



**Monday, March 21, 2022  
Board of Education Meeting**

**APPLETON AREA SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
\*\*Time: 6:30 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. Beginning Monday, Monday, March 21, 2022, regular in-person attendance at Board of Education meetings will resume. We will provide distancing to the extent possible and may need to limit capacity and direct attendees to an overflow location. Members of the media or general public may continue to access meetings via a live stream broadcast on the Appleton Area School District YouTube Channel: <https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw>. For remote attendance via telephone, please dial: 1-312-626-6799 Meeting ID: 984 4667 9310

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. NOTICE**

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**Subject** A. Celebrating Student Success Awards Event: Members of the Board of Education will be gathering at the Scullen Leadership Center for the video premiere of the 13th Annual Student Success Awards presentation at 5:30 PM, prior to the start of the Board Meeting. No official Board business will be conducted during the event.

Meeting Mar 21, 2022 - Board of Education Meeting

Category 1. NOTICE

Type Information, Recognition

To celebrate these students, we invite you to view our Virtual Awards Event, *Celebrating Student Success*, on Monday, March 21, 2022, 5:30 PM, via the Appleton Area School District Public YouTube Channel (link below).

<https://bit.ly/AASDStudentSuccess2022>

**Video will be called 2021-22 CELEBRATING STUDENT SUCCESS VIRTUAL AWARDS EVENT**

We hope that you can join us for this Virtual Celebration on Monday, March 21, 2022. This video will be saved on the AASD's YouTube Channel, so that you can watch it at a later date/time if needed.

## 2. Meeting Opening

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<b>Subject</b>	<b>A. Roll Call</b>
Meeting	Mar 21, 2022 - Board of Education Meeting
Category	2. Meeting Opening
Type	Procedural

<b>Subject</b>	<b>B. Pledge of Allegiance</b>
Meeting	Mar 21, 2022 - Board of Education Meeting
Category	2. Meeting Opening
Type	Procedural

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

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<b>Subject</b>	<b>A. Board Member Request to Remove Consent Agenda Items(s) for Separate Consideration</b>
Meeting	Mar 21, 2022 - Board of Education Meeting
Category	3. Approval of Agenda (GC-2: Governing Commitments)
Type	Procedural

<b>Subject</b>	<b>B. Approval of Agenda</b>
Meeting	Mar 21, 2022 - Board of Education Meeting
Category	3. Approval of Agenda (GC-2: Governing Commitments)
Type	Action, Procedural

## 4. Special Presentation

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<b>Subject</b>	<b>A. Student School Board Representative Report: Kris Lee, North High School</b>
Meeting	Mar 21, 2022 - Board of Education Meeting
Category	4. Special Presentation
Type	Information, Recognition
Student School Board Representative Kris Lee will provide updates from North High School.	

<b>Subject</b>	<b>B. School Wellness Policy Evaluation Tool: Action for Healthy Kids School Health Index Report</b>
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Meeting Mar 21, 2022 - Board of Education Meeting  
Category 4. Special Presentation  
Type Discussion, Information, Presentation, Report

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

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

Meeting Mar 21, 2022 - Board of Education Meeting  
Category 5. 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 (No Pre-Registration Required)**

Meeting Mar 21, 2022 - Board of Education Meeting  
Category 5. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)  
Type Procedural

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

Meeting Mar 21, 2022 - Board of Education Meeting  
Category 5. 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 Mar 21, 2022 - Board of Education Meeting  
Category 5. 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).

## **6. 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 Mar 21, 2022 - Board of Education Meeting  
Category 6. 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

## **7. 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): None**  
Meeting Mar 21, 2022 - Board of Education Meeting  
Category 7. 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/Student Services Update(s): Overnight and Foreign Travel**  
Meeting Mar 21, 2022 - Board of Education Meeting  
Category 7. 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  
[Overnight Travel.pdf \(1,748 KB\)](#)

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

Meeting Mar 21, 2022 - Board of Education Meeting

Category 7. 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.

**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.)**

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**Subject A. Board Meeting Minutes from March 7, 2022**

Meeting Mar 21, 2022 - 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.

**Subject B. Special Board Meeting Minutes from March 8, 2022**

Meeting Mar 21, 2022 - 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.

**Subject C. Special Board Meeting Minutes from March 9, 2022**

Meeting Mar 21, 2022 - 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.

**Subject D. OE-11 Instructional Programming - Interpretation and Indicators - Final Draft for Consideration**

Meeting Mar 21, 2022 - 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, Discussion

**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.)**

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

Meeting                    Mar 21, 2022 - 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

[2021-22 Approval of Applications for Overnight Trips Within the Contiguous 48 States and DC.pdf \(666 KB\)](#)

**Subject**                    **B. 2021-2022 Approval of an Application for an Overnight Multi-Year Trip**

Meeting                    Mar 21, 2022 - 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

[2021-22 Approval of an Application for an Overnight Multi-Year Trip.pdf \(287 KB\)](#)

**Subject**                    **C. Approval of Applications for Foreign Travel - Spring/Summer 2023**

Meeting                    Mar 21, 2022 - 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

[Approval of Applications for Foreign Travel - Spring and Summer 2023.pdf \(816 KB\)](#)

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

Meeting                    Mar 21, 2022 - 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 Hires 3-21-22.pdf \(18 KB\)](#)

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

Meeting Mar 21, 2022 - 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 3-21-22.pdf \(15 KB\)](#)

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

Meeting Mar 21, 2022 - 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 Resignations 3-21-22.pdf \(8 KB\)](#)

**Subject G. Administrative Resignation(s)**

Meeting Mar 21, 2022 - 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 Administrative Resignations 3-21-22.pdf \(81 KB\)](#)

**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. Student Services Report: Policy 426 - Homeless Education Program - Proposed Update**

Meeting Mar 21, 2022 - 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

Steve Harrison and Pam Franzke will report on proposed updates to Policy 426 - Homeless Education Program (required for compliance under the McKinney-Vento Law). The policy updates will be brought back to the Board as an Item of Consideration at the April 11, 2022 Board of Education Meeting.

File Attachments  
[HOMELESS EDUCATION PROGRAM POLICY.pdf \(68 KB\)](#)

## 11. Board Business

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**Subject A. Superintendent Contract - for Consideration**

Meeting Mar 21, 2022 - Board of Education Meeting

Category 11. Board Business

Type Action, Discussion, Information

File Attachments  
[IFC - Superintendent Contract.pdf \(526 KB\)](#)

**Subject B. Proposed Community Linkages Plan - for Consideration**

Meeting Mar 21, 2022 - Board of Education Meeting

Category 11. Board Business

Type Action, Discussion, Information

File Attachments  
[IFC - Community Linkages.pdf \(521 KB\)](#)  
[Community connections \(final\).pdf \(348 KB\)](#)

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

Meeting Mar 21, 2022 - Board of Education Meeting

Category 11. Board Business

Type Action, Discussion

## 12. Items of Information

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**Subject A. None**

Meeting Mar 21, 2022 - Board of Education Meeting

Category 12. Items of Information

Type Information



## 13. Future Meetings

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**Subject**                    **A. CANCELED Board Work Session: Thursday, March 24, 2022, 7:30 AM**

Meeting                    Mar 21, 2022 - Board of Education Meeting

Category                    13. Future Meetings

Type                        Information

**Subject**                    **B. Board Work Session: Monday, April 11, 2022, 4:00 PM**

Meeting                    Mar 21, 2022 - Board of Education Meeting

Category                    13. Future Meetings

Type                        Information

**Subject**                    **C. Board Meeting: Monday, April 11, 2022, 6:00 PM**

Meeting                    Mar 21, 2022 - Board of Education Meeting

Category                    13. Future Meetings

Type                        Information

## 14. Closed Session

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**Subject**                    **A. Motion to go into Closed Session**

Meeting                    Mar 21, 2022 - Board of Education Meeting

Category                    14. Closed Session

Type                        Action, Discussion

**Subject**                    **B. Wisconsin State Statute 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, for the purpose of discussing compensation for the following groups/individuals within said groups: Professional Educators, Administrators, Administrative Support, Maintenance, Secretaries and Paraprofessionals.**

Meeting                    Mar 21, 2022 - Board of Education Meeting

Category                    14. Closed Session

Type                        Discussion, Information

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

Meeting                    Mar 21, 2022 - Board of Education Meeting

Category                    14. Closed Session

Type                        Action, Procedural

“Treat people the way you wish to be treated and always carry yourself with respect and dignity.”

~ Ronald C. Dunlap ~

*T-shirts generously donated by the Dunlap Family.*



★ RONALD C. DUNLAP ★  
MEMORIAL SCHOLARSHIP

**Award:** \$500 (four, \$500 awards available)

**Criteria:** Graduating senior from Appleton West, East or North High Schools or Appleton Central who has maintained a GPA of 2.0 or better, who has faced and overcome challenges, and who has a strong desire to learn and succeed.

**To Apply:** This scholarship requires you to register with the Appleton Education Foundation (AEF) and complete an application. To do so, go to the following link: <https://apply.appletoneducationfoundation.org/Accounts/LogOn>

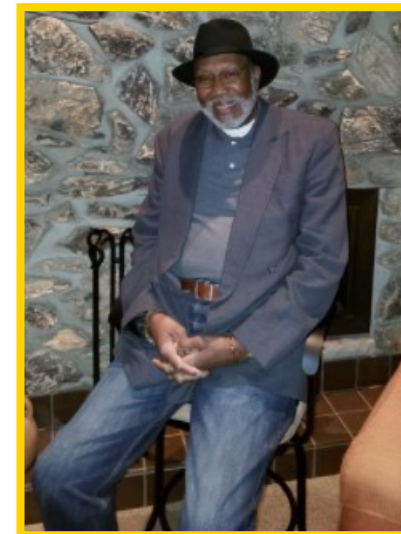
**Deadline:** Sunday, March 27, 2022



**APPLETON AREA**  
— SCHOOL DISTRICT —

**13th Annual**  
**Celebrating Student Success**  
**Awards Event**

(2022 EVENT TO BE HELD VIRTUALLY)



**Honoring AASD Students Receiving this Year's**  
**Ronald C. Dunlap Student Success Award!**

**MONDAY, MARCH 21, 2022 ~ 5:30 PM**

*Online via Appleton Area School District's Public YouTube Channel:*  
<https://bit.ly/AASDStudentSuccess2022>

WELCOME & INTRODUCTION ..... **MICHAEL HERNANDEZ**  
AASD ASSISTANT SUPERINTENDENT

“NATIONAL ANTHEM” PERFORMED BY KALEIDOSCOPE'S  
FINESSE CHOIR ..... **ELIZABETH BECKMAN**  
DIRECTOR & MUSIC EDUCATOR

A STONE OF HOPE VIDEO PRESENTATION FEATURING  
RONALD DUNLAP ..... **HISTORY MUSEUM AT THE CASTLE**  
VIDEO ORIGINATOR

KEYNOTE SPEAKER ..... **YVETTE DUNLAP**  
SPOUSE OF RONALD DUNLAP

RONALD DUNLAP STUDENT SUCCESS AWARDS  
PRESENTATION .....  
**KAREN BRICE**, HORIZONS ELEMENTARY SCHOOL PRINCIPAL  
**DAVE MUELLER**, EINSTEIN MIDDLE SCHOOL PRINCIPAL  
**MARK MCQUADE**, WEST HIGH SCHOOL PRINCIPAL

MUSICAL ENTERTAINMENT FEATURING 4th GRADERS FROM  
RONALD C. DUNLAP ELEMENTARY SCHOOL .....  
**TONI WEIJOLA**  
DIRECTOR & MUSIC EDUCATOR

HIGH SCHOOL STUDENTS SHARE THEIR KEYS TO SUCCESS  
CENTRAL ... **ALISHA DEPNER, LIZET HERNANDEZ, WEST HERRERA**  
EAST ..... **GIOVANI LEON MARTINEZ, MACKENZIE MURPHY,  
DEJLAIM THAO**  
NORTH ..... **OLIVIA KRAHN, CELAISHA PIPES, CLAIRE WEISS**  
VALLEY NEW SCHOOL ..... **ELENA COLOMA, DREA FISHER,  
JACK ROMERO**  
WEST ..... **SULIA CHANG, VU DO, ALAYSIA RUSCH**

CLOSING REMARKS ..... **JUDITH BASEMAN**  
AASD SUPERINTENDENT

### ELEMENTARY (K-6)

#### APPLETON BILINGUAL SCHOOL

- \* RICKY HAKES
- \* BELEN JUAREZ
- \* JOSHUA PITCHFORD

#### APPLETON PUBLIC MONTESSORI

- \* STELLA KRUEGER
- \* AUSTIN PAULI
- \* TREC PROBST

#### BADGER ELEMENTARY SCHOOL

- \* AKEAL MELTON
- \* PHUTURE SPEARS
- \* MALIK TAYLOR

#### BERRY ELEMENTARY SCHOOL

- \* LUIS AGUIAR DURAN
- \* LEXI KONS
- \* ELIANA ROSS

#### COLUMBUS ELEMENTARY SCHOOL

- \* RUTHIE GATZ
- \* FRANCESCA JUAREZ

#### DUNLAP ELEMENTARY SCHOOL

- \* LEIGHTYN MANCL
- \* JUNALI THOR
- \* CHASE YANG

#### EDISON ELEMENTARY SCHOOL

- \* JUDITH RUWOLDT-LAVICKA
- \* NANCY THAO

#### FERBER ELEMENTARY SCHOOL

- \* JONAH CHANG
- \* SHARLI CHANG
- \* OWEN VANDERLOOP

#### FOSTER ELEMENTARY CHARTER

- \* ANNALISE CHAVEZ
- \* AVA FRAZIER
- \* PRESTON YANG

#### FOX RIVER ACADEMY

- \* ADELINE KILSDONK

#### FRANKLIN ELEMENTARY SCHOOL

- \* DAVID PACHECO-ROSALES
- \* EDEN VANG
- \* ALI YANG

#### HIGHLANDS ELEMENTARY SCHOOL

- \* PEYTON VANG
- \* SARIAH XIONG

#### HORIZONS ELEMENTARY SCHOOL

- \* HAILEE GROSINSKE
- \* SAMANTHA KIRCHNER
- \* LIAM LOR

#### HOUDINI ELEMENTARY SCHOOL

- \* JOLEI BROWN
- \* JERYL MUNES

#### HUNTLEY ELEMENTARY SCHOOL

- \* SOPHIE BEHNKE
- \* ANDERSON MEULEMANS
- \* ADELE WEYENBERG

#### JEFFERSON ELEMENTARY SCHOOL

- \* EMILY DIENER
- \* OSCAR GARCIA
- \* JULIANNA XIONG

#### JOHNSTON ELEMENTARY SCHOOL

- \* MWANVUA AMADI
- \* CAMILA ESPINOZA
- \* ZAVIER MENDOZA

#### McKINLEY ELEMENTARY SCHOOL

- \* FORREST DORN
- \* EVEREEN LEWI
- \* JENNA LUEBKE

#### ODYSSEY MAGNET SCHOOL

- \* SUSHRUTH GANDRA

#### RICHMOND ELEMENTARY SCHOOL

- \* ILLAMAE DOLAN
- \* MCKINLEY LEMKE
- \* ADAN VARGAS

### MIDDLE SCHOOL

#### EINSTEIN MIDDLE SCHOOL

- \* LANDON KUE
- \* MAVERICK POPELARS
- \* DAVID XIONG

#### FOX RIVER ACADEMY (Gr. 6-8)

- \* JAELYN MUELLER

#### KALEIDOSCOPE ACADEMY (Gr. 6-8)

- \* ELIAHNY CARRASQUILLO
- \* DADE ELLIS
- \* XIMENA SOTO

#### MADISON MIDDLE SCHOOL

- \* WENDY MARTINEZ
- \* AIDEN MOUA
- \* KAELANI XIONG

#### MAGELLAN MAGNET SCHOOL (Gr. 6-8)

- \* HEIDY HAASE

#### WILSON MIDDLE SCHOOL

- \* ANNALEAH JACOBSON
- \* ARIEL XIONG
- \* NICOLE XIONG

### HIGH SCHOOL

#### CENTRAL HIGH SCHOOL

- \* ALISHA DEPNER
- \* LIZET HERNANDEZ
- \* WEST HERRERA

#### EAST HIGH SCHOOL

- \* GIOVANI LEON MARTINEZ
- \* MACKENZIE MURPHY
- \* DEJLAIM THAO

#### NORTH HIGH SCHOOL

- \* OLIVIA KRAHN
- \* CELAISHA PIPES
- \* CLAIRE WEISS

#### VALLEY NEW SCHOOL

- \* ELENA COLOMA
- \* DREA FISHER
- \* JACK ROMERO

#### WEST HIGH SCHOOL

- \* SULIA CHANG
- \* VU DO
- \* ALAYSIA RUSCH

2021-2022 Ronald Dunlap Student Success Award Recipients

## 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.

All overnight trip requests must be submitted and approved by the building principal at least six months in advance of the trip date.

