

PLEASE POST



SCHOOL DISTRICT OF SHOREWOOD
Shorewood, Wisconsin
May 26, 2026 AGENDA

SCHOOL BOARD MEETING
6:00 PM
Shorewood High School Library Media Center (LMC)
1701 East Capitol Drive
Shorewood, WI 53211

Parking is available in the Shorewood High School lot; please enter through the Administration Building doors and take the stairs up to the second floor. *An elevator is accessible near the east stairs.*

Participants may also access the Board Meeting on Zoom:

Join Zoom:

<https://us02web.zoom.us/j/81599627722>

Meeting ID: 815 9962 7722

One tap mobile

+16468769923,,81599627722# US (New York)

+13017158592,,81599627722# US (Washington DC)

Dial by your location

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 815 9962 7722

Find your local number: <https://us02web.zoom.us/u/kdeePLnyIh>

Parameters for Public Comment

The Board welcomes public comments. Public comments are limited to three minutes per person. Per Wisconsin's open meeting law and guidance issued by Wisconsin's Attorney General, we cannot engage in substantive discussions or act on items not on the agenda; however, we will follow up with speakers after the

meeting or add items to a future Board agenda for purposes of addressing the matter. Further, we do not permit discussion of pupils, current or former staff, or job candidates. The Board is also reachable by email at schoolboard@shorewood.k12.wi.us.

This meeting notice was posted on May 22, 2026.

I. 6 pm CALL TO ORDER

A. Adopt the Agenda (GC2)

B. Overarching Result for Shorewood School District (R1)

Our students are leaders who challenge themselves to grow and achieve academically, pursue their passions, navigate change, learn continuously and contribute to the common good.

C. Awards and Recognitions

II. 6:05 pm STUDENT ACHIEVEMENT AND RESULTS (R1)

Shorewood Intermediate School

III. 6:15 pm PUBLIC COMMENT #1 (GC3)

Initiate and maintain effective communication with the citizens and other important stakeholder groups as a means to engage them in the work of the Board and the District.

IV. 6:30 pm SUPERINTENDENT'S REPORT

3

V. 6:40 pm SUPERINTENDENT'S CONSENT AGENDA

A. Approval of District Staffing Changes: Appointments, Resignations, Retirements & Leave of Absence Requests

6

B. Approval of Monthly Financials (April 2026)

8

VI. 6:45 pm STUDENT BOARD REPRESENTATIVE REPORT

VII. 6:50 pm BOARD BUSINESS AND POSSIBLE BOARD ACTION

A. Approval of 2026-2027 Board Meeting Schedule Revision (2026 Annual Meeting Date)

B. Review of Preliminary 2026-2027 Operating Budget

C. May 19 Board Workshop Follow Up Discussion

16

VIII. 7:30 pm BOARD CONSENT AGENDA (GC2)

A. Approval of Board Meeting Minutes

May 12, 2026 Regular Board Meeting

May 19, 2026 Board Workshop

28

B. Approval of Children's Service Society Agreement for School-Based Mental Health Services

31

C. Approval of SHS Orchestra Trip to Spain (March 2027)

32

D. Approval of WIAA Senior High School Membership Renewal

60

IX. 7:35 pm PUBLIC COMMENT #2 (GC3)

Initiate and maintain effective communication with the citizens and other important stakeholder groups as a means to engage them in the work of the Board and the District.

X. 7:45 pm BOARD MEMBER REPORTS

XI. 7:55 pm REVIEW OF 'TO DO' AND FUTURE AGENDA ITEMS

XII. 8:00 pm RECESS AND DEBRIEF



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: Superintendent's Report

Date: May 26, 2026

Prepared by: Laurie Burgos, Superintendent

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by School Board
- Presentation/action next meeting

Purpose:

To summarize school and District topics, discuss strategic priorities, and provide follow up on items from prior Board meetings.

Updates on Long-Term Financial Planning and Budget Development

School districts and education leaders around the state were disappointed that the bipartisan agreement to direct surplus funds towards schools and property tax relief was not successful. Though any increase in funding for special education reimbursement and per pupil aid would have been very welcome, this measure would not have resolved any of the core funding challenges that continue to push districts toward referendum support and program reductions that represent very hard choices for communities.

With that in mind, I attended school staff meetings last week to discuss the April 28 Task Force Report and next steps in our long-term planning process. I want to extend my thanks to all of the staff who were able to attend these sessions to ask questions, and to those who participated on the Task Force for supporting building-level conversations. Transparency about this work and the difficult conversations it requires is absolutely critical, and I will continue to update staff through internal communications and meetings.

Since our April 28 presentation of the Task Force on Long-Term Sustainability Report, we have also prioritized community engagement, and more than 150 parents, staff, and community

members attended the May 18 Task Force Community Information and Input Session. In addition to a Board Workshop on May 5 to discuss the Board decision-making process, a Board workshop on May 19 provided a needed opportunity to discuss the information gathered from the community session, and Board members will discuss the status of their work, and additional opportunities for staff and community engagement, at upcoming Board meetings.

Again, transparency is essential. We have posted meeting information on the District website and will continue to communicate through our newsletters and other media about this work; we also appreciate the help of residents to share Task Force information with friends and neighbors who do not have students enrolled in the District.

Following Board discussion about the 2026-2027 Preliminary Budget, the District will make needed revisions, and present this for approval at the Board meeting on June 9 (as required by Wisconsin statutes).

District and School Updates

Thanks to the financial support of long-time donors and community organizations, more than 40 Shorewood High School students received awards and scholarships acknowledging achievement in academics, athletics, and the arts, and community service, at this year's Awards & Scholarships Celebration on May 20. Other scholarships provide support to students who plan to pursue specific fields of study in the higher education institution of their choice. The SHS National Honor Society Induction Ceremony was also held last week, and 49 students qualified for this recognition.

Along with year-end celebrations at Shorewood High School, students at our elementary schools and at Shorewood Intermediate School began preparing for the 2026-2027 school year. Over the past few weeks, 6th grade students at both elementary schools made Passages presentations to their teachers, families, and school guests, and they visited SIS for lunch and classroom activities; 8th grade students toured the High School campus with current students and counselors, as well.

I am pleased to share that the District has appointed Liberty Wieseman as Athletics & Activities Director. Ms. Wieseman will start on June 8, and work closely with Tim Kenney to plan meetings with our athletics boosters, coaches, and co-op team partners, and we will schedule time for her to meet with District staff and families after she completes the initial onboarding process.

I also want to provide an update on our plans to contract with a community-based Artistic and Drama Director for 2026-2027 Shorewood Drama season. Having a contractor for the upcoming year will ensure that Shorewood High School has the professional and technical theater resources needed to launch and sustain the 2026-2027 production schedule while we continue to evaluate student participation work with students, parents, and community members to identify the best path forward in terms of staffing for 2027-2028 and beyond.

We have developed a Request for Proposals document that outlines our needs and expectations, which has been posted on WECAN, and shared with staff and community members, and we look forward to reviewing submissions in the coming weeks.

Finally, I want to share some information regarding the District's delayed enrollment policy and the process for responding to family requests to delay enrollment in both 4K and 5K. As discussed at prior meetings, we have seen an increased number of requests from families to delay enrollment based on birthdate as well as other issues. Over the past several weeks, Kate Harder, Director of Special Education and Students Services, and I met with our four- and five-year-old kindergarten faculty, elementary school principals, and staff who work in the Bright Beginnings program, which is offered by the Shorewood Recreation & Community Services department.

Following these discussions, we have established a birthdate range for families in which we will allow parent/caregiver discretion regarding enrollment. While no dates will be perfect, this provides flexibility for students with late summer birthdays. Beyond this, requests for delayed enrollment should be based on student needs and we will review them on a case-by-case basis. We appreciate the feedback we heard from families about this topic and will be working to communicate our procedures to area childcare providers.



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: Staff Resignations

Date: May 26, 2026

Prepared by: Carrie Wettstein

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by committee
- Discussion/action by Board of Education
- Presentation/action next meeting

Recommendation(s): Approval

Purpose: Resignation

Background:

Grant Doty, Math Teacher at Shorewood Intermediate School, has submitted a resignation, effective June 11, 2026.



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: Staff Appointments

Date: May 26, 2026

Prepared by: Carrie Wettstein

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by committee
- Discussion/action by Board of Education
- Presentation/action next meeting

Recommendation(s): Approval

Purpose: Appointment

Background:

Katelyn Nawrot will join the District in the position of School Counselor, and will work at Atwater Elementary School in the 2026-2027 school year.



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: Monthly Financial Reports

Date: May 26, 2026

Prepared by: Heather Heaviland

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by board of education
- Presentation/action next meeting

Purpose: Financial reports are provided to the Board monthly to assist with monitoring of financial condition and compliance with the adopted budget.

April 2026 Statements

April 2026 financial statements reflect activities and financial changes for the first ten months of the 2025-2026 fiscal year (FY26):

- Revenue and Expenses
 - Revenues and expenses in the District’s general operating funds (10/27) are largely in line with historical trends and expectations. The financial dashboard attached provides additional narrative on revenue and expense trends.
 - Revenue from interest income and student fees is projected to exceed expectations, which for budgeting purposes are typically set conservatively given the uncertainty in this revenue stream. Student fee revenue increases are offset by increases in expenses.
 - Expenses are so far lower than expected for vehicle purchases and equipment. We do anticipate executing the vehicle and equipment purchases approved in this year’s budget later in the year. We will also allocate our vehicle depreciation to a designated fund balance account at the end of the year.
 - Expenses are also trending low for the District’s contribution to employee’s health insurance deductibles. These will also be allocated to a designated fund balance account for health care expenses at the end of the year.

- The District budgeted in anticipation of a narrow margin of revenue over expenses in food service and is currently tracking to be very close to break even.
- Balance Sheet
 - Changes to the balance sheet are in line with expectations.

Attachments:

- Financial Dashboard 2026-04
- Cash Receipts 2026-04
- Budget Status 2026-04
- Check Register 2026-04
- Balance Sheet 2026-04

Additional Information

Understanding Account Numbers: Account numbers are shown on several of the monthly reports. A complete description of account codes and how they are used can be obtained from the Business Office or Department of Public Instruction / School Financial Services website. The following is provided to assist with reading the provided monthly reports.

Fund - the 1st two digits are a designation of an accounting entity. The accounting entity is assigned by the DPI to ensure compliance with various statutory requirements related to the type of financial transactions reported. The common funds are:

- 10 General Fund is for recording any transaction not required to be recorded in another fund. This fund accounts for about 75% of total financial transactions.
- 21 Special Revenue Trust Fund is used to record transactions financed with non-governmental donations or other receipts designated for a specific educational purpose. Examples include support from PTO's, booster clubs, SEED and so forth.
- 27 The Special Education Fund is considered a sub-fund to the General Fund and is used to segregate financial transactions related to extraordinary costs for meeting the needs of students identified as requiring an Individualized Education Plan.
- 38 & 39 These funds are used to record property taxes levied for the purpose of repayment of long-term debt and the corresponding transactions for the principal and interest payments.
- 41 & 46 Capital Projects funds are used to fund building improvements. Revenue for Fund 41 comes from the property tax levy and for Fund 46, from an inter-fund transfer.

- 50 The fund is used to segregate financial transactions related to operating the school food service program. A deficit, if any, in this fund is covered with a transfer from the General Fund.
- 80 Financial transactions related to operating the Fitness Center , Recreation Programs or other community oriented activities are recorded in the Community Services Fund.

