



**School District of  
Gibraltar Area  
Fish Creek, Wisconsin**

**May 11, 2026**

**Regular Meeting of the  
Gibraltar Board of Education**

**Secondary IMC - Room #300D  
And Remote/Virtual**

**Executive Session - 6:00 p.m.  
Regular Session - 7:00 p.m.**

**Agenda**  
**School District of Gibraltar Area**  
**Regular Meeting of the**  
**Gibraltar Board of Education**  
Fish Creek, Wisconsin

**Vision Statement**

*Gibraltar Schools, in partnership with family and community, will ensure excellence in educating every child to become a responsible citizen who is service minded and empathetic and can contribute to our interconnected world.*

**Mission Statement**

*We are driven for excellence in ACADEMICS, ACTIVITIES, ARTS, and ATHLETICS. We provide learning environments with instructional best practices that promote social, emotional, physical and intellectual growth.*

**Monday, May 11, 2026**

Gibraltar Area School District  
3924 State Highway 42  
Secondary IMC – Room #300D and Remote/Virtual  
Fish Creek, Wisconsin

**Executive Session - 6:00pm**

**Regular Board Meeting.- 7:00pm**

Members of the public will be able to attend this meeting by joining the virtual/remote conference using the following link or in-person:

Zoom Link: <https://us06web.zoom.us/j/89021872070>

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

**I. Call to Order/Roll Call**

- II. Convene in Closed Session** pursuant to Wisconsin Statute Sec. §19.85(1)(c), to Discuss Employee Personnel Matters – The purpose of the closed session is for conducting a private conference regarding the potential issuance of a final notice of nonrenewal of a teacher's contract in accordance with Section 118.22(3) of the Wisconsin Statutes, and then conduct such a private conference. Following the private conference, the Board will deliberate on the potential issuance of a final notice of nonrenewal of a teacher's contract in accordance with Section 118.22(2) of the Wisconsin Statutes.

**III. Approve the Minutes of the Regular Board Meeting on April 27, 2026**

**IV. Board Communication**

- V. Open Discussion:** Community members/residents of the Gibraltar School District are invited to share their questions, comments, or concerns with the School Board. When speaking, citizens should state their name and address for the record. The presentation time frame shall be determined by the Board President, once an indication of the number of people wishing to speak is made. Speakers should keep comments to three minutes or less to allow for others to speak. Wisconsin law authorizes the school board to receive information from members of the public. Where possible, the Board may answer factual questions immediately or may provide a written response if information is not available. If a response would involve discussion of Board Policy or decisions which might be of interest to citizens not present at the meeting, the Board may place the item on a future meeting agenda. Comments that may be injurious to school district personnel or other individuals will not be allowed.

**VI. Reports**

- A. Construction Update**
- B. Student Council (El & HS)**
- C. Student Poetry**
- D. Student Report**

**VII. Committee Reports**

- A. Student Learning**
- B. Extra-curricular**
- C. Handbook/Personnel Committee**

**VIII. New Business**

- A. Approve Resignations**
- B. Discussion, consideration, and action, as appropriate, regarding closed session business, including voting on the potential issuance of a final notice of nonrenewal of a teacher's contract in accordance with Section 118.22(2) of the Wisconsin Statutes.**
- C. Approve Elementary Social Studies Curriculum**
- D. Approve updates to Coaches' Handbook**
- E. Approve 2026-2027 Property/Casualty and Workman's Comp Insurance**

**IX. Payment of bills**

**X. Adjournment**

**Minutes of the  
School District of Gibraltar Area  
Regular Meeting of the  
Gibraltar Board of Education  
Fish Creek, Wisconsin**

**Monday, April 27, 2026**

Gibraltar Area School District  
3924 State Highway 42  
Fish Creek, Wisconsin

**Executive Session - 5:45 p.m. Regular Session - 7:00 p.m.**

**Call to Order/Roll Call**

President Jessica Sauter called the meeting to order at 6:30 p.m.

**Present:** Kari Baumann, Don Helm, Donna McMurray, Karen Nordahl, Drew Richmond, Jessica Sauter, and Erick Schrier.

**Excused:**

**Also Present:** Brett Stousland, Superintendent; Christine Voigtlander, Pupil Services Director; Mark Lindem, Business Manager; Evelyn Eckhardt, Board Secretary; nine visitors.

**Convene in Closed Session pursuant to Wisconsin Statute Sec. §19.85(1)(c), to Discuss Employee Personnel Matters – Considering employment, promotion, compensation, or performance evaluation.**

Moved Baumann/Helm to convene in Closed Session pursuant to Wisconsin Statute Sec. §19.85(1)(c), to Discuss Employee Personnel Matters – Considering employment, promotion, compensation, performance evaluation at 6:31 p.m. Aye - Baumann, Helm, McMurray, Nordahl, Richmond, Sauter, Schrier. Opposed - None. Motion carried.

Moved Helm/Baumann to reconvene to open session at 6:59 p.m. Aye - Baumann, Helm, McMurray, Nordahl, Richmond, Sauter, Schrier. Opposed - None. Motion carried.

**Approve the minutes of the regular board meeting on April 13, 2026**

Moved Richmond/Baumann to approve the minutes of the regular board meeting held on April 13, 2026. Aye - All. Opposed - None. Motion carried.

**Board Communication**

None.

**Open Discussion**

None.

**Reports**

**Construction Update**

**Student Report**

**Committee Reports**

**Campus Maintenance-** Met on April 20, 2026. Went over construction updates as reported earlier, reviewed the Stryker communication system, and discussed current and upcoming maintenance projects. Next meeting is May 18, 2026.

**Finance-** Met on April 20, 2026. Started meeting with the annual calendar review-continuing to focus on the 26-27 budget, reviewed the monthly finance report-revenues/expenses, construction budget, as well as discussing arbitrage. Started conversation on usage and considerable cost of coach bus services. Ended by discussing having a new appraisal conducted this summer due to new construction. Next meeting is May 18, 2026.

**New Business**

**Election of New Board Officers and Committee Assignments**

Moved Schrier/Nordahl to nominate Jessica Sauter for President. Moved Schrier/Nordahl to close nominations for President. Aye – All. Opposed – None. Motion carried.

Moved Baumann/Nordahl to nominate Erick Schrier for Vice President. Moved Baumann/Nordahl to close nominations for Vice President. Aye – All. Opposed – None. Motion carried.

Moved Schrier/McMurray to nominate Kari Baumann for Clerk. Moved Schrier/McMurray to close nominations for Clerk. Aye – All. Opposed – None. Motion carried.

Moved Baumann/Helm to nominate Drew Richmond for Treasurer. Moved Baumann/Helm to close nominations for Treasurer. Aye – All. Opposed – None. Motion carried.

The following Board members were appointed to standing committees/committee chairs:

DCA- Karen Nordahl (Chair), Don Helm, Donna McMurray

Campus Maintenance- Don Helm (Chair), Kari Baumann, Erick Schrier

Extracurricular- Karen Nordahl (Chair), Don Helm, Donna McMurray

Financial Planning- Drew Richmond (Chair), Don Helm, Erick Schrier

Employee Handbook – Erick Schrier (Chair), Kari Baumann, Drew Richmond

Policy – Kari Baumann (Chair), Donna McMurray, Jessica Sauter

Student Learning – Donna McMurray (Chair), Kari Baumann, Jessica Sauter

Donna McMurray was appointed as 2026-2027 CESA 7 Representative.

**Approve Resignations**

None.

**Approve Hires**

Moved Baumann/McMurray to approve the employment of Daniel Luedcke as supervisor of food service. Aye - All. Opposed - None. Motion carried.

**Approve Employee Compensation for the 2026-2027 School Year**

Administration recommended a 3% overall package for salary & benefits for the following employee groups: teacher, support staff, confidential, and administrative employees. All salaried and non-salaried employee groups will receive at least a 3% salary increase for the 2026-2027 school year. Adjustments in annual salary for teachers will continue to assure a more equalized compensation for comparable assignments. Individuals whose performances warrant will receive less and individuals whose job requirements have increased will be assigned a new salary or hourly wage point for compensation. Moved Schrier/Baumann to approve employee compensation for the 2026-2027 school year as presented. Aye - All. Opposed - None. Motion carried.

**Approve Administrative Contracts for the 2026-2027 School Year**

Moved Baumann/McMurray to approve the 2026-2027 contracts for Mark Lindem, Lauren Ward and Brett Stousland. Aye - All. Opposed - None. Motion carried.

***Regular Meeting of the Gibraltar Board of Education -Minutes of April 27, 2026 - Page 3***

**Approve NEOLA Policies**

Moved Baumann/Schrier to approve the revisions to Policy 1213, Policy 3213, Policy 4213, and Policy 8462. Aye - All. Opposed - None. Motion carried.

**Appoint CESA 7 Representative for the Annual Convention**

Donna McMurray was appointed as CESA 7 representative for the Annual Convention.

***The next regular Board meeting will be on May 11, 2026 at 7:00 p.m.***

**Adjournment**

Moved Richmond/Helm to adjourn the meeting at 7:28 p.m. Aye - All. Opposed - None. Motion carried.

Respectfully submitted,  
Evelyn Eckhardt  
Board Secretary

## **Gibraltar Area School District**

**TO:** Board of Education

**TOPIC:** Resignations

**FROM:** Brett Stousland

**BOE MEETING:** May 11, 2026

**AGENDA ITEM:** VIII.A.

### **BACKGROUND:**

The following staff members have submitted their letter of resignation effective at the end of this school year.

Christy Reisen - Special Education Teacher

Ashley Bahrke - Special Education Teacher

**RECOMMENDATION:** Approve resignations as presented.

## **Gibraltar Area School District**

**TO:** Board of Education

**TOPIC:** EL Social Studies Curriculum

**FROM:** Lauren Ward

**BOE MEETING:** May 11, 2026

**AGENDA ITEM:** VIII.C.

### **BACKGROUND:**

The Elementary School has spent multiple years and pilots seeking a social studies curriculum that is highly engaging for students, meets Wisconsin's stipulations for curriculum and its K-5 Civics scope and sequence, and can be taught in the limited time elementary teachers have for social studies instruction. This school year two teachers have piloted **Exploring Social Studies: Wisconsin**. Both teachers had great success with the curriculum and have the consensus of elementary staff and administration to move forward with purchase and implementation. Mr. Thomas, Mrs. Schleicher, and Mrs. Ward presented the curriculum and quote to the Student Learning Committee on May 4, 2026.

