

Regular Meeting  
Tuesday, February 9, 2021 6:00 PM Central

Unity School District Library  
1908 150th St.  
Balsam Lake, WI 54810

1. **6:00 PM** Call to Order/Notice of Meeting/Roll Call
2. Approval of the Agenda
3. Citizens' Requests to Speak/Address the Board (Max. of 3 min. Items must be germane to the agenda. Because this is a meeting streamed live 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, February 9, 2021. Such comments will be provided to the Board of Education for consideration and review.)
4. Board of Education Member Update
5. **Information**
  - 5.a. Standing Committee Reports
    - 5.a.1) Curriculum Meeting - *Ms. Elizabeth Jorgensen*
  - 5.b. District Administrator's Report
6. **Consent Agenda**
  - 6.a. Approval of Minutes, January 12, 2021
  - 6.b. Approval of Minutes, February 2, 2021 - Policy and Programming Committee Meeting
  - 6.c. Approval of Elementary/Middle School/High School Activity Accounts
  - 6.d. Approval of Vouchers
  - 6.e. Financial Report
  - 6.f. Personnel
    - 6.f.1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:
      - 6.f.1)a. Dana Paulsen - Resignation, Middle and High School Choral Director
      - 6.f.1)b. Monica Gillespie - New Hire, PT Educational Assistant
      - 6.f.1)c. Carly Holin - New Hire, PT Educational Assistant
      - 6.f.1)d. Elizabeth Nobel - New Hire, PT Educational Assistant
7. **Action Agenda**
  - 7.a. Consideration and Approval of the 2021-2022 School District Calendar - *Mr. Brandon Robinson*
  - 7.b. AGR End of Semester School Board Review - *Dr. William DeWitt*
  - 7.c. Consideration and Approval of the 2021-2022 Unity High School Course Catalog - *Mr. Zack Fugate*
  - 7.d. Consideration and Approval of Board Policy Updates: 171, 172, 345.1, 345.15, 461 - *Mr. Brandon Robinson*
8. Adjourn

# District Administrator's Report

February 2021

## In-Person Learning Continues

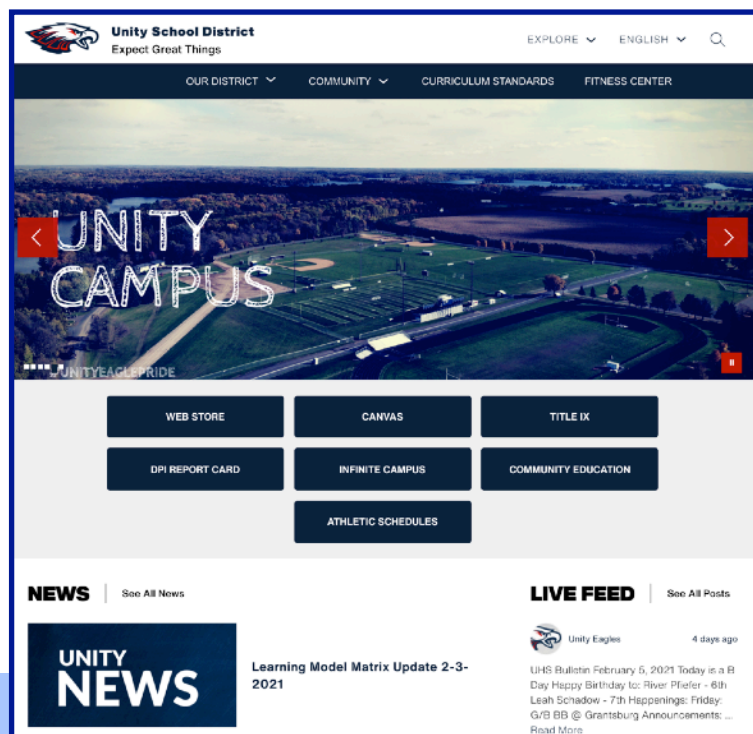
Unity School District is committed to providing in-person learning opportunities for its students. Unity started providing in-person learning the first day of school on September 1<sup>st</sup>. While we are dedicated to in-person learning, it has not been without some interruption. A staff shortage may be the limiting factor on any given school day.

We know that students learn best in-person, with our teachers, with their peers, and in our classrooms. We are committed to providing the highest quality educational experiences for our students during this time. While there are some visible differences in our school setting, like plexiglass, hand sanitizers, and floor stickers, there are many things that are the same. Our high school students are still taking university courses, Advanced Placement (AP) courses, enrolling in technical college courses, preparing for the ACT, and applying for scholarships. Our middle school students are still exploring art, music, and leadership opportunities. Our fitness classes are outside cross-country skiing and snowshoeing. Our pool still has elementary students learning how to swim and high school students learning how to be lifeguards. Our youngest learners are learning how to read and experiencing many "firsts" in their school experience. They are still playing, learning their colors, and making friends.

Furthermore, Unity is committed to providing a complete educational experience for our students. Unity has continued to provide enriching extra-curricular activities all year. Our sports teams continue to practice and compete, with sports records being broken and winter tournament play just around the corner. Student Council has been active and has recently had a successful food drive for a local food shelf. Our band and choir have been meeting and recording their performances, sharing them online. Our clubs are busy and participating in their respective regional and state competitions. All of this has been possible while still adhering to the health precautions.

