

**PUBLIC NOTICE OF A REGULAR SCHOOL BOARD MEETING OF
THE GALE-ETTRICK-TREMPEALEAU SCHOOL DISTRICT**

PUBLIC NOTICE is hereby given to the public and the news media pursuant to Wisconsin State Laws that a **REGULAR** meeting of the School Board of Joint School District No. 1 of the City of Galesville, Villages of Ettrick, and Trempealeau and Towns of Dodge, Caledonia, Ettrick, Gale, and Trempealeau in the County of Trempealeau and Town of North Bend in Jackson County, Wisconsin, will be held on **Monday, November 8, 2021** commencing at **6:30 p.m.** at **G-E-T High School Library** in the City of Galesville, Trempealeau County, Wisconsin and the preliminary agenda for said meeting is as follows:

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call of the Board
4. Proof of Public Notice
5. Mission Statement
6. Approval of Minutes
7. Approval of Financial Reports
8. Public Comments – Board may not take any action
9. Correspondence
 - A. State Education Convention
10. Administrative Reports
 - A. Fall Sports/Activities Report (Rick Schmidt)
 - B. COVID-19 Safety Plan Status (Michele Butler)
11. Unfinished Business
 - A. Possible Action on Resignations/Retirements, Employment, and Transfers
 1. Resignations
 - a. Paraprofessional
 - b. Custodian
 2. Employment
 - a. Paraprofessional
 - b. Coaches
 - c. Cooks
 3. Transfers
 - a. Cooks
12. New Business
 - A. Review Proposed Revision to the Board Policies – First Reading
 1. Review 700s
 2. 343.45 – Technical College Course Program (Start College Now)
 3. 343.46 – Early College Credit Program
13. Committee Reports
14. Board President Report
15. Review Timelines and Items for Future Board Agendas and Meetings
 - A. Thursday, December 9 – Committee Meetings @ HS Library
 1. Curriculum Committee @ 6:00 p.m.
 2. Finance Committee @ 6:30 p.m.
 3. Building and Grounds Committee to follow Finance
 - B. Monday, December 13 – Regular Board Meeting @ 6:30 p.m.
16. Adjournment

PUBLIC NOTICE is further given that any changes in the final agenda will be posted on the bulletin board located in the district office in Galesville not later than 24 hours prior to the meeting.

G-E-T SCHOOL BOARD AGENDA INFORMATION
Regular Board Meeting – November 8, 2021
High School Library

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL OF THE BOARD

PROOF OF PUBLIC NOTICE

MISSION STATEMENT

The mission of the Gale-Etrick-Trempealeau School District is to provide an education based upon a strong academic foundation in order to equip all students with skills to be productive and responsible citizens.

MEETING MINUTES

Request a motion to approve the minutes from the October 11, 2021 regular board meeting. **(Action)**

FINANCIAL REPORTS

If you have any questions about the reports, please call Cary Brommerich, Business Manager, prior to the meeting. Request a motion to approve Payroll Vouchers #101074- #101085 in the amount of \$3,303.26, Payroll Direct Deposit Vouchers #1003790 - #1004553 in the amount of \$718,447.48, Vouchers #104410 - #104617 in the amount of \$898,501.37 and Petty Cash Vouchers #3221 - #3223 in the amount of \$478.00. **(Action)**

PUBLIC COMMENTS - Board may not take an action.

CORRESPONDENCE

A. State Education Convention

Notes: This year's convention is taking place January 18-21, 2022.

ADMINISTRATIVE REPORTS

A. Fall Sports/Activities Report (Rick Schmidt)

B. COVID-19 Safety Plan Status (Michele Butler)

UNFINISHED BUSINESS

A. Possible Action on Resignations/Retirements, Employment, and Transfers

1. Resignations (Action)

a. Paraprofessional

Notes: Recommend a motion to approve the resignation of Sam North, HS SPED Paraprofessional and Aiden Lee, TE After Care Worker.

c. Custodian

Notes: Recommend a motion to approve the resignation of Kim McConn, HS Night Custodian (Part-time).

2. Employment (Action)

a. Paraprofessional

Notes: Recommend a motion to approve the hire of Heather Jehu, HS SPED Paraprofessional

b. Coaches

Notes: Recommend a motion to approve the hire of Jim Scherr HS Assistant Girls' Basketball Coach, Chad Backler, Bob Schulz, and Doyle Smidt MS Boys Basketball Coaches and Eden Burnett and Chelsea Sololik, HS Dance Coach.

d. Cooks

Notes: Recommend a motion to approve the hire of (names to be added), TE Cook

3. Transfers (Action)

a. Cooks

Notes: Recommend a motion to approve the transfer of Holly Willinger from TE Cook to TE Head Cook.

NEW BUSINESS

A. Review Proposed Revision to the Board Policies – First Reading

1. Review 700s
2. 343.45 – Technical College Course Program (Start College Now)
3. 343.46 – Early College Credit Program

COMMITTEE REPORTS

BOARD PRESIDENT REPORT

REVIEW TIMELINES AND ITEMS FOR FUTURE BOARD AGENDAS AND MEETINGS

A. Thursday, December 9 – Committee Meetings @ Galesville Elementary Library

- o **Curriculum Committee @ 6:00 p.m.**
- o **Finance Committee @ 6:30 p.m.**
- o **Building and Grounds Committee to follow Finance**

B. Monday, December 13 – Regular Board Meeting @ 6:30 p.m.

ADJOURNMENT (Action)

Gale-Etrick-Trempealeau School Board Meeting Minutes
REGULAR SCHOOL BOARD MEETING
October 11, 2021

President Gene Hogden called the meeting to order at 6:30 p.m. at G-E-T High School Library, Board members present: Paul Halderson, Gene Hogden, Paul Kinzer, Mark Kopp, Kari Marley, Larry Moore, Harold Olson, and Todd Roessler. Pat Malone was absent. Also present at the meeting: Michele Butler, District Administrator; Lindsey Schubert, Pupil Services Director; Cary Brommerich, Business Manager; Terri Fanta, Pete Peterson, Sam Ruud, and Melissa Wilber, Principals.

