



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Agenda - Final Safety and Licensing Committee

Wednesday, September 10, 2025

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Pledge of Allegiance

3. Roll call of membership

4. Approval of minutes from previous meeting

[25-1025](#) Safety & Licensing Committee Minutes from 8/27/2025

Attachments: [S&L Minutes 8-27-25.pdf](#)

5. **Public Hearing/Apearances**

6. **Action Items**

[25-0981](#) Operator License for Jeffrey Hanson.

Attachments: [Jeffrey Hanson Application.pdf](#)

[Jeffrey Hanson Clerk Letter.pdf](#)

[Jeffrey Hanson PD Letter.pdf](#)

[Jeffrey Hanson Memo.pdf](#)

[25-0298](#) Resolution #3-R-25 Truancy Ordinance

Attachments: [#3-R-25 Truancy Ordinance.pdf](#)

[AASD Request to delay action- Truancy Res.pdf](#)

[AASD Support Process 6.11.25.pdf](#)

[AASD Support Process 7.9.25.pdf](#)

[AASD Handouts 8.13.25.pdf](#)

[Truancy Presentation Questions.pdf](#)

Legislative History

- 3/26/25 Safety and Licensing held
Committee
The following spoke regarding the Resolution:
Jax Anderson, W6188 Everglade, Greenville
Amanda Rudd, 912 W Lorain St
Emily Voight, 29 Grace Ct
Gloria De , 981 Grove St, Neenah
Ben Niles, 17 Crestview Dr
Robert Payne, 3221 E Northshore Blvd
Tianna Beebe, 821 1/2 N Oneida St
Ronna Swift, 230 W Seymour St
Carol Lenz, 1209 S Lee St
Scott Kornish, 807 W 3rd St
- 5/14/25 Safety and Licensing held
Committee
The following spoke regarding the Resolution:
Greg Hartjes, AASD Superintendent
Scott Kornish, 807 W 3rd St
Jax Anderson, W6188 Everglade Greenville

[25-1066](#)

McFleshman's Full Service Retail Outlet Transfer Application for Downtown Appleton Farm Market: October 4, 2025.

Attachments: [AB-105 McFleshmans Farm Market 10-4-25 Redacted.pdf](#)

[25-1042](#)

Class "B" Beer and Reserve "Class B" Liquor License temporary premises amendment application for Fox Cities Performing Arts Center, Inc d/b/a Fox Cities Performing Arts Center, Maria Van Laanen, Agent, located at 400 W College Ave on October 3, 2025 from 4:00 p.m. to 10:00 p.m. for a la cARTE event, contingent upon approval from the Inspections and Public Works departments.

Attachments: [Fox Cities PAC.Alcohol.PA Temp.10.3.25.REDACTED.pdf](#)

[25-1057](#)

Temporary "Class B" Wine License application for Appleton Downtown Inc, Jennifer Stephany, Person in Charge, located at 333 W. College Ave, on October 2, 2025 from 4:00 p.m. to 9:00 p.m. at various locations for Shop, Sip, & Stroll Wine Walk event, contingent upon approval from the Health and Fire departments.

Attachments: [Appleton Downtown Inc.Alcohol.Temp B Wine.Shop Sip & Stroll.10.2.25.REDACTED.pdf](#)

[25-1060](#)

Temporary Class "B" Beer License application for Appleton Ice Inc, Sarah Feucht, Person in Charge, at 1717 E. Witzke Blvd, Memorial Park, on October 17 from 4:00 p.m. to 8:00 p.m. and October 18, 2025 from 10:00 a.m. to 9:00 p.m. for Drop the Puck 2 event, contingent upon approval from the Health and Fire departments.

Attachments: [Appleton Ice Inc.Alcohol.Temp B Beer.Drop Puck 2.10.17.25.REDACTED.pdf](#)

[25-1062](#) Temporary Class "B" Beer and "Class B" Wine License application for Faith Lutheran Church, Susan Ellefson, Person in Charge, located at 601 E. Glendale Ave, on October 17, 2025 from 6:00 p.m. to 9:00 p.m. for Comedy for a Cause event, contingent upon approval from the Health and Fire departments.

Attachments: [Faith Lutheran Church.Alcohol.Temp B Beer Wine.Comedy for Cause.10.17.25.](#)

[25-1063](#) Temporary Class "B" Beer License application for Sacred Heart Church, Dave Erickson, Person in Charge, located at 222 E. Fremont St, on October 25, 2025 from 4:30 p.m. to 7:30 p.m. for Chili Dinner event, contingent upon approval from the Health and Fire departments.

Attachments: [Sacred Heart Church.Alcohol.Temp B Beer.Chili Dinner.10.25.25.REDACTED.p](#)

7. Information Items

[25-1064](#) Alcohol License Violation Convictions:
Sell Alcohol to Minor & No Licensed Operator On Premises

-Lumberjack Johnny's, 2701 N Oneida St Ste E

Sell Alcohol to Minor

-Antojitos Mexicanos, 204 E College Ave

-Appleton Axe, 1400 W College Ave

-Camelot, 1700 E Wisconsin Ave

-Richmond Citgo, 1601 N Richmond St

[25-1026](#) Special Events

- World Peace Festival, Pierce Park, September 13th 2025

- Irishfest of the Fox Cities, Jones Park and the Fox Cities Exhibition Center, September 19th 2025

- Fox Cities Chamber Foundation, Appleton's Oktoberfest & License to Cruise, College Avenue Richmond St to Lawe St, Lawrence University Lawn, and the Fox Cities Exhibition Center, September 26th and 27th 2025

[25-1043](#) Director's Report

1. City Clerk

2. Fire Chief

3. Police Chief

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



City of Appleton

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Meeting Minutes - Final Safety and Licensing Committee

Wednesday, August 27, 2025

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

The meeting was called to order by Chair Croatt at 5:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

4. Approval of minutes from previous meeting

[25-0989](#)

Safety & Licensing Committee Minutes from 8/13/25

Attachments: [S&L Minutes 8.13.25.pdf](#)

Hartzheim moved, seconded by Fenton, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

5. **Public Hearing/Appearances**

[25-0990](#)

Demerit Point Violation Appearance - Richmond Mobil

Attachments: [Richmond Mobil Demerit Pt Violation Letter.pdf](#)

Nawaraj Subedi, 3045 Winnipeg St. Menasha WI, appeared and addressed the Committee.

[25-0991](#)

Demerit Point Violation Appearance - Maritime Bar

Attachments: [Maritime Demerit Pt Violation Letter.pdf](#)

Daniel Burton, 1001 S. Oneida St, Unit F, appeared and addressed the Committee.

[25-0992](#)

Demerit Point Violation Appearance - MYMY

Attachments: [Mymy Demerit Pt Violation Letter.pdf](#)

No one appeared for this violation.

6. Action Items

[25-0988](#)

World Peace Festival Special Event Application

Attachments: [World Peace Festival Application.pdf](#)
[Memo - World Peace Festival Event.pdf](#)

Recommended for approval contingent on approval recommendations from all necessary City Departments.

Fenton moved, seconded by Van Zeeland, that the Special Event Application be recommended for approval contingent on approval recommendations from all necessary City Departments. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

[25-0994](#)

Class "B" Beer and Reserve "Class B" Liquor License Revocation Hearing for Rivera Restaurants LLC - Vanessa Alvarado, Agent

Attachments: [Mr. Frogs Complaint 8-18-25.pdf](#)
[Mr. Frogs Summons 8-18-25.pdf](#)
[Mr. Frogs Affidavit of Service 8-19-25.pdf](#)
[Mr Frogs Supporting Documentation With Cover Memo.pdf](#)
[Mr. Frogs Hearing Exhibit 1.pdf](#)
[Mr. Frogs Revocation Hearing - Report to the Common Council.pdf](#)

Hartzheim moved, seconded by Fenton, that the recommendation to revoke the alcohol licenses of Rivera Restaurants LLC be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

The Report to the Common Council, including the Findings of Fact, Conclusions of Law and Recommendation to Revoke Rivera Restaurants LLC's alcohol licenses was approved.

Fenton moved, seconded by Hartzheim, that the Findings of Fact, Conclusions of Law, and Recommendation to Revoke the alcohol licenses of Rivera Restaurants LLC be approved as a report to Council. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

[25-0995](#)

The Safety and Licensing Committee may go into closed session pursuant to State Statute §19.85(1)(a) for the purpose of deliberating the revocation of an alcohol license and then reconvene into open session.

Following the hearing the Safety & Licensing Committee convened into Closed Session.

Van Zeeland moved, seconded by Firkus, that the Committee convene into closed session at 7:02 p.m. Roll Call. Motion carried 5/0.

Motion by Van Zeeland, seconded by Fenton, to reconvene into open session at 7:21 p.m. Motion carried 5/0.

[25-0997](#)

Class "B" Beer and "Class C" Wine License application for Ototo WI LLC d/b/a Ototo, Yia Thao, Agent, located at 205 N Richmond St, contingent upon approval from the Inspections and Public Works departments

Attachments: [Ototo.WI.LLC.Alcohol.Class B Beer Class C Wine.8.7.25.REDACTED.pdf](#)

Hartzheim moved, seconded by Van Zeeland, that the Alcohol License Applications be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

[25-0996](#)

Temporary Premises Amendment application for Henry Grishaber LLC d/b/a Hank & Karen's, Magdalene Kresal, Agent, located at 1937 E John St, on September 28, 2025 from 10:00 a.m. to 6:00 p.m. for annual car show event, contingent upon approval from the Inspections department

Attachments: [Hank & Karen's.Alcohol.PA_Temp.9.28.25.REDACTED.pdf](#)

Hartzheim moved, seconded by Van Zeeland, that the Temporary Premises Amendment be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus

7. Information Items

[25-0993](#)

APD Matrix Study Memo

Attachments: [SL and HRIT info item - matrix study memo.pdf](#)
[Police revised 8-20-25.pdf](#)
[Prof Dev Admin DRAFT Lieutenant.pdf](#)

[25-0982](#)

Special Events

- Casa Hispana, Latino Fest, Pierce Park, September 5th and 6th 2025
- WIJAM, Sol Dance, Jones Park, September 6th 2025
- Community First Fox Cities Marathon presented by Miron Construction, Approved Route, September 20th and 21st 2025

[25-0998](#)

Director's Report

1. City Clerk
2. Fire Chief
3. Police Chief

8. Adjournment

Hartzheim moved, seconded by Firkus, that the meeting be adjourned at 7:35 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Hartzheim, Van Zeeland, Fenton and Firkus



Application for Operator's/Bartender's License

CASH OR CHECK ONLY!

New Applicant

Renewal License
#: _____

FEES ARE NON-REFUNDABLE

Operator License - \$72.00

Operator License plus a provisional - \$87.00

Date Received: 7/18/25

Receipt #: 8907-4

Note: Please allow approximately 3 weeks for application processing.

SECTION 1 - APPLICANT INFORMATION

Legal Name (First name, MI, Last name) Jeffrey Charles Hanson Maiden or Previous _____

Street Address 121 E Water St. Apt 123 City Appleton State WI Zip 54911

Driver's License Number/State Identification Number _____ Driver's License State HI

Date of Birth _____ Gender M Phone # (Required) _____ Email Address: _____

Name and Address of Establishment you will be selling alcohol - (verify establishment is within City of Appleton limits)

1850 W. Wis. Ave. Appleton, WI. 54914

SECTION 2 - NEW APPLICANT ONLY: You are required to list each and every violation and/or offense for which you have been convicted in or out of state. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License? YES NO

If Yes; which Municipality and what year? Outagamie County (year 200-2002)?

Have you EVER been convicted of a felony? YES NO

If Yes; when, where and what type of violation? (Please be specific) Dui 2019

Have you EVER been convicted of a misdemeanor or ordinance violation? YES NO

If Yes; when, where and what type of violation? (Example: speeding, OWI) 2007

SECTION 3 - RENEWAL APPLICANT ONLY: List any pending charges, citations, tickets, and all convictions since last license application in or out of state. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License? YES NO

If Yes; which Municipality and what year? Outagamie County (year 2000-2002)

Have you been convicted of a felony since last license application? YES NO

If Yes; when, where and what type of violation? (Please be specific) Dui 2019

Have you been convicted of a misdemeanor or ordinance violation since last license application? YES NO

If Yes; when, where and what type of violation? (Example: speeding, OWI) _____

SECTION 4 - NEW APPLICANT ONLY

Must provide proof of completion of a Responsible Beverage Server Course.

SECTION 5- PENALTY NOTICE

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature: [Signature] Date: 7/16/2025

FOR OFFICE USE ONLY

Current License in Other Municipality? _____ Class Completion Date: 7/15/25 Date Sent to Appleton Police Department: JUL 22 2025

Date Approved: _____ Issue Date: _____ Expiration Date: _____ License Number: _____



DEPARTMENT OF
**LEGAL AND
ADMINISTRATIVE
SERVICES**

OFFICE OF THE CITY CLERK

100 North Appleton Street

Appleton, WI 54911

p: 920.832.6443

f: 920.832.5823

www.appletonwi.gov

July 28th, 2025

CERTIFIED MAIL

Jeffrey Hanson
121 E Water St. Apt 123
Appleton WI 54911

This letter is to notify you that we are in receipt of your application for an Operator's License. The Police Department has conducted a criminal background investigation and has recommended that your application for an Operator's License be denied based upon the statutory qualifications listed in Wisconsin Statutes §125.04(5). Unless failure to grant the license would constitute unlawful employment discrimination as defined by Wisconsin Law (See Wisconsin Statutes §111.335), Operator/Bartender License may not be granted to individuals with arrest or conviction records, "habitual law offenders," or individuals convicted of a felony who have not been pardoned.

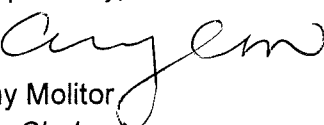
You have the right to appear before the Safety and Licensing Committee to contest this recommendation. To do so, **please contact the City Clerk's Office within 30 days of receipt of this letter** in order to be placed on the Agenda of the Safety and Licensing Committee. Failure to contact the City Clerk's Office within 30 days will result in your license being denied. At the time of appeal, you may provide the Safety and Licensing Committee competent evidence of sufficient rehabilitation and fitness to perform the licensed activity.

Regular meetings of the Safety and Licensing Committee take place on the second and fourth Wednesday of each month at 5:30 p.m. in the Council Chambers, 6th floor of City Hall, 100 N Appleton St., Appleton, Wisconsin.

Again, should you choose not to appeal this recommendation, your application will be considered denied and an Operator's License will not be issued.

If you have specific questions relating to the background investigation please contact Lt. Ben Goodin Appleton Police Department, at 920-832-5500.

Respectfully,


Amy Molitor
City Clerk



**APPLETON
POLICE
DEPARTMENT**
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Appleton Police Department
222 South Walnut Street
Appleton, WI 54911
Phone: 920.832.5500
Fax: 920.832.5553
police.appletonwi.gov

TO: Safety and Licensing Committee
Common Council

FROM: Lt. Ben Goodin

DATE: 07/28/2025

RE: Police Department's Recommendation for Denial of Jeffrey Hanson's Bartender License Application

Committee Members:

The police department is requesting that the Safety and Licensing Committee recommend to the Common Council to deny Jeffrey Hanson's application for a bartender license.

