation with bond counsel and the Issuer's accountants and advisors.

Tax Compliance

General Procedures

The following procedures and systems are for monitoring post-issuance compliance generally.

- The Business Manager **District Administrator** (the "Compliance Officer") shall be responsible for monitoring post-issuance compliance issues.

- The Compliance Officer will coordinate procedures for record retention and review of such records.

- All documents and other records relating to Obligations issued by the Issuer shall be maintained by or at the direction of the Compliance Officer. In maintaining such documents and records, the Compliance Officer will comply with applicable Internal Revenue Service ("IRS") requirements.

- The Compliance Officer shall be aware of options for voluntary corrections for failure to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Regulations and the Treasury's Tax-Exempt Bonds Voluntary Closing Agreement Program) and take such corrective action when necessary and appropriate.

- The Compliance Officer will review post-issuance compliance procedures and systems on a periodic basis, but not less than annually.

- Issuance of Obligations - Documents and Records

With respect to each issue of Obligations, the Compliance Officer will:

- Obtain and store a closing binder and/or CD or other electronic copy of the relevant and customary transaction documents (the "Transcript").

- Confirm that bond counsel has filed the applicable information report (e.g., Form 8038, Form 8038-G, Form 8038-CP) for such issue with the IRS on a timely basis.

- Coordinate receipt and retention of relevant books and records with respect to the investment and expenditure of the proceeds of such Obligations with other applicable staff members of the Issuer.

- Arbitrage

The following procedures relate to the monitoring and calculating of arbitrage and compliance with specific arbitrage rules and regulations.

The Compliance Officer will:

- Confirm that a certification of the initial offering prices of the Obligations with such supporting data, if any, required by bond counsel, is included in the Transcript.

- Confirm that a computation of the yield on such issue from the Issuer's financial advisor or bond counsel (or an outside arbitrage rebate specialist) is contained in the Transcript.

- Maintain a system for tracking investment earnings on the proceeds of the Obligations.

- Coordinate the tracking of expenditures, including the expenditure of any investment earnings. If the project(s) to be financed with the proceeds of the Obligations will be funded with multiple sources of funds, confirm that the Issuer has adopted an accounting methodology that maintains each source of financing separately and monitors the actual expenditure of proceeds of the Obligations.

- Maintain a procedure for the allocation of proceeds of the issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures. This procedure shall include an examination of the expenditures made with proceeds of the Obligations within 18 months after each project financed by the Obligations is placed in service and, if necessary, a reallocation of expenditures in accordance with Section 1.148-6(d) of the Treasury Regulations.

- Monitor compliance with the applicable "temporary period" (as defined in the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Treasury Regulations")) exceptions for the expenditure of proceeds of the issue, and provide for yield restriction on the investment of such proceeds if such exceptions are not satisfied.

- Ensure that investments acquired with proceeds of such issue are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable Treasury Regulation safe harbor may be used.

- Avoid formal or informal creation of funds reasonably expected to be used to pay debt service on such issue without determining in advance whether such funds must be invested at a restricted yield.

- Consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions or investments in

guaranteed investment contracts.

- **Identify situations in which compliance with applicable yield restrictions depends upon later investments and monitor implementation of any such restrictions.**

- **Monitor compliance with six-month, 18-month or 2-year spending exceptions to the rebate requirement, as applicable.**

- **Procure a timely computation of any rebate liability and, if rebate is due, to file a Form 8038-T and to arrange for payment of such rebate liability.**

- **Arrange for timely computation and payment of "yield reduction payments" (as such term is defined in the Code and Treasury Regulations), if applicable.**

Private Activity Concerns

The following procedures relate to the monitoring and tracking of private uses and private payments with respect to facilities financed with the Obligations.

