



**Monday, October 11, 2021  
Board of Education Meeting**

**APPLETON AREA SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
Time: 6:00 PM**

The Board of Education will be meeting in the Scullen Leadership Center, 131 E. Washington Street, Suite 1A. Some individuals will be joining via zoom and the meeting will be livestreamed on YouTube. In-person public attendance (other than registered on-site public input) is suspended until further notice. \*\*Limited registration is available for on-site public input (additional information can be found on the District's website).\*\* Members of the media or general public may access the meeting via the live stream broadcast on the Appleton Area School District YouTube Channel: <https://www.youtube.com/channel/UChO-i09YGgt4uKnCWYvt8Pw>. For remote attendance via telephone, please dial: 1-312-626-6799 Meeting ID: 926 7698 5665

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. Members of the public wishing to address the Board may speak during public input or provide written comments in accordance with the procedures posted on the District's website ([http://www.aasd.k12.wi.us/district/board\\_of\\_education/public\\_input](http://www.aasd.k12.wi.us/district/board_of_education/public_input)) and state law. The Wisconsin Open Meetings Law allows only brief discussion of topics that are not listed on the agenda. Therefore, the Board may not be able to fully address comments made during public input. When appropriate the Board may request the administration to reach out to a citizen regarding a concern they may have.

Any special needs or any requests for accommodations related to accessing the meeting should be sent to Clara Kopplinger, at [kopplingerclar@asd.k12.wi.us](mailto:kopplingerclar@asd.k12.wi.us) or (920) 832-6126, at least 24-hours in advance of the meeting. This would include any person for whom it would be burdensome or infeasible to use the primary method(s) of remote access established by the District.

## **1. Meeting Opening**

---

<b>Subject</b>	<b>A. Roll Call</b>
Meeting	Oct 11, 2021 - Board of Education Meeting
Category	1. Meeting Opening
Type	Procedural

<b>Subject</b>	<b>B. Pledge of Allegiance</b>
Meeting	Oct 11, 2021 - Board of Education Meeting
Category	1. Meeting Opening
Type	Procedural

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

---

**Subject**                    **A. Board Member Request to Remove Consent Agenda Items(s) for Separate Consideration**

Meeting                    Oct 11, 2021 - Board of Education Meeting

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

Type                        Procedural

**Subject**                    **B. Approval of Agenda**

Meeting                    Oct 11, 2021 - Board of Education Meeting

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

Type                        Action, Procedural

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

---

**Subject**                    **A. Public Input**

Meeting                    Oct 11, 2021 - Board of Education Meeting

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

Type                        Procedural

Public Input:

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

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

Policy References:

[Board Policy and Rule 187 - Public Input at School Board and Board Subcommittee Meetings](#)  
[Board Policy 189 - Virtual Board Meetings in Emergency Situations](#)

**Subject**                    **B. On-site Speakers (Registration Required)**

Meeting                    Oct 11, 2021 - Board of Education Meeting

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

Type                        Procedural

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

**Subject C. Virtual Speakers (Registration Required)**

Meeting Oct 11, 2021 - Board of Education Meeting

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

Type Procedural

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

**Subject D. Written Comments (Posted as Attachment)**

Meeting Oct 11, 2021 - Board of Education Meeting

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

Type Procedural

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

## **4. Special Presentation**

**Subject A. Celebrations: Wisconsin School Board Week - October 3-9, 2021**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 4. Special Presentation

Type Discussion, Information, Presentation

The District will recognize the Board of Education members for their commitment to their communities and students.

File Attachments  
[School Board Week 2021 WASB.png \(856 KB\)](#)

## **5. Board Development (GC-2.2: The Board will assure that its members are provided with training and professional support necessary to govern effectively.)**

**Subject A. None**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 5. Board Development (GC-2.2: The Board will assure that its members are provided with training and professional support necessary to govern effectively.)

Type Discussion, Information, Presentation

## **6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)**

**Subject** **A. Business Services Update(s): AP Check Register September 2021; Grants 2021-2022**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)

Type Discussion, Information, Report

Chief Financial Officer Greg Hartjes will update the Board on Business Services items for consideration.

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

Meeting Oct 11, 2021 - Board of Education Meeting

Category 6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)

Type Discussion, Information, Report

File Attachments

[Item for Consideration \\_ 2021-22 Approval of Applications for Overnight Trips Within the Contiguous 48 States and DC.pdf \(564 KB\)](#)

**Subject** **C. Personnel Services Update(s): Professional Educator New Hire(s), Contract Change(s), and Resignation(s)**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)

Type Discussion, Information, Report

Chief Human Resources Officer Julie King will update the Board on Personnel Services items for consideration.