## Unity's Website To Have New Design!

Unity's website, located online at [www.unity.k12.wi.us](http://www.unity.k12.wi.us), is being redesigned. The design will be updated in the coming days. The change is intended to provide a more intuitive online experience for students, parents, and community members. The new website is easier to navigate with faster access to commonly sought information.



# District Administrator's Report

February 2021

## Early Learning Days

Unity School District will be hosting Early Learning Days on March 3rd and 4th at Unity Elementary School. It is for families of children from birth to age 5. Please contact the elementary school office at (715) 825-2101 x3500 for further details.



**Unity School District's**  
***Early Learning***  
***Days 2021***

**March 3rd & 4th**

**Both In-Person and Virtual Appointments Available**

Unity School District is excited to offer  
**Early Learning Days**  
for area families with children

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**3 & 4 year olds**

Sign up your 4 year old for Pre-K  
Slots are filling up fast!

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Early Childhood program available through the school district.

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FOR MORE INFORMATION OR TO SCHEDULE YOUR  
APPOINTMENT PLEASE CALL THE ELEMENTARY OFFICE AT:  
**(715) 825-2101 EXT. 3500**



**Services for birth to 3 year olds too! Call to set up **free** screenings: speech therapy, occupational therapy, physical therapy and more!**

"Expect Great Things"

Unity School District

# District Administrator's Report

February 2021

## Unity School District

### Student Open Enrollment Is Open For 2021–2022

#### 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 2021-22 school year is from February 1-April 30, 2021. The application period closes at 4:00 p.m. on April 30, 2021.

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

### Unity Wall of Honor Nominations Sought

The Unity Board of Education has established a "Wall of Honor" to recognize and honor the accomplishments of Unity alumni and employees. Criteria for selection to the "Wall of Honor" will be based on contributions in the areas of education, business, human services, government, athletic, military, fine arts, and community involvement. Alumni selection is based on post-high school accomplishments. The nominee will be screened by a selection committee, which will meet in early March. Deadline for applications each year is March 1st.

If you know of someone who is worthy of being considered for the "Wall of Honor," nomination forms are available at Unity's District and School offices. Additionally, application forms are available on the District website at [www.unity.k12.wi.us](http://www.unity.k12.wi.us). If you have any questions, call or write to Unity Wall of Honor, Unity School District, 1908 150th St./ Hwy 46N, Balsam Lake, WI 54810; (715) 825-3515.

### Community Education Update

Community Education still has offerings at this time. There are several remote activities that are available. Please visit the Unity website, the Community Education page, for additional information. In addition, the hours of the Fitness Center and Aquatics Center changed earlier this winter and are posted online.



# District Administrator's Report

## February 2021

# Unity School District

## Upcoming Meetings and Events

DATE	MEETING	PLACE	TIME
Tuesday, February 9	Board of Education Meeting	ZOOM	6:00 PM
Wednesday, February 10	Administrative Team Meeting	ZOOM	10:00 AM
Friday, February 12	Remote Learning Workday - NO SCHOOL	District	
Monday, February 15	Presidents Day - NO SCHOOL	District	
Tuesday, February 16	Lakeland Conference Superintendent Meeting	ZOOM	9:00 AM
Wednesday, February 17	Administrative Team Meeting	ZOOM	10:00 AM
Thursday, February 18	Parent - Teacher Conferences	ZOOM	4:00 PM - 8:00 PM
Wednesday, February 24	Administrative Team Meeting	ZOOM	10:00 AM
Wednesday, February 24	WASDA All Member Meeting	ZOOM	1:30 PM
March 8 - 12	Spring Break - NO SCHOOL	District	
Tuesday, March 9	Board of Education Meeting	ZOOM	6:00 PM



### School Closing Information

Unity School District Website, [www.unity.k12.wi.us](http://www.unity.k12.wi.us)  
 WCCO Channel 4, [www.wcco.com](http://www.wcco.com)  
 KSTP Channel 5, [www.kstp.com](http://www.kstp.com)  
 KMSP Channel 9, [www.myfox9.com](http://www.myfox9.com)  
 KARE Channel 11, [www.kare11.com](http://www.kare11.com)

### 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

## January 12, 2021

### The Board of Education

### Unity School District

A Regular Meeting of the Board of Education of Unity School District was held Tuesday, January 12, 2021 beginning at 6:00 PM in the Board Room via Zoom.

1. **6:00 p.m.** Call to Order/Notice of Meeting/Roll Call
  - Members Present:** Debbie Ince-Peterson, James Beistle, Ryan Peterson, Sheryl Holmgren, Pat Kastens, Kelly Kamish, Jeromy Cox
  - Admin. Team Present:** Supt. Brandon Robinson
  - Members Absent:**
2. Approval of the Agenda
  - Motion to approve the agenda by Ryan Peterson.
  - Second by Kelly Kamish.
  - Motion carries by unanimous voice vote.
3. Consideration to Suspend Regular Session and Convene Closed Session for the Purpose of WI § 19.85 (1)(c) in employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
  - Motion to convene into closed session by Kelly Kamish.
  - Second by Ryan Peterson.
    - a. Roll Call
    - b. Approval of Closed Minutes October 13, 2020
    - c. Personnel §19.85 (1)(c)
    - d. Adjourn Closed Session
    - e. Convene Regular Session
4. Possible Action on Recommendation(s) from Closed Session
  - None
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](mailto:brobinson@unity.k12.wi.us) by NOON on Tuesday, January 12, 2021. Such comments will be provided to the Board of Education for consideration and review.)
  - No comments were received by the deadline.
6. Board of Education Member Update
7. **Information**
  - a. CESA Report –*See Board Packet*
  - b. Proposed WASB Resolutions – *Mr. James Beistle*
    - Motion to approve 2 proposed amendments to the WASB Resolutions as presented by Pat Kastens.
    - Second my Jeromy Cox.
    - Motion carries by unanimous voice vote.
  - c. District Administrator's Report – *Mr. Brandon Robinson*
    - 1) Learning Model Transition Matrix
    - 2) ULC Update