**RECOMMENDATION:** Approve the Exploring Social Studies: Wisconsin quote for \$26,927.08 for K-5 social studies.

# Teacher Created Materials

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Created by Teachers for Teachers and Students

## Proposal For:

Gibraltar School District  
Proposal #: TCM-00114770  
Attn: Lauren Ward

Issued By: Denise Salit  
Email: denise.salit@tcmpub.com  
Direct Line: () -  
Issue Date: April 20, 2026

## Billing Address:

3924 HIGHWAY 42  
FISH CREEK, WI 54212-9755

## Shipping Address:

3924 State Highway 42  
Fish Creek, WI 54212

Item	Title	Notes:	Qty	Sales Price	Total
154771	Exploring Social Studies: Wisconsin: Grade K		3	\$1,099.99	\$3,299.97
154772	Exploring Social Studies: Wisconsin: Grade 1		3	\$1,099.99	\$3,299.97
154773	Exploring Social Studies: Wisconsin: Grade 2		3	\$1,099.99	\$3,299.97
154774	Exploring Social Studies: Wisconsin: Grade 3		3	\$1,199.99	\$3,599.97
154775	Exploring Social Studies: Wisconsin: Grade 4		3	\$1,199.99	\$3,599.97
154778	Exploring Social Studies: Wisconsin: Grade 5		3	\$1,199.99	\$3,599.97
154807	Exploring Social Studies: Wisconsin: Grade K: Student Guided Practice Book		40	\$16.99	\$679.60
154808	Exploring Social Studies: Wisconsin: Grade 1: Student Guided Practice Book		40	\$16.99	\$679.60
154809	Exploring Social Studies: Wisconsin: Grade 2: Student Guided Practice Book		35	\$16.99	\$594.65
154810	Exploring Social Studies: Wisconsin: Grade 3: Student Guided Practice Book		45	\$18.99	\$854.55
154811	Exploring Social Studies: Wisconsin: Grade 4: Student Guided Practice Book		35	\$18.99	\$664.65
154812	Exploring Social Studies: Wisconsin: Grade 5: Student Guided Practice Book		40	\$18.99	\$759.60
131573	Paid Professional Learning (workshop, in-person)		1	\$0.00	\$0.00
				<b>Subtotal:</b>	<b>\$24,932.47</b>
				<b>Shipping:</b>	<b>\$1,994.61</b>

### Safety Disclaimer

This proposal may contain items not developed or manufactured by or under the direction of TCM. We take seriously the safety ramifications of all our products and will pass along all risk warnings provided by the manufacturers of products not developed by TCM. Such risks may include, but are not limited to, suffocation, strangulation, choking, and exposure to sharp objects. Please follow all safety precautions which may include, but are not limited to, keeping hazardous items out of reach, avoiding using cords or strings in risky environments, supervising children when using small parts to prevent choking, and handling sharp objects with care. By proceeding, you accept the risks of any liability, and agree to indemnify, defend, and hold harmless TCM from any liability, including all related fees and costs, for any claim of injury or damage resulting from the alleged improper use or oversight of any products not developed or manufactured by TCM, and from potential risks or side effects that may result from the foreseeable use of any products not developed or manufactured by TCM.

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Please remit orders to: <a href="mailto:Orders@tcmpub.com">Orders@tcmpub.com</a> or Fax: 888-877-7606 1 Free Day in person PD- \$5500 value 8% shipping / saves 20% on shipping	<b>Total:</b> \$26,927.08

**Gibraltar Area School District**

**TO:** Board of Education

**TOPIC:** Coaches' Handbook

**FROM:** Brett Stousland

**BOE MEETING:** May 11, 2026

**AGENDA ITEM:** VIII.D.

**BACKGROUND:**

The following handbook indicates changes to the most recent handbook.

**RECOMMENDATION:** Approve changes as presented for the Coaches' Handbook

# Coaching/Advising Handbook and Code of Conduct



**Gibraltar Secondary School  
2026-2027**

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Note:	Packerland Conference Coaches Handbook and any other pertinent coaching or advising guidelines (As Separate Document)

## **NON-DISCRIMINATION STATEMENT / EQUAL EDUCATIONAL OPPORTUNITIES**

It is the policy of the Gibraltar Area School District that no person may be denied admission to school in this district or be denied participation in, be denied the benefits of pupil service, recreational, or any other program or activity because of the person's sex, race, national origin, ancestry, creed, pregnancy, religion, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap as required by Wis. Statute 118.13. U.S.C. § 1681 as defined by Title IX (2024), Title VI of the Civil Rights Act of 1964 (race, color and national origin), Section 504 of the Rehabilitation Act of 1973 (handicap), and the Americans with Disabilities Act of 1990 (disability). The school district shall provide appropriate educational services or programs for students who have been identified as having a handicap or disability, regardless of the nature or severity of the handicap or disability. The school district shall provide for the reasonable accommodation of a student's sincerely held religious beliefs with regard to examinations and other academic requirements. The school district encourages informal resolution of complaints under this policy. A formal complaint procedure is available to address allegations of policy violations in the school district. Any questions concerning this policy should be directed to Dr. Brett Stousland, District Administrator, Gibraltar School 3924 Hwy. 42, Fish Creek, WI 54212, 868-3284 extension 215. Any individual who is interested in learning more about a particular board policy or has other comments or questions can contact Lauren Ward, Elementary Principal and 4K Director, at 868-3284, extension 283. *School Board Policy 2260.*

## **STUDENT ANTI-HARASSMENT**

It is the policy of the Board to maintain an educational environment that is free from all forms of harassment. This commitment applies to all District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of harassment. This policy applies to conduct occurring in any manner or setting over which the Board can exercise control, including on school property, or at another location if such conduct occurs during an activity sponsored by the Board.

The Board will not tolerate any form of harassment and will take all necessary and appropriate actions to eliminate it, including suspension or expulsion of students and disciplinary action against any other individual in the School District community. Additionally, appropriate action will be taken to stop and otherwise deal with any third party who engages in harassment against our students.

The Board will vigorously enforce its prohibition against harassment based on the traits of sex (including gender status, change of sex, or gender identity), race, color, national origin, religion, creed, ancestry, marital or parental status, sexual orientation or physical, mental, emotional or learning disability, or any other characteristic protected by Federal or State civil rights laws (hereinafter referred to as "Protected Classes"), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. Additionally, the Board prohibits harassing behavior directed at students for any reason, even if not based on one of the Protected Classes, through its policies on bullying (See Policy 5517.01 – Bullying).

The District will offer counseling services to any person found to have been subjected to harassment and, where appropriate, the person(s) who committed the harassment.

Harassment may occur student-to-student, student-to-staff, staff-to-student, male-to-female, female-to-male, male-to-male, or female-to-female. The Board will investigate all allegations of harassment and in those cases where harassment is substantiated, the Board will take immediate steps designed to end the harassment, prevent its recurrence, and remedy its effects. Individuals who are found to have engaged in harassment will be subject to appropriate disciplinary action.

Further details of the board adopted Anti-Harassment Policy (5517) including definitions of types of harassment, harassment examples, reporting and investigation procedures and descriptions of due process and resolution procedures with regard to instances of harassment are provided in the online version of the Gibraltar Area Schools School Board Policy Manual which is available at <https://go.boarddocs.com/wi/gib/Board.nsf/Public?open&id=policies#>

## COMMUNICATION GUIDELINES

Communication is critically important for the success of our entire school community. The Gibraltar Activities Department has shared communication guidelines to define the parameters of appropriate and supportive communication for our activities and athletic programs. It is distributed at the annual sports meetings, is provided to all coaches and advisers via this handbook and is attached as an electronic link to this document – [GSS Activities Department Communication Guidelines \(Appendix A\)](#).

In addition, all school rules are subject to regular review. Students are encouraged to discuss policy concerns with their coach or adviser. Parents who have a suggestion for a change or a new procedure are encouraged to talk to a coach, adviser, teacher, or administrator. All suggestions will be given due consideration and presented to the Superintendent and the Board of Education where appropriate.

Individuals who are not satisfied with a decision or discussion regarding school procedures should contact the building principal. A complaint or challenge that remains unresolved after discussing the matter with the building principal must be submitted in writing and will be reviewed by the superintendent. The superintendent will confirm or reject the principal's decision. If the concerned party is not satisfied with the superintendent's decision, an appeal can be made through the school board.

## Gibraltar Athletics/Activities Department Communication Guidelines

As Parents/Guardians You Should expect these types of Communication from Coaches/Advisers

1. **Philosophy of the Coach/Adviser** – how/why a coach coaches – not why a coach runs a certain scheme or takes a certain approach
2. **Expectations of the Athletes *Students and the Team*** – reasonable goals for the athletes/ participants and the team or group. (Ex. sportsmanship and effort of the team and athletes) – not performance based expectations (Ex. not how many minutes each athlete will play, who has what role or how many games will be won)
3. **Location of all Schedule of Practices/Games/Competitions/Performances** – schedules for both, communicating changes in practice times/locations. We ask that our Coaches/advisers will utilize the Heja app for all communications.
4. **Copy of the Team/Group Rules** – coaches/advisers will provide any sport/activity specific rules that are to be followed by the student.