**Subject** **D. AASD Mitigation Protocols Update(s): Public health and medical advisors, along with the District Leadership Team, will provide an update regarding pandemic conditions/activity within our schools and community, in relation to the current mitigation protocols, including masking.**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 6. Information for Board Decision Preparation (OE-8.4: Assure that the Board has adequate information from a variety of internal and external viewpoints to assure informed Board decisions.)

Type Discussion, Information, Report

## **7. Board Business**

---

**Subject** **A. AASD Mitigation (Masking) Protocols - for Consideration**

Meeting Oct 11, 2021 - Board of Education Meeting  
Category 7. Board Business  
Type Action, Discussion

File Attachments  
[Item for Consideration 10-11-21.pdf \(95 KB\)](#)

**Subject B. Health Insurance Renewal, Plan Designs, and Employee Premium Shares - for Discussion and Consideration**

Meeting Oct 11, 2021 - Board of Education Meeting  
Category 7. Board Business  
Type Action, Discussion, Information

File Attachments  
[IFC Health Insurance 10-11-21.pdf \(308 KB\)](#)  
[Health Insurance Premium Structure 2022.pdf \(65 KB\)](#)

**Subject C. Consent Agenda Item(s) Removed for Separate Consideration**

Meeting Oct 11, 2021 - Board of Education Meeting  
Category 7. Board Business  
Type Action, Discussion

**8. Board's Consent Agenda (GC-2.4: The Board will use a consent agenda as a means to expedite the disposition of routine matters and dispose of other items of business it chooses not to discuss.)**

---

**Subject A. Board Meeting Minutes from September 27, 2021**

Meeting Oct 11, 2021 - Board of Education Meeting  
Category 8. Board's Consent Agenda (GC-2.4: The Board will use a consent agenda as a means to expedite the disposition of routine matters and dispose of other items of business it chooses not to discuss.)  
Type Action, Minutes

Minutes aren't official until they are approved at the Board meeting.

**9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)**

---

**Subject A. AP Check Register September 2021**

Meeting Oct 11, 2021 - Board of Education Meeting  
Category 9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Type Action

Fiscal Impact Yes

**Subject B. Grants 2021-2022**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Type Action

File Attachments  
[Grants -10-11-2021.pdf \(543 KB\)](#)  
[Grant Supporting Documentation 10-11-21 2001.pdf \(925 KB\)](#)

**Subject C. 2021-22 Approval of Applications for Overnight Trips Within the Contiguous 48 States and DC**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Type Action

File Attachments  
[Overnight Travel.pdf \(118 KB\)](#)

**Subject D. Professional Educator New Hire(s)**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Type Action

File Attachments  
[IFC Professional Educator New Hire 10-11-21.pdf \(10 KB\)](#)

**Subject E. Professional Educator Contract Change(s)**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Type Action

File Attachments

[IFC Professional Educator Contract Changes 10-11-21.pdf \(116 KB\)](#)

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

Meeting Oct 11, 2021 - Board of Education Meeting

Category 9. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Type Action

File Attachments

[IFC Professional Educator Resignation 10-11-21.pdf \(108 KB\)](#)

---

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

**Subject** **A. None**

Meeting Oct 11, 2021 - Board of Education Meeting

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

Type Discussion, Information, Report

---

**11. Items of Information**

**Subject** **A. None**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 11. Items of Information

Type Information

---

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

**Subject** **A. Discussion of the Board's Work at the Meeting**

Meeting Oct 11, 2021 - Board of Education Meeting

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

Type Discussion, Procedural

---

**13. Future Meetings**

**Subject** **A. Annual Budget Hearing: Monday, October 25, 2021, 6:00 PM**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

This meeting includes a Public Hearing for the purpose of providing any resident or taxpayer of the District an opportunity to be heard on the proposed budget. During a Public Hearing, input is limited to only comments or requests for clarification related to specific items included on the agenda and individuals must be a resident or taxpayer of the District.

In-person public attendance (other than registered on-site public input) is suspended until further notice.

Registration for public input related to the Budget Hearing will be open from 9:00 AM on Friday, October 22, until 12:00 PM on Monday, October 25, 2021.

**Subject B. Next Board Meeting: Monday, October 25, 2021, \*\*6:45 PM\*\***

Meeting Oct 11, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

The Regular Meeting of the Board of Education will begin following the Annual Budget Hearing or at 6:45 PM, whichever is later.

