

**SCHOOL DISTRICT OF WEST DE PERE**  
**REGULAR BOARD MEETING**  
**West De Pere High School**  
**Tech Ed Dept (Auto Shop-Door #16)**  
**665 Grant Street**  
**November 13, 2024**  
**5:30 p.m.**

- I. Call meeting to order
- II. Pledge of Allegiance
- III. Consider approval of the agenda
- IV. Recognition of District Students and Staff
- V. Open meeting to floor for fifteen minutes to enable district residents to bring items of general concern to the attention of the Board
- VI. Consider approval of the minutes of the October 16, 2024 Regular and Annual Meetings
- VII. Consider approval of the Treasurer's Report
- VIII. Consider previously paid bills as presented for payment approval
- IX. Old Business
  - A. Consider adoption of the following as previously presented:
    - 5400.1 Early College Credit/Youth Options Program
    - 5400.1 (R) Early College Credit Program Eligibility Guidelines
- X. New Business
  - A. Finance Committee Report
  - B. Curriculum and Policy Committee Report and First Readings
    - 1251.1 Vandalism
    - 5119 Bullying
    - 6131 (E1) Internet Use Letter to Parent or Guardian (Delete Policy)
    - 6131 (R) Guidelines for Using West De Pere's Computer Network and Internet
    - 6131 (R2) District Employee Guidelines for Use of Social Media and Electronic Communications
    - 6150 Code of Classroom Conduct
    - 6151 Artificial Intelligence (New Policy)
  - C. Neola Presentation
  - D. 2023-2024 Year-End Goal Review
  - E. School Nutrition Update-Fall Health Inspections
  - F. Driver's Education Program Update
  - G. Consider Annual Safety Drill Memos
  - H. Consider High School AP Biology Course
  - I. Consider High School Business/Marketing Courses
  - J. Consider Van Purchase

K. Consider Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$9,925,000

L. Consider Resolution Providing for a Referendum Election on the Question of the Approval of an Initial Resolution Authorizing the Issuance of General Obligation Bonds in an Amount Not to Exceed \$9,925,000

M. Communication Plan Update

N. Consider Staffing Items

O. WASB Convention Preparation

- Attendance (January 22-24, 2025)
- Confirm Delegate and Alternate Delegate

XI. Reports and Communication

XII. Consider adjourning into closed session as provided under Section 19.85 (1)(c) Wisconsin Statutes for the purpose of personnel issues. Further take notice that pursuant to Section 19.85(2) the Board may reconvene in regular session to consider matters discussed in closed session and other matters on the agenda.

XIII. Reconvene into open session

XIV. Consider matters discussed in closed session

XV. Adjourn meeting

NOTICE

The School District of West De Pere Board meeting will be available in person and via Zoom.

If you have any need for special accommodations related to accessing the meeting, please contact Stacy Schaetz at 920-337-1393 x8025.

Join Zoom Meeting: <https://zoom.us/j/94483681365?pwd=QeaH6TIBXKfiODY89joWgjbV0b30a0.1>

By Phone: 312-626-6799

Meeting Id: 94483681365

Passcode: 850023

**SCHOOL DISTRICT OF WEST DE PERE**  
**REGULAR BOARD MEETING**  
**WEST DE PERE HIGH SCHOOL AUDITORIUM**  
**October 16, 2024**  
**6:00 PM**

Board members present: Fuss, Borley, Van Den Heuvel, Dorn, Van Deurzen  
Board members excused: None

The meeting was called to order at 6:00 PM by Board President Fuss followed by the Pledge of Allegiance. President Fuss stated that the area news media had been notified of the meeting as required by open meeting law and state statutes.

It was moved by Barbara Van Deurzen and seconded by Ryan Van Den Heuvel to accept the agenda. Voting Yes: 5 Voting No: 0 Motion carried.

There were no board recognitions.

The meeting was opened to the floor to enable district residents to bring items of general concern to the attention of the Board. No concerns were presented.

It was moved by Barbara Van Deurzen and seconded by Ryan Van Den Heuvel that the September 12, 2024 regular meeting minutes be approved as presented. Voting Yes: 5 Voting No: 0 Motion carried.

It was moved by Scott Borley and seconded by Barbara Van Deurzen that the Treasurer's Report be approved. Voting Yes: 5 Voting No: 0 Motion carried.

It was moved by Barbara Van Deurzen and seconded by Scott Borley that previously paid bills to Vos Electric, VDH Electric, and Best Built be approved. Motion carried. Voting Yes: 4 Voting No: 0  
Ryan Van Den Heuvel abstained. Motion carried.

It was moved by Ryan Van Den Heuvel and seconded by Scott Borley that previously paid bills be approved excluding bills from Vos Electric, VDH Electric, and Best Built. Voting Yes: 5 Voting No: 0 Motion carried.

Old Business

It was moved by Ryan Van Den Heuvel and seconded by Barbara Van Deurzen to adopt the following policies as previously presented:

- 3150 Insurance Management Voting Yes: 5 Voting No: 0 Motion carried.

Committee Chair, Scott Borley gave a verbal update regarding the Finance Committee Meeting.

Committee Chair, Barbara Van Deurzen reviewed the October 10, 2024 Curriculum and Policy Committee report.

It was moved by Ryan Van Den Heuvel and seconded by Scott Borely to approve the changes to math courses at the High School as presented by administration. Voting Yes: 5 Voting No: 0 Motion carried.

Summer School Coordinator, Kristin Krahn, gave the Board an update on the success of the 2024 Summer School Program. Discussion ensued.

Clint Selle, Bray Architects and Craig Sachs, Miron Construction shared an update on the High School Tech Ed Project. They presented to the board the updated plan and budget. They also reviewed with the board a draft resolution for the possible referendum. The Board will vote on the referendum resolution language at the November 13<sup>th</sup> board meeting at the High School in the library.

It was moved by Scott Borley and seconded by Ryan Van Den Heuvel to approve the agreement making Brown and Brown the new insurance broker. Voting Yes: 5 Voting No: 0 Motion carried.

It was moved by Ryan Van Den Heuvel and seconded by Scott Borely to approve the language changes to LTD (long term disability) insurance section in the employee handbooks as presented. Voting Yes: 5 Voting No: 0 Motion carried.

It was moved by Scott Borley and seconded by Jason Dorn to approve the tax levy certification as presented. Voting Yes: 5 Voting No: 0 Motion carried.

It was moved by Ryan Van Den Heuvel and seconded by Barbara Van Deurzen to approve all staffing items as presented. Voting Yes: 5 Voting No: 0 Motion carried.

The Board was presented with various reports and communications: such as updates, various thank you's, invitations, and calendar items. Discussion Followed.

It was moved by Scott Borley and seconded by Barbara Van Deurzen at 6:35 PM that the Board adjourn into closed session as previously stated. Voting Yes: 5 Voting No: 0 Motion carried.

The Board reconvened at 7:07 PM.

It was moved by Scott Borley seconded by Ryan Van Den Heuvel to approve the October 3, 2024 and the October 11, 2024 Orders of Expulsion as issued by the district's independent hearing officer. Voting Yes: Fuss, Borley, Van Den Deuvel, Dorn, Van Deurzen Voting No: None Motion carried.

It was moved by Ryan Van Den Heuvel and seconded by Jason Dorn at 7:08 PM that the meeting be adjourned. Voting Yes: 5 Voting No: 0 Motion carried

Barbara Van Deurzen  
Clerk

SCHOOL DISTRICT OF WEST DE PERE  
ANNUAL DISTRICT MEETING  
WEST DE PERE HIGH SCHOOL AUDITORIUM  
OCTOBER 16, 2024

Board Members Present: Fuss, Dorn, Van Deurzen, Borley, Van Den Heuvel

Board Members Absent: None

The meeting was called to order at 5:30 PM by Board President Fuss followed by the Pledge of Allegiance. She announced that area media had been notified of the meeting as required by the open meeting law and state statute. President Fuss appointed Jason Lau as parliamentarian for the meeting.

It was moved by Barbara Van Deurzen and seconded by Ryan Van Den Heuvel that the agenda be approved as printed. Motion carried.

President Fuss asked for nominations for chairperson for the meeting. Chuck Brehm nominated Jenni Fuss as the chairperson. There being no further nominations, nominations were closed. It was moved by Chuck Brehm and seconded by Scott Marsden that Jenni Fuss be elected chairperson. Motion carried.

Jenni Fuss asked if anyone wanted the minutes from the 2024 Annual District Meeting read aloud, no one requested them to be read, they are accepted as printed.