As Parents/Guardians You Should Communicate the Following Information to

Coaches/Advisers **Coaches/Advisers should expect the following communication from Parents**

1. **Concerns related to your student's mental, physical, or emotional well-being** – coaches/advisers will want to know **Please communicate** if something is going on in their personal life that might affect attention or performance
2. **Specific questions about a Coach's/Adviser's expectations of Parents/Guardians** – Parents/Guardians can discuss with coaches/advisers what role they can provide in supporting the team, club or group
3. **Notification of any Injuries or Illnesses** – if parents/guardians notice something at home that a coach/adviser would not notice regarding injuries or illnesses, the parent/guardian should communicate that to the coach/adviser – such as, battling a stomach bug all weekend
4. **Prior Notification of any student absences from practice or events** – these are pre-arranged absences that the athlete/participant has known about along with illnesses

that might prevent them from activities

As a Parent of a Gibraltar Athlete/Participant, these are Appropriate Concerns to Discuss with Coaches/Advisers

1. **Mental or Physical Treatment of your Student** – the first and foremost concern of both parents/guardians and coaches/advisers should be the well-being of the student-athlete or participant
2. **Ways in which Parents/Guardians can help their Student** – discussion of the student's role on the team or group needs to be between them and the coach/ adviser, parents/guardians can discuss with the coach/adviser how they can help their student improve
3. **Concerns about the Student's Behavior** – if parents/guardians are seeing abrupt or gradual changes in mood or behavior, they may want to discuss with coaches/ advisers to see if they are seeing the same signs
4. **Concerns about the Student's Academic Performance** – if parents/guardians notice a student struggling to maintain an appropriate academic performance, they should bring this to the coach's or adviser's attention

As a Parent/Guardian of a Gibraltar Student, these are Inappropriate Topics for Parents/Guardians to Discuss with Coaches/Advisers

1. **Playing Time/Role in the Group, etc.** – discussion only between the student and coaches/adviser – coaches/advisers will decide playing time or appropriate role in the activity
2. **Team/Group Strategy** – coaches/advisers will determine the scheme that they feel they need to run to be successful – changes/questions with schemes will not be discussed with parents/guardians
3. **Play Calling** – coaches/advisers will make the play call or choose the approach that they deem best for the situation – execution of the play / implementation of the approach by the students is just as important as the call itself
4. **Team/Group Selection** – coaches/advisers will determine which students are on a particular team or group. what the most appropriate role for them might be
5. **Another Athlete/Participant Student** – coaches/advisers will not discuss any other athlete **student involved** on the team **or past teams group**.

Expectations/Guidelines for Communications

1. **Engagement Process** – parents/guardians will not contact coaches/advisers 24 hours before and 24 hours after a game, contest, or performance – extenuating circumstances may require this to be adjusted
2. **Conduct** – All conversations will be in a civil and professional manner. If a parent/guardian uses profanity, acts in a rude or disrespectful manner, or threatens a coach/adviser, the coach/adviser is instructed to end the conversation immediately. The meeting may be rescheduled for a later date.
3. **Discussion of Inappropriate Topics** – If any of the five inappropriate topics come up during the conversation, the coach/adviser is instructed to end the conversation immediately. The meeting can be rescheduled for a later date.
4. **Chain of Communication**
  - a. Step 1 – All communications regarding any conflict must begin between the coach/adviser and the student. This is one of the great aspects of education-based athletics and activities is allowing students a platform to advocate for themselves. This allows them to respectively address concerns. If the student athlete would like another adult present, the Athletic Director or a School Administrator would be happy to be included.

b. Step 2 – If after the student has talked to the coach/adviser **there has not been a resolution**, the parent/guardian can then contact the coach/adviser to set up a meeting to discuss the situation. ~~This meeting will be with the coach/adviser, athlete and parent.~~ **The student must be present at this meeting.**

c. Step 3 – If a resolution has not been reached, ~~the After the coach or adviser holds the parent/guardian and student meeting,~~ the parent/guardian can request a meeting with the **Athletic Director or Activities Director, and Coach/Adviser, and student.**

~~5. Information will be shared – All discussions with the Athletic Director will be forwarded to the student and to the coach/adviser.~~

~~It is important to note that the Gibraltar Secondary School Activities Department does not guarantee a resolution to all extra-curricular concerns. Further, not all concerns will be granted a Step 3 meeting. This will be at the discretion of the athletic/activities director.~~

### **PRE-SEASON ALL SPORTS MEETINGS**

~~All sports will have a pre-season meeting well in advance of the start of their season. It is crucial that members of the athletic staff share a common understanding of our vision, mission, goals and expectations for our participants and families. The athletic staff will continue to publicize and hold an all-sports meeting(s) to help support our goals of athletic participation and excellence. Because of our size, we need to share athletes and it is crucial that we support each other. with consistency and standardized procedures. Communicating the importance of this annual meeting helps everyone ensure maximum participation.~~

### **COACHES MEETINGS PROFESSIONAL DEVELOPMENT**

~~If we aren't growing we are stagnating. The Athletic Department is committed to providing timely and engaging professional development for our coaching and advising staff. Meetings are planned around schedules and in advance. All head coaches (paid and volunteer) are expected to attend all professional development opportunities. scheduled coach meetings. Paid staff will also be invited when appropriate and expected to attend. Volunteer staff are welcome to engage with professional development when appropriate opportunities arise.~~

### **GIBRALTAR SCHOOL DISTRICT EVENTS**

A school district event is authorized, supported and sponsored by the Gibraltar Area School District and complies with the educational mission and goals of the school district. A school district event requires: the approval of the school board, supervision by school officials, and compliance with the rules of the School Board. All school district events are alcohol, drug and tobacco-free sites. Approved school district events are posted on the school district calendar. Internal reservation form **can be found on the school website or at the end of this handbook as appendices.** ~~linked here: [Internal Application for Use of District Facilities](#)~~

### **STUDENT-ATHLETE HEALTH AND BEHAVIOR COMPLIANCE REQUIREMENTS**

#### **Required Documentation**

A student may not practice or participate in activities\* and/or interscholastic athletics until the school has written evidence on file in its office attesting to:

1. Parental/Guardian permission ~~each school year~~ including an acknowledgement of receiving the ~~school~~ Co-Curricular Code by both the student and parent/guardian
2. Acknowledgement of receiving the WIAA Rules of Eligibility
3. Acknowledgement of most current WIAA required health protocols (Ex. concussion information)
4. Athletic Emergency Form
5. Consent to treat from athletic training staff
5. Current physical fitness to participate in sports via the physical or alternate year form
6. ~~Payment of required fees for participation in Sport/Activity (can be paid in Secondary Office)~~

The school will provide each coach with a list of students who have been cleared to participate. ~~in practice – For their own protection and that of the school~~ Coaches cannot allow anyone to participate physically until they are cleared.

## ~~PHYSICAL EXAMINATION FOR ATHLETICS~~

### ~~Physical Examination for Athletics~~

A preparticipation physical fitness form attesting to current physical fitness to participate in sports as determined by a licensed physician, Physician's Assistant (PA) or Advanced Practice Nurse Prescriber (APNP) no less than every other school year with April 1 the earliest date of examination (chiropractors are not accepted). School policy determines when an athlete may return to competition following an injury, except where rule book or WIAA tournament policies apply.

A physical examination taken April 1 and thereafter is valid for the following two school years; physical examination taken before April 1 is valid only for the remainder of that school year and following school year. In the year when an examination is not required, an Alternate Year Athletic Permit Card must be signed by a parent or guardian and be on file.

~~Note: It is recommended that a student also have dental fitness attested by a licensed dentist.~~

## ~~GO-CURRICULAR CODE OF CONDUCT~~

### ~~Co-Curricular Code of Conduct~~

The Gibraltar School Board adopts the Co-Curricular Code of Conduct.

All coaches and advisors are required to:

1. Review the code on an annual basis. ~~—recommended during the pre-season meeting.~~
  - a. ~~Be sure to share your information with Principal and Athletic Staff~~
  - b. ~~Please invite Principal or Assistant AD who will attend if possible~~
2. Review the Co-curricular code with all sport participants.
3. ~~Be sure to share your vision of your program and discuss roles and responsibilities of all members of the coaching staff within your program.~~
4. ~~Each team member/participant MUST sign the Co-Curricular Code Parent/Guardian Student Agreement prior to participation in the activity/sport.~~
5. ~~Report any concerns related to the Co-curricular Code or to student conduct to the Athletic Director or Designated Administrator.~~

## ~~HIGH SCHOOL ATHLETIC AWARDS POLICY~~

### ~~High School Athletic Awards Policy~~

#### ~~Awards Policy~~

~~Each head coach will define how a varsity and junior varsity letter will be earned within their team handbook. The definition may include criteria such as behavior, sportsmanship, academic effort, attitude, attendance and competitive time. The head coach will keep accurate records that will reflect a system of integrity. Awards will be given to student athletes at Gibraltar High School according to the following guidelines. It is the intent of this policy to award the student athlete for a job well done. It is important to note that awards are and should remain an important accomplishment for any student athlete, and that the awards should be worn with pride for oneself and one's school. No award of any kind shall be given to a student athlete who does not complete the regular sports season.~~

#### ~~School Letters~~

The Gibraltar varsity letter award consists of a blue chenille block letter "G" with a gold background; the letter is 7" high. This award is presented the first time a student-athlete meets the criteria set by the varsity head coach to qualify for the letter. The Gibraltar junior varsity/freshman letter award consists of a blue chenille block letter "G" with a gold background; the letter is 4" high. This award is presented the first time a student-athlete completes a full high school athletic season. A student will receive the JV/varsity chenille block letter only one time.

### Gold Bar Pin

This award is given to a person who already has received the chenille block varsity letter, and who earns enough points in a sport to receive another one.

### Sport Pin

This award is given to a person who earns a school letter in a given sport for the first time. Only one sport pin per sport will be given to a student-athlete in their high school career.

### Certificates

There are three levels of certificates: a Varsity Certificate, a Junior Varsity Certificate, and a Freshman Certificate. The Freshman and Junior Varsity Certificates are given out to all persons who successfully complete the season. The Varsity Certificate is given out in conjunction with the varsity letter or gold bar.

