

# UNITY SCHOOL DISTRICT BOARD OF EDUCATION

Patricia C. Kastens, Clerk

1. **6:00PM** - Call to Order/Notice of Meeting/Roll Call
2. Approval of the Agenda
3. Consideration to Suspend Regular Session and Convene Closed Session for the Purpose of WI § 19.85 (1)(c) in considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
  - a. Roll Call
  - b. Approval of the Closed Minutes, June 9, 2020
  - c. Personnel §19.85(1)(c)
  - d. Negotiations of Legal Contract 19.85(1)(e)
  - e. Adjourn Closed Session
  - f. Convene Regular Session
4. Possible Action on Recommendation(s) From Closed Session
5. Citizens' Requests to Speak/Address the Board (Max. of 3 min. Items must be germane to the agenda. Because this is a virtual meeting via Zoom, no in-person comments will be permitted. Any written comment must be submitted by email to brobinson@unity.k12.wi.us by NOON on Tuesday, August 13, 2020. Such comments will be provided to the Board of Education for consideration and review.)
6. Board of Education Member Update
7. **Information**
  - a. CESA Report - *Mr. James Beistle*
  - b. District Administrator's Report - *Mr. Brandon Robinson* 2
8. **Consent Agenda**
  - a. Approval of Minutes, July 14, 2020 6
  - b. Approval of Minutes, July 27, 2020 9
  - c. Approval of Vouchers 10
  - d. Approval of Elementary/Middle School/High School Activity Accounts 11
  - e. Financial Report
  - f. Personnel
    - 1) Consideration and Approval of Various Hires and Resignations
9. **Action Agenda**
  - a. Canvas Learning Management System (LMS) Presentation - *Ms. Elizabeth Jorgensen*
  - b. Consideration and Approval of the Updated School Reopening Plan - *Mr. Brandon Robinson* 13
  - c. Consideration and Approval of Pupil Transportation Contract with Kobussen - *Mr. Brandon Robinson*
  - d. Athletic Training Services Contract - Osceola Medical Center - *Mr. Brandon Robinson*
  - e. Consideration and Approval of the Revised District Calendar 2020-2021 - *Mr. Brandon Robinson* 28
  - f. Consideration and Approval of Early Graduation Applications - *Mr. Zack Fugate*
  - g. Consideration and Approval of the 2020-2021 Student Handbooks Revisions - *Administration*
  - h. Consideration and Approval of the 2020-2021 District Employee Handbook Revisions - *Mr. Brandon Robinson*
  - i. Consideration to Suspend Board Policy 471:Student Activity Fees for the 2020-2021 School Year - *Mr. Brandon Robinson*
  - j. Consideration and Approval of the Revisions to Board Policy 345.1:Class Rank - *Mr. Zack Fugate*
  - k. Consideration and Approval of the following Board Policies and Administrative Rules: 113, 113.1, 184, 185, 253.2, 322.1, 345.4, 347.1, 347.2, 382.1, 411.1, 447.1, 447.15, 453, 453.11, 453.12, 453.13, 453.15, 453.2, 453.3, 453.31, 453.311, 453.32, 453.4, 454, 458, 458.2, 461, 512, 523.2, 546.1, 720, 723.3, 771.1 - *Mr. Brandon Robinson*
10. Adjourn

# District Administrator's Report

August 2020

## Unity School District

### Unity's School Reopening Plan

- Information regarding Unity School District's response to COVID-19 will be updated and shared on the District website at [www.unity.k12.wi.us](http://www.unity.k12.wi.us). All communication with parents has been posted to the website.
- **The Unity School District Reopening Plan for the 2020-2021 school year has been updated due to recent guidance and orders. Major changes include:**
  - **Masks are required to be worn by students (PK-12) and staff.**
  - **WIAA sports changes.**
  - **Canvas Learning Management Platform.**
  - **Student Transportation.**
  - **Virtual Learning Option Details.**
  - **Instructional Videos.**
  - **Fall Staff nservice.**
- Unity Board of Education meetings are being conducted virtually, via Zoom, during the school closure. The login information for the meeting is located at the top of the published agenda on the school district website.

### Fall Sports Changes

- WIAA High School Fall Sports Starting Dates:
  - August 17: Cross-Country, Girls Tennis, Girls Golf
  - September 7: Football, Volleyball, Boys Soccer
- Middle School Fall Sports Starting Dates:
  - After the start of the school year. Specific date(s) to be determined.
- Spectators at Games:
  - The Lakeland Conference approved a spectator policy as part of the fall sports plan.
    - Spectators will be limited to immediate family members only.
    - Passes will be distributed to the family members prior to the event.
    - The total number of passes and the passes per athlete will be limited.
    - General and student admission will not be allowed.
    - Concessions will not be provided.
- *All changes are subject to further change or cancellation based upon current health information and updated guidance from the WIAA, DHS, DPI, and the local health department.*

**NOTE: Unity Academy Days on August 26 and 27 have been cancelled. They are now teacher inservice days. The first day of school remains September 1st.**

# District Administrator's Report

August 2020

## Unity School District

### School Supply Kits Available

- School Supply Kits will be available for purchase. These kits can be purchased at the time of student registration and will be available to students on the first day of school.
- The supply kits will cost \$20. Items have been purchased in bulk to ensure the lowest cost possible.
- Elementary and Middle School supply kits will include all school supplies, except a backpack and water bottle.
- The High School supply kit is a "starter" kit, as supplies are dependent upon a student's choices for classes. The starter kit will include common items, including paper, pencils, binders, folders, etc.
- Each kit will also include a reusable, cloth face covering added at no charge.

### LEAP Child Care Center Is Open!

The LEAP (Little Eagles At Play) program is open and accepting registrations. If you are an interested parent, contact the Center Director for a tour. Heather Tiedemann can be contacted by email at [htiedemann@unity.k12.wi.us](mailto:htiedemann@unity.k12.wi.us) or by phone at (715) 825-3515 x4000.

### Community Education Changes

- The Unity Aquatics and Fitness Centers have reopened to the public. The hours of operation are the normal times. Patrons must pre-register online as the spaces are limited due to social distancing requirements and group size limitations.
- Increased cleaning procedures and other health safety precautions have been implemented.
- Patrons must register online for use of either the Aquatics Center or Fitness Center. The link is on the District website: <https://www.mis.io/portal/unityschooldistrict/member/book>.
- Other community events and community education offerings are limited at this time due to the priority of student programming at the school and the necessary cleaning protocols.