Superintendent Jason Lau presented the Executive Summary.

It was moved by Joseph Feldhausen and seconded by Mike Kowalczyk to dispense with the reading of the Clerk's Report. Motion carried.

Business Manager Jason Melotte presented the Treasurer's Report and Proposed Budget. Discussion followed.

It was moved by Scott Marsden and seconded by Mike Kowalczyk that the following resolution be adopted: Be it resolved by the qualified electors of the School District of West De Pere that the sum of \$25,133,581 be appropriated for ensuing the school year for general school purposes and service. Motion carried.

It was moved by Kathy Held and seconded by Russ Gerke that Board Member salaries be increased by 4.1%. Motion carried.

It was moved by Scott Marsden and seconded by Russ Gerke that the 2025 Annual Meeting date be set for 5:30 PM on October 22, 2025 and authorize the Board to establish a different date and time, if needed. Motion carried.

There being no further business to come before the meeting as provided by law, it was moved by Mike Kowalczyk and seconded by Russ Gerke at 5:46 PM that the meeting be adjourned. Motion carried.

**EARLY COLLEGE CREDIT/~~YOUTH OPTIONS PROGRAM~~ START COLLEGE NOW**

Recognizing the interest of recent legislation and encouraging students to pursue their fullest potential, it is policy of the West De Pere Board of Education to promote student involvement in post-secondary experiences during the high school years in accordance with Wisconsin Department of Public Instruction Administrative Rule PI40.

As such, the Board directs administration to establish administrative rules in compliance for, and enhancement of, post-secondary options. The High School Principal shall administer such rules, promote the programs and opportunities, and report annually to the Board of Education regarding student participation in, and improvement of, the program. The number of credits taken at off-campus post-secondary institutions for which the district will pay will not exceed 18 postsecondary semester credits per pupil.

For the purposes of clarifying student opportunities and involvement, students and/or parents shall first meet with the principal regarding program issues. Should further clarification be required, students/parents shall meet with the Superintendent. After such a meeting, students/parents may appeal to the Board of Education regarding post-secondary concerns.

LEGAL REFERENCE: Wisconsin Statutes, Section 118.55

DPI Administrative Rules PI40

CROSS REFERENCE: Student Handbooks

ADOPTED: 11/5/92

REVISED: 7/17/2000, 3/17/2002, 3/17/2003, 6/14/2004, 12/18/2017, 8/18/2021, 1/16/2023

**SCHOOL DISTRICT OF WEST DE PERE**  
**EARLY COLLEGE CREDIT PROGRAM**  
**ELIGIBILITY GUIDELINES**

**5400.1 (R)**

1. The student must ~~rank in the upper 50% of their class~~ have a cumulative GPA of 3.0 or higher. In addition, the student needs to have achieved B or better grades in the selected area.
2. Attendance requirements of no unexcused absences.
3. The student must provide a career objective rationale for taking requested off-campus coursework at a college or technical college.
4. Students must provide their own transportation and maintain a minimum course load as outlined in the student handbook.
5. The student will be granted permission for continued participation in the program only if all previous semester/trimester coursework is successfully completed.
6. Final approval will be granted following DPI guidelines. Any student denied participation in the program will be given a copy of their appeal rights.

ADOPTED: 3/17/03

REVIEWED: 5/4/04

REVISED: 11/15/17, 12/18/17, 7/2020, 1/16/2023

**SCHOOL DISTRICT OF WEST DE PERE**  
**CURRICULUM and POLICY MEETING**  
**West De Pere District Office-400 Reid St, Suite W**  
**November 7, 2024**  
**7:30 a.m.**

I. Call meeting to order - 7:30 a.m.

II. Curriculum items

- High School AP Biology
- High School Business/Marketing Courses

High School Principal, Dr. Gerke, reviewed the requested changes for AP Biology and the Business/Marketing Courses at the High School

III. Review the following for Board adoption:

- 5400.1 Early College Credit/Youth Options Program
- 5400.1 (R) Early College Credit Program Eligibility Guidelines

Reviewed for Adoption on 11/13/2024

IV. Review the following:

**First Reads:**

- 1251.1 Vandalism
- 5119 Bullying
- 6131 (E1) Internet Use Letter to Parent or Guardian (Delete Policy)
- 6131 (R) Guidelines for Using West De Pere's Computer Network and Internet
- 6131 (R2) District Employee Guidelines for Use of Social Media and Electronic Communications
- 6150 Code of Classroom Conduct
- 6151 Artificial Intelligence (New Policy)

Committee reviewed. Present for First Reading on 11/13/2024

V. Next meeting date: December 5, 2024

VI. Adjourn meeting -7:42 a.m.



**SCHOOL DISTRICT OF WEST DE PERE**  
**VANDALISM**

**1251.1**

Every citizen of the district, students, and members of the police department are urged by the Board of Education to cooperate in reporting any incidents of vandalism to property belonging to the district and the name(s) of the person or persons believed to be responsible. Each employee of the district shall report to the principal of the school every incident of vandalism known and the names of those responsible. Persons reporting vandalism will remain anonymous at their request.

The Superintendent is authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property, and to delegate authority to sign complaints and to press charges.

Any student found guilty of any form of vandalism or defacement of school property may be suspended and restitution will be sought. A parent conference and/or legal referral will determine the final resolution.

Parents and students will be made aware of the legal implications involved. Wisconsin law provides that a parent is liable for the willful destruction of property by a minor within their custody or control.

**This policy also applies to cybervandalism. Cybervandalism is the deliberate malicious destruction of digital property to cause damage or disruption with no monetary gain.**

LEGAL REFERENCE: Wis. Stat. S. 895.035 City of De Pere Ordinance

APPROVED: 10/15/80

REVISED: 1/18/90, 7/16/98, 8/20/98

REVIEWED: 4/11

REVISED: 9/25/2023

**SCHOOL DISTRICT OF WEST DE PERE**  
**BULLYING**

**5119**

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation.

Bullying behavior is prohibited in all schools, buildings, property, and educational environments, including any property or vehicle owned, leased, or used by the school district. This includes public transportation regularly used by students to go to and from school. Educational environments include, but are not limited to, every activity under school supervision. Instances of bullying that occur outside of regular school hours or outside of school sponsored activities that are reported to school district officials will be referred to local law enforcement.

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical or emotional well being. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic or family status, but may not be motivated by these characteristics. Bullying is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics. It includes, but is not necessarily limited to such behaviors as stalking, cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing. Some examples of bullying are:

- A. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation.
- D. "Cyberbullying" – the use of information and communication technologies such as e-mail, cell phone and text messages, instant messaging (IM), defamatory personal websites, defamatory online personal polling websites and all forms of Social Media.

**SCHOOL DISTRICT OF WEST DE PERE**  
**BULLYING**

**5119 cont'd**

E. Impersonation- Students and staff may not impersonate others on social media or any other electronic communication. Students and staff may not create a fake account of the school, a staff member, or other students, or school-related organizations. Students and staff who are found to be creators of or in possession of login information of fake accounts and students and staff who knowingly interact with fake accounts of the school, a staff member, another student, or school-related organization may be subject to school discipline. Examples include (but not limited to): name, image, voice, etc. Students and staff who bring their own devices to school are subject to reasonable search if suspicion arises that the device contains evidence of a violation of this policy or the law.

Any student that believes s/he has been or is the victim of bullying should immediately report the situation to the building principal or assistant principal, or the District Administrator. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the District Administrator. Complaints against the District Administrator should be filed with the Board President.

Every student is encouraged to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All school staff members and school officials who observe or become aware of acts of bullying are required to report these acts to the building principal or assistant principal, or the District Administrator.

Reports of bullying may be made verbally or in writing and may be made confidentially. All such reports, whether verbal or in writing, will be taken seriously and a clear account of the incident is to be documented. A written record of the report, including all pertinent details, will be made by the recipient of the report.

All complaints about behavior that may violate this policy shall be investigated promptly by the building Principal or his or her designee. The staff member who is investigating the report of bullying shall interview the victim(s) of the alleged bullying and collect whatever other information is necessary to determine the facts and the seriousness of the report.

Parents and/or guardians of each pupil involved in the bullying report will be notified prior to the conclusion of the investigation. The district shall maintain the confidentiality of the report and any related pupil records to the extent required by law.

**SCHOOL DISTRICT OF WEST DE PERE**  
**BULLYING**

**5119 cont'd**

If the investigation finds that bullying has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include student reprimand, suspension, or possible expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position or resignation for Board members. Individuals may also be referred to law enforcement officials.