PLEDGE OF ALLEGIANCE
ROLL CALL OF THE BOARD

PROOF OF PUBLIC NOTICE

Mrs. Pehler verbally affirmed that the meeting had been properly posted.

APPROVAL OF MINUTES

Mr. Kopp made a motion to approve the minutes from the September 13, 2021, regular school board meeting. Mr. Olson seconded this motion. Motion carried with an 8-0 voice vote.

APPROVAL OF FINANCIAL REPORTS

Mr. Moore made a motion to approve Payroll Vouchers #101055-#101073 in the amount of \$6,722.65, Payroll Direct Deposit Vouchers #1003292-#1003789 in the amount of \$639,570.07, Vouchers #104149-#104409 in the amount of \$732,870.23 and Petty Cash Vouchers #3218-#3220 in the amount of \$528.00.

Mr. Kopp seconded this motion. Motion passed with an 8-0 voice vote.

PUBLIC COMMENTS

Kip Todd, G-E-T Middle School student, shared his opinion on wearing masks and asked that the District let the decision to wear masks be the parents' choice.

Andrew Todd shared his concerns about masks. He also advocated for people to be accepting of different opinions without resorting to hateful behaviors.

CORRESPONDENCE

Ms. Butler shared a message from Ashley Furniture announcing that G-E-T schools received \$19,282 in VEX Robotic Grants.

ADMINISTRATIVE REPORTS

A. Summer School

Pete Peterson provided an update on this year's two summer school sessions. He summarized course offerings; the annual process of developing and scheduling the program; and the positive financial impact of summer school enrollment. Pete thanked the teachers involved in the program along with several individuals who contributed to this year's success including Cary Brommerich, Sheryl Byom, Rhonda Jenkins, and Allene Horton.

UNFINISHED BUSINESS

A. Review Proposed Revision to the Board Policies- Second Reading

Mr. Moore made a motion to approve the 600's policy revision and the 531.8-Information & Communication Technology Director job description as presented. Seconded by Mr. Roessler. Motion passed with an 8-0 voice vote

B. Review Covid-19 Safety Plan and Current Status (Discussion)

Ms. Butler provided a presentation summarizing COVID case activity in our district and the level of mitigation that is recommended based on our safety plan. Our current masking requirement may be adjusted if case levels continue to remain low. (See attachment)

Dr. Kelly Howell, pediatrician with Gunderson Health System, our district medical advisor shared her recommendations for best practices/mitigation in schools, which included universal face mask requirements. She also answered several questions from board members.

C. Possible Action on Resignations/Retirements, Employment, and Transfers

a. Paraprofessionals

Motion made by Mr. Kinser to approve the hire of Katelyn Wolfgram, After School Program Worker. Seconded by Mr. Kopp. Motion passed with an 8-0 voice vote.

b. Extra-curricular Contracts

Motion made by Mr. Halderson to approve the 2021-2022 Winter Sports Contracts as presented. Seconded by Mr. Moore. Motion passed with an 8-0 voice vote.

NEW BUSINESS

A. Consider Approval of Early College Credit and Start College Now Requests

Motion made by Mr. Kopp to approve the Early College Credit and Start College Now requests as presented. Seconded by Mr. Olson. Motion passed with an 8-0 voice vote.

COMMITTEE REPORTS

A. Curriculum Committee

Mr. Moore reported that the committee reviewed curriculum plans for this school year and that curriculum has been uploaded on our website. He also shared that the topic of CRT was addressed.

B. Handbook Committee

Mr. Kinzer shared that the section on 403B plans was discussed and that several appendices were updated to reflect changes in salaries and wages.

BOARD PRESIDENT REPORT

Mr. Hogden thanked Mr. White and Mr. Schmidt for stepping up to coach our volleyball teams and congratulated them on their first win. He then complimented the individuals who quickly came to the aid of the student who was injured in the most recent home football game. Mr. Hogden also commented on an article in the Leader Telegram that reported that some school districts are using ESSER funds to upgrade athletic facilities. He then stated that the G-E-T School District is directing those funds for staff development and student learning.

Mr. Hogden shared the following quotes:

"America will never be destroyed from the outside. If we lose our freedoms, it will be because we have destroyed ourselves from within." Abe Lincoln

"Talent is God given, be humble; fame is man-given, be thankful; conceit is self-given be careful." John Wooden

ADJOURNMENT

Mr. Moore made a motion to adjourn the meeting at 8:05 p.m. Mr. Kopp seconded this motion. Motion passed with an 8-0 voice vote.

Fall Choir Concert

Beautiful vocal music filled the new Performing Arts Center for the first time Monday night, October 18th. The high school's Robed Choir, Men's and Women's Choirs, and a capella groups Out of the Blue and Vocal Point put on amazing performances for their families.



A Spooktacular evening full of music in the new Performing Arts Center featured flute and oboe conspiracy, clarinet dazzle, alto sax congregation, low wind cauldron, trumpet and horn masquerade, percussion warren, jazz symposium, and the G-E-T concert band.

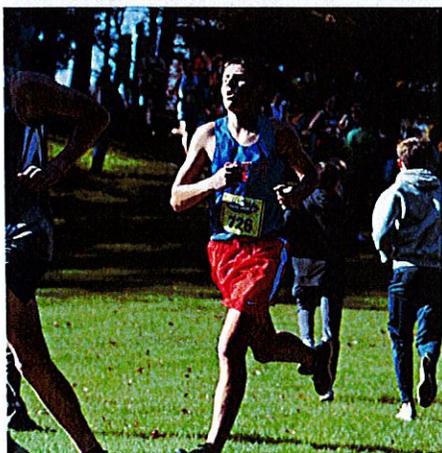
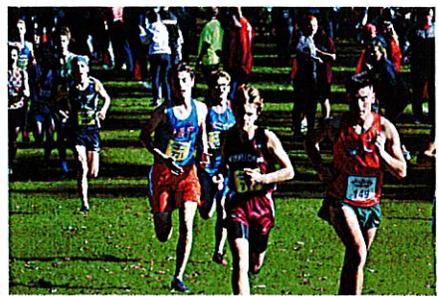


Georgian Culture Presentation

Ketevan Buskivadze, an exchange student from Georgia, gave a presentation on her culture to the high school English classes. She discussed the Georgian government, location, flag, sports, cuisine, legends, music, dance, and the language. Here she is wearing a traditional hat called a papakha worn by Georgian dancers.



