



**Monday, September 11, 2023  
Board of Education Meeting**

**APPLETON AREA SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING  
Scullen Leadership Center  
131 E. Washington Street, Suite 1A  
Appleton, WI 54911  
Time: 6:00 PM**

**The Board of Education will be meeting in the Scullen Leadership Center, 131 E. Washington Street, Suite 1A. Some individuals may be joining via remote technology and the meeting will be livestreamed on YouTube. Members of the media or general public may continue to access meetings in person or via a live stream broadcast on the Appleton Area School District YouTube Channel:**

**<https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw>**

**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 in accordance with the procedures posted on the Districts 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 Kayla Malott, at [malottkayla@asd.k12.wi.us](mailto:malottkayla@asd.k12.wi.us) or (920) 852-5300 ext. 60111, at least 24-hours in advance of the meeting.**

## **1. Meeting Opening**

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<b>Subject</b>	<b>A. Roll Call</b>
Meeting	Sep 11, 2023 - Board of Education Meeting
Category	1. Meeting Opening
Type	Procedural

<b>Subject</b>	<b>B. Pledge of Allegiance</b>
Meeting	Sep 11, 2023 - Board of Education Meeting
Category	1. Meeting Opening
Type	Procedural

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

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<b>Subject</b>	<b>A. Board Member Request to Remove Consent Agenda Item(s) for Separate Consideration</b>
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Meeting Sep 11, 2023 - Board of Education Meeting  
Category 2. Approval of Agenda (GC-2: Governing Commitments)  
Type Procedural

**Subject B. Approval of Agenda**

Meeting Sep 11, 2023 - Board of Education Meeting  
Category 2. Approval of Agenda (GC-2: Governing Commitments)  
Type Action, Procedural

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

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**Subject A. Public Input**

Meeting Sep 11, 2023 - Board of Education Meeting  
Category 3. Public Input (GC-3.3: Initiate and maintain effective communication with the citizens.)  
Type Procedural

**Public Input:**

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

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

**Policy References:**

[Board Policy and Rule 187 - Public Input at School Board and Board Subcommittee Meetings](#)

[Board Policy 188 - Virtual Board Meetings in Emergency Situations](#)

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

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**Subject A. None**

Meeting Sep 11, 2023 - Board of Education Meeting  
Category 4. 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

**5. 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.)**

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**Subject A. Business Services Update(s): AP Check Register- August 2023**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 5. 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

Executive Director of Finance, Holly Burr, will update the Board on the AP Check Register-August 2023.

**Subject B. School/Student Services Update(s): None**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 5. 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

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

Meeting Sep 11, 2023 - Board of Education Meeting

Category 5. 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.

File Attachments

[IFC Professional Educator New Hires 9-11-23.pdf \(159 KB\)](#)

[IFC Professional Educator Contract Changes 9-11-23.pdf \(120 KB\)](#)

[IFC Professional Educator Resignation 9-11-23.pdf \(101 KB\)](#)

**6. 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 August 28, 2023**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 6. 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.

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

**Subject A. AP Check Register- August 2023**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 7. 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 (Consent)

Fiscal Impact Yes

Budgeted Yes

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

Meeting Sep 11, 2023 - Board of Education Meeting

Category 7. 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 9-11-23.pdf \(159 KB\)](#)

[IFC Professional Educator New Hires 9-11-23 REVISED.pdf \(103 KB\)](#)

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

Meeting Sep 11, 2023 - Board of Education Meeting

Category 7. 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 9-11-23.pdf \(120 KB\)](#)

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

Meeting Sep 11, 2023 - Board of Education Meeting

Category 7. Superintendent's Consent Agenda (OE-8.10: Provide for the Board adequate information about all administrative actions and decisions that are delegated to the Superintendent but required by law to be approved by the Board.)

Type Action

File Attachments

[IFC Professional Educator Resignation 9-11-23.pdf \(101 KB\)](#)

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**8. 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. Business Services Report: None**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 8. 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, Presentation, Report

**Subject B. School/Student Services Report: None**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 8. 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, Presentation, Report

**Subject C. Personnel Services Update(s): None**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 8. 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

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**9. Board Business**

**Subject A. Clinic Location Lease Agreement**

Meeting Sep 11, 2023 - Board of Education Meeting

Category 9. Board Business

Type Discussion, Information

Holly Burr and Julie King will present and discuss the Clinic Location Lease Agreement item of information.