# District Administrator's Report

August 2020

## Unity School District

### New Learning Management System (LMS): Canvas

- A Learning Management System (LMS) is a platform that helps teachers manage and organize educational materials online and conduct online courses. Learning management systems help streamline the learning process by providing a central location for accessing material online and developing content. LMS software is used by K-12 schools, higher education institutions, school districts, etc.
- Canvas Learning Management Platform: "Make sure your teachers and students have the tools they need to be successful this fall. With solutions for learning management, assessment, and professional development, the Canvas Learning Management Platform can help you navigate the challenges ahead."
- Over 30% of Higher Education Institutions use Canvas. Canvas is the world's fastest-growing learning management platform. The platform will help students prepare for education beyond high school.

### Flipped Learning Model

- *Flipped Learning is an educational approach in which direct instruction moves from the group learning space to the individual learning space, and the resulting group space is transformed into a dynamic, interactive learning environment where the educator guides students as they apply concepts and engage creatively in the subject matter.*
- The Four Pillars of F-L-I-P. (<https://flippedlearning.org/definition-of-flipped-learning/>)
  - Flexible Environment
  - Learning Culture
  - Intentional Content
  - Professional Educator
- An information video about Flipped Learning: [https://youtu.be/BFbqo\\_zHKpl](https://youtu.be/BFbqo_zHKpl)

### 2020-2021 School Day Schedule Changes

- The school day will be scheduled from 8:15am to 3:15pm for the 2020-2021 school year.
- The earliest drop-off time is 8:00am and the latest pickup time is 3:30pm.

# District Administrator's Report

## August 2020

# Unity School District

## Upcoming Meetings and Events

DATE	MEETING	PLACE	TIME
Tuesday, August 11	Board of Education Meeting	Board Room	6:00 PM
Monday, August 17	Cross-Country, Girls Tennis, Girls Golf Start	District	
August 19-21, 25-27	Fall Inservice	District	
Wednesday, Aug. 26	Virtual Open House	District	
Tuesday, Sept. 1	First Day Of School	District	
Monday, September 7	No School - Labor Day	District	
Monday, September 7	Football, Volleyball, Boys Soccer Start	District	
Tuesday, September 8	Board of Education Meeting	Board Room	6:00 PM

"Expect Great Things"

### Unity School District Goals

*(Approved by the Unity Board of Education, April, 2019)*

- Nurture and promote a positive culture of respect, leadership, and character for all.
- Encourage career readiness through school and community partnerships.
- Promote and provide flexible accelerated, personalized learning opportunities for students.
- Encourage healthy students, staff, and community while continuing to address mental health needs through various programs and partnerships.

# Minutes of Regular Meeting

July 14, 2020

## The Board of Education

### Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, July 14, 2020 beginning at 6:30 PM in the Board Room via Zoom.

1. **6:30 p.m.** Call to Order/Notice of Meeting/Roll Call

**Members Present:** Debbie Ince-Peterson, James Beistle, Kelly Kamish, Ryan Peterson, Sheryl Holmgren, Jeromy Cox, Pat Kastens

**Admin. Team Present:** Supt. Brandon Robinson

**Members Absent:**

2. Approval of the Agenda

Motion to approve the agenda by James Beistle.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

3. Citizens' Requests to Speak/Address the Board (Max. of 3 min. Items must be germane to the agenda. Because this is a virtual meeting via Zoom, no in-person comments will be permitted. Any written comment must be submitted by email to [brobinson@unity.k12.wi.us](mailto:brobinson@unity.k12.wi.us) by NOON on Tuesday, July 14, 2020. Such comments will be provided to the Board of Education for consideration and review.)

No comments were provided.

4. **Information**

a. District Administrator's Report – *Mr. Brandon Robinson*

1) Summer Activities

2) Child Care Center

5. **Consent Agenda**

a. Approval of Minutes, June 9, 2020

Motion to Approve the June 9, 2020 Minutes by Pat Kastens.

Second by Ryan Peterson.

Motion carries by unanimous voice vote.

b. Approval of Vouchers

Motion to Approve the June 2020 Vouchers by James Beistle.

Second by Sheryl Holmgren.

Motion carries by unanimous voice vote. (Ryan Peterson Abstained.)

c. Approval of Elementary/Middle School/High School Activity Accounts

Motion to Approve the June 2020 Activity Accounts by Pat Kastens.

Second by James Beistle.

Motion carries by unanimous voice vote.

d. Financial & Budget Report – *Ms. Kara Holden/Mr. Brandon Robinson*

Nothing to report this month due to upcoming year end and annual audit.

e. Personnel

1) Consideration and Approval of the Hire of Nicola DeNucci, Assistant High School Volleyball Coach

2) Consideration and Approval of the Hire of Pam Heinen, Part-Time Food Service

- 3) Consideration and Approval of the Hire of Lyn Leopold, Alternative Learning Program Teacher
- 4) Consideration and Approval of the Hire of Sophie Peterson, Alternative Learning Program Special Education Teacher
  - Motion to approve Personnel Items 5.e.1 – 5.e.4 by Ryan Peterson.
  - Second by Sheryl Holmgren and Pat Kastens.
  - Motion carries by unanimous voice vote.
- 5) Consideration and Approval of Various Hires, including but not limited to: High School Secretary, School Social Worker
  - Motion to approve the Hires of Molly Loughlin (High School Secretary), and Rachael Anderson (School Social Worker) by Pat Kastens.
  - Second by Ryan Peterson.
  - Motion carries by unanimous voice vote.