The Compliance Officer will:

- **Maintain records determining and tracking facilities financed with specific Obligations and the amount of proceeds spent on each facility.**

- **Maintain records, which should be consistent with those used for arbitrage purposes, to allocate the proceeds of an issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures.**

- **Maintain records allocating to a project financed with Obligations any funds from other sources that will be used for otherwise non-qualifying costs.**

- **Monitor the expenditure of proceeds of an issue and investment earnings for qualifying costs.**

- **Monitor private use of financed facilities to ensure compliance with applicable limitations on such use. Examples of potential private use include:**

- **Sale of the facilities, including sale of capacity rights;**

- **Lease or sub-lease of the facilities (including leases, easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers) or leasehold improvement contracts;**

- **Management contracts (in which the Issuer authorizes a third party to operate a facility, e.g., cafeteria) and research contracts;**

- **Preference arrangements (in which the Issuer permits a third party preference, such as parking in a public parking lot);**

- **Joint-ventures, limited liability companies or partnership arrangements;**

- **Output contracts or other contracts for use of utility facilities (including contracts with large utility users);**

- **Development agreements which provide for guaranteed payments or property values from a developer;**

- **Grants or loans made to private entities, including special assessment agreements; and**

- **Naming rights arrangements.**

- **Monitoring of private use should include the following:**

- **Procedures to review the amount of existing private use on a periodic basis; and**

- **Procedures for identifying in advance any new sale, lease or license, management contract, sponsored research arrangement, output or utility contract, development agreement or other arrangement involving private use of financed facilities and for obtaining copies of any sale agreement, lease, license, management contract, research arrangement or other arrangement for review by bond counsel.**

- **If the Compliance Officer identifies private use of facilities financed with tax-exempt or tax-advantaged debt, the Compliance Officer will consult with the Issuer's bond counsel to determine whether private use will adversely affect**

the tax status of the issue and if so, what remedial action is appropriate. The Compliance Officer should retain all documents related to any of the above potential private uses.

- **Qualified Tax-Exempt Obligations**

If the Issuer issues "qualified tax-exempt obligations" in any year, the Compliance Officer shall monitor all tax-exempt financings (including lease purchase arrangements and other similar financing arrangements and conduit financings on behalf of 501(c)(3) organizations) to assure that the \$10,000,000 "small issuer" limit is not exceeded.

- **Federal Subsidy Payments**

The Compliance Officer shall be responsible for the calculation of the amount of any federal subsidy payments and the timely preparation and submission of the applicable tax form and application for federal subsidy payments for tax-advantaged obligations such as Build America Bonds, New Clean Renewable Energy Bonds and Qualified School Construction Bonds.

- **Reissuance**

The following procedures relate to compliance with rules and regulations regarding the reissuance of Obligations for federal law purposes.

The Compliance Officer will identify and consult with bond counsel regarding any post-issuance change to any terms of an issue of Obligations which could potentially be treated as a reissuance for federal tax purposes.

- **Record Retention**

The following procedures relate to retention of records relating to the Obligations issued.

The Compliance Officer shall monitor the occurrence of any of the following events and/or other events set forth in the Currently Effective Continuing Disclosure Agreements and shall provide notice of the same in the required manner and by the relevant reporting deadline (within ten (10) business days of the occurrence):

Principal and interest payment delinquencies;

- Non-payment related defaults, if material;

- Unscheduled draws on debt service reserves reflecting financial difficulties;

- Unscheduled draws on credit enhancements reflecting financial difficulties;

- Substitution of credit or liquidity providers, or their failure to perform;

- Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Issuer's bonds or notes, or other material events affecting the tax status of the Issuer's bonds or notes;

- Modification to rights of holders of the Issuer's bonds or notes, if material;

- Calls of the Issuer's bonds or notes, if material, and tender offers;

- Defeasances of the Issuer's bonds or notes;

- Release, substitution or sale of property securing repayment of the Issuer's bonds or notes, if material;

- Rating changes;

- Bankruptcy, insolvency, receivership or similar event of the Issuer;

- The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material;

- Appointment of a successor or additional trustee or the change of name of a trustee, if material;

- Incurrence of a Financial Obligation of the Issuer, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the Issuer, any of which affect holders of the securities, if material; and

- Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a

Financial Obligation of the Issuer, any of which reflect financial difficulties.