### Special Awards

Special awards such as Most Valuable Player, Hardest Worker, etc. ~~will be determined by each individual sport/coach. may be given out by the head coach of each sport. These awards consist of a plaque bearing the name of the sport, the year the award was earned, and the name of the award. The maximum number of special awards given out for one sport is six.~~

### Outstanding Senior Athlete Awards

Each spring one senior boy and girl athlete will be named as the school's outstanding senior athletes for the year. This award is based upon the candidate's sportsmanship, athletic ability, academic ability and performance, attitude, years of participation, and the number of sports the candidate participated in. Outstanding senior athletes will be selected by a secret ballot with only head coaches voting. ~~The winners will each receive a trophy and, in addition, will have their name displayed upon the banner in the high school gym.~~

## ~~GIBRALTAR ATHLETIC PROGRAM GOALS AND PHILOSOPHIES~~

### ~~Gibraltar Athletic Program Goals And Philosophies~~

#### ~~Foreword~~

~~The athletic program in the educational setting should be kept in perspective and proportion as an integral part of the total school experience. Our coaches and advisers are also educators and our programs will promote cooperation, sportsmanship, self-discipline, and personal improvement.~~

#### ~~Philosophy~~

~~At Gibraltar, we encourage all students to participate in athletics and activities regardless of ability. We embrace the concept that those who demonstrate a desire to participate in athletics and activities be given an equal opportunity to do so. Our programs will inspire empathy, integrity, and moral courage in our students.~~

#### ~~Early-Secondary Middle School Program Philosophy~~

~~The mission of Middle School athletics is to provide opportunities for an enjoyable, educational experience for young adolescents based on their developmental characteristics and needs. Programs are rooted in the fundamentals of the sport, activity, or discipline that is being pursued. The programs will be fun, vigorous, and safe, manifesting in a positive experience for all. Effective early-secondary school athletic and activity programs are coordinated with other school and community activities to offer opportunities for young adolescents to explore varied interests.~~

#### ~~Early-Secondary Middle School Program Goals~~

~~1. Programs should promote areas that include cooperation, sportsmanship, and personal improvement rooted in developing fundamental skills. The programs should be fun, yet competitive; winning is not a primary coaching or program goal. Athletic programs will have clear, written expectations that reflect the needs of the young adolescents. Expectations will be concise and include guidelines for students, parents, coaches, and spectators.~~

2. ~~Program opportunities will be available to all young adolescents and provide a positive experience.~~ All athletes/participants will have the opportunity to participate, play, and experience skill development. The formation of teams should be determined by the number of students interested in the program.
3. ~~Each sport will have a predetermined season.~~
4. ~~Athletic programs will have clear, written expectations that reflect the needs of the young adolescents. Expectations will be concise and include guidelines for students, parents, coaches, and spectators.~~
5. Assistant Coaches will work with and **are expected to** receive direction from the varsity coaches to ensure compatibility of programs and philosophies.
6. Middle School coaches will follow the rules and regulations as outlined in the Peninsula Conference Constitution and By-Laws handbook.

### **Freshman/Junior Varsity (J.V.) Program Philosophy**

The mission of junior varsity athletics is to provide ~~a continued high~~ an increased level of competitive experiences and skill development. Junior Varsity programs will be carefully coordinated with varsity programs to develop athletes with the skills and leadership qualities to compete at the varsity level. The junior varsity program should be open to all athletes with varied abilities and skills.

### **Freshman/Junior Varsity (J.V.) Program Goals**

1. ~~To prepare athletes for competition at the varsity level by developing fundamental skills~~
2. ~~To allow all student athletes an outlet to develop physically, psychologically, and socially~~
3. ~~To develop a spirit of competition and an appreciation of winning in a spirit of sportsmanship~~

### **Varsity Program Philosophy**

At the varsity level, students will receive playing time as a direct result of their ability, commitment, and attitude. ~~The philosophy of Gibraltar varsity sports is to stress team unity and competitiveness in interscholastic sports.~~

### **Varsity Program Goals**

1. ~~To refine key fundamental and higher level skills~~
2. ~~To receive the maximum output from available talent~~
3. ~~To instill the value of teamwork~~
4. ~~To develop a positive attitude toward competing and winning in a spirit of sportsmanship~~

## **~~COORDINATION WITH NON-SCHOOL ACTIVITIES~~**

### **Coordination With Non-School Activities**

During the regular school year, the District Board shall not schedule ~~secondary~~ high school school activities on Wednesday evenings after 6:00pm. unless the situation is unavoidable. All exceptions must be pre-approved by the Superintendent. ~~and notice of the exceptions given to parents of students involved in such activities prior to the date of the exception. (School Board Policy 2430)~~

## **FUNDRAISING**

### **Fundraising**

~~Student clubs and classes~~ Athletics teams may conduct fundraising activities. ~~for use by club and class activities.~~ All class fund raising activities must be approved by the principal. All club fundraising activities must be approved by the Principal. **All proceeds will be deposited in the club or class account of the activity fund AND must have administrative acknowledgement before it is brought to the business office.** All expenses involved in fund raising activity will be paid by check from club or class account upon approval of the principal or Athletic/Activities Director and advisor. Fundraising within the school by non-school groups requires the permission of the superintendent.

### **Coaches and Advisors must comply with School Board Policy 5830 Student Fundraising:**

The Board will permit student fund-raising by students in school, on school property, or at any school-sponsored event only when the profit therefrom is to be used for school purposes or for an activity

connected with the schools. The Board requires that fund-raisers by student clubs and organizations that involve the sale, to students, of food and/or beverage items that will be consumed on campus, the food and/or beverage items to be sold comply with the current USDA Dietary Guidelines for Americans and the Smart Snack Rules as well as our status as an Allergy Aware School District.

Fundraising by approved school organizations, those whose funds are managed by the District, may be permitted in school by the Principal. Fundraising off school grounds may be permitted by the District Administrator. Funds raised should be spent on the student programs during the time that the students who raised the funds are in school unless it is being raised toward a unique approved long-term project.

In accordance with Policy 2430, use of the name, logo, or any assets of the District, including but not limited to facilities, technology, or communication networks, is prohibited without approval of the School Board.

Fundraising by students on behalf of school-related organizations whose funds are not managed by the District may be permitted on school grounds by the District Administrator. If the fundraising activity will involve students under age nine (9) or the group holding the fundraiser includes any students under age nine (9), the group shall secure permission from such students' parents to participate in the fundraising activity and shall assure that any such students are always accompanied by a parent or a person at least sixteen (16) years of age.

Advisors for approved school organizations shall not accept any form of compensation from vendors that might influence their selection of a vendor that will provide a fundraising activity or a product that will be sold as a fundraiser. Furthermore, advisors for approved school organizations shall not accept any compensation from a vendor after a decision has been made regarding a fundraising activity or a product that will be sold as a fundraiser. In addition, advisors for approved school organizations who make the selection of a vendor that will provide a fundraising activity or a product that will be sold as a fundraiser shall not enter into a contractual arrangement whereby an advisor receives compensation in any form from the vendor that provides a fundraising activity or a product that will be sold as a fundraiser.

The procedures listed below are to be followed for all school-sponsored fundraising activities including those sponsored by teachers, student groups, and clubs as well as booster groups who have their own tax identification number.

- A. Prior to each fundraising activity the sponsor must complete a Request for Fundraising Activity Form. The completed form must be submitted to the building secretary. The sponsor of the fundraising event must be clearly identified in the advertising and promotion of the activity.
- B. The use of separate non-District bank accounts is strictly prohibited except for booster groups with their own tax identification number.
- C. No person will be paid cash for funds collected to facilitate fundraising activities.
- D. Records of fundraising activities (including receipts, invoices, etc.) must be kept at the school for a period of three (3) years.

All other fundraising shall be done in accordance with Board Policy 9700.

Gibraltar Area Schools do not permit crowdfunding.

This policy will be included with each Request for Fundraising Activity Form.

Revised 10/12/20      LegalWis. Stat. 103.23

## **STUDENT TRAVEL**

When traveling with a team, group or activity – students should be reminded that they are representing their group, school and community and should conduct themselves in a manner that reflects a deep sense of respect for their community and those institutions.

### **Alternate Transportation Waiver**

Parents or guardians are allowed to arrange transportation after an away game for their child, by signing an Alternate Transportation Waiver prior to the start of the season. The parent or guardian must then physically sign out with the coach on the sign out sheet.

### **Food on Trips**

Coaches and advisers are reminded that the Gibraltar Area School District is an allergy aware school district and care should be taken to follow the latest School Board policies with regard to travel preparedness while utilizing school transportation. As the adults in charge of transportation – coaches and advisers must be certain to communicate with drivers about any plans for meals and possible stops for food at their earliest possible convenience – ideally before the trip departs. ~~The athletic department will continue to plan for early dismissals when needed and when time allows to enable athletes to eat lunch before their departure for an event.~~

### **Coach Bus Guidelines**

1. If the length of time that the students are on the bus for extracurricular activities or events that exceed 3 ½ hours round trip then the district may grant the use of a coach bus, unless it is an overnight trip .
2. The District will grant the rental of a coach bus for all extracurricular activities and events that earn a trip to sectional and state competitions.
3. The District reserves the right to approve or deny any request to rent a coach bus.
4. The District will cover the cost of renting a coach bus. ~~and will make the final decision on all rentals.~~

### **~~OVERNIGHT TRIPS~~**

#### **Overnight Trips**

Student trips requiring overnight lodging shall be because of educational value or because students are involved in curricular or co-curricular activities ~~athletic, or extracurricular activity~~ in a location where commuting is not practical. All such trips shall have prior approval by the district administration and will follow all rules and regulations approved by the school board. The school district shall make every effort to schedule field trips that do not require overnight lodging. When the uniqueness of the event requires in-state overnight lodging:

- The school shall pay for transportation, lodging, curricular admission or co-curricular registration fees for such trips. Curricular trips and those involving sectional or state competition travel may be eligible for payment for a group meal if approval is received in advance, per diem guidelines are followed and sufficient documentation – receipts, etc. are provided. ~~A group meal is a pre-arranged meal (with approval of the administration) at a designated eating establishment for which the school may pay reasonable costs.~~
- Students shall be responsible for incidental meals and non-curricular admission charges.
- Out-of-state or out-of-country trips also require ~~exceptional~~ board approval. ~~Students shall pay all costs related to out-of-state and out-of-country trips.~~

### **~~REQUISITION AND PURCHASE ORDERS~~**

#### **Requisition and Purchase Orders**

The district administrator shall have final discretion on all requisitions and purchase orders. All requests for materials, supplies, equipment, etc., shall be submitted to the ~~Assistant Athletic Director and~~ or Principal on the proper requisition forms supplied by the business office **by the end of April for your upcoming season.** ~~The Athletic Director and Principal will work together to authorize or reject the requisition.~~ Requisitions shall be complete including vendor, catalog number, quantity, description, price, and account number as described by the business office. All orders must be approved by this process even in the case of the need to pre-order needed supplies. ~~Orders are placed upon the receipt of the requisition.~~ Failure to follow this approval process will require reimbursement to be made either via the groups activity account or through personal reimbursement by the coach or adviser.