## **8. Consent Agenda**

- a. Approval of Minutes, December 8, 2020  
Motion to Approve Minutes from December 8, 2020 by Pat Kastens.  
Second by Sheryl Holmgren.  
Motion carries by unanimous voice vote.
- b. Approval of Vouchers  
Motion to Approve the December 2020 Vouchers by Kelly Kamish.  
Second by Jeromy Cox.  
Motion carries by unanimous voice vote. (Ryan Peterson Abstained.)
- c. Approval of Elementary/Middle School/High School Activity Accounts  
Motion to Approve the December 2020 Activity Accounts by James Beistle.  
Second by Pat Kastens.  
Motion carries by unanimous voice vote.
- d. Financial Report – *Ms. Kara Holden/Mr. Brandon Robinson*
- e. Personnel
  - 1) Consideration and Approval of Various Hires, Retirements, and Resignations, including but not limited to:  
Motion to approve the Retirement of Janet Otto (Educational Assistant) by James Besitle.  
Second by Pat Kastens.  
Motion carries by unanimous voice vote.

## **9. Action Agenda**

- a. Budget Adjustment – *Ms. Kara Holden*  
Motion to approve Budget Adjustment by James Beistle.  
Second by Ryan Peterson.  
Motion carries by Roll Call Vote: Debbie Ince-Peterson (yes), James Beistle (yes), Ryan Peterson (yes), Sheryl Holmgren (yes), Pat Kastens (yes), Kelly Kamish (yes), Jeromy Cox (yes).
- b. Consideration and Approval of Emergency COVID Leave Extension Program – *Mr. Brandon Robinson*  
Motion to approve the Emergency COVID Leave Extension Program by James Beistle.  
Second by Pat Kastens.  
Motion carries by unanimous voice vote.
- c. Consideration and Approval of the Renewal of the 2021-2021 WIAA Co-op Agreement for Soccer – *Mr. Brandon Robinson*  
Motion to approve the Renewal of the 2021-2021 WIAA Co-op Agreement for Soccer by Kelly Kamish.  
Second by Pat Kastens.  
Motion carries by unanimous voice vote.
- d. Consideration and Approval of Open Enrollment Space Availability for the 2021-2022 School Year – *Ms. Carol Kline*  
Motion to approve the Open Enrollment Space Availability for the 2021-2022 School Year as presented by Ryan Peterson.  
Second by Kelly Kamish.  
Motion carries by unanimous voice vote.
- e. Consideration of Future Regular Board Meeting Location – *Mr. Brandon Robinson*  
Motion by Ryan Peterson to move Regular Board Meetings to the Library with social distancing as a temporary space until the policy committee defines the details.  
Second by James Beistle.  
Motion carries by unanimous voice vote.
- f. Consideration and Approval of the following Board Policy Updates: 341.1, 342.6, 364, 535.24 – *Mr. Brandon Robinson*  
Motion to approve Board Policy Updates: 341.1, 342.6, 364, 535.24 by Pat Kastens.  
Second by Kelly Kamish.  
Motion carries by unanimous voice vote.

10. Adjourn

Motion to adjourn by James Beistle.

Second by Pat Kastens.

Motion carries by unanimous voice vote by 7:16 p.m.

Respectfully Submitted,

Pat Kastens, School Board Clerk

## UNITY SCHOOL DISTRICT

**ACTIVITY ACCOUNT SUMMARY AS OF January 31, 2021**

HIGH SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
600416-General Account	\$3,025.68	\$4.17	\$0.00	\$3,029.85
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	3,869.97	400.00	0.00	4,269.97
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	100.00	0.00	616.97
600430-Music Club	12,539.96	0.00	0.00	12,539.96
600431-Natnl Honor Society	908.00	200.00	0.00	1,108.00
600432-Skills USA	2,407.74	300.00	0.00	2,707.74
600434-Student Council	3,136.42	400.00	0.00	3,536.42
600435-Theatre Arts	1,163.90	200.00	0.00	1,363.90
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	3,878.01	92.43	0.00	3,970.44
600445-Class of 2021-2024	7,383.09	0.00	1,600.00	5,783.09
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>\$51,260.52</b>	<b>\$1,696.60</b>	<b>\$1,600.00</b>	<b>\$51,357.12</b>
MIDDLE SCHOOL				
ACCOUNT	BEG BALANCE	INCOME	EXPENSES	END BALANCE
General	\$1,283.88	\$101.44		\$1,385.32
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		66.12	503.12
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>\$18,115.97</b>	<b>\$101.44</b>	<b>\$66.12</b>	<b>\$18,151.29</b>
ELEMENTARY SCHOOL				