Pursuant to Wis. Stat. §111.335(2)(b) and (3)(a), it is not employment discrimination for a licensing agency to deny an applicant based on an arrest or conviction record where the circumstances of the conviction substantially relate to the circumstances of the particular licensed activity.

Pursuant to Wis. Stat. §125.04(5)(a)1., no license or permit related to alcohol beverages may be issued to an individual with an arrest or conviction record where the circumstances of the record(s) substantially relate to the circumstances of the particular licensed activity.

Pursuant to Wis. Stat. §125.04(5)(b), no license or permit related to alcohol beverages may be issued to a "habitual law offender" where the circumstances of the habitual law offenses substantially relate to the circumstances of the particular licensed activity.

Also pursuant to Wis. Stat. §111.335(4)(c), if the licensing agency refuses to license an individual based upon arrest or conviction record, the applicant is allowed an opportunity to show "evidence of rehabilitation and fitness to engage in the licensed activity," *unless the conviction(s) are for "exempt offenses."* Wis. Stat. §111.335(4)(d) provides the following options



APPLETON POLICE DEPARTMENT

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Appleton Police Department
222 South Walnut Street
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Fax: 920.832.5553
police.appletonwi.gov

that the applicant may produce to conclusively demonstrate their rehabilitation and fitness from a given conviction:

A copy of the local, state, or federal release document; and either

- (1) a copy of the relevant department of corrections document showing completion of probation, extended supervision, or parole; or
- (2) other evidence that at least one year has elapsed since release from any local, state, or federal correctional institution without subsequent conviction of a crime along with evidence showing compliance with all terms and conditions of probation, extended supervision, or parole.

Additionally, the licensing agency must consider any of the following evidence if presented by the individual, though none are required to be accepted as conclusive proof of rehabilitation:

- (1) Evidence of the nature and seriousness of any offense of which he or she was convicted.
- (2) Evidence of all circumstances relative to the offense, including mitigating circumstances or social conditions surrounding the commission of the offense.
- (3) The age of the individual at the time the offense was committed.
- (4) The length of time that has elapsed since the offense was committed.
- (5) Letters of reference by persons who have been in contact with the individual since the applicant's release from any local, state, or federal correctional institution.
- (6) All other relevant evidence of rehabilitation and present fitness presented.

STATEMENT ON SUBSTANTIAL RELATIONSHIP

As part of any denial of licensing, the police department must determine if crimes are substantially related to the sale of alcohol. Mr. Hanson is a habitual law offender based on the following convictions which substantially related to the licensed activity:

Operating While Intoxicated (1st) in Menasha and Neenah City Municipal Court, file numbers R172790, R409298, R459782; convicted on 1/29/03. This is a civil forfeiture.

Operating While Intoxicated (2nd) in Racine County case # 2007CT000816, convicted on 10/01/07. This is a misdemeanor criminal offense.

Operating While Intoxicated (3rd) in Outagamie County case # 2007CT001238, convicted on 12/12/07. This is a misdemeanor criminal offense.



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Operating While Intoxicated (4th) in Winnebago County case # 2013CT000547, convicted on 8/2/13. This is a misdemeanor criminal offense.

Operating While Intoxicated (5th) in Outagamie County case # 2019CF000104, convicted on 2/18/20. This is a felony offense.

Disorderly Conduct 1st in Outagamie County case # 2025FO000269. This is a civil forfeiture.

In the case where Mr. Hanson was cited for Disorderly Conduct, the officer's investigation revealed Mr. Hanson was intoxicated at a bar and using vulgar language while refusing to leave after staff asked him to. Jeffrey instigated a physical fight with bar staff while being escorted outside which resulted in him receiving the Disorderly Conduct citation.

Impaired driving is a serious offense and a major problem not only in Wisconsin but across the entire country. Mr. Hanson has not shown the ability to make sound decisions by understanding when he is under the influence of alcohol and is unsafe to operate a motor vehicle. A person serving alcohol to members of the public must be aware of when a patron has had enough to drink and should not be served any longer.

The service of alcohol includes coming into contact with individuals in a very vulnerable state. These circumstances substantially relate to the circumstances of the above-described offenses.

Mr. Hanson's repeated OWI convictions qualify him as a habitual law offender and the Appleton Police Department recommends his bartender application be denied.

Very Respectfully,

Lt. Ben Goodin

Appleton Police Department



DEPARTMENT OF
**LEGAL AND
ADMINISTRATIVE
SERVICES**

CITY ATTORNEY'S OFFICE
100 North Appleton Street
Appleton, WI 54911
p: 920.832.6423
f: 920.832.5962
www.appleton.org

TO: Safety and Licensing Committee, Common Council

From: ACA Zak Buruin

Date: August 22, 2025

RE: Operator (Bartender) License Denial Appeal of Jeffrey Hanson

Jeffrey Hanson has applied for an Operator (Bartender) License and is appealing the denial of that application. Below is a summary of the relevant Chapter 125 eligibility requirements and an analysis of their application in this case.

Summary

Jeffrey Hanson has been convicted of a felony for which he has not been pardoned. Jeffrey Hanson has an arrest and conviction record that qualifies him as a "habitual law offender." All of the criminal and civil law violations referenced herein and by Lt. Goodin's previous memorandum are substantially related to the activity for which Jeffrey Hanson seeks license. Therefore, denial of said license is not employment discrimination under Wisconsin statutes, and Jeffrey Hanson is statutorily ineligible for the license sought, subject to his ability to demonstrate rehabilitation as permitted by statutes.

§125.04(5) Licensing Requirements

According to §125.04(5)(a)1, in order to be granted a license or permit under Wisconsin Statutes Chapter 125, the applicant may not have an arrest or conviction record. This prohibition is subject to the requirements of various statutes prohibiting certain types of employment discrimination, which will be discussed below. These statutes are §111.321, §111.322, §111.335 and §125.12 (1) (b).

§125.04(5)(b) states that "No license or permit related to alcohol beverages may, subject to §111.321, 111.322 and 111.335, be issued under this chapter to any person who has habitually been a law offender or has been convicted of a felony unless the person has been duly pardoned."

In summary, §125.04(5) prohibits the issuance of alcohol related licenses under chapter 125 to anybody with an arrest or conviction record, anybody with an unpardoned felony conviction, or

anybody “who has habitually been a law offender,” regardless of whether any arrests or convictions exist (see State ex rel. Smith v. City of Oak Creek, 139 Wis. 2d 788, 407 N.W.2d 901 (1987)), unless failing to grant that license would constitute prohibited discrimination.

Prohibited Discrimination

§111.321 – Prohibited Bases of Discrimination

Arrest or conviction (among other bases not relevant to consideration here) are not permitted to be used as a basis for employment discrimination by a licensing agency.

§111.322 – Discriminatory Actions Prohibited

§111.322(1) specifies that refusal to license any individual on any of the bases listed in §111.321, which includes arrest and conviction history. This is subject to exceptions set forth in §111.33 to §111.365, neither of which apply to the instant circumstances.

§111.335 – Arrest or Conviction Record; Exceptions and Special Cases

§111.335(3)(a)1 states that it is not employment discrimination because of a conviction record to refuse to license an individual where that person has been convicted of “any felony, misdemeanor, or other offense the circumstances of which substantially related to the circumstances of the particular job or licensed activity.” In evaluating the existence of a substantial relationship, it is the circumstances that provide the opportunity for criminal behavior, the reaction to responsibility, or the character traits of the applicant that are the proper considerations. It is not relevant whether the applicant has the ability to perform the work to an employer’s standards. (See Milwaukee Cnty. v. Lab. & Indus. Rev. Comm’n, 139 Wis. 2d 805, 407 N.W.2d 908 (1987)).

Each offense must be evaluated under the above criteria for determination of whether or not it is substantially related to the activity for which a license is sought. Any arrest, conviction, or other offense which is substantially related to the licensed activity is to be considered in the licensing decision.

Consideration of Rehabilitation

§111.335(4)(c)1 requires that if a license is denied *based upon §111.335(3)(a)1* (as discussed in the preceding section), the licensing agency typically has two further obligations. It must state the reasons for denial in writing, including a statement of how the circumstances of the offense(s) relate to the licensed activity. It must also allow the person to show evidence of rehabilitation. According to §111.335(4)(c)1.b, if the individual “shows competent evidence of sufficient rehabilitation and fitness to perform the licensed activity under par. (d), the licensing agency may not refuse to license the individual or bar or terminate the individual from licensing based *on that conviction.*” (Emphasis added).

The statute specifically notes documentation that can demonstrate rehabilitation “on that conviction.” As such, rehabilitation is to be considered with respect to each offense individually, rather than the applicant in totality. Where denial is based upon §111.335(3)(a)1, and competent evidence of sufficient rehabilitation shown, that offense may not be considered as part of a denial decision.

Competent Evidence of Sufficient Rehabilitation

For denials *based upon §111.335(3)(a)*¹, competent evidence of sufficient rehabilitation may be shown. As indicated above in §111.335(4)(c)1.b, where such evidence is shown, the related conviction may not be the basis for a denial of a license.

§111.335(4)(d)1 provides two forms of evidence which are statutorily required to be considered “competent evidence of sufficient rehabilitation,” and therefore must be accepted by the licensing agency as such. §111.335(4)(d)1.a. allows one to provide certified documentation of honorable discharge from the US armed forces following the otherwise disqualifying conviction. This documentation is no longer sufficient if there is a criminal conviction following the discharge date.²

§111.335(4)(d)1.b, allows the applicant to provide documentation of their release from custody *and* either completion of probation or release from custody and compliance with all terms and conditions of release, be it extended supervision, probation, or parole.³

Where neither of the above exists, §111.335(4)(d)2 provides additional documentary evidence that may be provided that the licensing agency is bound to consider, but that it is not required to accept conclusively as sufficient evidence of rehabilitation. Evidence which the agency is required to consider include:

- a. evidence of the seriousness of any offense of which he / she was convicted.
- b. evidence of all circumstances relative to the offense including mitigating circumstances or social conditions surrounding the offense.
- c. The age of the individual at the time the offense was committed.
- d. The length of time that has elapsed since the offense was committed.
- e. Letters of reference by persons who have been in contact with the individual since the applicant’s release from any local, state, or federal correctional institution.
- f. All other relevant evidence of rehabilitation and fitness presented.

¹ Denials under other provisions may be subject to other requirements.

² From a practical standpoint, honorable discharge from the armed forces is not related to any particular offense. This section, in conjunction with §111.335(4)(c)1.b. could be interpreted as effectively removing any criminal offenses prior to honorable discharge from licensing consideration. This would be more akin to evaluating the rehabilitation of the person rather than specific offenses, which is not what the other related statutes call for. This arguable inconsistency what my prior, more rigid analysis was based upon.

³ Periods of supervision are attributable to specific offenses, allowing for consideration of individual offenses as §111.335(4)(c)1.b contemplates.

Based upon the above, where a denial of a license is based upon §111.335(3)(a)1, and there is no evidence presented that is statutorily defined as “competent evidence of sufficient rehabilitation” for a particular offense, it is up to the licensing agency to determine whether the other documentary evidence available constitutes “competent evidence of sufficient rehabilitation and fitness to perform the licensed activity.”

Applicability to Jeffrey Hanson

As outlined in Lt. Goodin’s memorandum to the Safety and Licensing Committee, Jeffrey Hanson has been convicted of both civil and criminal violations of the law. Regarding criminal law violations, he has been convicted of both misdemeanor and felonious offenses. He was found guilty of these offenses at dates ranging from 2003 to 2025. The lone felony conviction occurred in 2020.

There can be very little dispute that the offense of Operating While Intoxicated is substantially related to the activity for which license is presently sought. The activity of selling and / or dispensing alcohol beverages to others, particularly in a commercial setting, inherently provides the opportunity for the previously displayed criminal conduct to be repeated. Alcohol beverages are readily available in an atmosphere intended for their consumption. Motor vehicles are nearly ubiquitous and a common means of transport, including to and from places of employment.

The Disorderly Conduct citation, for which Jeffrey Hanson was found guilty on May 29, 2025, also demonstrates a substantial relationship with the licensed behavior. As relayed by Lt. Goodin’ the situation involved the over-indulgence in alcohol beverages while at a licensed establishment, causing a disturbance, refusal to leave when ordered by the bar’s staff, and getting into a physical altercation with bar staff. The licensed activity provides significant opportunity to engage in similar behavior, and to do so from the position of being one of the staff members.

Court records show that Jeffrey Hanson is a habitual law offender. He also has felony and misdemeanor convictions for which he has not been pardoned. Because this basis for denial relies upon §111.335(3)(a), and because none of the offenses listed are considered “exempt” offenses, Jeffrey Hanson may provide evidence of rehabilitation as discussed above.

Conclusion

Jeffrey Hanson has been convicted of a felony for which he has not been pardoned. Jeffrey Hanson has an arrest and conviction record that qualifies him as a “habitual law offender.” All of the criminal and civil law violations referenced herein and by Lt. Goodin’s previous memorandum are substantially related to the activity for which Jeffrey Hanson seeks license. Therefore, denial of said license is not employment discrimination under Wisconsin statutes, and Jeffrey Hanson is statutorily ineligible for the license sought, subject to his ability to demonstrate rehabilitation as permitted by statutes.

Resolution #3-R-25 Truancy Ordinance

Date: March 19, 2025

Submitted By: Alderperson Siebers – District 1

Referred To: Safety & Licensing Committee

Summary: *Reinstating Previous Truancy Ordinance – City of Appleton*

Whereas, under Wisconsin Statute 118.163, a city may enact an ordinance prohibiting a person under 18 years of age from being a habitual truant,

Whereas, the percentage of Appleton Area School District high school students who annually qualify as “habitually truant” defined by the State of Wisconsin as missing all or part of 5 or more school days in a semester without an excuse, exceeds 40%,

Whereas, the percentage of Appleton Area School District high school students who qualify as “chronically absent” as defined by the State of Wisconsin as having missed 10% or more of total school days, is approximately 25% (over 1,000 students),

Whereas, 88% of Appleton Area School District high school students who are “habitually truant” and “chronically absent” are not on pace to graduate in four years,

Whereas, the Appleton Area School District has over the past five years continually increased the support provided to students who struggle with habitual truancy and chronic absenteeism,

Whereas, the Appleton Area School District has been unable to successfully support students who are struggling with consistent attendance without punitive measures,

Whereas, a committee including Appleton Area School District staff, parents, and community members prioritized the creation of a truancy ordinance as the most critical action to support students who are struggling with consistent school attendance,

Whereas, the Appleton Area School District has requested assistance from the City of Appleton to support students who are habitually truant, chronically absent, and not on-pace to graduate in four years, and,

Therefore, be it resolved, that the City of Appleton enact an ordinance prohibiting a person under 18 years of age from being a habitual truant, and that this ordinance be for a trial period of four school semesters, starting in the fall of 2025, after which time, a review of the success of the ordinance will be made by the City of Appleton, Outagamie County, and AASD with suggested, needed and agreed on changes being made.



131 E. Washington St. Suite 1A
Appleton, WI 54911
P: (920) 852-5300
www.aasd.k12.wi.us

May 6, 2025

Dear Members of the Appleton Common Council Safety and Licensing Committee,

Thank you for your willingness to consider the Appleton Area School District's request for the adoption of an ordinance to support improved student attendance. We were pleased to have been provided time on the March 19th Common Council meeting agenda to provide information to Council members and City staff regarding our request.