## **6. Action Agenda**

- a. Presentation of Unity School District Reopening Plan 2020-2021 – *Mr. Brandon Robinson*
  - Motion to accept the Unity School District Reopening Plan 2020-2021 by James Beistle.
  - Second by Ryan Peterson.
  - Motion carries by unanimous voice vote.
- b. Consideration and Approval of Grade Level Sections – *Dr. William DeWitt*
  - Motion to approve Grade Level Sections by James Beistle.
  - Second by Sheryl Holmgren.
  - Motion carries by unanimous voice vote.
- c. Consideration and Approval of the 2020-2021 ESSA LEA Plan – *Dr. William DeWitt*
  - Motion to approve the 2020-2021 ESSA LEA Plan by Pat Kastens.
  - Second by Sheryl Holmgren.
  - Motion carries by unanimous voice vote.
- d. Consideration and Approval of the 2020-2021 District Employee Handbook Revisions – *Mr. Brandon Robinson*
  - Motion to approve the 2020-2021 District Employee Handbook Revisions by Ryan Peterson.
  - Second by Pat Kastens.
  - Motion carries by unanimous voice vote.
- e. Approval by the Board of the annual declaration and parent notice of the District's student academic standards that will be in effect for the 2020-2021 school year, pursuant to section 120.12(13) and section 118.30(1g)(a)1 of the state statutes. – *Mr. Brandon Robinson*
  - Motion to approve the annual declaration and parent notice of the District's student academic standards that will be in effect for the 2020-2021 school year, pursuant to section 120.12(13) and section 118.30(1g)(a)1 of the state statute by Ryan Peterson.
  - Second by Pat Kastens.
  - Motion carries by unanimous voice vote.
- f. Consideration and Approval of the 2020-2021 Fall Extra Duty contracts – *Mr. Brandon Robinson*
  - Motion to approve the 2020-2021 Fall Extra Duty contracts by James Beistle.
  - Second by Kelly Kamish.
  - Motion carries by unanimous voice vote.
- g. Consideration and Approval of the following Board Policies and Administrative Rules: 342.2, 344, 447.1, 447.15, 671.5 - *Mr. Brandon Robinson*

Motion to approve Board Policies and Administrative Rules: 342.2, 344, 447.1, 447.15, 671.5 by Pat Kastens.

Second by Sheryl Holmgren/Ryan Peterson.

Motion carries by unanimous voice vote.

15. Adjourn

Motion to adjourn by James Beistle.

Second by Ryan Peterson.

Motion carries by unanimous voice vote by 7:41 p.m.

Respectfully Submitted,

Pat Kastens, School Board Clerk

# Minutes of Long-Range Planning and Facilities Committee Meeting July 27, 2020 The Board of Education Unity School District

A Long-Range Planning and Facilities Committee Meeting of the Board of Education of Unity School District was held Monday, July 27, 2020 beginning at 3:00 PM in the Library via Zoom.

1. Call to Order/Notice of Meeting/Roll Call  
**Members Present:** James Beistle, Kelly Kamish, Ryan Peterson,  
**Admin. Team Present:** Supt. Brandon Robinson  
**Members Absent:**
2. Summer Maintenance Projects
  - a. Middle School Flooring
  - b. Middle School Science/Art Room
  - c. Parking Lot Crack Sealing
  - d. Other Projects
3. Final Report of child Care Center Project  
Child Care Center is now open.
4. Final Report of Stadium Bleacher Project  
Bleacher work that is remaining; concrete, electrical, and sound system.
5. COVID Facility Needs
  - a. Plexiglass Shields
  - b. Signage
  - c. HVAC Changes
  - d. Cleaning and Disinfection
  - e. Health Office and Isolation Room
6. Consideration of Alternative Learning Center (ADP and ALP) Location and Lease  
Motion to Authorize Mr. Robinson to pursue a lease agreement and bring to Board for consideration and approval in August by Kelly Kamish.  
Second by Ryan Peterson.  
Motion carries by unanimous voice.
15. Adjourn

Respectfully Submitted,

Pat Kastens, School Board Clerk

## Board Checklist July 2020

CHECK NUMBER	VENDOR	CHECK DATE	AMOUNT
143392	CERTIFIED RECOVERY, INC	7/6/2020	\$213.91
143393	UNITY FOOD SERVICE	7/6/2020	\$152.50
143394	ELECTRONIC FEDERAL TAX PAYMENT	7/3/2020	\$57,641.08
143395	WEA TAX SHELTERED ANNUITY TRUST	7/3/2020	\$3,929.24
143396	UNITY SCHOOL DISTRICT	7/3/2020	\$125.00
143397	WISCONSIN DEPARTMENT OF REV	7/3/2020	\$11,650.04
143398	SD OF ST CROIX FALLS	7/7/2020	\$85.00
143399	UW-MADISON,WISNET	7/7/2020	\$486.35
143400	MEDICA	7/8/2020	\$385.00
143401	CHASE CARD SERVICES	7/17/2020	\$11,042.72
143402	CERTIFIED RECOVERY, INC	7/20/2020	\$213.32
143403	HORACE MANN LIFE INSURANCE COM	7/20/2020	\$850.00
143404	THRIVENT FINANCIAL FOR LUTHERANS	7/20/2020	\$200.00
143405	UNITY EDUCATION SCHOLARSHIP	7/20/2020	\$15.00
143406	UNITY FOOD SERVICE	7/20/2020	\$202.50
143407	ELECTRONIC FEDERAL TAX PAYMENT	7/20/2020	\$56,778.22
143408	WEA TAX SHELTERED ANNUITY TRUST	7/20/2020	\$3,929.24
143409	WISCONSIN DEPARTMENT OF REV	7/20/2020	\$11,349.23
143410	STANDARD INSURANCE COMPANY	7/20/2020	\$0.00
143411	STANDARD INSURANCE COMPANY	7/20/2020	\$3,837.52
143412	VISION SERVICE PLAN	7/20/2020	\$721.79
143413	AFLAC	7/15/2020	\$1,196.12
143414	UNITY SCHOOL DISTRICT	7/20/2020	\$125.00
143415	PAYROLL ACCOUNT	7/20/2020	\$370,970.58
143416	WISCONSIN RETIREMENT SYSTEM	7/31/2020	\$88,151.04
143417	BALSAM LAKE WATER/SEWR COMMIS.	7/21/2020	\$2,381.11
143418	DELTA DENTAL	7/21/2020	\$139.01
143419	EMC INSURANCE COMPANIES	7/21/2020	\$89,880.00
143420	LAKELAND COMMUNICATIONS	7/21/2020	\$18,589.11
143421	NORTHWESTERN WIS ELECTRIC CO	7/21/2020	\$295.61
143422	DELTA DENTAL	7/21/2020	\$8,980.20
143423	BMO MASTERCARD	7/23/2020	\$4,011.79
143424	WE ENERGIES	7/17/2020	\$1,743.84
143425	HUEBSCH SERVICES	7/10/2020	\$1,302.29
143426	NORTHWESTERN WIS ELECTRIC CO	7/16/2020	\$16,272.28
143427	AMAZON/SYNCB	7/23/2020	\$5,779.25
143428	BLPRD	7/30/2020	\$125.00
143429	SD OF AMERY	7/30/2020	\$747.41
143435	HIGHER STANDARDS INC.	7/7/2020	\$65.00
143436	REVTRAK, INC.	7/9/2020	\$29.95
143437	VANCO PAYMENT SOLUTIONS	7/8/2020	\$4.14
		<i>Total</i>	<u>\$774,596.39</u>