<b>ACCOUNT</b>	<b>BEG BALANCE</b>	<b>INCOME</b>	<b>EXPENSES</b>	<b>END BALANCE</b>
General #108	\$1,892.67	\$736.12		\$2,628.79
Elem Student Cncl #101	1.08			\$1.08
Yearbook #102	1,261.67	10.00		\$1,271.67
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>\$9,507.01</b>	<b>\$746.12</b>	<b>\$0.00</b>	<b>\$10,253.13</b>

<u>CHECK</u>	<u>CHECK</u>	
<u>NUMBER</u> <u>VENDOR</u>	<u>DATE</u>	<u>AMOUNT</u>
143472 INNOVATIVE MODULAR SOLUTIONS	01/28/2021	-106,254.06
144239 BJORNSTAD, ADAM	01/07/2021	190.00
144240 DEMULLING, THOMAS	01/07/2021	130.00
144241 GIBSON, JEREMY	01/07/2021	190.00
144242 GRETZLOCK, PATRICK	01/07/2021	190.00
144243 LANGNESS, COLIN	01/07/2021	190.00
144244 PAULSEN, GREGORY	01/07/2021	150.00
144245 PRINCE, JEFF	01/07/2021	190.00
144246 RUCK, JACOB	01/07/2021	225.00
144247 WILHELM, MARCUS	01/07/2021	75.00
144248 YOLITZ, CLARK	01/07/2021	190.00
144250 ELECTRONIC FEDERAL TAX PAYMENT	01/05/2021	65,414.53
144251 WEA TAX SHELTERED ANNUITY TRUST	01/05/2021	4,008.41
144252 WISCONSIN DEPARTMENT OF REV	01/05/2021	12,867.07
144253 UNITY FOOD SERVICE	01/12/2021	209.00
144254 KITTEL, MAX	01/12/2021	190.00
144255 KLEIN, DON	01/12/2021	190.00
144256 MOON, TOM	01/12/2021	150.00
144257 NADEAU, BRIAN	01/12/2021	190.00
144258 PAULSEN, GREGORY	01/12/2021	150.00
144260 BMO MASTERCARD	01/05/2021	7,724.79
144261 CHASE CARD SERVICES	01/20/2021	4,892.52
144262 HUEBSCH SERVICES	01/12/2021	4,286.29
144263 NORTHWESTERN WIS ELECTRIC CO	01/18/2021	15,300.25
144264 FISK, JEREMIAH	01/18/2021	175.00
144265 KUHN, JOSH	01/18/2021	175.00
144266 WILHELM, MARCUS	01/18/2021	175.00
144267 ALLEVA, WILLIAM	01/19/2021	120.00
144268 PAULSEN, GREGORY	01/19/2021	120.00
144269 ELECTRONIC FEDERAL TAX PAYMENT	01/20/2021	63,176.42
144270 WEA TAX SHELTERED ANNUITY TRUST	01/20/2021	4,008.41
144271 WISCONSIN DEPARTMENT OF REV	01/20/2021	12,543.22
144272 HORACE MANN LIFE INSURANCE COM	01/21/2021	850.00
144273 HORACE MANN LIFE INSURANCE	01/21/2021	50.00
144274 THRIVENT FINANCIAL FOR LUTHERANS	01/21/2021	200.00
144275 UNITY EDUCATION SCHOLARSHIP	01/21/2021	15.00
144276 UNITY FOOD SERVICE	01/21/2021	177.50
144277 HORACE MANN LIFE INSURANCE	01/21/2021	50.00
144278 TRANSAMERICA LIFE INSURANCE	01/21/2021	19.66
144279 BALSAM LAKE WATER/SEWR COMMIS.	01/21/2021	6,132.03
144280 BRAUN THYSSENKRUPP ELEVATOR	01/21/2021	454.04
144281 CEBERY, JENNIFER	01/21/2021	9.00
144282 CENTURIA UTILITIES	01/21/2021	21.63
144283 CESA #4	01/21/2021	375.00
144284 DELTA DENTAL	01/21/2021	9,358.31
144285 DEMULLING, THOMAS	01/21/2021	150.00
144286 LAKELAND COMMUNICATIONS	01/21/2021	1,514.45
144287 LAKES REGION EMS, INC	01/21/2021	270.00
144288 MEDICA	01/21/2021	1,103.00
144289 NELSON, MYAH	01/21/2021	1,000.00
144290 PARSONS, JEFF	01/21/2021	150.00
144291 PAULSEN, NICK	01/21/2021	625.00
144292 PETERSON, ZACHARY	01/21/2021	250.00
144293 POLK BURNETT ELECTRIC COOP.	01/21/2021	933.94
144294 STAPLES ADVANTAGE	01/21/2021	5.39
144295 THE LOGO SPOT	01/21/2021	214.50

