

UNITY SCHOOL DISTRICT BOARD OF EDUCATION

Regular Meeting

Agenda

Tuesday, March 8, 2022 6:00 PM

Unity School Board Room, 1908 150th St., Balsam Lake, WI 54810

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation, for items germane to the agenda, during the meeting as indicated on the agenda.

Patricia C. Kastens, Clerk

1. **6:00 PM** 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 Closed Minutes, January 11, 2022
 - c. Personnel §19.85 (1)(c)
 - 1) Superintendent Evaluation
 - d. Adjourn Closed Session
 - e. 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. Any written comment must be submitted by email to brobinson@unity.k12.wi.us by NOON on Tuesday, March 8, 2022. Such comments will be provided to the Board of Education for consideration and review.)
6. Board of Education Member Update
7. **Information**
 - a. Submitted Reports
 - 1) Committee Reports
 - 2) Principal Reports
 - b. District Administrator's Report - *Mr. Brandon Robinson* 2
 - 1) Before and After School Program
 - 2) LEAP
8. **Consent Agenda**
 - a. Approval of Minutes, February 8, 2022 6
 - b. Approval of Elementary/Middle School/High School Activity Accounts
 - c. Approval of Vouchers
 - d. Financial Report - *Ms. Kara Holden* 8
 - e. Personnel
 - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
 - a. Jordyn Evenson, Resignation - Accounts Payable
 - b. New Hire - Accounts Payable
9. **Action Agenda**
 - a. Consideration and Approval of 2022-2023 Student Accident Insurance - *Ms. Kara Holden*
 - b. Consideration and Approval of the 2022 Summer School Proposal - *Dr. William DeWitt*
 - c. Consideration and Approval of the 2022-2023 CESA 11 Shared Services Contract - *Mr. Brandon Robinson*
10. Adjourn

District Administrator's Report

March 2022

Unity School District

Two Great Child Care Options!

LEAP Child Care Center

Unity School District's Little Eagles At Play (LEAP) Child Care Program is growing each month! There are now 50 children enrolled at the center, with an additional 7 children on the waiting list. Children range in age from a few months old to four years. There are seven different classrooms where children are grouped by their relative ages. The program is focused on providing a safe, playful, and caring environment for children.

The LEAP Child Care Program is YoungStar certified, ensuring quality programming and affordable services for families. Parents who would like further information about the program should visit the website at <https://www.unity.k12.wi.us/page/leap-little-eagles-at-play-child-care-center>, email htiedemann@unity.k12.wi.us, or call 715-825-3515.

Eagle Care Club

Unity School District's new school-aged child care program, Eagle Care Club, is offered the hours of 6:00 am to the start of the school day, and from the end of the school day to 6:00pm. Parents can sign their child up for either of the times, or for both. Fees are based upon how long the student attends each day.

The focus of the program is play in a supervised school environment. Students are in classrooms, with time on the playground, in the library, and in the gymnasium. The programming is provided by a number of teachers, educational assistants, and high school student workers.

Registration information will be sent home again to all Unity Elementary students. Parents who would like additional information should visit the school website, <https://www.unity.k12.wi.us/page/school-aged-child-care-program>.

Mental Health Tool: Closegap

Closegap is a digital emotional wellness tool that helps students share their feelings and needs and enables educators to respond. Through a fun, daily check-in, and a library of self-guided activities, Closegap offers students an opportunity to practice emotional awareness, understanding, and regulation.

Closegap is utilized by teachers, administrators, school counselors and social workers to support the emotional wellbeing of their students throughout the school day. Using a fun, student-facing emotional health check-in, students share their emotions and needs. Educators access this data and use it to respond in real-time.

For more information, visit www.closegap.org!



District Administrator's Report

March 2022

Unity School District

Student Open Enrollment Is Open For 2022–2023

What is Public School Open Enrollment?

Wisconsin's inter-district public school open enrollment program allows parents to apply for their children to attend a school district other than the one in which they live. Applications may be submitted to up to three nonresident school districts.

Who may participate in open enrollment?

Pupils in 5-year-old kindergarten to grade 12 may apply to participate in open enrollment.