**Subject C. Board Work Session: Thursday, October 28, 2021, 7:30 AM**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 13. Future Meetings

Type Information

## **14. Adjourn**

---

**Subject A. Motion to Adjourn the Meeting**

Meeting Oct 11, 2021 - Board of Education Meeting

Category 14. Adjourn

Type Action, Procedural



Kay S. Eggert



Kristine M. Sauter



*Thank You*



James R. Bowman



Deborah C. Truymen

**WISCONSIN SCHOOL BOARD WEEK, OCT. 3-9, 2021**

**School Board Service Is a Work of Heart**



Edward A. Ruffolo



Amanda M. Stuck



James K. Bacon



## ITEM FOR CONSIDERATION

**Topic:** 2021-22 Approval of Applications for Overnight Trips Within the Contiguous 48 States and DC

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

School	Staff Member(s)	Class or Group	Destination	Dates of Trip	School Days Missed	Approx. Cost Per Student
West High School	Patrig Tooley	Wrestling Grades 9-12	Wisconsin Dells	12/10/21 – 12/11/21	0	\$0
West High School	Patrig Tooley	Wrestling Grades 9-12	Merrill, WI	12/29/21 – 12/30/21	0	\$0

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

**Administrative Recommendation:** Approval of the attached applications for overnight trips within the contiguous forty-eight states and DC.

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

**Contact Person:** Mike Hernandez, [hernandezmicha@asds.k12.wi.us](mailto:hernandezmicha@asds.k12.wi.us), 997-1399 ext. 2027

**APPLETON AREA SCHOOL DISTRICT**

**Application for**

**OVERNIGHT TRIPS WITHIN CONTIGUOUS 48 STATES AND DC**

*Insert answers in green shaded areas only.*

<b>School:</b>		Appleton West High School
<b>Date of Application: (00/00/00)</b>		09/28/21
<b>Staff member conducting the trip:</b>		Head Coach - Patrig Tooley
<b>1. Name of class or group:</b>		
		Wrestling Team
<b>2. Grade level(s):</b>		
		9th-12th grade
<b>3. Destination:</b>		
		Wisconsin Dells, WI
<b>4. AASD curriculum standards that are addressed: (please state clearly and specifically)</b>		
<b>5. Departure Date: (00/00/00)</b>		
		12/10/21
<i>Place of Departure:</i>		
		Appleton West High School
<b>6. Return Date: (00/00/00)</b>		
		12/11/21
<i>Place of Return:</i>		
		Appleton West High School
<b>7. Total number of school days to be missed, if any:</b>		
		<b>0.0</b>
<b>8. Will any substitutes be required because of the trip? (Yes or No)</b>		
		NO
<i>If so, how many substitutes?</i>		
<i>How many days?</i>		
<b>9. PROGRAM FEES PER PARTICIPANT:</b>	List <b>total/actual</b> costs of each fee before factoring in donations, fundraising monies, etc.	List participant fee after factoring in donations, fundraising monies, etc.
<i>(Please break down by category.)</i>		
Transportation	<b>\$40.00</b>	<b>\$0.00</b>
Lodging	<b>\$45.00</b>	<b>\$0.00</b>
Meals	<b>\$17.00</b>	<b>\$0.00</b>
Other expenses <i>(explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
Additional monies needed <i>(explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$102.00</b>	<b>\$0 (fundraising)</b>

10. Please list the names of those adults who will receive free transports, tickets, and/or meals: None	
11. Will student fees subsidize adult expenses? (Yes or No) If Yes, to what extent?	NO
12. Is fundraising being used? (Yes or No) Explain:	YES Conducting a fundraiser October 25, 2021 selling meat from Jacobs Meat Market
13. How are costs for needy students going to be addressed?	Fundraising
14. Travel arrangements by (name of agency) : Regular Carrier (Yes or No) Charter Carrier (Yes or No)	Lamers Bus Yes
15. Anticipated number of students participating in the trip:	35-40
16. Anticipated number of chaperones: Staff Volunteers Total Male Chaperones: Total Female Chaperones: TOTAL CHAPERONES:	 5  5  5
17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.	
18. Attach any information you will use to communicate to parents and students to inform them of this trip.	