Type - accounts codes have the following account types:

- A Asset
- L Liability
- Q Equity
- E Expense
- R Revenue



Shorewood School District

Monthly Financial Report

Fiscal Year 2026 Revenue and Expenditure Activity Through April

FISCAL YEAR 2026 REVENUE AND EXPENDITURE SUMMARY THROUGH APRIL

1. CURRENT YEAR-TO-DATE ACTUALS COMPARED TO THE PREVIOUS YEAR

COMPARED TO THE SAME PERIOD, TOTAL REVENUES ARE

\$740,687

HIGHER THAN THE PREVIOUS YEAR

COMPARED TO THE SAME PERIOD, TOTAL EXPENDITURES ARE

\$71,791

LOWER THAN THE PREVIOUS YEAR

COMPARED TO THE SAME PERIOD, THE FUND BALANCE IS

\$4,569,831

HIGHER THAN THE PREVIOUS YEAR

2. CURRENT YEAR-TO-DATE ACTUALS COMPARED TO THE BUDGET

CURRENT YEAR-TO-DATE REVENUE COLLECTIONS ARE TRENDING

\$557,285

HIGHER THAN THE BUDGET

CURRENT YEAR-TO-DATE EXPENDITURES ARE TRENDING

\$983,560

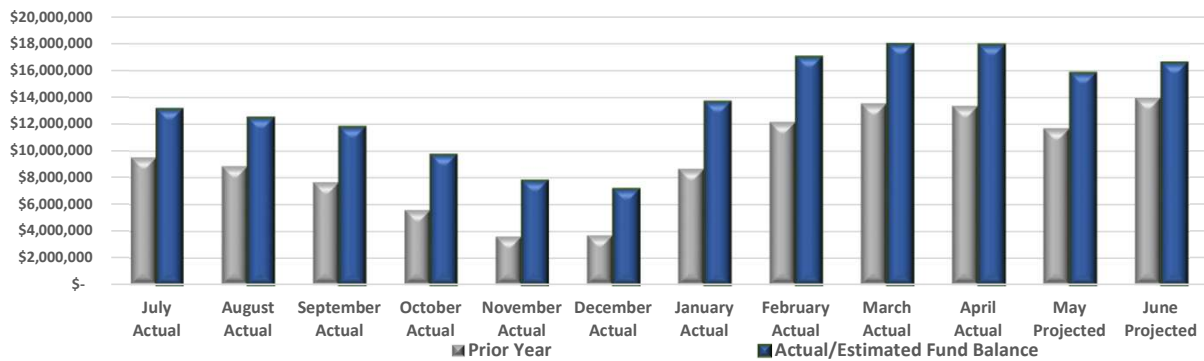
LOWER THAN THE BUDGET

POTENTIAL NET IMPACT WOULD RESULT IN A

\$1,540,845

HIGHER FUND BALANCE THAN ORIGINAL ESTIMATES

3. FUND BALANCE COMPARISON



JUNE 30 2025 ENDING FUND BALANCE

\$13,978,530

ESTIMATED 2026 YEAR END FUND BALANCE

\$16,577,778

FISCAL YEAR 2026 MONTHLY REVENUE SUMMARY - APRIL

1. APRIL MONTH END REVENUE OVERVIEW (MTD)



	Current Year MTD Amount	Prior Year MTD Amount	Actual Compared to Last Year
Revenue From Local Sources	1,852,605	1,832,658	▲ 19,948
Revenue From State Sources	120,854	117,903	▲ 2,951
All Other Revenue	6,056	8,615	▼ (2,559)
Total Revenue	1,979,515	1,959,175	▲ 20,340

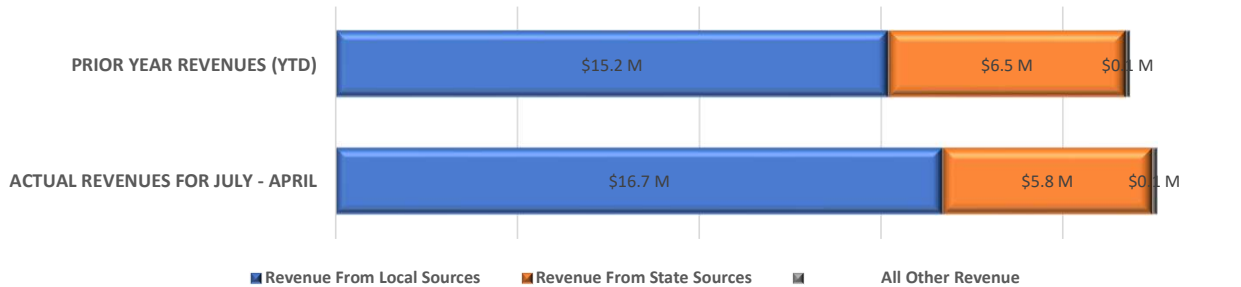
ACTUAL REVENUE FOR THE MONTH WAS UP

\$20,340

COMPARED TO LAST YEAR.

Overall total revenue for April is up 1.1% (\$20,340). The largest change in this April's revenue collected compared to April of FY2025 is higher taxes (\$10,918) and higher school activity income (\$10,069).

2. YEAR TO DATE REVENUE OVERVIEW (YTD)



	Current Year YTD For July - April	Prior Year YTD For July - April	Actual Compared to Last Year
Revenue From Local Sources	16,697,349	15,205,753	▲ 1,491,596
Revenue From State Sources	5,764,806	6,521,979	▼ (757,173)
All Other Revenue	117,278	111,014	▲ 6,264
Total Revenue	22,579,434	21,838,746	▲ 740,687

COMPARED TO THE SAME PERIOD, TOTAL REVENUES ARE

\$740,687

HIGHER THAN THE PREVIOUS YEAR

Fiscal year-to-date General Fund revenue collected totaled \$22,579,434 through April, which is \$740,687 or 3.4% higher than the amount collected last year. The largest difference in revenue when comparing current year-to-date revenue collected through April to the same period last year is taxes revenue coming in \$1,457,274 higher compared to the previous year, followed by state aid - general coming in -\$800,839 lower.

FISCAL YEAR 2026 MONTHLY EXPENDITURE SUMMARY - APRIL

3. APRIL MONTH END EXPENDITURE OVERVIEW (MTD)



	Current Year MTD Amount	Prior Year MTD Amount	Actual Compared to Last Year
Salaries and Benefits	1,707,326	1,730,532	▶ (23,206)
Services, Supplies & Materials	315,343	385,184	▶ (69,842)
All Other Expenses	6,944	14,731	▶ (7,787)
Total Expenditures	2,029,613	2,130,447	▶ (100,835)

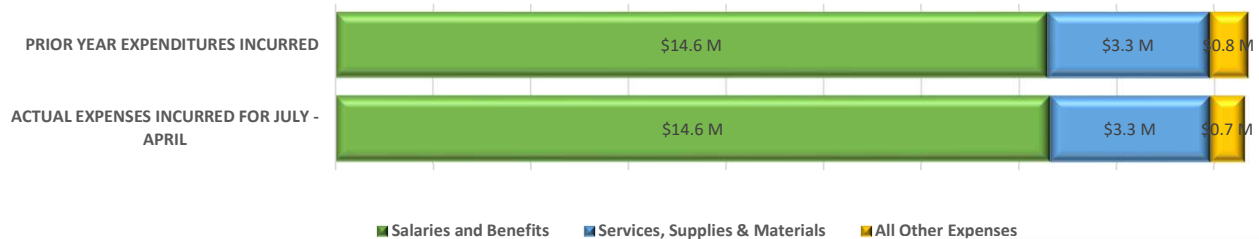
ACTUAL EXPENSES FOR THE MONTH WAS DOWN

\$100,835

COMPARED TO LAST YEAR.

Overall total expenses for April are down -4.7% (-\$100,835). The largest change in this April's expenses compared to April of FY2025 is lower intergovernmental payments for services (-\$24,608), lower salaries (-\$24,293) and lower instructional media (-\$23,399).

4. YEAR TO DATE EXPENSE OVERVIEW (YTD)



	Actual Expenses For July - April	Prior Year Expenditures Incurred	Actual Compared to Last Year
Salaries and Benefits	14,636,715	14,579,865	▶ 56,850
Services, Supplies & Materials	3,280,300	3,322,561	▶ (42,261)
All Other Expenses	705,388	791,767	▶ (86,379)
Total Expenditures	18,622,403	18,694,194	▶ (71,791)

COMPARED TO THE SAME PERIOD, TOTAL EXPENDITURES ARE

\$71,791

LOWER THAN THE PREVIOUS YEAR

Fiscal year-to-date General Fund expenses totaled \$18,622,403 through April, which is -\$71,791 or -.4% lower than the amount expended last year. The largest difference in expenditures when comparing current year-to-date expenditures through April to the same period last year is that equipment/vehicle - initial purchase costs are -\$206,939 lower compared to the previous year, followed by permanent full time coming in \$141,120 higher and salaries coming in -\$90,588 lower.

PROJECTED FISCAL YEAR 2026 REVENUE AND EXPENDITURE SUMMARY

5. PROJECTED YEAR END REVENUE RESULTS COMPARED TO THE BUDGET

CURRENT YEAR-TO-DATE REVENUE COLLECTIONS ARE TRENDING

\$557,285

HIGHER THAN THE BUDGET

	Budgeted Annual Revenues	Actual/Estimated Calculated Annual Amount	Variance Favorable/(Unfavorable)
Revenue From Local Sources	20,448,108	20,896,448	448,341
Revenue From State Sources	8,248,362	8,326,648	78,286
All Other Revenue	2,456,237	2,486,895	30,658
Total Revenue	31,152,706	31,709,991	557,285

The top two categories (earnings on investments and other revenue from local sources), represents 73.8% of the variance between current revenue estimates and the budget.

Top Budget vs. Actual/Estimated Amounts

Variance Based on	Expected Over/(Under) Budget
EARNINGS ON INVESTMENTS	238,897
OTHER REVENUE FROM LOCAL SOURCES	172,649
STATE AID - CATEGORICAL	91,973
OTHER REVENUE FROM STATE SOURCES	(73,647)
All Other Revenue Categories	127,413
Total Revenue	557,285

6. PROJECTED YEAR END EXPENDITURE RESULTS COMPARED TO THE BUDGET

CURRENT YEAR-TO-DATE EXPENDITURES ARE TRENDING

\$983,560

LOWER THAN THE BUDGET

	Budgeted Annual Expenses	Actual/Estimated Calculated Annual Amount	Budget compared to Actual/Estimated
Salaries and Benefits	20,813,854	20,344,465	(469,389)
Services, Supplies & Materials	4,914,422	4,792,946	(121,476)
All Other Expenses	4,366,027	3,973,332	(392,695)
Total Expenditures	30,094,303	29,110,744	(983,560)

The top two categories (health insurance and equipment/vehicle - initial purchase), represents 32.5% of the variance between current expense estimates and the budget.

Top Budget vs. Actual/Estimated Amounts

Variance Based on	Expected Over/(Under) Budget
HEALTH INSURANCE	(189,366)
EQUIPMENT/VEHICLE - INITIAL PURCHASE	(130,579)
EQUIPMENT/VEHICLE-REPLACEMENT	(122,255)
PAYMENT TO NON-GOVERNMENTAL AGENCIES AND INDI	(104,390)
All Other Expense Categories	(436,970)
Total Expenses	(983,560)



EXECUTIVE SUMMARY FOR THE SHOREWOOD SCHOOL BOARD

Topic: Proposed Preliminary Budget

Date: May 26, 2026

Prepared by: Heather Heaviland

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by board of education
- Presentation/action next meeting

Purpose: Discuss proposed preliminary budget and provide direction to management for preliminary budget to be presented for approval at the June 10th meeting.

Background: The preliminary budget serves the dual purpose of (a) allowing for the continued operation of the District and (b) is the basis for the Budget Hearing and Annual Meeting. The preliminary budget includes the best estimates of expected revenue and expenditures for the upcoming school year as of the date of preparation. Adjustments will be made throughout the summer and early fall to develop what is known as the original budget to be approved by the Board in October.

The preliminary budget has been developed through multiple phases and conversations over the past several months. These include:

- Enrollment projections presented to the board on 1/27/26
- Internal stakeholder input session on 2/17/26
- External stakeholder input session on 3/9/26
- Financial forecast and budget assumptions presented to the board on 3/10/2026
- Capital and vehicle maintenance plan presented to the board on 4/14/26
- Budget balancing strategies presented to the board on 4/28/2026

Assumptions used to develop the proposed preliminary budget are consistent with those presented in the informational presentations and are further detailed in the attachments.