## UNITY SCHOOL DISTRICT

### ACTIVITY ACCOUNT SUMMARY AS OF July 31, 2020

HIGH SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
600416-General Account	\$3,273.23	\$9.89	\$0.00	\$3,283.12
600417-Basketball - Boys	1,751.39	0.00	0.00	1,751.39
600418-Baseball - HS	2,946.55	0.00	0.00	2,946.55
600425-FFA	407.96	0.00	0.00	407.96
600426-Grad Party	2,224.99	0.00	0.00	2,224.99
600427-Athletics	1,385.73	0.00	0.00	1,385.73
600428-Football	509.12	0.00	0.00	509.12
600429-Migizi Club	516.97	0.00	0.00	516.97
600430-Music Club	12,455.72	0.00	0.00	12,455.72
600431-Natnl Honor Society	908.00	0.00	0.00	908.00
600432-Skills USA	2,088.63	0.00	0.00	2,088.63
600434-Student Council	3,109.87	0.00	0.00	3,109.87
600435-Theatre Arts	1,163.90	0.00	0.00	1,163.90
600436-Library	1,846.48	0.00	0.00	1,846.48
600437-Volleyball	936.33	0.00	0.00	936.33
600438-Basketball - Girls	281.98	0.00	0.00	281.98
600442-FBLA	4,966.41	0.00	0.00	4,966.41
600445-Class of 2020-2023	3,777.79	0.00	0.00	3,777.79
600446-Softball	548.21	0.00	0.00	548.21
600447-Soccer Club	0.00	0.00	0.00	0.00
<b>TOTALS</b>	<b>\$45,099.26</b>	<b>\$9.89</b>	<b>\$0.00</b>	<b>\$45,109.15</b>
MIDDLE SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
General	\$1,369.85	\$3.87		\$1,373.72
Pop	1,346.37			1,346.37
Student Council	1,137.11			1,137.11
Nature Trail	3,717.48			3,717.48
Drama	747.76			747.76
Sopko	569.24			569.24
Target	511.13			511.13
PE Program	623.50			623.50
Athletics	537.52			537.52
Girls Traveling Bball	7,171.58			7,171.58
Wrestling	470.40			470.40
<b>TOTALS</b>	<b>\$18,201.94</b>	<b>\$3.87</b>	<b>\$0.00</b>	<b>\$18,205.81</b>
ELEMENTARY SCHOOL				

<b>ACCOUNT</b>	<b>BEG BALANCE</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>END BALANCE</b>
General #108	\$1,375.35	\$202.21		\$1,577.56
Elem Student Cncl #101	1.08			\$1.08
Yearbook #102	2,293.47	130.00	1,431.80	\$991.67
Pencils #103	193.82			\$193.82
Fund Raisers #104	4,550.29			\$4,550.29
U.P.W.A.R.D. #105	18.37			\$18.37
Youth Sports #106	1,000.00			\$1,000.00
Mentoring Grant #107	589.11			\$589.11
<b>TOTALS</b>	<b>\$10,021.49</b>	<b>\$332.21</b>	<b>\$1,431.80</b>	<b>\$8,921.90</b>



# UNITY SCHOOL DISTRICT

## Reopening School 2020

Version 2.0

This is an overview of Unity's plan to return to school this fall.

- Hygiene
- Sanitation & Disinfection
- Face Coverings
- Health Safety Measures
- Bus/Van Transportation
- School Nutrition
- Remote Instruction
- Virtual-only School Option
- Remote Instruction
- Attendance
- Visitors
- Drop Off & Pick Up
- Open Houses & Orientations
- Athletics
- After School Activities & Community Ed
- Large Events
- Field Trips
- Isolation & School Exclusion
- Our Shared Responsibilities
- Specific Rules
- Student Screener

Updated 8/11/2020

Reopening School  
**2020**

Take action by  
**August 17<sup>th</sup> if ...**

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Your children will not ride the school bus/van this fall -see page 7.

You wish to apply for virtual-only learning for your children -see page 8.

*Expect Great Things!*

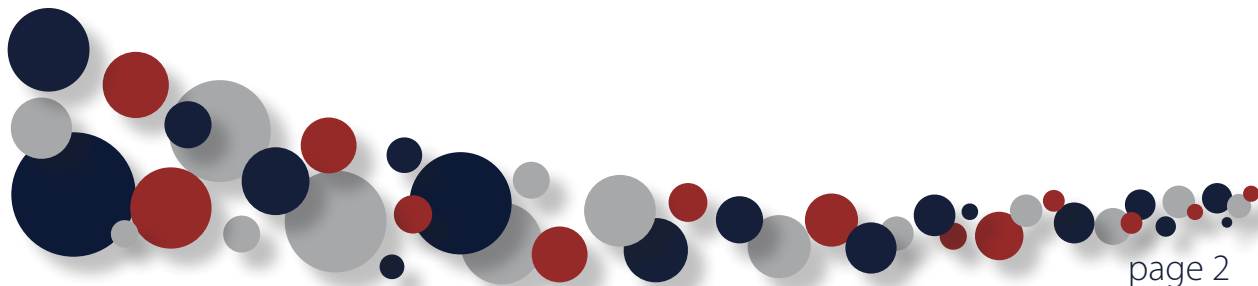
# WELCOME BACK TO SCHOOL!

While the start of the school year may look a little different than in the past, what has **not changed** is our commitment to providing a rich educational experience for our students. We remain dedicated to educational excellence at Unity.

We are committed to the safety of our students and staff, their families, and our community members. We believe it is our responsibility to plan for the risks associated with the spread of COVID-19. Our goal is to provide the safest learning environment possible. Still, we cannot guarantee a COVID-19-free environment.

School will begin on September 1<sup>st</sup> with a traditional five-day school week with in-person instruction. We have increased sanitization and disinfection efforts in our school buildings, and the hygiene practices of our students will be a point of emphasis. Lastly, the use of face coverings for students and staff is a measure put into place to provide greater safety for those who are in Unity's facilities and programs.

The Reopening Plan is a work in progress that will likely change frequently. We will continually monitor the public health information from our county, region and state and regularly re-evaluate our safety measures. The new safety provisions are not our new normal, but rather a transition out of a health crisis back to our desired school experience.



# Expect Great Things!

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*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

Reopening School  
2020

The logo for Unity School, featuring a stylized eagle head in profile, facing right, with the text "Reopening School 2020" overlaid on it.