School	Staff Member(s)	Class or Group	Destination	Dates of Trip	School Days Missed	Approx. Cost Per Student
Tesla Engineering	Sean Schuff	NEW Apple Corps Robotics Team	Houston, TX	04/19/22 – 04/24/22	4	\$1,000
East High School	Brad Dunlap	Boys Soccer	Madison	08/26/22 – 08/27/22	0	\$40

**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 application for an overnight trip 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.*

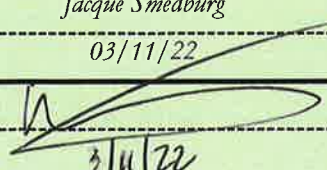
<b>School:</b>	Tesla Engineering Charter School	
<b>Date of Application: (00/00/00)</b>	03/08/22	
<b>Staff member conducting the trip:</b>	Sean Schuff	
<b>1. Name of class or group:</b>	NEW Apple Corps Robotics Team	
<b>2. Grade level(s):</b>	9 through 12	
<b>3. Destination:</b>	Houston, TX	
<b>4. AASD curriculum standards that are addressed:</b> <i>(please state clearly and specifically)</i>	Standards for Technology & Engineering Education - BB1.a - Analyze and use technological systems; BB1.b - Analyze and use tools and materials; BB1.c - Analyze and use mechanisms; BB1.d - Analyze and use electricity and electronic systems; BB1.e - Analyze, explain, and use control systems; EL3.a - Analyze, develop, use and apply digital electronics; ENG2.b - Describe and apply engineering design; ENG4.b - Design solutions based on gathered information; ENG4.c - Evaluate completed solutions and provide feedback	
<b>5. Departure Date:</b> <i>(00/00/00)</i>	04/19/22	
<i>Place of Departure:</i>	Appleton, WI	
<b>6. Return Date:</b> <i>(00/00/00)</i>	04/24/22	
<i>Place of Return:</i>	Appleton, WI	
<b>7. Total number of school days to be missed, if any:</b>	<b>4.0</b>	
<b>8. Will any substitutes be required because of the trip?</b> <i>(Yes or No)</i>	Yes	
<i>If so, how many substitutes?</i>	1.0	
<i>How many days?</i>	4.0	
<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>\$500.00</b>	<b>\$0 - \$500.00</b>
Lodging	<b>\$400.00</b>	<b>\$0 - \$400.00</b>
Meals	<b>\$300.00</b>	<b>\$0 - \$300.00</b>
Other expenses <i>(explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
Additional monies needed <i>(explain below)</i>	<b>\$100.00</b>	<b>\$0 - \$100.00</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$1,300.00</b>	<b>\$0 - \$1,300.00</b>

<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
Sean Schuff	
Zachary Eckrose	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	No
If Yes, to what extent?	
<b>12. Is fundraising being used? (Yes or No)</b>	Yes
Explain:	Scrip fundraising and donations from corporate sponsors.
<b>13. How are costs for needy students going to be addressed?</b>	Costs will be subsidized by Scrip carryover from former team members.
<b>14. Travel arrangements by (name of agency):</b>	Personal
Regular Carrier (Yes or No)	Delta Airlines
Charter Carrier (Yes or No)	No
<b>15. Anticipated number of students participating in the trip:</b>	30
<b>16. Anticipated number of chaperones:</b>	
Staff	2
Volunteers	3
Total Male Chaperones:	4
Total Female Chaperones:	1
<b>TOTAL CHAPERONES:</b>	<b>5</b>
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip (electronic signature)</b>	Sean Schuff
Date of application	03/11/22
<b>Principal (electronic signature)</b>	Jacque Smedburg
Date of approval	03/11/22
<b>Assistant Superintendent</b>	
Date of approval	3/11/22

Date of School Board Action (office use only)



NEW Apple Corps Robotics  
2121 Emmers Drive  
Appleton, Wisconsin 54915  
920-997-1399 x2767  
[www.nacteam93.com](http://www.nacteam93.com)

March, 2022

Dear NEW Apple Corps Parent,

It has been a successful season so far and we are looking forward to this year's World Championship in Houston, Texas. The NEW Apple Corps will be taking a contingent of students to the George R. Brown Convention Center and Minute Maid Field for the 2022 FIRST Robotics World Championship from April 20 – 23, 2022. Below is information regarding travel times, lodging, and our agenda. If you have any questions, please feel free to call or text.

The cost of attending the competition is going to be about \$850.00 per student. Please pay the balance reflected on the bottom right of the attached invoice. The invoice reflects any fundraising credited to your child's account as of March 30, 2022. Payment covers the cost of transportation and lodging. Meals are the responsibility of the individual student. In addition, students should plan to bring additional money for any other purchases they wish to make.

Students also need to complete and return the attached Field Trip Information Form. This form serves two purposes: to inform you of the field trip in accordance with district policy and to serve as a medical release form in the event your son or daughter becomes ill or injured during the trip. Please return the field trip form along with final payment by April 7, 2022.

### **FIRST Robotics Competition World Championship – Houston, TX**

- Travel** Delta Airlines to/from Houston  
April 19, 2022 Departs: AM from Appleton International Airport  
April 24, 2022 Arrives: PM at Appleton International Airport
- Lodging** Magnolia Hotel 1100 Texas Ave.  
713-221-0011 Houston, TX 77002
- Event** FIRST Robotics World Championship  
George R. Brown Convention Center and Minute Maid Field  
Wednesday, April 20, 2022 to Saturday, April 23, 2022
- To Bring** *Comfortable clothes and shoes – you'll be on your feet all day!*  
Team "uniforms" (t-shirts, polos, hats)  
Safety glasses - required in the pit areas!  
Toiletries  
Money for all meals and other activities/souvenirs
- Emergency Contact** Sean Schuff Cell - (920)427-5311



NEW Apple Corps Robotics  
2121 Emmers Drive  
Appleton, Wisconsin 54915  
920-997-1399 x2767  
[www.nacteam93.com](http://www.nacteam93.com)

## **Team Event Agenda**

### Wednesday

Morning	Sightseeing in downtown Houston as a team
1:00PM	Report to George R. Brown Convention Center
1:00PM – 4:00PM	Robot load-in, registration & inspection, machine shop opens
4:00PM	Pits open to all team members
4:00PM - 7:00PM	Qualifying rounds
8:30PM	Pits and machine shop close

### Thursday

7:00AM	George R. Brown Convention Center opens
8:00AM	Machine shop opens
8:00AM	Driver's meeting
9:00AM - 12:15PM	Qualification rounds
12:15PM – 1:00PM	Lunch break
1:00PM – 6:00PM	Qualification rounds
8:00PM	Pits and Machine Shop close

### Friday

7:00AM	George R. Brown Convention Center opens
7:30AM	Machine shop open
8:30AM	Opening ceremonies
9:25AM - 12:15PM	Qualification rounds
12:15PM - 1:00PM	Lunch break
1:00PM - 5:30PM	Qualification rounds
6:00PM	Pits and Machine Shop close

### Saturday

7:00AM	George R. Brown Convention Center opens
7:30AM	Machine shop opens
9:00AM	Opening ceremonies
8:45AM - 11:45AM	Qualification rounds
11:45AM - 12:15PM	Alliance Pairings
12:15PM - 1:00PM	Lunch break
1:00PM - 3:30PM	Division final rounds
3:30PM - 4:00PM	Division ceremonies and awards
4:00PM - 6:00PM	Final rounds and awards at Minute Maid Field
5:00PM	Pits and machine shop close, crates packed
6:00PM – 11:00PM	FIRST Finale

As always, please feel free to contact either of us if you have any questions.

Zachary Eckrose, Mentor  
Sean Schuff, Mentor



**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 East	
<b>Date of Application: (00/00/00)</b>	02/01/22	
<b>Staff member conducting the trip:</b>	Brad Dunlap	
<b>1. Name of class or group:</b>	Appleton East Boys Soccer	
<b>2. Grade level(s):</b>	9, 10, 11, 12	
<b>3. Destination:</b>	Madison, WI	
<b>4. AASD curriculum standards that are addressed: (please state clearly and specifically)</b>		
<b>5. Departure Date: (00/00/00)</b>	08/26/22	
Place of Departure:	Appleton East HS	
<b>6. Return Date: (00/00/00)</b>	08/27/22	
Place of Return:	Appleton East HS	
<b>7. Total number of school days to be missed, if any:</b>	0.0	
<b>8. Will any substitutes be required because of the trip? (Yes or No)</b>	No	
If so, how many substitutes?	N/A	
How many days?	N/A	
<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.
(Please break down by category.)		
Transportation	\$0.00	\$0.00
Lodging	\$30.00	\$0.00
Meals	\$40.00	\$40.00
Other expenses (explain below)	\$0.00	\$0.00
Additional monies needed (explain below)	\$0.00	\$0.00
<b>TOTAL PER PARTICIPANT:</b>	<b>\$70.00</b>	<b>\$40.00</b>

<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
Brad Dunlap	
Randy Henderson	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	No
If Yes, to what extent?	
<b>12. Is fundraising being used? (Yes or No)</b>	Yes
Explain:	Chipotle Dinner Night
<b>13. How are costs for needy students going to be addressed?</b>	Fundraiser
<b>14. Travel arrangements by (name of agency) :</b>	Lamers
Regular Carrier (Yes or No)	Yes
Charter Carrier (Yes or No)	No
<b>15. Anticipated number of students participating in the trip:</b>	20
<b>16. Anticipated number of chaperones:</b>	
Staff	2
Volunteers	0
Total Male Chaperones:	2
Total Female Chaperones:	0
<b>TOTAL CHAPERONES:</b>	<b>2</b>
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip (electronic signature)</b>	Brad Dunlap
Date of application	02/01/22
<b>Principal (electronic signature)</b>	Matthew Mineau
Date of approval	02/18/22
<b>Assistant Superintendent</b> 	Mike Hernandez
Date of approval	2-20-22

Date of School Board Action (office use only)

# Appleton East Boys Soccer

**August 26 – 27, 2022**

Leave East 08/26 at 2pm

Arrive Madison College Campus Sports Complex 3:30 PM

1st game 5 pm

Leave field 7pm

Dinner 8pm

Hotel by 9 pm

Team meeting 9:30 pm

Lights out 10 pm

Team meeting 7am

Breakfast 7:30 am

leave for field 8 am

2nd game 10am

leave field 12pm

lunch 12:30 pm then travel home to Appleton East

## ITEM FOR CONSIDERATION

**Topic:** 2021-22 Approval of an Application for an Overnight Multi-Year Trip

**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.

Multi-Year Trips are those trips that recur annually or biannually. Upon approval, these trips do not need to be re-approved in subsequent years, unless the length of the time of the trip, or the destination of the trip changes, in which case application must be resubmitted. However, the Board reserves the right to rescind approval if conditions change or the value of the trip becomes questionable.

School	Staff Member(s)	Class or Group	Destination	Month of Trip	School Days Missed	Approx. Cost Per Student
North High School	Chelsea Daun Megan White	Varsity Girls Soccer	UW-LaCrosse	April	0	\$0

**Fiscal**

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

**Administrative**

**Recommendation:** Approval of the attached application for an overnight multi-year trip.

**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**  
**MULTI-YEAR TRIPS**

*Insert answers in **blue** shaded areas only.*

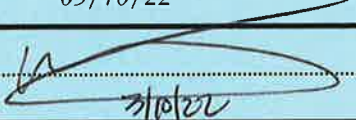
<b>School:</b>	Appleton North	
<b>Date of Application: (00/00/00)</b>	03/08/22	
<b>Staff member conducting the trip:</b>	Chelsea Daun & Megan White	
<b>1. Name of class or group:</b>	Varsity Girls Soccer	
<b>2. Grade level(s):</b>	High School	
<b>3. Destination:</b>	UW- LaCrosse	
<b>4. AASD curriculum standards that are addressed:</b> <i>(May need attachment)</i>		
<b>5. Month of Departure Date:</b>	April	
<i>Place of Departure:</i>	Appleton Noth	
<b>6. Month of Return Date:</b>	April	
<i>Place of Return:</i>	Appleton North	
<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?</b> <i>(Yes or No)</i>	No	
<i>If so, how many substitutes?</i>		
<i>How many days?</i>		
<b>9. PROGRAM FEES PER PARTICIPANT:</b>	List <u>total/actual</u> 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>		
<i>Transportation</i>	<b>\$1,825.00</b>	<b>\$0.00</b>
<i>Lodging</i>	<b>\$1,946.00</b>	<b>\$0.00</b>
<i>Meals</i>	<b>\$250.00</b>	<b>\$0.00</b>
<i>Other expenses (explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
<i>Additional monies needed (explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$4,021.00</b>	<b>\$0.00</b>

<b>10. Will any adults receive free transports, tickets, and/or meals?</b> (Kristin White, Leah Rubsam, Chelsea Daun, Megan White) If so, how many?	yes 4
<b>11. Will student fees subsidize adult expenses?</b> (Yes or No) If Yes, to what extent?	
<b>12. How will funding be obtained for this trip?</b> Describe any fundraising activities that are generally used:	Lambeau Field Fundraiser
<b>13. How are costs for needy students going to be addressed?</b>	Our program is covering all costs
<b>14. Travel arrangements by</b> (name of agency) : Regular Carrier (Yes or No) Charter Carrier (Yes or No)	Lamers Coach Bus with Lamers
<b>15. Anticipated number of students participating in the trips:</b>	18
<b>16. Anticipated number of chaperones:</b> Staff Volunteers Total Male Chaperones: Total Female Chaperones: TOTAL CHAPERONES:	 4  4 4
<b>17. Include a typical itinerary for this field trip.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip</b> (electronic signature)	Chelsea Daun
Date of application	03/08/22
<b>Principal</b> (electronic signature)	Ryan Peterson
Date of approval	03/10/22
<b>Assistant Superintendent</b>	
Date of approval	3/10/22

Date of School Board Action (office use only)

**North High School**  
**Girls Soccer - UWL Tournament**  
**April 1-2, 2022**

**Two games: one Friday night and one Saturday**

**Friday, April 1st**

- Team will be dismissed from school at 2:50 pm
- Depart from North at 3 pm to travel to UW- La Crosse; arrive by 6:05 pm
- Time to stretch, use the bathroom, get gear on, and warm up
  - Snacks and sports drinks will be provided
- Head to the field at 7 pm and begin warm-ups by 7:15 pm
- 8:00-9:30 pm – Muskego vs Appleton North
- Head back to the hotel to shower and a late dinner at 10 pm and lights out by 11:00 pm.

**Saturday, April 2nd**

- Wake up by 9 am and enjoy continental breakfast at the hotel at 7-10 am
- Bluff hike or walk down by Riverside park or UWL Campus tour Sat AM
- Check out of hotel by Noon
- Head to the fields at 11:50 am to begin warmups by 12:15 pm
- 1:00-2:30 pm – Appleton North vs DSHA
- Shower and change in UWL locker room 2:30-3 pm
- Stop for a post-game meal at Culver's on our way home at 3 pm
- Head back to Appleton around 3:00 pm and return to North at 6:45 pm

## ITEM FOR CONSIDERATION

**Topic:** Approval of Applications for Foreign Travel – Spring/Summer 2023

**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.

Foreign travel is defined as travel beyond the forty-eight contiguous states. Schools must submit all principal approved applications to the School Services office by March 1 of the calendar year prior to the scheduled trip departure date. Schools will also submit a five-year plan (updated annually) for foreign travel to the School Services office before the end of May each year. It is expected that foreign travel will be scheduled during student vacation periods or in the summer.