Open enrollment for prekindergarten, four-year-old kindergarten and early childhood education is limited. Parents should call their resident school districts to find out if their preschool-aged children qualify for open enrollment.

How and when may parents apply?

The open enrollment application period for the 2022-23 school year is from February 7-April 29, 2022. The application period closes at 4:00 p.m. on April 29, 2022.

Parents may apply online at <https://dpi.wi.gov/oe>.



SPEAK UP, SPEAK OUT (SUSO)

While the vast majority of students report Wisconsin schools as being safe, the SPEAK UP, SPEAK OUT (SUSO) threat reporting system aims to empower students to share their concerns safely and confidentially

without fear of retaliation. We encourage parents to talk to their students about the importance of letting a trusted adult know about their safety concerns.

Next month, Unity School District will begin implementing the SPEAK UP, SPEAK OUT threat reporting system that the Wisconsin Department of Justice (DOJ) Office of School Safety (OSS) launched earlier this year.

Through the SPEAK UP, SPEAK OUT (SUSO) system, students, parents, school staff and community members can submit a school safety concern by downloading the SUSO app (Android and iOS), visiting speakup.widoj.gov or by calling 1-800-MY-SUSO-1. There will also be a quick link available on our District website, www.unity.k12.wi.us. SUSO Resource Center staff work around-the-clock to respond to reports and to deploy a response locally by communicating directly with school administrators, law enforcement, and counselors.

"Expect Great Things"

District Administrator's Report

March 2022

Unity School District

Unity School District Belief Statements

Unity Belief Statements represent our strong convictions, our common core values, and our moral character.

We Believe:

- The student, family, school, and community as partners, share the responsibility for a successful educational experience.
- An awareness of and a tolerance for diversity enriches life.
- Learning thrives in a safe, caring, disciplined environment.
- Learning is lifelong.
- Character development (respect, trustworthiness, responsibility, fairness, caring, citizenship) is an essential component of effective education.
- All individuals learn in different ways, at different rates, and at different times.
- Education includes social, emotional, intellectual, physical, and aesthetic growth.
- Problem solving, critical thinking, effective communication, and working cooperatively are fundamental life skills.
- In challenging individuals to develop to their fullest potential.
- Education provides students with a solid academic foundation.

COVID Testing Clinic is Important Part of Plan

Unity School District's **free, voluntary COVID-19 Testing Program for students and staff** has been an important component of Unity's Return to School Plan. The program is offered free in collaboration with funding from the WI DHS. Regular voluntary testing helps protect our students, staff, family members, and others who are not vaccinated against COVID-19 or are otherwise at risk for getting seriously sick from COVID-19.

Through this program, COVID-19 cases are identified quickly and early, which can help us stop an outbreak before it happens. This helps to keep students in the classroom and able to take part in the school activities they love.

Already this school year, over 1,850 COVID-19 tests have been administered at the Unity COVID-19 testing site. The clinic is located next to the high school office. Results are available in as little as twenty (20) minutes.

To learn more or register your child for a test, please call x3010 or email rschmid@unity.k12.wi.us. Your completed consent form can also be emailed to rschmid@unity.k12.wi.us.

**It is important to note that your child will not be tested for COVID-19 without your permission.*



District Administrator's Report

March 2022

Unity School District

Upcoming Meetings and Events

DATE	MEETING	PLACE	TIME
Tuesday, Mar. 8	Board of Education Meeting	Board Room	6:00 PM
Tuesday, Mar. 8	Bandarama - MS & HS Band Concert (Open)	PAC	7:00 PM
Mar. 9, 10	Early Learning Days	Library	
Friday, Mar. 11	End of Trimester	District	
Friday, Mar. 11	CESA 11 Superintendent Meeting	Turtle Lake	9:00 AM
Mar. 14-18	Spring Break - No School	District	
Wednesday, March 23	Administrative Team Meeting	Board Room	1:30 PM
Thursday, March 24	Unity Choral Fest, Grades 6-12	PAC	7:00 PM
Wednesday, March 30	Board Planning Session	Balsam Lake	TBD
Thursday, March 31	3rd Grade Concert (Open to Family Members)	PAC	1:30 PM
Wednesday, April 6	CESA 11 Supt./Board of Education Joint Meeting	Turtle Lake	6:00 PM
Friday, April 8	CESA 11 Superintendent Meeting	Turtle Lake	9:00 AM
Tuesday, April 12	Board of Education Meeting	Board Room	6:00 PM
April 15, 18	Holiday Break - No School	District	

Unity School District Goals

(Approved by the Unity Board of Education, March, 2021)

- Nurture and promote a positive and inclusive 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.