We were again given the opportunity to share information and answer questions during an April 15th meeting arranged by Mayor Jake Woodford. This meeting, which was focused on potential implementation issues, included Appleton Area School District staff, City of Appleton staff, City of Appleton elected officials, Outagamie County Youth and Family Services staff, and Outagamie County Chief Judge Carrie Schneider. The meeting was successful in allowing information to be shared, questions to be answered, and the next steps to be considered.

The purpose of this letter is to ask for a delay in action by the Safety and Licensing Committee so the next steps to be considered can be further clarified. The attendees at the April 15th meeting agreed to meet again as soon as practicable to provide further information on the role each of us would play if an attendance ordinance were to be adopted. Furthermore, a delay in action will allow staff from the AASD to continue to provide information and gather additional input from Common Council members and community members on the steps needed to support students who are struggling with consistent attendance.

Should the Committee agree to hold the action related to this item, we would work with Chair Croatt on bringing it forward again when more specific recommendations are ready.

Thank you for your consideration of this request.

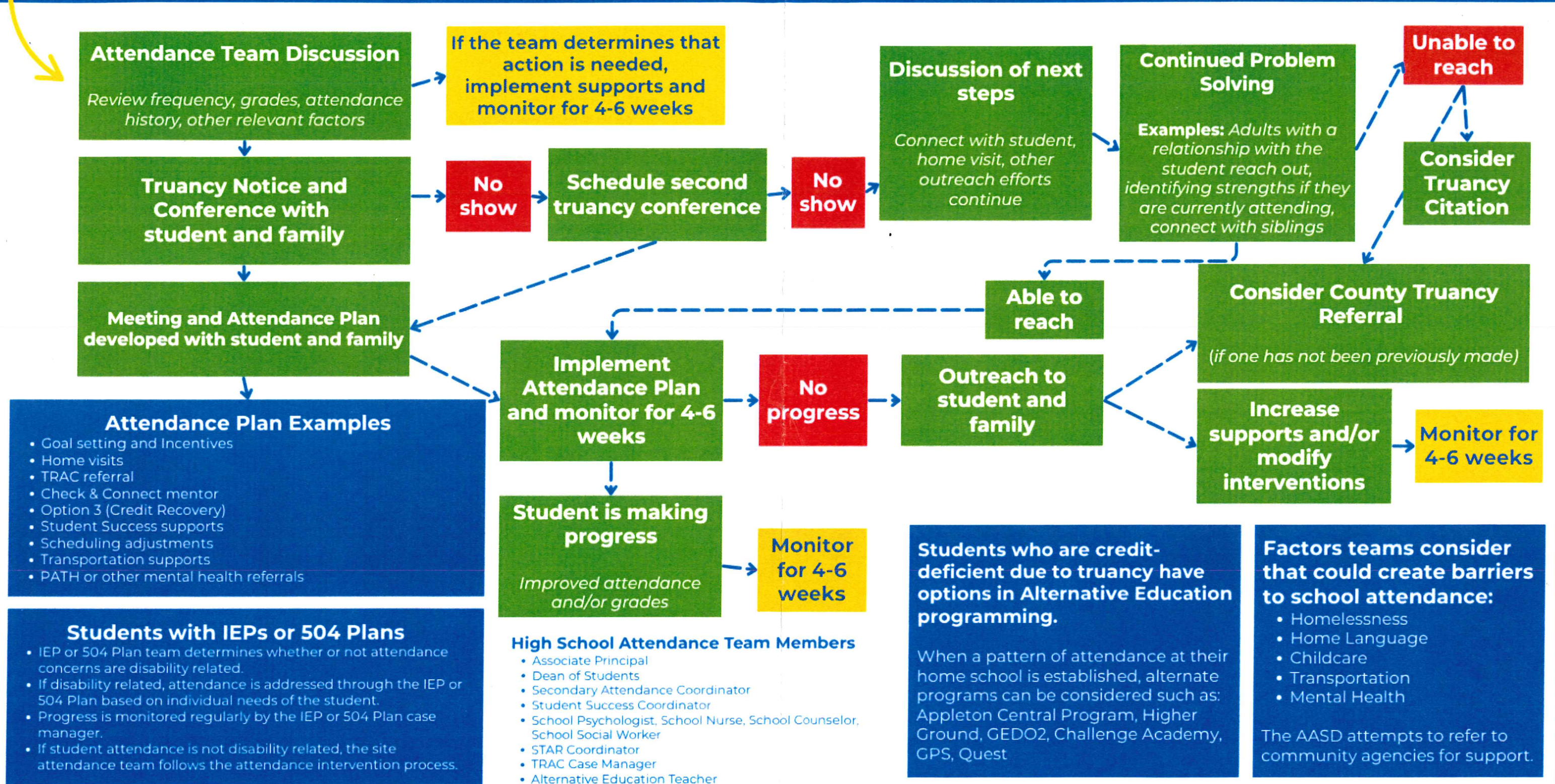
Sincerely,

Greg Hartjes
Superintendent
Appleton Area School District

AASD ATTENDANCE SUPPORT PROCESS



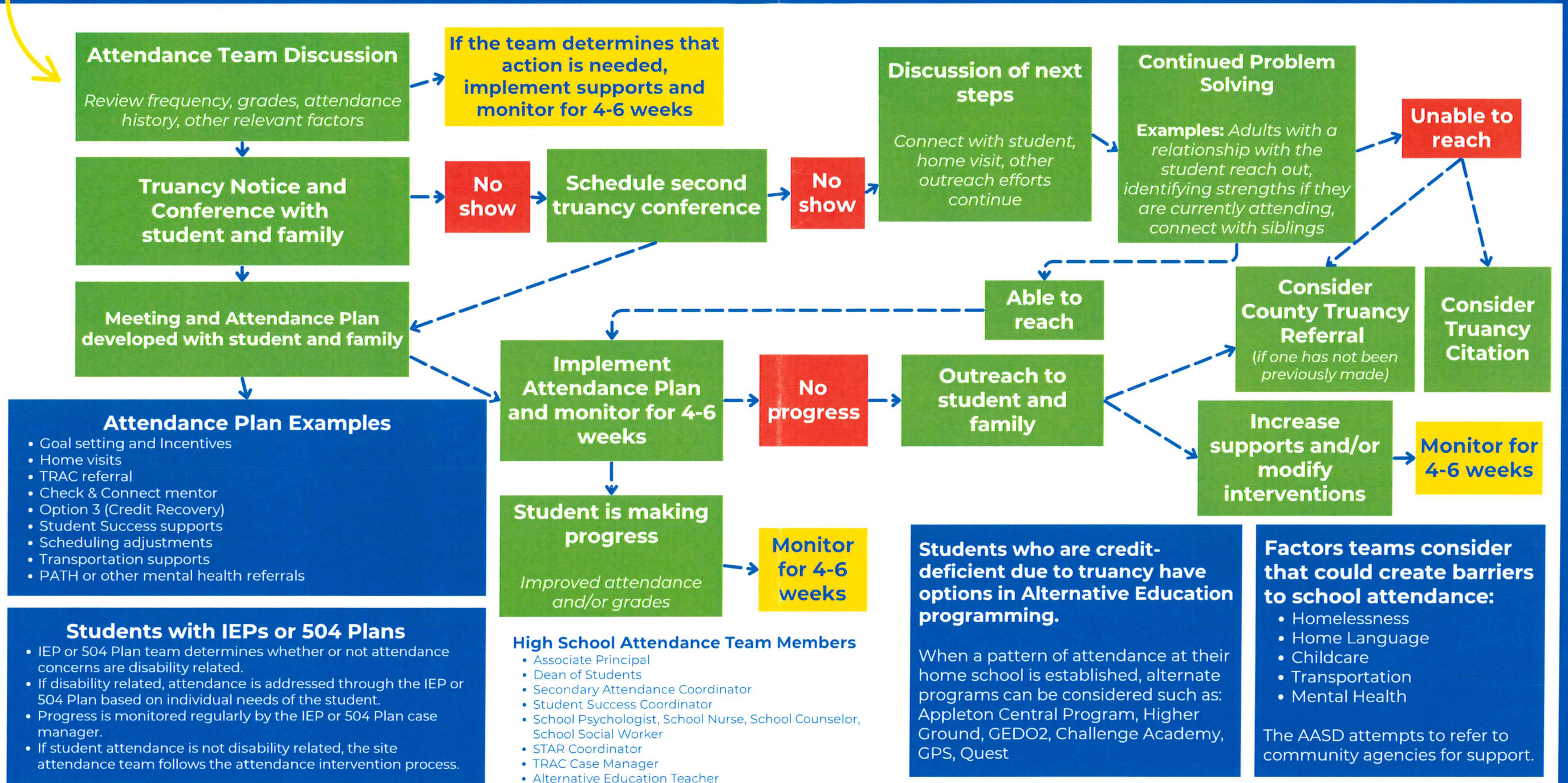
When a student reaches 5+ unexcused absences - all or part of a school day (this could be 5 full days unexcused, 5 unexcused classes periods over the course of five days, or a combination of both) - the following process is followed to support the student's attendance.



AASD ATTENDANCE SUPPORT PROCESS



When a student reaches 5+ unexcused absences - all or part of a school day (this could be 5 full days unexcused, 5 unexcused classes periods over the course of five days, or a combination of both) - the following process is followed to support the student's attendance.



AASD ACRONYMS & DEFINITIONS



IEP- Individualized Education Plan

A legally mandated document that outlines a plan for students with disabilities who require special education services.

504 Plan - Section 504 of the Rehabilitation Act

A formal agreement between a school and a student's family outlining the accommodations and supports a student with a disability needs to participate fully in school.

PATH- Providing Access to Healing, United Way

A school based-program designed to improve access to mental health services for youth who are unable to obtain care elsewhere in the community.

TRAC- Truancy Reduction & Assessment Center, Boys and Girls Club

Works to promote school attendance and academic engagement by supporting youth with attendance challenges through timely, effective assessments and case management.

STAR- Scholars on Target to Achieve Results, Boys and Girls Club

An initiative working to build educational opportunities for Scholars in the Fox Cities. The STAR Team serves to advocate, mentor, connect, and guide Scholars.

Check & Connect

An evidenced-based mentoring program designed to improve school attendance. Mentors receive specific training on this model. There are trained mentors in every school building.

Student Success Advisor

The Student Success Advisor serves at the AASD high school level supporting students in building strong connections within the school environment. Focus areas include improving school, student, family, and community connections, social and emotional well being and engagement in school, implementation of prevention activities/strategies, and the implementation of comprehensive resources through expanding professional knowledge and expertise.

Alternative Education Teacher

Support students at the High School level who are at risk of not graduating—those who fall two or more credits behind pace (as defined by the Department of Public Instruction). Additionally, our work is about learning students' unique stories, building trust, uncovering barriers, and connecting our students with complex challenges to resources (in the schools and community)—academic, emotional, and to ensure basic needs are being met.

Alternative programs for students who are credit deficient and at-risk of not graduating:

Appleton Central - Half day schedule with a work component and small class sizes in a trauma-sensitive environment.

Higher Ground - Half day schedule in a small independent learning environment with a work component.

GED Options 2 - Located within the Appleton Central Program. A half-day afternoon schedule that prepares students (ages 17.5-21) for GED tests to demonstrate competency and remain eligible to earn a traditional high school diploma.

Challenge Academy - Quasi-military learning environment. Students live on Fort McCoy campus, and prepare for GED/HSED tests to demonstrate competency (and a traditional AASD diploma if additional requirements are met).

GPS Education Partners - School is located at Menasha Packaging (Brooks Ave in Neenah) for 3 hours and 4-5 hours of work at a paid position for a local business partner that includes mentoring with hands-on work experience.

Quest - Located at Fox Valley Technical College. A half-day morning schedule that prepares students (ages 17.5 - 21) for GED tests to demonstrate competency and remain eligible to earn a traditional high school diploma.

AASD Attendance 2024-2025
Presented to the Safety & Licensing Committee
August 13, 2025



CHRONIC ABSENTEEISM DATA

Missing 10% or more of total school days, including both excused and unexcused absences. Missing 10% of eligible school days (18 days for the full school year).

	2018-2019	2021-2022	2022-2023	2023-2024	2024-2025
4K/Elementary	8.6%	27.4%	14.0%	14.1%	13.6%
Middle	10.3%	25.1%	17.6%	19.4%	18.7%
High School	15.2%	33.9%	25.5%	23.7%	29.1%



HIGH SCHOOL CHRONIC ABSENTEEISM

(excused & unexcused absences)	% of students	# of students
18+ days	29.1%	1,269
36+ days	9.3%	404
50+ days	5.5%	240
100+ days	0.9%	39



HABITUAL TRUANCY DATA

Missing all or part of 5 or more school days in a semester without an excuse.

	SEMESTER	2018-2019	2019-2020	2021-2022	2022-2023	2023-2024	2024-2025
Elementary	SEMESTER 1	4.6%	3.1%	3.0%	3.1%	5.2%	3.0%
Elementary	SEMESTER 2	6.5%	N/A*	3.0%	4.7%	7.2%	6.3%
Middle	SEMESTER 1	12.7%	9.6%	14.8%	10.7%	13.3%	8.6%
Middle	SEMESTER 2	14.1%	N/A*	11.6%	16.2%	19.0%	14.7%
High School	SEMESTER 1	34.0%	27.1%	30.5%	30.5%	34.5%	25.3%
High School	SEMESTER 2	36.0%	N/A*	26.9%	35.5%	43.8%	33.8%

Note: 866 high school students were both chronically absent and habitually truant.

Appleton Area School District
Recommendations for attendance dispositions

August 13, 2025

The State of Wisconsin - 118.163 Municipal Truancy Ordinances reads “A county, city, village or town may enact an ordinance prohibiting a person under 18 years of age from being a habitual truant. The ordinance shall provide which of the following dispositions are available to the court:”

1. An order for the person to attend school.
2. An order for the person to participate in counseling or a supervised work program or other community service work as described in s. [938.34 \(5g\)](#).
3. An order for the person to attend an educational program as described in s. [938.34 \(7d\)](#).
4. A forfeiture of not more than \$500 plus costs, subject to s. [938.37](#). All or part of the forfeiture plus costs may be assessed against the person, the parents or guardian of the person, or both. **(The AASD recommends a forfeiture of \$250 plus costs)**
5. An order placing the person under formal or informal supervision, as described in s. [938.34 \(2\)](#), for up to one year.
6. An order for the department of workforce development to revoke, under s. [103.72](#), a permit under s. [103.70](#) authorizing the employment of the person.
7. Suspension of the person's operating privilege for not less than 30 days nor more than one year. The court may take possession of any suspended license. If the court takes possession of a license, it shall destroy the license. The court shall forward to the Department of Transportation a notice stating the reason for and the duration of the suspension.

The following dispositions would not be recommended:

8. An order for the person to be placed in a teen court program as described in s. [938.342 \(1g\) \(f\)](#). **(Outagamie County does not have a teen court program)**
9. An order for the person's parent, guardian or legal custodian to participate in counseling at the parent's, guardian's or legal custodian's own expense or to attend school with the person, or both.
10. An order for the person to remain at home except during hours in which the person is attending religious worship or a school program, including travel time required to get to and from the school program or place of worship. The order may permit a person to leave his or her home if the person is accompanied by a parent or guardian.
11. Any other reasonable conditions consistent with this subsection, including a curfew, restrictions as to going to or remaining on specified premises and restrictions on associating with other children or adults.
12. An order for the person to report to a youth report center after school, in the evening, on weekends, on other non-school days, or at any other time that the person is not under immediate adult supervision, for participation in the social, behavioral, academic, community service, and other programming of the center as described in s. [938.342 \(1g\) \(k\)](#).