School	Staff Member(s)	Class or Group	Destination	Date of Trip	School Days Missed	Approx. Cost Per Student
East, North & West	Cormac Joyce, Stephanie Hooyman	World Language Grades 11 and 12 (Grade 10 advanced level students with special permission)	France	03/25/23 – 04/08/23	5	\$5,738.00
East, North & West	Angie Bruner, Linda Meyer, Paula Meyer, Mari Nelson, Jennifer Peterson, Whitney Van Hoff	World Language Grades 11 and 12 (Grade 10 advanced level students with special permission)	Spain	03/25/23 – 04/08/23	5	\$5,921.30

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

**Administrative Recommendation:** Approval of the attached applications for foreign travel.

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

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



# APPLETON AREA SCHOOL DISTRICT

## Application for

# FOREIGN TRAVEL

*Insert answers in yellow shaded areas only.*

<b>School:</b>	Appleton East, North, West High Schools
<b>Date of Application: (00/00/00)</b>	03/28/22
<b>Staff member conducting the trip:</b>	Cormac Joyce, Stephanie Hooymann and another AASD French teacher, french-speaking teacher or administrator

<b>1. Name of class or group:</b>	Advanced Level French Classes
<b>2. Grade level(s):</b>	11, 12 (Grade 10 advanced level students with special permission)
<b>3. Destination:</b>	France
<b>4. AASD curriculum standards that are addressed:</b> <i>(please state clearly and specifically)</i>	A. Students will engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions in a language other than their own. B. Students will understand and interpret a language other than their own in its written and spoken form on a variety of topics. D. Students will demonstrate an understanding of the relationship between the practices and perspectives of the cultures studied. E. Students will demonstrate an understanding of the relationship between the products and perspectives of the cultures studied. G. Students will acquire information and recognize the distinctive viewpoints that are available only through a language and its culture. I. Students will demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own. J. Students will use the language both within and beyond the school setting. K. Students will show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment.

<b>5. Departure Date: (00/00/00)</b>	03/25/23
<i>Place of Departure:</i>	Appleton, WI

<b>6. Return Date: (00/00/00)</b>	04/08/23
<i>Place of Return:</i>	Appleton, WI

<b>7. Total number of school days to be missed, if any:</b>	5 days before spring break
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<b>8. Will any substitutes be required because of the trip?</b> <i>(Yes or No)</i>	Yes
<i>If so, how many substitutes?</i>	3
<i>How many days?</i>	5

<b>9. PROGRAM FEES PER PARTICIPANT:</b>	<i>List total/actual costs of each fee before factoring in donations, fundraising monies,</i>	The company charges a comprehensive fee of \$4875 which includes transportation, lodging, all breakfasts and museum entrances
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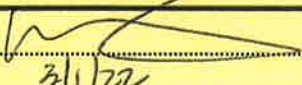
<i>(Please break down by category.)</i>		
Transportation, Lodging and Breakfasts	<b>\$4,875.00</b>	<b>\$0 - \$4,875</b>
Meals ~ those not included in the comprehensive fee	<b>\$400.00</b>	Lunches and suppers for 8 days of the trip. Suggested food/spending allowance \$50.00 per day = \$400.00 <b>\$0 - \$400</b>
Other expenses <i>(explain below)</i>	<b>\$370.00</b>	Passport = \$110.00; Passport pictures = \$20.00; bus fare to / from Chicago = \$100.00; gifts for family in France = \$40.00; optional excursion fees, tips for guides, bus drivers = \$100.00 <b>\$0 - \$370</b>
Additional monies needed <i>(explain below)</i>	<b>\$93.00</b>	Based on 1 teacher chaperone from the building needing 1 substitute teachers for 5 days each. Highest sub pay now is \$148.66 per day. \$148.66 x 5 days = \$743.30 \$743.30 x 3 substitutes= \$2230.00. If 8 students per school travel, the cost would be \$93.00 per student for substitute teacher costs. <b>\$0 - \$93</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$5,738.00</b>	<b>\$0-\$5738</b>

<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
Cormac Joyce, Stephanie Hooyman, and TBD at a later date (Subject to change depending on numbers of students interested)	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	Yes
If Yes, to what extent?	airfare, lodging, entrance fees, sub costs
<b>12. Is fundraising being used? (Yes or No)</b>	
Explain:	yes, if parent initiated; opportunity will be available to students with parental leadership
<b>13. How are costs for needy students going to be addressed?</b>	Language & Friendship, the travel company, provides scholarships to students in need of assistance.
<b>14. Travel arrangements by (name of agency) :</b>	Language & Friendship
Regular Carrier (Yes or No)	Yes
Charter Carrier (Yes or No)	No
<b>15. Anticipated number of students participating in the trip:</b>	8-12 per high school for a total of 24-36 students
<b>16. Anticipated number of chaperones:</b>	
Staff	3
Volunteers	retired AASD French teachers- if needed
Total Male Chaperones:	1
Total Female Chaperones:	2-3 (depending on # of students)
TOTAL CHAPERONES:	3-4 (depending on # of students)
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip (electronic signature)</b>	Cormac Joyce, Stephanie Hooyman
Date of application	2/28/2022
<b>Principal (electronic signature)</b>	Mark McQuade
Date of approval	3/1/2022
<b>Assistant Superintendent</b>	
Date of approval	3/1/22

Date of School Board Action (office use only)

## 2023 France Trip Itinerary

### **Le 25 mars    Fri    DEPART CHICAGO-PARIS**

Bus from Appleton to Chicago/ORD (Be at the airport 3 hours prior to departure!)

17h05 Depart Chicago O'Hare

### **Le 26 mars    Sat    PARIS**

7h25 Arrive in Paris/CDG from Chicago O'Hare (go through passport control, baggage claim and customs) 6 hour time difference between France and the US!

9h05 Escort/transfer from Paris CDG to hotel

11h30 Estimated arrival at the hotel; drop off luggage; metro orientation; find lunch in Beaubourg

14h30 Sainte-Chapelle

15h30 Other Paris visits: Place de l'Hôtel, le Conciergerie, le Palais de Justice ; métro to Place de la Concorde ; walk up Champs-Élysées

19h00 Dinner reservations as a group

21h00 Arc de Triomphe

22h30 Return to hotel

### **Le 27 mars    Sun    PARIS**

8h00 Breakfast at hotel

10h00 Notre Dame

12h30 Lunch, Musée du Louvre & Parc de Tuileries

15h00 Montmartre & Sacré-Cœur

18h00 Les Invalides, dinner & Ecole Militaire

20h00 La Tour Eiffel & Trocadero/ Palais de Chaillot

22h30 Return to the hotel

### **Le 28 mars    Mon    PARIS/NORMANDY EXCURSION**

7h00 Breakfast at hotel

7h45 Leave for Normandy

13h45 Reservation at Mémorial de Caen

15h15 D-Day Beaches, American Cemetery, Pointe du Hoc

20h00 Return to Paris and have dinner near the Opéra Garnier

22h00 Return to hotel

### **Le 29 mars    Tues    PARIS/VERSAILLES EXCURSION**

7h00 Breakfast at hotel

7h45 Take RER line C to Versailles Rive Gauche (40 min ride and 15 min walk)

9h00 Château de Versailles

15h00 Return to Paris (student choice : Catacombes, Musée d'Orsay, Musée Rodin, Orangerie, Père LaChaise

18h00 Re-group in Parc du Luxembourg, walking visit of Quartier Latin, and dinner

21h30 Vedettes du Pont-Neuf

23h00 return to hotel

Family stay city will be determined by student choice and availability of families. Two choices are family stay in Bordeaux or Geneva. With corresponding visits to : Strasbourg/Colmar/Besançon/Chamonix/Annecy OR Chartres/Tours/Chenonceaux/Sarlat/Lascaux

<p><b>Le 30 mars Wed PARIS/ FAMILY STAY CITY</b></p> <p>7h00 Breakfast at hotel  7h45 transfer from hotel to train station  9h00 TGV to Bordeaux  11h55 arrival at Bordeaux  1h45 lunch en route  15h00 walking tour of the city  18h30 Meet host families in host family city</p>	<p><b>Le 30 mars Wed PARIS/ FAMILY STAY CITY</b></p> <p>7h00 Breakfast at hotel  7h45 transfer from hotel to train station  9h00 TGV to Annecy  11h55 arrival at Annecy  1h45 lunch en route  15h00 walking tour of Palais d'Isle, Château d'Annecy  18h30 Meet host families in host family city</p>
<p><b>Le 31 mars- le 4 avril Thurs-Mon Family Stay</b></p> <p><b>Le 5 avril Tues BORDEAUX/POITIERS/SARLAT/LASCAUX/TOURS</b></p> <p>7h45 Meet group  8h00 Travel by bus to Sarlat and Lascaux visit caves and museum  11h00 Travel by bus to Poitiers, lunch, and visit the Futuroscope, continue on to Tours  16h00 Arrive at hotel in Tours  17h00 Walking tour, Cathedral, Chateaux Royale, Tour Charlemagne and Botanical Garden  20h30 Dinner  22h00 Return to hotel</p>	<p><b>Le 31 mars- le 4 avril Thurs-Mon Family Stay</b></p> <p><b>Le 5 avril Tues GENEVA/CHAMONIX/BESANÇON/COLMAR</b></p> <p>7h45 Meet group  8h00 Travel by bus Chamonix, visit to Mont Blanc  11h00 Travel by bus to Besançon, lunch, and visit to Horloge Astronomique  15h30 Bus to Colmar  18h00 Arrive at hotel in Colmar  19h30 Dinner  21h30 Boat ride  23h00 Return to hotel</p>
<p><b>Le 6 avril Wed TOURS/CHENEAUX/CHAMBORD/BLOIS</b></p> <p>7h30 Breakfast at hotel  8h15 Bus to Chenonceaux  9h00 Visit of Chenonceaux  12h00 Lunch en route  13h00 Bus to Chambord  14h30 Visit Chambord  18h00 Arrive at hotel in Blois, walking tour of Blois  19h30 Dinner  22h00 Return to the hotel</p>	<p><b>Le 6 avril Wed COLMAR/STRASBOURG</b></p> <p>8h00 Breakfast at hotel  9h00 Visit Colmar, Cathedral, Museum  12h00 Lunch in Colmar  13h30 Bus to Strasbourg  15h00 Arrival in Strasbourg  14h00 Walking tour, cathedral and Pont-Couvert  19h30 Dinner  22h00 Return to the hotel</p>
<p><b>Le 7 avril Thurs BLOIS/CHARTRES/PARIS</b></p> <p>8h00 breakfast at hotel  9h00 Visit Chateau Blois, Cathedral, Hotel de Ville  12h00 travel by bus from Blois to Chartres  13h30 Lunch in Chartres  15h00 Visit of Chartres Cathedral, walking tour of city  17h00 Bus to Paris  18h30 Arrive Paris Hotel, Dinner as a group  21h00 return to Hotel to Pack</p>	<p><b>Le 7 avril Thurs STRASBOURG/REIMS/PARIS</b></p> <p>8h00 breakfast at hotel  9h00 travel by bus to Reims  12h00 Lunch and visit of Reims, cathedral  14h00 Continue on to Paris via bus  15h30 Arrival in Paris (student choice : Catacombes, Musée d'Orsay, Musée Rodin, Orangerie, Père LaChaise)  19h00 dinner as a group  21h00 return to hotel to pack</p>
<p><b>Le 8 avril Fri PARIS/CHICAGO</b></p> <p>5h00 No breakfast at hotel/transfer to Paris airport  7h30 Depart Paris to Chicago  12h55 Arrive in Chicago  17h30 Arrive in Appleton</p>	<p><b>Le 8 avril Fri PARIS/CHICAGO</b></p> <p>5h00 No breakfast at hotel/transfer to Paris airport  7h30 Depart Paris to Chicago  12h55 Arrive in Chicago  17h30 Arrive in Appleton</p>

# APPLETON AREA SCHOOL DISTRICT

## Application for

# FOREIGN TRAVEL

*Insert answers in yellow shaded areas only.*


<b>School:</b>	Appleton East, North and West	
<b>Date of Application: (00/00/00)</b>	02/28/22	
<b>Staff member conducting the trip:</b>	Jennifer Peterson, Paula Meyer, Mari Nelson, Linda Meyer, Angie Bruner, Whitney Van Hoof (subject to change based on numbers)	
<b>1. Name of class or group:</b>	Advanced Level Spanish classes	
<b>2. Grade level(s):</b>	11, 12 (Grade 10 advanced level students with special permission)	
<b>3. Destination:</b>	Spain	
<b>4. AASD curriculum standards that are addressed:</b> <i>(please state clearly and specifically)</i>	A. Students will engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions in a language other than their own. B. Students will understand and interpret a language other than their own in its written and spoken form on a variety of topics. D. Students will demonstrate an understanding of the relationship between the practices and perspectives of the cultures studied. E. Students will demonstrate an understanding of the relationship between the products and perspectives of the cultures studied. G. Students will acquire information and recognize the distinctive viewpoints that are available only through a language and its culture. I. Students will demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own. J. Students will use the language both within and beyond the school setting. K. Students will show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment.	
<b>5. Departure Date: (00/00/00)</b>	03/25/23	
<i>Place of Departure:</i>	Appleton, WI	
<b>6. Return Date: (00/00/00)</b>	04/08/23	
<i>Place of Return:</i>	Appleton, WI	
<b>7. Total number of school days to be missed, if any:</b>	5 days before spring break	
<b>8. Will any substitutes be required because of the trip?</b>	Yes	
<i>If so, how many substitutes?</i>	4 (tentative)	
<i>How many days?</i>	5	
<b>9. PROGRAM FEES PER PARTICIPANT:</b>	List <u>total/actual</u> 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>		
<b>Package prices includes:</b>	<b>\$0 - \$4,895.00</b>	<b>\$0 - \$4,895.00</b> *cost based on 21-25 students and 3 chaperones, cost could be as low as \$4645 depending on number of students that travel.
Transportation, Lodging and <del>Some Meals</del> (all breakfasts included). <i>Meals Not Included: Lunches and suppers for 8 days. Approx cost for these meals will be \$60/day = \$480.</i>	<b>\$480.00</b>	<b>\$0 - \$480</b>
<b>Other expenses (explain below)</b>	<b>\$435.00</b>	<b>\$0 - \$435</b>
<i>Passport \$165, Passport pictures \$20, bus fare to Chicago \$150, gifts for family in Spain \$40, optional excursions/spending money \$60</i>		
<b>Additional monies needed (explain below)</b>	<b>\$74.20 - \$111.30</b>	<b>\$0 - \$111.30</b>
<i>Based on 3 substitute teachers. Sub pay is \$148.39/day x 5 days = \$741.95 x 3 subs = \$2,225.85. If 30 students travel, their cost will be \$74.20. If 20 students travel, their cost will be \$111.30</i>		
<b>TOTAL PER PARTICIPANT:</b>	<b>\$5884.20 - \$5921.30</b>	<b>\$0 - \$5921.30</b>

<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
<b>TBD at a later date - teachers from the list below:</b>	
Jennifer Peterson, Paula Meyer, Mari Nelson	
Linda Meyer, Angie Bruner, Whitney Van Hoof	
(subject to change depending on numbers)	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	Yes
If Yes, to what extent?	airfare, lodging, entrance fees, sub costs
<b>12. Is fundraising being used? (Yes or No)</b>	yes, if parent initiated; opportunity will be available to students with parental leadership
Explain:	
<b>13. How are costs for needy students going to be addressed?</b>	Language & Friendship, the travel company, provides scholarships to students in need of assistance.
<b>14. Travel arrangements by (name of agency):</b>	Language & Friendship
Regular Carrier (Yes or No)	Yes
Charter Carrier (Yes or No)	No
<b>15. Anticipated number of students participating in the trip:</b>	10-12 per high school for a total of 30-36 students
<b>16. Anticipated number of chaperones:</b>	
Staff	3-4 Spanish high school teachers
Volunteers	retired Spanish teachers - if needed
Total Male Chaperones:	0
Total Female Chaperones:	3-4 (depending on # of students)
TOTAL CHAPERONES:	3-4 (depending on # of students)
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip (electronic signature)</b>	Jennifer Peterson, Paula Meyer, Mari Nelson, Linda Meyer, Angie Bruner, Whitney Van Hoof
Date of application	2/28/22
<b>Principal (electronic signature)</b>	Matthew Mineau
Date of approval	03/01/22
<b>Assistant Superintendent</b>	
Date of approval	3/1/22

Date of School Board Action (office use only)

# Spain 2023

## East, North & West High Schools

### **Day 1 25-Mar Sat Depart U.S.**

*Depart Chicago on flight(s) to Madrid. Dinner and breakfast served on overnight international flight.*

### **Day 2 26-Mar Sun Arrive Madrid**

*\*\*E-DST spring ahead\*\*Arrive Madrid; Meet private coach driver and transfer to Hotel Regente. Your first stop will be a visit of the Palacio Real. Stroll through Plaza de España, get to know the metro, and have lunch around Puerta del Sol and Plaza Mayor - student free time in that area to eat and shop. This afternoon, visit the many masterpieces at the Museo del Prado. Enjoy a pre-arranged welcome dinner.*

### **Day 3 27-Mar Mon Madrid**

*Madrid visits today will include visiting home of Real Madrid soccer team, Estadio de Bernabeu. Today you will have some free time to shop and dine in small groups. Top off the evening with a tasty treat of churros y chocolate at Chocolatería San Ginés.*

### **Day 4 28-Mar Tue Madrid - El Escorial - Segovia - Madrid**

*Private excursion to Segovia. See the acueducto and Alcázar, the castle of Ferdinand and Isabella and free time to explore Segovia. Return to Madrid via El Escorial (guided visit) and Valle de Los Caídos.*

### **Day 5 29-Mar Wed Madrid - Toledo - Granada**

*Travel to el Greco's city of Toledo - visit the Catedral and Capilla de Santo Tomé. After some free time discovering the winding streets of Toledo, continue on your bus to Granada. Pre-arranged dinner.*

### **Day 6 30-Mar Thu Granada**

*This afternoon you can enjoy some free time to explore the white-washed neighborhood of the Albaicín. This evening, enjoy a flamenco show.*

### **Day 7 31-Mar Fri Granada - Family Stay in Dos Hermanas if available**

*Guided visit of the Alhambra in morning. Travel to family-stay to begin a 6-night family stay. Students are placed one per family. Time to be immersed in the language and the culture. Family Stay Days 7-13*

### **Day 8 01-Apr Sat Family Stay**

### **Day 9 02-Apr Sun Family Stay**

### **Day 10 03-Apr Mon Family Stay**

### **Day 11 04-Apr Tue Family Stay**

### **Day 12 05-Apr Wed Family Stay**

### **Day 13 06-Apr Thu Family Stay - Córdoba**

*Say good-bye to host families travel to Córdoba; Guided tour Mezquita and Jewish Quarter, student free time to explore the shops; Share stories with your fellow travelers at a pre-arranged dinner.*

### **Day 14 07-Apr Fri Córdoba - Madrid**

*Transfer to train station for your travels to Madrid. Stay at Hotel Mora near the train station so you can explore the area, relax with some free time at Parque del Retiro (Madrid's Central Park) and visit Picasso's Guernica at the Centro de Arte Reina Sofía.*

### **Day 15 08-Apr Sat Return to USA**

*Transfer to airport; Depart for U.S. with many memories! Lunch and snack on international flight.*

**Appleton Area School District  
Operational Expectations Interpretation & Indicators Document  
OE-11 Instructional Program**

**SUPERINTENDENT CERTIFICATION:**

With respect to Operational Expectations Policy 11, Instructional Program, I certify the proceeding interpretations and indicators to be accurate and complete and reasonable.