## UNITY'S MISSION

Our mission is to prepare each student for a changing world by building strong character and developing skills to become a life-long learner through a safe, caring, and challenging environment in partnership with students, families, school and community.

## SCHOOL DISTRICT GOALS

- Nurture and promote a positive culture of respect, leadership, and character for all.
- Encourage career readiness through school and community partnerships.
- Promote and provide flexible accelerated, personalized learning opportunities for students.
- Encourage healthy students, staff, and community while continuing to address mental health needs through various programs and partnerships.

## STUDENT EQUITY

Unity School District is committed to providing a safe and healthy learning environment to all students. As part of this commitment, the Unity staff recognizes the effects of COVID-19 and how it has disproportionately affected some of our children.

Non-Discrimination: It is the policy of the Unity School District, pursuant to Wisconsin Statutes §118.13, and Wisconsin Administrative Code PI 9, federal statutes including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, that no person on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy marital or parental status, sexual orientation or physical, mental, emotional or learning disability, may be denied admission to any school in this District or be denied participation in, be denied the benefits of, or be discriminated against in any curricular, extracurricular, pupil services, recreational, or other program or activity.

Reopening School  
2020

UNITY'S MISSION  
DISTRICT GOALS  
STUDENT EQUITY<sup>15</sup>

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*

# HYGIENE

## *We will teach and practice:*

- Frequent and thorough hand washing with soap and water
- Use of hand sanitizer if unable to wash with soap and water
- Respiratory etiquette for coughing and sneezing
- Social distancing whenever possible
- Recognition of symptoms of COVID-19

## *We will encourage:*

- Avoiding close contact with people who are sick
- Staying home if sick

# SANITATION & DISINFECTION

- Increased cleaning and disinfecting during the school day and after hours
- Prioritized cleaning of high-touch areas, i.e. door handles, desktops, chairs and common spaces
- Increased ventilation in all buildings

# FACE COVERINGS

Unity School District will follow the Governor's executive order and require that all staff, and all students, PK-Grade 12, wear face coverings when indoors. The District will revisit the face covering requirement if the executive order expires and if health guidance warrants.

## *Face coverings are required for all students and staff:*

- On school bus/van transportation
- When entering, exiting, and inside all school buildings

## *Face coverings may be removed:*

- During certain physical activity (physical education class, recess, etc.)
- When outdoors, while social distancing
- While eating
- During socially-distanced outdoor 'mask breaks'
- Swimming

*\* Exceptions may be granted for medically documented reasons and/or accommodations per an Individual Education or Section 504 Plan. Must submit an exemption request signed by a physician.*



# HYGIENE

# SANITATION & DISINFECTION

16

# FACE COVERINGS

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*





## HEALTH SAFETY MEASURES

Unity School District will continue to collaborate with PCH, WIDHS, DPI, CDC to ensure a safe and healthy learning environment for our students and staff. Regardless of the in-person learning model, any person entering Unity School District property will be required to follow all public health regulations.

- Limit group gatherings in large areas such as gymnasiums, cafeterias, and hallways
- Social distancing requirements of 6 feet (2 arms length) as much as reasonably possible
- Number of requirements will include lower building capacity by not allowing visitors

- Building traffic guidelines with visual cues when appropriate
- PPE including face coverings, hand sanitizer, thermometers, and gloves will be provided to school personnel on a continual basis throughout the school year. Students and Staff will be required to wear face coverings
- Suspected/confirmed COVID-19 cases will have an established isolated room available until the student can safely leave the building

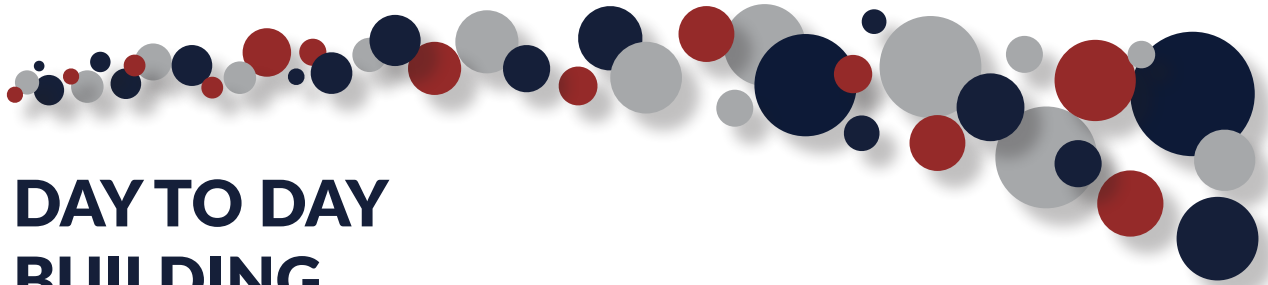
Reopening School  
**2020**

## HEALTH SAFETY MEASURES

17

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*



# DAY TO DAY BUILDING OPERATIONS

## *Limit visitors*

- Limit non-essential visitors and visits
- Essential visitors must wear a mask
- No Volunteers

## *Limit class-to-class interaction/Cohorts*

- Limit interaction of students outside of classroom environment
- Student grouping will be used as much as possible throughout a daily schedule within reason

## *Limit exposure to high-risk staff and students*

Limit exposure and provide alternatives

## *Limit group gatherings in large areas*

## *On-site Procedural Guidance:*

Student Movement (arrival, in session, departure)

## *Physical Distancing*

As a District, we will do our best to provide social distancing in all situations as reasonably possible

- Transportation
- Hallways
- Cafeteria/Commons
- Playground
- Classrooms will remove any unwanted furniture to maximize social distancing

## *Communication*

Provide timely updates to support the health of our students and staff and that protect confidentiality

Reopening School  
**2020**

# DAY TO DAY BUILDING OPERATIONS

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

**Expect Great Things!**

# BUS/VAN TRANSPORTATION

## *Transportation guidelines:*

- Students and drivers required to wear face coverings
- 50% bus capacity
- Socially distanced seating when possible
- Bus routes reorganized to decrease student time on the bus
- Thorough bus cleaning and sanitation after each use
- School transportation may not be used for social gatherings, i.e. birthday parties, overnights, etc.
- Max of two drop off/pick up locations per family, unless residence changes

*We encourage parents, if they are able, to arrange alternate transportation for their children so we can reduce the number of students riding buses.*

### **ACTION REQUIRED**

Parents who will transport their children to school due to alternate arrangements or virtual learning must complete

[ONLINE STUDENT REGISTRATION](#)

Deadline: Monday, August 17<sup>th</sup>

# SCHOOL NUTRITION

- High School and middle school students' meals will be served in the cafeterias
- Elementary students will eat in classrooms
- Social distancing will be required
- Surfaces will be sanitized before and after each use
- All food will be served to students (no self-serve)

# BEFORE/AFTER SCHOOL

- Parents will not be allowed in the school buildings before or after school or at drop off/pick up
- Guidance will be provided at the pick up/drop off lane
- Students may be dropped off no earlier than 8:00 am and picked up no later than 3:30 pm
- Students will wash hands before entering classrooms
- Students will not gather in the cafeteria, gym, or playground before school. They will go to their classrooms

Reopening School  
2020

# BUS/VAN TRANSPORTATION

# SCHOOL NUTRITION

19

# BEFORE/AFTER SCHOOL

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*



## VIRTUAL-ONLY SCHOOL OPTION

For students whose parents wish for them to be educated virtually at home.

