

SCHOOL DISTRICT OF WEST DE PERE
REGULAR BOARD MEETING
Hemlock Creek Elementary School-1900 Williams Grant Dr.
November 15, 2023
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 18, 2023 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:
 - 1111 School Sponsored Media (reviewed-no changes)
 - 2030 Administrative Residency (delete policy)
 - 3100 Business (reviewed-no changes)
 - 4219 Maintenance Staff
 - 4219.1 Facilities Maintenance Staff
- X. New Business
 - A. Finance Committee Report
 - B. Curriculum and Policy Committee Report and First Readings
 - 2400 Emergency Decisions
 - 2420 Line of Responsibility (reviewed-no changes)
 - 2440 Administrative Leeway in Absence of Board Policy (reviewed-no changes)
 - 4230 Secretary- Elementary School
 - 6153 Students and Community Service
 - C. Act 20 West De Pere Status
 - D. Annual Special Education Report
 - E. Consider Summer School Dates
 - F. Consider 2023-2024 Community/School Resource Officer Agreement with Lawrence Police Department
 - G. Consider Staffing Items
- 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/91773842468?pwd=aklJVm1DTU1LUGYyK0Z3RXhxeWMvUT09By>

Phone: 312-626-6799

Meeting Id: 91773842468

Passcode: 828323

**SCHOOL DISTRICT OF WEST DE PERE
REGULAR BOARD MEETING
WEST DE PERE HIGH SCHOOL
October 18, 2023
5:47 PM**

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

The meeting was called to order at 5:47 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 Scott Borley and seconded by Barbara Van Deurzen to accept the agenda.
Voting Yes: 5 Voting No: 0 Motion carried.

There was no 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 25, 2023 regular meeting minutes be approved as presented. Voting Yes: 5 Voting No: 0 Motion carried.

It was moved by Scott Borley and seconded by Jason Dorn 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 Jason Dorn and seconded by Barbara Van Deurzen 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 Jason Dorn to adopt the following policies as previously presented:

- 1115 Guest Passes for Senior Citizens
 - 1600 Relations Between Non-Public and Other Educational Organizations and the Schools (reviewed-no changes)
 - 6141 Innovative Projects and Programs (delete policy)
 - 6168 Reproduction and/or Use of Copyrighted Materials
- Voting Yes: 5 Voting No: 0 Motion carried.

New Business

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

Committee Chair, Barbara Van Deurzen reviewed the October 12, 2023 Curriculum and Policy Committee report.

Kristin Krahn, Summer School Director, gave the Board an update on the success of the 2023 Summer School Program. The Board thanked her for all her hard work.

It was moved by Scott Borley and seconded by Ryan Van Den Heuvel to approve the addition to High School Family and Consumer Science Courses as presented by administration. Voting Yes: 5 Voting No: 0 Motion carried.

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

It was moved by Ryan Van Den Heuvel and seconded by Barbara Van Deurzen to approve the 2024-2025 and 2025-2026 school calendars as presented by administration. Voting Yes: 5 Voting No: 0 Motion carried.

It was moved by Ryan Van Den Heuvel and seconded by Scott Borley to approve the 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 Ryan Van Den Heuvel at 6:10 PM that the meeting be adjourned. Voting Yes: 5 Voting No: 0 Motion carried.

Barbara Van Deurzen
Clerk

SCHOOL DISTRICT OF WEST DE PERE
SCHOOL SPONSORED MEDIA

1111

Materials for district-wide distribution will be developed in the central office and carry the approval of the superintendent. Copies of such materials are given to Board members.

The principal of each school is responsible for routine school announcements, newsletters, calendars, etc to parents. The principal and superintendent will keep a file copy of all such releases for reference as needed.

ADOPTED: 4/21/88

REVISED: 7/16/98, 8/20/98

REVIEWED: 2/11/11

SCHOOL DISTRICT OF WEST DE PERE
ADMINISTRATIVE RESIDENCY

2030

Any person hired as an administrator in the School District of West De Pere on or after March 23, 2009 shall be required to reside within the boundary of the District within one year from the administrator's first day of employment with the District. As a condition of such a person's continued employment with the School District of West De Pere as an administrator, such person shall maintain residence within the boundary of the School District of West De Pere.

An exempt administrator (hired before March 23, 2009) accepting a promotion from one administrative position to another, shall be required to reside within the boundary of the School District of West De Pere within one year of the effective date of the promotion.