**Executive Summary/Analysis:**

The interpretations and indicators, as submitted below, will provide evidence to the Board that

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Superintendent

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**BOARD ACTION:**

With respect to Operational Expectations Policy 11, Instructional Program, the Board:

- \_\_\_\_ **Accepts the Superintendent's interpretation and indicators as reasonable**
- \_\_\_\_ **Accepts the Superintendent's interpretation and indicators as reasonable, with noted exceptions**
- \_\_\_\_ **Finds the Superintendent's interpretation and indicators to be not reasonable**

**Commendations and/or Recommendations, if any:**

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Board President

Document submitted: \_\_\_\_\_

Re-submitted: \_\_\_\_\_



OE - 11: Instructional Program	Superintendent	
<p>The Superintendent shall provide a guaranteed and viable curricular program that offers challenging and relevant opportunities for all students to achieve the outcomes defined in the Board’s <b>Results</b> policies.</p>	In Compliance	Not In Compliance
<p><b>SUPERINTENDENT Interpretation:</b>  The Board of Education values all students having access to programs that are rigorous and designed to ensure high levels of achievement as measured by the Board’s Academic Achievement Results policies.</p> <ul style="list-style-type: none"> <li>● <b>Guaranteed</b> shall mean that every student is provided the opportunity to learn a core curriculum which provides them with the probability of success in school.</li> <li>● <b>Viable curricular program</b> shall mean that the necessary time is available and protected so students will be able to learn the guaranteed curriculum.</li> <li>● <b>Challenging</b> shall mean that students are provided with rigorous coursework that pushes individuals to meet and/or exceed course standards.</li> <li>● <b>Relevant opportunities</b> shall mean the courses offered to students are meaningful to their lives and desired in the current and future economies.</li> <li>● The Board’s <b>Results</b> policies shall mean AASD Coherent Governance Policies R-1 (Mega Result), R-2 (Academic Achievement), and R-3 (Essential Life Skills).</li> </ul>		
<p><b>OE – 11.1</b> The Superintendent will assure that instructional programs are culturally responsive and accommodate the different needs, abilities, interests and personal goals of individual students.</p>	In Compliance	Not In Compliance
<p><b>SUPERINTENDENT Interpretation:</b>  The Board of Education values instructional programs that are designed to be responsive to the individual needs, abilities, interests, and personal goals of all learners. The Board of Education values a culturally responsive school experience that supports success for each student in achieving their goals.</p> <ul style="list-style-type: none"> <li>● <b>Instructional programs</b> shall mean new and existing courses, instructional resources, and digital as well as non-digital programs used to differentiate and enhance student learning.</li> <li>● <b>Culturally responsive</b> shall mean to validate and affirm the home (indigenous) culture and language of students for the purposes of</li> </ul>		

<p>building and bridging students to success in the culture of academia and mainstream society.</p> <ul style="list-style-type: none"> <li>● <b>Accommodate</b> shall mean to proactively adjust either curriculum, teaching methods, resources, learning activities, or student products to address the needs, abilities, interests and personal goals of individual students and/or small groups of students in order to maximize the learning opportunities for each student in the classroom.</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p> <p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>● 100% of students identified as having disabilities will have an Individualized Educational Plan (IEP) that is updated at least annually based upon current present levels of performance.</li> <li>● 80% of all students will be achieving at or above grade level standards during universal instruction as documented by the percentage of students receiving tier 2 and tier 3 interventions within eduCLIMBER.</li> <li>● A minimum of 10% of English Language (EL) students will exit the EL Program each year as evidenced by the ACCESS test.</li> <li>● Increase the number of students who score favorably (3, 4, 5) in the area of Sense of Belonging within the Panorama Student Survey. <ul style="list-style-type: none"> <li>○ Elementary 64% to 67%</li> <li>○ Secondary 40% to 44%</li> </ul> </li> <li>● Baseline data will be collected during the spring of 2022 in order to draft a future indicator relating to the following Panorama questions: <ul style="list-style-type: none"> <li>● "I see people who are different from me in the books/materials used in my classroom."</li> <li>● "I see myself in the materials/books used in the classroom."</li> </ul> </li> </ul>		
<p><b>Board Comments:</b></p>		

<p><b>OE – 11.2</b> The Superintendent will assure that all curricular programs are aligned to district-adopted learning standards and are effective in assisting all students to meet or exceed performance expectations as defined by Results policies.</p>	In Compliance	Not In Compliance
<p><b>SUPERINTENDENT Interpretation:</b> The Board of Education values course curriculum for each grade and/or class being based upon district-adopted standards.</p> <ul style="list-style-type: none"> <li>● <b>Effective in assisting</b> shall mean to demonstrate a positive impact on student outcomes relating to student performance on AASD’s Academic Standards.</li> <li>● <b>All students</b> shall mean every student who is enrolled in the Appleton Area School District and participates in the Wisconsin State Accountability System (WSAS) assessments.</li> <li>● <b>Curricular programs</b> shall mean the Appleton Area School District’s (AASD) entire instructional program, including resources, programs, assessments, and assessment practices.</li> <li>● <b>District-adopted learning standards</b> shall mean the common understanding of what students are expected to know, understand, and be able to do based upon the AASD’s Academic Standards and any other modifications approved by the AASD’s Board of Education.</li> <li>● <b>Meet or exceed performance expectations</b> shall mean proficient/advanced, on/above grade level, ready/exceeding, or competent/mastery as outlined within the various AASD R-2 policies.</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p> <p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>● All (100%) curriculum documents are directly aligned to district-adopted standards and are posted for teacher and public accessibility, as determined by a review of the scope and sequence through the Assessment, Curriculum &amp; Instruction (ACI) Department.</li> <li>● All (100%) academic subject area curriculum documents have resources that are aligned to district-adopted standards embedded into the curriculum, as determined by a review of</li> </ul>		

<p>the scope and sequence through the Assessment, Curriculum &amp; Instruction (ACI) Department.</p>		
<p><b>Board Comments:</b></p>		
<p><b>OE – 11.3</b> The Superintendent will effectively assess each student’s academic performance, identifying and appropriately addressing significant inequities and gaps in achievement outcomes.</p>	<p>In Compliance</p>	<p>Not In Compliance</p>
<p><b>SUPERINTENDENT Interpretation:</b>  The School Board values assessing student achievement with reliability and validity to measure progress toward meeting or surpassing identified standards.</p> <ul style="list-style-type: none"> <li>● <b>Effectively assess each student’s academic performance</b> shall mean to use reliable and valid assessment tools, common across all schools by level, to determine students’ progress in achieving the Board’s Results policies.</li> <li>● <b>Appropriately addressing</b> shall mean meeting targets in reducing inequities and gaps as outlined in the Board’s Academic Achievement Results Policies.</li> <li>● <b>Significant inequities and gaps</b> shall mean significant and persistent disparity in academic performance or educational attainment between different groups of students as evident within the Board’s Academic Achievement Results Policies.</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p> <p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>● 100% of the progress monitoring assessments used within Board’s Academic Achievement Policies are reliable and valid assessments of academic competency as determined by the technical assistance manuals for each assessment used.</li> <li>● 100% of the district common assessments are calibrated minimally once per year within district professional learning communities as evidenced by documentation of annual program reviews.</li> </ul>		
<p><b>Board Comments:</b></p>		

<p><b>OE – 11.4</b> The Superintendent will assure that the instructional program includes opportunities for all students to develop talents and interests in their specialized areas of interest.</p>	<p>In Compliance</p>	<p>Not In Compliance</p>
<p><b>SUPERINTENDENT Interpretation:</b>  The Board of Education values students being offered, as part of the school day, an opportunity to pursue and excel in specialized areas of interest or talent.</p> <ul style="list-style-type: none"> <li>● <b>Instructional programs</b> shall mean new and existing courses, instructional resources, and digital as well as non-digital programs used to differentiate and enhance student learning.</li> <li>● <b>Opportunities for all students</b> shall mean course offerings in the elective areas at both elementary and secondary levels.</li> <li>● <b>Develop talents and interests in their specialized areas of interest</b> shall mean that students have the opportunity to enroll and participate in specials at the elementary level or in elective areas at the secondary level (middle school and high school).</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p> <p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>● A course guide outlining academic opportunities will be distributed or made available online to all students and families at the secondary level.</li> <li>● An academic and career planning process is utilized for all students in grades 6-12.</li> <li>● 100% of students are provided access to and participate in Art, PE, and music programs at 100% of elementary schools or in accordance with their Individualized Education Plan (IEP).</li> <li>● The District provides students with opportunities for Dual Enrollment and Post-secondary options.</li> </ul>		

<ul style="list-style-type: none"> <li>The District offers electives in a variety of areas at the secondary level that provide opportunities for students to fulfill their graduation requirements in the non-core academic areas.</li> </ul>		
<p><b>Board Comments:</b></p>		
<p><b>OE – 11.5</b> The Superintendent will regularly evaluate and modify instructional programs for continuing effectiveness and encourage new and innovative approaches as necessary to achieve <i>Results</i>.</p>	In Compliance	Not In Compliance
<p><b>SUPERINTENDENT Interpretation:</b> The Board of Education values the encouragement of new and innovative programs that align with the Board’s Academic Achievement policies and to evaluate the effectiveness of all programs.</p> <ul style="list-style-type: none"> <li><b>Regularly evaluate and modify</b> shall mean mean a comprehensive review scheduled no less than every three years to: <ul style="list-style-type: none"> <li>compare student performance data results from district, state, and national assessments.</li> <li>determine the effectiveness of the academic resources and services implemented.</li> <li>aid the delivery of content or to improve instruction.</li> <li>make recommendations based on student data results</li> </ul> </li> <li><b>Instructional programs</b> shall mean new and existing courses, instructional resources, and digital as well as non-digital programs used to differentiate and enhance student learning.</li> <li><b>Encourage</b> shall mean that the district values and expects teachers to look for new and effective ways to meet the values for student achievement in the Results policies.</li> <li><b>New and Innovative approaches</b> shall mean programs in existing schools that are district-approved and aligned to the Board’s Academic Achievement Results policies and provide alternatives to traditional school structures and models.</li> <li><b>Results</b> shall mean AASD Coherent Governance Policies R-1 (Mega Result), R-2 (Academic Achievement), and R-3 (Essential Life Skills).</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p>		

<p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>● The Assessment, Curriculum &amp; Instruction Department conducts a program evaluation of all programs minimally every three years as evidenced by the department’s published report and identified action steps.</li> <li>● The District adopts new and innovative programs as appropriate to address identified needs as evidenced by: <ul style="list-style-type: none"> <li>○ the department’s published report.</li> <li>○ solicited input from professional educators and administrators.</li> <li>○ Plan Do Study Act (PDSA) inquiry cycles in partnership with professional educators and administrators</li> </ul> </li> </ul>		
<p><b>Board Comments:</b></p>		
<p><b>OE – 11.6</b> The Superintendent will monitor and control student use of technology and provide adequate student access to technology.</p>	<p>In Compliance</p>	<p>Not In Compliance</p>
<p><b>SUPERINTENDENT Interpretation:</b>  The Board of Education values utilization of the Technology Use Agreement for all students to use electronic information and curriculum, and to install and monitor appropriate filters and mechanisms to assure no students gain access to dangerous or confidential information.</p> <ul style="list-style-type: none"> <li>● <b>Monitor</b> shall mean staff will supervise students while using electronic devices during instruction.</li> <li>● <b>Control</b> shall mean students will have age-appropriate restrictions on their district email and internet access while on the school district network.</li> <li>● <b>Student use of technology</b> shall mean use of the internet, electronic devices, or software/applications issued by the district for instruction.</li> <li>● <b>Adequate student access</b> shall mean ensuring all students who are required to use a device or software/application to engage in learning are able to do so.</li> </ul>		

<p><b>SUPERINTENDENT Indicators of Compliance:</b></p> <p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>• 100% of district-owned and student-brought devices and used within the district network are protected using reliable safety measures and the firewall security and content filter are Children’s Internet Protection Act (CIPA) compliant.</li> <li>• 100% of identified internet sites and information attempted to be accessed by students, on district-owned devices, were flagged and blocked by the district’s filters.</li> <li>• 100% of students receive access to district-provided devices per the current established ratio for their grade level.</li> </ul>		
<p><b>Board Comments:</b></p>		
<p><b>OE – 11.7</b> The Superintendent will protect the instructional time provided for all students during the academic day by prohibiting unnecessary interruptions or intrusions.</p>	In Compliance	Not In Compliance
<p><b>SUPERINTENDENT Interpretation:</b></p> <p>The Board of Education values maximum time being used for student instruction by setting expectations for practices that minimize interruptions of classroom teaching. The School Board also expects all reasonable efforts to be made to minimize teachers being pulled away from their teaching responsibilities.</p> <ul style="list-style-type: none"> <li>• <b>Instructional time</b> shall mean the time devoted to instruction in classrooms from the beginning to the end of the school day.</li> <li>• <b>Academic day</b> shall mean days in which school is scheduled to be in session.</li> <li>• <b>Unnecessary interruptions or intrusions</b> shall mean activities unrelated to the social, emotional, or academic needs of students, including field trips and assemblies unrelated to curricular content.</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p>		



<p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>● 90% of staff development activities or building activities are limited to non-student contact time and 90% of instructional time is reserved entirely for instruction as evidenced by review of building calendars and schedules.</li> <li>● 100% of elementary schools implement (at minimum) a daily 20-minute (5K-2) and 30-minute (grades 3-6) uninterrupted reading block as part of the overall 120-minute (5K) and 130-minute (grades 1-6) ELA instructional block as evidenced by review of building calendars and schedules.</li> <li>● 100% of elementary schools implement at minimum a daily 75-minute uninterrupted math block as evidenced by review of building calendars and schedules.</li> <li>● 100% of secondary schools implement at minimum a daily 47-minute uninterrupted core academic instructional block for (Reading/Language Arts/English, Math, Science, and Social Studies) as evidenced by review building calendars and schedules.</li> </ul>		
<p><b>Board Comments:</b></p>		
<p><b>OE – 11.8</b> The Superintendent will NOT change or alter the District’s graduation requirements.</p>	<p>In Compliance</p>	<p>Not In Compliance</p>
<p><b>SUPERINTENDENT Interpretation:</b> The Board of Education values the obtaining of Board approval for any alteration or reconfiguration of graduation requirements.</p> <ul style="list-style-type: none"> <li>● <b>District’s graduation requirements</b> shall mean the requirements established within Policy 345.6 (AASD Graduation Requirements).</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p> <p>We will know we are compliant when:</p>		

<ul style="list-style-type: none"> <li>• Every change in graduation requirements will be based on a Board vote for approval as documented in the Board minutes.</li> </ul>		
<p><b>Board Comments:</b></p>		
<p><b>OE – 11.9</b> The Superintendent will NOT realign attendance boundaries.</p>	In Compliance	Not In Compliance
<p><b>SUPERINTENDENT Interpretation:</b> The Board of Education values the obtaining of Board approval for any alteration or reconfiguration of lines drawn for school attendance boundaries.</p> <ul style="list-style-type: none"> <li>• <b>Attendance boundaries</b> shall mean geographical map lines that delineate a section of the district and that define a student’s home school assignment.</li> </ul>		
<p><b>SUPERINTENDENT Indicators of Compliance:</b></p> <p>We will know we are compliant when:</p> <ul style="list-style-type: none"> <li>• Every school attendance boundary change will be based on a Board vote for approval as documented in board minutes.</li> </ul>		
<p><b>Board Comments:</b></p>		

## 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.

All overnight trip requests must be submitted and approved by the building principal at least six months in advance of the trip date.