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

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

### SIGNATURES:

Staff Member Conducting Trip (electronic signature) Date of application	<i>Patricia Tooley</i> 10/04/21
Principal (electronic signature) Date of approval	<i>James McClowry/Mark McQuade</i> 10/04/21
Assistant Superintendent Date of approval	<i>Mike Hernandez</i> 10/6/2021

Date of School Board Action (office use only)

### **Appleton West High School**

Wrestling schedule for Wrestling tournament: Woodside Dome @ Wisconsin Dells

- December 10<sup>th</sup>, 2021
  - 2:45pm Depart from Appleton West HS (Varsity and JV squads, Mgrs. and Coaches)
  - 4:45pm Arrive at Woodside Wisconsin Dome
  - 5:30pm Weigh-ins
  - 6:00pm JV wrestling begins
  - 9:00pm JV wrestling approx. ending
  - 9:30pm Entire team check into hotel
  - 10:00pm Room checks/lights out
- December 11<sup>th</sup>, 2021
  - 7:00am Depart hotel and back to Woodside Wisconsin Dome
  - 8:00am Weigh-ins
  - 8:30am Varsity wrestling begins
  - 6:30pm Varsity wrestling approx. ending
  - 7:30pm Entire team departs Woodside Wisconsin Dome to Appleton West HS
  - 9:30pm Return time (approx.)

**APPLETON AREA SCHOOL DISTRICT**

**Application for**

**OVERNIGHT TRIPS WITHIN CONTIGUOUS 48 STATES AND DC**

*Insert answers in green shaded areas only.*

<b>School:</b>		Appleton West High School
<b>Date of Application: (00/00/00)</b>		09/28/21
<b>Staff member conducting the trip:</b>		Head Coach - Patrig Tooley
<b>1. Name of class or group:</b>		
		Wrestling Team
<b>2. Grade level(s):</b>		
		9th-12th grade
<b>3. Destination:</b>		
		Merrill, WI
<b>4. AASD curriculum standards that are addressed: (please state clearly and specifically)</b>		
<b>5. Departure Date: (00/00/00)</b>		12/29/21
Place of Departure:		Appleton West High School
<b>6. Return Date: (00/00/00)</b>		12/30/21
Place of Return:		Appleton West High School
<b>7. Total number of school days to be missed, if any:</b>		<b>0.0</b>
<b>8. Will any substitutes be required because of the trip? (Yes or No)</b>		NO
If so, how many substitutes?		
How many days?		
<b>9. PROGRAM FEES PER PARTICIPANT:</b>	List <b>total/actual</b> costs of each fee before factoring in donations, fundraising monies, etc.	List participant fee after factoring in donations, fundraising monies, etc.
<i>(Please break down by category.)</i>		
Transportation	<b>\$40.00</b>	<b>\$0.00</b>
Lodging	<b>\$28.00</b>	<b>\$0.00</b>
Meals	<b>\$27.00</b>	<b>\$0.00</b>
Other expenses <i>(explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
Additional monies needed <i>(explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$95.00</b>	<b>\$0 (fundraising)</b>

10. Please list the names of those adults who will receive free transports, tickets, and/or meals:	
11. Will student fees subsidize adult expenses? (Yes or No)	NO
If Yes, to what extent?	
12. Is fundraising being used? (Yes or No)	YES
Explain:	Conducting a fundraiser October 25, 2021 selling meat from Jacobs Meat Market
13. How are costs for needy students going to be addressed?	As needed/fundraising
14. Travel arrangements by (name of agency) :	Lamers Bus
Regular Carrier (Yes or No)	Yes
Charter Carrier (Yes or No)	
15. Anticipated number of students participating in the trip:	20-30
16. Anticipated number of chaperones:	
Staff	5
Volunteers	
Total Male Chaperones:	5
Total Female Chaperones:	
TOTAL CHAPERONES:	5
17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.	
18. Attach any information you will use to communicate to parents and students to inform them of this trip.	

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

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

### SIGNATURES:

Staff Member Conducting Trip (electronic signature)	<i>Patric Jooley</i>
Date of application	10/04/21
Principal (electronic signature)	<i>James McClowry/Mark McQuade</i>
Date of approval	10/04/21
Assistant Superintendent	<i>Mike Hernandez</i>
Date of approval	10/6/2021

Date of School Board Action (office use only)

# Appleton West High School

Wrestling schedule for Wrestling tournament: Northern Exposure 2 Day Invite

- December 29th, 2021

5:30am Depart from Appleton West HS (Varsity and Extras, Mgrs. and Coaches)

7:30am Arrive at Merrill HS

8:00am Weigh-ins

8:30am Varsity wrestling begins

5:00pm Varsity wrestling approx. ending

6:00pm Entire team check into hotel

Team Meeting

Rec Time at Pool/Hotel

Team dinner at hotel

10:00pm Room checks/lights out

- December 30th, 2021

7:00am Depart hotel and back to Merrill HS

8:00am Weigh-ins

8:30am Varsity wrestling begins

5:00pm Varsity wrestling approx. ending

6:00pm Entire team departs Merrill HS to Appleton West HS

8:00pm Return time (approx.)