*The virtual option is a new format and is different than spring.*

This virtual-only option requires a full trimester commitment, meaning students who enroll will be eligible to return to in-person learning until November 30, 2020 to ensure a smooth transition.

Students enrolled in this program are eligible to participate in District athletics and extra-curricular activities.

### ACTION REQUIRED



If you wish to request this option, you must complete [ONLINE STUDENT REGISTRATION](#) for each child. Once your application is received, your child's principal will contact you to discuss a virtual learning plan for your child. Deadline: Monday, August 17<sup>th</sup>

## REMOTE INSTRUCTION

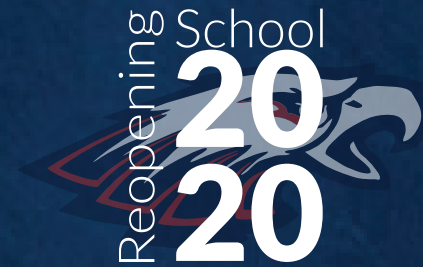
*For Emergency Closure, Quarantine*

For students attending in-person school at Unity who are unable to attend for a period of time due to COVID-19 illness, quarantine or school closure.

Students attending school in-person will be transitioned to remote instruction (at home) as necessary, including when they are ill, required to quarantine, or if the District closes due to a mandate from the state or county.

**Elementary School & Intermediate School:** Remote instruction will be provided via a combination of technology (devices provided) and mailing of materials home to families. The goal will be to continue to move forward with the classroom curriculum in a remote environment.

**Middle School & High School:** Remote instruction may include a live stream of classes. Flipped learning will be utilized at these levels.



## VIRTUAL-ONLY SCHOOL OPTION

## REMOTE INSTRUCTION

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**Expect Great Things!**



## **INSTRUCTION AND LEARNING**

The Unity School District has developed plans to help students start the school year with strong relationships, routines, and expectations necessary for success in various learning environments.

The Unity School District has embraced an educational model focused on deeper learning. No matter what limitations may be imposed on our instruction by public health guidelines, this model will remain in place for teaching and learning during the 2020-21 school year.

**In-Person Learning and Instruction (Option)**

**Hybrid Remote Learning Due to Intermittent Quarantine/Closure (As Needed)**

**Remote or Virtual Learning (Option)**

Reopening School  
**2020**

## **INSTRUCTION AND LEARNING**

21

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*



## ATTENDANCE

We are committed to being flexible with the attendance of students as we all cope with the circumstances surrounding COVID-19.

- Parents will not be required to go to the doctor for a medical excuse.
- Student absences due to COVID-19 will be tracked separately from all other sicknesses.
- Parents of children who are chronically absent from school will be contacted by administration. A plan will be created to improve attendance.

To view the updated 2020-2021 district [Attendance Policy, click here.](#)

## VISITORS

Volunteers, parents and visitors will not be allowed in the school buildings during the school day, before school for student drop-off, or after school for student pick-up.

## DROP OFF/PICK UP

Changes may be made to pick up and drop off procedures and times to accommodate more families transporting their children to school. Drop off and pick up processes will vary by building and will be communicated to you by each school office.

## OPEN HOUSE & EAGLE ACADEMY

Open House will take place virtually this year. Details will be provided by your child’s school principal.

There will be no Eagle Academy this year. These days will now be staff training days for the new online learning management system.

Reopening School  
**2020**

## ATTENDANCE

## VISITORS

## DROP OFF/PICK UP

22

## OPEN HOUSES & EAGLE ACADEMY

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*

## ATHLETICS

High School Fall Sports start dates have been adjusted as follows:

### *WIAA High School Fall Sports Start Dates:*

- August 17 – Cross Country, Girls Golf, Girls Tennis
- September 7 – Football, Boys Soccer, Volleyball

### *Unity Middle School Fall Sports Start Dates:*

- August 26 – Cross Country
- September 7 – Football, Volleyball

Competition schedules are being restructured at this time.

If spectators are allowed, they will be limited to immediate family members. This is consistent with the Lakeland Conference Schools.

## AFTER SCHOOL ACTIVITIES & COMMUNITY ED

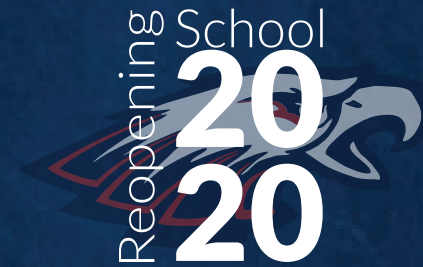
- Community Education and other events will be limited to allow adequate cleaning of the facilities each evening.
- The Fitness Center and Aquatics Center will remain open, as allowed by public health guidance.

## CONCERTS & LARGE EVENTS

Concerts and theater performances may be streamed online or on Lakeland Television.

## FIELD TRIPS

No student field trips will be scheduled until further notice.