Summary of local district's citation data - 2024-25

Presented to Safety & Licensing Committee - August 13, 2025

Appleton Area School District staff communicated with 12 local school districts regarding the success of their truancy ordinance enforcement.

- Several districts responded that they do not keep data on truancy ordinances.
- Six districts provided their data from the 24-25 school year.
 - A total of 167 students received a citation for habitual truancy.
 - 70 of the 167 students improved their attendance
- Citations ranged from \$165 to \$500
- Several districts reported that the best outcome was for students who changed their behavior due to the possibility of receiving a citation.

(DRAFT) PROCEDURAL CHECKLIST FOR CONSIDERATION OF TRUANCY CITATION

STUDENT NAME:

SCHOOL:

GRADE:

ATTEMPTED STUDENT/FAMILY CONTACTS:

METHOD	DATES	PERSON CONTACTED	RESULT
PHONE CALLS			
TEXT MESSAGES			
EMAILS			
LETTERS (MAIL)			
MEETINGS			
HOME VISITS			
OTHER:			

INTERVENTION OPTIONS THAT HAVE BEEN OFFERED/ATTEMPTED/TRIED:

- Incentive plan
- TRAC
- STAR or Student Success support
- Check & Connect
- Alternative education supports
- School-based mental health referral
- Alternative schedule / shortened school day
- County truancy referral

RESULTS:

CREDITS EARNED TO DATE:

HOW MANY CREDITS COULD HAVE BEEN EARNED (3 per semester):

CURRENT GRADES:

CHRONIC ABSENTEEISM PERCENTAGE:

NUMBER OF DAYS HABITUALLY TRUANT:

Basic Attendance Questions

- Can you explain the absence policy?

[AASD Board Policy 430 - Student Attendance](#)

STUDENT ATTENDANCE

The Appleton Area School District believes there is a positive relationship between school attendance and student success. It further believes that school attendance is a responsibility shared by students, parents, schools and community.

The District, in accordance with State law, requires that all students between six and eighteen years of age (and those students enrolled in 5-year-old kindergarten) attend school regularly during the full period and hours, religious holidays excepted, that the school in which the student is enrolled is in session until the end of the school term, quarter or semester of the school year in which the student becomes 18 years of age, unless they have an acceptable excuse, meet attendance exceptions outlined in state law, or have graduated from high school. Although not required by state law, students in 4-year-old kindergarten are expected to attend 4K programming on a regular basis and excused and unexcused absences will be determined based on the procedures described in this policy. It is the responsibility of each school's attendance officer to determine if an absence is excused, unexcused, or truant.

A student will be considered excused for school attendance if the student is considered temporarily not in proper physical or mental condition to attend school, but can be expected to return upon termination or abatement of the illness or condition. The school attendance officer may request that the parent/guardian obtain a written statement documenting the existing condition.

A student may be excused in writing by the parent/guardian prior to an absence occurring. Under this provision, absences through prior parent request cannot exceed 10 days in a school year.

A student who has reached the age of 16 years and meets criteria established in Wisconsin statutes may also be excused from school attendance to participate in programs leading to high school graduation or high school equivalency.

No student shall be denied credit in a course or subject solely because of an excused or unexcused absence.

Please include how the following are recorded:

- o Late to school - [Excused \(EXTD\)](#) or [Unexcused Tardy to School \(UNTS\)](#) - does NOT count toward habitual truancy or chronic absenteeism for secondary schools
- o Late to a single class - [Excused \(EXTC\)](#) or [Unexcused Tardy to Class \(UNTC\)](#) - does NOT count toward habitual truancy or chronic absenteeism for secondary schools

- o Absent – Excused - ILL (Illness), ILLM (Illness - medical note provided), APPT (Appointment), APTM (Appointment - medical note provided) - counts toward chronic absenteeism for letters, unless a medical note is provided
- o Absent – Unexcused - UNEX (Unexcused) - counts towards habitual truancy for letters

- Are there times when someone in the school can call an absence unexcused, even if a parent has called to say that a child will not be present?

Generally - no. However, if a 10-day letter has been sent to a family, a medical note is required for further absences. In those cases, even when a parent/guardian calls to report an absence, the absence will be marked unexcused (the family is made aware of this).

- What efforts are made to ensure attendance records are accurate?

Administrative assistants are frequently checking to ensure that attendance has been taken by all teachers.

Additionally, the absence request portal and voice mail system is checked by administrative assistants multiple times per day, and attendance is marked accordingly.

Families have the opportunity to view their child's attendance record at any time via the parent portal, and may contact the school if they have questions about an attendance mark.

- What remedies are available to correct any attendance mistakes?

Administrative assistants and building administrators are able to correct attendance mistakes when necessary.

From the Wisconsin Department of Education

What is the purpose of truancy laws?

Since regularly missing school has a significant impact on student achievement and positive youth development, truancy laws aim to deter students from skipping school, encourage students to attend, and encourage caregivers to get kids to school. The hope is to ultimately increase graduation rates, improve the workforce, build community, support well-being, reduce the risk of negative outcomes, and increase protective factors and positive outcomes.



The DPI says the goal of truancy laws is to address barriers to achievement and positive youth development through the following examples: [We have provided information below for these six points.](#)

- o Increased graduation rates
 - o Improve workforce
 - o Build community
 - o Support well-being
 - o Reduce the risk of negative outcomes
 - o Increase protective factors and positive outcomes
- Can you provide us the data that AASD uses to measure these goals?

[Below are graduation rates for the past four years, which the State calculates for us. The data includes students who need a 5th or 6th year of high school.](#)

Class of 2021		4-year	5-year	6-year	7-year
	Black	63.5%	76.7%	83.1%	84.3%
	Hispanic	79.2%	85.8%	86.6%	86.6%
	White	88.1%	92.7%	93.2%	93.4%
	EL	66.7%	78.1%	89.0%	89.0%
	SWD	55.8%	74.2%	79.9%	79.9%
	ALL	84.8%	90.4%	91.4%	91.8%
Class of 2022		4-year	5-year	6-year	7-year
	Black	68.8%	73.5%	75.5%	
	Hispanic	75.4%	81.3%	82.1%	
	White	89.3%	92.5%	93.7%	
	EL	66.2%	82.1%	86.6%	
	SWD	60.4%	70.4%	75.6%	
	ALL	86.5%	90.2%	91.5%	
Class of 2023		4-year	5-year	6-year	7-year
	Black	61.6%	73.0%		
	Hispanic	73.6%	81.5%		
	White	91.7%	94.6%		
	EL	60.4%	76.9%		
	SWD	65.9%	79.7%		
	ALL	86.7%	91.3%		
Class of 2024		4-year	5-year	6-year	7-year
	Black	71.4%			
	Hispanic	80.1%			
	White	91.9%			
	EL	71.0%			
	SWD	68.8%			
	ALL	88.4%			

We do not have a metric for “improve workforce” or “build community.” We have tried several different ways to track our alumni but have not found a way to measure students beyond graduation effectively. We have data on post-high school enrollment into two- and four-year colleges and the military, but there is no data on the workforce.

We use panorama surveys to monitor the “well-being” of our students. Below is one example of the type of data that we include.

Sense of Belonging

Your average

68%

3,723 responses

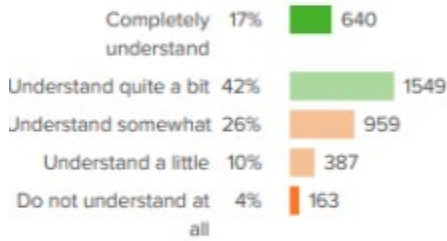
Change

▲ 6

since last survey

How did people respond?

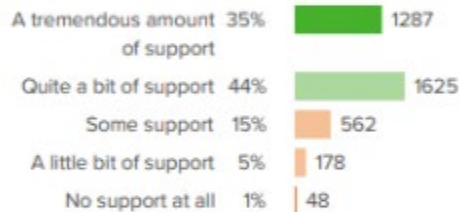
Q.1: How well do people at your school understand you as a person?



▲ 6 from last survey

Favorable: **59%**

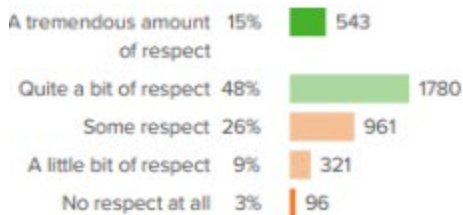
Q.2: How much support do the adults at your school give you?



▲ 6 from last survey

Favorable: **79%**

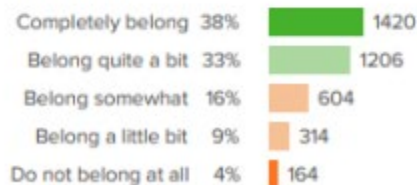
Q.3: How much respect do students at your school show you?



▲ 6 from last survey

Favorable: **63%**

Q.4: Overall, how much do you feel like you belong at your school?



▲ 6 from last survey

Favorable: **71%**

To monitor the “risk of negative outcomes” we use the Youth Risk Behavior Survey that is available through the State. I don’t want to overwhelm you with survey data, as this survey is very comprehensive. Below is a sample of the data that is available to us.

We believe that we “increase protective factors and positive outcomes” with everything we do in our schools. We think, for many children, school is the safest place for them and the key to having positive outcomes. We monitor this work with our Coherent Governance policies. (Please let me know if you would like more information on these policies)

Social Media/Screen Use

- 78.9% of students reported using screens three or more hours every day.
- 53.3% of students reported using screens after midnight at least once per week.
- 15.5% of students reported using screens after midnight every school night.
- 41% of students reported using social media hourly.
- 17.8% of students reported being bullied online.

Physical Health

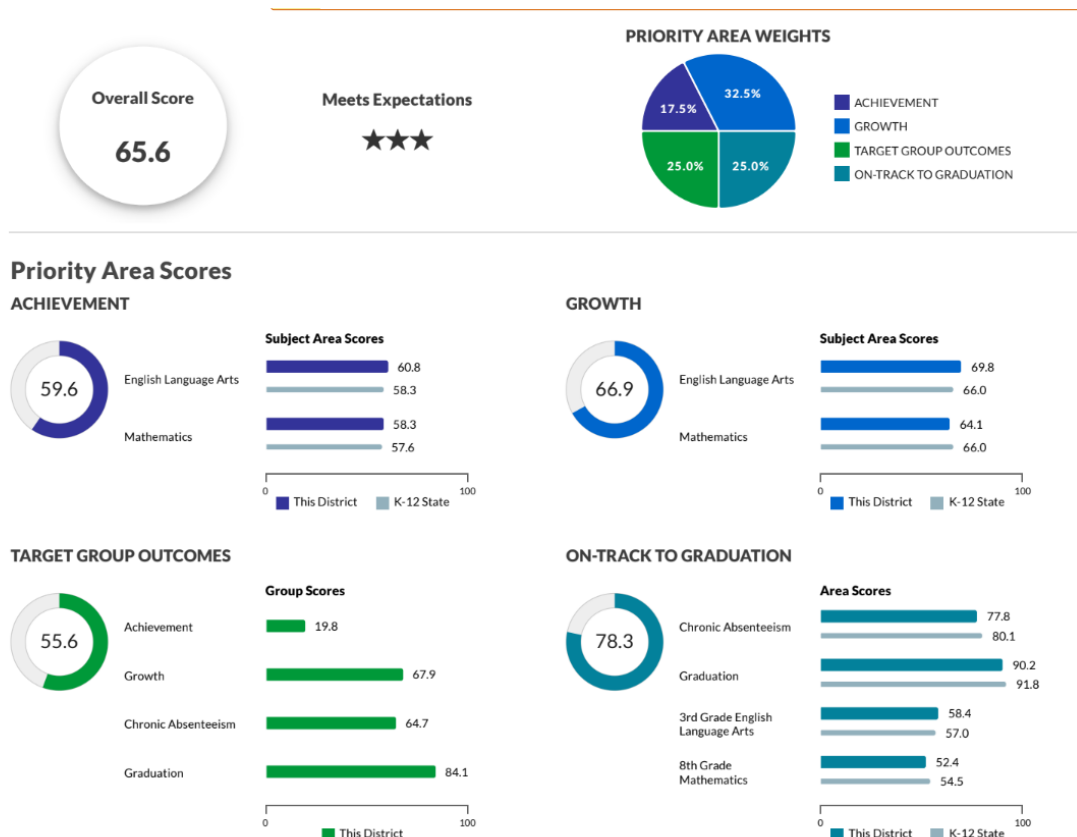
- Nearly one in five students (19.5%) reported five or fewer hours of sleep per night.
- These students were more than three times as likely to report depression and nearly two times as likely to report anxiety.
- 14.8% of students reported no physical activity in the past week.

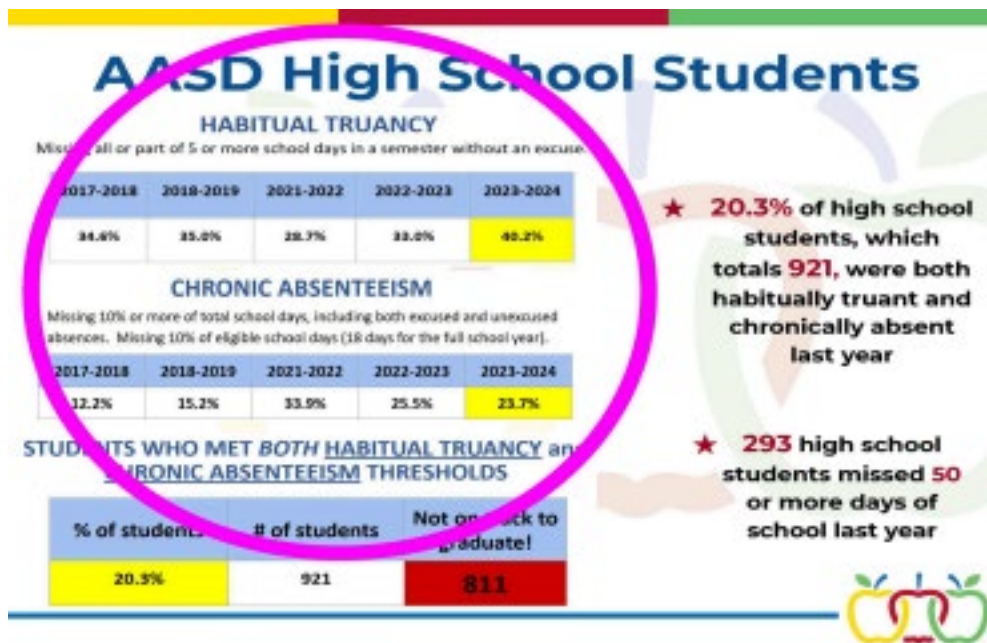
AODA Use

- The rate of alcohol use among students has declined overall since 2007.
- One in three students reported having ever vaped.
- 3.4% of students reported smoking cigarettes within the last 30 days, the lowest rate ever on the YRBS.

- How does the graduation rate of a district enter into the evaluation or funding of a district?