Boys State Cross Country





School Board Report
Pete Peterson, Principal
Gale-Etrick-Trempealeau Middle School
Month of: October

Middle School Building update

What is something to discuss:

- Our staff has been digging into lots of data. They are using this information to help drive their SLOs and PPGs for Educator Effectiveness.
- We are continuing our work on Standard Based Grading practices. Teachers are working in their PLCs on their power standards and how we could report that out to parents.
- Our Social Studies team is looking at new curriculum. Terri Fanta has been working on bringing in certain examples that they are going to be piloting to find the best option.

What is something to celebrate:

- Our ELT and Classwork Support Time seem to continue to be a success. More students are being requested which provides some additional learning for those in need.
- We had a great Fall Fun Day. Students were involved in several activities that even included a costume contest.
- Our library has been back in full operation compared to last year. It has been a lot of fun to watch our students excited to check out books and get in additional reading. Each of our ELA classes find time each week to take students to the library. The library is also open at breakfast, lunch and recess pretty much any time students have a break





School Board Report
Terri Fanta, Ettrick Elementary Principal, Curriculum, and Reading Specialist
November Report

Ettrick Elementary Building Update

-In October, Ettrick Elementary engaged in the following activities:

- Red Ribbon Week - Thanks to our guidance counselor, Jamin Barth, for putting together a week of activities that helped us realize the importance of choosing to live drug-free and practice kindness and acceptance.
- Halloween Activities - We were able to have our Halloween Parade through downtown Ettrick! We dodged a few raindrops, but all in all we had a great time greeting our Ettrick residents. A special thank you to Trempealeau County Sheriff, Kevin Ely for leading the way.
- -The visit from the Ettrick Fire Department was a huge success. Staff commented on the excellent job the fire department representatives did to engage our students in learning about fire prevention and fire safety.
- -Currently, we are busy putting the final touches on our Veteran's Day projects and presentations for local veterans. Last year we provided a video for veterans and families. This year our plan is to invite veterans in for a brief program to honor their service.

-Staff reported many successes with virtual parent/teacher conferences in October. Many noted positive comments from parents. Parents shared that the flexibility of both time and place eased the planning that is necessary on their end to attend conferences in-person.

Curriculum/Reading Specialist Update

- On November 1, G-E-T certified staff engaged in a variety of activities. These included: continued training in Professional Learning Communities, resource sharing around Diversity, Equity, and Inclusion, more practice with virtual learning platforms; Schoology, Seesaw and Google Classroom, Social and Emotional Learning, Co-Teaching, and a session focused on Mindfulness and Yoga. GETEA provided sweet rolls for all while the administrative team made sure coffee with all the trimmings was available. In addition to these activities, vertical alignment meetings occurred. For example: Social studies teachers, 6-12, met to ensure that our students are not experiencing any gaps in learning.

-Staff, 4K-12, has found their stride as they work in their Professional Learning Communities (PLCs) on Wednesday afternoons. PLCs are focused on curriculum, assessment, and ways to reach our learners who may be challenged by certain concepts and those that excel and need alternative activities.



School Board Report
Melissa Wilber
Galesville Elementary Principal

November 2021

Galesville Elementary Building Update

Information:

Unity Day and Red Ribbon Week were a success showing our commitment to being drug free and anti-bullying. Red Ribbon Week concluded with our fall parade which we did inside our gym due to rainy weather.

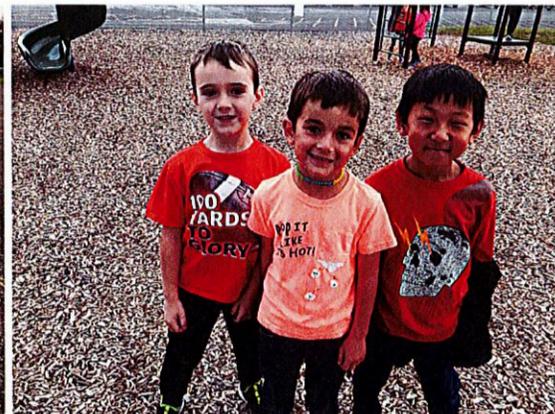
Read Across America had all of our students enjoying the book *Amy Wu and the Patchwork Dragon* by Kate Zhung. Students enjoyed a cookie while listening to the story and each classroom was gifted a copy of the book.

Parent Teacher Conferences were successful in the virtual format. Teachers were able to provide flexible times and days for families over the course of 2 weeks. We also conducted a virtual book fair at this time.

Appreciation:

We will be showing our gratitude to our veterans on the 11th through classroom creations that will be compiled into a video to share with our families and classrooms.

Thank you to Nancy Wagner and Denise Eddy for promoting our school's Read Across America event.





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School Board Report Trempealeau Elementary School NOVEMBER

Building Update

- We will be hosting two Veterans Day Programs in our building this year. One will be for our 4K-2 students that will teach them what a veteran is and why we honor them on Veterans Day. The 3-5 program will be more of a traditional Veterans Day Program.
- We celebrated Red Ribbon Week the last days of October and tied in our Halloween festivities into the week-long celebration of living drug free lives. Unfortunately, rain kept us from parading around the outside of the school in costumes, but students still enjoyed classroom parties.
- Trempealeau teachers have been crafting their SLOs (student learning objectives) and PPGs (professional practice goals). We've spent time together as a staff looking at data and helping each other analyze areas that individuals or grade levels would like to focus on for increasing growth and/or student learning.
- Finding substitutes continues to be an issue for us, but the staff does a great job of creatively filling in and covering whenever and whatever is needed.