School	Staff Member(s)	Class or Group	Destination	Dates of Trip	School Days Missed	Approx. Cost Per Student
Tesla Engineering	Sean Schuff	NEW Apple Corps Robotics Team	Houston, TX	04/19/22 – 04/24/22	4	\$1,000
East High School	Brad Dunlap	Boys Soccer	Madison	08/26/22 – 08/27/22	0	\$40

**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 application for an overnight trip 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.*

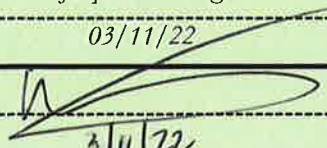
<b>School:</b>	Tesla Engineering Charter School	
<b>Date of Application: (00/00/00)</b>	03/08/22	
<b>Staff member conducting the trip:</b>	Sean Schuff	
<b>1. Name of class or group:</b>	NEW Apple Corps Robotics Team	
<b>2. Grade level(s):</b>	9 through 12	
<b>3. Destination:</b>	Houston, TX	
<b>4. AASD curriculum standards that are addressed:</b> <i>(please state clearly and specifically)</i>	Standards for Technology & Engineering Education - BB1.a - Analyze and use technological systems; BB1.b - Analyze and use tools and materials; BB1.c - Analyze and use mechanisms; BB1.d - Analyze and use electricity and electronic systems; BB1.e - Analyze, explain, and use control systems; EL3.a - Analyze, develop, use and apply digital electronics; ENG2.b - Describe and apply engineering design; ENG4.b - Design solutions based on gathered information; ENG4.c - Evaluate completed solutions and provide feedback	
<b>5. Departure Date:</b> (00/00/00)	04/19/22	
Place of Departure:	Appleton, WI	
<b>6. Return Date:</b> (00/00/00)	04/24/22	
Place of Return:	Appleton, WI	
<b>7. Total number of school days to be missed, if any:</b>	<b>4.0</b>	
<b>8. Will any substitutes be required because of the trip?</b> <i>(Yes or No)</i>	Yes	
If so, how many substitutes?	1.0	
How many days?	4.0	
<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>\$500.00</b>	<b>\$0 - \$500.00</b>
Lodging	<b>\$400.00</b>	<b>\$0 - \$400.00</b>
Meals	<b>\$300.00</b>	<b>\$0 - \$300.00</b>
Other expenses <i>(explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
Additional monies needed <i>(explain below)</i>	<b>\$100.00</b>	<b>\$0 - \$100.00</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$1,300.00</b>	<b>\$0 - \$1,300.00</b>

<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
Sean Schuff	
Zachary Eckrose	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	No
If Yes, to what extent?	
<b>12. Is fundraising being used? (Yes or No)</b>	Yes
Explain:	Scrip fundraising and donations from corporate sponsors.
<b>13. How are costs for needy students going to be addressed?</b>	Costs will be subsidized by Scrip carryover from former team members.
<b>14. Travel arrangements by (name of agency) :</b>	Personal
Regular Carrier (Yes or No)	Delta Airlines
Charter Carrier (Yes or No)	No
<b>15. Anticipated number of students participating in the trip:</b>	30
<b>16. Anticipated number of chaperones:</b>	
Staff	2
Volunteers	3
Total Male Chaperones:	4
Total Female Chaperones:	1
<b>TOTAL CHAPERONES:</b>	<b>5</b>
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip (electronic signature)</b>	Sean Schuff
Date of application	03/11/22
<b>Principal (electronic signature)</b>	Jacque Smedburg
Date of approval	03/11/22
<b>Assistant Superintendent</b>	
Date of approval	3/11/22

Date of School Board Action (office use only)



NEW Apple Corps Robotics  
2121 Emmers Drive  
Appleton, Wisconsin 54915  
920-997-1399 x2767  
[www.nacteam93.com](http://www.nacteam93.com)

March, 2022

Dear NEW Apple Corps Parent,

It has been a successful season so far and we are looking forward to this year's World Championship in Houston, Texas. The NEW Apple Corps will be taking a contingent of students to the George R. Brown Convention Center and Minute Maid Field for the 2022 FIRST Robotics World Championship from April 20 – 23, 2022. Below is information regarding travel times, lodging, and our agenda. If you have any questions, please feel free to call or text.

The cost of attending the competition is going to be about \$850.00 per student. Please pay the balance reflected on the bottom right of the attached invoice. The invoice reflects any fundraising credited to your child's account as of March 30, 2022. Payment covers the cost of transportation and lodging. Meals are the responsibility of the individual student. In addition, students should plan to bring additional money for any other purchases they wish to make.

Students also need to complete and return the attached Field Trip Information Form. This form serves two purposes: to inform you of the field trip in accordance with district policy and to serve as a medical release form in the event your son or daughter becomes ill or injured during the trip. Please return the field trip form along with final payment by April 7, 2022.

### **FIRST Robotics Competition World Championship – Houston, TX**

**Travel**           Delta Airlines to/from Houston  
April 19, 2022          Departs:          AM from Appleton International Airport  
April 24, 2022          Arrives:          PM at Appleton International Airport

**Lodging**           Magnolia Hotel                           1100 Texas Ave.  
713-221-0011                           Houston, TX 77002

**Event**             FIRST Robotics World Championship  
George R. Brown Convention Center and Minute Maid Field  
Wednesday, April 20, 2022 to Saturday, April 23, 2022

**To Bring**         *Comfortable clothes and shoes – you'll be on your feet all day!*  
Team "uniforms" (t-shirts, polos, hats)  
Safety glasses - required in the pit areas!  
Toiletries  
Money for all meals and other activities/souvenirs

**Emergency Contact**       Sean Schuff Cell - (920)427-5311



NEW Apple Corps Robotics  
2121 Emmers Drive  
Appleton, Wisconsin 54915  
920-997-1399 x2767  
[www.nacteam93.com](http://www.nacteam93.com)

## **Team Event Agenda**

### Wednesday

Morning	Sightseeing in downtown Houston as a team
1:00PM	Report to George R. Brown Convention Center
1:00PM – 4:00PM	Robot load-in, registration & inspection, machine shop opens
4:00PM	Pits open to all team members
4:00PM - 7:00PM	Qualifying rounds
8:30PM	Pits and machine shop close

### Thursday

7:00AM	George R. Brown Convention Center opens
8:00AM	Machine shop opens
8:00AM	Driver's meeting
9:00AM - 12:15PM	Qualification rounds
12:15PM – 1:00PM	Lunch break
1:00PM – 6:00PM	Qualification rounds
8:00PM	Pits and Machine Shop close

### Friday

7:00AM	George R. Brown Convention Center opens
7:30AM	Machine shop open
8:30AM	Opening ceremonies
9:25AM - 12:15PM	Qualification rounds
12:15PM - 1:00PM	Lunch break
1:00PM - 5:30PM	Qualification rounds
6:00PM	Pits and Machine Shop close

### Saturday

7:00AM	George R. Brown Convention Center opens
7:30AM	Machine shop opens
9:00AM	Opening ceremonies
8:45AM - 11:45AM	Qualification rounds
11:45AM - 12:15PM	Alliance Pairings
12:15PM - 1:00PM	Lunch break
1:00PM - 3:30PM	Division final rounds
3:30PM - 4:00PM	Division ceremonies and awards
4:00PM - 6:00PM	Final rounds and awards at Minute Maid Field
5:00PM	Pits and machine shop close, crates packed
6:00PM – 11:00PM	FIRST Finale

As always, please feel free to contact either of us if you have any questions.

Zachary Eckrose, Mentor  
Sean Schuff, Mentor

**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 East	
<b>Date of Application: (00/00/00)</b>	02/01/22	
<b>Staff member conducting the trip:</b>	Brad Dunlap	
<b>1. Name of class or group:</b>	Appleton East Boys Soccer	
<b>2. Grade level(s):</b>	9, 10, 11, 12	
<b>3. Destination:</b>	Madison, WI	
<b>4. AASD curriculum standards that are addressed:</b> <i>(please state clearly and specifically)</i>		
<b>5. Departure Date:</b> (00/00/00)	08/26/22	
Place of Departure:	Appleton East HS	
<b>6. Return Date:</b> (00/00/00)	08/27/22	
Place of Return:	Appleton East HS	
<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?</b> <i>(Yes or No)</i>	No	
If so, how many substitutes?	N/A	
How many days?	N/A	
<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.
(Please break down by category.)		
Transportation	\$0.00	\$0.00
Lodging	\$30.00	\$0.00
Meals	\$40.00	\$40.00
Other expenses <i>(explain below)</i>	\$0.00	\$0.00
Additional monies needed <i>(explain below)</i>	\$0.00	\$0.00
<b>TOTAL PER PARTICIPANT:</b>	<b>\$70.00</b>	<b>\$40.00</b>

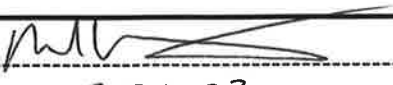


<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
Brad Dunlap	
Randy Henderson	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	No
If Yes, to what extent?	
<b>12. Is fundraising being used? (Yes or No)</b>	Yes
Explain:	Chipotle Dinner Night
<b>13. How are costs for needy students going to be addressed?</b>	Fundraiser
<b>14. Travel arrangements by (name of agency):</b>	Lamers
Regular Carrier (Yes or No)	Yes
Charter Carrier (Yes or No)	No
<b>15. Anticipated number of students participating in the trip:</b>	20
<b>16. Anticipated number of chaperones:</b>	
Staff	2
Volunteers	0
Total Male Chaperones:	2
Total Female Chaperones:	0
TOTAL CHAPERONES:	2
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:**

<b>Staff Member Conducting Trip (electronic signature)</b>	Brad Dunlap
Date of application	02/01/22
<b>Principal (electronic signature)</b>	Matthew Mineau
Date of approval	02/18/22
<b>Assistant Superintendent</b> 	Mike Hernandez
Date of approval	2-20-22

Date of School Board Action (office use only)

# **Appleton East Boys Soccer**

## **August 26 – 27, 2022**

Leave East 08/26 at 2pm

Arrive Madison College Campus Sports Complex 3:30 PM

1st game 5 pm

Leave field 7pm

Dinner 8pm

Hotel by 9 pm

Team meeting 9:30 pm

Lights out 10 pm

Team meeting 7am

Breakfast 7:30 am

leave for field 8 am

2nd game 10am

leave field 12pm

lunch 12:30 pm then travel home to Appleton East

## ITEM FOR CONSIDERATION

**Topic:** 2021-22 Approval of an Application for an Overnight Multi-Year Trip

**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.

Multi-Year Trips are those trips that recur annually or biannually. Upon approval, these trips do not need to be re-approved in subsequent years, unless the length of the time of the trip, or the destination of the trip changes, in which case application must be resubmitted. However, the Board reserves the right to rescind approval if conditions change or the value of the trip becomes questionable.

School	Staff Member(s)	Class or Group	Destination	Month of Trip	School Days Missed	Approx. Cost Per Student
North High School	Chelsea Daun Megan White	Varsity Girls Soccer	UW-LaCrosse	April	0	\$0

**Fiscal**

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

**Administrative**

**Recommendation:** Approval of the attached application for an overnight multi-year trip.

**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**  
**MULTI-YEAR TRIPS**

*Insert answers in **blue** shaded areas only.*

<b>School:</b>		Appleton North
<b>Date of Application: (00/00/00)</b>		03/08/22
<b>Staff member conducting the trip:</b>		Chelsea Daun & Megan White
<b>1. Name of class or group:</b>		
		Varsity Girls Soccer
<b>2. Grade level(s):</b>		
		High School
<b>3. Destination:</b>		
		UW- LaCrosse
<b>4. AASD curriculum standards that are addressed: (May need attachment)</b>		
<b>5. Month of Departure Date:</b>		
		April
<i>Place of Departure:</i>		
		Appleton Noth
<b>6. Month of Return Date:</b>		
		April
<i>Place of Return:</i>		
		Appleton North
<b>7. Total number of school days to be missed, if any:</b>		
		0.0
<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>		
<i>Transportation</i>	<b>\$1,825.00</b>	<b>\$0.00</b>
<i>Lodging</i>	<b>\$1,946.00</b>	<b>\$0.00</b>
<i>Meals</i>	<b>\$250.00</b>	<b>\$0.00</b>
<i>Other expenses (explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
<i>Additional monies needed (explain below)</i>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$4,021.00</b>	<b>\$0.00</b>

<b>10. Will any adults receive free transports, tickets, and/or meals?</b> (Kristin White, Leah Rubsam, Chelsea Daun, Megan White) If so, how many?	yes 4
<b>11. Will student fees subsidize adult expenses?</b> (Yes or No) If Yes, to what extent?	
<b>12. How will funding be obtained for this trip?</b> Describe any fundraising activities that are generally used:	Lambeau Field Fundraiser
<b>13. How are costs for needy students going to be addressed?</b>	Our program is covering all costs
<b>14. Travel arrangements by</b> (name of agency) : Regular Carrier (Yes or No) Charter Carrier (Yes or No)	Lamers Coach Bus with Lamers
<b>15. Anticipated number of students participating in the trips:</b>	18
<b>16. Anticipated number of chaperones:</b> Staff Volunteers Total Male Chaperones: Total Female Chaperones: TOTAL CHAPERONES:	 4  4 4
<b>17. Include a typical itinerary for this field trip.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip</b> (electronic signature)	Chelsea Daun
Date of application	03/08/22
<b>Principal</b> (electronic signature)	Ryan Peterson
Date of approval	03/10/22
<b>Assistant Superintendent</b>	
Date of approval	3/10/22

Date of School Board Action (office use only)

**North High School**  
**Girls Soccer - UWL Tournament**  
**April 1-2, 2022**

**Two games: one Friday night and one Saturday**

**Friday, April 1st**

- Team will be dismissed from school at 2:50 pm
- Depart from North at 3 pm to travel to UW- La Crosse; arrive by 6:05 pm
- Time to stretch, use the bathroom, get gear on, and warm up
  - Snacks and sports drinks will be provided
- Head to the field at 7 pm and begin warm-ups by 7:15 pm
- 8:00-9:30 pm – Muskego vs Appleton North
- Head back to the hotel to shower and a late dinner at 10 pm and lights out by 11:00 pm.

**Saturday, April 2nd**

- Wake up by 9 am and enjoy continental breakfast at the hotel at 7-10 am
- Bluff hike or walk down by Riverside park or UWL Campus tour Sat AM
- Check out of hotel by Noon
- Head to the fields at 11:50 am to begin warmups by 12:15 pm
- 1:00-2:30 pm – Appleton North vs DSHA
- Shower and change in UWL locker room 2:30-3 pm
- Stop for a post-game meal at Culver's on our way home at 3 pm
- Head back to Appleton around 3:00 pm and return to North at 6:45 pm

## ITEM FOR CONSIDERATION

**Topic:** Approval of Applications for Foreign Travel – Spring/Summer 2023

**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.

Foreign travel is defined as travel beyond the forty-eight contiguous states. Schools must submit all principal approved applications to the School Services office by March 1 of the calendar year prior to the scheduled trip departure date. Schools will also submit a five-year plan (updated annually) for foreign travel to the School Services office before the end of May each year. It is expected that foreign travel will be scheduled during student vacation periods or in the summer.