## Item for Consideration

**Topic:** Review of Current Mitigation Protocols – Masking Requirement Recommendation

**Background Information:**

On August 23, the Board approved an administrative recommendation to require masks/face coverings for all students, EC-12, all district staff, and all visitors while indoors within district facilities and while on district transportation.

Information regarding the following factors was considered in our current recommendation:

1. External data regarding the conditions of the pandemic in our region.
2. Internal data
  - a. Student positive cases and quarantines
  - b. Staff positive cases and quarantines
  - c. Classrooms
  - d. Co-curricular Activities
3. Current guidance from the Centers for Disease Control and Prevention (CDC), American Academy of Pediatrics (AAP), Wisconsin Department of Health Services (DHS), and Wisconsin Department of Public Instruction (DPI) regarding requiring masks/face coverings for all students and staff while indoors within schools as a key mitigation strategy.

If this recommendation is approved, the current protocols for required mask/face covering would continue. Masks/face coverings outdoors would continue to be optional.

We anticipate an upcoming review of the mask/face covering requirement with the Board at the regular Board of Education meeting on November 22, 2021 to determine if/when this mitigation protocol should be revised. We will continuously monitor and consider relevant data, conditions of the pandemic, and guidance from health officials to keep our students and staff as safe as possible in our classrooms, schools, programs, and facilities.

**Fiscal Note:** No cost. Sufficient Personal Protective Equipment (PPE) is on hand in all of our buildings for staff or students who need a face covering/mask to meet this requirement.

**Administrative**

**Recommendation:** Board approval for continued required masks/face coverings for all students, EC-12, all district staff, and all visitors while indoors within district facilities and while on district transportation.

**Instructional**

**Impact:** Using all of the layers of mitigation tools and strategies that are proven to be effective while continuing to keep all students fully in-person

**Contact**

**Person:** Judy Baseman, 920-832-6126  
Polly Vanden Boogaard, 920-832-6114

**Board Date:** *October 11, 2021*

## ITEM FOR CONSIDERATION

Topic:	Health Insurance Renewal, Plan Designs, and Employee Premium Shares
Background Information:	<p>The District's one-year agreement with NeuGen as the AASD health insurance carrier expires December 31, 2021.</p> <p>The Appleton Area School District is committed to providing quality health care to employees while being fiscally responsible and recognizing the importance of offering a competitive benefit program that provides quality health care for our employees and their families. Over the past several years, the District has changed carriers, adjusted insurance plan designs, and most recently contracted with NeuGen to offer a primary care based healthcare model with more affordable care to mitigate increases to health insurance premiums. In respect to employee's total compensation (wages and benefits), these efforts have been successful in mitigating a larger increase. However, given our budgetary restraints, the remaining increases continue to impact funds available for compensation increases.</p> <p>As part of the District's strategic planning process, benefits and plan designs are reviewed annually with advisement from Hays, the District's benefits consulting firm. Together, we explore options to continue to offer competitive benefits to recruit/retain quality employees by mitigate rising healthcare costs. Annual renewal rates are based on market trends and District's claims experience. Based on our claims experience and loss ratio for each plan, which was verified by Hays, a renewal increase of 2.5% for Health Tradition and 14.9% for WEA Trust is in alignment with market trend, resulting in a combined total increase of 7.8%. The renewal rate includes several value-adds, such as significant financial contributions to the District near-site clinic, personal health assessments and wellness program.</p> <p>NeuGen continues be one of the only providers to offer a primary care based model with Health Tradition (select network), alongside a WEA Trust (broad network) plan for employees to choose from.</p>
Fiscal Note:	The total cost of health insurance premiums for 2022 is projected to be \$28,711,362, which represents an increase of 7.8%. The District pays \$24,390,810 of the total cost, which is 85%. District staff members pay the other 15%.
Administrative Recommendation:	<p>To renew the health insurance contract with NeuGen for one year, effective January 1, 2022, and continue to offer the same two plan design options with revised employee premium shares for the WEA Trust plan, as follows:</p> <ul style="list-style-type: none"><li>• Health Tradition (remains the same at 7% for paraprofessionals / secretaries or 10% for all other employees).</li><li>• WEA Trust (revised to 20% for paraprofessionals/secretaries or 23% for all other employees)</li><li>• Married couples in benefit eligible groups both employed by AASD, provided one spouse qualifies for insurance and the other spouse is at least 50% FTE, would receive a premium waiver for the Health Tradition plan or pay 11.5% for the WEA Trust plan (revised).</li></ul>

- Employees and their spouses covered under a District health insurance who elect not to participate in the annual personal health assessment are not eligible for the reduced premium shares listed above and would pay 18% for Health Tradition (remains the same) or 29% for WEA Trust (revised).