## **Budgetary Accounts**

### **Athletic Budgets vs. Activity Funds**

Anything required to play and participate in the sport will be budgeted and paid for from the Athletics budget. This includes, but is not limited to: football helmets, uniforms/warmups, basketballs, volleyballs, volleyball standards, softballs, etc. Anything additional, such as team clothing, team shoes, fan appreciation items, awards, etc. would be paid from your individual activity account.

~~This does not include activity funds that are raised in support of your program like Runner's Support, Baseball Boosters, etc. Unlike booster funds, these budgets are completed through the school budgeting process and must be authorized by an administrator.~~

~~**Budgeting:** In the early months of each year, you will receive a budget packet from the business office or the Athletic Director.~~

- ~~• Complete a requisition budget requests for your specific activity or sport as directed by the business office.~~
- ~~• Make a copy of your requests and submit the original to the administration for review, modification, and possible approval.~~
- ~~• The administration approves, modifies and approves, or denies requests and then forwards your documentation to the business office.~~
- ~~• The business office prepares a preliminary district budget for the school board's consideration and approval.~~
- ~~• Following the approval of the preliminary budget, the business office orders your approved requests. Note: this usually begins after the turn of the school fiscal year on July 1st.~~

~~**Purchasing:** All purchases using district budgeted funds must come through the business office. No one is authorized to directly approve a purchase without the Principal/Athletic Director and business office approving the expenditure. Failure to follow proper procedures may require reimbursement to be made from the program activity account or if necessary by the individual coach or adviser.~~

- ~~• Once the preliminary budget is approved, the administration will authorize ordering of approved purchases. Ordering will be done by the business office beginning in July for delivery prior to the start of your season. An effort will be made to eliminate last minute ordering needs. Please be sure the business office has your contact information in case questions arise.~~
- ~~• For items that have been submitted as "To Be Determined" values, a completed and authorized requisition will need to be submitted to the business office before placing a final order.~~
- ~~• On rare occasions you may need to order an item via phone or online with a credit card. If the business office has an approved requisition, you may obtain a purchase order number or pick up a credit card to place the order. Please note the requisition information provided when you place the order. The business office personnel will contact you after receiving the approved requisition.~~

~~**Reminders:** Individual team activity funds are handled separately from and differently than budgeted funds.~~

~~**Packing Slips/Invoices:** Please date and initial any packing slips or invoices included when you receive your shipments. After doing so, submit them to the business office mailbox in the secondary school office. This will inform us that you have received the ordered item and that the vendor can be paid.~~

## **Orders**

Orders are placed upon the receipt of a successfully approved requisition. All orders will be received at the main office and checked out by the business office before distribution.

~~Should you receive a package directly, please check the packing slip against the contents. If all materials have arrived, date and initial the packing slip, and forward the slip to the business office. If material is damaged or missing, take the slip, package and materials to the business office. Inform Sally McEvoy or Sue Tishler in the business office of the problem as soon as possible.~~

## Activity Account Procedures

In order to meet state reporting requirements and to provide you with accurate account statements, any Activity Account that uses the Gibraltar Schools name and/or Federal Tax ID number must be administered by the district business office. Any activities fund, booster organization or other support group wishing to handle their own funds will need to obtain their own Tax ID number and nonprofit 501(c) status. You should be receiving monthly statements from the business office with regard to your account activity and current balance.

Deposits: Please contact the business office if you have a need for a secure cash box and start-up cash. Any fundraising deposits should be turned in or secured daily. Completed documents for tallying fundraising, which can be picked up in the business office should be used when turning money in. Deposits are usually processed in batches for all activities accounts once a week, not daily.

The business office does not keep any record of individual checks received. If you need this information; make copies for your records prior to submitting the checks.

Check Requests: Please use the blue check request forms to request payments from the activity account. Completely fill out the check request form and attach receipts or invoices. If an immediate payment is needed please note this on the form as all activity account checks are cut in batches once a week, not daily. This form needs to be signed by you (organizational director, coach, president, etc.).

School Credit Cards: If you want to place an order using a school credit card, bring your completed requisition to the business office. A card may be issued to you for the purchase.

## ATHLETIC INSURANCE

~~The Board of Education recognizes the need for insurance coverage for injuries to students caused by accidents occurring in the course of attendance at school and participation in the athletic and co-curricular programs of the schools. Therefore, at the beginning of each school year, the Board shall offer parents the opportunity to participate in group accident insurance at the expense of the parents.~~

~~A signed statement of insurance coverage on the part of the student's parent or guardian shall be a prerequisite for student registration in any school activity having a potential for personal injury. The Board shall provide athletic insurance to all students participating in interscholastic athletics. The District carries secondary insurance covering students injured at play or in physical education class.~~

~~The District Administrator shall recommend suitable and qualified insurance carriers and notify all parents of their availability.~~

## CO-CURRICULAR STUDENT FEES, FINES AND CHARGES

~~The district shall charge the following fees that apply to athletics and activities:~~

- ~~● Athletic participation fee of \$50 per student per school sponsored sport in grade 7—12 with a limit of \$150 per family per school year. Students who qualify for the federally funded free or reduced lunch feed service program will be exempt from this fee.~~
- ~~● Non-Athletic Co-Extracurricular Activity Participation fee of \$10 per student per participation in these specific activities only: middle school play, high school play, high school musical, middle school forensics, high school forensics, high school math team.~~
- ~~● The Assistant Athletic Director and or Principal will provide coaches or advisers with a list of students with outstanding fees to aid in communication with parents/guardians.~~
- Coaches should inform the Athletic Director if a uniform was not returned, the cost of that uniform and an invoice can be sent.
- Fees can be paid through the Secondary Office during any normal business hours.

**APPENDIX A: (remove as an appendix as it's previously posted in the document)**

**Gibraltar Activities Department  
Communication Guidelines**



As Parents/Guardians You Should expect these types of Communication from Coaches/Advisers

1. **Philosophy of the Coach/Adviser**—how/why a coach coaches—not why a coach runs a certain scheme or takes a certain approach
2. **Expectations of the Athletes and the Team**—reasonable goals for the athletes/ participants—and the team or group (Ex. sportsmanship and effort of the team and athletes)—not performance based expectations (Ex. not how many minutes each athlete will play, who has what role or how many games will be won)
3. **Location of all Practices and Games/Competitions/Performances**—schedules for both, communicating changes in practice times/locations. We ask that our coaches/ advisers utilize the Heja app for timely communications
4. **Copy of the Team/Group Rules**—coaches/advisers will provide any sport/activity specific rules that are to be followed by the student.

As Parents/Guardians You Should Communicate the Following Information to Coaches/Advisers

1. **Concerns related to your student's mental, physical, or emotional well-being**—coaches/advisers will want to know if something is going on in their personal life that might affect attention or performance
2. **Specific questions about a Coach's/Adviser's expectations of Parents/Guardians**—Parents/Guardians can discuss with coaches/advisers what role they can provide in supporting the team, club or group
3. **Notification of any Injuries or Illnesses**—if parents/guardians notice something at home that a coach/adviser would not notice regarding injuries or illnesses, the parent/guardian should communicate that to the coach/adviser—such as, battling a stomach bug all weekend
4. **Prior Notification of any student absences from practice or events**—these are pre-arranged absences that the athlete/participant has known about along with illnesses that might prevent them from activities

As a Parent of a Gibraltar Athlete/Participant, these are APPROPRIATE Concerns to Discuss with Coaches/Advisers

1. **Mental or Physical Treatment of your Student**—the first and foremost concern of both parents/guardians and coaches/advisers should be the well-being of the student-athlete or participant
2. **Ways in which Parents/Guardians can help their Student**—discussion of the student's role on the team or group needs to be between them and the coach/ adviser, parents/guardians can discuss with the coach/adviser how they can help their student improve
3. **Concerns about the Student's Behavior**—if parents/guardians are seeing abrupt or gradual changes in mood or behavior, they may want to discuss with coaches/ advisers to see if they are seeing the same signs
4. **Concerns about the Student's Academic Performance**—if parents/guardians notice a student struggling to maintain an appropriate academic performance, they should bring this to the coach's or adviser's attention

As a Parent/Guardian of a Gibraltar Student, these are INAPPROPRIATE Topics for Parents/ Guardians to Discuss with Coaches/Advisers

1. **Playing Time/ Role in the Group, etc.**—discussion only between the student and coaches/adviser—coaches/advisers will decide playing time or appropriate role in the activity
2. **Team/Group Strategy**—coaches/advisers will determine the scheme that they feel they need to run to be successful—changes/questions with schemes will not be discussed with parents/guardians
3. **Play Calling**—coaches/advisers will make the play call or choose the approach that they deem best for

the situation—execution of the play / implementation of the approach by the students is just as important as the call itself

4. **Team/Group Selection**—coaches/advisers will determine which students are on a particular team or what the most appropriate role for them might be
5. **Another Athlete/Participant**—coaches/advisers will not discuss any other athlete on the team or past teams

#### Expectations/Guidelines for Communications

1. **Engagement Process**—parents/guardians will not contact coaches/advisers 24 hours before and 24 hours after a game, contest, or performance—extenuating circumstances may require this to be adjusted
2. **Conduct**—All conversations will be in a civil and professional manner. If a parent/guardian uses profanity, acts in a rude or disrespectful manner, or threatens a coach/adviser, the coach/adviser is instructed to end the conversation immediately. The meeting may be rescheduled for a later date.
3. **Discussion of Inappropriate Topics**—If any of the five inappropriate topics come up during the conversation, the coach/adviser is instructed to end the conversation immediately. The meeting can be rescheduled for a later date.
4. **Chain of Communication**
  - a. Step 1—All communications regarding any conflict must begin between the coach/adviser and the student. This is one of the great aspects of education-based athletics and activities is allowing students a platform to advocate for themselves. This allows them to respectively address concerns.
  - b. Step 2—After the student has talked to the coach/adviser, the parent/guardian can then contact the coach/adviser to set up a meeting to discuss the situation. This meeting will be with the coach or adviser, athlete and parent.
  - c. Step 3—After the coach or adviser holds the parent/guardian and student meeting, the parent/guardian can request a meeting with the Activities Director and Coach/Adviser.
5. **Information will be shared**—All discussions with the Athletic Director will be forwarded to the student and to the coach/adviser.