New Employee Summary

Employee Name	Position	Building	Hours/Days	Salary**	Replaces	Background
Holly Willinger	Head Cook	Elementary		\$16.87/hr	Kelly Baerwaldt	Transfer from cook to head cook
Heather Jehu	Special Ed Para	HS	40/5	\$16.45/hr	Samantha North	Was previous employed by school district, left in August 2021, and will now return for full-time employment.
Jim Scherr	Asst Girls' Basketball Coach	HS		\$2718.00		
Chelsea Sololik	Dance Coach	HS		\$1078.00		
Eden Burnett	Dance Coach	HS		\$2157.00		
Chad Backler	MS Boys Basketball	MS		\$1882.00		
Bob Schulz	MS Boys Basketball	MS		\$1882.00		
Doyle Smidt	MS Boys Basketball	MS		\$991.00		Part-time due to number of athletes

Dan Haney	MS Boys Basketball	MS		\$991.00		Part-time due to number of athletes

November 8, 2021



Board of Education Policy

Gale-Ettrick-Trempealeau School District

EARLY COLLEGE CREDIT PROGRAM

Policy 343.46

High school students who meet the eligibility requirements defined in applicable statutes, regulations, and District policies, and who submit timely and complete applications and notices, may be permitted to enroll in one or more courses at an institution of higher education through the Early College Credit Program.

The High School Principal or an administrative-level designee shall be responsible for (1) ensuring that the District appropriately processes requests/applications related to the Early College Credit Program; and (2) determining whether the District will approve individual applications and pay for specific courses based on the criteria established in state law, any applicable state regulations, and applicable District policies and procedures.

The authority of the program administrator(s) includes, but is not limited to, the authority to make or approve the following determinations on behalf of the District:

1. Whether a student meets the minimum eligibility criteria established in state law;
2. Whether a proposed course is comparable to a course already offered in the District;
3. Whether the proposed course and any resulting credit meets any of the District's high school graduation requirements; and
4. Whether the student will be eligible to receive high school credit for the successful completion of a proposed course, and, if so, the amount of high school credit.

Initial Applications and Notices Students Are Required to Submit

Students interested in enrolling in an institution of higher education (IHE) for the purpose of taking one or more nonsectarian courses under the Early College Credit Program must do all of the following to start the application process:

1. Submit a timely and complete application directly to the applicable IHE in the semester prior to the semester or session in which the course is scheduled to begin. The student must adhere to all application deadlines and other related requirements established by the IHE; and
2. Submit a timely and complete written notice to the District that identifies the student's intent to take one or more courses under the Early College Credit Program. A separate notification form must be completed and processed for each IHE semester/session in which a student intends to take a course.
 - a. The initial notification form must be submitted to the District by March 1 if the student intends to enroll at the IHE in the subsequent fall semester, by October 1 if the student intends to enroll in the subsequent spring semester, and by March 1 if the student intends to enroll in the subsequent summer semester/summer session

- b. In addition to any other information required on the form, the initial notice must identify the name of the IHE the student plans to attend, the titles of the course(s) in which the student intends to enroll, the number of postsecondary credits of each course, and whether the student will be taking the course(s) for high school credit, postsecondary credit, or both.

Responsibility for Costs; Limitations on District Payments

To the extent required by state law and as applicable to each course that a student takes under the Early College Credit Program, the District shall pay the appropriate tuition amount to the IHE and such other costs (if any) as may be specified by law. The student or the student's parent or guardian shall pay the amounts (if any) specified as the student's responsibility for each course under state law and District's policy. The following also apply:

1. If a student takes a course at an IHE that is comparable to a course offered in the District, the District will make no payment for the course. Instead, the student taking the comparable course is responsible for paying the tuition and fees for the course.
2. If a student takes a course at an IHE for postsecondary credit only, and the course is not comparable to a course offered in the District, the student or the student's parent or guardian shall pay to the District 25% of the tuition amount that the District is required to pay to the IHE, unless such 25% payment is determined to pose an undue financial burden on the student's family under standards and procedures set by the Department of Public Instruction. If applicable to a course and not waived pursuant to state law, the following provisions further govern the timing and method for making such 25% payments to the District.
 - a. The student or his/her parent or guardian may make payment for such courses via a personal check or a bank (cashiers) check, made payable to the Gale-Etrick-Trempealeau School District. Payments attempted in other forms, including in U.S. currency, are not acceptable and will be refused or returned to the payor. If a check is returned as non-payable due to insufficient funds, a stop-payment order, or any other reason, any related fee(s) charged to the District by a financial institution will be added to the amount due.
 - b. Unless the District's Business Office has agreed in writing to a different plan of scheduled payments, payment is due in full within 30 days of the date on which the District provides the student (or student's parent or guardian) with an invoice of the specific amount due.
 - c. If the District receives any payment from the student or the student's parent or guardian as a share of tuition, and it is later determined that the District is not responsible for paying tuition for the course, or if the amount received as payment exceeds the amount of the student's actual payment obligation, the District will refund the appropriate amount to the student or his/her parent or guardian.
 - d. Any past-due payments for a share of course tuition that are owed by a student may result in the denial of certain school-related privileges in the same manner that applies to other past-due school fees and charges.
3. The District shall pay for no more than the equivalent of a combined total of 18 postsecondary semester credits per student for any courses that are taken through the technical college course program (section 38.12(14) of the state statutes) or the Early College Credit Program. Courses that the District paid for under the former Youth Options Program count toward this credit limit. However, the limitation on total paid credits does not prohibit a student from (1) taking other

courses through a postsecondary institution where the District has authorized the coursework under a separate program or separate source of authority; or (2) taking other District-approved high school courses, outside of the specific state programs, that may result in eligibility for postsecondary credit(s).