School	Staff Member(s)	Class or Group	Destination	Date of Trip	School Days Missed	Approx. Cost Per Student
East, North & West	Cormac Joyce, Stephanie Hooyman	World Language Grades 11 and 12 (Grade 10 advanced level students with special permission)	France	03/25/23 – 04/08/23	5	\$5,738.00
East, North & West	Angie Bruner, Linda Meyer, Paula Meyer, Mari Nelson, Jennifer Peterson, Whitney Van Hoff	World Language Grades 11 and 12 (Grade 10 advanced level students with special permission)	Spain	03/25/23 – 04/08/23	5	\$5,921.30

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

**Administrative Recommendation:** Approval of the attached applications for foreign travel.

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

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

# APPLETON AREA SCHOOL DISTRICT

## Application for

# FOREIGN TRAVEL

*Insert answers in yellow shaded areas only.*

<b>School:</b>	Appleton East, North, West High Schools	
<b>Date of Application: (00/00/00)</b>	03/28/22	
<b>Staff member conducting the trip:</b>	Cormac Joyce, Stephanie Hooyman and another AASD French teacher, french-speaking teacher or administrator	
<b>1. Name of class or group:</b>	Advanced Level French Classes	
<b>2. Grade level(s):</b>	11, 12 (Grade 10 advanced level students with special permission)	
<b>3. Destination:</b>	France	
<b>4. AASD curriculum standards that are addressed:</b> <i>(please state clearly and specifically)</i>	<p>A. Students will engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions in a language other than their own. B. Students will understand and interpret a language other than their own in its written and spoken form on a variety of topics. D. Students will demonstrate an understanding of the relationship between the practices and perspectives of the cultures studied. E. Students will demonstrate an understanding of the relationship between the products and perspectives of the cultures studied. G. Students will acquire information and recognize the distinctive viewpoints that are available only through a language and its culture. I. Students will demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own. J. Students will use the language both within and beyond the school setting. K. Students will show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment.</p>	
<b>5. Departure Date: (00/00/00)</b>	03/25/23	
<i>Place of Departure:</i>	Appleton, WI	
<b>6. Return Date: (00/00/00)</b>	04/08/23	
<i>Place of Return:</i>	Appleton, WI	
<b>7. Total number of school days to be missed, if any:</b>	5 days before spring break	
<b>8. Will any substitutes be required because of the trip?</b> <i>(Yes or No)</i>	Yes	
<i>If so, how many substitutes?</i>	3	
<i>How many days?</i>	5	
<b>9. PROGRAM FEES PER PARTICIPANT:</b>	<i>List total/actual costs of each fee before factoring in donations, fundraising monies,</i>	The company charges a comprehensive fee of \$4875 which includes transportation, lodging, all breakfasts and museum entrances
<i>(Please break down by category.)</i>		
<i>Transportation, Lodging and Breakfasts</i>	<b>\$4,875.00</b>	<b>\$0 - \$4,875</b>
<i>Meals ~ those not included in the comprehensive fee</i>	<b>\$400.00</b>	Lunches and suppers for 8 days of the trip. Suggested food/spending allowance \$50.00 per day = \$400.00 <b>\$0 - \$400</b>
<i>Other expenses (explain below)</i>	<b>\$370.00</b>	Passport = \$110.00; Passport pictures = \$20.00; bus fare to / from Chicago = \$100.00; gifts for family in France = \$40.00; optional excursion fees, tips for guides, bus drivers = \$100.00 <b>\$0 - \$370</b>
<i>Additional monies needed (explain below)</i>	<b>\$93.00</b>	Based on 1 teacher chaperone from the building needing 1 substitute teachers for 5 days each. Highest sub pay now is \$148.66 per day. \$148.66 x 5 days = \$743.30 \$743.30 x 3 substitutes= \$2230.00. If 8 students per school travel, the cost would be \$93.00 per student for substitute teacher costs. <b>\$0 - \$93</b>
<b>TOTAL PER PARTICIPANT:</b>	<b>\$5,738.00</b>	<b>\$0-\$5738</b>

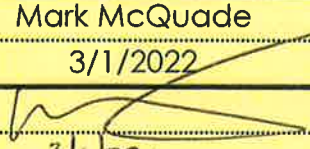


<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
Cormac Joyce, Stephanie Hooyman, and TBD at a later date (Subject to change depending on numbers of students interested)	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	Yes
If Yes, to what extent?	airfare, lodging, entrance fees, sub costs
<b>12. Is fundraising being used? (Yes or No)</b>	yes, if parent initiated; opportunity will be available to students with parental leadership
Explain:	
<b>13. How are costs for needy students going to be addressed?</b>	Language & Friendship, the travel company, provides scholarships to students in need of assistance.
<b>14. Travel arrangements by (name of agency) :</b>	Language & Friendship
Regular Carrier (Yes or No)	Yes
Charter Carrier (Yes or No)	No
<b>15. Anticipated number of students participating in the trip:</b>	8-12 per high school for a total of 24-36 students
<b>16. Anticipated number of chaperones:</b>	
Staff	3
Volunteers	retired AASD French teachers- if needed
Total Male Chaperones:	1
Total Female Chaperones:	2-3 (depending on # of students)
TOTAL CHAPERONES:	3-4 (depending on # of students)
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip (electronic signature)</b>	Cormac Joyce, Stephanie Hooyman
Date of application	2/28/2022
<b>Principal (electronic signature)</b>	Mark McQuade
Date of approval	3/1/2022
<b>Assistant Superintendent</b>	
Date of approval	3/1/22

Date of School Board Action (office use only)

## 2023 France Trip Itinerary

### **Le 25 mars    Fri    DEPART CHICAGO-PARIS**

Bus from Appleton to Chicago/ORD (Be at the airport 3 hours prior to departure!)

17h05 Depart Chicago O'Hare

### **Le 26 mars    Sat    PARIS**

7h25 Arrive in Paris/CDG from Chicago O'Hare (go through passport control, baggage claim and customs) 6 hour time difference between France and the US!

9h05 Escort/transfer from Paris CDG to hotel

11h30 Estimated arrival at the hotel; drop off luggage; metro orientation; find lunch in Beaubourg

14h30 Sainte-Chapelle

15h30 Other Paris visits: Place de l'Hôtel, le Conciergerie, le Palais de Justice ; métro to Place de la Concorde ; walk up Champs-Élysées

19h00 Dinner reservations as a group

21h00 Arc de Triomphe

22h30 Return to hotel

### **Le 27 mars    Sun    PARIS**

8h00 Breakfast at hotel

10h00 Notre Dame

12h30 Lunch, Musée du Louvre & Parc de Tuileries

15h00 Montmartre & Sacré-Cœur

18h00 Les Invalides, dinner & Ecole Militaire

20h00 La Tour Eiffel & Trocadero/ Palais de Chaillot

22h30 Return to the hotel

### **Le 28 mars    Mon    PARIS/NORMANDY EXCURSION**

7h00 Breakfast at hotel

7h45 Leave for Normandy

13h45 Reservation at Mémorial de Caen

15h15 D-Day Beaches, American Cemetery, Pointe du Hoc

20h00 Return to Paris and have dinner near the Opéra Garnier

22h00 Return to hotel

### **Le 29 mars    Tues    PARIS/VERSAILLES EXCURSION**

7h00 Breakfast at hotel

7h45 Take RER line C to Versailles Rive Gauche (40 min ride and 15 min walk)

9h00 Château de Versailles

15h00 Return to Paris (student choice : Catacombes, Musée d'Orsay, Musée Rodin, Orangerie, Père LaChaise

18h00 Re-group in Parc du Luxembourg, walking visit of Quartier Latin, and dinner

21h30 Vedettes du Pont-Neuf

23h00 return to hotel

Family stay city will be determined by student choice and availability of families. Two choices are family stay in Bordeaux or Geneva. With corresponding visits to : Strasbourg/Colmar/Besançon/Chamonix/Annecy OR Chartres/Tours/Chenonceaux/Sarlat/Lascaux

<p><b>Le 30 mars Wed PARIS/ FAMILY STAY CITY</b></p> <p>7h00 Breakfast at hotel  7h45 transfer from hotel to train station  9h00 TGV to Bordeaux  11h55 arrival at Bordeaux  1h45 lunch en route  15h00 walking tour of the city  18h30 Meet host families in host family city</p>	<p><b>Le 30 mars Wed PARIS/ FAMILY STAY CITY</b></p> <p>7h00 Breakfast at hotel  7h45 transfer from hotel to train station  9h00 TGV to Annecy  11h55 arrival at Annecy  1h45 lunch en route  15h00 walking tour of Palais d'Isle, Château d'Annecy  18h30 Meet host families in host family city</p>
<p><b>Le 31 mars- le 4 avril Thurs-Mon Family Stay</b></p> <p><b>Le 5 avril Tues</b>  <b>BORDEAUX/POITIERS/SARLAT/LASCAUX/TOURS</b></p> <p>7h45 Meet group  8h00 Travel by bus to Sarlat and Lascaux visit caves and museum  11h00 Travel by bus to Poitiers, lunch, and visit the Futuroscope, continue on to Tours  16h00 Arrive at hotel in Tours  17h00 Walking tour, Cathedral, Chateaux Royale, Tour Charlemagne and Botanical Garden  20h30 Dinner  22h00 Return to hotel</p>	<p><b>Le 31 mars- le 4 avril Thurs-Mon Family Stay</b></p> <p><b>Le 5 avril Tues</b>  <b>GENEVA/CHAMONIX/BESANÇON/COLMAR</b></p> <p>7h45 Meet group  8h00 Travel by bus Chamonix, visit to Mont Blanc  11h00 Travel by bus to Besançon, lunch, and visit to Horloge Astronomique  15h30 Bus to Colmar  18h00 Arrive at hotel in Colmar  19h30 Dinner  21h30 Boat ride  23h00 Return to hotel</p>
<p><b>Le 6 avril Wed</b>  <b>TOURS/CHENONCEAUX/CHAMBORD/BLOIS</b></p> <p>7h30 Breakfast at hotel  8h15 Bus to Chenonceaux  9h00 Visit of Chenonceaux  12h00 Lunch en route  13h00 Bus to Chambord  14h30 Visit Chambord  18h00 Arrive at hotel in Blois, walking tour of Blois  19h30 Dinner  22h00 Return to the hotel</p>	<p><b>Le 6 avril Wed COLMAR/STRASBOURG</b></p> <p>8h00 Breakfast at hotel  9h00 Visit Colmar, Cathedral, Museum  12h00 Lunch in Colmar  13h30 Bus to Strasbourg  15h00 Arrival in Strasbourg  14h00 Walking tour, cathedral and Pont-Couvert  19h30 Dinner  22h00 Return to the hotel</p>
<p><b>Le 7 avril Thurs</b>  <b>BLOIS/CHARTRES/PARIS</b></p> <p>8h00 breakfast at hotel  9h00 Visit Chateau Blois, Cathedral, Hotel de Ville  12h00 travel by bus from Blois to Chartres  13h30 Lunch in Chartres  15h00 Visit of Chartres Cathedral, walking tour of city  17h00 Bus to Paris  18h30 Arrive Paris Hotel, Dinner as a group  21h00 return to Hotel to Pack</p>	<p><b>Le 7 avril Thurs STRASBOURG/REIMS/PARIS</b></p> <p>8h00 breakfast at hotel  9h00 travel by bus to Reims  12h00 Lunch and visit of Reims, cathedral  14h00 Continue on to Paris via bus  15h30 Arrival in Paris (student choice : Catacombes, Musée d'Orsay, Musée Rodin, Orangerie, Père LaChaise)  19h00 dinner as a group  21h00 return to hotel to pack</p>
<p><b>Le 8 avril Fri PARIS/CHICAGO</b></p> <p>5h00 No breakfast at hotel/transfer to Paris airport  7h30 Depart Paris to Chicago  12h55 Arrive in Chicago  17h30 Arrive in Appleton</p>	<p><b>Le 8 avril Fri PARIS/CHICAGO</b></p> <p>5h00 No breakfast at hotel/transfer to Paris airport  7h30 Depart Paris to Chicago  12h55 Arrive in Chicago  17h30 Arrive in Appleton</p>

# APPLETON AREA SCHOOL DISTRICT

## Application for

# FOREIGN TRAVEL

*Insert answers in **yellow** shaded areas only.*


<b>School:</b>	Appleton East, North and West	
<b>Date of Application: (00/00/00)</b>	02/28/22	
<b>Staff member conducting the trip:</b>	Jennifer Peterson, Paula Meyer, Mari Nelson, Linda Meyer, Angie Bruner, Whitney Van Hoof (subject to change based on numbers)	
<b>1. Name of class or group:</b>	Advanced Level Spanish classes	
<b>2. Grade level(s):</b>	11, 12 (Grade 10 advanced level students with special permission)	
<b>3. Destination:</b>	Spain	
<b>4. AASD curriculum standards that are addressed:</b> <i>(please state clearly and specifically)</i>	A. Students will engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions in a language other than their own. B. Students will understand and interpret a language other than their own in its written and spoken form on a variety of topics. D. Students will demonstrate an understanding of the relationship between the practices and perspectives of the cultures studied. E. Students will demonstrate an understanding of the relationship between the products and perspectives of the cultures studied. G. Students will acquire information and recognize the distinctive viewpoints that are available only through a language and its culture. I. Students will demonstrate understanding of the concept of culture through comparisons of the cultures studied and their own. J. Students will use the language both within and beyond the school setting. K. Students will show evidence of becoming life-long learners by using the language for personal enjoyment and enrichment.	
<b>5. Departure Date: (00/00/00)</b>	03/25/23	
<i>Place of Departure:</i>	Appleton, WI	
<b>6. Return Date: (00/00/00)</b>	04/08/23	
<i>Place of Return:</i>	Appleton, WI	
<b>7. Total number of school days to be missed, if any:</b>	5 days before spring break	
<b>8. Will any substitutes be required because of the trip?</b>	Yes	
<i>If so, how many substitutes?</i>	4 (tentative)	
<i>How many days?</i>	5	
<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>		
<b>Package prices includes:</b>	<b>\$0 - \$4,895.00</b>	<b>\$0 - \$4,895.00</b> *cost based on 21-25 students and 3 chaperones. cost could be as low as \$4645 depending on number of students that travel.
Transportation, Lodging and Some Meals (all breakfasts included). <i>Meals Not included: Lunches and suppers for 8 days. Approx cost for these meals will be \$60/day = \$480</i>	<b>\$480.00</b>	<b>\$0 - \$480</b>
Other expenses (explain below)	<b>\$435.00</b>	<b>\$0 - \$435</b>
<i>Passport \$165, Passport pictures \$20, bus fare to Chicago \$150, gifts for family in Spain \$40, optional excursions/spending money \$60</i>		
Additional monies needed <i>(explain below)</i>	<b>\$74.20 - \$111.30</b>	<b>\$0 - \$111.30</b>
<i>Based on 3 substitute teachers. Sub pay is \$148.39/day x 5 days = \$741.95 x 3 subs = \$2,225.85. If 30 students travel, their cost will be \$74.20. If 20 students travel, their cost will be \$111.30</i>		
<b>TOTAL PER PARTICIPANT:</b>	<b>\$5884.20 - \$5921.30</b>	<b>\$0 - \$5921.30</b>

<b>10. Please list the names of those adults who will receive free transports, tickets, and/or meals:</b>	
<b>TBD at a later date - teachers from the list below:</b>	
Jennifer Peterson, Paula Meyer, Mari Nelson	
Linda Meyer, Angie Bruner, Whitney Van Hoof	
(subject to change depending on numbers)	
<b>11. Will student fees subsidize adult expenses? (Yes or No)</b>	Yes
<i>If Yes, to what extent?</i>	airfare, lodging, entrance fees, sub costs
<b>12. Is fundraising being used? (Yes or No)</b>	
<i>Explain:</i>	yes, if parent initiated; opportunity will be available to students with parental leadership
<b>13. How are costs for needy students going to be addressed?</b>	Language & Friendship, the travel company, provides scholarships to students in need of assistance.
<b>14. Travel arrangements by (name of agency):</b>	Language & Friendship
<i>Regular Carrier (Yes or No)</i>	Yes
<i>Charter Carrier (Yes or No)</i>	No
<b>15. Anticipated number of students participating in the trip:</b>	10-12 per high school for a total of 30-36 students
<b>16. Anticipated number of chaperones:</b>	
<i>Staff</i>	3-4 Spanish high school teachers
<i>Volunteers</i>	retired Spanish teachers - if needed
<i>Total Male Chaperones:</i>	0
<i>Total Female Chaperones:</i>	3-4 (depending on # of students)
<b>TOTAL CHAPERONES:</b>	3-4 (depending on # of students)
<b>17. Attach complete itinerary of student time. Indicate any times students will be unsupervised.</b>	
<b>18. Attach any information you will use to communicate to parents and students to inform them of this trip.</b>	