An exempt administrator (hired before March 23, 2009) making a lateral move from one administrative position to another, shall remain exempt.

Any involuntary transfers, as approved by the Board of Education, will remain exempt.

The Board of Education may grant exceptions to the residency requirement for what they feel are significant reasons. Review will be on a case by case basis.

ADOPTED: 4/15/09

SCHOOL DISTRICT OF WEST DE PERE
BUSINESS

3100

The Board recognizes that efficient management of finances is essential to the whole school program. To make that management as effective as possible, the Board intends:

1. To encourage advance planning through the best possible budget procedures.
2. To explore all practical sources of the resource dollars.
3. To guide the expenditure of funds so as to extract the greatest possible returns.
4. To maintain the highest level of unit expenditures needed to provide high quality education within the ability of the community to pay.

ADOPTED: 3/21/72

REVISED: 7/20/83, 2/18/99, 3/18/99

SCHOOL DISTRICT OF WEST DE PERE
MAINTENANCE STAFF

4219

QUALIFICATIONS:

1. High School diploma or equivalent.
2. Possess and demonstrate strong interpersonal communication skills and project a positive and courteous attitude and image to the staff, students and community.
3. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Building Principal and ~~Buildings and~~ **Maintenance Manager/ Director** of Grounds ~~Maintenance Coordinator~~. Maintenance personnel are immediately responsible to the Principal of the building to which they are assigned and are under the general supervision of the Maintenance Manager/Director of Grounds.

JOB GOAL: To provide services necessary to maintain buildings and grounds and help the school function smoothly for the administration, teachers, support staff, students and parents so as to facilitate the attainment of district and building goals.

PERFORMANCE RESPONSIBILITIES:

1. Project a positive and courteous attitude and image to the staff, students and community.
2. Possess and demonstrate strong interpersonal communication skills.
3. Identify and initiate the repair, maintenance and/or remodeling of buildings, furniture, and equipment. Perform those jobs necessary to keep the school buildings and grounds safe, clean, sanitary, and presentable in appearance.
4. Perform other such jobs as are generally expected of maintenance staff and such other tasks assigned by the Building Principal and/or Maintenance Manager/Director of Grounds.
5. Complete all tasks in a timely manner and with a high level of quality.
6. Assist other building maintenance staff as necessary.
7. Carry on such activities as required or ordered to create the best possible conditions for the education of the children.
8. Maintain professional competence through staff development provided by the District and in compliance with Wisconsin law.

TERMS OF EMPLOYMENT: 12 months. Compensation and other working conditions will be delineated in the employee handbook.

EVALUATION: Performance to be evaluated a minimum of once every three years by the Principal and/or Building Grounds Maintenance Coordinator

ADOPTED:12/9/69

REVISED: 6/15/83, 2/17/94, 10/18/01, 6/17/02, 7/15/02, 1/11/21, 11/16/2022

SCHOOL DISTRICT OF WEST DE PERE
FACILITIES MAINTENANCE STAFF

4219.1

QUALIFICATIONS:

1. High School diploma or equivalent.
2. Possess and demonstrate strong interpersonal communication skills and project a positive and courteous attitude and image to the staff, students and community.
3. Possess necessary mechanical skills to operate and maintain the equipment needed to set up athletic facilities and for custodial cleanup of activity facilities.
4. Possess and maintain physical conditioning required for routine maintenance operations which include lifting and pushing in excess of one hundred pounds and working in possibly extreme outdoor weather conditions.
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Primarily reports to the **Maintenance Manager/Director of Grounds**, Director of Student Activities/High School Associate Principal, but also responsible for direction **of from** the Middle School Associate Principal/Activities Director.

JOB GOAL: To provide services necessary to maintain grounds pertaining to West De Pere activities, setup and maintenance of the Commons, Auditorium, and Field House for West De Pere activities, so as to facilitate the safe, efficient attainment of activity goals for the students of the district.