File Attachments  
[IOI Clinic Move.pdf \(43 KB\)](#)

**Subject**                    **B. Student Attendance Committee**

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    9. Board Business

Type                        Action

Greg Hartjes, Laura Jackson, and Stephanie Marta will present and discuss the Student Attendance Committee item for consideration.

File Attachments  
[IFC - Committee to support student attendance.docx.pdf \(41 KB\)](#)

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

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    9. Board Business

Type                        Action, Discussion

**10. Items of Information**

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

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    10. Items of Information

Type

**11. Future Meetings**

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**Subject**                    **A. Board Work Session: Wednesday, September 20, 2023, 7:30AM**

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    11. Future Meetings

Type

**Subject**                    **B. Board Meeting: Monday, September 25, 2023, 6:00PM**

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    11. Future Meetings

Type

## 12. Closed Session

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

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    12. Closed Session

Type                        Action, Procedural

**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: Superintendent's Compensation/Contract and Administrators.**

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    12. Closed Session

Type                        Discussion, Information

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

Meeting                    Sep 11, 2023 - Board of Education Meeting

Category                    12. Closed Session

Type                        Action, Procedural

**ITEM FOR CONSIDERATION**

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

**Background Information:** The Professional Educators listed below are recommended for contractual positions for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date:</u>
Katyna L. Gaines	Special Ed-AUT	Ferber	100%	8/28/23
Kyle V. Thompson	Special Ed-SEBD	McKinley	100%	9/1/23
Amber J. Ruffing	Grade 6	McKinley	100%	8/29/23
Carly L. Versteegen	Grade 2/3	Berry	100%	8/31/23
Aaron M. Zimmerman	Social Studies-Grade 7	Madison	100%	9/18/23

**Fiscal Note:** Salary will be commensurate with education and experience.

**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) 852-5302



## ITEM FOR CONSIDERATION

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

### Background

**Information:** The following contract changes are recommended for the 2023-24 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>FTE</u>	<u>Effective Date</u>
Raissa V. Ashman	Math	North	100% to 120%	8/28/23-1/19/24
Laurie L. Brewton	World Lang-Spanish	eSchool	80% to 100%	8/28/23-1/19/24
Julie K. Brown	Music-Band	Classical	100% to 110%	8/28/23-6/7/24
Suzanne Chang	World Lang-French	eSchool	100% to 120%	8/28/23-6/7/24
Amanda J. Chojnacki	Social Studies	North	100% to 120%	8/28/23-1/19/24
Jennifer K. Eastman	Art	Classical	100% to 110%	8/28/23-6/7/24
Annestashia C. Gitter	Social Worker	District	80% to 100%	8/28/23-6/7/24
Matthew W. Fager	Math	Classical	100% to 120%	8/28/23-6/7/24
Nathan J. Hazen	Social Studies	WCA	100% to 120%	8/28/23-6/7/24
Joel T. Hermansen	Social Studies	North	100% to 120%	1/22/24-6/7/24
Brian J. Kurth	Social Studies	eSchool	100% to 120%	8/28/23-1/19/24
Diane L. Laes	World Lang-Spanish	Classical	100% to 120%	8/28/23-6/7/24
Molly R. Lessner	Math	North	100% to 120%	8/28/23-1/19/24
Hannah M. Malone	Music-Strings	Classical	100% to 108%	8/28/23-6/7/24
Elizabeth M. Pellingier	Special Ed-SLD	Classical	100% to 110%	8/28/23-6/7/24
Rachel A.M. Richards	Music-Strings	Highlands	100% to 110%	8/28/23-6/7/24
Bethany J. Riley	Counselor	Classical	80% to 90%	8/28/23
Megan E. Sauer	Special Ed-SLD	APM	40% to 50%	8/28/23-6/7/24
Kris A. Sherry	Satellite	McKinley	80% to 100%	8/28/23-6/7/24
Jacci L. Vanden Heuvel	Science	eSchool	100% to 120%	8/28/23-6/7/24
Karen M. Zanon	Social Studies	eSchool	100% to 120%	8/28/23-1/19/24
Isaac M. Zimmermann	Tech Ed	eSchool	100% to 120%	8/28/23-1/19/24

**Fiscal Note:** As indicated above

### Administrative

**Recommendation:** Approval

### Instructional

**Impact:** These assignment adjustments will assist in retaining staff and meeting student needs.

### Contact

**Person:** Julie King, (920) 852-5302

**BOE:** 9/11/23

## ITEM FOR CONSIDERATION

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

### **Background**

**Information:** The following Professional Educator has submitted a letter of resignation:

**Sara L. Evans** has been with the District for two years, most recently as a Library Media Specialist at Columbus and Houdini Elementary Schools. Ms. Evan's resignation is effective at the close of the Monday, September 11, 2023 workday.