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:

<b>Staff Member Conducting Trip (electronic signature)</b>	Jennifer Peterson, Paula Meyer, Mari Nelson, Linda Meyer, Angie Bruner, Whitney Van Hoof
<i>Date of application</i>	2/28/22
<b>Principal (electronic signature)</b>	Matthew Mineau
<i>Date of approval</i>	03/01/22
<b>Assistant Superintendent</b>	
<i>Date of approval</i>	 3/1/22

Date of School Board Action (office use only)

# Spain 2023

## East, North & West High Schools

### **Day 1 25-Mar Sat Depart U.S.**

*Depart Chicago on flight(s) to Madrid. Dinner and breakfast served on overnight international flight.*

### **Day 2 26-Mar Sun Arrive Madrid**

*\*\*E-DST spring ahead\*\*Arrive Madrid; Meet private coach driver and transfer to Hotel Regente. Your first stop will be a visit of the Palacio Real. Stroll through Plaza de España, get to know the metro, and have lunch around Puerta del Sol and Plaza Mayor - student free time in that area to eat and shop. This afternoon, visit the many masterpieces at the Museo del Prado. Enjoy a pre-arranged welcome dinner.*

### **Day 3 27-Mar Mon Madrid**

*Madrid visits today will include visiting home of Real Madrid soccer team, Estadio de Bernabeu. Today you will have some free time to shop and dine in small groups. Top off the evening with a tasty treat of churros y chocolate at Chocolatería San Ginés.*

### **Day 4 28-Mar Tue Madrid - El Escorial - Segovia - Madrid**

*Private excursion to Segovia. See the acueducto and Alcázar, the castle of Ferdinand and Isabella and free time to explore Segovia. Return to Madrid via El Escorial (guided visit) and Valle de Los Caídos.*

### **Day 5 29-Mar Wed Madrid - Toledo - Granada**

*Travel to el Greco's city of Toledo - visit the Catedral and Capilla de Santo Tomé. After some free time discovering the winding streets of Toledo, continue on your bus to Granada. Pre-arranged dinner.*

### **Day 6 30-Mar Thu Granada**

*This afternoon you can enjoy some free time to explore the white-washed neighborhood of the Albaicín. This evening, enjoy a flamenco show.*

### **Day 7 31-Mar Fri Granada - Family Stay in Dos Hermanas if available**

*Guided visit of the Alhambra in morning. Travel to family-stay to begin a 6-night family stay. Students are placed one per family. Time to be immersed in the language and the culture. Family Stay Days 7-13*

### **Day 8 01-Apr Sat Family Stay**

### **Day 9 02-Apr Sun Family Stay**

### **Day 10 03-Apr Mon Family Stay**

### **Day 11 04-Apr Tue Family Stay**

### **Day 12 05-Apr Wed Family Stay**

### **Day 13 06-Apr Thu Family Stay - Córdoba**

*Say good-bye to host families travel to Córdoba; Guided tour Mezquita and Jewish Quarter, student free time to explore the shops; Share stories with your fellow travelers at a pre-arranged dinner.*

### **Day 14 07-Apr Fri Córdoba - Madrid**

*Transfer to train station for your travels to Madrid. Stay at Hotel Mora near the train station so you can explore the area, relax with some free time at Parque del Retiro (Madrid's Central Park) and visit Picasso's Guernica at the Centro de Arte Reina Sofia.*

### **Day 15 08-Apr Sat Return to USA**

*Transfer to airport; Depart for U.S. with many memories! Lunch and snack on international flight.*

## ITEM FOR CONSIDERATION

**TOPIC:** Professional Educator New Hire(s)

**BACKGROUND INFORMATION:** The professional educators listed below are recommended for contractual positions for the 2022-2023 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Salary</u>	<u>Effective Date</u>
Molly G. Kuether	Media Specialist	Badger/Wilson	100%	\$45,600	8/24/22
Matthew Z. Lederer	Grades 4-6	APM	100%	\$43,600	8/24/22
Liam C. Osborne	Special Ed-AUT	Richmond	100%	\$43,600	8/24/22
Abigail M. Raddatz	Literacy-Interventionist	Highlands	100%	\$58,100	8/24/22
Anna C. Rohde	Special Ed-AUT	Berry	100%	\$43,600	8/24/22
Morgan K. Vanden Langenberg	Family Consumer Science	West	100%	\$43,600	8/24/22
Brianne M. Wong	Grade 3/4	Berry	100%	\$43,600	8/24/22

**Molly G. Kuether** received her Bachelor of Science in Education degree from UW-Oshkosh with a major in Secondary English Language Arts. She continued her education to receive her Library Media Science certification from UW-Oshkosh. Most recently, she served the District as a temporary employee in a similar role.

**Matthew Z. Lederer** received his Bachelor of Science degree from UW-Madison with a major in Zoology. He continued his education to receive his teaching certification from UW-Oshkosh. Most recently, he served the District as a temporary employee in a similar role.

**Liam C. Osborne** will receive his Bachelor of Science in Education degree from UW-Oshkosh with a major in Special Education. Most recently, he served the District as a Wisconsin Improvement Program (WIP) Intern at Johnston Elementary School.

**Abigail M. Raddatz** received her Master of Arts in Education degree from Concordia University-St. Paul with a major in Education. Most recently, she served the District as a temporary employee in a similar role.

**Anna C. Rohde** received her Bachelor of Science degree from Saint Norbert College with a major in Sociology-Human Services Concentration. Ms. Rohde is being hired under a one-year license with stipulations. Most recently, she served the District as a temporary employee in a similar role.

**Morgan K. Vanden Langenberg** will receive her Bachelor of Science degree from UW-Stout with a major in Family & Consumer Sciences. Most recently, she served the District as a Wisconsin Improvement Program (WIP) Intern at West High School.

**Breanne M. Wong** received her Bachelor of Science in Education degree from Northern Illinois University with a major in Elementary Education. Most recently, she served the District as a temporary employee in a similar role.

**FISCAL NOTE:** As indicated above

**ADMINISTRATIVE RECOMMENDATION:** Approval

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

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

3/21/22



**ITEM FOR CONSIDERATION**

**TOPIC:** Professional Educator Contract Change(s)

**BACKGROUND INFORMATION:** Contract change for the following individual is recommended for the 2021-2022 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Sara L. Aldana	World Language-Spanish	Einstein	100% to 117%	4/4/22

**BACKGROUND INFORMATION:** Contract changes for the following individuals are recommended for the 2022-2023 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Carly J. Belonga	W Language-French	Madison	100% to 84%	8/24/22
Brianne J. Emanuel	Speech & Language	Richmond	100% to 80%	8/24/22
Melissa M. Grover	Music	Classical	90% to 100%	8/24/22
Jaclyn K. Nagan	Speech & Language	Johnston	80% to 60%	8/24/22
Jessica L. Rauth	Speech & Language	Johnston	80% to 60%	8/24/22
Dawn M. Retzlaff	Literacy-Interventionist	Jefferson	50% to 100%	8/24/22
Nicole M. Severing	W Language-Spanish	East	90% to 100%	8/24/22
Jillian E. Welch	Speech & Language	Houdini	100% to 50%	8/24/22
Vicki K. Zaruba Sigl	Speech & Language	Huntley	60% to 40%	8/24/22

**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)

3/21/22

## ITEM FOR CONSIDERATION

**TOPIC:** Professional Educator Resignation(s)

**BACKGROUND INFORMATION:** The following Professional Educators have submitted their letter of resignation effective the end of the 2021-2022 school year.

**Katie M. Jadin** has been with the District for nine years, most recently as a Physical Education and Health Teacher at Appleton eSchool and Wisconsin Connections Academy.

**Amelia L. McDonald** has been with the District for four years, most recently as a Dean of Students at McKinley Elementary School.

**Leah M. McElderry** has been with the District for seven years, most recently as a School Counselor at East and West High Schools.

**Brittany R. McGuire** has been with the District for five years, most recently as a Kindergarten Teacher at Houdini Elementary School.

**Lisa A. Melman** has been with the District for eleven years, most recently as a Literacy Interventionist at Houdini Elementary School.

**Nora L. Thurber** has been with the District for two and one-half years, most recently as an English Language Arts Teacher at West High School.

**FISCAL NOTE:** Dependent upon replacements

**ADMINISTRATIVE RECOMMENDATION:** Approval

**INSTRUCTIONAL IMPACT:** Qualified replacements will be procured

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

3/21/22

## ITEM FOR CONSIDERATION

**TOPIC:** Administrative Resignation(s)

**BACKGROUND INFORMATION:** The following administrators have submitted letters of resignation effective June 20, 2022.

**Rhonda J. Buchanan** has been with the District for two years, most recently as the Principal of Huntley Elementary School.

**Polly L. Vanden Boogaard** has been with the District for eleven years, most recently as the Assistant Superintendent of Pupil and Student Services.

**FISCAL NOTE:** Dependent upon replacements

**INSTRUCTIONAL IMPACT:** Qualified replacements will be procured

**ADMINISTRATIVE RECOMMENDATION:** Approval

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

3/21/22

## HOMELESS EDUCATION PROGRAM POLICY (Revisions as of 2/1/2022)

Students of homeless individuals and unaccompanied homeless youth (youth not in the physical custody of a parent/guardian) residing in the Appleton Area School District (AASD) shall have equal access to the public school educational programs and services that allow them to meet the same challenging state academic standards to which all students are held. Homeless students and youth shall not be required to attend a separate school or program for homeless students and shall not be stigmatized by school personnel.

### Definition of Homeless Students and Unaccompanied Youths

The term “homeless students and unaccompanied youths” means individuals who lack a fixed, regular and adequate nighttime residence due to loss of housing, economic hardship, or similar reason. It includes students and youths (preschool-grade 12) who are:

- Living in an emergency shelter or transitional housing.
- Living in motels, hotels, trailer parks or campgrounds due to lack of alternative adequate accommodations.
- Living in cars, parks, public or private spaces not designed for humans to live, abandoned buildings, substandard housing, bus or train stations or similar settings.
- “Doubled up” by living with friends or family.
- Unsuitable living conditions, such as lack of utilities, mold, infestations, or dangers.

Migratory students and unaccompanied youth (youth not in the physical custody of a parent/ guardian) may be considered homeless if they meet the above definition.

Homeless status is determined in cooperation with the parent/guardian or in the case of unaccompanied youth, the local educational agency liaison or through direct contact with AASD staff. Homeless status is documented in the AASD student information system, or a variety of AASD forms, such as the Wisconsin Department of Public Instruction PI-Q03-8 Rev. 10/10 or through direct contact with AASD staff.

The Appleton Area School District does not discriminate against students on the basis of sex, race, color, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, gender identity, gender expression, or physical, cognitive, emotional or learning disability or handicap in its education programs or activities. Discrimination complaints shall be processed in accordance with established procedures.

- Cross Reference:** Student Nondiscrimination, 411.2 and 411.2 Rule  
School Admissions, 420 and 420 Rule
- Legal References:** Wisconsin State Statute 118.13 PI9,  
Wisconsin Administrative Code Title IX,  
Education Amendment of 1972 Title VI,  
Civil Rights Act of 1964 Section 504,  
Rehabilitation Act of 1973  
American with Disabilities Act of 1990  
Individuals with Disabilities Education Act Civil Rights Act of 1991  
McKinney-Vento Homeless Education Assistance Act

**Adoption Date: February 23, 2009**

**Amended Date: --, 2022**

# HOMELESS EDUCATION PROGRAM POLICY

## Procedure

### School Selection

Placement in a school shall be in the student's best interest.

- The student's education may continue in the school of origin for the duration of homelessness and/or in any case in which a family becomes homeless between academic years or during an academic year, or for the duration of the academic year, if the student becomes permanently housed during an academic year.
- The student may enroll in a school that non-homeless students who live in the attendance area in which the student is actually living are eligible to attend.

The school of origin means the school that the student attended **when last permanently housed** or the school in which the student was last enrolled **and attending**, including a preschool and including the designated receiving school at the next grade level for feeder schools.

In determining the best interests of the student to the extent feasible, the student will be kept in the school of origin, except when doing so is contrary to the wishes of the student's parent/ guardian, for the duration of the homelessness. Student-centered factors will be considered, including the impact of mobility on achievement, education, health, and safety.

In the case of unaccompanied youth, the local educational agency liaison or designee will assist in placement or enrollment decisions considering the requests of such unaccompanied youth.

If the District determines that it is not in the student's best interest to attend the school of origin or the school requested by the parent/guardian or youth, the District shall provide a written explanation of the reason(s) for its determination, in a manner and form understandable to such parent/guardian, or unaccompanied youth, including information regarding the right to appeal.

### Enrollment

The school shall immediately enroll the student/youth, even if the student lacks required documents, has missed application or enrollment deadlines, has outstanding fees, fines, or absences, or applies without a parent/guardian.

The term "enroll" and "enrollment" are defined to mean attending school and participating fully in school activities.

**A school chosen on the basis of a best interest determination must immediately enroll the homeless student, even if the student does not have the documentation typically necessary for enrollment, such as immunization and other required health records, proof of residency, proof of guardianship, birth certificate or previous academic records.**

### Residency

A homeless student is a resident if the student is personally present somewhere within the district with a purpose to remain but not necessarily to remain permanently. The student shall be considered a resident when living with a parent/guardian, or person in loco parentis not solely for school purposes or for participation in extracurricular activities. Homeless students who do not live with their parent/guardian may enroll themselves in school.

The address listed on the enrollment forms **becomes documentation proof of** residency. If residency is questioned by the District, immediate enrollment will occur with follow up **to clarify confirm** residency.

### **Comparable Services**

Each homeless student or youth shall be provided services comparable to services offered to other students in the school selected, such as:

- **Early Childhood** preschool programs
- Transportation services
- Educational services for which the student meets eligibility criteria such as ELL or special education programs
- Programs for at-risk students
- Programs and courses for talented and gifted students
- School nutrition programs
- Title I services
- Before and after-school programs
- Tutoring programs
- Summer school programs
- Online learning
- Extracurricular activities

### **Transportation and School Meals**

Transportation support needs will be assessed by the Homeless Liaison and provided by the District to ensure that transportation needs are not a barrier to attending school. Parent/guardian request of the parent/guardian or the unaccompanied youth, requests and/or student best interest will be considered. Transportation will be provided by the District for the homeless student(s) to and from the school of origin for the duration of homelessness and for the remainder of the academic year even if the child, youth, or unaccompanied homeless youth becomes permanently housed. until the end of the school year when the student obtains permanent housing. Permanent housing is defined as any signed lease or long term approved living situation. The LEA providing transportation will ensure homeless students are receiving transportation comparable to non-homeless peers students.

Once permanent housing is found, the family has a choice to stay in the school of origin or attend the school in the attendance area where they found housing. If a family chooses to stay in the school of origin, transportation will be provided until the end of that given school year.

In the case where the school of origin and current residence are located in different Local Educational Agencies, the two school districts will agree on a method for transportation and share costs.

Homeless students are automatically eligible for free school meals for the remainder of that given school year.

### **Homeless Liaison or Designee**

The District will designate a McKinney-Vento liaison. The homeless liaison or designee shall ensure that:

- Homeless students are voluntarily identified by school personnel and through coordination with other entities and agencies.
- Homeless students enroll in and have a full and equal opportunity to succeed in schools in the district.
- Homeless families/students receive educational services for which they are eligible and referrals to other appropriate services.
- The parent/guardian of homeless students and any unaccompanied homeless youth are informed of the educational and related opportunities available to them and are provided with meaningful opportunities to participate in the education of the student/youth.
- Public notice of the educational rights of homeless students is disseminated in such public places as schools, meal sites, shelters and other locations frequented by low-income families.

- There is compliance with all policies and procedures and mediates enrollment disputes.
- The parent/guardian of homeless students or youth and unaccompanied youth are informed of all transportation services, including transportation to the school of origin.
- Ensures the coordination of services between the District and other homeless family service providers.
- Assistance is provided to students who do not have immunizations or immunization medical records to obtain them.
- Students are not segregated on the basis of their status as homeless.
- Programs for homeless students are coordinated with other federal and local programs.
- There is support for academic success, including credit accrual and transition to higher education.