PERFORMANCE RESPONSIBILITIES:

1. Project a positive and courteous attitude and image to the staff, students and community.
2. Possess and demonstrate strong interpersonal communication skills.
3. Acquire and possess knowledge of the setup, maintenance, and specifications for all athletic field/gymnasium programs.
4. Report and repair any non-major and preventative maintenance of buildings, furniture, and housekeeping equipment in order to keep the school buildings and grounds safe, clean, sanitary, and presentable in appearance.
5. Complete all tasks in a timely manner.
6. Assist other housekeepers and building custodians when appropriate.
7. Coordinate time off with the district activity calendar so as to maximize the effectiveness of this position in conjunction with the activities of the district.
8. Maintain "flex" hours which will be coordinated through the Director of Student Activities' office and which will be dependent on the activity schedules within the district. These "flex" hours will include weekends and evenings on regular occasions.
9. Maintain professional competence through staff development provided by the District and in compliance with Wisconsin law.
10. Perform other duties as assigned or as judgment or necessity dictates.

SCHOOL DISTRICT OF WEST DE PERE
FACILITIES MAINTENANCE STAFF

4219.1 cont'd

TERMS OF EMPLOYMENT: 12 months. Compensation and other working conditions will be delineated in the employee handbook.

EVALUATION: Performance to be evaluated a minimum of once every three years by the Director of Student Activities/ High School Associate Principal.

CROSS REFERENCE: Support Staff Personnel Handbook

ADOPTED:3/21/05

REVISED: 6/18/14, 7/30/14

REVIEWED: 1/11/2021

SCHOOL DISTRICT OF WEST DE PERE
CURRICULUM and POLICY MEETING
West De Pere District Office-400 Reid St, Suite W
November 9, 2023
7:30 a.m.

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

II. Curriculum items

- Act 20 Status

Amy LaPierre, Director of Curriculum, gave a status update to the committee

III. Review the following for Board adoption:

- 1111 School Sponsored Media (reviewed-no changes)
- 2030 Administrative Residency (delete policy)
- 3100 Business (reviewed-no changes)
- 4219 Maintenance Staff
- 4219.1 Facilities Maintenance Staff

Reviewed for Adoption on 11/15/2023

IV. Review the following:

First Reads:

- 2400 Emergency Decisions
- 2420 Line of Responsibility (reviewed-no changes)
- 2440 Administrative Leeway in Absence of Board Policy (reviewed-no changes)
- 4230 Secretary-Elementary School
- 6153 Students and Community Service

*Committee discussed recommended revisions Present for **First Reading** on 11/15/2023*

V. Next meeting date: December 7, 2023

VI. Adjourn meeting -7:43 a.m.

SCHOOL DISTRICT OF WEST DE PERE
EMERGENCY DECISIONS

2400

Recognizing that circumstances arise in which decisions must be made in the absence of the Superintendent, the Superintendent will assign an administrator or the following chain-of-command will be designated:

School Business Manager

~~High School Principal~~

~~Middle School Principal~~

~~Elementary Principal~~

~~Director of Curriculum~~

~~Associate Principal~~

~~Director of Student Services~~

Director of Curriculum

Director of Student Services

High School Principal

Middle School Principal

Intermediate School Principal

Elementary School Principal

Associate Principal

The designated staff person shall serve as spokesperson for the district and communicate with the other administrators, school attorney, and School Board President as appropriate. The designee shall also convene and chair any administrative meeting required to address such situations and follow the concepts and parameters as established in Crisis Policy #6114 as well as review district policies and administrative rules for appropriateness.

CROSS REFERENCE:

Policy 6112.1 - Emergency School Closings

Policy 6114 - Crisis ~~Post-vention~~ Policy

Policy 9210 - Board President

Policy 9220 - Board Officers

ADOPTED: 3/21/91

REVISED: 7/15/93, 11/19/98, 12/17/98

SCHOOL DISTRICT OF WEST DE PERE
LINE OF RESPONSIBILITY

2420

Each employee in the district is responsible to the Board through the superintendent.

All personnel shall refer matters requiring administrative action to the administrator immediately in charge of the area in which the problem arises.

Administrators shall refer such matters directly to the Superintendent when necessary.

An employee's immediate supervisor is stated in the "Reports to" section of their job description.

CROSS REFERENCE:

Policy 1118 - Public Complaints

Policy 2400 - Emergency Decisions

APPROVED: 11/20/72

REVISED: 7/20/83, 2/16/89, 12/17/98, 8/18/0, 9/15/03

SCHOOL DISTRICT OF WEST DE PERE
ADMINISTRATIVE LEEWAY IN ABSENCE OF BOARD POLICY

2440

In cases where emergency action must be taken within the school system and where the Board has provided no guidelines for administrative action, the Superintendent shall have power to act. The Superintendent's decision could be reviewed by the Board at its regular meeting. It shall be the duty of the Superintendent to inform the Board promptly of such action and of the need for related policy.