4. The District shall only pay for courses that are successfully completed. If a student receives a failing grade in a course or fails to complete the course, the student's parent or guardian or the student, if an adult, is responsible for reimbursing the District for the costs paid by the District. If this reimbursement is not made upon request, the student is ineligible for any further participation in the technical college course program and the Early College Credit Program.
5. In order for a student to avoid a payment obligation (where applicable) for a course taken through the Early College Credit Program, it is the sole responsibility of the student and his/her parent or guardian to ensure that the student withdraws from the course prior to the applicable IHE's deadline for doing so such that the IHE will not charge the District any tuition for the course.
6. Unless otherwise required by law, the District is not responsible for providing transportation to IHE courses taken under this policy or paying for transportation-related costs.
7. Students must maintain a 3.0 cumulative grade point average or be approved by administration as well as sustain positive attendance and behavior as outlined in the student handbook.

Satisfaction of Graduation Requirements; Awarding High School Credit for College Courses; and Course Comparability Determinations

Pending the development of any new state regulations applicable to the Early College Credit Program that address the granting of high school credit for a course taken at an IHE under this policy, the satisfaction of high school graduation requirements, and/or the determination of whether a course offered by an IHE is comparable to a course offered in the District, or the adoption of other specific local standards for making such determinations within the Early College Credit Program, the District shall apply the mandatory and discretionary standards found in PI 40.07 of the Wisconsin Administrative Code, as such standards were in effect as of December 31, 2017.

If a student who intends to take a course through the Early College Credit Program disagrees with a District decision regarding comparability of courses, satisfaction of high school graduation requirements, or the number of high school credits to be awarded for a course (if any), the student may appeal the District's decision to the State Superintendent of Public Instruction within 30 days after the decision.

Legal References:

Wisconsin Statutes

<u>Section 38.12(14)</u>	[attendance at technical college under the technical college course program, also known as "Start College Now" Program]
<u>Section 115.385(4)</u>	[required parent notification of educational options, including Early College Credit Program]
<u>Section 118.15(1)(d)</u>	[discretionary program and curriculum modifications]
<u>Section 118.33</u>	[high school graduation requirements]
<u>Section 118.55</u>	[the Early College Credit Program]
<u>Section 118.57</u>	[required public notification of educational options, including Early College Credit Program]

Section 120.12(17)

[non-Early College Credit Program courses taken for high school credit at a UW System Institution]

Wisconsin Administrative Code

Chapter PI 40

[regulations governing attendance at postsecondary institutions under the Youth Options Program, which were based on statutory provisions that predated the effective date of the Early College Credit Program]

Cross References:

343.41

Adoption Date: 06/11/18



Board of Education Policy

Gale-Etrick-Trempealeau School District

TECHNICAL COLLEGE COURSE PROGRAM ("Start College Now")

Policy 343.45

High school students in the 11th grade or 12th grade who meet the eligibility requirements defined in applicable statutes, regulations, and District policies, and who submit timely and complete applications and notices, may be permitted to enroll in one or more courses at a technical college through the technical college course program.

The high school principal or an administrative-level designee shall be responsible for (1) ensuring that the District appropriately processes requests/applications related for the technical college course program; and (2) except for refusal of permission to take a course that is based on an undue financial burden, determining whether the District will approve individual applications and pay for specific courses based on the criteria established in state law, any applicable state regulations, and applicable District policies and procedures.

The authority of the program administrator(s) includes, but is not limited to, the authority to make or approve the following determinations on behalf of the District:

1. Whether a student meets the minimum eligibility criteria established in state law;
2. Whether a proposed course is comparable to a course already offered in the District;
3. Whether the student will be eligible to receive high school credit for the successful completion of a proposed course; and
4. Whether the proposed course and any resulting credit meets any of the District's high school graduation requirements.

While the District may refuse to allow a student with a disability to attend a technical college through the technical college course program if the costs related to any special services required for the student would impose an undue financial burden on District, the determination of an undue financial burden shall be made by the District Administrator.

Responsibility for Costs; Limitations on District Payments

To the extent required by state law, the District shall pay the costs associated with students' enrollment in a technical college under this policy if the course is taken for high school credit and the course is not comparable to a course offered in the District. Limitations on the District's responsibility for payment include the following:

1. The District shall pay only such tuition, fees, and course materials costs as are required by law. If the District is required to pay the technical college for the cost of a book or similar resource that is not a one-time use item, the student shall be required to return the resource(s) to the District upon completion of the course.

2. The District shall pay for no more than the equivalent of a combined total of 18 post-secondary semester credits per student for any courses that are taken through the technical college course program or the Early College Credit Program. Courses that the District paid for under the former Youth Options Program count toward this credit limit. However, the limitation on total paid credits does not prohibit a student from (1) taking other courses through a technical college where the District has authorized the coursework under a separate program or separate source of authority; or (2) taking other high school courses offered by the District that may result in eligibility for post-secondary credit(s).
3. The District shall only pay for courses that are successfully completed. If a student receives a failing grade in a course or fails to complete the course, the student's parent or guardian or the student, if an adult, is responsible for reimbursing the District for the tuition, fees, and other costs paid by the District. If this reimbursement is not made upon request, the student is ineligible for any further participation in the technical college course program and the Early College Credit Program.
4. Unless otherwise required by law, the District is not responsible for providing transportation to technical college courses taken under this policy or paying for transportation-related costs.

Good Academic Standing

Solely for purposes of determining a student's eligibility to enroll in a course at a technical college under this policy, **“good academic standing” in the District, that the student has a cumulative high school grade point average of at least 2.5 at the time of the determination, the student must maintain a 3.0 cumulative grade point average or be approved by administration as well as sustain positive attendance and behavior as outlined in the student handbook.**

Course Comparability

For purposes of determining whether a course that a student wishes to take through the technical college course program is comparable to a course offered by the District, and pending the development of any new state regulations applicable to the technical college course program or the adoption of other specific local standards for determining course comparability, the District shall apply the standards found in PI 40.07(1m) of the Wisconsin Administrative Code, as such standards were in effect as of December 31, 2017.