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as bullying. Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally making a false report may result in disciplinary action as indicated above.

**Privacy/Confidentiality**

The School District will respect the privacy of the complainant, the individual(s) against who the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform to any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law. To the extent appropriate in conducting a thorough investigation and/or as legally permitted, confidentiality will be maintained during the investigation process.

**Notification**

Notice of this policy will be annually distributed to all students enrolled in the school district, their parents and/or guardians and employees. The policy will also be distributed to organizations in the community having cooperative agreements with the schools. Additionally, the policy will

**SCHOOL DISTRICT OF WEST DE PERE**  
**BULLYING**

**5119 cont'd**

be posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. The school district will also provide a copy of the policy to any person who requests it.

**Records & Reports**

Records will be maintained on the number and types of reports made, and sanctions imposed for incidents found to be in violation of the bullying policy.

An annual summary report shall be prepared and presented to the school board, which includes trends in bullying behavior and recommendations on how to further reduce bullying behavior. The annual report will be available to the public.

**Education and Training**

In support of this policy, the Board promotes preventative educational measures to create greater awareness of bullying behavior. The District Administrator or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative guidelines. All training regarding the Board's policy and administrative guidelines on bullying will be age and content appropriate. The complaint procedure established by the District Administrator and set forth in Administrative Guidelines shall be followed.

LEGAL REFERENCE:        Wisconsin Statute 118.46

CROSS REFERENCE:        5117-Student Nondiscrimination  
                                     4117-Staff Nondiscrimination  
                                     4117(E) / 5117(E)-Discrimination Complaint Form

ADOPTED: 9/20/10

REVISED: 7/17/2020, 8/12/2020

**SCHOOL DISTRICT OF WEST DE PERE**  
**INTERNET USE LETTER TO PARENT OR GUARDIAN**

**6131 (E1)**

[Date]

Dear Parent or Guardian,

Students of the School District of West De Pere have access to a wide variety of information via the internet through the use of devices at school. To gain access to this information, a student must first obtain the permission of a parent/guardian. Permission is granted by the school district when the Acceptable Use Permission and Release Agreement form is signed by the student and the Parent/Guardian and returned to the student's principal.

Using the internet, devices allow access to libraries, databases, bulletin boards, and other users, on a worldwide basis. You should be aware that some of the material (via the internet) may not be considered to be of educational value in the context of the school setting and curricular standards and objectives. It is possible students may find access to information that may be inaccurate, defamatory, offensive, or illegal.

The school district requests parents/guardians to grant permission to the district to provide access to computer software and networks and, in addition, to release the school district from any liability arising from such access.

The school district feels student access to the information, resources, and other students around the world, far exceeds potential disadvantages to the use of computer technology. Parents, guardians, and students are responsible for supporting the proper ethical and legal standards all students must follow which are in accordance with School District of West De Pere policies and school rules and procedures. Please read the attached materials and review them with your child(ren).

The school district requires your signature on the permission and release form before your child will be given access to computer software and networks available through the School District of West De Pere.

Please contact your principal if you have any questions concerning this matter.

Sincerely,

Superintendent

**SCHOOL DISTRICT OF WEST DE PERE** **6131 (R)**  
**GUIDELINES FOR USING WEST DE PERE’S COMPUTER NETWORK AND INTERNET**

West De Pere’s computer network and internet access are provided for the benefit of students and staff for academic purposes. Users are responsible for their behavior and communications while using District technology. A *Computer Use Acceptance* screen acknowledging adherence to this policy appears on all computers prior to logging on. In addition, all families sign a document acknowledging adherence before being issued a chromebook or being allowed to utilize district technology. The following guidelines have been established so that devices can be used freely, safely, and efficiently:

- a. Respect others.
- b. Use shared resources wisely. Diligent effort must be made to conserve resources. (i.e. frequently delete emails and unused files and turn off unused equipment).
- c. Use language that is appropriate in the school community.
- d. Purchase of products or services online is prohibited unless they are for educational purposes and prior approval is received.
- e. Use of the network for commercial activity, product advertisement, political lobbying, or harassment of students, staff or others is strictly prohibited.

School devices interact with West De Pere’s network infrastructure in invisible but carefully designed ways. Therefore:

- a. No alterations should be made to the hard drives of any school devices or servers: don’t change administrative settings, add or delete programs, change operating systems; and don’t run programs from media (e.g. disks, CD/DVD’s, USB drives) without permission of the network system administrators.
- b. The use of *non-educational* sites, including but not limited to, games, internet chats, blogs, wikis, and unmoderated forums is an inappropriate use of computer resources and is not allowed.
- c. It is improper and illegal to copy programs, tamper with hardware, alter files, or enter certain areas of West De Pere’s computer network without authorization.
- d. Any and all software or internet subscriptions must be approved for compatibility with West De Pere’s computer network before purchasing.
- e. Do not disrupt the use of the network (e.g. downloading or uploading files of any type including, but not limited to, streaming music, video, or applications).
- f. No unauthorized access, including so-called ‘hacking’ and other unlawful activities.
- g. No unauthorized disclosure, use, and/or dissemination of personal identification regarding minors.
- h. Prohibited activity includes, but is not limited to, access to material deemed “obscene”, “child pornography”, or “harmful to minors”.

**SCHOOL DISTRICT OF WEST DE PERE      6131 (R) cont'd**  
**GUIDELINES FOR USING WEST DE PERE'S COMPUTER NETWORK AND INTERNET**

- i. Individually assigned devices are to be used by that individual only (staff may not allow students to use staff devices). Users are responsible for damage that may be incurred by another user, as outlined in the device handbook.

**Consequences of Misuse:** Any user in violation of this policy will be subject to disciplinary action, which may include, but not limited to restitution for any and all damages, loss of device use privileges, suspension, expulsion, and referral to local authorities for further legal action. Any user denied access due to misuse will be responsible for finding alternatives for completing their tasks.

**Passwords:** Respect the confidentiality of passwords. Do not attempt to log on as anyone else. Users will keep all passwords confidential and not accessible to others. Staff will change passwords regularly as required. Change your password or ask to have your password changed when you think someone else may know it, and notify a teacher or administrator if you suspect passwords are being abused.

**Electronic Communication:** The same rules of civility for speaking or writing apply. Before you send a message, read it over to be sure it communicates the content and tone you want the receiver to read. Don't send unnecessary messages that waste the receiver's time, and don't use up unnecessary paper printing your messages unless you need them for a class.

- a. The School District of West De Pere pays for staff email accounts, which are provided for you to conduct your work. Limited use of email for personal reasons is acceptable.
- b. District administered student email accounts are provided for students in grades 4-12 and are to be used only for educational related purposes.
- c. Your messages and account-associated content are property of the school district. The District retains the right to review, audit, intercept, access and disclose all messages created, sent, and received over the email system as necessary.
- d. Unacceptable use of the email system would include passing on chain mail, jokes, links to non-educational websites, spam, animations, hoax virus warnings, etc.
- e. Chat room access or direct electronic messaging (including instant messaging) is prohibited unless there is a direct educational purpose and approval is granted by a school system administrator.
- f. The safety and security of minors must be considered when engaged in any of the above.

**Privacy:** Privacy is valued and respected in the School District of West De Pere and to track internet usage with security software capable of recording any and all sites visited to maintain system integrity and ensure responsible use of the system.

ALL email, internal and external, both sent and received, is recorded on a read-only server accessible for administration purposes.



**SCHOOL DISTRICT OF WEST DE PERE      6131 (R) cont'd**  
**GUIDELINES FOR USING WEST DE PERE'S COMPUTER NETWORK AND INTERNET**

In order to foster independent thought, creativity, and intellectual development, the school will only examine files when there is reason to suspect any activity or material that violates the school's code of conduct or law. This includes criminal activity; material that is obscene; material that is violent or actively encourages violent behavior; plagiarism or violation of intellectual rights or copyright laws; activity that endangers, demeans, threatens, or libels a person or persons; and material that denigrates people based on gender, race, ethnicity, disability, religious beliefs, or sexual identity.

**Software:**

- a. The unauthorized installation of software or files is prohibited.
  1. Licensing agreements will be upheld for copyrighted software.
  2. Privately owned software is prohibited.
- b. All software selection, approval, and budgeting must follow established procedures.

**Hardware:**

- a. Personal hardware, such as printers and monitors, is not acceptable.
- b. All hardware selection, approval, and budgeting must follow established procedures.

**Cyber-bullying:** The district's computer network and district owned equipment may not be used for the purpose of harassment. All forms of harassment are unacceptable and viewed as a violation of the District's acceptable use policy and procedures.