"Financial Obligation" means a (i) debt obligation; (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) guarantee of (i) or (ii). The term Financial Obligation shall not include municipal securities as to which a final official statement has been provided through the EMMA system consistent with the Rule.

Review of Official Statements

The Compliance Officer shall review drafts of any Official Statement for a new offering or bonds or notes, with assistance from its dissemination agent, counsel or other agents of the Issuer as necessary, and shall determine that the Official Statement accurately and completely describes the Issuer's continuing disclosure compliance history within the five years prior to the date of the respective Official Statement. This compliance review is not meant to limit the Issuer's other reviews of or diligence procedures relating to its Official Statements.

Record Retention

The Compliance Officer shall retain documentation evidencing the Issuer's annual reviews and its reviews of Official Statements in connection with new offerings as set forth above. This Issuer shall retain this documentation, for each Continuing Disclosure Agreement, for the period that the related bonds or notes are outstanding.

Annual Review Checklist

The Compliance Officer may (or may not) choose to use and retain the attached Annual Review Checklist to assist in implementing these Procedures.

Succession Plan

The Compliance Officer shall have a succession plan and shall train his/her successor regarding the required procedures prior to departing the Issuer.

[NOTE: Final Policy should be reviewed by District Bond Counsel.]

~~The Board may from time to time issue bonds and other obligations. These interests are excludable from gross income for Federal income tax purposes or are excludable from interest that is paid in whole or in part by the Federal government or which bonds otherwise enjoy certain preferential treatment under the Internal Revenue Code of 1986, as amended, (the "code") or regulations developed promulgated implementing the Code (the "regulations"). Such obligations may include tax-exempt obligations and/or obligations eligible for tax credits (direct subsidies to the School District or tax credits to bond owners). All such tax-exempt obligations or tax-advantaged obligations are referred to herein as "Obligations," whether in the form of general obligation bonds, revenue bonds, bond anticipation notes, tax anticipation notes, lease-purchase obligations, installment-purchase obligations or otherwise. This policy document(s) practices and describes various procedures and systems designed to identify on a timely basis facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations in order that the interest on such Obligations continue to be eligible to be excluded from gross income for Federal income tax purposes or that the Obligations continue to receive tax-advantaged treatment. The Federal tax law requirements applicable to each issue of Obligations will be detailed in the nonarbitrage or tax compliance certificate prepared by bond counsel (the "Tax Certificate") and signed by officials of the District and the post-closing compliance checklist provided by bond counsel with respect to such issue. This policy establish(es) a permanent, ongoing structure of practices and procedures that will facilitate compliance with the Code, Treasury Regulations and SEC Rule 15c2-12 (the "Rule").~~

~~The Board recognizes that compliance with applicable provisions of the Code and Treasury Regulations is an on-going process, necessary during the entire term of the Obligations, and is an integral component of the District's debt management. Accordingly, the analysis of those facts and implementation of this Policy will require on-going monitoring and consultation with an attorney experienced in legal work relating to the issuance of tax-exempt obligations or tax-advantaged obligations ("Bond Counsel") and the District's accountants. This policy doesn't address any post-issuance compliance requirements under State law. Nor is this policy a substitute, or a replacement, for any Tax Certificate or a post-issuance compliance checklist relating to specific Obligations. The District is responsible for compliance with any such Tax Certificate or post-issuance compliance checklist. This policy may be modified, expanded, abridged, or otherwise amended only by the Board upon consultation with the District's attorney and Bond Counsel, but without any notice to or consent from any trustee, bondholder or any other person.~~

~~The general purpose of the policies set forth herein is to ensure compliance with post-issuance Federal tax requirements generally falling into the following two categories:~~

~~A. **Qualified Use of Proceeds and Financed Property**~~

~~Qualified use requirements generally require monitoring of the various direct and indirect uses of bond-financed property over the life of the bonds and calculations of the percentage of nonqualified uses.~~

~~B. **Arbitrage Yield and Rebate**~~

~~Arbitrage requirements also require monitoring over the life of the bonds to determine whether the yield on investments acquired with bond proceeds are properly restricted and the district must file Form 8038-T to pay a yield reduction payment and/or rebate payment.~~