Attachment(s): The detailed budget "FY27 Proposed Preliminary Budget" and a full set of assumptions is "FY27 Proposed Preliminary Budget Narrative" are attached.



2026-2027 Proposed Preliminary Budget (05-26-2026)

I. Assumptions for the Preliminary Budget

The preliminary budget establishes the intent of the district regarding programs and services for the ensuing year and is used as the basis for receiving public comment at the Budget Hearing and for approval of an initial estimated tax levy at the Annual Meeting.

To develop the preliminary budget several estimates must be made, some of which will materially change between the time of the estimate and when the original budget is adopted in October, such as general state aid, property tax levy, impact of actual enrollment, staffing changes, and others. The following assumptions were used for the proposed preliminary budget and reflect changes compared to the 25-26 original budget:

Revenue Assumptions

The following assumptions impact the District's largest revenue sources:

- \$325 increase per member increase in the revenue limit
- Decrease in equalization aid in alignment with forecasted assumptions for District and statewide property values and costs
- Decrease in projected payment for services based on projected enrollment changes
- No change to the per pupil rate
- State categorical aid reimbursement rate of 38% of eligible special education costs
- Increase in budgeted interest income in alignment with current and prior year actuals and an increase to the interest-earning fund balance

The table below details the budget amounts for Fiscal Year 2025-26 (FY26) and 2026-27 (FY27) in the District's largest individual revenue sources:

Revenue Source	2025-26	2026-27	Change
General Fund property tax levy	\$19,552,133	\$20,783,687	\$1,231,554
General state aid (equalization)	\$6,688,660	\$5,900,000	(\$788,660)
Open enrollment / inter-district	\$2,292,072	\$2,111,318	(\$180,754)
Per pupil aid	\$1,236,172	\$1,239,140	\$2,968
State categorical aid (special education)	\$1,403,390	\$1,412,784	\$9,394
Investment earnings	\$315,000	\$445,000	\$130,000

Across operating funds (F10/F27), revenue is expected to increase by \$647,643, or 1.8%.

Expense Assumptions

The following assumptions impact the District's largest expense items:

Salaries — +2.63% average wage increase

- Net salary investment of \$464,991, reflecting both salary and wage increases and staffing changes.

Benefits — +2.8% aggregate (\$196,273)

- Medical insurance: +4.17%
- Dental insurance premiums: +5%
- Retiree payouts: -\$123,935 (informed by FY25 audit retirement projections)
- Payroll taxes and WRS contributions: increased proportionally with salaries

Purchased Services — +3.4% aggregate

Categories with changes greater than \$25,000:

- Inter-district service payments: +\$44,240 (higher reimbursement rate)
- Repairs and maintenance: +\$44,240 (rising costs)
- Technology and software: +\$30,081 (rising costs)
- Private vendor contracts: -\$77,477 (largest reductions in instructional training tied to new curriculum implementation)

Materials and Equipment — -15% aggregate (-\$157,508)

Driven primarily by equipment (-\$153,089); the FY26 equipment budget was temporarily elevated to fund replacement of certain large items.

Capital Maintenance — \$1,576,820

Per the long-term capital improvement plan presented on 4/14/2026, the FY27 budget includes:

Item	Cost
Lake Bluff Elementary roof (partial replacement)	\$954,820
VHE pool boiler replacement	\$150,000
Tuckpointing (select areas, District-wide)	\$75,000
Lighting improvements, VHE pool	\$70,000
SHS tennis court resurfacing	\$77,000
Window repairs (select windows, SHS)	\$50,000
Camera server replacement and licensing	\$50,000
Miscellaneous high-need items	\$50,000
Concrete repairs (select areas, District-	\$35,000

wide)	
UPS battery backup (main server) replacement	\$25,000
Firewall hardware replacement	\$25,000
Athletic field maintenance	\$15,000
SHS track re-striping	\$11,000
Total	\$1,576,820

Also included in the budget is an allowance of \$202,400 for the replacement of two student vans and a set aside for future anticipated vehicle replacements.

The District's top five highest projected operating expenditures (Funds 10/27), excluding salaries and benefits, inter-fund transfers, and items that are exempt from the revenue limit are:

- Substitute teachers and aides (\$525,000)
- Electricity (\$434,000)
- Property insurance (\$308,046)
- Open enrollment tuition payments for students enrolled in other districts (\$264,571)
- Vehicle acquisition (\$202,400)

Inter-fund transfers increased by \$360,880 to account for increases in special education expenses and to build Fund 46 (Long Term Capital Improvement Fund). In line with the District's strategic priorities, the District is working to build a fund that covers 100% of 10-year essential infrastructure and quality maintenance needs.

Altogether, District expenses are expected to increase by \$715,697, which reflects an increase of 2.4%.

II. General Operations, Fund Balance

The District maintains a fund balance to support financial stability and long-term planning. This balance serves multiple purposes: it provides working capital to manage cash flow during the first seven months of the fiscal year, serves as a reserve for contingencies and emergencies, and includes set-asides for anticipated future needs. In 2022, strengthening the fund balance was established as a District goal as part of the operational referendum. The FY27 budget projects a year-end unassigned fund balance of \$15,062,425. An additional \$815,000 is assigned for specific future expenses, including health care and retirement.

III. Property Tax Levy

The budget anticipates a property tax increase of \$1,732,084 (6.7%) over the total current year levy, for a total of \$27,777,727. The increase is driven by the assumption that state aid will decrease compared to the FY26 amount, while the total revenue limit is increasing. The decrease in state aid combined with an increase in the revenue limit is responsible for approximately 70% of the increase. The remainder is primarily due to an increase in the debt service levy, which was temporarily decreased in FY26.

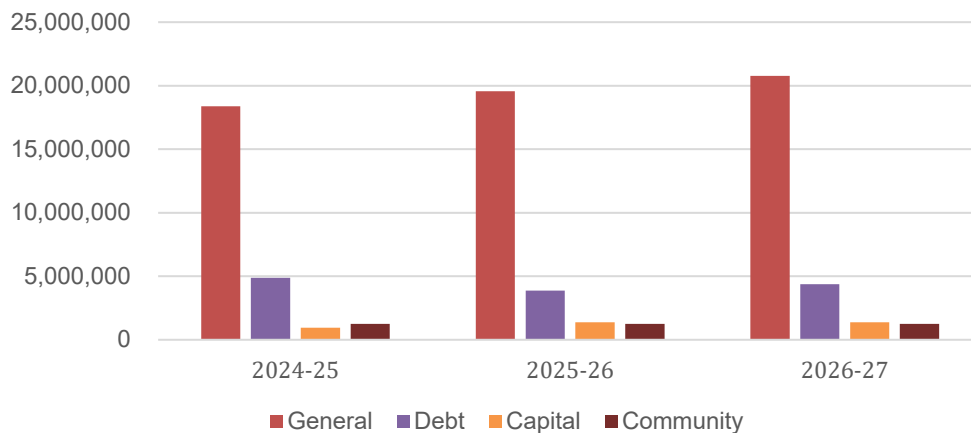
The equalized value amount for the Village of Shorewood is, for projection purposes, assumed to increase to \$2.683 million based on past trends. Once the new valuation is released, along with estimated and final state aid numbers, the District will update its proposed property tax

assessment and the chart below.

10 Year Tax Levy and Mill Rate History					
Fiscal Year		Tax Levy	Increase (Decrease)	Change	Equalized Mill Rate
2017-18	Actual	20,816,294			
2018-19	Actual	21,659,543	843,249	4.1%	13.88
2019-20	Actual	22,405,811	746,268	3.4%	14.07
2020-21	Actual	22,284,348	(121,463)	-0.5%	14.13
2021-22	Actual	21,665,147	(619,201)	-2.8%	13.40
2022-23	Actual	22,869,257	1,204,110	5.6%	11.84
2023-24	Actual	26,224,272	3,355,015	14.7%	12.35
2024-25	Actual	25,445,521	(778,751)	-3.0%	11.26
2025-26	Actual	26,045,643	600,122	2.4%	11.00
2026-27	Actual	27,777,727	1,732,084	6.7%	10.35

The tax levy supports educational and support programs (general operations), repayment of debt, capital projects and community services. Taxes for other than general operations are restricted to the specific purpose for which they are levied. As shown in the chart below, the levy is primarily for general operations.

Property Taxes by Purpose



IV. State Aid

The State of Wisconsin shares in the costs of education based on three methods of revenue distribution. General Aid is direct property tax relief distributed to school districts in accordance with multiple formulas. Per Pupil Adjustment Aid is classified as a general-purpose aid and is used for operation and maintenance of school programs. Categorical Aid is based on performance of specific tasks or providing specific programs and is restricted to the specific purpose for which it is intended.

State Aid by Category					
Fiscal Year	General Aid	Per Pupil Aid	Categorical Aid	Total State Aid	Increase (Decrease)
2011-12	3,633,592	0	808,602	4,442,194	
2012-13	4,870,290	82,800	818,009	5,771,099	1,328,905
2013-14	5,143,964	126,225	815,378	6,085,567	314,468
2014-15	5,039,363	256,200	919,545	6,215,108	129,541
2015-16	5,367,323	268,650	951,145	6,587,118	372,010
2016-17	5,641,758	458,250	963,561	7,063,569	476,451
2017-18	6,131,376	840,150	1,041,050	8,012,576	949,007
2018-19	5,824,659	1,226,250	1,403,679	8,454,588	442,012
2019-20	5,390,317	1,386,056	1,129,249	7,905,622	(548,966)
2020-21	6,396,264	1,348,956	1,136,122	8,881,342	975,720
2021-22	6,340,962	1,314,824	1,169,809	8,825,595	(55,747)
2022-23	6,657,039	1,276,240	1,220,491	9,153,770	328,175
2023-24	5,684,048	1,262,884	1,327,955	8,274,887	(878,883)
2024-25	8,059,913	1,248,044	1,483,208	10,791,165	2,516,278
2025-26	6,733,085	1,236,172	1,724,809	9,694,066	(1,097,099)
2026-27	5,912,371	1,239,140	1,665,514	8,817,025	(877,041)

The table above shows the amount of aid received in each of the three classifications since the 2011-12 school year. Per pupil and categorical aid are projected to remain relatively stable for next year, while general aid is projected to decrease.

V. Other Budget Information

Revenue Limits

The State of Wisconsin limits the amount of revenue public schools generate through the combination of state general aid and the property tax levy. This limitation is referred to as "Revenue Limits." The proposed budget includes a \$325 per student increase, which was included in the biennial state budget. Altogether, after adjusting for other revenue limit changes, the FY27 revenue limit is expected to increase by \$410,090 compared to FY26.

Student Membership and Enrollment

Student membership refers to the number of students that the District counts for the purpose of calculating the revenue limit, which includes all full-time, resident students who attend Shorewood schools as well as Shorewood residents who attend other public school districts in Wisconsin through the open enrollment option. The District also counts part-time students, such as K4 and summer school, although they do not each count as a full-time student.

Membership used in the revenue limit formula for 2026-27 is 1,666, a 4-student decline from the prior year. The formula uses a rolling 3-year average to smooth out the financial impact of a material change, such as experienced here. The table at the end of this section reports the 3-year average.

Enrollment is the number of students that are educated in a District school and may include

students from other school districts. Enrollment is important in determining the resources needed, such as space, instructional materials, and number of staff. Whereas membership determines revenue, enrollment determines costs.

School funding formulas reallocate funds from one district to another for the number of non-resident students in each school district. Therefore, for budget purposes, the District must monitor both membership and enrollment. The table below shows the 3-year rolling average membership has been declining since 2018-2019. Total enrollment has been buffered by open enrollment.

10 Year Membership and Enrollment History					
Year	Revenue Limit Members *	Member Change	Enroll	Enroll Change	Enroll Over (Under) Members
2017-18	1,867		2,020		153
2018-19	1,878	11	1,930	(90)	52
2019-20	1,868	(10)	1,942	12	74
2020-21	1,818	(50)	1,889	(53)	71
2021-22	1,774	(44)	1,915	26	141
2022-23	1,719	(55)	1,933	18	214
2023-24	1,702	(17)	1,927	(6)	225
2024-25	1,684	(18)	1,917	(10)	233
2025-26	1,674	(10)	1,903	(14)	229
2026-27	1,670	(4)	1,896	(7)	226

* Rolling 3-year average membership

Energy Efficiency Exemption

The Board of Education approved upgrades to electrical, heating, ventilating, air conditioning and lighting systems under a provision of state law that allows the repayment of the debt for these upgrades to be exempt from the revenue limit. The following report provides information on utility cost savings resulting from this project, through the last reporting date of November 30, 2025.