The recommendation includes the continuation of the Health Reimbursement Account (HRA) for participating employees (\$750 single/\$1,500 family), with the maximum rollover would remain capped at the deductible amount of \$2,000 single and \$4,000 family.

Instructional Impact:

N/A

Contact Person(s):

Julie King, 997-1399, ext. 2042  
Greg Hartjes, 997-1399, ext. 2029

Board Action:

October 11, 2021

# Appleton Area School District

## Medical/Rx Drug Renewal Rates Effective 1/1/2022

### Excludes Retirees

		2021 Medical/Rx Premium Rates					2022 Medical/Rx Premium Rates					
Plan	Group	Coverage	Total Rate	EE Contribution	ER Contribution	EE%	Total Rate	EE Contribution	ER Contribution	Rate Adj.	EE %	EE Rate Change
Health Traditions	All Other Employees	Single	\$614.96	\$61.50	\$553.46	10.0%	\$630.33	\$63.04	\$567.29	2.5%	10.0%	\$1.54
		Family	\$1,586.50	\$158.65	\$1,427.85	10.0%	\$1,626.16	\$162.62	\$1,463.54	2.5%	10.0%	\$3.97
	Paraprofessionals & Secretaries	Single	\$614.96	\$43.05	\$571.91	7.0%	\$630.33	\$44.12	\$586.21	2.5%	7.0%	\$1.07
		Family	\$1,586.50	\$111.06	\$1,475.44	7.0%	\$1,626.16	\$113.84	\$1,512.32	2.5%	7.0%	\$2.78
	Did not Complete PHA	Single	\$614.96	\$110.69	\$504.27	18.0%	\$630.33	\$113.46	\$516.87	2.5%	18.0%	\$2.77
		Family	\$1,586.50	\$285.57	\$1,300.93	18.0%	\$1,626.16	\$292.70	\$1,333.46	2.5%	18.0%	\$7.13
WEA Trust	All Other Employees	Single	\$710.28	\$127.85	\$582.43	18.0%	\$816.12	\$187.70	\$628.42	14.9%	23.0%	\$59.85
		Family	\$1,832.41	\$329.83	\$1,502.58	18.0%	\$2,105.44	\$484.26	\$1,621.18	14.9%	23.0%	\$154.43
	Paraprofessionals & Secretaries	Single	\$710.28	\$106.54	\$603.74	15.0%	\$816.12	\$163.22	\$652.90	14.9%	20.0%	\$56.68
		Family	\$1,832.41	\$274.86	\$1,557.55	15.0%	\$2,105.44	\$421.08	\$1,684.36	14.9%	20.0%	\$146.22
	Did not Complete PHA	Single	\$710.28	\$170.47	\$539.81	24.0%	\$816.12	\$236.68	\$579.44	14.9%	29.0%	\$66.21
		Family	\$1,832.41	\$439.78	\$1,392.63	24.0%	\$2,105.44	\$610.58	\$1,494.86	14.9%	29.0%	\$170.80

- \*\* The rates listed are monthly premiums and premium shares.
- \*\* EE highlighted yellow columns are the employee premium shares
- \*\* ER is the portion of the premium that the employer is responsible for.

**ITEMS FOR CONSIDERATION**

Topic: **2021-2022 Grants**

Background Information: The Appleton Area School District has been awarded various grants for the 21-22 fiscal year. The name and amount of each grant is listed below:

**Fund 21**

Technology Grant \$ 5,000.00

**Fund 50**

National School Lunch Program and School  
Breakfast Program Emergency Operational Cost  
Reimbursement Program Funds \$232,802.74

Instructional Impact: **Technology Grant** – *U.S. Venture/Schmidt Family Foundation Incorporated* has approved a technology grant in the amount of \$5,000 to Appleton Even Start Family Literacy – collaboration of AASD and FVTC. This grant is in support of new chrome books for families to use for programming (FVTC daily adult class work, bi-monthly virtual home visiting, early childhood students and families connecting with teachers, family conferences...).