Graduation rate does not impact funding, only enrollment does. As for the evaluation of a district, the graduation rate accounts for 6% of our overall score...see the bottom right corner below.





Habitual

Truancy (The Type of Truancy Addressed by State Law)

The data shows that habitual truancy - defined as missing all or part of 5 or more school days in a semester without an excuse - was below 2017-2018 rates until last year.

- In the presentation, habitual truancy was described as not as concerning, but how can that be if it is solely unexcused absences and the rates are higher/highlighted?

We highlighted to draw attention to the latest year's data. We are not as concerned about truancy as we are about absenteeism. We feel a student can be truant and still be successful, whereas a student who is chronically absent, which means missing more school, will struggle to find success. We also recognize that a student could be truant because they do not have a parent who excuses them.

A student can qualify for habitual truancy by having only 5 unexcused class periods over a semester. Additionally, a student can qualify for habitual truancy after having 5 unexcused absences in a semester. The outcomes for each of these students can look very different in terms of academic success. So, just because a student meets the criteria for habitual truancy, does not necessarily mean that there is a significant concern for their success. Chronic absenteeism encompasses all absences, excused or unexcused, and gives a more comprehensive picture of a student's attendance. When a student becomes chronically absent, missing 10% or more of school days, their chances of academic success decrease significantly.

- Why did the habitual truancy rate drop after COVID?

We do not have an explanation for why our truancy rate dropped to below pandemic levels in 21-22, or why it has increased over the past two years.

Chronic Absenteeism

The data provided for chronic absenteeism—defined as missing 10% or more of total school days, including both excused and unexcused absences, missing 10% of eligible school days, and missing 18 days for the full school year—shows that chronic absenteeism doubled in 2021-2022 but has COME DOWN each year since.

- Chronic Absenteeism includes excused absences – but can't that be explained by illness? Especially with something like COVID-19 for which there can be health complications and at one time guidance was to quarantine for 5 days?

Yes, chronic absenteeism includes all absences, including illnesses, family trips, college visits, etc. We have found that families are more comfortable keeping a child out of school since the pandemic. However, we believe 50 or more absences are going to limit a student's learning and success. These are the students with which we are looking for help from the City.

If a student has a chronic illness keeping them from attending school, our school nurses are involved and may even provide homebound services.

Habitual Truancy & Chronic Absenteeism

- Since the ordinance was repealed in 2019, how does AASD scientifically analyze this data and come to the conclusion that lack of ordinance/citations is at fault for attendance concerns?

We don't believe that the lack of an ordinance is a cause for attendance challenges, but it is an effective support and a reason to attend school for many students. We have data from 2009 through 2019 to compare to our current data, testimonials from other districts that have an ordinance, and our experience as educators from when the City had an ordinance.

- How can 110 of habitually truant & chronically absent students still

be on track to graduate?

Students need to earn 3 credits per semester to be on pace to graduate. So, although they have missed 18 or more of the 175 school days last year, they passed 6 classes in each of the semesters. These students certainly are not reaching their potential as a student, but they are doing enough to pass their classes.

- How many of the 293 students who have missed 50 or more days of school last year are nearing the age of 18 or have turned 18?

The following shows the breakdown of these 293 students...Freshman - 67, Sophomores - 63, Juniors - 87, Seniors - 76

- How have the alternative programs been adjusted since the pandemic?

The biggest adjustment is how flexible we are with the alternative supports outside of our usual structures. The most successful of these programs is our Option 3 which takes place over the summer and is separate from our summer school program.

Teachers are also providing opportunities for evidence of learning beyond the end of the semester. This work has been ongoing for nearly 10 years, but has been more prevalent since the pandemic.

We also increased our spots at the FVTC Quest program and Central High School.

Outcomes for students who are not successful:

- The likelihood of a high school student who is living in poverty earning a living wage by age 30 increases from 21% to 58% with strong academic achievement (Paths of Opportunity, What it Will Take for All Young People to Thrive)
- A student who is chronically absent in one year out of the five years from 8th through 12th grade is seven times more likely to drop out of school. (AASA School Administrator)
- High school dropouts are nearly four times as likely to be receiving government assistance by age 27, more than three times as likely to have been arrested, and twice as likely to use illicit drugs (National Library of Medicine)
- 70% of adults in the prison system cannot read and write above the 4th-grade level (Correctional Education Association)
- As adults, we cannot allow teenagers to continually make decisions that will negatively impact their future.



During the presentation, there was a comparison of truancy tickets to tickets for illegal activity.

- Why is AASD comparing truancy to illegal behaviors like speeding while using programs that acknowledge that the context and motivations behind these issues are very different?

We are trying to show that the consequences of a truancy citation are no more punitive than for a speeding ticket, or perhaps tobacco possession. We are finding that many people in our community immediately connect a truancy ticket with truancy court and punitive measures.

- Why should be similar even though behaviors like speeding are more severe and impactful because they adversely affect public safety?

We are trying to show that ticketing is used to teach and manage behaviors, whether for speeding or truancy.

- How can AASD argue that subjecting a student to a ticket with monetary penalties and/ or legal consequences doesn't contribute to a student's financial situation/risk of poverty or use of government assistance or to imprisonment?

We hope a student never has to pay a fine, and through different dispositions such as community service, a fine would never need to be paid. There are several alternative paths once a student is engaged with the School Resource Office.

However, we do believe getting a ticket is of great value to a student if it changes their behavior and sets them on a trajectory to graduate from high school.

- What are the penalties if a student is ordered to pay a ticket and cannot do so?

In the past, most students did not have to pay the ticket unless they ignored the judge's orders. The first order from the judge would be to attend school, if they do this the ticket is expunged. If they do not follow the order to attend school, the next time they had to see the judge they may be given community service. Again, if they complete the community service, the ticket would be expunged. As I said above, the hope is a student never has to pay the ticket.

- How can AASD justify the threat of monetary penalties through citations when according the the Wisconsin Policy Forum:

"Rates of chronic absenteeism for students classified as economically disadvantaged were nearly three times as high as their non-economically disadvantaged peers in 2023 – 31.6% compared to 11.3%. On the other hand, their rates improved more from 2022 to 2023 than rates for more affluent students, the latter of which remained almost twice as high as pre-pandemic levels."

<https://wispolicyforum.org/research/chronic-absenteeism-persists-in-all-corners-of-wisconsin/>

- o Given this information, what good is the threat of a monetary penalty over an economically disadvantaged student?

We believe this is better than the alternative of not graduating from high school.

- o Doesn't it seem plausible that the absentee rate for affluent students remains high because they are unbothered by simply paying a ticket?

Our data does not support this statement.

- If 70% of the adults in the prison system cannot read and write,

wouldn't that point to more elementary-age interventions which would not be resolved with student truancy tickets?

We added an Elementary Attendance Coordinator position this year, which is staffed by a social worker. She is working to provide support at the elementary level similar to our high school support. However, at the elementary level, a parent is generally ensuring a student gets to school, at the high school level it is the student.

At the elementary level, we look at success as being more related to reading and math test scores as there is not a credit component to courses, and most if not all students progress from grade level.

- If so, why is AASD saying that high school intervention is most important. Our greatest concern is at the high school level because time is running out with this level of student, and the challenges are different. In addition, we feel it is appropriate for an SRO to engage with a high school student, but not an elementary student.

Attending school provides students with emotional support. Associating with peers and interacting with staff members who care about their well-being is an important factor in a student's social and emotional development.

- Dean of Students
- Social Worker
- School Counselor
- Math Interventionist
- Literacy Interventionist
- Coaches
- Club Advisors
- Interpreters
- Paraprofessionals
- Principal
- LMC Specialist
- School Psychologist
- Youth Advocate
- Assistant Principal

In the presentation, we met Stephanie Marta, an Attendance Coordinator in her third year, and were told there is another Attendance Coordinator that is new this year.

- Are attendance-related positions funded with general funding or through grants or pandemic-related funding that is not sustainable?

Our two Attendance Coordinators and our six part-time attendance staff members are all funded with general funding that we control.

- If the funding is not sustainable, are these items in the budget next year? [It is sustainable and yes.](#)
- Are these new positions devoted only to attendance or do staff have multiple responsibilities?

[The two Attendance Coordinators are devoted full-time to attendance. We are the only district in WI that has two full-time social workers focusing on attendance. Our high school and middle school positions are part-time, with the rest of the positions being focused on alternative education.](#)

- What happens during the meetings of the attendance teams?

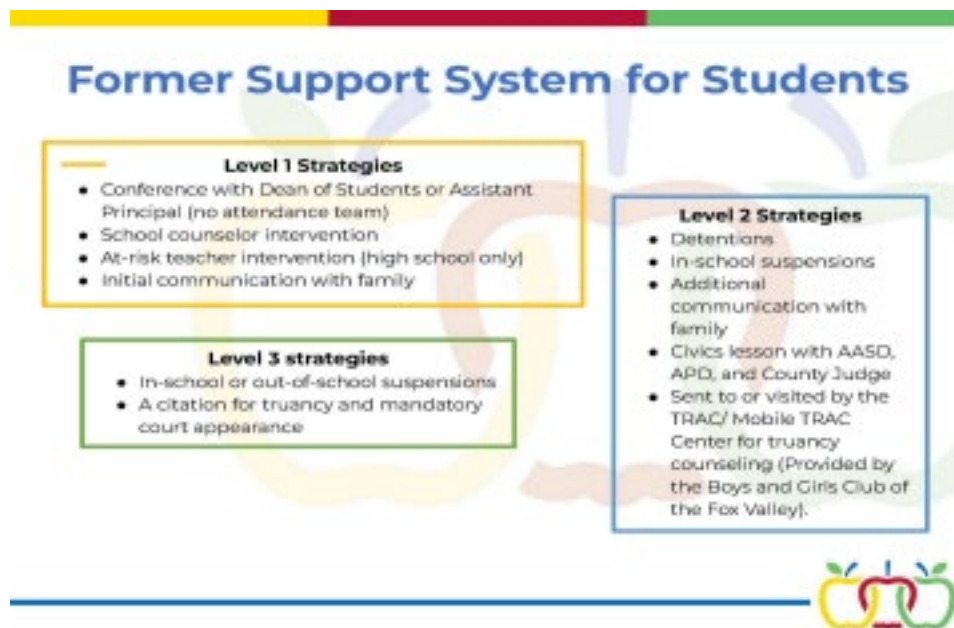
[Attendance Teams at all schools meet weekly or biweekly to review attendance data, identify students who may benefit from additional support, monitor the progress of current attendance plans, and collaboratively problem-solve attendance-related concerns. These teams typically include the attendance coordinator, school administrator, dean, school social worker, school nurse, school counselor, and youth advocate—though team composition may vary slightly depending on the school site.](#)

- What are the recommended ratios for support staff like school psychologists, social workers, and counselors and are what are the current ratios for these positions within AASD?

[We would love to have more support staff working with our students, but we have a \\$10 million budget shortfall this year and are projecting a higher shortfall next year. So, we will not be adding staffing in the foreseeable future. With that being said, we could have 100 social workers at our high schools, but it wouldn't matter if we cannot get a student to come to school to access the support.](#)

[Below are the ratios recommended and our current staffing.](#)

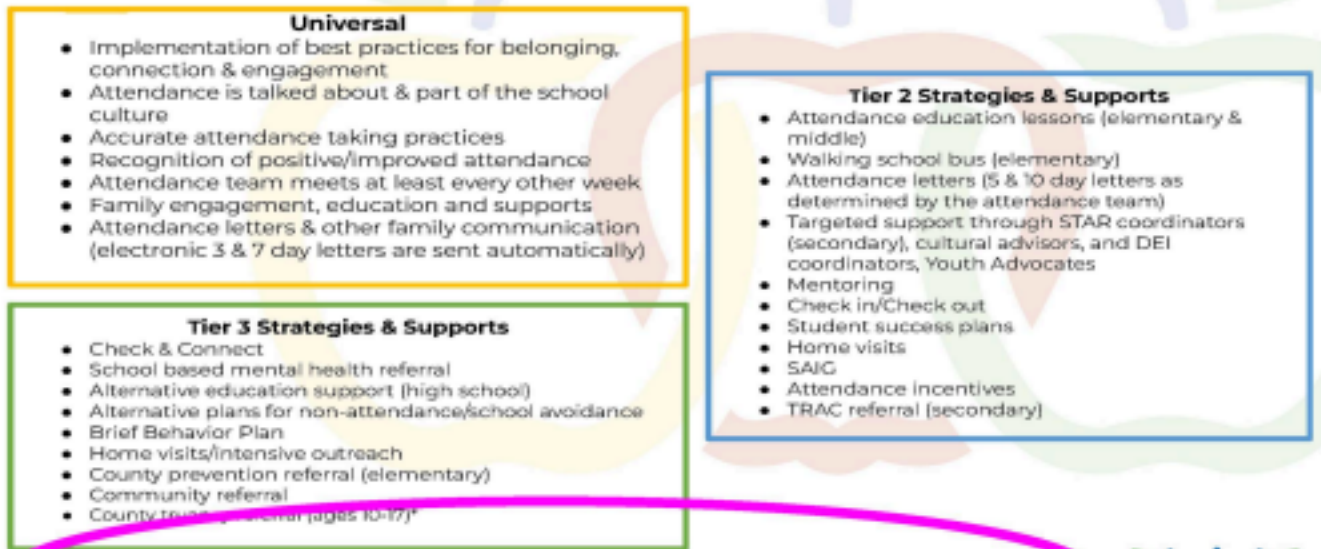
Ratios of Student Service Staff/Student		
Role	Professional Organization Recommended Ratio Students/ Staff	Current AASD Ratio
School Counselor	250/1	419/1
School Psychologist	500-750/1 based on additional data	858/1
School Social Worker	250/1	830/1
Notes: Ratios are calculated using the total student population based on third Friday count		



- Which of these strategies remains?
All “Level 1” supports remain. At “Level 2”, additional communication with the family, Civics lessons (middle only), and TRAC remain. No “Level 3” remain.
- Which of these strategies were discontinued?
Detentions (some), out-of-school suspensions, and the citation.
- Which does AASD plan to reestablish if the ordinance is reinstated?
Just the citation, and perhaps we would expand the Civic lessons to the high school.

Current Support System for Students

Over the past five years, the AASD has continually added support for students who are struggling with consistent attendance. During this time, we have added two full-time Attendance Coordinator Positions and seven part-time positions. Below is our three-tier system of support.



Universal supports (Tier 1) should be larger than Tier 2, and Tier 2 larger than Tier 3.

- Can you explain why this doesn't look like that?
You are correct. We modified the visual for the presentation because the text was too large for our funnel design. Regardless of how the design looks, we do want 80% of our students to be successful through our "Universal" supports, an additional 15% with our "Tier 2" supports, and the final 5% through our "Tier 3".
- Is it because all grade levels are combined?
It is more about the interventions and how best to describe them.
- Can you provide more explanation of these programs and what they do, broken down by grade level, listing the schools where they occur?

4K

- Weekly attendance team meetings
- Families receive an automatic attendance letter when a student reaches 14 days absent
- Home-Visits

- Family Support Plans- social worker meets with the family and develops a plan to address barriers to attendance

K-5

Universal (All Elementary)

- Schools focus on making sure every student feels welcome, connected, and engaged.
- Attendance is a regular topic of discussion and an important part of school culture.
- Teachers take attendance accurately and consistently.
- School Attendance Teams meet at each school weekly or biweekly to review attendance data, identify students who may benefit from additional support, monitor the progress of current attendance plans, and collaboratively problem-solve attendance-related concerns
- Students are recognized for good or improved attendance. This may be done school-wide or by grade level, depending on the need of each school as determined by the attendance team.
- School staff work closely with families to educate about attendance (ie. how to call in your student, health related concerns, etc) and provide support and resources when needed.
- Families receive attendance updates, including automatic electronic notices after 3 and 7 days of absences.