Cyber-bullying includes; harassing, teasing, intimidating, threatening, **impersonating**, or terrorizing another person by sending or posting inappropriate and hurtful email or text messages, digital pictures, or web site postings, including blogs, social networking sites, and any other web tools.

Students and community members; who believe they have been the victims of such misuse of technology, as described in this policy, should print out a copy of the offending material and bring it to the attention of a staff member or principal.

**Use of Web Tools:** The use of web tools is considered an extension of your classroom. Therefore, any speech that is considered inappropriate in the classroom is also inappropriate in any web tools. Students are not permitted to create social media pages that represent school sponsored clubs, sports, events, etc.

Students using any web tools are expected to act safely by keeping ALL personal information out of their posts.

**SCHOOL DISTRICT OF WEST DE PERE      6131 (R) cont'd**  
**GUIDELINES FOR USING WEST DE PERE'S COMPUTER NETWORK AND INTERNET**

Students using such tools agree to not share their username or password with anyone other than their teachers and parents.

**Internet Access:** Freedom of access to the wealth of resources available on the internet outweighs the risks of accessing material that is inappropriate. Internet users must accept their responsibility for this freedom of access. Computer and internet usage will be monitored for compliance.

**Supervision and Monitoring:** It shall be the responsibility of all members of the West De Pere School staff to supervise and monitor usage of the computer network and access to the internet at school in accordance with this policy and the Children's Internet Protection Act. In addition, content filtering will follow a device, even offsite. Procedures for modifying any technology protection measures shall be the responsibility of the Technology Department.

**Safety:** Parents, students, staff, and administration should be aware that the School District of West De Pere has no control over the content of the information residing on other computers connected with the internet, or control over the identity of individuals having access to the internet. Parents, students, and the adult community are therefore advised that the internet may contain material that is illegal, defamatory, obscene, profane, inaccurate, abusive or threatening, racial or ethnically offensive, or inappropriate. The administration and staff of West De Pere do not condone or permit the use or viewing of such materials, and persons are prohibited from bringing such material into the school environment. The School District of West De Pere will educate about appropriate online behavior, including interacting with other individuals on social networking websites, in chat rooms, and cyber-bullying awareness and response.

**Disclaimers:**

- a. The school district cannot guarantee network functionality or accuracy of information.
- b. The school district does not guarantee the effectiveness of internet filtering.

**Student and Parent/Guardian Responsibilities:** All students using the District's computer network or accessing the internet through the District's network must indicate that they and their parent or guardian understand the responsibilities of exercising this access by signing a user agreement, and that failure to follow it may result in loss of their network privileges and possible further disciplinary action.

**The Acceptable Use Permission and Release Agreement Form:** Students and their parent(s) and guardian(s) must sign during the annual registration process.

**The Acceptable Use Permission and Release Agreement Form:**  
Staff/volunteers/substitutes/student teachers must sign annually.

**SCHOOL DISTRICT OF WEST DE PERE      6131 (R) cont'd**  
**GUIDELINES FOR USING WEST DE PERE'S COMPUTER NETWORK AND INTERNET**

**CIPA (Child Information Protection Act) definitions of terms:**

**TECHNOLOGY PROTECTION MEASURE.** The term "technology protection measure" means a specific technology that blocks or filters internet access to visual depictions that are:

1. **OBSCENE**, AS THE TERM IS DEFINED IN SECTION 1460 OF TITLE 18, United States Code;
2. **CHILD PORNOGRAPHY**, AS ~~THAT THE~~ TERM IS DEFINED IN SECTION 2256 OF TITLE 18, United States Code; or
3. Harmful to minors

**HARMFUL TO MINORS.** The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole lacks serious literary, artistic, political, or scientific value as to minors.

**SEXUAL ACT; SEXUAL CONTACT.** The terms "sexual act" and "sexual contract" have the meanings given such terms in section 2246 of title 18, United States Code.

ADOPTED: 1/2/97

REVISED: 6/21/01, 5/19/03, 3/15/06, 10/15/08, 4/15/09, 7/10/10, 3/20/12, 5/9/18, 6/6/18, 6/27/2022, 6/21/2023

**SCHOOL DISTRICT OF WEST DE PERE** **6131 (R2)**  
**DISTRICT EMPLOYEE GUIDELINES FOR USE OF SOCIAL MEDIA AND**  
**ELECTRONIC COMMUNICATION**

**Philosophy**

Social media has created a complex online environment that has blurred the lines between professional and recreational communication. Because this confusion of roles has the potential to produce contradictory messages and identities, the School District of West De Pere advocates a dual-identity social networking strategy for employees interested in social media for professional purposes. A dual-identity social networking strategy clearly distinguishes recreational social media use from professional social media use by creating separate accounts for each purpose.

Therefore, all district-related social networking use must take place on a separate professional account. Likewise, all non-teaching social networking must take place on a separate, recreational social networking account.

**Recreational Social Media Account**

*Definition*

A recreational social media account is a profile that is used to network for personal purposes such as keeping in touch with friends creating online photo albums of non-teaching related events, or other personal, social activities. A recreational social media account is not affiliated with the School District of West De Pere in any way.

Employees who use social media for personal purposes shall observe the following principles when communicating through social networking sites:

- Employees may not connect (friend, follow, or subscribe) to current students with their social accounts. However, an employee may communicate with a student using personal social media networks to the extent the employee and student have a family relationship or other type of appropriate relationship which originated outside of the school setting. For example, an employee may have a relationship with a niece or nephew, a student who is the child of an adult friend, a student who is a friend of the employee's child, or a member or participant in the same civic, social, recreational, sport or religious organization. In these instances, employees who choose to connect to current students must understand that they are still considered a mandated reporter in this online environment.
- Employees shall not post confidential information about students, employees, or school system business.
- Employees shall not knowingly allow students access to any portions of their personal social networking sites that are not accessible to the general public. For example, any content on a personal social media site that is protected with privacy settings should not be made available to students.
- Employees shall be professional in all internet postings related to or referencing the school system, students, and other employees.
- Employees shall not use the school district's logo or other material of the district as part of a personal social media presence without express written consent from the Board.
- Employees shall not post images of a student or student's family without permission from the student and the student's parent or legal guardian.
- Employees shall not use internet postings to libel or defame the Board, individual Board members, students, or other school employees.

**SCHOOL DISTRICT OF WEST DE PERE      6131 (R2) cont'd**  
**DISTRICT EMPLOYEE GUIDELINES FOR USE OF SOCIAL MEDIA AND**  
**ELECTRONIC COMMUNICATION**

- Employees shall not use internet postings to harass, bully, or intimidate other employees or students.
- Employees shall not use internet postings to engage in any other conduct that violates Board policy and administrative procedures or state and federal laws.

**Professional Social Media Account**

*Definition*

A professional social media account is a profile that is created for the sole purpose of accomplishing teaching-related tasks such as communicating school-related information to parents and students. A professional social media account is a direct extension of the School District of West De Pere, and thus, the professional profile must adhere to all district guidelines for online publications.

Employees who use social media for professional purposes shall observe the following principles when communicating through social networking sites:

- Employees may connect to current students and parents only on a professional media account.
  - Employees who choose to connect to current students must understand that they are still considered a mandated reporter in this online environment.
- All communication between students and parents via the professional social media account shall be directly related to professional, school-related business; a professional social media account is an online extension of a district employee.
- Communication between students and parents needs to be in a medium that can be documented.
  - Documented Communication Tools include, but are not limited to:
    - Wall Posts
    - Discussion Forums
    - Inbox Messages
    - Emails
    - Public Tweets
- Employees may create an account for organizations, clubs, or classes
- All content posted on school-related accounts must adhere to School District of West De Pere guidelines for online publications.

**Electronic Communications**

All employee members' electronic communications, including but not limited to email and texting, is considered a public record, regardless of its professional or personal nature, and is subject to disclosure as allowed by law. Further, all employee members are bound by mandated reporting requirements at all times.

**Social Media Influencer Presence**

West De Pere understands that some employees may wish to create social media content that builds a popular following, however content related to the work an employee is doing at school and/or the school building location may not be used for personal gain (e.g., affiliate links, ads, etc).