ENERGY EFFICIENCY EXEMPTION			
§ 121.91 (4) (o) Revenue Limit Exemption for Energy Efficiencies-Evaluation of the Energy Performance Indicators			
Name of Qualified Contractor	Honeywell ESG		
Performance Contract Length (years)			15
Total Project Cost (including financing)			\$6,014,876
Total Project Payback Period			40
Years of Debt Payments			15
Remaining Useful Life of the Facility			50
Prior Year Resolution Expense Amount	Fiscal Year	2024-2025	\$595,625
Prior Year Related Expense Amount or CY debt levy	Fiscal Year	2023-2024	\$604,100
Utility Savings applied in Prior Year to Debt	Fiscal Year	2023-2024	\$159,474
Sum of reported Utility Savings to be applied to Debt			\$ 282,726
		Savings Reported for 2025	
	Project Cost Including Financing	Utility Cost Savings	Non-Utility Cost Savings
Specific Energy Efficiency Measure or Products			
Annual KWh electric savings		\$ 190,018	
Annual MMBtu gas savings		\$ 74,790	
Annual CCF water savings		\$ 17,918	
Stipulated and Operational Savings			\$ 282,350
Entire Energy Efficiency Project Totals	\$ 6,014,879	\$ 282,726	\$ 282,350

Outstanding Long-term Debt

The amount of long-term debt that a school district is permitted to issue is limited to 10% of equalized value. The following tables report debts for which there is a balance outstanding and the calculation of the margin of indebtedness. Credit rating firms consider the margin as one of the factors in assigning a credit rating to the District. Shorewood's outstanding debt is 2.2%, well below the allowable amount.

Outstanding Long-term Debt					
Type	Original Amount	Issue Date	Interest Rates	Date of Maturity	Balance as of 6/30/27
Taxable G. O. Refunding Bonds	5,055,000	4/1/2015		4/1/2035	\$ 2,350,000
G. O. School Improvement Bonds	40,000,000	7/1/2019		4/1/2039	\$ 26,690,000
G. O. School Improvement Bonds	3,875,000	7/6/21		10/01/2028	\$ 1,630,000
General Obligation Refunding Bond	22,110,000	5/30/2023		4/1/2043	\$ 22,110,000
					\$ 52,780,000

Debt Margin 6/30/2027	
Equalized value (2026 actual)	2,367,112,296
Allowable debt margining	10%
Allowable debt	236,711,230
Outstanding long-term debt	52,780,000
Margin of indebtedness	183,931,230
	2.2%

VI. Budget Publication

The DPI has established standard formatting for the publication of budgets and a recommended format for approval by the Board of Education. The required publication standard will be followed when the budget is published in the local newspaper. The recommended budget adoption format is attached as “FY27 Proposed Preliminary Budget.”

Budgets are estimates based on information available at the time of development and will change as additional facts and circumstances necessitate. Interpretation of budgets without an understanding of the programs and activities operated by the District and the federal and state rules and regulations can lead to erroneous conclusions.

For more information about this budget or the school district in general please refer to the District's website, <https://www.shorewood.k12.wi.us/>.

Attachment: FY27 Proposed Preliminary Budget

PRELIMINARY BUDGET 2026-27 *

GENERAL FUND (Fund 10)	Audited 2024-25	Budget 2025-26	Budget 2026-27
Beginning Fund Balance (Account 930 000)	10,221,177	13,998,948	15,057,351
Ending Fund Balance, Nonspendable (Acct. 935 000)	0	0	0
Ending Fund Balance, Restricted (Acct. 936 000)	11,161	0	0
Ending Fund Balance, Committed (Acct. 937 000)	0	0	0
Ending Fund Balance, Assigned (Acct. 938 000)	815,000	815,000	815,000
Ending Fund Balance, Unassigned (Acct. 939 000)	13,172,787	14,242,351	15,062,425
Total Ending Fund Balance (ACCT. 930 000)	13,998,948	15,057,351	15,877,425
Revenues and Other Financing Sources			
	18,388,111	19,552,133	20,783,687
260 Non-Capital Sales	23,357	12,550	16,460
270 School Activity Income	157,154	80,517	82,017
280 Interest on Investments	548,384	315,000	445,000
290 Other Revenue, Local Sources	771,809	487,908	670,452
Subtotal Local Sources	19,888,814	20,448,108	21,997,616
Other School Districts Within Wisconsin			
340 Payments for Services	2,181,321	2,292,072	2,111,318
Subtotal Other School Districts within Wisconsin	2,193,553	2,292,072	2,111,318
Categorical	249,073	144,486	111,981
620 State Aid -- General	7,920,719	6,688,660	5,900,000
630 DPI Special Project Grants	65,587	66,044	33,951
690 Other Revenue	1,362,698	1,349,172	1,352,309
Subtotal State Sources	9,598,077	8,248,362	7,398,241
Federal Sources			
730 DPI Special Project Grants	134,875	81,255	50,600
750 IASA Grants	125,896	75,610	65,000
780 Other Federal Revenue Through State	116,380	0	0
Subtotal Federal Sources	377,152	164,165	122,900
	348,325	0	0
970 Refund of Disbursement	27,679	0	0
990 Miscellaneous	10,458	0	0
Subtotal Other Revenues	386,462	0	0
TOTAL REVENUES & OTHER FINANCING SOURCES	32,457,755	31,152,706	31,630,075

Expenditures and Other Financing Uses			
Instruction			
110 000 Undifferentiated Curriculum	5,772,947	6,050,771	6,222,184
120 000 Regular Curriculum	7,282,061	7,711,298	7,836,847
130 000 Vocational Curriculum	206,941	220,851	228,321
140 000 Physical Curriculum	545,003	543,367	576,653
160 000 Co-Curricular Activities	404,445	466,992	481,868
170 000 Other Special Needs	173,061	139,553	162,380
Subtotal Instruction	14,384,458	15,132,832	15,508,252
Support Sources			
210 000 Pupil Services	1,499,509	1,494,357	1,550,548
220 000 Instructional Staff Services	1,288,805	1,380,327	1,396,938
230 000 General Administration	778,904	852,502	855,879
240 000 School Building Administration	1,613,101	1,931,775	1,732,612
250 000 Business Administration	4,478,820	4,598,154	4,703,936
260 000 Central Services	356,473	423,334	318,767
270 000 Insurance & Judgments	403,359	485,920	578,437
280 000 Debt Services	18,157	36,314	0
290 000 Other Support Services	132,885	146,201	136,623
Subtotal Support Sources	10,570,014	11,348,884	11,273,741
Non-Program Transactions			
410 000 Inter-fund Transfers	3,166,195	3,072,405	3,433,285
430 000 Instructional Service Payments	556,199	540,183	594,723
490 000 Other Non-Program Transactions	3,119	0	0
Subtotal Non-Program Transactions	3,725,512	3,612,588	4,028,008
Total Expenditures and Other Financing Uses	28,679,984	30,094,303	30,810,001

SPECIAL PROJECT FUNDS (Funds 21, 23, 29)	Audited 2024-25	Budget 2025-26	Budget 2026-27
900 000 Beginning Fund Balance	611,939	787,036	937,036
900 000 Ending Fund Balance	787,036	937,036	1,087,036
Revenues and Other Financing Sources	615,994	200,000	150,000
100 000 Instruction	357,955	0	0
200 000 Support Services	31,654	50,000	0
400 000 Non-Program Transactions	51,288	0	0
Total Expenditures and Other Financing Uses	440,897	50,000	0

SPECIAL EDUCATION FUND (FUND 27)	Audited 2024-25	Budget 2025-26	Budget 2026-27
Revenues and Other Financing Sources			
	2,321,022	2,297,405	2,458,285
Categorical	969,619	1,403,390	1,412,784
690 Other Revenue	13,267	0	0
Subtotal State Sources	996,176	1,403,390	1,412,784
Categorical	0	0	0
730 DPI Special Project Grants	438,400	422,617	422,617
780 Other Federal Revenue Through State	75,442	0	0
Subtotal Federal Sources	513,842	422,617	422,617
	0	0	0
Subtotal Other Revenues	2,775	0	0
Total Revenues and Other Financing Sources	3,848,081	4,123,412	4,293,686
Expenditures and Other Financing Uses			
140 000 Physical Curriculum	6,866	0	0
150 000 Special Education Curriculum	2,901,614	3,150,351	3,303,039
Subtotal Instruction	2,908,480	3,150,351	3,303,039
Services	493,857	479,184	511,022
220 000 Instructional Staff Services	404,790	349,877	364,890
230 000 General Administration	16,956	20,000	11,000
250 000 Business Administration	22,062	29,000	18,735
290 000 Other Support Services	0	0	0
Subtotal Support Sources	939,601	878,061	905,647
430 000 Instructional Service Payments	0	95,000	85,000
Subtotal Non-Program Transactions	0	95,000	85,000
Revenues and Other Financing Uses	3,848,081	4,123,412	4,293,686

DEBT SERVICE FUND (FUNDS 38, 39)	Audited 2024-25	Budget 2025-26	Budget 2026-27
900 000 Beginning Fund Balance	3,263,357	3,843,913	3,343,913
900 000 Ending Fund Balances	3,843,913	3,343,913	3,305,963
Total Revenues and Other Financing Sources	4,982,967	3,868,510	4,369,040
281 000 Long-Term Capital Debt	4,059,775	4,027,050	4,068,450
282 000 Refinancing	0	0	0
283 000 Operational Debt	0	0	0
285 000 Post Employment Benefit Debt	342,635	341,460	338,540
289 000 Other Long-Term General Obligation Debt	0	0	0
400 000 Non-Program Transactions	0	0	0
Revenues and Other Financing Uses	4,402,410	4,368,510	4,406,990
842 000 Indebtedness, End of Year	55,215,000	52,780,000	50,265,000

CAPITAL PROJECTS FUND (FUNDS 41, 46, 48, 49)	Audited 2024-25	Budget 2025-26	Budget 2026-27
900 000 Beginning Fund Balance	1,985,123	3,350,513	3,914,133
900 000 Ending Fund Balance	3,350,513	3,914,133	4,922,313
Total Revenues and Other Financing Sources	1,862,791	2,150,000	2,350,000
100 000 Instructional Services	0	0	0
200 000 Support Services	496,082	1,586,380	1,341,820
300 000 Community Services	0	0	0
400 000 Non-Program Transactions	1,318	0	0
Revenues and Other Financing Uses	497,400	1,586,380	1,341,820

FOOD SERVICE FUND (FUND 50)	Audited 2024-25	Budget 2025-26	Budget 2026-27
900 000 Beginning Fund Balance	573,238	486,395	486,932
900 000 Ending Fund Balance	486,395	486,932	445,959
Total Revenues and Other Financing Sources	637,648	661,001	661,001
200 000 Support Services	724,122	660,464	701,974
400 000 Non-Program Transactions	368	0	0
Total Expenditures and Other Financing Uses	724,490	660,464	701,974

COMMUNITY SERVICE FUND (FUND 80)	Audited 2024-25	Budget 2025-26	Budget 2026-27
900 000 Beginning Fund Balance	987,223	1,367,411	1,416,841
900 000 Ending Fund Balances	1,367,411	1,416,841	1,480,711
Total Revenues and Other Financing Sources	2,544,031	2,472,369	2,505,000
200 000 Support Services	533,158	844,372	827,866
300 000 Community Services	1,630,643	1,578,567	1,613,264
400 000 Non-Program Transactions	43	0	0
Total Expenditures and Other Financing Uses	2,163,843	2,422,938	2,441,131

* The 60 & 70 series funds are "fiduciary" funds. Presentation of these funds have been removed from the adoption format to agree with GASB 34 requirements. This change also brings the school district adoption format more into conformity with statute 65.90 requirements used for other Wisconsin governments which specify that information be presented for governmental and proprietary funds but does not require it for fiduciary funds.