Tier 2 (All Elementary)

All supports are individualized based on the specific needs and barriers of each student/family

- Transportation support, such as a walking school bus
- Families may receive attendance letters after 5 and 10 absences
- Frequent check-ins with a trusted adult
- Mentoring: A positive adult at school meets with students regularly to increase connection to school, set goals, discuss attendance, and support other aspects as needed.
- Social Support Groups facilitated by a support staff team member provide targeted support and skill development on attendance related issues (ie. school anxiety)
- Attendance incentives establish positive attendance habits/patterns by providing gift cards or other rewards for achieved goals.
- Home visits to connect with families who are unable to be reached by phone or email and to provide more personalized support for students who are disengaged or not attending school.

Tier 3 (All Elementary)

- Check & Connect: evidenced-based mentoring program designed to improve school attendance. Mentors receive specific training on this model. There are trained mentors in every school building.
- TRAC (Truancy Reduction & Assessment Center), through the Boys and Girls Club, has been piloted at 2 *elementary schools* this year. We hope to continue to grow this program at the elementary level.
- Additional mental health/social-emotional support in school (LYNC, school-based mental health, individual meetings with school social worker/school counselor/school psychologist).
- Alternate schedules and individualized plans for students who display school avoidance or school refusal.

- School Refusal Support Plan- a collaborative plan created by the school and family to increase success of the student and ensure consistency across environments
- Frequent and scheduled home visits to collaborate with family.
- Wraparound meetings- meetings that bring together all relevant team members including family and outside professionals if needed.
- Early Truancy Intervention Referral- Outagamie county works with a select few elementary level students and families. The goal is to prevent further truancy by providing families with needed support and resources that the school is unable to provide. This is a voluntary program and is only available to a few families per year.

GRADES 6-8

TIER 1 (all four middle schools)

- Middle schools focus on making sure every student feels welcome, connected, and engaged.
- Attendance is a regular topic of discussion and an important part of middle school culture.
- Teachers take attendance accurately and consistently.
- Regular School Attendance Teams meet at each school weekly to review concerns and support students.
- Students are recognized for good or improved attendance.
- We work closely with families to provide education, support, and resources.
- Families receive attendance updates, including automatic electronic notices after 3 and 7 days of absences.

TIER 2 (all four middle schools)

- Families may receive attendance letters after 5 and 10 absences to keep families informed.
- Student Success Advisors, Coordinators, and Youth Advocates provide targeted support.
- Frequent check-ins with a trusted adult help students stay on track.
- Student success plans are created to support better attendance.
- Mentoring: A positive adult at school meets with students regularly to increase connection to school, set goals, discuss attendance, and support other aspects as needed.
- Social Support Groups facilitated by a support staff team member provide additional support.
- Attendance incentives establish positive attendance habits/patterns by providing gift cards for achieved goals.
- Home visits to connect with families who are unable to be reached by phone or email and to provide more personalized support for students who are disengaged or not attending school.
- TRAC (Truancy Reduction & Assessment Center), through the Boys and Girls Club to promote school attendance and academic engagement by supporting youth with attendance challenges through timely, effective assessments and case management (available to middle and high school students).

TIER 3 (all four middle schools)

- Check & Connect: evidenced-based mentoring program designed to improve school attendance. Mentors receive specific training on this model. There are trained mentors in every school building.
- Additional mental health/social-emotional support in school (LYNC, school-based mental health, individual meetings with school social worker/school counselor/school psychologist).
- Alternate schedules and individualized plans for students who display school avoidance or school refusal.
- Frequent and scheduled home visits to collaborate with family.
- Attendance Education Lessons - provided to students (and their families) who have met the threshold for habitual truancy. These lessons are a partnership between AASD, Outagamie County Youth & Family Services, and the Appleton Police Department. The lessons provide information and education to students and families regarding the school district and state policies related to attendance and truancy, barriers to school attendance and how schools can support students and families, and potential outcomes if improvements are not seen with school attendance.
- Wraparound meetings- meetings that bring together all relevant team members including family and outside professionals if needed.
- County truancy referral (ages 10-17) - partnership between school, family, and Youth & Family Services to address barriers to school attendance and provide support that schools do not have available.

GRADES 9-12

TIER 1 (all three high schools)

- High schools focus on making sure every student feels welcome, connected, and engaged.
- Attendance is a regular topic of discussion and an important part of high school culture.
- Teachers take attendance accurately and consistently.
- Regular School Attendance Teams meet at each school weekly to review concerns and support students.
- Students are recognized for good or improved attendance.
- We work closely with families to provide education, support, and resources.
- Families receive attendance updates, including automatic electronic notices after 3 and 7 days of absences.

TIER 2 (all three high schools)

- Families may receive attendance letters after 5 and 10 absences to keep families informed.
- Student Success Advisors, Coordinators, and Youth Advocates provide targeted support.
- Frequent check-ins with a trusted adult help students stay on track.
- Student success plans are created to support better attendance.

- Mentoring: A positive adult at school meets with students regularly to increase connection to school, set goals, discuss attendance, and support other aspects as needed.
- Social Support Groups facilitated by a support staff team member provide additional support.
- Attendance incentives establish positive attendance habits/patterns by providing gift cards for achieved goals.
- Home visits to connect with families who are unable to be reached by phone or email and to provide more personalized support for students who are disengaged or not attending school.
- TRAC (Truancy Reduction & Assessment Center), through the Boys and Girls Club to promote school attendance and academic engagement by supporting youth with attendance challenges through timely, effective assessments and case management (available to middle and high school students).

TIER 3 (all three high schools)

- Check & Connect: evidenced-based mentoring program designed to improve school attendance. Mentors receive specific training on this model. There are trained mentors in every school building.
- Additional mental health/social-emotional support in school (school-based mental health, individual meetings with school social worker/school counselor/school psychologist).
- Alternate schedules and individualized plans for students who display school avoidance or school refusal.
- Alternative education supports.
- Frequent and scheduled home visits to collaborate with family.
- Wraparound meetings- meetings that bring together all relevant team members including family and outside professionals if needed.
- County truancy referral (ages 10-17) - partnership between school, family, and Youth & Family Services to address barriers to school attendance and provide support that schools do not have available.

For example:

o Are all programs focused on improving middle school student attendance offered in the same way at all of the district middle schools?

*see above

o Are all students able to access these programs as soon as the need is identified? o Which have waiting lists and how many students are on each waiting list?

Attendance teams determine the need for interventions, and which intervention is appropriate for students on a case-by-case basis.

Mental health referrals often have a waiting list and are dependent on the program and the time of year. TRAC sometimes has a waiting list, but typically not for long, and the waiting list is typically only 1-2 students at a time

- What data can you provide to show these programs are successful?

2023-2024 school year

Attendance incentives:

SEMESTER 1 2023-2024

- 167 attendance plans tied to incentives were in place during Semester 1
- 115 students met their goal and received their attendance incentive (68.9%)

SEMESTER 2 2023-2024

- 140 attendance plans tied to incentives were in place during Semester 2
- 99 students met their goal and received their attendance incentive (70.7%)

Middle school attendance education lessons:

- 111 students across 4 middle schools participated in Attendance Education Lessons November 2023 through May 2024
- Of those students, 72.97% (81/111) increased their attendance rate since the time of their Attendance Education Lesson.

Check & Connect intervention:

- 58 students participated in the Check & Connect Intervention during the course of the 2023-2024 school year.
- 65.5% (38/58) of those students increased their attendance throughout the course of the intervention

County truancy referrals:

- 118 county truancy referrals completed during the 2023-2024 school year
- 26.3% of students who were referred to the county for truancy increased their overall attendance rate from the time of the

referral (*please note: it takes time for the county to put interventions in place, so outcomes for truancy referrals look different after a long period of time)

- Why are some of the habitually truant students referred to the county and some are not?

Some students who meet the criteria for habitual truancy have only missed 5 class periods unexcused throughout the course of a semester - a referral to the county would not be appropriate in these cases. We implement interventions for students whose truancy is more significant. When a student is not responding to these interventions or is refusing to engage with the school, a referral to the county is then considered.

- What happens when a student is referred to the county?

When a student is referred to the county, a truancy intake meeting is scheduled by the county with an intake worker. The student and family are required to attend the meeting, as well as a staff member from the school district. This typically includes the secondary attendance coordinator, a school administrator or dean of students, and when possible, the student's identified trusted adult at school. The purpose of the truancy intake meeting is to identify the reasons behind the student's truancy, barriers to school attendance, and strategies and supports that can be implemented by the school and/or county to assist the student and the family. Typically, a Deferred Prosecution Agreement is put in place by the county intake worker. This agreement is between the county and the student/family. The intake worker has the option of referring a student to juvenile court, but this option is rarely used, and only in cases where the family refuses to attend an intake meeting and/or is uncooperative with the intake worker.

- Can you provide the data for county referrals broken down by year and grade level since the data we received combines middle school and high school?

2023-2024:

Middle school - 26 students

High school - 92 students

2022-2023:

Middle school - 28 students

High school - 74 students

2021-2022:

Middle school - 35 students

High school - 45 students

What are we asking for from the City of Appleton?

- ★ **An ordinance that would support student success**
- ★ **The ordinance would be used when our three-tiered system of support has not helped a student consistently attend school**
- ★ **The Common Council determines the dispositions that would be which available to the court**
- ★ **Implemented during a 4-semester trial period, followed by a review of impact**



As I understand it, 18-year-olds cannot be ticketed for truancy.

- How does AASD suggest dealing with those students or students nearing the age of 18 if the ordinance were to be reinstated?

The state law requires all students between the ages of 6 and 18 years of age to attend school regularly. Once a student turns 18, school attendance is not required. As a result, an ordinance would not be necessary for these students. High schools provide many opportunities to re-engage these students through alternative education measures, however, some choose not to participate.

- For example, what happens to a student who falls under the label of truant as a 17-year-old who then turns 18

before the end of school?

Until a student turns 18, we would implement our attendance plan as we would a student of any other age.

- Is there any point where a truancy or truancy-related ticket appear on a student's public Circuit Court records?

Tickets for minors are not included in public Circuit Court records.

In the presentation and in interviews, AASD insists that the City of Appleton/Common Council need to determine the dispositions.

- What dispositions does AASD suggest that would prevent the documented harm that occurred under the previous ordinance?

The point we were trying to make, and what we have shared anytime we have been asked, is that we want to work with the City and the County on the dispositions. The most effective is an order from the judge for a student to start attending school. Community service is another disposition that had some success and does not cost the student anything. We didn't want the City to think we were telling them what to do.

- Why did AASD support a written resolution that would simply restore the previous ordinance without including the suggested dispositions or including the trial period?

We didn't feel it was our place to include the dispositions and when working with Bill Seibers on the resolution, he told me to put a draft together, which I did. This is the first resolution I have ever drafted, so didn't know how much detail to include. We simply wanted the resolution to open the door to discussions around the possible citation.

In Chambers, you mentioned that Oshkosh has a teen court

as an example of an option, but that a solution like that takes a lot of resources.

- Appleton does not have a municipal court, so wouldn't the creation of a teen court be done at a county level?

Yes.

- Who would pay for such a program?

We would be willing to contribute to the cost, but the burden would fall primarily on the County.

- What were the costs of the previous Truancy Court and who was responsible for payment?

The AASD provided staff time (assistant principal, dean of students), the city provided staff time (SROs, attorneys), and the County provided staff time (judges, court commissioner).

- Why should the city create a court system to handle only truancy citations if AASD can already refer students who are habitually truant to the juvenile court?

We cannot refer students to the juvenile court. We can refer to the County through "Youth and Family" services, and if they do not get engagement from the student they can refer to juvenile court. Youth and Family Services rarely refer cases to juvenile court for truancy.

Rates of Chronic Absenteeism by State, School Year 2022-23
 Source: ED Data Express (2024), derived from File 195 Chronic Absenteeism School Year 2022-23 ED Facts.



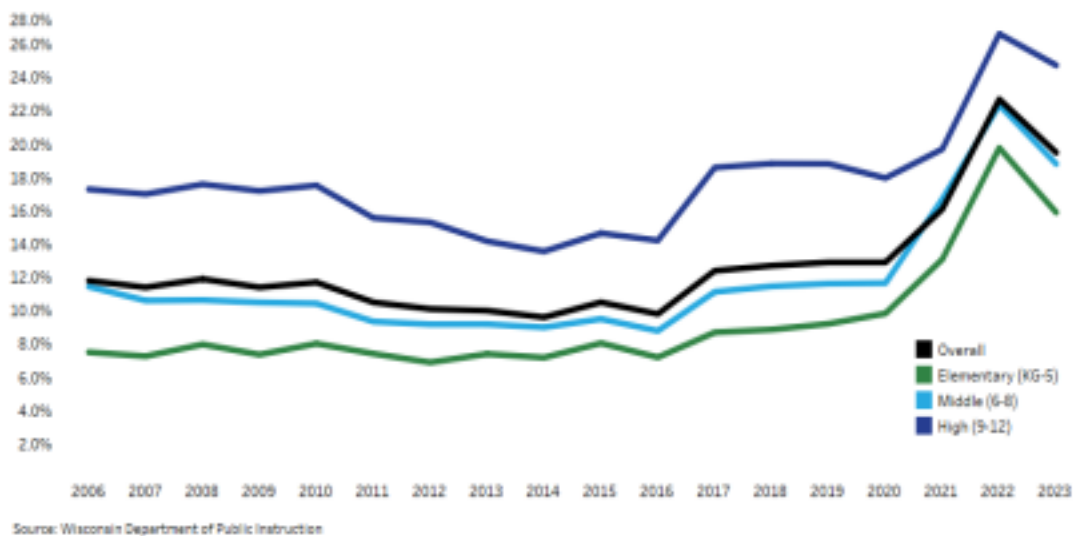
On March 22, 2024, Secretary of Education, Miguel Cardona wrote:

“Though chronic absence derives from multiple, often interconnected factors, research points to student disengagement, lack of access to student and family supports, and student and family health challenges as significant drivers.

These challenges may present differently by school type—for example, high school-age students are more likely to cite competing demands such as staying home to be caregivers to younger siblings or a sick family member or working outside the home to financially support themselves or their families.”

• How does bringing back a truancy ordinance and ticketing address these causes of truancy?

Figure 1: Chronic Absenteeism Remains Furthest Above Pre-Pandemic Norms for Elementary Students
 Rates of chronic absenteeism in Wisconsin by grade level



There certainly are many reasons why students struggle with consistent attendance, as Miguel Cardona states, but we cannot help a student if they do not answer their door, or phone, or mail. We need a way to get a small number of students to engage with us, to take that first step into school to let us help them.

We continue to try different approaches and supports, but all of them require the student to be engaged.

During the presentation, it was stated that Superintendent Hartjes believes AASD is one of the only larger school districts without a truancy ordinance.

In addition, according to recent data, chronic absenteeism is affecting most Wisconsin schools.