Responsible Official

The Board designates the Business Manager as the Bond Compliance Officer with primary responsibility in post-issuance compliance. The compliance officer is authorized to obtain the assistance of the following in carrying out

necessary functions under this policy:

- A. **Bond Counsel**—the District’s legal counsel that assists in the bond issuance
- B. **External Financial Advisors**—the District’s accounting firm or other financial advisor
- C. **Bond Paying Agent/Trustee**
- D. **Rebate Analyst**

~~All personnel that are responsible for ensuring post-issuance compliance with the tax rules must receive training or educational resources, as determined appropriate by the Bond Compliance Officer.~~

Post-Issuance Duties

~~The Bond Compliance Officer will engage in a detailed review of post-issuance tax compliance with the tax rules to identify instances of noncompliance and prevent violations from occurring, or timely correct identified violations, if possible. When failures to comply with post-issuance compliance requirements are identified, the Bond Compliance Officer will promptly consult with bond counsel to determine if remedial action is available, or if some other action is required.~~

Private Use

~~Bond-financed projects are subject to rules and limitations on private use. Private use includes non-governmental activity through leases, management agreements, research agreements, and other type of activity in which a non-governmental entity obtains a benefit or interest in the bond-financed project beyond that normally provided to the public. In the event such special usage is contemplated, the Bond Compliance Officer must assure compliance with applicable tax regulations.~~

Use of Bond Proceeds

~~The Bond Compliance Officer shall ensure that bond funds are used for the purpose for which the bond issue is authorized and that any project with a combination of authorized expenses from bond proceeds and other funds, result in expenses paid for with bond proceeds that are clearly identified and properly recorded.~~

~~The Bond Compliance Officer must ensure that investment activities are conducted at fair market value, and may employ bidding procedure to establish a safe harbor. The Bond Compliance Officer shall be aware of any yield restrictions on any bond issue and monitor such. In the event that reimbursement is required, the Bond Compliance Officer shall work with the District’s advisors to complete and record those transactions and to assure proper filings with the IRS.~~

Recordkeeping Requirements

~~The Bond Compliance Officer is responsible for the maintenance of records relating to the bond financings, and for the transfer of all such records to his/her successor. In the event that different persons are responsible for different aspects of compliance with the tax rules (for example, the investment of bond proceeds and expenditure of bond proceeds on projects), the Bond Compliance Officer will assure coordination with all involved and retention of complete records. The following records, as applicable, shall be retained:~~

- A. ~~audited financial statements of the School District throughout the period of the bond issue~~
- B. ~~appraisals, surveys, and studies pertaining to the facilities financed with the proceeds of bonds, as well as any and all contracts entered into for the construction, renovation or purchase of bond-financed facilities~~
- C. ~~all public discourse concerning the bonds, including informative materials distributed by the District, as well as other publications, such as third-party studies, newspaper articles, etc.~~
- D. ~~paying Agent or trustee statements~~
- E. ~~all records regarding the management of bond funds, including investments and the gains (or losses) from such investments; and including specifically trustee statements regarding investments, investment contracts, or other such instruments~~
- F. ~~Board resolutions authorizing reimbursement of bond funds or earned interest, and accounting of any such disbursements~~
- G. ~~ledger of bond expenditures (including costs of issuance) and the dates and amounts of such expenditures (including requisitions, draw schedules, draw requests, invoices, bills and cancelled checks with respect to such expenditures)~~
- H. ~~records of the sale of any bond-financed facilities, including Board resolutions, sales documents, and accounting of proceeds from such sale~~
- I. ~~record of any private business uses of bond-financed facilities after the issue, including leases and subleases, licenses, management contracts, research contracts, naming rights agreements or other arrangements which provide special legal entitlements to nongovernmental persons or entities~~
- J. ~~arbitrage rebate reports and records of rebate and yield reduction payments, if any~~
- K. ~~resolutions or minutes of Board meetings at which any action was taken by the Board pertaining to the bond issue or subsequent treatment, including any formal elections under the Code or Regulations~~
- L. ~~copies of each Form 8038-T and Form 8038-R filed with the IRS and any other forms or documents filed with the IRS, and~~
- M. ~~any other documents or Board minutes regarding the Bond issue, financing, facilities, investments, reimbursements, governmental review reports, etc.~~