ADOPTED: 11/20/72

REVISED: 11/19/98, 12/17/98

SCHOOL DISTRICT OF WEST DE PERE
SECRETARY-ELEMENTARY SCHOOL

4230

QUALIFICATIONS:

1. High School diploma or equivalent including courses in business and English.
2. Proficiency in keyboarding and computer experience (word processing, spreadsheets, databases, presentation applications), and other general secretarial skills.
3. Demonstrate knowledge of basic office procedures and the operation of common office equipment and machines.
4. High degree of organization, self initiative and accuracy in work performed.
5. Possess and demonstrate office management abilities.
6. Ability to serve as a receptionist.
7. Possess and demonstrate strong interpersonal communication skills and project a positive and courteous attitude and image to the staff, students, and community.
8. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Principal

JOB GOAL: To provide for the school the services necessary to help the school function smoothly for the administration, teachers, support staff, students, and parents as so to facilitate the attainment of district and building goals.

PERFORMANCE RESPONSIBILITIES:

1. Project a positive and courteous attitude and image to the staff, students, and community.
2. Possess and demonstrate strong interpersonal communication skills.
3. Prepare and maintain confidential documentation and materials pertaining to building level employees as directed by building administration.
4. Take action authorized in the absence of the Principal and use initiative judgment to see that matters requiring attention are referred to delegated authority or handled in a manner as to minimize the effect of employer's absence.
5. Answer phone and relay messages to students and staff.
6. Change phone system voicemail messages as needed to stay current.
7. ~~Monitor use of the communication panel and m~~Make announcements when necessary.
8. ~~Prepare a monthly absenteeism report which is given to the Principal and District Office.~~
9. ~~8.~~ Record attendance on the computer on a daily basis.
10. ~~9.~~ Assist with contacting parents/guardians of ill/absent students.
11. ~~10.~~ Assist in coordinating with parents/guardians in regard to student attendance.
12. ~~11.~~ Administer needed first aid in case of an accident or illness. Notify the principal and/or parents when the problem is serious. Complete and file accident reports appropriately.

SCHOOL DISTRICT OF WEST DE PERE 4230 cont'd
SECRETARY-ELEMENTARY SCHOOL

- ~~13.~~ 12. Assume responsibility for all student medications that must be taken during the school day as per Board policy. Maintain mandatory parental and physician consent forms. Communicate with parent/guardian when questions arise or refill medication required as needed.
- ~~14.~~ 13. Keep record of students that have paid or not paid their school fee and send out a letter at the end of each trimester to parents that have not paid their school fee. A list is then given to the Principal and District Office.
- ~~15.~~ 14. Receive and assist visitors in the school.
- ~~16.~~ 15. Serve as a registration agent for new students, maintain up-to-date class lists and be responsible for all transfers of incoming and outgoing students cumulative records. Inform bus company of new and transferred students throughout the school year. Send master list (Demographic information) of all students at beginning of new school year to bus company for scheduling.
- ~~17.~~ 16. Maintain close record with all new and transfer students during the school (for records and third Friday count).
- ~~18.~~ 17. Coordinate office supplies and equipment.
- a. Select and/or make recommendations.
 - b. Obtain prices and issue requisitions for all office supplies each school year.
(Regular supplies plus requests from each grade level)
 - c. Maintain and update office inventory.
- ~~19.~~ Distribute student activity expenditure sheets to staff.
- ~~20.~~ 18. Assist PTO (distribute mailings, handle money until pickup, mailings, announcements, etc.)
- ~~21.~~ 19. Coordinate all mail functions for the building. (maintain balance in postage meter, deliver mail to post office on Fridays and prepare bulk mailings).
- ~~22.~~ 20. Maintain office equipment and notify Principal when equipment needs repair.
- ~~23.~~ 21. Distribute and record school keys to staff, coaches, activity groups during the school year.
- ~~24.~~ 22. Assist with preparation of monthly communications for staff and parents.
- ~~25.~~ 23. Assist with preparation of a newsletter for the beginning of the new school year that is mailed out to all elementary parents.
- ~~26.~~ 24. Prepare updated Staff Handbook, Parent/Student Handbook and Support Handbook at the beginning of each new school year.
- ~~27.~~ 25. Complete end of year reports for yearly record keeping for school and auditing purposes.
- ~~28.~~ 26. Prepare DPI Performance Report at the end of year.
- ~~29.~~ 27. Prepare State report at end of year for District Office.
- ~~30.~~ 28. Contact and obtain substitutes for teaching staff and support staff in conjunction with the sub caller software and administrative assistant.
- ~~31.~~ 29. Prepare reports/correspondence for staff as assigned by Principal.