**Impersonation**

Staff may not impersonate others on social media or any other electronic communication. Staff may not create a fake account of the school, another staff member, students, or school-related organizations. Staff who are found to be creators of or in possession of login information of fake accounts and staff who

**SCHOOL DISTRICT OF WEST DE PERE      6131 (R2) cont'd**  
**DISTRICT EMPLOYEE GUIDELINES FOR USE OF SOCIAL MEDIA AND**  
**ELECTRONIC COMMUNICATION**

knowingly interact with fake accounts of the school, another staff member, a student, or school-related organization may be subject to school discipline. Examples include (but not limited to): name, image, voice, video, etc. Staff who bring their own devices to school are subject to reasonable search if suspicion arises that the device contains evidence of a violation of this policy or law.

Legal References: Wisconsin Statute 118.125 Federal FERPA Statute 20 U.S.C. Sec 1232g; 34 CFR Part 99

ADOPTED: 12/20/11

REVISED: 4/18/16, 6/27/2022, 6/21/2023

**SCHOOL DISTRICT OF WEST DE PERE**  
**CODE OF CLASSROOM CONDUCT**

**6150**

**Philosophy**

In the School District of West De Pere, the students are the nucleus of the school system, and our educational decisions are guided by what we consider to be best for students. This means that every available alternative will be explored to help the students grow in academics and develop the self-discipline, social skills, and responsibility necessary to become a contributing member of society. The School District of West De Pere is committed to maintaining an atmosphere that is favorable to student learning, growth and development. We believe that appropriate student behavior enhances the curriculum and instruction intended to meet the needs of each student. We also believe that students who engage in behavior that interferes with effective learning and/or instruction should receive appropriate guidance, reteaching and when appropriate, consequences.

**General Provisions and Expectations**

School staff are expected to create a positive learning climate for students. Reasonable and clear learning and behavior expectations shall be communicated in writing to each student and his/her parent(s). All expectations will be enforced by school staff in a firm, and consistent manner. The building administrators shall assist and supervise school staff in meeting these expectations.

Students are responsible for their own behavior and for respecting the rights of all people in the school. Students are expected to abide by all rules of behavior established by the Board of Education.

Behavior that is dangerous, disruptive or unruly or that interferes with the teacher's ability to teach effectively and/or any student's right to learn will not be tolerated. Any student who engages in such behavior as defined herein may be subject to temporary or permanent removal from class; may be placed in an alternative educational setting; and may be suspended, expelled, or receive other consequences in accordance with school rules and expectations, established law, and Board of Education policies. Disciplinary procedures outlined in school agendas and student handbooks will be followed should a student engage in behaviors that are disruptive to the school environment.

Any student who engages in severe and/or repeated behavior that is dangerous, disruptive, unruly, or that interferes with the ability of the teacher to teach effectively and the ability of students to learn, may be removed from class on a temporary or long-term basis under this policy and its implementing administrative procedures.

Following are examples of such behavior:

- Violation of Board of Education Policies:
  - 1335- Tobacco/Nicotine Use on School Premises
  - 1251.1- Vandalism
  - 5117 - Student Nondiscrimination
  - 1336 - Drug-Free Schools

**SCHOOL DISTRICT OF WEST DE PERE  
CODE OF CLASSROOM CONDUCT**

**6150 cont'd**

- 5131.6 - Controlled Substances
  - 5135- Weapons
  - 5138- Explosive Devices/Threats of Explosion
  - **6151 Artificial Intelligence**
  - Fighting and/or encouraging a fight or disruption
  - Disruption and intimidation caused by gang or group symbols or gestures
  - Assault
  - Insubordination
  - Possession of personal property that is prohibited by school rules or otherwise disruptive to the teaching and learning of others.
  - Theft
  - Profanity directed at an individual or group that presents a significant disruption to class
  - **Impersonation of the school, a staff member, other students, or school-related organizations.**
- This is not an inclusive list.

While this policy does apply to all students, additional safeguards must be considered for those students identified as requiring special education services under IDEA 2004 or accommodations under Section 504. In these cases, state and federal laws and regulations regarding special education and Section 504 have precedence.

**Nondiscrimination**

It is the policy of the West De Pere School District that no person may be denied the benefits of, or be discriminated against in any curricular, extra-curricular, pupil service, recreational, or other program or activity because of the person's age, sex, race, color, religion, gender identity, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability, homelessness, arrest record, conviction record, membership in the national guard or by any other criteria as specified in the legal references below.

**LEGAL REFERENCES:** Wisconsin Statutes Sections 111.3 (Subchapter II), 118.13  
Wisconsin Administrative Code Chapter PI9  
Title VI of the Civil Rights Act of 1964  
Title IX of the Educational Amendments of 1972  
Section 504 of the Rehabilitation Act of 1973  
Federal ADA Section 101

**POLICY REFERENCES:**

1010- School District Mission, Vision and Belief Statements	5132- Student Dress
1110, 4110- Recognition of Accomplishment	5131.6- Controlled Substances
1113- Nondiscrimination Policy	5135- Weapons
1335- Tobacco/Nicotine Use on School Premises	5138- Explosive Devices/Threats of Explosion
1336- Drug-Free Schools	5144- Discipline
5117- Student Nondiscrimination	6145.7- Student Behavior
5119 - Bullying	<b>6151- Artificial Intelligence</b>

ADOPTED: 7/15/99

REVISED: 4/16/13, 12/14/2022



**SCHOOL DISTRICT OF WEST DE PERE**  
**ARTIFICIAL INTELLIGENCE**

**6151**

The Board recognizes the positive impact that artificial intelligence (AI) technology may have in the District's educational program and operations. The District Administrator is authorized to support the use of artificial intelligence technology when its use is consistent with the District's mission, goals, and operational integrity.

Any use of artificial intelligence technology in the District's educational program or operations must be in accordance with State and Federal law as well as Board policies.

Violation of this policy may result in disciplinary consequences. Students may be disciplined for violations, up to and including suspension or expulsion. Staff may be disciplined for violations, up to and including suspension or termination of employment. The Administration will refer any illegal acts to law enforcement.

ADOPTED:



# 2021-2026 Strategic Plan Priorities

**Priority #1:** Practice and Pathways

**Priority #2:** Recruit, Retain, and Develop Staff

**Priority #3:** Growth



# West De Pere High School

## Goal Progress and Supportive Evidence

**GOAL:** With the state of Wisconsin now in its second year of computerizing the ACT, the West De Pere High School staff will implement new strategies into our Curriculum, Instruction, and Assessment for computer test taking of the ACT. The new testing strategies will allow West De Pere High School to remain in the top 5 of all CESA 7 schools in 2023-24.

- New staff are given SLO literacy orientation tied directly to our focus on ACT achievement. New staff are given literacy and assessment samples from EE coaches. EE coaches provide instruction to new staff about the expectations for utilizing technical literacy in their specific curriculum.
- In August the three EE Coaches held a planning session to prepare for the arrival of all staff. The EE coaches provide critical literacy support for staff through the school year.
- All staff meeting in August to review student results for the incoming junior class. EE coaches lead staff in outlining areas in Curriculum, Instruction, and Assessment for development of evaluation framework specific to the junior class testing. Major areas of deficiency are highlighted for our school focus.
- Staff in August took specific data points and wrote the targets into the start of their evaluation plan. EE coaches support staff in writing SLO smart goals to improve student achievement. Staff will implement addressing target areas in trimester one.
- Junior class practice of ACT in fall with all staff proctoring. School environment is modeled as if a real ACT test is being administered. (October)
- Results of practice was shared with staff, students and parents. (November)



# West De Pere High School

## Goal Progress and Support

- Counselors held individual junior meetings in December and January. Parents attended and ACT practice performance was discussed as part of looking at future education plans.
- March 2024 state required ACT administered. This is the second time we administered the ACT on the students' Chromebooks.
- | <u>2022-2023 Scores</u> | <u>2023-2024 Scores</u> | <u>2024-2025 Scores</u> |
|-------------------------|-------------------------|-------------------------|
| Composite Avg: 21.22    | Composite Avg: 21.4     | Composite Avg: 21.59    |
| Math Avg. 21.42         | Math Avg. 21.3          | Math Avg. 21.48         |
| Science Avg. 21.58      | Science Avg. 21.8       | Science Avg. 21.92      |
| English Avg. 20.58      | English Avg. 20.8       | English Avg. 21.02      |
| Reading Avg. 20.9       | Reading Avg. 21.2       | Reading Avg. 21.43      |
- We had a perfect score this year. 6th time in 6 years.