**Fiscal Note:** Dependent upon replacement

### **Administrative**

**Recommendation:** Approval

### **Instructional**

**Impact:** A qualified replacement will be procured

### **Contact**

**Person:** Julie King, (920) 852-5302

## ITEM OF INFORMATION

**Topic:** Near Site Clinic: Clinic Location Lease Agreement Terms

### **Background**

**Information:** Since 2016, the Appleton Area School District and the City of Appleton have partnered to provide an employee clinic (Connecting Care Clinic) located on the ThedaCare Medical Center campus.

The contract with Lillibridge Healthcare for the current location expires December 31, 2023. The renewal options for the current space considerably increased over previous years and are cost-prohibitive. In working with the City of Appleton, Thedacare, and our benefit consultants, we have secured an alternative location. The following were considerations in selecting an alternative location for the Connecting Care Clinic:

- Cost/value of the space
- Accessible Location
- Quality and maintenance of the location

The recommended new location is owned by Thedacare and the lease terms have been negotiated. The location is conveniently located off Hwy 41 Ballard Road exit on North Gateway Drive in Appleton.

**Fiscal Note:** The annual lease cost for the AASD will be \$77,761 for 2024 and \$80,094 for 2025. This is a slight decrease from the current lease cost.

### **Contact**

**Person(s):** Holly Burr, 920-852-5305 ext. 60061  
Julie King, 920-852-5302 ext. 60085

**BOE:** 9/11/2023

## ITEM FOR CONSIDERATION

**Topic:** Committee to Support Student Attendance

**Background  
Information:**

The District Executive Team would like to assemble a committee, called the “Student Attendance Committee”. The charge of the committee is to develop further interventions to support students and families who are struggling with consistent daily attendance.

The Committee will include parents, community members, and AASD staff. The Committee will meet six to eight times over the next four months.

Topics to be explored by the Committee are as follows:

1. Impact of attendance on reading levels in grades K – 3.
2. Impact of attendance on other academic success measures (State assessments, I-Ready assessments, ACT, graduation).
3. Outcomes for students who do not earn a high school diploma.
4. Attendance data.
5. Current AASD and community interventions for students and families.
6. What are other districts and communities doing to support students and families?

Potential Committee members are as follows:

COMMUNITY

1. Community At-Large members - 3-5
2. Parents of AASD students (2 from Elementary, Middle, High School) - 6
3. Cultural leaders within the community - 4-6
4. Outagamie County Youth and Family Services - 1
5. Outagamie County Youth Justice - 1
6. City of Appleton Attorney’s Office - 1
7. Appleton City Council member - 1
8. Outagamie County District Attorney’s Office - 1
9. Law Enforcement APD and Grand Chute - 2
10. Mental Health partner - 1
11. Boys and Girls Club (TRAC, STAR) - 2
12. Medical Advisor - 1

AASD STAFF

1. Attendance team members (2 from Elementary, Middle and High School) - 6
2. AASD Cultural Advisor - 1
3. School Nurse - 1
4. Homeless/ Foster Care Coordinator - 1
5. Building Administrator from each level - 3
6. Alternative School Administrator - 1

7. Director of Diversity, Equity, and Inclusion - 1
8. District Special Education Administrator (AD or ED) - 1
9. Assistant Superintendent of School Services - 1

**Fiscal**

**Note:** Minimal costs to assemble committee and to facilitate meetings.

**Administrative**

**Recommendation:** The Administration recommends approval of the assembling committee.

**Instructional**

**Impact:** We anticipate a significant instructional impact for students struggling with consistently attending school.

**Contact**

**Person(s):** Superintendent, Greg Hartjes (920) 852-5300 ext. 60111  
Executive Director of Student Services, Laura Jackson (920) 852-5300 ext. 60241  
Attendance Coordinator, Stephanie Marta (920) 852-5300 ext. 60225