Reconsideration and Appeals

A student or his/her parent or guardian may submit a written request for the District Administrator to reconsider a District decision related to a student's participation in the technical college course program, except for any decisions made directly by the Board. In addition, if an applicant for the program disagrees with a District decision regarding comparability of courses or the satisfaction of high school graduation requirements, state law provides that the applicant may appeal the District's decision to the State Superintendent of Public Instruction within 30 days after the District's decision.

Legal References:

Wisconsin Statutes

Section 38.12(14)

[attendance at technical college under the technical college course program, also known as the “Start College Now” Program]

Section 115.385(4)

[parent notification of educational options]

<u>Section 118.15(1)(b)</u>	[attendance at a technical college in lieu of high school or on a part-time basis by a child 16 years of age or over and a child at risk]
<u>Section 118.15(1)(d)</u>	[discretionary program and curriculum modifications]
<u>Section 118.153(1)(a)</u>	[definition of a child at risk of not graduating from high school]
<u>Section 118.33</u>	[high school graduation requirements]
<u>Section 118.55</u>	[early college credit program]
<u>Section 118.57</u>	[public notification of educational options]

Wisconsin Administrative Code

<u>Chapter PI 40</u>	[regulations governing technical college attendance under the Youth Options Program, which were based on statutory provisions that were essentially identical to section 38.12(14)]
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Cross References:

[Insert appropriate cross references to the policy as applicable to your district.]

Adoption Date: 06/11/18



Board of Education Policy

Gale-Etrick-Trempealeau School District

SAFETY PROGRAM

Policy 720

The Board of Education of the Gale-Etrick-Trempealeau School District School Board has, as one of its primary concerns, the safety, health, and physical well-being of students and employees of the District. To meet this concern, the administration shall develop and implement appropriate safety-related initiatives and procedures, across all District facilities, programs, and operations, that are consistent with the applicable legal requirements and Board policies. maintains a continuing interest in the health and safety of the students in its instructional or extra-curricular activity, whether held on or off school premises.

District employees or designees are expected to be alert to health or safety threatening situations. The board recognizes that in spite of such vigilance, illness and accidents do occur.

The Director of Support Services Business Manager will serve as the district-wide safety coordinator, to develop and monitor a plan of action so that safe and healthful facilities can be maintained.

The coordinator for safe and healthful facilities will have a long-range plan approved by the Board, and the plan shall include annual inspections of the District facilities. The safe and healthful facilities plan will address the concerns of the state's Safe and Healthful Facilities Standard.

Legal Reference:	Sections	101.55 101.11 115.33 118.07 118.09 118.10 120.12(1)(5) 121.01(2)(i) 167.32 175.32 254.11 to 255.30 254.178	Wisconsin Statutes
	PI 8.01(2)(i)	Wisconsin Administrative Code	

Approved in part: 02/11/91, 12/13/04
Amended: 12/10/07, 06/14/10
Reviewed: 08/14/06, 11/10/08, 05/14/12, 12/12/16, 10/14/19



Board of Education Policy

Gale-Etrick-Trempealeau School District

BUILDING AND GROUNDS INSPECTION

Policy 721

Safe and healthful facilities are vital to the Gale-Etrick-Trempealeau School District. In an effort to ensure this, inspections are conducted following legal requirements.

The **Director of Support Services Business Manager** is designated to ensure completion of these inspections. All annual inspection reports must be filed in the district office following legal requirements.

All conditions in need of correction/improvement should be corrected as soon as practically possible. Recurring safety problems need to be brought to the attention of the District Administrator and the school board.

Legal Reference: Section 120.02(1)(i) Wisconsin Statutes
 PI 8.01(2)(i) Wisconsin Administrative Code

Approved: 12/13/04
Amended: 05/14/12, 12/10/18
Reviewed: 08/14/06, 12/10/07, 11/10/08, 06/14/10, 05/14/12, 12/12/16, 10/14/19



Board of Education Policy

Gale-Etrick-Trempealeau School District

ACCIDENT REPORTS

Policy 722.1

All accidents, including injuries requiring first aid, shall be reported to the building administrator. All accidents requiring emergency ambulance transport shall be reported to the school nurse before the end of the school day. Accidents that result in three days' absence from school shall be reported to the district office by the school nurse.

The ~~Director of Support Services District Administrator~~ shall be notified immediately of all injuries involving more than first aid treatment. These accidents will personally be investigated by the nurse and reported to the ~~Director of Support Services District Administrator~~ as soon as possible.

Guidelines shall be established for reporting accidents and minor injuries.

Legal Reference: Section 102 Wisconsin Statutes

Approved in part: 02/11/91

Amended: 12/13/04, 12/10/07

Reviewed: 08/14/06, 11/10/08, 06/14/10, 05/14/12, 12/12/16, 10/14/19



Board of Education Policy

Gale-Etrick-Trempealeau School District

Use of Security Cameras and Electronic Monitoring Equipment

Policy 731.3

In pursuit of the School Board's goal to provide a safe environment on its premises and in connection with its operations and programs, the Board authorizes the District's lawful use of video surveillance or similar electronic monitoring equipment on District property and in connection with District programs and operations. This policy is not intended to grant or create any expectation of privacy as to any time or location where a person would not already have an enforceable expectation of privacy to be free from such surveillance or monitoring.

The electronic monitoring equipment that the District uses on an ongoing and regular basis:

- May be placed and used in locations where individuals do not have a legally-enforceable expectation of privacy to be free from such surveillance and monitoring, including but not limited to common areas of District buildings, such as hallways, entryways, libraries, gymnasiums, and cafeterias; District parking lots; and other outdoor facilities. Specific locations for the equipment shall be approved by the building administrator.
- Shall not be used in any restrooms, locker rooms, or designated changing areas.
- Will not be regularly and comprehensively monitored by employees or agents of the District on a real-time basis.

As authorized or directed by the District Administrator, acting in consultation with applicable site-based administrators, the District may post notices or take other steps to inform people that their conduct may be monitored and/or recorded.