# West De Pere Middle School

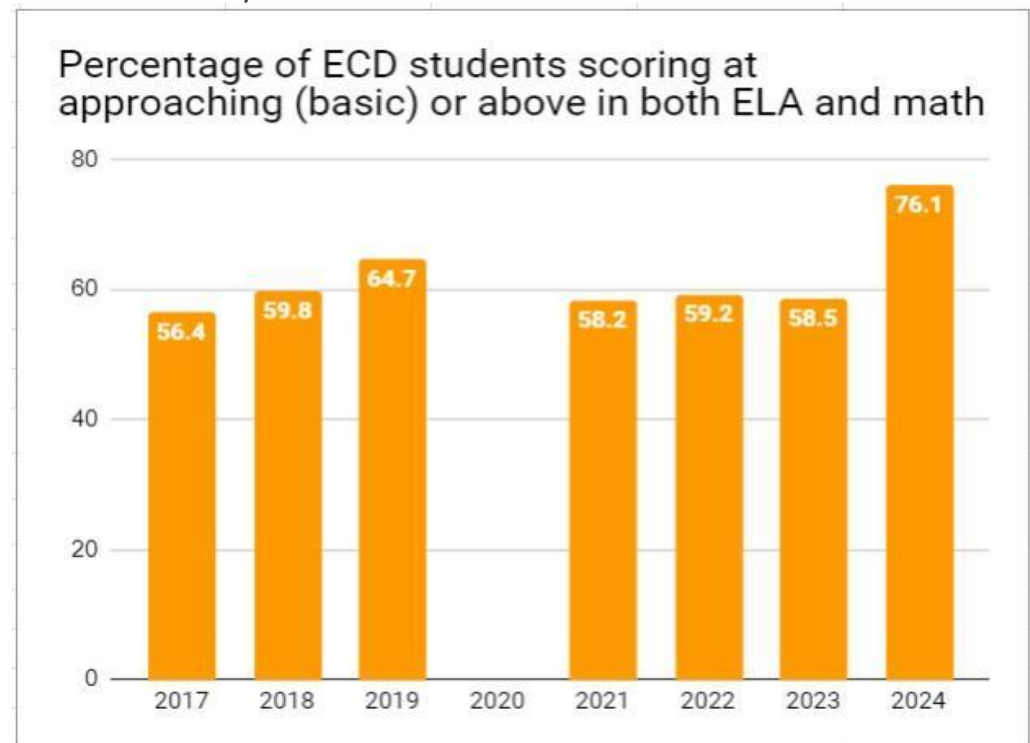
## Goal Progress and Supportive Evidence

**GOAL:** We will leverage relationship building so that at least 70% of the total EcD student population of each grade level will score at basic or above on both the ELA and math portions of the WI Forward Exam by the end of the 23-24 school year.

**WE MADE IT AFTER 8 YEARS!**



**The cut scores may have changed (and helped), but we still made it!**





# West De Pere Intermediate School

## Goal Progress and Supportive Evidence

**GOAL:** According to FAST assessments, there are currently 74% of students at or above grade level in math at the Intermediate School. By the end of the 2023-24 school year, that percentage will increase to 78% of students at or above grade level in math.

- We implemented a new math curriculum this school year and started to see the benefits of that program.
- Illustrative Math has more of a hands-on, collaborative approach that not only teaches our students math, but also how to work together as a team to accomplish the learning goals.
- Our students grew tremendously and we ended up with over 80% of our students at or above grade level according to FAST assessments.



# Westwood Elementary School

## Goal Progress and Supportive Evidence

**GOAL:** We will strive to create environments that prioritize the needs of all students so that they can realize their own success by **increasing the percentage of students who are in the secure and developing range for running records by 5%**, while **decreasing the number of students in the beginning range by 5%**.