## ATHLETICS

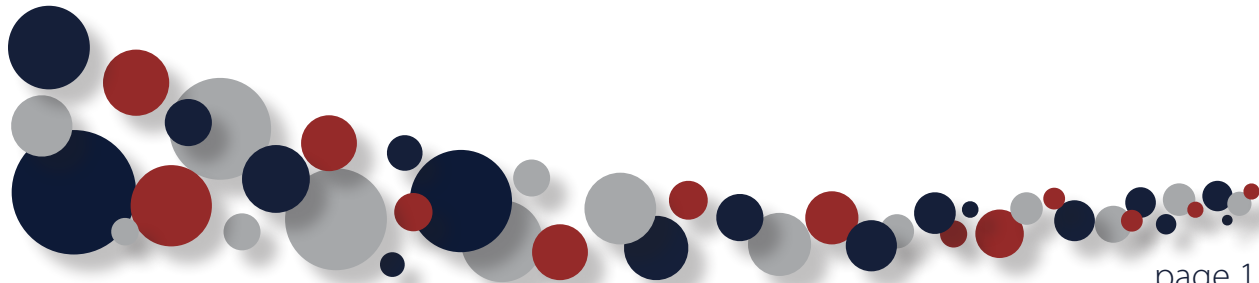
## AFTER SCHOOL ACTIVITIES & COMMUNITY ED

## CONCERTS & LARGE EVENTS

## FIELD TRIPS

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*Expect Great Things!*



# ISOLATION & SCHOOL EXCLUSION

- The school will have a nurse's station where sick students will be isolated.
- The school will also have a separate room where students who are potentially COVID positive will be isolated.

Students who exhibit any of the following symptoms (if outside of their baseline) will be immediately isolated from the school population and then sent home:

Fever - Cough - Congestion/Runny Nose  
Sore Throat - Shortness of Breath - Diarrhea  
Nausea or Vomiting - Fatigue -Headache  
Myalgia - Poor Feeding/Poor Appetite

Students who are sent home will be asked to get a COVID test.

- If a student tests positive, the Polk County Health Department will follow up with the student and family.
- If a student tests negative, he/she may return to school once he/she is symptom-free for 24 hours.

*Polk County Health will assist the Unity School District with contact tracing for positive COVID-19 cases and will determine which students and/or staff are required to be in quarantine.*

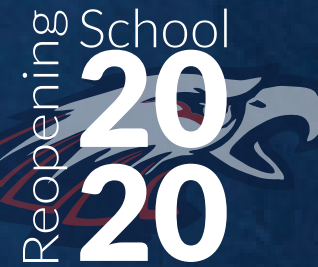
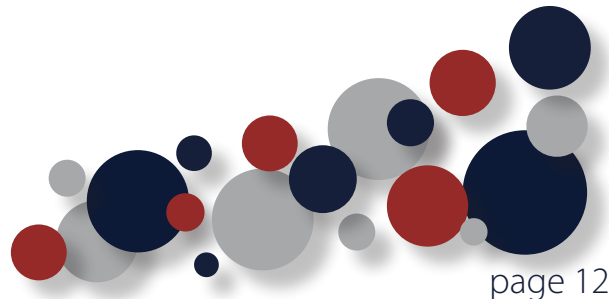
# OUR SHARED RESPONSIBILITIES

*Unity School District WILL:*

- Continue to communicate often with our staff, students and their families regarding our plans and any modifications.
- Establish procedures for notifying staff and parents of possible COVID-19 exposure in compliance with HIPAA.

*Parents WILL:*

- Ensure their children have proper face coverings.
- Monitor the health of their children before bringing them to school each day, by following the daily screening tool for children prior to school.
- Keep children home who are sick or showing symptoms of COVID-19.
- Notify the school nurse if their children or any immediate family members test positive for COVID-19.



## ISOLATION & SCHOOL EXCLUSION

## SHARED RESPONSIBILITIES

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*

# SPECIFIC ADMINISTRATIVE RULES

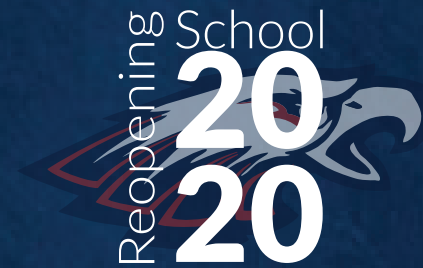
## *Face Coverings:*

The following administrative rule is effective August 11, 2020, and continuing until the District issues written notification that it has been rescinded or modified. Thus, even if the Governor's Order expires, this rule will continue in full force and effect until the District decides to rescind or modify it. The District requires that all staff members, students and visitors (including parents and guardians) to facilities owned or operated by the District and/or in attendance a District-sponsored event or activity wear face coverings, as that term is defined in State of Wisconsin Office of Governor Emergency Order #1 (Order #1), unless the circumstances meet one of the exceptions in Section 3.a. of Order #1. The District will consider requests for an exemption from the requirement to wear face coverings on a medical or religious basis. However, to the extent permitted by law, the District may require that such an exemption request be supported by written documentation (completed and signed

by the individual's health care provider or clergy) submitted to the District at the time of the exemption request. Please note that all such exemption requests will be considered and evaluated on a case by case basis; that the District may not be able to grant all such requests; and that designs on face coverings worn in the school buildings and during school-sponsored events must follow staff and student dress code policies. Furthermore, in response to an exemption request, the District may not grant the exemption, but instead, may offer alternative means of accessing the District's facilities, events, activities, programming, and/or staff. If a student or staff member violates this directive, the District may impose disciplinary action up to and including suspension, expulsion, or termination, as applicable. If a visitor violates this directive, the District may prohibit the visitor from being present on District property.

## *Closed Campus:*

The following administrative rule is effective August 11, 2020, and continuing until the District issues written notification that it has been rescinded or modified. Unity High School's campus will be closed for lunch. Eligible seniors will not be able to leave the campus during their lunch.



# SPECIFIC ADMINISTRATIVE RULES

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

*Expect Great Things!*

# SPECIFIC ADMINISTRATIVE RULES CONTINUED

## **Visitors:**

The following administrative rule is effective August 11, 2020, and continuing until the District issues written notification that it has been rescinded or modified. Visitors and volunteers are not allowed in the District Facilities during the school day. Outside of the school day, visitors may be allowed for specific community education events.

## **Spectators:**

The following administrative rule is effective August 11, 2020, and continuing until the District issues written notification that it has been rescinded or modified. Interscholastic contests are closed to spectators except immediate family members.

## **Student Transportation:**

This rule is already defined in Board Policy 750 - Transportation Services. Changes to student bus transportation must be communicated by noon each day. Families will be limited to one primary and one emergency location for pickup/drop off. Changes may only be made due to a change in residence.

## **Attendance:**

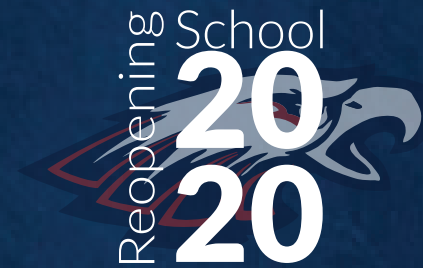
The following administrative rule is effective August 11, 2020, and continuing until the District issues written notification that it has been rescinded or modified. Student absences due to COVID-19 will be tracked separately from other absences and illnesses. Student absences due to a self-quarantine may not require a medical excuse if the parent provides adequate documentation regarding the absence.