**It is important to note that the Gibraltar Secondary School Activities Department does not guarantee a resolution to all extra-curricular concerns. Further, not all concerns will be granted a Step 3 meeting. This will be at the discretion of the athletic/activities director.**



**Gibraltar Area School District  
Coaching/Advising Handbook and Code of Conduct  
Acknowledgment Form**

I \_\_\_\_\_ have read, understood, and agree to abide by the expectations outlined in the Gibraltar Coaching/Advising Handbook ~~and Code of Conduct and the Packerland Conference Coaches Handbook or any other defined and applicable sport or activity guidelines.~~

\_\_\_\_\_  
Coach/Advisor Signature

\_\_\_\_\_

Date

## **Gibraltar Area School District**

**TO:** Board of Education

**TOPIC:** 26-27 Property, Casualty and  
Workman's Comp Insurance

**FROM:** Mark Lindem

**BOE MEETING:** May 11, 2026

### **AGENDA ITEM: VIII.E.**

#### **BACKGROUND:**

At this time of year districts entertain proposals from other property, casualty and worker's compensation vendors. Our current vendor is EMC, with M3 as our consultant. Proposals were received through R&R Insurance as well for next year. They included liability/auto coverage from CIC and worker's compensation from Amtrust. One proposal for property was from Liberty Mutual and another from MPIC. Some differences between the different proposals include the deductible for wind/hail (\$50,000 from EMC, \$100,000 from Liberty and \$0 from MPIC). The dividend for worker's comp is 28% with EMC and 30% with Amtrust. Cyber insurance is included with CIC while being a separate policy with EMC. The MPIC/CIC/Amtrust combination (with the \$10,000 property deductible) would generate a savings of \$17,000 in annual premium plus an increase in worker's comp dividend.

**RECOMMENDATION:** Approve the property, casualty and worker's compensation insurance package for 2026-27 from R&R Insurance with MPIC with a \$10,000 deductible, CIC for liability/auto and Amtrust for worker's compensation.

## **Gibraltar Area School District**

**TO:** Board of Education

**TOPIC:** Payment of Bills

**FROM:** Business Office

**BOE MEETING:** May 11, 2026

**AGENDA ITEM:** IX.

**BACKGROUND:**

The school district's financial bills are submitted for Board consideration at each regularly scheduled meeting. Each bill and its expense is listed.

**RECOMMENDATION:** Approve the payment of bills in the amount of \$372,636.04

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
4/14/2026	106046	Advance Auto Parts	Transportation / Maint / All Buses	31.60
4/14/2026	106051	Amazon Capital Services	District Admin / B Stousland / Books	29.89
4/14/2026	106051	Amazon Capital Services	Gr 5 / D Thomas / supplies	181.51
4/14/2026	106051	Amazon Capital Services	Secondary Principal / J DeBroux / Graduation Honor Cords for UWGB credit earners	53.42
4/14/2026	106051	Amazon Capital Services	Elem Art / K Donohue / supplies	236.00
4/14/2026	106051	Amazon Capital Services	Gr3 / T Grooters / classroom supplies	111.05
4/14/2026	106051	Amazon Capital Services	Elem spanish / G Thomas / classroom supplies	9.99
4/14/2026	106051	Amazon Capital Services	Elem spanish / G Thomas / classroom supplies	66.43
4/14/2026	106051	Amazon Capital Services	Gr 5 / D Thomas / Books and Science Supplies	281.63
4/14/2026	106051	Amazon Capital Services	District Admin / B Stousland / Book	8.61
4/14/2026	106051	Amazon Capital Services	Amy Ward / Gr 2 / Supplies	222.28
4/14/2026	106051	Amazon Capital Services	Kindergarten / E Heidler / general supplies	129.81
4/14/2026	106051	Amazon Capital Services	Gr 2 / A Ward / Supplies	11.99
4/14/2026	106052	Cellcom	Mobile Phone Service / 4.6.26-5.5.26	681.40
4/14/2026	106053	Cesa 1	Conference Registration / K Hubing / 2026 CCEIS and WIMLSS Conference /6.15.26-6.18.26	250.00
4/14/2026	106054	Cesa 9	Secondary Counselor / C Roberts / WI Virtual School Course Fees (4) / Feb-May 2026	1,160.00
4/14/2026	106055	Charter Communications	Telephone / 4.7.26-5.6.26	213.92
4/14/2026	106056	Curriculum Associates, Inc.	Pupil Services / EL Program Management / Ellevation Foundation / 10.1.26-9.30.27	7,000.00
4/14/2026	106057	Door County YMCA - Sturgeon Bay	Employee Benefit / April 2026	4,643.00
4/14/2026	106058	Door County Medical Center	School Nursing , PT Services / March 2026	4,962.59
4/14/2026	106059	Door County Maritime Museum	District Admin / Donation in Memory of M Weborg	100.00
4/14/2026	106060	Eland Electric Corporation	Bldg Addition Project / Solar Panel Array System Installation / Proposal 25409 / Balance Due	132,098.40
4/14/2026	106061	Heid Music	Instrument Repair / Snare Drum	22.50
4/14/2026	106062	Henschel Sawmill	Tech Ed / N Hatch / Supplies	400.00
4/14/2026	106063	Hyline Orchard Farm Market Inc	Food Svc / Cherries	40.00
4/14/2026	106063	Hyline Orchard Farm Market Inc	Food Svc / Cherries	80.00
4/14/2026	106064	Innovative Printing Llc	Testing Supplies / WI Forward Exam Cards	86.00
4/14/2026	106065	Lakes Gas Co.	Propane	636.92
4/14/2026	106066	McGowan, Michael	Secondary Counselor / C Roberts / Project 180 Presentations(4) / 2025-2026	3,200.00
4/14/2026	106067	Metro Sales Inc	Technology / Electronic FAX Svc	30.99
4/14/2026	106068	Midwest Athletic Fields LLC	Site Maint / Ball Field Mound Clay	843.00
4/14/2026	106070	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 12	456.47
4/14/2026	106070	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 2	958.65
4/14/2026	106070	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 15	1,343.19
4/14/2026	106070	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 6	1,234.33
4/14/2026	106070	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 1	1,232.55
4/14/2026	106070	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 6	273.90
4/14/2026	106070	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 12	1,985.78
4/14/2026	106072	Quantum Technologies	Technology / Security Camera Mount	301.60
4/14/2026	106072	Quantum Technologies	Construction Addition / Door Access Controllers	1,638.80
4/14/2026	106072	Quantum Technologies	Construction Addition / LED Security Flashers	5,799.92
4/14/2026	106073	Robinson Capital Management	District Admin / Bank Fee / March 2026	37.43

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
4/14/2026	106074	Rote Oil Ltd	Transportation / Fuel	1,061.59
4/14/2026	106075	School Specialty, LLC	Elem Spanish / G Thomas / Classroom Stools	378.20
4/14/2026	106076	Southern Door Community Auditorium	Field Trip / Gr 1 / 4.28.26	195.00
4/14/2026	106076	Southern Door Community Auditorium	Field Trip / Pete the Cat / 4.28.26	210.00
4/14/2026	106076	Southern Door Community Auditorium	Field Trip / Kindergarten / 4.28.26	190.00
4/14/2026	106077	Superior Chemical Corp	Maint / Supplies	729.05
4/14/2026	106077	Superior Chemical Corp	Maint / Supplies	640.80
4/14/2026	106078	UW Green Bay	Secondary Counselor / C Roberts / Student Tuition (5), Books / Spring 2026	7,320.70
4/14/2026	106080	Wis Public Service Corp	Electric / Scoreboard / March 2026	27.54
4/14/2026	106080	Wis Public Service Corp	Electric / Auditorium / March 2026	2,308.09
4/14/2026	106080	Wis Public Service Corp	Electric / FLSG Lights / March 2026	63.30
4/14/2026	106080	Wis Public Service Corp	Electric / Scoreboard / March 2026	27.13
4/14/2026	106080	Wis Public Service Corp	Electric / School / March 2026	8,273.59
4/28/2026	106083	Amazon Capital Services	Technology / A Moore / Supplies	188.14
4/28/2026	106083	Amazon Capital Services	Technology / A Moore / Supplies	77.98
4/28/2026	106083	Amazon Capital Services	Technology / A Moore / Supplies	415.72
4/28/2026	106083	Amazon Capital Services	Business Office / power strips	205.40
4/28/2026	106083	Amazon Capital Services	Gr 2 / A Ward / Supplies	18.39
4/28/2026	106083	Amazon Capital Services	Business Office / Supplies	7.38
4/28/2026	106083	Amazon Capital Services	Athletic trainer supplies	259.73
4/28/2026	106083	Amazon Capital Services	Business Office / Supplies	13.98
4/28/2026	106083	Amazon Capital Services	Business Office / M Lindem / supplies	44.07
4/28/2026	106083	Amazon Capital Services	Kindergarten / E Heidler / general supplies	119.98
4/28/2026	106084	AWSA	Workshop / E Tripp / Impactful Coaching Academy	735.00
4/28/2026	106085	Belson Co.	Maint / Supplies	1,594.28
4/28/2026	106086	Boardman & Clark LLP	District Admin / Legal Fees / March 2026	560.00
4/28/2026	106087	Camera Corner	Technology / A Moore / Service Call - Mitel	722.50
4/28/2026	106088	Cesa 7	Member Dues / M Scoville / EWITC	400.00
4/28/2026	106088	Cesa 7	District 2025-2026 Contract / Learning and Other Svcs / Payment 8 of 10	3,587.83
4/28/2026	106089	Championship, LLC	SpEd / School Psychologist Svcs / Pymt 4 of 6	
			Athletic Director / Mentoring Services / Mar, April 2026	3,000.00
4/28/2026	106090	Door County Treasurer	Maint / Snow and Ice Control / 2.15.26-3.14.26	758.24
4/28/2026	106091	Diffit	District IMC / Site License	2,000.00
4/28/2026	106092	Door County Maritime Museum	Gr3 Field Trip / Cana Island / 5.5.26	335.00
4/28/2026	106093	Edwards Orton-Gillingham Inc.	Elem Teacher Training / Level 1 Edwards Orton-Gillingham Training	3,800.00
4/28/2026	106094	Fish Creek Sanitary Dist #1	1Q 2026 Sewer Usage	5,763.40
4/28/2026	106095	Fox Valley Tech	Training / Transportation / CDL Training / R Voigtlander / 4.6.26-4.16.26	2,150.00
4/28/2026	106096	Gibraltar Activities	District Admin / 3 yearbooks	280.00
			IMC / 1Yearbook	
4/28/2026	106097	Hanover Insurance Group	Insurance / Commercial Inland Marine Policy / 6.10.25-6.10.26	6,320.00
4/28/2026	106098	Heartland Business Systems	Technology / A Moore / Fusion Server	1,021.33