~~The Bond Compliance Officer is responsible for the maintenance of records relating to the bond financings and for the transfer of all such records to his/her successor. In the event that different persons are responsible for different aspects of compliance with the tax rules (for example, the investment of bond proceeds and expenditure of bond proceeds on projects), the Bond Compliance Officer will assure coordination with all involved and retention of~~

~~complete records. The Board may also enter into a contract with a third party to assist the District in complying with its continuing disclosure obligations.~~

~~Records of appraisals, surveys, and studies pertaining to the facilities financed with the proceeds of bonds, as well as any and all contracts entered into for the construction, renovation or purchase of bond-financed facilities, as applicable, shall be retained.~~

~~© Neola 2014~~

Last Modified by Melanie J Oppor on May 13, 2022

School District Of Manawa
Open Enrollment for 2022-23
Maximum Class Size Definitions & Available Space

This chart shows the "maximum class size" definitions for annual revision and adoption by the School District of Manawa for Open Enrollment as per NEOLA Policy 5113. Available spaces for Open Enrollment (OE) applicants are based upon the approved class sizes.

Half of the excess capacity per grade level is reserved for children who move into the district and the remaining half is available for OE. One seat will be made available in each grade level.

GRADE OR PROGRAM	MAXIMUM CLASS SIZE & PROJECTED SECTIONS & GRADE SIZES	PROJECTED ENROLLMENT 2022-23	AVAILABLE OE SPACES 2022-23	OE IN - Spaces Taken
Manawa Elementary School (15 Sections in 2020-21)				
Early Childhood	6 Students x 2 Section = 12	12	1	
4K (4 Yr. Old Pre-K)	20 Students x 2 Section = 40	35	5	
5K	25 Students x 2 Section = 50	31	9	
Grade 1	25 Students x 1 Section = 25	25	1	
Grade 2	25 Students x 2 Sections = 50	32	9	
Grade 3	25 Students x 2 Sections = 50	35	7	
Grade 4	25 Students x 1 Sections = 25	26	1	
Grade 5	25 Students x 2 Sections = 50	59	1	
Cross. Cat. Spec. Ed.	12, 26	16.6, 34.9	0	
Cross. Cat. Spec. Ed.	15, 26	14.7, 26	0	
9				
Manawa Middle School				
Grade 6	27 Students x 1 = 27	32	1	
Grade 7	27 Students x 1 = 27	33	1	
Grade 8	27 Students x 2 = 54	50	2	
6-9 Cross. Cat. Spec. Ed.	18, 26	27.7, 18.69	0	
Little Wolf High School				
Grade 9	27 Students x 2.5 = 67.5	41 (includes 9-2 OE = 7 St. Paul Students) The original count was 43.	12	2 students that presently attend St. Paul
Grade 10	27 Students x 2.5 = 67.5		8	
Grade 11	27 Students x 2 = 54	58	1	
Grade 12	27 Students x 2 = 54	59	1	
10-12+ Cross. Cat. Spec. Ed.	18, 26	37.9, 25.15	0	
District				
FT Speech/Language	Average Caseloads Range from 40 to 50 clients	47		
PT Speech/Language	Average Caseloads Range for 6 hours/week from 12 to 15 clients	12		
All Other Therapy Services (not S/L) Recommendation	Contracted Services - not required by law to increase for OE	N/A		

4K and 5K are an estimate as families have not yet enrolled students in the program for next school year. Estimates are based on the third Friday count in September. There is no intent to recommend a reduction in 5K sections at this time.