SCHOOL DISTRICT OF WEST DE PERE 4230 cont'd
SECRETARY-ELEMENTARY SCHOOL

- ~~32.~~ 30. Assist during scheduled parent/teacher conferences and open house.
- ~~33.~~ 31. Maintain petty cash fund and forward end of year records to the District Office.
- ~~34.~~ 32. Coordinate fire drills on a monthly basis and files report.
- ~~35.~~ 33. Assist with web page updates.
- ~~36.~~ 34. Assist with 4K program as needed.
- ~~37.~~ 35. Support building goals and behavioral expectations.
- ~~38.~~ 36. Maintain professional competence through staff development provided by the District and in compliance with Wisconsin law.
- ~~39.~~ 37. Perform other duties as assigned or judgment or necessity dictates.

TERMS OF EMPLOYMENT: Employment may be either 11 or 12 months. Salary established as per schedule.

EVALUATION: Performance to be evaluated a minimum of once every three years by the Principal.

CROSS REFERENCE: Support Staff Personnel Handbook

ADOPTED: 2/15/01

REVISED: 7/15/02, 1/16/13,8/23/16

SCHOOL DISTRICT OF WEST DE PERE
STUDENTS AND COMMUNITY SERVICE

6153

The Board encourages and sanctions student trips or other out-of-school activities, including participation in interscholastic events and community civic projects, which are of value in helping achieve each participating student's educational objectives. All such activities shall serve to broaden and enrich classroom activities and provide background experiences which many children may not have had.

The school staff, under the direction of the administration, shall take all reasonable and prudent steps to safeguard the physical and educational welfare of participating students. Students shall be given guidance in setting up educationally sound variations in school programs to enable participation and shall be **consoled counseled** as to the obligations in fulfilling them. Each student for whom such a variation is approved shall be assured that successful performance in it and the balance of one's school program will satisfy school requirements for promotion and/or graduation. The administration may place restrictions upon a student's participation when in the staff's judgment, the student's welfare requires such restrictions.

CROSS REFERENCE: 1322 Contests for Students
1324 Student Fund Raising Activities
3541.2 Alternative Transportation
3546 Field Trip Transportation

ADOPTED: 11/20/72

REVISED: 7/19/95, 9/1/95

Understanding Implications of Wisconsin Act 20 Reading Bill

**School Board Update
School District of West De Pere
November 15, 2023**

BIG PICTURE

2023 Wisconsin Act 20 makes numerous changes relating to early literacy (4K-3) instruction, curriculum, assessments, and interventions, as well as teacher licensing and preparation.

DPI Updates

- DPI and CESA continue to provide clarity
- DPI website [Wisconsin Reads](#)
 - *includes regularly updated FAQ section*

District Status

- We have a good start because of the work that we began last year with the Early Literacy Academy through CESA 6.
- Our focus is planning budget, timeline & formalizing processes.
- Multiple stakeholders within our district are involved in our district's planning.

SCIENCE BASED EARLY LITERACY INSTRUCTION INCLUDES:

- Phonological awareness
- Phonemic awareness
- Phonics
- Building background knowledge
- Oral language development
- Vocabulary building
- Instruction in writing
- Instruction in comprehension
- Reading fluency

IMPLICATIONS FOR WEST DE PERE WITH WISCONSIN ACT 20

- Curriculum & Instruction
- Required Reading Training
- Assessments
- Personal Reading Plans
- Family Notifications
- Early Literacy Remediation Plan
- 3rd grade Promotion Policy

EARLY LITERACY CURRICULUM K-3

ACT 20 Requirement

- Align core instructional practices & interventions with the definition of science-aligned early literacy instruction in Act 20
- Ensure that prompting is for phonics first. MSV (meaning-structure-visual cueing) is prohibited.

Our District Status

- Completed evaluation of our current core resources and began investigation of possible alternatives if needed
- Will evaluate our current interventions
- Implemented training for teachers regarding prompting for phonics first and other science-based early literacy practices.