School Closing Information

Unity School District Website, www.unity.k12.wi.us

WCCO Channel 4, www.wcco.com

KSTP Channel 5, www.kstp.com

KMSP Channel 9, www.myfox9.com

KARE Channel 11, www.kare11.com

Minutes of Regular Meeting

February 8, 2022

The Board of Education

Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, February 8, 2022 beginning at 6:00 PM in the Unity School District Board Room.

1. **6:00 p.m.** Call to Order/Notice of Meeting/Roll Call
 - Members Present:** Debbie Ince-Peterson, Sheryl Holmgren, Victoria Studtmann, Jeromy Cox (via FaceTime)
 - Admin. Team Present:** Supt. Brandon Robinson
 - Members Absent:** James Beistle, Ryan Peterson, Pat Kastens
2. Approval of the Agenda
 - Motion to approve the agenda by Victoria Studtmann.
 - Second by Sheryl Holmgren.
 - 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. Any written comment must be submitted by email to brobinson@unity.k12.wi.us by NOON on Tuesday, February 8, 2022. Such comments will be provided to the Board of Education for consideration and review.)
 - No comments were provided.
4. Board of Education Member Update
5. **Information**
 - a. Submitted Reports
 - 1) Committee Reports
 - 2) Principal Reports
 - b. District Administrator's Report – *Mr. Brandon Robinson*
 - 1) Before and After School Program
 - 2) LEAP
6. **Consent Agenda**
 - a. Approval of Minutes, January 11, 2022
 - Motion to Approve the Minutes from January 11, 2022 by Victoria Studtmann.
 - Second by Sheryl Holmgren.
 - Motion carries by unanimous voice vote.
 - d. Approval of Elementary/Middle School/High School Activity Accounts
 - Motion to Approve the January 2022 Activity Accounts by Sheryl Holmgren.
 - Second by Jeromy Cox.
 - Motion carries by unanimous voice vote.
 - e. Approval of Vouchers
 - Motion to Approve the January 2022 Vouchers by Victoria Studtmann.
 - Second by Sheryl Holmgren.
 - Motion carries by unanimous voice vote.
 - f. Financial Report – *Ms. Kara Holden/Mr. Brandon Robinson*
 - Motion to Accept the January 2022 Financial Report by Jeromy Cox.
 - Second by Sheryl Holmgren.
 - Motion carries by unanimous voice vote.
 - g. Personnel
 - No Personnel changes to report for January 2022.

7. Action Agenda

- a. Consideration and Approval of the 2022 Prom Proposal – *Mr. Zack Fugate*
Motion to approve the 2022 Prom Proposal by Victoria Studtmann.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote.
- b. Consideration and Approval of the 2022-2023 School District Calendar – *Mr. Brandon Robinson*
Motion to approve the 2022-2023 School District Calendar by Sheryl Holmgren.
Second by Victoria Studtmann.
Motion carries by unanimous voice vote.
- c. Consideration and Approval of 2022-2023 Unity High School Course Catalog – *Mr. Zack Fugate*
Motion to approve the 2022-2023 Unity High School Course Catalog by Victoria Studtmann.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote.

8. Adjourn

Motion to adjourn by Victoria Studtmann.
Second by Sheryl Holmgren.
Motion carries by unanimous voice vote by 6:38 p.m.