## **School Health Services:**

The following administrative rule is effective August 11, 2020, and continuing until the District issues written notification that it has been rescinded or modified. A student who exhibits COVID-19 symptoms at school will be isolated by the school nurse. The parent/guardian is to arrange the immediate pickup of the student from the school.

## **Virtual Learning Option:**

The following administrative rule is effective August 11, 2020, and continuing until the District issues written notification that it has been rescinded or modified. Students who register for virtual learning are committed to the program for a minimum of one trimester. Changes in enrollment are to be made at trimester changes to ensure smooth transition and pacing with school curriculum.



# SPECIFIC ADMINISTRATIVE RULES CONTINUED

*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

***Expect Great Things!***

# UNITY SCHOOL DISTRICT

## DAILY STUDENT COVID SCREENER

@UNITYSCHOOL

"EXPECT GREAT THINGS"

#UNITYEAGLEPRIDE

**Parents: Please complete this short check each morning before your child leaves for school. If your child has any of the items checked, please keep your child home from school and consult your physician for further guidance.**

### SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

<input type="checkbox"/>	Temperature 100.0 degrees Fahrenheit or higher when taken by mouth
<input type="checkbox"/>	Sore throat
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain
<input type="checkbox"/>	New onset of severe headache, especially with a fever

### SECTION 2: Close Contact/Potential Exposure

<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19
<input type="checkbox"/>	Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases as described in the <a href="#">Community Mitigation Framework</a>
<input type="checkbox"/>	Live in areas of high community transmission (as described in the <a href="#">Community Mitigation Framework</a> ) while the school remains open

[cdc.gov/coronavirus](https://cdc.gov/coronavirus)



Reopening School  
2020

## DAILY SCREENER

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*We will continually monitor the public health information and regularly re-evaluate our safety measures. These provisions are not our new normal, rather they are a transition out of a health crisis back to our desired school experience.*

**Expect Great Things!**



# UNITY SCHOOL DISTRICT 2020-2021 DISTRICT CALENDAR

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#UNITYEAGLEPRIDE

AUGUST '20							FEBRUARY '21							<ul style="list-style-type: none"> <li><span style="color: green;">■</span> 15: Presidents Day – No School</li> <li><span style="color: blue;">■</span> 18: Parent Teacher Conferences (4-8pm)</li> </ul>
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
						1		1	2	3	4	5	6	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	
16	17	18	19	20	21	22	21	22	23	24	25	26	27	
23	24	25	26	27	28	29	28							
30	31													
<b>19, 20, 21, 25-27:</b> In-Service														
SEPTEMBER '20							MARCH '21							<ul style="list-style-type: none"> <li><span style="color: yellow;">■</span> 5: End of Trimester</li> <li><span style="color: lightblue;">■</span> 8-12: Spring Break – No School</li> </ul>
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
		1	2	3	4	5		1	2	3	4	5	6	
6	7	8	9	10	11	12	7	8	9	10	11	12	13	
13	14	15	16	17	18	19	14	15	16	17	18	19	20	
20	21	22	23	24	25	26	21	22	23	24	25	26	27	
27	28	29	30				28	29	30	31				
<b>1:</b> First Day of School <b>7:</b> Labor Day– No School														
OCTOBER '20							APRIL '21							<ul style="list-style-type: none"> <li><span style="color: green;">■</span> 2: Good Friday – No School</li> </ul>
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
				1	2	3					1	2	3	
4	5	6	7	8	9	10	4	5	6	7	8	9	10	
11	12	13	14	15	16	17	11	12	13	14	15	16	17	
18	19	20	21	22	23	24	18	19	20	21	22	23	24	
25	26	27	28	29	30	31	25	26	27	28	29	30		
<b>2:</b> Early Dismissal 1pm Afternoon In-Service <b>2:</b> Homecoming <b>19:</b> Parent Teacher Conferences (4-8pm) <b>23:</b> In-Service														
NOVEMBER '20							MAY '21							<ul style="list-style-type: none"> <li><span style="color: blue;">■</span> 28: Early Dismissal 1pm Afternoon In-Service</li> <li><span style="color: yellow;">■</span> 28: Graduation</li> <li><span style="color: green;">■</span> 31: Memorial Day - No School</li> </ul>
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
1	2	3	4	5	6	7							1	
8	9	10	11	12	13	14	2	3	4	5	6	7	8	
15	16	17	18	19	20	21	9	10	11	12	13	14	15	
22	23	24	25	26	27	28	16	17	18	19	20	21	22	
29	30						23	24	25	26	27	28	29	
<b>20:</b> End of Trimester <b>23-27:</b> Fall Break – No School <b>26:</b> Thanksgiving							<b>31:</b> Memorial Day - No School							
DECEMBER '20							JUNE '21							<ul style="list-style-type: none"> <li><span style="color: yellow;">■</span> 2: Last Day of School</li> <li><span style="color: red;">■</span> 3: In-Service</li> </ul>
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
		1	2	3	4	5			1	2	3	4	5	
6	7	8	9	10	11	12	6	7	8	9	10	11	12	
13	14	15	16	17	18	19	13	14	15	16	17	18	19	
20	21	22	23	24	25	26	20	21	22	23	24	25	26	
27	28	29	30	31			27	28	29	30				
<b>24-31:</b> Winter Break – No School <b>25:</b> Christmas Day														
JANUARY '21							JULY '21							<ul style="list-style-type: none"> <li><span style="color: green;">■</span> 4: Independence Day</li> </ul>
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
					1	2					1	2	3	
3	4	5	6	7	8	9	4	5	6	7	8	9	10	
10	11	12	13	14	15	16	11	12	13	14	15	16	17	
17	18	19	20	21	22	23	18	19	20	21	22	23	24	
24	25	26	27	28	29	30	25	26	27	28	29	30	31	
31														
<b>1:</b> New Year's Day – No School <b>18:</b> MLK Day In-Service – No School														

SCHOOL MAKE-UP DAYS, IF NEEDED: June 3 and June 4

186 TEACHER DAYS

176 STUDENT DAYS

1.5 PARENT-TEACHER CONFERENCE DAYS

7 IN-SERVICE DAYS

1.5 FLEXIBLE PROFESSIONAL DEVELOPMENT DAYS