*What we want to see:*

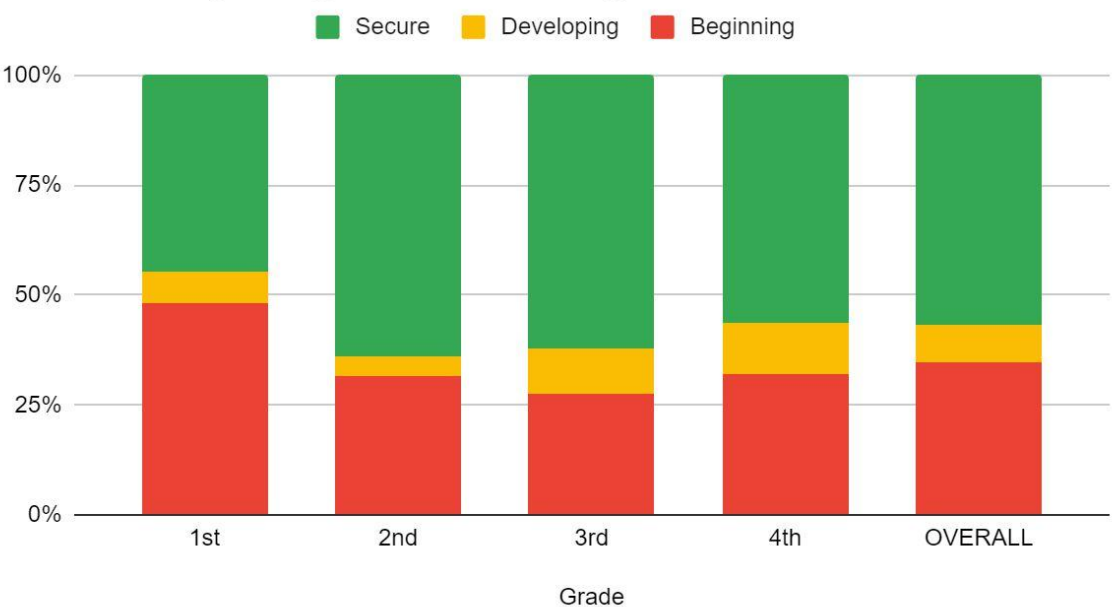
Secure: up 5%

Developing: up 5%

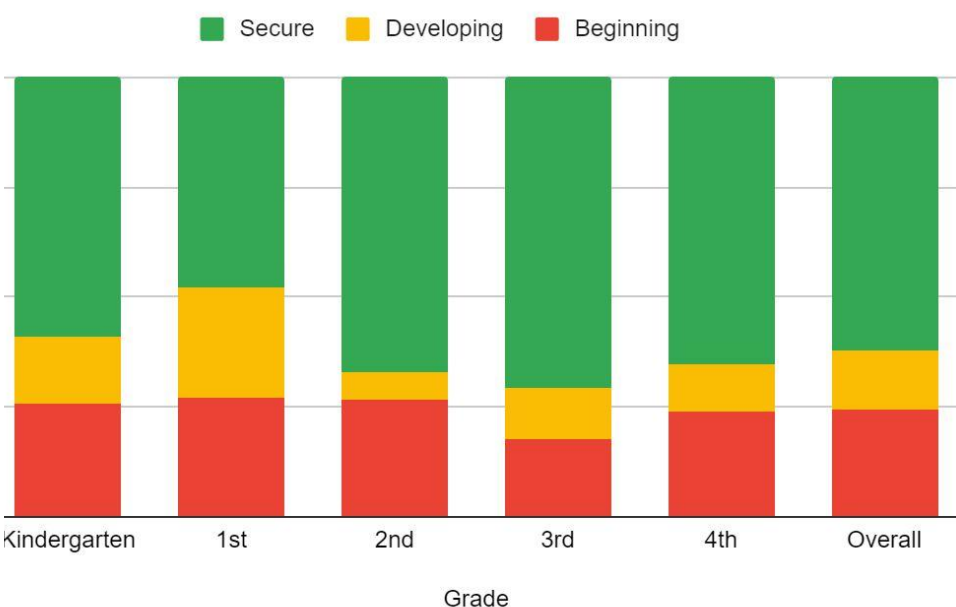
Beginning: down 5%

# Westwood Elementary 2023-24

2023-24 Beginning of Year Running Records at Westwood



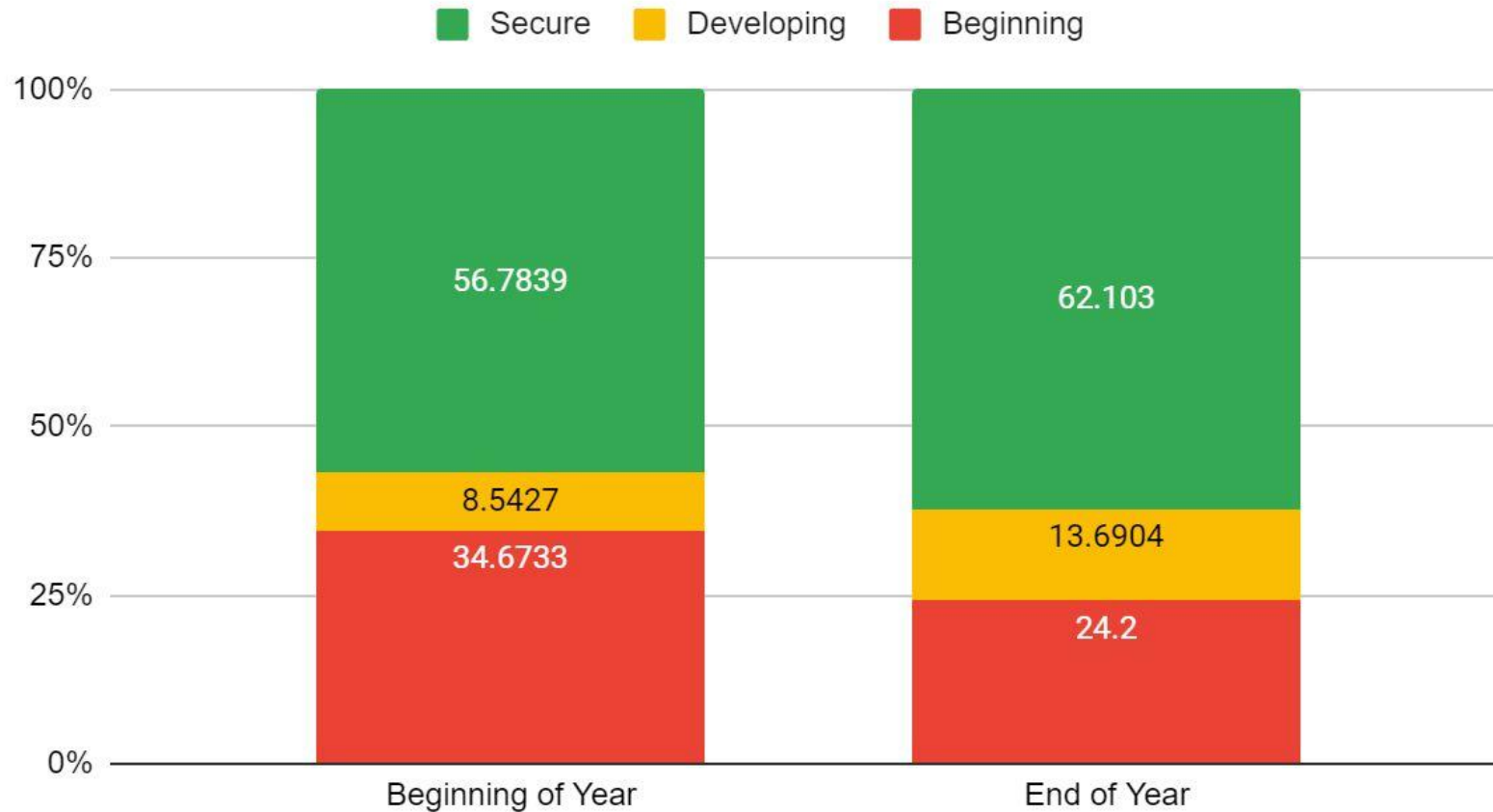
2024 End of Year Running Records at Westwood





# Westwood Elementary 2023-24

## 2023-24 Running Record Progress at Westwood Elementary



Secure:  
**UP** by 5.3%

Developing:  
**UP** by 5.1%

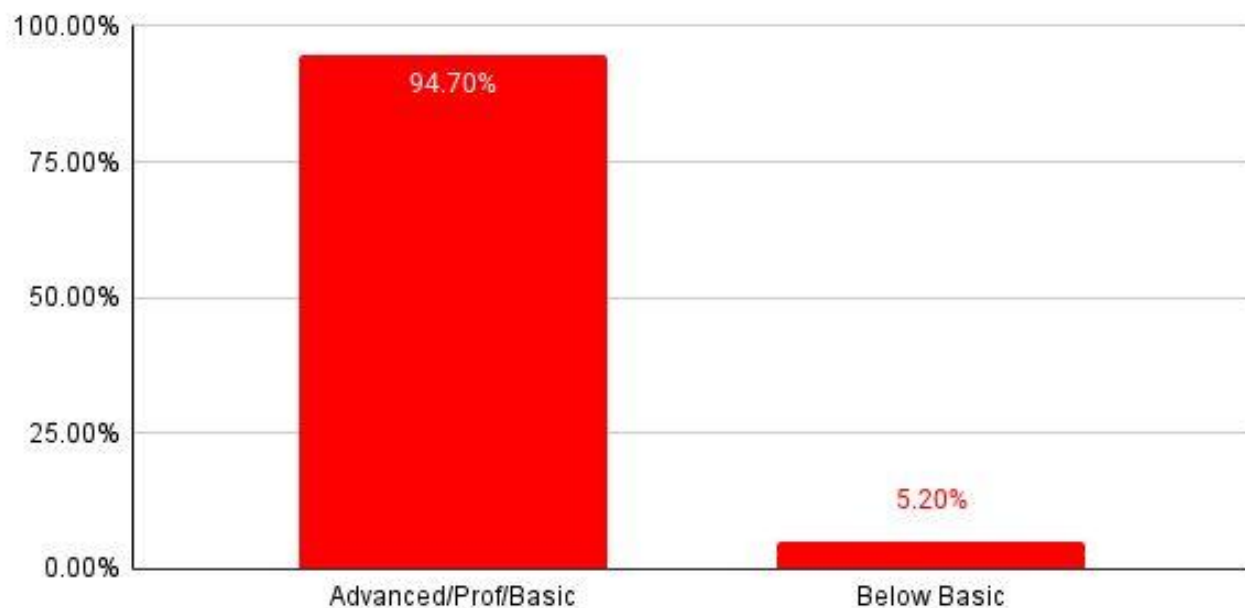
Beginning:  
**DOWN** by  
10.5%

# Hemlock Creek Elementary School

## Goal Progress and Supportive Evidence

GOAL: At least 90% of students taking the Wisconsin Forward Exam at Hemlock Creek in 2023-24 will score at the Basic level or above on both the ELA and Math portions of the test.

Gr 3 and 4 WI Forward Data Combined for Math and ELA  
Spring 2024



Advanced	19.3%
Proficient	54.5%
Basic	21%
Below Basic	5.2%

305 Total Students Participated

## Strategies to Support:

ELA	MATH
<ul style="list-style-type: none"> <li>• Prof Dev: <u>Gr 3 &amp; 4 Book Study: Teaching Phonics and Word Study in the Intermediate Grades</u>, 3rd ed by Wiley Blevins</li> <li>• Completion of Year 2 Cesa 6 Early Literacy Program (sets foundation for Gr 3 &amp; 4)</li> <li>• Monitoring of updates and requirements of Act. 20</li> <li>• Continued support of Literacy Coach at grade levels PreK-4.</li> <li>• Ongoing data review using Educlimber by Interventionists</li> <li>• Intervention Time was not carved out in schedule due to required instructional minutes for resources which made small group tricky. <b>We need to revisit this!</b></li> <li>• Co Planning Mtgs to include interventionists and Special Ed Staff</li> <li>• 2 interventionists in 23-24 for ELA</li> <li>• Increased focus on testing for WI Forward - small group, incentives, and student videos</li> <li>• Reviewed WI Forward Data heat maps identifying specific standards for improvement with creating practice questions.</li> <li>• <b>Small group testing for WI Forward</b></li> </ul>	<ul style="list-style-type: none"> <li>• Prof Dev: Math Cabinet - collaboration Gr K-6 Monthly meetings.</li> <li>• Implementation of Math Screener for Grades K &amp; Gr 1 (New)</li> <li>• Math PD - State Math Conf; Building Thinking Classrooms Approach Conf</li> <li>• BFF (Building Fact Fluency) kits for fact fluency @ each grade level implemented</li> <li>• Shift towards Problem Based Math</li> <li>• Implementation of new math resource - Illustrative Math</li> <li>• Ongoing data review using Educlimber by Interventionists</li> <li>• Intervention Time was not carved out in schedule due to required instructional minutes for resource which made small group work tricky. <b>We need to revisit this!</b></li> <li>• 1 math interventionist for HC in 23-24.</li> <li>• Co Planning Mtgs to include interventionists and Special Ed Staff</li> <li>• Increased focus on testing for WI Forward - small group, incentives, and student videos</li> <li>• Reviewed WI Forward Data heat maps identifying specific standards for improvement with creating practice questions.</li> <li>• <b>Small group testing for WI Forward</b></li> </ul>



---

## MEMO

---

TO: West De Pere Board of Education

FROM: Mike Vanden Bush, School Nutrition Coordinator

SUBJECT: Fall Health Inspections

DATE: 10/29/2024

I am proud to report that all five of our school district locations successfully passed their recent fall health inspections with **zero reportable violations**. This is a significant accomplishment and reflects the dedication of our food service staff to maintaining the highest standards of cleanliness, sanitation, and food safety.