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			Appliance for Paging System / Quote 407463v1	
4/28/2026	106099	Heid Music	Instrument Repair / Bach Trombone	35.00
4/28/2026	106099	Heid Music	Instrument Repair / Buescher Tenor Sax	89.50
4/28/2026	106100	Instrumental Music Company	Band / Bass Drum Mallet	59.95
4/28/2026	106100	Instrumental Music Company	Band / A Zwiefelhofer / Supplies	63.93
4/28/2026	106100	Instrumental Music Company	Instrument Repair / Buescher Tenor Sax	75.00
4/28/2026	106101	Jostens	Secondary Principal / J DeBroux / Diplomas	22.10
4/28/2026	106102	Lakeshore Learning Materials	4K / R Meyer / Supplies	216.05
4/28/2026	106103	Lakes Gas Co.	Propane	10,589.20
4/28/2026	106103	Lakes Gas Co.	Propane / Auditorium	1,590.82
4/28/2026	106104	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 12	434.08
4/28/2026	106105	Northeast Wi Technical College	Secondary Counselor / C Roberts / Student Courses / Spring 2026	2,685.75
4/28/2026	106106	Open Up Resources	Elem EL Curriculum / Gr K-5 / Quote q-64541 / Board Approved 4.13.26	22,360.00
4/28/2026	106106	Open Up Resources	Elem EL Curriculum / Gr K-5 / Trade Texts / Quote q-64852 / Board Approved 4.13.26	9,342.00
4/28/2026	106107	RestoreDoor Ecological Services	Site Maint / Tree Pruning	300.00
4/28/2026	106108	Rote Oil Ltd	Transportation / Fuel	647.28
4/28/2026	106108	Rote Oil Ltd	Transportation / Fuel	1,469.88
4/28/2026	106109	Spectrum	Fiber Internet Svc / 4.30.26-5.29.26	999.00
4/28/2026	106110	T-ROX LLC	Elem Principal / L Ward / Equipment rental for Elem Picnic / Rental Agreement 8111	1,070.00
4/28/2026	106111	Thorarinson, Tammy	Refund / Student Fees / Driver's Ed Fee	340.00
4/28/2026	106112	US Omni & TSACG Compliance Services Inc	Business Office / 403(b) Common Remitter - Compliance Oversight Svcs / Feb 2026	102.00
4/28/2026	106113	Washington Island Lions Club	Field Trip / Campsite Rental	50.00
4/28/2026	106114	Woodcraft	Tech Ed / N Hatch / Supplies / Perkins Funds	1,105.00
4/28/2026	106114	Woodcraft	Tech Ed / N Hatch / Supplies / Perkins Funds	2,529.00
4/28/2026	106114	Woodcraft	Tech Ed / N Hatch / Supplies / Perkins Funds	919.00
4/28/2026	106115	Wisconsin School Music Association	HS Honors Tuition / C Carriere, O Wisniewski	1,220.00
4/28/2026	106115	Wisconsin School Music Association	Band / State Solo-Ensemble Fees Choir / State Solo-Ensemble Fees	102.00
4/28/2026	106116	Xerox Business Solutions	Copier Svc Contract / 3.25.26-4.24.26	2,169.78
4/28/2026	106117	Xerox Financial Services	Copier Lease / 4.10.26-5.9.26	1,978.54
4/28/2026	106118	Zorn Compressor & Equipment	Maint / Compressor Maint	1,369.40
5/4/2026	106119	Files, Naomi	Band / A Zwiefelhofer / Percussion Player for May band concert	150.00
5/4/2026	106120	Higdon, Richard	Band / A Zwiefelhofer / Instrumentalist for May band concert	150.00
5/4/2026	106121	Mauricio's LLC	District Admin / Staff Lunch /5.6.26	1,750.00
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Food and Supplies	445.17
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Food	109.96
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Food and Supplies	337.81
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Food	-27.33
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Food	113.11
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Food	308.25
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Food and Supplies	167.90

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
5/5/2026	106123	Badger Wholesale Company, Inc.	Food Svc / Supplies	26.61
5/5/2026	106124	Kemps LLC	Food Svc / Food	612.20
5/5/2026	106124	Kemps LLC	Food Svc / Food	451.00
5/5/2026	106124	Kemps LLC	Food Svc / Food	440.65
5/5/2026	106124	Kemps LLC	Food Svc / Food	432.90
5/5/2026	106125	Pan-O-Gold Baking Co	Food Svc / Food	109.55
5/5/2026	106125	Pan-O-Gold Baking Co	Food Svc / Food	62.75
5/5/2026	106125	Pan-O-Gold Baking Co	Food Svc / Food	75.30
5/5/2026	106127	Performance Foodservice	Food Svc / Food and Supplies	1,740.48
5/5/2026	106127	Performance Foodservice	Food Svc / Food	44.00
5/5/2026	106127	Performance Foodservice	Food Svc / Food	-52.86
5/5/2026	106127	Performance Foodservice	Food Svc / Food	44.00
5/5/2026	106127	Performance Foodservice	Food Svc / Food	2,193.59
5/5/2026	106127	Performance Foodservice	Food Svc / Food and Supplies	1,891.49
5/5/2026	106127	Performance Foodservice	Food Svc / Food	66.00
5/5/2026	106127	Performance Foodservice	Food Svc / Food and Supplies	2,027.11
5/5/2026	106128	Waseda Farms	Food Svc / Food	314.85
5/5/2026	106128	Waseda Farms	Food Svc / Food	295.38
5/5/2026	106129	AbsorbTech	Maint / Supplies	435.56
5/5/2026	106130	Algoma School District	Charter Service / Softball / Algoma (one-way) / 4.10.26	246.69
5/5/2026	106131	Algoma Motors	Drivers Ed / Vehicle Lease / May 2026	388.00
5/5/2026	106132	Amazon Capital Services	Business Office / M Lindem / drawer organizer	15.21
5/5/2026	106133	Captain Commodes Inc	Portable Units / 4.7.26-5.4.26	141.33
5/5/2026	106134	Cesa 6	Literacy Coaching Svcs / M Straub / Pymt 4 of 4	7,096.50
5/5/2026	106135	Door Community Auditorium	Technical Hours / April 2026	1,260.00
5/5/2026	106136	Eagle Mechanical	Maint / Service Call	413.38
5/5/2026	106137	Gibraltar Food Service	Elem Princ / L Ward / WI Forward Testing Snacks / 4.6.26-4.9.26	1,763.64
5/5/2026	106137	Gibraltar Food Service	Secondary Principal / WI Forward Testing Snacks / 4.13.26-4.16.26	1,269.60
5/5/2026	106137	Gibraltar Food Service	Elem Principal / L Ward / 4K Screening Snacks / 4.2.26	159.87
5/5/2026	106138	Hanamann, Thomas	Official / Baseball / 4.23.26	200.00
5/5/2026	106139	Hilbert School District	Track / Invite Fee	200.00
5/5/2026	106140	Instrumental Music Company	Instrument Repair / Yamaha Tenor Sax	55.00
5/5/2026	106140	Instrumental Music Company	Instrument Repair / Yamaha Clarinet	45.00
5/5/2026	106140	Instrumental Music Company	Band / A Zwiefelhofer / Supplies	124.99
5/5/2026	106140	Instrumental Music Company	Band / A Zwiefelhofer / Equipment	259.21
5/5/2026	106141	Lakes Gas Co.	Propane / Auditorium	1,729.46
5/5/2026	106142	Lawn Doctor	Site Maint / Spring Fertilizer and Weed Control	3,050.00
5/5/2026	106143	LeBlanc, David	Official / Baseball / 4.23.26	200.00
5/5/2026	106143	LeBlanc, David	Official / Softball / 4.24.26	200.00
5/5/2026	106144	Metro Sales Inc	Electronic FAX Svc / 4.3.26-5.2.26	30.99
5/5/2026	106145	Northern Door Communications	Transportation / VHF Repeater Svc / 18 Radios / Apr-Jun 2026	783.00
5/5/2026	106146	Nelson's Bus Service, Inc.	Transportation / Maint / All Buses	844.45
5/5/2026	106146	Nelson's Bus Service, Inc.	Transportation / Maint / Bus 12	410.85