**National School Lunch Program and School Breakfast Program  
Emergency Operational Cost Reimbursement Program Funds** -

The USDA Food and Nutrition Service is offering additional funds in the amount of \$232,802.74 to State agencies, such as the AASD, administering the National School Lunch (NSLP) and School Breakfast Programs (SBP) to provide local program operators with additional reimbursements for emergency operating costs incurred during the public health emergency. Reimbursement is intended to help address shortfalls and ensure program operators are in the best position to rebuild while continuing to serve their communities.

Administrative Recommendation: Approval

Contact: Greg Hartjes, 997-1399 ext. 2029

Board Action: October 11, 2021



SCHMIDT FAMILY FOUNDATION

September 16, 2021

Community Early Learning Center  
C/O Pamela Franzke – Director ESFL  
313 S, State Street  
Appleton, WI 54911

Dear Friends,

I am pleased to inform you that the *U.S. Venture/Schmidt Family Foundation, Inc.* has approved a grant in the amount of \$5,000 in support of a technology grant. A check for this amount is enclosed.

The pandemic and economic downturn have made needs increase throughout our communities. We wish we could accommodate each and every request but despite our ability to invest, we thank you for your vital contribution to helping those in need.

The IRS stipulates that the Foundation or the donor(s) who established this fund may not receive any tangible goods or benefits from this grant and that these funds are not used to satisfy a pledge or personal financial obligation.

A letter of appreciation may be sent to the *U.S. Venture/Schmidt Family Foundation, Inc.* at the address below. For your publications and correspondence, please refer to this as a grant from the U.S. Venture/Schmidt Family Foundation.

If you have any questions, please contact me at 920-243-5798.

Sincerely,

Megan Boelter on behalf of Greg Vandenberg  
Director of Giving & Community Engagement  
U.S. Venture, Inc.  
gvandenberg@usventure.com

Enclosure: Check

**COMPLETE THIS FORM IF...  
GIFT/DONATION OF \$200 OR MORE**

**Date:** September 20, 2021

**School, Program, or Department Receiving Gift/Donation:**

Appleton Even Start Family Literacy – collaboration of AASD and FVTC

**Description of Gift/Donation**

Technology grant in support of new chrome books

**Dollar Amount/Value: \$5000**

**Contributor(s):** US Venture/Schmidt Family Foundation

**Contributor(s) Address:** 425 Better Way, Appleton WI 54915

**Individual(s) to be Addressed in the Thank-You Letter:**

Greg Vandenberg  
Director of Giving & Community Engagement

**Intended Use of Gift/Donation and Instructional Impact:**

Technology grant in support of new chrome books for our families to use for programming (i.e. FVTC daily adult class work, bi-monthly virtual home visiting, early childhood students and families connecting with teachers, family conferences, etc.)

**Name of Person Completing Form:** Pamela Franzke

**Phone:** 920-832-6321

*Please return this form to Kimm Smith, School Services Office.  
Feel free to send your information via email or school mail.*

*Thanks!*

## WITTMAN, DIANE

---

**From:** WITTMAN, DIANE  
**Sent:** Friday, October 1, 2021 8:53 AM  
**To:** WITTMAN, DIANE  
**Subject:** FW: National School Lunch Program (NSLP) and School Breakfast Program (SBP) - Emergency Operational Cost Reimbursement Program Funds

Appleton Area School District has been awarded the following additional funds through the Emergency Operational Cost Reimbursement Program (EOCRP) based on implementation plan approved by FNS.

**School Food Authority Name:** Appleton Area School District  
**Agency Code:** 440147  
**EOCRP Amount:** \$232,802.74

---

**From:** DPI FNS, DPI <DPIFNS@dpi.wi.gov>  
**Sent:** Tuesday, August 31, 2021 10:01 AM  
**To:** WITTMAN, DIANE <WITTMANDIANE@aasd.k12.wi.us>  
**Subject:** National School Lunch Program (NSLP) and School Breakfast Program (SBP) - Emergency Operational Cost Reimbursement Program Funds

Warning - This message comes from outside of the district. DO NOT open attachments or reply unless you are sure of the sender's identity.