Special Education Considerations The first calculation is a new formula created by a workgroup of special education directors. The formula is based on the number of IEPs that would need to be written and the number of minutes students are seen by the special education teacher divided by the number of available minutes in a school day. In this formula caseloads are typically expected to range from 12 to 15 at the elementary level and from 12 to 18 at the secondary level. The second calculation is the old DPI formula which is based on the students Environmental Code and disability criteria area. The actual seat calculations are based on the average of the 2 calculations keeping 15% space open for spring initial evaluations and to account for students who may transfer into the district. Early Childhood caseloads include students in 4K. Seats available, at this level, also take into consideration initial evaluation that are already in process from Child Find activities.



School District of Manawa

Students Choosing to Excel, Realizing Their Strengths

To: Dr. Melanie Oppor, Manawa Board of Education, Building & Grounds Committee
Fr: Brad Johnson
Date: 5/9/2022
Re: Batting Cage Purpose

The Manawa Athletic Department is proposing the purchase and installation of a drop-down batting cage. We have acquired three quotes and have chosen the lowest quote provided by Badger Sporting Goods. The quote is for \$15,500 and will require a small amount more for Dave Machoviak to finalize the electrical connection. The initial estimate by Dave Mackoviak is under \$500.00. The money for this expenditure will come from the Fund 10 Athletic Budget for 2021-2022.

Our current, seasonal batting cage is quite old and has some structural problems. The netting has ripped on multiple occasions this spring. The cage also creates obstacles throughout the spring season for Physical Education and other gymnasium use activities. It often limits the activities we can do in an effort to achieve student safety. The purchase of a new cage will alleviate this problem and give coaches and student-athletes access to proper training year-round.

The cage will run between the side basketball hoops on the north end of the gymnasium, in the same location as our current cage. The cage will drop down via an electrical pulley system and be ready to use or put away within five minutes. When not in use it will be pulled nearly tight to the beams suspended from the ceiling to avoid disruption of activities.

Matt McGregor from Hoffmann was consulted and said that a structural engineer would not be needed. The 14 points of securing the cage to the rafters will only produce 30 pounds of pressure per point. The SDM lift will be utilized in the installation.

School District of Manawa

800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2525
Fax: (920) 596-5308

Little Wolf High School Manawa Middle School

515 E. Fourth St
Manawa, WI 54949
Phone: (920) 596-2524
Fax: (920) 596-2655

Manawa Elementary

800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2238
Fax: (920) 596-5339

ManawaSchools.org



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Brad Johnson <bjohnson@manawaschools.org>

Fwd: Manawa Batting Cage

3 messages

Steve Gates <sgates@bsnsports.com>
To: Brad Johnson <bjohnson@manawaschools.org>

Fri, Apr 29, 2022 at 4:03 PM

Brad -

Received both quotes back now. See below for breakdown of both the quotes that we received back and please let me know if you have any questions!

Option #1.

GARED: Multi-Sport Cage 12'H x 12'Wx70'L with 1-1/8" Square Net - (Net Size: 13'H x 12'W x 70'L)

Weimer's Specialized Installation & Repair, Mark Weimer – 40+ years of experience installing Gym-Play equipment.

1. The installation of one (1) each Retractable Batting Cage – 12'H x 12'W x 70'L spanning two (2) each concrete beams
2. Weimer's To Supply: Concrete Anchors for attaching to concrete beams
3. Unloading of equipment to be done by others, at the job site (located at the gym) either before or at the time of installation
4. Any and all wiring/ wiring components to be supplied and installed by others
5. Building must have access to utilize our 32" wide scissors lift for the installation. Or a lift must be provided by others for the installation
6. Area to the entrance must be flat and free of obstructions

Total Project Price (Product & Installation + Shipping); \$26,319.00

Option #2.

SPALDING: Motorized Retractable 70' Cage with direct mount hardware (Net not included)
12' Tall x 12' Wide x 70' Long Batting Cage Net Package
1 5/8 x 12 Ga Ustrut 20 Ft.
CUSTOM - Hardware

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4. Any and all wiring/ wiring components to be supplied and installed by others
5. Building must have access to utilize our 32" wide scissors lift for the installation. Or a lift must be provided by others for the installation
6. Area to the entrance must be flat and free of obstructions

Total Project Price (Product & Installation + Shipping); \$19,197.00

Thanks,
Jeff

Jeff Venes
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