SCHOOL DISTRICT OF SHOREWOOD
Board Meeting Minutes
April 28, 2026

Board Member Participation: Ellen Eckman, Vice President & Governance Officer
Mary Theisen, Treasurer
Abby Fowler, Clerk
Aaron Lippman, Member & Governance Officer
Brian Feiges, Member

Aven Spahn, Student Board Representative

District Administrator Participation: Laurie Burgos, Superintendent
Johanna French, Principal, Shorewood High School

I. 6:00 pm CALL TO ORDER

A. Motion to Adopt the Agenda

MOVED by Abby Fowler and SECONDED by Mary Theisen AYE: 5 NAY: 0

B. Overarching Result for Shorewood School District

C. Awards & Recognition

II. 6:09 pm STUDENT ACHIEVEMENT PRESENTATION

Lake Bluff Elementary School Rainbow Crew Presentation

III. 6:21 pm PUBLIC COMMENT #1 - no comments

IV. 6:22 pm SUPERINTENDENT'S REPORT

May 5, 2026 Board Task Force Workshop

V. 6:38 pm SUPERINTENDENT'S CONSENT AGENDA

A. Approval of District Staffing Changes: Appointments, Resignations, Retirements

MOVED by Abby Fowler and SECONDED by Aaron Lippman AYE: 5 NAY: 0

VI. 6:39 pm STUDENT BOARD REPRESENTATIVE REPORT

SHS Student and Staff Parking, Aven Spahn

VII. 6:54 pm BOARD BUSINESS AND POSSIBLE BOARD ACTION

A. Election of Board Officers

- Nominations for President

Ellen Eckman Nominates Abby Fowler for President

No Other Nominations

AYE: 5 NAY: 0

- Nominations for Vice President
Ellen Eckman Nominates Ellen Eckman
Aaron Lippman Nominates Mary Theisen
Vote by Ballot: Three Votes for Mary Theisen; Two Votes for Ellen Eckman
- Nominations for Treasurer
Aaron Lippman Nominates Brian Feiges
No Other Nominations
- Nominations for Clerk
Brian Feiges Nominates Ellen Eckman
No Other Nominations
- Nominations for Governance Officer
Aaron Lippman Nominates Aaron Lippman
No Other Nominations

B. Board Governance

1. Board Liaison Assignments
2. Approval of the 2026-2027 Board Meeting Schedule
MOVED by Aaron Lippman and SECONDED by Ellen Eckman AYE: 5 NAY: 0

VIII. 7:27 pm BOARD CONSENT AGENDA

- A. Approval of Board Meeting Minutes
April 28, 2026 Regular Board Meeting
May 5, 2026 Board Task Force Workshop
MOVED by Aaron Lippman and SECONDED by Ellen Eckman AYE: 5 NAY: 0

IX. 7:28 pm PUBLIC COMMENT #2

Hayley Kutz 1942 South 50th Street, West Allis, SHS Faculty

IX. 7:34 pm BOARD MEMBER REPORTS

WPEN May 27 Networking Meeting

X. 7:35 pm REVIEW OF TO DO AND FUTURE AGENDA ITEMS

Agenda Review Meetings, May 19 Board Workshop, Grad Grams

XI. 7:43 pm RECESS AND DEBRIEF



SCHOOL DISTRICT OF SHOREWOOD
Board Workshop Minutes
May 19, 2026

Board Member Participation: Abby Fowler, President
Mary Theisen, Vice President
Brian Feiges, Treasurer
Ellen Eckman, Clerk
Aaron Lippman, Governance Officer

District Administrator Participation: Laurie Burgos, Superintendent
Heather Heaviland, Director of Business Services

On Tuesday, May 19, 2026, School Board members met from 5:15 to 7:00 pm to discuss long-term financial planning and school configuration scenarios.

Call to Order at 5:22 pm by Abby Fowler.

Workshop Adjourned at 7:00 pm.



EXECUTIVE SUMMARY FOR THE SHOREWOOD SCHOOL BOARD

Topic: Children’s Service Society Contract Renewal
Date: April 28, 2026
Prepared by: Heather Heaviland

- Information only
- Presentation/discussion
- Discussion/action by board of education
- Presentation/action next meeting

Purpose: To approve the renewal of a 1-year agreement with Children’s Service Society to provide mental health services to students and support services to staff.

Background: Children’s Service Society (“Children’s”) has been providing school-based mental health services to the District since 2019. In that time, they have served 450 students. In addition to providing therapy services to students, which is covered by students’ insurance, Children’s provides support to Shorewood staff in the form of consultations, service and care coordination, and parent and staff education. If requested, Children’s will also prepare and deliver up to 2 parent presentations.

Fiscal impact: The total cost of the contract for the 26-27 school year will be \$62,000 for the baseline scope of work and up to \$10,000 for parent presentations.

Attachment: Children’s Service Society - School Based Mental Health Services Agreement 2026-27

TEACHER REQUEST FOR OVERNIGHT FIELD TRIP

Before submitting this form to your building principal, please review policy, guidelines and exhibits. Submit this form and supporting documentation to your School Principal for approval.

Name of District employee in charge: Karen Frink

Destination: Madrid, Spain

Date and time of departure: Saturday, March 20, 2027

Date and time of return: Monday, March 29, 2027

Name of class or co-curricular activity/student group: Shorewood High School Orchestra

Number of Students attending the trip: 83

Will students miss any instructional days/hours of school for this trip? YES NO

If yes, please explain:

Students will miss school on Monday, March 29 as we return from Europe

Description of the educational expectations/correlation to the classroom curriculum:

Performances in Valencia and Madrid with sightseeing in several cities in southern Spain

Describe your discipline plan:

Students will be expected to follow all school rules while on the trip.

If your trip overlaps with a major religious holiday, how will you accommodate your student(s) who desire to observe the holiday?

We will be in Madrid on Easter Sunday, and students may have the option of attending a morning service.

What is your plan for health and safety emergencies?

Chaperones will help with health emergencies.

Number of chaperones: 17, and 3 teachers

Estimated cost per chaperone: \$3900

Estimated cost per student before and after fundraising:

Before \$ 3900 After Depends

Description of fundraising proposal for the trip:

Students will have the opportunity to sell coffee, tea, Goody Gourmet, Pee Jay's fruit, and Mavra's Olive Oil

Arrangements/provisions made for students in need of financial assistance:

Several students will be receiving financial assistance from the Spector Scholarship fund.

Is this an optional student travel experience? YES NO

I have complied with all the requirements listed above.

Signature of District employee: Karen Frick Date: 5/15/26

The overnight trip proposal and accompanying documentation has been reviewed and approved.

Signature of Principal: [Signature] Date: 5/13/26

The overnight trip proposal and accompanying documentation has been reviewed and approved.

Signature of Superintendent: _____ Date: _____

The overnight trip proposal and accompanying documentation has been reviewed and approved by the School Board.

Signature of School Board President: _____ Date: _____

REVIEWED: August 14, 2012



January 21, 2026

Dear Orchestra Student and Parent,

I am very excited to announce the destination for the Shorewood High School Orchestra Tour 2027—Spain! Beginning in Valencia, students will visit the many famous sites in this old city, including the medieval Valencia Cathedral and the Aquarium and Museum of Science. Students will then travel to Granada and Cordoba, where we will visit the Alhambra Palace and the Mezquita, both well-preserved examples of Islamic architecture and art. Finally, we will end our tour in the capital city of Spain, Madrid. Our trip will include both concert performances and sightseeing. Please see the enclosed preliminary itinerary for more details.

Next year's tour will take place during spring break from Saturday, March 20 through Monday, March 29, 2027. The estimated cost of the tour is \$3900.00 for the entire package. This will include round trip air transportation, instrument luggage fees, all ground transportation, two performances, admission to all events and sightseeing destinations, hotel accommodations, and two meals each day (breakfast and dinner). The exact total cost is subject to the number of student participants, the exchange rate between the US dollar and the euro, airplane costs and fees, and fuel surcharges.

A deposit of \$500.00 will be due on March 25, 2026. A payment schedule for students is included in this packet. The Shorewood Orchestra Boosters will be providing several fundraising opportunities for students next fall and winter. As always, all proceeds from fundraising will be credited directly to your child's booster travel account. The boosters will also be sponsoring an in-school educational series to prepare students for travel in Europe. Students and parents will be encouraged to attend the series.

I plan to bring one chaperone for every 4-5 students who participate on the tour. All parents are welcome and encouraged to participate!

It is my hope that every Shorewood High School Orchestra student may participate in this extraordinary travel experience. Please feel free to email me with questions or concerns.

Karen Frink
Shorewood High School Orchestra
kfrink@shorewood.k12.wi.us

**Shorewood High School Orchestra
Spain
Performance Tour
March 20-March 29, 2027**

Student Registration

Student Name(s) _____

Parent email _____

Parent Signature _____

Date _____

Number of deposits to IC _____ **@ \$500.00 each**

I am interested in serving as a chaperone for this trip _____

Name(s) of interested chaperones _____

Chaperone deposits will be collected after the March 25 deadline when the number of student participants is determined.

To secure a spot for your child on this tour, please return this form no later than **March 25, 2026** to:

Karen Frink
Shorewood High School Orchestra
1701 East Capitol Drive
Shorewood, WI 53211

**SHOREWOOD HIGH SCHOOL ORCHESTRA
SPAIN 2027**

PRELIMINARY ITINERARY

Saturday, March 20

Coach buses depart SHS for O'Hare International Airport
Overnight flight to Europe

Sunday, March 21

Arrival at Madrid International Airport
Orientation meeting with travel guides, transfer to Valencia with stop for lunch, welcome dinner in Valencia

Monday, March 22

Breakfast at the hotel
Walking tour with local guide in Valencia
Visit to Cathedral
Rehearsal in afternoon with local music ensemble
Joint dinner with local music ensemble

Tuesday, March 23

Breakfast at the hotel
Visit the Aquarium and Museum of Science
Afternoon concert with local music ensemble
Dinner at local restaurant

Wednesday, March 24

Breakfast at hotel
Depart for Granada with lunch stop
Free time in Granada
Dinner at restaurant in Granada

Thursday, March 25

Breakfast at the hotel
Tour of Granada, including a visit to the Alhambra Palace
Dinner in Granada

Friday, March 26

Breakfast at the hotel
Full day excursion to Cordoba with visit to the Mezquita
Transfer to Toledo, dinner in Toledo

Saturday, March 27

Breakfast at the hotel
Depart for Madrid, with visit to the Prada Museum
Afternoon free
Dinner in Madrid

Sunday, March 28

Breakfast at the hotel
Sightseeing in Madrid
Concert in Toledo followed by festive celebration dinner

Monday, March 29

Breakfast at hotel and departure for airport for return flight to Chicago

**SHOREWOOD HIGH SCHOOL ORCHESTRA
SPAIN 2027**

Cost per student/chaperone: \$3900

Included in cost:

Airfare
All transportation, including to and from airports
8 nights in superior tourist class hotels
8 breakfasts and dinners
Professional tour managers for the duration of trip
Local city guides
Entrance fees to all sightseeing
Two concerts (Valencia and Toledo)
Instrument transportation
Cello and bass rental

Payment schedule:

\$500 deposit due March 25, 2026
\$500 due June 5, 2026
\$500 due September 15, 2026
\$500 due October 15, 2026
\$500 due November 15, 2026
\$500 due December 15, 2026
Balance due February 15, 2027

Payments will be made to Infinite Campus, check or credit card

Important Dates/Things to Do

Submit deposit and registration form	March 25, 2026
Apply for or renew passport	Summer 2026

Fundraising Opportunities

Coffee and Olive Oil	January/February 2026
La Masa Empanadas	April 2026
Coffee	Fall 2026
Fruit and Popcorn	Winter 2026
Coffee and Olive Oil	Winter 2027



SERVICE AGREEMENT

CONCERT TOUR CONTRACT

1. PARTIES TO THE AGREEMENT

Conceptio GmbH.
Hetzgasse 39, A-1030 Wien
No. of incorporation: 167045f / Vienna

- represented by -
Daniel Kravina

(referred to hereafter as Conceptio)

and

Shorewood High String Orchestra

- represented by -
Karen Frink

(referred to hereafter as CLI)

WHEREAS, Conceptio and Shorewood High String Orchestra desire to enter into an agreement, pursuant to which Conceptio agrees to organize the operation and logistics of a performance and sightseeing tour in Czech Republic and Germany (hereafter referred to as the "European Performance Tour") for the orchestra members of the Shorewood High String Orchestra their conductors, administrators, friends and families.