Respectfully Submitted,

Pat Kastens, School Board Clerk

UNITY SCHOOL DISTRICT
Bank Reconciliation
February 28, 2022

BALANCE PER BANK	BEGINNING BALANCE January 31, 2022	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	ENDING BALANCE February 28, 2022
Bank of Baldwin - 4034 General Checking	\$ -	\$ 787,282.11	\$ 787,282.11	\$ -
Bank of Baldwin - 3781 Sweep	1,042,903.26	5,458,490.88	2,251,508.09	4,249,886.05
Bank of Baldwin - 9458 Debt Service	5,986.74	949,398.70	949,383.40	6,002.04
LGIP - #1 - Debt Service	47,578.57	3.18	0.00	47,581.75
LGIP - #2 - General	1,809.21	0.12	0.00	1,809.33
Matrix Bank - 4217 - OPEB	927,098.81	(506.59)	0.00	926,592.22
Bremer Bank - 0907 Capital Improvement	80,477.24	0.62	0.00	80,477.86
Bank of Baldwin - 3863 ES Activity	10,983.16	4.19	75.00	10,912.35
Bank of Baldwin - 8579 MS Activity	18,744.31	4,503.24	1,290.15	21,957.40
Bank of Baldwin - 3894 HS Activity	51,503.94	17,653.61	3,517.87	65,639.68
Bank of Baldwin- 7068 Scholarship Milltown CC	35,359.87	0.00	0.00	35,359.87
Bank of Baldwin- 1817 Scholarship Lumsden	32,954.17	0.00	0.00	32,954.17
Bank of Baldwin- 2643 Scholarship Amery Farmers	15,367.35	0.00	0.00	15,367.35
Bank of Baldwin- 7799 Scholarship Checking	41,122.74	1,116.06	0.00	42,238.80
	\$ 2,311,889.37	\$ 7,217,946.12	\$ 3,993,056.62	\$ 5,536,778.87

BALANCE PER BOOK	BEGINNING BALANCE January 31, 2022	DEPOSITS/ RECEIPTS	WITHDRAWALS/ DISBURSEMENTS	ENDING BALANCE February 28, 2022
Beginning Balance	2,257,016.88			2,257,016.88
Receipts - Actual		5,481,257.70	0.00	5,481,257.70
Receipts - Journal Entries		0.00	0.00	0.00
Disbursements - Accounts Payable		0.00	765,463.33	(765,463.33)
Disbursements - Journal Entry			949,948.68	(949,948.68)
Disbursements - Payroll		0.00	514,812.58	(514,812.58)
Transfers/Reclass Entries		1,763,824.38	1,763,824.38	0.00
FUND TOTALS	\$ 2,257,016.88	\$ 7,245,082.08	\$ 3,994,048.97	\$ 5,508,049.99

RECONCILED BANK TO BOOK	
Ending Bank Balance	\$ 5,536,778.87
Deposits in Transit	-
Outstanding Checks	(28,800.81)
Payroll Adjustment	-
Accounts Payable Adjustment	-
Bank Adjustment	-
PR Interest Due to General	71.93
Bank Charge	-
BANK ADJUSTED	\$ 5,508,049.99
BALANCE PER BOOK	\$ 5,508,049.99
VARIATION	-

BALANCE SHEET ACCOUNTS	February 28, 2022
FUND 10 - General Fund	3,310,809.94
FUND 21 - Special Projects	210,981.30
FUND 27 - Special Education	(552,285.93)
FUND 29 - Title VII, Indian Education	(7,917.29)
FUND 38 - Non-Referendum Debt Svc	111,259.10
FUND 39 - Referendum Approved Debt	499,365.42
FUND 46 - Capital Improvement Fund	80,477.86
FUND 49 - Capital Projects Bond	0.00
FUND 50 - Food Service	248,899.20
FUND 72 - Scholarship Trust	0.00
FUND 73 - Employee Benefit Trust	926,592.22
FUND 80 - Community Service	322,127.51
FUND 83 - Drivers Education	59,810.05
FUND 84 - Community Pool	161,679.71
FUND 85 - Alternative Diploma Program	126,990.13
FUND 86 - Childcare	(115,143.53)
FUND 98 - Payroll Accrual	124,404.30
TOTAL	\$ 5,508,049.99
CASH PER BOOKS	\$ 5,508,049.99
VARIATION	-