Additionally, the health inspector commended our staff for their positive and upbeat demeanor. This positive atmosphere undoubtedly contributes to the overall quality of our food service operations.

I want to express my sincere gratitude to our food service staff for their hard work and commitment to providing a safe and healthy dining environment for our students and staff.

---



## **School District of West De Pere Drivers Education Cost Analysis Review**

Attention: Dr. Jason Lau and the School District of West De Pere Board of Education

The School District of West De Pere prides itself on how it has continually served its students and community in a variety of ways over the years. A unique piece of our service has been the offering of drivers education to the students of West De Pere High School. In recent years, several factors including staffing and cost, have caused us to do a review of the program and our ability to maintain a cost effective and equal educational opportunity for our students. West De Pere is one of the few remaining districts in Northeast Wisconsin that offers driver education instruction, as the state-wide trend has continued to shift to the private sector for this service. A combination of licensure and vehicle cost are the major contributors to this shift in program offering from schools to private businesses. Currently, the Wisconsin DPI requires teachers to have a license (T021) in order to teach and supervise behind the wheel, whereas private sector programs do not require the same certification.

As part of our Summer School program we have historically averaged 135 students in the driver education program, with a high of 164 students in 2022 and a low of 100 students the past two years. The average annual cost to the district for drivers education is approximately \$444 per student. Historically the program has been offered in 2 parts: Classroom (30 hours) and Behind the Wheel Driving (6 hours). The average annual Cost to the district for offering this instructional program is \$46,687. The primary cost in offering the program is in car rental, insurance, gas and instructional pay. The past two summers we have not been able to completely provide service to all interested students as a result of staffing limitations, the first 100 students to sign up were accepted, remaining students were added to a waiting list. A recent survey of Drivers Educational offerings in Northeast Wisconsin depicts that only 2 other school districts currently offer a Drivers Education Program and the vast majority are private businesses that charge less than our average cost per student operating cost for the program.

As a result of the review of this information, we believe it is still possible to offer the classroom portion of drivers education online as part of the summer school program as a service to all interested students. However, it is our recommendation that due to cost and limited availability, we eliminate the Behind the Wheel portion of the drivers education program. As a service to the students and parents who traditionally start to plan and sign up for this program in late December, we feel that sharing this information with families sooner than later is beneficial in their planning. If you have any questions or would like to discuss any of this information in further detail, please feel free to let us know.

Justinn Heraly  
Associate Principal  
West De Pere High School

# MEMO

TO: Jason Lau, Superintendent  
West De Pere School Board

FROM: Amy LaPierre, Director of Curriculum  
Russ Gerke, West De Pere High School Principal

DATE: October 21, 2024

RE: AP Biology

---

We ask the Board to be approve AP Biology as a new course within the Science Department at West De Pere High School, effective beginning with the 2024-25 school year:

- This course has gone through all of the steps of the new course approval process.
- The course description for the course will read as follows: AP Biology is a rigorous, college-level course designed to parallel introductory biology courses, emphasizing the integration of facts into major biological themes. The curriculum covers key topics such as evolution, cellular processes, genetics, information transfer, and ecology, with a strong focus on hands-on learning through laboratory investigations. Students will develop critical thinking and scientific skills by engaging in inquiry-based activities, experimental design, and data analysis. With an accelerated pace, this course requires consistent work outside of class. Successful completion of the AP exam may earn students college credit or advanced standing, depending on the policies of individual institutions. Prerequisites: Biology or Accelerated Biology, Chemistry or Accelerated Chemistry with a grade of B- or better each trimester

# MEMO

TO: Jason Lau, Superintendent  
West De Pere School Board

FROM: Amy LaPierre, Director of Curriculum  
Russ Gerke, West De Pere High School Principal

DATE: October 21, 2024

RE: Business/Marketing Courses

---

We ask the Board to be approve the following changes within the Business/Marketing Department at West De Pere High School, effective beginning with the 2024-25 school year:

- The addition of Business Etiquette. This course will be offered to sophomores, juniors, and seniors for 0.5 credit. The course description will read as follows: Welcome to Business Etiquette, a class where students will develop essential skills for professional success in today's dynamic workplace. This interactive course covers key topics such as effective communication, networking strategies, dining etiquette, and professional attire, all aimed at preparing students for internships, job interviews, and future careers. Through engaging activities, role-playing scenarios, and real-world examples, students will build confidence and learn how to navigate various business environments with poise and professionalism. By the end of the class, students will be equipped with the tools they need to make a positive impression and foster meaningful professional relationships.
- The addition of Business Law II and Ethics. This course will be offered to juniors and seniors for 0.5 credit. The course description will read as follows: Business Law II builds on the foundational concepts introduced in Business Law I, providing students with a deeper understanding of the legal principles that govern commercial transactions and business operations. This course explores a variety of advanced topics, including contracts, agency relationships, corporate governance, employment law, and regulatory compliance. Through discussions, simulations, and projects, participants will gain practical insights into dispute resolution, ethical considerations in business decisions, and the impact of laws on organizational behavior. By the end of the course, students will be equipped with the knowledge to understand and apply legal concepts relevant to the business world, preparing them for future studies in business, law, or related fields. This course is ideal for those interested in pursuing careers in business management, law, or entrepreneurship.  
Prerequisite: Business Law I
- The addition of Social Media Marketing. This course will be offered to juniors and seniors for 0.5 credit. The course description will read as follows: This course offers a comprehensive

understanding of social media marketing and its application to real-world business scenarios. Through case studies of leading companies like Disney, Delta, and American Eagle, students will explore key social media marketing principles and their influence on strategy. The course emphasizes the importance of social media metrics, teaching students to conduct audits and develop strategic plans. Learners will also gain practical experience in executing paid, owned, and earned media strategies. Additionally, the course covers how to leverage social media for market research, aiding in the development and successful launch of new products.

Prerequisite: Intro to Marketing.

- With these additions, the following course will no longer be offered, due to changing student interests and course demands: Mobile Apps

In addition, we would like the Board to be aware of the following change in an existing Business/Marketing course:

- The Entrepreneurship class will be offered for college credit through a partnership with St. Norbert College. Students who satisfactorily complete this course will receive four college credits from St. Norbert.





# School District of West De Pere

## Board Update

*A Vision of Pride and Excellence*

*November 2024*

### Inauguration

The middle school held a mock presidential inauguration. The entire middle school student body attended. Our new Superintendent, Dr. Lau, played the role of President. It was designed to be an extension of the 8th grade civics/social studies curriculum.



### Author Visit

Author Mat Heagerty visited the Intermediate School, Hemlock Creek, and Westwood to share his experiences with writing and publishing graphic novels.



### HS National Honor Society

51 High School students were inducted into the Nicolet Chapter of the National Honor Society. Congratulations!!



### HS Cross Country

Carson Samson, Sophomore, and Kate Schmoll, Senior, represented WDP at State for Cross Country. Great Job!



### HC Visit Mulberry Lane Farm

Kindergarten students went to Mulberry Lane Farm. They enjoyed the animals and nice weather. The farmers were impressed with how well behaved our Kindergarten students were!



### Patch

Patch, the calf was adopted by the Middle School Family and Consumer Sciences Classes. The host farm is Schleis Farm, LLC. Farmer Tasha Schleis will be taking care of Patch and will provide updates throughout the school year. Students are excited to follow her journey on the farm while learning more about dairy farming.



### Upcoming Events

- Dec. 5-7 - Intermediate School Musical, *The Grunch* in the High School Auditorium
- Dec. 10 - Middle School Winter Choir Concert in the High School Auditorium at 7 PM
- Dec. 12 - Winter Choir Concerts: 5th Grade at 6 PM/ 6th Grade at 7 PM in the High School Auditorium
- Dec. 16 - High School Winter Band Concert in the High School Auditorium at 7 PM
- Dec. 17- Middle School Winter Band Concert in the High School Auditorium at 7 PM
- Dec. 19 - High School Winter Choir Concert in the High School Auditorium at 7 PM
- Jan. 28 - Band Concert 5th Grade at 6 PM/ 6th Grade at 7:30 PM at the Intermediate School