<u>CHECK</u>	<u>CHECK</u>	<u>AMOUNT</u>
<u>NUMBER</u> <u>VENDOR</u>	<u>DATE</u>	
144296 UNIVERSITY OF MN - DULUTH	01/21/2021	2,500.00
144297 VERIZON WIRELESS	01/21/2021	92.42
144298 WATERMAN RECYCLING AND DISPOSAL LLC	01/21/2021	485.00
144299 WEA INSURANCE	01/21/2021	109,331.30
144300 ALLEVA, WILLIAM	01/22/2021	150.00
144301 BEEN, NICOLAS	01/22/2021	200.00
144302 BJORNSTAD, ADAM	01/22/2021	200.00
144303 LANGNESS, COLIN	01/22/2021	200.00
144304 LOKKEN, CHRIS	01/22/2021	190.00
144305 MCNAUGHTON, NATHAN	01/22/2021	190.00
144306 PAULSEN, GREGORY	01/22/2021	150.00
144307 TVEDT, ERIC	01/22/2021	190.00
144308 ALLEVA, WILLIAM	01/26/2021	150.00
144309 KEMNETZ, BRYAN	01/26/2021	190.00
144310 LANGNESS, COLIN	01/26/2021	190.00
144311 MARSON, DAVE	01/26/2021	190.00
144312 WILHELM, MARCUS	01/26/2021	150.00
144313 ALLEVA, WILLIAM	01/27/2021	120.00
144314 FISK, JEREMIAH	01/27/2021	190.00
144315 KUHN, JOSH	01/27/2021	190.00
144316 RAMICH, MADDIE	01/27/2021	120.00
144317 WILHELM, MARCUS	01/27/2021	190.00
144318 ALLEVA, WILLIAM	01/27/2021	75.00
144318 ALLEVA, WILLIAM	01/28/2021	-75.00
144319 HAUGEN, CHRIS	01/27/2021	190.00
144319 HAUGEN, CHRIS	01/28/2021	-190.00
144320 MARSON, DAVE	01/27/2021	190.00
144320 MARSON, DAVE	01/28/2021	-190.00
144321 PAULSEN, GREGORY	01/27/2021	75.00
144321 PAULSEN, GREGORY	01/28/2021	-75.00
144322 VRIEZE, PETER	01/27/2021	190.00
144322 VRIEZE, PETER	01/28/2021	-190.00
144323 ALLEVA, WILLIAM	01/29/2021	75.00
144324 BALSAM LAKE HARDWARE	01/29/2021	1,674.66
144325 FOLLETT SCHOOL SOLUTIONS, INC.	01/29/2021	907.05
144326 HAUGEN, CHRIS	01/29/2021	190.00
144327 HORIZON COMMERCIAL POOL SUPPLY	01/29/2021	993.96
144328 INNOVATIVE MODULAR SOLUTIONS	01/29/2021	106,254.06
144329 MARSON, DAVE	01/29/2021	190.00
144330 PAULSEN, GREGORY	01/29/2021	75.00
144331 POLK BURNETT ELECTRIC COOP.	01/29/2021	5,000.00
144332 RAYMOND GEDDES & COMPANY	01/29/2021	86.40
144333 US GAMES	01/29/2021	149.00
144334 VRIEZE, PETER	01/29/2021	190.00
144335 WRAP 1 SIGNS & GRAPHICS	01/29/2021	4,100.22
144338 WISCONSIN RETIREMENT SYSTEM	01/29/2021	80,316.00
144339 AFLAC	01/20/2021	1,129.56
144345 WE ENERGIES	01/18/2021	9,695.46
144349 HIGHER STANDARDS INC.	01/05/2021	45.00
144350 PAYROLL ACCOUNT	01/20/2021	453,387.90
144351 REVTRAK, INC.	01/08/2021	35.19
144352 VANCO PAYMENT SOLUTIONS	01/08/2021	8.68
	Totals for RCUG	895,522.16
	Totals for checks	895,522.16

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	GENERAL FUND	0.00	0.00	52,996.09	52,996.09
50	FOOD SERVICE FUND	0.00	0.00	8.68	8.68
72	TRUST FUND	0.00	0.00	4,375.00	4,375.00
80	COMMUNITY SERVICE FUND	0.00	0.00	80.19	80.19
85	AFTER SCHOOL PROGRAM	0.00	0.00	16,306.30	16,306.30
86	CHILD CARE	0.00	0.00	3,540.61	3,540.61
98	PAYROLL ACCRUAL	818,215.29	0.00	0.00	818,215.29
***	Fund Summary Totals ***	818,215.29	0.00	77,306.87	895,522.16

\*\*\*\*\* End of report \*\*\*\*\*

**UNITY SCHOOL DISTRICT**  
**Bank Reconciliation**  
**January, 2021**

<b>BALANCE PER BANK</b>	<b>BEGINNING BALANCE</b> December 31, 2020	<b>DEPOSITS/ RECEIPTS</b>	<b>WITHDRAWALS/ DISBURSEMENTS</b>	<b>ENDING BALANCE</b> January 31, 2021
6223 - RCU Scholarship Account	55,102.51	4.68	0.00	55,107.19
2737 - RCU Scholarship CD	21,803.46	41.67	0.00	21,845.13
6098 - RCU General Checking		382,608.12	382,608.12	0.00
7149 - RCU Sweep Checking	882,654.47	1,740,615.01	835,961.31	1,787,308.17
0419 - RCU Debt Service	5,970.82	1.27	0.00	5,972.09
0001 - LGIP Debt Service	47,548.25	3.74	0.00	47,551.99
0002 - LGIP General	1,808.06	0.14	0.00	1,808.20
4217 - Matrix Trust Fund	696,621.88	1,359.18	0.00	697,981.06
9849 - MidWestOne Bank Scholarship	44,553.82	3.54	0.00	44,557.36
0907 - Bremer Capital Improvement Trust	75,468.79	0.65	0.00	75,469.44
	<b>\$ 1,831,532.06</b>	<b>\$ 2,124,638.00</b>	<b>\$ 1,218,569.43</b>	<b>\$ 2,737,600.63</b>