READING TRAINING K-3 TEACHERS & LEADERS

ACT 20 Requirement- *begin no later than July 1, 2025*

- Provide leadership professional development for principals and reading specialists K-3
- Provide professional development for all teachers K-3 who teach reading skills

Our District Status

- Most leaders will have the leadership training completed by the end of this school year through participation in the CESA 6 literacy academy.
- Teacher training options are being investigated and planned.
- Working to create an ongoing system for new staff to be trained.

READING ASSESSMENTS

beginning 2024-25 school year

ACT 20 Requirement

- Implement the statewide reading readiness screener
 - 2x/year for 4K
 - 3x/year for 5K-3
- Administer diagnostic assessments for students below 25thile within 10 days & for students with characteristics of dyslexia within 20 days of caregiver or teacher request

Our District Status

- Will train teachers once the screener is chosen
- Will select and plan training options for a diagnostic assessment
- Will formalize district processes for timeline, requests, family notification & personal reading plans

PERSONAL READING PLAN

beginning 2024-25 school year

ACT 20 Requirement

- Personal reading plan for any K-3 student below 25%ile on reading readiness screener to include -
 - Interventions that will be provided to the pupil
 - How the pupil's progress will be monitored
 - Strategies the pupil's parents are encouraged to use to help the pupil achieve grade-level literacy skills
 - Provide copy to parent & get signed by parent
 - After 10 weeks of intervention, notify parent of pupil's progress

Our District Status

- Will establish process, including lines of responsibility, for personal reading plans

FAMILY NOTIFICATIONS

beginning 2024-25 school year

ACT 20 Requirement

- Provide pupil's results to parent (in parent's native language) no later than 15 days after the assessment is scored
- Include overall score, score on each literacy skill category, percentile rank score, and plain language explanation of the literacy skills that were evaluated by the assessment
- Include information related to the characteristics of dyslexia, including information about the common indicators of dyslexia & appropriate interventions and accommodations for pupils with characteristics of dyslexia

Our District Status

- Will establish process, including lines of responsibility, for family notification practices

EARLY LITERACY REMEDIATION PLAN & REPORTING

ACT 20 Requirement

- Develop, implement, and publish plans that include specific requirements as stated in Act 20
- Annually report to DPI beginning July 15, 2025
 - Number of students identified as at-risk
 - Number of K-grade 3 students who received interventions
 - Number of students for whom special education referral was made based on results of diagnostic assessment
 - Names of diagnostic assessment used

Our District Status

- Director of Curriculum will be responsible for formalizing and publishing our district plan and for reporting to DPI.

3RD GRADE READING PROMOTION

ACT 20 Requirement

- DPI will create model policy for promoting students from 3rd to 4th grade that includes reading achievement criteria.
- For students promoted to 4th grade without exiting personal reading plan, district required to:
 - Provide student with intensive instructional services, progress monitoring & supports to remediate areas of deficiency
 - Provide student with intensive summer reading program until child scores at grade level
 - Notify parent or caregiver in writing that child has not exited personal reading plan with description of services and supports provided.

Our District Status

- Will write policy based on DPI model after its release
- Will create plan for intensive summer reading program & intensive services 4th grade and beyond

IMPLICATIONS TO CONSIDER

Budget

- Required training
- Implementation of personal reading plans
- Implementation of summer school requirements
- Curriculum and interventions

MOVING FORWARD

I will continue to regularly monitor developments related to Act 20 through my involvement with CESA 6, CESA 7, DPI, and WASCD to ensure we are in compliance and prepared to meet the law's requirements.

Questions?

Timeline of Important Dates For Summer School 2024

(Dates and offerings subject to change)

- March 1 - Draft of Summer School Booklet to District Office
- March 13 - Board Meeting (Summer School Booklet pending Board approval)
- March 21 - Summer School Booklet released online (two weeks prior to registration)
- April 4 - 18 - Online registration window
- April 22 - 26 - Interviews of new High School Student applicants
- April 29 - May 3 - **Potential** limited course offerings registration window
- May 16 - June 28 - Kindergarten Camp online registration window
- *June 10 - Monday, Summer School begins*
- *June 28 - Friday, Summer School ends for most of the offerings*
- August 20 - 22 - Kindergarten Camp
- October 1 - The last day that Summer School Report needs to be filed to DPI

All dates and offerings are subject to change pending Board approval and needs of students.