- If most larger districts have an ordinance, and appear to have the same issues with post pandemic attendance, why would the ordinance resolve those issues in Appleton?

Because these districts do not have the robust 3-tier support system that we have. We believe this is an additional critical support that other districts are using that is not available to us.

We don't think an ordinance is going to resolve chronic absenteeism, but it will be the difference-maker for some students. Even if it is 5 kids or 10 kids, we believe it is worth it. We struggle to give up on kids, to accept that some students are just not going to come to school.

In 2022-2023, there are school districts in the top 5 rates of Chronic Absenteeism and the bottom 5 rates of chronic absenteeism that do not have local truancy ordinances.

- Given this information,, how would a truancy ordinance/ticketing will improve the rates of chronic absenteeism in AASD?

We are unaware of a district in the state of Wisconsin that does not have a truancy ordinance. In fact, when we talk to other districts they are shocked that we do not have an ordinance.

Part A: Producer Information

1. Business Legal Name (individual name if sole proprietor) McFleshman's Brewing Co., LLC		
2. Business Name or DBA McFleshman's Brewing Co.	3. Agent Name Bobby Fleshman	
4. FEIN [REDACTED]	5. Wisconsin Seller's Permit Number 456-1029314691-02	
6. Wisconsin Producer Permit Number BR-WI-21177	7. Producer Type <input type="checkbox"/> Brewery <input checked="" type="checkbox"/> Winery <input type="checkbox"/> Liquor Manufacturer/Rectifier	
8. Contact Person's First Name Bobby	9. Last Name Fleshman	10. M.I. L
11. Contact Person's Phone [REDACTED]	12. Contact Person's Email bobby@mcfleshmans.com	

Part B: Production Quantity

Note: Check appropriate quantity for permit held (see instructions). If you hold more than one producer permit, check the total aggregate quantity produced for each type of permit. Enter the highest quantity produced in any of the last three calendar years.

Brewery	Manufacturer/Rectifier	Winery
<input type="checkbox"/> Less than 250 barrels	<input type="checkbox"/> Less than 1,500 liters	<input type="checkbox"/> Less than 1,000 gallons
<input checked="" type="checkbox"/> 250 - 2,499 barrels	<input type="checkbox"/> 1,500 - 4,999 liters	<input type="checkbox"/> 1,000 - 4,999 gallons
<input type="checkbox"/> 2,500 - 7,499 barrels	<input type="checkbox"/> 5,000 - 34,999 liters	<input type="checkbox"/> 5,000 - 24,999 gallons
<input type="checkbox"/> 7,500 or more barrels	<input type="checkbox"/> 35,000 or more liters	<input type="checkbox"/> 25,000 or more gallons
Calendar year: 2025	Calendar year:	Calendar year:
Quantity: 852	Quantity:	Quantity:

Complete only ONE of Part C, D or E.

Part C: Request for Full-Service Retail Sales at the Production Premises

1. Start Date	2. Production Premises Address		
3. City	4. State	5. Zip Code	
6. County	7. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: _____		

Part D: Request for Fixed Full-Service Retail Outlet

1. Are you transferring one fixed full-service retail outlet to a new location? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, complete boxes 2 through 9.			
2. Current Outlet Name			
3. Current Outlet Premises Address			
4. City	5. State	6. Zip Code	
7. County	8. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: _____		9. Premises Phone Number

Continued →

Part D: Request for Fixed Full-Service Retail Outlet (Cont.)

New Fixed Retail Outlet Information (complete boxes 10 through 23)

10. Start Date	11. New Outlet Name		
12. New Outlet Premises Address			
13. City	14. State	15. Zip Code	
16. County	17. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village		18. Premises Phone Number
19. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.			
20. Will you operate a restaurant on the premises? <input type="checkbox"/> Yes <input type="checkbox"/> No			
21. What alcohol beverages will be offered for sale? (check all that apply) <input type="checkbox"/> Beer <input type="checkbox"/> Wine <input type="checkbox"/> Intoxicating Liquor (other than wine)			
22. What alcohol beverages does the permittee produce? (check all that apply) <input type="checkbox"/> Beer <input type="checkbox"/> Wine <input type="checkbox"/> Intoxicating Liquor (other than wine)			
23. How will customers be served? (check all that apply) ... <input type="checkbox"/> Samples <input type="checkbox"/> On-premises consumption <input type="checkbox"/> Off-premises consumption			

Part E: Request for Unlimited Transfer Full-Service Retail Outlet

1. Name of Event (if applicable) Downtown Appleton Farm Market		
2. Dates of Operation (attach a schedule, if necessary) Oct 4, 2025	3. Hours of Operation 8:30a - 12:15p	
4. Premises Address 100-116 N Morrison St, Appleton WI 54911		
5. City Appleton	6. State WI	7. Zip Code 54911
8. County Outagamie	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: <u>Appleton</u>	
10. Organizer of Event (if not the named applicant) Appleton Downtown Incorporated	11. Email and/or Phone Number for Organizer of Event <u>jennifer@appletondowntown.org</u>	
12. Organizer Website <u>appletondowntown.org</u>	13. Event Website <u>https://appletondowntown.org/events/downtown-appleton-farm-market/</u>	
14. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. map attached; area will be open tables in the street with shade canopies		
15. On-Site Contact (Last Name, First Name) Bobby Fleshman	16. On-Site Contact Phone [REDACTED]	17. On-Site Contact Email <u>bobby@mcfleshmans.com</u>
18. Will you operate a restaurant on the premises? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
19. What alcohol beverages will be offered for sale? (check all that apply) <input checked="" type="checkbox"/> Beer <input checked="" type="checkbox"/> Wine <input type="checkbox"/> Intoxicating Liquor (other than wine)		
20. What alcohol beverages does the permittee produce? (check all that apply) <input checked="" type="checkbox"/> Beer <input checked="" type="checkbox"/> Wine <input type="checkbox"/> Intoxicating Liquor (other than wine)		
21. How will customers be served? (check all that apply) ... <input checked="" type="checkbox"/> Samples <input checked="" type="checkbox"/> On-premises consumption <input checked="" type="checkbox"/> Off-premises consumption		

Part F: Attestation

Who must sign this application?



- sole proprietor
- general partner of a partnership
- corporate officer
- member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will not operate this location outside of the dates and times approved by the municipality and Division of Alcohol Beverages.
- I will operate this location according to municipal ordinance and restrictions imposed as a condition of receiving this authorization.
- I will purchase alcohol beverages I do not produce from an authorized source, such as a Wisconsin-permitted wholesaler.
- I will operate this location according to Wisconsin law and administrative regulation including but not limited to: underage restrictions, closing hours, licensed operators, and record keeping requirements.

Further, under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the authorization. Further, I agree that the rights and responsibilities conferred by the authorization, if granted, will not be assigned to another individual or entity. I understand that lack of access to any portion of a premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this authorization. I understand that any authorization issued contrary to Wis. Stats. Chapter 125 shall be void under penalty of Wisconsin law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 		Date 8/14/25	
Last Name Fleshman		First Name Bobby	M.I. L
Title owner	Email bobby@mcfleshmans.com		Phone 

Part G: For Municipal Use Only (Complete if Requesting Authorization in Part D or E)

1. Will the municipality limit the scope of alcohol beverages offered for sale? <input type="checkbox"/> Yes <input type="checkbox"/> No		
2. Will the municipality impose any requirements or restrictions for the full-service retail outlet? <input type="checkbox"/> Yes <input type="checkbox"/> No		
3. Describe municipal restrictions indicated in questions 1 or 2 above.		
4. Last Name of Municipal Official		5. First Name
		6. M.I.
7. Signature of Municipal Official		8. Date
9. Date Application was Filed with Clerk 9/4/2025		10. Date Full-Service Retail Outlet Approved by Governing Body

Form AB-105 Instructions

Producer Full-Service Retail Sales Application

Who may apply for full-service retail sales?

Producer permittees may apply for full-service retail sales on or off the production premises. Producer permittees include brewers, rectifiers, manufacturers, and wineries.

Who qualifies for full-service retail sales?

- A brewery that manufactures a minimum of 250 barrels of fermented malt beverages.
- A manufacturer/rectifier that produces a minimum of 1,500 liters of intoxicating liquor.
- A winery that produces a minimum of 1,000 gallons of wine.

What are full-service retail sales?

Permittees that are granted full-service retail sales privileges may:

- Sell fermented malt beverages and intoxicating liquor at retail for on- or off-premises consumption at their production premises and at one or more off-site full-service retail outlets.
- Provide taste samples of fermented malt beverages and intoxicating liquor.

What are full-service retail outlets?

Full-service retail outlets are authorized locations for full-service retail sales at places other than the permittee's production premises.

What is the difference between a fixed and unlimited transfer full-service retail outlet?

Fixed full-service retail outlets may be transferred from one location to another once per year. Unlimited transfer full-service retail outlets may be transferred an unlimited number of times in a year. Only one of a producer's full-service retail outlets may be transferred without limitation on frequency.

How many full-service retail outlets may I have?

The number of full-service retail outlets a producer qualifies for is determined by alcohol beverage production volume. Producers may have a maximum of three full-service outlets, regardless of the number or type of producer permits they hold.

Who approves full-service retail sales?

Full-service retail sales on the production premises need only be approved by the Division of Alcohol Beverages. Municipalities do not issue licenses for full-service retail sales outlets; however, municipalities must approve of the outlets. The applicant must forward the municipal approval to the Division of Alcohol Beverages for final granting of the authority for sales to commence on the premises.

Can a municipality limit authorized sales at a full-service retail outlet?

Yes, a municipality can limit authorized sales at a full-service retail outlet. Municipalities may limit the scope of alcohol beverages offered for sale by the permittee. Municipal approval of a full-service retail outlet must be based on the same standards and criteria, established by ordinance, for the evaluation and approval of retail licenses. A municipality may not impose any requirement or restriction in connection with the approval that the municipality does not impose on retail licensees.

How do I fill out Form AB-105 and begin the application process?

Authorizations requested on Form AB-105 must be applied for only one premises in one municipality at a time. To request multiple authorizations, submit a separate Form AB-105 for each location/premises.

Parts A, B, and F: Applicants must complete Parts A, B, and F.

Parts C, D, and E: Complete only one Part. Form AB-105 must be used to request only one authorization at a time.

Example: A producer applicant requesting full-service retail sales authorization on the production premises should complete Parts A, B, C, and F.

Example: A producer applicant requesting a fixed full-service retail outlet should complete Parts A, B, D, and F.

Example: A producer applicant requesting an unlimited transfer full-service retail outlet should complete Parts A, B, E, and F. Producer applicants requesting authorization in Part E must complete one Form AB-105 for each premises. Applicants may use the same Form AB-105 to request authorization for multiple dates and times occurring on the same premises.

Municipal approval is required for authorizations requested in Parts D and E. If a producer is applying for authorization in either of these sections, the completed application must first be submitted to the governing municipality.

After the municipality has granted approval by completing Part G, the applicant should submit AB-105 to the Division of Alcohol Beverages for final approval. If the applicant is only requesting authorization in Part C, the application does not require municipal approval and may be submitted directly to the Division of Alcohol Beverages.

Specific Instructions:

Part A: Producer Information

- Box 1: Enter the legal business name.
- Box 2: Enter the trade name or “doing business as” name, if different than the name in box 1.
- Box 3: Enter the name of the approved agent appointed for your producer permit.
- Box 4: Enter Federal Employer Identification Number (FEIN).
- Box 5: Enter Wisconsin seller’s permit number.
- Box 6: Enter the 15-digit Wisconsin Tax Account Number of the permit that these authorizations should be associated with.
- Box 7: Check the corresponding producer permit type.
- Box 8-10: Enter contact person’s name.
- Box 11: Enter contact person’s phone number.
- Box 12: Enter contact person’s email address.

Part B: Production Quantity

- Check the highest cumulative total of alcohol beverages produced in any one of the three preceding calendar years for each specific permit type held.
 - Do not include alcohol beverages produced under a contract production agreement.
- Enter the calendar year in which the highest cumulative total of alcohol beverages produced was met.
- Enter the exact quantity of alcohol beverages produced.
- If an applicant holds more than one type of permit or multiple permits of the same type, the aggregate number of full-service retail outlets that may be established is the maximum number authorized under their permit type, but not exceeding three full-service retail outlets.
 - Under these circumstances, each authorized full-service retail outlet shall serve as the full-service retail outlet associated with each applicable permit, regardless of whether permittee would otherwise be entitled to fewer full-service retail outlets when calculated under their other permit(s).

Part C: Request for Full-Service Retail Sales at the Production Premises

- Authorization under this portion does not require municipal approval. If the applicant is not seeking other retail authorizations on this form, it can be submitted directly to the Division of Alcohol Beverages.
- Box 1: Enter the date that you would like to begin full-service retail sales.
- Box 2-5: List the premises address for the permit identified in Part A, boxes 5 and 6.
- Box 6: Name the county where the production premises is located.
- Box 7: Name the governing municipality where the production premises is located.

Part D: Request for Fixed Full-Service Retail Outlet

- Authorization under this section must be approved by the municipality in which the retail outlet is located prior to submitting to the Division of Alcohol Beverages for final approval.
- Box 1: Check yes if you are applying to transfer a fixed full-service outlet from one location to another. Fixed Full-Service Retail Outlets may be transferred from place-to-place once per year with approval of the municipality that governs the new location.
- Boxes 2-9: Complete these boxes if you checked yes in box 1 to describe the current premises you are applying to transfer.

- Box 10: Enter the date that you would like to open the full-service retail outlet for business.
- Boxes 11-18: Complete these boxes to describe the location of your new premises.
- Box 19: Describe the premises in detail. Include outdoor spaces if the municipality allows it. Attach a floor plan if possible.

Example: The premises is located at 1234 Main St., Realtown, WI 12345 and includes only the first-floor bar room, dining room, kitchen, north storage room, and south office of the 5,000-square-foot building.

- Box 20: Producers may operate a restaurant on the premises of a full-service retail outlet with municipal and division approval.
- Box 21: Check all types of alcohol beverages that will be offered for sale at the full-service retail outlet, including beverages made by the producer or producer group.
- Box 22: Check all the alcohol beverages that are made by the producer under all their permits.
- Box 23: Check all types of service that apply to this full-service retail outlet.
 - Samples mean 3 oz. of beer, 3 oz. of wine, or 0.5 oz. of liquor provided free of charge to an individual.
 - On-premises consumption means alcohol beverages served by the glass to be consumed by the customer at the premises identified in Box 18.
 - Off-premises consumption means alcohol beverages sold in original, unopened containers for customers to consume away from the premises identified in Box 18.

Part E: Request for Unlimited Transfer Full-Service Retail Outlet

- Authorizations under Part E must be for dates of operation where the unlimited transfer location will be located at the same premises in the same municipality. You must use a new Form AB-105 to request authorization for each separate premises, regardless of whether the separate premises are in the same municipality.
- Box 1: If you are requesting authorization to initiate or move your unlimited transfer outlet to a specific event like a farmer's market, festival, or other community event, name it here.
- Box 2: List the requested dates of operation. Attach a schedule or calendar of events, if necessary.
- Box 3: List the requested hours of operation. If no hours are listed, the approving municipality and the Division will assume you are seeking authorization to operate during all hours allowed under Chapter 125, Wis. Stats.
- Box 4-9: Identify the premises address.
- Box 10-13: If you are requesting authorization to move your unlimited transfer outlet to a specific event, provide contact information for the event organizer, if not the named applicant.
- Box 14: Describe the premises in detail. Include outdoor spaces if the municipality allows it. Attach a floor plan if possible.