<b>BALANCE PER BOOK</b>	<b>BEGINNING BALANCE</b> December 31, 2020	<b>DEPOSITS/ RECEIPTS</b>	<b>WITHDRAWALS/ DISBURSEMENTS</b>	<b>ENDING BALANCE</b> January 31, 2021
Beginning Balance	1,659,054.26			1,659,054.26
Receipts - Actual		1,742,118.27	0.00	1,742,118.27
Receipts - Journal Entries		0.00	0.00	0.00
Disbursements - Accounts Payable		0.00	442,134.26	(442,134.26)
Disbursements - Journal Entry			0.00	0.00
Disbursements - Payroll		0.00	453,387.90	(453,387.90)
Transfers/Reclass Entries		7.50	7.50	0.00
<b>FUND TOTALS</b>	<b>\$ 1,659,054.26</b>	<b>\$ 1,742,125.77</b>	<b>\$ 895,529.66</b>	<b>\$ 2,505,650.37</b>

<b>RECONCILED BANK TO BOOK</b>	
Ending Bank Balance	\$ 2,737,600.63
Deposits in Transit	-
Outstanding Checks	(231,950.26)
Payroll Adjustment	-
Accounts Payable Adjustme	-
Bank Adjustment	-
Bank Charge	-
<b>BANK ADJUSTED</b>	<b>\$ 2,505,650.37</b>
<b>BALANCE PER BOOK</b>	<b>\$ 2,505,650.37</b>
<b>VARIATION</b>	<b>-</b>

<b>BALANCE SHEET ACCOUNTS</b>	<b>January 31, 2021</b>
FUND 10 - General Fund	1,525,771.72
FUND 21 - Special Projects	51,952.85
FUND 27 - Special Education	(503,494.32)
FUND 29 - Title VII, Indian Education	(5,569.80)
FUND 38 - Non-Referendum Debt Srvc	4,481.74
FUND 39 - Referendum Approved Debt	244,496.83
FUND 46 - Capital Improvement Fund	75,472.53
FUND 49 - Capital Projects Bond	0.00
FUND 50 - Food Service	122,072.58
FUND 72 - Scholarship Trust	82,924.43
FUND 73 - Employee Benefit Trust	697,981.06
FUND 80 - Community Service	156,622.43
FUND 83 - Drivers Education	43,502.52
FUND 84 - Community Pool	14,051.69
FUND 85 - Alternative Diploma Program	22,680.66
FUND 86 - Childcare	(154,409.52)
FUND 98 - Payroll Accrual	127,112.97
<b>TOTAL</b>	<b>\$ 2,505,650.37</b>
<b>CASH PER BOOKS</b>	<b>\$ 2,505,650.37</b>
<b>VARIATION</b>	<b>-</b>

## **Unity School District - Board of Education**

### **Board Policy 171**

#### **School Board Meeting Date - Regular**

**Last Revised 2/9/2021**

In order for the Board of Education to conduct general business meetings to facilitate the operations of the school district, the Board recognizes the need to establish a firm date, time and place to meet on a regular basis; therefore, the Board of Education establishes the following policy.

The policy of the Board of Education shall establish the second Tuesday of each month at 6 p.m. with closed session first, followed by the regular meeting.

Board meetings will be held in the Unity School District Board Room at 1908 150<sup>th</sup> Street/ Highway 46 North, Balsam Lake, WI. The meeting may also be held virtually in compliance with other Board policies and state statute. **Except as otherwise directed by a decision of the Board, the presiding officer who is responsible for issuing public notice of a regular meeting, or a person acting as his/her designee, is authorized to determine an appropriate location within the District for each regular meeting.**

~~The above stated date, time and/or place may be changed by a majority vote of the Board at a regular or special meeting or by the Board President for good reason that would adversely affect the Board operating as a whole.~~

Legal Ref: WI Stat. 120.11

## **Unity School District - Board of Education**

### **Board Policy 172**

#### **Special Board Meetings**

**Last Revised 4/14/2020**

In order for the Board of Education to conduct business that cannot be delayed until the next regular Board, the Board of Education establishes the following policy:

A special meeting of the Board of Education may be called by the President, or any two members. No business shall be transacted except that for which the meeting is called, and which shall be stated in the agenda. Such a request may be filed directly with such officer or at the Office of the District Administrator with a copy or other reasonable notification of the request directed to such officer. The Board member requesting the meeting is responsible for confirming that the request has been received as intended and for adequately identifying the subject matter he/she is proposing for the meeting.

Normally, and in the absence of any special circumstances, it shall be sufficient to send an electronic mail message containing the relevant information to the primary email address that each Board member uses for Board-related communications. Although a Board member's actual and timely receipt of notice of the relevant information regarding a special meeting shall also be considered sufficient notice, this paragraph does not require or guarantee a Board member's actual receipt of the notice that is issued.

#### **Place of the Meeting**

All meetings of the Board of Education shall be held in the Unity School District Board of Education Room, Highway 46 North, Balsam Lake, Wisconsin, unless a different place shall be designated by resolution or in the notice of a special meeting place. The meeting may also be held virtually in compliance with other Board Policies and state statutes.