**Dispute Resolution \*\* (This whole section was revised to meet DPI compliance)**

Homeless Liaison will assist the family in the dispute resolution process. Appeals will go first to the Homeless Director and then to the Superintendent of Schools or his/her designee. The parent/guardian or unaccompanied youth shall be provided with a written explanation of the appealed decision regarding school selection/enrollment, including the rights of the parent/guardian, or youth to appeal the decision to the State Superintendent of Public Instruction at the Wisconsin Department of Public Instruction.

Parent/guardian or unaccompanied youth have the right to dispute:

- School selection
- Eligibility
- Enrollment

The school assignment at the time of school enrollment is determined by the District, the student shall be immediately enrolled in the school in which enrollment is sought pending final resolution of the dispute (including all appeals). Disputes should not delay the immediate enrollment in school and disputes shall be resolved as expeditiously as possible.

**Cross Reference:** Student Nondiscrimination, 411.2 and 411.2-Rule  
School Admissions, 420 and 420-Rule

**Legal References:** Wisconsin State Statute 118.13 PI9,  
Wisconsin Administrative Code  
Title IX, Education Amendment of 1972  
Title VI, Civil Rights Act of 1964  
Section 504, Rehabilitation Act of 1973  
American with Disabilities Act of 1990  
Individuals with Disabilities Education Act  
Civil Rights Act of 1991  
McKinney-Vento Homeless Education Assistance Act

## ITEM FOR CONSIDERATION

**TOPIC:** Superintendent Contract

**BACKGROUND INFORMATION:** Greg Hartjes has been offered the position of Superintendent of Schools, effective July 1, 2022.

In November of 2021, Superintendent Judith Baseman submitted a notice of retirement to the Board, effective June 30, 2022. In December of 2021, the Board contracted with the Wisconsin Association of School Boards (WASB) to assist with the search for, and selection of, the next Superintendent of Schools.

The Board sought input from stakeholders to develop a Superintendent Profile, detailing the desirable characteristics and attributes of the next Appleton Area School District Superintendent. This profile was utilized by the Board throughout the applicant selection and candidate interview process. On March 9, 2022, following final candidate interviews, the Board of Education selected **Greg Hartjes** as the next Superintendent of Schools for the Appleton Area School District, contingent upon mutual agreement of contract terms.

The Board believes that it is important that the contract be commensurate with the responsibilities of the position, as well as being comparable and competitive in today's market. The Board consulted the Wisconsin Association of School Boards and reviewed superintendent salaries and contract information from other local districts, as well as districts of similar size, when negotiating Mr. Hartjes' contract.

**FISCAL NOTE:** Salary (\$200,000) and benefits per individual employment contract.

**BOARD RECOMMENDATION:** Approval.

**CONTACT PERSON:** Kay Eggert, [kayseggert@asds.k12.wi.us](mailto:kayseggert@asds.k12.wi.us)

*Board Action: 03/21/2022*



## ITEM FOR CONSIDERATION

**TOPIC:** Board of Education Community Linkages Plan

**BACKGROUND INFORMATION:** At the board meeting of November 22, 2021, the Board of Education approved the creation of an ad-hoc committee for the purpose of developing a plan for Community Linkages as part of our continued work in implementing a Coherent Governance model for the District, and out of a desire to continue to build strong relationships with our community.

The Board of Education believes Community Linkages will assist the Board in strengthening our schools and increasing student opportunities and achievement, gathering diverse opinions from a wide variety of stakeholders to inform board decisions, understanding the full impact of Board decisions on stakeholders, and gathering quantitative and qualitative data by engaging with stakeholders.

Committee members Ed Ruffolo, Deb Truymen, and James Bacon met several times to discuss and create a proposed purpose, vision, and plan for successfully implementing Community Linkage opportunities.

**FISCAL NOTE:** Minimal, but varied dependent upon activity.

**INSTRUCTIONAL IMPACT:** Raising student achievement, strengthening the whole student, and strengthening communities and schools.

**COMMITTEE RECOMMENDATION:** Approval.

**CONTACT PERSON(S):** Ed Ruffolo, (920) 738-6877  
Deb Truymen, (920) 358-7212  
James Bacon, (920) 278-9796

*Board Action: 03/21/2022*

### **Purpose of Community Linkages:**

- Strengthen our schools and increase student opportunities and achievement
- Foster gathering diverse opinions from a wide variety of stakeholders to inform Board decisions
- Understand the full impact of Board decisions on stakeholders
- Gather quantitative and qualitative data by engaging with stakeholders
- Foster communications between the Board and stakeholders

To accomplish our stated purpose of community linkages, the following goals and objectives have been established.

### Goals and expectations:

The community linkages plan, as part of coherent governance, seeks to address how the Board:

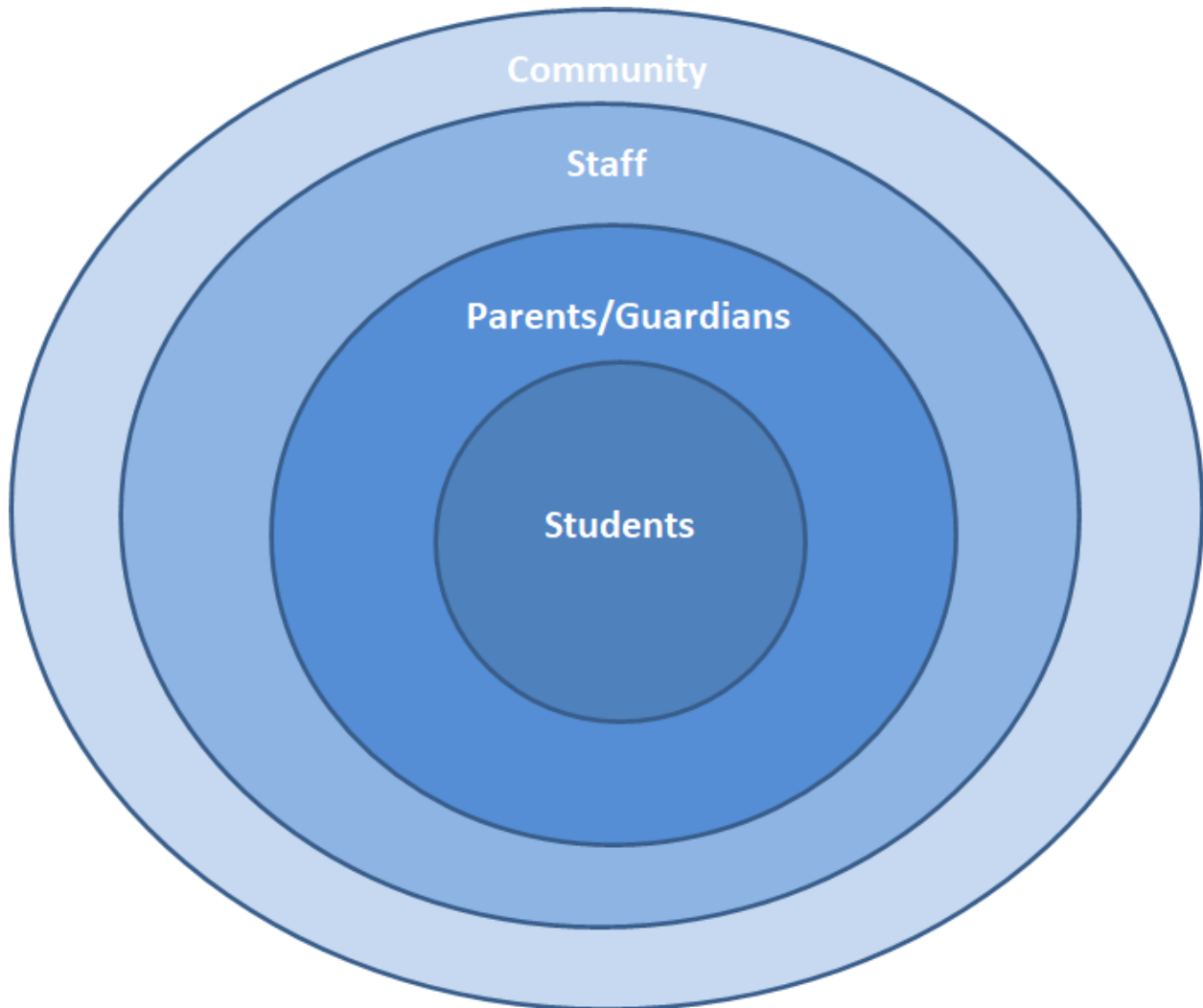
- Consistently and deliberately engages with community stakeholders on topics of concern and interest.
- Proactively engages with the community on an ongoing and planned basis to understand expectations and concerns. Ensures stakeholders' viewpoints are obtained in a timely manner and are valued and respected.
- Strives to gather broad, diverse opinions from a variety of stakeholders to inform Board decision making.
- Provides opportunities for the Board to communicate their collective vision for the district and provide for the rationale of decisions and policies. Assists in understanding the impact of the Board's decisions on stakeholders.
- Builds trust between the Board and the community through consistent and meaningful engagement.

Our plan for community linkages includes:

1. Engagement target, defining who we intend to engage
2. Potential tools and methodologies we may use to conduct community linkages
3. Specific examples of how we may use the tools and methodologies to engage the community

1. Engagement target:

Our approach to coherent governance community linkages addresses each of the following engagement groups:



**Students** are our primary clients and focus for all policies and decision making, and a key engagement group. The Board will target specific community engagement tools to establish two-way communication between the Board and the district’s primary clients.

**Parents/guardians** have a unique role as the district’s key partners in meeting the educational needs of the students. Establishing a strong partnership where educators and parents/guardians work towards common and well supported objectives can greatly increase the outcomes for students.

**Staff members** work closely and interact with our students daily, and as such can provide important guidance as to the real-world, day-to-day impact of Board policies. The linkages to staff members will respect organizational structure and communications. Our staff members

have a high degree of education, training, and experience that is critical for the Board to consider when formulating and evaluating policies and results.

**Community members** are the owners of the district and represent a wide range of interests encompassing students, parents, taxpayers, and many other community members. Actively engaging the overall community can encourage greater understanding and support for educational programs and policies.

As we consider engaging our target stakeholders, we intend to adhere to the values of:

- **Respect for diverse opinions:** Our community engagement will strive to provide equity of access and opportunity for the different stakeholder groups to voice their opinions. The Board will consistently seek all opinions, including any voices that may not appear to be represented. The Board may need to find creative approaches to ensure equal representation of all stakeholder groups.
- **Respect for stakeholder access:** The Board will ensure venues are equitable overall for stakeholders across the entire district, and ensure all areas of the district are represented, especially considering options for those who may have transportation challenges and language barriers. The Board will ensure that reasonable accommodations are made for any community member.
- **Respect for stakeholders' time:** The Board will ensure that our engagement activities are predictable, planned carefully, and widely communicated so Board members and stakeholders can schedule well in advance to increase participation. Ensuring that timely follow-up communication is provided is a critical element to respecting stakeholders' time and is especially true for the more formal community linkages events.
- **Respect for sharing information:** The Board representatives should share their engagement experiences with the full Board in an efficient way such that all Board members benefit from the engagement, even when not personally participating. A recurring agenda item for sharing community linkages information will facilitate sharing of information amongst Board members.
- **Respect for Board governance:** The Board functions as a single unit. The opinions and personal strengths of individual members will be used to the Board's best advantage, but the Board will faithfully make decisions as a group, by formal vote. During all community engagement activities, Board members will adhere to these principles and Wisconsin open meetings laws ensuring that all participants understand that Board members may not conduct business, obligate the Board, take actions on behalf of the Board, or make decisions outside of Board meetings.

2. Community linkages tools and methodology: The Board’s responsibility is to represent, lead and serve the residents and students of the district and to govern the district by establishing expectations for student achievement results, expectations for quality operational performance, and monitoring actual performance against those expectations. The Board welcomes comments and correspondence directly from the community, and community members may provide public comments, write, or email the Board, with responses provided by the Board president or designee. The Board, however, recognizes that additional opportunities and methodologies to inform the Board are necessary and beneficial. The Board will plan, approve, and schedule the additional community linkages opportunities. The use of independent facilitators during community linkages activities can help to ensure successful and effective events.
1. **Informal engagement** provides a forum for community stakeholders to dialogue with Board members on any topic or question. For example, Board members are periodically available for community stakeholders to provide their point of view, ask questions and engage with Board members. Operational questions or concerns that may not be appropriate for the Board to initially address, will be referred to the proper staff member in the district. Informal engagements do not have a formal agenda, and the number of Board members participating may vary. To facilitate attendance and availability, informal engagements can be conducted at various community settings, virtually and at district facilities. Informal engagement is designed to generate ideas and capture input from stakeholders as well as to support existing stakeholder engagement. Board members will take care not to conduct Board business during informal engagement or problem solve, but rather will gather information and listen to input from stakeholders. The results of informal engagements are shared at regular Board meetings and may generate ideas for future focus groups, community conversations or other Board activities.
  2. **Focus group engagement** involves a targeted group with a specific objective and work plan that are created and managed by the Board. The invited attendees have specific knowledge or experience that is highly relevant to the stated objective and work plan. Focus groups have a specific objective and topics to be addressed and are time-bound. The results of the focus group are shared formally with the Board at a regular Board meeting. The topics of the focus group should align with the Board annual workplan or Board result policies.
  3. **Community Conversation** provides a public forum for interested members of the community to have a conversation about a specific topic of interest or concern. If a large turn-out is anticipated, an independent facilitator can be beneficial as well as conducting the meeting at an offsite location. Community conversations can include key volunteer groups, community thought leaders, non-profit organizations, and the public. Community conversations can include expert forums, town hall style meetings, and listening sessions regarding a specific topic. The results of the focus group are shared formally with the Board at a regular Board meeting.

## COMMUNITY LINKAGES

3. Examples of community engagement activities: Combining the engagement target groups and the engagement tools provides examples of community engagement that could be used in the future, including activities already in place:

	Students	Parents & Guardians	Community	Staff
Informal engagement	<ul style="list-style-type: none"> <li>- Lunch with the Board</li> <li>- Visit classrooms to observe classes</li> <li>- School visit</li> <li>- Student representatives on Board</li> </ul>	<ul style="list-style-type: none"> <li>- Conduct Board meetings at local schools</li> <li>- Visit PTO meetings</li> <li>- Parental surveys</li> </ul>	<ul style="list-style-type: none"> <li>- “Coffee chats”</li> <li>- Community surveys</li> <li>- Attend school &amp; community events</li> </ul>	<ul style="list-style-type: none"> <li>- “Coffee chats”</li> <li>- Staff surveys</li> <li>- Attend school events</li> <li>- School visit</li> </ul>
Focus group	<ul style="list-style-type: none"> <li>- Recent graduates</li> <li>- Student target groups according to topic</li> </ul>	<ul style="list-style-type: none"> <li>- Parent focus groups according to topic</li> <li>- Parents of students with disabilities</li> <li>- Parents of ELL students</li> </ul>	<ul style="list-style-type: none"> <li>- Community partners</li> <li>- Non-profit groups</li> <li>- Educators &amp; staff</li> <li>- People with disabilities</li> <li>- Diversity groups</li> </ul>	<ul style="list-style-type: none"> <li>- Staff Advisory Group</li> <li>- Curriculum Policies</li> <li>- Professional Development Policies</li> <li>- Staff Recruitment &amp; Retention Policies</li> </ul>
Community Conversation	<ul style="list-style-type: none"> <li>- Town hall meetings</li> <li>- Expert forums</li> <li>- Listening sessions</li> <li>- Surveys</li> </ul>	<ul style="list-style-type: none"> <li>- Town hall meetings</li> <li>- Expert forums</li> <li>- Listening sessions</li> <li>- Surveys</li> </ul>	<ul style="list-style-type: none"> <li>- Town hall meetings</li> <li>- Expert forums</li> <li>- Listening sessions</li> <li>- Surveys</li> </ul>	<ul style="list-style-type: none"> <li>- Town hall meetings</li> <li>- Expert forums</li> <li>- Listening sessions</li> <li>- Surveys</li> </ul>

Through meaningful engagement with all our stakeholders, we seek to further the goals as outlined in the Board’s result & operational expectation policies including:

- **Raising student achievement:** By engaging parents, and other stakeholders in the community in defining academic goals, standards, curriculum and measures of progress, community engagement can be a powerful driver for raising student achievement.
- **Strengthening the whole student:** Focus and engage the community on the various social, emotional and health conditions that can fostering student achievement.
- **Strengthening communities and schools:** By convening the community around education issues, the school Board can take a leadership role in leading people to engage in activities that improve community life and our schools.
- **Achieving operational excellence and responsible stewardship of resources:** Engage community to align resources to district priorities to ensure student success with maximum efficiency and excellence.