WHEREAS, Conceptio intends to offer these travel services to the best of their abilities, they are subject to change with approval reasonably provided by CLI.





WHEREAS, Conceptio recognizes that CLI wishes to contract with Conceptio to provide services and benefits for the attendees to the European Performance Tour.

WHEREAS, CLI and Conceptio recognize that a contractual relationship exists between them and Conceptio undertakes to perform all duties, supply all services, and discharge all obligations in accordance with these contractual obligations.

WHEREAS, the essence of the contract between Conceptio and CLI and the nature of the supply of travel services to CLI is contained in this agreement, the following documents are made reference to.

- General description of services by Conceptio,
- Communications between CLI and Conceptio, and
- General information of the European Performance Tour distributed to Conceptio and the choir/ensemble members and their staff participating in the European Performance Tour.

WHEREAS, Conceptio will act on behalf of CLI and fulfil its contractual obligations and the general outlines of the planned itinerary, Conceptio reserves the rights to cancel the tour, make any changes in the itinerary deemed necessary, and to decline or terminate participation of any person as a member of the tour who impedes or disrupts the operations of the concerts or the tour; however, Conceptio and its agents are required to communicate all potential changes and the reasons for those changes as soon as possible to CLI.

2. ITINERARY

Saturday, March 20th [- / - / IM]

Transfer to Chicago Airport (own arrangements) and flight to Madrid.

Sunday, March 21st (Palm Sunday) [IM / - / D]

Arrival at Madrid International Airport. Meet your tour managers and prepare for a longer transfer to Valencia. Stop – en route – for lunch. Dinner at local restaurant or hotel. Accommodation at superior tourist class hotel in Valencia. WELCOME TO SPAIN!

Monday, March 22nd [B / - / D]

Breakfast at hotel. Morning sightseeing tour of Valencia including a visit to the magnificent Cathedral. Afternoon free or visit to local ensemble for first rehearsal. Joint pizza party tonight. Accommodation at superior tourist class hotel in Valencia.



Tuesday, March 23rd [B / - / D]

Breakfast at hotel. Today we visit the remarkable City of Arts and Sciences, with entrances included for the Aquarium and Museum of Science (<https://www.cac.es>), the whole complex has a brilliant modern design). Afternoon shared concert with local ensemble. Accommodation at superior tourist class hotel in Valencia.

Wednesday, March 24th [B / - / D]

After breakfast on Monday we depart for Granada (5 hours with a rest stop and a lunch stop). Mid-afternoon we check into the hotel. Dinner at local restaurant or hotel. Accommodation at superior tourist class hotel in Granada.

Thursday, March 25th [B / - / D]

Breakfast at hotel followed by a guided Orientation Tour of Granada, culminating with a visit to the Alhambra Palace, one of the best-preserved examples of Islamic architecture and ingenuity. The remainder of the afternoon and evening are free to explore Granada in your small groups. Cash allowance for dinner tonight. Accommodation at superior tourist class hotel in Granada.

Friday, March 26th [B / - / D]

Breakfast at hotel and transfer to Cordoba. Free time to explore and have an independent lunch. We visit the Mezquita, a remarkable Mosque/Cathedral complex with Islamic and Roman roots. Free time for lunch (on own), then on to Toledo. Dinner at hotel. Accommodation at superior tourist class hotel in Toledo.

Saturday, March 27th [B / - / D]

Breakfast at hotel. Full day excursion to Madrid including a visit to the world famous Prado Museum. Afternoon at free disposal to discover the city in your small groups. Dinner at local restaurant in Madrid. Accommodation at superior tourist class hotel in Toledo.

Sunday, March 28th Easter Sunday [B / - / D]

Breakfast at hotel. Morning activities shall be scheduled around Easter celebrations. Afternoon dedicated to rehearsal in preparation for our Easter Concert. Festive dinner at local restaurant in Toledo.

Monday, March 29th [B / - / -]

Breakfast at the hotel and transfer to Madrid International Airport for return flight



3. RESPONSIBILITIES OF CONCEPTIO

Authorized representatives of Conceptio and CLI have determined the services Conceptio will provide. Conceptio's duties and responsibilities include providing:

- 1 Total of 8 nights in superior tourist / first class hotels in Valencia (3), Granada (2) and Toledo (3) on basis share twins and triples with private facilities.
- 2 A total of 16 meals (8 breakfast, 8 dinners).
- 3 Professional English speaking tour manager(s) to accompany the ensemble throughout the entire stay in Europe.
- 4 Transfers and transportation by private, deluxe, air-conditioned motor-coaches.
- 5 Truck or trailer for instruments throughout the tour.
- 6 Comprehensive sightseeing, including the services of local guides in Valencia, Granada, Cordoba, Toledo, Madrid.
- 7 Entrance fees to the following sites: Cathedral, Oceanographic (Valencia), Alhambra (Granada), Mesquita (Cordoba), Prado Museum (Madrid).
- 8 Organization of a total of 2 music events including research and rental of venues, all negotiations, permissions, promotion, public relation, reception with local authorities, press releases...
- 9 Service charges, tips and taxes as related to hotels and restaurants.
- 10 Tips for drivers and escorts.
- 11 3 arrangements free of charge with 100 paying passengers. One additional free of charge with 110, two additional free of charge with 120 and more paying passengers.

Instrument rental fees are not included in the Tour Price. CLI will determine on or before November 5th which, if any, instruments are needed to be rented and agrees to provide Conceptio with a detailed written list of such instruments. Conceptio agrees to source rented instruments to the ensemble, and the costs will be included in the final payment invoice due on or before April 5.

The responsibilities of Conceptio as the project manager and of its representatives and agents are limited. Collectively, they act in the capacity of an agent for the participants of the European Performance Tour and CLI in all matters pertaining to music production, accommodations, transportation, meals, sightseeing tours, and similar activities.

Conceptio and their representatives and agents shall not be responsible for any personal injury, illness, or death (except for cases involving gross negligence or willful misconduct of Conceptio and their representative and agents), nor for any loss, damage or theft of belongings (such as baggage or money), nor for any error, accident, delay, deviation, or curtailment



caused directly or indirectly by any actions, omissions, acts of neglect, or failure of facilities by:

- any person or company retained for the benefit of the participants, including, but not limited to: hotels, tour agencies, transportation companies and/or tour guides,
- acts of God, act of public enemy, arrest, or restraint by any government seizure under legal process, quarantine restriction, riots, civil commotions, strikes, lockouts, labor stoppages, war hazards, or dangers incident to the state of war,
- any defect or failure to comply with any part of local rules or regulations of any airplane, motor-coach, ship, train, or other vehicles,
- improper or insufficient passport or other documentation,
- participation in sports activities,
- any consequential damages or monetary losses due to flight delays or other unforeseen circumstances

3a. RESPONSIBILITIES OF CLI

CLI and its participants agree to perform at the scheduled venues without any fees or charges. Should the occasion arise, performing rights or music royalty fees are to be covered by CLI.

CLI is required to submit a duly prepared list of pieces to be performed or agree to a respective list provided by Conceptio no later than 12 weeks before the departure date of the European Performance Tour. All copyrights and personal protection rights remain with CLI and the other participating ensembles engaged to perform. Recording of performances or rehearsals, including those for private use, requires a written agreement of all parties involved.

4. COSTS OF SERVICES

Service costs are scheduled below per participant and are subject to the overall group size and the future movement in foreign currency exchange rates.

Package price, per person in sharing twins and triples:

Land package	USD 2,610.00
Single room supplement	USD 655.00

Prices are based on a twin and triple room occupancy and a minimum of **100** paying participants as well as on the following exchange rate: **\$ 1.00 = EUR 0.83.**



Prices and/or services are subject to changes in case of fluctuation of exchange rates. All of the performing opportunities mentioned above are subject to confirmation. "Booking value" is calculated based on minimum number of participants

5. PAYMENT SCHEDULE

CLI is responsible for identifying the students and accompanying staff, friends and family members participating in the European Performance Tour and collecting payments in advance of the trip. Payments to Conceptio are required to be made in instalments as follows:

Upon signature of contract	USD 5,000.- (handling fee)
By September 29 th 2026 (120 days prior)	30% of booking value
By December 20 th 2026 (90 days prior)	60% of booking value
By February, 3 rd 2026 (45 days prior)	Balance

6. CANCELLATION POLICY

Cancellation Fees will be assessed based on the date the notice of a Participant's cancellation is received by Conceptio as follows:

USD 5,000.- (flat fee – non refundable)	After signature of contract
Free of charge (except for flat fee)	Prior to Nov. 23 rd (90 days)
50% of the total amount due	Nov.24 rd to Jan.19 th (45 days)
75% of the total amount due	Jan. 20 th to March 5 th (15 days)
100% of the total amount due	After March 5 th (no show)

Monies used to purchase attraction tickets (such as, but not limited to: show tickets, sporting event tickets, theme park tickets, etc.) cannot be refunded.

If the total number of cancellations causes the number of participants to fall below the minimum participant requirement set forth in section 4 above, Conceptio will notify CLI's representative that he/she may choose to either amend the tour price to reflect the increased cost per participant or amend this agreement by reducing meals, entrances, or level of accommodation or services provided by Conceptio without change to the tour price.

Conceptio and CLI jointly undertake to send to the CLI Tour Coordinator, at least 30 days before the beginning of the European Performance Tour, a copy of all the relevant information and documents. CLI is responsible for notifying Conceptio within 5 days if they consider that the information does not accurately reflect the services that Conceptio agreed to provide.



Conceptio undertakes to notify CLI Tour Coordinator the itinerary of the flights and transportation in Europe. Any modification to the itinerary while the tour is in progress may only be made with the purpose of ensuring the safety and welfare of the attendees.

7. TERM

The term of this Agreement shall commence from the date of the signing of the contract and end 90 days after the last day of the event.

8. MODIFICATION, TERMINATION, WAIVER

This Agreement is made subject to all Austrian and United States local, state and federal laws and regulations now or hereafter in force, and shall not be modified, extended or terminated (other than as set forth, herein) except by an instrument duly signed by Conceptio and CLI. Waiver of a breach of any provisions hereof under any circumstances will not constitute a waiver of any subsequent breach of such provisions of a breach of any other provisions of this Agreement.

9. TRANSFERABILITY

No rights and/or claims arising from this contract shall be assigned to a third party.

10. FORCE MAJEURE

The performance of this Agreement is subject to termination without liability upon occurrence of any circumstances beyond the control of either party, such as: Acts of God, government regulations, disasters, strikes, civil disorder, or curtailment of transportation facilities, to the extent that such circumstances makes it illegal or impossible to provide or use travel services or facilities. The ability to terminate this Agreement without liability pursuant to this paragraph is conditioned upon delivery of written notice to other party setting forth the basis for such termination as soon as reasonably practical, but in any event, no longer than ten days after learning of such basis.



11. DISPUTE RESOLUTIONS

It is agreed that if any provisions of the Agreement shall be determined to be void by any court of competent jurisdiction, then such determination shall not affect any other provision of the Agreement and all such other provisions shall remain in full force and effect.

12. NOTICES

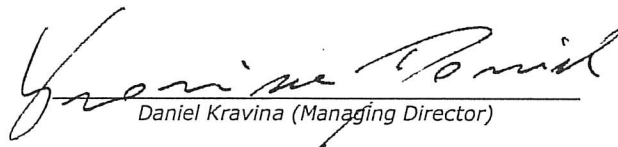
All notices shall be in writing and delivered by e-mail or as a scanned file. Electronic mails, photocopies and scanned copies are also valid as originals unless an objecting party proves otherwise by clear and convincing evidence.