#### **Notice of Meeting**

Posted notices of all special Board of Education meetings will be placed online at the school website in such a way that they will be clearly visible at least twenty-four hours prior to all meetings. This posting is in addition to notifying the press. The press will be notified by telephone or email of meetings of the Board of Education.

# Unity School District - Board of Education

## Board Policy 345.1

### Class Rank

Last Revised 2/9/2021

The Board of Education recognizes the need for a consistent procedure to establish a means that will demonstrate a difference between the academic achievement of students. The Board also believes that a system using letter grades, computed to a numerical value based on credits earned, will meet this need.

Therefore, the Board of Education establishes the following for the determination of class rank:

Trimester course grades will be used to determine class rank. Credited grades will include two levels of weight: standard courses will be weighed on a 4 point scale, and all Advanced Placement (AP), Early College Credit (ECCP), Start College Now, and dual-credit courses (in partnership with Wisconsin technical colleges) will be weighed on a 5 point scale. The following point systems will be used:

#### Standard Courses-4 Point Scale

A	4.0	C	2.0
A-	3.667	C-	1.667
B+	3.333	D+	1.333
B	3.0	D	1.0
B-	2.667	D-	0.667
C+	2.333	F	0

#### Weighted Courses-5 Point Scale

A	5.0	C	3.0
A-	4.667	C-	2.667
B+	4.333	D+	2.333
B	4.0	D	2.0
B-	3.667	D-	1.667
C+	3.333	F	0

Grades received by students for courses taken at a Wisconsin technical college or university for dual credit or high school credit shall be included in determining the student's GPA.

S (satisfactory), U (unsatisfactory), and I (incomplete) are not used in calculating a GPA (grade point average) for class rank.

Class rank will be determined by multiplying the credit given and the numerical equivalent of the alphabetical grade (add up total grade points and divide by total number of trimester credits - the result is class rank).

To determine senior honor students for spring graduation exercises, ~~class rank is based upon 11 cumulative trimesters.~~ students with a GPA of 3.5 or above represent the class as Senior Honor Students. The student with the highest cumulative GPA at the end of **the senior year** ~~11 trimesters~~ is considered to be valedictorian and the student with the next highest GPA is considered to be the salutatorian. In case of a tie for the highest GPA, co-valedictorians will be recognized. **The final determination and selection of the valedictorian and salutatorian is made by the High School Principal. The High School Principal may allow more than one valedictorian, beyond the one who has the highest GPA, if special extenuating circumstances exist.**

**The valedictorian and salutatorian must be in good academic and behavioral standing at the time of the designation. They represent the Unity School District.**

Final class rank is determined at the end of the school year. It is recorded on the student's transcript.

The high school principal, in conjunction with the high school guidance counselor, will maintain records for class rank.

The Unity School District shall not discriminate in the methods, practices and materials used for counseling, testing or evaluating students on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental emotional or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

## Unity School District - Board of Education

### Board Policy 345.51 15

#### Honor Roll

Last Revised 2/9/2021

The Board of Education believes students should be recognized for their scholastic achievement. Therefore, the Board of Education establishes the following:

Students maintaining a GPA (grade point average) of 3.50 or better will have attained "honor roll" status. Students attaining a GPA of 3.0 to 3.499 will be recognized as "honorable mention" status.

Honor roll/mention will be determined at the end of each trimester.

A four point 4.0+ system will be used to determine the grade average. All credited grades are given equal weight.

~~Only full-time students are eligible for the honor roll. S (satisfactory), U (unsatisfactory), I (incomplete) grades are not used in calculating a GPA for honor status.~~

~~The high school principal, in conjunction with the high school counselor, will maintain records to determine honor roll/honorable mention students.~~

At the end of the aforementioned grading period, lists of students will be sent to the local media for publication. Lists may also be appropriately posted in the high school building. Students may also be recognized with certificates of merit or other appropriate positive rewards.

~~The Unity School District shall not discriminate in the methods, practices or materials used for determining honor roll/honorable mention status on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability. Discrimination complaints shall be processed in accordance with established procedures.~~

Trimester grades shall be used to calculate grade point average (GPA) for the purpose of determining high school class rank. Only high school level academic subjects approved by the School Board, or its designee, shall be included in computing trimester grades.

The following special provisions apply when determining a student's GPA:

1. Grades received by students for courses taken at a Wisconsin technical college or university for dual credit or high school credit shall be included in determining the student's GPA.
2. Grades, except for pass/fail, received by students for courses taken at other public schools or approved alternative programs shall be included in determining the student's GPA.
3. A passing grade for a pass/fail course will reflect a credit on the transcript but will not be used to determine GPA.
4. Grades received by students for courses taken at private schools and through home-based private educational program instruction shall not be used in determining GPA. In establishing grade values for such courses accepted for high school credit, a student may take the trimester exam(s) for the course. The student will be given a course grade the same as the exam grade received. Such grades shall be

included in determining a student's GPA and rank in class.

5. Grades earned by a student in another country or through study abroad shall not be used to determine GPA.

Class rankings shall be maintained starting with the ninth grade and continuing through 12th grade. Only full-time students shall qualify for class ranking status. Class rank shall be updated at the end of each trimester.

# Unity School District - Board of Education

## Board Policy 461

### Wisconsin Academic Excellence Scholarship Award Nomination Criteria

Last Revised 8/11/2020

The following guidelines shall be used in determining the valedictorian and salutatorian at Unity High School.