Subject to state and federal laws and to other District policies and regulations, information that the District obtains through the use of the District's video surveillance/electronic monitoring equipment may be used:

- To support the safe and orderly operation of the District's schools and facilities, including use for law enforcement purposes when appropriate; and
- As evidence in disciplinary proceedings, administrative proceedings, or other legal proceedings.

Retention and Access

The District Administrator or his/her administrative-level designee shall establish protocols for the proper retention of media captured by or from District-controlled video surveillance/electronic monitoring equipment. The protocols shall be consistent with the District's records retention obligations and schedules. The protocols shall also differentiate between (1) recordings that are not accessed or reviewed for a specific purpose and (2) recordings that are accessed or reviewed for a specific purpose or that

otherwise become subject to a litigation hold, specific records request, subpoena, or similar situation. Until such recorded media is deleted or purged at an appropriate time, the District shall maintain at least one copy of the media that remains unaltered and unedited.

The District Administrator, ~~Director of Support Services, Network Administrator, Business Manager, ICT Director~~ and Building Principals shall be the primary individuals who have authority to access and view images or other media captured by the District's video surveillance/electronic monitoring equipment. These primary authorized individuals may approve other staff members or persons who are performing an institutional function on behalf of the District to access/view such media, with any restrictions/limitations that are appropriate to the specific circumstance. No person may access or view such media unless they have obtained express approval and have a legitimate purpose for doing so.

All third-party requests to view, access, or obtain copies of images or other media captured by video surveillance/electronic monitoring equipment, including requests from law enforcement personnel, shall be handled via established procedures for responding to requests for access to District records, including (but not limited to) procedures for requests related to personally-identifiable student records, personnel records, and general public records.

Prohibited Conduct

Any student who takes action to disable, disrupt, block, move, or alter any electronic monitoring equipment (including altering its viewing angle or changing its field of view) is subject to possible disciplinary action, up to and including possible expulsion.

A District employee shall be subject to possible disciplinary action, up to and including termination, if he/she (1) without express administrative authorization, takes action to disable, disrupt, block, move, or alter any electronic monitoring equipment, or (2) uses electronic monitoring equipment, recordings, or transmissions without authorization or in a manner that is inconsistent with applicable law, this policy, or any other Board policy or regulation.

Policy Applicability

With the exception of this paragraph, this policy is not intended to directly address the use of video surveillance or electronic monitoring equipment on any contracted vehicles that are used to provide student transportation. However, to the extent consistent with or if not otherwise addressed in the relevant contract for transportation services, the District Administrator may approve the contractor's operation of such equipment on contracted vehicles in a manner that is consistent with applicable legal requirements.

This policy does not address or cover instances where District employees or agents record a specific event (e.g., a play, music performance, athletic contest, graduation, or Board meeting), or an isolated instance where, with appropriate authorization, a classroom or school activity is videotaped for educational, instructional, or research purposes.

Legal References:

Wisconsin Statutes

[Subchapter II of Ch. 19](#)

[Section 118.125](#)

[Section 175.22](#)

[Section 942.08](#)

[public records and official property, including information on retention schedules and contractor records]

[state student records law]

[privacy in locker room policy]

[invasion of privacy]

Section 995.50

[right of privacy]

Federal Laws and Regulations

FERPA regulations

[regulations under the Family Educational Rights and Privacy Act]

Approved: 01/09/17

Reviewed: 10/14/19



Board of Education Policy

Gale-Etrick-Trempealeau School District

ENERGY MANAGEMENT

Policy 733-Rule

The implementation of the Energy Conservation Policy is a joint responsibility of all employees and all facility users.

The building administrator will be accountable for energy management on his/her campus or in his/her program, with energy audits being conducted and conservation program outlines being updated.

Responsibilities

- Every employee and facility user is expected to be an “energy saver” as well as an “energy consumer.”
- The teacher is responsible for implementing the guidelines during the time that he/she is present in the classroom.
- The custodian is responsible for control of common areas, i.e. halls, cafeteria, etc.
- Since the custodian is typically the last person to leave a building in the evening, he/she is responsible for verification of the nighttime shutdown.
- The building administrator is responsible for the total energy usage of his/her building.
- The ~~Director of Support Services Buildings and Grounds Manager~~ performs routine audits of all facilities and communicates the audit results to the appropriate personnel.
- The ~~Director of Support Services Buildings and Grounds Manager~~ is responsible for either directly or indirectly making adjustments to the district’s EMS, including temperature settings and run times for HVAC and other controlled equipment.
- To complement the district’s energy management program, the district shall develop and implement a preventive maintenance and monitoring plan for its facilities and systems, including HVAC, building envelope, and moisture management.

General

1. Classroom doors shall remain **closed** when HVAC is operating. Ensure doors between conditioned space and non-conditioned space remain closed at all times (i.e. between hallways and gym area).
2. All exhaust fans should be turned **off** every day and during unoccupied hours.
3. All capable office machines (copy machines, laminating equipment, etc.) and computers should be programmed for the sleep mode after 10 minutes of inactivity.

Cooling Season Occupied Set Points¹: Approximately 74 degrees F
Unoccupied Set Point: 85 degrees F

Heating Season Occupied Set Points¹: Approximately 68 degrees F
Unoccupied Set Point: ~~55~~ 65 degrees F

Air Conditioning Equipment

1. Occupied temperature settings shall be set at approximately 74 degrees.
2. During unoccupied times, the air conditioning equipment shall be **off**. The unoccupied period begins when the students leave the area at the end of the school day. It is anticipated that the temperature of the classroom will be maintained long enough to afford comfort for the period the teacher remains in the classroom after the students have left. Exemptions can be made in extreme heat or if a teacher needs to stay later (e.g. parent-teacher conferences).
3. Air conditioning start times may be adjusted (depending on weather) to ensure classroom comfort when school begins.
4. Ensure outside air dampers are closed during unoccupied times.
5. Ceiling fans should be operated in all areas that have them.
6. Relative humidity levels shall not exceed 60% for any 24 hour period.
7. Air conditioning should not be utilized in classrooms during the summer months unless the classrooms are being used for summer school. Air conditioning may be used by exception only or in those schools that are involved in team-cleaning.
8. In all areas which have evaporative coolers such as shops, kitchens and gymnasiums, the doors leading to halls which have air conditioned classrooms or dining areas should be kept closed as much as possible.
9. Classroom doors should remain closed.
10. Ensure dry food storage areas are maintained within code requirements. Typically, this is 55F-75F temperature and 35%-60% Relative Humidity. Utilize loggers to verify.