13. SIGNATURES

In WITNESS WHEREOF, the parties hereto have signed the contract as of the day and year first above written.

I agree to all Terms and Conditions as stated above.

Conceptio GmbH
c/o Daniel Kravina


Daniel Kravina (Managing Director)

Date: 29.03.2026

Shorewood High String Orchestra
c/o Karen Frink



Date: April 14 2026



Connecting your group to the world.

Gabby Lavan
groups@flymygroup.com
651-390-0150
12750 Nicollet Ave. Suite 210
Burnsville, MN 55337

Shorewood School District

Group Name: Shorewood High School Orchestra - Spain 2027
Group ID: 64557
Date Confirmed: 05/05/2026

Group Details

City Pairs: ORD-MAD-ORD
Passengers: 115
Travel Dates: 03/20/2027 - 03/29/2027

Carrier Contracted

Iberia

Deposit Due: \$11,500.00 on 05/13/2026

The deposit amount is \$100 per seat. The deposit total is \$11,845, with \$11,500 applied towards the final balance. If paid by check, wire or ACH, the cash discounted deposit total of \$11,500 will be applied towards the final balance.

Last Cancel Date: 11/13/2026

If the entire group cancels after deposit but prior to this date, your deposit will be refunded at the cash discounted rate. The group must ticket at least 80% of the seats being held on this date. If the group reduces to the minimum of 10 seats by this date, 100% utilization is required. If the group cancels in full after this date, the deposit is completely non-refundable.

Passenger Names Due: 01/22/2027

A names list template will be provided one week prior to this date. In accordance with TSA policy, passenger names, genders and birthdays must be provided as they appear on government issued identification. Passport information will also be requested for international travel. Name corrections and/or changes after ticketing are subject to carrier policies and deadlines and may not be allowed, or may incur a fee. Name changes must be submitted via the name change template.

Final Payment Due: 01/27/2027

The base fare is locked in upon confirmation of the contract. Taxes, fees and fuel surcharge are subject to current rates at the time of final payment. Once final names are received, taxes will be recalculated and a final invoice provided.

Records	Seats	Base Fare Per Passenger	Taxes Per Passenger	Total Per Passenger	Total Per Record
1. ORD-MAD-ORD Iberia	16	\$1,018.00	\$104.93	\$1,122.93	\$17,966.88
2. ORD-MAD-ORD Iberia	99	\$1,016.00	\$104.93	\$1,120.93	\$110,972.07
Total - Cash Discount					\$128,938.95

Policies and Advisories

Groups must maintain a minimum of 10 seats to remain valid, and are otherwise subject to cancellation in full. Airline rewards and/or miles are not redeemable towards group tickets. Pre-reserved seats and

special seating requests cannot be guaranteed. Deviations are subject to carrier policies and are not guaranteed. Baggage fees are included in the quote for informational purposes only and are subject to change based on carrier policies at the time of travel. For additional information, please refer to Fly My Group or the carrier's website. Passengers are responsible for traveling with the correct, valid travel documents; U.S. citizens should refer to www.travel.state.gov, and non-U.S. citizens should contact the closest embassy of their country. Schedule changes and equipment changes may occur at the carrier's discretion; passengers should re-confirm and monitor schedules directly with the carrier within 24 hours of travel. Payment of deposit signifies agreement to the deadlines and penalties outlined, as well as policies and advisories.

Itinerary

Record 1: 16 Passengers / ORD-MAD-ORD Iberia

	Iberia 342	Departing	(ORD) Chicago, IL	Sat Mar 20 at 06:40 PM
		Arriving	(MAD) Madrid, Spain	Sun Mar 21 at 08:50 AM
	Iberia 341	Departing	(MAD) Madrid, Spain	Mon Mar 29 at 11:45 AM
		Arriving	(ORD) Chicago, IL	Mon Mar 29 at 02:25 PM

Record 2: 99 Passengers / ORD-MAD-ORD Iberia

	Iberia 342	Departing	(ORD) Chicago, IL	Sat Mar 20 at 06:40 PM
		Arriving	(MAD) Madrid, Spain	Sun Mar 21 at 08:50 AM
	Iberia 341	Departing	(MAD) Madrid, Spain	Mon Mar 29 at 11:45 AM
		Arriving	(ORD) Chicago, IL	Mon Mar 29 at 02:25 PM

Travel Insurance Information
SHS Orchestra
Spain 2027

Shorewood High School and our tour partner, Conceptio, are not insurance agents or brokers, nor do we or they represent any insurance agency. Therefore, we cannot provide recommendations or advice about specific products, their application, or their policies. This information is provided strictly as a courtesy and resource for you to consider and to assist in your own research. Research your options BEFORE our first deposit to the airline on April 30.

Personal Trip Cancellation / Cancel for Any Reason (CFAR) Insurance

- Trip cancellation insurance is not included in the tour package. Travelers who want to protect their investment in the event they cannot participate before the tour departs are encouraged to research and purchase a policy independently.
- Any costs are the responsibility of the individual traveler.
- Depending on the policy, coverage may reimburse some or all fees paid at the time of cancellation. Before purchasing, keep the following in mind:
 - Some policies require documented reasons for cancellation (such as illness, injury, or other emergencies), along with receipts and proof of purchase.
 - Coverage for COVID-19 quarantine or isolation is not guaranteed — verify this specifically if it is a concern.
 - Some policies must be purchased before any trip payments are made—this would be April 30, 2026 for our tour.
 - Always review which events and circumstances are covered before committing to a policy.
 - Review all policy details carefully — including coverage inclusions and exclusions, premium payment requirements, and cancellation terms — before purchasing.
- Resources to explore coverage options are readily available online, and likely through your own insurance provider. In addition, the following options have been offered for your consideration and research:

○ TripAssure	○ AXA
○ World Travel Center	○ Travel Insured
○ Allianz	○ AIG
○ RoamRight	○ AAA
- Coverage options and rates vary. Be sure to read all inclusions and exclusions, including payment requirements as they relate to potential claims before you purchase insurance.



SCHOOL DISTRICT OF SHOREWOOD
1701 E. Capitol Drive
Shorewood, WI 53211

AUTHORIZATION/PERMISSION FOR MINOR TO TRAVEL WITH SCHOOL GROUP
SHS ORCHESTRA TOUR 2027
SPAIN
MARCH 20-MARCH 29, 2027

I acknowledge that _____ has my consent to travel with the SHS Orchestra to Spain from March 20-March 29, 2027.

My child has my permission to do so.

Signature of parent/guardian: _____

Printed name of parent/guardian: _____

Signature of parent/guardian: _____

Printed name of parent/guardian: _____

State of _____

County of _____

On this _____ day of _____, 20_____

before me personally came _____

known to me and known by me to be the parent/guardian of

Notary Public, State of _____
My commission expires _____



SCHOOL DISTRICT OF SHOREWOOD
1701 E. Capitol Drive
Shorewood, WI 53211

SHS OVERNIGHT FIELD TRIP
HEALTH INFORMATION AND MEDICAL AUTHORIZATION

SHS ORCHESTRA TOUR 2027

SPAIN

MARCH 20-MARCH 29, 2027

Student's Name _____

Date of Birth _____ Age of student as of first day on the trip _____

Student's Complete Address _____

Name of Parent(s)/Guardian(s) _____

Primary Contact Name _____ Phone _____

Secondary Contact Name _____ Phone _____

Parent/Guardian's Email Address _____

In case of emergency, please notify:

Name: _____

Relationship to student: _____ Phone _____

1. Diet information:

____ This student **DOES NOT NEED** a special diet on this trip.

____ This student **DOES NEED** a special diet on this trip. Please describe below:

2. Acetaminophen, Ibuprofen, and Benadryl (or generic) are available as stock medication, if students need any of these medications for overnight field trips at the High School level and are offered as a courtesy to students and parents/guardians. Stock medications will be given by a district trained staff member, as directed on the package and your consent, as indicated below.

Please circle the medications you give consent for school staff to administer to your student and the quantity to administer. If nothing is circled, your child will NOT be given stock medications.

Medication	Dose Option 1	Dose Option 2
Acetaminophen (Tylenol) 325 mg each tablet every 4-6 hrs as needed	1 tablet = 325 mg	2 tablets = 650 mg
Ibuprofen (Advil, Motrin) 200 mg each tablet every 4-6 hrs as needed	1 tablet = 200 mg	2 tablets = 400 mg
Diphenhydramine (Benadryl, Wal-dryl) 25 mg each tablet every 4-6 hrs as needed	1 tablet = 25 mg	2 tablets = 50 mg

OPTION A

NOTES ON MEDICATION FOR STUDENTS **CAPABLE OF SELF-MANAGING** their own medications:

- *LIST ALL MEDICATIONS THAT THIS STUDENT WILL BE CARRYING and/or TAKING ON THE OVERNIGHT FIELD TRIP.*
- Any medication this student will be carrying, **MUST be in its original packaging (with either the prescription or the manufacturer label) with ONLY the amount needed**, while on the trip (some exceptions may apply, i.e. eye drops, ointments, etc. which are difficult to split up)
- **For safety reasons, a district trained staff member needs to have written information about all the medications that your student will be carrying and/or taking on the trip. This is important in case any illness develops and information needs to be given to medical personnel.**
- If there is an “as needed” medication, please describe how to determine the need.
- Other special circumstances (for example in a foreign country a surrogate/host parent authorized to give medication)
 - _____
 - _____

OPTION B

NOTES ON MEDICATION FOR STUDENTS **NOT CAPABLE OF SELF-MANAGING** their own medications:

- *ONLY LIST MEDICATIONS THAT THIS STUDENT WILL DEFINITELY NEED ON THE OVERNIGHT FIELD TRIP.*
- Any medication this student needs, **MUST be brought to school in its original packaging (with either the prescription or the manufacturer label) with ONLY the amount needed** while on the trip (some exceptions may apply, i.e. eye drops, ointments, etc. which are difficult to split)
- **For safety reasons, all medications must be administered by a district trained adult or parent /guardian administering medication to his/her own student. Students are not allowed to carry over the counter or prescription medications (except for inhalers, and/or epi-pens)**
- Any medications listed on this form **MUST** be brought to school prior to departure.
- If there is an “as needed” medication, please describe how to determine the need (in the purpose box of the chart below)
- Other special circumstances (for example in a foreign country a surrogate/host parent authorized to give medication)
 - _____
 - _____

3. MEDICATION DISCLOSURE:

Does this student take any prescribed or over the counter medication? ___ Yes ___ No
 If yes, explain those medications he/she will be taking on the trip. If you need more space, please let us know.

Name of the Medication	Purpose	Dosage	Time to Administer - Please check all that apply
			<input type="checkbox"/> At lunch (day 1) <input type="checkbox"/> At dinner <input type="checkbox"/> Before bed <input type="checkbox"/> At breakfast <input type="checkbox"/> At lunch (day 2) <input type="checkbox"/> Other: _____
			<input type="checkbox"/> At lunch (day 1) <input type="checkbox"/> At dinner <input type="checkbox"/> Before bed <input type="checkbox"/> At breakfast <input type="checkbox"/> At lunch (day 2) Other: _____
			<input type="checkbox"/> At lunch (day 1) <input type="checkbox"/> At dinner <input type="checkbox"/> Before bed <input type="checkbox"/> At breakfast <input type="checkbox"/> At lunch (day 2) Other: _____

4. For Insulin, Inhalers and/or Epi-Pens only: Students at the high school level **MAY** be capable of carrying (Insulin, Inhaler and/or Epi-Pen) and administering medication. Please indicate what your student is capable of regarding insulin, inhalers, and/or epi-pens. If your student does not have one of these medications prescribed by a physician, please mark **Not Applicable**.