Example: The premises is located at 1234 Main St., Realtown, WI, 12345, and includes only the first-floor bar room, dining room, kitchen, north storage room, and south office of the 5,000 square foot building.

Example: The premises is the 1,000-square-foot tent within the southwest corner of the parking lot located at XYZ Church at 3456 Main St., Realtown, WI, 12345. All sales and storage of alcohol beverages and records will occur within the 1,000-square-foot tent in the southwest corner of the parking lot.

Example: The premises is located at PDQ Park (7890 Main St., Realtown, WI, 12345). A 5,000-square-foot tent will be constructed in the northeast corner of the park bordering the tree line and northern fence. All alcohol beverage sales and consumption will occur at this tent. Premises includes the adjacent north park office and the space between the tent and the office. Alcohol beverages and records will be securely stored in the north park office for the duration of the event.

- Box 15-17: Provide the name and contact information for a person who will be in control of the premises for the duration of the requested time.
- Box 18: Producers may operate a restaurant on the premises of a full-service retail outlet with municipal and Division of Alcohol Beverages approval.
- Box 19: Check all types of alcohol beverages that will be offered for sale at the full-service retail outlet, including beverages made by the producer under all their permits.
- Box 20: Check all the alcohol beverages that are made by the producer under all their permits.
- Box 21: Check all the types of service that apply to this full-service retail outlet.
 - Samples mean 3 oz. of beer, 3 oz. of wine, or 0.5 oz. of liquor provided free of charge to an individual.
 - On-premises consumption means alcohol beverages served by the glass to be consumed by the customer at the premises identified in Box 14.

- Off-premises consumption means alcohol beverages sold in original, unopened containers for customers to consume away from the premises identified in Box 14.

Part F: Attestation

- Read the attestation carefully, then sign and date.

Part G: For Municipal Use Only

- Box 1: Check yes or no to indicate if the municipality will limit the scope of alcohol beverages offered for sale at this full-service retail outlet.
- Box 2: Check yes or no to indicate if the municipality will impose other requirements or restrictions on the full-service retail outlet.
- Box 3: Describe any limitations the municipality has placed on the full-service retail outlet as indicated in questions 1 or 2. Some limitations may be: parking, zoning, or noise ordinance restrictions; not allowing sales of alcohol beverages for off-premises consumption.
- Box 4-10: The municipal official completing this part should fill in the information requested.

Completion and Submission of Form AB-105

- The producer applicant should complete Parts A, B, and F completely, and either Part C, D, or E, depending on the type of authorization requested.
- If requesting only a Part C authorization, the application can be submitted directly to the Division of Alcohol Beverages. No municipal approval is required for Part C authorizations.
- If requesting a Part D or E authorization, provide the application to the municipality where the proposed full-service retail outlet will be located.
 - The municipality should complete Part G and return it to the producer applicant.
 - The producer applicant should provide the completed AB-105 to the Division of Alcohol Beverages for final approval.
- Sales of alcohol beverages at full-service retail outlets may not commence until the Division of Alcohol Beverages has provided final approval by way of issuing a printed authorization to the applicant to be posted at the retail premises identified in this application.

After Form AB-105 is completed by the producer and approved by the municipality in Part G, submit the form to the Division of Alcohol Beverages for final approval in one of two ways:

- Email: DORAlcoholPermits@wisconsin.gov

- Mail the form to the following address:

Wisconsin Department of Revenue
Division of Alcohol Beverages
P.O. Box 8934
Madison, WI 53708-8934

Assistance

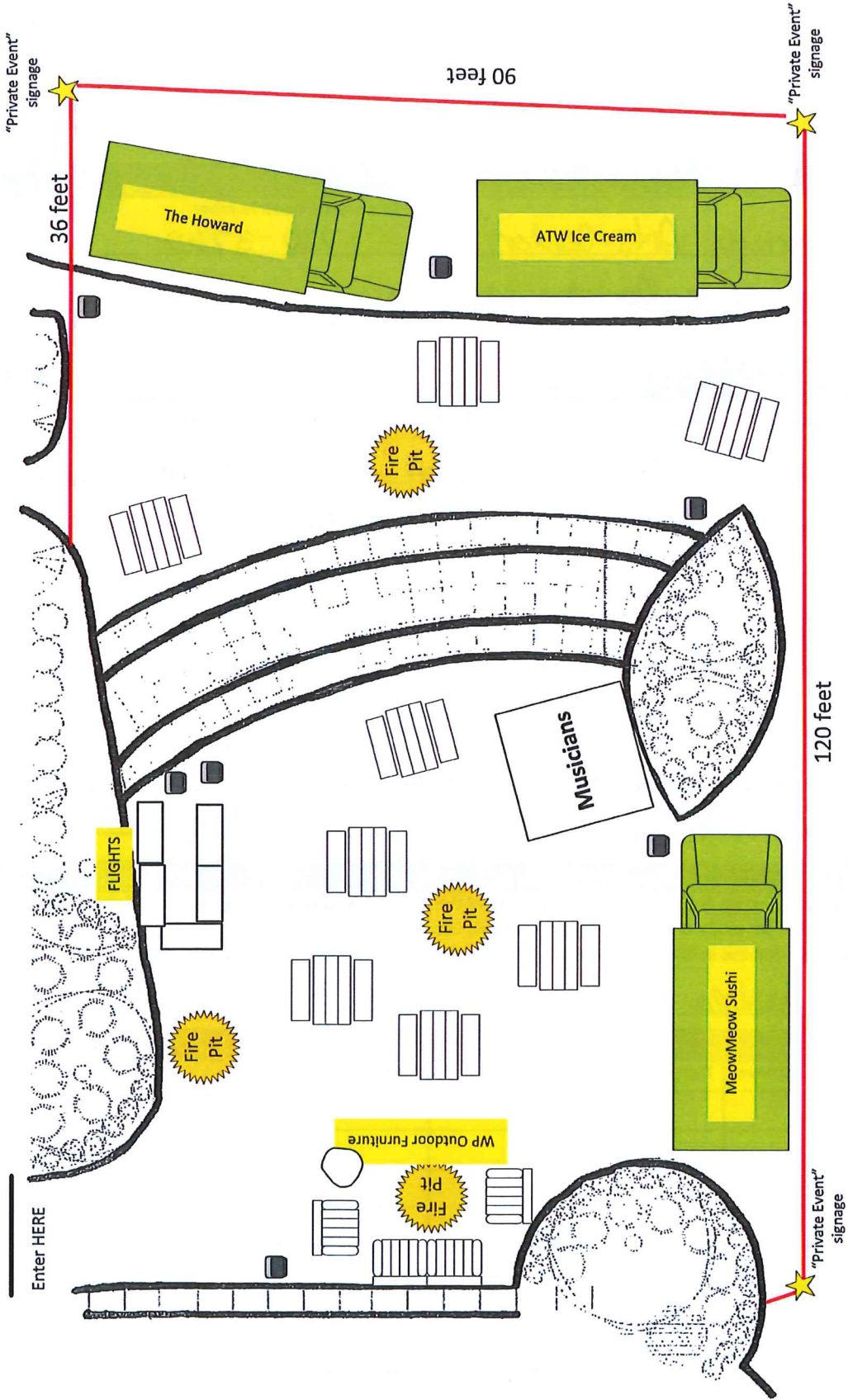
This form is designed by the Department of Revenue. If you require assistance with this form, consider reaching out to the Division of Alcohol Beverages for assistance with submission of this application and associated forms.

If you have questions about alcohol beverage laws and regulations, you may contact the Division of Alcohol Beverages using the contact information below.

Website: [DOR Alcohol Beverage \(wi.gov\)](http://DORAlcoholBeverage.wi.gov)

Write: DORAlcohol@wisconsin.gov

Call: (608) 266-2526



a la CARTE
Thrivent Plaza
10-3-2025

Division Street

Washington Street

90 feet

36 feet

120 feet

"Private Event" signage

"Private Event" signage

"Private Event" signage

FLIGHTS

Musicians

MeowMeow Sushi

Fire Pit

Fire Pit

Fire Pit

WP Outdoor Furniture

Enter HERE

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 per event + \$7 (applicant background investigation fee)

Application Date: 08/13/2025

Town Village City of Appleton

County of OUTAGAMIE

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10/2/2025 and ending 10/2/2025 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name APPLETON DOWNTOWN, INC.

(b) Address 333 W. COLLEGE AVE. SUITE 100, APPLETON, WI 54911
(Street) Town Village City

(c) Date organized 4/2/1993

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President STEVE LONSWAY, 1004 S. OLDE ONEIDA ST., APPLETON, WI 54915

Vice President KOLBY KNUTH, 901 S. LAWE ST., APPLETON, WI 54915

Secretary STEPHANIE LOWNY, 425 BETTER WAY, APPLETON, WI 54915

Treasurer TOM KLISTER, 229 E. WASHINGTON ST., APPLETON, WI 54911

(g) Name and address of manager or person in charge of affair: JENNIFER STEPHANY

(g)1. Date of Birth: _____ (g)2. Drivers License #: _____ (g)3. Email _____ Phone _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 333 W. COLLEGE AVE., SUITE 100 & THE BUSINESS ADDRESSES ATTACHED - first floor storefront for

(b) Lot _____ Block each additional

(c) Do premises occupy all or part of building? YES address

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: FIRST FLOOR OFFICE, INSIDE THE HILTON APPLETON PAPER VALLEY HOTEL and the first floor storefront for each additional address attached to this form.

3. Name of Event

(a) List name of the event SHOP, SIP & STROLL WINE WALK

(b) Dates of event 10/2/2025

(c) Time(s) of event 4:00 PM - 9:00 PM

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Jennifer Stephany 8/13/2025
(Signature / Date)

Appleton Downtown Inc.
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Committee _____

Date Granted _____

License No. _____

COA Dept. Approval: Police _____ Fire _____ Health _____

Wine Walk - 2025

Business Name	Address	Contact Name	Email	Phone
<i>Olive & Rose Boutique</i>	121 E College Ave. Appleton, WI 54911	<i>Pamela Goel</i>		
<i>Cedar Harbor</i>	611 N Morrison St. Appleton, WI 54911	<i>Lisa Gavronski</i>		
<i>Tardigrade's Bookshelf</i>	501 N Richmond St. Appleton, WI 54911	<i>Katherine Freund</i>		
<i>POLLEN</i>	103 E College Ave. Appleton, WI 54911	<i>Marissa Knuth</i>		
<i>Beatnik Betty's</i>	214 E College Ave. Appleton, WI 54911	<i>Monika Austin</i>		
<i>Sugar Rushlow Boutique</i>	129 E College Ave. Appleton, WI 54911	<i>Nicole Rocheleau</i>		
<i>Lillians of Appleton</i>	115 E College Ave. Appleton, WI 54911	<i>Kara Manuel</i>		
<i>Chandeller Boutique</i>	512 W College Ave. Appleton, WI 54911	<i>Tina Plummer</i>		
<i>Eco Candle Co.</i>	123 E College Ave. Appleton, WI 54911	<i>Shelly Nystrom</i>		
<i>Ana's Sewing Studio</i>	1230 W College Ave. Appleton, WI 54914	<i>Janel Bedor Griffiths</i>		
<i>Blue Moon Emporium</i>	227 E College Ave. Appleton, WI 54911	<i>Jennifer Nowak</i>		
<i>Vintage Garden</i>	119 E College Ave. Appleton, WI 54911	<i>Toni Wates</i>		

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 per event + \$7 (applicant background investigation fee)

Application Date: 7/25/25

Town Village City of Appleton

County of Outagamie

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10/17/25 and ending 10/18/25 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- Bona fide Club
- Church
- Lodge/Society
- Veteran's Organization
- Fair Association or Agricultural Society
- Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Appleton Ice, Inc

(b) Address 1717 E. Witzke Blvd
(Street) Town Village City

(c) Date organized 7/25/25

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Paul Kundinger N3192 Trails End Ct. Hortonville WI 54944

Vice President Mike Hasler 1776 N. CASALOMA Dr. 54913

Secretary Tamara Rozmanynowski W6453 Lynchburg Dr. Greenville WI 54952

Treasurer Natalie Kotala 620 E Carrington Ln 54913

(g) Name and address of manager or person in charge of affair: Sarah Fenwick 724 W. Verbrick St. 54915

(g)1. Date of Birth _____

(g)2. Drivers License #. _____

(g)3. Email _____

Phone _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1717 E. Witzke Blvd. - Memorial Park

(b) Lot Appleton Family Ice Center Block X

(c) Do premises occupy all or part of building? all

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Drop the Buck 2

(b) Dates of event 10/17/25 - 10/18/25

(c) Time(s) of event 10/17/25: 4pm - 8pm; 10/18/25: 10am - 9pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] 7/25/25
(Signature / Date)

Appleton Ice, Inc
(Name of Organization)

Date Filed with Clerk 8/5/25

Date Reported to Committee _____

Date Granted _____

License No. _____

COA Dept. Approval: Police _____ Fire _____ Health _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 per event + \$7 (applicant background investigation fee)

Application Date: 04/21/2025

Town Village City of Appleton

County of Outagamie

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10/17/2025 and ending 10/17/2025 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Faith Lutheran Church

(b) Address 601 E. Glendale Avenue, Appleton, WI

(Street)

Town Village City

(c) Date organized 02/01/1949

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Jodie Larsen

Vice President David Kuplic

Secretary Phyllis Klee

Treasurer David Krueger

(g) Name and address of manager or person in charge of affair: Susan Ellefson

(g)1. Date of Birth. _____

(g)2. Drivers License #: _____

(g)3. Email. _____

Phone _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 3100 E Evergreen Dr, Appleton, WI

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? all

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Comedy for a Cause

(b) Dates of event 10/17/2025

(c) Time(s) of event 6 pm - 9 pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

[Signature]
(Signature / Date)

Faith Lutheran Church

(Name of Organization)

Date Filed with Clerk 6/9/25 paid 7/21/25

Date Granted _____

Date Reported to Committee _____

License No. _____

COA Dept. Approval: Police _____ Fire _____ Health _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

6-1-25

FEE \$ 10 per event + \$7 (applicant background investigation fee)

Application Date: ~~06-01-2025~~

Town Village City of Appleton

County of Outagamie

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10-25-25 and ending 10-25-25 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Sacred Heart Church

(b) Address 222 E. Fremont St. Appleton, Wi. 54915
(Street) Town Village City

(c) Date organized 1898

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President _____

Vice President _____

Secretary NA

Treasurer _____

(g) Name and address of manager or person in charge of affair: DAVE ERICKSON 16060 Dahlia Dr. Appleton, Wi. 54915

(g)1. Date of Birth: _____ (g)2. Drivers License # _____ (g)3. Email _____ Phone: _____

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 222 E. Fremont St. Appleton, Wi. 54915

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Yes - All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Chili Dinner

(b) Dates of event 10-25-25

(c) Time(s) of event 4:30 - 7:30

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Dave Erickson 6-1-25 Sacred Heart Church
(Signature / Date) (Name of Organization)

Date Filed with Clerk 6-2-2025

Date Reported to Committee _____

Date Granted _____

License No. _____

COA Dept. Approval: Police _____ Fire _____ Health _____