School District of West De Pere

Board Update

A Vision of Pride and Excellence

November 2023

National Honor Society

48 high school students were inducted into the National Honor Society. Its pillars of scholarship, leadership, service and character are the basis for NHS selection.

Students must continue to demonstrate those outstanding qualities of



academic excellence, character, leadership, involvement, and service to the community.

Lisa Boyd- High School Counselor

Lisa Boyd, school counselor at the High School, was selected by the Wisconsin School Counselor Association as the 2024 Wisconsin School Counselor of the Year. She was selected based on her ability to create lasting change through leadership, collaboration, and advocacy for her students. She will go on to represent Wisconsin in the 2025 American School Counselor Association National School Counselor of the Year process. Mrs. Boyd has been a counselor at WDPHSI for the past 20 years.



HS Boys Soccer

The Boys High School soccer team are Regional Champs and brought home the Division 2 silver ball at the State Soccer Tournament.



WDP and DP Boys Soccer Teams

During the week of the State Soccer tournament, WDP hosted De Pere Soccer in training as both teams were Statebound!



High School Soup for the Soul

Pottery students made 380 hand made bowls. Culinary students and teachers made deserts and soup - enough to fill 40 crockpots! Proceeds went to FCCLA & Art Club.



Helping Others

The Middle School's National Junior Honor Society wanted to help the neighborhood, so 25 members raked leaves for people who wanted/needed help. In all, they raked fifteen neighbors' yards.



Hemlock Creek Geology Field Trip

Third and fourth grade students from Hemlock Creek went on a field trip to Wequiock Falls and Bayshore Park. They searched for various fossils and rocks, as well as, walked down the escarpment ledge to get to the beach.



HS Cross Country

Congratulations to Kate Schmoll, Carson Samson, and Addison Cornwall on competing at State. Great job representing WDP.



Middle Schoolers Decorate Library Shelves

Advisory groups at the middle school decorated library shelves to celebrate fall holidays. This project increased student library use!



One Act Cast and Crew Head to State

The cast and crew of the One Act Play performed in the sectional competition in Oconto Falls on November 2. They qualified for the state competition on November 17. The title of their performance is "The Inexplicable Chaos Factor of Mia Gregory." Good luck at State!



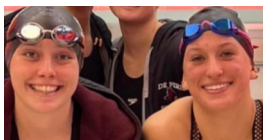
Westwood Craynon Run

The Westwood Staff and PTO put on a run/walk for students and families. Everyone was doused in a rainbow of powdered color. There was also a DJ and students got a book to take home.



High School Swim Team

Congratulations to our girls co-op swim team. Faith Kibbe and Kate Schmoll who qualified to compete at State!



High School Signings

Congratulations to the following students who have signed with their respective colleges; Faith Kibbe (West Point, Army-Track & Field), Tyler Kowalczyk (Northern Michigan University-Soccer), Mason Haupt (UW-Green Bay – Golf), Gabriella Arendt (Concordia University, St. Paul – Softball).



Author Visit at the Middle School

Claire Swinarski, published author of middle grade books, was at the middle school for an author visit. She spoke to all students about what it's like to be an author, the importance of writing regardless of your future path and the writing and revision process.



This was followed by a question and answer session for students. Ms. Swinarski also worked with small groups of student writers.

Intermediate School Helping Hands

The 6th grade Helping Hands group recently sold hot chocolate and brownies to staff. They raised over \$132 for the American Cancer Society.



High School StingCancer Team

The STINGCANCER team got together after school to make tie blankets and cards for West De Pere families affected by cancer.



Hemlock Creek Family Math Night

Students and their families attended math night which included experience games and activities that build math skills and incorporate math at home.



National French Week

The Intermediate School celebrated National French Week. The students made wings with "feathers" from the countries in the world that have French as the official language. People stood in front of the wings for a picture.



Middle School Attends Find Your Inspiration

The 8th grade class attended the annual Greater Green Bay Chamber Find Your Inspiration event at the KI Center. This event offers hands on experiences and opportunities for the students to ask questions from professionals from a wide variety of careers



Water Tests

In conjunction with YMCA School Age Care and the City of De Pere Health Department, we had our water tested at both Hemlock Creek and Westwood Elementary Schools. Both tests came back "clean" and did not show any signs of lead hazards.



Upcoming Events

- Dec. 7-9th- Intermediate School presents *Disney-Pixar Finding Nemo Kids the Musical* in the High School auditorium.