___ **Not Applicable**

This student has **INSULIN** prescribed (please check one option):

- ___ **INSULIN** should be carried and administered by a trained adult while on the trip
- ___ **INSULIN** will be carried by a trained adult (who will accompany this student for meals and snacks) and this student may administer **INSULIN WITH** supervision
- ___ This student may carry **INSULIN** on self and administer **WITHOUT** supervision

This student has an **INHALER** prescribed (please check one option):

- ___ **INHALER** should be carried and administered by an adult while on the trip
- ___ This student may carry **INHALER** on self and administer **WITH** supervision
- ___ This student may carry **INHALER** on self and administer **WITHOUT** supervision

This student has an **EPI-PEN** prescribed (please check one option):

- ___ **EPI-PEN** should be carried and administered by an adult while on the trip
- ___ This student may carry **EPI-PEN** on self and administer **WITH** supervision
- ___ This student may carry **EPI-PEN** on self and administer **WITHOUT** supervision

**PERMISSION SECTION for MEDICATION ADMINISTRATION---Check one or both
I give permission:**

_____ **to designated personnel to give medication** if needed to this student at school or school sponsored event, including when away from school property on official school business, according to the written instructions on this form.

_____ **to my student to self-manage his/her own medications** while at a school sponsored event, including when away from school property on official school business, according to the written instructions on this form

I further agree to hold the Shorewood School District and the SSD employee(s) who is (are) administering the medication harmless in any or all claims arising from the administration of medication at school or school sponsored activity.

Print Parent/Guardian Name Parent/Guardian Signature Date

5. Does your student have any specific medical condition i.e. diabetes, asthma, seizures, heart conditions etc.? ___Yes ___No

If yes, be specific: _____

6. Does your student have a written individual health plan for this medical condition on file with the school? ___Yes ___No

7. Is your student allergic to any **MEDICATION** to your knowledge? ___Yes ___No

If yes, be specific:

8. Does your child have a serious adverse allergic condition: ___Yes ___No

If yes, be specific by completing the information below:

Food(s): _____

Insect Stings: _____

Latex: _____

Other: _____

If this student comes in contact with the allergen, what is the emergency treatment?

9. Date of most recent Tetanus Booster _____ (if unknown, leave line blank)

10. Does your student get motion sickness? ⁵⁴ ___Yes ___No

If yes, does student need **motion sickness medication** prior to transportation on this trip?

Yes No *NOTE: If student needs motion sickness medication, please make sure you include information in your answer(s) to question 3.*

If yes, does student need **preferential seating** during transportation on this trip?

Yes No

If yes, does student need to be **provided a bag** during transportation on this trip?

Yes No

11. Medical Insurance

Company _____

Group No. _____

Policy No. _____

12. Family Physician _____ Phone _____

I understand that it is my responsibility to inform the District employee if there is any new pertinent medical history information diagnosed prior to the trip's departure.

I/We the undersigned parent(s)/guardian(s) of the above named student hereby release the School District of Shorewood, and release individually chaperones and district employees from any and all liability that might or could arise from this trip and their connection herewith in their capacity as school representative and individually.

I/We further authorize the Shorewood School District, district employees and chaperones to act on our behalf in situations where written parental consent is needed and we are unavailable, and agree to hold harmless said district employees/chaperones and the Shorewood School District from any liability to me/us that might arise from so acting. I/we authorize the district employees/chaperones to administer any medication, either prescription or non-prescription, in cases of emergency.

No district employee/chaperone shall incur special liability due to special skills possessed by said party.

Your signature below indicates that you fully understand and give permission to the following procedures: medical, surgical, and nursing service, which may be necessary during the trip, will be given by licensed healthcare practitioners.

I have read and understand the health information and medical authorization and agree to adhere to them. The information that I have provided is accurate.

Print Student's Name	Student's signature	Date
----------------------	---------------------	------

I/We have read and understand the health information and medical authorization that I/we and my/our child will to adhere to them. **Only one parent/guardian signature is required.**

Print Parent/Guardian Name	Parent/Guardian Signature	Date
----------------------------	---------------------------	------

**SHOREWOOD HIGH SCHOOL ORCHESTRA
SPAIN 2027**

BEHAVIOR EXPECTATIONS

Please keep in mind that we are guests in Europe and that we are representing Shorewood High School, the Village of Shorewood, and the State of Wisconsin. Be an appreciative guest. Your conduct will leave a lasting impression!

A student may be sent home for any illegal behavior or behavior which jeopardizes him/herself, his/her group, or the tour program. The financial responsibility for transportation and any other costs of discipline rests with the student's parent/guardian.

Trip Rules/School Rules

As this is a school-sponsored trip, all rules that apply in school are also in effect on the trip. Rules violations will result in disciplinary action according to standard school policy and consequences will be applied during the trip and/or upon return home. Use of alcohol, drugs, and tobacco is prohibited. Possession of any weapons is also prohibited. Any criminal action involving a student will become the responsibility of the parent/guardian.

Motor Coach/Air Transportation

- Be prompt for all departures
- Be courteous to the coach drivers, tour escorts, and observe coach rules
- Keep the coaches clean
- Use headphones for all audio equipment

Hotels

- Be in your own hotel room at designated times--no visiting other students' rooms
- Be courteous to other hotel guests
- Avoid unnecessary noise and running
- Be courteous to hotel staff and follow hotel rules
- Any expenses due to vandalism or theft will be assessed to the students responsible

General Guidelines

- Students are to be tastefully and neatly dressed and well-groomed at all times
- Students are to show courtesy at all times to Ms. Frink, the chaperones, tour guides, peers, and our hosts in Europe
- All students must stay with their designated groups at all times
- Students must never be alone and should never wander off from the group
- There will be no riding in motorized vehicles at any time except in the tour coach
- Students will be responsible for all valuables--Ms. Frink and the chaperones will not be held responsible for lost or damaged items.

**SHOREWOOD HIGH SCHOOL ORCHESTRA
SPAIN 2027**

TRIP RULES AND AGREEMENTS

1. There will be no smoking at any time during this trip. Violation of this rule will result in immediate trip home at the parent's expense.
2. There will be no drinking of alcoholic beverages or use of illegal drugs (including marijuana) at anytime. Violation of this rule will result in immediate trip home at the parent's expense.
3. Possession of a weapon, use of a weapon, or endangering the safety of anyone is strictly prohibited. Violation of this rule will result in immediate trip home at the parent's expense.
4. All students are required to follow all school rules and policies and those rules listed in the "Behavior Expectations" document during the course of the trip.
5. Courtesy will be shown at all times to chaperones, guides, and directors.
6. Any conduct detrimental to other students will be subject to discipline.
7. During the trip, student's personal appearance and dress will reflect neatness and cleanliness at all times. You are representing not only the orchestra, but also the school and community of Shorewood.
8. All students will stay with their assigned group at all times.
9. No one will leave their motel room after bed check/lights out. Bed check means in your room, in bed with the lights out for the night.
10. Motel rooms and luggage may be checked frequently. Luggage and instrument cases may be checked before leaving Saturday - any forbidden items will cancel the trip for that student. I/we also agree to allow the student's luggage and instrumental case to be searched before leaving for the trip on Sunday. If forbidden items are found, I/we acknowledge that the student will not be permitted to go on the trip.
11. Any damage caused by an individual(s) (vandalism, breakage, stealing) will constitute a violation and be subject to an immediate trip home at the parent's expense. Also, any fee or fines assessed as a result of the violation will be assessed to the individual(s) responsible.
12. Replacement or repair of uniforms and equipment furnished by the orchestra if lost or damaged through willful neglect will be the financial responsibility of the individual responsible.
13. The school does not carry any type of accident insurance coverage for students, therefore it is suggested that parents consider purchasing some type of travel insurance for your child. This is left up to the discretion of the parents. If you choose to not purchase travel insurance, you must sign a waiver.
14. Age of student(s) as of March 20, 2027 _____.
15. Chaperones will use all due precaution within reason. However, I/we acknowledge the possibility of accidents occurring (i.e., cuts, fractures, illness, etc.) and do not hold school personnel or chaperones liable.

I have read and understand the rules and agreements and agree to adhere to the same.

Print name of student

Student's signature

Date

We have read and understand the rules and agreements and understand that we and our child(ren) are to adhere to them.

Parent signature or legal guardian's signature

Date

Parent signature or legal guardian's signature

Date



SCHOOL DISTRICT OF SHOREWOOD
1701 E. Capitol Drive
Shorewood, WI 53211

TRAVEL INSURANCE
SHS ORCHESTRA TOUR 2027
SPAIN
MARCH 20-MARCH 29, 2027

The Shorewood School District does not carry any type of travel insurance coverage for participants, therefore it is encouraged that parents/guardians consider purchasing travel insurance for your child.

Information about how to purchase travel insurance is included in this packet. It is a family decision to purchase travel insurance and is not required to travel with the orchestra.

PLEASE CHECK

____ I have obtained travel insurance. Initial ____ Date ____

____ I am declining travel insurance. Initial ____ Date ____

Print Student's Name _____

Signature _____ Date _____

Print Father/Guardian Name _____

Signature _____ Date _____

Print Mother/Guardian Name _____

Signature _____ Date _____



**EXECUTIVE SUMMARY
FOR THE SHOREWOOD SCHOOL BOARD**

Topic: WIAA Membership Renewal

Date: May 26, 2026

Prepared by: Carrie Wettstein

Recommended action:

- Information only
- Presentation/discussion
- Discussion/action by committee
- Discussion/action by Board of Education
- Presentation/action next meeting

Recommendation(s): Approval

Purpose: Membership Renewal

Background:

The WIAA is a voluntary, non-profit organization with public and private high school and middle school members. There is no Association membership fee; schools independently sponsor girls' and boys' sports teams, as well as cooperative teams with other area districts, and pay fees to their conference (Woodland).

The WIAA serves as a partner, providing policy and training resources, maintaining athletics standards, and hosting tournaments and other events.



Wisconsin Interscholastic Athletic Association

5516 Vern Holmes Drive, Stevens Point, WI 54482-8833

Phone (715) 344-8580 · Email: sschulfer@wiaawi.org

SENIOR HIGH MEMBERSHIP RENEWAL

Grades 9-12

2026-27 School Year

Member School *

Please Select ▼

I, as duly authorized by the Board of Education or Governing Body of the above named school, request membership in the Wisconsin Interscholastic Athletic Association for 2026-27. **I understand and agree that as a condition of membership, the above named school adopts the rules of this Association and will conduct its athletic program in accordance with the Constitution, Bylaws, Rules of Eligibility and Sports Regulations (boys and girls) as well as the interpretations and decisions of the WIAA Board of Control.**

It is further agreed that the administrators and coaches of the above named school have Board of Education or Governing Body approval if called upon to serve the WIAA in an elected or appointed position.

Note 1: A school that voluntarily terminates membership in the Association shall be denied readmission for a period of four (4) school years.

Note 2: A member school is required to maintain administrative control and oversight of at least one independently sponsored interscholastic athletic program or co-op program throughout the duration of its membership.

Note 3: The WIAA membership-sponsored tournaments are the collective property of the Association and not of any individual member. The Association reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of membership-sponsored tournaments; appropriate proprietary interests; and the use of images or transmissions identifying students, administrative personnel and member school marks.


By checking this box and submitting our 2026-27 Senior High Membership Renewal form, you agree that you and your school administration have read, in its entirety, the [WIAA Senior High Handbook](#). You are verifying that you, your staff, and student athletes are abiding by all WIAA rules and regulations as outlined in the WIAA

Constitution and Bylaws. I further certify that if I have not understood any information contained in this document, I have sought and received an explanation of the information prior to signing this document. *

By checking this box and submitting our 2026-27 Senior High Membership Renewal form, I am acknowledging that I am responsible for ensuring that our School Directory is accurate and updated with any/all changes. I have also verified that our administration and coach contact information is updated in the online [WIAA School Directory](#). By ensuring that these are accurate, important information from WIAA staff will reach the necessary people. *

Board of Education, Governing Body President, or Authorized Administrator *

Sign Here



Powered by **Jotform Sign**

Clear

Signature

Name *

First Name

Last Name

Email *

example@example.com

Sign and submit this Membership Application no later than August 1, 2026.

Continue