Heating Equipment

1. Occupied temperature settings shall be set at approximately 68 degrees.
2. The unoccupied temperature setting shall be **55 65** degrees F (i.e. setback). This may be adjusted to a 60 degree F setting during extreme weather.
3. The unoccupied time shall begin when the students leave an area. Exemptions can be made in extreme cold or if a teacher needs to stay later (e.g. parent-teacher conferences).
4. During the spring and fall, when there is not threat of freezing, all steam and forced air heating systems should be switched off during unoccupied times. Hot water heating systems should be switched off using the appropriate loop pumps.
5. Ensure all domestic hot water systems are set no higher than 120 degrees F or 140 degrees F for cafeteria service (with dishwasher booster).
6. Ensure all domestic hot water re-circulating pumps are switched off during unoccupied times.
7. For heat pumps, ensure a 6 degree F dead-band between heating and cooling modes.

Lighting

1. All unnecessary lighting in unoccupied areas will be turned **off**. Teachers should make certain that lights are turned off when leaving the classroom when empty. Utilize natural lighting where appropriate.
2. All outside lighting shall be **off** during daylight hours.
3. Gym lights should not be left on unless the gym is being utilized.
4. All lights will be turned **off** when students and teachers leave school. Custodians will turn on lights only in the areas in which they are working.
5. Refrain from turning lights on unless definitely needed. Remember that lights not only consume electricity, but also give off heat that places an additional load on the air conditioning equipment and thereby increases the use of electricity necessary to cool the room.

Water

1. Ensure all plumbing and/or intrusion (i.e. roof) leaks are reported and repaired immediately.
2. Grounds watering should only be done between 4:00 a.m. and 10:00 a.m. Do not water during the heat of the day, typically between 10:00 a.m. and 8:00 p.m.
3. When spray irrigating, ensure the water does not directly hit the building.
4. Ensure water sub-meters are installed on irrigation and cooling tower supply lines to eliminate sewer charges.

Amended: 12/09/13, 10/14/19

Reviewed: 12/12/16



Board of Education Policy

Gale-Etrick-Trempealeau School District

WASTE REDUCTION AND RECYCLING

Policy 743

The Gale-Etrick-Trempealeau School District will make resource conservation an integral part of the physical operation of the district.

The purpose of this policy is to promote recycling, composting and resource recovery through the administration of an effective recycling program, as provided in state law and regulations.

The ~~Director of Support Services~~ Buildings and Grounds Manager shall be responsible for an on-going recycling plan of action, in cooperation with the building administrators.

The preparation of recyclables will be the responsibility of the occupant of that particular area. Preparation of recyclables shall be in accordance with established policies. Recyclables will then be picked up by the custodians. Custodians are not responsible for the separation of recyclable materials.

This policy pertains to recyclable materials generated within the Gale-Etrick-Trempealeau School District. Employees are not allowed to dispose of their personal recyclables at any school district facility.

The district will purchase recycled products, where financially viable.

The district program will comply with all local and state regulations.

Legal Reference: None

Approved: 02/09/09

Reviewed: 06/14/10, 05/14/12, 12/12/16, 10/14/19



Board of Education Policy

Gale-Etrick-Trempealeau School District

SCHOOL BUS SAFETY PROGRAM

Policy 751.2

Emergency bus evacuation drills shall be arranged and supervised by the ~~Director of Support Services~~ Business Manager or Transportation Manager.

Vehicles shall meet the requirements of the Department of Public Instruction and of the Department of Motor Vehicles.

Legal Reference: Section 121.52(1)

Wisconsin Statutes

Approved: 12/13/04



Board of Education Policy

Gale-Etrick-Trempealeau School District

VIDEO CAMERA USE ON SCHOOL BUSES

Policy 751.21

The Gale-Etrick-Trempealeau School District approves the use of video cameras on the school buses to enhance safety and provide a video recording of student and driver behavior to promote safer transportation for our students.

Only the ~~Director of Support Services Business Manager~~, Transportation Manager, bus drivers, building administrators, and District Administrator shall be authorized to view the video tape for the purpose of documenting a problem, and determining which student(s) may be involved. Disciplinary action may be taken with students and/or drivers based on a video documentation. The ~~Director of Support Services Business Manager~~ and/or building administrator(s) shall view the videotape with the student and document the date and the names of all individuals viewing the tape.

The videotapes shall not be available for viewing by the public in general, employees in general, media, or other individuals. The building administrators, District Administrator or ~~Director of Support Services Business Manager~~ may authorize other individuals, such as the guidance counselor, school psychologist, teacher, social worker, or parent to view segments of a specific video tape, if such individuals are working with the student on the video tape because of a behavior, emotional, or learning problem and viewing the video tape is beneficial to their role in assisting the student. A log shall be kept of the date and names of the individuals viewing the videotape.

If there are no bus problems pertaining to the date a video was taped, the video may be erased or reused. These tapes are not public record, and do not need to be saved and archived. Video segments involving violations of law may be reviewed by the respective legal authorities under the approval of the District Administrator or ~~Director of Support Services Business Manager~~.

Legal Reference: PI 9 Wisconsin Administrative Rule
Sections 118.125 Wisconsin Statutes
118.13
120.13(1)
Family Educational Rights and Privacy Act

Approved: 12/13/04
Amended: 05/08/06, 12/10/18
Reviewed: 08/14/06, 12/10/07, 11/10/08, 06/14/10, 05/14/12, 12/12/16, 10/14/19