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
5/5/2026	106147	NEOLA, Inc	District Admin / Policy Updates	1,720.00
5/5/2026	106147	NEOLA, Inc	District Admin / Consultation Hours /Jan-Mar 2026	300.00
5/5/2026	106148	Open Up Resources	Elem EL Curriculum / Gr K-5 / Trade Texts / Quote q-65843 / Board Approved 4.13.26	1,239.00
5/5/2026	106149	Quadient Leasing USA, Inc.	Postage Meter Lease / Mar-May 2026	468.39
5/5/2026	106150	Raptor Technologies	Background Checks / Volunteer Level 1,2	198.00
5/5/2026	106151	Rote Oil Ltd	Transportation / Fuel	1,618.70
5/5/2026	106152	School Protection System Co	School Safety / Window Coverings	832.60
5/5/2026	106153	Shaw, Bill	Official / Softball / 5.1.26	200.00
5/5/2026	106154	Sievert, Gary	Official / Softball / 4.27.26	200.00
5/5/2026	106155	Spielmans Woodworks	District Admin / Bench for Retiree	380.00
5/5/2026	106156	Thern, Jamie	Official / Baseball / 5.1.26	200.00
5/5/2026	106157	UW Green Bay	Secondary Counselor / C Roberts / Student Courses / Spring 2026	1,650.00
5/5/2026	106158	Wenger Corporation	Auditorium / Risers / Quote 3386615	10,764.55
5/5/2026	106159	Xerox Business Solutions	Copier Service Contract / 4.24.26-5.23.26	23.58
5/5/2026	106160	Xerox Financial Services	Copier Lease / 4.26.26-5.25.26	153.74
4/6/2026	202500195	US Bank	Technology / A Moore / Monthly Online Subscriptions / ZOOM, Amazon Web Services, Wasabi, Chatgpt, Brisk	516.10
4/6/2026	202500195	US Bank	District Admin / B Stousland / Home Depot / Supplies	100.20
4/6/2026	202500195	US Bank	District Admin / B Stousland / American Airlines / Travel	447.13
4/6/2026	202500195	US Bank	District Admin / B Stousland / VistaPrint / Supplies	122.95
4/6/2026	202500195	US Bank	District Admin / B Stousland / Lautenbachs, DC Chocolate	112.72
4/6/2026	202500195	US Bank	District Admin / B Stousland / Costco / Speaker for new Commons, Food for Interviews	388.81
4/6/2026	202500195	US Bank	Secondary Counselor / C Roberts / Target / Supplies	60.00
4/6/2026	202500195	US Bank	Secondary Counselor / C Roberts / Jones & Bartlett / Text for Student Online Course	98.06
4/6/2026	202500195	US Bank	Travel / E Eckhardt, J Hilander / Hotel, Meals / Chula Vista, Kilbourn City Girl, Morning Glory / WISEdata Conference	322.32
4/6/2026	202500195	US Bank	Postage	28.98
4/6/2026	202500195	US Bank	Coaches PD / J Burress / Bayside, Piggly Wiggly	308.10
4/6/2026	202500195	US Bank	Travel / Meal / J Burress / Townline Pub	22.91
4/6/2026	202500195	US Bank	Softball / WFSCA / Dues	50.00
4/6/2026	202500195	US Bank	Baseball / WBCA / Member Dues / www.baseballwisconsin	104.00
4/6/2026	202500195	US Bank	Field Trip / J DeBroux / Nat History Day / UWGB Social House	181.99
4/6/2026	202500195	US Bank	Secondary Principal / J DeBroux / College	215.24

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
4/6/2026	202500195	US Bank	Board Store / Staff Recognition Secondary Principal / J DeBroux / Chatgpt / Monthly Subscription	20.00
4/6/2026	202500195	US Bank	Business Office / M Lindem / Target /Supplies	37.98
4/6/2026	202500195	US Bank	Transportation / Fuel / BP / 3.9.26-3.31.26	328.50
4/6/2026	202500195	US Bank	Transportation / Maint / Van / Kiehnau's Serviced	1,174.75
4/6/2026	202500195	US Bank	Drivers Ed / Fuel / BP	40.55
4/6/2026	202500195	US Bank	HS Health / T Lindenberg / ClassroomScreen / Subscription	36.00
4/6/2026	202500195	US Bank	HS Health / T Lindenberg / TPT / Supplies	33.99
4/6/2026	202500195	US Bank	Activities Account CC Charges / 4.6.26 Stmt	1,266.71
4/6/2026	202500195	US Bank	Travel / A Moore / Hotel / Kalahari	134.46
4/6/2026	202500195	US Bank	Technology / A Moore / Paypal / UVDesk / Help Desk SW	192.00
4/6/2026	202500195	US Bank	Technology / A Moore / Lastpass.com / password manager sw subscription	37.98
4/6/2026	202500195	US Bank	Technology / A Moore / Ebay / Equipment	76.15
4/6/2026	202500195	US Bank	Training / A Moore / Coursera.org, Simplek12.com	250.70
4/6/2026	202500195	US Bank	Workshop / L Mayville / TKSVirtualEvents.com / Elevate	120.00
4/6/2026	202500195	US Bank	Travel / Hotel / Holiday Inn / R Voigtlander CDL Training	239.46
4/6/2026	202500195	US Bank	Conference Registration / NU SCS Summer / R Nelson / Northwestern U AP Summer Institute	730.00
4/6/2026	202500195	US Bank	Travel / Hotel / Tuscany Suites / Hive Conference / J Burress, J Gallagher, K Schleicher	1,113.75
4/6/2026	202500195	US Bank	Transportation / Kwik Trip / Fuel	193.37
4/6/2026	202500195	US Bank	Workshop / Peninsula School of Art / E Salm	160.00
4/6/2026	202500195	US Bank	Gr 5 Field Trip / Brewers / Tickets	648.00
4/6/2026	202500195	US Bank	Transportation / Fuel / Fish Creek BP	52.68
4/6/2026	202500195	US Bank	Softball Tournament / Meals / Moosjaw Pizza, McDonalds, Domino's	807.10
4/6/2026	202500195	US Bank	Transportation / Kwik Trip / Fuel	64.34
4/6/2026	202500195	US Bank	Drivers Ed / SP Driver Training / AAA How to Drive workbooks	70.46
4/6/2026	202500195	US Bank	Business Ed / SQ Square Hardware / Point of Sale System	1,379.94
4/6/2026	202500195	US Bank	SpEd / C Voigtlander / American Psychological Assn / Book	21.05
4/6/2026	202500195	US Bank	SpEd / C Voigtlander / Elsevier / Book	35.95
4/6/2026	202500195	US Bank	SpEd / C Voigtlander / Therapyshoppe /Supplies	501.79
4/6/2026	202500195	US Bank	SpEd / C Voigtlander / Claud.ai / Subscription	100.00
4/6/2026	202500195	US Bank	SpEd Supervision / Piggly Wiggly / Supplies	34.30
4/6/2026	202500195	US Bank	Travel / C Voigtlander / Taco Bell / Meals	65.38
4/6/2026	202500195	US Bank	SpEd / C Voigtlander / Riverside Insights / Testing Supplies	371.55

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
4/6/2026	202500195	US Bank	SpEd / C Voigtlander / Cognitive Connetion / Books	361.15
4/6/2026	202500195	US Bank	Workshop Registration / CESA7 / C Voigtlander, K Verbooman, K Kita, S Glocke, J Mueller, L Hucek, K Blok	1,805.00
4/6/2026	202500195	US Bank	SpEd / C Voigtlander / Pearson Education / Testing Supplies	660.34
4/6/2026	202500195	US Bank	Maint / Nelsons / Supplies / 3.10.26-3.24.26	201.94
4/6/2026	202500195	US Bank	Maint / BP / Fuel	108.84
4/6/2026	202500195	US Bank	Maint / Dishmachine Tubing / Supplies	169.96
4/6/2026	202500195	US Bank	Maint / ULine / Trash Cans	587.05
4/6/2026	202500195	US Bank	Maint / Southeastern Equipment / Supplies	397.91
4/6/2026	202500195	US Bank	Elem Principal / L Ward / WI Foundation for Educational Admin / Conf Registration	417.00
4/6/2026	202500195	US Bank	Elem Principal / L Ward / Amazon / Supplies for 4K Registration Day	22.08
4/6/2026	202500195	US Bank	Elem Principal / L Ward / CustomInk / 4K, Elem TShirts	954.52
4/6/2026	202500195	US Bank	Elem Principal / L Ward / Fish Creek Mkt / 4K Registration Day	347.01
4/6/2026	202500195	US Bank	Elem Principal / L Ward / Pacific Northwest Publishing / PBIS Supplies	124.17
4/6/2026	202500195	US Bank	Elem Principal / L Ward / Amazon / Testing Supplies	113.38
4/14/2026	252600302	Luedcke, Daniel	Reimb / Food Svc / Food / Tadych's MarketPlace	6.38
4/28/2026	252600303	Bahrke, Ashley	Reimb / Supplies / Nelsons	10.54
4/28/2026	252600304	De Broux, James	Reimb / Travel / Mileage, Meal	93.27
4/28/2026	252600305	Meikle, Laura	Reimb / Travel / Mileage	105.85
4/28/2026	252600306	Moroney, Sueann	Reimb / Travel / Mileage	307.40
4/28/2026	252600307	Stousland, Brett	Reimb / Travel / Mileage / April 2026	634.38
4/28/2026	252600308	Thomas, Devin	Reimb / Travel / Meals	54.03
4/28/2026	252600309	Voigtlander, Richard	Reimb / Travel / Mileage, Meals / CDL Training 4.5.26-4.16.26	633.00
5/5/2026	252600310	Burruss, Justin	Official / Baseball / 4.24.26	90.00
5/5/2026	252600311	Butler, Megan	Reimb / Travel / Mileage / 4.24.26-4.26.26	310.30
5/5/2026	252600312	Craig, Mark	Official / Softball / 5.1.26	200.00
5/5/2026	252600313	Delsart, Meghan	Reimb / College Class Texts	70.69
5/5/2026	252600313	Delsart, Meghan	Reimb / Business Office / Supplies	60.79
5/5/2026	252600314	Dumas, Don	Official / Baseball / 5.1.26	200.00
5/5/2026	252600315	Koss, Kelly	Official / Baseball / 5.4.26	90.00
5/5/2026	252600316	LeCaptain, Mark	Official / Baseball / 4.24.26	90.00
5/5/2026	252600316	LeCaptain, Mark	Official / Baseball / 5.4.26	90.00
5/5/2026	252600317	Marr, Carla	Reimb / Food Svc / Piggly Wiggly / Food	76.35
5/5/2026	252600318	Merkle Schubert, Debra	Official / Track / 4.21.26	150.00
5/5/2026	252600318	Merkle Schubert, Debra	Official / Track / 4.27.26	150.00
5/5/2026	252600318	Merkle Schubert, Debra	Official / Track / 5.1.26	100.00
5/5/2026	252600319	Schaefer, Bruce	Official / Softball / 4.24.26	200.00
5/5/2026	252600320	Schubert, Paul	Official / Track / 4.21.26	150.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
5/5/2026	252600320	Schubert, Paul	Official / Track / 4.27.26	150.00
5/5/2026	252600320	Schubert, Paul	Official / Track / 5.1.26	100.00
5/5/2026	252600321	Seehafer, William	Official / Softball / 4.27.26	200.00
5/5/2026	252600322	Vandervest, Wade	Official / Track / 4.21.26	125.00
5/5/2026	252600322	Vandervest, Wade	Official / Track / 4.27.26	125.00
			<b>Total:</b>	<b>\$372,636.04</b>