**Please share this message with the Business Manager or Administrator at your School Food Authority**

The USDA Food and Nutrition Service (FNS) is offering additional funds to State agencies administering the National School Lunch (NSLP) and School Breakfast Programs (SBP) to provide local program operators with additional reimbursements for emergency operating costs incurred during the public health emergency. These funds may be available to those agencies whose revenues declined or were temporarily interrupted during the early months of the pandemic due to COVID-19 related restrictions or closures. Reimbursement is intended to help address shortfalls and ensure program operators are in the best position to rebuild while continuing to serve their communities. The Department of Public Instruction (DPI) School Nutrition Team's Implementation Plan was approved by USDA FNS to disburse the temporary reimbursements. Emergency Operational Cost Reimbursement Program (EOCRP) funds must be deposited in the NSLP/SBP nonprofit school food service account and must be used for allowable and justifiable NSLP/SBP expenses only. The DPI School Nutrition Team (SNT) may seek recovery of funds if used for unallowable or unjustified expenses.

EOCRP payments are expected to be disbursed to most qualifying local program operators before October 1, 2021. You may utilize the [Aids Register](#) to check if the payment has been deposited into the ACH account the DPI has on file.

**School Food Authority Name:** Appleton Area School District  
**Agency Code:** 440147  
**EOCRP Amount:** \$232,802.74

More information can be found in [USDA Policy Memo SP 06-2021](#): Child Nutrition Program Emergency Operating Costs During COVID-19.

## ITEM FOR CONSIDERATION

**Topic:** 2021-22 Approval of Applications for Overnight Trips Within the Contiguous 48 States and DC

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

School	Staff Member(s)	Class or Group	Destination	Dates of Trip	School Days Missed	Approx. Cost Per Student
West High School	Patrig Tooley	Wrestling Grades 9-12	Wisconsin Dells	12/10/21 – 12/11/21	0	\$0
West High School	Patrig Tooley	Wrestling Grades 9-12	Merrill, WI	12/29/21 – 12/30/21	0	\$0

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

**Administrative Recommendation:** Approval of the attached applications for overnight trips within the contiguous forty-eight states and DC.

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

**Contact Person:** Mike Hernandez, [hernandezmicha@asd.k12.wi.us](mailto:hernandezmicha@asd.k12.wi.us), 997-1399 ext. 2027

**ITEM FOR CONSIDERATION**

**TOPIC:** Professional Educator Contract Changes

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Brandon J. Behrendt	Art	Highlands	20% to 34%	10/8/21-1/14/22
Matthew M. Hechel	Alternative Education	North	100% to 120%	9/1/21
Randall K. Reed	Physical Education	East	80% to 100%	8/25/21-1/14/22
Kevin J. Reichardt	Physical Education	East	100% to 120%	8/25/21-1/14/22
Sean L. Schuff	Computer Science	East	100% to 120%	8/25/21-1/14/22
Aaron J. Shaw	Physical Education	East	100% to 120%	1/18/22 – 6/3/22
Janeal K. Spring	Math	North	100% to 120%	9/1/21
Abby B. Vanderloop	Alternative Education	North	100% to 120%	9/1/21

**FISCAL NOTE:** As indicated above.

**ADMINISTRATIVE RECOMMENDATION:** Approval.

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

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

10/11/21

**ITEM FOR CONSIDERATION**

**TOPIC:** Professional Educator New Hire

**BACKGROUND INFORMATION:** The professional educator listed below is recommended for a contractual position for the 2021-2022 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Salary</u>	<u>Effective Date</u>
Kaitlyn S. Stenson	Instructional Coach	Edison/Huntley	100%	\$39,032	10/25/21

**Kaitlyn S. Stenson** received her Bachelor of Science in Education degree from UW-Oshkosh with a major in Elementary Education. Most recently, she served the Neenah Joint School District as a Kindergarten Teacher.

**FISCAL NOTE:** As indicated above.

**ADMINISTRATIVE RECOMMENDATION:** Approval.

**INSTRUCTIONAL IMPACT:** The candidate listed above has been recommended by the administrators to whom they will report as the best candidate for the position.

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

10/11/21

## **ITEM FOR CONSIDERATION**

**TOPIC:** Professional Educator Resignation

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

**Lynn J. Sukow** has been with the District for one month, most recently as an Early Childhood Special Education Teacher with the Appleton Community 4K program located at McKinley Elementary School. Ms. Sukow's resignation is effective at the end of the Friday, October 8, 2021 workday.

**FISCAL NOTE:** Dependent upon replacement.

**ADMINISTRATIVE RECOMMENDATION:** Approval.

**INSTRUCTIONAL IMPACT:** A qualified replacement will be procured.

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

10/11/21