The student with the highest grade point average through seven semesters will be recognized as the valedictorian. The student with the second highest grade point average will be the salutatorian. In the event of a tie for valedictorian, co-valedictorians are selected; there will not be a salutatorian. In the event of a tie for salutatorian, co-salutatorian will be recognized.

The student must be in attendance at Unity High School at least the last four consecutive trimesters of high school to be recognized as the valedictorian or salutatorian of his/her class. Youth Options students are eligible for the recognition.

The high school guidance counselor/principal will review each of the guidelines listed below.

When two or more seniors have the highest cumulative grade point average after eleven trimesters, the following criteria will be used to determine Unity's nominee for the Wisconsin Academic Excellence Scholarship:

1. First tiebreaker: The students' highest available American College Test (ACT test) composite score, if an ACT score is available for all of the students who are tied. The score must be received by the District by [insert date: January 31<sup>st</sup>].

2. Second tiebreaker: If a tie remains, the student who has taken the greatest total number of high school honors courses, advanced placement courses, International Baccalaureate courses, and post-secondary courses for high school credit.

3. Third tiebreaker: If a tie remains, the student with the highest GPA in the core academic subject areas of mathematics, science, English/composition, and social studies, using the highest grades the student has earned in each such subject for up to the minimum number of credits in each such subject that is required for high school graduation. For example, if the student has earned four credits in social studies courses, but only three social studies credits are required for high school graduation, the student's lowest grade within that subject area will not be used in the tie-breaking calculation.

4. Fourth tiebreaker: If a tie remains, the student with the most high school credits earned by the end of the semester prior to the semester in which the scholarship is awarded.]

~~\*\*Students who transfer to Unity High School after the start of the 7th trimester will not be eligible for the Wisconsin Academic Excellence Scholarship but are eligible for all other scholarships and awards offered to Unity students.~~

If a student transfers into Unity High School from another school, his/her grades will be accepted at face value and credit will be granted accordingly. Unity High School will not weight grades up or down for accelerated or lower level courses. Grade point averages are calculated on a 4.0 scale. A+'s are not accepted and will be calculated as an A.

The senior(s) with the highest grade point average (GPA) based on 11 trimesters of the student's high school experience shall be selected as Unity High School's nominee(s) to receive the Wisconsin Academic Excellence High Education Scholarship. Ties will be broken and alternates will be designated as further provided by law and in these procedures. A student who receives the Academic Excellence Scholarship is not eligible to receive a Wisconsin Technical Excellence Higher Education Scholarship, and vice versa. Scholarship recipients and alternates shall be selected annually based on the students' GPA as it is normally determined by the High School and as shown, to the same number of decimal places, on the student's official transcript as of the last day of the first trimester prior to the second trimester in which the scholarship is awarded.

The following are additional minimum eligibility requirements that the District has established for the Academic Excellence Scholarship:

1. A student has senior status for purposes of competing for the scholarship if (1) the student is in his/her fourth year of high school or an equivalent-level program; and (2) by no later than the end of the second trimester in which the scholarship is awarded, the student must have completed or be expected to complete all of the District's high school graduation requirements. A student cannot compete for the scholarship in more than one school year.
2. The student must be enrolled in the District's high school as a full-time student or participating in a District-approved foreign exchange program during the second trimester of his/her senior year, or he/she must have graduated from the High School early at the conclusion of the first trimester prior to the trimester in which the scholarship is awarded.
3. The student must have been enrolled full-time in the District's high school for at least 5 complete trimesters prior to the start of the second trimester in which the scholarship is awarded.
4. While enrolled in the District's high school, the student must have earned a minimum of graded credits that are included in the student's calculated grade point average.

If a senior selected for the scholarship declines the scholarship or is determined to be ineligible for the scholarship for any lawful reason, the District's scholarship recipient shall be selected from the list of alternate designees with the next highest GPAs, in rank order. Per state law, no alternate may have less than a 3.800 GPA, or its equivalent.

In the case of a tie for the senior with the highest grade point average (GPA) and/or in the case of a tie in determining the rank order of alternate designees, the High School Principal, in consultation with other licensed high school staff as needed, shall determine the scholarship nominee and certify, in rank order, the District's alternates. The following procedure, approved by the high school faculty, will be implemented to break ties:

1. First tiebreaker: The students' highest available American College Test (ACT test) composite score, if an ACT score is available for all of the students who are tied.

2. Second tiebreaker: If a tie remains, the student who has taken the greatest total number of high school honors courses, advanced placement courses, International Baccalaureate courses, and post-secondary courses for high school credit.

3. Third tiebreaker: If a tie remains, the student with the highest GPA in the core academic subject areas of mathematics, science, English/composition, and social studies, using the highest grades the student has earned in each such subject for up to the minimum number of credits in each such subject that is required for high school graduation. For example, if the student has earned four credits in social studies courses, but only three social studies credits are required for high school graduation, the student's lowest grade within that subject area will not be used in the tie-breaking calculation.

4. Fourth tiebreaker: If a tie remains, the student with the most high school credits earned by the end of the trimester prior to the trimester in which the scholarship is awarded.

\*\* Up to 12 trimester credits from virtual school courses may be applied to a student's GPA and the total number of credits required for graduation.